

**EXPRESSION OF INTEREST(EOI) FOR EMPANELLMENT OF AGENCIES**

**For**

**“Providing Skill development, Training and infrastructure for End Customer”**

**NBCC SERVICES LIMITED**  
(A Wholly Owned Subsidiary of NBCC (India) Limited)  
Office of the CEO, NBCC Services Limited, Ground Floor, NBCC Centre,  
Okhla Phase I, New Delhi-110020  
Email Id: [nsi@nbccindia.com](mailto:nsi@nbccindia.com), [amit.singh@nbccindia.com](mailto:amit.singh@nbccindia.com)

Date: 13-12-2025

**NOTICE INVITING EXPRESSION OF INTEREST(EoI)**

NBCC Services Limited (NSL), a wholly owned subsidiary of NBCC India Limited (A Govt. of India Enterprise) invites Expression of Interest (EOI) from experienced and eligible agencies for the empanelment of the suitable agencies for execution of the work if awarded by end customer for "Providing Skill development, Training and infrastructure for training for End Customer" as per the following schedule.

EOI Document No.	NSL/SKILL/EOI/ /2025/811
Name of work	"Expression of Interest(EoI) for Empanelment of Agencies for Providing Skill development, Training and infrastructure for training for End Customer"
Brief Scope of work	As per the scope of work as detailed later in the document
Non-refundable Cost of EOI Document	Rs. 11,800.00 /- through e-payment gateway only.
Non-refundable Cost of E-tender Processing Fee	Rs. 4,130.00 /-through e payment gateway to RailTel Ltd.
Last Date & Time of submission of the EOI in online mode	Upto 21-12-2025 by 11:00 AM (IST)
Period during which hard copy in original of Letter of unconditional Acceptance of EOI conditions, Affidavit for Correctness of Documents/Information and other document as per NIT (if any) shall be submitted.	Upto 21-12-2025 by 11:00 AM (IST) on or before the date of opening of Technical Bid
Venue of Submission of hard copies	Office of the CEO, NBCC Services Limited, Ground Floor, NBCC Centre, Okhla Phase I, New Delhi-110020
Date & Time of Opening of Bid	Upto 21-12-2025 by 11:30 AM (IST)
Eoi Validity Period	150 days from the date of opening of technical bid
Period of Empanelment	Three Years

The EOI document can be downloaded from website <https://nbcc.enivida.com> and [www.eprocure.gov.in](http://www.eprocure.gov.in) . “Corrigendum if any, would appear only on the website and not to be published in any News Paper”.

## **1. Introduction about NBCC Services Limited (NSL)**

NBCC Services Limited (NSL), incorporated on 16th October 2014, a wholly owned subsidiary of Navratna CPSE NBCC (INDIA) LIMITED under the administrative control of Ministry of Housing and Urban Affairs, Government of India.

NSL is working in the following domains.

### **Operation and Maintenance of Residential/Non-Residential buildings:**

- ❖ Civil & Electrical Maintenance such as day-to-day Maintenance, annual maintenance and special repair works.
- ❖ Horticulture/ landscaping maintenance.
- ❖ Operation and Routine Maintenance of Electrical & Mechanical (E & M) Equipment including:
  - ❖ HVAC systems i.e. Split AC's, VRV's/VRF, central AC plant
  - ❖ Fire alarm and firefighting system
  - ❖ Substation equipment and systems i.e. transformers, HT/ LT Panels, DG Sets,
  - ❖ STP/ ETP and WTP
  - ❖ Elevators and Escalators
  - ❖ Solar power generation system.
  - ❖ Public address, Access control, Building Management System, security systems, etc.
- ❖ Housekeeping/ Up keeping, facade cleaning and maintenance of drainage system/ sewer lines.
- ❖ 24 x 7 Security Services.

### **Interior Fit-out Works, Renovation, Retrofitting and Special Repairs:**

- ❖ Civil and Electrical works.
- ❖ Audio-Visual works, Wi-Fi, LAN, EPBAX, CCTV, IT infrastructure
- ❖ HVAC system works.
- ❖ Fire Alarm and Firefighting works.
- ❖ Furniture supply and Installation Works
- ❖ All works required for establishing *ready-to-move* offices, conference rooms, board rooms, and other administrative spaces

### **Comprehensive Event Management Services:**

NBCC Services Limited (NSL) provides **end-to-end event management solutions** covering all major components needed for government and corporate events. The services include:

- ❖ **Stage setup and anchoring** for conferences, seminars, and official functions
- ❖ **Branding solutions** such as side branding, banners, hoardings, LED displays, and standees
- ❖ **Event infrastructure support** including exhibition stall setups, registration counters, queue managers, indicator signage, and nameplates
- ❖ **IT and Audio-Video arrangements**, covering sound systems, displays, projectors, and related equipment
- ❖ **Event collaterals** like invitation cards, badges, and lanyards
- ❖ **Hospitality support**, including lunch/catering setup for cafeterias, VIP lounges, and special guests

### **Manpower Supply for all kinds of Services:**

Various govt. organizations are opting for engagement of contractual staffs to fulfil their administrative and official requirements. In view of this, NSL has entered in this financial year for supply of manpower for various govt. organizations by manpower supply for IT, Legal, HR, Media, Finance, Admin and other domains.

## **2. Project Background and Objective of EOI:**

NSL has submitted proposal to end customer and intends to select the training partner/s if NSL is awarded the work for providing Skill development, training for end Customer. Vide this EOI, NSL invites eligible agencies as per the criteria as set forth in the EOI document for the empanelment of suitable agencies for above mentioned work.

After the empanelment, the limited tenders shall be called from the empanelment agencies only if the NSL would have been entrusted any work(s) from the end customers whenever required as per the additional scope and terms and conditions of the MOU/agreement with client.

EOI invited and empanelment of the successful bidders does not guarantee any business.

### **3.0 Scope of the work:**

Scope of work for each category under this EOI includes Providing Skill development Training and infrastructure for End Customer as detailed below:

#### **A) Infrastructure Support Agency (ISA):**

- Accreditations & Affiliation of Training Centre, Training Infrastructure and Equipment's /Consumables' Items, Printing & Stationary, Study Material and Tool Kits & Overall project monitoring.

#### **B) Mobilization & Counselling Agency (MCA):**

- Advertisement & Promotion, Orientation and Seminars, Mobilization & Counselling, Logistics & Travelling Expenses, Catering & refreshment.

#### **C) Manpower & Technical Support Agency (MTSA):**

TOT certified Trainers & Supporting Staff, Assessment & Certifications, Placement Facilitation and Post Placement Tracking

Aforementioned scope in brief is further detailed as under:

## **A. Infrastructure Support Agency (ISA):**

### **1. Training Centres**

- ❖ Provide, operate and maintain Training centres along with the required infrastructure as per MSDE across multiple states for Implementation of the various skill development works by the end customer.
- ❖ All the Centres chosen for the project should be as per the prevailing Guidelines/norms of the MSDE, Govt. of India
- ❖ All selected centers should meet the eligibility criteria prescribed for the relevant job roles under NSQF/NQR frameworks.

### **2. Classroom & Learning Environment**

- ❖ Provide well-equipped classrooms with adequate seating, lighting, and ventilation. The Centres must possess Basic Training Infrastructure such as Study Furniture – Desks & Chairs, Electricity Backup, Computers, internet connectivity etc. as per specific requirements of the job roles as laid down in the NSQF/NQR.
- ❖ Provide basic facilities such as drinking water, sanitation, and safety measures.
- ❖ Arrange the required tools, equipment, machinery, lab equipment, and job-role-based training kits required for practical sessions at each centre as required for the training as per the Job roles in each centre.

### **3. Manage Facilities**

- ❖ The Training Facilities should be safe , secure and functional during the entire operation.
- ❖ Provide power backup and maintenance services for smooth operations.

### **4. Compliance & Reporting**

- ❖ Ensure all centres comply with norms and guidelines of the respective schemes implemented by the end customer.
- ❖ Immediately report any issues that may arise during the course of this project.
- ❖ Compliance of all the government guidelines, directives, rules, regulations etc. as required for implementation of this work with the regulatory bodies and compliance of all 4 labour codes/rules, act and amendments thereof if any from time to time.
- ❖ Compliance related to labour, manpower, skilling candidates.

## **B. Mobilization & Counselling Agency (MCA):**

### **1. Community Mobilization**

- ❖ Develop a state-wise mobilization plan for reaching target beneficiaries.
- ❖ Conduct advertising and outreach campaigns through print, radio, social media, and local channels etc.
- ❖ Organize village-level events, community meetings, and roadshows to raise awareness about the Training Programs.

### **2. Candidate Identification**

- ❖ Deploy field mobilizers and outreach teams to identify youth for the training across target districts/are and enrolment thereof. These teams shall conduct door-to-door outreach, field visits, and community interactions to identify eligible youth for various job roles under the training programs.
- ❖ Collaborate with local NGOs, Panchayats, SHGs, , youth clubs, community-based organizations, and educational institutions for candidate referrals.

