

THRISSUR ZOOLOGICAL PARK
WILDLIFE CONSERVATION AND RESEARCH CENTRE, PUTHUR
(PUTHUR ZOOLOGICAL PARK)

NO. S.O 1/2018

**REQUETS FOR PROPOSAL (RFP) FOR APPOINTMENT OF PROJECT
ENGINEER ON CONTRACT**

LAST DATE: 28-09-2018 UP TO 05.00 PM

FOREST DEVELOPMENT AGENCY, THRISSUR
(SPV FOR PUTHUR ZOOLOGICAL PARK PROJECT)

REQUEST FOR PROPOSAL (RFP) FOR CONTRACT APPOINTMENT OF PROJECT ENGINEER
FOR THRISSUR ZOOLOGICAL PARK, PUTHUR

07-09-2018

LETTER OF INVITATION

Thrissur Zoological Park, Puthur, a prestigious Project of Government of Kerala, executed through Forest Development Agency (FDA), Thrissur as Special Purpose Vehicle (SPV) intends to select Project Engineer on Contract appointment for the work site at Puthur in Thrissur District. Interested Engineers with minimum educational qualification of graduation in Civil Engineering and having at least 3 years of experience in zoo project or similar type of project and having proficiency in structural design of concrete & steel, in preparation of estimates in DSR-16, skillful in software like AutoCad, STAAD Pro, ETabs etc., are invited to submit their application to the post of Project Engineer, Thrissur Zoological Park. The Request for Proposal (RFP) document and Application Form can be downloaded from the website www.forest.kerala.gov.in. Completed proposal must be received not later than 5.00PM on 28-09-2018 in the manner specified in the Address given below:

Office of Thrissur Zoological Park
Puthur P.O
Kurisumoola
Thrissur
Kerala-680014
e-mail: thrissurzoologicalpark@gmail.com

Important Dates

Last date of submission of application: Up to 05.00 PM. on 28-09-2018

Tentative date for practical test 15-10-2018 FN

Tentative date for interview 15-10-2018 AN

PART-1**REQUEST FOR PROPOSAL(RFP) FOR APPOINTMENT OF PROJECT ENGINEER ON CONTRACT FOR THRISSUR ZOOLOGICAL PARK, PUTHUR****1. INTRODUCTION**

1.1. Proposals are invited from qualified and experienced Engineers, willing to act as Project Engineer on contract to submit application in the format attached to this document.

1.2. A brief description of the assignment and its objectives are given in the Terms of Reference (TOR).

1.3. This RFP is neither an agreement nor an offer to the prospective Applicants or any other person. The purpose of this RFP is to provide interested persons with information that may be useful to them in the formulation of their Proposals pursuant to this RFP. This RFP includes statements and assumptions, which reflect various assessments in relation to the appointment. Such assessments and statements do not purport to contain all the information that each Applicant may require. Each Applicant should, therefore, conduct his own investigations about the assignment and the local conditions before submitting the proposal by paying a visit to the project site, and sending written queries to the Client, before the date and time specified in the Data Sheet.

1.4 Please note that the costs of preparing the proposal including visit to the site, are not reimbursable.

1.5 We wish to remind every prospective Applicant that in order to avoid conflict of interest situations, any persons associated with any of the Consultants of the Project is not eligible to participate in the selection.

1.6 Applicants have an obligation to disclose any situation of actual or potential conflict that impacts their capacity to serve the best interest of their Client, or that may reasonably be perceived as having this effect. Failure to disclose said situations may lead to the disqualification of the Applicant or the termination of the Contract and/or any other action as deemed fit by the Client at any stage.

1.7 It is the Client's policy that,

(a) the Project Engineer observes the highest standard of ethics during the selection and execution of the contract. In pursuance of this policy, the Client defines, for the purpose of this paragraph, the terms set forth below as follows:

(i) "corrupt practice" means the offering, giving, receiving, or soliciting, directly or indirectly, of anything of value to influence the action of a public official in the selection process or in contract execution;

(ii) "fraudulent practice" means a misrepresentation or omission of facts in order to influence a selection process or the execution of a contract;

(b) If it is found that that the Applicant recommended for appointment has, directly or through an agent, engaged in corrupt or fraudulent practices in competing for the appointment in question, the appointment will be cancelled.

