

Expression of Interest No: File PI.D/C3/16158/RUSA/Elle/2018 dated 19.04.2025

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Annual maintenance Contract of 5 Numbers of (8 Passenger) lifts (Make ThyssenKrupp) installed at Various campuses of Kannur University.

The last date for receipt of Expression of Interest for Annual maintenance Contract of 5 Numbers of (8 Passenger) lifts (Make ThyssenKrupp) installed at Various campuses of Kannur University. is 03/05/2025 at 4:00PM Technical Bid will be opened on 05/05/2025 at 11:00AM, Financial bid will be opened on 05/05/2025 at 2:30PM

For details visit :[www.kannuruniversity.ac.in](http://www.kannuruniversity.ac.in) (Ph:04972715321, 04972715257)



Prof.(Dr.) Wilson V A

Development Officer (Registrar in-charge)

## KANNUR UNIVERSITY

Kannur University invites Expression of Interest in sealed two cover format ( Technical & Financial) from Licensed and Experienced Contractor/Agency/Special Agency/consultant for the Annual maintenance Contract of 5 Numbers of (8 Passenger) lifts (Make ThyssenKrupp) installed at following campuses of Kannur University.

SL No	Location	License no	Elevator ID	Make	Capacity
1	Mangattuparamba Campus	30/L1/2023-24	4-47-20-020	ThyssenKrupp	8 Person
2	Mangattuparamba Campus	30/L2/2023-24	4-47-20-019	ThyssenKrupp	8 Person
3	Dharmasala Campus	30/L3/2023-24	4-47-20-018	ThyssenKrupp	8 Person
4	Palayad Campus	04/L/2023-24	4-47-20-018	ThyssenKrupp	8 Person
5	Nileshwaram Campus	119/EIS/1	4-47-20-017	ThyssenKrupp	8 Person

### Scope of Work

Annual Maintenance Contract (including spare parts) for the Lifts mentioned above for 5(five) years (List of spare parts should be specified by the contractor)

### II. Eligibility criteria

The Contractor/Agency/Special Agency/consultant should fulfil the following eligibility criteria (Proof of each to be submitted)

- The Contractor/Agency/Special Agency/consultant should be registered in India with office in Kerala having experience for the last 5years in the similar nature of works. Proof by production of certificate /copy of agreement from client to be submitted along with offer.
- The Contractor/Agency/Special Agency/consultant should have valid PAN Number.
- The Contractor/Agency/Special Agency/consultant should also have GST registration certificate.
- The Contractor/Agency/Special Agency/consultant should furnish a self certified undertaking to the effect that they have not been black listed in India by any government department/Agency/Special Agency/consultant in last 5years.

### III. Execution of Agreement

Selected Contractor / Agency / Special Agency /consultant will have to enter into an agreement in stamp paper with the Registrar, Kannur University. The agreement will be in force till the expiry of the Annual Maintenance contract. At the time of executing the Agreement Security Deposit as per rule shall be submitted.

### IV. Time Schedule

The period of AMC will be for 5 Years from the date of agreement.

### V. Submission of Expression of Interest

The rate for the aforesaid work and should be **quoted for each lift separately**. The applicable **GST should be shown separate**. The Expression of interest should be submitted in a sealed cover. The financial bid and Technical bid shall be submitted in two separate covers. Separate bid



for five lifts shall be prepared and shall be submitted in a single cover.

#### **VI. Visit to Site**

The Contractor/Agency/Special Agency/consultant before submitting Expression of Interest for the work shall ensure that, they have visited the Site and satisfied about the site conditions for the work and for logistics and smooth flow of work men, and materials as well as permission from Authorities for this purpose.

The travelling expenses to Kannur University Office and the project sites by Agency / consultant/ Special Agency /consultants or their representatives to be engaged by The Agency/consultant, shall be borne by the Agency/consultant themselves.

#### **VII. General Conditions**

- i. The financial bids for 5 lifts in one cover and Technical bid in another cover shall be submitted.
- ii. **Incomplete, late, and conditional offers** will be summarily rejected. Tenders with AMC rate quoted for all the 5 lifts only will be considered.
- iii. Registrar, Kannur University reserves the right to reject any or all the offers without any reason whatsoever.
- iv. The Contractor /Agency /Special Agency/ consultant should fulfil the above mentioned eligibility criteria (proof of each to be submitted).
- v. Validity of offer:-The offer for Expression of Interest (EOI) shall be valid for a period of three months from the date of opening of the offer and on special case the same will be extended further if mutually agreed.
- vi. The Expression of Interest shall be submitted in sealed cover super scribing the name of work as " ANNUAL MAINTENANCE CONTRACT OF FIVE NUMBER OF 8 PASSENGER ELEVATORS AT VARIOUS CAMPUSES OF KANNUR UNIVERSITY (Make ThyssenKrupp)
- vii. Offers in sealed cover containing required documents should reach the Registrar Kannur University on or before 03/05/2025 at 4.00 pm. The Technical bid will be opened on 05/05/2025 at 11.00 a.m and the financial bid of the technically qualified Contractor/Agency/Special Agency/consultant will be opened on 05/05/2025 at 2.30 PM in the Office of the Registrar, Kannur University in the presence of the Contractor or their authorized representatives present. **Intended participants should download the notification and enclose the same with the EOI documents duly signed**

Further details in this regard can be obtained on all working days from the following address in person/by phone.

1. Executive Engineer (Civil) Ph: 0497- 2715251
2. Section Officer Planning and Development C section Ph:0497-2715321
3. Website:<https://www.kannuruniversity.ac.in>

The Expression of interest in sealed envelope shall be addressed to  
**The Registrar**  
**Kannur University**  
**Civil Station PO**  
**Kannur-670002**  
**Kerala**

#### **VIII .The EOI requires**

The cover sheet of the document shall state "Proposal for Annual Maintenance Contract of Elevators 5-Nos at various campuses of Kannur University" Submitted by

It shall be a brief report (in a sealed cover with a superscription 'Technical Bid') having the following sections for technical evaluation:

I. It shall be a brief report (in a sealed cover with a superscription 'Technical Bid') having the following sections for technical evaluation.

II. Financial bid in a separate sealed cover.

#### **IX. Evaluation Process and Criteria**

A two-stage evaluation procedure will be adopted for evaluating the proposals for selection of bidders. The bidder shall submit both technical bid and financial bid in separate sealed covers. The financial bids shall be opened only after completing the evaluation of the technical proposal. University will follow the Quality & Cost Based Selection (QCBS). The weightages as signed for the technical and financial proposals will be in the ratio of 70:30.

##### **A. Technical Bid Evaluation**

- i. The bidders must meet all the prequalification criteria stated in Annexure I. The bidders who meet all the prequalification criteria will be invited to conduct a technical presentation of the project proposal submitted with the Expression of Interest (EOI).
- ii. It is the responsibility of applicants to provide all supporting documents necessary to fulfil the mandatory eligibility criteria. In case, information required by Kannur University is not provided by the applicant, Kannur University shall proceed with evaluation based on information provided by the applicant.
- iii. Kannur University's evaluation committee shall evaluate the Technical Proposal (Documents and Presentation) on the basis of their responsiveness to the Terms of Reference and the Expression of Interest, applying the evaluation criteria and sub-criteria. A proposal shall be rejected at this stage if it does not respond to important aspects of the Expression of Interest.
- iv. Technical bid Evaluation will be based on the following criteria



SL. No	Evaluation Criteria	max Marks
1	Valid Registration -proof submitted or not	4
2	valid GST No -proof submitted or not	2
3	valid PAN number-proof submitted or not	2
4	Proof of Experience -proof submitted or not	2
5	Experience 5 years/less than 5 years/more than 5 years less than 5 years -5 marks, 5 years -10marks more than 5years-15marks	15
<b>Total</b>		<b>25</b>