### **3. Counselling & Enrolment Assistance**

- ❖ Conduct counselling sessions for identified candidates and their families on the benefits of the skill development plans/schemes as per the agreement/MOU of the NSL with the end customer.
- ❖ Guide Candidates through the program structure, outcomes, and future pathways (Job or Self Employment).
- ❖ The agency shall assist candidates in completing enrolment formalities and ensure a seamless transition into the training process.
- ❖ Support NSL in achieving enrolment targets across designated states and districts as per end customer agreement.

### **4. Data Collection & Reporting**

- ❖ Capture candidate information and documents for pre-enrolment.
- ❖ Verify documents required for enrolment (age, address, identity, educational qualification, etc.).
- ❖ Agency shall maintain records and submit mobilization and enrolment reports to NSL as required under the project.

### **5. Compliance:**

- ❖ Compliance of all the government guidelines, directives, rules, regulations etc. as required for implementation of this work with the regulatory bodies and compliance of all 4 labour codes/rules, act and amendments thereof if any from time to time.

- ❖ Compliance related to labour, manpower, skilling candidates.

### **C. Manpower & Technical Support Agency (MTSA):**

#### **1. Manpower Deployment**

- ❖ Deploy qualified project personnel including Project Managers, State Coordinators, Training Centre Staff, MIS Executives, and Data Entry Operators.
- ❖ Provide technical assistance to training centres and other stakeholders during project implementation.

#### **2. Data Management**

- ❖ Maintain the data related to mobilization, enrolment, attendance, training progress, assessments, certifications and other KPIs.
- ❖ Ensure the data is updated periodically and is readily available whenever NSL/end customer requires any update.

#### **3. Monitoring & Reporting**

- ❖ Prepare weekly and monthly reports (enrolment, attendance, completion, training progress, assessments and other KPIs etc.).
- ❖ Conduct regular audits and verification of training centres activities through field visits as per the MSDE or end customer guidelines.

#### **4. Technical Support:**

- ❖ Provide technical support for any system-related and data-related queries.
- ❖ Offer training and capacity building sessions to center-level staff on data entry & management, system usage, and reporting protocols.

#### **5. Compliance & Documentation**

- ❖ Maintain compliance with scheme guidelines, project KPIs, and data privacy standards
- ❖ consolidated project documentation including periodic reports and success stories.
- ❖ Compliance of all the government guidelines, directives, rules, regulations etc. as required for implementation of this work with the regulatory bodies and compliance of all 4 labour codes/rules, act and amendments thereof if any from time to time.
- ❖ Compliance related to labour, manpower, skilling candidates.

#### **4.0 Eligibility Criteria:**

The eligibility criteria for all the three categories is detailed as under. **One bidder can submit their expression of interest in one category only. Bidders submitting bids in more than one category shall be disqualified. Bidders those not meeting any of the minimum criteria shall be outrightly rejected.**

#### 4.1 For Scope of work (A): **Infrastructure Support Agency (ISA):**

SN	Minimum Criteria	Supporting document	Maximum score	Scoring criteria
		(Mandatory Compliance & Document Submission)		
i)	The agency should have at least 5 years in operations.	Certificate of incorporation with MCA /Trust/Society Registration certificate to be /Partnership deed/ Date of issue of the GST certificate in case of proprietorship firm	15	<ul style="list-style-type: none"> <li>❖ 5 years: 9</li> <li>❖ Above 5 to 10 years: 12</li> <li>❖ More than 10 yrs: 15</li> </ul>
ii)	Bidder should have minimum audited average annual turnover of INR 1 Crore (100 lakhs) from the skill development operations during the last three consecutive financial years 2022-23, 2023-24, 2024-25	<p>Certificate from the Chartered Accountant on Turn Over in skill development sector (CA certificate with UDIN) in the enclosed form C &amp; Audited Balance Sheets and Profit &amp; Loss statement for last three years i.e. 2022-23, 2023-24, 2024-25</p> <p><b>Note: Turnover only for the skill development works shall be considered and same should be mentioned and certified by the CA.</b></p>	15	<ul style="list-style-type: none"> <li>❖ 100 lakh: 9</li> <li>❖ 101-500 lakh: 12</li> <li>❖ More than 500 lakh: 15</li> </ul>
iii)	Bidder should have positive net worth as on the last day of audited preceding financial year (FY 2024-25)	Certificate from the Chartered Accountant on Positive Net worth (CA certificate with UDIN).	10	10
iv)	Bidder should have training center(s) (either ownership or on rent or on lease) having aggregate built-up area (BUA) of 5000 sft, 5 class rooms and 5 practical labs inside the BUA.	<p>Floor plans of the training center (s) as approved (signed and stamped) by the architect along with BUA details, clearly earmarked classroom and labs details duly signed and stamped by the bidder to be submitted.</p> <p>Documentary proof of ownership/rent/lease of the training center to be</p>	10	<ul style="list-style-type: none"> <li>❖ Upto fulfillment of minimum criteria: 7</li> <li>❖ More than the minimum criteria: 10</li> </ul>



