



GOVERNMENT OF KERALA

Abstract

Finance Department – Execution of public works through Government accredited agencies - Modified guidelines – Orders issued - Regarding

FINANCE (INDUSTRIES & PUBLIC WORKS - B) DEPARTMENT

G.O(P)No.107/2016/Fin

Dated, Thiruvananthapuram, 27/07/2016

- Read: 1. G.O (P) No 408/2007/Fin, dated 07.09.2007
2. G.O (P) No. 311/2014/Fin, dated 30.07.2014
3. G.O (Ms) No.423/2014/Fin, dated 26.09.2014
4. G.O (P) No.339/2015/Fin, dated 07.08.2015
5. G.O (P) No. 453/2015/Fin dated 09.10.2015

ORDER

Government vide order referred 2nd above issued revised guidelines for selection of accredited agencies for the execution of public works, modifying the orders issued vide reference first cited. As per the revised guidelines, the accreditation will be given based on prevailing work management system, bid capacity, strength of technical manpower, geographical spread of units and experience in executing various public works. Government vide reference third cited constituted a committee headed by Secretary (Finance Expenditure) with the Chief Technical Examiner, Chief Engineer, PWD (Buildings) and Head, Department of Civil Engineering, Government Engineering College, Trivandrum as member to advise Government on selection and accreditation of agencies authorized to execute public works. As per the Government order 4th & 5th cited eighteen Agencies were given accreditation to execute public works.

2. The selection committee on accreditation conducted a detailed review on the functioning of the accredited Agencies and expressed concern over the quality of works executed by many of them. The committee is of the view that the economy and quality of public assets so created shall not be compromised while executing the works through accredited agencies. Based on the recommendation of the committee existing guidelines for selection of accredited agencies are modified as follows.

- (i) The modified criteria for evaluation to select accredited agencies are given in the Annexure- I of this Government Order.

- (ii) Based on the score secured in the evaluation the Agencies found eligible will be grouped under different slabs as shown below to determine the volume of work to be entrusted with them.

Evaluation scores (Total score 100)	Maximum value of a single work (Rs in Crore)	Total work at hand (Rs in Crore)
30-40	5	50
41-55	10	100
56-70	15	150
71-85	20	200
86 and above	25	250

- (iii) No agency securing score less than 30 will be eligible for accreditation. However, these Agencies can apply for accreditation after improving their capabilities after six months.
- (iv) Hereafter period of accreditation will be for an initial period of two years instead of 5 years fixed earlier.
- (v) The new Agencies shall submit application for accreditation in the revised proforma prescribed in Annexure – II.
- (vi) The Agencies already having accreditation shall also submit application for renewal of accreditation in the above proforma afresh.
- (vii) The defect liability period in respect of work executed by all accredited agencies will be five years.
- (viii) All other conditions prescribed in earlier orders will continue.

3. The revised guidelines will take effect from 1st August 2016 onwards.

(By Order of the Governor)
K.M. ABRAHAM
Additional Chief Secretary (Finance)

To

The Accountant General (A&E) Kerala, Thiruvananthapuram
The Accountant General (G&SSA) Kerala, Thiruvananthapuram
The Accountant General (E&RSA) Kerala, Thiruvananthapuram
All Heads of Departments/Offices
Private Secretary to Chief Minister
All Private Secretaries to Ministers
Private Secretary to the Leader of Opposition
All Secretaries to Government

The Secretary, Kerala Public Service Commission, Thiruvananthapuram

The Registrar, University of Kerala/Cochin/Kozhikode/Kottayam

The Registrar, High Court of Kerala

The Secretary, Kerala Human Rights Commission, Thiruvananthapuram

The Managing Director, Kerala State Road Transport Corporation,

Thiruvananthapuram

The Secretary, Kerala State Electricity Board, Thiruvananthapuram

The Secretary to Governor

All Secretariat Departments.

The Nodal Officer, www.finance.kerala.gov.in

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Section Officer

Annexure - I

The total score will be 100 as detailed below. The detailed guidelines for the computation of score under each segment has been framed separately.

- (1) **General details and Structure:-** This includes the agency registration details, legal status, place of business, organisational structure, details about the earlier accreditation such as category and period of accreditation .

The indicative score will be from 0 to 10.

- (2) **Resource availability :-** This includes project planning, designing, estimating, tendering, supervising and management of works executed.

The total score will be from 0 to 25 .

- (3) **Financial capacity:-** The financial capacity of the organisation like audited accounts/balance sheet, turnover for the last three years , details of assets owned by the applicant firm, sources of income etc will be assessed under this segment.

The total score will be from 0 to 30.

- (4) **Experience and Performance:-** Experience is a very critical factor in deciding the accreditation of agencies for entrusting public works. Expertise in execution of similar category of works is essential for an accredited agency so as to get the most economical output with compliance of Government procedures and related orders/rules.

Out of the total score of 35, performance will be given 20 scores and 15 for experience.

