

**NODAL CENTRE OF EXCELLENCE IN ENERGY TRANSITION**  
**EXPRESSION OF INTEREST FOR ENTERPRISE PROGRAM MANAGEMENT SERVICES**

F.No. DTU/NCEET/EoI/2024-26/08

Dated: 27/12/2024

Technical Consultancy : Enterprise Program Management Service for Nodal Centre of Excellence in Energy Transition setup by Delhi Technological University.

EOI Issue date : 26/12/2024 at 4:00 P.M.

Pre Bid Meeting (online) : 06/01/2025 at 02:30 PM (a request need to be send by the firm on and before 27/12/2024 at [nceet@dlu.ac.in](mailto:nceet@dlu.ac.in))

Closing date for Proposals : 20/01/2025

Proposals are invited for providing Enterprise Program Management Services to Nodal Centre of Excellence in Energy Transition, Delhi Technological University.

## **DISCLAIMER**

The information contained in the EoI Document subsequently provided to applicants, whether verbally or in documentary form or any other form by or on behalf Nodal Centre of Excellence on Energy Transition (NCEET), Delhi Technological University(DTU) or any of their employees or advisers, is provided to applicants on the terms and conditions set out in this EoI and such other terms and conditions subject to which such information is provided. Though adequate care has been taken in the preparation of this EoI, the applicant should satisfy himself/herself that the document is complete in all respects. Intimation of discrepancy if any should be given to NCEET, DTU immediately before the due date of the proposal. If no intimation is received by the NCEET, DTU within the date, it shall be deemed that the party is satisfied with the EoI, and the document is complete in all respects. The EoI (Document) is not an Agreement and neither an offer nor invitation by NCEET, DTU to the prospective Applicant or any other person. The purpose of this document is to provide the interested parties, the information which may be useful to them in the formulation of their proposals pursuant to this EoI. The document may include statements, which reflect various assumptions and assessments arrived by NCEET, DTU in relation to the requirement. Such assumptions, assessments and statements do not contain all the information that each applicant may require. The EoI document may not be appropriate for all persons, and it is not possible for NCEET(DTU), its employees or advisers to consider the objectives, technical expertise and particular needs of each part who reads or uses this EoI. The assumptions, assessments and information contained in the EoI document may not be complete, accurate, adequate or correct, each applicant, should therefore conduct its own investigations and assumptions, assessments and information contained in the EoI document and obtain independent advice from appropriate sources. Information provided in the EoI (Document) to the applicant is on a wide range of matters, some of which depends upon interpretation of law. The information given is not an exhaustive account of statutory requirements and should not be regarded as a complete or authoritative statement of law. NCEET, DTU does not accepts any responsibility for accuracy or otherwise for any interpretation or opinion on the law expressed herein. NCEET, DTU, its employees and advisers make no representation or warranty and shall have no liability to any person including any applicant under any law, statute, rules or regulations or tort, principles of restitution or unjust enrichment or otherwise for any loss, damages, cost or expense which may arise from or be incurred or suffered on account of anything contained in the EoI (Document) or otherwise, including the accuracy, adequacy, correctness, reliability or completeness of the Tender Document and any assessment, assumption, statement or information contained therein or deemed to form part of the Document or arising in any way in this Selection Process. NCEET, DTU also accepts no liability of any nature whether resulting from negligence or otherwise arising from reliance of any applicant upon the statements contained in the EoI (Document). NCEET, DTU may in its absolute discretion, but without being under any obligation to do so, update, amend or supplement the information, assessment or assumption contained in the EoI (Document) which will be posted on the website of Delhi Technological University ([www.dtu.ac.in](http://www.dtu.ac.in)). It will be the responsibility of the interested applicant to keep themselves informed about the same. The issue of this EoI (Document) does not imply that NCEET, DTU is bound to empanel a Particular Applicant, and NCEET, DTU reserves the right to reject all or any of the proposals without assigning any reasons whatsoever. The applicant shall bear all its costs associated with or relating to the preparation and submission of its proposal including but not limited to preparation, copying, postage, delivery fees, expenses associated with any presentations which may be required by NCEET, DTU, or any other costs incurred in connection with or relating to its proposal. All such costs and expenses will remain with the Applicant and NCEET, DTU shall not be liable in any manner whatsoever for the same or for any other costs or other expenses incurred by an applicant in preparation for submission of the proposal, regardless of the conduct or outcome of the Empanelment Process.

