

Request for Quotation (RFQ) for Services

EOI Ref No: 2022_CE_KSHB_41(C)

**Providing Consultancy Services for
MEP works for the Development of
Government Taluk Hospital
Thuravoor, at Alappuzha District.**



QUOTATION INSTRUCTION SHEET (QIS)

Instruction to Bidders	Specific Requirements
Deadline for Submission of Quotation	Date and Time: November 21 , 2022 4:00 PM
Method of Submission	The bids will be opened online on the designated date and time in the presence of bidders who choose to attend the bid opening.
Place of Submission	Kerala State Housing Board, Head Office, Santhi Nagar, Thiruvananthapuram-01 Tel: 0471-2536307, 0471-2536304, 0471-2536300
Language of the Quotation	English
Quotation Processing Fee (Non-refundable) - online	Rs.1000/- (inclusive of GST)
EMD/Bid Security	Rs. 5000 /- (inclusive of GST)
Quotation Validity Period commencing after closing date of RFQ	90 days/120 days
Quotation Currencies	Indian Rupees
Bank Details Account Number : IFSC Code	SBI, SANTHI NAGAR,TVM 67251135252 SBIN0070263
Pre-Bid Meeting & Clarifications of solicitation documents	<p>Pre-bid meeting on 16.11.2022 at 11 AM at KSHB Head Office Santhi Nagar, Thiruvananthapuram</p> <p>Requests for clarification may be submitted 3 days before the submission date to: chiefengineerkshb@gmail.com Clarification requests of this RFQ shall include the following subject header format: "RFQ# Request for Clarification from Vendor Name"</p> <p>KSHB shall endeavor to provide responses to clarifications in an expeditious manner, but any delay in such response shall not cause an obligation on the part of KSHB to extend the deadline date, unless KSHB deems that such an extension is justified and necessary.</p>
Payment Terms	Refer section 3 – Terms of payment.
Evaluation Criteria	Standard Eligibility Criteria are detailed in Annex B <ul style="list-style-type: none">• Technical responsiveness/Full compliance to minimum requirements under Annex x• Qualifications and experience of proposed staff/personnel• Lowest price offer• Full acceptance of the Contract General



	Terms and Conditions • Others
Type of Contract to be Signed	Professional Service Agreement
Start Date & time for the submission of quotation	11/11/2022 at 3.00P M
Date & time of opening of Technical Bids	22/11/2022 , 4 pm

11. This letter is not to be construed in any way as an offer to contract with your organization.

Yours sincerely,
Sd/-

Chief Engineer.

KSHB



TERMS OF REFERENCE (TOR)

STATEMENT OF NEED: Consultancy Services for MEP works of the Development of Government Taluk Hospital Thuravoor, Alappuzha.

I. Background

KSHB was appointed as the Special Purpose Vehicle (SPV) vide G.O(Rt)No.554/2018/H&FWD dated 19.02.2018, for the Implementation of the Project '**Development of Government Taluk Hospital, Thuravur, Alappuzha District**', through Kerala Infrastructure Investment Fund Board (KIIFB). KSHB's scope includes preparation of detailed project report (DPR), identifying operational/maintenance requirements of the hospital, detailed engineering, tendering of different work packages, supervision works, administration of the contracts, closing out of each work packages, etc.

The Development of Government Taluk Hospital project is being built under split contacts (packages), and the package -1 civil work was commenced on 12 November 2019. Subsequently, Package-II Electrical Works contract was signed on 16 September 2022. The remaining ancillary packages like, Lift, Fire Fighting System, ELV, HVAC and STP are in the bid preparation stage. In the initial stages of the project the design support works were undertaken by an Engineering firm, though their services were ceased due to lack of adherence to contract conditions and the project objectives.

KSHB's through the RFQ inviting proposals/Quotations from the consultancy firm having expertise in the design, supervision, and closing out of the MEP associated services/requirements of the hospitals.

II. Rationale:

As part of the holistic approach to address the delays related issuance of MEP design deliverable, KSHB is seeking proactive consultant to provide engineering services whilst considering the actual site conditions. The design services company will be responsible for all donor or third-party comments on final design until acceptance of final design with a 100% progress to be ready for the tendering stage of the packages (lift, STP, Fire Fighting, HVAC & ELV).