		submitted.  Architect must be registered with council of Architecture (COA) (documentary proof in this regard to be submitted).		
v)	<p>Bidder should have experience of successfully completed at least three skill development training projects in the government sector during the last seven year in any one of the following sectors.</p> <p>a. Construction b. Electrical c. Electronics d. Plumbing</p>	<p>Documentary proof along with duly filled, signed and stamped form-A to be submitted:</p> <p>Copies of work order/ completion certificate /MOU issued with the client.</p> <p>Only the completed projects shall be considered, running projects shall not be considered.</p> <p>In case of submission of workorder/MOU, CA certificate for all the payments received including the final payment from the client in respect of the workorder /MOU is to be furnished. The certificate should clearly state payment received against each one of the projects.</p>	15	<p>❖ 3 projects: 9 ❖ 4-7 projects: 12 ❖ Above 7: 15</p>
vi)	ISO certification	True copy of the ISO certificate in skill development sector need to be submitted.	5	5
Total marks			70	

**Note: Only those bids would qualify for stage-2 (presentation) for empanelment that secure minimum 70% marks i.e. 49 marks against the above aggregate of 70.**

**Essential conditions:**

vii)	Legal status	<p>Bidder should be a</p> <ol style="list-style-type: none"><li>1) Proprietorship firm</li><li>2) Partnership firm</li><li>3) Company under the Companies Act</li><li>4) Society</li><li>5) Trust</li></ol> <p>Following documents, as applicable to be submitted in this regard</p> <p>Affidavit or any other document to prove Proprietorship status of the bidder;</p> <p>Partnership deed along with any amendments/supplementary deed;</p> <p>Memorandum &amp; Article of Association or certificate of incorporation containing name of the bidder;</p> <p>Trust or Society Registration</p>
viii)	Statutory certificates: a) GST certificate b) PAN card c) EPF/ESIC (As applicable)	True copy of these documents needs to be submitted.
ix)	Bidder should not be blacklisted by any central & state Ministries/PSUs/Government departments and Govt boards.	Undertaking in respect of the same need to be submitted in the enclosed Performa (annexure-III)
x)	General information	Duly filled, signed and stamped form (form-F) need to be submitted along with the supporting documents thereof.
xi)	Acceptance of the EOI conditions	Duly filled, signed and stamped form (annexure-II) need to be submitted.
xii)	Details of Client Organization in respect of completion Certificates /Work Order /MOU	Duly filled, signed and stamped form (form-J) need to be submitted. The form is a prerequisite for the verification of the details given against point (v) above.

xiii)	The bidder should not be insolvent, in receivership and bankrupt.	Undertaking from any of the schedule bank as notified from RBI, to be submitted(Form-E)
xiv)	Power of Attorney (PoA)	Power of Attorney/Board Resolution of the person authorized for signing/submitting the Tender, to be submitted except in case of proprietorship firm if the same is signed by proprietor himself. In case of company, the Board Resolution is also required in addition to the POA.
xv)	Notarized Affidavit for correctness of document /information	Duly filled, signed and stamped form-H is to be submitted.
xvi)	Covering letter	Duly filled, signed and stamped covering letter (annexure-I) to be submitted
xvii)	Non-refundable Cost of EOI Document	Transaction details in respect of same is to be submitted

**Note: soft copy of all these documents to be uploaded in the online envida portal. Notarized Affidavit for correctness of document/information and Acceptance of the EOI conditions need to be submitted in hard copy also. failing in submission in any of the document in soft copy on portal as well as failing in submission of hard copy of two documents mentioned above shall lead to disqualification.**

