

## **COCHIN PORT TRUST**

**GENERAL ADMINISTRATION DEPARTMENT  
(ESTATE DIVISION)  
COCHIN – 9**

**Phone: 0484-2582100, 2582103, Fax: 0484-2668163**

No. EM/T/223/SoR Revision/Valuation/2020

Dated: 02/11/2020

**RECORD NOTE OF THE PRE-BID MEETING HELD AT 1100HRS ON 14/10/2020 IN THE  
CONFERENCE HALL OF COCHIN PORT TRUST IN CONNECTION WITH THE TENDER  
FOR “VALUATION OF LAND OF COCHIN PORT TRUST AT VARIOUS VILLAGES IN  
ERNAKULAM DISTRICT”**

Lists of participants are at Annexure - I & II.

Meeting commenced with the self introduction by the participants. After welcoming the participants, as opening remarks, Sr. Dy. Traffic Manager briefed the Scope of Work to be done and requested to raise the queries, if any, on the tender document.

After confirming with the participants that all have downloaded the tender document and studied the provisions therein, Sr. Dy. TM requested to raise the queries which they have already forwarded to the department. The queries which were raised by the participants were taken up for discussion. Sr. Dy. TM informed that an Addendum/Corrigendum No.1 has been issued to the tender document which can be downloaded from the websites. After discussions, time was given upto 16/10/2020 for submitting further queries, if any, in writing. All the queries raised by the bidders and the response of the Port thereto are attached as Annexure-III.

The meeting concluded at 11.45Hrs.

Sd/-  
SECRETARY

**PRE-BID MEETING HELD IN CONFERENCE HALL OF COCHIN PORT TRUST AT 1100 HRS ON 14/10/2020 IN CONNECTION WITH THE TENDER “VALUATION OF LAND OF COCHIN PORT TRUST AT VARIOUS VILLAGES IN ERNAKULAM DISTRICT”**

List of participants from Cochin Port Trust:

1. Sri. Jimmy George, Sr. Dy. Traffic Manager
2. Sri. M.S.Shibu, Asst. Engineer (Civil)
3. Sri. Santhosh kumar.S, Asst. Engineer (Civil)
4. Sri. Johnson Nelson, Sr. DCA-II.

**Annexure-II**

List of participants present for the pre bid meeting held at 1100 hrs on 14.10.2020 at conference hall, New Administrative Building in connection with the tender for Valuation of land of Cochin Port Trust at various villages in Ernakulam District.Tender No. EM/T/223/SoR Revision/Valuation/2020

SL. NO.	NAME, DESIGNATION & ORGANISATION	E mail ID	PHONE NO.	SIGNATURE
1	Aji John	ajiprincecochin@gmail.com	94471 38205	
2	DITTO RAMESH A CBRE	ditto.ramesha @cbre.com	6364127127	
3	Manasara Consultants	manasaradesigns @yahoo.com	9447784409 9947551123	
4	Joseph George Cherthala	primaarch@ gmail.com	9447114159	
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**“VALUATION OF LAND OF COCHIN PORT TRUST AT VARIOUS VILLAGES IN ERNAKULAM DISTRICT”**

[TENDER NO. EM/T/223/SoR Revision/Valuation/2020]

**QUERIES RAISED BY THE BIDDERS AND COPT’S RESPONSE THERETO**

<b>Sl. No.</b>	<b>Section/ Clause/ Sub Clause No.</b>	<b>Page No.</b>	<b>Description/ Tender Clause</b>	<b>Queries from bidders</b>	<b>Response of CoPT</b>
1	Schedule- 'D'- Structure of Organisation	20		In the tender document nothing is mentioned about who can apply, whereas in Schedule –D structure of organisation under the head Name of Organisation it is mentioned as “Proprietary/Partnership/ Private Ltd Company/Public Limited Company). Hence can we submit our proposal as Limited Liability Partnership (LLP)	See Addendum/ Corrigendum No.2.
2	Clause No. 2.7.1	8	The tenderer should possess registration with Central Board Direct Taxes. Copy of the registration certificate should be submitted along with the tender.	Requested to waive off the qualification criteria which talks about the tender possessing registration with the Central Board Direct Taxes (CBDT).	See Addendum/ Corrigendum No.2.
3	Clause No.1.5	4	Cost of tender document & EMD are to be remitted in the form of the Banker’s Cheque or DD issued by National /Scheduled banks, drawn in favour of FA & CAO, Cochin Port Trust, payable at Cochin as two separate DD/Banker’s Cheque	Allow us to submit the EMD online, via NEFT or RTGS, as the Bid submission is online.	See Addendum/ Corrigendum No.2.
4	Clause No. 2.7.1	8	The tenderer should possess registration with Central Board Direct Taxes, Copy of the registration certificate should be submitted along with the tender.	Kindly specify if Wealth Tax ACT Registration Certificate of our Director can satisfy the clause, since we are participating as a company.	See Addendum/ Corrigendum No.2.

