



INVITATION OF EOI

Kerala Startup Mission Invites Expression of Interest (EOI) for the Empanellment of reputed Architectural cum Engineering Consultancy firms/companies for upcoming infrastructure development across Kerala.

Please visit <https://startupmission.kerala.gov.in> for more details. The last date for submission of Expression of Interest is 16th June, 2025.

The Chief Executive Officer,
Kerala Startup Mission,
Thejaswini Building
Technopark, Kazhakootam PO,
Trivandrum



KERALA STARTUP MISSION (KSUM)

**EMPANELMENT OF ARCHITECTURAL CUM ENGINEERING CONSULTANCY
SERVICE CONTRACT FOR UPCOMING INFRASTRUCTURE DEVELOPMENT
ACROSS KERALA**

EXPRESSION OF INTEREST

EOI NO: KSUM/Infra/T/2025-2026/01

TENDER TO BE ADDRESSED TO:

**The Chief Executive Officer,
Kerala Startup Mission,
Thejaswani Building
Technopark, Kazhakootam PO, Trivandrum**

SUBMITTED BY:.....

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Introduction

Kerala Startup Mission (KSUM) is the nodal agency of the Government of Kerala for promoting entrepreneurship in the state. It is also the implementing body for the Kerala Technology Startup Policy, which supports the state's startup ecosystem through various schemes and support programs. Founded in 2006, KSUM aims to promote technology-based entrepreneurship and to create the infrastructure and ecosystem required to support high-end technology-based startup businesses.

KSUM has infrastructure facilities across the state for fostering innovation, collaboration, and success in the startup ecosystem. These facilities offer plug-and-play workstations, meeting rooms, discussion rooms, high-speed internet, prototyping labs, R&D facilities, networking/pitching arena and many more amenities.

Purpose of this EOI

Kerala Startup Mission invites Expression of interest (EOI) for empanelling Architectural cum Engineering consultancy service contract for upcoming infrastructure development across Kerala. This EOI document is for shortlisting suitable qualified Architectural cum Engineering firms and empanel them for 3 Years to avail the services of architecture designing, interior designing, structural design, estimates and MEP consultancy for all developmental projects being taken up by KSUM.

This EOI document provides details about the scope of work, expectations from the Consultant, and bidding procedure and can be downloaded from (<https://startupmission.kerala.gov.in/tenders>). Response to this EOI shall be deemed to have been done after careful study and examination of this document with a full understanding of its implications. This section provides general information about the issuer, important dates and addresses and the general eligibility criteria for the parties.

Chief Executive officer

26/05/2025

Kerala Startup Mission

Thiruvananthapuram

Schedule of Events

Availability of Expression of interest document: -	The portal will be available from 26/05/2025 onwards
Last date for submission of written/ online queries for clarification: - Email Id: - anjali@startupmission.in	15.06.2025 , 5.00 PM
Date, time and venue for Pre-Bid Meeting: -	02.06.2025 , 11.00 AM
Last date for Submission: -	11.06.2025 , 3.00 PM
Extended Last date for Submission: -	16.06.2025 , 4.00 PM
Mode of Submission: -	Offline Portal address : The CEO, Kerala Startup Mission, Kerala Technology Innovation Zone (KTIZ), Kinfra Hi-Tech Park Main Rd, HMT Colony, P.O, Kalamassery, Kochi, Kerala 683503
Opening of EOI: -	17.06.2025, 11.00 am

General Scope of services for Empanelled Consultants

The scope of work for Architectural cum Engineering firms include architectural design, structural design, detailed estimates and preparation of Detailed Project Report as prescribed by the funding agency for the projects. The firms shall be providing concept

design, presentations, structural design ,detailed working drawings, estimates and Detailed Project Reports. On completion of Empanelment of the above categories, based on the requirement of comprehensive services for any project, a project brief shall be issued to the empaneled Architectural cum Engineering Consultancy firms/ Companies. This limited tender shall be floated amongst the empaneled group of firms for the requirement of comprehensive as well as individual Architectural cum Engineering services for various projects under KSUM. Through the limited tender, interested firms/companies shall participate for the technical presentation and financial proposal. The selected applicant shall be awarded the contracts for the consultancy services. The interested Architectural cum Engineering Consultancy firms/ Companies will have to make a presentation explaining the details of their profile, and also the understanding of the concept, the work plan & methodology to be employed and concept ideas of proposed projects in the presentation. The presentation will have to be made before the selection committee who will evaluate the presentation along with the financial proposal and award based on the evaluation criteria. A minimum of 15 days' time will be allowed for making the presentation.