#### **4.2 Eligibility criteria For Scope of work (B): Mobilization & Counselling Agency (MCA):**

SN	Minimum Criteria	Supporting document (Mandatory Compliance & Document Submission)	Maximum score	Scoring criteria
i)	The agency should have at least 5 years in operations.	Certificate of incorporation with MCA /Trust/Society Registration certificate /Partnership deed/ Date of issue of the GST certificate in case of proprietorship firm, to be submitted.	15	❖ 5 years: 9 ❖ Above 5 to 10 years: 12 ❖ More than 10 yrs: 15
ii)	Bidder should have minimum audited average annual turnover of INR 1 Crore (100 lakhs) from the skill development operations during the last three consecutive financial years 2022-23, 2023-24, 2024-25	Certificate from Chartered Accountant on Turn Over in skill development sector (CA certificate with UDIN) in the enclosed form C & Audited Balance Sheets and Profit & Loss statement for last three years i.e. 2022-23, 2023-24, 24-25.  <b>Note: Turnover only for the skill development woks shall</b>	15	❖ 100 lakh: 10 ❖ 101-500 lakh: 12.5 ❖ More than 500 lakh: 15

		<b>be considered and same should be mentioned and certified by the CA.</b>		
iii)	Bidder should have positive net worth as on the last day of audited preceding financial year (FY 2024-25)	Certificate (form-C) from Chartered Accountant on positive Net worth (CA certificate with UDIN).	15	15
iv)	<p>Bidder should have experience of successfully completed at least three skill development training projects in government sector during the last seven year in any one of the following sectors.</p> <p>a. Construction b. Electrical c. Electronics d. Plumbing</p>	<p>Documentary proof along with duly filled, signed and stamped form-A to be submitted: Copies of work order /completion certificate /MOU issued/with the client.</p> <p>Only the completed projects shall be considered, running projects shall not be considered.</p> <p>In case of submission of workorder/MOU, CA certificate for all the payments received including the final payment from the client in respect of the workorder/MOU is to be furnished. The certificate should clearly state payment received against each one of the projects.</p>	20	<ul style="list-style-type: none"> <li>❖ 3 projects: 10</li> <li>❖ 4-7 projects: 15</li> <li>❖ Above 7: 20</li> </ul>
v)	ISO certification	True copy of the iso certificate in skill development sector need to be submitted.	5	5
Maximum marks			70	

**Note: Only those bids would qualify for stage-2 (presentation) for empanelment that secure minimum 70% marks i.e. 49 marks against the above aggregate of 70.**

**Essential conditions:**

vi)	Legal status	<p>Bidder should be a</p> <ol style="list-style-type: none"><li>1) Proprietorship firm</li><li>2) Partnership firm</li><li>3) Company under the Companies Act</li><li>4) Society</li><li>5) Trust</li></ol> <p>Following documents, as applicable to be submitted in this regard.</p> <p>Affidavit or any other document to prove Proprietorship status of the bidder;</p> <p>Partnership deed along with any amendments/supplementary deed;</p> <p>Memorandum &amp; Article of Association or certificate of incorporation containing name of the bidder;</p> <p>Trust or Society Registration</p>
vii)	Statutory certificates: a) GST certificate b) PAN card c) EPF/ESIC (As applicable)	True copy of these documents needs to be submitted.
viii)	Bidder should not be blacklisted by any central & state Ministries/PSUs/Government departments and Govt boards.	Undertaking in respect of the same need to be submitted in the enclosed Performa (annexure-III)
ix)	General information	Duly filled, signed and stamped form (form-F) need to be submitted along with the supporting documents thereof.
x)	Acceptance of the EOI conditions	Duly filled, signed and stamped form (annexure-II) need to be submitted.
xi)	Details of Client Organization in respect of Work Experience Certificates/Work Order /MOU	Duly filled, signed and stamped form (form-J) need to be submitted. The form is a prerequisite for the verification of the details given against point (iv) above.

xii)	The bidder should not be insolvent, in receivership and bankrupt.	Undertaking from any of the schedule bank as notified from RBI, to be submitted(form-E)
xiii)	Power of Attorney (PoA)	Power of Attorney/Board Resolution of the person authorized for signing/submitting the Tender , to be submitted except in case of proprietorship firm if the same is signed by proprietor himself. In case of company, the Board Resolution is also required in addition to the POA.
xiv)	Notarized Affidavit for correctness of document /information	Duly filled, signed and stamped Annexure-H Is to be submitted.
xv)	Covering letter	Duly filled, signed and stamped covering letter (annexure-I) to be submitted
xvi)	Non-refundable Cost of EOI Document	Transaction details in respect of same is to be submitted

**Note: soft copy of all these documents to be uploaded in the online envida portal. Notarized Affidavit for correctness of document/information and Acceptance of the EOI conditions need to be submitted in hard copy also. failing in submission in any of the document in soft copy on portal as well as failing in submission of hard copy of two documents mentioned above shall lead to disqualification.**