III. Scope of Work

The selected consultant shall provide services in the following areas,

- Review the Architectural and other GFC drawings and give the suggestion to enhance facilities, and to adhere to the specific operation requirements of the hospitals.
- Review and approve the available shop drawings, Material Approval Submittals (MAS), etc. related to Plumbing & Sanitation works, Electrical works.



- Prepare Tendering documents independently for the work packages such as, HVAC, Fire Fighting, ELV and Lift, and support KSHB in the contractor selection process.
- Review the technical proposals from the STP contractor.
- Liaison with Fire & PCB authorities for the statutory approvals
- Conduct site visit to resolve issues related MEP installations.
- Supervise/witness the installation, testing and commission of MEP installations, upon request.
- Design Road & Drainage Network, Rain Water Harvesting systems in line with the stakeholder's requirements.
- Review & approve the Operation & Maintenance manuals submitted by the contractors (STP, Lift, Electrical installations)

IV. The shortlisting criteria are:

1. The firm should be a legally registered organization operating in India and providing management, technical and monitoring support in the health sector (MEP Consultant in Hospital Sector) at least for a period of last 5 years.
2. The firm should have completed minimum **three (5)** projects of similar nature i.e. **Detailed Design& Engineering services, Contract Procurement Assistance and supervision support projects with state / central governments hospital projects in India in the last 5 years.**
3. The firm must have experience of completing minimum one (1) project in the last 5 years in the area of system strengthening of at least 05 hospitals, each of 50 beds, with hospital architecture and MEP engineering services including mechanical, electrical, and plumbing.
4. The firm should provide audited financial reports of last three (3) completed financial years. Consultants may associate with other firms to enhance their qualifications but should indicate clearly whether the association is in the form of a joint venture and/or a sub consultancy. In the case of a joint venture, all the partners in the joint venture shall be jointly and severally liable for the entire contract, if selected.
5. **The consultant must submit the proposed Organogram & CVs of the Key Personnel having experience in hospital construction management.**
6. MEP Consultant should visit the site and carry out a visual inspection of the premises. Original design/construction drawings (if available or to the extent available) and occupancy pattern, maintenance report, etc. Consultant may review the available data, drawings, etc. to analyses the type of occupancy. Inspection of the site before submission of offer and inclusion of any other point which may be considered relevant is allowed.

V. STAGES OF WORK

1. Pre Bid

1.1. Concept Design

1. Identify the requirements in each of the MEP services of the proposed development.



2. Arrive at approximate capacities and standards to be followed for each of above service including Electrical, ELV, STP, Lift , HVAC, Fire Fighting Works, Medical Gas, Hospital Equipment's , protection system etc.
3. Assist in formulating utility requirements.
4. **Review** conceptual design for the MEP services and **propose enhancements to suit the specific requirements**
5. **Review/ conceive** Overall space requirements for each of MEP services.
6. Space planning for services.
7. **Prepare** cost estimates of for each of MEP services.

1.2. Schematic Design

1. **Review available schemes and propose alternative solutions, if necessary.**
2. **Review single line system diagrams and propose alternatives, if necessary.**
3. Firm up the space requirement and layout.
4. Indicate approximate capacities of equipment's related to each MEP service.
5. Identification of long lead procurement items.
7. **Review the adequacy of existing shafts shafts for services & optimise the area requirements for all components.**

Deliverables

Review Report on Design Basis Report comprising:

List codes and standards used for each MEP service

Revised/provide Schematic drawings for MEP

Discuss with stakeholders and agree on a list of changes pertaining to MEP installations.

1.3. Design Development

1. Firm up all equipment capacities and ratings of MEP services.
2. Selection of type of equipment.
3. Coordination with Architectural and other service drawings.

Deliverables

The deliverables will include

Equipment capacities and ratings of all services under MEP



Flow diagrams and layout drawings.

Distribution scheme for MEP services.

1.4. Authority Submission (if required)

1. **Review and update** necessary documents for statutory approvals.
2. **Compliance with statutory requirements related design and installation of MEP components**

Deliverables

Drawings and documents required for authority approval.

