TENDER DOCUMENT

REQUEST FOR PROPOSAL FOR DESIGN AND DEVELOPMENT OF UNIFIED/ SINGLE DESK PORTAL WITH ANNUAL TECHNICAL SUPPORT & MAINTENANCE FOR CLEAN ENERGY PROJECTS AND RENEWABLE ENERGY MANUFACTURING PROJECTS UNDER ANDHRA PRADESH INTEGRATED CLEAN ENERGY POLICY 2024

TENDER NOTICE NO.: NREDCAP/APICE Policy 2024/ Single Desk Portal/2026, Dt.21.07.2026

Issued by

New & Renewable Energy Development Corporation of Andhra Pradesh Limited (NREDCAP)

12-464/5/1, River Oaks Apartment,

CSR Kalyana Mandapam Road,

Tadepalli, Andhra Pradesh

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DISCLAIMER

The information contained in this RFP or any other information or document provided to the Bidders, whether verbally or in writing or in any other form, by or on behalf of the New & Renewable Energy Development Corporation of Andhra Pradesh Limited (NREDCAP) and its employees or advisors is provided to the Bidders on the terms and conditions set out in this RFP and such other terms and conditions subject to which such information is provided.

This RFP is not an agreement and further it is neither an offer nor an invitation by the Authorized Representative to the Bidders or any other Person. The purpose of this RFP is to provide the Bidders with information that may be useful to them in the preparation and submission of their Bids.

This RFP includes statements which reflect various assumptions and assessments arrived at by the Authorized Representative and their advisors for the Project. Such assumptions, assessments and statements do not purport to contain all the information that the Bidders may require. The information contained in this RFP may not be appropriate for all Persons and it is not possible for the Authorized Representative and their employees or advisors to consider the investment objectives, financial situation and particular needs of each Person who reads this RFP. The assumptions, assessments, statements and information contained in this RFP may not be complete, accurate, adequate or correct. Each Bidder should therefore conduct its own investigations and analysis and should check the accuracy, adequacy, correctness, reliability and completeness of the assumptions, assessments, statements and information contained in this RFP.

The information provided in this RFP is not intended to be an exhaustive account of statutory requirements and should not be regarded as a complete or authoritative statement of the law.

Except as provided in the RFP and the Agreement, the Authorized Representative and their employees and advisors make no representation or warranty and will have no liability to any Person, including any Bidder, under any law, statute, rules or regulations or tort or otherwise for any loss, damage, cost or expense which may arise from or that may be incurred or suffered on account of anything contained in this RFP, including the accuracy, adequacy, correctness, completeness or reliability of this RFP and any assessment, assumption, statement or information contained in this RFP or deemed to form part of this RFP.

It will be deemed that by submitting the Bid, a Bidder agrees and releases the Authorized Representative and their employees, agents and advisers, irrevocably, unconditionally, fully and finally from any and all liability for any claims, losses, damages, costs, expenses or liabilities in any way related to or arising from the exercise of any rights and/or performance of any obligations under this RFP and/or in connection with the Bid Process, to the fullest extent permitted by applicable law.

New & Renewable Energy Development Corporation of Andhra Pradesh Limited (NREDCAP) may, in its absolute discretion but without being under any obligation to do so, update, amend or supplement the information, assessment, statement or assumptions contained in this RFP. The issue of this RFP does not imply that the Authorized Representative is bound to qualify any Bidder or to award the Project to any Bidder. The Authorized Representative reserves the right to reject all or any of the Bids without assigning any reasons whatsoever.

GLOSSARY

In this RFP, unless the context otherwise requires, capitalised terms shall have the meaning given to them below.

Addendum or **Addenda**	means an addendum or addenda to this RFP.
Affected Party	means the Service Provider who is unable to perform its Contractual obligations due to a Force Majeure event.
Affiliate (or) Associate	means, in relation to an entity, a Person who Controls, or is Controlled by, or is under the common Control of the same Person who Controls such entity.
Annex	means an annexure to this RFP.
Annual Technical Support & Maintenance	means the 12-month period following the Design and Development phase during which the Service Provider shall provide operational support, bug fixes, enhancements, performance tuning, and ensure compliance with Service Level Agreements (SLAs).
Andhra Pradesh Integrated Clean Energy (ICE) Policy, 2024	means, the policy of state incentives/facilities announced by the state government vide G.O.Ms.No.37, Energy (Power – II) department, dated 30.10.2024 and amendments thereof, covering all the sectors mentioned in the policy, hereinafter referred as "AP ICE Policy 2024".
Approved	shall mean approved in writing including subsequent written confirmation of previous verbal approval and "APPROVAL" means approval in writing including as aforesaid.
Authorized Representative (or) Owner	New & Renewable Energy Development Corporation of Andhra Pradesh Limited (NREDCAP), authorized as Nodal Agency.
Bid	means a bid consisting of the Qualification Proposal and the Financial Proposal submitted by a Bidder for qualification and award of the Project, and **Bids** mean collectively, all the bids for the Project.
Bidder	means an interested Company which submits a Bid to the Authorized Representative in accordance with this RFP
Bid Document Fee	means the fee to be paid by the Bidder for purchasing and downloading this RFP in accordance with Clause 17.8.
Bid Due Date	means the last date for submission of the Bids specified in the Bid Schedule, as may be extended from time to time in accordance with Clause 40.
Bid Process	means the single-stage bidding process, with two sub-stages, undertaken by the Authorized Representative to award the Project to the Selected Bidder on the terms and conditions set out in this RFP. The Bid Process has commenced with the issue of this RFP and will end on the date that the Agreement is executed by the Selected Bidder for the Project.
Bid Schedule	means the schedule of the Bid Process set out in Clause 17.15, as may be

amended from time to time.

CERT-In Empaneled Auditor	refers to an auditing firm empaneled by the Indian Computer Emergency Response Team (CERT-In), authorized to conduct cybersecurity audits and issue security clearance certificates for government IT systems.
Chartered Accountant	means a person practicing in India or a firm whereof all the partners practicing in India as a Chartered Accountant(s) within the meaning of the Chartered Accountants Act, 1949.
Clause	means a clause of this RFP.
Clean Energy Project(s)	means and includes projects which generate electricity using renewable and sustainable sources, aiming to minimize environmental impact and reduce dependence on fossil fuels as approved by the Ministry of New & Renewable Energy, Government of India. These projects include Solar, Wind, Wind-Solar Hybrid, Pumped Storage Projects (PSP), Mini and Small Hydro, Battery Energy Storage Systems (BESS), Green Hydrogen & its derivatives, Biofuels (CBG and Ethanol), and Electric Vehicle Charging Infrastructure (EVCI).
Commercial Operation Date (COD)	for the purposes of the AP ICE Policy 2024, shall refer to actual time/ period, a project is completed after achieving all the defined milestones and begins commercial operations for Clean Energy Project(s) (Solar, Wind, Wind-Solar Hybrid, Mini and Small Hydro, PSP, BESS, EVCI).
Companies Act	means the (Indian) Companies Act, 1956 or the (Indian) Companies Act, 2013, as amended from time to time, as the context may require.
Company	means a Company incorporated under the Companies Act or a foreign Company incorporated under the relevant statute of its jurisdiction.
Confidential Information	means any technical, financial, business, or proprietary information shared by either party during the course of the project. This includes, but is not limited to, documents, designs, source code, configurations, and data shared by the Service Provider with NREDCAP, or any sensitive information shared by NREDCAP with the Service Provider. All such information shall be treated as confidential unless explicitly stated otherwise.
Conflict of Interest	has the meaning ascribed to it in Clause 18.2.
Contract	shall mean the Agreement between the Owner and the Service Provider for the execution of the works.
Contract Agreement	means the legally binding agreement executed between NREDCAP and the Selected Bidder, incorporating all terms, conditions, and obligations outlined in the RFP.
Tender Document(s)	mean collectively the RFP and the Contract Agreement. The aforesaid documents and any addenda issued subsequent to this RFP Document will also form a part of the Tender Documents.
Control	means, with respect to a Person: (a) the ownership, directly or indirectly, of more than 50% of the voting shares of such Person; or

(b) the power, directly or indirectly, to direct or influence the management and policies of such Person by operation of law, Contract or otherwise,

and the term Controlled shall be construed accordingly.

Day	means a day of 24 hours from midnight to midnight irrespective of the number of hours worked in that day.
Date of Commencement of Commercial Production (DCP)	for the purposes of the AP ICE Policy 2024, shall refer to actual time/ period of commercial production for RE Manufacturing Project(s) (Solar, Wind, Battery, Electrolyzer) and for Green Hydrogen & its derivatives, and Biofuels Projects.
Design and Development	refers to the initial phase of the project, spanning 3 months, during which the Service Provider shall conceptualize, architect, build, test, and deploy the Version-0 and Version-1 systems of the Unified/Single Desk Portal.
Earnest Money Deposit	means the bid security that must be submitted by a Bidder along with its Bid in accordance with Clause 32.
Effective Date	means the date on which the work of the project shall commence, as per the terms of the Contract Agreement. All project milestones and deliverables shall be calculated from this date, referred to as "D" in the RFP.
Eligibility Criteria	means the eligibility criteria set out in Clause 18 that a Bidder is required to satisfy (in addition to the Qualification Criteria), to be qualified for evaluation of the Financial Proposal.
e-Governance projects	means the initiatives undertaken by the government to use information and communication technology (ICT) for delivering public services, improving administrative efficiency, enhancing transparency, and enabling effective interaction among government, citizens, businesses, and employees.
e-Procurement Portal	means the e-procurement portal of the Andhra Pradesh available at the following url: www.apeprocurement.gov.in
Financial Bid (or) Financial Proposal (or) Price Bid	means the Quoted Price submitted by the Service Provider for the complete Scope of Work as per the format provided under Schedule of Rates (SOR).
Financial Capacity	means the financial capacity and strength of the Bidder, as determined in accordance with Clause 19.2.
Financial Score	means the score awarded to a Bidder based on its Quoted Price, calculated using the formula defined in Clause 49.6.
Financial Year	means the Financial Year commencing from the first day of April of any calendar year and ending on the thirty-first day of March of the next calendar year
GoI	means the Government of India.
LOA	means the letter of award that will be issued by the Authorized Representative to the Selected Bidder in accordance with Clause 53.

Net worth	has the meaning ascribed to it in Clause 19.2 (b).
Non-Peak Hours	means the time period outside Peak Usage Hours, including weekends and holidays, during which the Unified/Single Desk Portal experiences relatively lower user traffic.
Notice In Writing (or) Written Notice	means a notice in written, typed or printed characters sent (unless delivered personally or otherwise proved to have been received by the addressee) by registered post to the latest known private or business address or registered office of the addressee and shall be deemed to have been received in the ordinary course of post it would have been delivered.
NREDCAP	means New & Renewable Energy Development Corporation of Andhra Pradesh Limited, the nodal agency responsible for implementing the Unified/Single Desk Portal and coordinating with various government departments.
Office Memorandum	means the Office Memorandum F.No.6/18/2019-PPD dated 23 July 2020 issued by the Ministry of Finance, Department of Expenditure, Public Procurement Division, Government of India to amend Rule 144 of the General Financial Rules along with all subsequent amendments and clarifications.
Officer-In-Charge	means the authorized representative appointed by NREDCAP to monitor the progress of the project, conduct monthly reviews, and provide feedback for improvements during the Contract period.
Operational Guidelines – AP ICE Policy, 2024	Operational Guidelines – Integrated Clean Energy (ICE) Policy, 2024 means the guidelines issued by the State Government for implementation of the Andhra Pradesh Integrated Clean Energy (ICE) Policy, 2024, vide G.O.Ms.No.26, Energy (Power–II) Department, dated 28.02.2025, and amendments thereof, hereinafter referred to as 'Operational Guidelines – AP ICE Policy, 2024'.
Peak Usage Hours	means the time period between 9:30 AM and 6:00 PM on Working Days during which the Unified/Single Desk Portal is expected to experience maximum user traffic and system load.
Performance Security	has the meaning ascribed to it in Clause 33.
Person	means any individual, company, corporation, partnership, joint venture, trust, society, sole proprietor, limited liability partnership, co-operative society, government Company, unincorporated organization or any other legal entity.
PPA	Power Purchase Agreement
Project Developer / Developer	is a Company responsible for managing the development of Clean Energy Project(s) or RE Manufacturing Project(s) or Solar Park or REZ or REMZ from inception to completion and also manages the operations of such projects.
Pre-Bid Meeting	means the meeting to be held in accordance with Clause 23.2, as may be amended from time to time.

Preferred Bidder	means the Bidder which: (a) meets the Qualification Criteria and the Eligibility Criteria; and (b) has the Best Quality and Cost Based Selection (QCBS) Score.
Project Manager	means the individual appointed by either NREDCAP or the Service Provider to oversee the progress of the Unified/Single Desk Portal. Each party shall designate one Project Manager responsible for coordination, review, and approval of project-related activities.
PSA	Power Supply Agreement
Qualification Criteria	means the qualification criteria set out in Clause 19 that a Bidder is required to satisfy (in addition to the Eligibility Criteria), to be qualified for evaluation of the Financial Proposal.
Qualification Proposal	means the proposal to be submitted by each Bidder to demonstrate that it meets the Eligibility Criteria and the Qualification Criteria as set out in Clause 18 and Clause 19.
RE Manufacturing Project(s)	refers to industrial undertakings that design, produce, and assemble components, systems, or equipment related to renewable energy technologies, such as: Solar photovoltaic (PV) panels/ modules, Wind turbines and components, Hydroelectric power equipment, Geothermal energy systems, Biomass and bioenergy technologies and Energy storage systems. The AP ICE Policy, 2024 covers Solar photovoltaic (PV) panels/ modules, Solar cells (including backward integration), Wind Turbines, battery and electrolyzers manufacturing only.
RBI Reference Rate	means the Reserve Bank of India reference rate as available on https://www.fbil.org.in/.
RFP	means this request for proposal dated DD.MM.YYY along with its Annexes and includes any Addenda, if issued.
Rupees or INR	means Indian Rupees, the lawful currency of India.
Schedule of Rates (SOR)	means the detailed financial format provided in the RFP, where the Bidder quotes the base price, applicable taxes, and Total Contract Value for both Design & Development and Annual Technical Support & Maintenance phases.
Scheduled Bank	means a bank as defined under section 2(e) of the Reserve Bank of India Act, 1934, as amended from time to time.
Scope of Work	has the meaning ascribed to it in the RFP.
Section	means a section of this RFP.
SIPB	State Investment Promotion Board
SIPC	State Investment Promotion Committee
State Government/ GoAP	means the Government of Andhra Pradesh
State Nodal Agency	means New & Renewable Energy Development Corporation of Andhra

(SNA)	Pradesh Ltd (NREDCAP) designated as SNA.
Technical Capacity	means the technical capacity and experience of a Bidder, as determined in accordance with Clause 19.1.
Tender	means the process whereby Owner invite bids for Projects/ Works/ Facilities that are submitted within a finite deadline by the Bidder.
Quoted Price (or) Total Contract Value	means the aggregate financial value of the Contract, including the GST, comprising the price quoted for 'Design & Development' and 'Annual Technical Support & Maintenance' phases in the Financial Proposal for executing the complete Scope of Work under this RFP.
Selected Bidder (or) Service Provider (or) Vendor	means the entity selected by the Authorized Representative for award of the Project through this RFP process to design, develop, and deploy the Unified/Single Desk Portal and also provide Annual Technical Support & Maintenance services as per the scope defined in the RFP.
Version-0 System	means the initial prototype of the Unified/Single Desk Portal developed by the Service Provider, demonstrating the complete functional ecosystem prior to final deployment.
Version-1 System	means the final deployed version of the Unified/Single Desk Portal, post user acceptance testing and security audit, which goes live for public and departmental use.
Week	means a period of any consecutive seven days.
Working Day	means any day which is not declared to be holiday or rest day by the Owner.

