



NATIONAL PRODUCTIVITY COUNCIL
Dr. Ambedkar Institute of Productivity (AIP)
Chennai

Advertisement - Request for Quotation for Hiring of Instruments and Technical Support with Sector Expert Services for the Conduct of Mandatory Energy Audit Study

Tender No. AIP/EM/MEA/ASL/2025

Date: 03.07.2025

1. INTRODUCTION

National Productivity Council (NPC) is national level organization to promote productivity culture in India. Established by the Ministry of Industry, Government of India in 1958, it is an autonomous, multipartite, non-profit organization with equal representation from employers' & workers' organizations and Government, apart from technical & professional institutions and other interests. NPC is a constituent of the Tokyo-based Asian Productivity Organization (APO), an Inter-Governmental Body, of which the Government of India is one of the founder members.

NPC teams up with its clients to work out solutions towards accelerating productivity, enhancing competitiveness, increasing profits, augmenting safety and reliability, and ensuring better quality. It provides reliable database for decision-making, improved systems and procedures, work culture as well as customer satisfaction both internal & external. The solutions can be all-encompassing or specific depending on the nature of the problem. Promotional and catalytic in nature, NPC's services have bearings on economic growth and quality of life. The Council promotes a comprehensive view of productivity focused on improving triple bottom line – economic, environmental, and social and adds value for all the stake holders through generation & application of advanced knowledge for inclusive Growth. For further details, please visit our web site: www.npcindia.gov.in

Energy Management (EM) Division of NPC offers Consultancy / Training services since 1964. NPC has core strength of 30 EM professionals which include about 20 BEE certified Energy Auditors. The areas of expert services of this division are enlisted below:

- Energy Management and Audit in All Types of Industries, Commercial Buildings & Establishment, Power-Generating Plants, Distribution System.
- Water audit/ Balance study in all types of industries.
- Demand Side Management Potential with Focus on the Industrial Sector.
- To Strengthen Policy Aspects and Increase Public Awareness of Energy Conservation Issues Through Modular Training Programmers for Senior, Middle and Shop Floor Level Executives.
- Technological Up gradation and Resource Conservation in SME's Through Cluster Approach.

- Providing Technical Expertise Services to APO Member Countries in Energy Efficiency.
- Providing Hands on Training at Centre Excellence for Training in Energy Efficiency and Indo-Japan Project on Regional Energy Efficiency Centre at Dr. Ambedkar Institute of Productivity, Chennai, Sponsored By DIPP, with Support from BEE & NEDO, Japan.
- NPC has been conducting the Prestigious National Certification Examination for Energy Managers and Energy Auditors on Behalf of The Bureau of Energy Efficiency (BEE), Ministry of Power, India, Since 2004.

SECTION-1 Invitation of Techno-Commercial Proposals

1. Agency/Vendors are advised to study the document carefully. Online Submission shall be deemed to have been done after careful study and examination of the bid document with full understanding of its implications.
2. Not more than one RFQ shall be submitted by one bidder or bidders having business relationship. Under no circumstance will father and his son(s) or other close relations who have business relationship with one another (i.e., when one or more partner(s)/director(s) are common) be allowed to tender for the same contract as separate competitors. A breach of this condition will render the tenders of both parties liable to rejection.
3. Agency/vendors that have downloaded the tender from the NPC website www.npcindia.gov.in shall not tamper/modify the tender form including downloaded price bid template in any manner. In case if the same is found to be tampered/modified in any manner, tender will be completely rejected, and tenderer is liable to be banned from doing business with NPC.
4. Soft Copy of original instruments in respect of document, original copy of affidavits, and credit facility certificate must be emailed to the address as mentioned at Clause 6 (b).
5. Bids will be opened as per date/time as mentioned in the Clause 6 (c). After online opening of Technical-Bid the results of their qualification as well Price-Bid opening will be intimated.
6. Schedule for Invitation to Bid

a) Addressee and Address:

Shri.G.Sarvanan,
 Director & Head (AIP)
 National Productivity Council,
 6, Aavin Dairy Road, Ambattur Industrial Estate(North),
 Ambattur, Chennai-600050.
 Email: g.saravanan@npcindia.gov.in/ chennai@npcindia.gov.in

b) Name of the Contact Person for any clarification:

Smt. P. Chitra,
 Director -II& AEA,
 Energy Management Division,
 Email: p.chitra@npcindia.gov.in
 Ph: 9894541770

c) Important Dates:

The following table provides information regarding the important dates of the Bid process:

CRITICAL DATES SHEET

Published Date	07 th July 2025
Submission Start Date & Time	07 th July 2025 from 11:00 Hrs.
Submission End Date & Time	14 th July 2025 upto 15:00 Hrs.
Financial Bid Opening Date & Time	15 th July 2025 from 15:00 Hrs.

