



# Kerala Co-operative Milk Marketing Federation Ltd.

Milma Bhavan, Pattom Palace P.O., Thiruvananthapuram - 695004

## **INVITATION FOR EXPRESSION OF INTEREST (EOI) FOR CARRYING OUT TOPOGRAPHICAL DIGITAL SURVEY USING TOTAL STATION KCMMF LTD (MILMA)**

Kerala Co-operative Milk Marketing Federation Ltd (KCMMF Ltd) invites Expression of Interest from interested Reputed Agencies/Experts for carry outtopographical digital survey using total station for KCMMF Ltd. Interested Service Providers/Parties who meet the qualification criteria may furnish their Expression of Interest with all the necessary documents, consultancy fee, other terms & conditions etc in a sealed cover along with the covering letter duly signed by an authorized signatory on or before **23.05.2022 by 14.00 hrs** at the following address:

### **THE MANAGING DIRECTOR**

**KERALA CO-OPERATIVE MILK MARKETING FEDERATION LTD.,MILMA BHAVAN,  
PATTOM PALACE P.O.  
THIRUVANANTHAPURAM - 695 004**

### **Last date for receipt of applications:-**

Application shall reach the address given below through post/courier/by hand before 14.00 hrs on 23.05.2022 KCMMF Ltd will not be responsible for postal/courier delay. The applications will be opened on the same day at 15.00 hrs.

Address to which Applications to be sent:-

Managing Director

Kerala Co-operative Milk Marketing Federation Ltd.Milma

Bhavan, Pattom P.O., **Thiruvananthapuram - 695 004**

Phone: 0471-2786442, 439, 405, 406

Email: [projects@milma.com](mailto:projects@milma.com) / [milma@milma.com](mailto:milma@milma.com), website: [www.milma.com](http://www.milma.com)

Managing Director reserves the right to invite similar proposal from any other organization/institution/expert even though they have not participated in the EOI. Managing Director's decision with regard to the short-listing of bidders shall be final and Managing Director reserves the right to reject any or all the bids without assigning any reason.

**MANAGING DIRECTOR**

**EOI DOCUMENT FOR CARRYING OUT  
TOPOGRAPHICALDIGITAL SURVEY USING  
TOTAL STATION**

**AT**

**Cattle Feed Plant, Malampuzha**

**&**

**Cattle Feed Plant, Pattanakkad**

**&**

**Central Products Dairy, Alappuzha**

**&**

**Ernakulam Dairy, Tripunithura, Ernakulam  
District**

**FOR**

**KERALA CO-OPERATIVE MILK MARKETINGFEDERATION,  
THIRUVANANTHAPURAM**

**No. KCMMF/KHO/PROJ (35)/2022**

**2022**

**A: BRIEF INFORMATION ABOUT THE PLANTS:**

Name of the Plants with location	<ol style="list-style-type: none"> <li>1. Cattle Feed Plant, Malmpuzha, Palakkad District</li> <li>2. Cattle Feed Plant, Pattanakkad, Cherthala, Alappuzha District</li> <li>3. Central Products Dairy, Punnapra, Alapuzha District</li> <li>4. Ernakulam Dairy, Tripunithura, Ernakulam District</li> </ol>
Nearest railway station from the proposed site	<ol style="list-style-type: none"> <li>1. CFP, Malampuzha - Palakkad</li> <li>2. CFP, Pattankkad - Cherthala</li> <li>3. CPD, Alappuzha - Ambalapuzha</li> <li>4. Ernakulam Dairy-Tripunithura</li> </ol>
Nearest town from the proposed site	<ol style="list-style-type: none"> <li>1. CFP, Malampuzha - Palakkad</li> <li>2. CFP, Pattankkad - Cherthala</li> <li>3. CPD, Alappuzha - Ambalapuzha</li> <li>4. Ernakulam Dairy-Tripunithura</li> </ol>
Name & address of the project authority	Kerala C-operative Milk Marketing Federation Ltd. (KCMMF), "Milma Bhavan", Pattam Palace P.O, Thiruvananthapuram, 695 004
Time of Completion for the field work	15 days
Time of completion for the submission and drawings and all documents	15 days after field work
Estimated cost of topographical digital survey using total station	3.0 Lakhs
Tender Fee	Rs.590.00 (incl. GST)

