



KERALA MEDICAL SERVICES CORPORATION LIMITED

(Dept. of Health & Family Welfare, Govt. of Kerala)

Thycaud P.O, Thiruvananthapuram,

Kerala - 695 014

Request for Proposal (RFP)

For

**Projects Management Consultant for Construction of KMSCL Warehouses
at different locations in the State**

(RFP NO: KMSCL/Projects/RFP/001/2024)

Name of Tenderer :

Address :

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SECTION I

INTRODUCTION

The Kerala Medical Services Corporation Limited - KMSCL (Tender Inviting Authority) is a fully owned Government of Kerala company set up in 2007 for providing services to the various health care institutions under the Department of Health & Family Welfare. KMSCL is the central procurement agency for all essential drugs and equipments for the health institution. Considering the increase in volume of drugs to be stored, it is highly essential to Construct State of Art Scientific Ware houses throughout the State in a time bound manner. Request for Proposal (RFP) is invited from those agencies who are Accredited agencies as per G.O (P) No. 104/2022/Fin dated 02.09.2022 and these accredited agencies are requested to submit their competitive offer on centage charges (in percentage) as Project Management Consultant (PMC).

KMSCL is in possession of land at many places throughout Kerala and it is proposed to Construct State of Art Scientific Ware houses to accommodate Storage room with Multi Level Racking System, Walk in cold room, High value medicine room, Chemical room, Office room, Visitors room, Distribution room etc. and also to Construct Guest house and Security room at same campus. Besides Civil work, the scope of PMC extend to areas of Electrification, Fire fighting, Lift, Material lift, Air conditioning, Acoustics, Building automation, Landscaping, Interiors, Internal roads, Lighting and communication facilities.

The Managing Director, KMSCL proposes to get the services of Project Management Consultant (PMC) for taking up the total consultancy for the project implementation. The PMC who are Accredited agencies as per G.O (P) No. 104/2022/Fin dated 02.09.2022 are invited to submit the RFP document duly filled up with relevant document, The proposal will be the basis for contract negotiations and ultimately signing of a contract with the selected PMC. The assignment shall be carried out and completed as indicated in the data sheet. The PMC may further familiarize with local condition and take them in to account in preparing their proposal.

To empanel Kerala Government approved accredited agencies with technical and procedural knowledge in the preparation of Detailed Project Reports, E-Tenders, implementation process, time bound execution of Projects, undertake technical evaluations /Studies, provide technical consultancy, etc. as Project Management Consultancy (PMC) for the successful implementation of Projects under various schemes of the KMSCL.

At present 3 warehouse (Kollam, Kannur& Thrissur) are planned for Construction initially and thereafter 9 warehouses (Malappuram ,Waynad, Kozhikode, Kasargod, Pathanamthitta, Ernakulam, Idukki, Palakkad, Trivandrum)in the future based on the availability of land. Request for Proposal is invited from those agencies who are Accredited agencies as per G.O (P) No. 104/2022/Fin dated 02.09.2022 of The Kerala Finance Department for execution of Public works under PMC with experience in Construction of building in large stage in the field of setting up the facilities in a war footing manner.The selected firms should have the liberty to offer any durable technologies and such firms should have a proven track record.

Looking forward for a long standing relation with you.

Best wishes,

Date : 09.07.2024

Sd/-
Managing Director,
Kerala Medical Services Corporation Limited

SECTION II

RFP NOTICE

Selection of Projects Management Consultant for Construction of KMSCL Warehouses at different locations

Request For Proposal (RFP) is invited by The Managing Director, KMSCL from experienced Consultants for **“Projects Management Consultant for Construction of KMSCL Warehouses at different locations in the State** . Estimated cost Rs: 30 Crores for one location.

Sl. No.	Information	Details
1	Date of release of RFP	10.00 am on 10.07.2024
2	Online Pre Bid Meeting	11.30 am on 19.07.2024
3	Last date and time for submission of RFP	11.00 am on 31.07.2024
4	Technical bid opening	02.30 pm on 31.07.2024
5	Place, date and time of making technical presentation	To be informed to the qualified Agency qualifying after opening of technical bids
3	Date of opening of the price bid	To be informed to the qualified Agency qualifying after Technical presentation
7	Firm period of the RFP	180 days after opening of Price bid

SECTION III

SCOPE OF WORK

1. SERVICE REQUIREMENTS

The empanelled Accredited Agencies are required to provide with technical and procedural knowledge in preparation of Detailed Project Reports, E-Tenders, implementation process, time bound execution of Projects etc. for the successful implementation of Projects under as PMC.

The empanelled Agencies are also required to provide specialized services in executing planned projects, to provide inputs, analyze data, prepare project reports, undertake specific studies, and facilitate organizing technical trainings/workshops, undertake technical evaluations/studies, provide technical consultancy, identification of sector wise opportunities, marketing strategy development etc. Such expertise enhances the effectiveness and efficiency of the project through objective coaching and the skilled application of project management techniques

The Consultant is responsible for the service support from the Project Formulation to execution of the project with due control for safety, quality control, cost control, project monitoring and after successful completion, commissioning, handing over projects works and periodic inspection, till the defects liability period, to KMSCL of the assigned projects.

