



**ISO 9001:2015,27001:2013 Certified**

**REQUEST FOR PROPOSAL (RFP)**

**FOR**

**Engagement of Consultancy Organizations as Strategic Retainer for  
Organizational priorities as defined in the Scope of Work (SoW)**

**INVITATION TO BID**

---

**E-Tender Reference Number: IREDA/CSG/2024-25/Strategic Consultant**

**Start Date of Submission of Bid: 1<sup>st</sup> July, 2024**

**Last Date of Submission of Bid: 15<sup>th</sup> July, 2024 (15:00 hrs)**

**Date of opening of BID: 15<sup>th</sup> July, 2024 (17:00 hrs)**

---

**Indian Renewable Energy Development Agency Limited**

**Regd. Office: Core-4'A', First Floor, East Court, India Habitat Centre, Lodi Road, New Delhi –  
110003**

**Corporate office: August Kranti Bhawan, 3<sup>rd</sup> Floor, Bhikaiji Cama Place New Delhi–110066**

**IREDA Business Centre: NBCC Office Complex, Office Block No. 2, Plate B, 7<sup>th</sup> floor, East Kidwai  
Nagar, New Delhi-110023**

---

**DISCLAIMER**

The information contained in this Request for Proposal (RFP) document or information provided subsequently to Bidder or applicants whether verbally or in documentary form by or on behalf of Indian Renewable Energy Development Agency Limited (IREDA), is provided to the Bidder on the terms and conditions set out in this RFP document and all other terms and conditions subject to which the terms is provided.

This RFP document is not an agreement and is not an offer or invitation by IREDA to any party other than the applicants who are qualified to submit the Bids (Bidders). IREDA makes no representation or warranty and shall incur no liability under any law, statute, rules, or regulations as to the accuracy, reliability or completeness of this RFP document. IREDA may in its absolute discretion, without being under any obligation to do so, update, amend, or supplement the information in this RFP document.

**SECTION 1 - NOTICE INVITING TENDERS (NIT)****NIT FOR ENGAGEMENT OF CONSULTANCY ORGANIZATION AS STRATEGIC  
RETAINER FOR ORGANIZATIONAL PRIORITIES AS DEFINED IN THE SCOPE OF  
WORK**

1. Indian Renewable Energy Development Agency (IREDA), a Schedule A, Navratna Company, under the administrative control of **Ministry of New and Renewable Energy (MNRE)**, Govt. of India, invites bids on Government e-Marketing (GeM) portal for ENGAGEMENT OF CONSULTANCY ORGANIZATION AS STRATEGIC RETAINER FOR ORGANIZATIONAL PRIORTIES
2. Tender documents may be downloaded from IREDA website, [www.ireda.in](http://www.ireda.in) (for reference only) and GeM website <https://gem.gov.in/> as per the schedule given below:

| No. | Description                                                                                              | Detailed information                                                                                                                                                                                                                                  |
|-----|----------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1   | Name of the Project                                                                                      | <b>Engagement of Consultancy<br/>Organization as Strategic Retainer for<br/>Organizational Priorities as per Scope of<br/>Work</b>                                                                                                                    |
| 2   | Tender Reference Number                                                                                  | REF NO: IREDA/CSG/2024-25/Strategic<br>Consultant                                                                                                                                                                                                     |
| 3   | Date of release of Bidding<br>Document on GEM (Document<br>can also be downloaded from<br>IREDA website) | 1 <sup>st</sup> July, 2024                                                                                                                                                                                                                            |
| 4   | Email address for queries                                                                                | Interested bidders in case of queries may<br>kindly send their queries through email on<br>the following email address:<br><a href="mailto:amitgoel@ireda.in">amitgoel@ireda.in</a><br><a href="mailto:rohithkatri@ireda.in">rohithkatri@ireda.in</a> |
| 5   | Bid Security/Earnest Money Deposit<br>(EMD)                                                              | Nil                                                                                                                                                                                                                                                   |
| 6   | Date of Pre-bid meeting                                                                                  | 8 <sup>th</sup> July, 2024                                                                                                                                                                                                                            |
| 7   | Last date and time for bid submission                                                                    | 15 <sup>th</sup> July, 2024 (15:00 hrs)                                                                                                                                                                                                               |
| 8   | Date and time of opening of technical<br>bids                                                            | Part I of the bid shall be opened on 15 <sup>th</sup> July,<br>2024 (17:00 hrs)                                                                                                                                                                       |

|    |                                               |                                                                                                                                                                                                                                                                                                                          |
|----|-----------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 9  | Methodology of commercial selection of vendor | QCBS (Quality Cost-Based Selection formula)                                                                                                                                                                                                                                                                              |
| 10 | Date and time of opening of financial bids    | Part-II - Price bids of only technically qualified bidders shall be opened on GeM portal.                                                                                                                                                                                                                                |
| 11 | Bid Validity Period                           | Upto 180 days from the date of opening of Technical Bid                                                                                                                                                                                                                                                                  |
| 12 | Place of submission of Bids                   | Completed bids to be uploaded on GeM Portal                                                                                                                                                                                                                                                                              |
| 13 | Name and address for communication            | <p align="center"><b>Shri Amit Goel</b><br/> <b>Addn. General Manager (F&amp;A)</b><br/> Indian Renewable Energy Development Agency Limited<br/> 7<sup>th</sup> Floor, Plate-B, Block-2, NBCC Office Complex,<br/> East Kidwai Nagar,<br/> New Delhi – 110023<br/> Ph.: +91 (011) 24682206-19<br/> Fax: 011-26717416</p> |

3. Bids shall be submitted online at GeM - website: [www.gem.gov.in](http://www.gem.gov.in).
  - a. Tenderer/Bidder are advised to follow the instructions provided in the ‘**Instructions to the Contractors/Tenderer for the e-submission of the bids online through the GeM Portal for e-Procurement at**’ GeMs website: [www.gem.gov.in](http://www.gem.gov.in)’.
  - b. For further assistance w.r.t. GeM Portal and uploading of the bids/ technical issues if any, email your queries to [helpdesk-gem@gov.in](mailto:helpdesk-gem@gov.in) or call **1800-419-3436**.
4. Not more than one tender shall be submitted by one tenderer/bidder.
5. Tenderer who has downloaded the tender from the IREDA website and GeM website: [www.gem.gov.in](http://www.gem.gov.in), **shall not tamper/modify the tender in any manner. In case if the same is found to be tempered/modified in any manner, tender will be completely rejected, and tenderer is liable to be banned from doing any business with IREDA.**
6. Prospective bidders are advised to visit IREDA website and GeM website: [www.gem.gov.in](http://www.gem.gov.in) on a regular basis prior to closing date of submission of tender for any corrigendum/addendum/amendment.
7. The Bid shall be deemed to have been submitted after careful study and examination of this RFP document. The Bid should be precise, complete and in the prescribed format as per the requirement of this RFP document. Technically qualified bidders shall be intimated separately about the details of financial bid opening.
8. In case pre-bid meeting is required by the Bidders for seeking clarifications on the RFP, individual pre-bid meeting shall be conducted and any amendment post issuance of RFP shall be incorporated as corrigendum to the tender documents and shall be uploaded on the GeM portal.

9. The issuance of this RFP does not establish an obligation for IREDA to necessarily choose a Bidder or grant the contract to the Selected Bidder, as appropriate for the Project. IREDA retains the prerogative to decline any or all of the Bids or Bidders without the need to provide any justification whatsoever.
10. The Bidder is expected to examine all instructions, forms, terms, and specifications in this RFP. Failure to furnish all information required under this RFP or to submit a Bid not substantially responsive to this RFP in all respect will be at the Bidders risk and may result in rejection of the bid.
11. Conflict of Interest: Consultant / Firm are not allowed to participate in the bidding process who have been hired by IREDA for any assignment that, by its nature may be in conflict with another assignment of Consultancy / Firm.
12. Prospective bidders/Consultants are recommended to revisit the GeM portal before the tender submission deadline to account for any corrigendum, addendum, or amendment.
13. Bids will be unveiled in accordance with the date and time specified in the schedule. After online opening of Technical-Bid, the results of their qualification as well Price-Bid opening will be intimated later.
14. The Bidder/ Consultant is requested to carefully examine the RFP document, and if there appears to be any ambiguity, contradictions, inconsistency, gap and/or discrepancy, Consultant should seek necessary clarifications by e-mail as mentioned in the schedule above.
15. ***The bidder's claiming to be MSME and/or MSME-SC/ST/Women and/or Start Ups etc., the relaxations and exemptions as per Government of India notifications/ instructions/guidelines w.r.t. the requirements of turnover & number of years of experience are allowed subject to production of requisite documents/proofs etc.***

\*\*\*\*\*

## SECTION 2 - SCOPE OF WORK AND TEAM SIZE

### **SCOPE OF WORK**

The consultant will be engaged on a Strategic Retainer basis (thereby be available to provide continuous support and advice as needed), and the following is only a directional scope. Management, from time to time, depending on organizational and MNRE priorities, may engage the consultant on other topics as well. Such scope items, once mutually agreed upon by both the parties may be communicated through e-mail by the Program Manager appointed by IREDA management to the Project Director appointed by the consultant.

- **Driving Execution of Roadmap from Navratna to Maharatna**

Support IREDA in achieving the Maharatna status through driving execution as per the roadmap laid out from Navratna to Maharatna and thereby playing an active role in Government of India's 2030 target, by co-developing a strategic roadmap. This should cover all key departments including focus on immediate tasks and annual planning to ensure steady progress and guiding the organization toward its goal.

- **Leadership strategy sessions:** Conduct tailored strategic discussions to co-develop and align departmental strategies with IREDA's overarching Maharatna goal (including short-term readiness) with focus on departments including technical services, resources, risk, IT and other key operational domains.
- **Identification of financing opportunities for IREDA (new tenders/bid allocations) in the traditional and new and emerging sectors:** Assist IREDA in business development activities through identification of financing opportunities, providing suggestions in formulation of policies/ suggestions on existing financing policies to tap the opportunities and other miscellaneous activities such as suggestions on online loan application module for sectors prioritized by IREDA from time to time.
- **New and Emerging area capability building:** As desired by the management from time to time, provide insights on the latest trends and innovations in green technologies and financing. Share perspectives on the new sectors from a global standpoint wherever applicable, helping IREDA understand international practices and identify new market opportunities that align with industry trends, through organizing atleast 4 (four) masterclasses on key market trends, latest updates on Govt. policies/ regulatory compliances and its impact on financing of project, including key trends in financing of emerging technologies etc.
- **Strengthening of credit appraisal:** As desired by management from time to time, Consultant to support in validation of assumption sheets and financial models being used or new models being developed. Also, support in assessment of key risks and potential mitigation for various sectors/technologies. Further, consultant to provide state-wise raw material assessment and country-level raw material assessment along with future outlook for bio-ethanol projects. Also, consultant to develop roadmap for financing Compressed Biogas (CBG) projects.

- o **Support in evaluation of Credit Risk Rating Models:** As desired by management from time to time, assist IREDA in evaluation of Credit Risk Rating Models being used and formulating new models for various sectors. As a part of the model evaluation exercise, the bidder to assess the rating model(s) currently used by IREDA for project finance,. Model evaluation activity for IREDA's existing rating model shall be followed by recommendation for improvement in existing models.

In addition, the bidder will also assess the existing portfolio of IREDA and provide its recommendations on the additional models required for ensuring effective credit appraisal for its entire portfolio.

