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**KERALA STATE ROAD TRANSPORT CORPORATION  
(KSRTC),**

**GOVERNMENT OF KERALA**

**REQUEST FOR PROPOSAL (RFP)**

**For**

**Selection of Concessionaire for Development of  
Premium Tourism, Hospitality and Retail Complex**

**AT**

**KSRTC Kollam Bus Depot,  
on DBFOT basis for a period of 30 years including  
construction period.**

**RFP Reference No: S001-ES04/3/2026-EST-KSRTC HQ**

**Dated: 17.02.2026**

**Office of the Chairman & Managing Director, KSRTC**

**Transport Bhavan, East Fort,**

**Thiruvananthapuram - 695023, Kerala, India**

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Email: [estate@kerala.gov.in](mailto:estate@kerala.gov.in)

Website: [www.keralartc.com](http://www.keralartc.com)

Kerala e-Tender Portal (Technical Support):

Website: <https://etenders.kerala.gov.in>



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## **DISCLAIMER**

The information contained in this Request for Proposal ("RFP") document, or subsequently provided to any Bidder in verbal, written, or any other form by or on behalf of the Kerala State Road Transport Corporation (KSRTC) or any of its officers, employees, or advisors, is furnished solely on the terms and conditions set out in this RFP and such other terms as may be communicated from time to time. This RFP is not an agreement and is neither an offer nor an invitation to enter into a contract of any nature. Its purpose is to provide prospective bidders with information that may assist them in preparing and submitting their proposals, carrying out their own assessments of the Project, and formulating their respective technical and financial submissions. While this document may contain assumptions, estimates, statements, and assessments formulated by KSRTC in relation to the Project, such information may not be complete, accurate, adequate or correct.

KSRTC, its employees, advisors, and representatives make no representation or warranty as to the accuracy, adequacy, correctness, reliability, or completeness of the data or opinions contained in this RFP. Bidders are therefore expected to conduct their own independent inquiries, investigations, and analysis; verify all information provided; and obtain professional advice from appropriate sources before submitting their Proposals. Certain information in this RFP may involve interpretations of law or regulatory provisions, and such interpretations are neither authoritative nor intended to be relied upon as legal advice. KSRTC expressly disclaims any responsibility or liability for any loss, damage, or expense incurred by any person acting on or relying upon any information contained in this RFP or provided during the bidding process, whether resulting from negligence or otherwise.

KSRTC may, at its sole and absolute discretion, update, modify, amend, or supplement any part of this RFP at any time without assigning reasons and without any obligation to inform any Bidder. The issuance of this RFP does not in any manner oblige KSRTC to accept any Bid, select any Bidder, or award the Project, and KSRTC reserves the unconditional right to reject one or all Bids at its sole discretion. All costs associated with the preparation, submission, clarification, and presentation of Bids, including expenses related to documentation, communication, travel, demonstrations, or any other activity undertaken by the Bidder, shall be entirely borne by the Bidder. KSRTC shall not be liable in any manner for such costs, regardless of the outcome, progress, modification, or cancellation of the bidding process.



## **GLOSSARY**

<b>ACF</b>	Annual Concession Fee payable to KSRTC by the Concessionaire Appointed
<b>Date</b>	Date of financial closure and commencement of concession period
<b>Authority</b>	Kerala State Road Transport Corporation (KSRTC)
<b>Bidder</b>	Single entity or consortium (max 2 members) submitting a proposal
<b>COD</b>	Commercial Operation Date (completion of construction and receipt of occupancy certificates)
<b>Concession Agreement</b>	Long-term agreement between KSRTC and Concessionaire defining rights, obligations, and terms
<b>Concessionaire</b>	Selected Bidder's Special Purpose Vehicle (SPV) implementing the project
<b>DBFOT</b>	Design-Build-Finance-Operate-Transfer model
<b>DCA</b>	Draft Concession Agreement (Will be provided to the successful bidder after receiving the Provisional Confirmation Order)
<b>EMD</b>	Earnest Money Deposit (bid security)
<b>QCBS</b>	Quality & Cost Based Selection
<b>H1</b>	Highest Bidder as per QCBS methodology
<b>GoI</b>	Government of India
<b>GoK</b>	Government of Kerala
<b>KMBR</b>	Kerala Municipality Building Rules 2019
<b>KSRTC</b>	Kerala State Road Transport Corporation
<b>LOA</b>	Letter of Award
<b>RFP</b>	This Request for Proposal document with all annexure
<b>Site</b>	0.99 - acre area within KSRTC Kollam Bus Depot
<b>SPV</b>	Special Purpose Vehicle to be incorporated by Selected Bidder
<b>ECBC</b>	Energy Conservation Building Code

The word and expressions beginning with capital letters and defined in this document shall unless repugnant to the context, have the meaning ascribed in the above Glossary.



## **DATA SHEET**

<b>Particulars</b>	<b>Details</b>
Authority	KSRTC, Government of Kerala
Project Title	Development of Premium Tourism, Hospitality and Retail Complex (Hotel, Retail, Mixed-Use) on DBFOT Basis at KSRTC Kollam Bus Depot
Site Location	KSRTC Kollam Bus Depot, Kollam, Kerala
Site Area	Approximately 0.99 acres (4,010 sq.m / 43,163 sq.ft.)
Land Ownership	KSRTC (full ownership; license-hold concession model)
Concession Period	30 years including construction period
Total Construction Period	2 years from Appointed Date
Operations Period	Remaining 28 years from COD
Project Scope (Flexible)	Hotel (any format such as 5-star, 4-star, 3-star, serviced apartments, co-working + hotel, mixed-use) + Retail + F&B + Ancillary Commercial Spaces. No mandatory minimum built-up area. Bidders propose development mix.
Parking	As per Kerala Municipality Building Rules 2019 (no MLCP mandatory)
Sustainability	Encouraged but not mandatory. GRIHA 3-star or equivalent recommended.
Bid Parameter	Based on QCBS Method
Concessionaire Bid Security (EMD)	Rs. 5,00,000 (Rupees Five Lakhs)
Reserve ACF	Rs. 93,00,000 (Rupees Ninety three Lakhs) per annum in Base Year
ACF Escalation	Fixed at 15% every 3 years (mandatory, non-negotiable)
Revenue Rights	All project revenues (hotel, retail, F&B, parking, ancillary) belong to the Concessionaire
Performance Security	5% of EPC or Rs. 5 crores, whichever is higher; valid through construction + 1- year operations
Bid Validity Period	Minimum 180 days from Bid Due Date
Bid Submission Mode	Online only via Kerala e-Tender Portal: <a href="https://etenders.kerala.gov.in">https://etenders.kerala.gov.in</a>
Eligible Bidders	Single legal entity (Company/LLP registered in India/Partnership Firm) or Consortium (max 2 members)
Tender Reference	<b>S001-ES04/3/2026-EST-KSRTC HQ</b>
Issued by	Managing Director, KSRTC, Thiruvananthapuram



## 1. INTRODUCTION

### 1.1. Background

1.1.1. The Kerala State Road Transport Corporation (KSRTC), a Government of Kerala undertaking, is the principal public agency responsible for providing quality bus services across Kerala. KSRTC possesses valuable land assets at strategic locations across the state. As part of its asset monetization strategy and in line with the Kerala PPP Policy 2014, KSRTC intends to select a **“Concessionaire for the Development of Premium Tourism, Hospitality and Retail Complex at KSRTC Kollam Bus Depot, on DBFOT basis for a period of 30 years including construction period (the “Project”)**.

1.1.2. The **0.99-acre** site at Kollam Bus Depot is ideally situated in the heart of Kollam city, close to the railway station, port facilities, and major commercial zones, offering excellent commercial development potential. KSRTC seeks a private sector partner to develop, finance, operate, and eventually transfer a mixed-use Hospitality and Retail Complex comprising Premium Tourism, hospitality, retail, F&B, and related commercial facilities.

1.1.3. For the purpose of this Project, KSRTC invites bids under this RFP from interested and eligible legal entities (“Bidder” or “Bidders”, including Consortium members where applicable). The selection of a private entity for award of the Project shall be through an open, competitive bidding process in accordance with this RFP and applicable Government of Kerala guidelines. The “Selected Bidder” shall thereafter undertake the Project in accordance with the terms of this RFP and the Concession Agreement to be executed with KSRTC.

### 1.2. Project Objective

The project aims to:

1. Generate sustainable, long-term revenue for KSRTC through ACF
2. Develop world-class commercial and hospitality infrastructure at the site
3. Improve passenger experience and connectivity at Kollam hub
4. Catalyze commercial and economic activity in the surrounding area
5. Utilize vacant/underutilized KSRTC assets efficiently through PPP model
6. Maintain KSRTC’s full land ownership while transferring construction, financing, and operational risks to the private sector



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### 1.3. Project Scope - Flexible Development

Unlike traditional prescriptive models, this RFP allows bidders complete flexibility in designing the Hospitality and Retail development, subject to compliance with applicable laws.

#### **Bidders are free to propose:**

**Hospitality Formats:** 5-star hotels, 4-star hotels, 3-star hotels, serviced apartments, boutique hotels, co-working spaces combined with hotel, or any other innovative hospitality/mixed-use concept

**Hotel Capacity:** No fixed room count requirement; bidders determine optimal size

**Commercial Mix:** Retail spaces, F&B outlets (restaurants, cafes, fast food), office spaces, conference facilities, exhibition spaces, entertainment facilities, wellness centers, or other commercial uses

**No Minimum Built-Up Area Requirement:** Bidders optimize site utilization based on market demand and financial viability

**Parking:** As per Kerala Building Code norms (no multi-level parking mandate)

**Design:** Architecture and design flexibility subject to compliance with local regulations

Mandatory Compliance: -

- Kerala Municipality Building Rules 2019 and National Building Code (NBC 2016)
- Local urban development regulations and zoning
- Environmental and pollution control norms
- Fire safety and accessibility standards
- All applicable state and central laws



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#### 1.4. Implementation Model - DBFOT

The Project shall be implemented on the DBFOT (Design-Build-Finance-Operate-Transfer) basis:

- Design:** Concessionaire responsible for all architectural, structural, and MEP design.
- Build:** Concessionaire constructs the commercial complex as per approved designs.
- Finance:** Concessionaire arranges 100% project financing through equity and debt.
- Operate:** Concessionaire operates and maintains the facility throughout the concession period (30 years including construction period).
- Transfer:** At end of concession, all assets transfer to KSRTC free of cost and encumbrances.

#### 1.5. Concession Agreement

- 1.5.1. The Authority intends to award the Project through an open competitive bidding process in accordance with the procedure set out herein and in compliance with the following:
- a) Kerala Transparency in Public Procurement Act, 2018
  - b) Policy for Public Private Partnership in Kerala
  - c) Kerala Infrastructure Development Act, 2014
  - d) Kerala Infrastructure Investment Fund Act, 1999
  - e) Stores Purchase Manual, Government of Kerala
- 1.5.2. The Selected Bidder will be required to incorporate a Special Purpose Vehicle (SPV) under the Companies Act, 2013 (the "Concessionaire") prior to execution of the Concession Agreement. The Concessionaire shall be responsible for the design, engineering, financing, procurement, construction, operation, and maintenance of the Project in accordance with the long-term "Concession Agreement" to be executed with KSRTC.
- 1.5.3. The Concession Agreement will outline the terms and conditions of the Concession, including the Concessionaire's obligations and performance requirements. The Concession Period shall be 30 years from the Appointed



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Date, including a Construction Period of 2 years for development and commissioning of the Project and a subsequent 28-year Operations and Maintenance Period.

- 1.5.4. The draft Concession Agreement will be provided to the successful bidder after receiving the Provisional Confirmation Order. It also defines operating standards and service levels to be maintained during the O&M Period. The Successful Bidder is advised to review the Draft Concession Agreement and its Schedules for detailed scope and obligations.
- 1.5.5. The Authority shall hand over encumbrance free Site to the Concessionaire on license-holdbasis to the Concessionaire against payment of the ACF which is to be paid within 7 (seven) days of the Appointed Date.
- 1.5.6. The Concessionaire shall, in consideration of its investment and services under the Concession Agreement, be entitled to collect and appropriate revenue from the commercial complex during the O&M Period at market-driven rates. The Concessionaire may also levy sub-license fees and other user charges for various facilities, with such rates determined by the Concessionaire itself in line with prevailing market driven rates.
- 1.5.7. The Concessionaire shall carry out the construction works of the hospitality and retail complex, strictly in accordance with the approved design and plans. The construction works shall be monitored by the Authority through an independent technical consultancy firm engaged under the Concession Agreement, to ensure compliance of the construction/ development works with the approved Development Plan and applicable laws.
- 1.5.8. The Concessionaire shall be solely responsible and liable for bringing in requisite funds from time to time towards financing the Project and achieving Financial Closure (as defined in Section 9.2 of this RFP).
- 1.5.9. The statements and explanations in this RFP are provided solely to give Bidders a better understanding of the Project and shall not be construed as limiting the scope of the Project, the Concessionaire's obligations under the Concession Agreement, or the Authority's rights to amend, alter, change, supplement or clarify the scope of the Project. The Concession is to be awarded pursuant to this RFP or the terms thereof or herein contained. The RFP, any addendum and any other document in relation to this Project provided by the Authority shall be collectively referred to as the "Bidding Documents". Consequently, any omissions, conflicts or contradictions in the Bidding Documents including between this RFP or the Agreement are to be



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noted, interpreted and applied appropriately to give effect to this intent, and no claims on that account shall be entertained by the Authority.

1.5.10. The Authority shall receive Bids pursuant to this RFP in accordance with the terms set forth herein as modified, altered, amended, and clarified from time to time by the Authority. All Bids shall be prepared and submitted in accordance with such terms on or before the "Bid Due Date" specified in this RFP.

## **1.6. Land Tenure**

- KSRTC retains full ownership of the land throughout and beyond the concession period
- Concessionaire receives license-hold rights (not ownership) for the concession period
- At end of concession or upon early termination, all structures and assets revert to KSRTC without any claims or liens

## **2. BRIEF DESCRIPTION OF BIDDING PROCESS**

### **2.1. Single-Stage, Two-Cover Bidding Process**

This RFP follows a Single Stage, Two-Cover competitive bidding process:

#### **Cover 1:**

- Technical Proposal - Bidder eligibility and qualification documents
- Technical capacity and project experience certificates
- Financial capacity certificate (statutory auditor confirmation)
- Power of attorney and consortium agreement (if applicable)
- Concept master plan and design brief
- Implementation and construction methodology
- Operations and maintenance strategy
- ESG and sustainability plan
- Anti-collusion and integrity pact
- EMD proof and compliance checklist.