2. Preliminary Phase

- a) Preliminary survey and investigation.
- b) Concept and schematic drawings.
- c) Preliminary drawings, preliminary structural design and preliminary estimates (including Civil, Mechanical, Electrical, Plumbing, ELV, Firefighting, Multi level racking system and allied works etc.).
- d) Assisting client in getting requisite approval from authorities concerned.

3. Bid Process Management Phase

- a) Preparation of detailed Architectural & detailed Engineering designs, drawings and detailed estimate (including Civil, Mechanical, Electrical, Plumbing, ELV, Firefighting, Multi level racking system and allied works etc.) and submission to client approval. Modification, if any, after proof checking arranged by Client, to be incorporated in the drawings and resubmitted for approval.
- b) Preparation of all working drawings (execution drawings)
- c) Preparation and finalisation of bid document.
- d) Finalisation of qualification and selection criteria for the Contractors.
- e) Evaluation and recommendation to client for selection and appointment of Contractors as per prevailing GoK directions.

4. Pre-construction Phase

- a) Finalisation of contract document.
- b) Additional working drawings, if any.
- c) Getting and recommending Contractor's work schedule.

5. Project Management Consultant

Construction, Supervision and Project Management stage

- a) Inspection and continuous supervision of works, by deploying competent and experienced Engineers as per the requirement, separately for each work/project location, and taking necessary remedial action wherever required during execution.
- b) Issue of working drawings necessary for the work, if any required.
- c) Finalisation and monitoring of contractor's work schedule.
- d) Supervision and monitoring of all components of the projects.
- e) Proper management of works to avoid quantity deviations and extra items.
- f) Total compliance of technical specifications, contract conditions and various other requirements contained in the respective contracts.
- g) Monitoring milestones and fund utilisation.
- h) Weekly reporting of physical and financial progress of work to KMSCL.
- i) Issuing necessary site instructions/technical details time to time in consultation with KMSCL, without causing any hindrance to the work at any stage.
- j) Quality assurance system complying CPWD specifications/BIS/other contract clauses, in the consultancy as well as the works and activities of the contractor.
- k) Safety practices in execution of works at project site for ensuring complete safety for works, workers, general public and structures and properties adjacent to work site, as per contract.
- l) Preparation of micro schedule for programming the works and strict monitoring of work based on programme schedule.
- m) Strict overall contract administration and management including conducting site meetings, preparation of minutes and monitoring implementation of the decisions taken in the meetings.
- n) Consultant is responsible to issue monthly performance letters to Contractors showing progress of work, delays and faults of contractor, if any and a copy of letter shall be given to KMSCL.
- o) Proper verification of measurements, check measuring by higher officers and certification of bills submitted by the contractor, based on CPWD norms, so that payments made by KMSCL against these bills reflect the actual work done at site complying with the respective contracts. (Extra items and deviation of quantities if any shall be reported to KMSCL and prior approval shall be obtained before execution at site).
- p) Proper interface and coordination among the KMSCL, Contractors, local bodies, State Govt, Central Govt etc.
- q) Assisting in replying to the audit/CTE observations/litigations, wherever required.
- r) Necessary inspection during defect liability period and reporting defects if any.

6. Completion and Handing Over Phase

- a) Preparation of as built drawings along with Contractor, for all completed structures.
- b) Issuing of Completion Certificate for each work, if required.

SECTION IV

ELIGIBILITY CRITERIA

The applications for empanelment in forms of 'Request For Proposal (RFP)' are hereby invited from Kerala Government approved accredited agencies as per per G.O (P) No. 104/2022/Fin dated 02.09.2022 fulfilling the eligibility conditions set out below for their empanelment.

- a. The Applicant shall be approved by the Government of Kerala as on date of submission of RFP. The proof of same shall be submitted.
- b. The Applicant should have a minimum of 10 years experience in Civil construction projects or in the relevant field of expertise. The proof of same shall be submitted
- c. The Applicant should have successfully undertaken /implemented consultancy works during the previous 10 years in Kerala. The proof of same shall be submitted.
- d. The Applicant should have successfully undertaken activities pertaining to implementation of Civil construction projects Central/State Government Projects in India and preferably in Kerala. The proof of same shall be submitted.
- e. The Applicant should have sufficient personnel, organizational and technical strength to carry out this assignment. The proof of same shall be submitted.
- f. The Applicant shall have a registered office in India and shall have an office/service networks in Kerala. The proof of same shall be submitted.
- g. The Applicant should not have been blacklisted by any Government or Government Entity in the last 3 years (as on data of submission of RFP). A self – declaration to that effect shall be submitted by the authorized person.
- h. The Kerala Government approved accredited agencies that are eligible to undertake projects with a maximum value of 30 crores or above, as per the G.O (P) No. 104/2022/Fin dated 02.09.2022 only eligible.

