

**GOVERNMENT OF KERALA
MOTOR VEHICLES DEPARTMENT**

Trans Towers, Vazhuthacaud, Thycaud P.O, Thiruvananthapuram – 695014
Ph: 0471-2333317/2333337 | Email: tcoffice.mvd@kerala.gov.in
Web: www.mvd.kerala.gov.in

C3/121/2022-TC

Dated: 14.12.2022

NOTICE INVITING TENDER

The Transport Commissioner, Kerala, Motor Vehicles Department, Government of Kerala invites online bids from reputed Event Management Companies for conducting an International Conference and Expo on E- mobility and Alternative Fuels, EVOLVE- 2023 (20,21,22 January, 2023).


1	Item	Conducting a 3-day International Conference and Expo on E- mobility and Alternative Fuels at Hyatt Regency and Police ground Thycaud respectively
2	Quantity	1 number
3	Estimated Amount	Rs.35,00,000 [Rs.Thirty Five Lakhs only]
4	Terms and Conditions	Attached
5	Technical Specifications	Attached
6	Earnest Money Deposit	Rs.50,000/- [Rs. Fifty Thousand only]
7	Availability of Tender Form	Can be downloaded from www.etenders.kerala.gov.in
8	Date of publication of Tender and download	As on date of floating in e-GP portal
9	Last date of submission of Tender	Date of publication + 7 days
10	Date of opening of Technical Bid	Date of publication + 7 days
11	Date of opening of Financial Bid	To be decided and notified later
12	Address of Tender Inviting Authority	Transport Commissioner, Transport Commissionerate, Trans Towers, Vazhuthacaud, Thycaud P.O, Thiruvananthapuram – 695014 Ph: 0471-2333317 / 2333337 e-mail: tcoffice.mvd@kerala.gov.in Web: www.mvd.kerala.gov.in

INSTRUCTION TO BIDDERS

1	Mode of submission of bids: - Online. All Bid documents shall be submitted only in online procedure through the e-GP portal www.etenders.kerala.gov.in . No other mode of submission shall be accepted and such tenders will be rejected outright.
2	Bid System: - Two bid system. i) Technical Bid ii) Financial Bid.
3	Downloading of tender documents: - The tender document shall be downloaded from the e-GP portal www.etenders.kerala.gov.in from date of floating till last date of submission. No physical tender document will be issued.
4	Submission of tender documents: - All required documents shall be submitted online through the e-GP portal www.etenders.kerala.gov.in well in advance before the last date mentioned above. The department, if desires, shall instruct to submit documents physically at the time of evaluation of bids.
5	Payment of Tender Fees: - A non-refundable tender fee of Rs. 2,500/- (Two thousand five hundred only) shall be paid in online mode through the e-GP website www.etenders.kerala.gov.in in at the time of bid submission. No other mode of payment shall be accepted. THE TENDERS OF BIDDERS WHO DO NOT REMIT FEES THROUGH ONLINE WILL BE REJECTED OUTRIGHT.
6	Payment of Earnest Money Deposit: - An amount of Rs. 50,000/- (Rupees Fifty Thousand only) as EMD shall be paid in online mode through the e-GP portal www.etenders.kerala.gov.in at the

	time of bid submission. No other mode of remittance shall be accepted.
7	Exemption from payment of EMD: - Bidders who are exempted from payment of EMD as per Govt. of India/Govt. of Kerala are required to submit valid documentary proofs. Bidders who do not remit EMD or upload documentary proof for exemption of EMD will be rejected outright.
8	Withdrawal and re-submission of tender: - Bidders are at liberty to withdraw the submitted tender/documents and to submit fresh tender/documents till the last date and time of submission after which withdrawal/re-submission will not be allowed.
9	Opening of tenders: - The bids shall be opened online through the e-GP portal www.etenders.kerala.gov.in at the Transport Commissionerate, Vazhuthacaud, Thiruvananthapuram on the date mentioned above. If the tender opening date happens to be a holiday or non-working day due to any valid reason, the tender opening process will be done on the next working day.
10	<p>Note to Bidders: -</p> <ul style="list-style-type: none"> i) Bidders have to procure legally valid Digital Certificate (Class III) as per Information Technology Act, 2000 for digitally signing their electronic bids. Bidders can procure the same from any of the license certifying authority of India. For more details, please visit the e-GP website www.etenders.kerala.gov.in. ii) Bidders are advised to note the Tender Id and Tender No. & Date for future reference. iii) All uploaded documents should contain the signature and the office seal of the bidder/ authorized persons and should be digitally signed while uploading. Documents uploaded without digitally signing shall entitle rejection of the tender. iv) For obtaining Digital Signature Certificate and help on e-tendering process, contact Kerala State IT Mission, e-Government Procurement PMU & Helpdesk, Basement floor of Pension Treasury Building, Uppalam Road, Statue, Thiruvananthapuram; Ph: 0471-2577088, 2577188; Toll free no: 18002337315; e-mail: etendershelp@kerala.gov.in; Website: www.etenders.kerala.gov.in on all government working days from 9:30 am to 5:30 pm. v) For any clarifications regarding the terms and conditions in this tender notice or the tender document, please contact <p style="background-color: #cccccc; padding: 5px;"> Tojo M Thomas, Assistant Transport Commissioner Transport Commissionerate, Trans Towers, Vazhuthacaud, Thycaud P.O, Thiruvananthapuram – 14 Ph/Fax: 0471-2333323 Mobile: 8547639100 atc.mvd@kerala.gov.in </p> <p>on all government working days from 10:30 am to 4:30 pm.</p>

