

**BDC2/48754/2016**

**Minutes of the meeting of the Tender Evaluation/Scrutiny Committee Constituted vide G.O (Rt) No. 292/2017/F&WLD dated 03.08.2017, held on 16.09.2017 in the Conference Hall of Forest Headquarters, Thiruvananthapuram, for the selection of Consultant for conducting Detailed Feasibility Study and preparation of DPR for the KIIFB funded project to set up ERC at Kottoor**

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The meeting commenced at 4.00 PM with the Principal Chief Conservator of Forests (WL) & Chief Wildlife Warden in the Chair. The list of participants is attached as Annexure.

The Chairman welcomed the members and invited their attention to the decision of the Tender Evaluation/Scrutiny Committee dated 16.08.2017 granting extension of time period of 7 days to the participating firms for submission of relevant documents in support of their claim. The Scrutiny Committee took a note on the fact that the two firms have failed to submit all relevant documents in support of their claim of eligibility, especially regarding the minimum Annual Turn Over from consultancy services and the completion certificates of Eligible Projects pertaining to the Experts, even after the extended time period.

Viewing the failure of the participating firms in submitting all relevant documents, the Scrutiny Committee decided to reject the present applications submitted by the two firms namely Malankara Social Service Society, Thiruvananthapuram and Unison Project Management Private Limited, Pune and to notify retender for the selection of Consultant for conducting Detailed Feasibility Study and preparation of DPR for the KIIFB funded project to set up ERC at Kottoor. The Committee also ratified the action of the Chairman, Forest Development Agency, Neyyar-Peppara in having published retender notification.

After deliberations, the Scrutiny Committee also decided to incorporate the following amendments, at appropriate Paras, in the Request for Proposal:

1. The Audited Annual Account Statement submitted by the competing firms in proof of the minimum required Annual Turn Over shall separately indicate the amount the firm has received through consultancy for Similar Projects or a Certificate to this regard furnished by a qualified Chartered Accountant.
2. The minimum turn over from consultancy services prescribed may be reduced and it shall be stated as *“the firm submitting the bid should have an annual turnover of not less than Rs. 60 lakhs from consultancy services for similar projects in each of the last three financial years viz 2013-14, 2014-15 and 2015-16 or at least Rs. 180 lakhs in total for these years”*.
3. While submitting the documents in support of quality of completed eligible or similar works, certificates of satisfactory completion by the client, or if the work is in progress, satisfactory progress of work issued by the client along with work order shall be submitted.

The meeting came to an end by 4.30 PM with the chair thanking all the members of the Tender Evaluation/Scrutiny Committee for their active participation in deliberations.

(Sd/-)

**Chief Wildlife Warden &  
Chairman, Scrutiny Committee**

## List of Participants

Sl. No .	Name	Designation
1	Sri.K.J. Varughese	Principal Chief Conservator of Forests (WL) & Chief Wildlife Warden
2	Smt.Prakriti Srivastava	Chairman, State Forest Development Agency
3	Sri.P.P Pramod	Conservator of Forests (ABP)
4	Smt.Sabeeha P.M	Deputy Secretary, Finance Department (representing the Secretary, Finance Department)
5	Smt.Girija Kumari G	Deputy Secretary, Forest & Wildlife Department (representing the Secretary, Forest & Wildlife Department)
6	Sri. Y.M Shajikumar	Willdife Warden, Thiruvananthapuram
7.	Sri. Santhosh Kumar	ACF(Planning), Thiruvananthapuram (representing the PCCF (Finance & Management)
8.	Sri. Suresh Mithra	President, KETEDC, Kottoor