



KERALA STATE COASTAL AREA DEVELOPMENT CORPORATION LTD (KSCADC)

(A Government of Kerala Undertaking)

**Chalachithra Kalabhavan Building, 1st Floor, Vazhuthacaud
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EXPRESSION OF INTEREST (EOI)

**EMPANELMENT OF FIRMS / INDIVIDUALS FOR ALTERATION WORK OF
AUTOMOBILE DELIVERY VAN/ SIMILAR VEHICLE AS MOBILE VENDING UNIT
FOR KSCADC**

FILE NO- 2707/D/KSCADC/2019

NB: Pls check that all the pages are intact in the document

EXPRESSION OF INTEREST (EOI)

Kerala State Coastal Area Development Corporation (KSCADC) is seeking Expression of Interests (EOI) from eligible Firms / Individuals For Empanelment Of Alteration Work Of Automobile Delivery Van as Mobile Vending Unit

- 1. Name of EOI: Firms / Individuals Engaged in the field of Automobile Body Conversion**
- 2. Download Period : 27/11/2019 to 03/12/2019**
- 3. Last Date & Time for Submission of EOI: 03/12/2019 Upto 3.00 PM**
- 4. DATE OF OPENING OF EOI: 03/12/2019 at 3.30 pm**

FILE NO-2707/D/KSCADC/2019

The EOI documents have been hosted on www.keralacoast.org and may be downloaded from the website.

PROCEDURE FOR EMPANELMENT

EOIs are invited from all eligible and interested Firms / Individuals for Empanelment Of Alteration Work of Automobile Delivery Van/ Similar Vehicle as Mobile Vending Unit for Kerala State Coastal Area Development Corporation as per the following procedure:

Evaluation and short-listing of Individuals/agencies based upon the criteria mentioned hereafter and documents submitted

Presentation by short-listed agencies to selection committee for empanelment

A. DURATION OF EMPANELMENT

The empanelment will be valid for a period of two years. However, it may be further extended for one more year each subject to a maximum two years at KSCADC's discretion with the same terms and conditions.

B. QUALIFYING CRITERIA

1. To be eligible for pre-qualification, the applicant should be in the field of Automobile Conversion . This would include a Joint Venture company as well, meeting all other eligibility criteria.
2. They should also have at least 5 years post registration experience of providing Automobile Alteration services.
3. The applicant must have sufficient experience in the field of automobile interior designing and alteration
4. Financial Credibility.

C. INSTRUCTIONS & GUIDELINES FOR SUBMISSION OF APPLICATION FORM FOR EMPANELMENT

- 1 EOI documents may be downloaded free of cost from the e-GP website at www.keralacoast.org
- 2 Application form for empanelment shall be submitted in sealed envelope super scribing "Application for Empanelment of Firms / Individuals Engaged in the field of Automobile Body Conversion For Empanelment Of Alteration Work of Automobile Delivery Van / Similar Vehicle As Mobile Vending Unit for empanelment with Kerala State Coastal Area Development" in the office of Kerala State Coastal Area Development Corporation Limited, Chalachithra Kalabhavan Building, 1st Floor, Vazhuthacaud, Trivandrum before the last date and time .
- 3 The application shall be submitted only as per the enclosed application format (s) along with annexures, Self attested documentary proof(s) in respect of the details furnished in the

- application form shall be submitted along with the application.
- 4 As the time is the essence of a contract, the ability and the competence of the applicant to render required services in the specified time period will be a significant factor to decide the selection for the empanelment.
 - 5 The application shall be signed by the person/s on behalf of the organization having necessary Authorization/ Power of Attorney to do so. Each page of the application shall be signed by the authorized signatory. (copy of Power of Attorney / Authorization shall be furnished along with the application)
 - 6 While filling up the application with regard to the list of works completed and or on hand, applicants shall only include those works which individually cost as per pre qualification criteria mentioned in the form.
 - 7 The applicant shall have to engage the services of well qualified specialists, wherever necessary.

