



(A Mini Ratna Category-I PSU)
ISO 9001:2015, 27001:2013 Certified

REQUEST FOR PROPOSAL (RFP)

LIMITED TENDER TO THE Empaneled Consultancy organization FOR

**Engagement of Consultancy Organizations for Preparation of DPR for the Solar PV
project at Namrup, Assam**

INVITATION TO BID

**E-Tender Reference Number: IREDAL/Corporate Office/Technical Services/2/22-
23/ET/8[Hiring of Consultant for DPR]**

GeM Non-Availability Report (GAR) No.: GEM/GARPTS/24062022/0EXXSOLA11EC

Start Date of Submission of Bid: 24 June 2022

Last Date of Submission of Bid: 04 July 2022 11:00 AM

Date of opening of BID: 04 July 2022 11:01 AM

Indian Renewable Energy Development Agency Limited

**Regd. Office: Core-4'A', First Floor, East Court, India Habitat Centre, Lodi Road, New Delhi –
110 003**

Corporate office: August Kranti Bhawan, 3rd Floor, Bhikaiji Cama Place New Delhi–110066

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.

This RFP document is not an agreement and is not an offer or invitation by IREDA to any parties 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 may update, amend or supplement the information in this RFP document.

IMPORTANT NOTICE TO BIDDER

1. An incomplete and/or ambiguous and/or conditional and/or late response is liable to be ignored/ summarily rejected.
2. The bidder must attest the original tender document with authorized signature and stamp as an acceptance of the TENDER terms and conditions and submit the same along with the tender response. The price should not be quoted in the same. In case of noncompliance the response is liable to be ignored/ summarily rejected.
3. The submission and opening of bids will be through e-tendering process. Financial bid must be submitted on-line only (no hard copy). Tender document can be downloaded from the website www.mstcecommerce.com/IREDA or from e-tender link given in IREDA Website, viz, <http://www.ireda.in>.

Note:

- a) To participate in the E-Bid submission, it is mandatory for the bidders to have user ID & password. For this purpose, the bidder must register itself with IREDA through e-Procurement website given above. Please also note that the bidder must obtain digital signature token for applying in the tender.

SECTION 1 - NOTICE INVITING TENDERS (NIT)**Engagement of Consultancy Organizations for Preparation of DPR for the Solar PV project at Namrup, Assam**

1. Details of tender are given below:

No	Description	Detailed Information
1.	Name of Assignment	<u>Preparation of DPR for the Solar PV project at Namrup, Assam</u>
2.	Tender Reference Number	IREDAL/Corporate Office/Technical Services/2/22-23/ET/8[Hiring of Consultant for DPR]
3.	Tender Release Date	24 June 2022
4.	Last date and time for Bid Submission	04 July 2022 11:00 AM
5.	Date of Opening of BID	04 July 2022 11:01 AM
6.	Tender Category	Services
7.	Bid Validity Days	120 days from Bid Opening Date
8.	Duration of Assignment	From one month from the date of award or extended period on the sole discretion of IREDA.
9.	Name and Address for communication	Indian Renewable Energy Development Agency Limited 3 rd Floor, August Kranti Bhawan Bhikaji Cama Place New Delhi - 11 00 66 Tel: +91 (011) 26717400-13 Fax: +91 (011) 26717416 E-mail: consultancy@ireda.in
10.	Name & designation of official	Ekansh Chaturvedi Manager (TS)

2. The Bidder shall bear all costs associated with the preparation, submission/participation in the bid. IREDA is in no way responsible or liable for any costs regardless of the conduct or outcome of the bidding process.
3. The e-Bidding portal address is <https://www.mstcecommerce.com/eproc/>

The details of the helpdesk are available on the said portal by clicking the need help button on the top right corner.

PDF, video guides and Java download for system settings etc. are available on the portal in the right-hand corner.