#### **4.3. Eligibility criteria For Scope of work (C):- Manpower & Technical Support Agency (MTSA):**

<b>S N</b>	<b>Minimum Criteria</b>	<b>Supporting document (Mandatory Compliance &amp; Document Submission)</b>	<b>Maximum score</b>	<b>Scoring criteria</b>
i)	The agency should have at least 5 years in operations.	Certificate of incorporation with MCA /Trust/Society Registration certificate /Partnership deed /Date of issue of the GST certificate in case of proprietorship firm, to be submitted.	10	<ul style="list-style-type: none"> <li>❖ 5 years: 6</li> <li>❖ Above 5 to 10 years: 8</li> <li>❖ More than 10 yrs: 10</li> </ul>
ii)	Bidder should have minimum audited average annual turnover of INR 1 Crore (100 lakhs) from the skill development operations during the last three consecutive financial years 2022-23, 2023-24, 24-25	Certificate from Chartered Accountant on Turn Over in skill development sector (CA certificate with UDIN) in the enclosed form C and Audited Balance Sheets and Profit & Loss statement for last three years i.e. 2022-23, 2023-24, 24-25 <b>Note: Turnover only for the</b>	10	<ul style="list-style-type: none"> <li>❖ 100 lakh: 6</li> <li>❖ 101-500 lakh: 8</li> <li>❖ More than 500 lakh: 10</li> </ul>

		<b>skill development woks shall be considered and same should be mentioned and certified by the CA.</b>		
iii)	Bidder should have positive net worth as on the last day of audited preceding financial year (FY 2024-25)	Certificate (form-C) from the Chartered Accountant on Positive Net worth (CA certificate with UDIN).	10	10
iv)	<p>Bidder should have experience of successfully completed at least three skill development training projects in government sector during the last seven year in any one of the following sectors.</p> <p>a. Construction b. Electrical c. Electronics d. Plumbing</p>	<p>Documentary proof along with duly filed, signed and stamped form-A to be submitted: Copies of work order /completion certificate /MOU issued/with the client.</p> <p>Only the completed projects shall be considered, running projects shall not be considered.</p> <p>In case of submission of workorder/MOU, CA certificate for all the payments received including the final payment from the client in respect of the workorder/MOU is to be furnished. The certificate should clearly state payment received against each one of the projects.</p>	15	<p>❖ 3 projects: 10 ❖ 4-7 projects: 12.5 ❖ Above 7: 15</p>
v)	ISO certification	True copy of the ISO certificate in skill development sector need to be submitted.	5	5
vi)	Bidder should have tie up with minimum 10 companies for placements	Documentary proof and undertaking to be submitted.	10	<p>❖ 10 companies: 7 ❖ Above 10: 10</p>
vii)	Bidder should have an experience running at least 50 SSC(Sector Skill Councils) certified faculty	Documentary proof and undertaking to be submitted.	10	<p>❖ 50 faculty: 5 ❖ Above 50: 10</p>
Maximum Marks			70	

**Note: Only those bids would qualify for stage-2 (presentation) for empanelment that secure minimum 70% marks i.e. 49 marks against the above aggregate of 70.**

**Essential conditions:**

viii)	Legal status	<p>Bidder should be a</p> <ol style="list-style-type: none"> <li>1) Proprietorship firm</li> <li>2) Partnership firm</li> <li>3) Company under the Companies Act</li> <li>4) Society</li> <li>5) Trust</li> </ol> <p>Following documents, as applicable to be submitted in this regard</p> <p>Affidavit or any other document to prove Proprietorship status of the bidder;</p> <p>Partnership deed along with any amendments/supplementary deed;</p> <p>Memorandum &amp; Article of Association or certificate of incorporation containing name of the bidder;</p> <p>Trust or Society Registration</p>
ix)	<p>Statutory certificates:</p> <ol style="list-style-type: none"> <li>a) GST certificate</li> <li>b) PAN card</li> <li>c) EPF/ESIC</li> </ol> <p>(As applicable)</p>	True copy of these documents needs to be submitted.
x)	Bidder should not be blacklisted by any central & state Ministries/PSUs/Government departments and Govt boards.	Undertaking in respect of the same need to be submitted in the enclosed Performa (annexure-III)
xi)	General information	Duly filled, signed and stamped form (form-F) need to be submitted along with the supporting documents thereof.
xii)	Acceptance of the EOI conditions	Duly filled, signed and stamped form (annexure-II) need to be submitted.
xiii)	Details of Client Organization in respect of Work Experience Certificates/Work Order /MOU	Duly filled, signed and stamped form (form-J) need to be submitted. The form is a prerequisite for the verification of the details given against point (iv) above.
xiv)	The bidder should not be insolvent, in receivership and bankrupt.	Undertaking from any of the schedule bank as notified from RBI, to be submitted(form-E).