Schedule of services

1. Immediately on award of work, the Consultant shall nominate a well-qualified and experienced officer for the specific project.
2. Arranging contour survey / soil investigation etc necessary for the designing the project
3. Preparation of the Master plan in consultation with KSUM.
4. The Consultant shall be prepared to present three or more concepts with preliminary designs and budget costing considering the requirements of KSUM for the project and KSUM will be choosing one option for further detailing if there is any design satisfying the requirements of KSUM. The consultant may make necessary changes/ improvements in the conceptual layout, project master plan from time to time in consultation with KSUM.
5. Present different options to KSUM with details and freeze only the approved design for further procedures.
6. If the submitted options are not satisfying the needs and expectations of KSUM the consultant has to submit new options and repeat the procedure.
7. The Consultant has to prepare sectional and elevation drawings, 3D views of elevations from different angles for the selected project. The consultant may

make necessary changes/ improvements in the views and drawings in consultation with KSUM.

8. Preparation and submission of a **detailed project report (DPR)** in the required format
9. Preparation and submission of feasibility reports of all selected projects.
10. Identify all statutory approvals to be obtained from various authorities and advise KSUM on the procedure for obtaining such approvals, prepare necessary drawings / documents based on the designs approved by KSUM, fill up and submit the applications, follow up till the approval is obtained. Necessary modifications as may be required by the statutory authority in the documents submitted shall also be made by the consultant in suggestion with KSUM and without any extra charge. Fees to be remitted to statutory authorities will be paid by KSUM.
11. After approval of architectural layout and elevations the consultant has to prepare detailed drawings, 3D views, computer walk through of the entire project etc of interior finishes. The consultant may make necessary changes/ improvements in the views, drawings etc in consultation with KSUM.
12. The consultant shall prepare preliminary schemes for various facilities consisting of lay-out plans, schematic diagrams, coordination drawing in BIM or equivalent, technical specifications, preliminary cost estimates etc., giving due consideration to all statutory rules and regulations and get KSUM approval for the same.

All building plans shall also show the following details of services:

- All existing underground, surface and overhead services wherever data is available.
- Proposed water supply systems including distribution pipes, stopcocks, bib cocks, meters and fire hydrants.
- Internal and external electrical installations, switches, plugs, lighting system etc.
- Air-conditioning with position of chillers, Air Handling Units/ VRF units, ducts and all other details, position and details of plant room, route of chilled water pipes, cooling towers etc.
- Proposal for furniture, furnishings and all other items/services required to the employer's satisfaction if special order is given to take up these items also.
- Proposal for collection and disposal of e-waste, bio-waste and other hazardous wastes.

- The consultant shall indicate on his drawings and report, the manner in which it is proposed to deal with all services, e.g. Electrical, Water Supply, Sanitary, Drainage, Sewage, Air-conditioning, Fire detection, Fire - fighting, Lightning Arrestor System, data communication systems and other services for complete initial statutory clearances.
- 13. The Consultant has to do structural study and has to prepare detailed structural drawings, MEP drawings etc.
- 14. The Consultant shall prepare and submit a project schedule, a total project budget for the works under their scope and Quarter wise fund flow for the completion of the project.
- 15. On approval of the design by KSUM, the Consultant shall prepare a detailed project report (DPR) with the detailed cost of the project for review and other administrative approvals and a model of the approved project.
- 16. Three copies of the approved preliminary design, drawings (also referred to as revised or design development) including plans, elevations, sections, perspective drawings, (PDF & AutoCAD format) etc. shall be furnished to KSUM along with brief specifications and preliminary estimate supported with details of rates and quantities to the satisfaction of the Employer.
- 17. Site inspections for finalization of all the details shall be conducted by the concerned persons at their own cost.
- 18. Prepare Architectural/ structural/services working drawings and details sufficient for the proper execution of the work and sufficient copies of working drawings, schedules technical specifications, and other documents to enable them properly fulfill their obligations under conditions of contract. The drawings shall be stamped 'For Approval', 'Good for Construction', 'As built' etc. as the case may be and signed by the Consultant.
- 19. Preparation of technical specifications, detailed bill of quantities, detailed estimates and drawings including structural design for review and approval.
- 20. Prepare detailed cost estimate of all works on the basis of the latest CPWD/ KPWD schedule of rates / prevailing market rates as the case may be, quantities and specifications, following KSUM's approved procedures, and on approval supply enough copies of documents to KSUM.
- 21. The estimate and rate analysis needs to be prepared in PRICE software in consultation with KSUM, if required.
- 22. Rate analysis of all items based on latest CPWD/MORTH specifications and for items not covered by CPWD, on the basis of market rate with supporting documents such as required number of quotations.
- 23. Prepare pre-qualification criteria for various works in consultation with KSUM who shall have the option to pre-qualify the Contractor in advance by inviting