- Relevant guides for viewing of tenders, submission of bids etc. are available in the Bidder's login and can be downloaded from there.
 - To register on the portal a prospective bidder may go to vendor login section and click on the Register button.
4. Tender Notice and Tender Document are available on IREDA's and MSTC's website and can be downloaded from <https://www.ireda.in> and <https://www.mstcecommerce.com>. For bid submission, the Bidder will have to necessarily download an official online copy of the Tender Document from MSTC e-Procurement Portal. All future Information viz. corrigendum /addendum/ amendments etc. for this Tender shall be posted on MSTC e-Procurement Portal only. Compliance to all MSTC guidelines as attached in annexure maybe deemed to be read by applicant before application.
 5. Not more than one bid shall be submitted by one tenderer/bidder for each project having business relationship.
 6. Bidder shall not tamper/modify the tender form including price bid template in any manner. In case if the same is found to be tempered/modified in any manner, tender will be completely rejected.
 7. Intending Bidders are advised to visit again IREDA website at least 0031 (One) day prior to closing date of submission of tender for any corrigendum/addendum/amendment.
 8. 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. Failure to furnish all information or submission of a bid not responsive to this RFP will be at the Bidders' risk and may result in rejection of the bid. The Bidder is requested to carefully examine the RFP document, and if there appears to be any ambiguity, contradictions, inconsistency, gap and/or discrepancy, Bidder should seek necessary clarifications in the pre bid meeting as mentioned in the schedule above.
 9. The bidder's claiming to be MSME and/or MSME owned by SC/ST/Women and/or StartUps 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 to subject to production of requisite documents/proofs etc.
 10. This bid document is issued on 'limited tender' basis and is publicized on the website for compliance purposes. Only those firms / agencies who have been empaneled as required, are allowed to participate in the bid. IREDA shall not entertain any bids received from such firms / agencies who have not been invited.

SECTION 2 - SCOPE OF WORK

SCOPE OF WORK

The scope for preparation of Detailed Project Report (DPR) may broadly include the following:

- ④ Assessment about the availability and type of land with details of access/right of way.
- ④ Requirement and availability of construction materials in the vicinity of project site, including availability of infrastructure facilities like water, electricity, etc.
- ④ Requirement and availability of skilled and unskilled human resources in the region.
- ④ Cost benefit and cell efficiency analysis for various available technology option for setting up of the Solar Photovoltaic Power Plant viz.
 - Polycrystalline technology,
 - Thin-Film technology and
 - Mono crystalline technology.
- ④ Availability of the major project components from local entities, along with the names of established and reputed Indian suppliers.
- ④ Requirements in connection with EIA (Environment Impact Analysis) studies and applicable regulations.
- ④ Evaluate the technical and financial sustainability plan of the proposed project, the developmental benefits arising from the project and the capability of the client to ensure smooth takeover & operations of the project post implementation.
- ④ Operations and Maintenance (O&M) of solar plant, post-construction, is a major component/concern. The DPR should indicate various O&M requirements including manpower requirement (skilled/semiskilled/unskilled/technicians), spare parts and consumables, batteries, etc.
- ④ The DPR shall mention detailed requirement by conducting site specific surveys; Financial and technical feasibility of the proposed project; Any other mutually agreed requirements during DPR preparation phase; Any other comments or suggestions.
- ④ Provision of guidance to project specific queries related to grid connection and project commissioning

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.

SECTION 3 - ELIGIBILITY CRITERIA

IREDA invites bids/tender/quotation only from organizations which have been empaneled (called **Bidder**) as a consultancy firms with IREDA. Following firms have been empaneled:

1. CRISIL Risk and Infrastructure Solutions Limited
2. ICF CONSULTING INDIA PRIVATE LIMITED
3. Infrastructure Development Corporation Karnataka Limited (iDeck)
4. ITCOT Consultancy and Services Ltd
5. KPMG Advisory Services Private Limited
6. MERCADOS Energy Markets India Pvt Ltd
7. PricewaterhouseCoopers Private Limited
8. PTC India Financial Services Limited
9. TUV India Pvt Ltd
10. TUV SUD South Asia Pvt Ltd
11. Feedback Infra Private Limited