xv)	Power of Attorney (PoA)	Power of Attorney/Board Resolution of the person authorized for signing/submitting the Tender, to be submitted except in case of proprietorship firm if the same is signed by proprietor himself. In case of company, the Board Resolution is also required in addition to the POA.
xvi)	Notarized Affidavit for correctness of document /information	Duly filled, signed and stamped (form-H) Is to be submitted.
xvii)	Covering letter	Duly filled, signed and stamped covering letter (annexure-I) to be submitted
xviii)	Non-refundable Cost of EOI Document	Transaction details in respect of same is to be submitted

**Note: soft copy of all these documents to be uploaded in the online envida portal. Notarized Affidavit for correctness of document/information and Acceptance of the EOI conditions need to be submitted in hard copy also. failing in submission in any of the document in soft copy on portal as well as failing in submission of hard copy of two documents mentioned above shall lead to disqualification.**

**4.4 Those who qualify in the stage-A (aforesaid technical evaluation of the bidders), shall be called for the presentation (stage-B) consists of the 30 marks. Presentation shall be at NSL office at Okhla before the committee as constituted by the approving authority of the NSL. Securing 21 marks (70%) in the presentation(stage-B) is essential. Bidders shall prepare the presentation showcasing their capabilities in their area as detailed in the aforementioned scope of work.**

**4.5 The bidders achieving minimum 70% marks both in stage-A and stage-B shall be qualified for the empanelment.**

**4.6 Joint-venture / consortia of firms or companies and foreign bidders are not eligible to quote for the tender.**

**4.7 The bidders submitting experience certificate for the works done in joint venture (JV)/ consortium with other firms/companies, their proportionate experience to the extent of its share in the JV/consortium or work done by them shall only be allowed on submitting the valid proof of their share/work done.**

**4.8 Certificates in the name of other companies:**

a) Certificates of Subsidiary /Parent/Group Company/ Own work: Any company/ firm while submitting tender can use the work experience of its subsidiary company to the extent of its ownership in the subsidiary company. On the other-hand, the companies/ firms which intend to get qualified on the basis of experience of the parental company/group company/Own works shall not be considered. Further, the financial parameters of the subsidiary or parental company cannot be used bythe other one for qualification.

b) Merger/Acquisition of Companies: In case of a Company/firm, formed after merger and/ or acquisition of other companies/firms, past experience and financial parameters like turnover, profitability, net worth etc. of the merged/ acquired companies/firms will be considered for qualification of such Company/firm provided such Company/firm continues to own the requisite assets and resources of the merged /acquired companies/firms.

c) Demergers of companies: In case of companies/firms, formed after demerger of any company, past work experience and financial parameter like turnover, profitability, net worth etc. of the original company before demerger will be considered proportionately for qualification by the new demerged entity to the extent of its ownership in the requisite assets and resources of the original company. However, such consideration of past work experience and financial parameter shall only be allowed for a period of five years from the date of incorporation of the demerged entity.

4.9 The intending tenderer must read the terms and conditions of NSL carefully. He should only submit his tender if he considers himself eligible and he is in possession of all the documents required. Information and Instructions for Tenderers posted on Website(s) shall form part of Tender Document.

4.10 Those intending tenderers/contractors not registered on the website i.e., <https://nbcc.enivida.com> mentioned above with M/s RailTel, are required to get registered beforehand. If needed they can be imparted training on Online tendering process as per details available on the website i.e., <https://nbcc.enivida.com>. The intending tenderer must have class-III digital signature to submit the tender.

4.11 The Tender Document as uploaded can be viewed and downloaded free of cost by anyone including intending tenderer. But the tender can only be submitted on the e-tender website after having digital signature by the bidder and after uploading all the requisite scanned documents.

4.12 The bidders are advised in their own interest to submit their bid documents well in advance from last date/time of submission of bids so as to avoid problems which the bidders may face in submission at last moment/during rush hours.

However, after submission of the tender the tenderer can re-submit revised tender any number of times but before last time and date of submission of tender as notified.

4.13 Contractor is required to upload all the documents in pdf format.

4.14 Not with standing anything stated above, NSL reserves the right to assess the capabilities and capacity of the bidder to perform the contract, in the overall interest of NSL. In case, bidder's capabilities and capacities are not found satisfactory, NSL reserves the right to reject the EOI received.

5. The bidders(s) if required, may submit queries, if any, through E-mail and in writing to the EOI inviting authority to seek clarifications within 3 days from the date of uploading of EOI on website.

