

Empanelment of agencies for Installation & maintenance of RO plants under Kudumbashree

**Expression of Interest
Installation & maintenance of Reverse Osmosis plants for Kudumbashree beneficiaries**

No. 11299/F/2018/KSHO

31/12/2018

Expression of Interest is invited from reputed organizations/ agencies for installation & maintenance of Reverse Osmosis plants for Kudumbashree units under Kudumbashree Mission. Competent organizations/ agencies that have sufficient experience in the installation & maintenance of RO plants and empanelled agencies/ service providers of other Government departments/ agencies in the installation & maintenance of RO plants are eligible for applying.

The agencies can apply for plants of varying capacity under the following categories

Category 1: Plants of production capacity of 500 litre/ hour

Category 2: Plants of production capacity of 1000 litre/ hour

Category 3: Plants of production capacity of 2000 litre/ hour

EoI in the prescribed format should reach the office of the State Mission, Kudumbashree, before 4 pm of 25-01-2019. For more details, you can visit the website of Kudumbashree, www.kudumbashree.org

(Sd/-)
Executive Director, Kudumbashree
TRIDA Rehabilitation Buildings
Medical College.P.O,
Thiruvananthapuram- 11

1. Purpose of the EoI

- 1.1 State Poverty Eradication Mission (Kudumbashree) – is the Mission formulated by Govt. of Kerala to eradicate absolute poverty. Kudumbashree works through community based organizations of women that would work in association with Local Self Governments with focus on poverty reduction and women empowerment. The Kudumbashree has reach across the state of Kerala and has coverage of 45 lakh families.
- 1.2 Kudumbashree implements Economic, Social & Women empowerment programmes through the community network. Capacity building of community based organizations of Kudumbashree for implementation of programmes and handholding them for implementation is one of the major objectives of Kudumbashree.
- 1.3 Providing livelihood support is a main activity of Kudumbashree Mission as part of economic empowerment of women. Micro Enterprises, collective farming and placement linked skill trainings are the major programmes focused by Kudumbashree under livelihood. Promotion of micro enterprises in non-farm sector as self employment among women and youth in rural & urban areas is done by the Mission. Entrepreneurship Development programme, skill trainings and handholding support is provided as part of promoting micro enterprises.
- 1.4 Technical and technological promotion is done as part of establishing enterprises as per the needs of the market. The Mission provides support in identifying the best agencies that will provide support in setting enterprises and providing required machinery.
- 1.5 The present EoI is invited to identify competent experienced agencies for supply, installation & maintenance of Reverse Osmosis plants for Kudumbashree groups across the state under Local Self Governments & Kudumbashree Mission, based on the demand from the Community Development Society/ participants.
- 1.6 The objective is to provide technological support & post installation support service to Kudumbashree entrepreneurs who intends to set RO plants as part of starting Self Employment Programme in Urban & rural areas.
- 1.7 Present EoI is published for selection of agencies for installation, maintenance and post installation support for the establishment and running of RO plants established by Kudumbashree groups across the state. *This empanelment does not guarantee any income or any work order to those who are enlisted.*

2. Submission of Applications

- 2.1. The agencies from each category should apply in the prescribed format for that category in the name of the Executive Director, Kudumbashree within the stipulated date and relevant documents.
- 2.2. The agencies may apply as Installation & Service Providers at the state level to provide Installation & post installation support on the establishment of RO plants.
- 2.3. Applications received after the submission deadline will be treated as non responsive and will be excluded from further evaluation process.
- 2.4. There is no application fee for applying as Installation & Service Providers.
- 2.5. Incomplete applications, applications submitted in wrong formats, applications without required credentials and the application with any other defects will be summarily rejected.
- 2.6. The agencies should mention the districts they can provide installation and support services specifically.
- 2.7. The agencies will be considered for districts for which they have applied and will not consider for any other districts thereafter. However, Kudumbashree Executive Director has the right to take decision regarding giving work order to any empanelled agency depending on the demand.
- 2.8. The applicants should submit all relevant documents as per the EoI within the prescribed time and will not give further time for submission of credentials.
- 2.9. The applicants are advised to study the EoI document carefully before submitting the applications.

3. Communication regarding this EoI notification

- 3.1. All the details pertaining to the EoI, list of shortlisted agencies after the EoI will be published on the website www.kudumbashree.org immediately after the completion of each process.
- 3.2. Information relating to the evaluation of proposals and award recommendations shall not be disclosed to the agencies who have submitted the proposals or to any other party not officially concerned with the process, until the publication of the list. The agencies should not contact any of the officials of Kudumbashree on any matter related to its proposal or process. If an agency need any clarification regarding the preparation of the proposal, clarification may be done via e-mail to nulmsep@gmail.com

3.3. The agencies will be intimated officially in the address stated or e-mail submitted when shortlisted for making presentations and negotiation.

4. Eligibility Criteria

1. Agencies that have minimum 3 years experience in the installation & maintenance of RO plants
2. Installed at least 10 plants in the last 2 years.
3. Should have a turnover of at least Rs. 1 crore per year on an average for the last 3 years.
4. The agency should not be black listed by any government or its agencies
5. Agencies that have service centre in Kerala will be given preference.

4.1. The objective of Kudumbashree in inviting the institutions/ agencies is to pool different agencies that have experience in the concerned field thereby providing quality plants and service to Kudumbashree women/ groups.

- 4.1.1. The agencies should be a registered organization in India with minimum maturity of three years as on 31.3.2018
- 4.1.2. The agencies should have at least three years experience in the field of installation, maintenance and post installation services on RO plant in South India as on 31.3.2018
- 4.1.3. The agencies should have sufficient infrastructure, technical experts and facilities for the installation & support services in South India; preferably in Kerala.
- 4.1.4. The agencies should be able to provide warranty, post installation support services whenever it is required.

5. Criteria for Technical /financial Appraisal

- 5.1. Relevant experience in installation, maintenance and post installation support services
- 5.2. Annual maintenance support provided
- 5.3. Warranty for the product offered
- 5.4. Cost effectiveness of the system (capital cost and operational cost)
- 5.5. Availability of service centre in Kerala
- 5.6. Infrastructure and capacity of agency/ organization
- 5.7. Experience in the field in South India
- 5.8. HR potential to provide services
- 5.9. Transparency and accountability
- 6.0. Readiness to provide support services on call

6. Process of Empanelment & awarding of contract

- 6.1. After the deadline for submission of the proposal, list of application received under this EoI will be published on Kudumbashree website.
- 6.2. The applications received without proper documents stipulated will be summarily rejected.
- 6.3. The organizations who have submitted valid applications will be invited for a presentation before the State level committee constituted for the empanelment of the agencies. The details of these shortlisted agencies will be published in Kudumbashree website.
- 6.3. Credentials of the organizations for their basic eligibility will be verified before the presentation by the agencies.
- 6.4. The infrastructure, Human resources and credential of the organization will be verified. The feedback of agencies/ institutions where the installation & support provided will be analyzed.
- 6.5. The agencies will be empanelled based on presentations & feedback from the field. The presentations should cover the technical and financial aspects of the implementation & support services. The final list of empanelled agencies will be published after the process is over.
- 6.6. The technical & financial aspects made by the organizations in the presentation will be evaluated by a technical committee at state level. The Technical committee will evaluate the technical specifications, financials on installation of plant, warranty, post installation support offered, supply of consumables and maintenance support offered.
- 6.7. Request for proposal (RFP) will be issued to the empanelled agencies by the concerned districts/ Local Self Governments based on demand.
- 6.8. Based on the decision taken on the RFP, the concerned District Missions of Kudumbashree/ Local Self Governments will enter into agreement with the organizations/ agencies for the installation & support services as per the requirement from Community Development Societies (CDSs) or entrepreneurs from the Kudumbashree network.
- 6.9. *The organization/ agencies black listed by any government firm/ LSGs/ Kudumbashree previously will not be considered and the applications will be summarily rejected.*

7. Period of validity of the empanelment

The empanelment will be valid for three years from the date of empanelment. In special circumstances, the State Mission may empanel an agency even for a lesser period. As per requirement and based on the performance of the agency, the

State Mission can extend the empanelment period of one or more agencies after 3 years. Guidelines regarding this will be issued later.

