



**NATIONAL GAMES SECRETARIAT
GOVERNMENT OF KERALA**

**Expression of Interest
for the
Empanelment of Agencies for providing
Specialized Prefab Structures and
Temporary Overlays on Rental Basis
35th National Games, Kerala**

July 8, 2013

**National Games Secretariat,
Chandrasekharan Nair Stadium, Palayam,
Thiruvananthapuram, Kerala, India**

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Introduction

The National Games of India is the premier Multi Discipline Sporting Event held in the country, once in every two years. As the custodian of the National Games, the **Indian Olympic Association (IOA)** has allocated the **35th National Games** to the **State of Kerala**. The 35th National Games are now scheduled to be held in February 2014.

The **National Games Secretariat** (the “NGS”) is the Nodal Agency of the Government of Kerala for organizing the Games. In this capacity, NGS is undertaking detailed Venue Planning and envisages the setting up of Specialized Prefab Structures and Temporary Overlays / Pandals in various Venues as well as the Games Village on hire/ rental basis for the smooth conduct of the Games. The Overlays are proposed to be procured and setup on hiring/rental basis for periods ranging from one week to one month, with provision for extension in select Venues.

NGS is inviting this **Expression of Interest (EoI)**, for identifying and short listing suitably experienced Agencies under following 2 categories:

1. Supply and Installation of Specialized Prefab Structures in Games Village and Karyavattom Stadium
2. Supply and Installation of Temporary Overlays / Pandals in all Venues / Locations

Venues are spread across seven Districts of Kerala and the requirements in each venue will range from 1000 Sq.ft to 100,000 Sq.ft. Accordingly, NGS intends to short list Vendors for providing Specialized Prefab Structures and Overlays / Pandals in different categories, in order to cater to the varying requirements of Overlays area.

The interested parties having appropriate experience in the indicated category may submit their Application in accordance with the conditions laid down in this Invitation to EoI. After due evaluation, NGS shall short list potential Vendors under different categories and on finalization of the detailed Venue Planning, shall invite financial quotations from the shortlisted Vendors for setting up the Specialized Prefab Structures and Overlays / Pandals as per the requirements in each Venue.

NGS reserves the right to not to follow up this EoI and terminate the entire EoI Process, without assigning any reason or without any obligation to any of the Applicants.

35th National Games – The Venues and Games Village

Typically, the National Games are awarded to a single City and most of the Competition Disciplines shall be held in that Host City. However, for the first time in the history of the Games, the 35th National Games is scheduled to be **held in the seven Districts of the State of Kerala, namely, Kannur, Kozhikode, Thrissur, Ernakulam, Alappuzha, Kollam and Thiruvananthapuram**. The Games shall have 34 Competition Disciplines and 2 Demonstration Events to be held in 29 Competition Venues and 1 Event Venue over a two week period. In Thiruvananthapuram, a Games Village is being setup for housing around 5,000 Participants. The Competition Venues and the respective Events / Disciplines proposed to be held in each

Venue are listed in below Table.

