

Price Rs.3,000/-
(Non-refundable)



वापकोस लिमिटेड
WAPCOS LIMITED

(भारत सरकार का उपक्रम)
जल संसाधन, नदी विकास व गंगा संरक्षण मंत्रालय
(A Government of India Undertaking)
Ministry of Water Resources, River Development & Ganga Rejuvenation

ISO 9001: 2008

- Consultancy Services
- Engineering, Procurement & Construction (EPC)

EoI No.: WAP/H-3082/CSEZ/2018-19/16; Dated September 15, 2018

NOTICE INVITING

EXPRESSION OF INTEREST (EoI)

for

**LANDSCAPING WORKS IN COCHIN SPECIAL ECONOMIC
ZONE, KAKKANAD**

WAPCOS Limited

(A Government of India Undertaking)

Project Office, Cochin Special Economic Zone,

CSEZ Administrative Building,

Kakkanad, Cochin – 682 037

Telephone: 0484-2413544

E-mail: cochincsez@wapcos.co.in

EoI No.: WAP/H-3082/CSEZ/2018-19/16; Dated September 15, 2018

WAPCOS Limited
(A Government of India Undertaking)
Project Office, Cochin Special Economic Zone,
CSEZ Administrative Building,
Kakkanad, Cochin – 682 037

**NOTICE INVITING EoI FOR LANDSCAPING WORKS IN COCHIN SPECIAL
ECONOMIC ZONE, KAKKANAD**

Cochin Special Economic Zone Authority (CSEZA), under the Ministry of Commerce and Industry, Government of India has appointed WAPCOS Limited, as '*Owner's Engineer*'. WAPCOS Limited, on behalf of Chairman, CSEZA desires to empanel eligible registered firms for Landscaping works in Cochin Special Economic Zone, Kakkanad.

Accordingly, Expression of Interest (EOI) is invited from interested, experienced, registered firms meeting the prescribed qualifying criteria as mentioned in EoI document. The participants may submit their bid with all necessary documents along with the covering letter duly signed by an authorized signatory and non-refundable cost of the EoI document as per the Notice Inviting EoI in the form of a demand draft **on or before 25.09.2018 by 15.00 Hrs** at the following address:

The Team Leader
WAPCOS Limited
(A Government of India Undertaking)
Cochin Special Economic Zone Project Office,
CSEZ Administrative Building,
Kakkanad, Cochin – 682 037
Telephone: 0484-2413544
E-mail: cochincsez@wapcos.co.in

(Sd/-)
Team Leader,
WAPCOS Limited,
CSEZ Project Office.

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SECTION – I

NOTICE INVITING EXPRESSION OF INTEREST (EoI)

EoI No.: WAP/H-3082/CSEZ/2018-19/16; Dated September 15, 2018

Subject: Notice inviting EoI for Landscaping works in Cochin Special Economic Zone, Kakkanad.

Expression of Interest (EoI) is invited by **The Team Leader, WAPCOS Limited, CSEZ Project Office on behalf of Chairman, CSEZA Kakkanad** from eligible registered firms for Landscaping works in Cochin Special Economic Zone, Kakkanad.

1.	EoI Document	The EoI document can be downloaded from www.csezauthority.in , www.eprocure.gov.in & www.wapcos.co.in from 15.09.2018 onwards
2.	Last date and time of Submission of EoI	25.09.2018 by 15.00 Hrs
3.	Cost of EoI document (Non-refundable)	DD amounting to Rs.3,000/- in favour of WAPCOS Ltd. Payable at Cochin

For any queries, bidders may contact this office latest by 21.09.2018, 15:00 hours at 0484-2413544, E-mail: cochincsez@wapcos.co.in.

(Sd/-)
Team Leader,
WAPCOS Limited,
CSEZ Project Office

SECTION - II

1.0 INTRODUCTION

Cochin Special Economic Zone (CSEZ) is a Special Economic Zone functioning under the Administrative control of the Department of Commerce, Ministry of Commerce & Industry, Government of India. The Zone acts as an export hub for the industries whose products are marketed overseas. Cochin Special Economic Zone Authority (CSEZA) is an authority created under Special Economic Zone Act, 2005. It functions as an infrastructure facilitator of the Zone by assuming the role of a Developer of the Zone.

