

DOCUMENT FOR
EOI
FOR
EMPANELMENT OF GREEN BUILDING CONSULTANTS
FORASSISTING KSHB IN GREEN BUILDING
CERTIFICATION

EOI Ref No. 2022_CE_KSHB_42(C)

KERALA STATE HOUSING BOARD

Head office, Santhi Nagar, Thiruvananthapuram- 695 004
Phone: 0471-2330001 Fax No: 0471-2331204 Website: www.kshb.kerala.gov.in

DISCLAIMER

This document has been prepared by KSHB for Empanelment of Green Building Consultants for assistance in Green Building Certification of the upcoming projects under purview of KSHB.

This document is neither an agreement, nor an offer or invitation to perform work of any kind to any party.

This document is intended to provide interested parties with information to assist the preparation of their Bid. Although due care has been taken in the preparation of the information contained herein, and is believed to be complete and accurate, KSHB does not give any warranty or make any representations; expressed or implied, as to the completeness or accuracy of the information contained in this document or any information which may be provided in association with it.

Further, KSHB does not claim that the information is exhaustive. Respondents to this document are required to make their own inquiry/ survey and will be required to confirm, in writing, that they have done so and they did not rely solely on the information given herein.

KSHB reserves the right not to proceed with the empanelment or to alter the timetable reflected in this document or to change the process or procedure to be applied. It also reserves the right to decline to discuss the empanelment further with any respondent.

No reimbursement of cost of any type or on any account will be made to persons or entities submitting their EOI.

Details of EOI

Sl. No.	Description	Details
1	EOI Ref no.	2022_CE_KSHB_42 (C)
2	Name of work	EMPANELMENT OF GREEN BUILDING CONSULTANTS FOR ASSISTING KSHB IN GREEN BUILDING CERTIFICATION OF UPCOMING PROJECTS UNDER PURVIEW OF KSHB
3	E-Tender Processing Fee (Non-refundable) - online	Rs.1000/- (inclusive of GST)
4	EMD/Bid Security	Rs. 5000/- (inclusive of GST)
5	Issue of Tender documents	Documents shall be available online
6	Date of start of availability of EOI Document	28.10.2022
7	Pre bid meeting	<p>Pre-bid meeting on 31.10.2022 at 11 AM at KSHB Head Office Santhi Nagar, Thiruvananthapuram</p> <p>The bidders having queries/clarification regarding the tender can submit their queries at e-tender portal and can email to chiefengineerkshb@gmail.com on or before 10.11.2022 at 12.00 PM</p> <p>The reply to the queries and any amendments to the EOI will be published in e-tender portal only. No separate advertisement will be made for this</p>
8	Last Date & time of Submission of Bids	11.11.2022 @ 4.00 PM
9	Date & time of opening of Technical Bids	15.11.2022 @ 2.00 PM

10	Place of submission and opening of bids	<p>Kerala State Housing Board, Head Office, Santhi Nagar, Thiruvananthapuram-01 Tel: 0471-2536307, 0471-2536304, 0471-2536300</p> <p>The bids will be opened online on the designated date and time in the presence of bidders who choose to attend the bid opening.</p>
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Terms & Conditions of EOI

1. INTRODUCTION:

Kerala state housing board (KSHB) is acting as SPV of various healthcare & institutional projects funded by Kerala Infrastructure Investment Fund Board (KIIFB), Govt. of Kerala. As mandated by Government of Kerala and KIIFB, all new building projects funded by KIIFB shall comply to the requirements of GRIHA 3-star certification (Version 2015) or above (Green Rating for Integrated Habitat Assessment-GRIHA) and minimum requirements of EDGE – L1 (Excellence in Design for Greater Efficiency-EDGE). KMBR/KPBR2019 also mandates the compliance to the provisions in KSECBC2017 for buildings above specified energy thresholds through energy modelling.

KSHB desires to appoint Green Building Consultant for assisting them in green building certification to the various Projects executed by KSHB.