## 1.0 SCOPE OF WORK

### Overview of NCEET

The Nodal Centre of Excellence in Energy Transition (NCEET), established at Delhi Technological University (DTU), aims to foster innovation, research, and collaboration in the energy transition domain. NCEET is a pivotal entity in India's mission to achieve Net Zero emissions by 2070, focusing on the transition from fossil fuels to sustainable energy solutions. As a multidisciplinary research hub, it plays a critical role in driving technological advancements and supporting policy development to address both national and global sustainability challenges.

NCEET, DTU operates through a unique three-tier collaborative platform that integrates academic institutions, governance bodies, and industry stakeholders. This collaborative framework ensures that research initiatives align with national energy policies, fostering a direct influence on policy-making. The Centre enhances DTU's academic prestige, offering students and faculty opportunities for cutting-edge research while serving as a platform for industry to validate emerging technologies.

In its research and development efforts, NCEET, DTU covers a broad spectrum of sectors, including renewable energy, green hydrogen, energy storage, and nuclear technology. By fostering innovations across industries like power, agriculture, transport, and construction, NCEET, DTU promotes sectoral decarbonization and energy conservation. Moreover, the Centre focuses on building a skilled workforce to lead the energy transition, positioning itself as a national leader in energy transition research.

### Role of Enterprise Program Management Services (EPMS)

The broad objective of the empanelment is to avail the services of qualified and experienced agencies in the aspects of Enterprise Program Management, and also to support NCEET through its branding who shall be responsible for various tasks related to these domains. The Enterprise Program Management Services (EPMS) division will play a critical role in the successful operation of NCEET. Given its non-teaching, research-oriented nature, managing NCEET's operations requires corporate-level governance, streamlined decision-making, efficient management practices and branding of NCEET. EPMS is tasked with addressing these needs by developing and implementing comprehensive work plans, project management systems, and monitoring frameworks to ensure consistency and alignment with strategic objectives.

EPMS will provide the following key services:

- Program Management: Overseeing partnerships with government bodies, industry stakeholders, and international organizations, ensuring that NCEET's operations remain aligned with its mission.
- Performance Monitoring: Regular reporting, compliance checks, and performance evaluations to inform decision-making and ensure continuous improvement.
- Internal and External Coordination: Facilitating collaboration among NCEET's divisions, as well as with external partners, to foster a seamless operational framework.
- Supporting overall brand identity, branding activities and providing support in formulating and implementing strategy for press briefs and print, TV, digital media interactions.

### Consultant's Responsibilities

The selected Consultant will provide comprehensive program management support to NCEET, ensuring efficient execution of multiple programs. Key tasks include:

- Developing work plans and performance monitoring systems.
- Providing regular compliance reports and performance evaluations.
- Implementing a Management Information System (MIS) for coordination and issue resolution.
- Managing external partnerships and collaborations.
- Establishing frameworks and decision-support analytics.
- Supporting branding and media coverage

## 2.0 PERIOD OF SERVICES & VALIDITY

The contract will be issued for an initial period of one year extendable three years, with monitoring/assessment of performance bi- annually. The Centre reserves the right for giving extension of services based on the Centre's requirements and performance of the firm, derived from assessment reports. The empanelment may be terminated with one month's notice without according any specific reasons for the same.