separate tender in which case the Consultant shall evaluate the tenders and prepare a list of Contractors who satisfy the norms and submit the same for KSUM approval. Alternatively, KSUM may decide to pre-qualify the Contractor along with the tender for work.

24. The Consultant shall, prepare a Draft Tender Document in bid system as per KPWD manual for approval of KSUM and revise the same if necessary. The Tender document shall contain Notice inviting Tender, pre-qualification criteria, drawings, general conditions of contract, special conditions of contract, schedule of items and quantities, technical specifications, required drawings etc. KSUM will invite tenders. The Consultant will prepare a sufficient number of Tender documents and drawings. Sale of tender forms will be the responsibility of KSUM. If required by the client the Consultant shall advise KSUM on pre-qualification within two days of opening of tender (in case the pre-qualification is done along with main tender). The Consultant shall conduct techno-commercial evaluation of the bids. If necessary, the Consultant shall correspond with the bidders/discuss with them to seek clarifications/confirmations on all techno-commercial points and shall endeavor to bring all offers to the same technically and commercially acceptable level. KSUM will participate in all the discussions. If required by KSUM within two days from the date of opening of price bids, the Consultant shall submit the final recommendation. The final choice will rest with KSUM. The Consultant shall prepare a draft work order to be issued to the Consultant selected by KSUM and also assist KSUM in the execution of the contract (agreement) between KSUM and the Contractor,
25. Issue of Good For Construction (GFC) of drawings for KSUM approvals and then issued to the PMC & contractor for execution.
26. The consultant shall prepare for the use of KSUM , sufficient number of copies of drawings/documents /other details. The consultant shall also provide further details and drawings as are necessary for the proper execution of the works. The consultant shall make further revisions to the drawings as may be necessary to meet site conditions or other data received.
27. The consultant shall prepare all necessary load calculations and design the building considering all facilities planned in the future development. He shall prepare complete documents and drawings for submission for initial and final approval/feasibility of **Kerala Fire and rescue department, Town planning department, Technopark, Electrical Inspectorate, Kerala PCB, DISCOM etc. and any other statutory authority.**
28. The consultant shall prepare working drawings and details sufficient for the proper execution and supervision of the works on the following also:

- a. Detailed plan and section.
 - b. Detailed requirements of auxiliary services such as fire prevention installations.
 - c. Detailed scheme drawings for electrical, IT networking, BMS installation works
 - d. Detailed piping and ducting layout drawings for ventilation and air conditioning works.
 - e. Detailed section, plan and elevation drawings for lift installations.
 - f. Detailed structural drawings.
 - g. Interior fit out plans.
 - h. Make necessary changes in the drawings considering the site conditions and revisions in the proposals and resubmit on time so as to ensure unhindered execution of the project.
29. The consultant shall supply to KSUM free of cost two copies of appropriate scale drawings, two complete sets of structural drawings and two sets of drawings with soft copies (PDF & Auto CAD files), sufficient to show lines of drainage, electrical installation and other essential services. The consultant shall also furnish the design calculations & bound copies (soft & hard) of detailed project report with the budgeted cost estimate . In addition the consultant shall supply sufficient copies of drawings/details etc. to be submitted to statutory agencies at no extra cost. The consultant shall, if so required by the KSUM, supply extra copies of all such drawings and documents at no extra cost. Further details of service to be rendered are given under scope of services.
 30. Liaising with all statutory agencies for getting required Statutory approvals for the successful completion of the project.
 31. Providing all assistance for statutory approvals.
 32. Preparation of as built drawings with proper labeling of assets.
 33. All documents shall be signed by the Project Director/Project manager /chief architect/ any other authorized official.
 34. Providing technical support during the defect liability period of various contracts(depends on the contract condition).
 35. Any other works assigned from time to time.'
 36. The Building shall be designed as per the existing Building Rules ie KMBR 2019 with its latest amendment applicable for Government IT Parks