2. OBJECTIVE:

KSHB intends to empanel Green Building Consultants in order to attain the following objectives in the projects executed by them:

- Obtain best possible green building certification including compliance to the Kerala State Energy Conservation Building Code (KSECBC), 2017 or its subsequent amendments.
- Bring awareness on Green Building concepts and rating systems to the project team.
- Ensure that all documentation as stipulated by GRIHA requirements and /or EDGE norms are in place.
- Ensure Provisional and Final Award of GRIHA or EDGE rating from the concerned rating agencies where applicable.

3. ELIGIBILITY CRITERIA:

Consultant or Consultancy Firm/Agency based at India meeting the following eligibility criteria are eligible to participate in the empanelment process:

- (i) Should have the minimum 3 years' experience in the field of Green and Energy efficient Buildings consultancy services. (Documented proof and references will have to be submitted)
- (ii) Minimum average annual turnover of Rs.5 lakhs; for similar consultancy works, during the last three consecutive FY.
- (iii) Adequacy of resources having the personnel competence stated as per the **Annexure – I** of these documents.

4. SELECTION / EMPANELMENT PROCESS:

Stage 1: During preliminary evaluation, the bids will be checked for tender processing fee and EMD / Bid Security. The bids received without tender processing fee, EMD / Bid Security will be summarily rejected and will not be considered for further evaluation.

Stage 2: The bidders qualifying in stage 1 will be considered for further evaluation and the Technical Bids shall be evaluated as per eligibility criteria detailed in Clause 3 above and bidder's eligibility for the empanelment shall be determined. If bidder is not meeting with the minimum eligibility criteria as detailed in Clause 3 above, his bid will be rejected.

5. TECHNICAL PROPOSAL:

In order to be eligible for technical qualification, the Proposals should include the following items with sufficient documentary support for the claims made therein: -

- i. Tender Processing fee
- ii. EMD / Bid Security
- iii. Form of Bid as per Form- A
- iv. Organization Structure as per Form -B
- v. Financial Details as per Form -C
- vi. Certificate of Incorporation
- vii. GST Registration
- viii. Details of similar works (completed and in progress) as per Form -D
- ix. Details of Personal Competence and Technical Competence as per Annexure I
- x. Copies of supporting documents required as per eligibility criteria (Refer Clause 3 of C, Annexure II)
- xi. Profile of the bidder and technical competency along with supporting documents to be submitted

6. OTHER TERMS & CONDITIONS:

- i. Conditional bids are not acceptable.
- ii. The tenders from the bidders who do not comply with the Eligibility Criteria specified in the EOI document will be rejected.
- iii. The submission of tender implies that Bidder has read and comprehended the content of EOI, scope and deliverables specified herein.
- iv. Submission of proposal shall imply that the Bidder has accepted all the terms and conditions mentioned in this EOI document and the terms and conditions of the appointment.
- v. Proposals of any Bidder who does not accept the conditions contained in the EOI Documents is liable to be rejected.
- vi. KSHB reserves the right to accept / reject any or all of the tenders and cancel the selection process at any stage without assigning any reasons.
- vii. KSHB at its sole discretion can reject Partial Tenders, Conditional Tenders and other procedurally defective Tenders.
- viii. KSHB however, reserve the rights to restrict the list of such qualified bidders to any number deemed suitable by it. The decision of KSHB will be final and binding on all bidders.
- ix. KSHB will issue empanelment letter to the selected bidders.
- x. KSHB at its sole discretion reserves the right to limit the number of works to be assigned to the empaneled consultants, if required.

7. CLARIFICATIONS

Evaluation of technical Bids submitted by Bidders shall be undertaken based on details submitted therein only. Bidder shall not be allowed to submit on their own, additional information or material subsequent to the date of submission and such material/ information, if submitted, will be disregarded. It is therefore essential that all details are submitted by the Bidder comprehensively, accurately and specifically in their technical Bid, avoiding vague answers. However, Evaluation Committee, if it so desires, reserves the right to seek any clarification from the Bidders on the information provided in the technical package. The request for clarifications and the response shall be in writing. No change/ addition in the information or substance of the Bid shall be sought, offered or permitted.

