



REQUEST FOR PROPOSAL (RFP)  
for

Selection of Third-Party Quality Monitoring  
Agency for Construction of LIFE Apartments  
using LGSF & PEB Technology.

by  
**CHIEF EXECUTIVE OFFICER,**  
**LIFE MISSION KERALA, NAVAKERALAM KARMA PADHATHI,**  
**BSNL BHAVAN, 3<sup>RD</sup> FLOOR, UPPALAM ROAD, STATUE,**  
**TRIVANDRAM**

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## NOTICE INVITING TENDER

NIT no: CEO/LM/2023-24/06

**CHIEF EXECUTIVE OFFICER, LIFE MISSION KERALA, BSNL  
BHAVAN, NAVAKERALAM KARMA PADHATHI, 3<sup>RD</sup> FLOOR,  
UPPALAM ROAD, STATUE, TRIVANDRAM**

Phone No. 0471- 2335524 ,Email : lifemissionengg@gmail.com

No. LM/EW/32/TPQMA/2019-20

Dated: 10.11.2023

The Chief Executive Officer invites bids from Government accredited Project Management Consultancy Agencies vide G.O(P) No.104/2022/Fin dated 2.09.2022 for **Third Party Quality Monitoring Agency service** for Construction of LIFE Apartments using LGSF & PEB Technology. Interested agencies, having accreditation by Government of Kerala for undertaking general civil works or building work as TPQMA /PMC with accreditation for maximum value of single work not less than Rs.20 crores, are invited to submit proposals. Tenders are invited in two cover system (Technical and Financial). Interested agencies shall submit their bids in accordance to the instructions given in the Request for Proposal (RFP). Detailed RFP can be downloaded from our web site [www. Lifemissionkerala.gov.in](http://www.Lifemissionkerala.gov.in).

	<b>Event</b>	<b>Date &amp;Time</b>
1	Date of Issue	14.11.2023 @ 10.15 AM
2	Last date for Bid submission	<a href="#">23.11.2023 @ 05.00 PM</a>
3	Tender Opening date	24.11.2023 @ 11.00 PM

  
**CHIEF EXECUTIVE OFFICER**  
LIFE Mission

**Request For Proposal (RFP) for:**  
**Third Party Quality Monitoring Agency for Construction of**  
**LIFE Apartments using LGSF & PEB Technology**

No. LM/EW/32/TPQMA/2019-20

Dated 10.11.2023

Request For Proposal (RFP) is invited by the Chief Executive Officer, LIFE Mission Kerala, BSNL Bhavan, Navakeralam Karma Padhathi, 3<sup>rd</sup> Floor, Uppalam road, Statue, Trivandrum- from accredited agencies of Government of Kerala for selection of **Third Party Quality Monitoring and Audit Agency (TPQMA)** for Construction of **LIFE Apartment** projects all over Kerala using PEB and LGSF technology.

1	<b>Name of work</b>	<b>Third Party Quality Monitoring and Audit Agency for the work of Construction LIFE Apartment complexes using LGSF and PEB Technology.</b>
2	Location	All District of Kerala
3	Approximate amount of project cost	Rs. 215 Crores
4	Application Fee	Nil
5	Period of Consultancy	Six years from the date of signing the agreement with LIFE Mission or till a period required for completion and handover the project whichever is later and a defect liability period of five years from the date of handing over the project
6	Bid Submission	The Bids/Quotations shall be submitted in the format given in general conditions of contract. Section 5, Format 5.
7	Last date of Submission	23.11.2023 @5.00PM
8	Eligibility& Selection Criteria	Must be a Government Accredited Agency as per G.O.(P) No. 104/2021/Fin Dated 02.09.2022
9	<b>Key Dates</b>	
	Date of issue	14.11.2023 @10.15 AM
	Last date for bid submission	23.11.2023@ 5.00PM
	Opening date	24.11.2023 @ 11.00AM

# 1. INTRODUCTION

## 1.1. LIFE Mission Kerala

LIFE Mission is one among four flagship missions of Government of Kerala under Navakeralam Karma Padhathi. One of the major targets of the life mission is to provide decent homes for all homeless who could not afford to have a house without social backing. This includes construction of multistoried apartment complexes for total rehabilitation of landless homeless. Eligible beneficiaries are identified in all Local bodies.

LIFE Mission has already taken up construction of LIFE apartments using LGSF & PEB technology. Being new technology construction. LIFE Mission intent to appoint an agency for TPQMA service.

## 1.2. Objective

For successful implementation of LIFE Mission projects using LGSF&PEB technology, LIFE Mission intends to select a TPQMA.

It is proposed that the TPQMA will assist LIFE Mission in implementation of this Project till the successful completion, commissioning and handing over of apartments to beneficiaries and comprehensively super check the works as well as service of the PMC and Quality of works carried out by the Contractors.

**Interested accredited agencies for undertaking TPQMA service for construction of LIFE Apartments using LGSF & PEB technology are invited all over the Kerala to submit their Request for Proposal.**

## 1.3. Scope of Work

1.3.1 Details on the Services to be provided by the TPQMA are specified in the General conditions of contract (annexure 1)

## 1.4. Details/documents provided for the submission of Proposal

- .Notice Inviting Tender
- . Detailed Request Of Proposal
- . Scope of work by the TPQMA
- . Eligibility
- . Instructions & Guidelines
- . Term of reference
- . Selection Process
- . Bidding format & submission

## 1.5. Eligibility

Accredited agencies of the Government of Kerala are eligible up to their enlistment limit as per G.O.

