



**TRAVANCORE DEVASWOM BOARD**

Office of the *Executive Engineer*  
Kottayam  
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**No.TDB/EEK/EOI/01/2021-22**

**Dated:10/11/2021**

**NOTICE INVITING EXPRESSION OF INTEREST**  
**for “Devaswom Board College- Thalayolaparambu-**  
**Special repair to the building for increasing service life”**

## NOTICE INVITING EXPRESSION OF INTEREST (EOI)

1. Executive Engineer, Kottayam for and on behalf of Travancore Devaswom Board invites Expression of interest offers from practicing reputed firm/Agency/ Contractors for **“Devaswom Board College- Thalayolaparambu- Special repair to the building for increasing service life”** as per schedule as under

**Name of the work** :Devaswom Board College-  
Thalayolaparambu- Special repair to the  
building for increasing service life

**Client** :Travancore Devaswom Board

**Brief Scope of work** : The intending bidders should visit the college and inspect the buildings, which require special repair/ retrofitting to enhance the service life. They should offer the technical specifications along with the cost for executing the project.

**Time of Completion of Work** : **3 Months**

**Guarantee Period (Minimum)** : **5 years**

**Nonrefundable cost of tender/Bid Document** : Rs 2500+18%GST in the form of DD in favour of Executive Engineer, Kottayam should be submitted along with the bid.

**Last Date of Submission of Bid** :26.11.2021, up to 1PM

**Date and Time of opening of technical Bid** :3 pm on 26.11.2021

**Bid**

**Earnest Money Deposit (EMD)**

@ 1.5 % of the total quoted amount should be submitted along with the offer, in the form of FD receipts pledged in favour of Executive Engineer, Kottayam.

2. The tender document can be downloaded from the websites “[www.travancoredevaswomboard .org](http://www.travancoredevaswomboard.org)”. “Corrigendum, if any, would appear only on the TDB website and not be published”.

### **3. Minimum Qualification Criteria**

The interested Firm/Agency/Contractors for participation in the tender should meet the following minimum qualification criteria.

#### **3.1 Technical criteria**

Experience of having successfully completed works/ retrofitting works during the last 5 years ending last day of the month previous to the one in which applications are invited.

a) Three Similar completed works for repair works/ retrofitting works for a building plinth area not less than 300 sq.m.

b) Two Similar completed works for repair works/ retrofitting works for Educational or Industrial buildings aged more than 30 yrs.

4. Information and instructions for tenderers posted on website shall form part of bid document.

5. The bid document consisting of scope of work and the set of terms and conditions.

6. **All existing rules/regulations as per PWD manual will be applicable to this tender/works also.**

**7. The Project Executing agency shall ensure:**

- (i) Maintenance of highest standard of quality in works, take complete responsibility for the timely completion of the project, complete compliance with the drawings, technical specifications and various requirement of the contract documents which may have been prepared and approved by it.
- (ii) Making timely payment to its vendors for works done. ***The work shall be got completed within 3 Months***
- (iii) Following of Health, Safety and Environment (HSE) requirements at site of works and ensure implementation of measures to avoid environment pollution.
- (iv) Ensure adherence to relevant local body requirement & complying with them
- (v) Obtaining all approvals from all statutory authorities/local bodies, etc. and coordination with them
- (vi) Preparation of Final Report, which shall contain technical & financial information of the Project.

**8.** Project Executing Agency shall be responsible for smooth and successful completion of the Project at all stages. Executing Agency shall be the Principal Employer for all purposes for its Vendors/Sub Vendors or all such other Agencies with whom they are entering into the contract.

**9. Experience in works highlighting experience in similar works**

The Project Executing Agency should furnish the following:

- a. List of all similar works successfully completed during the last 5 years ( in Form B)
- b. List of the projects under execution or awarded ( in Form F)

**10. Organization information**

The Project Executing Agency is required to submit the information in respect of his organization in Form D.

**11. Letter of transmittal**

The Project Executing Agency should submit the letter of transmittal attached with the document (Appendix-A)

**12. Evaluation Criteria:**

- a. Experience in Similar nature of works.
- b. Cost of project.

**Appendix-A**

**LETTER OF TRANSMITAL**

To

The Executive Engineer  
Kottayam Division

**Subject: Submission of EOI from Central / State Department / PSU's/ Reputed experienced private firms to "Devaswom Board College- Thalayolaparambu- Special repair to the building for increasing service life"**

Sir,

Having examined the details given in the EOI document for the above work. I/we hereby submit the relevant information.