- o **Fund raise planning and support:** Assist IREDA in planning and executing fund-raising strategies, including public offers, perpetual debt instruments (PDI), and subordinated debt. Offer guidance on selecting suitable financial instruments, such as bonds, foreign currency (FCY) loans, and Rupee Term Loans (RTL). Advise on the optimal fund mix to minimize costs and ensure financial sustainability.
- o **HR readiness:** Support the development of the organization structure, defining responsibilities of different functions, workforce sizing, identification of training needs across all levels, designing capacity building programs and hiring strategies. Establish new functions aligned with the Maharatna vision, ensuring that IREDA has the necessary talent and capabilities.
- o **Risk Strategy:** To develop the Risk Strategy for the organization.
- o **Projects Monitoring:** Support the organization in formulating scope of work for LIE (Lenders' Independent Engineer) and LFA (Lenders' Financial Advisor)

- **Follow-on Public Offer (FPO) support:**

Subject to approvals from the competent authority for an FPO, prepare IREDA for a successful Follow-on Public Offering (FPO) by supporting the management across key aspects of the process including:

- o **Support in developing an investor pitch:** Provide insights and recommendations to help IREDA articulate a compelling story that highlights the company's strengths, market opportunities, and strategic initiatives.
- o **Management Presentations and Roadshow Support:** Support management in preparing for impactful presentations during investor roadshows. This includes advising on presentation materials, rehearsing delivery, and addressing potential investor questions.
- o **Comprehensive FAQs and Key Fact Packs:** Develop a comprehensive set of FAQs and key fact packs to proactively address potential investor queries, ensuring consistent and accurate information is communicated to all stakeholders.

- **GIFT City Operationalization and Expansion**

Support IREDA in operationalizing and expanding its presence in GIFT City by providing strategic guidance across various critical areas and thereby support in leveraging the unique opportunities provided by GIFT City.

- o **Business Strategy:** Provide strategic guidance for scaling operations in GIFT City, focusing on leveraging existing infrastructure and resources for expanded activities.
- o **Resources and fund raising:** Collaborate with the resources team to develop strategies for raising foreign currency funds. This includes identifying potential international funding sources and optimizing the cost of funds.

- **Post-IPO Process enhancement support**

Post-IPO, IREDA faces new challenges and opportunities in meeting investor expectations, managing media interactions and ensuring alignment with stakeholder expectations. The consultant will provide strategic support to navigate through these and establish robust processes.

- o **External Communications and Stakeholder Engagement:** Equip IREDA's leadership with key industry insights and analysis for external interactions. This includes providing the latest industry trends, peer comparisons, global benchmarks, and relevant trends that impact IREDA. Ensure leadership is prepared for external engagements with concise and impactful messaging.
- o **Industry events support:** Provide support to leadership for their participation in industry events and panels, including key events and topics to participate in, conducting in-depth research on topics, crafting key messages, and preparing detailed briefing materials that align with IREDA's strategic positioning and industry leadership.
- o **Investor Presentations and Annual Report messaging:** To effectively communicate IREDA's financial performance, strategic initiatives, and future outlook, provide guidance on presentation structure, content development, and visual design to enhance clarity and impact.

In addition to above, Key decision support for CMD/Director/ Senior management (Analytical support on key decisions involving significance capital being put up.)

The scope of work is indicative only and IREDA reserves the right to add/change the scope for the service, if IREDA finds it necessary, during the engagement period.

**TEAM SIZE:**

The bidder shall deploy a team necessarily comprising of following:

- Project Director - 01 Number (min 20%-time commitment)
- Project Manager - 01 Number (100%-time commitment)
- Team members - Minimum 03 Number (100%-time commitment)
- Other Global experts and adequate staff to adequately fulfill the scope of work.

\*\*\*\*\*



**SECTION 3- ELIGIBILITY CRITERIA**

IREDA invites bids/tender/quotation from the organizations meeting the following criteria:

| <b>S.No.</b> | <b>Eligibility Criteria</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | <b>Document to be submitted</b>                                                                                                                                                                                                       |
|--------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1            | The Bidder should be a Company registered in India under Indian Companies Act 1956/2013 or a Limited Liability Partnership under the Limited Liability Partnership Act of India, 2008.                                                                                                                                                                                                                                                                                                                                                         | Registration certificate/Certificate of Incorporation of business                                                                                                                                                                     |
| 2            | The Bidder should not have been blacklisted by any Central/ State Government / Public Sector Undertaking in India/ RBI.                                                                                                                                                                                                                                                                                                                                                                                                                        | Undertaking from a separate partner/ official who is authorized to issue such an undertaking                                                                                                                                          |
| 3            | The Bidder should not have any Conflict of Interest for the assignment as already defined in the RFP                                                                                                                                                                                                                                                                                                                                                                                                                                           | Undertaking to this effect                                                                                                                                                                                                            |
| 4            | The Bidder must have at least one office in India which has been operational for the last three years or more                                                                                                                                                                                                                                                                                                                                                                                                                                  | Copy of utility bill i.e. Water/ Electricity/ Post Paid Mobile or Landline phone connection/ Municipality Tax Receipt/ GST Certificate/ any other document showing presence in India between the periods of 01.06.2021 to 31.05.2024  |
| 5            | The Bidder must have an average audited annual revenue of Rs. 70 crores (Rs. Seventy crores) for the last three years i.e. FY 2023, FY 2022 and FY 2021.                                                                                                                                                                                                                                                                                                                                                                                       | Audited financial statements for last three years (FY 2023, FY 2022 and FY 2021), indicating annual revenue. In case the reporting is on calendar year basis, audited balance sheet to be submitted for CY 2023, CY 2022 and CY 2021. |
| 6            | The Bidder should have completed at least five assignment (each assignment with fees > Rs. 5 Cr. excluding taxes) involving formulation of strategy/ advisory in the areas of Energy Transition (Renewables, Gas, Biofuels, Green Hydrogen & its derivatives, Carbon capture, Energy Storage, Energy efficiency, E-Mobility, E-Mobility related Charging Infrastructure, Smart Meters, RE Manufacturing including Battery, Battery Energy Storage Systems) for a listed entity either in India or globally (with last reported annual turnover | Details as per Annexure D2                                                                                                                                                                                                            |

of Rs. 3000 Cr. or more – in case the entity is listed outside India, the last reported annual turnover in foreign currency should be 3000 Cr. or more in Indian rupees. Conversion date to be considered on the reporting date) or Central Government or State Government in India in the last 5 years for the following amount. Further, out of the atleast five assignments with fees > Rs. 5 Cr. (excluding taxes) as mentioned above, the bidder should have also fulfilled the below criteria:

- Three similar completed works costing not less than 7 Cr. each
- OR
- Two similar completed works not less than 9 Cr. each
- OR
- One similar completed work not less than 14 Cr.

\*\*\*\*\*

#### **SECTION 4- SUBMISSION OF TENDER**

The bid shall be submitted under a single stage two packet system containing Technical Proposal and Price Proposal.

The bid shall be submitted online through e-tender only on GeM portal.

All the pages of bid being submitted must be signed and sequentially numbered by the bidder irrespective of nature of content of the documents before uploading.

Bid shall include a fixed fees and taxes separately in Indian Rupees and will be in the format mentioned as **Annexure F**.

The Price Bid should give all relevant price information. The prices quoted in the price bid should be without any conditions. **Bidder shall not tamper/modify downloaded price bid template in any manner.** In case if the same is found to be tampered/modified in any manner, tender will be completely rejected.

#### **Requirements for Financial Bids**

- The Bidder is required to quote **an annual fixed retainer fee**.
- The different taxes should be indicated separately while raising the bills for payment of fee.
- TDS will be deducted as per the applicable rules.
- The fee quoted should be unconditional and inclusive of the expenditure to be incurred that are required under the transaction and the scope of work as stated above.
- The Bidders will be liable to pay taxes applicable as per law.

\*\*\*\*\*

### **SECTION 5- EVALUATION OF TECHNO-COMMERCIAL BID**

The Techno-Commercial bid of the bidders meeting the pre-qualification criteria will be evaluated as per the Quality & Cost Based Selection (QCBS) basis, which will include 80% weighted score for quality (techno-commercial bid) and 20% weighted score for the price (price bid).

#### **Evaluation of Technical Bids**

The response shall be evaluated on the following criteria, with the evaluation marks against each criterion as mentioned in the table below:

| Sr No.   | Marking Heads                                                                                                                                                                                                                                                                                                                                | Marks                      | Sub-Marks                                                                                                                                                          | Documents to be submitted for Evaluation |
|----------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------|
|          | <b>Technical Score</b>                                                                                                                                                                                                                                                                                                                       | <b>Maximum Marks - 100</b> |                                                                                                                                                                    |                                          |
| <b>A</b> | <b>Experience of the Bidder for the last 5 years</b>                                                                                                                                                                                                                                                                                         | <b>35</b>                  |                                                                                                                                                                    |                                          |
| 1        | <b>India PSU/ Govt. Experience:</b> Experience in terms of formulating strategy/ advisory/ driving execution for any Central Public Sector Undertaking (CPSU)/ State Public Sector Undertaking (SPSU)/ Central Government or State Government during last five years, each having a value of equivalent to atleast Rs. 5 Cr. excluding taxes | 5                          | <ul style="list-style-type: none"> <li>• Less than 10 Projects: 2 marks</li> <li>• 10 to 20 Projects: 3 marks</li> <li>• More than 20 Projects: 5 marks</li> </ul> | Details as per Annexure D1               |

|   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |    |                                                                                                                                                                                                |                                                                                                                                                                         |
|---|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 2 | <b>Energy transition related experience -</b><br><b>No. of assignments executed by Bidder or Member Affiliate of the bidder in India or Globally</b> - Experience in the area of strategy/ advisory/ driving execution in Energy transition related areas (Renewables, Gas, Biofuels, Hydrogen, Carbon capture, Energy Storage, Energy efficiency) for listed entity (with a last reported turnover of not less than Rs. 3000 Cr.), Central Government or State Government during last five years, each having a value of equivalent to atleast Rs. 5 Cr. excluding taxes | 5  | <ul style="list-style-type: none"> <li>• 3-5 projects: 02 marks</li> <li>• 6-9 projects: 03 marks</li> <li>• 10 or more projects: 05 marks</li> </ul>                                          | Details as per Annexure D2                                                                                                                                              |
| 3 | <b>Green Financing related Experience:</b> Experience in the area of strategy/ advisory/ driving execution for India based NBFCs and DFIs, with major focus of the assignment on Green Financing topics, each having a value of equivalent to atleast Rs. 5 Cr. excluding taxes                                                                                                                                                                                                                                                                                           | 10 | <ul style="list-style-type: none"> <li>• 1-2 project: 02 marks</li> <li>• 3-4 projects: 05 marks</li> <li>• 5 or more projects: 10 marks</li> </ul>                                            | Details as per Annexure D3                                                                                                                                              |
| 4 | <b>Fund raising Experience:</b> Experience of handling assignments such as private equity transactions/ divestment exercises/IPO/FPO etc.                                                                                                                                                                                                                                                                                                                                                                                                                                 | 5  | <ul style="list-style-type: none"> <li>• 1-2 project: 02 marks</li> <li>• 3-4 projects: 03 marks</li> <li>• 5 or more projects: 5 marks</li> </ul>                                             | Details as per Annexure D4                                                                                                                                              |
| 5 | <b>Strategy Consulting ranking (as per Vault):</b> - Presence in list of Best Consulting Firms for "Strategy Consulting" issued by "Vault.com" for all last five                                                                                                                                                                                                                                                                                                                                                                                                          | 10 | <ul style="list-style-type: none"> <li>• Top 3 for all previous 5 years: 10 marks</li> <li>• Top 3 for 3-4 years in the previous 5 years: 5 marks</li> <li>• Top 3 for 1-2 years in</li> </ul> | Documentary evidence supporting ranking as Top 5 strategy consulting firm as per Vault. Alternatively, authorized signatory may certify ranking of the firm among top 5 |