- (5) **Liabilities:-** The outstanding liabilities to Government/Bank/financial institutions, court cases pending, penalty imposed for poor quality of work or breach of contract during the last five years, whether blacklisted by any Government Department, details of allegations/complaints/ vigilance enquiries with respect to the Government works carried out by the firm/company if any etc. will be evaluated under in this section. The accreditation committee may judiciously review these aspects and reduce marks or disqualify the agency for accreditation based on this.

ANNEXURE - II

**PROFORMA FOR FURNISHING PROPOSALS FOR RENEWAL OF ACREDITATION
BEFORE THE SELECTION COMMITTEE**

Sl. No.	Item	Details to be filled by the Applicant
A	General details and Structure	
1	Registered name of the Agency	
2	Registration No. and address	
3	Year of registration	
4	Legal status(whether registered as per Companies Act, Societies Act etc.)	
5	Principal place of business	
6	Year of commencement of business	
7	Brief description of the Company including details of its main lines of business	
8	Name, designation, address and phone numbers of authorised signatory of the Applicant	Name: Designation: Company: Address: Phone No.: Fax No. : E-mail address:
9	Does the Applicant's firm/company combine functions as a consultant or adviser along with the functions as a contractor and/or a manufacturer? Yes/No	
10	Details of earlier accreditation	
	Government order No and Date	
	Period of accreditation allowed in years	
	Area of accreditation given	
	The maximum value of a single work that can be entrusted as per G.O (Rs. in Crores)	
	Maximum value of work in hand at a time as per G.O (Rs. in Crores)	
11	Organisational structure of the firm/company with details of permanent/sanctioned staff strength	
12	Whether the firm intends for subcontracting its assignment –Yes/No If Yes, give details of the type of works intends to be sub-contracted	
13	Geographical spread of the firm with details of branch offices etc.	

B	Resources	
1	Present details of staff in architectural planning, technical, administration, financial, skilled and unskilled with qualification and experience with current engagement (The details of both technical and skilled staff are to be furnished with proof of qualification and experience. The nature of their employment and experience shall also be furnished. The firm should have at least one qualified architect, with registration with the Council of Architecture and should have statutory license holders for taking approvals from local bodies)(attach details in separate sheets if needed)	
2	Does the Applicant intend to borrow or hire temporarily, personnel of specified skills for the performance of the Consulting Services? Yes/No If Yes, give details	
C	Financial Status	
1	Financial status of the firm/company – audited accounts/balance sheet for the past five years to be submitted (minimum three years to be submitted)	
2	Turnover of the firm/company for the past five years (minimum three years to be submitted)	
3	Value of work in hand	
4	Details of assets of the firm/company like land, buildings, etc.	
5	Sources of income of the firm/company	
D	Experience and Performance	
1	Details of experience in executing public works- details of major consultancy work executed from the year	
2	Value of consultancy works executed in each year during the last five financial years (updated to the 31.03.2016 price level, assuming 5% inflation for Indian Rupees every year) with number of years prescribed for the completion of such works	
3	Value of existing commitments (as of 31-3-2016) for on-going works	
4	Details of works in hand(not started) with nature, scope and amount of the	

	contract	
5	Performance after getting accreditation for one year(details shall also be submitted by those agencies also whose earlier application has been rejected for improvement)	
	<p>1)Details of projects received/ongoing/completed in the last year with experience certificates from Client Departments. Such experience certificates shall indicate the details of Project entrusted, the overall performance ratings* of the agency in terms of</p> <ol style="list-style-type: none"> 1.Preliminary study/Concept/Presenting 2.Design/drawings/approvals 3.Procurement/supervision/Quality Control 4. Time management/cost control 5. Overall Client Satisfaction <p>(*ratings can be excellent, Good, satisfactory or unsatisfactory)</p>	
	2) Details of new resources acquired in the last year with full details of newly acquired technical, personnel and capabilities in terms of consultancy works	
	<p>3) Quality assurance (both in terms of quality of work delivered and adherence to Government procedures and guidelines for execution and documentation of works). The following shall be specified for each project</p> <ol style="list-style-type: none"> 1. Timely completion of work specified/ whether the prescribed progress is maintained for works progressing 2. Reasons for any delay in completion like firm or agency's fault, Client's fault, local issues or due to any other reasons <p>Note:- If needed, the Selection Committee may conduct an</p>	

	inspection at the site of the works and verify the records. If found unsatisfactory, then the agency will not be considered for accreditation.	
E	Liabilities	
1	Outstanding liabilities, if any, to Government/Bank/financial institutions	
2	Details of court cases pending if any.	
3	Has the Applicant been penalized by any organization for the poor quality of work or breach of contract in the last five years? Yes/No, if Yes give details	
4	Has the Applicant been blacklisted by any Government department/Public Sector Undertaking in the last five years? Yes/No, if Yes give details	
5	Details of the allegations/complaints/vigilance enquiries with respect to the Government work carried out by the firm/company if any	

(Signature, name and designation of the authorised signatory)
For and on behalf of