Sl No	Name of Venue	Events / Competition Disciplines
	Thiruvananthapuram District – 15 Disciplines in 13 Competition Venues & 1 Event Venue	
1	Greenfield Stadium, Karyavattom	Opening & Closing Ceremonies
2	Aquatic Complex, Pirappancode	Aquatics, comprising of Swimming, Diving & Water Polo
3	University Stadium, Palayam	Athletics
4	Jimmy George Indoor Stadium , Vellayambalam	Gymnastics & Handball
5	Shanghumugham Beach	Beach Handball (clubbed with Handball)
6	Sreepadam Stadium, Attingal	Kabaddi & Kho Kho
7	Indoor Stadium, Agricultural College, Vellayani	Netball & Taekwondo
8	NH Bye pass, Kovalam	Triathlon
9	Tennis Complex, Kumarapuram	Tennis
10	IRC, Shanghumugham	Wushu
11	Chandrasekharan Nair Stadium, Palayam	Cycle Polo & Squash
12	LNCPE Velodrome, Karyavattom	Cycling
13	New Shooting Range, Vattiyoorkavu	Shooting
14	Army Shooting Range, Mookkunnimala	Shooting – Trap & Skeet
	Kollam District – 2 Disciplines in 2 Venues	
15	New Hockey Stadium, Ashramam	Hockey
16	Lal Bahadur Shastri Corporation Stadium	Rugby 7s
	Alappuzha District – 2 Disciplines in 1 Venue	
17	Punnamada Lake	Canoeing & Kayaking and Roving;
	Ernakulam District – 7 Disciplines in 5 Venues	
18	Jawahar Lal Nehru Stadium, Kaloor	Archery
19	Rajiv Gandhi Indoor Stadium, Kadavanthra	Badminton & Table Tennis
20	CIAL Trade Fair Centre, Nedumbassery	Fencing & Karate Do
21	CIAL Golf Course, Nedumbassery	Lawn Bowls
22	Munambum Beach	Yachting
	Thrissur District – 3 Disciplines and Football (part) in 3 Venues	
23	Corporation Stadium, Thrissur	Football (Women)
24	VKN Menon Indoor Stadium	Judo & Weightlifting
25	Indoor Stadium, Thriprayar	Boxing
	Kozhikode District – 2 Disciplines and Football (part) in 4 Venues	
26	Corporation Stadium	Football (Men)
27	Medical College Ground	
28	VKK Menon Indoor Stadium	Volleyball & Sepak Takraw
29	Kozhikode Beach	Beach Volleyball (clubbed with Volleyball)

Sl No	Name of Venue	Events / Competition Disciplines
	Kannur District – 2 Disciplines in 1 Venue	
30	Indoor Stadium, Mundayad	Basketball & Wrestling

In addition to the Games Venues, a Games Village is coming up in Menamkulam, in the North Western outskirts of Thiruvananthapuram.

An Overview of Requirements

There are two distinct categories of temporary Structures required to be set up in the various locations and venues as detailed below

1. **Specialized prefab structures** to be set up predominantly in Games Village and Karyavattom Stadium (Venue for Opening and Closing Ceremonies) for high end applications like
 - a. Base Kitchen
 - b. Food Courts
 - c. Reception Desks
 - d. Accreditation Desks
 - e. Travel Desks
 - f. Help Desks
 - g. IOA /GTCC Office Space
 - h. GV Mayor's Office
 - i. Medical Centre
 - j. Media Centre
 - k. Recreational Zone
 - l. Health Club
 - m. Conference Halls
 - n. Green Rooms / Change Rooms
2. **Specialized Prefab structures** in Games Village for Accommodating Participants in Housing Units.
3. **Temporary Overlays / Pandals** involving tent like structures, predominantly coming in Competition Venues, covering conduct related requirements like Administration Office, Dining Areas, Information Centres, First Aid and Medical Centers, Change Rooms, Wash Rooms, Sports Persons Hold up zones, Sports Conduct Zones, Temporary Galleries comprising of modular seating, Furniture, etc.

The aforesaid facilities are proposed to be setup in Specialized Prefab Structures / Temporary Overlays / Pandals, which shall broadly have the following features:

- Specialized Prefab Structures comprising of Wall Panels made up of PUF / PVC coated Polyester Fabric, structural members made up of Aluminium / Steel Structures, Roof made up of PUF / PVC coated Polyester Fabric/ Aluminium Sheet, False Ceiling of appropriate make, Structural Framework for Flooring – Aluminium or Plastic Panel or Steel Structures, Flooring - wooden plywood flooring with metal frame and Jackie system with suitable carpeting or other appropriate materials to ensure a rich ambience and high degree of human comfort.
- Temporary Structures / Tents using different materials of construction including water resistant fabric, fixed on prefabricated steel structure, with appropriate roofing.
- Modular seating for creating temporary galleries for events like Beach Handball, Beach Volleyball, Triathlon, Canoeing and Kayaking, Rowing, Yachting; where entire spectator seating and participant seating will have to be provided using Temporary Galleries.