|          |                                                                                                                                                                                                                                                                       |           |                                                                                                                                                                                                                           |                                                                                          |
|----------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------|
|          | years i.e. from 2020 to 2024 (“Global Consulting Agency”) or should be a wholly owned entity/Member Affiliate of such global consulting agency                                                                                                                        |           | the previous 5 years:<br>2 marks                                                                                                                                                                                          | strategy consulting firms for the particular year.                                       |
| <b>B</b> | <b>Approach and Methodology for Proposed Work:</b><br><i>Bid will need to be accompanied by brief point of view in PPT/word format. This will be followed up through a presentation to the Committee leading to final evaluation based on the following criteria:</i> | <b>30</b> |                                                                                                                                                                                                                           |                                                                                          |
| 1        | Understanding of Renewable Energy/ Green Energy Financing Business from IREDA standpoint                                                                                                                                                                              | 10        | Demonstration of the understanding of a Renewable Energy/ Green Energy financing institution (other than IREDA) business by way of two detailed case studies, pertaining to strategic expansion of the financing business | Presentation (in-person/VC) to the committee, along with a soft copy of the presentation |
| 2        | Understanding of Scope of Work of the Assignment                                                                                                                                                                                                                      | 15        | Perspective on the various elements of the scope of work: Roadmap from Navratna to Maharatna, Operationalization of GIFT City, Support towards FPO, Post IPO Process Enhancement etc.                                     | Presentation (in-person/VC) to the committee, along with a soft copy of the presentation |
| 3        | Availability of Strategic Tools/ Models etc. for executing the work as proposed under the Approach and Methodology                                                                                                                                                    | 5         | Availability of Strategic Tools/ Models/ Databases/ Global Experts and application of the same in other previous similar engagements                                                                                      | Presentation (in-person/VC) to the committee, along with a soft copy of the presentation |

| C | Financial Capacity of the Bidder                                                                                                                                                                                                   | 10 |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                                                                                                                                                                                                                                       |
|---|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|   | Average annual turnover of the bidder <u>during last three Audited years</u> (2020-21, 2021-22, 2022-23). In case the reporting is on calendar year basis, audited balance sheet to be submitted for CY 2023, CY 2022 and CY 2021. | 10 | <ul style="list-style-type: none"> <li>• Average Turnover <math>\geq</math> INR 70 Crores &amp; <math>&lt;</math> INR 200 Crores: 02 marks</li> <li>• Average Turnover <math>\geq</math> INR 200 Crores &amp; <math>&lt;</math> INR 400 Crores: 03 marks</li> <li>• Average Turnover <math>\geq</math> INR 400 Crores &amp; <math>&lt;</math> INR 800 Crores: 05 marks</li> <li>• Average Turnover <math>\geq</math> INR 800 Crores &amp; <math>&lt;</math> INR 1200 Crores: 07 marks</li> <li>• Average Turnover <math>\geq</math> INR 1200 Crores: 10 marks</li> </ul> | Audited financial statements for last three years (FY 2023, FY 2022 and FY 2021), indicating annual revenue. In case the reporting is on calendar year basis, audited balance sheet to be submitted for CY 2023, CY 2022 and CY 2021. |
| D | Proposed Project Team                                                                                                                                                                                                              | 25 | Each staff member will be evaluated based on criteria given in a separate table below.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | CV of Team Members as per Annexure C, duly signed on letter head of CEO/Country Head/Authorized Signatory                                                                                                                             |
| 1 | Project Director                                                                                                                                                                                                                   | 15 |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                                                                                                                                                                                                                                       |
| 2 | Project Manager                                                                                                                                                                                                                    | 10 |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                                                                                                                                                                                                                                       |

For the proposed team members, the following criteria shall be met:

#### Proposed Project Team:

| Position         | Minimum Qualification                                                           | Minimum years of Post Qualification experience | Minimum qualification Experience                                                                                                 | Marks based on experience in strategic consulting                                                 | Marks |
|------------------|---------------------------------------------------------------------------------|------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------|-------|
| Project Director | Engineer and Post-graduate from premier institutions such as IIMs or equivalent | 12 years                                       | Experience of working on at least 10 (ten) strategic consulting assignment, including 5 (five) engagements with state or central | <b>A. Total Experience: 5 marks</b><br>- More than 15 years: 5 marks<br>- 12 to 15 years: 3 marks | 15    |

|                 |                                                                                |         |                                                                                                                                                                                                                                                                                        |                                                                                                                                                                                                          |    |
|-----------------|--------------------------------------------------------------------------------|---------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----|
|                 |                                                                                |         | governments or working with clients operating in BFSI (Banking, Financial Services and Insurance) sector or with BFSI regulators (RBI, SEBI, BSE, NSE etc.) in the preceding 5 (five) years of similar nature and, each assignment having a value of atleast Rs. 5 Cr.                 | <b>B. Total assignments worked on: 5 marks</b><br>- More than 10 assignments: 5 marks<br>- 5 to 10 assignments: 3 marks<br><br><b>C. Engagement and Q&amp;A during presentation (in-person): 5 Marks</b> |    |
| Project Manager | Engineer or Post-graduate from premier institutions such as IIMs or equivalent | 5 years | Experience of working on at least 5 (five) strategic consulting assignment of similar nature. out of which atleast 2 assignments shall be for clients operating in BFSI sector or with BFSI regulators (RBI, SEBI, BSE, NSE etc.), each assignment having a value of atleast Rs. 5 Cr. | <b>A. Total Experience: 5 marks</b><br>- More than 6 years: 5 marks<br>- 5 to 6 years: 3 marks<br><br><b>B. Engagement and Q&amp;A during presentation (in-person): 5 Marks</b>                          | 10 |

25

**Note:**

1. Out of three (3) team members, two (2) team members should have a minimum qualification of B.E./B.Tech/M.B.A./C.A./C.M.A from Tier 1 colleges of their respective streams like IIT/ IIM/ ISB/ XLRI etc. Further, the third team member should have a minimum qualification as Graduate from Tier 1 college of their respective stream.
2. Further, out of two (2) team members having a minimum prescribed qualification of B.E./B.Tech/M.B.A./C.A./C.M.A., one member should have a minimum of 4 years of post-qualification experience and another team member should have a minimum of 2 years of post-qualification experience.
3. Assignment to be counted as experience shall be submitted by bidder under “One Category” only. For example – In case the bidder submits the experience under “India PSU/ Govt. Experience”, the same experience shall not be counted under “Energy transition” and “Green Financing related Experience” and vice versa. Further, the subject experience shall be considered against the S.No. where the marks awarded will be higher.



4. Wherever, global experience is sought, bidder may submit credentials of its global member firms/sister concerns etc. and same shall be considered for evaluation.
5. The scope of work is indivisible and shall be awarded to the successful bidder.
6. Any applicant will need to score minimum 70 marks to qualify for the next stage. Those who fail to achieve the minimum 70 marks, will not be considered for further evaluation.
7. The marks awarded by IREDA shall be final and representations made by the bidder shall not be entertained.
8. The team members proposed to be deployed for this project and to be considered under evaluation criteria should be full time employees on the payrolls of the Bidder. The size of the team and team members shall remain unchanged. In case of change, the new member provided as replacement, must possess the qualification and experience as specified in eligibility criteria of the tender and prior to effect the change, the credentials of the new member will have to be furnished to IREDA, duly certified by the authorized person.

**Evaluation Process:**

The evaluation shall be carried out as follows: -

1. Technical bids will be evaluated for bidder who meet the Pre-Qualification Criteria.
2. Technical bids will be evaluated as per technical criteria and minimum qualifying marks will be **70 out of 100** for opening of financial bids.
3. Financial bid of only the Bidders who have cleared the technical evaluation will be opened and evaluated.
4. Arithmetic errors in the Bids submitted shall be treated as follows:
  - a. Where there is a discrepancy between the amounts in figures and in words, the amount in words shall govern; and
  - b. Where there is a discrepancy between the amount mentioned in the bid and the line-item total present in the Financial Bid, the amount obtained on totaling the line items in the Financial Bid will govern.
5. Technical bid marks will be allocated to the bidder as follows: -
  - a) The bidder with highest technical score (H1 Score) : 100 Marks
  - b) For Others Technical Score : (Bidder's Technical Score / H1 Score) X 100
6. Financial bid marks will be allocated to the bidder as follows: -
  - a) The bidder with lowest financial bid (Financial Score) (L1 Amount): 100 Marks
  - b) For Others Financial Score : (L1 Amount/Amount Quoted) X100
7. Ranking shall be done in decreasing order of the combined score calculated upto 2 decimal points (without rounding off). In the event of two or more bids having the same score in the final ranking, the bid with the higher total technical score shall be ranked higher.

**Combined Score:**

A combined score shall be arrived at based on weighted total quality score and cost score as:

Combined Score = {Technical bid marks \* 80%} + {Financial bid marks \* 20%}

8. The work/agreement will be awarded to the bidder who will get the **aggregate highest marks in technical and financial criteria**. However, the final decision will rest with IREDA.

**Tie Breaker:** In case, combined Quality & Cost score of two (2) or more bidders are the same, then the bidder scoring Higher Quality score would be considered as the successful bidder. However, the final decision will rest with IREDA.

\*\*\*\*\*

**SECTION 6 - INSTRUCTION TO BIDDERS****A. The Bidding Document****1. RFP**

- a) Bid, Tender and RFP are interchangeably used to mean the same.
- b) The Bidder is expected to examine all instructions, forms, Terms and Conditions and technical specifications in the Bidding Document. Submission of a Bid not responsive to the Bidding Document in every respect will be at the Bidder's risk and may result in the rejection of its Bid without any further reference to the Bidder.
- c) IREDA reserves the right to take any decision regarding RFP process for addressing any situation which is not explicitly covered in the RFP document.

**2. Clarifications of Bidding Documents**

A prospective Bidder requiring any clarification of the Bidding Documents may notify IREDA in writing through email at [amitgoel@ireda.in](mailto:amitgoel@ireda.in) and/or [rohithkhatri@ireda.in](mailto:rohithkhatri@ireda.in) within 7 days from the date of floating of the RFP.

The Bidders shall submit the queries in the format given below:

| No. | RfP Reference | Page No. | Clause No. | Description in RfP | Clarification Sought | Remarks (If any) |
|-----|---------------|----------|------------|--------------------|----------------------|------------------|
|     |               |          |            |                    |                      |                  |
|     |               |          |            |                    |                      |                  |

Replies to all the clarifications shall be through email to individual bidder. Any modification to the Bidding Documents which may become necessary because of such queries shall be made by IREDA by issuing an Addendum, which will be hosted on IREDA's website.

**3. Amendment of Bidding Documents**

- a) At any time prior to the deadline for submission of bids, IREDA may for any reason, whether at its own initiative or in response to a clarification requested by a Bidder, amend the Bidding Documents.
- b) Amendments will be provided in the form of Addenda/corrigenda to the Bidding Documents, which will be posted on IREDA's website. Addenda will be binding on Bidders. It will be assumed that the amendments contained in such Addenda/corrigenda have been taken into account by the Bidder in its Bid.
- c) In order to afford Bidders reasonable time in which to take the amendment into account in preparing their bids, IREDA may, at its discretion, extend the deadline for the submission of bids, in which case, the extended deadline will be posted in IREDA's website.
- d) From the date of issue, the Addenda to the tender shall be deemed to form an integral part of the RFP.