1. I/we hereby certify that all the statement made and information supplied in the enclosed forms A to E and accompanying statement are true and correct.
2. I/we have furnished all information and details necessary for eligibility and have no further pertinent information to supply.
3. I/we submit the following certificates in support of our suitability, technical knowledge and capability for having successfully completed the following eligible similar works:

Name of work	Certificate issued by

**Certificate:**

It is certified that the information given in the enclosed eligibility form are correct.

It is also agreed that we shall be liable to be debarred, disqualified/cancellation of enlistment if any information furnished by us found to be incorrect.

Enclosures:

Signature & Seal of the Project  
Executing Agency

Date of submission:

**FORM -A**  
**FINANCIAL**  
**INFORMATION**

I. Financial Analysis – Details to be furnished duly supported by figures in balance sheet/profit & loss account for the last three years duly certified by the Chartered Accountant, as submitted by the applicant to the Income Tax Department (Copies to be attached).

Years

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- (i) Gross Annual turnover
- (ii) Profit/Loss

Signature of Project Executing Agency

**FORM B**

**DETAILS OF ELIGIBLE SIMILAR NATURE OF WORKS COMPLETED DURING THE LAST FIVE YEARS  
ENDING PREVIOUS DAY OF THE LAST DATE OF SUBMISSION OF TENDERS**

Sl. No.	Name of work/project and location	Owner sponsor organization	Cost of work (Rupees)	Date of commencement as per contract	Stipulated date of completion	Actual date of completion	Litigation/arbitration cases pending/in progress with details*	Name and address/telephone number of contact officer for verification of information	Whether the work was done on back to back basis Yes/No
1	2	3	4	5	6	7	8	9	10

\*Indicate gross amount claimed and amount awarded by the Arbitrator.

Signature of Project Executing Agency

**FORM-C**

**PERFORMANCE REPORT OF WORKS REFERRED TO IN FORM B**

1. Name of work/project & location:
2. Name of Client:
3. Agreement No:
4. Estimated Cost:
5. Tendered Cost:
6. Date of Start:
7. Date of completion
  - i. Stipulated date of completion:
  - ii. Actual date of completion:
8. (a) Whether case of levy of compensation:  
For delay has been decided or not Yes/ No  
(b) If decided, amount of compensation levied for  
Delayed completion, if any:
9. Performance  
Report
  - (1) Quality of work Outstanding / Very Good / Good /  
Poor
  - (2) Financial soundness Outstanding / Very Good / Good / Poor
  - (3) Technical Proficiency Outstanding / Very Good / Good / Poor
  - (4) Resourcefulness Outstanding / Very Good / Good / Poor
  - (5) General behavior Outstanding / Very Good / Good / Poor

Date:

Signature of the Engineer - in charge or  
competent officer



## FORM-D

### STRUCTURE & ORGANIZATION

1. Name & address of the Project Executing Agency
2. Telephone No./Telex No./Fax No.
3. Legal status of the bidder (attach copies of original document defining the legal status & MoA)
4. Particulars of registration with various Government Bodies (attach attested photocopy)

Organization/Place of Registration

Registration No.

1.

2.

3.

5. Names and titles of Directors & Officers with designation
6. Designation of individuals authorized to act for the organization
7. Any other information considered necessary but not included above.

Signature of Project Executing  
Agency

**FORM-E  
CERTIFICATE**

**TO WHOM SO EVER IT MAY CONCERN**

It is certified that our organization ..... is having in-house capability to work as Project Executing Agency as laid down in Notice Inviting Expression of Interest (EOI) "For Central / State Department/PSU's/Reputed experienced private firms to **"Devaswom Board College-Thalayolaparambu- Special repair to the building for increasing service life"** under Travancore Devaswom Board.

1. It is certified that our Undertaking is not black-listed by any other Govt. department.
2. It is certified that our organization is financially sound and technically competent to take up the original works.
3. It is further certified that all information/data furnished for Empanelment are true to the best of our knowledge and belief.

Place:

Name & Signature of the Authorized Signatory

Date:

**Form-F**

**Details of on-going work**

(Details to be furnished in the following format)

<b>Sl. No</b>	<b>Name of work</b>	<b>Scope of services</b>	<b>Value of construction</b>	<b>Date of start / % completion</b>	<b>Name &amp; Address of the client</b>	<b>Remarks</b>

**Note:**

1. The scope of services means whether the consultancy job included completed architectural planning and drawing, preparation of estimates or any other allied services (please specify)
2. The following documents are to be enclosed for each of the above work
  - 1) Copy of Award letter
  - 2) Other relevant documentary evidence, if any