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## Cover 2:

- Financial Proposal
- Annual Concession Fee quotation for Base Year (exclusive of GST)
- Opened only for technically qualified bidders
- Concessionaire selected on the basis of QCBS methodology

### 2.2. Qualification and Short listing Phase

1. **Responsiveness Check:** All bids checked for completeness, EMD, signatures, and compliance with bid format
2. **Technical Evaluation:** Eligible bidders verified for technical capacity, financial capacity, and conflict of interest
3. **Technical Proposal Review:** Concept, design approach, feasibility, risk mitigation reviewed (non-scoring)
4. **Short listing:** Bidders meeting all technical requirements shortlisted

### 2.3. Financial Proposal Phase

1. **Financial Bid Opening:** Bids of only technically qualified bidders opened
2. **H1 Selection:** Bidder with the highest score based on QCBS Marking system shall be considered as the "Highest Bidder" (H1)
3. **Due Diligence:** Selected bidder subject to compliance verification and KSRTC approvals
4. **Letter of Award (LOA):** Issued to Selected Bidder
5. **Concession Agreement Execution:** DCA signed between KSRTC and Concessionaire's SPV

### 2.4. Bid Validity Period

- Bids shall remain valid for minimum 180 days from Bid Due Date
- KSRTC may request extension; bidders required to extend if requested
- Bid validity cannot be less than the prescribed period



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## 2.5.E-Tendering Portal

- **Portal:** <https://etenders.kerala.gov.in> (Kerala e-Procurement Portal)
- **Submission Mode:** Online only; physical bids NOT accepted
- **Bidder Registration:** Mandatory; bidders must register on portal and obtain user ID/password
- **Document Download:** RFP freely downloadable from portal
- **Technical Support:** Portal help available; bidders responsible for timely submission to avoid technical issues
- **Monitoring:** Bidders must regularly monitor portal for addenda, clarifications, and updates

## 3. INSTRUCTIONS TO BIDDERS

### 3.1. General Bidding Terms

The Authority wishes to receive Bids in order to select experienced and capable Bidder for awarding the Project. The Authority shall constitute the committee for approving the evaluation and other relevant document during the tender process for the Project, as nominated by the Authority (the "Tender Scrutiny and Evaluation Committee").

The relevant project specific information is provided as **Appendix-A (PIM)**, in order to provide such information to the bidders as may be required by them to evaluate the project and estimate their Financial Proposal

Unless the context otherwise requires, the terms not defined in this RFP, but defined in the Concession Agreement shall have the meaning assigned thereto in the Concession Agreement.

**Multiple Bids:** A bidder may submit only ONE bid. A bidder bidding individually or as consortium member cannot submit another bid, failing which all bids shall be rejected.

**Confidentiality:** All RFP documents are confidential. Bidders must treat information strictly confidential and use only for bid preparation.



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**Independent Evaluation:** Each bidder must independently evaluate the project, conduct site visits, and perform due diligence without relying solely on KSRTC information.

**Bid Cost:** All costs associated with bid preparation and submission borne by bidder. KSRTC is not liable for any costs.

**Bid Language:** The Bid and all communications in relation to or concerning the Bidding Documents and the Bid shall be in English language.

**Non-Transferability:** RFP is not transferable. The documents including this RFP and all attached documents, provided by the Authority are and shall remain or become the properties of the Authority and are transmitted to the Bidders solely for the purpose of preparation and the submission of a Bid in accordance herewith. The provisions of this Clause shall also apply mutatis mutandis to Bids and all other documents submitted by the Bidders, and the Authority will not return to the Bidders any Bid, document or any information provided along therewith.

### **3.2. Eligibility of Bidders**

#### **3.2.1. Bidder Entity Type**

Bidders may be:

##### **A. Single Legal Entity**

A Bidder may participate as a sole entity, provided it is a Legal Entity incorporated and registered in India as:

1. Limited company registered in India under the Companies Act, 2013 (or earlier Companies Act, 1956), or
2. A Limited Liability Partnership (LLP) registered under the Limited Liability Partnership Act, 2008.
3. Partnership Firm registered under the Indian Partnership Act, 1932

Such entity shall be required to meet all qualification criteria on its own and shall, if selected, incorporate the required Special Purpose Vehicle (SPV) as stipulated in this RFP.



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## **B. Consortium of Bidders (Maximum Two Members)**

Alternatively, Bidders may form a Consortium comprising not more than two (2) members for the purpose of jointly submitting a Bid. The following conditions shall apply:

**Lead Member Requirement:** The Consortium must nominate one entity as the Lead Member, who shall hold not less than 51% equity in the SPV for a minimum period of five (5) years from the Commercial Operation Date (COD).

**Equity Participation of Other Member:** Any other Consortium Member whose technical or financial credentials are relied upon for qualification must hold not less than 26% equity in the SPV for the same five-year period from COD.

**Joint Bidding Agreement (JBA):** Members of the Consortium shall enter into a legally binding Joint Bidding Agreement, specifying roles, responsibilities, shareholding commitments, and decision-making arrangements. The JBA shall be submitted as part of the Bid.

**Restrictions on Multiple Participation:** No entity participating as a sole Bidder may simultaneously participate in a Consortium. Similarly, no entity may be a member of more than one Consortium.

**Joint and Several Liability:** All members of the Consortium shall be jointly and severally liable to KSRTC for all obligations arising under the Bidding Documents and the Concession Agreement.

### **3.2.2. Conflict of Interest**

A Bidder shall not have a Conflict of Interest that affects or has the potential to compromise the integrity of the Bidding Process. Any Bidder found to have a Conflict of Interest shall be disqualified. For Consortiums, this Clause applies to each Member.

A bidder shall be disqualified if:

**Common Ownership or Control:** The Bidder, its Member, or Associate holds, directly or indirectly, 25% or more controlling shareholding or ownership interest in another Bidder, or vice versa. Indirect shareholding shall be computed based on control relationships. Ownership by regulated entities such



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as banks, insurance companies, pension funds, and public financial institutions shall be exempt.

**Constituent Overlap:** Any constituent of the Bidder is also a constituent of another Bidder, including shared key personnel or group entities that may influence competitive independence.

**Financial Support Between Bidders:** The Bidder or its Associate has received or provided any subsidy, grant, concessional loan, or subordinated debt from/to another Bidder or its Associate.

**Common Legal Representation:** The Bidder engages the same legal representative or legal advisory firm as any other Bidder for the purposes of this Bidding Process.

**Information Access or Influence:** The Bidder has a relationship—directly or through third parties—that enables access to another Bidder’s confidential information or affects its bid preparation, pricing, or strategic decisions.

**Consultant Conflict:** The Bidder or its Associate has participated as a consultant to the Authority for this Project, including preparation of documents, designs, specifications, or feasibility studies.

**Appointment of Authority Officials:** The Bidder or its Associate has appointed, employed, or engaged any official of the Authority or its Advisors (technical, legal, financial, or project advisory) within one (1) year prior to the Project award.

**Blacklisting or Debarment:** The Bidder, its Member, or Associate is currently blacklisted, debarred, or suspended by GoI, GoK, or any PSU.

**Director Disqualification:** Any Director or Key Managerial Personnel of the Bidder is disqualified under the Companies Act, 2013 or any government order.

**Explanation:** “Associate” refers to an entity that controls, is controlled by, or is under common control with the Bidder or Consortium Member. “Control” means

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ownership of at least 26% voting shares or authority to direct management. A certificate from the Statutory Auditor or Company Secretary must be provided to establish Associate relationships.

### 3.2.3. **Technical Capacity Eligibility**

To qualify under the **Minimum Eligibility Criteria**, the Bidder (whether a single Legal Entity or a Consortium) must demonstrate adequate technical experience in the development, construction, or completion of eligible large-scale commercial or infrastructure projects within the **last ten (10) years** preceding the Bid Due Date.

Bidder (or Consortium members combined) must satisfy ANY ONE of the following:

One eligible completed project of minimum **Rs. 150 crores**

**OR**

Two eligible completed projects of minimum **Rs. 80 crores each**

**OR**

Three eligible completed projects of minimum **Rs. 60 crores each**

#### **Eligible Projects: -**

For the purpose of determining Technical Capacity, the following shall be considered **Eligible Projects**:

- Hospitality facilities, including hotels, resorts, and serviced apartments
- Retail and commercial complexes such as shopping malls and commercial buildings
- Mixed-use developments combining components such as hospitality, retail, offices, and public facilities
- Transport terminals or transport-linked infrastructure
- Large commercial, institutional, or public buildings
- Office buildings or business complexes

Projects may have been undertaken on **EPC, PPP, DBFOT**, or similar development models.



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## Conditions: -

**Project Completion Requirement:** Only projects that are **completed** and are **operational** as of the Bid Due Date shall be considered.

**Mandatory Client Certification:** Each project must be supported by **Client Certificates** clearly indicating project cost, nature of work, completion date, and operational status.

**Consortium Experience Aggregation:** In case of a Consortium, the technical experience of all members may be aggregated to meet the above criteria, unless otherwise specified.

**Associate Experience (Proportionate Basis):** Experience of an **Associate** may be considered, but only **in proportion to the Bidder's or Lead Member's shareholding** in such Associate, supported by certification from a Statutory Auditor or Company Secretary.

**Experience in Joint Ventures:** If the eligible project was executed through a Joint Venture/Consortium/SPV, the Bidder or Lead Member must have held **not less than 26% equity** in the project entity.

The project cost attributable to the Bidder shall be considered **only to the extent of its equity share** in that project.

**Lead Member Requirement (If Consortium):** If bidding as a Consortium, the **Lead Member** is required to demonstrate the primary share of technical capacity, unless otherwise allowed under this RFP.

### 3.2.4. Financial Capacity Eligibility

Bidder must satisfy BOTH of the following:

A. Minimum Net Worth: -

At least Rs. 15 crores as on FY 2024-25. Certificate from a statutory auditor is mandatory.



B. Minimum Average Annual Turnover: -

Average annual turnover of at least Rs. 100 Crores over last 3 completed financial years. Turnover of each year and average to be certified by statutory auditor.

**For Consortiums:** - Combined net worth and turnover of all members to be considered. Each member's contribution to combined capacity to be clearly documented.

### 3.2.5. **Litigation & Dispute History**

Bidder shall declare: -

- **All ongoing litigation or arbitration proceedings** that may impact its financial stability, technical capability, or ability to execute the Project.
- **Any disputes with previous clients, employers, or contracting agencies**, including the nature of the dispute, parties involved, and potential implications.
- **Any criminal, regulatory, or statutory proceedings** initiated against the Bidder, its Directors/Partners, or Consortium Members, along with relevant supporting documentation.
- **Complete details and current status of all such cases**, including amounts involved, outcomes to date, and any foreseeable liabilities.

**KSRTC reserves the right to reject the Bid** if, in its opinion, the Bidder's litigation or dispute history materially affects its credibility, financial capacity, or ability to undertake the Project.

### 3.3. **Pre-Bid Meeting**

#### **Date and time mentioned in the E-Tender portal**

**Venue:** KSRTC Chief Office, Transport Bhavan, East Fort, Thiruvananthapuram – 695023 (OR Virtual via video conference link will be posted in KSRTC website [www.keralartc.com](http://www.keralartc.com) one day prior to the pre bid meeting date.)



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**Purpose:**

- Clarification of RFP terms and conditions.
- Site walkthrough and project details.
- Q&A session with bidders.
- Logistics and submission procedure guidance

**Attendance:** Optional for bidders

**3.4. Queries & Clarifications**

Pre-Bid Queries:

- Submit via email: [estate@kerala.gov.in](mailto:estate@kerala.gov.in)
- Last date: Will be intimate at the time of Pre-bid meeting.
- Subject: "Query: KSRTC Kollam DBFOT RFP (**S001-ES04/3/2026-EST-KSRTC HQ**)"
- KSRTC responses posted on e-tender portal within 5 working days
- During Bid Evaluation: - KSRTC may seek technical clarifications from bidders
- Bidders respond within timeline specified by KSRTC

**3.5. Site Visit**

Strongly recommended for all bidders: -

- To inspect site, understand existing conditions, and identify opportunities
- Arrange by emailing: [estate@kerala.gov.in](mailto:estate@kerala.gov.in)
- KSRTC facilitates access during working hours (09:00-17:00, Mon-Fri)
- Bidders conduct independent due diligence at their cost

**3.6. Amendments & Addenda**

KSRTC may issue amendments, clarifications, or addenda at any time: -

- Posted exclusively on e-tender portal: <https://etenders.kerala.gov.in>
- Addenda issued within 7 days of Bid Due Date are binding on all bidders
- Bidders responsible for monitoring portal and downloading all addenda
- Compliance with addenda mandatory

**Regular portal monitoring recommended for all updates and addenda.**

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## **4. TECHNICAL PROPOSAL REQUIREMENTS**

### **4.1. Bid Forms & Documents**

All bidders must submit the following forms (digitally signed):

#### **ANNEXURE 1:**

- i. Letter of Bid
- ii. Formal bid letter on company letterhead
- iii. Signed by authorized signatory
- iv. Confirming acceptance of all RFP terms and conditions

#### **ANNEXURE 2:**

- i. Bidder Information
- ii. Bidder entity details (single or consortium)
- iii. Company registration numbers
- iv. PAN, GST registration, bank details
- v. Authorized signatory details with contact information

#### **ANNEXURE 3:**

- i. Power of Attorney
- ii. Delegating authority to representative to sign bid on behalf of bidder
- iii. Notarized and on appropriate stamp paper

#### **ANNEXURE 4:**

- i. Consortium Agreement (if applicable)
- ii. Agreement among all consortium members
- iii. Defining roles, responsibilities, equity ownership
- iv. Joint and several liability clause
- v. Format provided in Annexure-D

#### **ANNEXURE 5:**

- i. Technical Experience Certificate
- ii. Details of past projects (minimum 5 projects or as required by eligibility)
- iii. For each project: Name, location, client, cost, completion date, performance rating
- iv. Client reference letters/certificates attached
- v. Bidder's role (lead developer, partner, contractor, etc.) clearly stated.



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**ANNEXURE 6:**

- i. Financial Capacity Certificate
- ii. Certification by statutory auditor
- iii. Net worth statement as on FY 2024-25
- iv. Average annual turnover over last 3 years
- v. Copy of audited balance sheet and P&L for last 3 years attached
- vi. Credit rating certificate (if available)

**ANNEXURE 7:**

- i. Concept Master Plan & Design Brief
- ii. Executive summary of proposed Hospitality and Retail development
- iii. Site utilization and zoning plan
- iv. Building typology and floor-wise breakup
- v. Hotel/hospitality component (if any): room count, facilities, classification standards
- vi. Retail/commercial component: tenant mix, floor areas, usage
- vii. Parking: spaces, design (if proposed beyond norms)
- viii. MEP (Mechanical, Electrical, Plumbing) strategy outline
- ix. 2D/3D visualization or renderings (optional but encouraged)
- x. Architectural and design compliance notes

**ANNEXURE 8:**

- i. Implementation Plan & Construction Methodology
- ii. Project schedule (timeline from Appointed Date to COD)
- iii. Construction methodology and phasing
- iv. Resource plan (manpower, equipment, vendors)
- v. Safety and quality management approach
- vi. Construction cost and cash flow schedule
- vii. Key milestone definitions and completion criteria
- viii. Contingency planning.