The Developers/units, its agencies appointed by them have been exempted from Payment of Customs Duty for goods or services imported into SEZ for its authorised operations in terms of Section 26 of SEZ Act, 2005. As per 16(1) of Chapter VII of IGST Act, all supplies of goods or services or both to SEZ Developer and Units are zero rated.

CSEZA has appointed **WAPCOS Limited**, A Government of India Undertaking under the Ministry of Water Resources, River Development and Ganga Rejuvenation as '*Owner's Engineer*'. CSEZA is desirous in undertaking various landscaping works in common areas of Cochin Special Economic Zone, Kakkanad. Accordingly, Expression of Interest (EOI) is invited from interested, experienced, registered firms meeting the prescribed qualifying criteria as mentioned in the EoI document.

2.0 ELIGIBILITY CRITERIA

While submitting the proposal, the applicant shall ensure that the applicant meets the conditions of eligibility as described below:

Sl. No.	Eligibility criteria	Documentary proof to be submitted
2.1	Should be a registered company/firm registered in India	Certificate of registration/incorporation GST No. (If applicable)
2.2	Should be able to supply goods and services at zero rate through LUT	• Copy of LUT and LUT Number/ Copy of LUT Application Letter acknowledgement
2.3	Annual Turnover for last three consecutive years should be minimum of Rupees Five Lakhs	• CA Certified copy of Profit and Loss Account, Balance sheet for 2014-15, 15-16 and 16-17 • Declaration of annual turnover for last three consecutive years duly certified by auditor
2.4	Should have experience in works of similar nature in last 5 years	Work Orders and Completion Certificate from client with total cost, time duration of project and brief description of the project mentioned in it. <u>Note: -</u> 1. Projects without proper completion certificate shall not be considered 2. Certificates are liable for authentication from client

- **JV/Consortium bids will not be allowed.**

3.0 INSTRUCTIONS TO BIDDERS

Submission of Application

The EoI document can be downloaded from www.csezauthority.in, www.eprocure.gov.in & www.wapcos.co.in from 15.09.2018 onwards.

Demand Draft of Rs.3,000/-, cost of EoI document payable at Cochin, drawn on any nationalized /scheduled Bank, in favour of WAPCOS Limited should be submitted along with the EoI Document. The fee is neither transferable nor refundable. The details of the EoI document fee should be clearly mentioned in the application form.

All costs & expenses associated with submission of EoI shall be borne by the company for submitting the application and WAPCOS shall have no liability in any manner in this regard or if it decides to terminate the process of short-listing for any reason whatsoever.

While submitting the EoI, the bidder shall ensure that the bidder meets the conditions of eligibility described in the EoI document. Failure to comply with the requirements spelt out in EoI Document shall make the proposal liable to be rejected.

WAPCOS/CSEZA reserves the right to verify all statements, information and documents submitted by the applicant in response to the EoI Document. Failure of the WAPCOS/CSEZA to undertake such verification shall not relieve the applicant of its obligations or liabilities hereunder nor will it affect any rights of WAPCOS/CSEZA thereunder.

The EoI document shall be submitted by the bidder duly signed on each page of the document. In case the proposal is submitted on the document downloaded from official website, the applicant shall be responsible for its accuracy and correctness as per the version uploaded by WAPCOS/CSEZA and shall ensure that there are no changes caused in the content of the downloaded document. In case of any discrepancy between the downloaded or photocopied version of the EoI document and the original EoI document issued by WAPCOS/CSEZA, the latter shall prevail.

The right to suspend the short-listing process or part of the process to accept or reject any or all applications at any stage of the process and / or to modify the process or any part thereof at any time without assigning any reason therefore is reserved by CSEZA without any obligation or liability whatsoever.

The EoI document should be sealed in single envelope marked with the address of “Team Leader, WAPCOS”, Name of work and EoI notice No., Last Date and Time of submission, Name and address of the applicant.