8. EMPANELMENT PERIOD:

The empanelment will be for a period of **three** years, subject to the sole discretion of KSHB, may get extended further for one year on the same terms and conditions.

KSHB reserves the right to cancel / terminate the empanelment order during the period of empanelment or extended period thereof without any notice if:

- i. empaneled consultant(s) doesn't respond to KSHB request to submit the financial quote
- ii. empaneled consultant(s) violate the terms & conditions of the EOI / empanelment order
- iii. empaneled consultant(s) fail to provide required services within the prescribed time frame
- iv. the services offered by the empaneled consultant does not meet the required quality, care and diligence, in the opinion of KSHB
- v. empaneled consultant's acts are detrimental to the interest of KSHB
- vi. empaneled consultant(s) fail to deploy the requisite manpower
- vii. or any other reasons as per the decision of KSHB

9. ASSIGNMENT OF WORKS:

Based on the requirement, KSHB will seek financial quote from the empaneled consultants. Work will be assigned to the lowest quoted empaneled consultants, based on the evaluation of offers received by KSHB. KSHB reserves the right to negotiate with the lowest quoted consultant before awarding the works. KSHB also reserves the right to accept / reject any offers without assigning any reasons.

The LOA (Letter of Acceptance) along with terms and conditions will form the contract for the works assigned to empaneled consultant

10. PERFORMANCE SECURITY:

The empaneled consultant to whom the works will be assigned shall submit a Performance Security equivalent to **5%** of the LOA (work order) value. The Performance Security shall be in form of Bank Guarantee from a national / scheduled bank in India. Performance Security shall be submitted in the prescribed format of KSHB and the same shall be submitted within **10** days of issuing the LOA. Failure to submit the performance bond guarantee will invalidate the issued LOA and KSHB will remain indemnified from all sorts of claims arising out of the

empaneled consultant's failure to submit the performance security. The Performance Security shall remain valid for a period of **90** days beyond the date of issuance of completion certificate by KSHB

11. LIQUIDATED DAMAGES:

KSHB reserves the right to levy liquidated damages subject to a maximum **of 5% of the Contract Value stated in LOA** for the delays or to any losses incurred by KSHB due to the non-performance of the empaneled consultant. The liquidated damages will be levied from the payments due to the Consultant or by encashing the performance security of the consultant available with the KSHB.

12. SETTLEMENT OF DISPUTES:

All disputes arising out of this EOI shall be amicably settled by both the parties. If the parties cannot reach to a settlement, then the disputes shall be settled as per the provision of Arbitration & conciliation Act 1996 (as amended).

Courts in Kerala will have the jurisdiction to settle the disputes between the parties.

A. SCOPE OF SERVICES & DELIVERABLES:

Scope of Services and Deliverables are broadly categorized in the Table Below

Energy performance analysis and model simulation of the project in accordance with KSECBC/ GRIHA (Version 2015/2019) and EDGE.
Facilitation for Green building rating that includes managing the documentation on GRIHA (Version 2015/2019) and EDGE Website and all certification, assistance, and coordination
Facilitation for procurement of Provisional GRIHA (Version 2015/2019) or EDGE rating from concerned certifying agencies
Facilitation for post occupancy Resource efficiency audit to meet KSECBC/ GRIHA (Version 2015/2019) requirements and Final Award of rating from concerned certifying agencies

The detailed scope of works for various stages of consultancy services are follows

Phase I: Pre Contract Stage (Project Inception stage to Tendering Stage)

1. Preliminary assessment and target rating to decide the extent of green design feasible in accordance with KSECBC/ GRIHA (Version 2015) and EDGE within the constraints of time, budget and site-specific parameters

1.1) Project Understanding and Data Collection

- Collection of basic data and documents of the project from project team
- Site visit and interaction with project team
- Collection of detailed data from Project Team and examination

1.2) Green design assessment and brainstorming sessions

- Assessment of site and project specific feasibility for Green design and its implications
- Conduct feasibility study to decide the possible level of rating and macro level green specifications for the project.
- Present the findings of Green design assessment to the project team and conduct brainstorming sessions.

