

## EXPRESSION OF INTEREST FOR EMPANELMENT OF AGENCIES TO CONDUCT TRAINING, SEMINAR, CONFERENCE AND WORKSHOP

Expression of Interest Notice No. [GSBTM/2025-26/002](#)

Tender fee: Rs. 1,500/-

Pre-Bid Meeting : 19/08/2025 at 12:00 PM



**GUJARAT STATE BIOTECHNOLOGY MISSION (GSBTM)**  
**Department of Science & Technology, Government of Gujarat**  
Block 11, 2<sup>nd</sup> floor, Udyog Bhavan, GH Rd, Sector 11,  
Gandhinagar, Gujarat 382010  
**Phone:** +91 79 232 52197, **E-mail:** [aaobtm@gujarat.gov.in](mailto:aaobtm@gujarat.gov.in)

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## 1. Disclaimer

It is hereby clarified that this “Expression of Interest” is a document that solicits responses in the form of applications and submission of documents from qualified agencies (“agencies”) as per the terms mentioned therein. The applications received from agencies would be evaluated based on the criteria specified in this document and the qualified Agencies would be selected for empanelment.

It is clarified that this “Expression of Interest” document is not an agreement and is not an offer by Gujarat State Biotechnology Mission (GSBTM) to any party hereunder. The purpose of this “Expression of Interest” is to provide the potential agencies with the information to assist in the formulation of its response and application submission.

This “Expression of Interest” document does not purport to contain all the information such agencies may require. This “Expression of Interest” document may not be appropriate for all persons, and it is not possible for GSBTM to consider the needs of each respondent. Each respondent should conduct its own investigation and analysis and should check the accuracy, reliability, and completeness of information in this “Expression of Interest” document and obtain independent advice from appropriate sources. GSBTM and their advisors make no representation or warranty and shall incur no liability financial or otherwise under any law, statute, rules, or regulations or otherwise as to the accuracy, reliability, or completeness of the this “Expression of Interest” document.

GSBTM may in its absolute discretion, but without being under any obligation to do so, update, amend or supplement the information in this Notice for “Empanelment of Interest”.

GSBTM reserves the right not to proceed with the selection process or to change the process or procedure to be applied for the empanelment. It also reserves the right to decline to discuss the process further with any party submitting a response or application. No reimbursement of the cost of any type shall be paid to persons or entities submitting a response or application.

GSBTM shall not be responsible for any costs or expenses incurred by the Agencies in connection with the preparation and delivery of response, including costs and expenses related to visits to the site of pre-empanelment meeting. GSBTM reserves the right to cancel, terminate, change, or modify this selection process and/or requirements stated in the “Expression of Interest” without assigning any reason or providing any notice and without accepting any liability for the same.

## 2. Background and Objective

The Gujarat State Biotechnology Mission (GSBTM) was established under the Department of Science and Technology (DST), Government of Gujarat, with the aim to catalyze and promote the development of biotechnology in the State. GSBTM works towards fostering a robust biotechnology ecosystem by supporting research, innovation, entrepreneurship, and capacity-building initiatives across academia, industries, and public institutions.

As part of its mandate, GSBTM regularly undertakes training programs, workshops, seminar, conferences and awareness initiatives to enhance the knowledge and skillsets of students, researchers, professionals, and other stakeholders in the biotechnology and life sciences sectors. These interventions are critical in bridging the gap between academic learning and industry requirements, encouraging innovation and applied research.

Gujarat State Biotechnology Mission (GSBTM), Government of Gujarat invites Expression of Interest (EOI) from eligible and reputed agencies for empanelment with GSBTM, across India. The empaneled agencies shall be engaged in conducting various programs like training sessions, seminars, workshops, conferences etc.

This EOI is intended for empanelment only and not a request for proposal (RFP). The shortlisted entities will be eligible to participate in RFPs for various assignments.

### 2.1 Brief about GSBTM and its mandate

The Gujarat State Biotechnology Mission (GSBTM) was established in 2004 under the aegis of the Department of Science and Technology (DST), Government of Gujarat, with the vision to position Gujarat as a leading hub for biotechnology development and innovation. GSBTM serves as the nodal agency to promote, facilitate, and support biotechnology-based activities in the state across sectors such as healthcare, agriculture, environment, and industrial applications.

**The core mandate of GSBTM includes:**

- Policy formulation and implementation for biotechnology development in Gujarat,
- Facilitating research and innovation through project funding and institutional support,
- Promoting entrepreneurship and start-ups in the biotech and life sciences domain,
- Capacity building and skill development through specialized training programs, workshops, and awareness initiatives, and
- Establishing strategic collaborations with academia, industry, and research institutions at national and international levels

Through its initiatives, GSBTM aims to strengthen the biotechnology ecosystem, create employment opportunities, and contribute to the socio-economic development of Gujarat.

### 2.2 Purpose of this EOI

The **Gujarat State Biotechnology Mission (GSBTM)**, functioning under the aegis of the Department of Science, Government of Gujarat, invites Expressions of Interest (EOI) from

reputed and experienced organizations for potential collaboration in the execution of its various initiatives. GSBTM plays a pivotal role in promoting biotechnology across the state through a series of scientific, academic, and outreach-oriented programs. In pursuit of this objective, GSBTM seeks to create a robust panel of capable agencies that can extend operational and logistical support across multiple formats and regions in Gujarat.

The selected agencies will be empaneled to support a wide range of activities, including but not limited to, **training sessions, seminars, capacity-building workshops, competitions, stakeholder meetings, departmental interventions, and Conducting examinations and interviews**. These programs aim to foster awareness, engagement, and capacity development within the biotechnology ecosystem. The empaneled agencies are expected to bring domain knowledge, professional experience, and operational strength to successfully deliver these interventions as per GSBTM's quality standards and timelines.

It is important to note that this EOI is **strictly for empanelment purposes** and should not be construed as a Request for Proposal (RFP) for specific assignments. The empanelment process aims to pre-qualify agencies based on their experience, competence, and capacity to deliver services in alignment with GSBTM's objectives. Empaneled agencies will be given the opportunity to participate in future RFPs or work orders issued by GSBTM for specific training or outreach assignments.

This empanelment will enable GSBTM to maintain a ready pool of qualified partners, allowing for faster execution of programs and smoother implementation across the biotechnology sector in Gujarat. Interested organizations are encouraged to submit detailed EOIs highlighting their experience, past projects, operational capabilities, and other credentials that demonstrate their suitability for inclusion in the panel.

## 2.3 General Terms of Empanelment

- The tenure of the empanelment shall be for a period of Two years from the date of empanelment, and it can be extended by mutual concern for further One year.
- Gujarat State Biotechnology Mission (GSBTM), at its discretion, can terminate the empanelment of the Agency in the event of failure to perform as per contract deliverables or other relevant reason(s) given in writing by GSBTM.
- In case of any disputes, differences or questions arising at any time between the parties regarding quality/quantity/performance, the decisions of the Mission Director, GSBTM will be final and binding to both.
- This empanelment is valid for GSBTM and in case of any dispute the jurisdiction will fall under Gandhinagar, Gujarat.
- This is just a process for the empanelment of agencies, whose services will be taken on a need basis and as per the specific scope of work mentioned in pt. 4. Holding of empanelment does not entitle the service provider to demand a work order or procurement of service. Allocation / allotment of work orders shall be purely based on the discretion of the Mission Director, GSBTM.
- In case of any legal compliances are attracted while the delivery of service, the cost of such legal compliances shall be borne by the empaneled agency and not by the buyer.
- Each page of the document shall be duly signed and stamped by the authorized person.

- At the time of the Pre-Bid meeting, the person attending the meeting shall submit a valid letter of authority.
- A detailed scope of work would be released by the GSBTM as and as when the need of procuring service arises.
- Specific Scope of Work, Selection Method, Method of Service Execution, Financial Outlay, and Terms will be provided by GSBTM to the empaneled agencies to work on assignment at the time of engagement.
- Department will publish the list of empaneled agencies from whom GSBTM can avail their services as and when needed.

## 2.4 Rejection of Proposal

- Proposals received after the stipulated date & time will be rejected.
- Tenders received after the stipulated date & time will be rejected.
- Tenders received without Tender fees and EMD shall be considered Null & Void and will be rejected.
- Agency should not have been blacklisted/delisted by any central or state Govt. dept. or any office or entity of central or state Govt in the past. Every applicant must submit notarized undertaking on Rs. 300 non-judicial stamp paper stating that “We/our firm/our organization/ are not blacklisted currently and never were blacklisted by any Central or State Government department or any office or establishment of Central or State Government”. Misleading or false representation in the forms, statements and attachments submitted under this “Notice for EOI”.
- Gujarat State Biotechnology Mission (GSBTM), at its discretion, can modify or terminate the agency/individual at any point of time in the event of a change in policy or as per the recommendation of HODs of any Board or Corporation or commissioner office or any other Govt. entity.

## 3. Notice for Expression of Interest

Online Applications are invited for the empanelment agencies to Conduct training, seminar, conference and workshop

Sr. No.	Department Name	Gujarat State Biotechnology Mission (GSBTM)
1.	Address	Block 11, 2 <sup>nd</sup> floor, Udyog Bhavan, GH Rd, Sector 11, Gandhinagar, Gujarat 382010
2.	Earnest Money Deposit (EMD)	Rs. 3 lakh (Refundable)  Demand Draft in favor of “ <b>Gujarat State Biotechnology Mission</b> ” payable at Gandhinagar
3.	Tender Fee	Rs. 1500/- (Non-Refundable)  Non-refundable Demand Draft in favor of “ <b>Gujarat State Biotechnology Mission</b> ” payable at Gandhinagar

4.	Security Deposit (On allotment of work)	3% of the Work Order Amount
4.	Tender Start Date	<b>11/08/2025</b>
5.	Tender End Date	<b>25/08/2025 at 06:10 PM</b>
6.	Pre-Bid Meeting	<b>19/08/2025 at 12:00 PM</b>
7.	Last date for Submission of physical documents, Tender fee and EMD	Submission of <b>Tender Fees, EMD and Documents</b> from <b>11/08/2025 to 25/08/2025</b> on working day during office hours at Gujarat State Biotechnology Mission (GSBTM) Block 11, 2 <sup>nd</sup> floor, Udyog Bhavan, GH Rd, Sector 11, Gandhinagar, Gujarat 382010
8.	Nodal Point of Contact for any query and clarification	Bhavesht Nayak, Accounts-cum-Admin Officer, GSBTM. Ph. : 07923252196 E-mail : aaobtm@gujarat.gov.in

## 4. Scope of Work

The selected agency will be responsible for the comprehensive planning, coordination, and execution of various activities as instructed and guided by the GSBTM, Government of Gujarat. These activities are aimed at capacity building, policy promotion, academic strengthening, and outreach in the field of biotechnology and allied sciences.

The agency shall undertake the following tasks but not limited to these tasks:

### 4.1 Program Implementation & Support

The agency shall assist the Department in organizing and managing the following:

- Seminars, conferences, symposia, conclaves, and academic program on domain-specific themes involving students, faculty, researchers, industry experts, and scientists.
- Trainings and workshops on biotechnology and allied areas, covering Biotech policy and regulations, Entrepreneurships, Hands on Training on Cutting-Edge Biotech Fields and R&D advancements.
- Crash courses, career guidance sessions and orientation programs, conducted across all regional centers and educational institutions, Providing of Momentous

### 4.2 Outreach, Administrative and Technical Support

- Organizing outreach programs including student engagement activities, interactive sessions, and guidance forums.
- Coordinating internal meetings, discussions, and forums with officials, committees, and Biotech stakeholders.

- Providing logistical, administrative, and technical support for online exams, interviews, and HRD initiatives (e.g., IBTP, SDP, SRIP).
- Execution of mutually agreed creative or display-related services for outreach and engagement purposes.

#### **4.3 Compliance, Documentation and Quality Adherence**

- Ensuring timely execution, quality benchmarks, and full alignment with departmental standards.
- Maintaining transparency in resource deployment and fund utilization in accordance with government procurement norms.
- Submitting periodic progress updates, interim activity reports, and final completion reports with evidence and documentation as mandated.
- Deploy dedicated staff for coordination, communication, and reporting to the department.

## 5. Eligibility Criteria

Interested agencies must meet all the following minimum eligibility conditions and furnish documentary proof accordingly:

Sr. No.	Eligibility Criteria	Supporting Documents Required
1	The entity should be registered as NGO or Society or a Training Institute or company	Certificate of Registration / Incorporation
2	The agency must have been in existence for at least 5 years as on 31.03.2025.	CA Certificate / MoA & AoA / Trust Deed
3	Must have an average annual turnover of Rs. 5 Crores in the last 3 Financial Years.	Audited Financials and CA-certified turnover sheet
4	Should have successfully conducted or organized minimum of 3 similar work of the training & Technical / Academic program for any Government Department/Agency/Academic Institute in the last 5 years.	Work Orders / Completion Certificates
5	At least one work order similar to this work would have been of value $\geq$ Rs. 1 Crore	Copy of Work Order clearly showing project value / participant details
6	The application should be from a single entity; joint venture s/collaborations/consortiums are not permitted.	Self-declaration on company letterhead
7	The agency must not be blacklisted by any government body.	Self-declaration on letterhead with authorized signatory
8	Agency must have PAN and/or GST registration.	Copy of PAN, and GST Certificate OR GST Exemption Declaration
9	Agency must have an operational presence in Gandhinagar / Ahmedabad.	Office Utility Bill / Lease Agreement / Address Proof
10	At least one subject/domain expert with 15+ years of experience should be associated with the advisory or technical team.	CVs of Experts / MoUs / Letters of Association
11	Possession of relevant quality certifications is preferred (not mandatory): ISO 9001:2015 / ISO 14001:2015.	Valid Certification Copies (if applicable)
12	A detailed Technical Proposal & Strategy must be submitted along with the EOI.	Technical Proposal Document
13	Agency must submit a Summary Sheet of all attachments & annexures.	Summary Checklist Sheet