- The sizes of individual units may range from 100 Sq.ft to 30,000 Sq.ft in each Venue /Location. While some Units may have to be covered on all sides, some Units may have to keep open on sides.
- Where flooring is to be provided, it may be wooden plywood flooring with metal frame and Jackie system with suitable carpeting or other appropriate materials to ensure a rich ambience and high degree of human comfort.
- In specific instances the specialized Prefab Structures may have to be air conditioned, with internal temperature not more than 25 Degree Celsius.
- As required Electrical fittings, sufficient inbuilt lighting arrangements, Doors and Windows made of Aluminium/Other material, Emergency Exits with sign boards, and necessary safety arrangements, Furniture and other furnishings, wherever applicable.

Preference will be given to those Vendors who have additional infrastructure like Mobile Toilet Complexes, Mobile DG Sets, Uninterrupted Power Supply (UPS) Systems, Public Address Systems, etc available on hiring / rental basis, in order to provide a total end-to-end solution for the Games.

The Selected Specialized Prefab Structures and Temporary Overlays Vendor/(s) for a particular Location will have to supply and erect the Overlays/ Pandal strictly in accordance with the Designs and Specifications provided by NGS. The intention is to maintain uniformity of “**look and feel**” and “**Games Identity**” in all Games Venues/Locations.

In addition to the Overlays / Pandal requirement in the various Venues, about 90,000 Sq.ft of Specialized Prefab Structures shall be required for providing high end Social Infrastructure and about one lakh Sq.ft of Specialized Prefab Structures for providing high end Housing Units in the Games Village. Accordingly, it is estimated that around 4.55 lakh Square feet of Specialized Prefab Structures and Temporary Overlays / Pandal shall be required across various Venues / Locations in the State of Kerala for the 35th National Games.

NGS intends to procure the services of reputed Agencies who have requisite capability, experience and resources to undertake the Supply and Installation of Specialized Prefab Structures and Temporary Overlay Structures on hiring/rental basis across the 7 districts of Kerala, as per their capability and choice of location(s).

The indicative requirement of Overlays / Pandal across Kerala for the 35th National Games, as per the preliminary assessment is presented in the Table below.

Location	No of Venues	Total Area (in Sq.Ft)
Games Village – Specialized Prefab Structures for all Components of Social Infrastructure	1	90,000
Games Village – Specialized Prefab Structures for Temporary Housing Units	1	100,000
Karyavattom Stadium– Specialized Prefab Structures for Artists	1	20,000
Karyavattom Stadium – Temporary Overlays for Contingent and Artist hold up area	1	30,000
Thiruvananthapuram - Other Venues	13	100,000

Location	No of Venues	Total Area (in Sq.Ft)
Kollam	2	10,000
Alappuzha	1	15,000
Ernakulam	5	45,000
Thrissur	3	15,000
Kozhikode	4	25,000
Kannur	1	5,000
Grand Total		455,000

The aforesaid figures are only indicative and are subject to changes. The Venue wise exact requirements shall be provided to the shortlisted Vendors at the time of inviting financial bids.

Scope of Services

The Agency's scope of services shall include Supply, Installation, Testing, Commissioning, Maintenance/Upkeep, Dismantling and Removal of the Specialized Prefab Structures and Temporary Overlay Structures / Pandals, on hire/rental basis, which are to be erected at various locations across Kerala, as per the designs provided by NGS. The duration of the hiring may range from 1 week to 1 month with provision of extension in select Venues. The Agency will also be required to provide all resources, manpower, equipments and consumables required for the successful performance of the entire Overlays at locations selected by them. The overlays installed shall be ready to use structures in all respects with proper lighting, Electrical Fixtures, Air Conditioning systems and Finished Flooring as specified.

The EoI Process

Before finalising the scope and terms of procurement terms for the Specialized Prefab Structures and Temporary Overlays, NGS is inviting **Expressions of Interest (EoI)** from interested Agencies of National/International repute, that have adequate prior experience and capability in Supply, Installation, Testing, Commissioning, Maintenance / Upkeep, Dismantling and Removal of the Specialized Prefab Structures and Temporary Overlay Structures / Pandals for National/ International Events in India and abroad.