2. CLARIFICATIONS AND AMENDMENT OF RFP DOCUMENTS

At any time before the submission of Proposals, the Client may for any reason, whether at its own initiative or in response to a clarification requested by an Applicant, modify the RFP documents by amendment. Any amendment shall be issued in writing through addenda. Addenda may be sent by facsimile or electronic mail to the Applicants or/and will be uploaded on Kerala Forest Department website which will be binding on them. The Client may at its discretion extend the deadline for the submission of Proposals.

3. PROJECT BACKGROUND

Kerala Forest Department proposes to establish a modern zoological park of international standards in 136 ha of forest land at Puthur, 12 kilometers away from Thrissur. In the First Phase of the project, the captive animals presently kept at Thrissur Zoo, Chembukavu will be shifted to the new Zoo. Facilities for exhibiting collected animals will be developed in the Second Phase. The project involves different aspects of engineering and architecture like civil engineering, design and execution of animal enclosures, animal shelters, special facilities for nocturnal and aquatic animals, designing and executing aviaries, designing and construction of visitor roads and pathways, tramways, service roads, landscaping & horticulture, water supply arrangements, storm water management, waste water treatment, designing and executing visitor amenities like parking lots, entry and exit plaza, resting places, cafeteria, etc. The Client has already engaged a Design Consultant, Consultant for Water Supply arrangement and Consultant for preparing Environment Management Plan in connection with the Environmental Clearance for the Project. CPWD has been engaged as Executing Agency of the Project. Kerala Police Housing Construction Corporation(KPHCC) and Kerala State Housing Board (KSHB) are other Executing Agencies in connection with construction of Administrative Block and Zoo Services facility.

4. ROLE OF PROJECT ENGINEER

The Project Engineer is expected to play a positive and independent role in discharging his functions, thereby facilitating the smooth implementation and operation of the project. Broadly, the role of Project Engineer is to:

- i) Act as Client's Engineer in all matters including conducting day-to-day supervision of the engineering works in the field and to independently review, monitor and appraise the Client the progress of execution of the project components in compliance with the DPR/Project requirements.
- ii) Ensure that technical specifications of engineering works, quality assurance parameters, statutory requirements of animal enclosures and kraals, architectural requirements of various structures, as per the drawings and other documents and approved layout of Central Zoo Authority etc are followed in the field. If found necessary, working drawings to clarify design aspects will be prepared and issued on behalf of the Client.
- iii) To represent the Client at the project site in all technical meetings with the officials of Executing Agency, Design Consultants, Contractors and other concerned parties.
- iv) Assist the parties in arriving at an amicable settlement of disputes, if a need arise at site.

v) Review matters related to safety arrangements at worksite adopted by the contractors, suppliers etc.

vi) Determining, as required under the Agreement, the costs of any works or services and/or their reasonableness;

vii) Determining, as required under the Agreement, the period or any extension thereof, for performing any duty or obligation;

viii) Overseeing the preparation of bill of quantities by the Executing Agency and to advise the Client regarding payment of part bills/final bills or

ix) Advising the Client on deviations while executing the project due to site conditions.

x) Ensuring compliance of approved Environmental Management Plan related to the project execution.

xi) Undertaking all other duties and functions in accordance with the contract agreement.

xii). The Project Engineer would monitor the progress of execution, in accordance with the mile stones in the DPR so as to ensure compliance. The specific activities to be undertaken would include the following:

(a) Working out the optimum completion period of component activities of each sub project/task.

(b). Liaisoning with the executing agency and contractors for keeping the time lines.

(c) Sequencing the execution of sub projects/tasks such that works in each phase progress simultaneously.

(d) Presenting fortnightly progress report of works in the field to the Client.

(e) Inspecting project sites frequently for ascertaining conformity with project requirements.