**ANNEXURE 9:**

- i. Operations & Maintenance (O&M) Strategy
- ii. Operations plan during concession period
- iii. Hotel management approach (if applicable): staff structure, guest services, maintenance
- iv. Retail management: tenant management, common area maintenance, housekeeping



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- v. Parking operations (if applicable): management system, fee collection, maintenance
  - vi. Utilities management: power, water, sewage, waste management - Service level agreements (SLAs) and performance metrics
  - vii. Proposed O&M staff structure and organizational hierarchy
  - viii. Technology/ICT systems for operations (property management, parking management, etc.)

**ANNEXURE 10:**

- i. ESG & Sustainability Plan
- ii. Energy efficiency measures: Solar PV, LED lighting, HVAC optimization
- iii. Water management: STP, rainwater harvesting, recycled water usage
- iv. Waste management: Solid waste segregation, composting, recycling
- v. Environmental compliance: ECBC compliance, pollution control, green building certification (GRIHA 3-star or equivalent)
- vi. Social responsibility: Local employment, community engagement
- vii. Health & safety: Fire safety, emergency management, accessibility standards  
- Sustainability targets and monitoring mechanism

**ANNEXURE 11:**

- i. Litigation & Arbitration Declaration
- ii. Statement of any ongoing or past litigation, arbitration, or disputes
- iii. Details of claim amount, status, likely resolution timeline
- iv. Impact on financial or operational capacity (if any)
- v. Affidavit form provided in annexure

**ANNEXURE 12:**

- i. Anti-Collusion & Integrity Pact
- ii. Signed by authorized signatory
- iii. Confirming no collusion, fraud, or corrupt practices
- iv. Accepting severe penalties for non-compliance

**Supporting Documents:**

1. EMD proof (online transfer receipt)
2. Certificate of incorporation
3. Board resolution authorizing bid submission
4. PAN certificate and GST registration
5. Audited financial statements (last 3 years)
6. Client reference certificates (for past projects)
7. Any other supporting documents



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## 4.2. Mandatory Compliance Checklist

Bidders must confirm:

1. Bid submitted on/before Bid Due Date and Time.
2. All Annexures completed and digitally signed.
3. EMD of Rs. 5 lakhs submitted.
4. No conditional clauses or qualifications in bid.
5. All mandatory documents attached.
6. Technical capacity and financial capacity thresholds met.
7. No conflict of interest exists.
8. Not blacklisted/debarred.
9. Consortium agreement (if applicable) included.
10. All documents in English.
11. Anti-collusion pact signed.
12. Site inspection conducted (recommended).
13. Pre-bid queries clarified.

## 5. FINANCIAL PROPOSAL REQUIREMENTS

### 5.1. Annual Concession Fee (ACF)

#### 5.1.1. Quotation Requirements:

- a) Bidders must quote a **single, firm, unconditional** ACF for the **Base Year**, in **Indian Rupees (INR)**.
- b) The quoted amount must be **exclusive of GST** and any other statutory taxes/levies.
- c) **No conditional or qualified financial quotes** will be accepted; such bids will be deemed non-responsive.
- d) **Minimum Reserve ACF:** ₹93,00,000 (Rupees Ninety three Lakhs) per annum; bids below this threshold shall be rejected.



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- e) Bidders must undertake their own financial due-diligence and quote an ACF reflecting long-term project viability.
  - f) The Financial bid should be uploaded separately in the given format (BOQ).

#### 5.1.2. Payment Commencement:

ACF payment obligation begins from the **date of appointment** irrespective of the COD. 50% ACF is applicable during the construction period limited to two years. ACF in full will be applicable from the date of COD or on the expiry of two years from the date of appointment whichever is earlier.

#### **COD Definition:**

- Completion of construction as per approved drawings/specifications;
- Receipt of **Occupancy Certificate(s)** and all statutory/regulatory approvals;
- Formal submission of compliance certificates to the Authority.

No interim, provisional, or pre-COD concession fee shall be applicable.

#### 5.1.3. Escalation (Mandatory & Fixed):

- ACF shall escalate at a **fixed rate of 15% every 3 years**, calculated on the last payable ACF.
- This escalation structure is **mandatory, non-negotiable**, and applies throughout the Concession Period.
- Bidders cannot propose alternative escalation formulas or seek modification of the prescribed mechanism.
- Example: If Base Year ACF = Rs. 1.2 Crores,
  - Then: - Years 1-2: Rs. 1.2 Crores/year
  - Years 3-5:Rs. 1.38 Crores/year
  - Years 6-8: Rs. 1.59 Crores/year - And so on...



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## 5.2. Revenue Rights & Concessionaire Retention

All revenues from the project belong to Concessionaire, including: -

- Hotel operations (room rates, F&B, spa, events, conferences)
- Retail lease income
- F&B outlet revenues
- Parking revenues (if applicable)
- Advertising and sponsorship income
- Any other ancillary revenue

KSRTC does NOT share in operational revenues; KSRTC receives only the Annual Concession Fee (ACF).

## 5.3. Taxes & Levies

**Concessionaire shall be solely responsible for the following:**

- **Goods and Services Tax (GST):** Applicable on the Annual Concession Fee (ACF) as well as on all project-related revenues, sub-license income, user charges and ancillary commercial earnings.
- **Property-related Levies:** Full payment of property tax, municipal taxes, local body cess, assessment charges, and any future revisions or additional municipal levies.
- **Utility Charges:** All electricity, water, sewerage, solid-waste, and related service charges for the entire project facility during the concession period.
- **Labour-related Taxes:** All labour taxes, statutory payments, PF/ESI contributions, welfare-fund dues, and other mandatory workforce-related compliances.
- **Insurance:** Comprehensive insurance for assets, third-party liability, fire and building insurance, and all other mandatory or recommended project insurances.
- **Statutory Levies:** Any current or future taxes, duties, cesses, surcharges, or statutory fees imposed by Central/State/Local authorities for operating the project.
- **No Reimbursement:** All such taxes, charges, duties, and levies shall be fully borne by the Concessionaire and **shall not be reimbursed or compensated by KSRTC under any circumstances.**



#### **5.4. Currency**

All prices quoted in the Bid shall be quoted in Indian National Rupee(s) (INR).

#### **5.5. Tie-Bid Resolution**

In case of Tie Bids (two or more bidders quoting identical ACF):

**6. Improved Bid Round:** If bidders are tied, they will be asked to submit an improved (higher) ACF within 5 working days, and the bidder offering the highest revised ACF will be ranked as H1.

**7. If No Improvement:** If no improved offers are submitted or the tie continues, a draw of lots will be held in the presence of the bidders, and the selected bidder will be declared as H1.

### **6. BID EVALUATION METHODOLOGY**

#### **6.1. Ranking and Selection of Bids**

Bidders shall be ranked based on their combined technical and financial scores under the **QCBS evaluation framework**, with the bidder securing the highest composite score ranked as H1, and the H1 Bidder recommended for selection as the "Selected Bidder."

##### **6.1.1. QCBS EVALUATION METHODOLOGY**

The bids conforming to the technical specifications, terms and conditions stipulated in the RFP and considered to be responsive after subjecting to Bid Eligibility Criteria will be considered for further evaluation as given below:

- a) Bids shall be evaluated both in terms of 'Quality' as well as 'Quoted Price' i.e. Quality & Cost Based Selection (QCBS) methodology. The weightage for the 'Quality' is **70 (seventy)** and the weightage for the 'Quoted' price is **30 (thirty)**.
- b) The marks allocated against various sub-sections under 'Quality' of Bid shall be as hereunder:



## QCBS-Based Evaluation Framework (100 Marks)

Total Score = **Technical Score (70%) + Financial Score (30%)**

### 1. Technical Evaluation – 100 Marks

The technical score will be based on three components:

#### A. Bidder Experience & Capability – 60 Marks

Sl.	Criteria	Evaluation Parameters	Max. Marks	Documents Required
1	The Average annual turnover of the Lead Bidder shall be Rs. 50.00 Cr. or more in last three F.Y years i.e. 2022-2023, 2023-2024 & 2024-25	Avg. Turnover (Cr.) a.) > Rs. 50 Cr <b>(10 Marks)</b> b.) >Rs. 60 Cr <b>(15 marks)</b>	<b>15</b>	Copy of the audited Profit & Loss Statement of the company duly certified by Statutory Auditor / CA Certificate clearly citing the average turnover for last 3 financial years.
2	The bidder must demonstrate technical capacity through eligible completed projects from the last ten years, such as hospitality assets, malls or mixed-use developments, transport terminals, large commercial complexes, or college buildings.	a.) meeting the minimum threshold of either one project of ₹60 crore, or two projects of ₹30 crore each, or three projects of ₹20 crore – <b>10 marks</b> b.) more than one eligible project of value ₹60 crore or above – <b>15 marks</b>	<b>15</b>	Work Order or Client Testimonial/ Project Completion Certificate.
3	The bidder shall have a minimum Net Worth of ₹10 crore (FY 2024-25 or later) over the last three audited financial years.	a.) bidder meeting these Minimum criteria- <b>10 marks</b> b.) bidder demonstrating a Net Worth exceeding ₹15 crore – <b>15 marks</b>	<b>15</b>	Net Worth certificate issued by a Chartered Accountant for the relevant financial years
4	The bidder shall demonstrate experience in the operation and maintenance (O&M) of any public building or facility with a minimum built-up area of 1 lakh sq. ft.	A.) bidder with O&M experience of at least 1 lakh sq. ft. - <b>10 mark.</b> B.) bidder with O&M experience exceeding 2 lakh sq. ft. - <b>15 marks</b>	<b>15</b>	Client Testimonial/ Project Completion Certificate.



## B. Technical Proposal – 20 Marks

(Concept, Design, Sustainability, and Project Understanding)

Sub-Criterion	Description	Marks
<b>1. Understanding of Project Vision &amp; Requirements</b>	Reflecting understanding of Kollam tourism demand, lakefront opportunity, mandatory components (100-key hotel + 500–1000 pax convention centre + retail), PPP expectations etc. from PIM	<b>5</b>
<b>2. Architectural &amp; Design Approach</b>	Integration of Kerala vernacular + modern hospitality + lake front place making principles described in PIM	<b>10</b>
<b>3. Sustainability &amp; Environmental Measures</b>	Wastewater, storm water, lake protection, green building	<b>5</b>

## C. Presentation – 20Marks

The presentation should demonstrate the bidder’s approach to this **premium hospitality + convention + commercial facility at KSRTC, Kollam.**

Sub-Criterion	Description	Marks
<b>1. Overall Master plan &amp; Vision</b>	How the bidder proposes to create a landmark lake-oriented hospitality destination as envisioned in PIM	<b>5</b>
<b>2. Hotel Concept (100 Keys Minimum) &amp; Convention Centre Strategy (500–1000 pax)</b>	Room design, F&B strategy, amenities, revenue planning aligned with tourism & MICE demand for Kollam	<b>5</b>
<b>3. Financial Feasibility &amp; Revenue Model</b>	CAPEX plan aligned to ₹60–75 crore estimate from PIM; revenue sources (rooms, F&B, retail, MICE)	<b>5</b>
<b>4. Project Execution Plan</b>	Timeline, risk mitigation, approach to statutory approvals, KSRTC coordination	<b>5</b>

Total = **100 Marks**



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**Note for above:**

- i. To demonstrate experience against criteria specified above, bidder must submit relevant documents
- ii. A bid shall have to meet the Minimum Qualifying Marks of 70 (seventy) marks in 'Quality' Criteria. Bids not meeting the minimum qualifying marks in 'Quality' Criteria shall be rejected. The Bids meeting the minimum qualifying marks shall be called 'Qualified Bids' and shall be eligible for financial evaluation of the bid.
- iii. 'Qualified Bids' (meeting the minimum Qualifying Marks of in Quality Criteria) and conforming to the technical specifications, terms and conditions stipulated in the bidding document and considered to be responsive after subjecting to Bid Evaluation Criteria shall be considered for further evaluation as per the Evaluation Criteria given below:
  - a. Price Bids shall be evaluated taking into account the Price quoted for all services including applicable GST (CGST & SGST/UTGST or IGST).
  - b. Quoted price must include all liabilities and taxes including statutory liabilities but excluding GST, which shall be quoted separately in the Price Bid format
- iv. To ascertain the Inter-se-ranking of the bids, the Quality & Cost Based Selection (QCBS) methodology as mentioned below shall be adopted:
  - a. An Evaluated Bid Score (B) will be calculated for each bid, which meets the minimum Qualifying marks of 70 (Seventy) in 'Quality' Evaluation Criteria, using the following formula in order to have a comprehensive assessment of the Bid price and the Quality of each bid:

$$B = (C_{low}/C) \times 100 \times X + (T/T_{high}) \times 100 \times Y$$

*where,*

$C$  = Evaluated Bid Price of the bidder

$C_{low}$  = The lowest of the evaluated bid prices among the responsive bids

$T$  = The total marks obtained by the bidder against "Quality" criteria

$T_{high}$  = The highest marks scored against "Quality" criteria among all responsive bids

$X$  = 0.3 (The weightage for 'Quoted price' is 30%)

$Y$  = 0.7 (The weightage for 'Quality' is 70%)



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**Note:** The Evaluated Bid Score (B) shall be considered up to two decimal places.

- a) Contract shall be awarded to the bidder with the highest Evaluated Bid Score (B).
- b) In the event of two or more bids having the same highest Evaluated Bid Score (B), the bid scoring the highest marks against 'Quality' criteria will be recommended for award of contract. Even if there is a tie, 'draw of lots' will be resorted to arrive at the recommended bidder.
- c) To ascertain the inter-se-ranking, the comparison of the responsive bids will be made subject to loading for any deviation.

#### 6.1.2. **H1 Selection (Highest Bidder):**

H1 selected as "Selected Bidder" subject to: -

- Compliance and responsive bid check: The H1 bidder must successfully pass all compliance requirements and be confirmed as having submitted a fully responsive bid in accordance with the RFP.
- KSRTC Board approval: The final selection shall be validated through the formal approval of the KSRTC Board or its competent authority.
- Due diligence and financial closure verification: The bidder must undergo necessary due diligence, including verification of financial capability and readiness to achieve financial closure within stipulated timelines.

#### 6.1.3. **Reserves & Second Chance:**

- **H2 and H3 maintained as reserve bidders:** The next highest-ranked bidders (H2, H3, etc.) shall be retained on a reserve list for potential consideration.
- **If H1 withdraws or is not selected, H2 invited to match H1's financial offer:** In the event that the H1 bidder withdraws, fails eligibility checks, or is otherwise not approved, the Authority may invite H2 to match the financial terms quoted by H1.
- **Process continues until successful bidder identified:** This matching and evaluation process will continue sequentially with the next ranked bidders until a final successful bidder is confirmed.