Through this EoI, NGS expects to short list potential Vendors in the following areas:

- 1) Vendors for Specialized Prefab Structures**
- 2) Vendors for Temporary Overlays/ Pandals**

Under the above referred two heads, Agencies shall be shortlisted in **multiple categories** as mentioned in the Table below, depending on their Capacity, Availability of own Resources, Prior Experience and Financial Capability. The intention is to short list a number of eligible Vendors under each category so that financial bids can be invited from the applicable short listed Vendors.

Sl No	Category	Minimum norms for each category (Built-up Area in Sq.ft)
1) Vendors for Specialized Prefab Structures		
1	Category A	50,000 and above
2	Category B	Up to 50,000
2) Vendors for Temporary Overlays/ Pandals		
1	Category A	25,000 and above
2	Category B	Up to 25,000
3	Category C	Up to 10,000

- 1) The Agency shall have sufficient resources, manpower, equipments and consumables required for the successful implementation of Assignments.
- 2) Submission of the EoI shall not guarantee an automatic selection of the Applicant during the RFP Process for selection of the Temporary Overlays Agency for the 35th National Games.
- 3) This EoI is intended to obtain market feed back in terms of various options and technologies available for meeting the Temporary Overlays requirements for the 35th National Games and in no way forms any commitment or indication of any business from NGS.

Accordingly, NGS is now issuing this Invitation to Expression of Interest (EOI), seeking Applications from Agencies interested in providing the Specialized Prefab Structures and Temporary Overlays on hire for various locations in the State of Kerala.

Minimum Eligibility Criteria

- 1) The Applicant should have been in the business of providing Specialized Prefab Structures or Temporary Overlay Structures on hire/rental basis, complete in all respect, for prestigious Events in the past 3 years.
- 2) The Applicant should have made profits from the aforesaid operations in the past 3 years.
- 3) The Applicant should have License issued by the Government /Authorities for running of the business of tendered items.
- 4) For each category, the Agency should meet the following minimum eligibility requirements.

Sl No	Category	Minimum norms for each category (Built-up Area in Sq.ft)	Project Value	Project Experience
1) Vendors for Specialized Prefab Structures				
1	Category A	50,000 and above	One Specialized Prefab project with value not less than Rs 160 lakhs Or Two Specialized Prefab project with value not less than Rs 95 lakhs	Minimum 3 projects with built-up area not less than 50,000 Sq.ft
2	Category B	Up to 50,000	One Specialized Prefab project with value not less than Rs 80 lakhs Or Two Specialized Prefab project with value not less than Rs 45 lakhs	Minimum 3 projects with built-up area not less than 20,000 Sq.ft
2) Vendors for Temporary Overlays/ Pandals				
1	Category A	25,000 and above	One Temporary Overlays Project with total value of Rs 20 lakhs Or Two Temporary Overlays Project with total value of Rs 12 lakhs	Minimum 3 projects with built-up area not less than 25,000 Sq.ft
2	Category B	Up to 25,000	One Temporary Overlays Project with total value of Rs 10 lakhs Or Two Temporary Overlays Project with total value of Rs 6 lakhs	Minimum 3 projects with built-up area not less than 10,000 Sq.ft
3	Category C	Up to 10,000	One Temporary Overlays Project with total value of Rs 4 lakhs Or Two Temporary Overlays Project with total value of Rs 2.5 lakhs	Minimum 3 projects with built-up area not less than 5000 Sq.ft

Contents of EOI

1. General Description of the Applicant As per **Annexure 1**
2. Experience Details for the last 3 Years as per **Annexure 2** including Client Certificate/ Copy of Contract/ Copy of Work Order/ or any other documentary proof for the works already undertaken and mentioned as part of Experience details.

3. Financial details of Applicant as per **Annexure 3**, along with Audited Annual Reports for the previous 3 years.
4. Applicant's choice of Category as per **Annexure 4**
5. Details of Applicants own Resources as per **Annexure 5**
6. Copy of License issued by the Government/ Statutory Authorities for operating the business mentioned in this EoI.
7. Any other special information as deemed relevant by the Applicant in support of the EOI

Modalities of EoI Submission

The **Expression of Interest (EoI)** shall include all information sought by NGS, in the section "**Content of EOI**".