Tender Particulars

Sl. No.	Particular	Description
1	Department Name	New & Renewable Energy Development Corporation of Andhra Pradesh Limited (NREDCAP)
2	Office	The VC & Managing Director, NREDCAP
3	Tender Number	RfP No. **NREDCAP/APICE Policy 2024/ Single Desk Portal/2026, Dt.21.07.2026**
4	Tender Subject	Request for Proposal (RfP) for Design and Development of Unified/ Single Desk Portal with Annual Technical Support & Maintenance for Clean Energy Projects and Renewable Energy Manufacturing Projects under Andhra Pradesh Integrated Clean Energy Policy 2024
5	Tender Type	Open tender
6	Tender Category	Competitive bidding
7	Bidding Process	Single Stage, Two Part (Techno-Commercial and Financial Bid) Competitive Bidding Process.
8	Bidding Portal	AP e-Procurement Platform
9	Bid Size	• A Bidder can place only one Bid.
10	Bidding Parameter	• Preferred Bidder who achieves the highest score, as determined using the Quality and Cost Based Selection (QCBS). • The QCBS formula shall give 70% weightage to Technical Score and 30% weightage to Commercial Score.
11	Tender Validity Period	**180 Days** from the Bid Deadline date (Bid Due Date), as may be extended.
12	Bid Security/ Earnest Money Deposit (**EMD**)	As specified in the Bid document and in accordance with the prescribed Format, proposals would need to be accompanied by a Bid Security in Indian Rupees for an amount of **INR 50,000 (Indian Rupees Fifty Thousand only)** and valid for 30 days **beyond the Tender Validity Period, i.e., 180 days +30 days.** **Firms claiming Exemptions for EMD shall submit valid UDYAM registration, containing NIC – as mentioned in the Clause 30.2, as on the last date of Bid submission.** The EMD/ Bid Security shall be kept valid for 30 days beyond the Tender Validity Period of 180 days (i.e., 180 days + 30 days) including any extensions in the Proposal Validity Period and would be required to be further extended, if so required by NREDCAP. Any extension of the validity of the Bid Security as requested by NREDCAP shall be provided by the agency in a minimum of seven calendar days prior to the expiry of the validity of the Bid Security,

Sl. No.	Particular	Description
		being extended.
13	Bid Document Fee	The Bidder shall pay an amount **of INR 25,000/- (Indian Rupees Twenty-Five Thousand only)** and applicable taxes as levied by the Govt. of India as Bid Document fee online in AP e-Procurement portal in favor of NREDCAP. The Bid Document fee is non-refundable.
14	Performance Security (PS)	• The value of the Performance Bank Guarantee (PBG)/ Insurance Surety Bond shall be an amount of 5% of the Total Contract Value as per Clause 33.1. • The Performance Security shall remain valid for the entire duration of the Contract, and for an additional period of three months (90 days) beyond the Contract expiry date. • The Successful Bidder needs to furnish Performance Bank Guarantee from any of the Scheduled Banks including Nationalized Banks recognized by the Reserve Bank of India (RBI). • The Insurance Surety Bond shall be from an Insurer as per guidelines issued by Insurance Regulatory and Development Authority of India (IRDAI) as amended from time to time.
15	Transaction Fee	All the participating Bidders who submit the bids have to pay a transaction fee levied on AP e Procurement Portal. This amount is non-refundable.
16	Issue of RfP	23.07.2026 from 17:00 Hours
17	Pre-Bid Meeting/Last date for submission of queries	06.08.2026 from 11:00 Hours shall be physical at NREDCAP Head Office at Tadepalli.
18	Last date for replies to queries	14.08.2026 from 17:00 Hours
19	Bid Document Download End Date	24.08.2026 from 17:00 Hours
20	Bid Due Date (Bid Submission Deadline)	24.08.2026 from 17:00 Hours
21	Opening of Qualification Proposal	26.08.2026 from 17:00 Hours
22	Financial Bid Opening date	07.09.2026 from 15:00 Hours
23	Place of Tender Opening	O/o NREDCAP, Tadepalli
24	Contact Officer	The Vice Chairman and Managing Director, NREDCAP
25	Address/	The Vice Chairman and Managing Director, NREDCAP

Sl. No.	Particular	Description
	E-mail id	12-464/5/1, River Oaks Apartments, CSR Kalyana Mandapam Road, Tadepalli, Andhra Pradesh Email: we@nredcap.in;
26	Telephone Nos.	0863-2347650/51/52/53/54
27	Procedure for Bid submission	The Bidder shall submit his/her response through Bid submission to the tender on e-Procurement Platform at https://tender.apeprocurement.gov.in by following the procedure given below. The Bidder would be required to register on the e-Procurement Platform https://tender.apeprocurement.gov.in and submit their Bids online. Offline Bids shall not be entertained by the Tender Inviting Authority for the tenders published in e-Procurement Platform. The Bidders shall submit their Technical Bid, Price Bid, etc., in the online standard formats displayed in e-Procurement website. The Bidders shall upload the scanned copies of all the relevant certificates, documents, etc., in support of their Eligibility Criteria/ Technical Bid/ EMD and other certificate/documents in the e-Procurement website. The Bidder shall sign on the statements, documents, certificates, uploaded by him/her, owning responsibility for their correctness/ authenticity. The Bidder shall attach all the required documents specific to the RfP after uploading the same during Bid submission as per the RfP and Bid documents. EMD/ Bid Security, to be submitted by the Bidder shall be as per Clause 32 of this RfP.
28	Instructions to Bidders	Hard Copies: **Bidders shall submit hard copies of EMD (Original BG/ Insurance Surety Bond) and Technical Bid to the address mentioned in the respective clause of this Bid document before 26.08.2026, 13:00 Hrs.** **Bidder shall not submit hard copy of FINANCIAL BID to NREDCAP. It shall be uploaded only on AP e-Procurement Platform. Submission of Financial Bid in unsealed/ sealed hardcopy, whether along with Technical Bid or submitted**

Sl. No.	Particular	Description
		separately, may render the Bidder liable for disqualification. The Bidder shall upload the entire required documents specific to the Bid document in the e-Procurement Platform duly signing each and every document. The Bidder shall submit the hard copies of the Technical Bid to the Authorized Representative either personally or through courier or post before the timelines as indicated in this Tender document. Bidders shall also upload scanned copies of these **documents** (BG towards EMD/ Bid Security) as part of the Qualification Criteria of Bid on the e-Procurement Platform. All the Bidders shall invariably upload the scanned copies of BG/ Insurance Surety Bond in e-Procurement Portal, and this will be one of the key requirements to consider the Bid responsive. The Authorized Representative will not take any responsibility for any delay in receipt/non-receipt of original Certificates/ Documents from the Successful Bidder before the stipulated time. On receipt of documents, the Authorized Representative shall ensure the authenticity of certificates/documents uploaded by the Bidder in e-Procurement Platform, in support of the Qualification Criteria before concluding the Agreement.
29	Uploading	Financial Bid shall be uploaded at the commercial stage available on the e-Procurement Platform which has an encryption facility. The Bidder shall AVOID zipping 2 (two) versions of the same Financial Bid into a single folder. In case the Authorized Representative finds multiple versions of the same Financial Bid in a single zip folder, such Bids are liable for rejection by the Authorized Representative. **Bidder shall not submit hard copy of FINANCIAL BID to NREDCAP. It shall be uploaded only on AP e-Procurement Platform. Submission of Financial Bid in unsealed/ sealed hardcopy, whether along with Technical Bid or separately, may render to disqualification of the Bidder.**

SECTION 1: INTRODUCTION

1. BACKGROUND

Power Sector is a critical infrastructure element required for the smooth functioning of the economy. An efficient, resilient, and financially healthy power sector is essential for growth and poverty reduction. The availability of reliable, quality, and affordable power helps in the rapid agriculture, industrial and overall economic development of the state. The energy requirement in Andhra Pradesh is expected to increase significantly from the present energy requirement and hence Government of Andhra Pradesh has placed significant emphasis on meeting the energy requirements through substantial contribution from renewable energy.

To achieve and lead the country's net-zero ambitions, GoAP has notified the Andhra Pradesh Integrated Clean Energy (ICE) Policy, 2024 (vide G.O.Ms.No.37, Energy (Power-II) Department, dated 30.10.2024). The policy is designed to attract large-scale clean energy investments and aims to add over 160 GW of renewable energy capacity, mobilize ~INR 10,00,000 crore of investments, and generate an estimated 7,50,000 jobs (direct and indirect), positioning Andhra Pradesh as a national clean-energy hub and advancing the state's self-reliant economic growth agenda.

The policy highlights the need for a single-window clearance system to streamline approvals and improve the Speed of Doing Business. For the envisaged renewable capacity addition to materialize, it is imperative that the process for getting the necessary approvals for setting up projects are streamlined and expedited. It is felt that creation of Unified/ Single Window Clearance System for Clean Energy Project(s) and renewable energy manufacturing projects would be useful in achieving this objective.

This initiative will encourage the Developers for quick implementation of their projects and to streamline the regulatory processes at a Single Point. New & Renewable Energy Development Corporation of Andhra Pradesh (NREDCAP), Government of Andhra Pradesh is planning to provide an Online Unified/ Single Desk Portal for Project Developers to file their applications for getting various clearances for setting up of Clean Energy Project(s) and renewable energy manufacturing projects as per the Andhra Pradesh Integrated Clean Energy Policy, 2024.

Unified/ Single Desk Portal services for NREDCAP is a concept to provide all services to Project Developers, with minimum interface with departments, in a transparent manner, within specified time leading to hassle free approvals.

2. OBJECTIVES

2.1. Provide an online single window interface for Project Developers to file their applications for getting various clearances for setting up Clean Energy Project(s) and Renewable Energy Manufacturing Projects under the Andhra Pradesh Integrated Clean Energy Policy, 2024.

2.2. Accelerate project execution by having minimum interface with departments and streamline the regulatory processes and approvals at a Single Point.

2.3. Create a centralized database for all the project details.

2.4. Implement an online workflow-based system for processing the proposals/ Applications from Developer(s).

2.5. Ensure transparency, visibility, and accountability in the overall setup of projects.

2.6. Enable real-time, role-based dashboards for easy monitoring of clearance progress across departments.

2.7. Facilitate Developer(s) to apply through Unified/ Single Desk Portal to avail incentives under Andhra Pradesh Integrated Clean Energy Policy, 2024.

3. SCOPE OF WORK

The Service Provider will be responsible for the end-to-end design, development, deployment, testing, operation and maintenance of a state of art and secure Unified/ Single Desk Portal to streamline the approval and clearance processes for Clean Energy Project(s) and Renewable Energy Manufacturing Projects.

As a part of the Unified/ Single Desk Portal, facility will be provided to the Developer(s) to apply and track online for the various approvals from the various departments for getting the permissions/ approvals through an online interface. The Portal shall deliver end-to-end digital clearances, SLA-bound workflows, a unified status tracker, real-time dashboards, and an auditable trail across departments.

3.1. Interface to the Developer(s) for Online filing & tracking of application:

(a) Provision will be given for Registration of Project Developer(s) with Portal, and a unique ID will be issued to each Registered Developer.

(b) Provision for Registered Project Developer(s) to submit application for resource allocation of proposed Clean Energy Project(s) and Renewable Energy Manufacturing Projects through Unified/ Single Desk Portal.

(c) For all the submitted applications, the portal shall generate a Unique Project Identification Number, which Developer(s) shall note the same for all future communication and tracking of application until the award.

(d) At every stage of the application, e-mail, SMS and WhatsApp message being sent to the Project Developer(s) and the officer in charge next in the workflow/ processing stage.

(e) Provision to Developer(s) to upload necessary supporting project specific documents at each stage of the application, based on the type of department clearance or approval being sought.

(f) Once the application is submitted in the system, it will be routed to the NREDCAP workflow as defined in Annexure A.

(g) The Portal shall include a Know Your Incentive and Incentive Calculator module to help Developers identify possible incentives under AP ICE Policy 2024. The module shall provide indicative eligibility and estimated incentive value based on data entered by the Developer, subject to final verification and approval by NREDCAP and competent authorities.

3.2. Interface for Nodal Agency NREDCAP for routing the applications to concerned department (after Pre-Scrutiny)

(a) Nodal agency is provided online interface with secured user account including digital certificate or e-sign where they can login into the interface to see the list of requests filed by various Developers.

(b) After scrutiny of the application, the NREDCAP authorized personnel updates the clearance status in the system.

(c) Provision will be given to NREDCAP officials to update through the portal to request any additional information or clarify any shortfalls from the Developer(s).

(d) Provision shall be made for automatic system-generated communications, including e-mail, SMS and WhatsApp alerts, to Developer(s) for seeking any shortfall of information or further clarifications, as required.

(e) Developer(s) shall be able to submit required clarifications, responses, and information through the portal and/or through approved WhatsApp-based workflows integrated with the portal. Any response, clarification, or information submitted through WhatsApp shall be automatically captured, tagged to the relevant application/request, and stored in the portal with sender details, timestamp, communication trail, attachments, and audit logs.

(f) Once the application status is updated in the system, the request will be routed to the concerned department workflow.

3.3. **Interface for all concerned departments for processing the application:**

(a) The Unified/ Single Desk Portal shall support two scenarios:

(i) Departments with existing portals: The Unified/ Single Desk Portal shall integrate with departmental portals through secure APIs. All actions taken in the departmental portal shall automatically sync back to the Unified/ Single Desk Portal in real time.

(ii) Departments without existing portals: Department officials shall be provided secure login credentials to the Unified Portal to view, process, and take actions on applications directly.

(b) The integration shall support bidirectional data flow. Any action taken by the Department in its own portal, as well as any update or submission made by the Developer(s) in the Unified/Single Desk Portal, shall be reflected in the respective departmental portal through API-based synchronization.

(c) In both the scenarios, the Unified Portal shall trigger system-generated alerts (SMS, WhatsApp, and email) whenever an action or update is recorded, whether the action originates from the departmental portal or the Unified Portal.

(d) Department officials shall conduct due diligence based on the information submitted by the Developer(s) and update the status, along with necessary remarks.

(e) The system shall allow Department officials to request additional information or clarifications from Developer(s). These requests shall flow through the Unified Portal and be delivered through system notifications and alerts.

(f) The Service Provider shall be responsible for developing integration adapters, API connectors, middleware, error logs, retry mechanisms, reconciliation reports, API health dashboards, and data synchronization mechanisms. NREDCAP shall facilitate coordination with departments, while the technical implementation of integration shall be undertaken by the Service Provider based on APIs or alternate integration mechanisms made available by the concerned departments.

3.4. **Workflows for Clean Energy and Renewable Energy Technologies:**

(a) The Clean Energy and Renewable Energy Manufacturing Project encompasses various technologies, each requiring a defined workflow to be implemented within the Unified/ Single Desk Portal. The workflows are provided at Annexure A for reference.

(b) The Portal shall provide an admin-configurable workflow engine allowing NREDCAP to configure departments, approval stages, role assignments, document checklists, timelines, escalation levels, notification templates, and status labels without requiring major code changes.

3.5. **Interface for Application Tracking:**

(a) Provision will be given to Developer(s) to track their application status.

(b) Status of the application with each department.

3.6. **Interface for NREDCAP to track milestones achieved by Developer(s):**

(a) Provision should be given to Developer(s) to submit the monthly/ quarterly progress report to NREDCAP on a regular basis on the Unified/ Single Desk Portal.

(b) The Portal shall persist and version all progress submissions and provide a dashboard that enable NREDCAP to monitor whether the Developer meets the project milestones as per the timeline defined in the Andhra Pradesh Integrated Clean Energy Policy, 2024.

(c) Each milestone shall have a defined timeframe, and NREDCAP should be able to track if the Developer has achieved the milestone within the timeframe.

3.7. **Claiming Incentives**

(a) The AP ICE Policy, 2024 provides financial incentives to support the development of Clean Energy Project(s) and Renewable Energy Manufacturing Projects.

(b) Developer(s) who wish to avail incentives must file separate claims for each of the incentives through Unified/ Single Desk Portal invariably within the stipulated time frame.

(c) Provision shall be made in the system to verify whether all Developer(s) have valid Professional Tax registration and pay the professional tax as per G.O.Rt.No.664 Revenue (Commercial Taxes II) Department Dt.24/08/2020.

(d) Provision will be given to all Developer(s) to fill out the Common Application Form for claiming incentives and file other corresponding forms and certificates, as applicable.

(e) Provision will be given to NREDCAP to evaluate the applications submitted by the Developer(s) for claiming incentives and take the required action, along with adding remarks.

(f) Provision will be given to NREDCAP to forward the applications to the relevant Government Departments if the subsidy requires further scrutinization.

(g) Applicants must be able to see the real time status of their application on the Unified/ Single Desk Portal Interface, based on the actions taken by NREDCAP and other department officials.

3.8. **E-mail and SMS/ WhatsApp Gateway Integration:**

(a) E-mail and SMS/ WhatsApp alerts to Developer(s) at all stages of the application processing.

(b) E-mail and SMS/ WhatsApp alerts to all concerned officers.

