

Thenmala Ecotourism Promotion Society (TEPS)

(A society under Government of Kerala)

Vazhuthacaud, Thiruvananthapuram-695014 Ph: 0471-2329770

EXPRESSION OF INTEREST

No: TEPS/766/2017

Date: 17-07-2017

Expression of interest is invited from eligible parties for design, installation, testing & commissioning of sound & light show project at Thenmala ecotourism, Thenmala, Kerala

1 BACKGROUND

Thenmala Ecotourism Promotion Society (TEPS) is a Society under the Department of Tourism, Government of Kerala. TEPS is registered under the Travancore Cochin Literary Scientific and Charitable Societies Act 1955. TEPS is formed with the following objectives

- i. To develop Thenmala Dam and its surroundings as a major tourist destination.
- ii. To promote ecotourism on the basis of sound principles of ecological sustainability in the surrounding areas of Thenmala.
- iii. To have a well planned tourism destination with emphasis on sustainable tourism development so as to become a model for other destination development programmes.

TEPS has created various attractions for tourists in and around the Thenmala Dam premises like leisure zone, Adventure Zone, Culture Zone, Deer Rehabilitation Center and Boating the Shenduruney Wildlife Sanctuary Reservoir. The attractions are in the Thenmala Village, Thenmala Panchayat, Anchal Block, Pathanapuram Thaluk, Kollam District, Kerala, India. Thenmala is 62 Kms from Kollam along the national highway and 72 Kms from Thiruvananthapuram on the State highway connecting Shenkottai.

TEPS has decided to establish a sound and light show at Thenmala with the theme of Environmental conservation including Forest conservation and the history of the region. The show is proposed to be conducted on a permanent basis with regular shows on all days. TEPS propose to invite bids from competent firms for establishing the sound and light show.

2 DEFINITIONS

1. TEPS: Chief Executive, Thenmala Ecotourism Promotion Society.
2. Chief Executive: Chief Executive of Thenmala Ecotourism Promotion Society.
3. Tenderer/Bidder: Any firm who has submitted their offer accepting all the conditions for undertaking the work.

3 SCOPE OF WORK:

An indicative scope of work (but not limited to) is given below and should be deliverable by the selected bidder entirely.

1. The selected bidder has to develop three stories for the sound and light show and present to TEPS.
2. TEPS will select one story and the selected bidder has to script the story in three languages.
3. The theme of the stories shall be a blend of environment conservation, forest protection and the history of the region.
4. The selected bidder has to visit the site and select a most suitable location for establishing the sound and light show based on the theme. The locations should be either in the culture, leisure or adventure zone of TEPS.
5. The selected bidder shall submit a plan for the establishment of Sound and light show.
6. The selected bidder shall establish the sound and light show as per the approved plan by TEPS.
7. The selected bidder shall depute a staff for running the sound and light show un-interrupting at a monthly fee.
8. The selected bidder shall complete the entire work within six months of the date of work order.

4 SELECTION CRITERIA

In the first stage the received offers will be evaluated based on the eligible criteria for pre-qualification. In the second stage those pre-qualified firms will be invited for making technical presentation before the selection committee. In the third stage, the financial bids of the firms those have been technically qualified by the selection committee will be opened.

Pre-Qualification

The details given by the bidders in the Application Form (Format-I) will be evaluated as per tender terms & conditions and requirement at pre-qualification stage. TEPS reserves the right of selection of the bidder at its choice and discretion.

Technical Presentation

The pre-qualified firm shall be required to give an Audio-Visual presentation about their past profile experience on the date so intimated before the selection committee, whose decision will be final. The presentation shall cover the following points.

A. Turn Over of the firm.

B. Infrastructure of the firm.

(i) Manpower

(ii) Network of Offices

(iii) Other infrastructural support facilities.

C. Experience in implementing sound & light show.

D. The plan of action for the case of this sound and light show.

E. The details of the artists and technicians planned to be behind this sound & light show.

Agencies are requested to be prepared to give the presentation on a short notice.

