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No. ADFW/5374/2023-TG2

Dated: 02.05.2023

**EXPRESSION OF INTEREST**

**EMPANELMENT OF ACCREDITED AGENCIES  
FOR IMPLEMENTING INFRASTRUCTURE  
PROJECTS IN DEPARTMENT OF AGRICULTURE,  
KERALA**

Department of Agriculture Development and Farmers Welfare  
VikasBhavan, Thiruvananthapuram, KERALA, PIN - 695033  
Phone : 0471-2306748  
E-mail : krishidirector@gmail.com

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**I. BACKGROUND**

The Department of Agriculture Development and Farmers Welfare, Kerala is implementing various Agriculture Infrastructural Development works in the state under schemes like State Annual Plan, NABARD assisted RIDF Projects, RKI Projects, Projects under Central Sector schemes like RKVY etc. The total estimated projects in a financial year comes nearly Rs 100.00 crore in different Districts of the state. The project area are mainly Paddy area (*Padasekharams*), Department farms and other Department buildings locations. Currently the works are undertaken directly by the Department Engineering wing and approved accredited agencies of the state.

This expression of interest is mainly focusing on empanelling of Kerala Government accredited agencies for undertaking the infrastructure Development works sanctioned under various schemes to the Department of Agriculture Development & Farmers Welfare Department of Kerala for project cost of Rs10.00 Crore and above.

**II. PURPOSE**

To empanel Kerala Government approved accredited agencies with technical and procedural knowledge in the preparation of Detailed Project Reports, E-Tenders, implementation process, time bound execution of Projects, undertake technical evaluations/studies, provide technical consultancy, etc. as Project Management Consultancy (PMC).

**III. EOI NOTICE**

On behalf of Department of Agriculture Development and Farmers Welfare, Kerala proposes to empanel accredited agencies with technical and procedural knowledge in preparation of Detailed Project Reports, E-Tenders, implementation process, time bound execution of Projects, undertake technical evaluations/studies, provide technical consultancy, etc. for the successful implementation of Projects under various schemes of the Department as PMC.

**IV. IMPORTANT DATES**

Sl. No.	Information	Details
1	Last date and time for submission of EoIs.	20 <sup>th</sup> May, 2023
2	Place, date and time of making technical presentation	Shortlisted Applicants will be intimated by Email/Letter.
3	Officer in-charge for	Shri. Babu V.



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correspondence and address for communication	<b>State Agricultural Engineer,</b> <b>Department of Agriculture</b> <b>Development and Farmers</b> <b>Welfare,</b> <b>Vikas Bhavan,</b> <b>Thiruvananthapuram - 695033,</b> <b>Kerala.</b> <b>Tel/Fax: 91-471-2306748, 9383470065</b> <b>E-mail: saekerala@gmail.com</b> <b>Website:</b> <b><a href="https://keralaagriculture.gov.in/">https://keralaagriculture.gov.in/</a></b>
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#### V. SERVICE REQUIREMENTS

The empanelled Accredited Agencies are required to provide with technical and procedural knowledge in preparation of Detailed Project Reports, E-Tenders, implementation process, time bound execution of Projects etc. for the successful implementation of Projects under various schemes implemented by the Department of Agriculture Development and Farmers Welfare, Kerala as PMC.

The empanelled Agencies are also required to provide specialized services in executing planned projects, to provide inputs, analyze data, prepare project reports, undertake specific studies, facilitate organising technical trainings/workshops, undertake technical evaluations/studies, provide technical consultancy, identification of sector wise opportunities, marketing strategy development etc. Such expertise enhances the effectiveness and efficiency of the project through objective coaching and the skilled application of project management techniques.

The nature of works in the Projects include:-

- Development of Infrastructure facilities for Paddy cultivation- Improving irrigation and Drainage facilities, Strengthening of Bunds, Construction of Sluices, VCB, farm roads, re-sectioning of canals and similar Agricultural Engineering activities.
- Development of Infrastructure facilities of Department Farms - Improving Irrigation / drainage facilities, farm structures, farm roads, Plant propagation structures like Poly houses, shade houses and rainshelters, Modern irrigation facilities like micro irrigation etc.
- Construction of Office and other Buildings for Agriculture Department at various locations.

The empanelment of Accredited agencies will be done based on their professional and ethical reputation, professional standing of the individual/organization registered, licensed, certified), ability to complete the project within allotted time, experience in providing the services, etc. The work will be entrusted to the empanelled accredited agencies on a case-to-case basis after appropriate approval.

#### VI. ELIGIBILITY CRITERIA

The applications for empanelment in form of 'Expression of Interest (EoI)' are hereby invited from Kerala Government approved accredited agencies fulfilling the



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eligibility conditions set out below for their empanelment.