The envelope should be superscribed "**EoI for the Empanelment of Agencies for providing Specialized Prefab Structures on Rental Basis – Category A/B**" or "**EoI for the Empanelment of Agencies for providing Temporary Overlays on Rental Basis – Category A/B/C**" as applicable, clearly marking the **Category** for which the Application is being submitted.

The EoIs should reach the Office of the **Chief Commissioner & Principal Coordinator of NGS** in the address mentioned below, before **4 pm on July 22, 2013**. Late submissions will be rejected.

National Games Secretariat,
Chandrasekharan Nair Stadium, Palayam,
Thiruvananthapuram - 695033, Kerala, India.
Ph: +91 471 2302287; Fax: +91 471 2302267
Email: 35thngskerala@gmail.com
Website: www.35thnationalgames.in

General Conditions

Each Applicant shall be liable to individually bear the cost of data collection, preparation and submission of this EoI.

NGS reserves the right to not to follow up this EoI and terminate the entire EoI Process, without assigning any reason or without any obligation to any of the Applicants.

For any clarifications on the EoI submission, the Applicant may contact the **Co-ordinator, NGS**, at the address given above; vide Letter / Fax / e-mail.

Sd/=

Chief Commissioner & Principal Coordinator of NGS

Annexure 1: General Description of the Applicant

Details of the Applicant		
1.	Name of the Applicant	
2.	Address of the Applicant	
3.	Status of the Company (Public Ltd/ Pvt. Ltd/Partnership/Proprietorship etc)	
4.	Date of Commencement of Business	
5.	Valid Sales Tax Registration No.	
6.	Valid Service Tax Registration No.	
7.	Permanent Account Number (PAN)	
8.	Name & Designation of the Contact Person to whom all references shall be made regarding this EoI	
9.	Telephone Number of Contact Person. a. Mobile number b. Office land line number (along with STD Code)	
10.	E-Mail of the Contact Person:	
11.	Fax No. (with STD Code)	

Annexure 2: Relevant Experience Details for the last 3 Years to meet Eligibility Criteria mentioned in this EoI

(Separate table for each assignment)

Item	Details
Title & Nature of the Assignment	
Client for whom the Assignment was undertaken	
Location of Assignment	
Assignment Cost/ Certified Billing (in Rs)	
Built-up Area (in sqft) of the Structure	
Facilities provided as part of Assignment	
Date of Commencement of Assignment / Contract	
Date of completion / Commissioning of Assignment	
Brief Description of the Assignment	

1. *Note: Please attach Client Certificate/ Copy of Contract/ Copy of Work Order or any other documentary proof for the works already undertaken and mentioned as part of Experience details.*

Annexure 3: Financial Details

Year	Net Profit
2011-2012	
2010-2011	
2009-2010	

Note: All figures quoted above shall be substantiated by attaching the Audited Annual Reports for the previous three years.

Annexure 4: Applicant's choice of Category

Sl No	Category	Minimum norms for each category (Built-up Area in Sq.ft)	Please Tick Mark the choice of Category of the Applicant
1) Vendors for Specialized Prefab Structures			
1	Category A	50,000 and above	
2	Category B	Up to 50,000	
2) Vendors for Temporary Overlays/ Pandals			
1	Category A	25,000 and above	
2	Category B	Up to 25,000	
3	Category C	Up to 10,000	

Annexure 5 – Details of Applicant’s Resources

Sl No	Details	Remarks
1	Total Built-up Area of Specialized Prefab Structures owned by the Applicant	Please specify Type and Area
	Total Built-up Area of Temporary Overlays - Hanger Type, Dome Type, Tent etc owned by the Applicant	Please Specify the type and Area separately
2	Mobile DG Sets	Please Specify capacity and number
	Uninterrupted Power Supply Systems	Please Specify capacity and number
3	Mobile Toilets	Please Specify number
4	Mobile Chemical Toilets	Please Specify number
5	Chairs and Tables	Please Specify number
6	Public Adress Systems	Please specify watts, capacity and number
7	Total area of carpet available with the Applicant	Please specify quantity