**B: BRIEF DESCRIPTION / PLANT AREA OF THE INFRASTRUCTURES WHERE TOPOGRAPHICAL DIGITAL SURVEY IS TO BE CARRIED OUT:**

<b>SL</b>	<b>DESCRIPTION</b>	<b>AREA</b>	<b>UNIT</b>
<b>1</b>	CFP, Malampuzha - Palakkad	9.382	Acre
<b>2</b>	CFP, Pattankkad – Cherthala	12.00	Acre
<b>3</b>	CPD, Alappuzha -Punnapra	18.53	Acre
<b>4</b>	Ernakulam Dairy-Tripunithura	25.41	Acre

**C. SCOPE OF WORKS AND TERMS & CONDITIONS.**

- 1 Topographical digital survey using Total Station - Scope of works

The successful bidder shall carry out topographical digital survey using total station at all the four locations namely CFP, Malampuzha ; CFP, Pattankkad, and CPD, Alappuzha and Ernakulam Dairy as per detailed scope of work given below:

**2. PRODUCTS**

**Materials**

SURVEYOR shall produce the following, to be included in the report.

**Drawings**

- In addition to the requirements elsewhere in this document, Drawings shall be provided for the site in Autocad electronic format.
- Five hard copies of each Drawing shall be provided to a scale of 1:500.

**Electronic Data Transfer**

The SURVEYOR shall provide electronic survey data on CD ROMS (Autocad formats). The preferred format is CD ROM for the bulk of

the data. A file must fit entirely on one CD, a continuous file across two volumes is not acceptable.

## **Records**

The SURVEYOR shall provide the following items for KCMMF's records:

### Topographical survey

- a. All original field notes on loose-leaf field books and 2 copies.
  - Project name, location date, crew, instruments used and serial numbers, barometric pressure and temperature, and weather conditions.
  - All horizontal angles observed and the mean.
  - All vertical angles observed and the mean.
  - All distances measured.
  - Instrument heights.
  - Sketch of traverse with each station clearly identified.
- b. Notebook of original field closures for all traverses.
- c. Northing, Easting, and Elevation listing on all points located.
- d. 2 copies of all drawings and calculations.

## **3. EXECUTION**

### **Topographic Map Content**

#### Limits of Mapping

The mapped area shall include the entire area of the property identified by the existing boundaries of the plant and a border area no less than 5 meters wide outside of the boundary of the identified property(s). However, the payment will be made as per the area covered by the boundaries multiplied by the unit rate.

#### **Planimetric Details**

##### a. General

Show accurately all significant natural and manmade features within the limits of mapping including, but not limited to, the following:

- Adjoining Highways, roads, streets, trails
- Internal roads, streets, trails etc. within the boundary

- Walls, fences
  - Field lines, overhead power lines
  - Pipelines - obtain location, elevation, properties, and size of underground / above ground pipelines and utilities at 10 meter intervals and at the change of direction in pipelines.
  - Buildings and other structures (such as transformers, tanks, towers, paved aprons, docks, etc.)
  - Dumps, storage areas
  - Manholes and other visible at grade utility structures
  - Shorelines, streams, ditches, channels, and other drainageways
- b. **Coordinate Grid System**
- Compile the map based on the plant grid system. Show the grid system on the map. Indicate on the drawing the permanent reference monuments to which the field work is tied for horizontal control.
- c. **Map Scale**
- Prepare mapping for display at a scale of 1:500.

