



# CO-OPERATIVE ACADEMY OF PROFESSIONAL EDUCATION

*(An autonomous institution Established by the Government of Kerala)*

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**Invitation of Expression of Interest (Eoi) for empanelling agencies experienced in the design of Super speciality hospitals as Consultant for the preparation of Detailed Project Report (DPR) for “the Construction of a Super Speciality Block for SAGARA Hospital Punnapra” at Alappuzha in Kerala State.**

## 1 General

The Co-operative Academy of Professional Education (CAPE) (hereinafter called the “Authority”) is promoted by the Co-operation Department of the Government of Kerala and is an autonomous Society under Government of Kerala to provide facilities in professional Education and Training. CAPE is running nine Engineering Colleges, one MBA college and one finishing school functioning across the State. It is also running a multi-speciality hospital viz. **SAGARA Hospital Punnapra** in Alappuzha District of Kerala State. Now the hospital is working with almost all clinical facilities and various specialities, attracting a good patient population from the limits of Alappuzha District. The hospital is equipped with a 24-hour Cath lab, emergency procedures and cardiac surgery unit.

CAPE is now proposing to construct a Super Speciality Block to SAGARA Hospital in ground plus seven floors to accommodate different speciality blocks with operation theatres, wards, rooms for doctors, patients and supporting staff along with general wards and other essential requirements. It is thus decided to invite Expression of Interest (Eoi) for empanelling agencies as Consultants for preparing Detailed Project Report (DPR) for the Construction of a Super Speciality Block for SAGARA Hospital Punnapra.

## 2 Objective

2.1 The objective of the assignment is to short-list/empanel eligible consulting engineering firms/companies who have proven experience in the preparation of Detailed Project Report for Super Speciality hospitals. After empanelment/shortlisting of consultants, the Authority may invite full technical proposal and financial proposal from the empanelled/shortlisted consulting engineering firms/companies from time to time as required in order to carry out the implementation of the above project.

### **3 Scope of Work**

The indicative scope of work is given below but actual work may not be limited to this. Detailed scope of work would be informed to consultants for the specific work as and when required.

- 3.1 The proponent should be capable of preparing DPR including technical suggestions, design layouts, detailed quantity and cost estimate as per Kerala PWD rates for civil, mechanical & electrical works.
- 3.2 Prior to preparation of DPR, the consultant should conduct a field study, land survey and geotechnical survey of the proposed site.
- 3.3 Prepare technical specification for civil structures, machineries, electrical items, waste management systems and all other components required in super speciality hospitals and thereby to ensure safe running of the hospital.
- 3.4 The proposal should also obey the environmental pollution control norms prevailing in Kerala.
- 3.5 The consultant shall prepare DPR, including all technical suggestions, design layouts, structural drawings for civil works, water supply and sanitary items, electrical, HVAC, rainwater harvesting and solar power components.
- 3.6 It shall also include design layouts, detailed quantity and cost estimate for civil, mechanical & electrical works as per Delhi Schedule of Rates, technical specification for civil structures, machineries, electrical items, waste management systems and all other components required in a super speciality hospital.
- 3.7 The consultant shall have to clear doubts raised during the course of construction of the work and commissioning till the completion of the work.
- 3.8 The empanelled agency shall be engaged for the task by the Authority through prevailing tender procedures.
- 3.9 The proponent shall follow proper guidelines as per Kerala Municipal & Panchayath Building
- 3.10. The DPR should contain the viability study in implementing the project.
- 3.11 The DPR Should contain the Environmental Clearance Proposal.

### **4 Specialities proposed**

Following specialities are proposed in each floor of the block, but actuals can be varied according to the consultant, duly justified.

