

No. P3-7408/18/DC

Directorate of Culture  
Ananthavilasom Palace, Fort.P.O  
Thiruvananthapuram-23  
Dated : 17.10.2023.

Director

Sir,

Sub: Directorate of Culture – Kannur Pinarayi Cultural Centre Project Expression of Interest – reg.

Ref : Expression of Interest (EOI)

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Directorate of Culture has decided to invite Expression of Interest for preparing DPR for the project Kannur Pinarayi Cultural Centre from Government approved accredited agencies (GO(P)No.104/2022/Fin., dtd 02.09.2022 ). I am therefore to request you to submit proposal if any before the due date as per the enclosed Expression of Interest.

Yours faithfully,



Administrative Officer / Accounts Officer  
for Director





## NOTICE INVITING EXPRESSION OF INTEREST (EOI)

Cultural Affairs Department, Government of Kerala is planning to set up a South Indian Cultural Centre, in Kerala. This project is proposed to be implemented in Pinarayi village of Kannur district.

Sealed Expression of Interest documents are invited from Accredited Agencies (listed vide GO(P)No.104/2022/Fin., dtd 02.09.2022 ) for preparing DPR for the above project . EOI documents are to be downloaded from website [www.culturedirectorate.kerala.gov.in](http://www.culturedirectorate.kerala.gov.in)

- 1 Expression of Interest Number and date : P3-7408\18\DC
- 2 Brief description : Preparation of DPR and construction of South Indian Cultural Centre in Pinarayi village of Kannur district
- 3 Date of Publishing of Expression of Interest : 18.10.2023
- 4 Last date of submission of EOI : 27.10.2023
- 5 Date of opening of EOI : 27.10.2023
- 6 Contact Person : Sumeshkumar.C  
Administrative Officer/  
Accounts Officer  
0471-2478193

## Objectives of the Project

- 1 To bring the indigenous cultures of Kerala closer to the masses, especially to the rural populace and to the under privileged.
- 2 To make the population understand, experience, educated the cultural diversity of our State.
- 3 To integrate the cultural values and traditions through cultural centre.
- 4 To perform the centrifugal role of disseminating culture outwards.
- 5 To preserve, promote and disseminate fine arts in general and folk and tribal art forms.

## Introduction

Government of Kerala intends to establish a South Indian Cultural Centre at Pinarayi in Kannur district to preserve and promote the traditional cultural heritage of all South Indian states .

The Centre is an attempt to bring the indigenous culture of various parts of the state and to showcase the cultural diversity of the South Indian states, with particular reference to the social and emotional strands that characterize the finer aspects of such engagements. The focus of the Centre is to involve the youth with the traditional art forms and to instill in them cultural values so that they can imbibe the cherished values of our culture, enabling them to reconnect with the Nation's rich and varied heritage.

The Centre will also give a fillip to the state's efforts to integrate the rural artisans by bringing them to the mainstream, empowering them, and attaining the emotional integration of such marginalized sections of the society.

Organizing of national level Cultural Exchange Programmes facilitates exposure visits, experience sharing and interactive learning initiatives which form a vital part of the activities of the proposed Centre. The sensitization of the activities among the masses not only accords them a wider platform providing them a greater acclaim but also shores up their bring standards considerably.

An extent of land admeasuring 4.5 acres in the backdrop of an idyllic setting, is earmarked for the proposed Centre. The land doesn't fall within CRZ / No Development Zone restrictions. Proximity to the Kannur International Airport is an added advantage to the proposed Centre as international connectivity amongst the network of rural artisans. The estimated total cost of the project is 23,83,50,000/-

## **DISCLAIMER**

All information contained this, Expression of Interest (EOI) provided/clarified are in good interest and faith. This is not an agreement and is not an offer or invitation to enter into an agreement of any kind with any party.