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## 6.2. Opening and Evaluation of Bids

- The Authority will download and open all Technical Bids received through the e-tender portal on the date and time published along with this NIT.
- Evaluation of Technical Bids will be conducted entirely at the sole discretion of the Authority. No explanation or justification regarding the evaluation or selection process will be provided.
- The Authority will examine and evaluate the Technical Bids in accordance with the provisions of this RFP.
- The Authority may seek written clarifications from Bidders during evaluation. Clarifications must be submitted within the specified time; otherwise, the Authority will evaluate the Bid based on available information, and such interpretation shall be binding. Unsolicited clarifications will not be considered.
- If a Bidder's claim regarding an eligible Similar Project is found to be incorrect, such claim will be rejected. If any information provided is false or materially misleading, the Bid may be rejected in accordance with this RFP.

## 6.3. Responsiveness Check (Stage 1)

As a first step towards evaluation of Technical Bids, the Authority shall determine whether each Bid is responsive to the requirements of the RFP. A Bid shall be considered responsive only if:

### **Proper Submission:**

- Technical Bid submitted online in the prescribed format (Appendix-I with Annexures).
- Submission made before the Bid Due Date & Time on the e-tender portal.

### **Mandatory Documents:**

- Bid Security/EMD submitted in the correct form.
- Valid Power of Attorney(s).
- Joint Bidding Agreement (if Consortium).
- Certificates from statutory auditors, as required.



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### **Completeness:**

- All forms, schedules, and supporting documents included.
- No conditions, deviations, or qualifications added to the Bid.

### **Technical Requirements:**

- Bid is complete in all respects and contains all required information.
- Bid validity meets the minimum requirement (e.g., 180 days).

### **Compliance:**

- All digital signatures are valid.
- Bid is not found to be non-responsive under any provision of the RFP.

Bids failing any responsiveness criterion will be summarily rejected.

## **6.4. Technical Evaluation (Stage 2)**

### **6.4.1. Legal & Entity Eligibility:**

The Bidder must be a legally registered company or LLP or Partnership Firm in India, duly incorporated and in good standing, holding valid PAN and GST registrations, and not currently blacklisted, debarred, or suspended by any government or statutory authority.

### **6.4.2. Conflict of Interest Assessment:**

Due assessment of all bidders shall be made to ensure **no conflict of interest** exists, including:

- (i) Absence of **common ownership or control** with other bidders.
- (ii) The bidder **having not served as a consultant or advisor** for project preparation or evaluation; and
- (iii) **No recent association with KSRTC officials** that could create undue influence.

Any conflict identified during assessment may lead to bid rejection in accordance with the RFP.



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#### 6.4.3. Technical Capacity Verification

- Bidder or consortium members must demonstrate the required technical experience as defined in the RFP, with supporting documents.
- Minimum eligible project cost and completion criteria must be satisfied, including proof of substantial completion or operation, wherever applicable.
- All client reference certificates will be verified for authenticity, including project scope, value, timelines, and performance.
- Relevant experience must clearly relate to hospitality, commercial, or mixed-use developments, showing capability to plan, develop, and operate similar revenue-generating facilities.

#### 6.4.4. Technical Proposal Review

- **Concept viability and market appropriateness:** The proposed concept must demonstrate strong demand potential, alignment with market conditions, and suitability for the site and KSRTC's development objectives.
- **Site utilization and development plan feasibility:** The bidder must present an efficient site layout and development strategy that optimizes land use, ensures functional integration, and adheres to prescribed project boundaries.
- **Building design and compliance with regulations:** The architectural and technical designs should be well-developed, compliant with applicable building codes, zoning rules, safety norms, and all statutory standards.
- **Implementation plan realism and timeline:** The project schedule must be practical, clearly phased, and backed by a credible resource deployment and construction methodology demonstrating timely delivery.
- **O&M strategy and service level commitments:** The bidder must outline a robust operations and maintenance approach with defined service levels to ensure long-term asset performance and user satisfaction.
- **Sustainability and ESG initiatives:** The proposal should incorporate environmental sustainability features, energy-efficient systems, waste management practices, and broader ESG commitments.



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- **Risk identification and mitigation approach:** The bidder must identify key project risks—technical, financial, regulatory, or operational—and propose sound mitigation measures.
  - **KSRTC may seek clarifications and conduct presentations:** KSRTC reserves the right to request written clarifications, hold technical review meetings, or invite bidders for presentations to assess proposal adequacy.
  - **Minimum Qualifying Score:** The bidder must meet all mandatory eligibility and technical criteria as per the QCBC methodology; any significant non-compliance or deficiency may result in disqualification.

#### 6.4.5. Financial Capacity Verification

- **Net worth  $\geq$  Rs. 15 crores (as on FY 2024–25):** The bidder must demonstrate minimum net worth as prescribed, supported by audited annual reports and financial statements for the last three financial years, or as otherwise certified by the statutory auditor if the latest year’s audit is pending.
- **Average annual turnover  $\geq$  Rs. 100 crores (last 3 years):** The bidder shall submit audited balance sheets and profit & loss statements establishing compliance with the minimum turnover criteria, with financial details furnished strictly in the prescribed format.
- **Audited financial statements attached and reviewed:** The bid must include audited annual reports for the previous three financial years; if the latest year is unaudited, a statutory auditor’s certificate and audited statements for the preceding three years must be provided.

#### 6.4.6. Short listing

**Technical Qualification:** Bidders who meet all eligibility criteria, submission requirements, and responsiveness conditions specified in the RFP will be shortlisted and designated as “Technically Qualified Bidders.” These bidders will be considered eligible for further evaluation in the bidding process.

**Publication of Results:** The Authority will publish the list of all Technically Qualified Bidders on the e-tender portal. This publication shall constitute formal notification of qualification and will serve as the basis for proceeding to the financial bid stage.



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**Non-Qualified Bidders:** For bidders who do not meet the technical requirements, their bids will be treated as technically non-responsive, and their Financial Bids will not be opened. Such bidders will be excluded from the subsequent stages of evaluation.

## 6.5. Financial Evaluation (Stage 3)

### 6.5.1. Financial Bid Opening

- **Financial Bids** shall be opened only for Technically Qualified Bidders who have passed all stages of technical evaluation and responsiveness checks.
- **Date and time** of opening of Financial Bids will be notified in advance through the e-tender portal; no separate individual communication will be issued.
- **Opening conducted online through e-tender portal.**
- During the opening, the **ACF (Annual Concession Fee) quotations/ financial offer values** submitted by each technically qualified bidder **will be published in the e-tender portal and officially recorded** for transparency.

### 6.5.2. Negotiation Scope:-

- **Limited commercial clarifications only:** The Authority may seek clarification strictly on minor commercial aspects such as construction cost breakdowns, payment scheduling details, or clarification of small scope elements, without altering the substance of the bid.
- **Bid ranking and financial offer NOT changed post-bid:** Under no circumstance will the bidder's financial quotation or ranking be modified after bid submission, and no revised financial proposals will be permitted.
- **Core commercial terms non-negotiable:** Key elements such as the Annual Concession Fee (ACF), escalation rate, concession period, and other fundamental commercial terms shall remain fixed and are not open to negotiation with any bidder.



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### 6.5.3. **Contacts during Bid Evaluation**

- Bids shall be deemed to be under consideration immediately after they are opened and until such time the Authority makes official intimation of award/rejection to the Bidders. While the Bids are under consideration, Bidders and/or their representatives or other interested parties are advised to refrain from contacting by any means, the Authority and/ or their employees/representatives on matters related to the Bids under consideration.

## **7. FRAUD & CORRUPT PRACTICES**

### **7.1. Standards of Conduct**

All Bidders and their officers, employees, agents, and advisers shall uphold the **highest standards of ethics, integrity,** and professional conduct throughout the Bidding Process, after issuance of the Letter of Award (LOA), and during the subsistence of the Concession Agreement. Any involvement—directly, indirectly, or through third parties—in corrupt, fraudulent, coercive, collusive, undesirable, or restrictive practices shall constitute a material violation of this RFP.

### **7.2. Prohibited Acts**

Any of the following acts shall constitute grounds for immediate rejection of the bid, withdrawal of LOA, termination of the Agreement, and further penal action:

**Corruption:** Offering, giving, receiving, or soliciting anything of value to improperly influence any action connected with the Bidding Process. Note: Engaging or offering future employment to KSRTC officials involved in the bid process within one (1) year of leaving service constitutes a corrupt practice.

**Fraud:** Misrepresenting, suppressing, or omitting facts; falsifying documents; providing incomplete information; or otherwise misleading KSRTC to influence the outcome of the bid.



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**Collusion:** Coordinating or forming agreements with other bidders to distort competition, manipulate prices, influence evaluations, or otherwise undermine fair bidding.

**Coercion:** Impairing, harming, or threatening to impair or harm persons or property to influence participation or decisions related to the Bidding Process.

**Obstruction:** Interfering with investigations, destroying evidence, intimidating officials, or attempting to impede KSRTC’s verification, evaluation, or audit processes.

**Undesirable Practices:**

- (a) Establishing unauthorized contact with KSRTC officials to lobby, canvass, or influence the bid outcome; or
- (b) Participating despite having a Conflict of Interest as defined under this RFP.

**Restrictive Practices:** Forming cartels or entering any arrangement designed to limit competition, restrict participation, or manipulate the Bidding Process.

**Blackmail or Extortion:** Demanding payment, favors, or undue advantage in exchange for altering bid conditions or influencing outcomes.

**7.3. Consequences**

If any Bidder or Concessionaire is determined by KSRTC to have engaged in any prohibited practice—whether directly, indirectly, or through an agent—KSRTC may invoke one or more of the following actions without any liability:

**Bid Rejection:** Immediate rejection of the bid at any stage of the process.

**Withdrawal of LOA:** Cancellation of the Letter of Award, if already issued.

**Agreement Termination:** Termination of the Concession Agreement, if already executed.

**Forfeiture of Securities:** Forfeiture and appropriation of Bid Security or Performance Security as damages.



**Debarment:** Disqualification from participating in any KSRTC tender for a period of two (2) years, or longer for severe violations.

**Legal Proceedings:** Initiation of criminal, civil, or statutory proceedings under applicable laws.

**Recovery of Losses:** Recovery of payments improperly made, along with applicable penalties.

#### **7.4. Anti-Collusion & Integrity Pact**

All bidders are required to sign Anti-Collusion & Integrity Pact (Annexure-12) confirming:

- No collusion or coordination with other bidders
- Bid prepared independently
- No fraudulent or corrupt practices
- Acknowledgment of severe penalties for non-compliance
- Acceptance of KSRTC's right to verify and investigate

### **8. SCHEDULE OF BIDDING PROCESS & TIMELINE**

#### **8.1. Online Submission Process**

**Portal:** <https://etenders.kerala.gov.in>

**Mode:** Online only; physical bids NOT accepted

Steps:

1. Register on portal (if not already registered) with valid email and mobile
2. Download RFP documents from portal
3. Prepare bid documents as per RFP requirements
4. Digitally sign all forms and documents
5. Upload Cover 1 (Technical Proposal) on e-tender portal
6. Upload Cover 2 (Financial Proposal) on same portal (simultaneously submitted)



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7. Submit within Bid Due Date and Time

8. Receive online confirmation with timestamp

Technical Support: Portal help available; bidders advised to submit well before Bid Due Date to avoid last-minute issues.

The e-Tender portal contains downloadable user manuals with **detailed guidelines on e-tender participation**, which Bidders are advised to use.

**The Authority will not be responsible** for delays or problems occurring due to bidder's technical issues during online submission.

### **Digital Signature Requirements**

- **Bidders must possess a valid Class-3 Digital Signature Certificate (DSC)** issued under the IT Act, 2000, in the name of the **Authorized Signatory holding the Power of Attorney (POA)**.
- The DSC must be in the **corporate capacity of the Bidder** (or **Lead Member**, in case of a Consortium), and supporting documents proving DSC ownership must be submitted.
- DSCs must be obtained from **authorized certifying agencies**, as listed on the e-procurement portal.

Note: If any date is a public holiday in Kerala, the next working day applies.

### **8.2. Late & Invalid Bids**

The following bids shall be REJECTED: -

- Bids submitted after Bid Due Date and Time (no exceptions)
- Incomplete bids (missing forms, signatures, documents)
- Bids without EMD or with invalid EMD
- Non-responsive bids (containing qualifications or conditions)
- Bids in languages other than English
- Unsigned/un-digitally signed documents
- Physical bids (only online bids accepted)



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### 8.3. Bid Modification & Withdrawal

#### Before Bid Due Date:

- Bidders may **modify, amend, or withdraw** their bids through the designated e-tender portal using their authorized login credentials.
- Any modified or revised bid **must be fully re-submitted** before the prescribed deadline; failing which, the earlier bid shall remain valid.
- Upon successful re-submission, the **latest uploaded version shall automatically supersede** all previous submissions made by the Bidder.

#### After Bid Due Date:

- **No modification, correction, substitution, or withdrawal** of bids shall be permitted under any circumstances once the deadline has passed.
- The bid shall be considered **final and binding** in the form submitted at the time of Bid Due Date, and will be evaluated accordingly.

### 8.4. Correspondence with the Bidder

Save and except as provided in this RFP, the Authority shall not entertain any correspondence with any Bidder in relation to acceptance or rejection of any Bid.

## 9. AWARD & POST-AWARD PROCESS

### 9.1. Letter of Award (LOA)

Issued to H1 (Selected Bidder) after: -

- Technical qualification verification
- H1 financial bid selection
- KSRTC Board approval
- ECPPP approval (if project cost warrants)



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LOA Contents: -

- Project identification and scope
- Financial bid amount (ACF) accepted
- Concession period and payment terms
- Conditions precedent (SPV incorporation, Performance Security, etc.)
- Timeline for DCA execution
- Default consequences

LOA Validity: Until acceptance or expiry of Bid Validity Period (180 days from Bid Due Date)

## **9.2. Selected Bidder Obligations**

- Within 45 days of LOA: -
  - Incorporate Special Purpose Vehicle (SPV) under Companies Act, 2013
  - SPV to hold project implementation rights
  - SPV board resolution authorizing concession agreement execution
- Within 30 days of LOA: -
  - Submit Performance Security: 5% of Estimated Project Cost (EPC) or Rs. 5 crores, whichever is higher.
- Within 60 days of LOA: -
  - Execute Draft Concession Agreement (DCA) with KSRTC
  - Obtain necessary board approvals
  - Sign with authorized signatories
- By Financial Close (within 120 days of DCA): -
  - Arrange project financing (equity + debt)
  - Satisfy all conditions precedent in DCA
  - Achieve financial closure
  - Appointed Date triggered



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### **9.3. Financial Close Conditions Precedent**

Concessionaire must satisfy:

1. SPV incorporation and good standing
2. Performance Security in place
3. Equity arranged (minimum equity as per DCA)
4. Debt commitment from financial institution(s)
5. All regulatory approvals in place
6. DCA execution by both parties
7. Insurance policies in force
8. Technical consultants and contractors appointed
9. Designated account established for project funds

## **10. INSURANCE & INDEMNITIES**

### **10.1. Insurance Obligations**

Concessionaire shall maintain adequate insurances throughout project:

#### **During Construction: -**

- Contractors All Risks (CAR) insurance
- Erection All Risks (EAR) insurance
- Workmen's Compensation
- Third-party liability
- Fire & allied perils
- Equipment insurance

#### **During Operations: -**

- Building all-risks and third-party liability
- Workmen's compensation
- Professional indemnity (if applicable)



- 
- Terrorism cover (if feasible)
  - Business interruption insurance
  - Environmental liability (if applicable)

KSRTC named as additional insured where appropriate.