(c) E-mail and SMS/ WhatsApp alerts to Developer(s) in case of any shortfall of information.

(d) The system shall also support WhatsApp-based interaction, in alignment with the Government of Andhra Pradesh's WhatsApp Governance initiatives, wherever enabled and approved by NREDCAP.

(e) The portal shall remain the primary and authoritative system of record for all requests, responses, submissions, documents, clarifications, timestamps, status changes, approvals, and audit trails.

3.9. **Payment Gateway Integration**

(a) Developer(s) shall pay all applicable fees and charges to NREDCAP and other concerned departments/authorities, if any.

(b) Payments related to NREDCAP: The Unified/ Single Desk Portal should enable the Developer(s) to make payments directly to NREDCAP through the integrated payment gateway. Payments are accepted through Net banking, UPI and Cards as well.

(c) Payments related to other departments/ authorities: For payments related to departments other than NREDCAP, the Developer shall pay the fees and charges to the respective authorities as per the payment guidelines of the department. After paying the fees and charges, the Developer shall submit the payment details and receipts to NREDCAP through the Unified/ Single Desk Portal.

(d) E-mail and SMS/ WhatsApp message alerts to Developer(s) and relevant authorities at all stages of the Payments.

3.10. **MIS Reports**

(a) Drilled down reports, including but not limited to, Department-wise project lists and their respective statuses, District-wise project list, Investor-wise project status, Land parcels allotted & available district wise, etc.

(b) Any other reports desired by the Departments.

(c) Monthly/ Quarterly status reports, including but not limited to, No. of applications processed, approvals received, allocation of capacities and resources, land parcels available, total investments, total employment generated and realized capturing the status of Clean Energy Project(s) and Renewable Energy Manufacturing Projects under AP ICE Policy 2024 to the Energy Department, Government of Andhra Pradesh.

3.11. **Classification of activities**

(a) Maintenance of the application: The Vendor should maintain the web-based application including the database(s). The source code of the project will remain property of NREDCAP. The overall duration of the project is 15 months (3 months for Design & Development and the next 12 months for Annual Technical Support and Maintenance).

(b) Conducting trainings to designated department officials who will in turn train other department officials: The Vendor would train the users in the newly developed modules as and when required or released. The Vendor shall provide hand on assistance to the users to resolve any operational doubts as and when needed when the portal is in operation.

3.12. **Scope and Policy Adherence**

(a) The Scope of Work specified herein is indicative in nature and shall not be construed as exhaustive. The selected bidder shall be responsible for designing, developing, implementing, and maintaining the Unified/Single Desk Portal in full compliance with the provisions, regulations, and requirements stipulated under the Andhra Pradesh Integrated Clean Energy (ICE) Policy, 2024, notified vide G.O.Ms.No.37, Energy (Power-II) Department, dated 30.10.2024, and the Operational Guidelines for AP ICE Policy, 2024, notified vide G.O.Ms.No.26, Energy (Power-II) Department, dated 28.02.2025, including any amendments, modifications, clarifications, or subsequent orders issued by the Government from time to time. Any requirement necessary to ensure such compliance shall be deemed to form part of the Scope of Work, whether expressly specified herein or otherwise.

SECTION 2: TERMS OF THE CONTRACT

4. TIME FRAME AND VALIDITY OF THE CONTRACT

4.1. The total duration of the Contract shall be 15 months, comprising 3 months for design and development, followed by 12 months of Annual Technical Support and Maintenance.

4.2. The extension of the Contract beyond 15 months may be considered on an annual basis, subject to the satisfactory completion of services.

5. OBLIGATION OF BIDDER(S)

5.1. The Service Provider shall develop a portal to ensure its effective day-to-day operational usage. The Scope of Work includes support and maintenance of the application-related modules for a period of 12 months.

5.2. The Service Provider shall debug and resolve operational problems and perform error handling during application usage by the users.

5.3. The Service Provider shall provide hands-on assistance to NREDCAP and other Departments to resolve any operational doubts as and when needed while the application is in use.

5.4. The Service Provider shall designate one of the resources as the Team Lead, who will serve as the single point of contact for the day-to-day maintenance and management of the applications. The Team Lead shall also collate feedback and coordinate action on them.

5.5. The Project Manager shall visit NREDCAP, Vijayawada once every week and as and when required for periodic review of the project. Similarly, NREDCAP shall separately designate a Project Manager on its side.

5.6. The Project Manager from either side shall be responsible for reviewing the ongoing and consistent operation of the application, authorizing software changes subject to written approval from the competent authority and recording all relevant MIS data-related changes to ensure smooth application operation.

5.7. The status of the project shall be reviewed by the Officer-in-Charge once every fortnight, along with the respective Project Managers from both sides, and the review shall be duly recorded. Suitable improvement areas, suggestions as suggested by the Officer-in-Charge shall be incorporated/ improved upon by the Service Provider accordingly. NREDCAP reserves the right to terminate the Contract in line with the termination clause mentioned in Clause 16.2, in case the feedback of the Service Provider, its services or the discipline so expected is not found satisfactory during the performance of the Contract.

5.8. The Service Provider shall be responsible for ensuring data integrity. The Service Provider shall identify the type and nature of any data errors and provide corresponding reports to the concerned users for correction and resubmission. Data shall be corrected only upon confirmation from the respective user(s).

5.9. For any interface software routines through which data is populated from other systems into the application software, the Service Provider shall provide support and maintenance for the interface, provided it remains compatible with the database structure of the application software.

5.10. The Service Provider and its manpower involved in the support and maintenance of the application software shall maintain the confidentiality of all data, logic, and any other matters related to NREDCAP.

5.11. The software engineers must possess knowledge and hands-on experience in programming. They should be well-versed in the deployment of web applications on database servers and application servers, along with a sound understanding of system-level operations and operating systems.

5.12. The team appointed by the Service Provider shall adhere to NREDCAP's duty hours and holiday calendar. However, in exceptional cases, the team may be required to work beyond regular working hours and on holidays.

5.13. All intellectual property rights and data generated, submitted, or stored in any form within this ecosystem shall remain the sole property of NREDCAP.

5.14. Any use of the application outside the defined ecosystem shall require prior written approval from NREDCAP.

5.15. The Service Provider will not have the right to use or reproduce the software in whatsoever manner, even after the end of this Contract.

5.16. The Service Provider shall safeguard and keep the Confidential Information of NREDCAP in confidence. The Service Provider shall not, without the prior written consent of the NREDCAP, disclose Confidential Information to any person or entity except to the Service Provider's employees, officers and directors who have a need to know such Confidential Information for the purpose and who are bound by the confidentiality obligations. The Service Provider shall ensure that each of such employees, officers and directors are made aware of the nature of the Confidential Information and shall at all times remain liable for the wrongful disclosure by such persons. Further, the Bidder shall ensure not to disclose the Confidential Information to its affiliates, Holding Company/ Parents as well as Group Companies.

5.17. The Service Provider shall warrant the satisfactory performance of all system components developed and delivered under the Contract for the entire duration of the Contract period. The service provider shall extend full operational and maintenance support for these system components during the maintenance period and shall be responsible for rectifying any bugs or defects identified during this period.

5.18. The Service Provider is responsible for and obliged to conduct all contracted activities in accordance with the Contract using state-of-the-art methods and economic principles and exercising all means available to achieve the performance specified in the Contract.

5.19. Additionally, the Service Provider is expected to advise and keep NREDCAP informed of current trends and best practices in the market in relation to the application software and components being used by NREDCAP.

5.20. The Service Provider must share the following documents to NREDCAP:

(a) Detailed Project Plan

(b) System Requirement Specification (SRS) document containing detailed requirements and analysis including functional requirement, interface specifications, application security requirements, hardware requirements, infrastructure requirements for hosting.

(c) Design documents based on the requirements, for review & sign-off.

(d) Test Cases, and User Acceptance Testing.

(e) The Service Provider shall prepare detailed Training Manuals and Administration Manuals for the Unified/ Single Desk Portal. The Service Provider shall also ensure that any changes or enhancements made during the tenure of the Contract are appropriately incorporated and updated in the documentation.

(f) Deployment document detailing the data backup strategy and recovery policy to ensure system resilience and continuity.

(g) The Vendor shall provide the complete and unencrypted source code, including all libraries, configurations, build files, along with related documentation, at two points:

(i) at the time of Unified/ Single Desk Portal delivery,

(ii) at the end of the Annual technical support and maintenance period, incorporating all enhancements, patches, and changes made during this phase.

All intermediate changes made during the Annual Technical Support and Maintenance period shall be properly versioned and documented and included in the final handover. NREDCAP shall retain full rights over all versions of the source code.

In the event of any major interim releases during the maintenance phase (e.g., new module deployments), the Vendor shall provide the updated version of the source code within 10 Working Days of release, if requested by NREDCAP.

The comprehensive documentation shall include, but not limited to: functionality descriptions, process flow diagrams, deployment and operational procedures, Version history/ change log.

(h) Security audit clearance certificate from a CERT-In Empaneled Auditor.

(i) Cyber Security Audit to be conducted by a CERT-In Empaneled Auditor as per the timeline defined in Clause 34.

(j) Service Level Agreement Report along with incident tracker on monthly basis during the Annual Technical Support & Maintenance period.

5.21. **Annual technical support and maintenance**

The Vendor is expected to manage and maintain the Portal in English. The Vendor is required to perform the following activities but not limited to: -

(a) Annual Technical Support and Maintenance will be provided by the Service Provider, from the date of completion of Design & Development phase.

(b) The Vendor shall provide a dedicated Project Manager during the period of the Contract. The Project Manager from Vendor's side shall be present for discussions, important meetings and should act as one point contact.

(c) Maintenance of Portal: -

(i) Removal of bugs/ Rectification of errors: The Vendor will remove the bugs that are already identified/ will be identified during the Contract period.

(ii) Enhancements/Module Development (Software Change requests): The Vendor will enhance or modify the existing code as per changes in requirements, business rules, as and when required by NREDCAP. Development of any new modules or enhancements pertaining to the portal will be the responsibility of the Vendor. Such requirements will be considered as a Change Request (CR). Development for CRs requiring approximately 10 man-days of effort will be carried out by the Vendor. In the event that a CR requires more than 10 man-days of effort, the same will be mutually agreed upon.

(iii) Performance tuning: The Vendor will review the existing code and modify so as to increase the performance efficiency of the application. For example, Monitoring server capacity and optimizing portal load times to ensure high performance. A detailed report of proposed changes and risks involved along with the implications will be handed over to NREDCAP and approval will be sought before making necessary changes.

(iv) Data validation/ correction: During the tenure of the Contract, as and when required, the Vendor would perform data validation/ correction to enable smooth operations of the Unified/ Single Desk Portal.

(v) Generate new pages or reports, and modify existing ones as per the user's requirements, to ensure the proper functioning of the portal.

(vi) Implement necessary changes to the portal in response to legal or statutory updates.

(vii) The Vendor shall ensure that the portal consistently meets the agreed-upon Service Level Agreement as defined in the Clause 12.2(b).

(viii) All portal pages, including new ones, must be developed and maintained within the Content Management System (CMS). The use of static HTML pages should be avoided.

(d) All developments must be free from known vulnerabilities and bugs.

(e) All portal updates shall be time-bound. Generally, the Vendor is required to provide support for the portal from Monday to Friday, between 9:30 AM and 6:00 PM. However, to comply with certain statutory and regulatory requirements, support may occasionally be needed beyond regular hours or on public holidays. In such cases, prior intimation will be provided to the Vendor.

(f) Annual Technical Support (ATS) will primarily be provided off-site. However, in case of urgent requirements, the Vendor shall be required to deploy an on-site support team during the Contract period.

(g) Application patch management, patch updates, and upgrades must be taken care of by the Vendor.

(h) The selected Vendor must maintain the integrity of the site against spam, ransomware, hackers, viruses, and electronic attacks via firewalls, security software, passwords, etc.

(i) The Vendor is to assist during the security audit and resolve all vulnerabilities found during the audit.

(j) Other Conditions:

(i) Any additional work/ design/ development/ requirement, etc., which is not mentioned in this document but is operationally essential and may arise during the execution of work/ design/ development/ testing/ hosting/ deployment/ maintenance of the portal, needs to be covered by the Service Provider.

(ii) The Service Provider is required to provide a turn-key solution, including the supply of tools, installation and development of the required software, hardware specifications, and all necessary accessories and services for the commissioning of the system (related to hardware and software of the portal).

(iii) The development and implementation of the portal must be carried out exclusively by the Vendor’s in-house team, without any sub-Contracting.

(iv) The Service Provider shall be prepared to accommodate any changes to the portal that may arise during the period between the preparation of this document and the commissioning of the system, provided such changes fall within the scope of the project.

(v) The system should be scalable and robust to support concurrent users.

(vi) Provision shall be made for automatic daily backups of the portal, including all data. On an annual basis, the Vendor shall provide backup of the source code including data to NREDCAP.

(vii) The Vendor shall provide maintenance and troubleshooting support throughout the Annual Technical Support and Maintenance period.

(viii) The Vendor shall provide a Content Management System (CMS) to manage all portal-related services and content.

(ix) The system shall be built to ensure 99.9% uptime of the portal, operating 24×7 without interruption.

(x) The system shall maintain logs of all activities performed by users.

(xi) The portal should be free from the top 10 vulnerabilities as identified by the Open Web Application Security Project (OWASP).

(xii) Government of India policies under the Digital India initiative shall be adhered to for cloud development.

(xiii) The Contract value shall encompass all costs related to design, development, deployment, operations, maintenance, training, and final handover.

(xiv) The Vendor shall retain the entire system—including the fully operational portal, source code, configurations, and database—for a minimum period of 45 days following the closure of the Contract.

(xv) The Unified/Single Desk Portal shall be primarily hosted at the Andhra Pradesh State Data Centre/APSDC or any other hosting environment designated by NREDCAP/ITE&C Department/APTS. Cloud hosting shall be permitted only with prior written approval of NREDCAP and the competent authorities of ITE&C/APTS, and only through MeitY-empanelled India-based cloud infrastructure. The Service Provider shall not host, store, process, replicate, or transfer any application data outside India or on any non-approved infrastructure.

(xvi) The Vendor should primarily comply with the Information Technology, Electronics and Communications (ITE&C) requirements of Andhra Pradesh when developing a portal for Andhra Pradesh government agencies.

(xvii) The Service Provider shall implement a Helpdesk and Ticket Management System integrated with the Portal. The system shall support ticket creation, categorisation, priority assignment, SLA tracking, officer assignment, escalation, closure confirmation, feedback, and MIS.

6. PROPOSED TECHNOLOGY

6.1. The Bidder shall be required to propose the technology stack along with the proposed solution during the technical presentation stage.

6.2. In the event of being declared the Successful Bidder, the Vendor shall clearly specify the proposed technologies in the Detailed Project Plan (DPP) and the System Requirement Specification (SRS) document to be submitted to NREDCAP as specified in Clause 5.20(a) and Clause 5.20(b) respectively.

6.3. The Vendor is required to host the Unified/Single Desk Portal on the AP State Data Centre.

7. LICENSES

7.1. All Software licenses & tools (like Database, application server etc.) required for the development and hosting of the proposed Unified/ Single Desk Portal, shall be arranged by the Service Provider without any additional cost to NREDCAP. However, if the software is open source, then a stable version should be identified and used by the Service Provider, and the documentation of the same shall be provided during the security audit.

7.2. License for services from other portals and 3rd parties shall be provided by the Service Provider to NREDCAP as a part of the Contract, if required for the use of portal.

7.3. The Licenses used shall be perpetual and in the name of NREDCAP.

8. QUALITY AND LEGAL COMPLIANCE

8.1. The portal should comply with the Guidelines for Indian Government Websites (GIGW). These guidelines address the entire lifecycle of a website, web portal, or application - from its conceptualization to design, development, maintenance, and management. http://darpg.gov.in/sites/default/files/Guidelines_for_Government_websites_0_0.pdf

8.2. In case of using Open-Source Software, the Government of India has notified the 'Policy on Adoption of Open-Source Software for Government of India' in the Gazette of India on 02.04.2015, which must be followed for adoption of Open-Source Software in all e-Governance systems.

8.3. Compliance with the policies under the Compendium of Policies for Digital India.

8.4. The Vendor shall ensure that the system complies with the Information Technology Act, 2000, including all subsequent amendments, notifications, rules and subordinate regulations currently in force.

8.5. Compliance with W3C's (World Wide Web Consortium) Web Content Accessibility Guidelines (WCAG) for ensuring website/ portal accessibility for persons with disabilities.