Though adequate care has been taken in the preparation of this EOI document, the interested firms shall satisfy it that the document is complete in all respects. The information is not intended to be exhaustive. Interested parties are required to make their own inquiries and assumptions wherever required. Intimation of discrepancy, if any, should be given to the specified office immediately. If no intimation is received by this office by the date mentioned in the document, it shall be deemed that the EOI document is complete in all respects and participating firm is satisfied that the EOI document is complete in all respects. Culture Directorate (CD) reserves the right to reject any or all of the applications submitted in response to this EOI document at any stage without assigning any reasons whatsoever. CD also reserves the right to withhold or withdraw the process at any stage with intimation to all who submitted the EOI application.

CD reserves the right to change/modify/amend any or all of the provisions of this EOI document. Such changes would be posted on the website of CD.

Neither CD nor their employees and associates will have any liability to any prospective applicant interested to apply or any other person under the law of contract, tort, the principles of restitution or unjust enrichment or otherwise for any loss, expense or damage which may arise from or be incurred or suffered in connection with anything contained in this EOI document, any matter deemed to form part of this EOI document, the award of the assignment, the information and any other information supplied by or on behalf of CD or their employees or otherwise arising in any way from the selection process for the assignment.

Information provided in this document or imparted to any respondent as part of the EOI process is confidential to CD and shall not be used by respondent for any other purpose, distributed to, shared with any other person or organization.

## Schedule of Services

Sl. No.	Stages	Details of services
1.	Concept design (Stage 1)	<ul style="list-style-type: none"> <li>◆ Carry out site analysis and furnish a site appraisal report.</li> <li>◆ Prepare drawings and documents and do the detail survey including soil investigation at the site of the project.</li> <li>◆ Furnish preliminary scheme for site planning.</li> <li>◆ Prepare conceptual site lay out with reference to requirements given and prepare rough estimate of cost.</li> <li>◆ Submit an initial DPR with 3D elevation</li> </ul>
2.	Preliminary design and drawings	Modify the constructional design incorporating required changes and prepare the preliminary drawings, sketches etc., for the authority's approval along with preliminary estimate of cost on area basis.
3.	Drawings for authority's / Statutory approvals	Prepare drawings necessary for authorities/statutory approvals.
4.	Working drawings and tender documents	Prepare working drawings specifications and scheduled of quantities detailed estimate PRICE and tender documents including code of practice covering aspects like mode of measurement, method of payments quality control procedures on material and work and other conditions of contract applicable for Govt. Projects.
5.	Bid process management for identification of contractor	Preparation of documents for prequalification of contractor, inviting of bids evaluation of applications and short listing contractor for the project.
6.	Construction Stage activities	<p>Construction and Commissioning</p> <ul style="list-style-type: none"> <li>◆ Agency shall help authority in executing and commissioning the work and for getting the project facilities as per approved designing.</li> </ul>
7.	Completion	<p>Prepare and submit completion reports and as built drawings for the project as required and obtain the completion/occupancy certificate from statutory authorities with assistance of authority where ever required.</p> <ul style="list-style-type: none"> <li>◆ Issue two sets of as built drawings including services, structures land scapping.</li> </ul>

## **Eligibility Criteria**

1. The bidder shall be a Govt. approved accredited agency.
2. The Net Worth of the Bidder must be positive as per the last audited Balance Sheet.
3. The Bidder shall not have been blacklisted by any State/Central Government for breach of ethical conduct or fraudulent practices as on date of submission of the proposal. Declaration on bidders' letter head to be submitted.
4. Nature of the firm (whether proprietorship, partnership or body corporate company and details of registration/incorporation)

The applicant/associates should have completed DPR for Cultural Complex Projects

- a) Single project with minimum INR 20 crores during the last five financial years.  
(shall submit the valid completion certificates from the clients)

OR

- b) Two projects with minimum INR 10 crores each during the last five financial years. (shall submit the valid completion certificates from the clients)
5. The applicant/associates should have minimum five years of experience to prepare concept design, architectural design, preparation of detail drawings with macro, micro level detailing, 3D views and detailed project report, MEP designs, landscape designs, interior detailing.
  6. Partners / Director of the firm shall furnish the proof of registration of architect with council of architecture, India for architects, corporate membership of institution of engineers (India) or equivalent for engineers.
  7. The applicant / associates shall submit the profile of their architectural/engineering firms with team composition and qualifications.
  8. The applicant /associates shall submit the documentary evidence like copies of completion certificate/work orders /agreement issued by the clients as a proof of experience of the project prescribed.