## 1.6. Submission of Proposals

1.6.1. The eligible bidders shall be required to submit signed copies of the following along with the application.

- i. Signed copy of Financial proposal
- ii. Signed copy of RFP
- iii Copy of their enlistment order
- iv. Details of Permanent Account Number (PAN)
- v. GST registration certificate

1.6.2. Interested bidders may send their queries to [lifemissionengg@gmail.com](mailto:lifemissionengg@gmail.com) only by email giving the subject of mail as “RFP Clarification” on or before 20.11.2023 @1.PM .The queries received without the subject line specified will not be considered. Telephone calls related to queries will not be entertained. LIFE Mission will not be responsible for any of the bidder’s email related to the query that has not been delivered to the address mentioned above. The queries from the bidders will be considered in the following format only.

Sl no:	Queries	Ref. Section, Page No: and Clause in the RFP Document
1		
2		

1.6.3 The Bidder is advised to visit and examine the Site of Works and its surroundings and obtain for itself on its own responsibility all information that may be necessary for preparing the bid and entering into a contract for TPQMA service.

1.6.4. **Interested Accredited Agencies may download the RFP from the website [www.lifemissionkerala.gov.in](http://www.lifemissionkerala.gov.in).**

1.6.5 Eligible Bidders shall furnish the required information on their proposals in the enclosed formats only. Any deviations in format, the tender will be liable for rejection

1.6.6. Proposal/ Tender in sealed envelope superscribed with the words “**Expression of Interest as TPQMA for construction of LIFE tower Apartment using PEB and LGSF technology - No. LM/EW/32/TPQMA/2019-20**” contain Technical and Financial documents as per RFP by speed Post/ by hand to the **CEO, LIFE Mission Kerala, BSNL Bhavan, Navakeralam Karma Padhathi, 3<sup>rd</sup> Floor, Uppalam road, Statue, Trivandram on or before 23.11.2023 at 5.M.**

## 1.7. Selection and evaluation of Proposal

1.7.1. Tender will be opened at the office of CEO, LIFE Mission Kerala, BSNL Bhavan, Navakeralam Karma Padhathi, 3rd Floor, Uppalam road, Statue, Trivandram on 24.11.2023 at 11.00 AM

1.7.2 The Bids submitted by agency as above for undertaking TPQMA service for construction of LIFE apartments.

1.7.3. The bids submitted by bidders shall be initially scrutinized to establish "Responsiveness". A bid may be deemed "Non-responsive" if it does not satisfy any of the conditions mentioned below, but not limited to;

1.7.3(a) It is not received within the time and date specified.

1.7.3(b) It does not include sufficient information for evaluation

1.7.3.(c) It is not in the formats specified or incomplete in any respect

1.7.4 The evaluation shall be strictly based on the information and supporting documents provided by the applicants in the RFP. It is the responsibility of applicants to provide all supporting documents necessary to fulfill the mandatory eligibility criteria. In case, information required by LIFE Mission is not provided by the applicant, LIFE Mission shall proceed with evaluation based on information provided and shall not request the applicant for further information.

1.7.5 Government accredited agencies are eligible up to their enlistment limit

1.7.6 The financial bid shall contain the financial details offering the rate of centage charges as percentage of estimated value or value of work done whichever is lower.

1.7.7 Selection of bidder shall be based on the lowest financial bid submitted.

**1.7.6 Centage charges shall be quoted excluding GST.**

1.7.8 An agreement should be signed in a non-judicial stamp paper of appropriate value between CEO, LIFE Mission and the selected agency for a period up to defects liability period of the delivering services based on the successful selection through this RFP.

1.7.7 Chief Executive Officer, LIFE Mission reserves the right to accept or reject the Bids from any applicant without assigning any reason whatsoever.

For more information on the NIT, contact to the **Chief Executive Officer , LIFE MISSION KERALA, NAVAKERALAM KARMA PADHATHI, 3rd Floor, BSNL Bhavan, Uppalam Road , Statue, Thiruvananthapuram 695 001. Phone No. 0471-2335524, during working hours. E-mail: lifemissionengg@gmail.com**



CHIEF EXECUTIVE OFFICER  
LIFE Mission Kerala  
(For and on behalf of Governor of Kerala)

## SECTION 2

### INSTRUCTIONS TO BIDDERS

#### 2.1. General Instructions

1. This RFP is invited for selection of Third Party Quality Monitoring Agency service (TPQMA) for construction of LIFE apartment complexes.
2. The tender document can be downloaded from website of LIFE Mission, [www.lifemission.kerala.gov.in](http://www.lifemission.kerala.gov.in) . Tenders shall be submitted in hard copy to the CEO, LIFE Mission within the prescribed time. The details can be obtained from the office of the LIFE mission on all working days from 14.11.2023 at 10.15 AM to 5.00PM.
3. The Project Management Consultancy Service Providers (herein after referred to as the TPQMA) are invited to submit their bids as specified in this RFP for providing Third Party Quality Monitoring Agency services for a period of six years or period required for completion and handing over of the project including defect liability period, whichever is later.
4. The TPQMA should familiarize themselves with the local conditions and take them into account in preparing their proposals

2.2. Conflict of Interest: TPQMA is required to provide professional, objective, and impartial services, at all times holding LIFE Mission's interest paramount, strictly avoiding conflicts with other assignments or its own corporate interests and acting without any consideration for future work. The TPQMA has an obligation to disclose to LIFE Mission any situation of actual or potential conflict that impacts its capacity to serve the best interest of the LIFE Mission. Failure to disclose such situations may lead to the disqualification of the TPQMA or the termination of its Contract and/or sanctions by the Government.