SECTION V

Instructions & Guidelines for Submission

a) The eligible Consultant shall be required to submit self-attested copies of the following along with the application.

1. Copy of registration certificate of the firm.
2. Firm: Certificate of incorporation
3. Proprietorship firm: Registration certificate/ ST 2 /GST / Council of Architecture
4. Partnership firm: Registration certificate with the share of deeds registered at Registrar of Firms
5. Documents supporting eligibility criteria.
6. Details of Permanent Account Number (PAN)
7. GST registration certificate

b) The document can be downloaded from our website at www.kmscl.kerala.gov.in

c) Any addendum/corrigendum relating to this RFP will be published in KMSCL website only & these will be part of the tender.

d) **Submission of Application:** Applicant shall submit their offer in two cover system:-
Cover-1 to be addressed and super scribed '**PART-1 Prequalification Bid**' and should contain application with annexures I to IV, all the necessary documents.. The name of the work and the address of the applicant should be written on the cover.

Cover-2 to be addressed and super scribed '**PART-2 Price Part**' and the name of the work, name and address of the applicant and to contain the priced schedule alone duly filled in, in the manner specified and signed on all pages.

Both covers No.1 & 2 shall be put together in cover No.3 and shall be duly sealed and indicate the name and address of the applicant. This cover shall be addressed and Superscribed "**Selection of Projects Management Consultant for Construction of KMSCL Warehouses at different locations**".The application should reach the office of **The Managing Director, Kerala Medical Services Corporation Limited, Dept. of Health & Family Welfare, Govt. of Kerala) ,Thycaud P.O, Thiruvananthapuram - 14**, on or before **11:00 am on 31/07/2024**.

The application received will be opened on **31.07.2024 at 2.30PM** in the office of

The Managing Director

Kerala Medical Services Corporation Limited

Dept. of Health & Family Welfare, Govt. of Kerala)

Thycaud P.O, Thiruvananthapuram - 14.

The opening date for price bid will be intimated only to the qualified bidders. The application shall be signed by the authorized person (s) of the firm. All pages of the RFP document shall be signed and seal affixed by the authorized person.

a) The application shall be submitted only as per the enclosed format (s) along with annexure, along with Self-attested documentary proof(s) in respect of the details furnished in the application form. The intending firms shall also submit the list of such projects where due to any disputes/litigation was invoked and or the consultancy services were abandoned/suspended by the client(s). Suppression of any information in this regard may lead to disqualification of the Firm concerned, if such information comes to the notice of KMSCL, subsequently incomplete applications will be summarily rejected.

a) KMSCL reserves the right to accept or reject any application or cancel this RFP process without assigning any reason or incurring any liability thereof.

b) Applicants should give an undertaking certifying that the firm has not been blacklisted by any Govt. /Local bodies/PSUs.

c) KMSCL shall not be responsible for any delay/ loss on submission of documents or incorrect filling of application form and annexures of the application. KMSCL shall also not be responsible for delay/ non receipt of filled-in application form along with documentary proofs sent by the bidders.

d) KMSCL reserves the right to modify the criteria and take its own decision if so required.

e) The evaluation of the applications submitted by the firms shall be undertaken based on details submitted by them strictly as per requirement of this RFP document. Applicants shall not be required to submit their own, additional information or material subsequent to the date of submission and such material if submitted will be disregarded. It is therefore essential that all the details are submitted by the applicants accurately and specifically as per requirement of this RFP. However, KMSCL reserves the right to ask any clarification from the applicants for details submitted if it so desires during evaluation.

f) CONFLICT OF INTEREST

i. An 'Applicant' (Sole Proprietor Firm or Any member of the Consortium) shall not have a conflict of interest, as defined hereunder that may affect the Selection Process.

ii. The Applicant shall provide professional, objective and impartial advice and at all times hold KMSCL's interests paramount, avoid conflicts with next level of assignments for carrying out Consultancy. The Applicant shall not accept or engage in any assignment with KMSCL, that would be in conflict with its prior or current obligations to other employers, or that may place it in a position of not being able to carry out the assignment in the best interests of KMSCL.

iii. Without limiting the generality of the above, an Applicant shall be considered to have a Conflict of Interest, if; Such applicant (or any constituent thereof) and any other Applicant

(or any constituent thereof) have common controlling shareholders or other ownership interest, provided that this qualification shall not apply in cases where the direct or indirect shareholding in an Applicant or a constituent thereof and in other Applicant(s) (or any of its constituents) is less than 5% of its paid up and subscribed capital; or

iv. A constituent of such Applicant is also a constituent of another Applicant; or Such Applicant has the same authorized representative for purposes of this Application as any other Applicant; or Such applicant has a relationship with the prospective developer (to be engaged by KMSCL) either directly or through third parties who may bid as developer based on the proposal prepared by KMSCL's empanelled consultant for that particular assignment. The applicant or its subsidiaries shall not take up any assignment which results in conflict with the present assignment.