The above mentioned scope is general in nature and actual scope of services shall be as per the work order issued by KSUM.

Minimum Pre Qualification criteria for empanelment

	Criteria	Documentary evidence
1	Head of the organization/Chief Architect in the organization should have registration in the Council of Architects in India	Registration details Council of architects Designation of the person
2	Experience during the last Five years in providing Architectural cum Engineering consultancy services for the designing & obtaining necessary statutory compliances of a single multistoried building of minimum built up area of 1.50 lakh sq.ft and above coworking space/IT office space with tool room or Lab facility/tool room/ Lab facility/ Commercial building which includes civil, interior work including roads and connected infrastructure, MEP and other allied services within India.	Completion certificate mentioning the detailed scope of work, Completion period and reference contact Abstract of the same shall be in the format as Annexure IV
3.	Financial Position: Annual Minimum average Turnover of Rs. 1.2 Cr by way of professional fee for the past three years. The entity has been generating an average profit over the past three years.	CA certified proof may be produced for turnover / audited financial statements of the last 5 years.
4.	Application from joint venture will not be accepted.	Undertaking in company letter head (Annexure V)
5	Experience in working as architectural cum engineering consultancy service for any government undertakings/ PSU's/Industry parks/IT Park during the last five years.	Completion certificate mentioning the detailed scope of work, Completion period and reference contact

6	Undertaking - Non blacklisting	ANNEXURE VI
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Instructions to bid submission through offline

The proposal is to be submitted through **OFFLINE MODE** only.

The web portal link for submission of EOI is

In case of doubts or clarifications please contact Kerala Startup Mission, G3B, Thejaswini, Technopark Rd, Technopark Campus, Karyavattom, Thiruvananthapuram, Kerala 695581.

1. Bidders are requested to send their queries if any in advance to the e-mail id : anjali@startupmission.in
2. Technical proposal shall contain following documents:

The following documents are required to be submitted/uploaded.

- a. Covering letter (Annexure I)
- b. Signed and sealed copy of this EOI
- c. Company profile
- d. GST certificate & PAN
- e. Company Registration certificate (Details of registration - whether partnership firm, Company etc. Name of registering Authority, Date and registration no. (Enclose certified copies of documents as evidence)
- f. Details of registration with:
 - i. Council of architects
 - ii. Institution of Engineers (India)
 - iii. Institute of Town Planners (India)
- g. Documentary evidence of all pre qualification criteria specified in Minimum Pre Qualification criteria for empanelment
- h. Details about maximum three numbers of prestigious projects with Images, description of project, scope of services etc.

Evaluation Process

- i. The Technical proposals will be opened and evaluated by KSUM after the last date for submission of proposals.

KSUM will select a consultant utilizing a Quality Based Selection (QBS) process. Critical factors in this selection will include responsiveness of the proposal to this Expression of Interest (EOI); description of approach to the services, relevant project experience, qualifications of the responding firms and principal assigned staff; readiness to undertake the required services; ability to execute an acceptable written contract; and client references.

The details furnished in the proposal were evaluated by a committee constituted by KSUM. Based on that KSUM will issue a list of empanelled Consultants

The KSUM reserves the right to reject any or all proposals, and to request written clarification of proposals and supporting materials. The Authority reserves the right to accept the proposal most favorable to the project after all proposals have been examined and evaluated.

KSUM shall not be liable for any expense incurred by the bidders for participation in the bid process.