The EoI is valid from the date of release till 90 days from the last date of submission. A letter of Empanelment will be issued to the empanelled agencies. NCEET, DTU reserves the right to not accept any proposal/ application or to assign any reason for non-acceptance. Conditional, erroneous and incomplete Proposals will be rejected outright.

## 3.0 PROPOSAL COMPONENTS

### a. Eligibility Requirements

- i. The Bidder firm must be registered in Delhi / NCR.
- ii. The Bidder firm should have been incorporated not less than five years back as on date of this notification under the Companies Act, 1956 and / or Companies Act, 2013 or a Sole Proprietorship firm registered under the Proprietorship Act, 1908, Partnership firm registered under the Indian Partnership Act, 1932 or a Limited Liability Partnership firm registered under Limited Liability Partnership Act, 2008 or a One Person Company under Companies Act 2013.
- iii. Any Venture/ Consortium of firm(s) will not be allowed for participation in empanelment process.
- iv. The Bidder firm should have a valid PAN Card number and GST registration number and must be registered with EPF/ ESI authorities/ PSARA, as applicable.
- v. The domain expert/ prime resource to be engaged by the Bidder firm in the assignment should have diverse organizational and advisory experience of not less than twenty-five years as on the last date of submission of bid, relevant to the context of working with the Government, Industry/ Utilities and Aid agencies.
- vi. The Bidder firm will deploy dedicated prime resource with skilled manpower specializing in executing activities defined in scope of work.
- vii. Financial Capability:  
Average Annual financial turnover of related services averaged over the last five years, ending 31<sup>st</sup> March 2024, should be at least 30% (thirty percent) of the bid cost.
- viii. Past Experience:
  - a) The bidder must have at least three years' experience (ending March 2024) of providing similar type of services to Central/State Government/ PSUs/ Industry/ Utilities and Aid agencies. Services rendered with list of such Central/State/ PSUs/ Industry/ Utilities and/or Aid agencies with duration of service shall be furnished.
  - b) The bidder must have successfully executed/completed similar Services, over the last five years, clearly specifying as per the sub clauses mentioned below: -
    1. Three similar completed services costing not less than the amount equal to 40% (forty percent) of the bid cost; or
    2. Two similar completed services costing not less than the amount equal to 50% (fifty percent) of the bid cost; or
    3. One similar completed service costing not less than the amount equal to 80% (eighty percent) of the bid cost.
- ix. Must not have been under any declaration of ineligibility by any authority. A declaration to the effect

should be furnished;

- x. A consistent history of litigation or arbitration awards against the Applicant may result in disqualification;
- xi. Each Bidder shall submit only one Bid. Only the last bid submitted through the e-procurement portal/GeM and/or Physically Submitted bid will be considered.

Eligibility Qualification Documents to be submitted with the bids:

- a) Copies of original Registration certificate documents defining the constitution or legal status, place of registration, and principal place of business; written power of attorney of the signatory of the Bid to commit the Bidder. Appropriate business licences/ registrations:
  - i) GST registration certificate
  - ii) PAN number
  - iii) Copies of EPF, ESI, Labour license, if applicable
- b) Total monetary value of Services performed during last five years;
- c) Copies of work orders and experience in Services of a similar nature and size during last five years, and details of Services under way or contractually committed; and names and address of clients who may be contacted for further information on those contracts;
- d) Audited financial Statements for the three years within last five years;
- e) Bank Account details;
- f) Information regarding any litigation, current or during the last five years, in which the Bidder is involved, the parties concerned, and disputed amount; and

**The compliances to the listed Eligibility Requirements are to be submitted as per format at Attachment- I**

**Technical and Financial Proposal with reference to scope of the work (clause 1.0)**

The Bidder firms are also required to submit a Technical and Financial Proposal as specified below. The Technical Proposal shall not include any financial information else it shall be held liable for rejection. Material deficiencies in providing the information requested would result in rejection of the proposal.