- a. The Applicant shall be approved by the Government of Kerala as on date of submission of EoI. The proof of same shall be submitted.
- b. The Applicant should have a minimum of 10 years' experience in similar projects or in the relevant field of expertise. The proof of same shall be submitted.
- c. The Applicant should have successfully undertaken/implemented consultancy works during the previous 10 years in India and preferably in Kerala. The proof of same shall be submitted.
- d. The Applicant should have successfully undertaken activities pertaining to implementation of similar Central/State Government Projects in India and preferably in Kerala. The proof of same shall be submitted.
- e. The Applicant should have sufficient personnel, organizational and technical strength to carry out this assignment. The proof of same shall be submitted.
- f. The Applicant shall have a registered office in India and shall have an office/service network in Kerala. The proof of same shall be submitted.
- g. The Applicant should not have been blacklisted by any Government or Government Entity in the last 3 years (as on date of submission of EoI). A self- declaration to that effect shall be submitted by the authorized person.
- h. The applicant should submit the centage / Supervision charges required for execution of each project in the below proforma

Sl. No.	Project Cost (Rs in Crore)	Centage / Supervision Charges (%)	Minimum Amount if any (Rs in Lakhs)
1	Below Rs 5.00 Crore		
2	Rs 5.00 Crore – 10.00 Crore		
3	Rs 10.00 – 25.00 Crore		
4	Above Rs 25.00 Crore		

The Applicants shall be shortlisted based on the Centage charges, professional experience, completed projects and ethical reputation, professional standing of the agency (registered, licensed, certified), ability to complete the project within allotted time, experience in providing the services, etc.

***The Interested Accredited Agencies shall submit their EoI along with the proof of documents mentioned in the Eligibility Criteria.***

## **VII. TERMS & CONDITIONS**

The terms and conditions for empanelment are as under:

- i. The empanelment will be valid for three years from the date of formation of the Panel. This period may be extended at the discretion of Department of Agriculture Development and Farmers

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Welfare, Kerala.

- ii. Additional Consultants/Consultancy Organizations will be added to the Panel after the empanelment if Department of Agriculture Development and Farmers Welfare, Kerala finds it necessary/expedient to do so.
- iii. Non-performance/under-performance of an empanelled Firm can affect award of future orders to it and may even result in its removal from the panel at the discretion of Department of Agriculture Development and Farmers Welfare, Kerala.
- iv. Terms of reference, payment terms, time schedules, bid security and the other relevant terms and conditions will be defined for each Project separately at the stage of awarding of projects.

### **VIII. EVALUATION CRITERIA**

Department of Agriculture Development and Farmers Welfare, Kerala will examine the EoI to determine whether the eligibility criteria submitted are as per the requirements in the EoI document, whether the documents have been properly signed and whether the EoI is generally in order. Any EoI found to be nonresponsive for any reason or not meeting the eligibility criteria specified in the EoI document will be rejected by the Authority and will not be included for further consideration.

The selection process for the Accredited Agency will be as below.

1. Short listing of Accredited Agency based on the eligibility criteria on receipt of EoI with relevant certificates/documents as per the EoI document.
2. A Selection Committee with Agriculture Secretary, Director of Agriculture, State Agriculture Engineer and Additional Director, Soil Survey and Soil Conservation Department will be constituted to evaluate the Accredited Agency.
3. All EoIs received in complete and within the stipulated deadline shall only be opened.
4. The shortlisted Accredited Agency, found suitable as per the eligibility criteria, shall be referred by the Selection Committee to the Competent Authority for final decision. The decision of the Competent Authority in this regard shall be final.

All costs and expenses associated with submission of EoI shall be borne by the Applicants themselves and Department of Agriculture Development and Farmers Welfare, Kerala shall have no liability in any manner in this regard or if it decides to terminate the process of empanelment for any reason whatsoever.

The EoI shall be send in a sealed cover superscribed with 'EOI for Empanelment of Accredited Agencies" so as to reach the following address on or before 20<sup>th</sup> May 2023 to:

**Shri. Babu V.**  
**State Agricultural Engineer,**  
**Department of Agriculture Development and Farmers Welfare,**



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**Vikas Bhavan, Thiruvananthapuram - 695033, Kerala.**  
**Tel/Fax: 91-471-2306748, 9383470065**  
**E-mail: sackerala@gmail.com**

It may be noted that all the EOIs received after the above referred stipulated time and date shall be rejected forthwith. The applicant is expected to examine all the service requirements, eligibility criteria and terms and conditions in the EoI Document. Submission of an EoI not responsive to the EoI Document in every respect will be at the Applicant's risk and may result in the rejection of its EoI without any further reference to the Applicant.

The right to suspend the empanelment process or part of the process, to accept or reject any or all EoIs at any stage of the process and/or to modify the process or any part thereof at any time without assigning any reason there for is reserved by Department of Agriculture Development and Farmers Welfare, Kerala without any obligation or liability whatsoever.

**ANJU K S IAS**  
**Director of Agriculture Development**  
**and Farmer's Welfare Department**

**DIRECTOR**  
**AGRICULTURE DEVELOPMENT**  
**AND FARMER'S WELFARE DEPARTMENT**  
**THIRUVANANTHAPURAM, KERALA**

**Thiruvananthapuram**  
**02.05.2023**