## **10.2. Indemnities**

**Concessionaire shall indemnify and hold harmless KSRTC against: -**

- Defects in design or construction
- Breach of DCA terms
- Third-party claims arising from operations
- Environmental liability
- Labour and employment claims
- Intellectual property infringement claims

## **11. MISCELLANEOUS**

### **11.1. Right to Reject**

KSRTC reserves absolute right to: -

- Reject any or all bids at its sole discretion and without assigning any reason whatsoever.
- Decide not to award the project to any bidder, even after completion of the evaluation process.
- Re-invite fresh bids at any stage if it considers such action to be in its best interest.
- Modify, amend, or alter any bid parameter, eligibility condition, or bidding timeline without incurring any liability.
- Suspend, terminate, or cancel the bidding process at any stage, and no bidder shall have any claim arising from such action.



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### **11.2. Confidentiality**

- All RFP documents, bid submissions, information shared by KSRTC, and communications issued during the bidding process shall be treated as strictly confidential.
- Bidders shall not disclose any such confidential information to third parties without obtaining prior written consent from KSRTC.
- KSRTC shall also maintain the confidentiality of bidder-submitted information in accordance with applicable privacy and data-protection laws.

### **11.3. Disclaimer**

- KSRTC shall not be responsible for the accuracy, adequacy, completeness, or reliability of any information, data, or statements contained in the RFP or issued subsequently.
- Bidders are required to independently investigate, examine, and verify all project-related details before submission of the bid.
- KSRTC shall not be liable for any costs, expenses, or losses incurred by bidders in preparing or submitting their bids, including costs of investigations, surveys, or documentation.
- KSRTC makes no representation or warranty, expressed or implied, regarding the feasibility, financial viability, profitability, or success of the proposed project.

### **11.4. Governing Law**

- The RFP, bidding process, and all related activities shall be governed by the applicable laws of India and the laws of the State of Kerala.
- The Concession Agreement executed with the selected bidder shall also be governed by Indian law.
- Any disputes arising out of or in connection with this RFP shall be resolved through arbitration in accordance with the provisions of the Arbitration and Conciliation Act, 1996.



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### **11.5. Severability**

- If any provision of this RFP is found to be invalid, unenforceable, or void by a court of competent jurisdiction, such provision shall stand severed from the RFP, and the remaining provisions shall continue to remain valid and enforceable.

### **11.6. Interpretation**

- This RFP and all associated documents shall be interpreted in the English language only.
- In the event of any inconsistency or conflict between this RFP and the Draft Concession Agreement (DCA), the provisions of the DCA shall prevail. KSRTC has the full right to modify/ amend the concessionaire agreement if found necessary, at the time of finalization with mutual consent of the concessionaire
- KSRTC's interpretation of the RFP, its clauses, and all related instructions shall be final and binding on all bidders.

## **12. CONTACT INFORMATION**

### **For Tender Queries & Submission:**

#### **Tender Queries & Submission:**

##### **KSRTC Estate section**

Transport Bhavan, East Fort

Thiruvananthapuram - 695023, Kerala, India

Phone: +91-471-2330062

Email: [estate@kerala.gov.in](mailto:estate@kerala.gov.in)

Website: [www.keralartc.com](http://www.keralartc.com)

##### **Kerala e-Tender Portal (Technical Support):**

Website: <https://etenders.kerala.gov.in>



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## APPENDICES

- APPENDIX - A: Project Information Memorandum
- APPENDIX - B: Technical Proposal Documents
  - ❖ ANNEXURE 1: Letter Of Bid
  - ❖ ANNEXURE 2: Bidder Information
  - ❖ ANNEXURE 3: Power Of Attorney (PoA)
  - ❖ ANNEXURE 4: Consortium Agreement
  - ❖ ANNEXURE 5: Technical Experience Certificate
  - ❖ ANNEXURE 6: Financial Capacity Certificate
  - ❖ ANNEXURE 7: Concept Master Plan & Design Brief
  - ❖ ANNEXURE 8: Implementation Plan & Construction Methodology
  - ❖ ANNEXURE 9: Operations & Maintenance (O&M) Strategy
  - ❖ ANNEXURE 10: ESG& Sustainability Plan
  - ❖ ANNEXURE 11: Litigation & Arbitration History Declaration
  - ❖ ANNEXURE 12: Anti-Collusion & Integrity Pact
  - ❖ ANNEXURE 13: Financial Bid Completed With Acf Quotation
- APPENDIX - C: Compliance Checklist
- APPENDIX - D: Kollam Site Plan

**Issued by: The Chairman & Managing Director, KSRTC**

**Date:** 17/02/2026

**Official Seal:** KSRTC

END OF REQUEST FOR PROPOSAL



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# Development of Premium Tourism, Hospitality & Commercial Facility on DBFOT Basis at KSRTC

## ***KOLLAM***



## **PROJECT INFORMATION MEMORANDUM (PIM)**





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## 1. Introduction

The Kerala State Road Transport Corporation (KSRTC) intends to utilise its strategically located land parcel in **Kollam**, one of Kerala's major tourism destinations, to create a **premium hospitality, convention, and commercial facility** that responds to contemporary tourism trends, waterfront demand, and urban development needs.

This PIM provides potential DBFOT concessionaires with comprehensive insights into the project, site-specific potential, commercial scope, technical expectations, and the viability of undertaking the project as a long-term revenue asset.

## 2. About KSRTC

KSRTC, headquartered in Thiruvananthapuram, is Kerala's premier public transport utility, operating across:

- Long-distance intercity services
- City fleets
- Rural connectivity routes
- Pilgrim tourism services (Sabarimala, Guruvayur, etc.)
- Inter-state services

KSRTC owns valuable land holdings across major towns and cities. To enhance the corporation's non-operational revenue streams, KSRTC adopts PPP-based development models including:

- DBFOT terminal redevelopment
- Commercial complexes
- Transit hubs
- Tourism infrastructure facilities

The Kollam project is part of this strategic initiative.



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### 3. Purpose and Scope of this PIM

The PIM aims to:

- Provide structured information to prospective bidders
- Explain the project vision, objectives, and components
- Present market opportunity and demand analysis
- Outline DBFOT structure, tenure, and concession framework
- Describe responsibilities of the concessionaire and KSRTC
- Serve as a reference prior to issuing the RFP (Request for Proposal)

### 4. Project Rationale & Strategic Importance

The project's importance stems from the following factors:

#### 1. Kollam's Rise as a Premium Tourism Hotspot

Kollam is internationally known for Ashtamudi Lake, a key backwater destination included in the UNESCO global tourism circuits.

#### 2. Under-supply of Premium Hotels & MICE Venues

Kollam lacks integrated hospitality infrastructure of star-category standard with:

- Hotel rooms
- Convention centre
- Lakefront leisure amenities

This project fills that gap.

#### 3. Strong Business, Corporate & Government Meetings Demand

As a regional headquarters city, Kollam demands:

- Business-friendly accommodation
- Conference venues
- Event spaces

#### 4. KSRTC's Prime Land in a Tourism Zone

The site's proximity to Ashtamudi Lake significantly enhances its commercial viability.



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## 5. Opportunity to Create a Landmark Lake - Oriented Hospitality Destination

The project is intended to be a signature development for Kollam and KSRTC.

### City Profile: Kollam Overview

Kollam, one of Kerala's oldest port cities, is known for:

- Ancient maritime heritage
- Backwater tourism
- Spices and cashew industries
- Culture, temples & festivals
- Houseboat circuits

Key demographic indicators:

- Population: 3 million (district)
- High literacy rate
- Strong domestic tourism footfall
- Steady international tourist inflow

## 6. Tourism Profile of Kollam

Kollam attracts diverse tourism segments:

### 5. Backwater Tourism

Ashtamudi Lake is the second-largest lake in Kerala and among the most photographed water bodies for tourism campaigns.

### 6. Houseboats & Cruises

Kollam serves as a starting point for:

- Kollam–Alappuzha backwater journey
- Ashtamudi lake cruises
- Overnight houseboat stays

### 7. Ayurveda Wellness Tourism

Kollam attracts international health tourists during September–March.



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## 8. Leisure Tourism

Includes:

Beaches (Thirumullavaram, Kollam Beach)

Heritage sites

Nature and village tourism

## 9. Event & Wedding Tourism

Demand for premium venues is increasing.

## 7. Project Location & Site Characteristics

The KSRTC land in Kollam is professionally suited for hospitality development due to:

- Proximity to Ashtamudi Lake (key USP)
- Urban accessibility
- Commercial frontage
- Undisturbed, developable land

The site's flat topography allows flexibility in:

- Hotel massing
- Convention centre layout
- Parking zones
- Retail frontage

## 8. Site Connectivity & Surroundings

### Proximity Highlights:

- Ashtamudi Lake – very close
- Kollam Railway Station
- NH-66 access
- Boat terminals & houseboat docking points
- Major commercial areas



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## Transport Connectors:

- Road: Excellent NH access
- Rail: High-frequency train connectivity
- Air: Trivandrum International Airport (~70 km)
- Water: Lake tourism proximity

## 9. Project Concept & Vision

The project envisions developing a **star-category hotel + convention centre + commercial retail plaza** as a signature lake-adjacent tourism asset.

### Key Outcomes:

- Establishing Kollam's most prominent Hotel–Convention destination
- Leveraging lake proximity for branding & premium pricing
- Supporting tourism growth and MICE (Meetings, Incentives, Conventions, Exhibitions) economy
- Enhancing KSRTC's long-term financial sustainability

## 10. Development Components

### 10.1 Mandatory Components

#### 1. Star-Category Hotel (Minimum 120 Keys)

Features include:

- Lake-facing rooms where feasible
- Luxury restaurant
- Coffee shop
- Business lounge
- Fitness centre
- Swimming pool (optional)
- Spa & wellness centre
- Banquet rooms
- Parking



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## 2. Convention & Event Centre

- Seating capacity 500–1000 pax
- Breakout rooms
- Pre-function area
- Technical conference infrastructure
- Ideal for weddings, seminars & events

## 3. Commercial Retail Zone

- 5–20 units depending on frontage
- Cafe, mini-market, craft shops, tourism counters, etc.

## 10.2 Optional Components

- Rooftop restaurant
- Ayurvedic centre
- Lake-view open dining deck
- Boutique retail
- Amphitheatre
- EV charging hub
- Business incubation centre

# 11. Architectural & Design Guidelines

## Design Philosophy

Blend:

- Modern hospitality standards
- Kerala architectural identity
- Waterfront place making principles

## Guiding Elements

- Sustainable façade
- Kerala sloping roof elements
- Courtyards
- Timber/laterite finishes
- High greenery ratio
- Lake-view decks/promenades



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## 12. Market Assessment & Demand Potential

### Tourism Growth Indicators

- International tourist arrivals rising annually
- Domestic leisure tourism rejuvenating coastal/backwater destinations

### Key Market Segments

1. Leisure travelers
2. Houseboat tourists
3. Ayurveda tourists
4. Business travelers
5. Corporate and government teams
6. Destination wedding clientele

## 13. Hospitality Market Assessment (Star Hotel Segment)

### Current Gaps

- Limited branded star-category hotels
- Underdeveloped luxury segment
- High room rates during peak seasons
- Conferences/weddings force tourists to stay in neighboring districts

### Projected Demand

- High weekend occupancy
- 60–75% annual expected occupancy for a 120-key facility
- Strong MICE-driven weekday occupancy

## 14. Convention & MICE Market Assessment

Kollam requires:

- Integrated hotel + convention facilities
- Large banquet/event spaces
- Lakeside wedding venues
- Corporate retreat spaces

This project will capture unmet demand.



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## 15. Retail Market Assessment

Retail will benefit from:

- Hotel guests
- Convention footfall
- Local commercial activity
- Lake tourism spillover

## 16. Environmental Considerations

### Key Factors

- Proximity to Ashtamudi Lake
- Storm water management
- Landscaping buffers
- Construction impact controls
- Wastewater management as per norms

## 17. Project Financial Structure

**DBFOT Model (30-year concession, inclusive of a 2-year construction period)**

Revenue sources include:

- Room revenue
- F&B
- Banquets & weddings
- Convention bookings
- Retail rentals
- Wellness centre income
- Parking revenue



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## 18. Indicative Financial Projections (Conceptual)

Estimated CAPEX:

**₹60–75 crore**

Potential metrics (illustrative):

- Annual revenue: ₹25–45 crore
- EBITDA margin: 25–30%
- Payback period: 10–14 years

## 19. Regulatory & Approval Framework

**Approvals Required:**

- Building permits
- Environmental clearances
- Tourism approvals
- Fire & safety
- Local self-government body permissions

## 20. Roles & Responsibilities

**KSRTC**

- Provide land
- Support permissions
- Monitor concession
- Concessionaire
- Full DBFOT responsibilities
- Operations & maintenance

## 21. Benefits & Impact Assessment

**For Tourism**

- Branded, star-category hospitality
- Major convention & wedding venue



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### **For Kollam**

- Economic activity
- Job creation

### **For KSRTC**

- Long-term lease revenue
- Asset value enhancement

## **Conclusion**

The proposed development of a premium tourism, hospitality, and commercial complex at the KSRTC land parcel in Kollam stands as a strategically significant undertaking that aligns with the State's broader vision for sustainable tourism growth, urban enhancement, and public-asset optimization. The initiative is conceived to address the current shortage of high-quality accommodation, integrated convention facilities, and modern commercial amenities within Kollam—an emerging destination of national and international relevance owing to the prominence of Ashtamudi Lake and the region's expanding tourism ecosystem.