7. Proposal Submission Process

- i. Agency/vendor needs to submit the technical detail and financial quotation for above mentioned work as separate attachments through email. (Separate attachments in PDF format).
- ii. Technical Bid should contain signed & scanned copy of the advertisement inviting proposal, filled in Annexure-I and supporting documents.
- iii. The Financial quotations / bid should contain only the Annexure-II.
- iv. Please note that Agency/vendor need to submit the financial quotation (in PDF file format) with password protection.
- v. Both the bidding documents should be submitted via mail to p.chitra@npcindia.gov.in by marking a copy g.saravanan@npcindia.gov.in on or before the specified date and time.
- vi. After Bid Submission end date and time on successful qualifying the technical evaluation process, NPC will request (vide email: p.chitra@npcindia.gov.in) to share the password of financial bid for evaluation. The password to be shared through return email.
- vii. If the vendor does not meet the technical criteria(s), no email will be sent from NPC requesting to share the financial bid pass word.

8. Important Instructions

- i. The financial quote is to be as per Annexure-II and the professional fees with applicable taxes should be clearly mentioned.
- ii. All Travel (TO/FRO), lodging/ boarding charges is not in the scope of bidder, but it is in the scope of the Client for whom energy audit is to be carried out.
- iii. Even though proposal may satisfy the above requirements, the same may be disqualified for the following reasons:
 - If misleading or false representation of facts are made or deliberately suppressed in the information provided in the forms, statements, and enclosures of this document.
 - If they have a record of poor performance such as abandoning work, not properly completing the contract or financial failures/weaknesses.
 - If confidential inquiry reveals facts contrary to the information provided by the agency/vendor or unsatisfactory performance in any of their previous engagement.

- iv. All agencies must follow the project monitoring and quality review guidelines as decided by NPC on case-to-case basis.
- v. Any agency can be debarred if the performance during the execution of project or compliance to the guidelines is found to be unsatisfactory.
- vi. National Productivity Council reserves the right to accept or reject any or all the quotations either fully or partly at any stage without assigning any reason.
- vii. All the information collected during the process of study is strictly confidential and no part of the work to be reported anywhere.

Section-2 Technical Support Services to be provided to NPC:

1. NPC Chennai intends to conduct Mandatory Energy Audit study at location mentioned below.

S.No.	Unit Details	Plant Capacity
1.	M/s. The Andhra Sugars Ltd., Chlor-Alkali Plant, Saggonda.	400 TPD

2. Scope of Work:

The detailed scope of work pertaining to study includes the following. These services, including but not limited to following should be provided to NPC, Chennai by the successful AEA bidder:

- The Agency/vendor has to provide all the required energy audit instruments for electrical & thermal load evaluation at the project site along with technical qualified person to operate the instrument and complete the field study.
- The Agency/vendor is required to submit the field measurement and other data taken during the field study.
- The Energy Audit covers the major energy intensive equipment's such as Electrical Distribution Systems and Utilities, Motor Loading survey (above 50 HP – critical) Compressed air systems, Cooling Systems: cooling towers & chillers, Pumping systems (above 20 HP – critical) and Thermal systems and Utilities.
- Also, identification of technically and economically viable energy savings proposals. Verification of Form-1 and submission of Form-2 and Form-3 without the signature of selected / successful AEA bidder.
- Draft energy audit report with necessary documents as per Form-4 format of BEE shall be submitted through email to p.chitra@npcindia.gov.in on or before 11th August 2025 to NPC, Chennai.
- Final mandatory energy audit report with necessary documents as per BEE guidelines (Form-4 format) shall be submitted through email to p.chitra@npcindia.gov.in on or before 14th August 2025 to NPC, Chennai.

Technical Expert / Sector expert services required to identify and review of energy saving measures on various forms with cost benefit analysis (related to chlor-alkali production unit for advanced technology) and any other technical information or work as sought at site may be provided during the audit.

