



भारतीय पैकेजिंग संस्थान
Indian Institute of Packaging

An autonomous body under the Ministry of Commerce & Industry, Govt. of India
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Tender Notice No: 2/2018 dated: 4th June, 2018

Subject: Expression of Interest (EoI) for Selection of **Project Management Consultant (PMC)** from **Public Sector Undertakings (PSU)** for Establishment of IIP Kakinada Centre at Andhra Pradesh.

Indian Institute of Packaging (IIP) an autonomous body under Ministry of Commerce & Industry, Government of India, invites online Bids (Technical bid and Commercial bid) through e-Procurement for **Project Management Consultants (PMC)** from reputed **Public Sector Undertakings (PSU)** for **Establishment of IIP Kakinada Centre at Andhra Pradesh.**

The details of the tender can also be downloaded from IIP web-site www.iip-in.com.

Important information

1	Tender Notice No and date	Tender Notice No: 2/2018 dated: 4 th June, 2018
2	Tender Document Fees	Rs.5000/-
3	Earnest Money Deposit (EMD)	Rs.1,00,000/-
4	Date of Publishing Tender Online	05-06-2018
5	Last Date of Submission of Bid (Online)	06-07-2018; 5 pm
6	Date of opening of technical bid	09-07-2018; 3 pm
7	Clarification on bidding t may be inquired through mail	ddadmin@iip-in.com
8	Validity of Bids	90 days

(Dr. Bhaskaran K M)
Dy. Director (Admn & Accts)

ABOUT THE INSTITUTE

Indian Institute of Packaging (IIP) is an autonomous body under the administrative control of the Department of Commerce, Ministry of Commerce & Industry, Government of India. It is a premier research & training institution of the country. Institute offers two-year full time residential Post Graduate Diploma Programme in the field of Packaging . IIP also offers large number of short terms and long term professional courses for junior, middle and senior level executives for the executives/Officers of Govt. as well as Corporate Sectors. It also organizes National/International Seminars and Conferences in the field of Packaging.

SCOPE OF WORK

The institute is looking for a reputed Project Management Consultant (PMC) from Public Sector Undertakings (PSU) for the feasibility study and the preparation of DPR for Establishment of IIP Kakinada Centre at Andhra Pradesh. The broad term of reference of the agency shall be as under:-

- (1) Carryout a feasibility study with following Terms of reference (TOR)
 - a. Prospect of industrial and /or academic growth of the region.
 - b. Availability of sufficient and eligible students and faculty at these locations.
 - c. Availability and scale of physical infrastructure needed.
 - d. Required investments and financial resources.
 - e. Institutional linkages, and other relevant parameters.
- (2) Identify ideal size and dimensions of the required land by factoring in various requirements projected for the campus as per the local building rules and zonal regulations.
- (3) Prepare a Master Plan with an Estimation of preliminary cost for development of requisite infrastructure including internal roads, compound wall/fencing, buildings and utilities like electrification, water supply, sanitary & sewerage system and rain water harvesting. The estimate will be based on CPWD plinth area norms for construction .

- (4) Prepare an abstract estimate based on Master Plan for Phase I of the project for construction of approximately 1.5 lakhs sq.ft built-up area which includes administrative office, Class rooms, Laboratory for testing and certification facilities, hostel and canteen facilities for students and Residential accommodation for staff.
- (5) Since the land identified will have mixed used i.e. institutional and residential, the study should factor the building bye laws of the State Government to this effect.

Note: The scope does not include soil investigation, material planning, architectural drawings and detailed estimates.

TIME REQUIRED FOR THE STUDY

The report as per the scope specified above shall be submitted within 60 days of award of work.

ELIGIBILITY CRITERIA (MINIMUM QUALIFICATION CRITERIA)

- a) The tenderer should be Public Sector Undertakings (PSU)
- b) The tenderer should be a valid legal and duly registered /incorporated single business entity. For the purpose of this EOI document, a Business Entity shall mean Individuals/sole proprietorship firm / registered partnership firm/ a company registered in India.
- c) The tenderer should not have been blacklisted. Bidder shall submit a declaration stating that they were / are not blacklisted by any Ministry or Department of Government of India/State Government, State / Central PSUs/Central Autonomous bodies. In addition, there should not be any pending litigation against the tenderer
- d) The agency submitting the EoI should have the experience of conducting at least two such studies in the last 3 years for the projects valuing Rs. 100 crores or above. Agencies having experience of conducting such studies for educational institutions will be preferred.
- e) The agency should have at least 10 persons on rolls competent to carry out such studies.
- f) The agency may depute their authorized person to the Institute if require any further clarification. It is also advised that IIP's website www.iip-in.com may be gone through to get more information about the Institute.

