

(MDI/Estate/Energy Audit/2025-26 dated 16 May 2025)

LIMITED TENDER DOCUMENT

FOR

ENGAGEMENT OF "ENERGY AUDIT CONSULTING SERVICES

AT MDI GURGAON CAMPUS"

Pre-Bid meeting will be held on 20 May 2025 at 2:30 PM at Physical Infrastructure Office,
Last Date of submission of filled tender at MDI Gurgaon: 06 June 2025, 3 P.M.
MDI Gurgaon.

(Tender document is to be submitted in original in sealed covers, duly filled and signed in blue/black colour ink on all pages by Authorized Signatory/Proprietor with Company's seal stamped on each page).



MDI
GURGAON

Management
Development
Institute

Management Development Institute Gurgaon
Mehrauli Road, Sukhrali, Gurgaon-122007

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The bidder/Consultants are requested to enclose an Index Table on first page of the Technical Bid along with enclosures giving details about - Sl. No., Particulars, and Page Nos. from-to, so that during scrutiny of the documents, no document is left overlooked by the Institute.



SECTION - I

Tender for Engagement of "Energy Audit Consulting Services at MDI Gurgaon Campus"

Management Development Institute (MDI) Gurgaon, (hereinafter referred to as the "Institute") established in 1972, is a top-ranking business school in India with the vision to be a 'Global Business School', a center of excellence in management education, high-quality research, executive management development programs, and value-added consultancy. The institute integrates knowledge, research, industry experience, and international exposure to offer comprehensive programs. The Postgraduate programs in Management offered by MDI are recognized and accredited by the All-India Council for Technical Education (AICTE).

The Institute invites bids from the interested, eligible, and reputed vendors in **"Two Bid System"** consisting of **"Technical Bid and Financial Bid"** as mentioned hereunder, strictly in the format attached, for engaging bidder/Consultant for **Engagement of "Energy Audit Consulting Service at MDI Gurgaon Campus"**. Interested eligible bidders/Consultants may submit bids in two separate envelopes, duly superscribed as **"Technical Bid"** and **"Financial Bid"**. Both these bids should be put in one big envelope, superscribed **Engagement of "Energy Audit Consulting Service at MDI Gurgaon Campus"**.

The tender form can be downloaded from Management Development Institute Gurgaon website: <https://mdi.ac.in> from **16 May 2025** onwards, and the same is duly filled along with enclosures, be submitted in physical form through speed post /by hand, latest by **06 June 2025 up to 3:00 PM at MDI Gurgaon**. Any bid received after the last date and time for bid submission will not be accepted and will be summarily rejected.

The Institute, at its own discretion, may request a Presentation to MDI Committee by the Bidder before finalization of the Bidder Consultant.

The prospective Bidder/Consultants are advised to read the entire tender document carefully and satisfy themselves about the work, site condition by visiting the MDI Campus (Physical Infrastructure Deptt. office), on any working day between 10 a.m. and 5 p.m. before submitting their bid (nothing is payable for visiting the MDI campus in this regard). The sealed tender as specified in the tender document should be addressed to:

**"The Chief Administrative Officer (IS)
Management Development Institute,
Mehrauli Road Sukhrali, Gurgaon- 122007"**

so as to reach on or before 3 PM, **06 June 2025**. The Bids may be dropped in the Tender Box placed at the Physical Infrastructure Department Office at TakshaShila building or sent through Speed Post/Registered Post/By Hand before the last date and time. Bids received through Email will not be considered.



