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Kerala Co-operative Milk Marketing Federation Ltd.
Milma Bhavan, Pattom Palace P.O., Thiruvananthapuram - 695004

***INVITATION FOR EXPRESSION OF INTEREST (EOI) FOR PROVIDING
ENGINEERING DESIGN & ARCHITECTURAL CONSULTANCY SERVICE FOR
KCMMF LTD. (MILMA)***

Kerala Co-operative Milk Marketing Federation Ltd (KCMMF Ltd) invites Expression of Interest from interested Reputed Agencies/Experts for providing Structural Design & Architectural Consultancy Service for conversion of existing Powder Plant building as a new Milk Processing & other value added products manufacturing facilities. The service required at the Central Product Dairy, Punnappa, Alappuzha under the KCMMFL. The participating firms shall visit the site, take all the field measurements, and submit a detailed comprehensive design & drawings of the proposed processing block along with detailed BOQ; detailed estimate & technical specifications. Interested Service Providers/Parties who have meeting the qualification criteria may furnish their Expression of Interest (EoI) with all the necessary documents, consultancy fee, other terms & conditions, etc in a sealed cover along with the covering letter duly signed by an authorized signatory on or before 12.11.2024 by 02.00 PM at the company address given at the end of this notification.

Requirement Criteria

The Bidders are requested to submit the company profile, with relevant experience in the field of Industrial design consultancy services. The rates quoted may include the applicable taxes and levies and split up details to be recorded in the commercial portion.

Firm should have completed at least one engineering consultancy works costing not less than 1 crore in project design & consultancy service/execution in construction of industrial building within last 7 yrs.

Last date for receipt of applications:-

Application shall reach the address given below through post/courier/by hand before 14.00 hrs on 12.11.2024. KCMMF Ltd will not be responsible for postal/courier delay. The applications will be opened on the same day at 15.00 hrs.

Important:-

Canvassing in any form will lead to rejection of the application.

Address to which Applications to be sent:-

The Managing Director

Kerala Co-operative Milk Marketing Federation Ltd.

Milma Bhavan, Pattom P.O.,

Thiruvananthapuram - 695 004

Phone: 0471-2786442, 439, 405, 406

Email: projects@milma.com / milma@milma.com

website: www.milma.com

Managing Director's decision with regard to the short-listing of bidders shall be final and Managing Director reserves the right to reject any or all the bids without assigning any reason.

MANAGING DIRECTOR

BRIEF INFORMATION ABOUT THE PROJECT:

Name of the Plants with location	Central Products Dairy, Punnappra, Alappuzha District
Nearest railway station from the proposed site	Ambalapuzha
Nearest town from the proposed site	Ambalapuzha
Name & address of the project authority	Kerala Co-operative Milk Marketing Federation Ltd. (KCMMF), "Milma Bhavan", Pattom Palace P.O, Thiruvananthapuram, 695 004
Time of Completion for the field work	30 days
Time of completion for the submission and drawings and all documents	
Estimated cost	1.0 Lakhs(Incl. GST)
Tender Fee	Rs.590.00 (incl. GST) DD (in favor of "Managing Director, KCMMF Ltd.")
Closing Date	12.11.2024 at 2.00 PM
Opening Date	12.11.2024 at 3.00 PM

Duly signed Expression Interest (EOI) is invited by KCMMF Ltd from the interested and technically competent parties who are dealt with project design & consultancy services for industrial application is being selected for carrying out the subject work in time bound manner for arranging the work in our Central Product Dairy Alappuzha.

1. EOI documents can be viewed/ downloaded through our website: www.milma.com from 30.10.2024.
2. The Last date of submission of the Bid is on 12.11.2024 at 2.00 PM.
3. The bidders can ask query till 12.11.2024 at 2.00 PM.
4. The Bidder reserves right to accept/reject the EOI without assigning any reason whatsoever with KCMMF Ltd.
5. Based on the qualification, the L1- bidder is awarded the work for the preparation of the DPR with detailed estimate.
6. In order to prepare the DPR, the L1 bidder selected through EOI shall be provided all related Auto CAD design drawing.
7. In case of more requirements, the agency shall supply additional services on prior notice at the quoted rates.
8. For all disputes arising out of non-adherence of any terms stipulated above, the Managing Director of KCMMF is the competent authority and his/her decision would be final. However, the legal jurisdiction for all matters would be in Trivandrum only.

Eligibility of Bidder

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

- i. Copy of registration certificate of the firm.
- ii. Documents supporting the claim as per the above including the appointment letter / work order or contract agreement and letter of successful completion from the client.
- iii. Details of Permanent Account Number (PAN).
- iv. Service tax registration certificate.
- v. Firm should have completed at least one engineering consultancy works costing not less than 1 crore in project design & consultancy service/execution in construction of industrial building within last 7 yrs.