### **Topographic Details**

- a. **General**
- The topographic survey shall be carried out on the basis of a square grid allowing a plotting with a distance of 3 m max. among the grid points surveyed, and by accurately plotted contour lines and spot elevations, the map shall depict the true topographic character of the area. Show contour lines at 0.25 meter intervals. Show spot elevations at all high points and low points, and at points of grade change between contours as necessary to accurately depict irregular terrain features. Show invert elevations for all storm drains/culverts, open channel drainage channels and sanitary sewer lines within the mapped area.
- b. **Elevation Datum**
- SURVEYOR shall relate map elevations to Plant datum. All vertical survey work shall be tied to the plant datum as agreed by KCMMF with year of adjustment specified, and shall be tied to the monument elevations.
- c. **Project Bench Mark**
- The SURVEYOR shall establish project bench marks at suitable

locations in the vicinity of the project sites as agreed with KCMMF. The project bench marks shall be new permanent reference monuments set by the SURVEYOR or shall be suitable marks placed on a secure, stable object that are easily identifiable and recoverable. The Project Benchmarks shall be shown on the map and clearly identified by description, plant coordinates and levels to plant datum . Bench marks shall be protected with guard rail (or posts) against accidental impact to assure their permanent integrity.

#### d. Permanent Reference Monuments

Permanent reference monuments required to be set under this specifications shall be as given below:

Concrete monument shall consist of a reinforced concrete post at least 600mm in width or diameter and at least 300mm for graded site / 500mm for un-graded site above ground with its precise position marked by either a point on a brass or aluminium cap, a formed cross, or a metal rod. The monument shall be placed so as to be solid and free from movement. When a brass or aluminium cap is used, it shall have the registration number of the land surveyor responsible or the corporate registration number or name legibly stamped or imprinted on it. The monuments shall be placed at least 610mm into the ground and shall be solid and free from movement.

### **Field Survey Requirements**

#### **General**

The SURVEYOR shall perform all field survey and reconnaissance work required to establish horizontal and vertical control. Perform sufficient supplementary field survey work to ascertain the true horizontal and vertical location of existing features.

#### **Field Notes and Records**

The SURVEYOR shall maintain clear, neat, and legible field notes showing all measurements made, together with sufficient sketches and narrative descriptions to ensure that the work performed can be accurately interpreted by anyone familiar with common surveying practices and procedures. Two copies of all calculations shall be supplied.

#### **Accuracy**

Perform field survey work with sufficient precision to ensure that the required accuracy of the finished map is achieved.

## **Computer Graphics Data**

### **General Data Requirements**

- a. Data Format - Electronic data shall be supplied by the SURVEYOR in a format compatible with the KCMMF's in Autocad Version 2015
- b. An electronic design file shall be provided for each of the final topographic maps. A composite of the total mapped area shall be produced in one electronic design file, in addition to the individual topographic maps. The graphics in this file shall be full size, 1:1. This composite file shall be supplied to the KCMMF along with the individual scaled map files.
- c. The composite design file shall be sent to the KCMMF at the earliest possible opportunity on completion of the survey complete with all information and prior to completion of the individual map files.

### **Scale**

Record scale-dependent data (such as text, cells, symbols) at a scale factorsuitable for display at the specified map scale.

### **Text**

Text shall be a minimum of 2.5 mm in height when plotted.

### **Symbols and Patterns**

Symbols and patterns incorporated into the map shall be appropriate cells available to the SURVEYOR either of his own creation or as supplied by other software packages. All symbols and patterns used shall be clearly identified assuch in the map legend on each drawing delivered.



**TENDER APPLICATION**

From

To

Managing Director  
Kerala Co-operative Milk Marketing Federation  
Ltd, Pattom Palace P.O,  
Trivandrum-695004

Sir,

Having examined the specifications and tender schedule, schedule of work and having acquired the requisite information relating to the tender in all respects, I/We

\_\_\_\_\_ hereby offer to execute the work as specified in this tender at the rates mentioned in the schedule of work attached in accordance with the specifications, conditions of the tender, the articles of the agreements and such other materials as may be prescribed from time to time.