#### **4. Rejection of Bid**

The Bid is liable to be rejected if:

- a) The document doesn't bear signature of authorized person.
- b) It is received through Telegram/Fax/E-mail.
- c) It is received after expiry of the due date and time stipulated for Bid submission.

### **B. Preparation of Bid**

#### **1. Period of Validity of Bids**

The Empaneled Agencies shall keep their Bids valid up to 120 days from the bid submission date. Empaneled Agencies may be required to further extend the validity of Bid as per the requirement of IREDA. IREDA holds the right to reject a bid valid for a period shorter than 120 days as non-responsive, without any correspondence. Any Bid not secured in accordance with above-mentioned criteria(s) in RFP document will be rejected by IREDA as non-responsive.

IREDA reserves the right to accept any bid and to reject any or all bids and/or to annul the bidding process in entirety, at any time prior to award of contract, without thereby incurring any liability to the affected bidders or any obligation to inform the participating bidders of the ground for IREDA's action.

#### **2. Signing of Bid**

The Bid shall be signed by a person or persons duly authorized to sign on behalf of the Bidder. All pages of the bid, except for printed instruction manuals and specification sheets shall be initialed by the person or persons signing the bid.

In case the authorised person is not part of applicant top management, a declaration, duly authorizing the person(s) above, shall be submitted on the applicant's letter head.

The Bid shall contain no interlineations, erasures, or overwriting, except to correct errors made by the Bidder, in which case such corrections shall be initialed by the person or persons signing the Bid.

Bids once submitted will be treated, as final and no further correspondence will be entertained on this. No Bid will be modified after the deadline for submission of bids.

#### **3. Extension of Deadline for submission of Bid**

IREDA may, at its discretion, extend this deadline for submission of bids by amending the Bidding Documents which will be intimated through IREDA website, in which case all rights and obligations of IREDA and Bidders will thereafter be subject to the deadline as extended.

\*\*\*\*\*

## **SECTION 7 - TERM AND CONDITIONS**

### **Definitions (Relevant as per Tender Document) -**

#### **Notification of Award or Work Order**

After selection of the Successful Bidder and after obtaining internal approvals and prior to expiration of the period of Bid validity, IREDA will send Notification of Award or Work Order to the selected Bidder.

#### **Duration of Work Order**

The work order is for Strategic Retainer for a total duration of a period of 1 year from the date of award. On satisfactory performance and with the approval of Competent Authority, work order may be further extended/renewed for a specified period not exceeding 2 years (1 year + 1 year) at the sole discretion of IREDA management and upon acceptance by selected party on the same terms and conditions.

#### **No Conflict of Interest**

The bidder must submit undertaking regarding no conflict of interest regarding the Assignment along with quotation.

For definition, Conflict of Interest herein shall mean the following:

#### **a) Conflict between consulting activities and procurement of goods, works or services:**

A firm that has been engaged to provide goods, works or services for a project and each of its affiliates shall be disqualified from providing consulting services related to those goods, works or services. Conversely, a firm hired to provide consulting services for the preparation and implementation of a project and each of its affiliates, shall be disqualified from subsequently providing goods, works or services for such preparation or implementation.

#### **b) Conflict among consulting assignments**

Neither consultants (including their personnel and sub-consultants) nor any of their affiliates shall be hired for any assignment that, by its nature, may be in conflict with another assignment of the consultants. Similarly, consultants hired to prepare Terms of Reference (TOR) for an assignment shall not be hired for the assignment in question.

#### **c) Relationship with IREDA's staff**

Consultants (including their personnel and sub-consultants) that have a business or family relationship with such member(s) of the IREDA's staff or with the staff of the project implementing agency, who are directly or indirectly involved in any part of: (i) the preparation of the TOR of the contract, (ii) the selection process for such contract, or (iii) supervision of such contract; may not be awarded a contract unless it is established to the complete satisfaction of the employing authority, for the reason to be recorded in writing, that such relationship would not affect the aspects of fairness and transparency in the selection process and monitoring of the consultant's work.

---

**d) Unfair competitive advantage**

Fairness and transparency in the selection process require that consultants or their affiliates competing for a specific assignment do not derive a competitive advantage from having providing consulting services related to the assignment in question. To that end, the request for proposals and all information would be made available to all short listed consultants together.

**Taxes and Duties**

All taxes deductible at source, if any, at the time of release of payments, shall be deducted at source as per then prevailing rates while making any payment.

The benefits realized by the Bidder due to lower rates of taxes, duties, charges, and levies shall be passed on by the Bidder to IREDA. Further, in case, there is any increase in taxes, duties, charges, and levies, IREDA shall compensate the Bidder the amount of such increase in taxes, duties, charges, and levies, to be lawfully paid and borne by the Bidder against proof of payment and IREDA has the right to demand documentary evidence of such variation.

Bidders will be liable to pay taxes as per law.

**Deliverables**

A monthly report to be submitted, comprising of the work carried out by the consultant, in accordance with the scope of work mentioned in the RFP, within 15 days of the end of the preceding month.

**Payment Terms**

Payment terms shall be on proportionate monthly retainership basis on submission of invoice and as per terms of reference. Bidder will raise invoices in 12 equal installments at the end of every month. At the time of submission of invoice, the Bidder shall submit a monthly report which shall contain list of activities done during the month in line with the scope of work.

Payment shall be made within 15 days of receipt of invoice and monthly report along with supporting deliverables/requisite documents sought by IREDA.

**Confidentiality**

The Bidders acknowledges that while performing the obligations under the Work Order, each party shall be exposed to or acquire information of the other party, which such party shall treat as confidential. Neither party shall disclose the Confidential Information to a third party. Neither Party will make any public announcement nor press release regarding any Proposal, nor any activities performed under it without the prior written consent of the other Party. Except as required by law, no reference may be made to Bidder in any prospectus, proxy statement, offering memorandum or similar document or materials prepared for public distribution.

Confidential Information” shall include, but shall not be limited to, trade secrets in any form or manner, know-how, proprietary information, financials, processes, marketing plans, forecasts, ideas, unpublished financial statements, budgets, business plans, projections, prices, costs, policies, quality assurance programs, price lists, pricing policies, software or related technical information, marketing data and techniques, operation manuals,

any notes, compilations, studies, interpretations, presentations, correspondence, reports, statements and any other business and financial information and research and development activities that may be disclosed, whether orally or in writing, to each other and/or any of their affiliates, or that may be otherwise received or accessed by the Bidder in the course of performing the Work Order. The Bidder shall adopt high standards of data security and privacy norms, in accordance with the regulatory and statutory provisions.

Regarding disclosure of deliverables by IREDA to any third parties, if IREDA shares Bidders deliverables directly with third parties, such Bidders deliverables will be subject to third parties signing the non-reliance letter.

However, under this clause, Govt. of India ministries, other Governmental Departments/ Organizations will not be treated as third party and hence, will not be required to sign any non-reliance letter.

Confidentiality clauses shall survive indefinitely, even after termination of the Work Order.

### **Intellectual Property Rights**

All rights, title and interest of IREDA in and to the trade names, trademark, service marks, logos, products, copy rights and other intellectual property rights shall remain the exclusive property of IREDA and Bidder shall not be entitled to use the same without the express prior written consent of IREDA. Nothing in the Work Order including any discoveries, improvements or inventions made upon with/by the use of the Bidder or its respectively employed resources pursuant to the Work Order shall neither vest nor shall be construed so that to vest any proprietary rights to the Bidder. This clause shall survive indefinitely, even after termination of the Work Order.

Each Party owns and retains all rights, title, and interests in and to its respective Pre-Existing Intellectual Property and Independent Intellectual Property. Independent Intellectual Property means any Intellectual Property developed by a Party independently of the applicable statement of work. "Pre-Existing Intellectual Property" means any Intellectual Property owned by a Party or licensed to such Party (other than by the other Party), as at the commencement date of the applicable statement of work.

Intellectual Property Right clauses shall survive indefinitely, even after termination of the Work Order.

### **Indemnity**

The Bidder shall indemnify IREDA and keep indemnified for any loss or damage, cost or consequences that IREDA may sustain, suffer or incur on account of violation/noncompliance of any statutory requirements in conducting of contractual terms. The Bidder shall always remain liable to IREDA for any losses suffered by IREDA due to any negligence or fault on the part of the bidder, and the bidder also shall indemnify IREDA for the same.

Bidder is responsible and accountable for managing the activities of its personnel. Bidder shall be vicariously liable for any acts, deeds or things done by their employees which is outside the scope of work or authority vested or instructions issued by IREDA.

In an event of default of any of the duties, obligations, and responsibilities of the Bidder herein or any default/error in the services rendered or any deficiency in service, or a failure to perform any service contemplated by the Bidder, Bidder will take all measures at its own cost to rectify such defaults and non-performance of services and redress such deficiencies within Five Working Days of receipt of notice of such breach by the other Party and Bidder shall be directly responsible to and shall indemnify and keep indemnified IREDA.



### **Severability**

If any provision of the Work Order are held to be prohibited by or invalid under Applicable Law or becomes inoperative as a result of change in circumstances, such provision shall be ineffective only to the extent of such prohibition or invalidity or inoperativeness, without invalidating the remaining provisions of the Work Order.

### **Performance Bank Guarantee (PBG)**

Successful bidder must submit the PBG @5% of total contract value in the format prescribed by the GeM Portal within 15 days' time from the issuance of the work order.

As a Contract Performance Security, the successful Consulting Agency, to whom the work is awarded, shall furnish a Contract Performance Guarantee which shall be in the form of a Bank Guarantee from any Scheduled Banks as per RBI or Public Sector Bank. Bank Guarantee from any Scheduled Bank in favour of the Client shall be in the prescribed Proforma as per Gem Portal, within 15 days of signing the Contract. The guarantee amount shall be equal to five percent (5%) of the total Lump-sum price as quoted (which is including all expenses, taxes, duties and levies, if any but excluding goods and service tax, education cess and secondary & higher education cess) and it shall guarantee the faithful performance of the Contract in accordance with the terms and conditions specified in these documents and specifications. The validity period of the guarantee should be up to 60 (Sixty) days after the completion of the assignment. The Contract Performance Guarantee is intended to secure the performance of the entire Contract.

Failure of the successful Bidder to submit the above-mentioned Contract Performance Guarantee shall constitute sufficient grounds for the annulment of the award and Bidder shall be debarred for future assignments with IREDA for a period of maximum three years from the date of such disqualification in terms of bid security declaration.

### **Liquidated Damages**

Due to negligent act of the Bidder, if IREDA suffers losses, and incurs damages, the quantification of which may be difficult, the total amount of liquidated damages under this engagement shall be payable to IREDA and the Bidder shall agree to pay such liquidated damages as defined by IREDA at the time of finalization of the work order.

The amount of liquidated damages for delay by the Bidder under the Work Order shall not exceed 5 % (Five Percent) of the total value of the Work Order.

The liquidated damages for delay by the Bidder shall be applicable under following circumstances:

- a. If the deliverables as per the Scope of Work are not submitted as per schedule i.e. one year from the start date of the contract, the Bidder shall be liable to pay 0.5% (Point Five Percent) of the total cost of the contract for delay of each week or part thereof.
- b. If the deliverables are not acceptable to IREDA, and defects are not rectified to the satisfaction of IREDA within 30 (Thirty) days of the receipt of the notice, the Bidder shall be liable for Liquidated Damages for an amount equal to 0.5% (Point Five Percent) for every week or part thereof for the delay.
- c. Notwithstanding anything mentioned above, the Bidder shall not be made liable for any delay due to non-availability of timely approval, timely review, and timely escalation by IREDA and not directly attributable to the Bidder.