14	The agency should preferably be an NSDC-approved Training Partner with an affiliation of 3+ years.	NSDC Training Partner Certificate (if applicable)
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## 6. Evaluation Criteria

Sr. No.	Evaluation Criteria	Maximum Marks	Benchmarks / Scoring Pattern	Documentary Proof Required
1	Organizational Age / Registration Duration	05	a) 05–10 years – 2 b) 10–15 years – 3 c) Above 15 years – 5	Incorporation Certificate / Registration Document
2	Financial Turnover (Last 3 Years Average)	10	a) ₹5 Cr – 05 Marks b) ₹5–10 Cr – 07 marks c) ₹10 +Cr- 10 marks	CA-Certified Balance Sheets / Turnover Certificate
3	Experience in Training / Program / Workshops Seminar	10	a) Minimum 3 similar projects in the last 5 years- 5Marks b) 3 -5 similar projects – 7 marks c) More than 5 similar projects – 10 marks	Work Orders / Completion Reports (At least 1 govt. work order mandatory)
4	No. of Candidate's Training / Organized Training (Last 10 years)	5	a) 5000–7500 – 2 b) 7500–10,000 – 3 c) Above 10,000 – 5	Work Orders / Govt. Scheme Portal Screenshot
5	Subject Expertise / Domain Experts in Team	5	At least 1 domain expert with 15+ years' experience – 5 marks	CVs / MoUs / Letters of Association
6	Collaboration with Academic / Research / Industry Institutions	10	a) Minimum 3 similar work / MoUs with such collaboration - 5 marks b) 3- 5 similar projects/Mou – 7 marks c) More than 5 projects/MoU -10 marks	MoUs, Program Reports, Photographs
7	Technical Proposal & Strategy	30	Detailed methodology for each type of activity, creative approach	Technical Proposal Document
8	NSDC Affiliation Duration	05	a) <5 years – 2 marks b) 6- 7 years – 3 marks c) >7 years -5 marks	NSDC Partner Certificate
9	Training/Seminar/Workshop Infrastructure & Manpower	10	a) Minimum 10 Trainers + Coordination Team – 05 marks b) 10–50 Trainers + Team – 07 marks c) More than 50 trainers + Team - 10 marks	CVs of Trainers / Manpower Declaration
10	Presence / Operations in Gujarat (Ahmedabad /Gandhinagar)	5	a) At least 1 office in major city – 5 Marks	Office Utility Bills / Lease Deed / MoUs
11	Certifications: ISO	5	a) only - 2 marks, a) + b) - 5 marks, a) ISO 14001:2015 b) ISO 9001:2015	Certification Documents

Agencies need to secure minimum 75 marks to become eligible for empanelment

All tenders received in response to this EOI will be **scrutinized through a structured evaluation process** to ensure alignment with GSBTM's objectives and quality standards. The evaluation will be conducted in the following stages:

### 6.1 Preliminary Screening

- Verification of submitted documents and eligibility criteria
- Completeness of application as per prescribed formats

### 6.2 Technical Evaluation

- Assessment of the applicant's experience in conducting trainings/workshops in biotechnology or related domains
- Evaluation of past projects, training methodologies, infrastructure, and team capabilities
- Quality and relevance of proposed training content and approach

### 6.3 Final Empanelment

- Agencies fulfilling all requirements and securing qualifying marks in the evaluation process will be empaneled
- GSBTM reserves the right to empanel more than one agency and to reject any or all proposals without assigning reasons

The empanelment shall be valid for a defined period during which agencies may be invited to undertake training assignments on a need-based basis.