Scope of the Bid (Present Work):- Structural Design & Architectural Consultancy Service for conversion of existing powder plant (Size 17.50 M x 14.00 M and 22.00 M of height) as a new processing block. It may also include the site visit, preparation of detailed design & drawings as per the requirements, submit the detailed comprehensive design & drawings as per the prevailing norms & relevant standards. The bidder shall also prepare & submit the detailed estimates based on CPWD/ PWD schedules of rates, necessary BOQ with detailed technical specifications.

Nature of work includes:

1. Preparation of detailed project reports with cost estimation.
2. Preparation of Engineering drawings and technical specification.
3. Preparation of tender document.
4. Liaison with statutory bodies for getting approval etc. The applications for obtaining of the license /approvals will be submitted by KCMMF.

Scope of work (General requirements)

The Consultant is required to provide services in respect of the following

1. Taking Client's instructions and preparation of design brief.
2. Site evaluation, analysis and impact of the existing and/ or proposed development on its immediate environs.
3. Design and site development
4. Structural Design.
5. Sanitary, plumbing, drainage, water supply and sewerage system design.
6. Electrical. Electronic, Communication system design.
7. Heating, ventilation and air conditioning design (HVAC) and other mechanical systems.
8. Elevators, stair, etc.
9. Fire detection, Fire protection and security system etc.
10. Interior Architecture.
11. Architectural Conservation.
12. Retrofitting of Buildings.

Schedule of Services to be extended to KCMMF

The Consultant shall, after taking instructions from the client, render the following services.

1. Ascertain Client's requirements, examine site constraints and potential and prepare a design brief for Client's approval.
2. Prepare report on site evaluation, state of existing buildings and analysis and impact of existing and/or proposed development on its immediate environs.
3. Prepare drawings and documents to enable the client to get done the detailed survey and investigation at the site of the project.
4. Furnish report on measure required to be taken to mitigate the adverse impact, if any, of the existing and / or proposed development on its immediate environs.
5. Prepare conceptual designs with reference to requirements given and prepare rough estimate of cost on area basis.
6. Modify the conceptual; designs incorporating required changes and prepare the preliminary drawings, sketches study model, etc, for the Client's approval along with preliminary estimate of cost on area basis.
7. Prepare drawings necessary for client's /statutory approvals and ensure compliance with codes, standards and legislation, as applicable and assist the client's in obtaining the statutory approval thereof, if required
8. Prepare and issue working drawings, specifications and schedule of quantities sufficient to prepare estimate of cost and tender documents including code of practice covering aspects like mode of measurement, method of payments, quality control procedures on materials and works and other conditions of contract.
9. The Consultant shall prepare and supply the following as part of consultancy services rendered:
 - (a) Four sets (hard copy)A0 of complete working / execution drawings prepared on AUTOCAD & a soft copy of the same (on CD) giving full details which are necessary for the proper execution of the works.
 - (b) Four sets (hard copy) of complete working/execution drawings prepared on AUTOCAD & soft copy of the same on CD as per the requirement and scale for submission to the local municipal /city planning authority.
10. Consultant shall responsible for providing service of necessary clarification during the execution of project.

PAYMENT CONDITIONS

Stages	Sl. No	Milestone	% Payment	Cumulative % payment
Stage1	1.1	Preparation of conceptual architectural Plans For buildings & services	15%	15%
	1.2	Preparation of BOQ, estimated project cost, technical specifications. Submission of DPR & its approval by Client.	25%	40%
Stage2	2.1	Preparation of detailed engineering drawings for internal and external electrical services, water supply, sanitary sewerage, etc. based on detailed civil drawings for approval.	25%	65%
Stage3	3.1	Submission of complete set of GFC drawings.	25%	90%
	3.2	100% completion of building/ structure including all clearances and approvals from statutory body.	10%	100%

LIQUIDATED DAMAGES FOR DELAYS

If the consultant fails to maintain the required progress in terms or to complete the work on or before the contract or extended date of completion, he shall, without prejudice to any other right or remedy available under the law to the KCMMF LTD on account of such breach, pay as agreed compensation the amount calculated at the rates stipulated below as the agreement authority (whose decision in writing shall be final and binding) may decide on the amount of contract value of the work. This will also apply to items or group of items for which a separate period of completion has been specified. Compensation for delay of work **Rs.10/per square metre/ month** provided always that the total amount of compensation for delay to be paid under this Condition shall **not exceed 10%** of the gross consultancy Fee or of the corresponding consultancy Fee of the item or group of items of work for which a separate period of completion is originally given. The amount of compensation may be adjusted or set-off against any sum payable to the consultant under this or any other contract with the KCMMF.

Some of the important responsibilities the consulting agency has to take up in the above capacity are:

- 1 Preparation of detailed project reports with cost estimation, financial and physical budgeting, planning, preparation of Engineering drawings and technical specification, preparation of tender document and physical implementation of the project, in coordination with KCMMF, Liaison with statutory bodies for getting approval etc.
- 2 Providing statutory/service drawings and help KCMMF for clearance/permission from appropriate authorities for the implementation of projects and follow up action.