Notwithstanding anything to the contrary contained in the Work Order but subject to the indemnifications specifically agreed to by the Bidder in the Work Order, in no event shall the aggregate liability of the Bidder under the Work Order exceed the total cost of services paid to the Bidder.

### **Fraudulent and Corrupt Practice**

- a) “Fraudulent Practice” means a misrepresentation of facts in order to influence a procurement process or the execution of the project and includes collusive practice among Bidders (prior to or after bid submission) designed to establish Bid prices at artificial non- competitive levels and to deprive the IREDA of the benefits of free and open competition.
- b) “Corrupt Practice” means the offering, giving, receiving or soliciting of anything of value, pressuring to influence the action of a public official in the process of project execution.
- c) IREDA will reject a proposal for award if it determines that the bidder recommended for award has engaged in corrupt or fraudulent practices in competing for or in executing the project.

### **Termination**

Either Party shall have the right to terminate the Work Order by giving the other party prior notice of 1 (one) month in writing. In case of termination of the Work Order, all the unfinished jobs/assignments which have reached a material stage shall be completed by the Bidder as may be mutually decided.

IREDA shall have the sole discretion to terminate the Work Order with or without notice, at any time, in the event IREDA forms an opinion that the Bidder is providing deficient services. In this regard, IREDA shall provide sufficient opportunity to the Service Provider to be heard prior to terminating the Work Order. In such event, IREDA shall not be responsible for any compensation to the Bidder apart from fees, and costs actually incurred, with the approval of IREDA.

If the Bidder does not perform its obligations under the Contract within the duration of the Contract or as per the timelines mentioned in the Contract, the same would constitute the breach of the Contract and IREDA shall have the right to cancel or withdraw the Contract for the remainder period stipulated in the Contract. Such cancellation of the Contract on account of non-performance by the Bidder would entitle IREDA to take necessary actions such as downgrading the Bidder’s rating or debarment from the GeM for specified period as decided by GeM on merits.

### **Force Majeure**

- The successful bidder or IREDA shall not be liable for penalty or termination for default if and to the extent that it’s delay in performance or other failure to perform its obligations under the contract is the result of an event of Force Majeure. For purposes of this clause, “Force Majeure” means an event beyond the control of the bidder and not involving IREDA or bidder’s fault or negligence and not foreseeable. Such events may include, but not restricted to wars, revolutions, epidemics, natural disasters etc.
- If force majeure situation arises, the Bidder shall promptly notify IREDA in writing of such condition and cause thereof. Unless otherwise directed by IREDA in writing, the Bidder shall continue to perform its obligations under contract as far as possible.
- In the event of complete collapse or dislocation of business in the financial markets of the country due to war, insurrection or any other serious sustained, political, or industrial disturbance or in any event caused by force majeure as may be agreed to between the Parties, any of the Parties may terminate the Work

Order with mutual consent. However, prior to exercising the option to terminate, the Parties shall need to mutually decide on the future course of action and if they fail to arrive at a mutually agreeable course of action within 15 working days from the date on which the event of force majeure occurs, then any of the Parties shall be entitled to terminate the Work Order by giving 15 Working Days' notice to the other Parties of its intention to so terminate the Work Order. The Bidder shall continue to be responsible for the services detailed herein till termination of the Work Order.

### **Award of the Work Order**

IREDA intends that the commitment/award of work order, which is contemplated herein with the successful Bidder, shall initially be for a period of one year. On satisfactory performance and with the approval of Competent Authority, work order may be further extended/renewed for a period up to two Years.

### **Award/Work Order cancellation**

IREDA does not bind itself to accept the lowest or any tender and reserves the right to accept or reject, in full or in part, any or all the offers without assigning any reason whatsoever in the event of one or more of the following situations, that are not occasioned due to reasons solely and directly attributable to IREDA alone. IREDA also has the right to re-issue the tender without the bidders having the right to object to such re-issue:

- Discrepancy observed during performance as per the scope of work
- If the Bidder makes any statement or encloses any form which turns out to be false, incorrect and/or misleading or information submitted by the Bidder/Bidder turns out to be incorrect and/or conceals or suppresses material information.

In case of award/work cancellation, any payments made by IREDA to the Bidder would necessarily have to be returned to IREDA. Further the Bidder would also be required to compensate IREDA for any direct loss incurred by IREDA due to the cancellation of the contract. This is after repaying the original amount paid.

### **RFP Abandonment**

IREDA may at its discretion abandon this RFP process any time before Notification of Award/ Work Order.

### **Integrity Pact**

The Integrity Pact, as per Annexure G, essentially envisages that the prospective Bidders/successful Bidders and the IREDA, committing that persons/officials of both sides, not to resort to any corrupt practices in any aspect/stage of the contract and shall act as per the ethical conduct & behavior. All the prospective Bidders/successful Bidders will be deemed to commit themselves to such an Integrity Pact with the IREDA, would be considered competent/eligible to participate in the bidding process. This condition should not be breached by both the parties in any stage of Bidding/Contract.

### **Contacting IREDA**

Any attempt to contact IREDA with a view to canvas for a bid or put any pressure on any official of the IREDA may entail disqualification of the concerned Bidder or his Bid.

### **Resolution of Disputes**

Any dispute(s) or difference(s) arising out of or in connection with the Work order shall to the extent possible, be settled amicably between the parties.



All disputes or differences in respect of which the decision, if any has not become final or binding as aforesaid shall be settled under the provisions of Arbitration and Conciliation Act, 1996 and its subsequent amendments. Delhi courts shall have the exclusive jurisdiction in the matter. The arbitrator shall give reasoned award.

### **Miscellaneous**

- a) No modification, alteration, or amendment of the Work Order or any of its terms or provisions shall be valid or legally binding on the Parties unless made in writing duly executed by or on behalf of all the Parties hereto.
- b) Bidder shall not be entitled to assign any of its rights, duties, or obligations hereunder without the prior written consent of IREDA. The terms and conditions of the Work Order are not assignable by any Party hereto without the prior written consent of all the other Parties hereto.
- c) Nothing contained in the Work Order shall be deemed to create a relationship of a partnership or a principal and agent, and the relationship of the Parties is on a principal-to-principal basis independent of each other. None of the employees, officials, agents or assigns of a Party can be treated as the agent of the other Party and in no case can bind the other Party by its representations and acts.
- d) IREDA agrees that the Bidder will not be responsible for any losses incurred by IREDA or any third party as a result of or in connection with disclosure of the deliverables to the third parties, or the third party's use of, or reliance on the deliverables or any other aspect of Bidder's work. Redistribution of the deliverables to third parties is permitted without non-reliance letter so long as Bidder's name is not on the distributed materials and no mention of Bidder in connection therewith is made by IREDA. In the scenario of IREDA referring Bidder's name in FPO documentation, IREDA hereby agrees to seek prior written consent subject to additional mutually agreed conditions between both the Parties.
- e) All other miscellaneous terms and conditions, not mentioned above, shall be governed by the General Terms and Conditions on GeM 4.0 (Version 1.14) dated 31st Jan, 2024.

### **Governing Law**

This Contract, its meaning and interpretation, and the relation between the Parties shall be governed by the applicable laws of India and the Bidder shall agree to submit to the courts under whose exclusive jurisdiction the Corporate Office of IREDA falls.

### **Applicable Law**

The Contract to be executed between IREDA and successful Bidder shall be interpreted in accordance with the laws of the Union of India and the Bidder shall agree to submit to the courts under whose exclusive jurisdiction the Corporate Office of IREDA falls.

\* The terms and conditions outlined in the RFP are tentative and IREDA reserves the right to change these clauses at the time of contract award, based on mutual agreement.

\*\*\*\*\*

**SECTION 8 - FORM AND FORMATS****Annexure A****Bid Offer Form (without Price)  
(On Bidder's Letter Head)**

Date:

To  
Shri Amit Goel  
Addn. General Manager (F&A),  
Indian Renewable Energy Development Agency Limited,  
7<sup>th</sup> Floor, Block – 2, NBCC Office Complex,  
East Kidwai Nagar, New Delhi - 110023

Dear Sir,

**Subject: RFP No. \_\_\_\_\_ dated \_\_\_\_ for Engagement of Consultancy Organizations as Strategic Retainer  
for Organizational priorities as defined in the SoW**

We have examined the above referred RFP document. As per the terms and conditions specified in the RFP document, and in accordance with the schedule of prices indicated in the financial bid and made part of this offer.

We acknowledge having received the following addenda / corrigenda to the RFP document.

| <b>Addendum No. / Corrigendum No.</b> | <b>Dated</b> |
|---------------------------------------|--------------|
|                                       |              |
|                                       |              |

While submitting this bid, we certify that:

1. Prices have been quoted in INR.
2. The prices in the bid have not been disclosed and will not be disclosed to any other bidder of this RFP.
3. We have not induced nor attempted to induce any other bidder to submit or not submit a bid for restricting competition.
4. We agree that the rates / quotes, terms, and conditions furnished in this RFP are for IREDA.

If our offer is accepted, we undertake, to start the assignment under the scope immediately after receipt of your instructions and complete the assignment as per the specified timelines, starting from the receipt of such instructions. We have taken note of liquidated damages clause in the RFP and agree to abide by the same. We also note that IREDA reserves the right to cancel the order and order cancellation clause as per terms and condition would be applicable. We understand that for delays not attributable to us or on account of uncontrollable circumstances, penalties will not be levied and that the decision of IREDA will be final and binding on us.

We further agree that we have submitted our response, after duly examining this RfP document, and IREDA will not be responsible for any discrepancy/ shortfall in the document submitted. We agree that in such case, the decision of IREDA will be final

We agree to abide by this offer till scope of work, as defined in section 2, is completed from the last date stipulated by IREDA for submission of bid, and our offer shall remain binding upon us and may be accepted by IREDA any time before the expiry of that period.

Until a formal contract is prepared and executed with the selected bidder, this offer will be binding on us. We also certify that the information/data/particulars furnished in our bid are factually correct. We also accept that in the event of any information / data / particulars are found to be incorrect, IREDA will have the right to disqualify /blacklist us.

We undertake to comply with the terms and conditions of the bid document. We understand that IREDA may reject any or all of the offers without assigning any reason whatsoever.