This Project Information Memorandum has outlined the project's rationale, location strengths, market potential, and indicative development parameters intended to guide prospective concessionaires in evaluating the opportunity. The site's exceptional proximity to waterfront attractions, robust transport connectivity, and position within a commercially active urban node provide a compelling basis for establishing a landmark hospitality destination that can serve leisure travelers, corporate visitors, government delegations, wedding tourism, and the MICE segment. Market assessments indicate strong year-round demand drivers with significant room for absorption of new capacity, thereby supporting long-term operational viability.

The DBFOT model proposed for this project ensures a balanced allocation of responsibilities, wherein KSRTC contributes its strategically located land asset while the selected concessionaire undertakes the design, financing, construction, operation, and maintenance of the facility over the concession period. This



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structure is intended to promote private-sector innovation, efficient resource deployment, and sustained operational excellence, while enabling KSRTC to enhance its non-operational revenues and strengthen its financial resilience. Furthermore, the project is expected to generate notable socio-economic benefits, including employment creation, increased tourism inflows, enhanced commercial activity, and the establishment of Kollam as a preferred venue for high-value events and hospitality services.

Prospective bidders are encouraged to consider the project's long-term value proposition, its alignment with market demand, and the unique opportunity it presents to contribute to the transformation of Kollam's tourism landscape. KSRTC looks forward to engaging with experienced and capable private partners who share the vision of developing a world-class, future-ready hospitality and convention asset that will stand as a signature destination for the region.



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## APPENDIX - B

For KSRTC Kollam DBFOT Commercial Complex Development Project

RFP Reference	<b>S001-ES04/3/2026-EST-KSRTC</b>
Bid Reference	<b>S001-ES04/3/2026-EST-KSRTC</b>

### ANNEXURE 1: LETTER OF BID

[DATE]

To,

The Managing Director

Kerala State Road Transport Corporation (KSRTC)

Transport Bhavan, East Fort

Thiruvananthapuram - 695023,

Kerala Email: [estate@kerala.gov.in](mailto:estate@kerala.gov.in)

Dear Sir/Madam,

**SUB:** LETTER OF BID FOR DBFOT DEVELOPMENT OF PREMIUM TOURISM,  
HOSPITALITY AND RETAIL COMPLEX AT KSRTC KOLLAM BUS DEPOT

With reference to the Notice Inviting Tender (NIT) and Request for Proposal (RFP) issued by KSRTC for the above-mentioned project (RFP Reference: **S001-ES04/3/2026-EST-KSRTC HQ**), we [BIDDER NAME] hereby submit our formal Bid for the aforesaid project.

We have carefully read, understood, and accepted all terms and conditions contained in the NIT and RFP document, including all clauses, annexures, and amendments/addenda issued thereto.



---

We confirm that we are eligible to bid as per the eligibility criteria specified in Section 3.2 of the RFP and we meet/exceed all technical and financial capacity requirements.

We confirm that there is no conflict of interest as defined in Clause 3.2.2 of the RFP. We are not blacklisted/ debarred by any Government agency and we comply with all disqualification criteria.

We confirm that this is our sole bid for this project. We are not bidding individually and as a consortium member simultaneously, and no other bidder shares common ownership or constituents with us.

We have submitted Earnest Money Deposit (EMD) of Rs. 5,00,000 (Rupees Five Lakhs) as bid security as required by the RFP.

We undertake that our bid shall remain valid for a minimum period of 180 (One Hundred Eighty) days from the Bid Due Date, as stipulated in the RFP.

We confirm that our Bid comprises two covers:

**COVER 1:** Technical Proposal with all required documents and forms

**COVER 2:** Financial Proposal with Annual Concession Fee quotation

We undertake to comply with all mandatory requirements as laid out in the RFP, including the 15% ACF escalation every 3 years, 30-year concession period including 2-year construction period, and all other non-negotiable terms.

We confirm our understanding that in case our bid is selected as H1 (Highest Bidder), we shall:

1. Incorporate a Special Purpose Vehicle (SPV) within 45 days of Letter of Award (LOA)
2. Submit Performance Security within 30 days of LOA
3. Execute the Draft Concession Agreement (DCA) within 60 days of LOA
4. Achieve Financial Close within 120 days of DCA execution



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We confirm that all information provided in our bid is true, accurate, and complete. We are aware that any misrepresentation, false declaration, or fraudulent practices shall result in rejection of our bid and permanent debarment from future KSRTC tenders.

We hereby sign and accept the Anti-Collusion & Integrity Pact as per Form-12 of this bid submission.

In consideration of KSRTC giving us the opportunity to submit this bid, we undertake to stand by this bid and the representations made herein during the entire validity period.

Yours faithfully,

Authorized Signatory Name \_\_\_\_\_

Authorized Signatory Signature \_\_\_\_\_

Company/Entity Name \_\_\_\_\_

Company Stamp/Seal \_\_\_\_\_

Date

Witnessed by (if required): \_\_\_\_\_

Name: \_\_\_\_\_

Designation: \_\_\_\_\_

Organization: \_\_\_\_\_



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## ANNEXURE 2: BIDDER INFORMATION

PROJECT: Development of Premium Tourism Hospitality and Retail Complex at  
KSRTC Kollam Bus Depot TENDER

REFERENCE: **S001-ES04/3/2026-EST-KSRTC HQ**

BID SUBMISSION DATE: \_\_\_\_\_

BID SUBMISSION TIME: \_\_\_\_\_

### A. BIDDER ENTITY DETAILS

Single Legal Entity Consortium (Specify number of members: \_\_\_\_)

#### A.1 PRIMARY BIDDER/LEAD MEMBER (if Consortium)

Company/Entity Legal Name \_\_\_\_\_

Entity Type:

- I. Limited Company [ ]
- II. LLP [ ]
- III. Other: \_\_\_\_\_

Date of Incorporation: \_\_\_\_\_

Certificate of Incorporation No.: \_\_\_\_\_

Registered Office Address: \_\_\_\_\_

State of Registration: \_\_\_\_\_

Email: \_\_\_\_\_ Phone: \_\_\_\_\_

PAN (Permanent Account Number): \_\_\_\_\_

PAN Certificate attached: [ ] Yes [ ] No

GST Registration Number: \_\_\_\_\_

GST Certificate attached: [ ] Yes [ ] No

CIN (Corporate Identification Number): \_\_\_\_\_

Company Website (if applicable): \_\_\_\_\_



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**A.2 AUTHORIZED SIGNATORY DETAILS (for Lead Member/Primary Bidder)**

Full Name: \_\_\_\_\_

Designation: \_\_\_\_\_

Email: \_\_\_\_\_ Mobile: \_\_\_\_\_

Address: \_\_\_\_\_

Power of Attorney/Authorization Letter attached: [ ] Yes [ ] No (Form-3)

**A.3 FINANCIAL CONTACT PERSON**

Full Name: \_\_\_\_\_

Designation: \_\_\_\_\_

Email: \_\_\_\_\_

Mobile: \_\_\_\_\_

**A.4 TECHNICAL CONTACT PERSON**

Full Name: \_\_\_\_\_

Designation: \_\_\_\_\_

Email: \_\_\_\_\_

Mobile: \_\_\_\_\_



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## **B. CONSORTIUM DETAILS (if applicable)**

### **B.1 CONSORTIUM MEMBER-1 (Lead Member - minimum 51% equity)**

Entity Name: \_\_\_\_\_

Proposed Equity %: \_\_\_\_\_

Legal Status: [ ] Active [ ] Other

Contact Name: \_\_\_\_\_ Email: \_\_\_\_\_

### **B.2 CONSORTIUM MEMBER-2 (if applicable - minimum 26% equity)**

Entity Name: \_\_\_\_\_

Proposed Equity %: \_\_\_\_\_

Legal Status: [ ] Active [ ] Other

Contact Name: \_\_\_\_\_ Email: \_\_\_\_\_

## **C. CONFLICT OF INTEREST DECLARATION**

I/We hereby declare that:

- ❖ We do not have any common ownership ( $\geq 25\%$ ) with any other bidder
- ❖ We are not a constituent of any other bidding consortium
- ❖ We have not provided/received any subsidy, grant, or concessional loan from any other bidder
- ❖ We do not share common legal representation with any other bidder
- ❖ We do not have access to other bidders' information or ability to influence their response
- ❖ We/our associates have NOT acted as consultant to KSRTC in project preparation
- ❖ We have NOT appointed KSRTC officials or project advisors within 1 year of this bid
- ❖ We are NOT currently blacklisted/debarred by any Government agency
- ❖ Our Directors are NOT disqualified under Companies Act 2013 or Government orders



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**D. BLACKLISTING/DEBARMENT STATUS**

Any ongoing debarment or blacklisting proceedings? [ ] Yes [ ] No

If Yes, provide details: \_\_\_\_\_

\_\_\_\_\_

**E. BANK DETAILS (for Concession Fee/Payment receipts)**

Bank Name: \_\_\_\_\_

Bank Account Number: \_\_\_\_\_

Bank Account Holder Name: \_\_\_\_\_

IFSC Code: \_\_\_\_\_

Branch Address: \_\_\_\_\_

Authorized cheque signatory name: \_\_\_\_\_



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## ANNEXURE 3: POWER OF ATTORNEY (PoA)

[TO BE EXECUTED ON STAMP PAPER WITH COMPANY STAMP/SEAL]

### POWER OF ATTORNEY

This Power of Attorney (PoA) is executed on \_\_\_\_\_ [DATE] by \_\_\_\_\_ [COMPANY LEGAL NAME], a [company/LLP/Partnership] registered under [Companies Act 2013 / LLP Act 2008 / Indian Partnership Act 1932], with registered office at \_\_\_\_\_ [ADDRESS] (hereinafter called "the Principal"), in favor of \_\_\_\_\_ [REPRESENTATIVE NAME], \_\_\_\_\_ [DESIGNATION], \_\_\_\_\_ [ADDRESS] (hereinafter called "the Attorney"), hereby constituting and appointing the said Attorney as our true and lawful representative to:

- ❖ Prepare, sign, submit, and deliver all bid documents, forms, and schedules on our behalf for the DBFOT project at KSRTC Kollam Bus Depot (RFP Ref: **S001-ES04/3/2026-EST-KSRTC HQ**)
- ❖ Represent us at pre-bid meetings, technical evaluations, and bid opening ceremonies
- ❖ Submit, modify, or withdraw our bid on our behalf (before Bid Due Date)
- ❖ Receive and accept all communications from KSRTC regarding this bid and tender process
- ❖ Sign all necessary documents, declarations, affidavits, and undertakings
- ❖ Provide clarifications, information, and responses sought by KSRTC during the bid process.
- ❖ Negotiate with KSRTC on our behalf within the scope of our bid
- ❖ Accept Letter of Award (LOA) on our behalf



- 
- ❖ Take all other actions as necessary and appropriate for submission and pursuit of our bid, evaluation, selection, and, if awarded, the execution of the Concession Agreement.

The Principal hereby ratifies and confirms all acts and deeds performed by the Attorney under this Power of Attorney.

This Power of Attorney shall be valid for a period of [180] days from the date hereof and shall be revocable only with written notice to KSRTC.

**SIGNED, SEALED AND DELIVERED**

By: \_\_\_\_\_

[Authorized Signatory Name]

[Authorized Signatory Designation]

[Date]

[Company Stamp/Seal]

**NOTARIZATION:**

Notarized before me on [DATE]

Notary Public Seal and Signature

WITNESSING (if required):

Witnessed by: \_\_\_\_\_

Witness Name

[Signature]

[Date]



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**Note:**

- To be executed by the sole Bidder or the Lead Member in case of a Joint Venture/Consortium as the case may be.
- The Power of Attorney to bear proof of payment of stamp duty in accordance with the jurisdictional stamp legislation.
- The mode of execution of the Power of Attorney should be in accordance with the procedure, if any, laid down by the applicable law and the charter documents of the executants(s) and when it is so required, the same should be under common seal affixed in accordance with the required procedure.
- Also, wherever required, the Bidder should submit for verification the extract of the charter documents and documents such as a resolution/ power of attorney in favor of the person executing this Power of Attorney for the delegation of power hereunder on behalf of the Bidder.
- For a Power of Attorney executed and issued in India, the notarization is to confirm that the document was executed in the presence of a notary.
- For a Power of Attorney executed and issued overseas, the document will also have to be legalized by the Indian Embassy.



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## ANNEXURE 4:

### CONSORTIUM AGREEMENT

[TO BE EXECUTED BY ALL CONSORTIUM MEMBERS ON THE NON-JUDICIAL STAMP PAPER]

#### JOINT BIDDING AGREEMENT

This Joint Bidding Agreement (JBA) is executed on [DATE] by and between:

**PARTY-1:** \_\_\_\_\_ [MEMBER-1 COMPANY NAME],  
(Company (Public or Private Ltd.), LLP or a Partnership firm), with registered office  
at \_\_\_\_\_ [ADDRESS]  
hereinafter referred to as "Member-1" or "Lead Member" which expression shall,  
unless repugnant to the context include its successors and permitted assigns)  
hereinafter

**PARTY-2:** \_\_\_\_\_ [MEMBER-2 COMPANY NAME],  
(Company (Public or Private Ltd.), LLP or a Partnership firm), with registered office  
at \_\_\_\_\_ [ADDRESS]  
hereinafter referred to as "Member-2") which expression shall, unless repugnant to  
the context include its successors and permitted assigns.

(Collectively referred to as "Consortium" or "Parties")

WHEREAS, the Parties desire to jointly bid for the DBFOT Development of Premium  
Tourism, Hospitality and Retail Complex at KSRTC Kollam Bus Depot;

#### **NOW, IT IS AGREED AS FOLLOWS:**

##### **1. CONSTITUTION OF CONSORTIUM**

1.1 The Parties hereby agree to form a Consortium for submitting a joint bid for the  
**S001-ES04/3/2026-EST-KSRTC HQ** project.



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1.2 Lead Member: Member-1 shall be the lead member and shall hold minimum 51% equity.

1.3 Other Member: Member-2 shall hold not less than 26% equity if their credentials are used in the bid.

## **2. JOINT AND SEVERAL LIABILITIES**

2.1 All members are jointly and severally liable to KSRTC for performance of all obligations under this bid and subsequent concession agreement.