Should this tender for ..... be accepted, I/We hereby agree to abide by and fulfill the terms and provisions of the said conditions of contract annexed hereto so far as they may be applicable or in default thereof to forfeit the E.M.D. and pay the KCMMF Ltd, the amount mentioned in the said conditions.

I/we ..... have deposited a sum Rs. ..../- (Rupees

.....only) as EMD in the form of crossed demand draft in favour of the Managing Director, KCMMF Ltd - Kerala, payable at Thiruvananthapuram. Should I/we fail to execute the agreement when called upon to do so, or to commence work as provided in the conditions, I/we do hereby agree that the KCMMF Ltd shall without prejudice to any right or remedy be at liberty to forfeit the EMD absolutely and also recover from me /us the entire loss that may be caused to the KCMMF Ltd. by retender arrangement of the work otherwise, under the provisions of Revenue Recovery Act or otherwise.

I/we agree that arbitration shall not be a means of settlement of any dispute or claim arising out of this contract.

Signature of the tenderer Full Name and address: Details of EMD:

DD No.                      dtd      for Rs.              drawn on

## **4.0 Section -1 - General Instructions and Terms and Conditions of the Contract**

### **1. Submission of tender**

Tender shall be submitted in sealed covers super scribing the name of the tender as Tender No. KCMMF/KHO/PROJ (35)/2022 dated 09.05.2022“ and shall contain the following.

- a. Complete set of EOI documents as issued by KCMMF Ltd, together with addenda/corrigenda if any, filled in and signed by the tenderer, with address stamps/seals wherever stipulated.
- b. Earnest money deposit of Rs.3000 /- (Rupees Three Thousand only) and Cost of tender in the form of crossed demand draft drawn in favour of, “The Managing Director, Kerala Co-Operative Milk Marketing Federation Ltd payable at Thiruvananthapuram.

The offer shall be valid for a period of 30 days from the date of opening of the tender. Tender not accompanied by Demand Drafts for Cost of tender and E.M.D. shall be rejected as non- responsive.

### **2. Acceptance / Rejection of tenders**

The tenders submitted after the stipulated time of submission shall be rejected. The tenders not submitted in the prescribed forms, not duly signed at the places marked, incomplete/torn off tender forms etc. shall be rejected. The Managing Director, Kerala Co-Operative Milk Marketing Federation Ltd, reserves the right to accept or reject any of the tenders without assigning any reasons thereof. Becoming the lowest offered party does not entitle a tender to award the work. Apart from cost, quality of work, track record of the surveyor etc. will also be considered for awarding the work.

### **3. Eligible Bidders**

3.1 This invitation for EOI is open to all eligible bidders as per the eligibility criteria of this bidding document and shall possess necessary license/certificate issued by Competent Authorities.

### **4. Amendment of EOI Documents**

At any time prior to the deadline for submission of bids, KCMMF may, for any reason, whether at its own initiative or in response to a clarification requested by a prospective Bidder, modify the EOI Documents by amendment.

The amendment will be notified in the website and will be binding

on all the bidders who submit the EOI document.

In order to afford prospective Bidders reasonable time in which to take the amendment into account in preparing their bids, KCMMF may, at its discretion, extend the deadline for the submission of bids.

## **5. Documents comprising the EOI**

The EOI prepared by the Bidder shall comprise the following components:

- a. A EOI Form and a Price Schedule completed in accordance with the relevant clauses.
- b. Documentary evidence established in accordance with the relevant clause that the Bidder is eligible to EOI and is qualified to perform the contract if EOI is accepted.
- c. Bid security (Earnest Money Deposit) furnished in accordance with relevant clause.

## **6. Bid Prices**

Unless stated otherwise in the bidding documents, the contract shall be for the Topographical survey of various sites cited above using Total Station as described in the invitation for bid based on the schedule of unit rates and prices submitted by the bidder. The tenderer shall quote for all the sites without fail.

