

REQUEST FOR PROPOSAL

DOCUMENT

FOR

ARCHITECTURAL CONSULTANCY

OF

Preparing Architectural Design, Walkthrough 3D Modelling, drawing MEP drawing, Landscaping and Allied works of Project - NABARD RIDF XXVII- Establishment of Smart Krishi Bhavans in 14 districts of Kerala State

AT

The Kerala Land Development Corporation Ltd.

(A Government of Kerala Undertaking)



Office of the Project Engineer

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S.No.	Particulars	PageNo.
	Part I:About Project& Consultancy Services	4
1.0.	Introduction	4
1.1.	About Kerala Land Development Corporation Ltd.	4
1.2.	About the outlines of Project	4
1.3.	About Services required	5
2.0.	Scope and schedule of Work/Services	7
2.1.	Architectural work and site development	7
2.2.	Structural Engineering works	7
2.3.	Electrical, Sanitary, plumbing, drainage, water supply and sewerage work	8
2.4.	Solar Heating, ventilation and Airconditioning work	8
2.5	Landscaping Work	8
3.0.	Responsibilities of Architectural consultancy firm	9
	Part II: About Bid	11
4.0.	General Details	11
4.1.	Technical BID	12
4.2.	Details of the Applicant	12
4.3.	Eligibility Criteria	13
4.4.	Terms of Reference	13
4.5.	Selection Criteria	15
4.6	Bidding Procedure	17
4.6.1	R.F.P.Document:-	17
4.6.2.	Earnest Money Deposit:-	17
4.6.3.	Language of Bid:-	17
4.6.4.	Submission of Bid:-	18

	4.6.4.1.	Envelope1:-(Envelope-“A”)	18
	4.6.4.2.	Envelope2:- (Envelope-“B”)	18
	4.6.4.3.	Envelope3:-(Envelope-C)-Concept Plan and Proposal	19
	4.6.4.4.	Envelope4(Envelope-“D”)-Financial Bid:-	20
	4.6.4.5.	Envelope5(Envelope -E)-	20
	4.7.	Medium of Sending Bids:	21
	4.8.	Opening of Bid:-	21
	4.9.	Mode of Payment	22
	4.10.	Time Schedule	23
	4.11	Period of Bid Validity	23
	4.12.	Penalty for delay	23
	4.13.	Venue:-“For opening of bid”(Envelope-E,A,B,Cand D)	23
	Part III: Award of Consultancy		24
5.1.	Right to Accept/ Reject the offers and term in at the process of bidding		24
	Annexure-A-Key Plan		25
6.1.	Key Plan-Ground Floor		25
6.2.	Key Plan- First Floor		26
7	Annexure-B(Affidavit)		27
8	Annexure-C (List of Technical Staff)		28
9	Annexure – D (Details of the projects/jobs completed inlast5years)		29
10	Annexure-E(Financial Bid)		30

PART I :-About Project& Consultancy Services

1.0. Introduction

1.1. About Kerala Land Development Corporation Ltd.

The Kerala Land Development Corporation (KLDC) Ltd was incorporated in 1972 as a fully owned Kerala Government Undertaking under the administrative control of the Agriculture Department with a view to promote, undertake and execute land development and allied schemes in Kerala for the integral development of Agriculture, with the objectives of develop quality structure and related infrastructure facility for the agriculture community in the state at reasonable cost.

1.2. About the Outlines of Project

The Kerala Land Development Corporation ltd (KLDC)invites proposal from qualified Architectural consulting firms for delivering **“Preparing architectural design, walkthrough 3D modelling, drawing MEP drawing, landscaping and allied works of project - NABARD RIDF XXVII- Establishment of Smart Krishi Bhavans in 14 districts of Kerala State ”**

Administrative sanction has been accorded for the project ”NABARD RIDF XXVII- Establishment of Smart Krishi Bhavans’ in 14 districts of Kerala state.

The main objectives of the Project are:

- (i) Transform and equip ‘Krishi Bhavans’ to function as a ‘one stop shop’ to the farming community covering the entire supply chain.
- (ii) To modernizing and improving the functioning efficiency of Krishi Bhavans through e-governance and application of technology.
- (iii) To assure efficient and timely delivery of services to the farming community.
- (iv) To establish an integrated system with land resources and digital mapping of the Krishi Bhavan.
- (v) To digitize records of the Krishi Bhavans including the programmes implemented through them.
- (vi) To provide smart services and advisories regarding all aspects related to agriculture development from crop planning, production planning, marketing, value addition, agriprenurship, credit information, welfare programmes, insurance support, startup

promotion and advance technology dissemination

The objectives described above are proposed to achieve by providing following component works.

- (i) Digitization of Basis Data and Resource Mapping.
- (ii) Upgradation of Plant Health Clinics.
- (iii) Upgradation of IT infrastructure at Krishibhavans.
- (iv) Paperless office.
- (v) SMART Card for farmers and Campaign for enrolment in AIMS Portal.
- (vi) Establishment of Front office cum Information Centre.
- (vii) Digitization of Farm details and Farm Plan.
- (viii) Networking of Nurseries, Farms and e-FT BILL/INVOICE system.
- (ix) Online Digital Media Library.
- (x) Centralized online Auditing System
- (xi) Construction of Greenhouse with irrigation facilities.
- (xii) Marketing infrastructure facility.
- (xiii) Construction of Krishibhavan building.