2.2 KSRTC may hold any member responsible for breach of bid terms or concession agreement terms.

## **3. AUTHORIZED REPRESENTATIVE**

3.1 Member-1 shall be the authorized representative of the Consortium for all communications with KSRTC.

3.2 Contact:

[NAME]

[DESIGNATION]

[EMAIL]

[PHONE]

## **4. DECISION MAKING**

4.1 All decisions shall be taken unanimously or as per percentages specified below:

Lead Member (Member-1): \_\_\_% voting rights

Member-2: \_\_\_% voting rights

4.2 Major decisions (changes to financial offer, withdrawal, default) require approval of both members.



---

## **5. EQUITY CONTRIBUTION & SPV**

5.1 Post-award, the Consortium shall incorporate a Special Purpose Vehicle (SPV).

5.2 Equity contributions in SPV shall be:

Member-1: \_\_\_% (minimum 51%)

Member-2: \_\_\_% (minimum 26%)

5.3 Lead Member shall hold  $\geq 51\%$  equity for minimum 5 years from Commercial Operation Date.

5.4 Lead Member shall hold  $\geq 26\%$  equity for minimum 5 years from Commercial Operation Date.

5.5 All members remain jointly liable throughout concession period.

## **6. ROLES & RESPONSIBILITIES**

6.1 Lead Member (Member-1) Responsibilities:

- Sign and submit bid documents
- Serve as principal point of contact with KSRTC
- Lead SPV incorporation and project implementation
- Hold majority stake ( $\geq 51\%$ )

6.2 Other Members' Responsibilities:

- Contribute committed capital/expertise as per agreement
- Provide resources and support for project execution
- Support financial arrangements as per commitment
- Remain jointly liable to KSRTC



---

## **7. FINANCIAL COMMITMENT**

7.1 Each member commits to provide its proportionate share of project financing (equity + debt).

7.2 Lead Member to arrange:

Member-1 Equity: Rs. \_\_\_\_\_ crores

Member-2 Equity: Rs. \_\_\_\_\_ crores

Project Debt: Rs. \_\_\_\_\_ crores (from financial institutions)

7.3 Each member provides undertaking confirming its financial capacity.

## **8. CONFLICT RESOLUTION**

8.1 Any disputes between Consortium members shall be resolved internally through mutual consultation.

8.2 Member-1 (Lead Member) shall have authority to represent Consortium in KSRTC communications.

8.3 Differences shall not delay project implementation or KSRTC obligations.

## **9. CONTINUATION POST-AWARD**

9.1 This JBA remains binding throughout project implementation and concession period.

9.2 Any member's exit requires KSRTC and other members' written consent.

9.3 Remaining members assume full liability upon any member's exit.

## **10. REPRESENTATIONS & WARRANTIES**

Each member represents:

It is legally authorized to enter into this JBA

It is not blacklisted or debarred by any Government agency

It is not bidding individually or with other consortiums simultaneously



---

All information provided is accurate and complete

It shall comply with all RFP and legal requirements

### **11. DURATION**

This JBA is effective from the date hereof and shall continue until project Financial Close or earlier termination per mutual agreement or KSRTC direction.

### **SIGNED, SEALED AND DELIVERED:**

MEMBER-1 (LEAD MEMBER):

By: \_\_\_\_\_

Date: \_\_\_\_\_

[Authorized Signatory]

[Designation]

[Company Stamp]

MEMBER-2:

By: \_\_\_\_\_

Date: \_\_\_\_\_

[Authorized Signatory]

[Designation]

[Company Stamp]



---

## ANNEXURE 5: TECHNICAL EXPERIENCE CERTIFICATE

### PROJECT EXPERIENCE DETAILS

Bidder/Consortium Name: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Email: \_\_\_\_\_

Please provide details of eligible completed projects demonstrating technical capacity:

#### **PROJECT-1:**

Project Name: \_\_\_\_\_

Location: \_\_\_\_\_

Project Sector:

- Hospitality
- Commercial
- Retail
- Mixed-Use
- Transport
- Other: \_\_\_\_

Project Cost: Rs. \_\_\_\_\_ crores

Bidder's Role:

- Lead Developer
- Co-Developer
- Partner
- Contractor
- Other: \_\_\_\_

Project Start Date: \_\_\_\_\_ Completion Date: \_\_\_\_\_

Project Status:

- Completed & Operational
- Completed
- Ongoing



---

Client Name: \_\_\_\_\_

Client Contact: Name: \_\_\_\_\_

Email: \_\_\_\_\_

Description of work carried out: \_\_\_\_\_

\_\_\_\_\_

Key Features (if hotel/hospitality): -

Building Type:

5-Star Hotel

4-Star

3-Star

Serviced Apartments

Other:

Total Keys/Units: \_\_\_\_\_

Total Built-up Area: \_\_\_\_\_ sq.ft.

Parking Spaces: \_\_\_\_\_

Project Highlights/Awards: \_\_\_\_\_

Client Reference Letter attached (Must be on client letterhead with contact details):

Yes

No

**PROJECT-2:**

[Repeat same format for remaining projects]

**PROJECT-3:**

[Repeat same format for remaining projects]



---

**ADDITIONAL PROJECTS (if applicable):**

**PROJECT-4:** \_\_\_\_\_ [Details as above]

**PROJECT-5:** \_\_\_\_\_ [Details as above]

**PROJECT-6:** \_\_\_\_\_ [Details as above]

**SUMMARY OF EXPERIENCE:**

Total number of projects completed: \_\_\_\_\_

Total project value executed: Rs. \_\_\_\_\_ crores

Years of experience in relevant sectors: \_\_\_\_\_

Key personnel involved in past projects and their proposed role in this project:

Name: \_\_\_\_\_

Designation: \_\_\_\_\_

Proposed Role: \_\_\_\_\_

Name: \_\_\_\_\_

Designation: \_\_\_\_\_

Proposed Role: \_\_\_\_\_

Name: \_\_\_\_\_

Designation: \_\_\_\_\_

Proposed Role: \_\_\_\_\_

**CERTIFICATIONS & QUALIFICATIONS**

Relevant ISO Certifications (if any):

- ISO 9001 (Quality Management)
- ISO 14001 (Environmental Management)
- ISO 45001 (Occupational Health & Safety)
- Other: \_\_\_\_\_

Professional Accreditations/Memberships:

- CII Member
- ASSOCHAM Member
- Real Estate Developers Association
- Other: \_\_\_\_\_



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## **ANNEXURE 6: FINANCIAL CAPACITY CERTIFICATE**

[TO BE ISSUED BY STATUTORY AUDITOR ON LETTERHEAD]

### **FINANCIAL CAPACITY CERTIFICATE**

TO WHOMSOEVER IT MAY CONCERN

This is to certify that [COMPANY NAME], a [company/LLP/Partnership Firm] registered under [Companies Act 2013/LLP Act 2008/Indian Partnership Act 1932], has engaged us as Statutory Auditors for the financial year ended [DATE].

Based on our audit and review of the financial records of the Company for the financial years ended 31st March 2025, 31st March 2024, and 31st March 2023, we hereby certify the following:

#### **NET WORTH**

As on 31st March 2025:

Total Assets: Rs. \_\_\_\_\_ crores

Total Liabilities: Rs. \_\_\_\_\_ crores

Net Worth: Rs. \_\_\_\_\_ crores

Status: [  ] Meets Minimum ( $\geq$  Rs. 10 crores) [  ] Does Not Meet

Certified Balance Sheet (audited) for FY 2024-25 attached: [  ] Yes [  ] No

#### **ANNUAL TURNOVER**

Financial Year ended 31st March 2025: Total Revenue: Rs. \_\_\_\_\_ crores

Financial Year ended 31st March 2024: Total Revenue: Rs. \_\_\_\_\_ crores

Financial Year ended 31st March 2023: Total Revenue: Rs. \_\_\_\_\_ crores

Average Annual Turnover (last 3 years): Rs. \_\_\_\_\_ crores

Status: [  ] Meets Minimum ( $\geq$  Rs. 50 crores) [  ] Does Not Meet

Certified P&L Statement (audited) for all 3 years attached: [  ] Yes [  ] No



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## PROFITABILITY

Net Profit After Tax (NPAT) - FY 2024-25: Rs. \_\_\_\_\_ crores

Net Profit After Tax (NPAT) - FY 2023-24: Rs. \_\_\_\_\_ crores

Net Profit After Tax (NPAT) - FY 2022-23: Rs. \_\_\_\_\_ crores

## LIQUIDITY & DEBT POSITION

Current Ratio (Current Assets / Current Liabilities): \_\_\_\_\_

Debt-to-Equity Ratio: \_\_\_\_\_

Total Outstanding Debt: Rs. \_\_\_\_\_ crores

Outstanding Liabilities Status:  Manageable  High

## CREDIT RATING (if available)

Credit Rating Agency: \_\_\_\_\_

Current Rating: \_\_\_\_\_

(Date: \_\_\_\_\_)

Rating Status:

Investment Grade (BBB or above)

Below Investment Grade

Not Rated

## TAX COMPLIANCE

Income Tax Returns filed for FY 2024-25:  Yes  No (Date: \_\_\_\_\_)

Any pending tax demands:  Yes  No

If Yes, specify: \_\_\_\_\_



---

## **BANK REFERENCES**

Primary Banker: \_\_\_\_\_

Bank Contact: Name: \_\_\_\_\_

Email: \_\_\_\_\_

Facilities with Bank:

Working Capital: Rs. \_\_\_\_\_

Term Loan: Rs. \_\_\_\_\_

## **LITIGATION/DISPUTES**

Any ongoing litigation affecting financial position: [ ] Yes [ ] No

If Yes, brief details: \_\_\_\_\_

## **CONSORTIUM MEMBERS** (if applicable)

For Multi-member Consortium, combined financial capacity:

Combined Net Worth: Rs. \_\_\_\_\_ Crores (Meets minimum if  $\geq$  Rs. 10 crores)

Combined Turnover: Rs. \_\_\_\_\_ Crores (Meets minimum if  $\geq$  Rs. 50 crores)

Breakdown by member:

Member-1:

Net Worth Rs. \_\_\_\_\_ Crores

Turnover Rs. \_\_\_\_\_ Crores

Member-2:

Net Worth Rs. \_\_\_\_\_ Crores

Turnover Rs. \_\_\_\_\_ Crores



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**AUDITOR'S CERTIFICATION:**

We hereby certify that the above information is based on our audit of the Company's financial statements and is accurate and complete as of the date of this certificate.

We confirm that [COMPANY NAME] meets the minimum financial capacity requirements as specified in the RFP for DBFOT project at KSRTC Kollam Bus Depot.

Signed: \_\_\_\_\_

Chartered Accountant / Auditor Name

[Seal/Stamp]

[Date]

[Address]

[Phone]

[Email]

**Attachments:**

Audited Balance Sheet - FY 2024-25

Audited Balance Sheet - FY 2023-24

Audited Balance Sheet - FY 2022-23

Audited P&L Statement - FY 2024-25

Audited P&L Statement - FY 2023-24

Audited P&L Statement - FY 2022-23

Credit Rating Certificate (if available)

Bank Reference Letter



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## ANNEXURE 7: CONCEPT MASTER PLAN & DESIGN BRIEF

### PROJECT CONCEPT & DESIGN BRIEF

Bidder Name: \_\_\_\_\_

Project Title: Development of Premium Tourism, Hospitality and Retail Complex at  
KSRTC Kollam Bus Depot

Submitted Date: \_\_\_\_\_

#### **EXECUTIVE SUMMARY** (Max 300 words)

Provide brief overview of your proposed development: -

Vision and concept for the site

Development mix (hotel + retail + other uses)

Sustainability approach

Timeline and implementation strategy

#### **SITE ANALYSIS**

Site Area: 0.99 acres (4,010 sq.m / 43,163 sq.ft.)

Current Site Conditions: \_\_\_\_\_

---

Existing Infrastructure/Utilities: -

Power Supply: [ ] Available [ ] To be augmented

Water Supply: [ ] Available [ ] To be arranged

Sewerage: [ ] Available [ ] To be arranged

Telecommunications: [ ] Available [ ] To be arranged

Road Access: [ ] Good [ ] Average [ ] Poor

Site Constraints/Opportunities: \_\_\_\_\_



---

## **DEVELOPMENT CONCEPT**

### **2.1 Proposed Land Use Mix:**

Hotel/Hospitality Component: -

Format:

5-Star

4-Star

3-Star

Serviced Apartments

Co-working + Hotel

Other:

Proposed Hotel Keys/Units: \_\_\_\_\_

Total Built-up Area (Hotel): \_\_\_\_\_ sq.ft.

Facilities: Rooms, F&B outlets, spa, conference, parking, etc.

Retail & F&B Component:

Retail Space: \_\_\_\_\_ sq.ft.

F&B Outlets:  Restaurants  Cafes  Fast Food  Others –

Tenant Mix: Ground floor retail, food courts, specialty stores, etc.

Office/Other Commercial:

Office Space: \_\_\_\_\_ sq.ft.

Other Uses (describe): \_\_\_\_\_

### **2.2 Total Development:**

Total Built-up Area (BUA): \_\_\_\_\_ sq.ft.

Building Height/Storey's: \_\_\_\_\_ storey's

FAR (Floor Area Ratio): \_\_\_\_\_

Ground Coverage: \_\_\_\_\_%



---

## **2.3 Parking & Transportation:**

Total Parking Spaces: \_\_\_\_\_

Surface Parking: \_\_\_\_\_

Basement Parking: \_\_\_\_\_

Parking Type:  Multi-level  Ground level  Mixed

EV Charging Stations (proposed): \_\_\_\_\_

### **ARCHITECTURAL DESIGN**

Building Design Concept (describe in 150-200 words):

Architectural style and inspiration

Building envelope and façade

Public spaces and plazas

Accessibility and universal design

#### **Design Features:**

- Landmark architectural element
- Integration with surroundings
- Heritage sensitivity (if applicable)
- Traffic-friendly design
- Green building features

#### **3D Rendering/Visualization:**

- 2D Elevation drawings attached
- 3D Model rendering attached
- Perspective sketches attached
- Site plan attached



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## **SUSTAINABILITY & ESG PLAN**

### **4.1 Energy Efficiency:**

- Solar PV System (capacity: \_\_\_\_\_ kW)
- LED Lighting
- HVAC Optimization
- Energy Audit/Certification
- Target: \_\_\_\_\_% energy reduction from baseline

### **4.2 Water Management:**

- Sewage Treatment Plant (capacity: \_\_\_\_\_ MLD)
- Rainwater Harvesting System
- Recycled Water Usage: \_\_\_\_\_ % of water demand
- Water-efficient fixtures

### **4.3 Waste Management:**

- Solid Waste Segregation
- Composting Facility
- E-Waste Management
- Target: \_\_\_\_\_% waste diversion from landfill

### **4.4 Green Building:**

- GRIHA Certification (target level: \_\_\_\_\_ stars)
- LEED Certification (if applicable)
- Green landscaping: \_\_\_\_\_% of site
- Biodiversity/urban forestry



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#### 4.5 Social Responsibility:

- Local employment (target: \_\_\_\_\_% local)
- Skills training program
- Community engagement plan
- Affordable amenities/spaces

#### 4.6 Sustainability targets:

- Energy: \_\_\_\_\_% reduction
- Water: \_\_\_\_\_% reduction
- Waste: \_\_\_\_\_% diversion
- Emissions: \_\_\_\_\_% reduction