**b. Technical Proposal**

- i. Understanding of the task/ requirement  
Bidder's understanding of the scope of work based on it's knowledge and experience.
- ii. Approach & Methodology  
Bidder's approach and methodology to complete the scope of work including thoughts for value addition.
- iii. Detailed Activities perceived and Time-lines (to be submitted with the bid)
  - a. Perceived tasks, activities, dependencies, milestones, etc
  - b. Length and Duration of assignments as perceived from scope of work
- iv. Deliverables, Reporting and Time Schedule for the Deliverables along with format, frequency, and probable contents of reports as per the scope of work (Clause 1.0) [to be submitted with the bid]
- v. Primary Resource credentials.  
Bidder to provide bio note of the primary resource responsible for executing the task along with diversity of its experience related to the task and types of clients showcasing his/ her suitability for the task.
- vi. Profile and track record including strength and credentials of its networking and backup strength.
- vii. Details of team to be deployed to work with NCEET

**c. Financial Proposal**

- I. The fee for the Services rendered.  
Monthly fee for the Services rendered along with any terms and conditions.

The evaluation criteria for Technical and Financial proposal as mentioned above is attached for reference at Attachment- II.

Interested bidders seeking clarifications on the EOI documents may submit their queries via email on [nceet@dtu.ac.in](mailto:nceet@dtu.ac.in). NCEET shall endeavor to respond to the questions raised or clarifications sought by the interested Applicants. However, NCEET reserves the right not to respond to any questions or provide any clarification, in its sole discretion, and nothing in this clause shall be taken or read as compelling or requiring NCEET to respond to any question or to provide any clarification.

#### 4.0 SUBMISSION OF PROPOSALS

The original proposals in details (Eligibility & Technical) should be prepared and uploaded/submitted on the online portal / along with duly filled formats annexed as Annexure I-V. It shall contain no interlineations or overwriting, except as necessary to correct errors made by the firm itself. Any such corrections must be authenticated by the persons or person who sign(s) the proposals with stamp of the firm.

**Before Uploading:** An authorized representative of the firm should authenticate all pages of all the proposals.

**The soft copies of the Eligibility and Technical Proposals may also be sent to: [nceet@dtu.ac.in](mailto:nceet@dtu.ac.in)**

The Proposal should be submitted on or before 5 p.m., .....2024.

#### 5.0 OPENING OF PROPOSALS AND EVALUATION CRITERIA

The eligibility proposals will be examined by NCEET first to ascertain the fulfilment of eligibility criteria and submission of required documents. The bidders satisfying the eligibility criteria and have submitted technical and financial proposals will be invited to attend the evaluation of Technical Proposals through video conferencing on the pre-fixed date and timings. The date will be published on the website. The online meeting link shall be communicated to shortlisted bidders on their emails given in their proposal. The Technical Proposals shall be evaluated by a committee of experts. The shortlisted bidders for Technical Evaluation shall have to mandatorily make a presentation before the committee of experts of their submitted technical bids. Any effort by the bidder firm(s) to influence NCEET in the proposal evaluation or contract award decisions may result in the rejection of the proposal of the bidder firm. All the results shall be published on the DTU website ([www.dtu.ac.in](http://www.dtu.ac.in))

Selection of successful bidder will be based on an evaluation of proposals against qualifications, domain expertise, technical approach, and budget justification. Proposals shall first be evaluated from a technical standpoint. Proposals scoring a minimum 80% on technical criteria will be considered for further evaluation. For those proposals determined to be technically acceptable, budget justification will be evaluated to arrive at best value for money through Quality cum Cost Basis Selection - QCBS. Under which, the technical proposal will be allotted weightage of 70% while financial proposal will be allotted weightage of 30%.

