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**KERALA AGRICULTURAL UNIVERSITY**  
**DIRECTORATE OF RESEARCH**  
Main Campus, Vellanikkara, KAU P. O., Thrissur - 680656, Kerala

No. KAUDOR/135/2023-RES A3

Dated: 01/01/2025

**Kerala Agricultural University**  
**NOTICE INVITING EXPRESSION OF INTEREST**  
**FOR THE SELECTION OF PROJECT MANAGEMENT**  
**AGENCY/CONSULTANT**  
**for KIIFB Projects 2024**

Kerala Agricultural University invites *Expression of Interest* in two sealed cover format (Technical & Financial) from Government Accredited Agencies/ Government approved Project Management consultants for building Translational Research Centre at Vellanikkara Campus using KIIFB fund.

The details of proposed project is as follows.

1. Translational Research Centre, Vellanikkara: (plan outlay approx. 15.86 cr)

Available preliminary drawings and layout plans will be supplied to the Agency/consultant, GRIHA updation as per KIIFB norms is to be done and included in the DPR. Proposed approximate area for Translational Research Centre is 3399 sq m.

General Facilities

- Road Development
- Drainage and waste disposal units
- Compound wall, Security cabins & Gates wherever necessary

**I. Scope of work**

- i. Preparation of Detailed Project Reports (DPR) as per KIIFB norms for the above listed project and submit the same for approval of the University and KIIFB. Detailed drawings, soil investigation details, etc needs to be prepared.
- ii. Make necessary modification, corrections and additions in the drawings /DPR as per KIIFB norms.
- iii. Preparation of detailed architectural drawings incorporating green building regulations and structural drawings based on the Preliminary Drawings approved by the University.

- iv. Preparation of land development plan and master plan.
- v. Preparation of detailed estimate for each component of works (Civil, Electrical, MEP, Fire & Safety, Air Conditioning and Networking) as per current DSR at the time of estimating including preparations of rate analysis for non-scheduled items.
- vi. Preparation of maintenance manual of incorporated facilities as mentioned above.
- vii. Preparation of DPR as per the KIIFB format with ready-to-tender documents.
- viii. The building design should comply with GRIHA, EDGE L1, KSECBC standards and all KIIFB requirements.
- ix. Appointing Green Building Agency/consultant and obtain certification for buildings with area greater than 2500 sqm.
- x. Obtaining approval from statutory bodies and assist the Kerala Agricultural University for getting the approval.
- xi. Making necessary corrections, furnishing additional details, clarifications and reply to building design review suggestions of KIIFB from time to time in the drawings, estimates, DPR etc.
- xii. Providing required supervision periodically to ensure that the project is being carried out as per the approved design and KIIFB Norms.
- xiii. Obtaining occupancy certificate from statutory bodies and assist Kerala Agricultural University for getting the same.

## **II. Eligibility criteria**

The Agency/consultant should fulfill the following eligibility criteria (proof of each to be submitted)

- i. The Agency/consultant should be registered in India with office in Kerala having experience for the last 5 years as consultancy agency or accredited PMC of Government of Kerala, in the similar nature of works.
- ii. The Agency/consultant should have valid PAN Number.
- iii. The Agency/consultant should also have GST registration certificate.
- iv. The Agency/consultant may associate with other firm through valid MOU/Agreement to enrich their experience/eligibility. However they have to mention clearly who is the lead partner. The responsibility to successfully complete the assignment will rest with the Agency / Consultant only.
- v. The Agency/consultant should furnish a self certified undertaking to the effect that the firm has not been black listed in India by any government department Agency/consultant in last 5 years.
- vi. The Agency/consultant should furnish a self declaration to the extent that the total amount of work in hand is within the limit prescribed by the Government.
- vii. Agency/consultant should have completed (consultancy services) minimum three works of similar nature for a value not less than Rs. 3.5 Crore each or alternately two works of value not less than 5 Crore each, or a single work of not less than Rs. 10 Crore in India, in last 5 financial years. Proof by production of completion certificate from client is to be submitted along with offer.

### **III. Execution of Agreement**

Selected Agency/consultant will have to enter into an agreement with the Registrar, Kerala Agricultural University. The agreement will be in force till the completion of the work and receipt of Fire & Rescue NoC, Pollution Control Board NoC, GRIHA, EDGE L1, KSECBC certificates, Occupancy Certificate and /or any certificate/documents demanded by KIIFB.

### **IV. Time Schedule**

The commencement of work will be considered from the date of agreement. The work shall be completed as listed below.

1. Preparation / Modification of drawings including Architectural drawing – 4 weeks from the date of agreement.
2. Preparation / Modification of Design drawings (Good for Construction), structural drawings and detailed drawings for submission to local bodies, detailed estimate with data and DPR , 4 weeks from the date of submission of Architectural drawings. **Total time allotted for preparation of DPR – 8 weeks from the date of agreement.** The Agency/consultant shall engage qualified persons at their own expense to supervise the work periodically to ensure that the work is being carried out in compliance to the envisioned concept for the entire construction period. Further, the Agency/consultants Representative shall be present at the site for giving timely advice and ensuring the work is being executed as per the design. The selected Agency/consultant shall attend all meetings convened by University/KIIFB in connection with projects.