v. If any time during evaluation of proposals or during execution of consultancy contract, any Applicant is found to have a Conflict of Interest, he shall be disqualified. In the event of disqualification, KMSCL shall forfeit and appropriate the Bid Security compensation and damages payable to KMSCL for, inter alia, the time, cost and effort of KMSCL including consideration of such Applicant's Proposal, without prejudice to any other right or remedy that may be available to KMSCL hereunder or otherwise.

vi. Any clarification required by applicant firms on the invitation of RFP, shall be sent from official e-mail id only, addressed to projects.kmscl@kerala.gov.in, within 7 days from the date of publishing. (or contact 0471-2945643 on all working days from 10am to 5pm). For clarifications.

vii. The bidder shall provide a valid email id to KMSCL for communication during evaluation period. Any queries from KMSCL will be communicated to the bidder for clarification will be through this email id.

3. Award of Work

Work is awarded to the firm who quote lowest rate among the pre-qualified bidders, as decided by KMSCL.

4. TERMS & CONDITIONS

The terms and conditions for empanelment are as under:

- i. The empanelment will be valid for three years from the date of signing of agreement. This period may be extended at the discretion of KMSCL.
- j. Additional Consultants/Consultancy Organizations will be added to the Panel after the empanelment if KMSCL finds it necessary/expedient to do so.
- k. Non-performance/under -performance of an empanelled Firm can affect award of future orders to it and may even result in its removal from the panel at the discretion of KMSCL

- I. Terms of reference, payment terms, time schedules, bid security and the other relevant terms and conditions will be defined for each Project separately at the stage of awarding of projects.

5. EVALUATION CRITERIA

KMSCL will examine the RFP to determine whether the eligibility criteria submitted are as per the requirements in the RFP document, whether the documents have been properly signed and whether the RFP is generally in order. Any RFP found to be nonresponsive for any reason or not meeting the eligibility criteria specified in the RFP document will be rejected by the Authority and will not be included for further consideration.

The selection process for the Accredited Agency will be as below

1. Short listing of Accredited Agency based on the eligibility criteria on receipt of RFP with relevant certificates/documents as per the RFP documents.
2. A Selection Committee with KMSCL will be constituted to evaluate the Accredited Agency.
3. All RFPs received in complete and within the stipulated deadline shall only be opened.
4. The shortlisted Accredited Agency, found suitable as per the eligibility criteria, shall be referred by the Selection Committee for final decision. The decision of the competent Authority in this regard shall be final
5. All costs and expenses associated with submission of RFP shall be borne by the Applicants themselves and KMSCL shall have no liability in any manner in this regard or if it decides to terminate the process of empanelment for any reason whatsoever

SECTION VI

Schedule of Payments

This PMC fee structure is payable as follows:

Sl no	Stage	Payment	Remark
1	Stage 1	15%	Estimated fee (as per AS amount without GST) on submission of rough cost estimate and preliminary drawings for the project
2	Stage II	15%	Based on the detailed estimate
3	Stage III	15%	Based on the probable amount of the contract awarded.(after tendering)
4	Stage IV	45%	Based on the actual amount of the work on pro-rata basis based on value of work executed during the period of construction
5	Stage V	10%	After defect liability period of work for providing satisfactory service. However, this payment may be released on commissioning of the project against a bank guarantee for an equal amount, valid up to 3 months after defect liability period.

*** The fee shall be calculated based on estimate cost/ contract value/ executed value of work, without GST.**

The Consultant should raise GST invoice at their quoted percentage based on value of executed works at site.

No additional/extra payment will be given to the Consultant if the work contract exceeds original period of completion.

SECTION VII

Milestone for the work

i. During Pre -Construction Stage

SI No	Stage	Milestones	Time Schedule
1	Stage I	Preliminary estimates along with preliminary drawings if any (all 3 locations).	Within 45 days from the date of award
2	Stage II	Detailed estimate in PRICE software, BOQ, all working drawings (Architectural & Structural).	Within 90 days from the date of approval of Stage 1 by KMSCL
3	Stage III	Modification in estimate/ BOQ, tender documents and drawings based on the comments from KMSCL, if any	Within 15 days from the date of approval of Stage 2 by KMSCL

Penalty will be levied on slippage of each milestone, ie, an amount equivalent to 0.5% of consultancy fee, for the respective project, per month of delay to be computed on per day basis, if any, as above, if the delay is attributable to the Consultant. The milestone penalties levied will not be refunded under any circumstances.

ii. During Construction Stage

If all the works are not completed as per agreed schedule and if the Consultant is directly responsible for the delay, a penalty of **0.1% of the total Consultancy fee for every week of delay per day basis**, shall be imposed by KMSCL and deducted from the amounts payable to the Consultant as Consultancy fee.

iii. **All the above penalties put together shall not exceed 10% of total *Consultancy fee* applicable to the Consultant.**

iv. **Consultancy fee for extra items:** The Consultant is not eligible for consultancy fee for the extra items executed, unless the extra items are executed as per requirement and direction of KMSCL.

v. **Requirement of Minimum staffs at each sites (For PMC service)**

Project Manager : A Project Manager having B Tech degree in Civil Engineering with a minimum experience of 10 years in Civil constructions. Shall be available full time at site from starting till completion of the project including settlement of final bill.

