



LBS CENTRE FOR SCIENCE AND TECHNOLOGY THIRUVANANTHAPURAM

LBS Centre for Science & Technology, a Government of Kerala undertaking intends to empanel service providers in the field of IT-ITeS for undertaking consultancy projects of the Centre. The scope of work is enclosed.

Interested Individuals / Firms / Consortiums having experience of executing more than five projects in the respective field may apply in the format given in the web site www.lbskerala.com. Those who are interested in more than one field, should submit separate applications. The proforma duly filled up may be submitted in Sealed Covers with superscription “**Empanelment of IT-ITeS Experts**” to the undersigned before 4.00 P.M.on 13/04/2018.

DIRECTOR

**LBS CENTRE FOR SCIENCE AND TECHNOLOGY
THIRUVANANTHAPURAM- 695 033**

EMPANELMENT OF CONSULTANTS

Proforma for giving Bio – Data

a) GENERAL INFORMATION

1. Name and Address of Individual / Firm / Consortium :
2. Telephone No. / Fax / E-mail :
3. PAN Number :
4. GST Registration No. :
5. Activity Areas :
6. Field applied for :
7. Total Experience in the relevant field :
8. Experience in Government works :

b) ORGANISATIONAL SET UP

1. Status (Individual / Company / Firm) :
2. Year of Registration (If Applicable) :
3. Names & Address of Individuals / Directors / Proprietors :
4. Name, Qualification and Experience and years of association of key personnel with firm (In brief) :
(use additional sheets, if required)

c) EXPERIENCE

Summary of Major Completed Projects

Sl. No.	Name of Project & Location	Name of Client	Cost of Project	Date	
				Commencement	Completion

CERTIFICATION

I / We the undersigned have completely read and understood the enclosed scope of work.

I / We the undersigned hereby certify that to the best of my / our knowledge and belief, the details provided above correctly describe me/us, my/our qualification and my/our experience.

Signature of individual / Authorized
Representative of Firm Consortium

Day / Month / Year

SCOPE OF WORK

1. Introduction

LBS Centre for Science & Technology is one of the leading consultancy Centres under the Government of Kerala. In the field of Engineering, the Centre has been undertaking consultancy services in Civil Engineering and Architecture viz. Geotechnical investigation, Site survey using GPS and Total station, Structural design & Scrutiny of Structural design of Multi-storeyed buildings and bridges, preparation of estimates and preparation of Detailed Project Reports for bridges and roads, Quality control of construction works of roads and waterfront structures, Architectural design of campuses and buildings, Restoration of heritage structures, Fire fighting system design etc. The Engineering Consultancy wing of the Centre is actively involved in the field of Electrical Engineering and Chemical Engineering also. The Centre is carrying out all these various jobs for Govt/Semi-Govt/Quasi-Govt. organizations and for private parties.

The Software Engineering wing of the Centre is undertaking software development/consultancy and data processing works for both Central and State Government undertakings. The software packages are developed for various establishments. The Centre also undertakes conduct of examinations of confidential nature for various organizations.

2. Role of Empanelled Experts and their responsibilities

It is proposed to categorize the consultants in respective fields as detailed below:

- (1) **Computer Networking-** Implementation experience in LAN and WAN. Familiarity with latest Network Equipments and its configuration is necessary.
- (2) **Security System installation (CCTV) and Configuration** Implementation Experience of CCTV systems with Cameras using Network cables UPS support etc
- (3) **Software Development / Web Based Applications** Expertise in Web Technologies with experience in Web applications and Mobile Applications
- (4) **Bulk Data Entry/Scanning Work** – Experience in scanning and data entry of large number of records in time bound manner

The Director, LBS Centre is free to entrust the consultancy jobs to the empanelled consultants based on various aspects such as availability, period of work, reliability, expertise etc.

The Consultants should complete the work entrusted to them and submit the documents with utmost care and accuracy within the time frame allowed.

2. Fee to Consultants

- b) The fee payable to the experts will be based on standard norms/ specific orders of the Director, LBS Centre.

Director
LBS Centre for Science & Technology

Accepted

Signature :

Name & Address :

of the Agency

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