NOTE: - BIDDERS ARE ADVISED TO GO THROUGH THE CONDITIONS IN THE NOTICE INVITING TENDER AND THE TENDER DOCUMENT CAREFULLY AND COMPLY THEM TO AVOID OUTRIGHT REJECTION OF THEIR TENDER.

Kerala Tenders		eTendering System Government of Kerala		
		Tender Details		
		Date : 15-Dec-2022 11:38 AM		
		 Print		
Basic Details				
Organisation Chain	Motor Vehicles Dept,Transport Commissionerate			
Tender Reference Number	C3/121/2022-TC			
Tender ID	2022_MVD_539677_1			
Tender Type	Open Tender	Form of contract	Lump-sum	
Tender Category	Services	No. of Covers	2	
General Technical Evaluation Allowed	No	ItemWise Technical Evaluation Allowed	No	
Payment Mode	Online	Is Multi Currency Allowed For BOQ	No	
Is Multi Currency Allowed For Fee	No	Allow Two Stage Bidding	No	
Payment Instruments		Cover Details, No. Of Covers - 2		
Online Bankers	S.No	Bank Name	Cover No	
	1	SBI MOPS		
			Cover	
			Document Type	
			Description	
	1	Fee/PreQual /Technical	.pdf	Copy of Certificate of incorporation countersigned by CA
			.pdf	Certificate from the statutory Auditor.
			.pdf	Copies of Work Orders/Estimate Approvals/Release Orders/ Credentials from the client to the Agency
			.pdf	Certificate with regard to conducting an event spanning a minimum of 3 days
			.pdf	Proof regarding experience in conducting the events conducted by the Government (State/Central).
			.pdf	Proof for fully functioning office in Kerala for the past three years
			.pdf	undertaking for not debarred/ blacklisted by Government/ Public Sector Undertakings
	2	Finance	.pdf	financial bid
			.xls	BoQ

Tender Fee Details, [Total Fee in ₹ * - 2,500]				EMD Fee Details			
Tender Fee in ₹	2,500			EMD Amount in ₹	50,000	EMD through BG/ST or EMD Exemption Allowed	Yes
Fee Payable To	Nil	Fee Payable At	Nil	EMD Fee Type	fixed	EMD Percentage	NA
Tender Fee Exemption Allowed	No			EMD Payable To	Nil	EMD Payable At	Nil

Work /Item(s)					
Title	Evolve 2023 an International Conference and Expo on E- Mobility and				
Work Description	SELECTION OF EVENT MANAGEMENT AGENCY FOR Evolve 2023 an International Conference and Expo on E-Mobility and Alternate fuels				
Pre Qualification Details	Please refer Tender documents.				
Independent External Monitor/Remarks	NA				
Tender Value in ₹	35,00,000	Product Category	Miscellaneous Services	Sub category	NA
Contract Type	Tender	Bid Validity(Days)	90	Period Of Work(Days)	15
Location	Thiruvananthapuram	Pincode	695014	Pre Bid Meeting Place	NA
Pre Bid Meeting Address	NA	Pre Bid Meeting Date	NA	Bid Opening Place	Thiruvananthapuram
Should Allow NDA Tender	No	Allow Preferential Bidder	No		

Critical Dates			
Publish Date	15-Dec-2022 10:00 AM	Bid Opening Date	23-Dec-2022 11:00 AM
Document Download / Sale Start Date	15-Dec-2022 10:00 AM	Document Download / Sale End Date	22-Dec-2022 10:00 AM
Clarification Start Date	NA	Clarification End Date	NA
Bid Submission Start Date	15-Dec-2022 10:00 AM	Bid Submission End Date	22-Dec-2022 10:00 AM

Tender Documents				
NIT Document	S.No	Document Name	Description	Document Size (in KB)
	1	Tendernotice_1.pdf	Notice inviting tender	308.34
Work Item Documents	S.No	Document Type	Document Name	Description
	1	Tender Documents	tender.pdf	tender documents
	2	BOQ	BOQ_785718.xls	boq
				Document Size (in KB)
				847.79
				278.00

Tender Inviting Authority	
Name	Transport Commissioner
Address	Transport Commissionerate, Thiruvananthapuram