Site Engineer - Civil ,Electrical & Mechanical (As requirement) : A Site Engineer having B Tech degree/Diploma in Civil ,Electrical & Mechanical Engineering with a minimum experience of 10 years in Civil constructions & billing.

SECTION VIII

Special Condition

1. The Consultancy work for “Projects Management Consultant for Construction of KMSCL Warehouses at different locations” will be awarded as a single contract.
2. Billing shall be done site specific, ie billing shall be done separately for each work/each site.
3. The Consultant shall submit their GST invoice for the Consultancy fee separately for the Engineering Consultancy service and PMC service for the respective work.
4. If in any of the work may be stopped due to non-approval of any approving authority, the service shall be paid for the engineering consultancy part alone
5. The preliminary conceptual plans, elevations etc. prepared by the PMC shall be shown to the KMSCL for their approval and the PMC shall modify the same if desired by KMSCL without any additional cost till the concept drawings are accepted by KMSCL.
6. After obtaining the approval of KMSCL three or more copies of the approved preliminary design and drawings (also referred to as revised or design development) including plans, elevation, perspective drawings etc. shall be furnished to KMSCL along with brief specifications and preliminary project estimate on square meter basis supported with details of rates and quantities to the satisfaction of KMSCL. It is also essential to give a note of Green standards achieved/obtained in the design. The project estimate should contain provision for all services and allied items that are required for the completion of the whole project.
7. After the approval of the sketch designs and preliminary estimate has been communicated to the PMC by KMSCL, the Consultant shall prepare detailed working drawings including necessary 1:100, 1:50, 1:20 and 1:10 and full size drawings and structural details and schedules of specifications in hard and soft copy including dwg drawing. The PMC shall also furnish detailed estimate on the basis of the latest specifications (wherever applicable) and schedule of rates adopted by the Kerala PWD in the region. All analysis of rates in the case of schedule items and non – schedule items with all details of quantities shall be furnished with the item rated detailed estimate. The detailed estimate shall, embody provisions in respect of all services, e.g. Soil test, Water supply, including cold/hot water systems, Sanitary Installations, power distribution systems, water distribution systems elevator installation, Racking system, Vertical Reciprocating Conveyor (VRC), Walk-in-Cold room, drainage, air-conditioning, de-humidifier system, fire fighting, light fixtures, sewage/effluent treatment system, landscaping, roads, Rainwater harvesting schemes, Solar power schemes, etc. Detailed estimates shall also give a detailed schedule of fittings for electrical works (cable supply& laying, panel installations etc.).

8. The PMC shall assist KMSCL in getting the Consultantural plans, blue prints, etc. of the buildings approved by, (written approval) the Municipal Corporation and other local bodies and make necessary modifications as may be required by the competent authority in consultation with KMSCL without any extra charge. Fees for submission of plans if any, will be payable by KMSCL. Follow-up action to obtain the licenses and permits will be the responsibility of the PMC
9. The PMC shall prepare and invite e-tender documents for pre-qualification of contractors in the standard format and evaluate them on receipt from the Contractors, a list recommending competent contractors shall be prepared and given to KMSCL for acceptance.
10. The PMC shall prepare (for the use of the KMSCL and the Contractor)six copies of the drawings of various trades and items or any other particulars. The PMC shall also provide further details and drawings as are necessary for the proper execution of the works. The PMC shall make necessary revisions and changes that may be required by the user up to any stage.
11. The PMC shall not make any deviation, alteration, additions or omission from the approved drawings without the knowledge and prior written consent of the KMSCL reserves the right to omit or postpone any work or part thereof at their discretion.
12. The PMC will get the work executed with in the time frame as per approved plan , specification and as per terms and conditions of the agreement and visit to site at least once in a month for the verification and execution of work by the contractor and supervisor.
13. In the event of the failure of the PMC to completely do his/its work within a reasonable time and in a satisfactory manner or in the event of the Consultant committing a breach of any one or more of the terms and conditions of the Agreement, the KMSCL shall be entitled to rescind this Agreement without prejudice to their rights to claim damages or other rights or remedies under the law. Further if the work is delayed due to the failure of the PMC on account of non-issuance of instructions, drawings and approvals in time, KMSCL will be at liberty to fix a penalty and recover the same from the fees.
14. The PMC shall prepare working drawings and details sufficient for the proper execution of the works on the following also.
 - (a) Typical bathroom layouts with all waste and water services indicated, including sections, elevations as necessary.
 - (b) Diagrammatic and isometric layout of cold and hot water services throughout the building.
 - (c) Detailed plan and section showing the connection between pumps and storage tanks.
 - (d) Detailed plan and section showing sewerage connections.
 - (e) Detailed requirements of auxiliary services such as fire prevention installations.