1.3. About Services required from Architectural Consultancy

Request for proposal invited for preparing “**Preparing architectural design, walkthrough 3D modelling, drawing MEP drawing, landscaping and allied works of project - NABARD RIDF XXVII- Establishment of Smart Krishi Bhavans in 14 districts of Kerala State**”. The general information of Smart Krishibhavan building included in the project listed below:-

- (i) Estimated Cost of Establishment of one Smart Krishi Bhavan--**Rs. 1.03 Cr.**
- (ii) The total cost of project for which consultancy service(RFP) invited is for **4Nos** of typical design of krishibhavans =**Rs.. 4.12 Cr.**)
- (iii) Typical drawing is to be prepared for **4 Nos of type of layout of sites**. Layout of site may be as follows;
 - **Site with long frontage(length) & short breadth. – 2 sets**
 - **Site with short frontage (length) & long breadth.– 2 sets**

- (iv) Land available is upto 10 cent in each Krishibhavan in most cases.
- (v) Sanctioned plan of Krishibhavan has two floors- Ground floor & First floor.
- (vi) Each floor which shall have the following to be designed as per key plan enclosed in Annexure-A.

(vii) **Ground Floor** (Approximate area- 1661 sq. ft.)

- Verandah
- Biopharmacy
- Eco-shop
- Waiting area
- Front office
- Plant health clinic
- Display area
- Toilet-2Nos.

(viii) **First Floor** (Approximate area- 1570 sq. ft.)

- Conference & Training Hall
- Executive Room
- Staff Room
- Digital Library
- Toilet-2Nos.

(ix) All structures should be based on green building concept (eco-friendly concept).

(x) Tentative requirement for smart Krishibhavan as component works described in 1.2, are to be achieved by providing services described in 2.0, by the selected architectural consultancy firm.

Note: The bidding architectural consultancy firms are advised to visit the site and should contact Project Engineer, KLDC Ltd. Vadakara, for any further enquiry.

Above details are tentative and are subject to change under the jurisdiction of Technical committee of KLDC/higher authority. Above description is given, only for the purpose of submitting concept plan for the bidding process, however after the selection of the Architectural consultant firm, the necessary detailed survey of krishibhavan shall be carried out by the consultant and there after on actual requirement of the final concept plan shall be prepared by the selected architectural consultancy firm, for which shall be approved by the Technical Committee.

It is pertaining to note that the concept plan for above structures has to be submitted on the basis of requirement mentioned above, which shall be for selection purpose. The selection shall be done on the recommendation of Technical Committee.

2.0. Scope and schedule of Work/Services

The Architectural consultancy firm shall provide services in respect of the following works for achieving the objectives described in 1.2.

2.1 Architectural work and site development

- (i) To prepare final concept plan.
- (ii) To prepare the detailed site plan showing the location of building and other details of allied structures along with open space, parking and approaches etc.
- (iii) To submit various drawings, e.g. various plan(floorwise),elevations, sections, various architectural views, related to the project.
- (iv) After due approval the consultant shall prepare all necessary drawing required for the approval from the statutory bodies such as Corporation, Town planning and Panchayath and other bodies.
- (v) To make the model of the project, as per the final approved drawings and details given or suggested by the Technical committee.

2.2. Structural Engineering works

- (i) After the approval of each and every architectural drawing and planning by the PMC, the consultant has to prepare complete detailed drawings, specification, schedule of quantities and detailed estimate on prevailing SOR of PWD.
- (ii) To prepare and submit all necessary drawing, specification and schedule of quantities to enable the client to invite tenders.

- (iii) To prepare and submit all type of structural designs along with its calculations (prepared in accordance with the relevant Indian standards and established codes).
- (iv) To prepare and submit all detailed working drawings required for the execution of project at site by the contractor/agencies from start to end.

2.3. Electrical, Sanitary, Plumbing, Drainage, Water supply and Sewerage work

- (i) To prepare and submit the detailed site and floor wise plan.
- (ii) To prepare all the drawings, schedule of items along with specification for the purpose of inviting Tenders.
- (iii) To prepare the detailed working drawings for its execution.

2.4. Solar Heating, Ventilation and Airconditioning work:-

- (i) To prepare and submit all relevant specification, designing on prevailing standard etc. for the purpose of obtaining the necessary approval from the competent authorities.
- (ii) To submit the detailed floor wise plan for approval.
- (iii) To prepare drawings, other details including schedule of item for the purpose of inviting Tenders.
- (iv) To submit the detailed working drawing for execution of these jobs.
- (v) The Architectural consultancy firm should also prepare; final completion drawing for Civil, Electrical (external/internal), Sanitary, Plumbing, Air conditioning, fire-safety/ fighting, including landscaping etc., after the completion.

2.5 Landscape work:-

- (i) To prepare the plan and detailed estimate for landscaping and the development of gardens and other facilities etc. as per the approved architectural plan and view by the PMC.
- (ii) To prepare the detailed schedule of items, other specification for inviting the tender.
- (iii) To prepare and submit the detailed working drawing for execution.

3.0 Responsibilities of Architectural consultancy firm

The following shall be the responsibilities of the Architectural consultancy firm and these are to be co-read with the detailed scope of works, as described in Para 2 (PartI).