5. TERMS OF REFERENCE (TOR) FOR PROJECT ENGINEER

5.1 The Project Engineer will provide necessary technical supervision of the zoo project in the field with a view to achieve targeted milestones in time ensuring quality and standards and statutory compliance.

5.2 The Project Engineer shall review the progress periodically and apprise the Client of the same.

5.3 The Project Engineer will liaison with the Executing Agency/Agencies, Project Consultants and contractors for effective implementation of the zoo project.

5.4 The Project Engineer will ensure that the landscape details of the project follow the lay out specifications in the DPR so that the aesthetics, environmental aspects and zoo visitors' convenience are not compromised.

5.5 The Project Engineer will subject every engineering and technical document received from the Executing Agency, Consultant, Contractor etc to technical scrutiny and advise the Client regarding the compliance with design specifications, schedule of rates, other parameters etc.

5.6 The Project Engineer will periodically apprise the Client of building material quality and specification, execution specification and overall quality of civil construction works.

5.7 The Project Engineer shall monitor and review the curing of defects and deficiencies, if any, detected during the execution of works.

5.9. The Project Engineer will clarify the design drawings prepared by the Consultant and Executing Agencies to the Contactor and the workers at site.

5.9 The Project Engineer will be responsible for trouble shooting of site level emergencies which may arise during the execution with a view to complete the project as per the time schedule.

6. MEETINGS, RECORDS AND REPORTING

6.1 The Project Engineer would be required to participate in the Project review meetings held from time to time by the Parties and draw minutes of such meetings and communicate.

6.2 Project Engineer should maintain record of the activities undertaken by him in the discharge of his functions and responsibilities. This includes records in respect of the following:

(a) Reviews of documents submitted by the Executing Agency, Consultants, contractors, statutory agencies etc to meet Project Requirements such as drawings, estimates, schedules, plans and reports.

(b) Inspections undertaken and notices/ instructions issued to the parties.

(c) Review of compliance with Project Requirements.

(d) Tests and results

(e) Certified claims of Bills of Quantities

(f) Change of plan layout, location of facilities, design as per the DPR, work schedule etc.

(g) Emergency (including accidents)

(h) Force Majeure Events

(i) Breaches and defaults by the parties

(j) Any other report as may be reasonably required by the Client or as may be necessary.

7. ASSISTANCE IN DISPUTE RESOLUTION

7.1 When called upon by any Party in the event of any dispute, the Project Engineer shall mediate and assist the Parties in arriving at an amicable settlement.

7.2 In the event of any disagreement between the Parties regarding the meaning, scope and nature of any provision of the agreement, the Project Engineer shall specify such meaning, scope and nature by issuing a reasoned written statement relying on good industry practice and authentic literature.

8. OTHER DUTIES AND FUNCTIONS

The Project Engineer shall perform all other duties and functions specified in the contract agreement.

9. CONDITIONS OF APPOINTMENT

Project Engineer shall be appointed for an initial term of 1 year and the period of appointment will be extended depending on the requirement of the project and the performance of the Project Engineer. The Client may replace the Project Engineer in any of the following circumstances, with a notice period of one month,

- a) Upon expiry of the period/ term of his appointment including renewal / extension thereof.
- b) If the Client decides not to renew/ extend the term of Project Engineer.
- c) The Client has reason to believe that the Project Engineer has not discharged his duties in a fair, appropriate and diligent manner.
- d) If, in accordance with the terms of his appointment, the Project Engineer resigns or notifies his intention not to continue as the Project Engineer, subject to a notice period of two months.

10. QUALIFICATION AND EXPERIENCE

Following are the educational qualifications and other eligibility criteria:

- B.Tech or above or equivalent qualification in Civil Engineering from a recognized University
- Having at least 3 years of experience in the field of construction projects similar in nature to that of Zoological Park Project.
- Good knowledge in Structural Design of Concrete & Steel
- Proficiency in preparation of estimates in DSR and use of software like AutoCad, STAAD Pro, ETabs etc.