SECTION - II
IMPORTANT INFORMATION RELATED TO TENDER

Sl. No.	Information	Dates
1.	Date/Time of Publishing of Tender	16 May 2025, 10 a.m. onwards https://www.mdi.ac.in/infrastructure/tenders.html
2.	Date/Time of Pre-Bid Meeting (for Clarification)	20 May 2025 / 2:30 PM (at Physical Infrastructure Deptt. office MDI Gurgaon). Bidder/Consultants are requested to depute only one person to attend the meeting.
3.	Date/Time of closing of Tender	06 June 2025 / 3:00 PM
4.	EMD Amount (Refundable to unsuccessful Bidder/Consultant)	Rs. 20,000/- is to be paid through a Demand Draft in favour of " Management Development Institute Society ", payable at Gurgaon . The DD has to be placed in the Technical Bid, which the bid would not be considered valid.
5.	Period of validity of Tender	180 days from the date of closing of Tender
6.	Address for pre-bid and communication	Physical Infrastructure Department Management Development Institute Mehrauli Road, Sukhrali, Gurgaon-122007 (Haryana) Contact no.: 0124-4560514, (9.30 AM to 5.30 PM on working days Mon-Fri), e-mail sdcharan@mdi.ac.in .

1. Sealed Bids are invited under two bid systems from reputed, well-established Bidder/Consultants in the prescribed formats.
2. The bids duly filled in all respects, enclosing necessary documents, may be addressed to Chief Administrative Officer (Institutional Services), Management Development Institute, Mehrauli Road, Sukhrali, Gurgaon-122007 (Haryana) so as to reach on or before 06 June 2025 /3:00 PM.
3. Tenders should be accompanied by Bid Security for an amount of **Rs. 20,000/- (Rupees Twenty Thousand Only)** submitted in the form of Demand Draft in favour of "**Management Development Institute Society**", payable at **Gurgaon**.
4. Tenders received after the last date and time (i.e. **06 June 2025 at 3:00 PM**) will not be considered.
5. MDI GURGAON reserves the right to either accept or reject any or all of the tenders without assigning any reason whatsoever, and the decision of Director, MDI Gurgaon, shall be final and binding.

CAO(IS)
MDI Gurgaon



SECTION - III
INSTRUCTIONS FOR BIDDER/CONSULTANTS

1. **Scope of Services:** The scope of work is “Energy Audit Consulting Service at MDI Gurgaon Campus”. The successful bidder/Consultant will assume full responsibility for the complete work until final acceptance.

2. **Qualification requirement of the Bidder/Consultant:**

The bidder/Consultant, who fulfills the following eligibility criteria, shall be eligible to participate.

- a) The Bidder should have experience of executing successfully (completed similar works) in each of the last three (03) financial years ended on 31 Mar 2024 in reputed Organizations (Central/State Govt. Dept./PSUs /Institution/MNCs/Large Private firms, etc.

- b) (a) Three similar works of value not less than Rs.5 Lakh.

or

- (b) Two similar works value not less than Rs. 7.50 Lakh.

or

- (c) One similar work of the value of not less than Rs.15 Lakh.

- c) BEE Certification: The intending bidders should be BEE Accredited Energy Auditing firms/organizations, and firm must have regular certified energy auditors and technical supporting staff. Details of the permanent certified energy auditors and technical staff must be submitted along with the certificate number/License Number.

- d) The bidder/Consultant must have a minimum of 03(Three) years of post-academic experience in Energy Audit in Govt./PSU/Institution/Private firms. Attach Certificate of Experience and Satisfactory Completion of work awarded and issued by concerned Establishments / Companies.

- e) The Average Financial Turnover during the last three years ending (2021-22, 2022-23, and 2023-24) should be Rs.25 (Twenty Five Lakh) or more.

- f) Should have own Bank Account.

- g) Should be registered with Income Tax and GST departments.

3. **Submission of bid:-**

The offers must be submitted in two separate sealed covers as under:-

A. Technical Bid:-

- a. Technical bid along with enclosures duly signed and official sealed.
b. Demand Draft of Rs. 20,000/- as an EMD (Earnest Money Deposit) in favor of “MANAGEMENT DEVELOPMENT INSTITUTE SOCIETY” payable at Gurgaon.



B. Commercial Bid:-

Financial Bid Proforma, in the prescribed format (Annexure-I) only. No other format will be accepted by the Institute. The prices/offers must be valid for 180 days at least.

4. OBJECTIVE AND SCOPE OF WORK:-**Objective:-**

- To reduce energy consumption, improve energy efficiency, and power quality.
- To identify energy-saving opportunities.
- To create energy benchmark by reporting present specific energy consumption (SEC) norms.
- To provide a cost-benefit analysis along with the payback.
- To prepare a post-energy audit action plan for implementation

Scope of work

The scope of work includes conducting review of the present electricity & estimation of energy consumption in the institute, and detailed study for energy conservation options of various energy sources in the campus, viz. Hostels, Offices, Residential Buildings, Sub-Station, Academic Building, etc., and recommend actions for reducing the same. The energy Audit will be done at 35 Acres Campus of MDI Gurgaon and will include the following Buildings and others as per details below:-

S. No	NAME OF BUILDINGS	Floor	Year of Construction
1	Chanakya Activity Centre	G+1	2015
2	Scholars block-A	G+1	1980
3	Scholars block-B	G+1	1980
4	Scholars block-C	G+1	1980
5	Scholars block-D	G+1	1980
6	Scholars block-E	G+1	1980
7	New PGPM Hostel	B+G+9	2020
8	Samriddhi (block-E)	G+8	2015
9	Sanskriti (block-B)	G=8	2015
10	Change Master (hostel block)	G+2	1997
11	Parthenon hostel	B+G+3	2007
12	Lakshay building	B+G+3	2007
13	Kshitij hostel	G+3	2007
14	Takshashila (A,B)	G+1	1980
15	Takshashila (C)	G+1	1980
16	MDP Dining Hall	G+1	1980
17	Pump house	G	1980
18	E.S.S(Ele. Sub station)	G	1980
19	Residence type-D	G+1	1980
20	Residence type-D old	G+1	1980
21	Residence Type- E block-E1 & E2	G+1	1980
22	Panel room	G	1980
23	Residence type- Cblock-1	G+1	1980
24	Residence type- C block-2	G+1	1980
25	Director Bungalow	G+1	1980



S. No	NAME OF BUILDINGS	Floor	Year of Construction
26	Takshashila (D,E,F)	G+2	1990
27	Gyan Grih (Library)	G+1	1990
28	Auditorium	G+1	1990
29	Kaveri g. Hostel (housing type-E)	G+2	1990
30	Housing type-C1	G+2	1990
31	Nalanda hostel	G+2	2000
32	Gurukula	G+1	2001
33	Odyssey (hostel block)	B+G+3	2003
34	New Dining Hall	G+1	2005
35	Street Lights	-	
36	Security Gate -03 Nos	G	

Following work for performance evaluation to be carried out:

i. Electrical Distribution System:-

- Detailed examination of the existing energy use of the facility with break up.
- Measurement and analysis of demand and power factor, suggestions to reduce the demand and improve the power factor.
- Study and examination of use of electric energy, cost balance with breakup.
- Study of power quality issues like Harmonics, current unbalance, voltage unbalance etc.
- Exploring the Energy Conservation Options in electrical distribution system.

ii. Lighting System:-

- Review of present lighting system, outdoor lighting
- Estimation of lighting load at various locations like different floors, outside (campus)light, other important locations.
- Detailed lux level survey at various locations and comparison with acceptable standards.
- Study of present lighting control system and recommendation for improvement.
- Analysis of lighting performance indices like Lux/m², lux/watt, lux/watt/m², and its comparison with norms.
- Exploring the Energy Conservation Options in lighting system.
- Examination of the lighting system in all the areas/floors, measurement of illumination levels, etc to improve lighting efficiency and optimize lighting levels as per ECBC Standard published by Bureau of Energy Efficiency (BEE) Govt of India.
- Explore possibilities to reduce energy use by incorporating energy-efficient lighting systems, equipment, and layout changes.
- Study of operating electrical parameters like voltage, etc, in the lighting circuits.
- Testing of Sub-station: Insulation resistance, earthing resistance, winding resistance of transformers, HT Cables, Bus Bars, Insulators, Panels, Testing of Lighting Arrestors of buildings.
- Performance evaluation of UPSs, Lifts.

iii. Heating, Ventilation & Air-Conditioning System (HVAC system):-

- Review of present HVAC system, like central AC Chiller Plants, Split AC, Water Coolers, and Water Heaters, etc.



- b) Performance Assessment of Chillers, Cooling Towers, Air Handling Units (AHUs), Fan Coil Units (FCUs), Cassette Units, Split ACs.
- c) Analysis of HVAC Performance, like estimation of Energy Efficiency Ratio (EER, i.e. KW/TR), Specific Energy Consumption (SEC) of Chilled Water Pumps, Condenser Water Pumps, AHUs etc, and comparison of the operating data with the design data.
- d) Exploring the Energy Conservation Options in HVAC system.
- e) Evaluation of operating Coefficient of Performance of Chiller.
- f) Evaluation of specific energy consumption of Chiller.
- g) Estimation of actual tonnage and comparison of actual parameters with the design values, and corrective actions (like air and water flow balancing etc)
- h) Performance Evaluation of chilled water pumping to optimize pumping power.
- i) Potential reduction in chilling requirements in working stations.
- j) Measurement of power parameters for cooling tower fans, water flow rate, air flow rate, dry bulb temperature (DBT), wet bulb temperature (WBT), sump temperature, relative humidity etc.
- k) Estimation & Evaluation of cooling tower performance (Range, approach, and effectiveness) and comparing it with designed data.
- l) Analyzing the heat load of the existing MDI Gurgaon campus and proposal for increasing the capacity of Chiller (if required).

iv. Water Pumping System:-

- a) Review of water pumping, storage, and distribution systems.
- b) Performance assessment of all major water pumps i.e., power consumption vs. flow delivered, estimation of pump efficiency etc.
- c) Exploring the Energy Conservation Options (ENCON) in Water Pumping System.
- d) Energy conservation in pumps with complete analysis
- e) Feasibility of replacement of pump by energy efficient one.
- f) Study of Operation & maintenance Practices
- g) Suggest Modern practices/technologies for an efficient pumping system.
- h) Provide cost-effective recommendations for pumping system.

v. Thermography: -

Thermal imaging of:

- a) Building exterior for identification of cool air leakages & suggestions for improvement.
- b) Cold & hot insulations for identification of heating & cooling losses & suggestions for improvement.
- c) Electrical systems for identification of hot spots for early detection of problems.

vi. Utilization of Non-Conventional Energy Sources:-

- a) Study Present uses of Non-conventional /Solar Energy Application
- b) Utilization of Solar energy (PV system)

vii. Energy efficiency assessment of building:-

- a) Review of Building Energy Consumption norms in terms of operational energy
- b) Role of Energy Management & Conservation

viii. Identification of other major energy-consuming equipment's, if any:-

- a) The agency should identify any other major energy-consuming equipment in the



institute.

- b) The agency should check the energy efficiency of the equipment and suggest necessary changes to make it more energy efficient.

ix. To create energy benchmark target:-

- a) Assess the SEC norms for Air conditioners and make comparative analysis for best performance air conditioner.
- b) Comply with ECBC (Energy Conservation Building Code) code applicable to the Institute.

x. Energy saving and implementation assistance:-

- a) The agency should assess energy saving for all energy saving measures.
- b) Provide the cost benefit analysis along with payback period.
- c) Provide details in the report on presently available govt. subsidy for purchasing/ installation of green energy sources if any.
- d) Provide prioritization and energy saving schedule versus investment.

xi. Preparation of report:-

The preparation of the report should be based on analysis of above data and the report shall provide: -

- a) Existing energy consumption of building & equipment, so that it becomes a basic document for future monitoring.
- b) Details of measures to be taken to improve energy efficiency and to reduce losses for all the above areas, estimation of energy, monitoring savings, investment, and simple payback periods.
- c) The measures shall be categorized into operational changes, minor modifications and retrofits (negligible & moderate investment) & use of more efficient equipment or system (major investment). Attempt shall also be made to carry out the measurement of various parameters to the extent possible. In the event of inability of measurements due to some constraints, reasonable estimation will be made.

xii. Methodology: -

- a) Audit team will prepare a work schedule of the site visits and actual measurements at the site.
- b) The institute will provide necessary information about the equipment. In the event of non-availability of information, measurements will be done or reasonable estimation will be made.
- c) The data will be analyzed by the audit team to evolve various energy saving proposals. These proposals will be discussed & evaluated techno-commercially to identify the most feasible ones.
- d) The audit team will carry out measurements using sophisticated instruments to study actual capacity of equipment's & power consumption by these equipment's.
- e) The audit team will assess the performance of equipment's with respect to energy consumption and output, compare these with the benchmarks & discuss the possibility of improving the efficiency.
- f) The audit team will work out various energy-saving proposals and discuss to find the economic viability. Wastage of energy at all levels will be evaluated for its techno-commercial exploitation.
- g) The instrument/equipment used in the energy audit must be calibrated, and the calibration certificate must be available and produced as and when required by the



- institute for verification.
- h) Please enclose the list of the equipment to be used for Energy Saving Audit.

5. Documents required in support of eligibility and Qualification:

The Tenderer should submit the following documents along with Technical Bid:

- a) Self-attested copy of the minimum educational qualification of the electrical consultant (Post Graduate Electrical Engineer from a premier engineering Institute viz. IITs, DCE, or similar Institutions in India or abroad) and Self-attested copy of BEE certification by Ministry of Energy and Power.
- b) Self-attested copy of BEE Accredited Energy Auditing certificate number/License Number by the competent Government Authority.
- c) Statement of Average Annual Turnover of last three years, in support of eligibility criteria mentioned above, from a registered practicing Chartered Accountant only (Section -V).
- d) EMD of required amount as specified in this tender document.
- e) Self-attested copy of GST registration certificate and PAN.
- f) Self-attested copies of work Orders and Client Satisfactory Certificates issued from clients during the last three years (Section -VI).
- g) Declaration for not having been blacklisted by office of any State Government/Government of India as per the format in this tender document (Section -VII).

6. Tender Validity

The validity period of the bid will be 180 days from the last date of bid submission at MDI Gurgaon, which may be extended by the bidder/Consultants for such period as may be requested by MDI Gurgaon. A proposal valid for a shorter period may be rejected as non-responsive.

7. Earnest Money Deposit (EMD)

- a) The interested bidder/Consultants may submit the tender document complete in all respects along with earnest Money Deposit (EMD) of Rs.20,000/- (Rupees Twenty Thousand only) in the form of a Demand Draft from a commercial bank, in favour of "**Management Development Institute Society**", payable at Gurgaon".
- b) Any Tender not accompanied by EMD shall be summarily rejected and not considered at all.
- c) EMD of unsuccessful bidder/Consultants will be returned without any interest within 30 days after finalization of tender.
- d) EMD of the successful bidder/Consultant shall be returned on after one month of satisfactory completion of work.
- e) EMD shall be forfeited if the bidder/Consultant withdraws his bid during the validity period of Tender.
- f) The Earnest Money shall be forfeited if
 - (i) The Bidder/Consultant/Tenderer withdraws his Tender during the validity period of Tender.
 - (ii) The Successful Bidder/Consultant/Tenderer fails to comply with all the terms and conditions of the Tender Document during the currency of the contract.



8. Preparation and Submission of Bids:

- a) Tenders are to be submitted as per two bid system i.e.- Technical Bid and Financial Bid.
- b) All entries in the tender form should be legible and filled clearly.
- c) Tender should be typewritten and correction and interlineation if any in the bid should be attested with full signature by the tenderer, failing which the bid will be treated as ineligible. Corrections done with correction fluid will not be accepted.
- d) All documents/papers should be numbered, signed and sealed by the Tenderer on each page.
- e) Technical Bid should contain all the documents required and EMD as specified in relevant paras. Technical Bid should also contain the Tender document duly signed and official stamped on each page.
- f) The Financial Bid Envelope should contain the Price Bid only, as per format given in **Annexure-I**. No overwriting, corrections, interlineations, etc. are permitted in the Financial Bid. If found, bid shall be liable to be rejected.
- g) The rates should be quoted for the services to be provided as per instructions given in the tender document.
- h) Both the bids (Technical and Financial) should be separately sealed in envelopes, superscribed as Technical Bid and Financial Bid, respectively. Both the sealed envelopes should be put in a third sealed envelope and should be superscribed as **Engagement of "Energy Audit Consulting Service at MDI Gurgaon Campus"**.

9. Bid Submission:

Sealed Bids should be addressed and submitted along with requisite documents to **Chief Administrative Officer (Institutional Services), MDI Gurgaon, Mehrauli Road, Sukhrali, Gurgaon-122007 Haryana** latest by **06 June 2025 by 3 P.M.** through Speed Post/By Hand only.

10. Late Bids:

Tender submitted or received after the closing date and time will not be considered. The bidder/Consultants shall ensure that timelines are adhered to and any bids received later than the specified time and date shall not be entertained.

11. Award of Contract:

- a) MDI Gurgaon may award the contract to the successfully evaluated bidder/Consultant whose bid has been found to be responsive and who is eligible and qualified to perform the contract satisfactorily as per the terms and conditions incorporated in the bidding document.
- b) MDI Gurgaon will communicate to the successful bidder/Consultant that its proposal has been accepted. This letter (hereinafter and in the condition of contract called the "Letter of Award") shall prescribe the terms of payment to the contractor in consideration of the execution of work/services by the contractor as prescribed in the contract.
- c) Failure of the successful bidder/Consultant to comply with the requirements of the above clauses shall constitute sufficient grounds for the annulment of the award and forfeiture of bid security.



12. Other Terms and Conditions

- a) The scope of work shall include **"Energy Audit Consulting Service at MDI Gurgaon Campus"**. The successful bidder/Consultant will assume full responsibility for the complete work until final acceptance as per work awarded.
- b) The entire work assessment should be completed and report submitted within 60 days of date of LOA, in writing to the Institute.
- c) In case the work is not completed within the date stipulated/communicated penalty shall be imposed @Rs.5000/- each day of delay, subject to a maximum of Rs.50,000/- (Rs Fifty Thousand only). However, Director, MDI Gurgaon shall be empowered to grant an extension of time on valid grounds.
- d) The bidder/Consultant shall take all safety precautions for safety of his employees and the Institute shall not be, in any way, liable for any damage/ liability on account of any mishap or negligence of the bidder/Consultant.
- e) Bidder/Consultant shall be responsible for any mishap/accident and liability in respect of him and his staff deployed for work, if any, falling thereof, shall be entirely yours and the Institute shall in no way be responsible for the same.
- f) The bidder/Consultant must get acquainted with the proposed site for the work and study specifications and conditions before quoting the rates.
- g) **Terms of payment: - Terms & Conditions for payment to Consultant: -**
 - 1. 40% on submission of Draft Report.
 - 2. 60% after submission and acceptance of Final Report.

The amount are fixed and shall be valid for the entire duration of work.

CAO(IS)
MDI Gurgaon



SECTION - IV
BIDDER/CONSULTANT DETAILS FORM

S.No	Description	Information
1	Name of Tenderer /Bidder	
2	Details of Registration of Bidder/Consultant (attach certificate of registration) as applicable	
3	Details of BEE Energy Auditing certificate number/License Number	
4	Details of Earnest Money Deposit	DD No. date of Rs.20,000/- drawn on Bank Payable at
5	Full Address of Registered Office: Telephone No.: FAX No.: E-Mail Address :	
6	Full address of Operating Branch/Office: Telephone No. FAX No. E-Mail Address	
7	Banker of Bidder/Consultant (Copy of canceled cheque)	
8	PAN No./GIR No. (Attach attested copy)	
9	GST Registration No (Attach attested copy)	

Signature of authorized person

Official Seal



SECTION - V

AVERAGE ANNUAL TURNOVER

(To be printed on the letterhead of C.A firm and certified by a practicing Chartered Accountant)

Financial Year	Annual Turnover (Rs.)	Average Annual Turnover (Rs)
2021-22		
2022-23		
2023-24		

Signature of CA Firm

Date:-

Place:-

Official Seal



SECTION – VI

EXPERIENCE FOR PROVIDING SIMILAR ENERGY AUDIT CONSULTING SERVICES

(On the Bidder/Consultant letterhead)

(Details of the major **similar contracts handled** during the last three years (i.e., 2021-22, 2022-23, and 2023-24) in the following format (if the space provided is insufficient, a separate sheet may be attached):

S.No	Name of the Client, Address, Telephone No.	Year	Amount of Contract (INR)	Proof attached (Yes / No)
Year 2021-22				
1				
2				
3				
Year 2022-23				
1				
2				
3				
Year 2023-24				
1				
2				
3				

Submit the copy of work orders along with satisfactory completion certificate issued from client's, to whom services have been provided by the bidder/Consultant in the past. The certificate should preferably be from Govt organizations/PSUs/MNCs/large-size corporates and a self-attested copy of the same should be submitted. Please attach extra sheet if required.

Signature of authorized person

Name:

Date:

Place:

Official Seal



SECTION - VII

SELF-DECLARATION FOR NON BLACK LISTING

Date:...../...../.....

Chief Administrative Officer (Institutional Services)
Management Development Institute Gurgaon
Mehrauli Road, Sukhrali, Gurgaon-122007 (Haryana)

Dear Sir/Madam,

In response to the Tender Document for Selection of bidder/Consultant for "**Energy Audit Consulting Service at MDI Gurgaon Campus**". I/we hereby declare that presently our company/firm has not been ineligible for corrupt & fraudulent practices either indefinitely or for a particular period of time by any State / Central Government / PSU / Autonomous Body/Premier Academic Institutions.

We further declare that presently our Company/firm..... is not blacklisted or debarred and not declared ineligible for reasons other than corrupt & fraudulent practices by any State / Central Government / PSU / Autonomous body/Premier Academic Institution. On the date of Bid Submission, including violation of relevant labour laws.

If this declaration is found to be incorrect then without prejudice to any other action that may be taken, our EMD may be forfeited in full and the bid, if any to the extent accepted may be cancelled at any stage and the contract may be terminated and we shall be barred from bidding in future against any other tender.

Thanking you,

Signature of authorized person

Name:

Place:

Date:

Official Seal



ANNEXURE - I

FINACIAL BID PROFORMA

(To be printed on the letterhead of the tenderer,
and to be sealed in a separate envelope)

Engagement of "Energy Audit Consulting Service at MDI Gurgaon Campus"

S. No	Description	Lumpsum Amount in Figures (Rs) without GST	Lumpsum Amount in words(Rs.) without GST
1	Energy Audit Consulting Service at MDI Gurgaon Campus.		
	* GST Extra as applicable		

Note:

- (i) The bidder will arrange for all equipment and support provisions for the smooth carrying out of the Energu Audit Services.
- (ii) Electricity for use of the testing equipment will be provided by the Institute at free of cost.
- (iii) No accommodation to the Consultant and staff will be provided by the Institute.

Signature of authorized person of the bidder/Consultant

.....

Name:

Date:

Place:

Official Seal



CHECKLIST FOR BIDDER/CONSULTANT

Sl. No.	Details	Document attached YES/NO
a.	Self-attested copy of the Registration Certificate	
b.	Self-attested copy of the BEE Energy Auditing certificate number/License Number	
c.	Self-attested copies of the GST registration certificate and PAN.	
d.	Statement of Average Annual Turnover of three financial years i.e. 2021-22, 2022-23, and 2023-24.	
e.	EMD of the required amount as specified in this tender document.	
f.	Cancelled Cheque	
g.	Self Declaration stating that the bidder/Consultant has not been blacklisted by Centre/ State Government/ PSU/ MNCs/ Large size corporates as per the format in this tender document.	
h.	Experience proof documents (Work Orders/P.O.) issued by the competent authorities of the organizations served on the organizations letterhead during financial years, i.e., 2021-22, 2022-23, and 2023-24.	
i.	Enclose the list of the equipment to be used for Energy Saving Audit.	