The bidder shall fill in rates and prices for all items described in the Schedule of quantities, whether quantities are stated or not. Items against which no rate is entered by the bidder shall not be paid for by KCMMF when executed and shall be deemed to have covered by the other rates in the schedule of quantities.

All duties, taxes and other levies for the survey shall be payable by the bidder under the contract shall be included in the rate and the prices and total bid price submitted by the bidder and evaluation and the comparison of bids by KCMMF shall be made accordingly. Service tax will not be paid extra and the same as applicable shall be included in the quoted price.

Fixed price

The rates and prices quoted by the bidder shall be fixed for the duration of the contract and shall not be subjected to adjustment on any account.

Price adjustment

Rates and prices quoted by the bidder shall remain firm during the tenure of the contract and shall not be subjected to any change whatsoever on any account.

## **7. Bid Currencies**

For all goods and services covered in this Bidding Document, prices shall be quoted in Indian Rupees only.

## **8. Documents Establishing Bidders' Eligibility and qualifications.**

8.1 Bidder shall furnish, as part of its bid, documents establishing the Bidder's eligibility to bid and its qualification to perform the Contract if its bid is accepted. For the purpose of this bidder shall meet the following qualification criteria as a minimum.

- a) The bidder shall have completed at least 2 Topographical survey of various sites using Total Station for an area not less than 5 Acres

## **9. Award criteria**

KCMMF shall award the contract to the bidder whose bid has been determined to be substantially responsive to the bidding documents and who has offered the lowest.

## **10. KCMMF's right to vary quantities at time of award**

KCMMF reserves the right at the time of award of contract to increase or decrease the area specified in the schedule of requirement without any change in unit price or other terms and conditions.

## **11. KCMMF's Right to Accept Any Bid and to Reject Any or All Bids.**

KCMMF reserves the right to accept or reject any bid, and to annul the bidding process and reject all bids at any time prior to award of Contract, without thereby incurring any liability to the affected Bidder or Bidders or any obligation to inform the affected Bidder or Bidders of the grounds for KCMMF's action.

## **12. Notification of Award.**

Prior to expiry of the period of bid validity prescribed in the bid documents KCMMF will notify the successful bidder by work order confirmed in writing that his bid has been accepted.

The notification of the award will constitute the formation of the Contract.

## **13. Performance security**

The EMD will be retained as performance security. It will be released after successful compliance to the tender conditions, and on certification of the

representative of KCMMF and/or Project consultant appointed by KCMMF for managing the work.

#### **14. Agreement for the work.**

Within 15 days of receipt of the letter of award, the bidder has to execute an agreement with KCMMF for the due fulfillment of the contract in the prescribed format.

#### **15. Payment terms**

- a) 100% within one month of receipt of invoice after completion of work and submission of all documents and CD in all respects.
- b) Contractor can raise invoices for individual sites (total four invoice)
- c) Wherever there are marshy lands where survey cannot be carried out within the boundary as per specification, payment will be made only for the area surveyed as per specification.
- d) Payment will be made based on the area enclosed by the boundary multiplied by unit rate subject to c) above.
- e) Bills shall be prepared in duplicate in the name of Managing Director, KCMMF Limited, Milma Bhavan, Pattom, Trivandrum and shall be submitted to the Manager (Projects) of Milma Bhavan, Pattom, Trivandrum for necessary verification/certification and release of payment.

#### **16. General conditions:**

- a) Individual / combined work order will be issued for each site.
- b) The survey works are to be commenced within one week after acceptance of individual / combined work order as per the directions of KCMMF officials and field work shall be completed within a maximum of twenty days time. Submission of all documents and CD shall be completed within one month after acceptance of work order.
- c) The survey team should carry out the work as per the instructions of the KCMMF officials.
- d) The rate accepted includes all expenses including journey, labour, food, local conveyance etc and service taxes and duties including GST.
- e) The tenderer shall quote for all the locations in the schedule. Failure to quote for any location shall render the bid liable to rejection.