15. The PMC shall prepare all necessary load calculations and design the complete electrical installations, Air-conditioning installations, Telephone wiring, public address system, Video conferencing etc. He shall prepare all documents and drawing for presentation for approval of Electrical Inspectorate and Kerala State Electricity Board

16. The PMC shall also render any other services connected with the said works usually and normally rendered by PMC and not referred to in any of the above sub clauses, but shall be paid for the services rendered as such at mutually agreed rates.

17. Rejection of BIDs

Notwithstanding anything contained in this RFP, the Authority reserves the right to reject any BID and to annul the Bidding Process and reject all BIDs at any time without any liability or any obligation for such acceptance, rejection or annulment, and without assigning any reasons thereof. In the event that the Authority rejects or annuls all the BIDs, it may, in its discretion, invite all eligible Bidders to submit fresh BIDs hereunder.

18. Period of Validity of RFP

The RFP must remain valid for minimum 180 days (six months) from the date of opening of price bid. A bid valid for a shorter period shall be rejected by the Corporation as non-responsive.

19. Termination of Contract

a. Termination for default:- The Corporation, without prejudice to any other contractual rights and remedies available to it (the Corporation), may, by written notice of default sent to the successful Offerer, terminate the contract in whole or in part, if the successful Offerer fails to deliver any or all of the modules or fails to perform any other contractual obligation(s) within the time period specified in the contract, or within any extension thereof granted by the Corporation.

b. In the event of the Corporation terminating the contract in whole or in part, the Corporation may procure services similar to those cancelled, with such terms and conditions and in such manner as it deems fit and the successful Offerer shall be liable to the Corporation for the extra expenditure, if any, incurred by the Corporation for arranging such procurement.

c. Unless otherwise instructed by the Corporation, the successful Offerer shall continue to perform the contract to the extent not terminated.

d. Termination for convenience:- The Corporation reserves the right to terminate the contract, in whole or in part for its (Corporation's) convenience, by serving written notice on the successful Offerer at any time during the currency of the contract. The notice shall specify that the termination is for the convenience of the Corporation. The notice shall also indicate interalia, the extent to which the successful Offerer's performance under the contract is terminated, and the date with effect from which such termination will become effective.

e. The Assignment given may be terminated at any time on 1 month notice on either side. In the event of the termination by the KMSCL, the PMC shall not be entitled to any

compensation or damage by reason of such termination, but only to the fees for the services actually rendered upto the time of such termination.

f. If Consultant/Firm/Consortium shall close his business or die or become incapacitated for acting as such Consultant/Firm/Consortium as aforesaid, or if this Assignment is terminated the KMSCL may make use of all or any drawings, estimates or other documents prepared by the Consultant/Firm/Consortium after payment for the same, as provided herein.

20. The service of the PMC agency will be for the entire period of the work (including defects liability period). Necessary site inspection during defect liability period shall be done by the agency. Final inspection and certification after defect liability period shall also be done by the agency.

21. The PMC shall do the project formulation and Appraisal including the Architectural, Structural, Facade engineering, mechanical, electrical, plumbing, air conditioning, firefighting services and interior works, etc for the projects assigned to them and implementation of the Projects till the successful completion, commissioning, billing and handing over works to Kerala Medical Services Corporation Ltd(KMSCL). The PMC agency shall also be responsible for the execution of the project with due control for safety, quality control, cost control, project monitoring, and after successful completion, commissioning, handing over works and periodic inspection, till the defects liability period.

22. The PMC agency shall obtain site information (site locality and other basic data) and ascertain Client's requirement. The PMC agency shall do site appraisal including contour survey, subsoil investigation etc. The PMC agency shall prepare preliminary report along with preliminary drawings. Master plan, preliminary estimate based on the approved scheme and shall submit to KMSCL along with contour drawings and subsoil investigation report.

23. Investigation, Planning, Design & preparation of estimates: Detailed investigation, design of structures and preparation of drawings are to be done before preparation of detailed estimates by the PMC agency. Detailed estimates shall be prepared in latest PRICE Software based on CPWD/MORTH/MoRD Specifications & Data and prevailing DSR with applicable cost index. The estimate shall be prepared by using DSR items by avoiding OD/Market rate items to the maximum possible extent.

24. The PMC agency shall execute the work by following the provisions of CPWD/KPWD Manual, relevant Government orders and circulars in letter and spirit of the projects undertaken. For procurements of goods, if any, shall be complying with the provisions in Kerala Stores Purchase Manual.