Financial Bid Evaluation:

The financial bid should be submitted as per the Format-II. The financial bids of the firms those have technically qualified will be opened and evaluated.

5 PRE-QUALIFICATION

The bidders for this contract will be considered only from companies who meet the requisite eligibility criteria prescribed as under:-

1. Intending bidder must have satisfactorily completed at least one such project in last 3 years or should have been awarded one similar job and completed work up to 90% of the contract value
2. The firm shall have team of experts having track record of completing at least two similar projects. Teams having such qualification shall produce documentary evidence. (Certificate from the user shall be produced.)
3. The bidding company must have more than 3 years of existence in related business and registered with State or Central Government.

4. Qualification & experience of key personnel in conceptualizing and developing an appropriate theme and personnel in site management and technical personal proposed for the project shall be submitted.
5. The bidder should have good understanding and exposure to latest technologies like light & sound projects. The technology that can be adopted is to be detailed.
6. Bidder shall provide the company profile giving details of the technology back up, financial capacity etc.
7. Bidder should have a team of Creative Experts and each shall submit a letter of consent along with the Expression of interest.

6 GENERAL INSTRUCTIONS PART A

- a. Expression of interest is invited by the Chief Executive, TEPS, Vazhuthacaud, Kerala, to select a qualifying firm to execute Conceptualization, design, creative direction, installation, testing commissioning and maintenance of sound & light show project at the location mentioned above.
- b. Any offer made in response to this expression of interest, when accepted by TEPS will constitute a contract between the parties.
- c. Qualifying bidders may be required to make a detailed presentation before a committee. Financial bids of qualified bidders will only be opened.
- d. Important Information

Sl. No	Description	
1	Work	Conceptualization, design, creative direction, installation, testing, commissioning and maintenance of sound & light show project at the location mentioned above.
2	EMD	Rs.1.00 lakh in the form of DD drawn in favour of Chief Executive TEPS
3	Period	6 months
4	Form of contract	Lumpsum
5	Last date of submission of bid	16-08-2017 2.00 p.m.
6	Date of opening of bid (prequalification & technical)	16-08-2017 2.30 p.m.

7	Defect liability period	12 months from the date of issue of work order to the ultimate client
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- e. The pre-qualification cum technical bid and financial bid are to be submitted in separate sealed covers addressed to the Chief Executive, TEPS, Vazhuthacaud, Thiruvananthapuram 695014. The bid can be submitted by Hand/courier or by post. Late bids will not be considered. The bidder has to ensure that the bids are received before the specified time and TEPS will not be responsible for any delay etc.
- f. The EOI document can be obtained from the above office or can be downloaded from TEPS website www.thenmalaecotourism.com.
- g. Offers super-scribed with the name of the work have to be deposited in the TEPS Vazhuthacaud, Thiruvananthapuram office before prescribed time. Any bids received after the due time will be rejected.
- h. The offers will be opened in the presence of available bidders or their authorised representatives who are present at prescribed time.
- i. After opening of the offers, the information relating to the pre-qualification, examination, clarification, evaluation and comparison of offers and recommendations concerning the award of contract shall not be disclosed to the bidders and other persons not officially concerned with such process.
- j. Subject to the owner, right to accept any offer, and to reject any or all offers; the owner will award the contract to the bidder whose bid has been determined to be substantially responsive.
- k. No part of the contract shall be sublet without the written permission of the TEPS nor shall transfers be made by 'Power of Attorney' authorizing others to carry out the work or receive payment on behalf of the selected bidder.
- l. The selected bidder should provide two year warranty for all the installations.
- m. The selected bidder should provide 10 years annual maintenance proposal including the extra financial commitments along with this offer.
- n. Time is deemed to be the essence of this contract. The total time of completion can be considered as twelve months. Commencement of the work shall be considered from the 7th day on issue of work order.
- o. TEPS shall levy a penalty for every day of delay at the rate of 1% of the total contract to a maximum of 25% of the total contract value. The contract stands cancelled without notice after 30 days after the date of