## **Technical Expertise**

The consultancy in the consortium / partnership shall have technical and commercial expertise as follows.

## **Architectural consultant**

Architects shall have expertise in design, planning and execution of large buildings.

## **Commercial Expertise**

The consultant must have completed DPR for

- ◆ Single project worth Rs. 20 crores during the last five years.
- ◆ Two projects worth Rs. 10 crores during the last five years.

1. IIT /NIT/Govt. Engineering Colleges and other recruited Private Engineering Colleges of in PG Courses in the last ten years is exempted from qualifying based on the above eligibility criteria.

2. The consultant who have successfully provided consultancy services for works / project of values mentioned above during the last five years and fulfill specified minimum criteria shall be eligible to apply.

## **General Instructions**

### **Submission of EOI**

Interested Bidders shall submit their EOI in separate sealed envelope superscribed with EOI document number, due date, Project name.

The bidder shall seal & mark the EOI as follows

a) EOI in one envelope superscribed with words

**“EOI for South Indian Cultural Centre Pinarayi Kannur project”**

b) Soft copy of the full EOI document to be submitted by the bidder in CD/DVD in one envelope superscribed with words.

**“Soft copy of “EOI for South Indian Cultural Centre Pinarayi Kannur project”**

**copy in “EOI for South Indian Cultural Centre Pinarayi Kannur project”.**

The covering envelope and forwarding letter of the proposal shall be addressed as follows.

The Director, Directorate of Culture

Ananthavilasam Palace, Fort PO Thiruvananthapuram 695023

The sealed envelope containing above documents must be delivered to the above office on or before and collect a receipt for submission.

Query

The last date of submission of queries is .....



## **Forms and Formats**

The various inputs for the EOI are to be submitted in the format specified. The bidder shall use the forms, wherever specified, to provide relevant information.

### **Preparation of Expression of Interest**

Expression of Interest shall be submitted in accordance with the following instructions :

- a Expression of Interest shall be submitted in the prescribed forms.
- b Expression of Interest shall be delivered to the office as notified on or before the date and time set for the opening of Expression of Interests. The packet of documents including the Expression of Interest shall be enclosed in sealed envelope having the title of the work and the name of the bidder.
- c Each and every page of the Expression of Interest document must be signed with the company seal by the bidder

## **Evaluation Criteria**

Culture Affairs Department 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 non responsive 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 proposes 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 constituted by Govt. shall evaluate the accredited agency.
3. All EOIs received in complete and within the stipulated dead line shall only be opened.
4. From the short listed agencies, found suitable as per the eligibility criteria shall be referred by the selection committee to the competent authority for final decision. The decision of competent authority in this regard shall be final.
5. Financial proposal shall be invited from the short listed accredited agencies .

All costs and expenses associated with submission of EOI shall be borne by the applicants themselves and Culture Affairs Department shall have no liability in any manner in this regard or if it desires to terminate the process for any reason whatsoever.