1.3) Green Goal Setting

- Based on the results of discussion sessions, Identify and co-develop areas of improvement
- Arrive at the “Desired Green Goals” for each categories of Energy, Water and Materials

2. Capacity building and training

- Capacity building of Green Building project team on the GRIHA certification process and requirements
- Chart action plan to implement necessary green features

3. Registration with GRIHA (Registration fee shall be paid by KSHB)

- Submission of application to GRIHA for registering the project activity
- Co-ordination with GRIHA, Owner, KSHB and other third party consultants

4. Recommendation of Green features to achieve target rating

- Vet schematics and DBRs and offer comments for improvement on the green front.

- Based upon the results of Whole Building Analysis for energy performance, climatic comfort & KSECBC compliance, the list of identified Green design options shall be presented to the project team along with the cost-benefit matrix. Suggestions to be categorized under Energy Conservation, Indoor Environmental Quality, Site Planning, Water Conservation, Building materials and Material Conservation, Energy Assessment and socio economic strategies as follows:

4.1) Energy Conservation

- HVAC Systems: Scrutinize the HVAC systems and provide technical inputs on the type of refrigerant required and desired energy efficiency ratio required to maximize energy efficiency. Suggest measures to comply with zero ODP requirement
- Energy Performance: Suggest various energy efficiency measures with respect to reducing heat ingress, equipment selection, material selection, lighting power etc, so as to meet the energy savings EPI reduction.
- Metering: Suggest the location and number of metering points required for effective monitoring
- Renewable energy: Explore and suggest the type of the on-site renewable energy systems feasible

4.2) Indoor Environmental Quality

- Fresh air requirements: Study the building design with respect to conditioned areas and calculate the amount of fresh air circulation and suggest improvements if required
- Visual/Thermal/Acoustic comfort: Study the building design to assess day lighting levels, artificial lighting levels and acoustic comfort and compare with GRIHA norms.
- Day-lighting and Lighting Simulation Analysis: Study the building design to identify the best design option that provides maximum day-lighting with minimum heat ingress considering different Glazing Options, different Window-Wall Ratios, different Building Orientations and other facade options
- Low VOC materials: Collect specification sheets of paints, adhesives and other substances and ensure that VOC limits are not exceeded

4.3) Site Planning and Construction:

- Soil erosion prevention: Suggest soil erosion and prevention control measures during construction phase and operation phase.
- Public transport: Assess existing employee transportation methods and explore mass transportation options
- Basic amenities: Explore the various basic amenities located or proposed within the premises and in the surrounding areas, and suggest required in-situ facilities to reduce employee travel
- Landscaping aspects: Assess site area and suggest various landscaping options including drought tolerant species and extent of requirement. Suggest measures to protect existing site greenery.
- Heat reflective roofs: Assess solar reflective (SRI) and insulation properties (UValue) of roofing materials and suggest options to improve energy efficiency
- Non-fossil fuel vehicles: Assess provisions for parking and suggest measures to encourage the adoption of green vehicles
- Night sky pollution reduction: Assess external lighting and facade lighting plans and ensure that lighting levels and power densities are within prescribed limits

4.4) Water Conservation:

- Rainwater Harvesting: Compute the quantity of rainwater flow at the site and volume of storage

or percolation structures required.

- Water use reduction: Suggest the required type of water fixtures (for faucets, closets, urinals, showers) to optimize water consumption
- Drought resistant landscaping: Provide inputs on the type of drought tolerant species required to minimize landscaping water use
- Irrigation system: Suggest the required method of landscape irrigation, and type of control systems to be employed
- Wastewater treatment: Assess the sufficiency of wastewater treatment plant in terms of capacity and output water quality
- Water Quality: Prescribe the measures and activities needed to comply with GRIHA water quality standards.