Technical Proposal	- Bidder experience in similar field	30 marks
	- Expertise of Primary Resource	40 marks
	- Technical approach and methodology:	30 marks
		100 marks
Financial Proposal	- Cost/ Fee	100 marks

#### 6.0 GENERIC TERMS

NCEET reserves the right to award work and alter any of the terms and conditions stipulated for the empanelment of the firm. Without prior written consent of NCEET, the agency shall not sublet or assign complete, or part of any job assigned to the agency by NCEET and even when such consent is given, it shall not absolve agency of its obligation under the scope of aforesaid services. NCEET shall not be responsible in any way whatsoever for any violation of any rules and regulations of statutory/government bodies by the agency so selected for EPMS services. All ownership of all the repository material, papers, presentations, reports, strategies, campaigns, contents, database, software interfaces developed, media reports/briefs shall be exclusively rest with NCEET for lifetime.

**Restrictions regarding Personnel Deployed:** The quoted rates shall not be less than the minimum wage fixed/notified by the Government and shall include all statutory obligations. However, bids without any element of cost over and above such minimum wage (or below it) shall be treated as 'Nil' price quotation and would be rejected. The service provider shall be liable for all kinds of dues payable in respect of all personnel provided under the contract and NCEET, DTU shall not be liable for any dues for availing the services of the personnel. The service provider should ensure that persons to be deployed are not alcoholic, drug addict and not indulge in any activity prejudicial to the interest of NCEET, DTU.

**Workmen Safety and Insurance:** The service provider shall alone be fully responsible for safety and security of their personnel who is working. The service providers shall take out and maintain, and shall cause any

Subcontractors to take out and maintain, at their (or the Subcontractors', as the case may be) own cost but on terms and conditions approved by NCEET, DTU, as shall be specified in the Special Conditions of the Contract. The service provider shall provide and ensure sufficient protection for their workers while carrying out works. The NCEET shall not be liable for any compensation in case of any fatal injury/death caused to or by any man deployed while performing/discharging their duties or otherwise.

**Liquidated Damages for Delay in Performance:** The service provider shall pay liquidated damages to the NCEET, DTU at the rate per day stated in the Special Conditions of the Contract for each day that the Completion Date is later than the Intended Completion Date. The total amount of liquidated damages shall not exceed the amount defined in the Contract. The NCEET, DTU may deduct liquidated damages from payments due to the service provider. Payment of liquidated damages shall not affect the service provider's liabilities.

**Penalty for non-performance:** If the service provider has not completed the task within the time specified in the NCEET's notice, a penalty for Lack of performance will be paid by the service provider. The amount to be paid will be calculated as a percentage of the cost of having the task completed, assessed as per the Contract.

## **7.0 TERMINATION OF CONTRACT**

The empanelment would be subject to periodical review and could be terminated any time during the empanelment period with one month's notice. Such actions may be warranted by, inter alia,

- a) Failure or unwillingness of the Agency to execute the assigned job to the satisfaction of NCEET.
- b) Information provided by the agency to NCEET is incorrect.
- c) The agency engages in unethical practices or is found deficient/wanting in legal or statutory compliance or any act that may have a negative bearing on NCEET's reputation.
- d) For any other reason deemed justified. Post termination of empanelment of agency, the agency shall be barred from filing empanelment forms for a period of five years starting from the date of empanelment.

## **8.0 FORCE MAJEURE:**

Neither party will be liable in respect of failure to fulfil its obligations if the said failure is entirely due to Acts of God, Governmental restrictions or instructions, natural calamities or catastrophe, epidemics or disturbances in the country: Force Majeure shall not include (i) any event which is caused by the negligence or intentional action of a Party or by or of such Party's agents or employees, or (ii) any event which a diligent Party could reasonably have been expected both to take into account at the time of being assigned the work and avoid or overcome with utmost persistent effort in the carrying out of its obligations hereunder. A Party affected by an event of Force Majeure shall immediately notify the other Party of such event, providing sufficient and satisfactory evidence of the nature and cause of such event, and shall similarly give written notice of the restoration of normal conditions as soon as possible.