- 3.1 The Architectural consultancy firm shall conduct all surveys related to the site for re-verification of details furnished by the KLDC.
- 3.2 After the approval of KLDC about the final requirements of project, the Architectural consultancy firm shall prepare the final concept plans and other details required for the approval of the client.
- 3.3 After the approval of final concept plan and other details by the KLDC the Architectural consultancy firm shall prepare drawings& necessary approval and furnish all required drawings for clearance from statutory bodies.
- 3.4 The Architectural consultancy firm shall assume the full responsibility for the complete structural and other designs along with specifications for items for the works described in the scope of work are in accordance with the relevant Indian standards and other established codes. The KLDC's Engineer will have full access to the details of the calculations and other structural designs (Civil, Electrical & Mechanical) for the purpose of scrutiny to satisfy themselves as to their correctness, if necessary. The Design Engineer of the Architectural consultant shall be available to render all possible help for the above, scrutiny, at KLDC's office or the site. If on such scrutiny it is found that the designs so submitted are not to the standards and uneconomical, the architectural consultant firm shall modify the designs and resubmit as per direction of the technical committee authorized by the PMC for this project.
- 3.5 The Architectural consultancy firm shall provide (8 sets) to the KLDC free of cost eight sets of every drawing and two sets of soft copy at every stage for necessary approvals and execution of agreements, records etc.
- 3.6 The Architectural consultancy firm shall provide to the KLDC free of cost eight sets of hardcopy and two sets of softcopy of working drawings along with specifications and other particulars for execution of works to be shared with the contractors, at site.
- 3.7 On completion of the work, the Architectural consultancy firm will prepare and submit, completion drawings of the buildings and services and submit to the client in eight sets of

hardcopy and two sets of soft copy free of cost.

- 3.8 The Architectural consultancy firms shall advise the KLDC regarding the work under execution during their visits to the site and submit reports on their observation. The responsibility for implementation of these advices shall be of the client.
- 3.9 During visits of site by officials of KLDC, if it is felt that some minor changes may be required in the design, whether before starting of construction or while under construction, KLDC may require the architectural consultancy firm to make changes accordingly in the design and provide the detailed drawings/designs and working drawing/design and also to work out the financial implication of the changes proposed.
- 3.10 The Architectural consultancy firm shall make necessary revisions as may be required by the KLDC, in the drawing and other drawings/documents submitted by them at the draft stage and at subsequent stages only after the due prior approval of KLDC.
- 3.11 No change can be made by the Architectural consultancy firm in the approved drawings and specifications at site without the prior written consent of the KLDC.
- 3.12 In case any experts deployed by the architectural consultancy firm leave the job, then architectural consultancy firm shall deploy another expert having same qualification and minimum experience of 5 years, within two week time after prior approval from KLDC otherwise @1% of agreed amount per week penalty imposed on the consultancy firm.

PART II:About Bid

4.0 General Details

RFP No.	01/KLDC/VTK/2022-2023
Name of the work	RFP for “Preparing architectural design, walkthrough 3D modelling, drawing MEP drawing, landscaping and allied works of project - NABARD RIDF XXVII- Establishment of Smart Krishi Bhavans in 14 districts of Kerala State ”.
Period of downloading of RFP Documents from KLDC website	From 29.11.2022 to 23.12.2022
Date of pre-bid meeting	02.12.2022, 2.00pm at the office of Project Engineer ,KLDC Ltd. Vadakara
Last date and time of submission	23.12.2022,05.00 pm at the office of Project Engineer ,KLDC Ltd. Vadakara
Date of Opening	26.12.2022,11.00am at the Office of Project Engineer ,KLDC Ltd. Vadakara
Designation and Address of the Tender Inviting Authority /Quotation to be addressed to	Project Engineer, The Kerala Land Development Corporation Ltd. Vadakara PIN- 673101
Earnest Money Deposit(EMD)	Rs. 20000 /-
Validity of Bid	60 days from the date of opening
Commencement of work	Within 10 days from the Letter of Award
Sealed Bid Cover to be included are	Envelope I- Envelope A-Refer clause 4.6.4.1. Envelope II- Envelope B- Refer clause 4.6.4.2. Envelope III- Envelope C- Refer clause 4.6.4.3. Envelope IV- Envelope D- Refer clause 4.6.4.4. Envelope V- Envelope E- Refer clause 4.6.4.5.
Total cost of project for which consultancy service(RFP) invited is for =	Rs. 4.12 Cr. (Bidders should have to quote the financial bid as percentage rate of this total project cost)

Typical drawing of Krishibhavan is to be prepared for	4 Nos of type of layout of sites. Layout of site may be as follows; <ul style="list-style-type: none"> ○ Site with long frontage(length) & short breadth. – 2 sets ○ Site with short frontage (length) & long breadth.– 2 sets
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4.1 Technical BID

The applicant firm shall be an Architectural consulting firm, with experience in designing, modeling and consulting with the following eligibility criteria as mentioned in the Table below in 4.3.

4.2 Details of the Applicant:

Table-4.2

Name of Applicant/Firm	
Authorized Contact Person with Telephone Number and Email ID	
Registered Office Address	
Proposed Address of the firm in Kerala For local coordination	
Firm Registration Number(CIN/MSME Registration, in Council of Architects etc.)	
GST Identification Number	
PAN No. of the firm	
Experience in years	

4.3 Eligibility Criteria:

Following shall be minimum criteria of qualification for Architectural consultancy firm:-

Table-4.3.

Sl. No.	Qualification	Documents Required
1	<p>The firm should be a firm/company under registrar of firms.</p> <p>The Applicant must have a valid GST registration in India.</p>	<p>The Applicant shall be required to submit a true copy of its Incorporation Certificate and valid tax registration document along with the Proposal.</p>
2	<p>The firm should have minimum 5years of experience working in the Architectural design, walkthrough 3D modeling, drawing MEP drawing and electrical detailing and implementation satisfying the following criteria:</p> <p>The firm should have completed at least three works in Architectural design, walkthrough 3D modeling, drawing MEP drawing, during the last three years.</p>	<p>i. Copy of the valid work orders should be submitted with technical bid submissions specifying the date of award of contract.</p> <p>ii. Copies of the satisfactory work completion certificates from the client as applicable</p>
3	<p>The firm should have received at least Rs- 25Crore (as total turnover) in average during the last three preceding financial years(2019-20, 2020-21 and2021-22).Proposals without appropriate financial statements and not meeting the eligibility criteria shall be disqualified.</p>	<p>The Applicants shall submit audited financial statements for each of the preceding financial year to support the eligibility claim.</p>
4	<p>The architectural consultancy firms proprietor/ partner/ company should be registered with the council of architecture constituted by the GOI under provisions of architects act,1972 or associates/ J V with architects who registered in Council of Architecture.</p> <p>The applicant must have a valid GST registration in India</p>	<p>Necessary Certificate should be submitted.</p>

5	True copy of the concept note of 3 Institutional designs done in the last 3 years valued at 10 Crs or above estimate amount.	Necessary details should be submitted.
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Only the bids of firms who have qualified in the technical evaluation will be considered for financial bid opening.

