

Minutes of the meeting of the Tender Evaluation/Scrutiny Committee Constituted vide G.O (Rt) No. 292/2017/F&WLD dated 3.08.2017, held on 19.10.2017 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

The meeting commenced at 12.00 PM with the Principal Chief Conservator of Forests (Forest Land and Resources), holding the charge of 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. In his introductory remarks he explained the objective of the meeting.

The last date fixed for submission of bidding documents online was 27.09.2017. The following four firms participated in the bidding:

1. RTF Infra Limited, Thiruvananthapuram &
2. Centre for Environment Architecture and Human Settlements Pvt. Ltd, (C Earth) Calicut.
3. UNISON Project Management Pvt Ltd, Pune
4. Steel Industries Kerala Limited (SILK)

The Committee noted that two of the firms, namely RTF Infra Ltd, Thiruvananthapuram and C Earth Pvt. Ltd, Calicut were present for the Power point Presentation and UNISON Project Management Pvt. Ltd, Pune have submitted a request for another opportunity for the same as they came to know the date of presentation of late only due to a technical error in the e-tender portal and as they are having holidays. As M/s SILK have not been present for either verification of documents or for the presentation and as

they haven't submitted any reason thereof, their bid was summarily rejected by the Scrutiny Committee.

The Committee also observed that many of the documents, in original, in support of the minimum eligibility, namely experience of the firm and annual turnover from consultancy services of similar projects, and personnel competence, as specified in the notified Request for Proposal, were not submitted by C Earth Pvt. Ltd, Calicut, for verification. It was also noted that RTF Infra Ltd, Thiruvananthapuram has submitted most of the documents in original for verification, except for the experience of firm and educational qualification of the Team Leader.

The Committee considered the request in writing of RTF Infra Limited, Thiruvananthapuram and C Earth Pvt. Ltd, Calicut for granting extension of time period to submit the remaining documents. After deliberations, the Committee decided to grant an extension of 4 days, up to 23/10/2017, by 11.00 AM, to (i) RTF Infra Limited, Thiruvananthapuram, (ii) C Earth Pvt. Ltd, Calicut and to (iii) UNISON Project Management Pvt Ltd, Pune for submission of necessary documents in original, in support of their claims regarding eligibility and personnel competence. It was also decided to give an opportunity to the Unison Project Management Limited, Pune for Power point Presentation as required, by 11.00 AM on 23.10.2017 and also to submit the documents in original, in proof of their eligibility and personnel competence, the same day, considering their request and reasons for not turning up for the presentation appeared genuine.

Then the Committee permitted the participating firms present, namely RTF Infra Pvt Limited and C Earth Pvt. Ltd, Calicut, to make presentations on the firm's competence in rendering the proposed service with special

reference to their approach and methodology, subject to the condition that they will submit all required documents by 11.00 AM on 23.10.2017.

Initially the team of RTF Infra Pvt Limited, Thiruvananthapuram, presented their approach to set up a sustainable elephant care centre. This was followed by the presentation of C Earth, detailing their approach and methodology.

The Scrutiny Committee evaluated the presentations made by both teams. Considering the approach and methodology depicted by the participants in their presentation, the committee arrived at a consensus in granting marks of 40 and 35, out of 50, to RTF Infra Pvt Limited, Thiruvananthapuram and C Earth Pvt. Ltd, Calicut, respectively. The Committee also evaluated the descriptive assessment of the firm's competence in rendering the proposed service and arrived at a consensus to grant 40 and 35 marks, out of 50, to RTF Infra Pvt. Limited, Thiruvananthapuram and C Earth Pvt. Ltd, Calicut, respectively. The committee decided to meet again for scrutiny, on 23.10.2017.

The meeting came to an end by 2.00 PM with the chair thanking all the members of the Tender Evaluation/Scrutiny Committee for their active participation in deliberations.



**Principal Chief Conservator of Forests (Wildlife) &
Chairman, Scrutiny Committee**



Annexure**List of Participants**

Sl. No .	Name	Designation
1	Sri. P. K. Kesavan	Principal Chief Conservator of Forests (Forest Land & Resources) holding the charge of PCCF (Wildlife) & 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. Ahammed Kabeer	Finance Officer, Forest HQ , Thiruvananthapuram (representing the PCCF (Finance & Management)
7.	Sri. R. S. Anish Kumar	Assistant Willdife Warden, Neyyar, Thiruvananthapuram (representing the Wildlife Warden, Thiruvananthapuram)
8.	Sri. Suresh Mithra	President, KETEDC, Kottoor