- completion mentioned in the work order. The supplier is not entitled for any claims after the completion period.
- p. Time extension for work completion vests with Chief Executive TEPS.
 - q. The selected bidder shall make his own arrangement for water and electricity required for the works. TEPS takes no responsibility for the supply of either electricity or water.
 - r. The selected bidder shall take out Contractor's All Risk (CAR) insurance policy, jointly in the name of the TEPS and the contractor, and the original policy shall be deposited with the TEPS.
 - s. All sanctions and approvals from the required authority's viz. PWD, Panchayat, Municipality etc have to be arranged by the selected bidder. The statutory fees remitted by the selected bidder will be reimbursed separately on submission of the payment receipt in original. The agreement entered with the authorities if any has to be provided along with the final bill.
 - t. The work shall be measured by TEPS representatives based on the bill submitted by the selected bidder.
 - u. The payment for the work shall be effected as bank cheque/DD/RTGS after ascertaining the progress of work by TEPS.
 - v. Income tax at the rate prevailing at the time of payment will be deducted from each running bill and final bill.
 - w. All statutory payments in connection with the employment of the Workmen for this work will be borne by the selected bidder.
 - x. The selected bidder is the employer of all the workers engaged for this work and should therefore take all required registrations and pay premiums correctly to labor welfare funds constituted by the union Government and Government of Kerala from time to time.
 - y. Sales Tax on work (work contract tax) shall be deducted at percentage of the gross payment as stipulated by the Kerala Government Tax Department.
 - z. The deduction towards work contract tax shall be changed if the government revises the rate. Any tax omitted, to be deducted in any part bill shall be deducted in the subsequent bills/final bill.
 - aa. The bid shall remain valid for acceptance for a period of 120 days from the date of submission of the bids. If any bidder withdraws his bid before the said period or makes any modifications in terms and conditions of the bid, then the Chief Executive TEPS has the liberty to forfeit the said Earnest Money Deposit.

- bb. Every bidder is expected to inspect the site of the proposed work and acquaint himself with the site conditions approaches, availability of raw materials, geological and weather conditions etc. before quoting his rates. Any further clarifications can be had from the TEPS, Vazhuthacaud, Thiruvananthapuram office.

7 EMD, SECURITY DEPOSIT AND RETENTION MONEY

- a. Earnest Money Deposit as prescribed shall be submitted along with the technical cum prequalification bid in the form of demand draft in favour of Chief Executive TEPS payable at Thiruvananthapuram. E.M.D of the unsuccessful bidders will be refunded without any interest.
- b. E.M.D may be forfeited.
 - i. If a bidder withdraws his offer during the period of validity specified.
 - ii. If the successful bidder fails within the time limit to sign the contract document or fails to furnish the required security deposit.
- c. The selected bidder will deposit a Security Deposit amount equal to 5% subject to a maximum of 1 lakh of the awarded contract value in the form of demand draft in favour of Chief Executive, TEPS, Payable at Thiruvananthapuram, and valid for the entire period of development within one week of the award of the work.
- d. E.M.D. will be refunded to the selected bidder after remittance of the security and execution of the agreement. The SECURITY DEPOSIT will be refunded to the selected bidder after the completion of the work.
- e. Retention Money at the rate of 5% of the value of work done will be deducted from the final bill. Retention money shall be certified due for payment at the expiration of defect liability period of 12 months provided always that if at such time there shall remain to be executed by the selected bidder any works ordered during such period the owner shall be entitled to withhold the payment until the completion of such work or so much of the balance of rate may as shall in the opinion of the Chief Executive the cost of the work so remaining to be executed.
- f. All the deposits of E.M.D, SECURITY DEPOSIT AND RETENTION MONEY will not bare any interest whatsoever.

8 GENERAL INSTRUCTIONS PART B

- a. Bidders can be private, public, partnership or consortium of companies of up to two, individual qualification credentials of one partner will be considered as credential of bidder. For Joint venture /partnership firms, each party should meet the above minimum qualification.