9. TESTING AND SECURITY AUDIT

9.1. The Vendor is expected to perform comprehensive testing of the portal as part of the project scope.

9.2. The test plans, test cases and results will be shared by the Vendor with NREDCAP.

9.3. The Vendor must facilitate a user acceptance testing environment for NREDCAP.

9.4. Security audit to be done by a Cert-In empaneled firm.

9.5. The Vendor must resolve all security vulnerabilities found during the security audit.

10. INTELLECTUAL PROPERTY OF PORTAL

10.1. The Intellectual Property Rights of the Unified/ Single Desk Portal shall rest with NREDCAP.

10.2. The Vendor will provide the source code of the application to NREDCAP at the time of portal delivery and at the end of the Annual technical support and maintenance period.

11. MINIMUM QUALIFICATIONS & NUMBER OF RESOURCES

The following are the minimum qualifications and experience required for resources involved in designing, developing, and maintaining the proposed applications. The team composition should consist of the following members.

S. No.	Role	No. of Resources	Qualification
1.	Project Manager	1	MBA and B.Tech* (or) MCA with minimum 10 years of experience in IT/ System development
2.	Solution Architect cum Database Administrator	1	B.Tech. (or) MCA with at least 8 years of experience in Solution Architecture and Database Administrator
3.	Sr. Software Developer	1	B.Tech. (or) MCA with minimum 8 years of development & IT solution experience
4.	Software Developer	1	B.Tech. (or) MCA with minimum 6 years of development & IT solution experience
5.	Business Analyst	1	MBA (or) MCA (or) B. Tech (or) MSc (in IT/CS) with at least 3 years of overall experience
6.	QA Lead – Tester	2	B.Tech. (or) MSc (in IT/CS) (or) MCA with minimum 3 years of experience in Software Testing
7.	UI/UX designer	1	B.Tech. (or) MSc (in IT/CS) (or) MCA

*Wherever B.Tech is specified in the qualification criteria, B.E. shall be treated as an equivalent qualification

12. SERVICE LEVEL AGREEMENT

12.1. Purpose and Duration of SLA

The SLA purpose is to enforce a Contract between the Service Provider and NREDCAP. The Service Level Agreement (SLA) shall remain in effect throughout the entire 15-month Contract period, covering both the design and development phase as well as the support and maintenance period of the Unified/Single Desk Portal.

The Selected Bidder must comply with Service Level Agreements (SLAs) to ensure adherence to project timelines, quality and availability of services.

12.2. Penalty Clauses

If the Service Provider fails to deliver the required services due to reasons attributable to them—such as system non-functionality, inaccessibility of the web portal or application, or non-availability and attrition of technical or operational personnel—the applicable cumulative penalty shall be imposed as outlined below. This penalty will be applied during the payment processing for the respective milestone.

(a) Service Level Requirements during the Design & Development Phase:

Sl. No.	Service Level Objective	Definition	Penalty
1	Submission of Key Documents as mentioned in Clause 34	This will be measured as the difference between the planned milestone date and the actual date of completion. This service level will be regularly monitored and measured based on the agreed and finalized project plan.	For each document delayed: • Up to 2 Weeks delay: 0.05% of the milestone payment - linked to "Submission of key documents", as per Clause 35.1 - will be deducted for each Week of delay. • Beyond 2 Weeks delay: 0.5% of the milestone payment – linked to "Submission of key documents" as per Clause 35.1- will be deducted for each Week of delay.
2	Delay in Go-Live	The delivery of the Solution, Modules, and Application deployment—including Live Run and Go-Live—will be measured by calculating the difference between the planned activity date and the actual delivery date. This measurement is applicable for Live Run and Go-Live activities only.	Penalty as indicated below: • Up to 2 Weeks of delay: 2% of the milestone payment – linked to the achievement of Go-Live – will be deducted for each Week of delay. • Beyond 2 Weeks of delay: 4% of the milestone payment – linked to the achievement of Go-Live – will be deducted for each Week of delay. • The total penalty shall be capped at a maximum of 10% of the Total Contract Value (Contract Value here indicates the value of the Contract during the Design and Development of Unified/ Single Desk Portal). • If the total penalty exceeds the ceiling of 10% of the Total Contract Value of Design and Development of Unified/ Single Desk Portal: In such cases, NREDCAP reserves the right to cancel the Contract and forfeit the Performance Guarantee.

(b) Service Level Requirements for the Annual Technical Support & Maintenance Phase:

(i) Service Levels for Issue Resolution Efficiency/Operational Support

Definition	Time in which a complaint /query/ service request is resolved after it has been reported by the User to the post go-live support team of the Service Provider.
Service Level Requirements	Each query may have a varying impact on business functionality. Therefore, queries have been categorized as follows: (a) Severity Level 1 (Outage): Queries related to issues with the highest business impact, where the user is unable to perform their regular work. For example: Inability to log into the system due to software errors, Application not responding or crashing, Critical functionality is not working, and Major security breaches or vulnerabilities. (b) Severity Level 2 (Critical): Issues that affect non-critical functionality or degrade the performance of the portal but do not completely prevent its use, and where the user is partially able to perform their regular work. These issues may cause inconvenience to users or reduce efficiency but do not cause major disruptions. For example: User can log in and perform most tasks, but is unable to: • Approve or disapprove a specific document or task on screen, • Upload mandatory documents required for workflow completion, • Certain features or pages are not functioning correctly, • Performance issues causing slow page load times, • Minor security vulnerabilities without immediate risk. (c) Severity Level 3 (Urgent): Queries related to issues with minimal or negligible business impact, typically involving cosmetic changes. These issues do not disrupt normal operations and can be addressed during regular maintenance. For example: • Changing the font style or size on a screen, • Updating the nomenclature of a menu item • Modifying the format or layout of reports • Adjustments to screen elements that do not impact the performance of the application. The Selected Bidder should provide service within following timeline:

<table>
<tr><td></td><td>Type of Query - Maximum Resolution time allowed:
Severity Level 1 (Outage) – 4 Hours
Severity Level 2 (Critical) – 10 Hours
Severity Level 3 (Urgent) – 24 Hours</td></tr>
<tr><td>Maximum Resolution Time (MRT):</td><td>The maximum resolution time shall be defined as the maximum time to resolve the complaint /query/ service request from the time of its reporting.</td></tr>
<tr><td>Metric Name</td><td>$$\text{Resolution Time} = \frac{\text{No. of calls closed within the Maximum Resolution Time}}{\text{Total No. of calls received in the Month}} * 100\%$$</td></tr>
<tr><td>Measurement Frequency</td><td>Monthly</td></tr>
<tr><td>Penalty for non-achievement of SLA</td><td>
<table>
<tr><th>Resolution Time</th><th>Penalty</th></tr>
<tr><td>>95%</td><td>No Penalty</td></tr>
<tr><td>>90%-95%</td><td>5% of the monthly payment</td></tr>
<tr><td>>85%-90%</td><td>7% of the monthly payment</td></tr>
<tr><td><=85%</td><td>10% of the monthly payment</td></tr>
</table>
</td></tr>
</table>

(ii) Service Level for Portal Availability, Change Requests and Security Breach or loss of data: Below Table describes the penalty clauses

<table>
<tr><th>S. No.</th><th>Description of Service Item</th><th>Measurement Methodology</th><th>Measurement Frequency</th><th>Breach Level</th><th>Penalty</th></tr>
<tr><td>1</td><td>Portal Availability: The Service Provider shall ensure that all relevant events are logged and that such logs are made accessible to NREDCAP in a readable format for review and reporting purposes.</td><td>$Availability\ (\%) = \left\{1 - \left(\frac{Portal\ downtime}{Total\ Time}\right)\right\} \times 100$

• Total Time in the Month shall be measured as continuous uptime – i.e., (24 hours/day) x (number of days in the month). For example, for a 30-day month, the</td><td>Monthly</td><td><99.9 %</td><td>• A base penalty of 2% of the monthly payment will apply if availability falls below 99.9%.
• For every additional 1% (or part thereof) drop in availability below 99.9%, an additional 1% penalty shall be levied.
• Penalty Structure:
<table>
<tr><th>Availability in a month</th><th>Penalty</th></tr>
<tr><td>>=99.9%</td><td>No Penalty</td></tr>
<tr><td><99.9% and >=98.9%</td><td>2% + 1% = 3%</td></tr>
</table>
</td></tr>
</table>

<table>
<tr><th>S. No.</th><th>Description of Service Item</th><th>Measurement Methodology</th><th>Measurement Frequency</th><th>Breach Level</th><th>Penalty</th></tr>
<tr><td></td><td></td><td>total time = 24 hours x 30 days = 720 hours.
Portal Downtime shall be measured from the time the portal become unavailable (due to any reason attributable to the Service Provider) to the time it becomes fully accessible again to the end user.
Planned Downtime, if required, may be scheduled during non-peak hours (12:01 AM to 6:00 AM), but only with prior written approval from NREDCAP. Such approved downtime shall not be counted toward unavailability
For the purpose of calculation of Portal</td><td></td><td></td><td><table><tr><td><98.9% and >=97.9%</td><td>2% + 2% = 4%</td></tr><tr><td><97.9% and >=96.9%</td><td>2% + 3% = 5%</td></tr></table>and so on.
Illustration: If, in a 30-day month, the Portal Downtime attributable to the Service Provider is 10 hours and 48 minutes, the downtime shall be converted into hours as follows:
Downtime = 10 + (48 / 60) = 10.80 hours.
Total Time in the month = 24 hours × 30 days = 720 hours.
Availability (%) = (1 – 10.80 / 720) × 100 = 98.5%.
If availability = 98.5%, then drop = 1.4%, which is now rounded up to 2% drop. So, penalty = 2% + 2% = 4% of monthly payment.</td></tr>
</table>

S. No.	Description of Service Item	Measurement Methodology	Measurement Frequency	Breach Level	Penalty
		Availability, the downtime shall be computed in hours. Any downtime recorded in hours and minutes shall be converted into equivalent hours and rounded off to two decimal places. • For example, if the downtime is 4 hours and 52 minutes, the same shall be converted as follows: Downtime = 4 + (52 / 60) = 4.8667 hours, rounded off to 4.87 hours. The rounded downtime figure, up to two decimal places, shall be used for computing Portal Availability as per the formula specified above.			

<table>
<tr><th>S. No.</th><th>Description of Service Item</th><th>Measurement Methodology</th><th>Measurement Frequency</th><th>Breach Level</th><th>Penalty</th></tr>
<tr><td>2</td><td>Change Requests (if any) — applicable only to requests requiring less than or equal to10 man-days of effort.</td><td>All approved change requests requiring effort of 10 man-days or less shall be completed within the mutually agreed timeline. NREDCAP shall mutually agree on a timeline with the Maintenance & Support Team of the Service Provider.</td><td>Monthly</td><td>A breach shall be deemed to have occurred if the Vendor fails to complete the change request within the agreed timeline, regardless of the number of days committed (e.g., 5, 8, or 10 days).</td><td>

A penalty of 2% of the monthly payment shall be levied for failure to complete the change request within agreed timeline. An additional 2% shall apply for every subsequent delay of one Week (or part thereof).
Penalty Structure:

<table>
<tr><th>Delay beyond agreed timeline</th><th>Penalty</th></tr>
<tr><td>Up to 1 Week</td><td>2% of monthly payment</td></tr>
<tr><td>>1 Week and <= 2 Weeks</td><td>2% + 2% = 4%</td></tr>
<tr><td>> 2 Weeks and <= 3 Weeks</td><td>2% + 2%+ 2% = 6%</td></tr>
<tr><td>And so, on</td><td>Add 2% for each extra Week.</td></tr>
</table>

Example: If a change request was due in 8 days and was completed in:

<table>
<tr><td>9 – 15 days</td><td>2% penalty</td></tr>
<tr><td>16 – 22 days</td><td>4% penalty</td></tr>
<tr><td>23 – 29 days</td><td>6% penalty</td></tr>
</table>
</td></tr>
</table>

<table>
<tr><th>S. No.</th><th>Description of Service Item</th><th>Measurement Methodology</th><th>Measurement Frequency</th><th>Breach Level</th><th>Penalty</th></tr>
<tr><td>3</td><td>Security Breach or loss of data</td><td>The Service Provider shall ensure that all relevant events are logged and that such logs are made accessible to NREDCAP in a readable format for review and reporting purposes.</td><td>Monthly</td><td>>0</td><td>
• A penalty of 5% of the monthly payment shall be levied for each instance of security breach or data loss, regardless of severity.
• Penalty Structure:
<table>
<tr><th>No of security incidents in a month</th><th>Penalty</th></tr>
<tr><td>0</td><td>0%</td></tr>
<tr><td>1</td><td>5% of monthly payment</td></tr>
<tr><td>2</td><td>10% of monthly payment</td></tr>
<tr><td>3</td><td>15% of monthly payment</td></tr>
<tr><td>4 and above</td><td>5% of monthly payment x Number of breaches in the month</td></tr>
</table>
</td></tr>
</table>

(iii) SLA Monitoring, Penalty Computation and Payment Terms for the Service Level agreed for Maximum Resolution Time, Portal Availability, Change Requests and Security Breach or loss of data:

- Payment Terms: The selected Vendor shall be paid on a quarterly basis upon submission of an invoice and subject to performance evaluation against defined Service Level Agreements (SLAs) as defined in Clause 35.1.

- SLA Monitoring Frequency: The SLA parameters (Maximum Resolution Time, Portal Availability, Change Requests and Security Breach or loss of data) shall be monitored and evaluated on a monthly basis to ensure timely identification of non-compliance.

- Definition of Monthly Payment for Penalty computation: For the purpose of SLA penalty calculations, the monthly payment shall be treated as one-third (1/3rd) of the total quarterly payment. However, the Vendor payments during Annual Technical Support & Maintenance shall be quarterly as defined in Clause 35.1.

- Penalty Computation: Penalties shall be calculated on a monthly basis for each SLA breach as per the penalty structure defined in Clause 12.2(b)(i)(ii). The total cumulative penalties for the three months of the quarter shall be computed and deducted from the Vendor's quarterly payment.

- Illustration (Using the scenario of portal availability as an example): If the quarterly payment is Rs. 3,00,000, the 'Monthly Payment' for penalty computation will be Rs. 1,00,000. Assuming portal availability is as follows:

Month	Availability	Penalty %	Penalty Amount
April	99.4%	3%	Rs. 3,000
May	98.6%	4%	Rs. 4,000
June	97.2%	5%	Rs. 5,000
Total			**Rs. 12,000**

The total penalty for the quarter = Rs. 12,000. Hence, the Vendor will be paid Rs. 3,00,000 – Rs. 12,000 = Rs. 2,88,000 in the quarter comprising the months April, May, and June.

- Note: If the cumulative SLA penalty in respect of the Service Provider equals or exceeds 10% of the applicable monthly payments for two consecutive months, the performance of the Service Provider will be considered as unsatisfactory and can be terminated. The decision of termination lies with NREDCAP . In such cases, NREDCAP reserves the right to cancel the Contract Agreement (CA) and forfeit the Performance Guarantee.

(iv) Service Level for Application Performance Requirement:

- The average application response time during Peak Usage Hours, as measured within the server environment, shall not exceed 5 seconds.

- The average application response time for each page during Non-Peak Hours should not exceed 10 seconds.

(v) Exclusions/ dependencies: No penalty shall be applicable in cases where downtime or performance issues arise due to factors beyond the Vendor's control, such as infrastructure or connectivity failures, Force Majeure events, or defaults attributable to third parties. The SLA and associated penalties shall apply solely to downtime resulting from software or application issues that fall within the Vendor's scope of implementation. For example, if the uptime of a particular equipment or application is impacted due to the non-availability of power—which lies outside the Vendor's responsibilities—the duration of the service outage caused by such power failure shall be excluded from uptime calculations. NREDCAP shall have the sole authority to determine whether any downtime or performance issue qualifies for exclusion under this clause, and the decision of NREDCAP in this regard shall be final and binding on the Service Provider.

13. DEFAULT IN CONTRACTS OBLIGATION

13.1. In case of any default or delay in performing any of the Contract obligation, NREDCAP reserves the right to forfeit the Performance Security and recover the actual damages or loss from the Service Provider but in any case, total liability of the Service Provider under this Contract shall not exceed Total Contract Value. The limitation of liability shall not apply to claims arising from fraud, wilful misconduct, gross negligence, breach of confidentiality, data breach, infringement of intellectual property rights, or violation of applicable law.