2.3. In preparing the Proposal, the TPQMA is expected to examine the RFP in detail. Material deficiencies in providing the information requested in the RFP may result in rejection of the proposal. The technical committee may seek clarification from bidders, if required.

2.4. Bids should be submitted online on or before 23.11.2023 at 5.00 PM



- 2.5. The proposal shall comprise the documents and forms listed in this RFP. TPQMA shall include a statement of an undertaking to observe the laws against fraud and corruption (including bribery) while competing for and executing the contract. This RFP indicates the period during which the TPQMA's proposal must remain valid after the proposal submission deadline. During this period, the TPQMA shall maintain its original proposal without any change.
- 2.6. The TPQMA shall not subcontract or outsource the whole or a part of the Services unless otherwise agreed by LIFE Mission.
- 2.7. Activities and items described in the Technical Proposal but not priced in the Financial Proposal, shall be assumed to be included in the prices of other activities or items, and no corrections are made to the Financial Proposal.
- 2.8. Proposals must be direct, concise, and complete. LIFE Mission will evaluate bidder's proposal based on its clarity and the directness of its response to the requirements of the project as outlined in this RFP. Bidders shall furnish the required information on their technical and financial proposals in the enclosed formats only. Any deviations in format or if the information is not provided properly, the tender will be liable for rejection.
- 2.9. Bidders shall submit application in the enclosed formats (Format 1-5) and copy of other documents as per Para 1.6.1 to the office of the CEO, LIFE Mission either in person or by post so as to reach on or before the date and time as indicated. Proposal received after the submission deadline will be treated as non-responsive.
- 2.10. The CEO, LIFE Mission or his authorized representative will open the bid in the presence of any intending bidders or his authorized representatives who may present at the time, on the day mentioned in this RFP.
- 2.11. The CEO, LIFE Mission does not bind himself to accept the lowest or any other bid and reserves to himself the authority to reject any or all of the bid received without assignment of a reason.
- 2.12. **The CEO, LIFE Mission reserves the right to withdraw this RFP**, partly or fully, if LIFE Mission or Government determines that such action is in the best interest of the Government of Kerala. LIFE Mission undertakes that all the information shared by the applicant will be held in strict confidence and will not be made public unless directed by law.

- 2.13. Arbitration and Jurisdiction: If any disagreement or dispute arising between LIFE Mission and the TPQMA in connection with the Agreement and work order, both parties will make every effort to resolve it amicably, by direct negotiation. If they failed to resolve, LIFE Mission will refer such issues to an arbitrator, appointed by Government of Kerala and the award of the arbitrator, as the case may be, will be final and binding on both the parties. Proceedings shall, unless otherwise agreed by the Parties, be held in Thiruvananthapuram, Kerala. Cost for arbitration shall bear by both parties equally.
- 2.14. Applicable law: The Agreement and work order shall be governed by the laws and procedures established by Government of Kerala, within the frame work of applicable legislation and enactment made from time to time concerning such commercial dealings.
- 2.15. Amendment of RFP Document: At any time prior to the deadline for submission of RFP, LIFE Mission may for any reason, modify the RFP document, the amendment document shall be notified through e-tender portal and such amendments shall be binding on all the bidders.
- 2.16. Information relating to the examination, clarification, comparison and evaluation of the RFP submitted shall not be disclosed to any of the responding applicants or their representatives or to any other persons not officially concerned with such process until the evaluation process is complete. Undue use of confidential information related to the process, by any applicant, may result in rejection of its RFP.
- 2.17. Commencement of Service: The successful bidder is expected to start the work within 7 days on signing the agreement.
- 2.18. Corrupt and Fraudulent Practices: LIFE Mission requires compliance with its policy in regard to corrupt and fraudulent/prohibited practices as set forth in this RFP. In further pursuance of this policy, TPQMA shall permit LIFE Mission or its representatives to inspect the accounts, records and other documents relating to the submission of the proposal and execution of the contract, in case of award, and to have the accounts and records audited by auditors appointed by LIFE Mission.
- 2.19. The proposal submitted by the bidder shall be valid up to **90 days** from the last date for submission of online bid.
- 2.20. Successful bidder has to execute an agreement is non-judicial stamp paper of appropriate value with LIFE Mission within 15 days of acceptance of the offer.

## SECTION 3

### TERMS OF REFERENCE

#### **GENERAL CONDITIONS OF CONTRACT**

##### **1. General**

- Assist the LIFE Mission to maintain the quality standards of the civil and electrical works by independent assessment/audit of the quality of works at various stages of Construction of LIFE Apartments Projects.
- Certify the quality of materials as well as construction and provide the necessary guidance and support to address any necessary improvements for proper completion.
- **Super check 10%** of the check measured work completed by the contractor.

##### **2. Scope of work**

1. After reviewing the standard contract document of PMC and contractor, the working drawings, Specification and after conducting site inspection provide a project implementation report. It should include the following items.
  - i. Detailed methodology of execution of audit including the test that will be conducted and outlining the quality audit procedure.
  - ii. Audit plan of the project clearly identifying the audit stage for each type of work.
2. All Prefab material will be checked and certified prior to its dispatch to site.
3. Ensure that the mandatory tests of materials are done by the contractor and the test results are satisfactory. Report in this effect should be submitted to LIFE Mission.
4. The purpose of quality audit is to ensure that all components of work is executed
  - a. As per approved designs, drawings and specifications.
  - b. Executed with compliance to the relevant laws / statutes and practices / guidelines related to workers welfare, safety at worksite, insurances, etc.
  - c. The quality audit at construction sites shall include (but not be limited to) the following: Assess independently the quality of construction vis- à-vis the standards specified in the bidding documents and good engineering practices including disaster resistant construction standards.
  - d. Review the degree of quality control exercised during the construction by the contractor/Project Management Consultancy maintaining adequate arrangements / practices (tests, numbers, frequency, approach and timing etc.)/documentation (QC registers, test reports, observations of supervisory staff, compliances etc.) and the degree of monitoring done by the line department identify non-compliances and suggests necessary improvements and compliance methodologies.
5. Review that the test reports of the materials / workmanship that were tested by the contractor as required in the individual contract document are satisfactory.
6. Carry out additional testing of the materials and on works at any stage of

construction wherever necessary at site, factory or in the approved laboratories at the request of LIFE Mission.