- b. Bidder once selected shall obtain all the statutory certificate and clearness for implementing the project.
- c. On selection of the bidder, it will be the duty of the bidder to assist TEPS to obtain clearance from Electrical Inspectorate, KSEB and other statutory organization. Any delay in obtaining of the above will not be a cause for enhancement of bid amount or any other compensation.
- d. The selected bidder has to observe all the prevailing rules and regulations in the implementation of the project.
- e. It will be the duty of the selected bidder to provide necessary power supply and other service required for establishing the sound and light show. However after commencing the same the regular running charges will be borne by TEPS or authorized agency of TEPS.
- f. All additional safety arrangements are to be made for the functioning of the project including fire etc.
- g. All taxes and levies required for the implementation of the project are to be borne by the selected bidder.
- h. The selected bidder should not destroy any of the sculptures already created at site or damage the tree growth. If any such instances are noticed without prior approval the same has to be compensated by the bidder as decided by TEPS.
- i. Two part evaluation criteria based on marking system-techno-creative bid and commercial bid
- j. A: Evaluation method for techno-creative presentation

Parameter	Evaluation Criteria	Maximum Marks
Strategy	<ul style="list-style-type: none"> • Understanding of project(5 marks) • Overall concept plan(10 mark) • Creative maintenance conceptualization(10) 	25
Key Professional & Experience of Bidder	<ul style="list-style-type: none"> • Team, Composition(5) • Experience of key profession(20) 	25
Action plan for Implementation	<ul style="list-style-type: none"> • Implementation Plan or Plan of Action(10) • Frame for activities(5) 	15
Technical	<ul style="list-style-type: none"> • Detail list of technical 	15

Aspect	equipments & quantity(5) <ul style="list-style-type: none"> • New innovations proposed in this project(5) • Details of artists and technicians for the project (5) 	
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Note: The highest techno-creative marks amongst the bidders whose techno-creative presentations have been evaluated would be kept as the base for calculation of techno-creative score (TCS) of each evaluated bidder. The techno-creative score(TCS) of each evaluated bidder shall be calculated in the following method:

$$\text{Techno-creative score (TCS)} = \frac{\text{Techno Creative marks of Bidder} \times 100}{\text{Highest Techno Creative marks}}$$

9 EVALUATION METHOD OF FINACIAL BID

The financial bids of all those bidders whose techno-creative presentations have been evaluated shall be opened.

The financial bids would be opened only after the evaluation of all techno-creative presentation is completed.

Lowest financial bid would be kept as the base for calculation of financial score (FC) of each bidder.

The financial score(FS) of each bidder shall be calculated in the following method:

$$\text{Financial Score(FS)} = \frac{\text{Lowest Financial Bid} \times 100}{\text{Financial Bid of Bidder}}$$

10 COMPOSITE EVALUATION

The Composite Score (CS) of each bidder shall a weighted average of the Techno-Creative Score (TCS) and Financial Score (FS). Techno –Creative Score (TCS) will have a weightage of 80% and Financial Score (FS) will have weightage of 20%. The weighted average total would be the determining yardstick for selection of Bidder.

$$\text{Composite Score(CS)} = \frac{(\text{TCS} \times 80) + (\text{FS} \times 20)}{100}$$

11 DEFECTS LIABILITY PERIOD

The selected bidder shall be responsible for any defects and short falls in execution of the project for a period of 12 months from the date of commissioning.

12 SUBMISSION OF EXPRESSION OF INTEREST

- a. The offer shall be prepared in English, should be free from over writing. All corrections and alterations should be duly attested by the tenderer.
- b. The bidder should give all general and technical specifications of the item offered with Kerala porting documents as per conditions and commercials terms.
- c. Offers received after the specified time and date will be summarily rejected.
- d. Tenderer's shall not be entitled to claim any costs, charges, expenses or incidentals for or in connection with the preparation and submission of their offers even though TEPS may elect to withdraw "INVITATION OF EXPRESSION OF INTEREST" or reject any or all tenders without assigning any reasons thereof.