13.2. In addition to the above clause, NREDCAP reserves the right to terminate the Contract—either in full or in part—by issuing a written notice of default to the Service Provider. This termination may be carried out without affecting any other legal remedies available to NREDCAP in case of a breach of Contract.

(a) if the Service Provider fails to deliver any or all of the Work as required by NREDCAP or

(b) if the Service Provider fails to perform any other obligation(s)/duties under the Contract or

(c) if the Service Provider, in the judgment of NREDCAP has engaged in corrupt or fraudulent practices in competing for or in executing the Contract.

14. FORCE MAJEURE

14.1. Force Majeure refers to any event, circumstance, or combination of events listed below that wholly or partially prevents or unavoidably delays the Affected Party from fulfilling its obligations under this Agreement. This applies only if, and to the extent that, such events or circumstances are beyond the reasonable control—directly or indirectly—of the Affected Party, and could not have been avoided even with the exercise of reasonable care or adherence to Prudent Utility Practices:

(a) Act of God, including but not limited to lightning, fire (not caused by the Service Provider's negligence), explosions originating from sources external to the site, earthquakes, volcanic eruptions, landslides, unprecedented floods, cyclones, typhoons, or tornadoes.

(b) Any act of war (whether declared or undeclared), invasion, armed conflict or act of foreign enemy, blockade, embargo, revolution, riot, insurrection, terrorist or military action, quarantine.

(c) Radioactive contamination or ionizing radiation originating from a source in India or resulting from another Force Majeure Event mentioned above.

14.2. Force Majeure Exclusions

Force Majeure shall not include:

(a) any event or circumstance which is within the reasonable control of the Parties,

(b) and the following conditions, except to the extent that they are consequences of an event of Force Majeure:

(i) Unavailability, late delivery, or increased cost of hardware, software, development tools, or third-party IT services required for the implementation and maintenance of the Unified/ Single Desk Portal.

(ii) Non-performance resulting from inadequate system maintenance, outdated software frameworks, failure to apply necessary security patches or upgrades, or performance degradation due to lack of optimization or scalability planning for the Unified/ Single Desk Portal.

(iii) Strikes occurring at the facilities of the Vendor or the Affected Party.

(iv) Insufficiency of finances or funds, or the agreement becoming onerous to perform.

(v) Non-performance caused by, or connected with, the Affected Party's:

- Negligence, willful misconduct, or omissions in project execution or service delivery;
- Failure to comply with applicable Indian laws, regulations, or IT policies; or
- Breach of, or default under, the terms of this Contract Agreement.

(c) Normal rainy seasons and monsoon

(d) Transport strikes or logistical disruptions that do not materially affect the delivery of critical IT hardware, networking equipment, or on-site deployment components for the Unified/ Single Desk Portal shall not constitute Force Majeure.

14.3. Force Majeure and Impact on Project Timelines

(a) If the Vendor is unable to meet its obligations under this Contract due to a Force Majeure event, those obligations will be temporarily suspended during the period the Force Majeure event continues.

(b) The Affected Party must inform NREDCAP in writing within 7 days of the start of the Force Majeure event. This notice should include:

(i) A clear explanation of what happened,

(ii) Proof that the event is preventing them from fulfilling their obligations.

(c) Within 14 days of the event, the Affected Party must submit a detailed plan showing:

(i) How they intend to manage the situation,

(ii) What steps they will take to reduce delays,

(iii) How they plan to get the project back on track once the situation ends.

(d) The Affected Party must also notify NREDCAP as soon as possible when:

(i) The Force Majeure ends, and

(ii) They are able to resume back their responsibilities under the Contract.

(e) The timeline for completing the affected work will be extended by the same number of days the Force Majeure event lasted.

(f) If the work is delayed due to Force Majeure for more than two months, NREDCAP may choose to cancel the entire Contract, or cancel only the affected part of the Contract.

(g) The Vendor shall not be entitled to claim any compensation on account of Force Majeure conditions and shall take appropriate steps to insure its personnel and materials used under the Contract.

(h) To the extent not prevented by a Force Majeure event, the Affected Party shall continue to perform its obligations under this Agreement. The Affected Party shall use reasonable efforts to mitigate the effects of any Force Majeure event as soon as practicable.

15. RISK PURCHASE CLAUSE

In case the Vendor is, in NREDCAP's judgment, unable to maintain satisfactory work progress and it appears that the Vendor will not be able to render the services within the stipulated time schedule or achieve the target completion date, NREDCAP shall be at liberty to:

15.1. Continue with the Work Order, applying liquidated damages (if applicable) for delayed delivery; or

15.2. Engage another Vendor, in parallel with the existing Vendor, to complete part of the remaining work at the risk and cost of the existing Vendor; or

15.3. Cancel the Work Order and have the remaining work completed by a third party at the risk and cost of the existing Vendor.

16. TERMINATION OF CONTRACT

16.1. Termination for Owner's Convenience

(a) The Owner may, at any time and for any reason, terminate the Contract by giving the Vendor a notice of termination referring to this Clause 16.1.

(b) After receiving the termination notice, the Vendor shall, either immediately or on the date mentioned in the notice, cease all further services, except for those specified by NREDCAP in the notice of termination, solely for the purpose of protecting the portion of services already executed.

(c) In the event of termination of the Contract under Clause 16.1 (a), NREDCAP shall pay the Vendor the amount on a pro-rata basis for the services performed and deliverables completed up to the effective date of termination, subject to verification and acceptance by the Owner.

16.2. **Termination for Vendor's default**

(a) NREDCAP, without prejudice to any other rights or remedies it may possess, may terminate the Contract forthwith under the following circumstances by giving the Vendor a notice of termination, along with the reasons therefor, referring to Clause 16.2.

(i) if the Vendor becomes bankrupt or insolvent; has a receiving order issued against it; enters into a composition or arrangement with its creditors; is a Company and a resolution is passed or an order is made for its winding up (except for the purpose of business restructuring like merging with another Company or reorganizing for business reasons); has a receiver or administrator appointed over any part of its undertaking or assets; or is subject to any other similar action arising from financial distress of indebtedness.

(ii) if the Vendor assigns or transfers the Contract or any right or interest therein to a third party or a sub-contractor.

(iii) if the Vendor, in the judgment of NREDCAP, has engaged in fraud or corruption in competing for or executing the Contract.

(b) If the Vendor

(i) has abandoned or repudiated the Contract,

(ii) has, without valid reason, failed to commence services promptly or has suspended the progress of Contract performance for more than twenty-eight (28) days after receiving a written instruction from NREDCAP to proceed,

(iii) persistently fails to execute the Contract in accordance with its terms, or persistently neglects to carry out its obligations under the Contract without just cause,

(iv) consistently shows unsatisfactory performance

then NREDCAP may, without prejudice to any other rights it may possess under the Contract, give a notice to the Vendor stating the nature of the default and requiring the Vendor to remedy the same. If the Vendor fails to remedy or to take steps to remedy the same within fourteen (14) days of its receipt of such notice, then NREDCAP may terminate the Contract forthwith by giving a notice of termination to the Service Provider that refers to this Clause 16.2.

16.3. Upon receipt of the notice of termination under Clauses 16.2 (a) or 16.2 (b), the Vendor shall, either immediately or upon such date as is specified in the notice of termination, cease all further services, except for those specified by NREDCAP in the notice of termination, solely for the purpose of protecting the portion of services already executed.

16.4. NREDCAP may expel the Vendor and complete the services either by itself or by engaging a third party. In doing so, NREDCAP may take over and use the Vendor's services or resources, with the following conditions:

(a) deliver to the Owner the parts of the services executed by the Vendor up to the date of termination.

(b) to the extent legally possible, assign to the Owner all rights, title, and benefits of the Vendor as of the date of termination.

(c) The Owner shall pay the Vendor the Contract Price properly attributable to the supplies executed by the Vendor as of the date of termination.

(d) All maintenance costs will be borne by NREDCAP.

(e) NREDCAP will indemnify the Vendor against any liability, including damage or injury to persons, arising from NREDCAP's use of those services or resources.

16.5. Subject to Clause 16.6, the Vendor shall be entitled to receive payment for the portion of the Contract Price attributable to the services performed as of the date of termination. Any amounts owed by the Vendor to NREDCAP, accruing prior to the date of termination, shall be deducted from the amount payable to the Vendor under this Contract.

16.6. If NREDCAP completes the services, the cost of completing the services by NREDCAP shall be determined.

(a) If the sum that the Vendor is entitled to be paid, pursuant to Clause 16.5, together with the reasonable costs incurred by the Owner in completing the services, exceeds the Contract Price, the Vendor shall be liable for the excess amount.

(b) If such excess is greater than the amount due to the Vendor under Clause 16.5, the Vendor shall pay the balance to the Owner. Conversely, if such excess is less than the amount due to the Vendor under Clause 16.5, NREDCAP shall pay the balance to the Vendor.

SECTION 3: BID PROCESS OVERVIEW

17. BRIEF DESCRIPTION OF THE BID PROCESS

17.1. The Authorized Representative has adopted a single stage Bid Process for identification of the Selected Bidder for award of the Project, which is divided into two sub-stages.

17.2. The Bid Process will be conducted by way of e-procurement. All interested parties are required to register online on the e-Procurement Portal to submit a Bid for the Project.

17.3. The Bidders shall download the RFP from the e-Procurement Portal www.apeprocurement.gov.in. The RFP will appear on the e-Procurement Portal in the "Tenders" section and will be available only until the specified time on the Tender Documents Download end Date. The Authorized Representative is not responsible for the completeness of the RFP if it is not downloaded directly from the e-Procurement Portal.

17.4. Each Bidder is required to submit a single Bid, which should consist of: (a) the Qualification Proposal; and (b) the Financial Proposal. The Qualification Proposal and Financial Proposal should be prepared and submitted in accordance with the instructions contained in this RFP.

17.5. **Evaluation stages**

The evaluation of the Bids will be carried out in 2 sub-stages:

(a) The first sub-stage will involve qualification of the Bidders based on the evaluation of their Qualification Proposals to determine compliance with the Eligibility Criteria and the Qualification Criteria. Only those Bidders who are found to meet the Eligibility Criteria and the Qualification Criteria will be qualified for the next sub-stage.

(b) The second sub-stage will involve evaluation of the Financial Proposals of those Bidders whose Qualification Proposals meet the requirements set out in this RFP, to identify the Selected Bidder for the Project.

17.6. The Bids must be valid for a period that is not less than 180 (one hundred and eighty) days from the Bid Due Date.

17.7. Bidder will be required to also submit the RFP document along with Bid, each page of which shall be duly signed by authorized signatory.

17.8. Bidders will be required to provide the Earnest Money Deposit along with their Bids. The Bidders shall provide the Earnest Money Deposit in the form of a bank guarantee issued by a Scheduled Bank/ Nationalized Bank and payable at Tadepalli in favour of "New & Renewable Energy Development Corporation of Andhra Pradesh Limited. (NREDCAP)" in the format set out at Format 4(a). Alternatively, the Bidder may also furnish Earnest Money Deposit in the form of an irrevocable Insurance Surety Bond from an Insurer, as per guidelines issued by Insurance Regulatory and Development Authority of India (IRDAI), in the format set out at Format 4(b). The original of the Earnest Money Deposit must be submitted to the Authorized Representative. A scanned copy of the Earnest Money Deposit must be uploaded by the Bidders on the e-Procurement Portal along with their Bids.

In addition to the Earnest Money Deposit, the Bidder shall pay an amount of INR 25,000/- (Indian Rupees Twenty-Five Thousand only) and applicable taxes as levied by the Govt. of India as Bid Document Fee online in AP e-Procurement portal in favor of NREDCAP. The Bid Document fee is non-refundable.

The Bidders are required to submit a receipt containing the unique transaction reference number for the (RTGS/NEFT transaction), evidencing the successful transfer of the Bid Document Fee . The Bid shall be summarily rejected if it is not accompanied by the Earnest Money Deposit and transaction receipt evidencing payment of the Bid Document Fee.

17.9. It will be assumed that Bidders will have accounted for all relevant factors, including technical data, market studies, while submitting their Bids. Bidders will be deemed to have full knowledge of the Project, including the scope of services to be provided by the Selected Bidder under the Agreement, irrespective of whether they have carried out such studies or not.

17.10. **Bid Parameter**

The Project shall be awarded to the Preferred Bidder who achieves the highest score, as determined using the Quality and Cost Based Selection (QCBS) formula outlined in Clause 50.

17.11. Subject to Clause 22.1(e), the Preferred Bidder shall be the Selected Bidder. If the Preferred Bidder withdraws its Bid or is not selected for any reason, the Authorized Representative may, at its discretion, invite the qualified Bidder with the next best QCBS Score to match the Quoted Price of the Preferred Bidder, if the price quoted by such Qualified Bidder is higher than that of the Preferred Bidder. If the Qualified Bidder agrees to match the Quoted Price of the Preferred Bidder, it shall be declared the Preferred Bidder. If the Qualified Bidder fails to match the Quoted Price of the Preferred Bidder, the Authorized Representative may take any measures it deems fit, at its sole discretion, including: (i) inviting the Qualified Bidder with the next best QCBS Score to match the Quoted Price of the Preferred Bidder; or (ii) annulling the entire Bid Process.

17.12. All Bids are required to be prepared and submitted in accordance with the terms of this RFP on or before the Bid Due Date.

17.13. **e- procurement**

(a) The Bid Process will be conducted by way of e-tendering. In order to participate in the Bid Process, a Bidder must procure a digital signature certificate and register on the e-Procurement Portal using its digital signature. A digital signature certificate may be procured from a registered certifying authority as stipulated by the Controller of Certifying Authorities, GoI.

(b) The Bidders are encouraged to visit the e-Procurement Portal to acquaint themselves with the process of submitting their Bids online.

(c) For the purposes of determining the cut-off time for submission of queries and Bids, the central server time displayed on the clock on the e-Procurement Portal will be followed by the Bidders and the Authorized Representative.

17.14. Any queries or requests for additional information relating to this RFP should be submitted on the e-Procurement Portal or sent to the Authorized Representative by e-mail to we@nredcap.in on or before the time and date specified in the Bid Schedule. The communications must clearly bear the following subject line – DESIGN AND DEVELOPMENT OF UNIFIED/ SINGLE DESK PORTAL UNDER AP ICE POLICY 2024.

17.15. The Authorized Representative shall endeavor to adhere to the following Bid Schedule:

S. No.	Event	Date/Time
1.	Issue of RFP	23.07.2026 from 17:00 Hours
2.	Pre-bid Meeting/Last date for submission of queries	06.08.2026 from 11:00 Hours
3.	Last date for replies to queries	14.08.2026, 17:00 Hours
4.	Tender Documents download end date	24.08.2026, 17:00 Hours

S. No.	Event	Date/Time
5.	Bid Due Date (Bid Submission Deadline)	24.08.2026, 17:00 Hours
6.	Submission of Hard copy of the Bid	26.08.2026, 13:00 Hours
7.	Opening of Qualification Proposal	26.08.2026 from 17:00 Hours
8.	Opening of Financial Bids	07.09.2026 from 17:00 Hours

17.16. The Bidders need to contact the Tender Inviting Authorized Representative: The VC & Managing Director, NREDCAP, for any information.

17.17. It is mandatory for all the participant Bidders to electronically pay a Non-refundable Transaction fee to M/s APTS, the service provider through "Payment Gateway Service on e-Procurement platform". The Electronic Payment Gateway accepts all Master and Visa Credit Cards issued by any bank and Direct Debit facility/Net Banking of ICICI Bank, HDFC, Axis Bank and IDBI Bank to facilitate the transaction. This is in compliance as per G.O.Ms. 13 dated 05.07.2006. GST+ Bank charges on the transaction amount payable to M/S APTS shall be applicable.

17.18. The Bidders need to register on the electronic procurement market place of Government of Andhra Pradesh i.e., www.tender.apeprocurement.gov.in. On registration in the e-procurement market place they will be provided with a user ID and password by the system using which they can submit their bids online.

SECTION 4: ELIGIBILITY AND QUALIFICATION CRITERIA

18. ELIGIBILITY OF BIDDERS

18.1. **Nature of Bidder**

(a) A Bidder should be a Company. The Bidder shall comply with the following conditions:

(i) The Bidder should be an Indian Company registered in India under the Companies Act,1956/2013.

(ii) Further, Government owned Enterprises registered and incorporated in India are also allowed to participate in this Tender.