4.5) Building Materials and Material Conservation

- Low Energy Materials: Review the design and suggest options for low embodied energy material usage
- Recycled materials: Assist in identification of alternate construction materials with recycled content wherever possible
- Local materials: Recommend the distance limits of transportation of construction materials so that sourcing is done accordingly to meet the criteria
- Solid waste management: Provide guidance on the collection and storage/segregation of waste in the premises

5. Energy assessment (Energy Simulation and Analysis)

- Study the building design to help the Project Team to compare the Differential impact of various options against accurate thermal comfort benefits for the specific site and orientation of building and to arrive at the annual estimated energy consumption (EPI) and preparation of energy simulation report as per GRIHA requirements.

6. Socio-economic strategies

- Labour safety and sanitation: Suggest measures and guidance to be followed by the Contractors for labour safety and amenities.
- Universal Accessibility: Review and recommend for design to be compliant with Differently-abled friendly features
- Service staff facilities: Recommend the design provisions required for service staff and document the same

7. Performance monitoring and Validation

- Metering: Suggest the location and number of energy and water meters and other monitoring systems required to be installed for GRIHA compliance.
- O&M Protocol: Provide the necessary guidance to contractors to prepare an O&M protocol/manual and ensure that contractors train the client staff on the same

8. Tender specifications to meet Green norms

- Vet the tender document to ensure that the tender technical specification meets the Green design and GRIHA requirement.

Phase 2: Construction and Commissioning Stage (till provisional rating)

9. Construction Supervision and Documentation that includes managing the documentation on GRIHA (Version 2015/2019) and EDGE Website as applicable, and all assistance and coordination.

- Monitor and co-ordinate with Project team in implementing the green features in line with the requirement.
- Develop project monitoring formats & photos required to be taken at site and handed over to contractor for monitoring
- Construction Waste Management: Provide guidance on the collection and handling of construction waste materials. Prepare necessary formats as per GRIHA and to provide required formats and assistance for recording of the materials.
- Building air quality: Provide guidance on building flush-out protocols before its Occupation and to Co-ordinate for air quality testing.
- Training Program for occupants on green building O&M after commissioning: half day

10. Documentation & Submission.

10.1) Preliminary submission to GRIHA (Version 2015) and EDGE Website as applicable

- Collect the required drawings, record/log books, specification sheets, photographs from the site/office
- Preparation and Compilation of documents for submission to the GRIHA (Version 2015) and EDGE Website as applicable. Co-ordinate among contractors/consultants for “GRIHA online” uploading of documents and signoff.
- Perform the required technical calculations required to demonstrate the credit points eligibility and present to the GRIHA (Version 2015) and EDGE Website as applicable
- Preparation of the necessary data recording templates and formats to be maintained for obtaining the credit points/compliance
- Prelim stage submission involves the presentation of all proposed green initiatives, their calculations and the number of credit points applied to the GRIHA Website as applicable
- Prepare the necessary documentation as required by GRIHA (Version 2015) and EDGE Website as applicable to complete the “Prelim Submission”, based on inputs from the contractors / consultants

10.2) Final Submission to GRIHA (Version 2015) and EDGE Website

- final stage submission involves the presentation of all the green initiatives that have been implemented along with their as-built specifications and calculations to obtain the number of credit points
- Prepare the necessary documentation as required by GRIHA Version 2015) and EDGE Website as applicable to complete the “Final Submission”. Filter, cross validate, co-ordinate, verify consistency, add value, and consolidate to make the document suitable for submission to the concerned certifying agencies.

11. Certification by GRIHA (Version 2015) and EDGE certification

- Guidance during GRIHA/ EDGE certification (as applicable) review process and site visits
- Respond to GRIHA/ EDGE certification queries and requests
- Overall co-ordination with the GRIHA/ EDGE certification and KSHB
- Propose corrective actions if any to smoothen the process

Phase 3: Performance audit for Final rating TO meet KSECBC/ GRIHA (Version 2015/2019) /EDGE CERTIFICATION requirements and Final Award of rating from concerned certifying agencies, as applicable.

12. Facilitate and Conduct Performance audit

Facilitate the conduction of performance audit by an independent certified energy auditor. The audit shall cover all the systems required as per GRIHA requirements (energy, water, waste management, thermal comfort, noise and visual comfort)

Site Visit:

The consultant after Award of works shall make minimum of 5(five) site visits (Including visits during Due diligence with GRIHA Council) as part of the assignment in coordination with KSHB. The costs of travelling, boarding, and lodging connected with site visit(s) shall be borne by the Consultant and shall be considered in the Consultant Fee.