- 3 Preparation & verification of design, drawings, estimate, tender documents etc and recommendation for approval.
- 4 The Engineering consultancy service described above apply to all categories related to the four Engineering disciplines of Electrical, Mechanical, Civil and Dairy Engineering.
- 5 The office and allied facilities required for the consultant should be set up at his own cost.
- 6 The consultancy agency should provide all necessary technical assistance as mentioned above for the project currently being undertaken.
- 7 It is the responsibility of the consultancy agency to prepare all types of drawings including civil, mechanical and electrical drawings required for the projects must be approved by the concerned Government Offices. Fees paid by the Consultancy Agency to the Government Office for the purpose of the Federation shall be reimbursed by the Federation.
- 8 The engineering services provided by the consultancy should enhance the value of the project and enhance its quality.
- 9 Professional Engineering services which might be required for discussing and explaining the purpose, need and financial requirements of the project, review available data, recommend & help the KCMMF to achieve supplementary data.
- 10 Various planning and reports need cooperation between different engineering specialists to provide satisfactory consultations.
- 11 Prepare documents such as final design requirements, initial drawing and the whole project report.
- 12 The main duties of engineering consultants include preparing contract plan drawings and specifications, present an idea of project construction cost, and to specify possible problems during construction
- 13 Special engineering services include special structural examination of building construction or existing structure, special tests, investigation and established of design requirements, geotechnical engineering services involving sampling and boring tests, analysis and recommendation, engineering required for design and construction.

NB:- *The above are only indicative in nature and the duties and responsibilities will vary as per requirements from time to time.*

MANAGING DIRECTOR

BID FORM AND SCHEDULE OF CONSULTANCY SERVICE FEE

Sr. No.	Brief description of the services	Fee in Rs.
1.	Fee for Architectural – cum - Structural design consultancy services as per the scope of works mentioned Note: “ per square meter basis”. The Total Fee will be worked out based on the total Built up Area of the Building measured from approved drawing in Square meter, as per approved DPR.	Consultancy fee per square meter of Built up area of the building/structure Rs. _____ GST @ ____ % Total amount in Rs. _____ /sq.M (inclusive of GST.)
2.	Traveling expenses (TA, DA, Lodging, incidental, accommodation) for project site visit of Partners, Associates and Senior Consultants etc after the submission of approved GFC drawing, if required.	Basic rate Rs. _____ per visit per person GST @ ____ % Total amount in Rs. _____ inclusive of GST, per visit per person.
3.	Cost of providing 3D model drawing, if required.	Basic rate Rs. _____ per model. GST @ ____ % Total amount in Rs. _____ inclusive of GST, per model.

BIDDER

APPLICATION FORM FOR EMPANELMENT

INFORMATION TO BE FURNISHED BY THE APPLICANTS

SI 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.	Annexure II
5	List of Consultancy assignments in progress(Civil)	Annexure III
6	Undertaking	Annexure IV
7	Details to be submitted in the covering letter	Annexure V

Place

Signature of the Applicant

Date

Name & Designation

ORGANISATIONAL DETAILS

Sl.No	Parameter	Details
1	Year of Establishment	
2	Status of Firm (Proprietorship/ Partnership/ Any other)	
3	Details of Enlistment as Consultancy Firm	
4	Empanelment with Govt. Organizations (Mention names along with copies of empanelment letters)	
5	Name, Designation, Academic Qualification , Experience of	
	a. Key Personnel*	
	b. Others**	
6	Address and phone numbers of Head and Key personnel	

Place

Date

Signature of the Applicant

Name and designation with seal

LIST OF CONSULTANCY ASSIGNMENTS COMPLETED IN LAST 7 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 work/ project Completion		Bonus Issued /Liquidated damages if any imposed on Consultant	Any other relevant information
					Stipulated	Actual	Stipulated	Actual		

NOTE:

Work/Project means PMC 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

Signature of the applicant

Name and designation with seal

LIST OF CONSULTANCY ASSIGNMENTS IN PROGRESS (CIVIL)

Sl.No	Name of Work/Project with address	Short description of Consultancy assignment	Name and address of Owner/ Client	Cost of work/ Project	Date of Start of Work/ Project	Date of Completion of Work/ Project	Status of work	Expected date of completion	Any other Relevant Information

NOTE:

Work/Project means PMC work. The list of works/project mentioned should be substantiated with documentary evidence such as work orders or contract agreement or certificates.

Place

Date

Signature of the applicant

Name and designation with seal

TO WHOM SO EVER IT MAY CONCERN

1. It is certified that our firm.....is having in-house capability of carrying out Engineering Consultancy services as laid down in scope of work of the Notice Inviting Expression of Interest (EOI) for providing engineering design & architectural consultancy service for KCMMF ltd. (Milma)
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 annexures for Empanelment are true to the best of our knowledge and belief.

Date

Signature of the applicant

Place
with seal

Name and designation