(iii) The subsidiary of a foreign Company, which is registered in India under Companies Act, 1956 or 2013 prior to the bid submission deadline, is eligible to participate.

(iv) Bids by Consortium/ JV are **not** allowed for participation under this Tender.

(v) Limited Liability Partnerships Firm, Proprietorships Firm, Partnerships Firm, NGOs, Charitable Trusts and Educational Societies are not eligible for participation in this Tender.

18.2. **Conflict of Interest**

A Bidder shall not have a conflict of interest (Conflict of Interest). A Bidder shall be considered to have a Conflict of Interest if the Bidder or its Associate:

(a) is under common Control with any other Bidder, or Associate; or

(b) have common controlling shareholders or other ownership interest; provided that this disqualification shall not apply in cases where the direct or indirect shareholding of a Bidder, or an Associate thereof (or any shareholder thereof having a shareholding of more than 5% (five percent) of the paid up and subscribed share capital of such Bidder, or Associate, as the case may be) in the other Bidder, or Associate, is less than 5% (five percent) of the subscribed and paid up equity share capital thereof; provided further that this disqualification shall not apply to any ownership by a bank, insurance Company, pension fund or a public financial institution referred to in section 4A of the Companies Act 1956/2013. For the purposes of this Clause 18.2(b), indirect shareholding held through one or more Company or corporation shall be computed as follows: (aa) where any intermediary is controlled by a Company or corporation through management control or otherwise, the entire shareholding held by such controlled intermediary in any other Company or corporation (the "Subject Company") shall be taken into account for computing the shareholding of such controlling Company or corporation in the Subject Company or corporation; and (bb) subject always to sub-clause (aa) above, where a Company or corporation does not exercise control over an intermediary, which has shareholding in the Subject Company or corporation, the computation of indirect shareholding of such Company or corporation in the Subject Company or corporation shall be undertaken on a proportionate basis; provided, however, that no such shareholding shall be reckoned under this subclause (bb) if the shareholding of such Company or corporation in the intermediary is less than 51 % of the subscribed and paid up equity shareholding of such intermediary;

(c) receives or has received any direct or indirect subsidy, grant, concessional loan, subordinated debt or other funded or non-funded financial assistance from any of the other Bidders or their Associate; or

(d) has hired or appointed the same legal, financial or technical advisor as those hired by any of the other Bidders for this Project; or

(e) has a relationship with any of the other Bidders, directly or through common third parties, that puts either one or both of them in a position to have access to each other’s information that may influence the Bid of one or more of such Bidders, or influence the decisions of the Authorized Representative regarding the Bid Process; or

(f) submits more than one Bid for the Project (including through its Associates). This will result in the disqualification of all such Bids submitted by the Bidder and its Associates; or

(g) has participated as a consultant or advisor in the preparation of the design of or technical specifications for the Project; or

(h) has engaged any legal, financial or technical advisor of the Authorized Representative in relation to the Project for any matters related to or incidental to the Project. Provided that this disqualification shall not apply where such advisor was engaged by the Bidder, or its Associate but such engagement expired or was terminated 6 (six) months prior to the issuance of this RFP.

18.3. **Fraud and Corrupt Practices**

(a) Bidders and their respective officers, employees, agents and advisors are required to observe the highest standards of ethics during the Bid Process. Notwithstanding anything to the contrary contained in this RFP, the Authorized Representative may reject a Bid without being liable in any manner whatsoever to the Bidder, if it determines that a Bidder has, directly or indirectly or through an agent, engaged in a corrupt, fraudulent, coercive, undesirable or restrictive practice in or affecting the Bid Process.

(b) Will blacklist / or debar Bidder, either indefinitely or for a stated period of time, if at any time determines that the Bidder has engaged in corrupt or fraudulent practices in competing for, or in executing a Government Contract.

(c) Without prejudice to the rights of the Authorized Representative under Clause 18.3(a) above, in the event that a Bidder is found by the Authorized Representative to have directly or indirectly or through an officer, employee, agent or advisor engaged or indulged in any corrupt, fraudulent, coercive, undesirable or restrictive practice during the Bid Process, such Bidder will not be eligible to participate in any tender or request for qualification issued by the Authorized Representative for 5 (five) years, from the date such Bidder is found by the Authorized Representative to have directly or indirectly or through an officer, employee, agent or advisor engaged or indulged in any of the activities mentioned above.

(d) For the purposes of this Clause 18.3, the following terms will have the meanings given to them below:

(i) **corrupt practice** means: offering, giving, receiving or soliciting, directly or indirectly, of anything of value to influence the actions of any Person connected with the Bid Process (for the avoidance of doubt, offering of employment to, or employing, or engaging in any manner whatsoever, directly or indirectly, any official of the Authorized Representative who is or has been associated in any manner, directly or indirectly, with the Bid Process or has dealt with matters relating to the Project or arising from it, before or after its execution, at any time prior to the expiry of 1 (one) year from the date that such official resigns or retires from or otherwise ceases to be in the service of the Authorized Representative, will be deemed to constitute influencing the actions of a Person connected with the Bid Process);

(ii) **fraudulent practice** means any act or omission, including a misrepresentation, that knowingly or recklessly misleads, or attempts to mislead, a Person to obtain a financial or any other benefit or to avoid an obligation;

(iii) **coercive practice** means impairing or harming or threatening to impair or harm, directly or indirectly, any Person or the property of the Person to influence improperly the actions of a Person;

(iv) **undesirable practice** means: (A) establishing contact with any Person connected or employed or engaged by the Authorized Representative with the objective of canvassing, lobbying or in any manner influencing or attempting to influence the Bid Process; or (B) having a Conflict of Interest (as defined in Clause 18.2); and

(v) **restrictive practice** means forming a cartel or arriving at any understanding or arrangement among Bidders with the objective of restricting or manipulating full and fair competition in the Bid Process.

18.4. **Other Eligibility Criteria**

(a) If a Bidder, including its Associate whose Technical Capacity or Financial Capacity is being relied upon to qualify for award of the Project, has been barred by the GoI, any state government, or any of their instrumentalities from participating in any project or being awarded any Contract and the bar subsists on the Bid Due Date, then such Bidder will not be eligible to submit a Bid.

(b) If a Bidder or its Associate whose Technical Capacity or Financial Capacity is being relied upon to qualify for award of the Project is included as a debarred person pursuant to the public sanctions list of any multilateral development bank that is party to the Agreement on Mutual Enforcement of Debarment Decisions of 9 April 2010 (www.crossdebarment.org), then such Bidder will not be eligible to submit a Bid.

(c) In the 3 (three) Financial Years immediately preceding the Bid Due Date, the Bidder, including its Associate whose Technical Capacity or Financial Capacity is being relied upon to qualify for award of the Project has not:

(i) failed to perform any Contract, as evidenced by the imposition of a penalty by an arbitral or judicial authority or arbitration award or a judicial pronouncement against such Bidder or an Associate, as the case may be;

(ii) been expelled from any project or Contract by the GoI or any state government, or its instrumentalities; or

(iii) had any Contract terminated by the GoI or any state government, or its instrumentalities for breach by such Bidder or an Associate, as the case may be.

It shall be the sole responsibility of the Bidder to inform NREDCAP in case the Bidder is debarred from bidding by any organization. Concealment of the facts shall tantamount to misrepresentation of facts and shall lead to action against such Bidders.

(d) If a Bidder or its Associate has entered into a Contract for operation of the e-Procurement Portal, which is currently valid and subsisting, then such Bidder and its Associates will not be eligible to submit a Bid.

18.5. **Additional Conditions of Eligibility**

The Office Memorandum prescribes certain conditions of eligibility for Bidders from countries which share land borders with India, except those countries to which GoI has extended lines of credit or in which the GoI is engaged in development projects. The conditions of eligibility for such Bidders are as below:

(a) Any Bidder from a country which shares a land border with India will be eligible to Bid in this Tender only if such Bidder is registered with the registration committee constituted pursuant to the Office Memorandum, i.e., the competent authority.

(b) For the purpose of this Clause 18.5, "Bidder from a country which shares a land border with India" means:

(i) an entity incorporated, established or registered in such a country; or

(ii) a subsidiary of an entity incorporated, established or registered in such a country; or

(iii) an entity substantially 'controlled' through entities incorporated, established or registered in such a country; or

(iv) an entity whose 'beneficial owner' is situated in such a country; or

(v) an Indian (or other) agent of such an entity; or

(c) A "beneficial owner" for the purpose of sub-Clause 18.5(b) above will be the natural person(s), who, whether acting alone or together, or through one or more juridical person, has a 'controlling ownership interest' or who exercises control through other means.

Explanation: (i) 'controlling ownership interest' for the purpose of sub-clause 18.5(c) means ownership or entitlement to more than twenty five percent of Equity of the Company;

(ii) 'control' for the purpose of sub-clause 18.5(b) and sub-clause 18.5(c) shall include the right to appoint majority of the directors or to control the management or policy decisions including by virtue of their shareholding or management rights or shareholders agreements or voting agreements.

Where no natural person is identified, the beneficial owner is the natural person who holds the position of senior managing official.

(d) For the purpose of sub-Clause 18.5(b), an agent is a person employed to do any act for another, or to represent another in dealings with any third person.

(e) All other provisions of the Office Memorandum (except para 11 of the Office Memorandum), whether or not expressly stated in this RFP, will be applicable to this Tender and the aforesaid clauses will be interpreted in line with the Office Memorandum.

18.6. The following conditions shall be adhered to while submitting the Bid:

(a) Bidders should attach clearly marked and referenced continuation sheets in the event that the space provided in the prescribed forms in the Annexes is insufficient. Alternatively, Bidders may format the prescribed forms making due provision for incorporation of the requested information.

(b) Information supplied by a Bidder must apply to the Bidder or Associate named in the Bid and not, unless specifically requested, to other associated companies or firms.

(c) In responding to the Bid submissions, Bidders should demonstrate their capabilities in accordance with Clause 19.

18.7. General Terms of Bidding Process:

(a) Details provided in this RFP are being provided only as a preliminary reference source of information by way of assistance to the Bidders who are expected to carry out their own surveys, investigations and other detailed examination of the Project before submitting their Bid. Nothing contained in the Tender Documents shall be binding on the Authorized Representative- nor confer any right on the Bidders, and the Authorized Representative shall have no liability whatsoever in relation to or arising out of any or all contents of the Tender Documents.

(b) The documents including this RFP and all attached documents, if any, provided by the Authorized Representative are and shall remain or become the property of the Authorized Representative and are transmitted to the Bidders solely for the purpose of preparation and the submission of a Bid in accordance herewith. Bidders are to treat all information as strictly confidential and shall not use it for any purpose other than for preparation and submission of their Bid. The provisions shall also apply mutatis mutandis to Bid and all other documents submitted by the Bidders, and the Authorized Representative will not return to the Bidders any Bid, document or any information provided along therewith.

(c) This RFP is not transferable.

18.8. Bidders will provide such evidence of their continued eligibility as the Authorized Representative may request at any time during or after the Bid Process.

19. QUALIFICATION CRITERIA

The Bidders should satisfy the following minimum technical criteria and financial criteria set out in Clause 19.1 and Clause 19.2 respectively to qualify for evaluation of the Financial Proposals.

19.1. Technical Criteria

For demonstrating experience in executing similar projects (the "Technical Capacity"), the Bidder needs to meet all the qualification criteria as mentioned below and the details are to be furnished in the Bid. A Bidder is permitted to rely on the experience of its Associate for demonstrating its Technical Capacity. To demonstrate its technical capacity and experience (Technical Capacity), the Bidder must have the following experience in order to be eligible to have its Financial Proposal evaluated:

(a) The Bidder must have at least five years' experience (ending month of March prior to the bid opening) of providing similar type of services.

(b) The Bidder must have successfully completed **"Similar Work"** (**"Similar Work" means "Portal Design and Development of e-Governance Projects with/ without Warranty/ Support"** to the Government, over the last five years i.e., as on the last date of bid submission in the current financial year and the last five financial years: -

(i) At least one similar completed work costing not less than the amount equal to INR 50/- Lakhs (Indian Rupees Fifty Lakhs Only) inclusive of all taxes; or

(ii) At least two similar completed works each costing not less than the amount equal to INR 32/- Lakhs (Indian Rupees Thirty - Two Lakhs Only) inclusive of all taxes; or

(iii) At least three similar completed works each costing not less than the amount equal to INR 25/- Lakhs (Indian Rupees Twenty - Five Lakhs Only) inclusive of all taxes.

(c) Bidder should have among its clients, reputed institutes/centers or corporate in public/private sector, for whom they have been providing the similar services. Names and addresses of such clients along with details regarding nature, amount and period of the Contracts should be furnished as per the Form 1 under Format 8A.

(d) **Mandatory Documents Required as Proof conforming the experience details mentioned in Clauses 19.1(a), 19.1(b) and 19.1(c):**

(i) Form 1 under Format 8A, duly filled by the Bidder.

(ii) Form 2 under Format 8A, duly certified by the Statutory auditor or the Client.

(iii) Work Order Certificate or Contract Agreement received from the client.

(iv) Performance Certificate or Completion Certificate received from the client clearly indicating the successful execution of the order by the Bidder.

(e) Evaluation of ‘Technical Marks’:

(i) The Authorized Representative shall evaluate the ‘Technical Score’ based on certain specific parameters. While evaluating the proposals, the Committee shall assign weightage to various parameters to arrive at the ‘Technical Score’ as outlined below:

<table>
<tr><th>Sl. No.</th><th>Criteria</th><th>Maximum Score</th><th>Guidelines for Scoring</th><th>Documentary proofs to be submitted</th></tr>
<tr><td>1</td><td>Minimum Average Annual Turnover (MAAT) over the three financial years prior to the Bid Due Date.</td><td>15</td><td><table><tr><th>AAT (in Crores)</th><th>Score</th></tr><tr><td>0.25 – 0.50</td><td>5</td></tr><tr><td>>0.50 – 1.00</td><td>10</td></tr><tr><td>>1.00</td><td>15</td></tr></table></td><td rowspan="2">Form 1 under Format 8A, duly filled by the Bidder.
Form 2 under Format 8A, duly certified by the Statutory auditor or the Client.
Work Order Certificate or Contract Agreement received from the client.</td></tr>
<tr><td>2</td><td>Experience in serving clients in the Energy/Power sector over the five financial years prior to the Bid Due Date.</td><td>10</td><td><table><tr><th>Number of Clients</th><th>Score</th></tr><tr><td>Nil</td><td>0</td></tr><tr><td>1 – 7</td><td>5</td></tr><tr><td>>7</td><td>10</td></tr></table></td></tr>
</table>

<table>
<tr><th>Sl. No.</th><th>Criteria</th><th>Maximum Score</th><th>Guidelines for Scoring</th><th>Documentary proofs to be submitted</th></tr>
<tr><td>3</td><td>Experience in developing Unified/ Single Desk Portals for State or Central Government in India over the five financial years prior to the Bid Due Date.</td><td>15</td><td><table>
<tr><th>Number of Works</th><th>Score</th></tr>
<tr><td>Nil</td><td>0</td></tr>
<tr><td>1 – 4</td><td>5</td></tr>
<tr><td>5 – 7</td><td>10</td></tr>
<tr><td>>7</td><td>15</td></tr>
</table></td><td>Performance Certificate or Completion Certificate received from the Client on the Client’s letter head indicating the successful execution of the order by the Bidder.</td></tr>
<tr><td>4</td><td>The Bidder should have valid following certification</td><td>5</td><td><table>
<tr><th colspan="2">Certification</th><th>Score</th></tr>
<tr><td colspan="2">ISO 9001 Certificate</td><td>1</td></tr>
<tr><td colspan="2">ISO 20000 Certificate</td><td>1</td></tr>
<tr><td colspan="2">ISO 27001 Certificate</td><td>1</td></tr>
<tr><td rowspan="2">CMMI Certificate</td><td>Level 3</td><td>1</td></tr>
<tr><td>Level 4 or 5</td><td>2</td></tr>
</table></td><td>Format 8B duly filled by the Bidder.
Certificate shall be provided by the Bidder as an evidence.</td></tr>
<tr><td>5</td><td>Key Personnel Experience

(Personnel shall be considered for evaluation only if they possess the minimum qualifications and experience specified in Clause 11. Profiles will be scored only when these prerequisites are met.
)</td><td>25</td><td>CV of Project Manager (Maximum 5 marks)
<table>
<tr><td>Experience in development and implementation of IT systems with at least 5 years’ experience in e-Governance Projects</td><td>3.0</td></tr>
<tr><td>Experience of implementation of at least 1 single window system project for any State or Central Government</td><td>2.0</td></tr>
</table></td><td>Curriculum Vitae (CV) for Proposed Key Professional Staff as per Format 8C.</td></tr>
</table>