Yours faithfully,

Authorized Signature [In full and initials]: Name

and Title of Signatory:

Name of PCS/Firm: Address:

\*\*\*\*\*

**Bidder's Information**
***(On Bidder's Letter Head)***

| <b>Details of the Bidder</b> |                                                                                                  |                                                      |
|------------------------------|--------------------------------------------------------------------------------------------------|------------------------------------------------------|
| 1.                           | Name of the Bidder                                                                               |                                                      |
| 2.                           | Full Address of the Bidder along with email, mobile contact number                               |                                                      |
| 3.                           | Name of the authorized person, contact details, email id, phone etc.                             |                                                      |
| 4.                           | Contact details of organisation's Head (MD/CEO) like email id, phone etc.                        |                                                      |
| 5.                           | Status of the Company (Public Ltd/ Pvt. Ltd/LLP/LLC)                                             |                                                      |
| 6.                           | Details of Incorporation of the Company/Commencement of Business                                 | Copy of First year operational audited balance sheet |
| 7.                           | Valid GST (Goods & Service tax) registration no.                                                 |                                                      |
| 8.                           | Permanent Account Number (PAN)                                                                   |                                                      |
| 9.                           | Name & Designation of the contact person to whom all references shall be made regarding this bid |                                                      |
| 10.                          | Telephone No. (with STD Code), mobile number                                                     |                                                      |
| 11.                          | E-Mail of the contact person:                                                                    |                                                      |
| 12.                          | Fax No. (with STD Code)                                                                          |                                                      |
| 13.                          | Website                                                                                          |                                                      |

Signature : \_\_\_\_\_

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

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

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

Place : \_\_\_\_\_

\*\*\*\*\*

**CV FORMAT**
**For Project Director:**

| SL. No | Description                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | Details                                                                                                 |                                                                                                                                      |                                                                                                         |                                                                                                                                      |                      |                         |                                                               |                                                           |                                                               |                                                           |   |  |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |  |  |
|--------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------|----------------------|-------------------------|---------------------------------------------------------------|-----------------------------------------------------------|---------------------------------------------------------------|-----------------------------------------------------------|---|--|--|--|--|--|--|--|--|--|---|--|--|--|--|--|--|--|--|--|--|
| 1.     | Name:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | First Middle Last                                                                                       |                                                                                                                                      |                                                                                                         |                                                                                                                                      |                      |                         |                                                               |                                                           |                                                               |                                                           |   |  |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |  |  |
| 2.     | Present Designation:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                                                                                                         |                                                                                                                                      |                                                                                                         |                                                                                                                                      |                      |                         |                                                               |                                                           |                                                               |                                                           |   |  |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |  |  |
| 3.     | Proposed position in Assignment                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                                                                                                         |                                                                                                                                      |                                                                                                         |                                                                                                                                      |                      |                         |                                                               |                                                           |                                                               |                                                           |   |  |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |  |  |
| 4.     | Education:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |                                                                                                         |                                                                                                                                      |                                                                                                         |                                                                                                                                      |                      |                         |                                                               |                                                           |                                                               |                                                           |   |  |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |  |  |
| 5.     | Nationality:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                                                                                                         |                                                                                                                                      |                                                                                                         |                                                                                                                                      |                      |                         |                                                               |                                                           |                                                               |                                                           |   |  |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |  |  |
| 6.     | Membership of Professional Associations:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                                                                                                         |                                                                                                                                      |                                                                                                         |                                                                                                                                      |                      |                         |                                                               |                                                           |                                                               |                                                           |   |  |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |  |  |
| 7.     | Employment Record (Add rows as required)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | From:<br>Employer:<br>Position Held:<br>Summary:                                                        |                                                                                                                                      |                                                                                                         |                                                                                                                                      |                      |                         |                                                               |                                                           |                                                               |                                                           |   |  |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |  |  |
| 8.     | Work Undertaken that best illustrates related work (clearly showing role played, duration of input, complexity of work undertaken, and core competencies) (Add rows as required):                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                                                                                                         |                                                                                                                                      |                                                                                                         |                                                                                                                                      |                      |                         |                                                               |                                                           |                                                               |                                                           |   |  |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |  |  |
|        | <table border="1"> <thead> <tr> <th>S.No.</th><th>Title of the Project/ Assignment</th><th>Name of the Client or client description (where limited due to confidentiality to disclose client name)</th><th>Tick the Category of the Client as Yes/ No (If the Client is a CPSU or SPSU or Central or State Govt., mention "Yes" otherwise "No")</th><th>Scope of the Project</th><th>Date of Commencement</th><th>Date of Completion</th><th>Value of the Work Order</th><th>Whether the entire work order value has been received or not?</th><th>Position held and Activities Performed during the Project</th></tr> </thead> <tbody> <tr> <td>1</td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr> <tr> <td>2</td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr> </tbody> </table> | S.No.                                                                                                   | Title of the Project/ Assignment                                                                                                     | Name of the Client or client description (where limited due to confidentiality to disclose client name) | Tick the Category of the Client as Yes/ No (If the Client is a CPSU or SPSU or Central or State Govt., mention "Yes" otherwise "No") | Scope of the Project | Date of Commencement    | Date of Completion                                            | Value of the Work Order                                   | Whether the entire work order value has been received or not? | Position held and Activities Performed during the Project | 1 |  |  |  |  |  |  |  |  |  | 2 |  |  |  |  |  |  |  |  |  |  |
| S.No.  | Title of the Project/ Assignment                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | Name of the Client or client description (where limited due to confidentiality to disclose client name) | Tick the Category of the Client as Yes/ No (If the Client is a CPSU or SPSU or Central or State Govt., mention "Yes" otherwise "No") | Scope of the Project                                                                                    | Date of Commencement                                                                                                                 | Date of Completion   | Value of the Work Order | Whether the entire work order value has been received or not? | Position held and Activities Performed during the Project |                                                               |                                                           |   |  |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |  |  |
| 1      |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                                                                                                         |                                                                                                                                      |                                                                                                         |                                                                                                                                      |                      |                         |                                                               |                                                           |                                                               |                                                           |   |  |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |  |  |
| 2      |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                                                                                                         |                                                                                                                                      |                                                                                                         |                                                                                                                                      |                      |                         |                                                               |                                                           |                                                               |                                                           |   |  |  |  |  |  |  |  |  |  |   |  |  |  |  |  |  |  |  |  |  |

|   |  |  |  |  |  |  |  |  |  |  |
|---|--|--|--|--|--|--|--|--|--|--|
| 3 |  |  |  |  |  |  |  |  |  |  |
| 4 |  |  |  |  |  |  |  |  |  |  |
| 5 |  |  |  |  |  |  |  |  |  |  |
|   |  |  |  |  |  |  |  |  |  |  |

**For Project Manager:**

| SL. No | Description                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | Details                                                                                                 |                                  |                                                                                                         |                      |                         |                                                               |                                                           |                                                               |                                                           |   |  |  |  |  |  |  |  |  |  |
|--------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------|----------------------------------|---------------------------------------------------------------------------------------------------------|----------------------|-------------------------|---------------------------------------------------------------|-----------------------------------------------------------|---------------------------------------------------------------|-----------------------------------------------------------|---|--|--|--|--|--|--|--|--|--|
| 1.     | Name:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | First Middle Last                                                                                       |                                  |                                                                                                         |                      |                         |                                                               |                                                           |                                                               |                                                           |   |  |  |  |  |  |  |  |  |  |
| 2.     | Present Designation:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                                                                                                         |                                  |                                                                                                         |                      |                         |                                                               |                                                           |                                                               |                                                           |   |  |  |  |  |  |  |  |  |  |
| 3.     | Proposed position in Assignment                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                                                                                                         |                                  |                                                                                                         |                      |                         |                                                               |                                                           |                                                               |                                                           |   |  |  |  |  |  |  |  |  |  |
| 4.     | Education:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                                                                                                         |                                  |                                                                                                         |                      |                         |                                                               |                                                           |                                                               |                                                           |   |  |  |  |  |  |  |  |  |  |
| 5.     | Nationality:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                                                                                                         |                                  |                                                                                                         |                      |                         |                                                               |                                                           |                                                               |                                                           |   |  |  |  |  |  |  |  |  |  |
| 6.     | Membership of Professional Associations:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                                                                                                         |                                  |                                                                                                         |                      |                         |                                                               |                                                           |                                                               |                                                           |   |  |  |  |  |  |  |  |  |  |
| 7.     | Employment Record (Add rows as required)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | From:<br>Employer:<br>Position Held:<br>Summary:                                                        |                                  |                                                                                                         |                      |                         |                                                               |                                                           |                                                               |                                                           |   |  |  |  |  |  |  |  |  |  |
| 8.     | Work Undertaken that best illustrates related work (clearly showing role played, duration of input, complexity of work undertaken, and core competencies) (Add rows as required):                                                                                                                                                                                                                                                                                                                                                                                                                         |                                                                                                         |                                  |                                                                                                         |                      |                         |                                                               |                                                           |                                                               |                                                           |   |  |  |  |  |  |  |  |  |  |
|        | <table border="1"> <thead> <tr> <th>S.No.</th><th>Title of the Project/ Assignment</th><th>Name of the Client or client description (where limited due to confidentiality to disclose client name)</th><th>Scope of the Project</th><th>Date of Commencement</th><th>Date of Completion</th><th>Value of the Work Order</th><th>Whether the entire work order value has been received or not?</th><th>Position held and Activities Performed during the Project</th></tr> </thead> <tbody> <tr> <td>1</td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr> </tbody> </table> | S.No.                                                                                                   | Title of the Project/ Assignment | Name of the Client or client description (where limited due to confidentiality to disclose client name) | Scope of the Project | Date of Commencement    | Date of Completion                                            | Value of the Work Order                                   | Whether the entire work order value has been received or not? | Position held and Activities Performed during the Project | 1 |  |  |  |  |  |  |  |  |  |
| S.No.  | Title of the Project/ Assignment                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | Name of the Client or client description (where limited due to confidentiality to disclose client name) | Scope of the Project             | Date of Commencement                                                                                    | Date of Completion   | Value of the Work Order | Whether the entire work order value has been received or not? | Position held and Activities Performed during the Project |                                                               |                                                           |   |  |  |  |  |  |  |  |  |  |
| 1      |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                                                                                                         |                                  |                                                                                                         |                      |                         |                                                               |                                                           |                                                               |                                                           |   |  |  |  |  |  |  |  |  |  |



|   |  |  |  |  |  |  |  |  |  |
|---|--|--|--|--|--|--|--|--|--|
| 2 |  |  |  |  |  |  |  |  |  |
| 3 |  |  |  |  |  |  |  |  |  |
| 4 |  |  |  |  |  |  |  |  |  |
| 5 |  |  |  |  |  |  |  |  |  |
|   |  |  |  |  |  |  |  |  |  |

**For Team Members:**

| SL. No | Description                                                                                                                                                                                                                       | Details                                          |
|--------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------|
| 1.     | Name:                                                                                                                                                                                                                             | First Middle Last                                |
| 2.     | Present Designation:                                                                                                                                                                                                              |                                                  |
| 3.     | Proposed position in Assignment                                                                                                                                                                                                   |                                                  |
| 4.     | Education:                                                                                                                                                                                                                        |                                                  |
| 5.     | Nationality:                                                                                                                                                                                                                      |                                                  |
| 6.     | Membership of Professional Associations:                                                                                                                                                                                          |                                                  |
| 7.     | Employment Record (Add rows as required)                                                                                                                                                                                          | From:<br>Employer:<br>Position Held:<br>Summary: |
| 8.     | Work Undertaken that best illustrates related work (clearly showing role played, duration of input, complexity of work undertaken, and core competencies) (Add rows as required):                                                 |                                                  |
|        | <ul style="list-style-type: none"> <li>• Name of Assignment or Project</li> <li>• Year</li> <li>• Location</li> <li>• Client</li> <li>• Scope of the Project</li> <li>• Positions Held</li> <li>• Activities Performed</li> </ul> |                                                  |

Note: The applicant will be required to submit the credentials of the entire Project Team as per Annexure C, in its letter head, duly signed by the CEO/Country Head/Authorized Signatory, considering the confidentiality clause usually present in the contracts/ work orders signed or issued by the clients to the consultancy organizations. IREDA has the right to verify the credentials as submitted by the bidder, if required, at later stage .