Accordingly, the applicant will need to submit a proof of empanelment with IREDA

Additionally, the applicants will be required to meet the following criteria

- a. 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 to be submitted).
- b. The Bidder must have an average audited annual revenue of Rs. 1 crore (Rs. One crore) per annum, from consulting assignments (excluding revenue from IT, audit, global backend support and taxation practice) for the Indian market, for the last three years. To support the same the audited balance sheet for three years immediately preceding the submission FY
- c. The bidder shall be profitable as per the last audited balance sheet
- d. The Bidder should have completed at least five assignment involving preparation of the detailed project report for solar PV Projects
- e. The bidders will be required to submit their responses as a single entity only. Consortiums are not permitted to participate in bidding process.

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.

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 One-time 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 a single 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 - BID EVALUATION

Evaluation of Technical Bids

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

1. Revenue from the consultancy operation
2. Profitability in the last financial year
3. Experience of the applicant in Indian Energy sector
4. Experience of the bidder in preparation of DPR for projects with more than 5 MW capacity
5. Proposed Team for the project (must necessarily comprise of a project leader and 2 project engineers)

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

Position	Minimum Qualification	Minimum years of Post Qualification Experience	Minimum qualification Experience
Project Leader	Engineer and Post-graduate from premier institution	10 years	Experience of working on at least 10 (ten) Renewable energy consulting assignment, including 5 (five) engagements for assignments related to DPR preparation of solar PV projects in the preceding 5 (five) years
Project Engineers	Engineering graduate from a recognized institute	5 years	Experience of working on at least Five (five) Renewable energy consulting assignment, including 3 (three) engagements for assignments related to in the preceding 5 (five) years

Any applicant will need to score minimum marks to qualify for the next stage. Those who fail to achieve the necessary marks or are not able to obtain the min marks in any of the sub criteria, will not be considered for further evaluation,

Evaluation of Financial Bids

- Only those applications, which are found responsive and can score the necessary qualifying marks, will be considered for financial evaluation.
- Financial score shall be determined as:

$$\text{Financial Score (F}_s\text{)} = 100 \times F_{L1}/F_A$$

Where:

F_{L1} is the L1 (Lowest Bidder)'s Service Charges in Rs lakh for the assignment.

F_A is the Service Charges in Rs. lakh quoted by Bidder for the assignment.

Thus, Bidder quoting Lowest charges shall be given 100 marks.

- Further, if there is a discrepancy between the amounts in figures and in words, the amount in words shall govern and shall be taken for the purpose of evaluation.

Method of Selection

The applicants scoring highest financial score after evaluation of technical and financial bids, shall be awarded the assignment

In case there are more than one consulting agencies with equal highest combined score, then the agency with the higher technical standalone score shall qualify for the award of contract.

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 with regard to 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 consultancy@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 – TERMS 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 activities, as defined in the scope of work above, shall be completed within 2 months (60 days) from the date of award of work order or such extended period as may be allowed by IREDA. Please note that in case the time-period for completion of the Assignment gets delayed, no additional payment will be made for such extended period.

No Conflict of Interest

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

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 selected Bidder to IREDA.

Payment Terms

The successful party shall be paid a lump sum fee including all expenses & taxes etc. for the assignment as per the payment terms offered to IREDA by client. Same shall be intimated while releasing the Letter of Award to the successful client

For Ongoing / recurring activities, the selected organization will be required to submit the monthly invoice, along with the requisite report (s). The invoice will be cleared on monthly basis

Bidders are requested to submit your quotation on lump sum basis for professional fees, charges & expenses etc. for the assignment(s) in the tender. The lump sum fees & charges mentioned above should be comprehensive and inclusive of professional fees and all other expenses/out of pocket expenses for due diligence, service tax & any other taxes/levies etc.