3. Pre-Qualified Selection Criteria:

The following pre-qualified criteria are essential for conducting the mandatory energy audit:

- Must be a qualified and Accredited Energy Auditor of Bureau of Energy Efficiency, Government of India (or) In case of agency, it should have AEA & name should be provided to NPC
- Must have carried out atleast one or two Mandatory Energy Audits in chlor-alkali industry under the PAT scheme and desirably carried out baseline study / M&V audit under PAT cycle in chlor-alkali industry.

Energy Audit study will be awarded to AEA primarily based on the above prequalified criteria as per BEE Guidelines and to the lowest bidder.

The Agency is expected to carry all the energy audit instruments for electrical, thermal and mechanical parameters measurements and skilled manpower for measurement and data collection as per the scope of work.

All energy audit instruments must be in possession of the agency at work site during the field study. All the instruments must have a valid calibration certificate. The same is to be submitted along with the field measurement report to NPC.

NPC would assess the technical proposal based on the above qualification criteria. The financial quotation would be opened only for the technically qualified agencies/vendors. Final Selection would be based on L1 (Least Cost System) criteria.

4. Payment & Other Terms:

100% payment only after completion of study, submission of final report, approval and payment received from the client.

Estimated Cost and Days:

Professional charges: **Rs. 1.62 Lakhs/- (Rupees One Lakh Sixty Five Thousand only)** exclusive of applicable GST @ 18% and the estimated days as follows:

In addition:

1. To & From 2nd AC Rail Ticket charges will be provided on submitting the tickets.
2. Suitable accommodation (with boarding & lodging) and local conveyance will be provided by the client.

Payment Terms:

- 100% Payment after approval of the report by the Client.

- Payment will be made after deducting TDS

You are requested to submit the RFPO on or before 14.07.2025, which comprises of the following.

- 1) Annexure I & II, attached separately by mail (as indicated in Section -1 & 2 above)
- 2) Documentary proof / evidence for the above pre-qualified criteria
- 3) Copy of AEA certificate / BEE Empanelment to NPC

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ANNEXURE-I

Format of Application for Submission of Technical Proposal

1.	Name of the company	
2.	Type of Organization (Please provide copies of Memorandum & Articles of Association, etc.)	
3.	Year of Establishment	
4.	Address of Corporate Office, Telephone/Tele fax Numbers, corporate email-ID and website URL name of the Applicant	
5.	Names, Address and Email IDs & mobile numbers of Authorized Representatives/contact persons	
6.	Name and addresses of Directors/Partners/Proprietors/Key Managerial Personnel	
7.	GST No. (Attach supporting documents)	
8.	Company or Firm PAN Number (attach supporting documents)	
9.	Detail of Applicant's Account 1. Bank Name & Branch 2. Account Name 3. Account Number 4. IFSC (Attach supporting documents)	
10.	Nature of present or previous association with NPC (if any) for providing similar or any other nature of service (Attach supporting documents)	

11.	List the business association/work executed /Any empanelment of Similar Nature. Provide Supporting Documents.(Minimum 2 - 3 Workorders)	
12.	Reference Name and contact details Persons in Client organizations for verification of credentials of the applying agency.	
13.	Details of Skilled Manpower for conducting the field Study: (Curriculum Vita of the team member to be attached)	
14.	List the instruments in possession as per the Scope: (Attach the calibration certificates of the instruments)	
15.	Have you been blacklisted/debarred by any of the Government Undertakings/Companies /Organizations, and if so, name of the i. Company as well as period of debarring and reasons thereof	

(Authorized Signature & Seal)

ANNEXURE-II

Format of Application for Submission of Financial Proposal

I, _____ an Accredited Energy Auditor with BEE and /or empaneled consultant with NPC, am interested in conducting the following MEA audit and the cost is as given below.

Plant	Location	Energy Audit Work	Actual No. of days	Cost exclusive of GST (Rs.)
M/s. The Andhra Sugars Ltd., - Chlor Alkali Plant, Saggonda.	West Godavari Dt., Kovvur (AP)	Field Study		
		Draft Report		
		Final Report		

Total Value In figures: In Words:	
Applicable Taxes (GST):	
Gross Total Value (incl. of GST) In figures: In Words:	

Send password protected file for the unit mentioned in section 2

Please attach a Copy of AEA Empanelment

(Authorized Signature & Seal)