The EoI should contain the following documents:

- ✓ **EoI document and Checklist as per the Performa in Annexure A with specified documents attached as annexures**
- ✓ **EoI Document fee in the form of DD**
- ✓ **A copy of the EoI Document signed by authorised representative, at the bottom of all pages as a token of acceptance of all terms and conditions.**
- ✓ **Certificates as per EoI**

If the envelope is not sealed and marked as instructed above, WAPCOS/CSEZA assumes no responsibility for the misplacement or premature opening of the contents of the Proposal submitted. WAPCOS/CSEZA is not responsible for the non-receipt or delayed receipt of EoI document send through courier or post.

Note: -

The envelope shall contain EoI document fee, signed copy of EoI Document along with Annexures in the prescribed format and enclosures.

The Proposal shall be made in the forms specified in this EoI Document. Any attachment to such forms must be provided on separate sheets of paper and only information that is directly relevant should be provided. This may include photocopies of the relevant pages of printed documents.

EoIs received by WAPCOS after the specified time on the due date shall not be eligible for consideration and shall be summarily rejected.

In exceptional circumstances, WAPCOS may request the bidder's consent for an extension to the period of bid validity. The request and the response thereto shall be made in writing. The bidder may refuse the request without forfeiting his bid security. A bidder accepting the request and granting extension will not be permitted to modify his bid.

WAPCOS is not bound to accept any EoI and reserve the right to accept or reject any EoI, and reserve the right to annul the selection process and reject all EoI at any time prior to the award of the selection without assigning any reason(s) whatever and without thereby incurring any liability towards the affected participant(s) on this ground.

4.0 SCOPE OF WORK

The scope of work includes various landscaping works in common areas of Cochin Special Economic Zone, Kakkanad to improve the aesthetic appearance.

5.0 DECLARATION

I/We have completely read and hereby accept the scope of work, requirements, terms & conditions.

I hereby enclose a DD no dated for Rs.3,000/- drawn on..... in favor of “WAPCOS LIMITED”

**Signature of bidders authorised
representative with seal:**

Full address:

SECTION - III

ANNEXURE – A

CHECK LIST

Part A - General Information		
1	Name of the company	
2	Type of incorporation	
3	Address of the registered office of the company	
4	Year incorporated	
5	Address for communication	
6	Contact person	
7	Name	
8	Designation	
9	Phone No.	
10	Fax No.	
11	Mobile No.	
12	Email address	
Part B - Details of EoI Document fee		
13	Amount of draft	Rs.3,000/-
14	Issue date	
15	D D No.	
16	Name of the bank	
17	Branch	
Part C - Details of GST		
18	GST Registration No.	
19	LUT No. for zero rated supply	

(Form-1 (A))

Abstract of Completed Assignments of the Firm

Sl. No.	Name of Work	Name of client	Date of start	Date of completion	Cost of project (Rs. in lakhs)
1					
2					
3					
4					
5					
5					
7					

Note:

- The Firm should provide details of only those assignments that have been completed successfully by own firm.
- Satisfactory completion certificate from client should be enclosed.
- The Firm should enclose details in Form (2) for each assignment separately

(Form-1 (B))

Abstract of Ongoing Assignments of the Firm

Sl. No.	Name of Work	Name of client	Date of start	Proposed Date of completion	Cost of project (Rs. in lakhs)
1					
2					
3					
4					
5					
5					
7					

Note:

- The Firm should provide details of only those assignments for which the work is under progress
- Proper work order or agreement from client should be enclosed.
- The Firm should enclose details in Form (2) for each assignment separately

(Form-2)

Details of Eligible Assignments of Firm

Name of Client (End User) :	
Name of the Work :	
Nature of Work :	
Description of services performed by the company :	
Project Location :	
Name, e-mail ID, telephone no. and fax no. of client's	
Project Cost (Rs. in lakh)	
Start date and finish date of the services (month and year):	
Brief description of the Work:	

Notes:

- **Use separate sheet for each Eligible Assignment.**
- **Attach work orders and completion certificate for each assignment**

(Form-3)

Statement of Annual Turn Over

Sl. No.	Financial Year	Annual Turnover (Rs. in lakhs)
1	2014-15	
2	2015-16	
3	2016-17	

Note:

- **Please do not attach any printed Annual Financial Statement.**
- **This form should be duly signed by the auditor of the company with his registration number**
- **Attach audited Profit and Loss Account, Balance sheet for 2014-15, 2015-16 and 2016-17**