Sl. No	floor	Activity proposed
1	Under ground	Layered parking
2	Ground floor	Reception, all OP departments, OP waiting lounge, Labs, Pharmacy, Radiology, Physiotherapy, Trauma and casualty, observation area, two minor operation theatres, Plaster room and basic isolations, office, medical records, staff changing rooms, Toilets etc.
3	First floor	Waiting area (lobby), Private rooms and wards of nephrology, procedure rooms, doctor's rooms. Dialysis block, minor procedure rooms, staff changing and refreshment rooms, toilets, dirt utility area, nephrology ICU etc. Urology department with private room, wards, minor procedure room, doctor's rooms, staff changing, refreshment room toilets, dirt utility, pre- and post-transplant areas etc. are proposed in this floor.
4	Second floor	Cardiology & Cardiothoracic units, waiting area, reception, CCU, cardiology wards & private room, step down CCU, Staff changing room and wash rooms, public toilets, lobby, lecture hall, library, cardiac rehabilitation, doctor's rooms, Cardiothoracic surgery, Reception, OPD, CVTS ICU, CVTS OT, Ward and private rooms, Minor OT, waiting area, dressing rooms, Toilets, Staff changing area, Doctor rooms, Anaesthesia area etc.
5	Third floor	OT complex, surgical ICU, Urology OT, Neuro surgery OT, Transplant OT, Gastro surgery OT, Onco surgery OT etc. Surgical store, CSSD
6	Fourth floor	Neurology and neuro surgery with all its allied factors and requirements. Endocrinology and Rheumatology units and basic requirements
7	Fifth floor	Medical and Surgical Gastro enterology with all its allied factors and requirements, Conference Hall (150 seating capacity)
8	Sixth floor	Plastic surgery and Oncology and Onco surgery with all its allied factors and requirements
9	Seventh floor	Doctors and residents' quarters, staff quarters, rooms for bystanders, etc.

## 5 Deliverables

The study will come up with Detailed Project Report and Drawings for the development of road under item rate contract. The following will be the deliverables for the proposed assignment

Sl. No	Task	Time frame
1	Submission of Inception Report stating the method of carrying out the entrusted work	within 10 days from the date of receipt of work order
2	Submission of site survey and soil investigation report	within 20 days from the date of receipt of work order

3	Submission of draft DPR along with plan, layout drawings, drawings good for construction of all structures and other related drawings	within 45 days from the date of receipt of work order
4	Submission of Final DPR as above	within 65 days from the date of receipt of approval to draft DPR
5	Preparation of quantities with cost estimate and bid document for tender once the final DPR is approved	within 10 days from the date of receipt of approval to draft DPR
6	Utility Map covering both over and under-ground utilities with a list of utility shifting requirements and broad estimates	within 7 days from the receipt of approval to Final DPR

## 6 Payment Schedule

Payment for the consultancy service will only be released on instalment basis after successful completion of the entrusted work is as follows

Sl. No.	Stages of work	Payment
1.	On submission of Inception Report	0%
2.	On submission of field investigation report	10%
3.	On submission of Draft DPR	30%
4.	On submission of Final DPR	40%
5.	Quantities with cost estimate and bid document for tender and Utility drawings	10%
6.	On getting approval for building permit from the LSG institution	10%
7.	Total	100%

## 7 Empanelment of Consultants

A Technical Committee constituted to evaluate the EoIs shall evaluate the technical knowledge, experience, expertise, competency etc. of the agency in this field. The applicant/agency shall do a technical presentation to prove their credentials before the technical committee. Copies of all documents to prove experience, expertise and manpower, certifications/ appreciations, work order received so far may also be enclosed along with the application.

This EoI is in the nature of request for empanelment intended to result in the selection of a panel of Consultants. The responses received pursuant to this EoI will be evaluated as per the criteria

specified in this document and the qualified Consultants will be empanelled, as explained in this document. The Authority will notify the empanelled list of consultants for submission of their bids. The consultant, will be selected after evaluation of their full technical proposal and financial proposal.

- 7.1 All empanelled consultants are expected to participate in the technical and financial bids.
- 7.2 If empanelled consultant fails to participate continuously three times in financial bidding process, the performance security shall be forfeited and shall be debarred for participation in future bids invited by the Authority.
- 7.3 The Authority will maintain the panel of Consultants for a period of 3 years from the date of its empanelment selection. This period may be extended further on the sole desire of the Authority.
- 7.4 The Authority may use the panel for selection of Consultants to work with it, during the 3 years validity period as above.