13 OPENING OF EXPRESSION OF INTEREST

Expression of interest will be opened on the last date of receipt of Expression of Interest on 16/08/2017 at 2.30 p.m.

14 CLEAR UNDERSTANDING

When a tenderer submits his tender in response to these documents, he will be deemed to have understood fully about the requirements of the terms & conditions.

15 NEGOTIATIONS

The qualified tenderer's will be required to attend the negotiation/discussion, if required in the TEPS Thiruvananthapuram or Thenmala office.

16 VALIDITY FOR OFFER

Tenders shall remain valid for acceptance for 120 days from the date of submission

17 AWARD OF EMPANELMENT/SELECTION

TEPS reserves the right:-

- a. TEPS does not bind itself to accept the lowest tender or assign any reason for non-acceptance of the same.
- b. Any order resulting from this tender and any amendments to be issued subsequently with its terms & conditions and stipulations constitute the entire agreement relating to the tender between the successful tenderer and TEPS and both parties are bound by the tender terms & conditions.
- c. Since TEPS is a society under the administrative control of the Government of Kerala the applicable Government Policies, procedures and directions from time to time will also be the basis for deciding on the work.

18 COMMERCIAL TERMS & CONDITIONS

General Information and policies of the firm on Commercial Terms and conditions shall be clearly given.

19 PAYMENT TERMS

Will be based on milestone achievements. The bidder may describe his payment terms if any.

20 AGREEMENT

If selected, tenderer has to sign an agreement with TEPS which will be legally binding for both the parties

21 LEGAL JURISDICTION

The legal jurisdiction of the contract will be at the competent Court in Thiruvananthapuram.

**Chief Executive
Thenmala Ecotourism Promotion Society**

FORM-I
APPLICATION FORM

Work: Establishment of Sound & Light show at Thenmala.

1.	Name & Address of the firm, Tel /Fax/email details	:	
2.	Whether applying as single agency or consortium or joint venture	:	
3.	Date of Establishment of the firm or firms (enclose evidence)	:	
4.	Total work experience in the service (In years) (enclose evidence)	:	
5.	Details of office	:	
6.	Is your firm a Proprietorship / Partnership or registered under the Companies Act. Please give details & enclose Certificate	:	
7.	Branches (Enclose details with address & telephone no.)	:	
8.	Details of Income Tax Registration/PAN details	:	
9.	Service – Tax Registration details.	:	
10.	Details of one sound and light show project undertaken in the last three years. (Attach Proof)		
11.	Whether completed? If not the present stage of work. (Attach a copy of certificate from the client.)		
12.	Details of the team of experts having track record of		

	completing at least two similar projects.(Enclose Biodata of the team members)	
13.	Qualification & experience of key personnel in conceptualizing and developing an appropriate theme.(Enclose Biodata)	
14.	Details of personnel in site management and technical personal proposed for the project.(Enclose Biodata)	
15.	The details of the technology that will be adopted for this project.	
16.	Explain the technical strength and technology back up of the firm.	
17.	Details of a team of Creative Experts for this project. (Enclose biodata and letter of consent.)	
18.	List of present clients & sample of recently done works (enclose details)	
19.	The audited balance sheet of the firm for the last three years.	
20.	Copies of income tax returns filed for the last three years.	
21.	Any other information	

**FORM-II
FINANCIAL BID**

Work: Establishment of Sound & Light show at Thenmala.

1.	Name & Address of the firm, Tel /Fax/email details	
2.	Developing the story, scripting, direction etc complete.	
3.	The hardware for the project including Light, Sound and Controlling systems	
4.	Other civil works	
5.	Other expenses if any	
6.	Taxes	
	Total	
1	Monthly service charge for operation of the show.	
2	The annual maintenance charges for the show for first 10 years.	

List down payment terms if any.

Declaration

On behalf of _____ (name of the firm), it is certified that the financial offer mentioned above will be valid for 120 days from the date of opening of the Financial Bid. I am authorized by M/s. _____ (name of the firm) to sign this financial bid.

Signature of the Authority

Name & Designation

Seal