CORRIGENDUM FOR UNIFIED TENDER FOR SETTING UP OF SIGNATURE STALL AT MPEDA HEAD OFFICE, PANAMPILLY NAGAR

AQUA-EXIM/MKPR/1/2017 11/12/2017

REVISION OF TENDER DOCUMENTS

The documents for unified tender for setting up of the Signature Stall at MPEDA Head office, Panampilly Nagar have been revised. The revised versions have been uploaded on this website(www.mpeda.gov.in). Previous version of the same stands withdrawn.

JOINT DIRECTOR (AQ)
NOTICE
INVITING UNIFIED TENDERS FOR SETTING UP OF
SIGNATURE STALL AT MPEDA HEAD OFFICE, PANAMPILLY NAGAR, KOCHI

The Marine Products Export Development Authority (MPEDA), Ministry of Commerce and Industry, Govt. of India invites Unified Tenders for submission of design detailing (working drawings), setting up and maintenance of Signature Stall proposed to be set up by MPEDA in its Headquarters at Panampilly Nagar, Kochi, Kerala.

The concept of signature stall is to inform, educate, and entertain the visitors by showcasing marine products sector of India in a nutshell involving its production and processing sectors, value addition, so as to serve as a platform for export promotion of value added and high value products. The signature stall will have display of live ornamental and food fish available in India, digital interactive exhibits, models, value added products (in refrigerated and ambient conditions) etc.

The sealed tenders along with an Earnest Money Deposit (EMD) of Rs 4 lakh (Rupees four Lakh) in the form of Demand Draft or Multicity Cheque (payable at par at Kochi) in favour of The Secretary, MPEDA, Kochi, shall reach the following address not later than 5 pm on 18 December 2017

Joint Director (Aquaculture)
The Marine Products Export Development Authority
MPEDA House, Panampilly Avenue,
Kochi — 682 036, Kerala

The drawings detailing the design and signature stall layout shall be released only to those bidders who submit the Earnest Money Deposit of Rs 2 lakh (Rupees Two Lakh) in advance.

Eligibility Criteria

1. The bidder should have ‘sufficient knowledge, experience, reference material and expertise in setting up and creating specified detailing in the interior design layout mentioned in the tender. The bidder should have also capability and expertise in executing the mechanical, electrical, plumbing, HVAC, security etc. mentioned in the annexes (C to I) of the tender document.

2. The bidder shall do the work in an aesthetic and appealing manner in line with the existing dimensions of space available in the designated area and requirements stated by the designers.

3. The bidder should have a dedicated team capable to ensure that the manpower in hand is capable of executing the works as described in (1) above.

4. The bidder should have at least 5 years of experience in executing the works as described in (1) above.
5. The bidder should have an annual turnover of at least Rs. 3 Crore (Rupees Three Crore) average for last three years.

6. The Bidder shall quote for all the particulars mentioned in the annexures of the Tender document.

**Scope of Work**

The project space envisaged for the Signature Stall has been mentioned in the layout. Subject to overall supervision and control by MPEDA and Life Inspired Retail Private Limited (Design Consultant), the scope of services to be provided has been included in the annexures (C to J).

Annual Maintenance Contracts (AMC) shall be provided by the bidder for the first 3 years, wherever applicable in the annex provided (D, E, F, G, H, I and J).

Details of the AMC shall be furnished with the technical bid for each Annexure (C to J) in the format prescribed in Annexure C

**Payment Terms**

MPEDA will pay 30% advance payment of the approved project cost while issuance of the work order. Another installment of 40% upon completing the work, 20% on commissioning to the entire satisfaction of MPEDA and the remaining 10% payment will be done after the defect liability period of 1 year.

**Timeline of the project**

<table>
<thead>
<tr>
<th>Months</th>
<th>December 2017</th>
<th>January 2018</th>
<th>February 2018</th>
<th>March 2018</th>
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<tbody>
<tr>
<td>Work Order</td>
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<td>Carpentry &amp; Joinery</td>
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<td>Electrical and Electronic Fixtures</td>
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<td>Commissioning</td>
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**GENERAL INSTRUCTION TO BIDDERS AND SPECIAL CONDITIONS**

I. Sealed Tenders shall be submitted in two envelopes consisting of the following:

Part - I - Technical Bid accepting terms and conditions of the tender furnishing details as per Annexure A.

An Earnest Money Deposit (EMD) of Rs 4 lakh (Rupees Four lakh only), by way of Demand Draft or Multicity Cheque (payable at par at Kochi) drawn on any Bank in favour of Secretary, MPEDA, Kochi shall be enclosed in a sealed cover and attached to the technical bid.

Part- II - Financial Bid as per Annexure B.
The cover should be properly sealed and clearly super-scribed as:

"Part-1 Technical Bid - Tender for setting up of the signature stall of MPEDA” and

“Part- II Financial Bid- Tender for setting up of the signature stall of MPEDA”

Tenders should be addressed to Joint Director (Aquaculture), The Marine Products Export Development Authority, MPEDA House, Panampilly Avenue, Kochi — 682 036, Kerala, with respective cover details, so as to reach not later than 5pm on 18 December 2017.