## **8 Eligibility Criteria**

- 8.1 The interested entity shall essentially meet the following eligibility criteria:
  - 8.1.1 The agency shall possess minimum 3 years' experience, expertise in DPR preparation, design, construction, installation and commissioning of super speciality hospitals.
  - 8.1.2 The proponent shall be a registered firm with valid Goods and Service Tax number for the line of business the entity is engaged in.
  - 8.1.3 Audited balance sheet and annual report for the last three years (2017-2018 to 2019-2020) shall be submitted.
- 8.2 The required documents such as list of existing and past clients with details of services offered, details of similar projects executed with copies of agreements/work order completion/satisfaction certificates, are to be submitted along with the EoI.
- 8.3 CVs of key personnel and other related details in the specified area to verify all eligibility criteria shall accompany the EoI.
- 8.4 The agency shall comply with all the guidelines and strategies published by Kerala Municipal building rules, KSPCB and Government of Kerala, related to the construction of hospital building in addition to the norms of CPCB, Kerala Municipal & Panchayath Building rules etc.
- 8.5 While selecting the agency, weightage shall be fixed for government registrations, technical knowledge, certifications received for proposed technologies, experienced man power etc.
- 8.6 Completed Expression of Interest along with the enclosures should be hard bound, page numbered and initialled on each page.
- 8.7 All applications shall be in English language only.
- 8.8 A Consulting Engineering firm may submit the proposal.

- 8.9 The detailed proposal as hard copy in duplicate (one original and a copy) for empanelment in sealed cover shall be submitted within the time period, addressed to the "Director, Co-operative Academy of Professional Education (CAPE), College of Engineering Muttathara Campus, Vallakkadavu P O, Thiruvananthapuram, Pin-695008

## 9 Evaluation Criteria

Sl. no.	Evaluation Criteria	Marks
1.	Understanding / Awareness about activities of CAPE & SAGARA hospital in Kerala	5
2.	General experience of the organization in the field	
	2.1 Experience in preparation of DPR, project implementation: The consultant should have experience in designing of super speciality hospitals in India.	15
	2.2 Consultant should have designed and constructed at least <b>three</b> super speciality hospitals in India in the last <b>five</b> years.	10
3.	Domain knowledge on	
	3.1 Specifications, design and working of hospitals, waste management in hospitals, linkage of different departments of the hospital etc.	15
	3.2 Acts & Rules related to hospitals in India and Municipal & Panchayat building rules in Kerala.	5
	3.3 Past performance on contracts with government agencies and private industries in preparation of DPR and its implementation	10
4.	Adequacy of proposed approach & methodology in preparation of DPR and implementation	5
5.	Knowledge about specifications & standards of various equipment & machinery in hospital.	10
6.	CVs of key functionaries	
	6.1 Shall have at least one Senior level graduate Engineer in the stream of Civil, Mechanical, Electrical as full-time staff (biodata to be enclosed)	10
	6.2 At least one Project Engineer, site supervisor, Quantity surveyor as free-lance consultants or in need basis.	10
7.	Quality of overall technical presentation	5
	<b>Total</b>	<b>100</b>

**The agency who qualifies a minimum mark of 70 and above will only be short listed**

## 10 Conflict of Interest

- 10.1 The Consultant is required to provide professional, objective and impartial advice, at all times holding the Authority's interest is paramount, strictly avoiding conflicts with other assignments or its own corporate interests, and acting without any consideration for future work.

10.2 The Consultant has an obligation to disclose to the Authority, any situation of actual or potential conflict that impacts its capacity to serve the best interest of its Authority. Failure to disclose such situations may lead to the disqualification of the Consultant or the termination of its Contract and/ or sanctions by the Government.

**11 Fraud and Corruption:**

11.1 If the Authority determines that the Consultant has engaged in corrupt, fraudulent, collusive, coercive or obstructive practices, in competing for the contract, then the Authority may reject the bid on written notice to the Consultant.

11.2 The Authority requires that the Consultants empanelled through this EoI must observe the highest standards of ethics during the performance and execution of such assignments as may be allotted from time to time.

**12 Right to Accept Proposal:**

12.1 The Authority reserves the right to accept or reject any proposal, and to annul the empanelment process and reject all proposals at any time prior to empanelment/short listing, without thereby incurring any liability to the affected consultant(s) or any obligation to inform the affected consultant(s) of the grounds for such decision.

**13 Amendment of EoI document:**

13.1 At any time prior to the last date of receipt of bids, the Authority may for any reason, whether on its own initiative or in response to a clarification requested by a perspective bidder, modify the document by an amendment. Any such amendment shall be uploaded in the website only.

**14 Confidentiality:**

13.1 Information relating to the examination, clarification and comparison of the proposals shall not be disclosed to any consultants or any other persons. The undue use by any consultant of confidential information related to the process may result in rejection of its proposal. During the execution of the project except with the prior written consent of the Authority, the consultant and its personnel shall not at any time communicate to any person or entity any confidential information acquired in the course of the contract.

