



COCHIN PORT TRUST
Willington Island

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OFFICE OF THE
CHIEF MECHANICAL ENGINEER
COCHIN – 682 009.

No. F1/IPDS- PMA/16
To

Date: 31.08.2016.

M/s.KITCO Limited
Femith's P.B.No 4407
Puthiya Road, NH Bypass,
Kochi, Kerala- 682 028

Letter of Award

Sir,

Sub:- Letter of award for appointing of Project Management Agency (PMA) for the implementation of Integrated Power Development Scheme (IPDS) in Cochin Port Trust area at W/Island- reg.
Ref:- (1) CoPT's letter No F1/IPDS-PMA/16 Dated 20.01.2016
(2) Your offer No. 7519:BP:GR:2016 dated 23rd January 2016.

Please refer to the above. Your offer for rendering Project Management Service for the subject project at consultancy fee of @ 5% (Five percent) of the project cost plus service tax, as per the scope of work and Terms & conditions enumerated below, is hereby accepted :-

A. Introduction:-

- (a) Cochin Port Trust has initiated proposal for the strengthening of power Sub-transmission and Distribution Network in the electricity distribution area of Cochin Port Trust at an estimate of Rs 5.39 Cr and the proposal is sanctioned by the Ministry of Power, Govt: Of India, New Delhi.
- (b) The work comprising of (a) laying of Under Ground cable for a length of 6 Km at various locations of W/Island. (b) 11 KV Bay expansion work at 110 KV S/s (c) SITC of Distribution transformers (d) Provision of Solar Panels at 3 locations with total capacity of 150 KwP with net metering.

B. Contract Price

Total contract price for the entire scope of work under this contract shall be at the rate of 5 % of project. As per the approved project cost, the PMA charge is computed as Rs 26, 95,000/- (Rupees Twenty Six Lakhs Ninety Five Thousand only) plus service tax as per following break up.

S.No	Details of work	Project Cost in Rs in Lakhs	Fee for PMA @ 5% of project cost. (Rs Lakhs)
1	Strengthening of Sub transmission and distribution network of W/Island such as (a) laying of Under Ground cable for a length of	434.00	21.70

	6 Km at various locations of W/Island. (b) 11 KV Bay expansion work at 110 KV S/s (c) SITC of Distribution transformers (d) Providing metering arrangements at feeders end and at consumer's premises..		
2	Provision of solar panels at 3 locations with total capacity of 150 KwP including net metering	105.00	5.25
3	Total	539.00	26.95

The PMA charge as mentioned above is only indicative and if the completion cost of project is altered, the PMA charges shall be adjusted accordingly at the rate of 5% of project completion cost

C. Detailed scope of work:-

1. Monitoring and coordination of bidding process

1. To assist CoPT in preparation of Tender documents for appointment of contractor to execute the work.
2. To assist CoPT in bidding process (including convening of pre bid meetings etc) and technical evaluation of bids.
3. To assist the CoPT for placement of Letter of Award and related activities.

2. Project Planning and Implementation.

1. To assist CoPT in preparation of detailed work implementation schedule in association with contractor.
2. Coordination & monitoring of project implementation activities.
3. To monitor DPR wise monthly physical & financial progress of the scheme, prepare a consolidated report & submit to CoPT and PFC the nodal agency of the project.
4. Identification of anticipated bottlenecks in project implementation & preparation of remedial action plan in consultation with CoPT & Contractor.
5. To assist CoPT to verify creation of assets from asset register of the CoPT.
6. To recommend the claim of CoPT for fund release from Nodal Agency. The recommendation is to be supported by a report on expenditure, progress and constraints if any for timely completion of project.
7. To submit a report to Nodal Agency, regarding Project Completion and expenditure incurred along with recommendation in accordance with the guidelines.
8. To assist CoPT in supervision of flow of funds in dedicated bank account of projects.
9. To coordinate the activities with Nodal agency, M/s PFC and to attend the meeting with PFC at New Delhi or any other part as per the requirement of nodal agency/ CoPT.

3. Quality Monitoring.

- i. To prepare a Quality Assurance (QA) Plan with the approval of the CoPT.
- ii. To conduct field quality inspection of ongoing works.
- iii. To conduct joint inspection along with representative of CoPT of material at site on sample basis i.e. 10% of major materials.

4. MIS and Web portal updation.

- 1) Assisting CoPT in timely up dation of information to MoP / Nodal agency through Web portal in consultation with CoPT.
- 2) Periodic reporting of project to the Engineer in charge of CoPT.
- 3) Compilation & analysis of AT&C data on quarterly basis.
- 4) Any other works as may be required to achieve the objectives of the scheme