NSL will reply only those queries which are essentially required for submission of bids. NSL will not reply the queries which are not considered fit like replies of which can be implied/ found in the EOI Documents or which are not relevant or in contravention to EOI Documents, queries received after 3 days from the date of uploading of Tender on website, request for extension of time for opening of technical bids, etc. Technical Bids are to be opened on the

scheduled dates as far as possible. Requests for Extension of opening of Technical Bids will not be entertained.

6. The information should be submitted in the prescribed proforma. Bids with Incomplete/Ambiguous information are liable to be rejected

**7. All the uploaded documents shall be considered as duly signed by contractor/authorized representative.**

8. The bidders are advised to upload complete details with their bids as technical bid Evaluation will be done on the basis of documents uploaded on the website by the bidders with the bids. Please note no fresh document other than in the form of clarification/revision in respect of an already submitted document shall be accepted after last date of submission of bids.

**9. All the uploaded documents and forms should be signed by the authorized signatory.**

10. All the uploaded documents should be in readable, printable, and legible form failing which the Bids are liable for rejection. **All documents and certificates submitted with this EOI bid must be valid as of the last date of bid submission.**

11. The EOI must be submitted in English language only. All the documents including the supporting documents/ enclosures etc. must be fully legible. Supporting documents if in a language other than English must be accompanied by a certified English translated document. The English version shall prevail in matters of interpretation. EOI Documents which are not legible shall be rejected.

12. NSL reserves the right to reject any or all EOI received or cancel/withdraw the invitation for bid without assigning any reasons whatsoever thereof. The decision of the CEO, NSL in this regard shall be final and binding on all.

13. Confidentiality: The empaneled Business Partner and their personnel will not, either during the term or after expiration of this contract, disclose any proprietary or confidential information relating to the services, contract or business or operations of NSL or its clients without the prior written consent of NSL.

14. Canvassing in connection with the EOI invited is strictly prohibited, and such canvassed EOI submitted by the agency will be liable to be rejected.

## **15 BRIBERY AND CORRUPTION:**

Bidders are strictly prohibited from directly or indirectly (through intermediates or subcontractors) offering any bribe or undue gratification in any form to any person or entity and /or indulging in any corrupt practice in order to obtain or retain a business or contract.

Bidders are required to report any misconduct/violations/improper demands from NSL employees/ any third parties on account of empanelment or any other reason whatsoever may be to the Chief Executive Officer. All communication in this regard should be directed only to above as per below mentioned email id: [nsi@nbccindia.com](mailto:nsi@nbccindia.com), [sunil.pandey@nbccindia.com](mailto:sunil.pandey@nbccindia.com).

No Communication shall be encouraged to any other authority / external sources in this regard.

16. NSL Shall not be responsible for any negligence on the part of the bidder. Bidder need to check the documents before the submission.

The bidder shall ensure that it fulfils the eligibility criteria as desired in EOI and other terms & conditions. Compliance statement of Eligibility criteria with the documents submitted as a proof is to be prepared and submitted.

The EOI should be duly signed on each page by authorized person. Each page should be properly numbered. Documents authorizing such person must accompany the EOI. NSL reserves the right to reject out rightly any EOI unsupported by proof of the signatory's authority.

The EOI complete in all respects must be submitted with requisite information and annexure(s). The EOI should be free from ambiguity, change or interlineations. Incomplete EOI will not be considered and is liable to be rejected without making any further reference to agency/bidder.

**17. AMENDMENT OF BID DOCUMENT:**

At any time prior to the deadline for submission of proposals, NSL reserves the right to add/modify/delete any portion of this EOI document by the issuance of a Corrigendum, which would be published on the website and will also be made available to the all the bidders who has been issued the tender document. The Corrigendum shall be binding on all bidders and will form part of the bid documents.

Any amendment in the EOI document, if required, will be posted on website <https://nbcc.enivida.com/>.

All the applicants are therefore advised to regularly visit the website before submitting the EOI.

18. EOI received by post or any other mode after the closing date and time mentioned above shall not be considered. EOI(s) sent through TELEX/FAX/Email will not be entertained.
19. In case of any query, please contact Sh. Sh. Amit Singh, AGM (T) on 8527491213 or Sh. Manish Pareek, DGM(T) on 8527293368 during the Office hours.
20. In case of any query regarding participation in E-tendering, please contact helpdesk telephone no. of M/s Railtel Corporation of India Ltd.: 011- 49606060/8448288988 /8448288980 /9355030630.
21. EOI No. and Name of work along with applied category are required to be mentioned on the bid envelope.

Sd/-  
AGM (T)  
NSL