# 1. Annexure II –Applicants Profile

1.	A. Name of the applicant B. Address of the registered office C. Address of local office in the centre (with Ph. no. Fax no. & Email ID)	
2.	Year of establishment	
3.	Type of the firm/ organization (Whether sole proprietorship, Partnership, Private Ltd. or Ltd. Co. etc.)	(Enclose certified copies of documents as evidence)
4.	Name and qualification of the proprietor/ partners/ Directors of the firm/companies a) b) c) d)	(Enclose certified copies of documents as evidence)
5.	Details of registration - whether partnership firm, Company etc. Name of registering Authority, Date and registration no.	(Enclose certified copies of documents as evidence)
6.	Whether registered with Government / Semi-government/ Municipal Authorities of any other public Organization and if so, in which class and since when?	(Enclose certified copies of documents as evidence)
7.	Details of registration with: 1) Council of architects 2) Institution of Engineers (India) 3) Institute of Town Planners (India)	Year of reg. class valid upto  (Enclose certified copies of documents as evidence)
8.	No. of years of experience in the field and details of work in any other field.	
9.	Details regarding name, age, qualification and experience of all technical personnel in the firm.	Details to be furnished in the prescribed proforma (Statement I)
10.	Major projects executed during the last 5 years by the firm together with approximate cost of individual projects. The full address of the clients for whom the works have been executed with telephone nos.	Details to be furnished in the prescribed proforma (Statement II) with certificates providing the same.
11.	Important large projects on which the firm is engaged at present and their estimated cost (Stages of work viz. Planning and Construction). The full address of the clients shall be indicated against each project.	Details to be furnished in the prescribed proforma (Statement III) with copies of work order.
12.	Address of office through which the proposed works of the Bank will be handled and the Name & Designation of officer in charge.	



13.	a) Yearly turnover of the organization during last 5 years (year wise) and furnish audited balance sheet and Profit & Loss A/c(Audited) for the last 3 years b) Income Tax return for the last 5 years	CA certified proof may be produced
14.	Name & Address of bankers (Solvency certificate from a Bank to be enclosed for indicating satisfactory financial capacity of the organization)	
15.	PAN No.	
16.	Details of registration for payment of service tax	
17.	Furnish the name of -3- responsible persons along with their designation, address, Tele No., etc., for whose organization, you have completed the above mentioned jobs and who will be in a position to certify about the performance of your organization	
19.	Whether any civil suit/ litigation arose in contracts executed/ being executed during the last 10 years. If yes, please furnish the name of the project, employer, Nature of work, Contract value, work order and brief details of litigation. Give Name of court, place, status of pending litigation	
20.	Information relating to whether any litigation is pending before any arbitrator for adjudication of any litigation or else any litigation was disposed off during the last ten years by an arbitrator. if so, the details of such litigation are required to be submitted.	
21.	List of meritorious awards if any	Attach copy of certificate.

NOTE: - the work undertaken by the firm may be inspected and clients will be contacted by the KSFDC for their report and this will be taken into consideration while selecting the panel. Any delay in obtaining the above mentioned certificates from concerned party within the bid date may be informed to KSFDC & with prior permission from KSFDC may be submitted to this office within the time allotted by KSFDC before final selection of the panel

Signature of the applicant

Full address & Office seal

## 2. Annexure III –Project Experience Details

List of important projects executed by the organization during last five years (Note:)

Separate sheet to be furnished for different projects viz.

### a) Cultural complexes

Sl. No	Name of the project and location	Nature of work involved in the contract (e.g. residential, offices etc.)	Name of the owner. also indicate whether Govt./ Semi-Government/ Government of India undertaking or private body with full address	Project cost in lakhs of Rs. (Enclose copy of completion certificate)	Completion period		Any other relevant information	Enclose license certificate for satisfactory completion
					Stipulated	Actual		
1	2	3	4	5	6	7	8	9

Signature of the applicant

### 3. Annexure IV –Team Composition including structural/MEP Person

List of technical personnel, giving their technical qualifications, experience, including that in the present organization.

The statement should also show the technical staff available in the organization.

Sl. no.	Name	Designation	Age	Qualification	Consultancy experience	Nature of works handled	name of the projects handled (costing more than rs. 100 lakhs)	Date from which employed in the present organization	Indicate special experience if any?
1	2	3	4	5	6	7	8	9	10

Signature of the applicant

Mention other points, if any, to show technical and managerial competence to indicate any important point in your Favor.

List of associate/ Consultation should also be mentioned.