4.4. Terms of Reference

The client wishes to develop Architectural design, walkthrough 3D modeling, drawing MEP drawing, landscaping and allied works of project ‘NABARD RIDF XXVII-Establishment of Smart krishibhavans in 14 districts of Kerala state on behalf of Agriculture Department.

Architecture is the art and technique of designing and building, as distinguished from the skills associated with construction. It is both the process and the product of sketching, conceiving, planning, designing, and constructing buildings or other structures. 3D architectural walkthrough modeling is an animated 3D showcase of a development using full CGI (Computer Generated Imagery). It is produced from digital 3D models that have been visualized to a photo-realistic standard. MEP refers to the mechanical, electrical, and plumbing systems which mainly serve as the backbone to the construction works. It is a discipline of civil engineering that focuses on building safety, working, and energy-efficient structures.

The processes envisaged are briefly iterated below:

Table-4.4

Stage	Process needed	Activity
1	Architectural Design	Preparation of 2D drawings Plan Sections and elevations for the smart Krishi Bhavans. Conversion of 2D drawings into 3D—architectural views with detailing for all the proposed locations of smart krishi bhavans & allied works
2	Walkthrough 3D Modelling	Walkthrough 3D modeling of the drawings prepared for stage 1.
3	MEP drawings	Detailing of services like MEP, HVAC & fire fighting to Minute levels-

4	Landscaping	Design of outdoor areas, landmarks, and structures to achieve environmental, social-behavioural, or aesthetic outcomes
5	Structural Design	Conduct Methodical investigation of the stability, strength by necessary tests and rigidity of structure with structural detailing and design documents as per relevant IS codes and softwares.

The applicant is free to visit the office of The Kerala Land Development Corporation Ltd. to view the documents related to the projects. The applicant shall provide a brief methodology of execution for each of the assignment mentioned below and the output deliverable corresponding to each stage shall be provided in its native format. The total anticipated time of completion is 2 months. All fees shall be quoted excluding GST and shall be inclusive of all rates for local coordination, travel related expenses, discussions with various stakeholders, making presentation to client and related stake holders etc. The consultants' representative shall be present for all meetings as and when required by the client.

4.5. Selection Criteria

The evaluation process will be carried out by the Technical Committee, as constituted by the competent authority for which the following procedure shall be followed:-

- (i) The Technical Committee will consider only those Architectural consultancy firm's bid, **who fulfills all eligibility criteria as mentioned in 4.3 of this document.**
- (ii) The shortlisting shall be done on scoring basis, for which evaluation matrix parameters about the scoring for each qualification criteria are mentioned in chart below and the Technical committee shall mark the score for each qualification criteria as per the document submitted.

Evaluation scoring matrix shall be as below:-

Table-4.5.1

sl. no.	Parameter	Max. Score
1	Experience of Architectural consultancy firm completed as on 31.03.2022 in the field of Architectural Consultancy.	10
	Upto 5years (05 marks)	
	5to10 years (08marks)	
	Above10years (10marks)	

2	Total aggregate value of all such projects completed by Architectural consultancy firm in last five years (.2017-18 to 2021-22)where value of each individual project total expenditure on that Project is not less than Rs. one crore.	20
	Upto one crore (10marks)	
	1 crore to 5 Crores (15marks)	
	Above 5 Crores (20marks)	
3	If the Architectural consultancy firm has completed a project of similar nature in last 5 years (2017-18 to 2021-22) having cost of individual project more than Rs.1 Crore of any Government/Semi Govt./PSU/Board.	15
4	Total aggregate experience of experts engaged by the architectural consultancy firm either on their regular pay roll or through agreements in the following 3 areas- (i) Architectural (ii) Structural Engineering (iii) Electrical	10
	Upto 5 years (05marks)	
	5 to 10 years (10marks)	
5	Concept plan of Krishibhavan design and proposal submitted in envelope "C" through the presentation made thereafter for the project before the technical Committee,	45
	Total Marks	100

Scoring for **Sl. No.5** in Table-4.5.1 shall be done on the basis of presentation done by the bidders before technical committee out of 45 marks, on following criteria:-

Table-4.5.2

S.No.	Criteria	Maximum Marks
(i)	Brief note on understanding the project for which the firm is bidding and innovative concept/proposals which the bidding consultant architect desired to emphasis.	05
(ii)	Key plan of the site showing the details specifically (as per the requirement of the statutory approval) with explanation of utility/functionality of space including details of open areas, parking, landscaping (green belt) and others.	10
(iii)	Floor plan, with a note about the functionality proposed and other explanation in support of offer. Front Elevation, side elevation to show the specific view and vital details which architects want to explain. Isometric and 3D views, explaining the salient features of their concept plan.	15
(iv)	The vital details and salient features of their planning and proposal for their concept plan submitted for the specific project should be submitted in brief note which should explain the reasons of proposing each and all Important features.	10
(v)	Specific note about the green building concept for the better environment.	05
Total		45

- (iii) The Technical Committee shall hold a meeting prior to opening of bids and decide the minimum cut off qualification criteria, for shortlisting of firms for opening of financial bid.
- (iv) The financial bid/ price bid of only Top Three Scored short listed firms shall be opened on the date mentioned in time schedule.