Sd/-

Chief Engineer

KSHB

ANNEXURE-1

Requirement of Key Personnel / Technical Experience (Refer clause 3 eligibility criteria):

Sl. No.	Position / Profile of Key Personnel	Minimum Educational Qualification	No. of Positions
1	GRIHA Certified Professional/Evaluator (Key Personnel 1 / Team Leader)	Degree in Architecture or any branch of Engineering and Certificate of registration with GRIHA Council	1
2	EDGE Expert (Key Personnel 2)- Desirable	Degree in Architecture or any branch of Engineering and EDGE Expert / Auditor Certificate	1
3	BEE certified energy auditor (Key Personnel 3)	Degree in Architecture or any branch of Engineering and Certificate of registration with BEE	1
Note: The details of experience shall be criteria 1 & 2 below			

Criteria 1: Personnel Competence

(i) Key Personnel 1 / Team Leader - GRIHA Certified Professional/Evaluator

- Minimum three number of Eligible Assignments* in terms of Provisional OR Final rated minimum GRIHA 3 Star (Version 3.1 or Version 2015) project
- Total service experience in the relevant field : Min. 3 years

(ii) Key Personnel 2 - EDGE Expert

- Minimum one Eligible Assignments* in terms of EDGE L1 certified project OR project registered for EDGE L1 certification
- Total service experience in the relevant field : 2 years

(iii) Key Personnel 3 - BEE certified energy auditor

- Minimum one Eligible Assignments* Eligible Assignments in terms of energy audit for buildings as per BEE requirements/GRIHA
- performance audit Total service experience in the relevant field : 2 years

Criteria 2: Management Competence

- Two Eligible Assignments in terms of Provisional OR Final rated minimum GRIHA 3 Star (Version 3.1 or Version 2015) project
- One Eligible Assignments in terms of EDGE L1 certified project OR projects registered for minimum EDGE L1 rating
- Two Number of Eligible Assignments in terms of energy audit for buildings as per BEE requirements/ GRIHA performance audit

***Eligible Assignments means assignments involving the task mentioned in the scope of work in the EOI document.**

Details to be submitted as per the proforma in Annexure – II of this document. Any additional information if required so by the bidder may be added to the format

ANNEXURE-II

Key Personnel

CVName: _____

Proposed Position: _____

Age & D.O.B: _____

Total experience: _____

Number of similar assignments: _____

List of Similar Assignments in which the Project Personnel worked:

Sl. No.	Name of Client Similar Project	Designation in the Assignment	Role and Responsibility	Period (Start date & end date)	Brief Description of the Project & Achievements

Declaration

I,....., the undersigned, hereby declare that the above data

truly describes myself, my qualifications and experience to the best of my knowledge and belief. I also solemnly affirm that I shall be available in person for the assignment as required of me.

Place: Signature of the Key Personnel

Date:

Name, Designation & Signature of the Authorised Signatory of the Firm (Office Seal)

Note:

- a. Use separate forms for each key personnel separately
- b. Copies of relevant experience certificates to be attached

FORM OF
BID
FORM-A

Name of the Work: EMPANELMENT OF GREEN BUILDING CONSULTANTS FOR ASSISTING KSHB IN GREEN BUILDING CERTIFICATION

From

..... (Bidder)

To,

Chief engineer

KSHB

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ir

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Sub : Submission of Proposal

Having examined the EOI and addenda for the above project, we the undersigned, are pleased to submit our technical Bid along with relevant documents.