## **9.0 ARBITRATION**

Venue of arbitration will be New Delhi and will be governed by provisions of The Arbitration & Reconciliation Act 1996, India. Any dispute or difference whatsoever arising between the parties out of or relating to the construction, meaning, scope, operation or effect of this contract or the validity or the breach thereof shall be settled by arbitration in accordance with the Rules of Arbitration of the Indian Council of Arbitration and the award made in pursuance thereof shall be binding on the parties.

## **10.0 JURISDICTION**

The contract shall be governed by prevailing laws of India. The jurisdiction will always be in Courts of Delhi.

## **11.0 INDEMNITY**

The agency shall indemnify NCEET, DTU and all the employees of DTU against any misuse of NCEET's and DTU's Name and Logo. For any misuse of NCEET's and/or DTU's name and logo, the agency itself will be held responsible. NCEET, DTU will take necessary legal and other actions for such cases. NCEET, DTU will not be responsible for any miscommunication or harm caused to any party because of any misrepresentation of its name and logo by the agency selected for EPMS. Further, the agency shall also indemnify against any claim(s) relating to infringement of intellectual property rights committed by the agency.

**ELIGIBILITY CHECK LIST**

S.No.	Eligibility Requirements	Compliance
(i)	Registered in Delhi/NCR	
(ii)	Incorporated not less than 5 years back / To be under Companies Act or Sole Proprietorship or LLP or OPC	
(iii)	No Consortium or Venture of firms allowed to participate	
(iv)	Valid PAN Card and GST Registration etc.	
(v)	Prime Resource with minimum 25 years to be engaged who should have diverse (i) organizational and (ii) advisory experience.	
(vi)	Deploy above Prime Resource dedicated for the task	
(vii)	Financial Capability	
	- Average annual financial turnover of related services averaged over last five years ending 31/03/24 to be at least 30% of bid cost	
(viii)	Past Experience :	
(a)	At least three years' experience (end March '24) of providing similar services to Centre/ State/ Government / PSU/ Industry/ Utility	
(b)	During last five years	
	1. Three Similar completed services costing not less than amount equal to 40% of bid cost or	
	2. Two Similar completed services costing not less than amount equal to 50% of bid cost or	
	3. One such completed services costing not less than amount equal to 80% of bid cost or	
(ix)	Must not have been under any declaration of ineligibility by any authority (declaration to be given)	
(x)	No history of litigation or arbitration awards	
(xi)	Only one bid to be submitted, only last bid to be considered if submitted	
#	Eligibility Qualification documents to be submitted	
	a. - Registration Certification	
	- Power of attorney of signatory of the bid committing for the Bidder	
	(i) GST Registration Certificate	
	(ii) PAN No.	
	(iii) EDI/ ESI/ Labour licence if applicable	
	b. Total monetary value of services performed during last 5 years	
	c. Copies of Work orders and experience during last 5 years and details of services	
	d. Audited financial statements for three years within last five years	
	e. Bank account details	
	f. Any litigation, current or during last 5 years	

Note : Documents, wherever required to be attached.

**QCBS EVALUATION METHODOLOGY****TECHNICAL PROPOSAL**

<b><u>S. No.</u></b>	<b><u>Description of the Evaluation Indices along with their Components</u></b>	<b><u>Evaluation Criteria</u></b>
<b>1.0</b>	<b>Bidder experience in similar field</b>	<b>30 Marks</b>
	- Profile and track record including strength and credentials of its networking and backup strength.	50%
	- Details of team to be directly deployed	50%
<b>2.0</b>	<b>Expertise of Primary Resource</b>	<b>40 Marks</b>
	- Primary Resource credentials	60%
	- Diversity of experience related to the task	25%
	- Diversity of experience with types of clients	15%
<b>3.0</b>	<b>Technical approach &amp; methodology</b>	<b>30 Marks</b>
	- Understanding of the task / requirement	30%
	o Perceived tasks, activities, dependences, milestones etc.	
	o Length and Duration of assignments as perceived.	
	o Deliverables, Reporting and Time Schedules of Deliverables	
	- Approach and Methodology	50%
	- Innovation / Value addition	20%
		<b>100 Marks</b>
<b>QCBS Weightage</b>		<b>70%</b>