### MEP (Mechanical, Electrical, Plumbing) STRATEGY

#### 5.1 Electrical:

- Load Estimation: \_\_\_\_\_ MVA
- DG Backup:  Yes  No (capacity: \_\_\_\_\_ kVA)
- Solar Integration: \_\_\_\_\_ kW
- Distribution System:  Planned  Details to be finalized

#### 5.2 Water & Sewerage:

- Water Requirement: \_\_\_\_\_ MLD
- STP Capacity: \_\_\_\_\_ MLD
- Treated Water Reuse:  Yes  No
- Water Source:  Municipal  Borewell  Recycled  Mixed

#### 5.3 HVAC:

- Central Cooling:  Yes  No
- District Cooling:  Yes  No
- Zoning Strategy: By use type  By floor  Other: \_\_\_\_\_



---

#### **5.4 Waste Management:**

Waste segregation:  Planned

Central STP: Capacity \_\_\_\_\_ MLD

Biogas Generation:  Yes  No

#### **IMPLEMENTATION PLAN (detailed in Form-8)**

##### **Indicative Project Schedule:**

Design & Approvals: \_\_\_\_\_ months

Construction Phase-1: \_\_\_\_\_ months

Construction Phase-2 (if any): \_\_\_\_\_ months

Fit-out & Testing: \_\_\_\_\_ months

Total Construction Duration: \_\_\_\_\_ months

(Target: 24 months from Appointed Date)

##### **Key Milestones:**

Commencement: \_\_\_\_\_ months from Appointed Date

Foundation Completion: \_\_\_\_\_ months

Structure Completion: \_\_\_\_\_ months

MEP Installation: \_\_\_\_\_ months

Interior Fit-out: \_\_\_\_\_ months

COD Achievement: \_\_\_\_\_ months (by month 24)

#### **COMPLIANCE & REGULATORY FRAMEWORK**

##### **Building Code Compliance:**

Kerala Building Code 2016

National Building Code (NBC 2016)

Local zoning regulations

Fire Safety Code (National Building Code Part-4)

Accessibility (PWD) Standards



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**Approvals to be obtained:**

- Building Permission from ULB
- Environmental Clearance (if applicable)
- Fire Safety Clearance
- Layout Plan Approval from Kollam Municipal Corporation/ Department of Town + Country planning (if applicable)
- Occupancy Certificate
- Completion Certificate

**RISK MITIGATION & DESIGN APPROACH**

Potential Risks & Mitigation:

Construction delays: Mitigation: \_\_\_\_\_

Cost overruns: Mitigation: \_\_\_\_\_

Utility constraints: Mitigation: \_\_\_\_\_

Market risks: Mitigation: \_\_\_\_\_

Quality Management:

- Third-party quality audits
- Material testing
- Regular progress inspections
- Performance guarantees



---

## **ANNEXURE 8:**

### **IMPLEMENTATION PLAN & CONSTRUCTION METHODOLOGY**

[Detailed in separate submission - minimum 10-15 pages with project schedule, construction phases, resource plan, quality management, safety procedures, construction budget breakdown, and contingency planning]

Key Sections to Include:

1. Project Management Structure
2. Construction Phases & Schedule
3. Resource Plan (manpower, equipment, material)
4. Construction Methodology
5. Safety Management
6. Quality Assurance Plan
7. Financial Schedule (cost & cash flow)
8. Risk Management & Contingencies



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## **ANNEXURE 9:**

### **OPERATIONS & MAINTENANCE (O&M) STRATEGY**

[Detailed operational plan - minimum 10-15 pages covering hotel operations, retail management, facility maintenance, parking management, utilities management, SLAs, staffing, and technology systems]



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## **ANNEXURE 10:**

### **ESG & SUSTAINABILITY PLAN**

[Comprehensive ESG strategy - minimum 8-10 pages covering energy, water, waste, biodiversity, social responsibility, and monitoring mechanisms]



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**ANNEXURE 11:**

**LITIGATION & ARBITRATION HISTORY DECLARATION**

**DECLARATION OF LITIGATION/DISPUTE HISTORY**

Bidder Name: \_\_\_\_\_

I/We hereby declare the following litigation/arbitration/dispute history:

**ONGOING LITIGATION**

**Case-1:**

Case Name: \_\_\_\_\_

Forum:  Civil Court  Arbitration  DRT  NCLT  Other: \_\_\_\_\_

Court/Tribunal: \_\_\_\_\_

Case No. & Year: \_\_\_\_\_

Subject: \_\_\_\_\_

Amount in Question: Rs. \_\_\_\_\_ Crores

Status:  Pending  partly decided  Other: \_\_\_\_\_

Likely Resolution Timeline: \_\_\_\_\_ months

Impact on Financial Capacity:  Significant  Moderate  Minimal  None

If Significant or Moderate, explain: \_\_\_\_\_

**Case-2:** [Repeat if multiple cases]

**PAST LITIGATION** (settled/resolved in last 3 years)

**Case-1:** Case Name: \_\_\_\_\_

Amount: Rs. \_\_\_\_\_ Crores

Year Resolved: \_\_\_\_\_

Outcome:  Favorable  Unfavorable  Settlement  Other: \_\_\_\_\_

**Case-2:** [Repeat if applicable]



---

## **ARBITRATION PROCEEDINGS**

Any arbitration proceedings (ongoing or past 3 years):  Yes  No

If Yes, provide details as above for each case

## **REGULATORY/COMPLIANCE PROCEEDINGS**

Any proceedings with Government agencies/regulators:  Yes  No

If Yes, provide details:

Agency: \_\_\_\_\_

Issue: \_\_\_\_\_

Status: \_\_\_\_\_

Penalty/Fine (if any): Rs. \_\_\_\_\_ Crores

## **CRIMINAL PROCEEDINGS**

Any criminal proceedings against the Company or its Directors:  Yes  No

If Yes, provide details:

Person/Entity Accused: \_\_\_\_\_

Charge/Allegation: \_\_\_\_\_

Forum: \_\_\_\_\_

Current Status: \_\_\_\_\_

## **IMPACT ASSESSMENT**

Impact of above litigation on financial position:  Yes  No

If Yes:

Provisions made in financial statements: Rs. \_\_\_\_\_ Crores

Likely financial impact: Rs. \_\_\_\_\_ Crores

Contingent liability disclosure: [Yes/No] (details in annual report)



---

## **DISCLOSURE STATEMENT**

I/We hereby declare that:

All information provided above is true, accurate, and complete

No material litigation/disputes have been withheld or concealed

I/We understand that any false/misleading disclosure shall result in bid rejection and debarment

Certified copies of relevant court orders/agreements attached

## **AFFIDAVIT**

I, [NAME], authorized signatory of [COMPANY NAME], do hereby solemnly affirm and declare that the above information regarding litigation and dispute history is true and correct to the best of my knowledge and belief.

Signed: \_\_\_\_\_

Name: \_\_\_\_\_

Designation: \_\_\_\_\_

Date: \_\_\_\_\_

[Company Stamp/Seal]

Affidavit attested by Notary Public: [ ] Yes [ ] No



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## ANNEXURE 12:

### ANTI-COLLUSION & INTEGRITY PACT

This Integrity Pact (IP) is executed on [DATE] by [BIDDER NAME] (hereinafter "the Bidder") in respect of Bid for **S001-ES04/3/2026-EST-KSRTC HQ** project.

The Bidder hereby declares and undertakes as follows:

#### **NO COLLUSION & CORRUPT PRACTICES**

1.1 The Bidder declares that this bid has been prepared independently, without any coordination, communication, or agreement with any other bidder or potential bidder.

1.2 The Bidder has NOT engaged in any corrupt practices, including:

- Offering or giving anything of value to KSRTC officials or their relatives
- Seeking confidential information from KSRTC or other bidders
- Influencing evaluation or decision-making through improper means
- Misrepresenting facts or qualifications in the bid
- Any form of bribery, fraud, collusion, or coercion

1.3 The Bidder shall NOT engage in any prohibited practices during bid process or project implementation.

#### **NO CONFLICT OF INTEREST**

2.1 The Bidder declares that there is NO conflict of interest as defined in RFP Clause 3.2.2.

2.2 The Bidder is NOT bidding individually and simultaneously as a consortium member.

2.3 The Bidder does NOT have common ownership or constituents with any other bidder.

2.4 The Bidder has NOT been appointed as consultant/advisor to KSRTC on this project.

#### **TRUTHFULNESS & ACCURACY**

3.1 All information provided in the bid is true, accurate, and complete.

3.2 The Bidder has NOT misrepresented or concealed any material facts.

3.3 The Bidder has conducted independent verification of all claims and certifications.



---

## **COMPLIANCE WITH LAWS**

4.1 The Bidder shall comply with all applicable laws, rules, regulations, and guidelines.

4.2 The Bidder declares it is NOT blacklisted or debarred by any Government agency.

4.3 The Bidder's Directors are NOT disqualified under any law.

## **PENALTIES & CONSEQUENCES**

5.1 The Bidder acknowledges that any violation of this Integrity Pact shall result in:

- Immediate rejection of the bid
- Forfeiture of EMD and Performance Security
- Permanent debarment from future KSRTC tenders
- Criminal and civil prosecution as per applicable laws
- Recovery of any payments made, plus penalties

5.2 The Bidder accepts these consequences voluntarily.

## **ACCEPTANCE OF AUTHORITY**

6.1 The Bidder accepts KSRTC's right to verify all information provided in the bid.

6.2 The Bidder accepts KSRTC's right to investigate any suspected violations.

6.3 The Bidder accepts that KSRTC's decision shall be final and binding.

## **AUTHORIZATION**

This Integrity Pact is executed by [AUTHORIZED SIGNATORY NAME] who is duly authorized by the Board/Managing Partner to bind the Bidder to this Pact.

## **SIGNED, SEALED & DELIVERED:**

Authorized Signatory Name

[Signature & Date]

[Designation]

[Company Stamp/Seal]



---

**ANNEXURE 13:**

**FINANCIAL BID COMPLETED WITH ACF QUOTATION**

(TO BE SUBMITTED ONLINE SEPARATELY AND NOT PART OF TECHNICAL COVER)

**FINANCIAL BID (BoQ should be submitted online only)**

Annual Concession Fee Quotation



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## APPENDIX C: COMPLIANCE CHECKLIST

### BID SUBMISSION COMPLIANCE CHECKLIST

Bidder Name: \_\_\_\_\_

Bid Reference: **S001-ES04/3/2026-EST-KSRTC HQ**

Please confirm completion of the following before bid submission:

#### **RESPONSIVENESS & FORMAT:**

Bid submitted on/before Bid Due Date: \_\_\_\_\_ Hours IST

Bid submitted ONLINE ONLY via e-Tender Portal: <https://etenders.kerala.gov.in>

Physical bids NOT submitted (online only)

Bid validity period: Minimum 180 days from Bid Due Date confirmed

All documents in English language

No conditional bids or qualifications made

#### **EMD & SECURITY:**

Earnest Money Deposit (EMD) of Rs. 5,00,000 submitted

EMD valid for minimum 180 days from Bid Due Date

EMD proof (bank transfer receipt) attached

EMD currency: Indian Rupees

#### **DIGITAL SIGNATURES & AUTHORIZATION:**

All forms digitally signed with valid digital signature

Power of Attorney (Form-3) attached and valid

Board resolution authorizing bid submission attached

All signatures by authorized signatories only

#### **COVER-1: TECHNICAL PROPOSAL DOCUMENTS:**

Annexure 1: Letter of Bid - completed and signed

Annexure2: Bidder Information - all details filled

Annexure3: Power of Attorney - notarized copy attached (if applicable)

Annexure4: Consortium Agreement - signed by all members (if applicable)

Annexure5: Technical Experience Certificate - with client references

Annexure6: Financial Capacity Certificate - by statutory auditor



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Annexure7: Concept Master Plan & Design Brief - complete with visuals

Annexure8: Implementation Plan & Construction Methodology - detailed

Annexure9: Operations & Maintenance Strategy - comprehensive

Annexure10: ESG & Sustainability Plan - detailed

Annexure11: Litigation & Arbitration Declaration - with affidavit

Annexure12: Anti-Collusion & Integrity Pact - signed

**ELIGIBILITY COMPLIANCE:**

Company registered in India (Companies Act 2013 or LLP Act 2008 or Indian Partnership Act 1932)

Certificate of Incorporation attached

PAN certificate attached

GST registration certificate attached

No blacklisting/debarment from any Government agency

Directors NOT disqualified under Companies Act 2013

No conflict of interest as per RFP Clause 3.2.2

**TECHNICAL CAPACITY:**

At least ONE of the following criteria met:

1. One completed project of Rs. 60 Crores+
2. Two completed projects of Rs. 30 Crores+ each
3. Three completed projects of Rs. 20 Crores+ each

Projects completed within last 10 years

Client reference letters attached for all claimed projects

Consortium members' experience aggregated (if consortium)

**FINANCIAL CAPACITY:**

Net Worth  $\geq$  Rs. 10 Crores (as on FY 2023-24)

Average Annual Turnover  $\geq$  Rs. 50 Crores (last 3 years)

Statutory auditor certificate attached with financial statements

Audited balance sheets for last 3 years attached

Credit rating certificate (if available)

Combined financial capacity verified (if consortium)

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**CONSORTIUM REQUIREMENTS (if applicable):**

Joint Bidding Agreement (Form-4) executed by all members

Lead member holding  $\geq 51\%$  equity

Other members holding  $\geq 26\%$  equity (if credentials used)

All members' PAN, GST, incorporation certificates attached

Power of Attorney from all members (if required)

**COVER-2: FINANCIAL PROPOSAL:**

Annexure 13: Financial bid completed with ACF quotation

**SUPPORTING DOCUMENTS:**

Certificate of Incorporation

PAN certificate

GST registration certificate

Board resolution authorizing bid submission

Audited financial statements (last 3 years)

Client reference letters (for past projects)

Credit rating certificate (if available)

Insurance certificates (if applicable)

Site inspection conducted (recommended)

Pre-bid meeting attended (optional but recommended)

**MANDATORY DECLARATIONS:**

No conflict of interest declared (Form-12)

Anti-Collusion & Integrity Pact signed (Form-12)

Litigation history disclosed (Form-11)

Not bidding individually and as consortium member simultaneously

Not sharing common ownership with other bidders

Not previous consultant to KSRTC on this project



---

**FINAL VERIFICATION:**

- Bid package reviewed by senior management
- All forms checked for completeness
- All signatures verified
- No documents missing or incomplete
- Bid follows RFP requirements exactly
- Quality of submission professional and clear

**ACKNOWLEDGMENT:**

I/We hereby confirm that: - All items in this checklist have been verified - The bid is complete, responsive, and compliant - All information is accurate and truthful - We are aware of consequences of non-compliance - We accept all RFP terms and conditions

Authorized Signatory: \_\_\_\_\_

Name: \_\_\_\_\_

Date: \_\_\_\_\_

Company Seal: \_\_\_\_\_