4.6. Bidding Procedure

The Architectural consultancy firm, who desire to participate in this Expression of Interest, has to follow, the following bidding procedure:

4.6.1 R.F.P Document

The RFP document is published in the website of KLDC, <https://www.kldc.org/>. Prospective applicants are advised to regularly visit the website only and no separate advertisement will necessarily be made. Bidders may obtain further information in respect of this R.F.P document from the office of The Project Engineer, KLDC Ltd., Vadakara, PIN-673101

4.6.2. Earnest Money Deposit:-

The Architectural consultancy firm, who wants to participate, should submit technical, financial bid and all requisite details as required/desired in this document along with E.M.D. The **E.M.D** shall be of **Rs. 20000/-** (in words twenty thousand only)inform of **D.D drawn in favour of the Project Engineer Kerala Land Development Corporation Ltd. Vadakara, Payable at Vadakara**. The E.M.D. so deposited shall be retained by Project Engineer KLDC Ltd. Vadakara for successful bidder, till the conclusion of the project, but for other bidders the E.M.D. shall be refunded after the selection of Architectural consultancy firm. The E.M.D will be forfeited if the successful bidder failed to execute the agreement in the prescribed time and if the bidder withdraws his bid during the bid validity period.

4.6.3. Language of Bid:-

The RFPs shall be prepared in **English** language. All the documents related to bids supplied by the Bidder should also be in English language. No other language document shall be provided.

Any document provided in a language other than English shall not be considered and any loss suffered to the bidder shall be sole responsibility of the bidder.

4.6.4. Submission of Bid:-

The bid shall be submitted in following manner as 5 envelope system:-

4.6.4.1. Envelope1:-(Envelope-“A”)

This envelope shall contain the following documents:-

- (i) E.M.D.of requisite amount in form of D.D. of **Rs. 20000 (Rs.Twenty thousand only)** drawn in favour of **“The Project Engineer, KLDC Ltd., Vadakara”** payable at Vadakara as described above.
- (ii) A power of Attorney in favour of the person, who is authorized to sign or attend in bid procedure by the competent authority of bidding firm executed on non-judicial stamp of Rs.100/-and duly notarised.
- (iii) No black listed and no Relationship Affidavit (**Annexure- B**) executed on a non-judicial stamp of Rs.100/-and duly notarised.
- (iv) All the documents should be serially numbered continuously starting fom 1 on the top right corner of the pages and total number of pages should be mentioned on the envelope-“A”.

This sealed envelope should be superscribed as **“Envelope-A - EMD for RFP for Preparing Architectural design, Walkthrough 3D Modeling, drawing MEP drawing, Landscaping and Allied works of Project- NABARD RIDF XXVII- Establishment of Smart Krishibhavans in 14 districts of Kerala state”** and should have clear name of the firm, who is submitting the bid.

4.6.4.2. Envelope2:-(Envelope-“B”)

This envelope should contain all details of the documents as required in technical bid as described below,

- (i) Filled table “4.2” in this document.
- (ii) The document related to constitution of firm, date of establishment, address of head office and branch offices, with address proof.
- (iii) The registration number with council of architecture constituted by Govt. of India with certificate of same.

All the documents as mentioned above from (i) to (iii) must be certified and notarised.

The Architectural consultancy firm should attach minimum four actual photographs of

- (iv) the projects mentioned in **Annexure-D** for which he has reported the physical status as completed or on going. All such photographs should be signed by the authorized person.
- (v) Architectural consultancy firm may also attach any other details including awards etc which have been received by the firm.
- (vi) Architectural consultancy firm may also attach the details of similar nature projects done by the firm.

All the documents should be serially numbered continuously starting from 1 on the top right corner of the pages/documents and total number of pages should be mentioned on the envelope– “B”.

This sealed envelope superscribed as “**Envelope B – details of documents as required in technical bid for RFP for Preparing Architectural design, Walkthrough 3D Modeling, drawing MEP drawing, Landscaping and Allied works of Project-NABARD RIDF XXVII- Establishment of Smart Krishibhavans in 14 districts of Kerala state**” and should have clear name of the firm, who is submitting the bid.

4.6.4.3. Envelope3:-(Envelope–C)–Concept Plan and Proposal

In this envelope Architectural consultancy firm should submit following details:-

- (i) Typical drawing is to be prepared for **4 Nos of type of layout of sites**. Layout of site may be as follows;
 - **Site with long frontage(length) & short breadth. – 2 sets of design**
 - **Site with short frontage (length) & long breadth.– 2 sets of design**
- (ii) Brief note on understanding of the project for which the firm is bidding and innovative concept/proposals which the bidding consultant architect desires to emphasize.
- (iii) Key Plan of the site showing the details specifically(as per the requirement of the Statutory approval authority) with explanation of utility/functionality of space including details of open areas, parking, landscaping (green belt) and others for each set .
- (iv) Site Plan, Floor Plan, with a note about the functionality proposed and other explanation in support of offer for each set.
- (v) Front Elevation, side elevation to show the specific view and vital details which architects wants to explain for the Smart Krishibhavan building for each set.

- (vi) Isometric and 3D views, explaining the salient features of their concept Plan of site& structure for each set.
- (vii) The vital details and salient features of their planning and proposal for their concept plan submitted for the specific project should be submitted in brief note which should explain the reasons of proposing each and all important features.
- (viii) Specific note about the green building concept for the better Environment.
- (ix) Any other details and documents which consultant architects feel essential to express his view/concept.