1. Bids that are not submitted in two separate covers shall be summarily rejected.

2. No Tender will be entertained after 5pm on 18 December 2017 under any circumstances, whatsoever.

3.

Part - I: Technical Bid will be opened on 19 December 2017 at 11.15 am.

- The bidder must substantiate all claims made in the Technical Bid by submitting the copies of the documents mentioned in Annexure A as enclosures to the technical bid.
- After the bid opening, the bidders will be required to make an audio visual presentation (Power Point or any appropriate format) of maximum 15 minutes duration conveying the synopsis of the technical details of the tender and details of the AMCs wherever applicable in the Annex (C to J)
- Synopsis shall include the technical details HVAC, lighting, freezers, safety, security, wiring, switches and other electrical accessories, power distribution board and related equipment, flooring tiling related articles, sanitary fittings, glass and related hardware, putty painting, false ceiling, mirror ceiling, wall paneling, countertop etc.
- Technical bid will be evaluated based on the documents submitted, audio visual presentations, AMC provided, etc.
- Bidders who score a minimum of 80% marks in the Technical bid and presentation will only be qualified for opening of their financial bids.

4. Part – II: Financial Bid of the technically qualified bidders will be opened on the same day or later, which shall be advised separately to the bidders.

5. Technical Bid will be evaluated by the committee identified by MPEDA.

6. Financial bids of only technically qualified bidders shall be opened and reckoned.

7. The Tender shall remain valid for an acceptance period of 45 days from the date of opening the financial bid and the bidder shall not cancel or withdraw the tender during this period, failing which the EMD submitted will be forfeited.

8. (a) Each page of the Tender document shall be signed by the person or persons submitting the tender as a token of his/their having acquainted himself/themselves with the Eligibility criteria, Scope of work, General Conditions of the Tender, General Specifications, and Special Conditions etc., as laid down. Any tender with any of the documents not so signed will be rejected.
(b) The tender submitted on behalf of a firm shall be signed by the person who has the necessary
authority on behalf of the firm to enter into the proposed contract. Otherwise the tender may be
rejected by MPEDA.

9. MPEDA reserves the right to reject / fail any applications without assigning any reasons thereof.
Mere submission of an offer to MPEDA does not entitle an applicant to any benefits / rights /
preference. Canvassing in any form is prohibited and will lead to disqualification.

10. The bidder shall keep confidential all the information relating to work or to any other aspect of
MPEDA’s business that comes into his possession as a result of or in connection with this work.

11. The EMD deposited by the successful bidder shall be kept in possession by MPEDA as a security
deposit for a period of minimum 3 years or till the completion of AMC, whichever is later.

12. The submitted financial quote shall be negotiable, up to 20% increase in the proposed scope of
work of this tender mentioned in Annexure B.

13. In case of any discrepancies/dispute in the performance of any legal agreement regarding the
construction/validity/breach/questions shall be dealt within the jurisdiction of offices/court in
Ernakulam.

II. BIDDER TO INFORM HIMSELF FULLY:

1. MPEDA shall be the sole owner of the installations after successful commissioning and the
contractor or anybody representing him shall not have any claim whatsoever on the works after
commissioning.

2. The contractor shall indemnify MPEDA against any loss/claim whatsoever in respect of the
workers employed by the contractor for construction and also for AMC.

3. Any statutory payments/remittances like EPF contribution in respect of the workers shall be the
sole responsibility of the contractor.

4. If the bidder shall have any doubt as to the meaning of any portion of the general conditions, or
the special conditions or the size and scope of the work or the specifications and drawings or any
other matter concerning the contract he shall in good time, before submitting his tender, put forth the
particulars thereof and submit them to MPEDA in writing in order that such doubts may be clarified
authoritatively in writing before tendering. Once a tender is submitted the matter will be decided
according to tender conditions in the absence of such authentic pre-clarification.

5. The bidder may also visit the site at MPEDA Head Office to know about the requirements in person
on any working day during office hours.

   In case of any clarification, you may please contact the following official on any working day during
office hours:-

   Joint Director (Aquaculture) The Marine Products Export Development Authority MPEDA House,
Panampilly Avenue, Kochi — 682 036, Kerala
I/We hereby declare that I/We have read and understood the above instructions for the guidance of bidders.