25. The PMC Agency shall ensure that, the designs done by private firms shall be proof checked by Competent Government agency and approved by the competent TS authority.

26. The PMC agency shall obtain all necessary approvals/ clearances from all concerned local authorities, if such approvals are necessary and make necessary modifications as may be required by the competent authority in consultation with the

client without any extra charge. Statutory fees will be reimbursed by the KMSCL.

27. The PMC agency should ensure that sufficient numbers of experienced Engineers shall be deployed as per requirement of site. PMC agency shall appoint competent supervisory staff for supervising and monitoring the work for the timely completion of the project. Billing/ scrutiny of bills for executed works shall be done using required staffs time to time, without affecting fund flow of the project. It may be ensured that, necessary supervision, monitoring and billing for civil works, electrical works (external/internal electrification, HVAC, ELV works etc), water supply works, sanitary works, fire fighting system and security system, landscaping etc are done through experts in relevant field.
28. The PMC agency shall submit a detailed programme for the project and shall forwarded the same to KMSCL. The programme shall be updated as soon as any change is noticed / forecasted.
29. Necessary provisions/ facilities and necessary precautions shall be taken by the PMC as per prevailing Govt. guidelines, for labour/staff accommodation.
30. Taking care that no deviation / modification from the approved drawings and design is made in the execution of works and if at all during execution of works any deviation/ modification is found necessary, it shall be specifically brought to the notice of KMSCL in writing before the agency execute such deviation / modification of work.
31. The PMC agency shall ensure that timely completion of entire project in scheduled completion period/ completion of any component or part of work as per requirement of KMSCL.
32. The PMC agency shall
 - (i) Conduct concrete mix design test in approved tabs well in advance, so as to avoid the delay in commencing concrete works as scheduled.
 - (ii) Arrange to conduct all required tests for quality of materials and work as per IS.
 - (iii) PMC agency shall furnish progress reports to KMSCL time to time.
33. PMC agency shall ensure that all mandatory requirements for the contract including report to CTE wherever required. Assisting in replying to the audit/CTE observations/litigations, wherever required.
34. The PMC agency shall ensure keeping and maintaining records like materials register, material test register, cube test register, log books, register for hindrance in work, site order books etc. at site.
35. The PMC agency shall ensure usage of materials like cement, reinforcement steel, structural steel, plumbing materials, electrical materials fire fighting materials and other construction materials shall be as per approved makes in CPWD works. The PMC agency shall ensure that the works are executed as per CPWD specifications and by following

statutory rules.

36. The PMC agency shall deposit all Measurement Books, level field books, Site order books and other relevant records with KMSCL as permanent records along with the final bill.

37. The PMC agency shall give certification of utilization of materials/expenditure in the project whenever KMSCL calls for the same.

38. The PMC agency shall prepare rate analysis of extra items, if required, based on contract conditions schedule of rates under which estimate of works was prepared and submit the same to KMSCL prior to execution.

39. The PMC agency shall report the monthly physical and financial progress of work to KMSCL

40. The PMC shall ensure that no extra items/quantity deviation will be entertained that will add to the cost of project unless such changes are admissible and approved by KMSCL.

41. The remuneration payable to the PMC agency shall be the agreed percentage on the estimate cost or actual cost of work whichever is lower. Interim payment shall be based on work order value to be adjusted in the final payment as per the final execution of value of work.

42. The PMC agency shall ensure that the total work in hand will not cross the limit prescribed by KMSCL.

43. The PMC shall ensure safety practices in execution of works at project site for ensuring complete safety for works, workers, general public and structures and properties adjacent to work site.

44. Preparing hygiene and housekeeping guidelines to be followed at site.

45. Submission to the Client final drawings of all structures as actually built at site and final layout of the work, signed by the PMC agency. Soft copy of drawings also should be submitted.

46. To keep watch of structures and works built, during the defect liability period and to undertake repair if any needed during that period time to time.

47. KMSCL has the right to reject the tender at any point of time without assigning any reason.

48. Strict overall contract administration and management including conducting site meetings, preparation of minutes and ensure that decisions taken in the meeting is implemented properly.