<table>
<tr><th>Sl. No.</th><th>Criteria</th><th>Maximum Score</th><th>Guidelines for Scoring</th><th>Documentary proofs to be submitted</th></tr>
<tr><td></td><td></td><td></td><td>
CV of Solution Architect cum Database Administrator (Maximum 4 marks)
<table>
<tr><td>Experience of Solution Architecture for IT Projects like Single Window System/e-governance implementation for States or UTs or Central Government or its body</td><td>2</td></tr>
<tr><td>Experience of Integrating web services through API/SSO/ database handling & its optimization on e- governance projects</td><td>2</td></tr>
</table>
CV of Sr. Software Developer (Maximum 4 marks)
<table>
<tr><td>Should have worked in at least 1 government project involving development or support for Single Window System</td><td>2</td></tr>
<tr><td>Should have minimum 2 years’ experience in e- Governance domain and system design & development</td><td>2</td></tr>
</table>
</td><td></td></tr>
</table>

<table>
<tr><th>Sl. No.</th><th>Criteria</th><th>Maximum Score</th><th>Guidelines for Scoring</th><th>Documentary proofs to be submitted</th></tr>
<tr><td></td><td></td><td></td><td>
CV of Software Developer (Maximum 3 marks)
<table>
<tr><td>Should have worked in at least 1 e-governance project</td><td>1.5</td></tr>
<tr><td>Should have experience of implementing web services, payment services, payment gateways</td><td>1.5</td></tr>
</table>
CV of Business Analyst (Maximum 2 marks)
<table>
<tr><td>Should have hands-on experience of preparation of Functional Requirements Specification (FRS) & Software Requirements Specification (SRS) documents, Process Flows</td><td>2</td></tr>
</table>
CV of QA Lead – Tester (Maximum 4 marks - 2 Resources * 2 Marks)
<table>
<tr><td>Should have worked in at least 2 government projects</td><td>2</td></tr>
</table>
CV of UI/UX designer (Maximum 3 marks)
</td><td></td></tr>
</table>

<table>
<tr><th>Sl. No.</th><th>Criteria</th><th>Maximum Score</th><th>Guidelines for Scoring</th><th>Documentary proofs to be submitted</th></tr>
<tr><td></td><td></td><td></td><td><table><tr><td>Minimum 5 years of experience web portal and app design</td><td>3</td></tr></table></td><td></td></tr>
<tr><td>6</td><td>Technical Presentation cum demonstration of Solution offered</td><td>30</td><td>Bidders shall deliver a technical presentation-cum-demonstration highlighting their understanding of the Scope of Work as per Clause 3, the technical approach and methodology to be implemented in the Unified/Single Desk Portal including the proposed technologies and architecture, their work plan—including phase-wise project delivery, organization and staffing, training program delivery, and any other relevant information. This is mentioned in the Clause 19.1(e)(ii).</td><td></td></tr>
<tr><td colspan="5">Total Score = 100
Bidder(s) need to secure a Technical Score of at least 70 to be eligible for further financial proposal evaluation</td></tr>
</table>

A Bidder must secure Technical Score at least 70 to be considered qualified for Financial Proposal. Any Technical Score below 70 shall result in disqualification.

(ii) Technical Presentation cum demonstration of Solution offered:

The technical approach, methodology, and work plan are key components of the Technical Presentation. Applicants shall present their Technical Proposal, which should include:

- Understanding of Project Scope: This section should provide a clear and concise explanation of the project requirements, including the activities to be performed and the deliverables to be provided, based on the defined Scope of Work.

- Technical Approach and Methodology: In this section, applicants should demonstrate their understanding of the assignment's objectives, outline their approach, and present the proposed solution. They should detail the technology methodologies to be employed for executing the activities and achieving the expected outputs, along with the level of detail anticipated in those outputs. Applicants must also explain the proposed methodologies and highlight their compatibility with the overall approach and the specific needs of the project. Additionally, the section should include plans for risk management, business continuity, and quality assurance. Key infrastructure elements such as data center engagement, server sizing, backup strategies, and control mechanisms must be clearly articulated.

- Work Plan: In this section, the applicant should outline the main activities of the assignment, detailing their content, duration, phasing, and interdependencies. It should also include planned meetings, key milestones (including interim approvals by the Client), and the delivery schedule for reports and documents. The proposed work plan must align with the technical approach and methodology, demonstrating a clear understanding of the Scope of Work and the ability to translate it into a practical and executable plan. A comprehensive list of final documents, including all reports to be submitted as part of the final deliverables, should be provided. The work plan must also be consistent with the overall Work Schedule, with milestones, deliverables, meetings, and presentations clearly specified.

- Organization and Staffing: In this section, the applicant should propose the team structure and composition for the key disciplines involved in the assignment. The roles of the key expert responsible should be clearly identified, along with details of the proposed technical and support staff.

- Capacity Building: The Bidder should submit a brief approach note outlining the training plan during the implementation phase. Hands-on training must be provided prior to requesting acceptance and completion of the implementation. Additionally, training materials and user manuals should be distributed to all relevant users to ensure effective knowledge transfer and operational readiness.

- Other Information: Any other information relevant to the solution as preferred by the Bidder can also be placed in the document.

19.2. **Financial Criteria**

To demonstrate its financial capacity to undertake the Project (Financial Capacity), the Bidder must meet each of the financial qualification criteria specified in this Clause 19.2.

(a) **Minimum Average Annual Turnover (MAAT):** The MAAT of the Bidder for the financial years FY 2022-23, 2023-24 & 2024-25 should be INR 25/- Lakhs (Indian Rupees Twenty-Five Lakhs Only)*
* *MAAT shall mean Revenue from Operations as incorporated in the profit & loss account excluding other income, e.g., sale of fixed assets. This must be the individual Company's turnover and not that of any group of Companies. A summarized sheet of average turnover, certified by a practicing Chartered Accountant/ Statutory Auditor should be compulsorily enclosed along with corresponding annual accounts as per the Format 7A in the section 'Annexures'.*

(b) **Net Worth:** The Bidder shall have a Positive Net Worth in each of the financial years FY 2022-23, 2023-24 & 2024-25.
The computation of Net-Worth as per Clause 19.2 (b), shall be based on the unconsolidated audited annual accounts for the financial years FY 2022-23, 2023-24 & 2024-25.

(i) It is clarified that:

- Net Worth (the "Net Worth") is defined as:
Net Worth= (Subscribed and Paid-up equity capital for Companies (or) Partner's Capital for Firms + Reserves) - (Revaluation reserves + miscellaneous expenditure not written-off + reserves not available for distribution to equity shareholder)

- The Net Worth of the financial years 2022-23, 2023-24 & 2024-25 will be considered.

(c) A Bidder is permitted to rely on the MAAT and Net Worth of its Associate for demonstrating its Financial Capacity.

(d) The calculation of the MAAT and Net Worth must be based only on the unconsolidated audited annual accounts in case of a Bidder and, if relevant, an Associate. Use of Provisional annual accounts for calculating MAAT and Net Worth are prohibited.

(e) The Bidder shall attach copies of the balance sheets, financial statements and Annual Reports for 3 (three) financial years: FY 2022-23, 2023-24, 2024-25. The financial statements shall:

(i) reflect the financial situation of the Bidder and its Associates where the Bidder is relying on its Associate's financials;

(ii) be audited by a statutory auditor;

(iii) be complete, including all notes to the financial statements; and

(iv) correspond to accounting periods already completed and audited (no statements for partial periods shall be requested or accepted).

(f) For the purposes of demonstrating the Financial Capacity, if Bidders provide financial data in currency other than INR, they must provide the MAAT and the Net Worth equivalent in Indian Rupees, calculated using the RBI Reference Rate for the relevant currency against INR, prevailing as of date 10 days prior to Bid Due Date.

(g) The Bidder or any Associate of the Bidder whose Financial or Technical Capacity is being relied upon is not affected by and has not been affected by any of the following events, conditions or circumstances in the Financial Years - 2022-23, 2023-24 & 2024-25, as certified by the statutory auditor of the Bidder or Associate:

(i) has not been categorized as a willful defaulter in accordance with the laws of the country of its incorporation; or

(ii) has not been admitted into corporate insolvency resolution process under the Insolvency and Bankruptcy Code 2016; or

(iii) has not entered into any compromise with its creditors, or been subject to proceedings for being wound up, or having its affairs administered or conducted by any court, administrator, receiver; or

(iv) has not been declared by a court or other competent authority as being unable to pay its debts or having had the repayment of its debts suspended.

(h) The Bidder (or any Associate of the Bidder whose Financial or Technical Capacity is being relied upon) has not been convicted or otherwise being found responsible (or having any of its directors, partners, trustees, officers or managers convicted or being found responsible) by any court, tribunal, regulatory, public or other competent authority for a breach of any laws or regulations which:

(i) related to any act of fraud or dishonesty for which a fine, penalty, damages, compensation or other payment was levied against the relevant entity or any of its directors, partners, trustees, officers or managers; or

(ii) resulted in the permanent or temporary suspension of the rights of the Bidder to provide any service or carry on any type of business or operations.

19.3. Certificate of relationship between a Bidder and its Associate: If applicable, when a Bidder relies on its Associate to demonstrate Technical and Financial Capacity, it is mandatory for the Bidder to submit a certificate from its statutory auditor. This certificate must confirm the relationship between the Bidder and its Associate(s), in accordance with Format 10 provided in the 'Annexures' section.

19.4. Bidders who do not qualify the technical eligibility criteria & Financial criteria stipulated in the clauses above, shall not be considered for further evaluation and therefore would be rejected. However, NREDCAP may seek clarifications from the Bidders so as to ascertain the correctness of facts & documents as presented by the Bidder.

SECTION 5: INSTRUCTIONS TO BIDDERS

PART A. GENERAL

20. NAME OF WORK

20.1. Request for Proposal for selection of Design and Development of Unified/ Single Desk Portal with Annual Technical Support & Maintenance for Clean Energy Project(s) and Renewable Energy Manufacturing Projects Under Andhra Pradesh Integrated Clean Energy Policy 2024.

20.2. The VC & Managing Director, NREDCAP, invites Tender for the above work. The Qualification proposals will be opened online by the Tender Inviting Authorized Representative at the time and date as specified in the Tender Documents. All the statements, documents, certificates, BG, etc., uploaded by the bidders will be downloaded for evaluation of Qualification Proposals. The clarifications, particulars if any required from the Bidders will be obtained or in the conventional method by addressing the Bidders. The Qualification Proposals will be evaluated against the specified parameters/ criteria, same as in the case of conventional tenders and the technically qualified Bidders will be identified. The result of Qualification Proposals evaluation will be displayed on the e-Procurement Portal which can be seen by all the Bidders who participated in the Tender. If the Office happens to be closed on the dates, the opening of tenders gets automatically postponed to the next working date, the time being unaltered, unless extended on online through corrigendum.

20.3. The Authorized Representative wishes to receive Qualification Proposal and Financial Proposal.

21. ACKNOWLEDGEMENT BY THE BIDDER

21.1. It shall be deemed that by submitting the Bid, the Bidder has:

(a) made a complete and careful examination of the RFP (including all instructions, forms, terms and specifications) and any other information provided by the Authorized Representative under this RFP and the Bidder acknowledges that its submission of a Bid that is not substantially responsive to the RFP in every respect will be at the Bidder's risk and may result in rejection of the Bid;

(b) received all relevant information requested from the Authorized Representative;

(c) accepted the risk of inadequacy, error or mistake in the information provided in the RFP or furnished by or on behalf of the Authorized Representative;

(d) satisfied itself about all things, matters and information, necessary and required to submit a Bid;

(e) acknowledged and agreed that inadequacy, lack of completeness or incorrectness of information provided in the RFP or ignorance of any matter in relation to the Project shall not be a basis for any claim for compensation, damages, extension of time for performance of its obligations or loss of profits or revenue from the Authorized Representative, or a ground for termination of the Agreement;

(f) agreed to be bound by the undertakings provided by it under and in terms of this RFP; and

(g) acknowledged and agreed to be bound by the Office Memorandum and its subsequent amendments and clarifications.

21.2. The Authorized Representative shall not be liable for any omission, mistake or error in respect of any of the above or on account of any matter or thing arising out of or relating to the RFP or the Bid Process.

22. RIGHTS OF THE AUTHORIZED REPRESENTATIVE

22.1. The Authorized Representative, in its sole discretion and without incurring any obligation or liability, reserves the right, at any time, to:

(a) suspend the Bid Process and/or amend and/or supplement the Bid Process or modify the dates or other terms and conditions relating thereto;

(b) consult with any Bidder in order to receive clarification or further information at any stage of the Bid Process;

(c) retain any information, documents and/or evidence submitted to the Authorized Representative by and/or on behalf of any Bidder;

(d) independently verify, disqualify, reject and/or accept any and all documents, information and/or evidence submitted by or on behalf of any Bidder;

(e) reject any Bid, if:

(i) at any time, a material misrepresentation is made or uncovered;

(ii) the Bidder in question does not provide, within the time specified by the Authorized Representative, the supplemental information sought by the Authorized Representative for evaluation of the Bid; or

(iii) the Authorized Representative finds any Bid to be unreasonable, impractical or unviable.

(f) accept or reject a Bid, annul the Bid Process and reject all Bids, at any time, without any liability or any obligation for such acceptance, rejection or annulment and without assigning any reasons whatsoever to any Person, including the Bidders. If the Authorized Representative annuls the Bid Process and rejects all Bids, it may in its sole discretion invite fresh Bids for the Project.

22.2. If the Authorized Representative exercises its right under this RFP to reject a Bid and consequently, the Preferred Bidder for the Project gets disqualified or rejected, then the Authorized Representative reserves the right to:

(a) invite the qualified Bidder with the next best Quality and Cost Based Selection (QCBS) Score to match the Quoted Price offered by the Preferred Bidder (i.e., if the price quoted by such qualified Bidder is higher than that of the Preferred Bidder) and extend the validity of their Earnest Money Deposit (if required);

(b) if such qualified Bidder matches the Quoted Price of the Preferred Bidder, then such qualified Bidder will be declared the Preferred Bidder;

(c) if such qualified Bidder fails to match the Preferred Bidder's quote, then the Authorized Representative may take any such measures as it may deem fit in the sole discretion of the Authorized Representative, including: (i) inviting the qualified Bidder with the next best QCBS Score to match the quoted price of the Preferred Bidder; or (ii) annulling the entire Bid Process.

22.3. If it is found during the Bid Process, at any time before signing the Agreement or after its execution and while it is in force, that one or more of the Qualification Criteria and/or the Eligibility Criteria have not been met by a Bidder or that the Bidder has ceased to meet them, or a Bidder has made material misrepresentations or has given any materially incorrect or false information, then such Bidder will be disqualified.

If such Bidder has been declared as the Selected Bidder and has already been issued the LOA or has entered into the Agreement, the LOA or the Agreement, as the case may be, shall be liable to be terminated, by a notice in writing from the Authorized Representative to the Selected Bidder.

22.4. Upon any disqualification, cancellation, or termination in accordance with this Clause 22, the Authorized Representative will not be liable in any manner whatsoever to the Bidder. Additionally, the Authorized Representative will have the right to forfeit and appropriate the Earnest Money Deposit or, as the case may be, appropriate an equivalent amount from the Performance Security if the Agreement has been executed, as a mutually agreed genuine pre-estimate of the loss suffered by the Authorized Representative as a result of such cancellation, disqualification, or termination. Such forfeiture will be without prejudice to any other right or remedy that the Authorized Representative may have under the RFP, the Agreement or applicable laws.

23. CLARIFICATIONS ON THE RFP

23.1. Clarifications and Queries

(a) If a Bidder requires any clarification on or has any query in relation to the RFP may contact the Tender Inviting Authorized Representative at the address indicated in the NIT. The Tender Inviting Authorized Representative will also respond to any request for clarifications only received through post/mail.

(b) The Authorized Representative shall make reasonable efforts to respond to the queries or requests for clarifications on or before the date mentioned in the Bid Schedule. However, the Authorized Representative reserves the right to not respond to any query or provide any clarification, in its sole discretion. The Authorized Representative's responses (including an explanation of the query but not identification of its source) will be made available to all the Bidders and shall be uploaded on the e-Procurement Portal.