TERMS OF PAYMENT

The fee will be paid as per the following schedule:-

- a) 40% on submission of the draft Report.
- b) 40% on submission of the Final Report
- c) Balance 20% on acceptance of Final Report by IIP.

ASSIGNMENT

The Consultant shall not have the right to assign or transfer the benefit and obligations of the contract or any part thereof to the third party

MODE OF SUBMISSION

Online through portal <http://eprocure.gov.in/eprocure/app>

GENERAL INSTRUCTIONS FOR ONLINE BID SUBMISSION

1. As per the directives of Department of Expenditure, the tender document has been published on the Central Public Procurement Portal (URL: <http://eprocure.gov.in/eprocure/app>). The bidders are required to submit soft copies of their bids electronically on the CPP Portal, using valid Digital Signature Certificates.
2. The tenders will be received online through portal <http://eprocure.gov.in/eprocure/app> . In the Technical Bids, the bidders are required to upload all the documents in .pdf format.
3. Tenderer are advised to follow the instructions provided in the 'Instructions to the Tenderer for the e-submission of the bids online through the Central Public Procurement Portal for e Procurement at <https://eprocure.gov.in/eprocure/app>.
4. The tender has to be submitted on-line on or before the due date. The offers received after the due date and time will not be considered. No manual bids will be considered.
5. Preparation of Bids: The offer/bid should be submitted in two bid system (i.e. technical bid and financial bid).
 - a. The Technical bid should consist of all technical details along with scan copies of DD for Tender fee of Rs.5000/- and EMD for Rs.1,00,000/- in favor of Indian Institute of Packaging. Original DDs for Tender fee and EMD should reach

Dy. Director (Admn & Accts), Indian Institute of Packaging, Mumbai within 3 working days of bid submission end date.

- b. The Financial bid should indicate Price and applicable taxes.
6. The online bid will be opened by a committee duly constituted for this purpose. The technical bid will be opened online first and it will be examined by a technical committee (as per specification and requirement). The financial offer/bid will be opened only for the offer/bid which technically meets all requirements as per the specification for further evaluation.

Bid Submission

The Online bids (complete in all respect) must be uploaded online in two Envelops as explained below:-

Envelope – 1: Technical Bid		
1	Annexure – I (With Supporting Documents)	In PDF format
2	Scan Copy of DD for Tender Fee	In PDF format
3	Scan Copy of DD for EMD	In PDF format
Original DDs for Tender fee and EMD should reach Dy. Director (Admn & Accts), Indian Institute of Packaging, Mumbai within 3 working days of bid submission end date.		
Envelope – 2 : Financial Bid		
1	Annexure – II	In PDF format

TECHNICAL BID:

**EOI FOR CONDUCTING FEASIBILITY STUDY &
DETAILED PROJECT REPORT (DPR) FOR SETTING UP OF IIP CENTRE AT
KAKINADA, ANDHRA PRADESH.**

1. Name and address of the applicant :
.....
2. Telephone No. / Fax No. /e-mail id :
3. Legal Status of the applicant
 - a. Individual :
 - b. Proprietary firm :
 - c. A firm in partnership :
 - d. A limited company or corporation :
4. Names of person concerned with this work along with address, Telephone no. etc.
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5. Has the applicant or any constituent partner ever abandoned a Project Management consultancy job?
6. Has the applicant or any constituent partner ever been debarred from taking up work in Government Department?
7. In which field of Project Management Consultancy applicant is specialized?
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8. Details of personnel who will be involved in this work (Please attached details in additional pages, if required)

Sl No.	Name	Qualification	Designation	Remarks

*Resume of the above personnel are to be attached with the application

9. Gross Annual Business Turnover (in terms of Project Management consultancy fees received for the past three years ending March, 2017)

Year	Consultancy Fees received Rs. In Lakhs
2014-2015	
2015-2016	
2016-2017	

10. Detail of Similar Project Management Consultancy works completed during the last three years

Sl no .	Name of the Consultancy services	Owner or authority in charge	Completed cost of work Rs in crore	Dated of commencement		Dater of completion		Name and address and contact details of person/officer to whom reference can be made	Remarks
				Stipulated date	Actual Date	Stipulated date	Actual Date		

11. Award / Citations received, if any

Seal of the firm

(Signature of Authorized Representative)

Date:

Place:

Annexure –II

FINANCIAL BID:

EOI FOR CONDUCTING FEASIBILITY STUDY & DETAILED PROJECT REPORT (DPR) FOR SETTING UP OF IIP CENTRE AT KAKINADA, ANDHRA PRADESH.

Details of work	Amount in Figures (Taxes if any shall be specified separately)	Amount in words
Feasibility study and detailed project report for setting up of IIP Centre at Kakinada, Andhra Pradesh\		

Seal of the firm

(Signature of Authorized Representative)

Date:

Place: