

NATIONAL GAMES SECRETARIAT

EXPRESSION OF INTEREST FOR EMPANELMENT OF SPECIALISTS/ EXPERTS FOR THE PREPARATION OF PRELIMINARY PROJECT REPORT OF SPORTS INFRASTRUCTURE

1. Introduction

As part of the overall sports infrastructure of the State it has become necessary to consider various requests/ proposals pertaining to developmental works of playfields/ stadiums etc which are not venues of the National Games and outside the scope of the work of the existing consultants of the NGS. The purpose of this EOI notice is to **empanel the Specialists/ experts for the preparation of a preliminary project/ feasibility report** for each of these proposals. The appointment of the specialists will be made, based on necessity, for each of the project which may be located in any part of the State of Kerala.

2. Broad scope of Service

Scope of the work of the specialist/expert is to submit the preliminary feasibility study/ report for each proposal depending on the nature of work ie, up gradation work /new construction work and the type of the proposed structure and its facilities and also preparation of inspection report of work done.

The report should include the sourcing of available documents including drawings etc., sports requirements at site as per local factors, layout of the proposed options in 3D perspective, block estimate, funding resources provided/ anticipated, utility prospects, inspection reports or any other such need as per site conditions and client requirements. Changes in the scope of work shall be worked out by mutual consultation between the Department and the experts.

3. Fees structure for the Specialists/ Experts

- a. To carry out any preliminary survey works at site if required based on PWD approved rates as per existing Government orders.
- b. To provide a lump sum payment fee for the experts @ Rs.3000/- Rs.5000/- per site visit (subject to the approval of the CEO on each occasion), apart from actual costs incurred with bill supports.
- c. To provide a preliminary report preparation fee subject to a maximum of Rs.25,000/- per site considering the volume of work involved.

4. Eligibility

- a. The Specialist/ experts firm should have at least 5 years experience in providing technical expertise services for the construction of infrastructure projects such as stadiums, playfield developments, sports infrastructure, industrial buildings and commercial buildings including parking landscaping, etc.
- b. The firm should have a fully established and functional office in Kerala.

5. Submission of Application:

Single application can be submitted for the above services. The format of the application form and information to be furnished for the empanelment are attached with this EOI.

The decision of short listing of the Specialist/ experts will be taken by the NGS and will be final and binding on all concerned. The shortlist/empanelment shall have a validity upto 31st December 2012.

CEO, NGS reserves the right to accept or reject any or all the applications without assigning any reasons thereof.

The EOI to be submitted in the prescribed format is available in the website: www.35thnationalgames.in. The EOI in sealed cover along with all necessary documents shall be submitted to the **'Chief executive Officer & Secretary, National Games Secretariat, Chandrasekharan Nair Stadium, Palayam, Thiruvananthapuram – 33'** on or before **16.00 hrs on 15th October 2011.**

Application for Empanelment of the Specialist/ experts for the preparation of the preliminary/ feasibility project reports for sports infrastructure works.

To

The Chief Executive Officer & Secretary
National Games Secretariat
Chandrasekharan Nair Stadium
Palayam
Thiruvananthapuram – 33.

I/ We have read and understood the instructions and the terms and conditions contained in the application form. I/We do hereby declare that the information furnished in the application and in the supplementary sheets is correct to the best of my/our knowledge and belief. The undersigned is fully authorized to sign and submit this application form on behalf of the organization, he/she represents.

Signature :

Name :

Designation :

Address :

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Place :

Date :

Seal of the applicant

Information to be furnished by the applicant for Empanelment of the Specialist/ experts

1.	Name and registered office address	
2.	Year of establishment of the firm and the registered office	
3.	Address of the office	
4.	Names, qualifications and experience of all technical personnel in the firm	
5.	Important projects executed during last 5 years by the firm together with relevant details such as cost of the work etc. The full address of the clients for whom the works have been executed including name of contact persons and contact nos.	
6.	Income Tax No.(PAN/TAN) Furnish copies of last Income Tax Clearance	

Signature of the applicant with
Full address & Office Seal