Confidentiality

The Bidders acknowledge that while performing the obligations under this tender, 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.

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 contract including any discoveries, improvements or inventions made upon with/by the use of the Bidder or its respectively employed resources pursuant to contract shall neither vest nor shall be construed so that to vest any proprietary rights to the Bidder. Notwithstanding, anything contained in Contract, this clause shall survive indefinitely, even after termination of this Award/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.

IREDA reserves its right to cancel the Contract in the event of delay in the performance of its obligations and may impose liquidated damages for the delay. Due to such delay, any penalties imposed either pecuniary or otherwise on IREDA, would be borne by the Bidder in monetary terms.

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.

The Bidder is expected to deliver the services as per the requirement of IREDA. If there is repeated deficiency in terms of service by the service provider, IREDA shall record the same and shall exercise its right to terminate the contract and award the work to another agency.

In case of non-delivery in time by the Bidder, IREDA reserves the right to get the work done own its own or through any other third party and the cost towards paid services & other charges will be deducted from the billing of selected agency as a penalty charge.

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.

Force Majeure

- Notwithstanding the provisions of the RFP, 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.

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 till completion of all scope of work as defined in section 2. On satisfactory performance and with the approval of Competent Authority, work order may be further extended/renewed for a period of one or 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:

- Serious 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 essentially envisages that the prospective bidders/successful bidders and the IREDA, committing that persons/official 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.

Applicable 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.

SECTION 8 – Forms & Formats**Annexure A****Bid Offer Form (without Price)**
(On Bidder's Letter Head)

Date:

To

Indian Renewable Energy Development Agency Limited,
3rd Floor, August Kranti Bhawan,
Bhikaji Cama Place,
New Delhi – 110066

Dear Sir,

Subject: RFP No. _____ dated _____ for Engagement of Consultancy Organizations for Preparation of DPR for the Solar PV project at Namrup, Assam.

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.

Addendum No. / Corrigendum No.	Dated

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:

Annexure B

Bidder's Information

(On Bidder's Letter Head)

Details of the Bidder	
1.	Name of the Bidder (Lead)
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 : _____

Annexure C

CV FORMAT

<u>SL. No</u>	<u>Description</u>	<u>Details</u>
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: Employer: Position Held: 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):	
	Name of assignment or project: Year: Location: Client: Main Project Features: Positions held: Activities performed:	

Annexure D**Format for Submitting the experience details of organization**

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

Details	<u>Particular</u>
Title of Project / Assignment	
Client	
Date of Commencement	
Date of Completion	
Team Members (with designation)	
Scope in brief / project	

The applicant will be required to provide proof for successful completion of all the assignments, which are being submitted as part of relevant experience

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

To

Date:

Indian Renewable Energy Development Agency Limited,
3rd Floor, August Kranti Bhawan,
Bhikaji Cama Place,
New Delhi – 110066

Dear Sir,

**Subject: RFP No. _____/2020-21 dated _____ for Engagement of Consultancy Organizations
for Preparation of DPR for the Solar PV project at Namrup, Assam**

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.)
A	Fixed Amount (Inclusive of all the expenses including but not limited to out-of-pocket expenses)	DO NOT QUOTE
B.	Taxes	DO NOT QUOTE
	TOTAL AMOUNT PAYABLE	DO NOT QUOTE
	Amount in Words	DO NOT QUOTE

We*Bidder* NOTE and UNDERTAKE that:

1. The above price offer for the completion of work 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
2. 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 completion of work 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).
3. The offer is valid for a period of 120 days from the date of submission of Bid.
4. All travel, boarding /lodging related expenses incurred by the Transaction Advisor's personnel in connection with the completion of work as defined in scope of work as defined in Section 2 of RFP under Scope of this Bid Document will be borne by the Bidder and IREDA will not take any responsibility whatsoever on this account.