1. We have a total years of experience in providing similar works.
2. While preparing this Bid, we have gathered our own information and conducted our own inquiry/survey to our satisfaction and we did not rely solely on the information provided in the Bid Documents. We shall not hold KSHB responsible on any account in this regard.
3. We have read the provisions of the EOI document and confirm that these are acceptable to us.
4. We hereby certify that all the statements made and information supplied in the enclosed forms and accompanying statements are true and correct.
5. We have furnished all information and details necessary for eligibility and have no further pertinent information to supply.
6. I/We authorize KSHB or his/her representative to approach individuals, employers, firms and corporation to verify our competence, work experience, and general reputation.
7. We undertake, if we are empaneled and work is assigned, we are ready to commence the works within the stipulated time and to complete the whole of the works within the stipulated time calculated from the start date.
8. We will furnish a bank guarantee as Performance Guarantee for the due performance of the Contract when the work is awarded to us.
9. We are aware that in the event of delay in execution of the assignment, beyond the agreed timelines due to reasons attributable to us, liquidated damages shall be recovered from us.
10. Our Bid is valid for your acceptance for a period of (180) ONE HUNDRED AND EIGHTY DAYS from the last date of submission of the Bid as per the Bid Documents or any extension thereto.
11. We hereby declare that we are not involved in any litigation with KSHB or any Government in India and we are not under a declaration of ineligibility for corrupt or fraudulent Practices. We declare that we have not made any suppression of facts for meeting the requirement of eligibility to bid.
12. We declare that the submission of this Bid confirms that no agent, middleman or any intermediary has been, or will be engaged to provide any services, or any other item of work related to the award of this Contract. We further confirm and declare that no

agency commission or any payment, which may be construed as an agency, commission has been, or will be, paid and that the Bid price does not include any such amount. We acknowledge the right of KSHB, if it finds anything to the contrary, to declare our Bid to be non-compliant and if the Contract has been awarded to declare the Contract null and void.

1. We understand that you are not bound to accept the lowest or any Bid you may receive.
2. If our Bid is accepted, we understand that we are to be held solely responsible for the due performance of the Contract.
3. We enclose all documents as per the EOI document

Note :Bidders are required to fill up all the blank spaces in this form of Bid and Appendix.

Dated thisday of...**2022**

Signature

Name..... in the capacity of
duly authorized to sign Bids for and on behalf of.....

Address

Witness – Signature

Name

Address

Certificate

It is certified that the information given by us towards meeting the requirement of the eligibility to bid are correct. It is also certified that I/We shall be liable to be debarred, disqualified/ cancellation of enlistment in case any information furnished by me/us is found to be incorrect.

Date Seal of bidder

Signature of bidder

FORM – B

STRUCTURE & ORGANIZATION

01.	Name & Address of the applicant	
02.	Telephone No. / Email id.	
03.	GST no.	
04.	Legal status of the applicant (attach copies of original document defining the legal status)	
05.	Particulars of registration with various Government bodies (<i>attach attested photocopy</i>)	
	<u>Organization / Place of Registration :</u>	
	1.	
06.	Names and Titles of Directors & Officers with designation to be concerned with this work	
07.	Designation of individuals authorized to act for the organization.	
08.	Has the applicant or any constituent partner in case of partnership firm, ever abandoned the awarded work before its completion? If so, give name of the project and reasons for abandonment.	
09.	Has the applicant or any constituent partner in case of partnership firm, ever been debarred/black-listed/penalized for Bidding in any organization at any time? If so, give details.	
10.	Has the applicant or any constituent partner in case of partnership firm, ever been convicted by a Court of Law? If so, give details.	
11.	Any other information considered necessary but not included above.	

Signature of Applicant

FORM –C

FINANCIAL INFORMATION

Name of bidder:.....

1. Financial Analysis- Copies of balance sheet/ profit & loss account for the last three years submitted by the applicant to the Income tax Department and duly certified by the Chartered Accountant mentioning the membership number issued by ICAI along with the full address.

Financial Year	Turn Over in Indian Rupees
2018-19	Rs.
2019-20	Rs.
2020-21	Rs.
Average Annual Turnover over the past three years	Rs.

Signature of Chartered
Accountant with Seal Signature of Applicant.

FORM-D

Details of projects executed / ongoing by the bidder(Details of Experience in the relevant field is essential)

Sl. No.	Name of project	Client	Start Date & End date	Certifications obtained

Note: Copies of supporting documents for the project executed / under execution to be enclosed