## 7. Submission Guidelines

Interested agencies are invited to submit their Expression of Interest (EOI) in the prescribed format along with all necessary supporting documents. The submission should adhere to the following guidelines:

EOI Proposal should be submitted online through n-procurement and in hard copy.

For Hard Copy

- The EOI should be submitted in hard copy in a sealed envelope clearly superscribed as: "Expression of Interest for Empanelment of agencies for Event management, stall preparation and Exhibition management"
- The application must include all required annexures, including organizational profile, relevant experience, and declarations as specified. Same must be submitted through online.
- All documents should be duly signed and stamped by the authorized signatory of the applicant organization.
- For any clarifications, applicants may contact GSBTM at: [Email id: / Mobile Number: ]

Late or incomplete submissions will not be considered. GSBTM reserves the right to cancel the EOI process at any stage without assigning any reason

## 8. Awarding work to empaneled agencies

1. GSBTM shall invite the agencies empaneled by floating a limited RFP, as per the organizational requirements, as and when required, as per given date and time schedule.
2. Empaneled agency may be required to make a presentation to GSBTM regarding the work to be executed upon an intimation given by GSBTM at their own expense.
3. The same shall include details of GSBTM's activities, new projects, benefits of GSBTM's industrial estates etc. through designed panels, 3-D models of a stall of various sizes as per requirement.
4. The agency will give break-up of total cost of design, development, production and maintenance of the project, along with details of quality of materials.
5. The evaluation for the empanelment of agencies shall be on the basis of technical bid (60%) and financial bid (40%) for each project specific related works only (as mentioned above at under scope of works).
6. GSBTM shall select and enter into specific contract with identified Agencies on basis of scope, deliverables, terms and conditions.
7. The selected Agency shall be responsible and bound by that contract for successful execution of the work.
8. During empanelment period, GSBTM reserves the right to penalize/de-panel the agency, as decided by competent authority if the service provided by the agency is found to be unsatisfactory or if, at any time, it is found that the information provided for empanelment is false. GSBTM reserves the right to remove such agencies from the empaneled list without giving any notice in advance. The final decision of Mission Director, GSBTM in this regards shall be binding to the agency.
9. The Agency shall be solely responsible for compliance with the provisions of all central and state laws, various taxes (GST, Income tax, sales tax, service tax, etc.), labor and industrial laws, such as minimum wages, compensation, EPF, Bonus, Gratuity, etc. relating to persons deployed for providing services.
10. At the time of awarding the work order, the empaneled Agency shall be required to submit a Security Deposit as per the scope of work and prevailing Government of Gujarat rules.

The EOI is not an offer and is issued with no commitment. GSBTM reserves the right to withdraw EOI and or vary any part thereof at any stage. GSBTM reserves the right to disqualify any bidder/agency, should it be so necessary at any stage.

## 9. Terms and Conditions

The empanelment of agencies through this EOI shall be subject to certain terms and conditions as prescribed by GSBTM. These will include provisions related to the duration and scope of empanelment, performance standards, confidentiality, intellectual property, compliance with government norms, and termination clauses.

Detailed terms and conditions will be shared with the shortlisted agencies at the time of final empanelment or issuance of work orders. Agencies are expected to adhere to all applicable rules, regulations, and guidelines laid down by GSBTM and the Department of Science & Technology, Government of Gujarat.

## 9.1 Validity of tender

The validity of the tender of this EOI will remain valid for a period of **90 days** from the date of final approval by GSBTM.

## 9.2 GSBTM's rights and discretion

GSBTM reserves the right to accept or reject any or all EOIs, wholly or in part, without assigning any reason thereof. It also retains the discretion to modify, cancel, or reissue the EOI at any stage of the process. The decision of GSBTM in all matters relating to the evaluation and selection shall be final and binding on all participating agencies. Empanelment does not guarantee the award of work or financial commitment from GSBTM.

## 9.3 Conflict of interest and blacklisting clauses

Agencies must disclose any actual or potential conflicts of interest that may affect their impartiality in executing assignments for GSBTM. Any agency found to have undisclosed conflicts or involved in malpractice shall be disqualified from the empanelment process.

GSBTM reserves the right to blacklist agencies for any unethical practices, non-performance, or violation of terms and conditions. Blacklisted agencies will be barred from participating in future GSBTM tenders and assignments

## 9.4 Confidentiality and data protection

All information, data, and materials shared by GSBTM with the empaneled agencies must be treated as strictly confidential. Agencies are required to ensure the protection of sensitive data and shall not disclose any proprietary information to third parties without prior written consent from GSBTM. Compliance with applicable data protection laws and GSBTM's confidentiality guidelines is mandatory throughout the engagement.