7. Review the action taken on the earlier reported non-compliances.
8. Assist the LIFE Mission in resolving the issues related to non-compliances. The TPQMA's responsibility does not end by merely pointing the defects rather they should facilitate the follow up action required to rectify the defects.
9. Certify the compliances to the observations made during the earlier visits; and provide overall opinion on the quality of works based on audit done.
10. Surprise field visits shall also be carried out without advance Information to the Contractors and Project Management Consultant.
11. Upon field inspection and tests the Consultants, where required and in critical cases through the Engineer in Charge of LIFE Mission shall arrange to issue 'stop work' notice to the contractors and assist in remedying the defects. This shall be done only in exceptional cases where continuance of works may jeopardize the ultimate quality and safety of structure, safety of workers and of third parties etc.
12. Ensure PMC is carrying out all mandatory tests and the results are satisfactory as per the contract conditions.
13. Reporting
  - i. The field visits which shall be an ongoing activity shall be undertaken as per the audit strategy finalized. Audit reports will be submitted within 3 days of inspection of the work. The reports shall highlight for each contract package, status and progress of work, audit opinion, status of compliance to earlier observations, critical issues, and follow-up actions. The Consultants will submit all the work audit inspection reports to LIFE Mission. Any critical issues needing stoppage of work need to be reported immediately to the LIFE Mission Engineer, through different means (telephone, e-mail).
  - ii. In addition, the consultant will comply with any other reporting requirements as agreed in the project inception stage. Reports on non-compliances are to be transmitted immediately (on real time basis through email/ other means).

#### 14. Schedule of deliverables

The LIFE Mission will facilitate for the TPQMA to conduct audit as per the strategy. The key deliverables for the assignment along with respective timelines are as follows:

- An inception report containing the Quality Audit methodology, field procedures and quality control plan.
- Submission Quality Assurance Plan and reporting formats for approval of LIFE Mission.
- Audit reports would be prepared for each site and submitted within 3 days of completion of the field inspection and completion of work.
- Timely submission of TPQMA reports to LIFE Mission in approved formats.
- Monthly progress report within seven days of the end of reporting month.

- Final Review Report – one month prior to winding up of the project or completion.
- An Updated Quality Audit report in case of re-audit/revisit to the same site.
- The Agency will be, if needed, make a presentation on site quality audit, clarification on any issues and answer questions raised by LIFE Mission/ Govt. of Kerala.

15. Profile of team composition required

	Positions	Qualifications
TPQMA Team	Project manager ( Civil Engineer)	Graduate in Civil Engineering with minimum 15 years of experience in construction management of civil engineering construction projects in a senior supervisory position with experience in prefab construction
	Civil Engineer	Graduate in Civil Engineering with minimum 7 years' experience in the field of civil construction works related to multi-storied buildings and should have worked in the technical/ quality audit teams
	Electrical Engineer	Graduate in Electrical Engineering with minimum 5 years of experience in electrical works for multi- storied buildings and should have managed technical audit in the past. Demonstrate expertise of working in coastal areas.

## 16. Reporting format

FORM-1

Third Party Quality Monitoring Report of Projects under LIFE Mission

<b>Name of TPQM Agency</b>			
<b>Date of Visit</b>			
<b>Current Visit No.</b>			
<b>Previous visit with date</b>			
<b>A. PARTICULARS OF PROJECT</b>			
1.	Name of the State /UT:		
2.	Name of the City:		
3.	Name of Project:		
4.	Implementing Agency		
5.	Location of the Project		
6.	No. of Houses in the project		
7.	Description of Work. i. Carpet/ Built up area of house ii. No. of EWS houses in one block iii. No. of blocks iv. Total no. of houses v. Type of Structure (G,G+1, G+2etc.) vi. No. of storeys/floor.		
8.	Duration of Project		
9.	Date of Award of work		
10.	Date of commencement	Scheduled	Actual
11.	Date of completion	Scheduled	Expected
12.	Inspection undertaken by ( Name) (with contact detail) :	1.	
		2.	
13.	Name of PMC/ LIFE Mission representative present during visit		
14.	Name of Contractor's representative present during visit		
15.	Name of Community/LSGI representative present during visit		
16.	State any deviation from that sanctioned in terms of number of houses or size or location or Layout		
17.	Compliances required a. Compliance to time limit. b. Compliance to price escalation. c. Compliance to legal clauses. d. Compliance to liquidated damages.		