All the documents should be serially numbered continuously starting from 1 on the top right corner of the documents and total number of pages should be mentioned on the envelope–“C”.

Note:-The concept plan/details shall be evaluated through the presentation on screen, before the Technical committee on a scheduled date, to explain the concept plan and their proposal/understanding as detailed about the project.

This envelope should be super scribed as **“Envelope-C-Concept plan for RFP for Preparing Architectural design, Walkthrough 3D Modeling, drawing MEP drawing, Landscaping and Allied works of Project- NABARD RIDF XXVII- Establishment of Smart Krishibhavans in 14 districts of Kerala state”** and should have clear name of the firm, who is submitting the bid.

4.6.4.4. Envelope4(Envelope–“D”)–Financial Bid:-

This envelop should contain only the financial bid, Which shall be at percentage rate over the cost of the project inclusive of all taxes other than GST. The format for submitting the financial bid is given in this RFP document as **Annexure“E”**. No other document except financial offer duly signed by the competent authority of bidding firm should be kept sealed in this envelope.

This envelope should be prescribed as **“Envelope –D - financial bid for RFP for Preparing Architectural design, Walkthrough 3D Modeling, drawing MEP drawing, Landscaping and Allied works of Project- NABARD RIDF XXVII- Establishment of Smart Krishibhavans in 14 districts of Kerala state”** and should have clear name of the firm, who is submitting the bid.

4.6.4.5. Envelope5 (Envelope –E)–

This is the one large envelope, in which all above 4 sealed envelope should be kept and

sealed. This one big sealed envelope containing the 04 envelope as detailed above must be submitted before the due date and time. On this envelope “**RFP for Preparing Architectural design, Walkthrough 3D Modeling, drawing MEP drawing, Landscaping and Allied works of Project- NABARD RIDF XXVII- Establishment of Smart Krishibhavans in 14 districts of Kerala state**” should be clearly mentioned and also the name of bidding firm address and contact details.

4.7. Medium of Sending Bids:

Bid in Sealed condition shall have to be sent on following address through registered/speed post only. Bids received in the office through any other medium such as courier, by hand, special messenger etc. or received after last date &time of receipts hall not be entertained.

**The Project Engineer,
The Kerala Land Development Corporation Ltd.
Vadakara-673101**

4.8 Opening of Bid:-

The bids received through registered post/speed post only within due time in the office of Project Engineer, The Kerala Land Development Corporation Ltd, Vadakara 673101.. shall only be opened.

Envelope – “E” shall be opened and thereafter the envelope “A” containing EMD and other document shall be opened before the presenting bidders or their representatives. **If the EMD and the documents in envelope” A “is of requisite amount and proper, then only the envelope“B” and “C” shall be opened.**

The documents contains in envelope “B” and “C” shall be numbered, enlisted and entered in bid opening register.

The envelope “D” financial bid shall be kept unopened and sealed in a big envelope in a safe custody of the Project Engineer, The Kerala Land Development Corporation Ltd, Vadakara 673101.

The document so submitted in envelope “B” and “C” shall be evaluated by the Technical committee along with viewing the presentation on the scheduled date.

A minimum cut off shall be decided by the Technical committee before opening of the bids (envelope E). After evaluation process is over, only the firms(bidders) crossing the cut off so decided shall be considered for opening of financial bid(envelope “D”).

The short listed firm only shall be intimated about the date of opening of the financial bid.

4.9 Mode of Payment

4.9.1 Stage 1: After the approval of the architectural detailed drawings, all working drawings including elevations, sections, ducting etc. by the technical committee.- 25%

4.9.2 Stage 2: After providing to KLDC free of cost 8 sets of every drawings and two sets of soft copy at very stage for necessary approvals and execution of agreements etc. – 50 %

4.9.3 Stage 3: After providing to KLDC free of cost 8 sets of hard copy and two sets of soft copy of working drawings and other particulars for execution of work to be shared with contractors at site – 75%

4.9.4. Stage 4 On completion of the work and fulfilling of all responsibilities to KLDC and Technical

committee and after satisfaction – 100%

4.10 Time Schedule

S. No.	Description of Activity in Brief	Due Date and Time	Remark (if any)
1	Date from which the RFP documents available for downloading from website (https://www.kldc.org/.)	w.e.f 17.00 hrs. of 29.11.2022	E.M.D. should be paid separately.
2	Last date and time for submission of RFP offer.	Date 23.12.2022 upto 17.00 hrs.	By Regd. post or speedpost only.
3	Date of opening for envelope "A", "B" "C" and "E" (EMD and Technical bids)	On date 26.12.2022 at 11.00 hrs.	
4	Date for Presentation,	Shall be communicated separately.	Before the Technical committee
5	Date for opening of financial bid - envelope "D"	Shall be communicated separately.	Only for short listed qualified bidders.

4.11 Period of Bid Validity

The time available for preparation of the needed drawings and documents is Two months w.e.f the date of agreement. In case the firm withdraws or denies his offer within 60 days period to execute the job then EMD so deposited by him shall be forfeited and the bidder shall not be allowed to participate in bidding for similar jobs under KLDC for next 03 years.

4.12 Penalty for delay

In case any experts deployed by the architectural consultancy firm leave the job, then architectural consultancy firm shall deploy another expert having same qualification and minimum experience of 5 years, within two week time after prior approval from KLDC otherwise @ 1% of agreed amount per week penalty imposed on the consultancy firm.