## 10. Annexures and Formats

### Annexure-I

Sr. No.	Details	Reply	Document Evidence	Page Number
1	Name of Agency/Institution/NGO			
2	Postal Address with Pin Code			
3	Telephone & Fax Number			
4	Email			
5	Contact Person			
6	Mobile Number			
7	Legal Status of the Institution (e.g., Trust/Company/Firm/Institute/Society/Mandli, etc.)			
8	Registration Number		Registration Certificate	
9	Date of Registration			
10	Validity Period (if applicable)			
11	Date of Establishment			
12	GST Registration Details (Number and Date)		Registration Certificate	
13	PAN Details		Copy of PAN	
14	Brief objective of the Institution			
15	Trainers Available with the Institution	As per Format: A	Supporting documents as per EOI requirements to be enclosed	
16	Past Performance		Supporting documents such as work orders, project completion certificates, and list of self-employed/placed trainees with contact numbers to be enclosed	
17	Details of employed/placed trainee	As per Format: B	Attach supporting documents	
18	Annual Turnover	As per Format: C	Turnover certificate certified by a Chartered Accountant	
19	Authorization Letter	As per Format: D	To be submitted on letterhead	
20	Self-Certified Undertaking that the Firm has Not Been Blacklisted	As per Format: E	Notarized self-certified undertaking to be enclosed	

**Format A: Trainers Available with Agency**

No	Name of Trainer	Qualification	Subject Experience	Contact Number

**Note:** Documentary evidence to be attached Biodata of Trainers, Degree Certificate and Experience Certificate

## Format-B: Details of employed/placed trainee

Details of trainees trained and placed under Government, Semi-Government, PSUs, Boards and Corporations, Institutions, Government Local Bodies, or CSR Projects.

No	Year	Name of employed/placed trainee	Address	Contact No	Trade	Monthly Income

**Note:** Attach supporting documents such as **work orders**, **project completion certificates**, and **list of self-employed/placed trainees with contact numbers**.

**Format C: Annual Turnover**

<b>Year</b>	<b>Total Turnover (Rs. Crore)</b>
2023-24	
2022-23	
2021-22	
Total	
Average	

**Note:** Submit a Chartered Accountant (CA) Certificate as per this format, on CA letterhead, mentioning the UDIN.

## Format D: Authorization Letter

Dated:

To,

Mission Director

Gujarat State Biotechnology Mission

Dear Sir,

Subject: Reference to Your EOI Dated [Insert Date] and the title of the EOI

[Applicant's Name] hereby authorizes [Designated Representative's Name] to act as a representative of [Agency Name] for submitting an application in the form of an EOI document for the Gujarat State Biotechnology Mission (GSBTM). This is in response to the EOI issued for the empanelment of agencies with the Gujarat State Biotechnology Mission for undertaking various activities in Gujarat.

The Power of Attorney/Resolution (if applicable) is attached herewith. [Designated Representative's Name] is authorized to attend all meetings conducted by GSBTM and is empowered to discuss, negotiate, finalize, and sign any application, proposal, or agreement related to the EOI with GSBTM.

Yours faithfully,

[Applicant's Name]

<Seal of the agency >

Signature and Name

[Designated Representative of the Applicant]

For

[Name of Applicant Firm]

Enclosures:

- Agency resolution for authorized signatory

- If the Signatory to the bid is not directly authorized through a Department/Partners Resolution of the firm, then a Power of Attorney granting the relevant authority to the Signatory must be attached. This ensures proper authorization can be traced to a Department/Partner's Resolution.

## Format E: Undertaking

### SELF-DECLARATION CERTIFYING

#### NON-BLACKLISTING

(On a Stamp Paper of Relevant Value)

#### No Blacklisting Declaration

I, M/s. [Name of the Proposer], located at [Registered Office Address], hereby certify and confirm that neither we nor any of our promoters/directors have been barred by the Government of Gujarat (GoG), any GoG entity, or blacklisted by any state government, central government department, local government, or agency in India or abroad from participating in the provision of Consulting/Advisory Services of any kind, either individually or as a member of a consortium, as of the Proposal Submission Date.

Furthermore, we acknowledge that our application for Empanelment will be liable for rejection if any material misrepresentation is made or discovered at any stage of the EOI process or thereafter during the agreement period.

**Dated this [Day] of [Month], 2025**

**Name of the Proposer**

**Signature of the Authorized Person**

**Name of the Authorized Person**