**Annexure D1**
**Format for Submitting the past experience details of organization**

The bidder shall submit the details project, showcasing the requisite capabilities in the format as below:

| S.No. | Title of the Project/ Assignment | Name of the Client or client description (where limited due to confidentiality to disclose client name) | Tick the Category of the Client as Yes/ No (If the Client is a CPSU or SPSU or Central or State Govt., mention "Yes" otherwise "No") | Date of Commencement | Date of Completion* | Value of the Work Order (in Rs. Cr.) | Whether the entire work order value has been received or not? (Mention "Yes" or "No") | Team Members (with Designation) |
|-------|----------------------------------|---------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------|----------------------|---------------------|--------------------------------------|---------------------------------------------------------------------------------------|---------------------------------|
| 1     |                                  |                                                                                                         |                                                                                                                                      |                      |                     |                                      |                                                                                       |                                 |
| 2     |                                  |                                                                                                         |                                                                                                                                      |                      |                     |                                      |                                                                                       |                                 |
| 3     |                                  |                                                                                                         |                                                                                                                                      |                      |                     |                                      |                                                                                       |                                 |
| 4     |                                  |                                                                                                         |                                                                                                                                      |                      |                     |                                      |                                                                                       |                                 |
| 5     |                                  |                                                                                                         |                                                                                                                                      |                      |                     |                                      |                                                                                       |                                 |

Note: The applicant will be required to submit its credentials as per Annexure D1, in its letter head, duly signed by the CEO/Country Head/Authorized Signatory for the assignments shown as Experience under the Criteria for Techno-Commercial Evaluation (India PSU/ Govt. Experience etc.), considering the confidentiality clause usually present in the contracts/ work orders signed or issued by the clients to the consultancy organizations. IREDA has the right to verify the credentials as submitted by the bidder, if required, at later stage.

\* Incase the project is still ongoing, 85% - 100% of the revenue should have been collected of the proportionate work done towards the assignment.

**Annexure D2**
**Format for Submitting the past experience details of organization**

The bidder shall submit the details project, showcasing the requisite capabilities in the format as below:

| S.No. | Title of the Project/ Assignment | Name of the Client or client description (where limited due to confidentiality to disclose client name) | Tick the Category of the Client as Yes/ No (If the Client is a listed entity with last reported turnover of not less than Rs. 3000 Cr. or Central or State Govt., mention "Yes" otherwise "No") | Scope of the Project (in Brief) | Date of Commencement | Date of Completion | Value of the Work Order (in Rs. Cr.) | Whether the entire work order value has been received or not? (Mention "Yes" or "No") | Team Members (with Designation) |
|-------|----------------------------------|---------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------|----------------------|--------------------|--------------------------------------|---------------------------------------------------------------------------------------|---------------------------------|
| 1     |                                  |                                                                                                         |                                                                                                                                                                                                 |                                 |                      |                    |                                      |                                                                                       |                                 |
| 2     |                                  |                                                                                                         |                                                                                                                                                                                                 |                                 |                      |                    |                                      |                                                                                       |                                 |
| 3     |                                  |                                                                                                         |                                                                                                                                                                                                 |                                 |                      |                    |                                      |                                                                                       |                                 |
| 4     |                                  |                                                                                                         |                                                                                                                                                                                                 |                                 |                      |                    |                                      |                                                                                       |                                 |
| 5     |                                  |                                                                                                         |                                                                                                                                                                                                 |                                 |                      |                    |                                      |                                                                                       |                                 |

Note: The applicant will be required to submit its credentials as per Annexure D2, in its letter head, duly signed by the CEO/Country Head/Authorized Signatory for the assignments shown as Experience under the Eligibility Criteria and Criteria for Techno-Commercial Evaluation (Energy Transition Experience), considering the confidentiality clause usually present in the contracts/ work orders signed or issued by the clients to the consultancy organizations. IREDA has the right to verify the credentials as submitted by the bidder, if required, at later stage.

\* In case the project is still ongoing, 85% - 100% of the revenue should have been collected of the proportionate work done towards the assignment.

**Annexure D3**
**Format for Submitting the past experience details of organization**

The bidder shall submit the details project, showcasing the requisite capabilities in the format as below:

| S.No. | Title of the Project/ Assignment | Name of the Client or client description (where limited due to confidentiality to disclose client name) | Tick the Category of the Client as Yes/ No (If the Client is a NBFC and/ or DFI mention "Yes" otherwise "No") | Scope of the Project (in Brief) | Date of Commencement | Date of Completion | Value of the Work Order (in Rs. Cr.) | Whether the entire work order value has been received or not? (Mention "Yes" or "No") | Team Members (with Designation) |
|-------|----------------------------------|---------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------|---------------------------------|----------------------|--------------------|--------------------------------------|---------------------------------------------------------------------------------------|---------------------------------|
| 1     |                                  |                                                                                                         |                                                                                                               |                                 |                      |                    |                                      |                                                                                       |                                 |
| 2     |                                  |                                                                                                         |                                                                                                               |                                 |                      |                    |                                      |                                                                                       |                                 |
| 3     |                                  |                                                                                                         |                                                                                                               |                                 |                      |                    |                                      |                                                                                       |                                 |
| 4     |                                  |                                                                                                         |                                                                                                               |                                 |                      |                    |                                      |                                                                                       |                                 |
| 5     |                                  |                                                                                                         |                                                                                                               |                                 |                      |                    |                                      |                                                                                       |                                 |

Note: The applicant will be required to submit its credentials as per Annexure D3, in its letter head, duly signed by the CEO/Country Head/Authorized Signatory for the assignments shown as Experience under the Eligibility Criteria and Criteria for Techno-Commercial Evaluation (Green Financing Experience), considering the confidentiality clause usually present in the contracts/ work orders signed or issued by the clients to the consultancy organizations. IREDA has the right to verify the credentials as submitted by the bidder, if required, at later stage.

\* In case the project is still ongoing, 85% - 100% of the revenue should have been collected of the proportionate work done towards the assignment.

**Annexure D4**
**Format for Submitting the past experience details of organization**

The bidder shall submit the details project, showcasing the requisite capabilities in the format as below:

| S.No. | Title of the Project/ Assignment | Name of the Client or client description (where limited due to confidentiality to disclose client name) | Mention the Category of the Client | Scope of the Project (in Brief) | Date of Commencement | Date of Completion | Value of the Work Order (in Rs. Cr.) | Whether the entire work order value has been received or not? (Mention "Yes" or "No") | Team Members (with Designation) |
|-------|----------------------------------|---------------------------------------------------------------------------------------------------------|------------------------------------|---------------------------------|----------------------|--------------------|--------------------------------------|---------------------------------------------------------------------------------------|---------------------------------|
| 1     |                                  |                                                                                                         |                                    |                                 |                      |                    |                                      |                                                                                       |                                 |
| 2     |                                  |                                                                                                         |                                    |                                 |                      |                    |                                      |                                                                                       |                                 |
| 3     |                                  |                                                                                                         |                                    |                                 |                      |                    |                                      |                                                                                       |                                 |
| 4     |                                  |                                                                                                         |                                    |                                 |                      |                    |                                      |                                                                                       |                                 |
| 5     |                                  |                                                                                                         |                                    |                                 |                      |                    |                                      |                                                                                       |                                 |

Note: The applicant will be required to submit its credentials as per Annexure D3, in its letter head, duly signed by the CEO/Country Head/Authorized Signatory for the assignments shown as Experience under the Eligibility Criteria and Criteria for Techno-Commercial Evaluation (Fund Raising Experience), considering the confidentiality clause usually present in the contracts/ work orders signed or issued by the clients to the consultancy organizations. IREDA has the right to verify the credentials as submitted by the bidder, if required, at later stage.

\* In case the project is still ongoing, 85% - 100% of the revenue should have been collected of the proportionate work done towards the assignment.

**Annexure E****Declaration for Acceptance of Scope of Work and Terms & Conditions**  
**(On Bidder's Letter Head)**

To

Date:

Shri Amit Goel  
Addn. General Manager (F&A),  
Indian Renewable Energy Development Agency Limited,  
7<sup>th</sup> Floor, Block – 2, NBCC Office Complex,  
East Kidwai Nagar, New Delhi - 110023

Dear Sir,

**Subject: RFP No. \_\_\_\_\_ /2024-2025 dated \_\_\_\_\_ for Engagement of Consultancy  
Organizations to set-up an Institutionalized Mechanism to study various trends in RE**

I, \_\_\_\_\_, (Name & designation) on behalf of \_\_\_\_\_ (Company name) have carefully gone through the Scope of Work and Terms & Conditions contained in the above referred RFP document. I declare that all the provisions of this RFP are acceptable to me/my firm. I further certify that I am an authorized signatory and am, therefore, competent to make this declaration.

Yours faithfully,

(Signature of the Bidder)

Name:

Designation:

Date:

Place:

\*\*\*\*\*

**PRICE BID**
**Schedule of Rates**

| S. No. | Description                                                                                                    | Lump sum Price (Rs.)               |
|--------|----------------------------------------------------------------------------------------------------------------|------------------------------------|
|        | Fixed Amount<br>(Inclusive of taxes and all the expenses including but not limited to out-of- pocket expenses) | TO BE QUOTED ON<br>GeM PORTAL ONLY |
|        | Tax %                                                                                                          | TO BE QUOTED ON<br>GeM PORTAL ONLY |
|        | <b>TOTAL AMOUNT PAYABLE</b>                                                                                    | TO BE QUOTED ON<br>GeM PORTAL ONLY |
|        | <b>Amount in Words</b>                                                                                         | TO BE QUOTED ON<br>GeM PORTAL ONLY |

We .....*Bidder* ..... NOTE and UNDERTAKE that:

1. Price bid is to be quoted on GeM portal only. Submission of price bid in technical bid or if filled in the Annexure F will make the entire bid null and void.
2. The above price offer for the Strategy Retainer for key tasks as defined in scope of work as defined in Section 2 of RFP is on a lump sum basis inclusive of travel and stay, out of pocket expenses, cost of producing documents, cost of establishment charges etc., all taxes and duties etc. The above quoted amount remains firm during the completion of work as defined in scope of work as defined in Section 2 of RFP.
3. IREDA will not be required to pay and/or reimburse anything over and above the price quoted. No escalation for any reason whatsoever shall be allowed over and above the bid price till completion of the period of the Work Order (i.e. 1 year from the date of award) as defined in scope of work as defined in Section 2 of RFP. However, the applicable GST shall be paid over and above the quoted price at applicable rates on the date(s) of payment(s).
4. The offer is valid for a period of 120 days from the date of submission of Bid.

\*\*\*\*\*

**INTEGRITY PACT**

Between

**Indian Renewable Energy Development Agency Limited**

having its Registered Office at Core-4A, East Court, 1<sup>st</sup> Floor, India Habitat Centre, Lodhi Road, New Delhi – 110003 and its Corporate Office at 3<sup>rd</sup> Floor, August Kranti Bhawan, Bhikaiji Cama Place, New Delhi – 110066.

hereinafter referred to as

**“IREDA”**

and

---

*[Insert the name of the Sole Bidder / Lead Partner of Joint Venture]*

Having its Registered Office at \_\_\_\_\_  
*[Insert full Address]*

hereinafter referred to as

**“The Bidder / Contractor”****Preamble**

IREDA intends to award, under laid-down organizational procedures, contract(s) for

---

*[Insert the name of the package]*

(Signature) \_\_\_\_\_  
(For & on behalf of IREDA)

(Signature) \_\_\_\_\_  
(For & on behalf of Bidder / Partner(s) of  
Joint Venture / Contractor)



IREDA values full compliance with all relevant laws and regulations and the principles of economical use of resources, and of fairness and transparency in its relations with its Bidders / Contractors.

In order to achieve these goals, IREDA and the above-named Bidder / Contractor enter into this agreement call 'Integrity Pact' which will form a part of the bid.