4.13. Venue:-

Venue "For opening of bid" (Envelope-E,A,B,C and D) – **Office of the Project Engineer, The Kerala Land Development Corporation Ltd, Vadakara, 673101.**

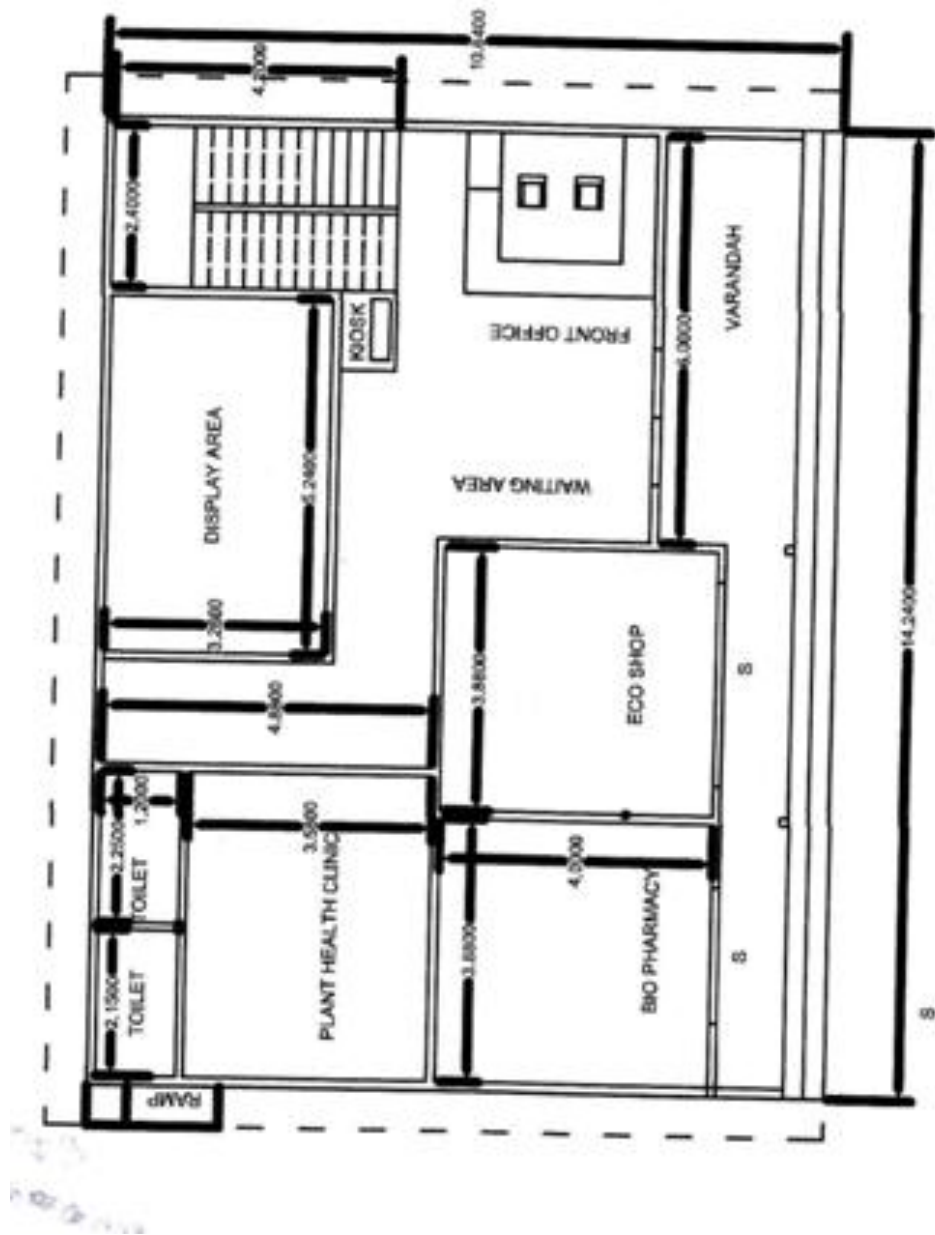
4.14. Any further intimation regarding the RFP will be uploaded in the website [https://www.kldc.org/.](https://www.kldc.org/)

Part III: Award of Consultancy

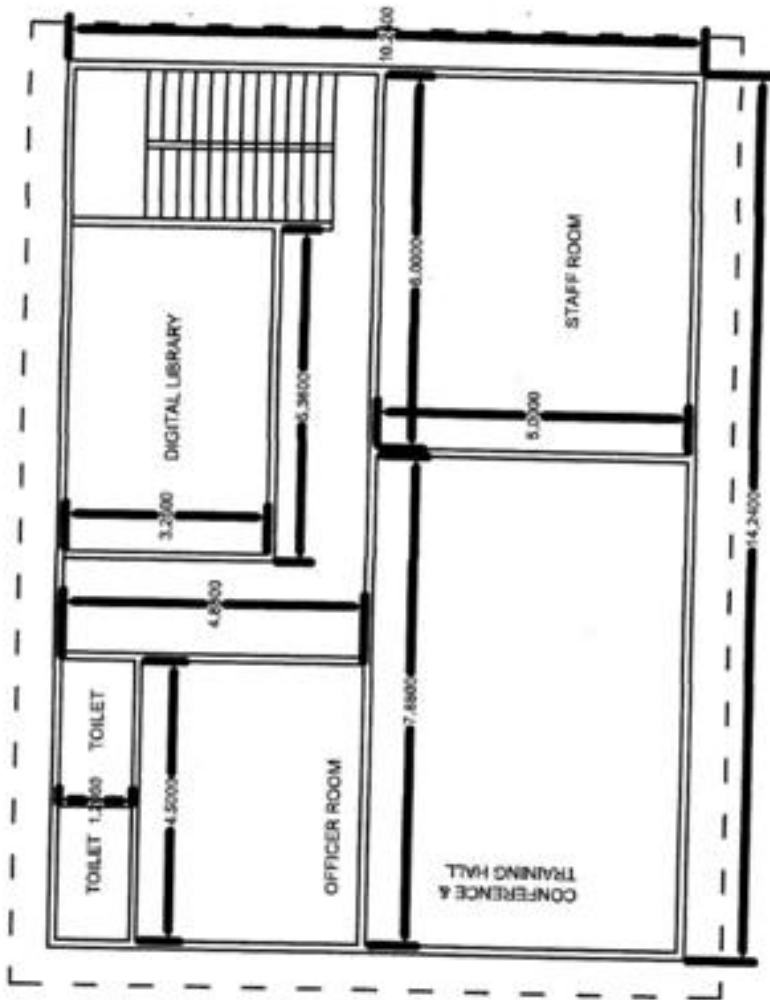
The bidder with lowest bid rate between qualified selected bidders in the financial bid will be awarded as selected bidder & will be issued letter of intent/acceptance.