**FINANCIAL PROPOSAL**

<b>1.0</b>	<b>Monthly Composite fee for the Services rendered with any terms and conditions</b>	<b>100 Marks</b>
<b>QCBS Weightage</b>		<b>30%</b>

**FORMAT FOR COVERING LETTER**

To

The Director ,  
NCEET, FNI (SF25) 2nd Floor, Electrical  
Engineering Block  
Delhi Technological University, Bawana  
Road, Shahbad Daulatpur Delhi-110042

Dear Sir,

Ref: Expression of Interest for Expression of Interest for Empanelment of Firm for Enterprise program Management System at NCEET, DTU, Delhi.

1. Being duly authorized to represent and act on behalf of..... (Hereinafter referred to as "the Applicant"), and having reviewed and fully understood all of the information provided in the document provided by the NCEET, DTU in respect of the captioned EoI, the undersigned hereby submits the Applications in response to the EoI.
2. I/We have studied the EoI document carefully and understand that we shall have no claim, right or title arising out of any documents or information provided to us by the NCEET, DTU or in respect of any matter arising out of or concerning or relating to the shortlisting Process.
3. I/We shall make available to the NCEET, DTU any additional information it may find necessary or require to supplement or authenticate the qualification statement.
4. I/We certify that in the last three years, we have neither failed to perform on any contract, as evidenced by imposition of a penalty by an arbitral or judicial authority or a judicial pronouncement or arbitration award, nor been expelled from any project or contract by any public authority or have had any contract terminated by any public authority or breach on our part.
5. I/We understand that you may cancel the Process at any time and that you are neither bound to accept any application that you may receive nor to invite the Applicants, without incurring any liability to the Applicants.
6. My/ Our Application is consistent with all requirements of submission as stated in the EoI Document or in any of the subsequent communication issued by the NCEET, DTU. I/ We would be solely responsible for any errors or omissions in our application.

7. I/We understand that any omission, commission or mis-statement in facts provided by us will make our application invalid at any time during the shortlisting/selection Process and also after the empanelment; the NCEET, DTU reserves the right to take appropriate action accordingly.

8. I/We understand that the NCEET, DTU reserves the right to accept or reject any or all the Applications and reserves the right to withhold and/or cancel the shortlisting/selection Process without assigning any reason or otherwise.

9. I/We hereby irrevocably waive any right which we may have at any stage at law or howsoever otherwise arising to challenge or question any decision taken by the Authority in connection with the empanelment of Agency/Firm, or in connection with the shortlisting/selection Process itself, in respect of the above-mentioned activities and the terms and implementation thereof.

10. I/We agree and undertake to abide by all the terms and conditions of the EoI Document.

11. Notwithstanding any qualifications or conditions, whether implied or otherwise, contained in my/our Application, i/we hereby represent and confirm that my/our Application is unqualified and unconditional in all respects.

.....

Signature of the Authorized Person

.....

Name of the Authorized Person Date

.....