#### B. Financial Bid

- The Financial Bids of the shortlisted bidders will be opened by the Registrar or his/her authorized representative. The bidders will get a message on the financial bid opening date and time prior to the scheduled opening. These Financial bids shall be then opened, and the prices recorded.
- The Bidder is deemed to have included all prices in the financial bid, so neither arithmetical corrections nor price adjustments shall be made. The total price, including taxes, specified in the Financial Bids shall be considered as the offered price.
- Evaluation of Price Bid: The total cost including all applicable taxes as quoted by the bidders will be compared. The bids will be awarded a financial score (FBS). The bid with lowest total cost (L1 bid) will be awarded 100% FBS (considered as base value). Then the other bids will be awarded FBS inversely proportional to their bid value. Thus the L1 bid will have the greatest FBS and the H1 (highest bid) will have least FBS.
- Overall Evaluation of Bid: The overall evaluation of bids shall be done using QCBS model. The Final Score (FS) shall be calculated based on the formula;  $FS = [TBS \times 70\% + FBS \times 30\%]$ .

**[I e. Final Score (FS) =TechnicalScorex70%+FinancialScorex30%]**

- The Contract shall be offered to the vendor whose bid achieves maximum Final Score



  
**REGISTRAR(I/C)**

## Application Format

To,

Registrar, Kannur University  
Thavakkara Civil Station PO  
Kannur-670002

Sir,

Sub: – The Annual maintenance contract of Elevators (6Nos) at various campuses of Kannur University for a period of ..... Years

In response to the Expression of Interest (EOI) published on for the above purpose, we would like to express interest to undertake the Annual maintenance contract of Elevators (6Nos) at various campuses of Kannur University Kannur University. As instructed, we attach Technical Bid (2 copies) in the sealed cover consists of the following documents.

1. Organization contact details (Format-1)
2. Annexure I with Documents specified
3. Annexure II Form of financial bid in another sealed cover

Sincerely yours,

Signature of the bidder

(Full name of the bidder)

Stamp

Place:

Date:

Encl: As above.

Note: This is to be furnished on the letterhead of the firm/organization.

**FORMAT-1**

Sl No.	Organizational contact details	
1	Name of Firm/Organization.	
2	Main areas of business	
3	Type of Organization-Central/State Govt. organizations/ PSUs	
4	Whether the firm has been blacklisted by any Central Govt. /State Govt./PSU/Govt. Bodies. If yes, details thereof.	
5	Address of registered office of the firm/organization with telephone number and Tax.	
6	Addresses of Offices in Kerala	
7	Contact Person with telephone no. &e-mail ID	

Signature of the bidder

Full name of the bidder

Stamp &date



**Annexure-1**

The below listed shall be included in the cover containing Technical bid.

Sl No	Pre-qualification Criteria	Supporting Compliance document
1	The Contractor/Agency/Special Agency/consultant should be registered in India with office in Kerala having experience for the last 5years in the similar nature of works.	Copy of the certificate should be provided as proof
2	The Contractor/Agency/Special Agency/consultant should have valid PAN Number and GST registration certificate.	Copy of Certificates to be enclosed
3	The Contractor/Agency/Special Agency /consultant should furnish a self certified undertaking to the effect that they have not been black listed in India by any government department / Agency / Special Agency/consultant in last 5years	Self-declaration signed by authorized signatory
4	The Contractor/Agency/Special Agency / consultant should have 5 years experience in similar works. Proof by production of certificate /copy of agreement from client to be submitted along with offer	Copy of work order/Agreement/MoU

Signature of the bidder  
Full name of the bidder  
Stamp &date



## Annexure 2

The below listed shall be included in the cover containing Financial bid.

Financial bid for the project to undertake the annual maintenance contract of elevators (5Nos at various campuses of Kannur University for a period of.....years

SL No	Elevators Details	Rate without GST	Rate with GST	Total Amount	Remarks
1	Mangattuparamba Campus License : 30/L1/2023-24 Elevator ID: 4-47-20-020				
2	Mangattuparamba Campus 30/L2/2023-24 Elevator ID:4-47-20-019				
3	Dharmasala Campus 30/L3/2023-24 Elevator ID:4-47-20-018				
4	Palayad Campus 04/L/2023-24 Elevator ID:4-47-20-018				
5	Nileshwaram Campus 119/EIS/1 Elevator ID:4-47-20-017				

Signature of the bidder  
Full name of the bidder  
Stamp &date