	e. Compliance to penalties.	
18.	Any other comment	
<b>B. QUALITY ASSURANCE IN THE PROJECT</b>		
1.	Whether authenticated copy of contract document, structural drawings and copies of specifications are available at site?	
2.	Whether the Inspection Registers, Site order book and Quality control Test registers are maintained at the site properly and endorsed by the Engineer-in-charge?	
3.	Whether list of approved materials to be used is available at site?	
4.	Is there a provision in Contract/Tender to provide 'Test facilities on site'?	
5.	Whether testing facilities to check quality of material is available at site? if yes attach list of Equipments	
6.	<ul style="list-style-type: none"> <li>(i) Whether the structural Designs are approved / Proof checked by competent Authority</li> <li>(ii) Name of the approving authority for structural design.</li> <li>(iii) Whether the statutory certificate for disaster resistance design and compliance of codal provision is endorsed by the structural designer on the structural drawings fit for execution, specially in case of multi-storeyed construction.</li> <li>(iv) The work is being executed as per the approved drawings fit for execution.</li> </ul>	
7.	Whether manufacturer test certificate for cement, steel, pipes, walling system etc. have been obtained with supply and records are being maintained?	
8.	Whether all mandatory tests of construction material, road work, sanitary work, plumbing work, electrical work and concrete in foundations, walling systems, slabs etc are carried out at stipulated frequency?	
9.	Whether regular tests of materials and construction products are being got done from accredited labs ? If yes, details of such labs	

10.	Whether centering /shuttering is checked for staging & propping, line & level, dimensions, cleaning etc. and its quality approved before each stage and record maintained.	
11.	Specific control is being done on work procedures for LGSF & PEB frame and walling system work	
12.	Whether steel and Fiber cement board register is maintained and checked at site.	
13.	Suitability of water for construction i. What is the source of water ii. Has water been tested and approved by Engineer-in-charge before construction iii. Has water been tested subsequently as per Requirement	
14.	Quality of work and workmanship, Comments on	
	i. PEB+LGSF work is done as per specification DSR & as per BMTPC Technology profile Whether Columns are in plumb (check for verticality).	
	ii. Fiber Cement Board (Joint details, verticality) walling system	
	iii. Whether joints of walling system is properly finished as required	
	iv. Tile work, Doors and windows	
	v. Seepage, if any	
	vi. Cracks, if any	
	vii. Any other	
15.	Whether floor slope (especially) in bath, WC, kitchen, terrace and balcony etc. are proper?	
16.	Whether dampness/leakages noticed? If yes, state location and probable reasons.	
17.	Whether remedial measures are undertaken by PMC and LIFE Mission to stop Dampness & Leakages? if any.	
18.	Whether Service lines(Electrical, Plumbing, Others) if any, provided in walling system	
19.	Whether disaster resistant features have been incorporated?	
20.	Whether precautions taken for dewatering and protecting site from flooding as applicable?	
21.	Whether sample units/items are completed and approved by competent LIFE Mission	



	member before start of mass finishing work?		
22.	Whether Adequate plinth height (above the general ground level) is provided to the ground floor of the building to avoid possibility of rain water and reptiles in the building.		
23.	Comments on tests already done but not found satisfactory (specify action to be taken)		
24.	Frequency of visit by LIFE Mission officials		
25.	Any other comments		
26.	Overall assessment of quality (in view of structural stability, non-structural work and workmanship) * <i>video/photographs of the ongoing works maintained by Implementation Agency may be referred as the case may be.</i>		
<b>C. PROGRESS - HOUSING COMPONENTS</b>			
1.	Numbers of houses sanctioned in the project		
2.	Numbers of houses Completed		
3.	Numbers of houses in progress		
4.	Stages of Progress (Multi storied buildings) : i) Foundation/ Plinth level(Nos.) ii) LGSF (Frame work)Level(Nos.) iii) Walling components (Nos.) iv) Finishing level(Nos.) v) Total units completed(Nos.) <b>*(Provide detailed report in Form2)</b>	( Specify No. of Units)	
5.	Size of Unit (Carpet Area)	Sanctioned	As per Implementation
6.	Overall physical progress of Housing (in %)		
7.	Whether the building plan(s) conform to KMBR norms?		
8.	Whether authenticated building plans and revisions if any, are available?		
9.	Deviation, if any		
10.	Any innovative/ cost effective/ green technology has been used?		
11.	Any other comment		
<b>D. PROGRESS- CIVIL INFRASTRUCTURE COMPONENTS</b>			
1.	Whether Contract for infrastructure components (i.e. water supply, Sewerage, Drainage, Roads, SWM etc.) have		

	been awarded?	
	i) If no, Time line for award of contract for infrastructure works.	
	ii) If Yes, State the progress of work in % a. Water Supply b. Sewerage c. Drainage d. Roads e. Solid Waste Management f. Electrification g. Any other component (as per sanctioned components) <b>*(Provide detailed report in Form 2)</b>	
<b>E. PHYSICAL PROGRESS OF THE PROJECT/PACKAGES</b>		
1.	Is there an approved program / schedule of work & whether the same is available at site office	
2.	Overall Percentage progress at the time of inspection vis-à-vis expected as per contract.	
3.	Details of milestone as per contract vis-à-vis their achievement	
4.	Reasons for delay	
<b>F. VARIATIONS w.r.t. SANCTIONED COVENANTS</b>		
1.	Are there any major variation because of: i. Specifications ii. Quality iii. Quantity iv. Designs (Architectural /Structural) v. Period of Construction(Increase/Decrease)	
<b>G. COST VARIATION and TIME-OVERRUNS</b>		
<b>Cost variation:</b>		
1.	Whether there is cost variation?	
2.	If yes what are the reasons: i. Change in Quantities ii. New/Additional Items of work iii. Price Escalation Any other ( to be specified)	
<b>Time Overruns:</b>		
1.	Whether there is time overrun?	
2.	If yes what are the reasons: i. Delay in issue of work order ii. Delay in signing agreement iii. Delay in Handing Over site of work to the Contractor iv. Delay in actual start of work by the Contractor v. Delay in procurement of material ( give reasons) vi. Delay due to lack	