5	Clause No. 2.7.2	8	The tenderer should have successfully completed valuation of land for Major Port Trusts or State/ Central Government agencies or State/ Central Public Sector undertakings during last 7 years as on 31-08-2020. Copy of work order and satisfactory completion certificate of the client should be enclosed along with the tender.	Kindly mention if Valuation undertaken for NCLT cases can also be considered to satisfy the clause. Please specify if valuation undertaken for Land & Building and Plant & Machinery together can be considered as eligible assignments. Please find attached copy of work Order & Completion Certificate for your perusal and kindly let us know if such assignment can be taken into consideration during evaluation.	Tender Conditions shall prevail.
6	Clause No. 2.7.3	8	Average annual financial turnover of the tenderer should not be less than Rs. 2.30 lakhs during the last three (3) years. The details shall be furnished in Schedule C. Copies of Profit and Loss Account along with balance sheets for the past three years duly attested by a Chartered Accountant should be enclosed along with the tender.	We are a new company incorporated on 10.06.2019 and this is our First year of Incorporation. Our Annual Turnover for Financial year 2019-2020 is INR 17,97,500. Kindly mention, If Profit & Loss and Balance Sheet of Financial Year 2019-2020 can satisfy the clause.	In this case, average financial turnover for last three years will be computed considering the first two years turn over as nil.
7	Clause No. 2.7.1	8	The tenderer should possess registration with Central Board Direct Taxes. Copy of the registration certificate should be submitted along with the tender.	Can the Tendered (A firm) present other qualification (like RICS registration) instead of possessing Registration with CBDT or registration under Section 34 AB being a Company (because usually these registrations are given to individuals). Also in case the CBDT registration is mandatory, will a bidder be allowed to bid if they have started the registration process with CBDT (Registration in	See Addendum/ Corrigendum No.2.

				Process).	
8	Clause No. 3.3	12	Statutory recoveries i.e., IT and other taxes shall be recovered as per the rate applicable in CoPT.	What Statutory recoveries (IT and other taxes) could be or usually considered.	See Addendum/ Corrigendum No.2.
9	Clause No.3.4	13	The quoted price shall be in lumpsum inclusive of all charges such as collection of data from SRO, Village Office and LSGD, site visits, presentations, and printing required for successful delivery of valuation report to Cochin Port Trust.....	Minimum no. of site visits expected and does the valuer have to visit all location or only key location.	Bidder to decide on the number of site visits according to their requirement.
10	Clause 3.15	15	Extension of time: If at any time during performance of the contract, the valuer should encounter conditions impeding timely completion of valuation, pursuant to clause 3.10, the valuer shall promptly notify the Cochin Port Trust in writing of the delay, its likely duration and its cause. As soon as practicable after receipt of the valuer's notice, the Cochin Port Trust shall evaluate the situation and may at its discretion extend the valuer's time for performance, in which case the exertion shall be ratified by the parties by amendment of the contract.	Time extension & associated cost escalation will be considered in case the CoPT official take longer to raise points & request changes after draft report is shared.	Extension will be as per the tender conditions. No additional cost for extension.
11	Clause No.3.12	14	Payment Terms: On submission of Interim report and submission of invoice : 40% Draft valuation Report, Presentation and acceptance by Cochin Port Trust and submission of invoice :	Can the Payment terms be revised to -40% on successful site visits and submission of invoice -25% on submission of Interim report and submission of invoice -25% on submission of	Tender conditions shall prevail.

			30% On submission of final Valuation Report and submission of invoice : 30%	Draft valuation Report, Presentation and acceptance by Cochin Port Trust and submission of invoice -10% on submission of final Valuation Report and submission of invoice as 95% of work is completed before final report	
12	--	--	--	What support could we expect from CoPT during this engagement like during site visits, sharing of FAR, sharing of other specification & details required from time to time.	The tenderer shall arrange all site visits at their own cost and necessary guidance/ Data available with CoPT shall be provided.
13	--	--	--	<p>1)Whether the quotation should be lump sum/ per unit acre / or site wise?</p> <p>2) Whether the valuer will be issued a comprehensive pass for entry into the various landed properties mentioned in tender document?</p> <p>3) Will the Trust provide a location sketch and Sy. plan of the land to be valuated?</p> <p>4) whether there are buildings existing in the land notified? If yes, should they be valued as well?</p>	<p>1) Tender conditions shall prevail.</p> <p>2) Agreeable.</p> <p>3) Cochin Port Land Use Plan 2012-2042 is made available in the website of Cochin Port Trust, in the link under Facilities &amp; Services - Lease &amp; licensing of land.</p> <p>4) The work envisaged is only for the valuation of land for</p>

					arriving at the Market Value and Scale of Rates of lease rentals and monthly license fees.
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Note: This document also forms part of the tender document No. EM/T/223/SoR Revision/Valuation/2020 and shall be signed and uploaded along with Technical Bid.

Sd/-

**SECRETARY**