Authorised Signatory's Name:

Date:

Place:

Seal:

DETAILS OF ANNEXURES INCLUDED IN THE TENDER DOCUMENT

<table>
<thead>
<tr>
<th>ANNEXURE</th>
<th>TITLE</th>
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<tbody>
<tr>
<td>A</td>
<td>TECHNICAL BID FORMAT</td>
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<tr>
<td>B</td>
<td>FINANCIAL BID FORMAT</td>
</tr>
<tr>
<td>C</td>
<td>ANNUAL MAINTENANCE CONTRACT FORMAT</td>
</tr>
<tr>
<td>D</td>
<td>BILL OF QUANTITIES FOR PUBLIC HEALTH ENGINEERING SERVICES FOR SIGNATURE STALL</td>
</tr>
<tr>
<td>E</td>
<td>BILL OF QUANTITIES FOR LOW VOLTAGE (LV) SIDE OF SIGNATURE STALL</td>
</tr>
<tr>
<td>F</td>
<td>BILL OF QUANTITIES FOR ELECTRIFICATION OF SIGNATURE STALL</td>
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<td>G</td>
<td>BILL OF QUANTITIES FOR AIR CONDITIONING AND MECHANICAL VENTILATION SYSTEM FOR SIGNATURE STALL</td>
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<tr>
<td>H</td>
<td>BILL OF QUANTITIES FOR FIRE PROTECTION AND ALARM SYSTEMS FOR SIGNATURE STALL</td>
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<tr>
<td>I</td>
<td>TENDER FOR INTERIOR WORKS</td>
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<tr>
<td>J</td>
<td>BILL OF QUANTITIES FOR FREEZERS FOR THE SIGNATURE STALL</td>
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<td>Sl. No.</td>
<td>Description</td>
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<td>Name of the bidder</td>
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<td>Address — Office</td>
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<td>(With Name of the contact person and telephone &amp; fax numbers and email address)</td>
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<td>Local sales tax Registration No., PAN, TAN, and VAT No. or GST no.</td>
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<td>(As applicable)</td>
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<td>EMD details (DD/Multicity cheque No., Bank’s branch etc)</td>
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<td>Banker and their address, A/c No. with RTGS/NEFT details.</td>
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<td>Constitution of the company</td>
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<td>Whether you have minimum 5 years of experience in the work mentioned in the annex (C to J)?</td>
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<td>If Yes, specify the years of experience.</td>
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<td>Whether you have done any similar projects for any other government organizations/institutions in the past.</td>
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<td>If yes, give details with client credentials</td>
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<td>Details of in-house expertise available.</td>
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Checklist for documents enclosed:

a. Copy of the Annual Report/Audited Balance Sheet, and IT Return for the last 3 years ie; Financial Years 2016-17, 2015-16 and 2014-15.
b. Copies of satisfactory work completion certificates from the clients (at least three).
c. Statement of Experience (including name of clients(s), nature of project and number of years) in executing the project similar to the scope of work mentioned in the Annexure B.
d. PAN, TAN, ST No. & Service Tax No., GST/VAT No. (whichever is applicable).
e. Profile of Management Team, Organization Structure, Employee Strength.
f. Photographs of office/facility.
g. The Signatory of the tender should be duly authorized by the concerned firm to sign these kinds of tender documents on behalf of the firm. Authority given by the firm to the signatory of the tender document to be attached.
h. Details of the AMC for each Annexure (C to J) in the format prescribed in Annexure C
i. Proof of 5 years of similar experience in works mentioned in Annex (C to J).
j. Acceptance of all the terms and conditions stipulated in the tender document by signing on each page of the document.

I / We confirm that the information provided above is correct to the best of my knowledge and any concealment of facts will read to my disqualification at any stage by the Authority.

Authorized Signatory’s Name:

Date:

Place:
## FINANCIAL BID

<table>
<thead>
<tr>
<th>SL.NO</th>
<th>PARTICULARS</th>
<th>TOTAL OF UNIT RATES (INCLUSIVE OF TAX)</th>
<th>TOTAL ANNUAL MAINTENANCE COST FOR 3 YEARS. (as per the details submitted according to the Annexure C) (INCLUSIVE OF TAX)</th>
<th>GRANT TOTAL (INCLUSIVE OF TAX)</th>
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<tbody>
<tr>
<td>1.</td>
<td>PUBLIC HEALTH ENGINEERING SERVICES FOR SIGNATURE STALL</td>
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<td>2.</td>
<td>LV SIDE OF SIGNATURE STALL</td>
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<td>6.</td>
<td>INTERIOR WORKS</td>
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<td>7.</td>
<td>FREEZERS FOR THE SIGNATURE STALL</td>
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<td>TOTAL</td>
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**Note:**
Bidder must submit all-inclusive quotation indicating the cost of completing the job mentioned in Annex C, D, E, F, G, H, I and J.
**ANNEXURE C**

**Annual Maintenance Contract (AMC) FORMAT**

Bidder shall require to submit a separate AMC sheet for each Annex (D,E,F,G,H,I and J) in the format specified in the Annexure C by describing the particulars of AMC, if applicable, which has to be furnished with the technical bid documents.

<table>
<thead>
<tr>
<th>SL NO</th>
<th>ITEM</th>
<th>DESCRIPTION</th>
<th>EXCLUSIONS</th>
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