	interdepartmental coordination Any other ( to be specified)	
<b>H. REMEDIAL MEASURES TO IMPROVE PROGRESS AND QUALITY</b>		
<b>Undertaken by Implementation agency to improve the:</b>		
1.	Physical Progress	
2.	Financial Progress	
3.	Quality management	
4.	Comments and suggestions of TPQMA on above	
<b>I. COURT CASES AND LITIGATIONS</b>		
1.	( To be specified)	
2.		
<b>J. OTHERS</b>		
1.	Feedback of beneficiaries regarding provision of Physical & Social infrastructure.	
2.	Any specific observation by the beneficiary	
3.	Overall observation on the project (with adequate photographs covering project to a large extent including quality issues as applicable) 1. Critical observations 2. Action suggested by TPQMA to PMC & LIFE Mission	
4.	Action taken report on previous report: i. Observations of TPQMA ii Action suggested by TPQMA iii Action taken by IA (Implementation Agency) iv Whether TPQMA is satisfied with the action taken by IA	
5.	TPQMA's Overview of the Project (in 400-500 words) in a separate sheet	

*\*The format is indicative; the information will vary for different type of projects. The information may be added/deleted as appropriate*

**(Signature)  
Name and  
Designation**

**(Signature)  
Name and Designation**

**FORM-2**

<b>DETAILED REPORT ON PROPOSED WORKS</b>				
<b>Sl.No.</b>	<b>Component</b>	<b>Whether in progress (Yes / No)</b>	<b>Whether Inspected (Yes /No)</b>	<b>Comments</b>
<b>A. BUILDING WORK:</b>				
1.	Earthwork			
2.	Concrete work (Sub-structure /up to plinth)			
3.	LGSF			
4.	Walling system			
5.	Doors			
6.	Windows			
7.	Steel work			
8.	Flooring			
9.	Roofing			
10.	Finishing			
11.	Internal services (Plumbing & electrical)			
12.	External Services			
<b>B. CIVIC INFRASTRUCTURE WORKS:</b>				
<b>a. WATER SUPPLY:</b>				
1.	Sump Tank			
2.	Overhead water tank			
3.	Pipelines			
4.	Pump sets.			
5.	Rain Water Harvesting tank & pits			
6.	Tank for recycled water			
7.	Tube wells/Bore well/KWA water			
<b>b. SEWERAGE:</b>				
1.	Sewer Trap Connect. Chamber			
2.	Collection network pipes			
3.	Inspection chambers			
4.	Sewerage pump Stn (SPS)			
5.	SPS to STP Pipeline			
6.	STP			
7.	Septic tank			
8.	Soak-pit			
<b>c. STORM WATER DRAINS:</b>				
1.	Side drain ditches			

<b>d. ROADS</b>				
1.	Pathways			
<b>e. ELECTRIFICATION:</b>				
1.	H.T. Supply lines			
2.	L.T. Supply lines			

3.	Transformer			
4.	Street Lighting			
<b>f. SOLID WASTE MANAGEMENT:</b>				
1.	S. W. Collection System			
2.	Dust Bins/Containers			
3.	S.W. Disposal area			
<b>g. COMPOUND WALL:</b>				
1.	Compound/Boundary wall			
2.	Entrance Gate			
<b>h. MISCELLANEOUS:</b>				
1.	Retaining wall			
2.	Any other (to be specified)			
<b>C . ANY OTHER ( To be specified)</b>				
1.				
2.				
3.				

## **2. Responsibilities of the Client**

The Client shall perform all obligations required of it as owner in order to enable the Consultant to successfully perform its obligation under this contract. Obligations of the Client shall generally be as follows:

- (a) The quality monitoring of project is entrusted with the Consultant, on consultancy charge basis. All the payments of the project to the Consultant shall be as per clause 4 & 5 of this agreement.
- (b) The Client shall provide to the Consultant necessary available data to perform their works. Any delay by the Client will be added to the time of completion.
- (c) The client shall ensure free access for the Consultants personnel to the site as well as Client office for discussion regarding the project subject to the normal security practices of this client.
- (d) The Client shall make available adequate land with properly demarcated boundaries and free from any legal restrictions and hindrance free site, at least one month before the commencement of work.
- (e) The Client shall depute as and when needed, an officer with sufficient powers for taking technical and financial decisions and for keeping liaison with the Consultant and for looking after the progress of implementation of the work.
- (f) The Client shall review and approve or communicate their comments on technical documents and reports submitted by the Consultant for this purpose, as early as possible. The Client shall make prompt payment of reimbursements to Consultant on production of proof as per clause 7.
- (g) If the Consultant fails to comply with any of this obligation here under or winds up his business or his business is dissolved etc in such event the client shall be

entitled to cancel this consultancy contract to get the unfinished consultancy work at the risk and cost of the consultant.

**2. INSURANCE BY THE TPQMA**

During the performance of Services here under, Consultant shall take out, carry and maintain insurance as applicable statutorily for all personnel employed by them.

**3. GENERAL**

Changes in the scope of work shall be worked out by mutual consultation between the Client and the Consultant, provided that all such changes in the scope of work shall be recorded in writing and approved by the parties, along with the terms and conditions agreed upon.