Applicant's age should be less than 50 years as on 01.01.2018

11. SELECTION PROCESS

11.1. The selection shall be carried out in three stages:

- (i). Evaluation of the qualification and experience etc.
- (ii). Practical skill test
- (iii). Interview by a duly constituted Committee.

11.2. Evaluation criteria

The Selection Committee will carry out the evaluation applying the criteria and points rating as listed in the table below:	Parameter	Maximum Total Score
1. Educational Qualification	(a) Graduation (b) Higher qualification-PG Degree-5; PG Diploma-3	10 5
2. Relevant experience	3 year experience-5; 1 mark for every additional year of experience subject to a maximum of 5 marks.	10
3. Practical skill test	Skill in designing, drawing and estimation	25
Total Score		50*
4. Interview		25

*A minimum of 35 marks is necessary for qualifying for interview.

11.3. The final selection will be based on the aggregate of marks of qualification, experience, skill test and interview subject to minimum qualifying marks for selection to interview.

12. APPLICANT'S RELEVANT EXPERIENCE

Applicant should indicate the number of completed projects, including the name of the client for whom the assignment has been carried out. **Applicant's experience in respect of this criterion should be supported by documentary evidence in the form of certificate from the previous client clearly stipulating the services rendered by the Applicant.** Selection Committee would evaluate the experience of each Applicant in respect of eligible projects and assign score on its evaluation.

13. SUBMISSION OF APPLICATION

Application is to be submitted in sealed cover within the stipulated time in the format attached to this document. The application received through e-mail up to the cut off time will also be considered. The RFP document can be downloaded from the website of the Kerala Forest Department www.forest.kerala.gov.in.

The Proposals must reach the following address

Office of Thrissur Zoological Park
Puthur P.O
Kurisumoola
Thrissur
Kerala-680014
e-mail: thrissurzoologicalpark@gmail.com

before 05.00PM (17.00 hrs)on 28-09-2018 (IST) delivered in person or by Registered Post or by Courier or by e-mail. Any proposal received after the deadline for submission shall be returned unopened. The Client shall not be responsible for any postal or courier delays

14. Contract pay:

The consolidated monthly contract pay is Rs 40000/- (Rupees forty thousand only)

15. Offer of Appointment:

The Client will intimate the selected candidate the offer of appointment in the address given in the application form. E-mail communication also will be sent. The appointment will be made within a maximum period of 3 months from the date of publication of the rank list in the website of the Kerala Forest Department.

16. Agreement

The selected candidate will enter into an agreement with the Chairman, Forest Development Agency, Thrissur in a format which will be communicated along with the offer of appointment.

Sd/- Special Officer (ERC&PZP)

PART-2

**Technical Proposal (Application Form) in Connection with the Appointment of Zoo
Project Engineer on Contract**

(Please see the details in the Request for Proposal Document)

1	Name of the Applicant					
2	Date of Birth and age as on 01-01-2018					
3	Address					
4	Telephone:1 . Land Line 2. Mobile					
5	e-mail address					
6	Educational Qualifications:*					
	Name of Institution	Name of Institution	Name of Board/University	Year of passing	Percentage of Marks	Grade
6.1	School Education					
6.2	Graduate Studies					
6.3	Post Graduate Studies					
6.4	Other Qualifications					
7	Relevant Experience **					
	Name of Institution	Designation	Brief Nature of Duties	Period From	Period To	
7.1						
7.2						
7.3						
8	Proficiency in designing and estimate preparation					
8.1	Briefly state the experience in preparing estimate in DSR 2016					
8.2	Briefly state experience in using architectural and structural design software like Auto CAD, STAD Pro, E Tab etc					
8	Write briefly on the following:					

8.1	Proposed Approach including response to TOR	
8.2	Proposed Methodology	
8.3	Work Plan to undertake the assignment	
9	Expected monthly contract pay in INR	
10	Any other relevant information	
11	Signature	

*Documentary proof of Educational Qualification should be attached.

**Applicant's experience should be supported by documentary evidence in the form of certificate from the Client, clearly stipulating the services rendered by the Applicant)

Important : Applicants are advised to visit our website periodically till the selection process is completed.