After preliminary surveys and preparation of draft drawing, the surveyor has to prepare final drawing furnishing the details as per the directions of KCMMF officials.

#### **17. Settlement of disputes**

17.1 Arbitration shall not be a means of settlement of any dispute or claim out of this contract. All disputes and differences arising out of the

contract may be resolved through discussions between the Employer and the Contractor within the purview of the contract agreement. If such discussions are not fruitful, the disputes shall be settled only by the Civil Court in whose jurisdiction the work covered by the contract is situated, or in whose jurisdiction the contract was entered into in case the work extended to the jurisdiction of more than one court.

## SECTION 5 - SCHEDULE OF WORK

Name of work: Topographical survey of various sites using Total Station

Scope of work: Detailed Survey covering the entire project area at sufficient distances both upstream and downstream subjected to a minimum area of 2-3 acres considering all topographical changes for preparation of contour map of 1m contour interval and HFL to be as ascertained from local enquiry (for locations as given below).

Sl.No	Item description	Quantity	Unit	Rate in Rupees inclusive of all taxes, duties.	Amount
1	Topographical digital survey using total station at CFP Malampuzha, CFP Pattanakad, CPD, Alappuzha, Ernakulam Dairy, Thrippunithura as per specification including submission of all documents and CD	65.322	Acre		
2	Supply of all materials and construction of Benchmarks (3 each) at all above locations	12	No		
	<b>TOTAL</b>				

I/ We hereby execute the above works at quoted rates, in accordance with the terms and conditions of the tenderer. Should I/We failed to execute the agreement or execute the work after the work is awarded; I /We have no objection in KCMMF forfeiting the EMD remitted for the work by me/us.

Place:

Date:

Signature, Name & Address of the Surveyor

**Agreement**

(To be produced in Kerala Govt Stamp Paper worth Rs. 200/-)

ARTICLES OF AGREEMENT executed on this day of..... Two Thousand and

between the Kerala Co-Operative Milk Marketing Federation Ltd. (hereinafter referred to as KCMMF) of the one part of Sri. (Name and Address of the tender) hereinafter referred to as “the Agreement”) of the other part.

WHEREAS in response to the Notification No.

.....  
dated

the agreement has been submitted to KCMMF a tender for the specified therein subject to the terms and conditions contained in the said tender.

AND WHEREAS the agreement has furnished to KCMMF a sum of Rs.....as Earnest Money Deposit for execution of the agreement undertaking the due fulfillment of the contract in case his tender is accepted by KCMMF.

NOW THESE PRESENTS WITNESS and it is hereby mutually agreed as follows:-

In case the tender submitted by the agreement is accepted by KCMMF and the contract for is awarded to the agreement, the agreement shall within....days of acceptance of his tender, execute an agreement with KCMMF incorporating all the terms and conditions under which KCMMF Ltd. accepts his tender.

In case the agreement falls to execute the agreement as aforesaid incorporating the terms and conditions governing the contract, KCMMF Ltd shall have power and authority to recover from the agreement any loss of damages caused to KCMMF Ltd by such breach as may be determined by



KCMMF Ltd by appropriating the moneys inclusive of Earnest Money deposit by the bounded and if the Earnest Money is found to be inadequate the deficit amount, may be recovered from the agreement and his properties movable and immovable n the manner hereinafter contained.

All sums found due to KCMMF Ltd under or by virtue of the agreement shall be recoverable form the agreement and his properties movable and immovable under the provisions of the Revenue and in such other manner as KCMMF Ltd may deem fit.

In witness where of Sri. .... (Name and designation forand on behalf of KCMMF Ltd and Sri.....  
agreement has hereunto set their hands the day and year shown againsttheir respective signature.

Signed by Sri. (Date)

in the presence of witnesses

Signed by Sri (Date)

in the presence of witnesses.