3. The validity of the proposal shall be six months from the last date for submission of Proposal.

ANNEXURE I

To

The Chief Executive Officer,
Kerala Startup Mission,
Thejaswini Building, Technopark, Kazhakootam PO,
Trivandrum

Dear Sir/ Madam,

Sub: Expression of interest (EOI) for empanelling Architectural cum Engineering consultancy service contract for upcoming infrastructure development across Kerala

Ref:

We, the undersigned, hereby submit our offer for getting empaneled for the “Expression of interest (EOI) for empanelling Architectural cum Engineering consultancy service contract for upcoming infrastructure development across Kerala to be taken up by Kerala Startup Mission, in full conformity with the said EOI.

We have read the provisions of EOI and confirm that these are acceptable to us. We further declare that additional conditions, variations, deviations, if any, found in our proposal shall not be given effect to.

We hereby declare that all the information and statements made in this proposal are true and accept that any misinterpretation contained in it may lead to our disqualification. We understand you are not bound to accept any proposal you receive.

Date:

Authorized Signatory (in full and initials):

Name and title of signatory:

Duly authorized to sign this Proposal for and on behalf of:

Address:

ANNEXURE II

Services carried out in the last five years as per the minimum eligibility criteria.

Using the format below, provide information on each reference assignment for which your firm/entity, either individually as a corporate entity or as one of the major companies within an association, was legally contracted. Completion certificate shall be submitted separately.

Assignment No....

Assignment Name:	
Country	
Location within Country	
Name of Client:	
Address:	
Duration of the assignment:	
Start date (Month / year): End date(Month / year):	

Key professional staffs provided by your firm/entity (profile):	
Staff Strength:	
Approx. Value of services:	
Name of the associated consultants, if any:	No. of months of key professional staff, provided by associated consultants:
Name of senior staff (Project Director / Co-Ordinator, Team Leader) involved and functions performed:	
Narrative description of project and your role:	

Annexure III - Software tools used for the completed projects

Software Tools Used for the Completed Projects

Sl. No .	Project Title	Software Tools Used	Purpose of Use (Design/Simulation/Control/etc.)	License Type (Open Source/Proprietary)
1				
2				
3				

Annexure IV - Abstract of completed work

Abstract of Completed Work

Sl. No .	Project Title	Duration	Objectives of the Project	Summary of Work Completed	Outcome/Deliverables
1					
2					
3					
...

ANNEXURE V

Undertaking letter

(submit in letter head)

To,

The Chief Executive Officer

Kerala Startup Mission,

Thejaswini G3B, Technopark, Trivandrum

Sub: Expression of interest (EOI) for empanelling Architectural cum Engineering consultancy service contract for upcoming infrastructure development across Kerala.

We(company name)..... hereby confirm that we have directly bid for the project and have not entered into any joint venture for the work “ Architectural cum Engineering consultancy service contract for upcoming infrastructure development across Kerala”. Furthermore we affirm that in the event of being awarded the project we will not engage in any joint venture with other companies for this project and will execute the project directly.

Yours sincerely

(Signature and seal)

ANNEXURE VI

Undertaking - Non blacklisting

(To be submitted in company letter head)

I hereby affirm that any entity that has been barred by Central /State Governments in India, any entity controlled by them, from participating in any project, and the bar subsists as on the date of proposal, would not be eligible to submit a proposal.

I hereby declare that presently our company is having an unblemished record and is not declared ineligible for corrupt and fraudulent practices either indefinitely or for a particular period of time by any state/Central Government/PSU/Autonomous body.

I further declare that our company is not blacklisted and not declared ineligible for reasons other than Corrupt and Fraudulent practices by any State/Central Government/PSU/Autonomous Body on the date of submission of tender.

Also affirm that, during the last three years, we have neither failed to perform on any agreement, as evidenced by imposition of a penalty by an arbitral or judicial authority or a judicial pronouncement or arbitration award against the Applicant, nor been expelled from any project or agreement nor have had any agreement terminated.

If this declaration is found to be incorrect then without prejudice to any other action that may be taken, my security may be forfeited in full and the tender if any to the extent accepted may be cancelled.

Name and address of the contractor:.....

Seal and signature of the contractor:.....