## ORGANIZATIONAL DETAIL

S.No	Description	Particulars		
1.	Name of the Firm/Agency			
2.	Status (Legal/Registration entity)			
3.	Constitution			
4.	Address with Pin Code			
5.	Names of Partners/Associates			
6.	Number of Resource persons employed			
7.	Date of Incorporation (Copy of Partnership deed/Certificate of Incorporation to be enclosed)			
8.	Contact person (Management)			
9.	Contact number			
10.	Fax No.			
11.	Mobile No.			
12.	Email Id.			
13.	Web address			
14.	Details of PAN (Copy of PAN Card to be furnished)			
15.	Details of GST Registration No. (Copy of GST Registration number to be furnished)			
16.	A copy of complete EoI document duly signed and sealed as a token of acceptance of all terms and conditions			
17.	Period of services provided & Areas of Specialization			
18.	Brief list of clients e.g. Govt. Departments /PSUs/Autonomous bodies			
19.	Whether service provider of EPMS to any Govt. Departments /PSUs (indicate period)	Name of Dept./PSU/Autonomous body : Service period : From _____ to _____		
20.	Details of Experience /practice in the relevant field – To be provided separately for each category	S.No.	Area of Expertise of service	Govt. Deptt/ PSUs/Autonomous bodies
				Period of service

21.	Supporting documents, duly signed and stamped, as per the Eligibility and Technical Qualification criteria mentioned in EOI	
22.	Any other relevant information	

.....

Signature of the Authorized Person

.....

Name of the Authorized Person

Date .....

## RESOURCE PERSON'S DETAIL

S.No.	Description	Particulars			
1.	Name of the Resource Person				
2.	Date of Birth				
3.	Address with Pin Code				
4.	Contact number				
5.	Fax No.				
6.	Mobile No.				
7.	Email Id.				
8.	Web address				
9.	Details of PAN (Copy of PAN Card to be furnished)				
10.	Educational Qualifications (Please provide copy)	S.No.	Degree/Course	Institute/ College/ University	Year of Passing
11.	Employment Details/ Experience (Please provide copy as applicable)	S.No.	Date of Joining (attach a copy of proof thereof)	Date of designation (attach a copy of proof thereof)	Organization where working on a regular basis.
12.	Area of specialization with respect to employment				
13.	Period of consulting & Area of Specialization				
14.	Brief list of clients e.g. Govt. Departments /PSUs				
15.	Whether consulted any Govt. Departments/PSUs/Autonomous body (indicate period)	S.no.	Name of Dept./PSU/Autonomous body	From	to

.....  
Signature of the Authorized Person

.....  
Name of the Authorized Person

Date .....

**FINANCIAL CAPABILITY OF APPLICANT PERTAINING TO  
THE RELEVANT AREA OF SPECIALISATION**

<b>S.No.</b>	<b>Financial Year</b>	<b>Annual Turnover*</b>
1.	2023-2024 <sup>#</sup>	
2.	2022-2023	
3.	2021-2022	
4.	2020-2021	
5.	2019-2020	
<b>Average Annual Turnover (Rs) best of three years</b>		

.....  
Signature of the Authorized Person

.....  
Name of the Authorized Person

Date .....

**UNDERTAKING BY APPLICANT**

1	<p>Is the applicant currently involved in any litigation against DTU?</p> <p>If yes: give details:</p>	Yes/No
2	<p>Has the applicant or any of its constituent partners been blacklisted/ deregistered by any agency in India during the last 3 years from the last date of submission of applications.</p> <p>If yes, give details:</p>	Yes / No
3	<p>Has the applicant or any of its constituent partners failed to perform on any contract work in India during the last 3 years from the last date of submission of applications?</p> <p>If yes, give details:</p>	Yes / No

It shall be deemed that by submitting the EoI, the applicant under takes the following:

- a) They acknowledge and accept the risk of inadequacy, error or mistake in the information provided in this invitation document or furnished by or on behalf of NCEET, DTU.
- b) They are not involved in any ongoing arbitration/ legal proceeding against DTU on or behalf of any other party involved.
- c) There shall be no future conflict of interest between DTU and the empaneled Firm.
- d) Firms must practice Firewall Policy within to deal with contrary interests or confidential information.

Note: If any information in this schedule is found to be incorrect or concealed, qualification application will summarily be rejected.

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Signature of the Authorized Person

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Name of the Authorized Person

Date .....

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END OF THE DOCUMENT