5.1. Right to accept/reject the offers and terminate the process of bidding

The competent authority on recommendation of the technical committee reserves all right to accept or reject or annul the bid process oral/any bid any time prior to award of the consultancy without assigning any reasons thereof. However, such action shall be without incurring any liability to the effected EOI participants or any obligations to inform the effected EOI participants of the grounds about this action.



6.1. Key Plan- Ground Floor



6.2. Key Plan- First Floor

Affidavit

I.....Son of/Daughter of/Wife of.....
Aged.....years.....resident of (address)
.....(For and on behalf of (Name of Firm).....),do hereby and herewith solemnly affirm/state on oath that:-

- That Iam the authorized signatory on behalf of(firm)for this RFP.
- That all documents and information furnished in the bid submitted for Preparing “*Architectural design, walkthrough 3D modelling, drawing MEP drawing, landscaping and Allied works of project - NABARD RIDF XXVII- Establishment of Smart krishibhavans in 14 districts of Kerala State*”are correct in all respects to the best of my knowledge and belief.
- *That I have studied the RFP document completely & thoroughly and not suppressed or omitted any information as desired in R.F.P. document. If any information furnished is found faulty/ improper, KLDC can act against the bidder by disqualifying/ debarring in the bid”.*
- That I/we/any of our partner/directorsis/are neither blacklisted nor debarred by the Government of India/Other State Governments including Kerala and other StateGovernmentDepartments/SemiGovt.Departments/Governmentundertakings/Boards/LocalBodies.
- *That I do here by and herewith solemnly affirm/state on oath that all information furnished about Technical persons shown in bid/offer are employed with me/our firm/our company which is/are true. I/we undertake that the technical staff shall be deployed in work/project, which can be verified by the Engineer in charge or his authorized representatives.*
- That I/We/Partner/Director of the firm/company here with state in oath that all conditions narrated in R.F.P. document including additional conditions and special conditions are acceptable and binding on our part.

Deponent
(
.....
)
Authorized signatory /for and on behalf of
.....
...
(affix seal)

LIST OF TECHNICAL STAFF

S.No.	Types of services to be rendered in this project	Name of Staff(Expert) proposed to be deployed	Qualification	Experience(full numbers of years completed as on 31.03.2022)	Remarks
1	Architectural				
2	Structural Engineering				
3	Sanitary/Sewerage/Water Supply				
4	Electrical				
5	Others				

Note :- Supporting documents i.e Certificate of Educational qualification with work Experience and proof of employment and engagement of various types should be closed duly certified and notarised.

Details of the projects/jobs completed in last 5years(2017-18to2021-22)

S.No .	Name of Project	Name of Client	Cost of the Project(Rs. Crore)	Period of execution in months for consultancy job	Date of work order for consultancy job	Date of Completion of consultancy job	Physical Status of Project (completed /ongoing/ not yet started)	Remarks
1	2	3	4	5	6	7	8	9
1								
2								
3								
4								
5								

Note-

- (v) All such projects/jobs (having individual total expenditure on that project (estimated or actual),being not less than Rs.1.00Crores)and for which work order(for Architectural Consultancy Services)has been issued and related drawings/designs/Estimates and other required documents have been already submitted by Architectural Consultancy Firm to the Client ,during the period of-----Shall be considered to be projects/jobs completed.

Details of all such projects as explained above must be given in Annexure-C.

- (vi) Provide the reasons for not yet started projects in Remarkcolumn“9”.
- (vii) Mention the Serial number. of the works which are claimed to be works of similar nature as per Point no.3 of Parameters provided in table 4.5.1, please mention the serial numbers here.....

FINANCIAL BID (To be enclosed in Envelope “D”)

The Financial bid/ Price Bid format is as provided below and quote has to be provided against the listed service below:

Format for Financial Bid

Project Name:

Sl. No.	Description	Percentage rate over the total cost of the project inclusive of all taxes excluding GST)
1	Preparation of Architectural design, Walkthrough 3D Modelling, drawing MEP drawing, Landscaping and Allied works of Project NABARD RIDF XXVII- Establishment of Smart Krishibhavans in 14 Districts of Kerala State.	

I hereby quote the financial bid for Preparing architectural design, walkthrough 3D modelling, drawing MEP drawing, Landscaping and Allied works of Project NABARD RIDF XXVII- Establishment of Smart Krishibhavans in 14 Districts of Kerala State, as-----% of total project cost (in words-----percent of total project cost) of the cost of project; inclusive of all taxes and other expenses/charges but excluding the GST, which shall be payable at the prevailing rates, as per details given in clause 4.9 of R.F.P. document including note therein.

I have undergone the RFP document carefully and thoroughly and do accept all terms and conditions of the R.F.P.

Signature :

Name :

Designation :

Addr