### **VI. Submission of Quotation**

- i. The consultancy fees for taking the consultancy work should be quoted for the above scope of work in percentage (excluding applicable GST) on the total estimated amount/executed amount whichever is lower in a sealed cover. The Financial bid and Technical bid shall be submitted in two separate covers.
- ii. The Cover containing Technical Bid and Financial Bid shall be Superscribed as Technical and Financial respectively.

### **VII. Fee**

The fee is payable to the Agency/consultant by the University at the following stages:

a	After Submission of DPR including ready to tender documents, design drawings (Good for Construction), structural drawings, sufficient for construction and drawings for submission to the Statutory bodies.	Up to 25 % of fees
b	After Final approval of DPR by the KIIFB/ Government	Up to 60% of the fees
c	After foundation and basement is completed and issuance of stage certificate	Up to 70 % of fees

d	After full super structure and allied works are completed and issuance of stage certificate	Up to 80 % of fees
e	After actual completion and issue of completion certificate, as built drawing and GRIHA certificate / equivalent certificate insisted by KIIFB, NOC from FIRE and Rescue Department, Pollution control board and Occupancy certificate from Local Self Government Institutions	Up to 100 % of fees based on the total Estimated amount/ Executed amount whichever is lower

### **VIII. Visit to Site**

The travelling expenses to Kerala Agricultural University by Agency/consultant or their representatives to be engaged by the Agency/Consultant, will be borne by the Agency/Consultant themselves.

### **IX. Period of Contract**

1. The first stage of the Consultancy service (submission of DPR) shall be fulfilled within 8 weeks of the date of agreement.
2. This consultancy contract awarded will be for the total completion period of work including issuing of completion certificate of the work , getting GRIHA certificate / equivalent certificate insisted by KIIFB and Occupancy of the Building.

### **X. General Conditions**

1. The consultancy fee for taking the consultancy work should be quoted for the above scope of work in percentage (excluding applicable GST) on the total estimated amount/executed amount whichever is lower in a sealed cover. The financial bid and Technical bid shall be submitted in two separate covers.
2. Incomplete, late, and conditional offers will be summarily rejected.
3. The Registrar, Kerala Agricultural University reserves the right to reject any or all the offers without assigning any reason what so ever.
4. The Agency/consultant should fulfill the above mentioned eligibility criteria (proof of each to be submitted).
5. The Agency/consultant should be prepared to conduct a detailed Power Point Presentation of the project report on demand by the University. 5 (five) sets of the hard copy of the detailed project report drawing and estimate for the total project should be submitted. The payment of work shall be made only after the successful completion of the work in each stage.
6. Validity of offer: - The offer for Expression of Interest (EOI) shall be valid for a period of three months from the date of opening of the offer and on special case the same will be extended further if mutually agreed.
7. The quotations shall be submitted in sealed cover superscribing the name of work as "EOI for the selection of Agency/Consultant for the KIIFB Projects 2024 of Kerala Agricultural University.

Offers in sealed cover containing required documents should reach the Registrar Kerala Agricultural University on or before **17.01.2025**. The Technical bid will be opened at **11 am on 18.01.2025** and the financial bid of the technically qualified agency/consultant will be opened at **2:00 pm on 18.01.2025** in the Office of the Director of Research, Kerala Agricultural University in the presence of the Agency/consultant or their authorized representatives present.

Intended participants should download the notification and enclose the same with the EOI documents duly signed.

  
**DIRECTOR OF RESEARCH (i/c)**

Annexure-1

**The below listed shall be included in the cover containing Technical Bid**

- i. Proof of Registration/accreditation certificate.
- ii. Copy of PAN card.
- iii. Copy of GST registration certificate.
- v. Copy of MOU/ Agreement with lead partner.
- vi. Self certified undertaking stating that the agency/consultant has not been black listed in India by any government department /Agency in last 5 years.
- vii. Self declaration to the extent that the total amount of work in hand is within the limit prescribed by the Government.
- viii. Agency/ Consultant should have completed (consultancy services) minimum three works of similar nature for a value not less than Rs. 3.5 Crore each or alternately two works of value not less than 5 Crore each, or a single work of not less than Rs.10 Crore in India, in last 5 financial years. Proof by production of completion Certificate from client to be submitted along with offer.

Annexure-2

Form of Financial Bid

Sl no	Project Description	**Consultancy fees in % (excluding GST)	
		In figures	In words
1.	Translational Research Centre, Vellanikkara, Thrissur District		

Place:

Date:

Signature of  
Agency/consultant

Signature of  
Agency/consultant

Name and address of  
Agency/Consultant

Name and address of  
Agency/Consultant