**4. TPQMA SERVICE FEE AND PAYMENT TO CONTRACTOR**

The Quality Monitoring of the project is entrusted with the Consultant, on the agreed consultancy charge. The fees for the consultancy services offered as provided in scope of consultancy services etc, will be **quoted \_ \_ \_ \_ % of actual value of work done or estimate value whichever is less.**

**5. TERMS OF PAYMENT**

The Consultant will be paid at the agreed rate for actual value of work done or estimate amount, whichever is lesser. The fee payable to the Consultant shall be released progressively on achievement of the milestones mentioned below:

Sl No	Mile Stone	Description ( Detailed activities to be completed)	% of payment to be released
1.	Pre-construction works	<ul style="list-style-type: none"> <li>• Issue of Technical sanction to 10 pilot prefab projects</li> <li>• Assisting LIFE Mission during pre bid meeting, tender evaluation and executing agreement with the contractor</li> <li>• Submitting the approval by TS committee of HPL for the estimate, specifications and detailed working drawings, in addition to the structural design duly vetted by IIT/ NIT submitted by the EPC Contractor and recommend the same for execution.</li> </ul>	10

2.	On submission of	<ul style="list-style-type: none"> <li>• Methodology of TPQMA</li> <li>• Deployment schedule of TPQMA team</li> <li>• Listing out mandatory test to be carried out for LGSF structure</li> <li>• Issue of certificate regarding the quality of prefab material (factory/site)</li> <li>• Submission of documents submitted by the contractor (as per section A &amp; B of the RFP for prefab tower) duly certified by PMC and TPQMA</li> </ul>	5
3.	On completion of 30% work of total awarded value at site	<ul style="list-style-type: none"> <li>• On receipt of up to date monthly progress report including the quality statement as per clause 13, 14 and 16 of clause 2.</li> </ul>	15
4.	On completion of 50% work of total awarded value at site	<ul style="list-style-type: none"> <li>• On receipt of up to date monthly progress report including the quality statement as per clause 13, 14 and 16 of clause 2.</li> </ul>	20
5.	On completion of 75% work of total awarded value at site	<ul style="list-style-type: none"> <li>• On receipt of up to date monthly progress report including the quality statement as per clause 13, 14 and 16 of clause 2.</li> </ul>	20
6.	On completion of 95% work of total awarded value at site	<ul style="list-style-type: none"> <li>• On receipt of up to date monthly progress report including the quality statement as per clause 13, 14 and 16 of clause 2.</li> </ul>	15
7.	On issue of completion certificate	<ul style="list-style-type: none"> <li>• On receipt of up to date monthly progress report including the quality statement as per clause 13, 14 and 16 of clause 2.</li> </ul>	10
8.	After defect liability period		5

**6. Assignment & Sub Consultancy**

The Consultant shall not transfer or sublet any portion of the work without the prior written consent of Client. He may however, engage professionals as necessary to complete the assignment.

**7. Amendment**

8. No amendment or other variation of the terms and conditions of the Contract shall be valid and effective unless it is mutually agreed and in writing and is dated, expressly refers to the Contract, and is signed by a duly authorized representative of each party hereto. Each party shall give due consideration to any proposal for amendment/ modification made by other party with proper reasoning therefore

## **8. Termination & Effect of Termination**

### **8.1 By the Client**

Client may, without any prejudice to any other remedy for breach of agreement, by not less than 30 days written notice of default sent to the Consultant, terminate this agreement in whole or in part if,

- (a) The Consultant fails to provide any or all of the services within the period (s) specified in the agreement or within any extension thereof if granted by the Client pursuant to the condition of agreement or fails to remedy a failure in performance of his obligations hereunder within such period as the Client may have approved in writing.
- (b) The Consultant become insolvent or bankrupt or enter into any agreements with their creditors for relief of debt or take advantage of any law for benefit of debtors or go into liquidation or receivership whether compulsory or voluntary.
- (c) The Consultant fails to comply with any final decision reached as a result of arbitration proceedings pursuant to Clause 13.
- (d) The Consultant submits to the Client a statement which has a material effect on the rights, obligations, or interests of the Client and which the Consultants know to be false.
- (e) If the Consultant, in the judgment of the Client has engaged in corrupt or fraudulent practices in executing the agreement.

### **8.2. By the Consultant**

Consultant may, by not less than 30 days written notice sent to the Client, terminate this agreement if,

- (a) The Client fails to pay any money due to the Consultant pursuant to this contract, which is not subject to dispute within thirty (30) days after receiving written notice from the Consultant that such payment is overdue and payable.
- (b) The Client is in material breach of its obligations pursuant to this contract and has not remedied the same within thirty (30) days (or such longer period as the Consultant may have approved in writing) following the receipt by the Client of the Consultant's notice specifying such breach.
- (c) The Client fails to comply with any final decision reached as a result of arbitration proceedings pursuant to Clause 15 thereof.

## **9. Payment upon Termination**

Upon the termination of this contract pursuant to clause 10 above, the Client shall



after adjusting dues, if any recoverable from the Consultant make the payment to the Consultant. In the event of termination Consultant shall be paid for the services rendered for carrying out the assignment till the date of termination after adjusting dues.

#### **10. Force Majeure**

Except as herein after provided no party hereto shall be liable for failure to perform any of its obligations under this agreement where such failure was due to reasons beyond such party's control such as Acts of God, acts of third parties laws, regulations or other acts of civil or military authorities, fire, flood, epidemic restrictions, riots, delays in transportation and inability due to causes beyond such party's control to obtain necessary labour, materials or manufacturing facilities or strikes, lockout or other concerted actions of the workman or any other circumstances of whatsoever nature beyond the control of either party provided that the party claiming the force majeure has affected its performance shall give notice to other party immediately but not later than 15 days after becoming aware of the first occurrence of force majeure giving full particulars of the case or events and the date of first occurrence thereof.

Notwithstanding the foregoing however if performance required by this agreement be delayed or prevented for more than 3 months either party may terminate this agreement by giving notice either before or after expiration of such 3 months of its intention to terminate to the party.