1.5. Final Design Drawings & Estimates

Prepare design drawings based on schematic designs. The main tasks during this stage are :

1. Prepare and issue design drawings and details for proper execution of works for construction in coordination with the services and specifications, if applicable.
2. **Prepare detailed estimate for each of the MEP packages (Lift, STP, Fire Fighting, HVAC, ELV). Review the estimates (APAC) for the Plumbing & Electrical works, and prepare revised estimate , if necessary.**

Deliverables

Three comprehensive set of design drawings for MEP works.

Contract Documents (Specification, estimates, etc.) to initiate the tendering process of MEP work Packages

Give input in tender comparison and contractor selection process.

2. Post Bid

2.1. Construction

1. Issue supplementary details and any modifications due to client / site requirements.
2. **Review & approve Material Approval Submittals (MAS) from the contractor upon request.**
3. Check and approve shop drawings submitted by the contractor / vendors
4. Visit the site to check and resolve issues related to MEP installations / work
5. To inspect the design compliance of the construction works.



6. Where necessary clarify any decision, offer interpretation of the drawings / specifications.

2.2. Project Closure.

Provide required assistance in the testing, commissioning & handing over of the MEP installations/work.

Issue a certificate of substantial completion to the contract.

3. TERMS OF PAYMENT.

The bidder shall price for defined stages separately as lumpsum fee or percentage of cost.

PAYMENT CONDITIONS		
STAGE I	Pre Bid	<ul style="list-style-type: none">i) 20% upon the submission of detailed MEP drawings.ii) 15% upon the submission of the estimates as per the KIIFB Conditions.iii) 15% upon the preparation and submission of the tender documents.
STAGE II	Post Bid	<ul style="list-style-type: none">i) 40% upon the post contract support, and will be released progressively on a quarterly release.ii) 10% will be released for testing and commissioning of the project and also upon the completion of the project.



STATEMENT OF CONFIRMATION

[The supplier shall fill in this form with no alterations or substitutions to its format and content]

To: KSHB,

XXXXX

We, the undersigned, declare that:

- (a) We (representatives of this company, inclusive of any associated legal representatives) have examined the minimum requirements, terms and clauses and have no reservations to the RFQ including all annexes;
- (b) We agree to abide by this RFQ and in accordance with the KSHB Conditions of Contract and will not request any changes to the existing terms, conditions and clauses;
- (c) We offer to supply in conformity with the RFQ, the following **Providing Consultancy Services for MEP works of the Development of Trauma Care Building at Taluk Hospital Thuravoor, Alappuzha.** and undertake, if our offer is accepted, to commence and complete delivery of all services specified in the contract within the time frame stipulated.
- (d) We offer to execute the services for the sum as may be ascertained in accordance with the quotation submitted and with the instructions under the Quotation Instruction Sheet;
- (e) Our offer shall be valid for a period of **[90]** days from the date fixed for opening the RFQ, and it shall remain binding upon us and may be accepted at any time before the expiration of that period;
- (f) We understand that UN Women is not bound to accept the lowest evaluated quotation or any other quotation that you may receive.



SIGNATURE AND CONFIRMATION OF THE RFQ

PROVIDED THAT A CONTRACT IS ISSUED BY UN WOMEN **WITHIN THE QUOTATION VALIDITY PERIOD STATED ABOVE**, THE UNDERSIGNED HEREBY COMMITS, SUBJECT TO THE TERMS OF SUCH CONTRACT DOCUMENT, TO EXECUTE THE SERVICE(S) REQUESTED AT THE PRICES OFFERED AND TO DELIVER SAME TO THE DESIGNATED POINT(S) WITHIN THE DELIVERY TIME STATED ABOVE. THE UNDERSIGNED HEREBY SIGNS IN CONFIRMATION THAT THEY HAVE REVIEWED THE RFQ AND AGREE TO ITS GENERAL CONDITIONS OF CONTRACT AND THE CONTRACT MODEL.

Exact name and address of company

COMPANY NAME: _____

ADDRESS: _____

PHONE NO.: _____

E-MAIL ADDRESS: _____

AUTHORIZED SIGNATURE: _____

DATE: _____

NAME: (TYPE OR PRINT)

FUNCTIONAL TITLE OF AUTHORIZED SIGNATORY:

This quotation submission form MUST be duly completed and returned with the QUOTATION, along with confirmation that the services are in accordance with Terms of Reference and requirements of KSHB.