 - 8 Applications containing false and / or incomplete information are liable for rejection. At any point of time before, during or after the development, designing, implementation, execution, operation, monitoring phase of project, If KSCADC finds out that any detail or information submitted by the firm is false or wrong, then the firm would be discarded / disqualified from the panel and the firm would not be allowed to work further.
 - 9 Selected applicants shall require executing an agreement with KSCADC in the prescribed Performa as in when directed to do so by KSCADC
 - 10 Conditional proposals would be rejected without giving any further clarifications.
 - 11 Managing Director, KSCADC shall have full powers to accept or reject the proposal in total or in partial, without assigning any reason.
 - 12 Any matter / Question in regard to interpret any part or condition of this document OR any matter regarding definition of any term/s of the RFP, the Managing Director, KSCADC shall be the sole and final Authority to do so and the bidder is fully liable to it.
 - 13 The empanelment shall be valid for a period of 2 (Two) years. The empanelment may be extended further at the discretion of MD, KSCADC.
 - 14 The Application should be on the prescribed form. Certified copies of Award letters, completion certificates etc should be enclosed if any.
 - 15 Applicants should give an undertaking certifying that the firm has not been blacklisted by any Govt. /Local bodies/PSUs.

D. APPLICATION FORM AND FEES

- a. Interested applicant can apply in the prescribe form attached herewith along with requisite annexure and attachment duly self attested.
- b. A bid submission fee of Rs Rs. 1180/- (1000+180(GST @18%) Shall be remitted as Demand Draft (NON-REFUNDABLE) in Favour of Manging Director , KSCADC, payable at Thiruvananthapuram. Applications without Fee will be summarily rejected.
- c.

E. EVALUATION CRITERIA

- 1 The marks shall be decided by a duly constituted Committee on the basis of predetermined criteria and where it is not possible to do so, based on their own judgment. The evaluation carried out by the said Committee shall be final and binding.
- 2 The applicants will have to attend for a meeting for presentation in front of the Committee, and those shortlisted will be requested to submit the price bid through a closed e-tender for final selection.
- 3 Submission of satisfactory completion certificate from previous clients would assist the committee in evaluation.
- 4 KSCADC reserves the right to modify the criteria and take own decision if so required.

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**APPLICATION FORM FOR EMPANELMENT OF FIRMS / INDIVIDUALS FOR
ALTERATION WORK OF AUTOMOBILE DELIVERY VAN /SIMILAR VEHICLE AS
MOBILE VENDING UNIT FOR KSCADC**

Sl. No.	Particulars	Details
1.	Name of Individual / Firm	
2.	Address	
	Mobile No.	
	Telephone No.	
	E-mail ID	
3.	Organizational Set-up: - <ul style="list-style-type: none"> • Year of Establishment – (Attach proof of) • Status of Firm (Proprietorship/Partnership/Any other) In case of partnership firm, Partnership deed shall be attached 	
4.	Staff Strength –	
5.	Details of Directors / Partners /Proprietors	
6.	Empanelment with Govt. Organizations – (Mention names along with copies of Certificates)	
7.	List of Assignments undertaken in last 5 years (A detailed portfolio)	(Photo graphs to be included)
8.	List of Assignments in progress	
9.	Financial Status	
10.	List of award winning entries (during last five years)	

A detailed portfolio of the works to be attached

Declaration

IS/o R/o.....

hereby solemnly affirm and declare as under:-

- 1 That I am the Proprietor / Authorized signatory of M/s.....having its Head Office /Regd. Office at
- 2 That the information / documents / Experience certificate submitted by M/s.....along with this 'Empanelment Of Firms / Individuals For Alteration Work Of Automobile Delivery Van /Similar Vehicle As Mobile Vending Unit For Kscadc is genuine and nothing has been concealed.
- 3 I shall have no objection in case KSCADC verifies them from issuing authority (ies). I shall also have no objection in providing the original copy of the document(s), in case KSCADC demand so for verification.
- 4 I hereby confirm that in case, any document, information & /or certificate submitted by me found to be incorrect/false/fabricated, KSCADC at its discretion may disqualify / reject my application for empanelment out rightly and also debar me / M/s.from participating in any future tenders/PQ.
- 5 I hereby confirm that my firm has not been blacklisted/ debarred by any government/ PSUs/ Local bodies in last 5 years & no such blacklisting or debarment is in effect on the date of application.
- 6 Do hereby confirm that the contents of the above information are true to best of my knowledge. Further i understand that all the above information has been furnished for empanelment only. MPEDB is not bound to assign a project or its part to my firm or me.

Verified atthisday of 2019

Signature of Authorized Signatory

Name & Designation of Authorized Signatory :

Note:-

- Separate sheet may be used wherever required
- Right of registration lies with MD, KSCADC
- Registration fees (Rs 1180/-) is non refundable
- All documents and sheets should be self attested.