#### **11. Confidentiality**

Consultant agrees that all knowledge and information not within the public domain which may be acquired during the carrying out of this contract shall be for all time and for all purpose regarded as strictly confidential and shall not be directly or indirectly disclosed to any person without the written permission of Client.

#### **12. Intellectual property rights**

Any and all creations, inventions, discoveries, improvements, works of authorship, know-how, confidential information, drawings, blueprints, technical information, records, reports, notebooks, designs, logos, computer programs and other materials or data generated, developed, conceived or made are sulting from the Services or

otherwise relating to the Project ("Intellectual Property") shall be deemed to be work made for hire and shall become the sole and exclusive property of the Client. The Client shall have full ownership of, and the right to use, such property for all purposes. Consultant shall disclose promptly to the Client all Intellectual Property and shall assign such Intellectual Property to the Client and shall sign any and all applications, assignments or other instruments that the Client may deem necessary in order to enable it to apply for, prosecute, obtain and/or evidence and/or copyrights, trademarks and service marks, and other rights for such Intellectual Property or in order to assign and transfer to the Client the entire right, title and interest in and to all such Intellectual Property and in and to any patents, copyrights, trademarks, and/or service marks that may issue thereon. The Client shall have the right to use, publish, translate, reproduce, deliver, and/or dispose of all Intellectual Property and to authorize others to do so, for any and all purposes. Consultant shall grant all licenses necessary or appropriate in furtherance of this Agreement.

**13. Arbitration**

The Parties shall make best efforts to resolve all differences and disputes arising in connection with the Terms, through mutual co-operation and consultation. In case the differences or disputes are not settled amicably, the dispute shall be referred for arbitration to a Sole arbitrator to be appointed jointly by the parties after a Party gives notice to the other Party of its intention to refer a dispute to arbitrator. Each party shall be responsible for paying one-half of the remuneration to the Sole arbitrator.

The proceedings of the arbitration shall be in accordance with the provisions of the Arbitration and Conciliation Act 1996 and amended on 2015. The award passed by the Sole arbitrator shall be final and binding on the parties. The language of the arbitration proceedings shall be in English and the venue of arbitration shall be Thiruvananthapuram.

**14. Jurisdiction** The courts in Kerala shall only have the jurisdiction to try any dispute arising out of this Agreement.

**15. Liquidated Damages**

If the consultants do not complete the assignment under this agreement as per specifications and time schedule for reasons entirely attributable to them, other than the delay on the part of the contractor penalty will be imposed by the client on the consultants at the rate of 1.5% for each month's delay subject to the maximum of 5% of the consultancy fee on the value of the work.

## SECTION 5. BIDDING FORMATS

### Format 1

#### General Information about the Applicant

SL No	Information sought	Details to be furnished
1	<b>Contact Details of the Applicant</b>	
1.1	Name of the Agency	
1.2	Address for communication	
1.3	Telephone Numbers Office Number Mobile Number of authorized contact person	
1.4	Email address	
1.5	Website address	
1.6	Name of key functionary and designation	
1.7	Email Id of key functionary	
1.8	Mobile No of key functionary	
2	<b>Business Information</b>	
2.1	Total cost of work newly taken up in the current financial year (in Rs. Crore)	
2.2	List of Consultancy assignments completed in the last Five years ending 31 <sup>st</sup> January, 2022	Format 2
2.3	List of Consultancy assignments in progress (Civil/Electrical)	Format 3
2.4	Details of In-house Engineering Personnel	Format 4
2.5	GST Reg No.	
2.6	Permanent Account Number	
Date		
	Signature of the authorized signatory:  Name:  Designation:  Company Seal:	

**Format 2**

**Details of Consultancy /TPQMA service works completed in last five years ending January 31<sup>st</sup>2023**

Sl No	Name & Type of the Building	Owner	Construction execution agency	Built up area (in Sqft)	Number of Floors	Total Project Cost (in INR Crs)	Date of completion	Total time (in months) taken for completion

**Format 3**  
**Details of Consultancy works in progress**

Sl No	Name & Type of the Building	Owner	Construction execution agency	Built up area (in Sqft)	Number of Floors	Total Project Cost (in INR Crs)	Date of commencement	Present e of struction

Signature of the Authorized person:

Name:

Date:

Office Seal:

Designation:

**Format 4**

**Details of In-house Engineering Personnel**

SI No	Name of the Officer	Designation	Qualification	Years of Experience in Construction field	Years of experience, if any, in prefab building construction field

Signature of the Authorized person:

Name:

Date:

Company Seal:

Designation:

*Note:*

*Details of engineering personnel whose service would be made available for the proposed construction work only may be provided*

**Format 5**

**Financial proposal submission**

To:  
Chief Executive Officer,  
LIFE Mission Kerala

Dear Sir,

I/We, the undersigned, offer to provide the Third Party Quality Monitoring Agency(TPQMA) services for LIFE Apartment projects using LGSF&PEB TECHNOLOGY all over kerala, in accordance with your Request for Proposal dated 13.11.2023 covering all the terms and conditions stipulated therein and our Financial Proposal. Our attached Financial Proposal **excluding GST is as below**

I/We understand

1. You are not bound to accept any proposal you receive.

<b>Sl.No</b>	<b>Description</b>	<b>Quoted percentage of consultancy charge (% of value of work done or estimate amount whichever is less)</b>
1	Third Party Quality Monitoring Agency for Construction of LIFE Apartments using LGSF & PEB Technology all over kerala.	

**Date**

**Signature**  
Office Seal