It is hereby agreed by and between the parties as under:-

### **Section I – Commitments of IREDA**

- (1) IREDA commits itself to take all measures necessary to prevent corruption and to observe the following principles:
  - a) No employee of IREDA, personally or through family members, will in connection with the tender, or the execution of the contract, demand, take a promise for or accept, for him / herself or third person, any material or other benefit which he / she is not legally entitled to.
  - b) IREDA will, during the tender process treat all Bidder(s) with equity and fairness. IREDA will in particular, before and during the tender process, provide to all Bidder(s) the same information and will not provide to any Bidder(s) confidential / additional information through which the Bidder(s) could obtain an advantage in relation to the tender process of the contract execution.
  - c) IREDA will exclude from evaluation of Bids its such employee(s) who has any personnel interest in the Companies / Agencies participating in the Bidding / Tendering process.
- (2) If Chairman and Managing Director obtains information on the conduct of any employee of IREDA which is a criminal offence under the relevant Anti-Corruption Laws of India, or if there be a substantive suspicion in this regard, he/she will inform its Chief Vigilance Officer and in addition can initiate disciplinary actions under its Rules.

### **Section-II – Commitments of the Bidder / Contractor**

The Bidder / Contractor commits himself to take all measures necessary to prevent corruption. He commits himself to observe the following principles during his participation in the tender process and during the contract execution:

(Signature) \_\_\_\_\_  
(For & on behalf of IREDA)

(Signature) \_\_\_\_\_  
(For & on behalf of Bidder / Partner(s) of  
Joint Venture / Contractor)

- a) The Bidder / contractor will not, directly or through any other person or firm, offer, promise or give to IREDA, or to any of IREDA's employees involved in the tender process or the execution of the contract or to any third person any material or other benefit which he / she is not legally entitled to, in order to obtain in exchange an advantage during the tender process or the execution of the contract.
  - b) The Bidder / Contractor will not enter into any illegal agreement or understanding, whether formal or informal with other Bidders / Contractors. This applies in particular to prices, specifications, certifications, subsidiary contracts, submission or non-submission of bids or actions to restrict competitiveness or to introduce cartelization in the bidding process.
  - c) The Bidder / contractor will not commit any criminal offence under the relevant Anti-Corruption Laws of India; further, the Bidder / Contractor will not use for illegitimate purposes or for purposes of restrictive competition or personal gain, or pass on to others, any information provided by IREDA as part of the business relationship, regarding plans, technical proposals and business details, including information contained or transmitted electronically.
  - d) The Bidder / Contractor of foreign origin shall disclose the name and address of Agents / representatives in India, if any, involved directly or indirectly in the Bidding. Similarly, the Bidder / Contractor of Indian Nationality shall furnish the name and address of the foreign principles, if any, involved directly or indirectly in the Bidding.
  - e) The Bidder / Contractor will, when presenting his bid, disclose any and all payments he has made, or committed to or intends to make to agents, brokers or any other intermediaries in connection with the award of the contract and / or with the execution of the contract.
  - f) The Bidder / Contactor will not misrepresent facts or furnish false / forged documents / information in order to influence the biding process or the execution of the contract to the detriment of IREDA.
  - g) A person signing IP shall not approach the Courts while representing the matters to IEM and he/she will wait their decision in the matter.
- (1) The Bidder / Contractor will not instigate third persons to commit offences outlined above or be an accessory to such offences.

(Signature) \_\_\_\_\_  
(For & on behalf of IREDA)

(Signature) \_\_\_\_\_  
(For & on behalf of Bidder / Partner(s) of  
Joint Venture / Contractor)

**Section-III – Disqualification from tender process and exclusion from future contracts**

- (1) If the Bidder, before contract award, has committed a serious transgression through a violation of Section II or in any other form such as to put his reliability or credibility as Bidder into question, IREDA may disqualify the Bidder from the tender process or terminate the contract, if already signed, for such reason.
- (2) If the Bidder / Contractor has committed a serious transgression through a violation of Section II such as to put his reliability or credibility into question, IREDA may after following due procedures also exclude the Bidder / Contractor from future contract award processes. The imposition and duration of the exclusion will be determined by the severity of the transgression. The severity will be determined by the circumstances of the case, in particular the number of transgressions, the position of the transgressors within the company hierarchy of the Bidder / Contractor and the amount of the damage. The exclusion will be imposed for a minimum of 12 months and maximum of 3 years.
- (3) If the Bidder / Contractor can prove that he has restored / recouped the damage caused by him and has installed a suitable corruption prevention system, IREDA may revoke the exclusion prematurely.

**Section-IV – Liability for violation of Integrity Pact**

- (1) If IREDA has disqualified the Bidder from the Tender process prior to the award under Section III, IREDA may forfeit the Bid Guarantee under the Bid.
- (2) If IREDA has terminated the contract under Section III, IREDA may forfeit the Contract Performance Guarantee of this contract besides resorting to other remedies under the Contract.

**Section-V – Previous Transgression**

- (1) The Bidder shall declare in his Bid that no previous transgressions occurred in the last 3 years with any other Public Sector Undertaking or Government Department that could justify his exclusion from the tender process.
- (2) If the Bidder makes incorrect statement on this subject, he can be disqualified from the tender process or the contract, if already awarded, can be terminated for such reason.

(Signature) \_\_\_\_\_  
(For & on behalf of IREDA)

(Signature) \_\_\_\_\_  
(For & on behalf of Bidder / Partner(s) of  
Joint Venture / Contractor)

**Section-VI – Equal treatment to all Bidders / Contractors**

- (1) IREDA will enter into agreements with identical conditions as this one with all Bidders.
- (2) IREDA will disqualify from the tender process any bidder who does not sign this Pact or violate its provisions.

**Section-VII – Punitive Action against violating Bidders / Contractors**

If IREDA obtains knowledge of conduct of a Bidder or a Contractor or his subcontractor or of an employee or a representative or an associate of a Bidder or Contractor or his Subcontractor which constitutes corruption, or if IREDA has substantive suspicion in this regard, IREDA will inform the Chief Vigilance Officer (CVO).

**(\*)Section-VIII – Independent External Monitor/ Monitors**

- (1) IREDA has appointed a panel of Independent External Monitors (IEMs) for this Pact with the approval of Central Vigilance Commission (CVC), Government of India, out of which one of the IEMs has been indicated in the NIT / IFB.
- (2) The IEM is to review independently and objectively, whether and to what extent the parties comply with the obligations under this agreement. He has right of access to all Project documentation. The IEM may examine any complain received by him and submit a report to Chairman & Managing Director, IREDA at the earliest. He may also submit a report directly to the CVO and the CVC, in case of suspicion of serious irregularities attracting the provisions of the PC Act. However, for ensuring the desired transparency and objectivity in dealing with the complaints arising out of any tendering process, the matter shall be referred to the full panel of IEMs, who would examine the records, conduct the investigations and submit report to Chairman & Managing Director, IREDA, giving joint findings.
- (3) The IEM is not subject to instructions by the representatives of the parties and performs his functions neutrally and independently. He reports to the Chairman & Managing Director, IREDA.

(Signature) \_\_\_\_\_  
(For & on behalf of IREDA)

(Signature) \_\_\_\_\_  
(For & on behalf of Bidder / Partner(s) of  
Joint Venture / Contractor)

- (4) The Bidder(s) / Contractor(s) accepts that the IEM has the right to access without restriction to all documentation of IREDA related to this contract including that provided by the Contractor / Bidder. The Bidder / Contractor will also grant the IEM, upon his request and demonstration of a valid interest, unrestricted and unconditional access to his documentation. The same is applicable to Subcontractors. The IEM is under contractual obligation to treat the information and documents of the Bidder(s) / Contractor(s) / Subcontractor(s) with confidentiality.
- (5) IREDA will provide to the IEM information as sought by him which could have an impact on the contractual relations between IREDA and the Bidder / Contractor related to this Contract.
- (6) As soon as the IEM notices, or believes to notice, a violation of this agreement, he will so inform the Chairman & Managing Director, IREDA and request the Chairman & Managing Director, IREDA to discontinue or take corrective action, or to take other relevant action. The IEM can in this regard submit non-binding recommendations. Beyond this, the IEM has no right to demand from the parties that they act in a specific manner, refrain from action or tolerate action. However, the IEM shall give an opportunity to IREDA and the Bidder / Contractor, as deemed fit, to present its case before making its recommendations to IREDA.
- (7) The IEM will submit a written report to the Chairman & Managing Director, IREDA within 8 to 10 weeks from the date of reference or intimation to him by IREDA and, should the occasion arise, submit proposals for correcting problematic situations.
- (8) If the IEM has reported to the Chairman & Managing Director, IREDA, a substantiated suspicion if an offence under relevant Anti-Corruption Laws of India, and the Chairman & Managing Director, IREDA has not, within the reasonable time taken visible action to proceed against such offence or reported it to the CVO, the Monitor may also transmit this information directly to the CVC, Government of India.
- (9) The word '**IEM**' would include both singular and plural.

*(\*) This section shall be application for only those packages wherein the IEMs have been identified in Section-I: Invitation for Bids and / or Clause ITB 9.3 in Section -III: Bid Data Sheets of Conditions of Contract, Volume-I of the Bidding Documents.*

(Signature) \_\_\_\_\_  
(For & on behalf of IREDA)

(Signature) \_\_\_\_\_  
(For & on behalf of Bidder / Partner(s) of  
Joint Venture / Contractor)

**Section-IX –Pact Duration**

This Pact begins when both parties have legally signed it. It expires for the Contractor after the closure of the contract and for all other Bidder's six month after the contract has been awarded.

**Section-X – Other Provisions**

- (1) This agreement is subject to Indian Law. Place of performance and jurisdiction is the establishment of IREDA. The Arbitration clause provided in the main tender document / contract shall not be applicable for any issue / dispute arising under Integrity Pact.
- (2) Changes and supplements as well as termination notices need to be made in writing.
- (3) If the Contractor is a partnership firm or a consortium or Joint Venture, this agreement must be signed by all partners, consortium members and Joint Venture partners. In case of sub-contracting, the Principal Contractor shall take responsibility of the adoption of IP by the sub-contractor.
- (4) Nothing in this agreement shall affect the rights of the parties available under the General Conditions of Contract (GCC) and Special Conditions of Contract (SCC).
- (5) Views expressed or suggestions / submissions made by the parties and recommendations of the CVO/IEM# in respect of the violation of this agreement, shall not be relied on or introduced as evidence in the arbitral or judicial proceedings (arising out of the arbitral proceedings) by the parties in connection with the disputes / differences arising out of the subject contract.

*# CVO shall be applicable for packages wherein IEM are not identified in Section IFB / BDS for Condition of Contract, Volume-I. IEM shall be applicable for packages wherein IEM are identified in Section IFB/BDS of Condition of Contract, Volume-I.*

(Signature) \_\_\_\_\_  
(For & on behalf of IREDA)

(Signature) \_\_\_\_\_  
(For & on behalf of Bidder / Partner(s) of  
Joint Venture / Contractor)

(6) Should one or several provisions of this agreement turn out to be invalid, the remainder of this agreement remains valid. In this case, the parties will strive to come to an agreement to their original intentions.

(Signature) \_\_\_\_\_  
**(For & on behalf of IREDA)**

(Office Seal)

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

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

Witness1: \_\_\_\_\_

(Name & Address) \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Witness 2: \_\_\_\_\_

(Name & Address) \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

(Signature) \_\_\_\_\_  
**(For & on behalf of Bidder / Partner(s)  
of Joint Venture / Contractor)**

(Office Seal)

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

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

Witness 1: \_\_\_\_\_

(Name & Address) \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Witness 2: \_\_\_\_\_

(Name & Address) \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_