49. The Applicants shall be shortlisted based on the Centage charges, professional experience, completed projects and ethical reputation, professional standing of the agency (registered, licensed, certified), ability to complete the project within allotted time, experience in providing the services, etc

50. Further details could be obtained from the office of the Managing Director of Kerala Medical Services Corporation Ltd during office hours at 0471-2945600/2945643

The *interested Accredited Agencies shall submit their RFP along with the proof of documents mentioned in the Eligibility Criteria.*

SECTION IX
APPLICATION FORM

INFORMATION TO BE FURNISHED BY THE APPLICANTS

Sl No	Particulars	Details
1	Name of Organization	
2	Address	
	Mobile No.	
	Telephone No.	
	Fax No.	
	E-mail ID	
3	Organization Details	Annexure I
4	List of Consultancy assignments completed in the last seven years ending last day of the month previous to the one in which RFP are invited	Annexure II
5	Undertaking	Annexure III
6	Details to be submitted in the covering letter	Annexure IV

Date :

Signature of the Applicant

Name & Designation

Annexure I

ORGANISATIONAL DETAILS

Sl.No	Parameter	Details
1	Year of Establishment	
2	Status of Firm (Proprietorship/ Partnership/ Anyother)	
3	Details of Enlistment as Consultancy Firm	
4	GST No	
5	PAN No	
6	Empanelment with Govt. Organizations (Mention names along with copies of empanelment letters)	
7	Name, Designation, Academic Qualification , Experience of	
	a. Key Personnel*	
	b. Other Technical Staffs**	
8	Address and phone numbers of Head and Keypersonnel	

Place

Signature of the Applicant

Date

Name and designation with seal

Annexure II

LIST OF CONSULTANCY ASSIGNMENTS COMPLETED IN LAST 10 YEARS

Sl.No	Name of Work/ Project with address	Short Description of Consultancy assignments	Name and Address of owner/client	Cost of work/ Project	Date of start of work/ project		Date of completion of work/project		Bonus issued/ Liquidat ed damages if any imposed on Consultant	Any other relevant information
					Stipulated	Actual	Stipulated	Actual		

NOTE:

Work/Project means total consultancy work. The list of works/project mentioned should be substantiated with documentary evidence such as work orders or contract agreement or **completion certificates** from the owner/client.

Place

Date

Name and designation with seal

Annexure III

UNDERTAKING

TO WHOM SO EVER IT MAY CONCERN

1. It is certified that our firm.....is having in-house capability of carrying out Total Consultancy as mentioned in the Expression of Interest (RFP) for **“Projects Management Consultant for Construction of KMSCL Warehouses at different locations in the State”**.

2. It is certified that our firmis not blacklisted by any Central/State Govt Departments/ PSUs/ Autonomous and statutory bodies.

3. It is further certified that all information/data furnished in the application form and annexure for Empanelment are true to the best of our knowledge and belief.

Date

Signature of the applicant

Place

Name and designation with seal

Annexure IV

DETAILS TO BE SUBMITTED IN THE COVERING LETTER

- 1) Name of Firm :
- 2) Mailing Details of Firm :
 - a) Address :
 - :
 - b) Tel No. :
 - c) Fax No. :
- 3) E-mail ID of Firm :
- 4) Contact details of the applicant :
 - a) Name :
 - b) Designation :
 - c) Mobile No :
 - d) Tel.No :
- 5) Details of non-refundable:
processing paid
 - a) Amount :
 - b) DD No. :
 - c) Details of Bank :

Date

Signature of the applicant

Place

Name and designation with seal

List of Documents to be submitted in sealed Envelope:

I. Cover 1 - Prequalification Bid

- a) Organization Details (Annexure I)
- b) List of Consultancy assignments completed in the last seven years ending last day of the month previous to the one in which RFP are invited (Annexure II)
- c) Undertaking (Annexure III)
- d) Details to be submitted in the covering letter (Annexure IV)
- e) Copy of registration certificate of the firm.
- f) Documents supporting eligibility criteria and evaluation criteria, including appointment letter / work order or contract agreement and letter of successful completion from the client.
- g) Details of Permanent Account Number (PAN)
- h) GST registration certificate
- i) Processing fee in the form of Demand Draft
- j) Prequalification Bid duly filled and signed (Each page should be signed by the bidder with seal).

II. Cover 2 - Price Part duly filled and signed.

Important Dates

Last Date of submission - 11.00 AM on 31/07/2024

Technical Bid Opening - 2.30 PM on 31/07/2024

Annexure V
PRICE BID

The Managing Director

Kerala Medical Services Corporation Limited

Dept. of Health & Family Welfare, Govt. of Kerala)

Thycaud P.O, Thiruvananthapuram - 14.

Sir,

We agreed to undertake the **Projects Management Consultant for Construction of KMSCL Warehouses at different locations in the State** as per the scope, terms and conditions mentioned in the RFP document for the tendered work at the rate quoted below, on the estimate amount or actual cost of the project implemented (without GST) whichever is lower.

Sl. No.	Name of Work	Percentage (%)	
		In figures	In words
1.	Projects Management Consultant for Construction of KMSCL Warehouses at different locations% percentage

Note:

- a. The quote shall be exclusive of GST. GST as applicable will be paid extra.
- b. The work will be awarded to the bidder who quoted the lowest consultancy charges.
- c. The Consultancy charges means, lowest quoted fee (%) of the approved estimate or actual value of work executed (without GST) whichever is lower, plus GST at prevailing rates.

Date:

Place:

Signature
Name & Designation with seal

Address of Consultant:
Contact numbers:
