

## BIDNOTIFICATION

Accredited agencies having capability to execute works directly using their own in-house infrastructure facilities and man power as stated in Para 3.2 of G.O (P) No.67/2021/Fin dated 28/04/2021 are requested to submit their competitive offer oncentage charge (in percentage) excluding applicable GST as non-Project managementConsultant as per the Government Order mentioned above for the work notified below.

Name of Work	Construction of Residential Quarters at Akkulam, Thiruvananthapuram	
Time to Completion	24 Months	
AS Amount/Estimated Amount	Residential Quarters at Akkulam, Thiruvananthapuram	Rs. 50.71 Crore

### Details of work:

#### On Pre-construction Stage:

- Analyze Client's project related requirements
- Prepare the Design/Architectural plan/Abstract Brief in terms of functionality, cost, time, quality and safety
- Finalization of project organization chart.
- Establishment of project communication and reporting system
- Preparation of work's breakdown structure
- Preparation of Project Master Schedule with baseline
- Preparation of Design/Drawings/Detailed Estimate/Rate Analysis/deliverables schedule
- Lead project meetings as necessary for review of progress
- To setup, track, monitor a design deliverable schedule
- Checking & verification of designer's submissions (design basis reports, value engineering, cost benefit analysis, drawings etc)
- Cost control during all stages of design and design development
- Preparation of procurement plan
- Review of technical specifications and Bill of Quantities (BOQ)I
- Monitoring the statutory approvals process by follow-ups with liaison consultants and reporting the progress.
- Conducting Pre-bid meetings and feedback for completeness of tender specifications and technical parameters.
- Technical/Financial Bid evaluation
- Submitting Weekly and Monthly progress reports
- Facilitate all statutory Clearances from Government.

### **On Construction Stage**

- Fulltime supervision of All construction works/activities for the project
- On-site design co-ordination and issue of drawings/clarifications
- Organize approval to contractors shop drawings, product datasheets, samples,
- Refinement of works breakdown structure
- Necessary material tests and analysis
- Monitoring the progress of work with the Master construction schedule
- Day today correspondences including contractual issues
- Change order management for design changes and extra items
- Prepare QA/QC plan and Method Statement
- Quality assurance and control to ensure conformance to drawings and specifications.
- Establish EHS plan (Environment, Health and Safety)
- Issue GFC drawings to respective contractors and keep updated record issued.
- Scrutinize and check working drawings received from Architects/designer
- Organize Progress review meetings on weekly basis.
- Collect, review and maintain all the records of contractors' daily progress reports
- Facilitate all statutory Clearances from Government.

### **On Post-Construction Stage:**

- Advice about probable date of Substantial Completion
- Preparing & addressing the schedule of defects/punch lists
- Provide assistance in Testing and commissioning of the facility
- Collection and integration of various O and M manuals, commissioning & test certificates
- Reconciliation and Certification of Final bills of contractors, suppliers, vendors and consultants
- Preparation of project close-out report including learning
- Collate and verify all As-built drawings
- Addressing any queries during defects liability period
- Co-ordination with the Contractors to rectify the defects during the defects liability period
- Facilitate all statutory Clearances from Government

**Time:** 24 (Twenty four) months from the date of issue of work order.

The work has to be executed strictly conforming to the relevant standards and as per G.O (P)No.67/2021/Fin Dated 28.04.2021 and no CP allowed.

The offer along with the bid form attached duly filled should be submitted in sealed cover superscripting the name of the work to the Housing (Technical Cell) Department, Santhi Nagar, Thiruvananthapuram 695001, on or before 31/01/2023. The bid will be opened on 01.02.2023 11.00 am, in the office of Additional Chief Secretary (Revenue & Housing), in the presence of Additional Chief Secretary (Revenue & Housing) and IAS Residential Quarters Committee.

Any further details required can be had from the Housing (Technical Cell) Department.

Additional Chief Secretary (Revenue & Housing) and IAS Residential Quarters Committee reserves the right to reject any or all the tenders received without assigning any reason.

**BIDFORM(FINANCIALB  
ID)**

1. Nature of work
  
2. Location of Buildings
  
3. Office to be contacted  
in Connection with the  
work
  
4. Centage  
Percentage  
(Excluding GST)
  
5. Name and Address of  
the Accredited  
Agency
  
6. Name, Address  
and Contact  
number of the  
authorized person
  
7. Name and Signature  
of Authorized  
Person

Place  
Date