8. Documents to be attached with this EoI (Attested copies)

- 8.1. Registration of Certificate of incorporation of the applicant organization
- 8.2. PAN card of the applicant organization
- 8.3. Audited statement of accounts for the last three years
- 8.4. Proof of experience in installation & support services provided for different organizations established in South India
- 8.5. Details on basic infrastructure, HR available
- 8.4. Experience of installing the RO Plant
- 8.5. Proof of empanelment of the agency by other Government departments

9. Schedule of important events during empanelment of Skill Training Institutes

Sl.No	Event	Date
1	Request for EoI	31/12/2018
2	Last date for submission of EoI	10/01/2019
3	Publishing list of applications received on website	14/01/2019
4	Report from field collection	17/01/2019
5	Presentation by the Organizations/agencies and final selection	21/01/2019
6	Publishing of empanelled list	25/01/2019
7	Issue of Request for Proposal based on demand	

**These are only tentative dates, which can be changed, considering the convenience of the tendering authority*

Application format for submission of applications is attached as Annexure 1

Annexure- 1

Format for Submission of Applications

[Proposals must be direct, concise, and complete. Please don't submit any loose documents. The EoI and the copy of all documents should be binded in a single document in A4 size. Make an effort to submit the proposals in handy size. Don't change the serial number given in the format]

1. Name of applicant agency
2. Address
3. Type of entity
4. Number and Date of registration/incorporation of the applicant as a legal entity
5. Contact person
 - Name
 - Designation
 - Phone number
 - Email ID
6. Profile of the organization (Please try to limit in four pages)
7. Core area of expertise of the organization
8. Website
9. Profile of the head of the institution
 - Name :
 - Designation :
 - Educational Qualifications :
 - (Attach detailed CV)
10. Years of experience in the field of installation, maintenance,
Supply of consumables & post installation support:

11. HR details

No of regular staff

No of full time staff appointed for limited period

No of Part time staff

Total Staff

12. Details of office in Kerala

Address:

Location:

Contact person with phone number in the office:

13. Financial Details of the applicant for the last three years

A. Turn over details

No	Financial Year	Annual Turnover	Whether financial statements are Audited

B. Net-worth of the organization

No	Financial Year	Assets as per audited statements	Liability as per audited statements	Net worth

14. Details of installation & support services experience of the organization

No	Type of Plants installed	Name of organization/ agency the installation is made	Capacity of the plant	Year of installation	No of years in which post installation support is being provided
1					
2					
3					
4					
5					
6					

15. Details of installation & support services provided to Government organization

No	Type of Plants installed	Name of Govt. organization/ agency the installation is made	Capacity of the plant	Year of installation	No of years in which post installation support is being provided
1					
2.					
3.					
4.					
5.					
	Total				

16. Details of type of plants offered to install as per the EoI

No	Type of plant	Capacity of the plant	Support services offered to establish the plant	Post installation services offered

- Give a brief note of technology used and type of material used for each capacity plant.

17. Details of financials (building with power connection will be provided by Kudumbashree. All items should be listed specifying the capital and working capital charges, You may add additional rows & columns)

Description	Plant capacity		
	500 litre/ hour	1000 litre/ hour	2000 litre/ hour

18. Details of service centre available in the State

Sl.No	Name of the Centre	Address	Location	Functioning since (date)

19. Details of service centers available in South India

Sl.No	Name of the Centre	Address	Location	Functioning since (date)

Place

Name and Signature of the Authorized Signatory

Date

Encloses to the EoI

1. Registration or Certificate of incorporation of the applicant organization
2. PAN card of the applicant organization
3. Audited statement of accounts for the last three years
4. CV of the head of the organization
5. Empanelment certificate of any other Government/ agency in the field (if any)
6. Supporting documents of installation & support services offered to different clients
7. Supporting documents of installation support services offered to different Government departments & agencies (if any)
8. Experience certificate