**15 Disclaimer:**

This is neither an agreement nor an offer or invitation to enter into an agreement of any kind with any agency.

**16 Preparation for submission of EoI:**

- 16.1 The entity/bidder shall ensure that it fulfils the eligibility criteria and other essential conditions.
- 16.2 The EoI, complete in all respects must be submitted together with technical proposal and other requisite information and annexure(s). The EoI shall be free from ambiguity, change or interlineations. Incomplete EoI will not be considered and is liable to be rejected without making any further reference to the entity.
- 16.3 The EoI shall be duly signed on each page by a person authorized by the entity. Documents of the entity authorizing such person must accompany the EoI. CAPE reserves the right to reject outright any EoI unsupported by proof of the signatory's authority.
- 16.4 The included Annexures I, II, III & IV shall also be attached along with technical proposal for furnishing details to evaluate the agency's competency in the field.
- 16.5 Audited Balance sheets for the last 2 consecutive years to be furnished along with the application.

**17 Date of Submission:**

The last date for the submission of the EoI with credentials and other details as mentioned in clause 8.9 is **25.02.2021** before 4.00 PM (Hard copy only)

Sd/-  
Director  
Co-operative Academy of  
Professional Education (CAPE)



LETTER OF SUBMISSION

(On the Letter head of the agency including full Postal Address, telephone and e-mail address)

No.

Date: \_\_/\_\_/2021

To

The Director  
Co-operative Academy of Professional Education (CAPE)  
College of Engineering Muttathara Campus,  
Vallakkadavu P O, Thiruvananthapuram, Pin-695008

Sir,

Sub: Invitation of Expression of Interest (EOI) for empanelling agencies experienced in the design of Super speciality hospitals as Consultant for the preparation of Detailed Project Report (DPR) for "the Construction of a Super Speciality Block for SAGARA Hospital Punnapra" at Alappuzha in Kerala State.

Having examined and understood the details given in Eoi document for the above project, we..... hereby submit the relevant information for considering the EOI for getting empanelled as Consultant for preparing DPR for the Construction of a Super Speciality Block for SAGARA Hospital Punnapra.

- a) We hereby certify that all the statements made and information supplied in the enclosed forms and accompanying statement are true and correct.
- b) We have furnished all information and details necessary for the Eoi and have no further pertinent information to provide.
- c) We confirm that we have no objection in CAPE or their authorized representative approaching individuals, employers and entities to verify our competency and general reputation.
- d) We declare that all the provisions of this Eoi Documents are acceptable to us. We also declare that we have not been debarred/ blacklisted by any Government/Semi Govt. organization in any state/country.

Date of Submission:

Place:

Name & Signature of the  
Authorized Signatory.

(Company Seal)

GENERAL INFORMATION OF THE APPLICANT

Note: Separate sheets may be used wherever necessary

1. Name & Address :
2. Name & Designation of the :  
concerned officer to whom all  
reference shall be made
3. Phone no.s :
4. Mobile no.s :
5. Fax no.s :
6. E-Mail ID :
7. Chief of the Organization :
8. E-mail ID :
9. Telephone :
10. Total No. of Employees/Manpower :  
Strength
11. No. of offices / Centres (enclose :  
the list)
12. Type of the Organization: (Public :  
Sector/ Limited/Private limited/  
Partnership/  
Proprietary/Society/Any other)
13. Any other information that may :  
like to give in order to highlight
14. Name & Address of local :  
representative, if any

Place:

Date:

Signature of Party:

Name in Full:

Designation / Status:

Company Seal

**DETAILS OF WORKS AND SERVICES DONE IN THE PREVIOUS THREE YEARS:**

No.	Description of work	Name & Details of Client	Value of work	Period		Work done directly or through sub-contractor	Remarks
				From	To		
1.							
2.							
3.							
4.							
5.							

*Note: Separate sheets may be used wherever necessary.*

SIGNATURE OF THE APPLICANT

SEAL OF THE FIRM

Annexure IV

**CONCURRENT COMMITMENTS**

No.	Description of work	Customer details	Value of work	Period / Status of work (Date of commencement of work)	Work done directly or through sub-contractor	Remarks
1.						
2.						
3.						
4.						
5.						

Note: Photocopy of Performance Certificate/ Completion Certificate of Owner in support of the work mentioned above may be enclosed.

*Note: Separate sheets may be used wherever necessary.*

SIGNATURE OF THE APPLICANT

SEAL OF THE FIRM