(c) The Authorized Representative may, on its own initiative, if deemed necessary, issue clarifications to all the Bidders. All clarifications and interpretations issued by the Authorized Representative shall be deemed to be part of this RFP. Should the Authorized Representative deem it necessary to amend the RFP as a result of a request for clarification, it will do so following the procedure under Clause 24.

(d) It shall be the responsibility of the Bidders to regularly check the e-Procurement Portal for responses to their queries or requests for clarifications. The Authorized

Representatives may, but is not obliged to, inform the Bidders about the issuance of such clarifications through e-mail, notice, or any other means deemed appropriate.

(e) Verbal clarifications and information given by the Authorized Representative or any other Person for or on its behalf shall not in any way or manner be binding on the Authorized Representative.

23.2. **Pre-Bid Meeting**

(a) All interested Companies shall be invited to attend the Pre-Bid Meeting at NREDCAP, Tadepalli on the date and time mentioned in the Bid Schedule. The purpose of the Pre-Bid Meeting will be to clarify issues and answer questions on any matter relating to the RFP, the Bid Process and the Project.

(b) All interested Companies may nominate authorised representatives to participate in the Pre-Bid Meeting, by confirming the participation of its authorised representatives at the Pre-Bid Meeting at least 2 (two) days prior to the date of the Pre-Bid Meeting. Such confirmation shall be sent by e-mail to we@nredcap.in.

(c) During the course of the Pre-Bid Meeting, attendees will be free to seek clarifications and make suggestions to the Authorized Representative.

(d) Non-attendance at the Pre-Bid Meeting will not be a cause for disqualification of an interested Company from participating in the Bid Process.

24. AMENDMENT OF THE RFP

24.1. Up until the date that is mentioned in the Bid Schedule, the Authorized Representative may, for any reason, whether on its own initiative or in response to a query raised or clarifications requested by a Bidder in writing, amend the RFP by issuing an Addendum or an amended RFP and amended draft Agreement.

24.2. All Addenda/amendments will be issued on the e-Procurement Portal.

24.3. The Bidders are required to read the RFP with any Addenda/amendments that may be issued in accordance with this Clause 24.

24.4. Each Addendum/amendment will be binding on the Bidders.

24.5. Any oral statements made by the Authorized Representative or its advisors regarding the Bid Process, the RFP or on any other matter, shall not be considered as amending the RFP.

24.6. The Authorized Representative will assume that the information contained in the Addendum/amendments will have been taken into account by the Bidder in its Bid. The Authorized Representative assumes no responsibility for the failure of a Bidder to submit the Bid in accordance with the terms of the Addendum/amendments or for any consequent losses suffered by the Bidder.

25. AVAILABILITY OF INFORMATION

25.1. The information relating to or in connection with the Project, the Bid Process and this RFP, including all notices issued by the Authorized Representative to all Bidders in accordance with this RFP; queries and responses or clarifications and any Addenda will be uploaded on the e-Procurement Portal.

25.2. All such information will be made available for review by the Bidders until the Bid Due Date.

25.3. If a Bidder faces any technical issue or technical error in accessing the e-Procurement Portal, the Bidder may seek assistance using the contact details provided in the Clause 25.4.

25.4. Bidders shall contact Vupadhi Techno Services Pvt. Ltd for all queries related to bid submission on the e- Procurement platform. HELP DESK of Vupadhi Techno Services Pvt. Ltd, Flat No:407, 4th Floor, Sreeram's Sneha Avenue, Near Aravinda School, Kunchanpalli, Tadepalli Mandal, Guntur District-522501. Phone: 08645-243670/71/72/73/74 and Mobile: 7337318402/403.

26. CORRESPONDENCE WITH BIDDERS

26.1. Save as expressly provided in this RFP, the Authorized Representative will not entertain any correspondence with the Bidders, whether in connection with the acceptance or rejection of their Bids or otherwise.

27. CONFIDENTIAL INFORMATION AND PROPRIETARY DATA

27.1. **Proprietary Data**

All documents and other information provided by the Authorized Representative or submitted by a Bidder to the Authorized Representative will remain or become the property of the Authorized Representative, as the case may be. Bidders should not use any information provided by the Authorized Representative in connection with the Bid Process for any purpose other than for preparation and submission of their Bids.

27.2. **Confidentiality Obligations of the Authorized Representative**

The Authorized Representative will treat all information, submitted as part of a Bid as confidential and will require all those who have access to such material to treat it in confidence. The Authorized Representative may not divulge any such information or any information relating to evaluation of Bids or the qualification of Bidders unless:

(a) such publication is contemplated under this RFP;

(b) such publication is made to any Person who is officially involved with the Bid Process or is a retained professional advisor advising the Authorized Representative or the Bidder on matters arising out of or in connection with the Bid Process;

(c) it is directed to do so by any statutory authority that has the power under law to require its disclosure;

(d) such publication is to enforce or assert any right or privilege of the statutory authority and/or the Authority or as may be required by law (including under the Right to Information Act, 2005); or

(e) in connection with any legal process.

28. GOVERNING LAW AND JURISDICTION

28.1. Governing Law

The Bid Process, this RFP and the Bids shall be governed by, and construed in accordance with, the laws of India.

28.2. Exclusive Jurisdiction

The High Court, Amaravati, Andhra Pradesh shall have exclusive jurisdiction over all disputes arising under, pursuant to and/or in connection with the Bid Process, this RFP and the Bids.

29. VALIDITY OF THE BIDS

29.1. The Bids shall remain valid for a period of 180 (one hundred and eighty) days from the Bid Due Date. A Bid valid for a shorter period shall be rejected by the Authorized Representative as being non- responsive.

29.2. During the above-mentioned period no plea by the Bidder for any sort of modification of the Bid based upon or arising out of any alleged misunderstanding of misconceptions or mistake or for any reason will be entertained.

29.3. In exceptional circumstances, prior to the expiry of the Bid validity period, the Authorized Representative may request Bidders to extend the Bid validity period. A Bidder may choose to accept or reject the Authorized Representative's request for extension of the Bid validity period. If the Bidder agrees to an extension of the Bid validity period, the Bidder shall also extend the validity of the Earnest Money Deposit accordingly. If the Bidder does not accept the Authorized Representative's request for extension of the Bid validity period, then the Authorized Representative will return the Earnest Money Deposit of such Bidder no later than 30 (thirty) days after the expiry of the original Bid validity period.

30. PUBLIC PROCUREMENT POLICY FOR MICRO, SMALL AND MEDIUM ENTERPRISES (MSMEs)

30.1. As per the Public Procurement Policy for Micro, Small and Medium Enterprise (MSMEs) order 2012, issued vide Gazette Notification number 503, dated 23.03.2012 by Ministry of Micro, Small and Medium Enterprise of Govt. of India, and specific to this Tender, MSMEs must be registered with any of the following agencies/ bodies shall be exempted from EMD submission, if applicable upon production of valid Udyam Registration certificate.

30.2. MSMEs participating in the Tender must submit the certificate of Udyam Registration having activity/NIC Code relevant to the scope of work, including any one or more of the following NIC codes: 62011, 62012, 62013, 62020, 62091, 62099, 63112, 63119, 63121, 63122. The registration certificate issued must be valid as on close date of the Tender.

30.3. The MSMEs, who have applied for registration or renewal of registration for the Udyam Registration Certificate, but have not obtained the valid certificate as on the Bid Due Date, are not eligible for exemption/ preference.

31. **RISK OF REJECTION**

31.1. Any Conditional Bid will straight away run into risk of rejection.

PART B. EARNEST MONEY DEPOSIT AND PERFORMANCE SECURITY

32. **EARNEST MONEY DEPOSIT**

32.1. The Bidder shall furnish as part of its Bid, an earnest money deposit for the Project **(Earnest Money Deposit)**. The Earnest Money Deposit shall be for an amount equivalent to INR 50,000 (Indian Rupees Fifty Thousand Only).

32.2. The Bidder shall provide the Earnest Money Deposit in the form of an unconditional, irrevocable, and on-demand bank guarantee issued by a Bank as per the criteria mentioned in Clause 32.9. The bank guarantee for the Earnest Money Deposit shall be issued in favor of the "NREDCAP", the Authorized Representative payable at Tadepalli, Guntur District and in the format set out in Format 4(a) in the section 'Annexures'. Alternatively, the Bidder may also furnish Earnest Money Deposit, in the form of an irrevocable Insurance Surety Bond from an Insurer, as per guidelines issued by Insurance Regulatory and Development Authority of India (IRDAI), as amended from time to time, in favor of "NREDCAP" (in the Format set out in Format 4(b) in the section 'Annexures', as a part of the tender.

32.3. The Earnest Money Deposit shall remain valid for a period of 30 (thirty) days beyond the Bid validity period specified in Clause 29 (inclusive of claim period), as may be extended in accordance with Clause 29.3.

32.4. Bid not accompanied with required amount of EMD shall be liable for rejection.

32.5. The Earnest Money Deposit of unsuccessful Bidders will be returned by the Authorized Representative, without any interest, as promptly as possible on acceptance of the Bid of the Selected Bidder or when the Bidding process is cancelled by the Authorized Representative, and in any case the EMD of Bidders will be returned no sooner the tenders are finalized or end date of the Bid validity period whichever is earlier. The Earnest Money Deposit of the Selected Bidder will be returned upon the Selected Bidder furnishing the Performance Security in accordance with Clause 33. If the Earnest Money Deposit is scheduled to expire prior to the submission of the Performance Security by the Selected Bidder, then the Selected Bidder need to extend the Bank Guarantee or Insurance Surety Bond, as applicable.

32.6. The Earnest Money Deposit shall be forfeited and appropriated by the Authorized Representative as mutually agreed genuine pre-estimated compensation and damages payable to the Authorized Representative, without prejudice to any other right or remedy that may be available to the Authorized Representative hereunder or otherwise, under the following conditions:

(a) if a Bidder engages in corrupt, fraudulent, coercive or undesirable practice or restrictive practice as specified in Clause 18.3;

(b) in case any document submitted by a Bidder is found to be forged or fake;

(c) if a Bidder is disqualified in accordance with, Clause 18.2 (Conflict of Interest), Clause 18.4 (Other Eligibility Criteria), and Clause 22 (Rights of the Authorized Representative);

(d) if a Bidder withdraws its Bid or increases the Quoted Price during the period of bid validity or its extended period, if any; or

(e) if a Bidder is selected as the Selected Bidder and it fails, within the specified time limit, to:

(i) sign and return, as acknowledgement, the duplicate copy of the LOA, in accordance with Clause 53;

(ii) furnish the Performance Security, in accordance with Clause 33;

(iii) fulfil any other condition precedent to the execution of the Agreement; or

(iv) fails to execute the Agreement, in accordance with Clause 54.

32.7. The Earnest Money Deposit (EMD) is exempted for MSME Bidders registered under Udyam Category only. The MSME Bidder must submit relevant valid supporting document for seeking EMD exemption as mentioned in Clause 30.

32.8. NREDCAP shall not be liable to pay any Bank charges, commission, or interest etc. on the amount of 'EMD'.

32.9. The Bank Guarantee shall be from any Scheduled Bank/ Nationalized Bank.

33. PERFORMANCE SECURITY

33.1. The Selected Bidder shall submit an unconditional and irrevocable Performance Security in the form of a bank guarantee or an Insurance Surety Bond, in favor of NREDCAP for a value of 5% of the Total Contract Value within 21 (twenty-one) days of issuance of Letter of Award and before signing the Agreement.

33.2. The Performance Security shall cover the entire Contract value, including any extra works or services executed under the Contract. If the total executed value, inclusive of extra works/ services, remains within the original awarded Contract price, no additional Performance Security shall be required. However, if the total executed value exceeds the original awarded Contract price by more than 0.5%, the Vendor shall furnish additional Performance Security. This additional security shall be provided on a pro-rata basis and shall cover the excess amount beyond the original Contract value.

33.3. The Performance Security shall remain valid for the entire duration of the Contract, and for an additional period of three months (90 days) beyond the Contract expiry date.

33.4. The original Performance Bank Guarantee (or) Insurance Surety Bond, along with its discharge letter, shall be returned to the Bidder within thirty (30) days from the date on which all Contractual obligations have been duly fulfilled and the agreement period has ended.

33.5. If the Selected Bidder fails to furnish the Performance Security in accordance with this Clause 33.1 on or before the execution of the Agreement, then the Authorized Representative shall have the right to appropriate the Earnest Money Deposit of the Selected Bidder which shall be forfeited in accordance with Clause 32.6(e)(ii).

33.6. **Forfeiture of Performance Security**

The Performance Security of the Selected Bidder shall be forfeited under the following conditions:

(a) If the Vendor fails to perform its obligations stipulated in the Contract.

(b) If the Vendor violates any other terms and conditions of the Contract.

(c) If the Vendor, their employees, or their agents or representatives cause any damage to, break, deface, or destroy any property belonging to NREDCAP or third parties during the execution of the Contract, the Vendor shall, at his own expense, make good such damage or loss. In the event of the Vendor failing to do so, NREDCAP shall have the right to have the necessary repairs or restoration carried out by other agencies, and the expenses incurred shall be recovered from the Vendor. The certificate issued by NREDCAP regarding the amount of such expenses shall be final and binding on the Vendor.

(d) All compensation or other sums of money payable by the Vendor to NREDCAP under the terms of this Contract may be recovered by deducting the same from any amounts due or becoming due to the Vendor from NREDCAP, or by encashment of a sufficient portion of the Performance Security. In the event that the Performance security is reduced due to such deductions or encashment, the Vendor shall, within ten (10) days, replenish the security by depositing the equivalent amount in cash or bank draft, so as to maintain the required level of Performance security.

33.7. No interest shall be payable by NREDCAP on any amount held or deposited as Performance Security.

33.8. The decision of the NREDCAP regarding forfeiture of Performance Security shall be final and not be called upon question under any circumstances by the Bidder.

33.9. The Bank Guarantee shall be from any Scheduled Bank/ Nationalized Bank. The Insurance Surety Bond shall be from an insurer, as per the guidelines issued by the Insurance Regulatory and Development Authority of India (IRDAI), as amended from time to time.

PART C. PROJECT MILESTONES AND PAYMENT TERMS

34. PROJECT MILESTONES:

S. No.	Milestone	Description	Completion Time ("D" is the effective date on which the work of the project shall commence)
1	Milestone 1	• Submission of key documents – Sign and return the LOA, Submission of PBG, Signing of Contract Agreement	As per the respective timelines applicable to each document.
2	Milestone 2	• Detailed Project Plan • Design Template/ Theme	D+15 days

S. No.	Milestone	Description	Completion Time ("D" is the effective date on which the work of the project shall commence)
		• Approval of the Project Methodology & Template/ Theme	
3	Milestone 3	• Design and Development of the Version-0 System ('System' means the complete portal) • Hosting of Version-0 System (infrastructure to be provided by the Vendor). • Completion of Testing of the Version-0 System. • Demonstration of the Complete Functional Ecosystem of the Version-0 System.	D+40 days
4	Milestone 4	• Development, and Testing of the Version-1 System • Deployment of the Portal System on the State Data Centre. • User Acceptance Testing	D+70 days
5	Milestone 5	• Completion of Training • Go-Live of the Version-1 System.	D+85 days
6	Milestone 6	• Conduct Security Audit through a CERT-In Empaneled Auditor • Closure of vulnerabilities identified by the auditor, if any • Issuance of security audit clearance certificate from a CERT-In Empaneled Auditor.	D+90 days
7	Milestone 7	• Start of maintenance of the system for 12 months, after D+90 or Security Audits, whichever is later. • SLA Metrics Monitoring to commence from the start of the maintenance period.	D+455 days
8	Milestone 8	• Conclusion of the Contract.	D+455 days

35. **PAYMENT TERMS:**

The Service Provider is required to submit their Contract Bills for Payment under the Contract as per Rates quoted by them and accepted by NREDCAP along with the relevant supporting documents, if any, towards release of payment treating it as a mandatory requirement:

35.1. Total Contract Value comprises two components:

(a) Design and Development of the Unified/ Single Desk Portal,

(b) Annual Technical Support & Maintenance

Payment Milestones		
Stage	**Milestone**	**Payment to be made**
Design and Development of the Unified/ Single Desk Portal	On achieving Milestone 1 as defined in Clause 34	10% of Software Development Phase
	On achieving Go-Live of Version-1 system and issuance of security audit clearance certificate from a CERT-In Empaneled Auditor.	80% of Software Development Phase
	One month after successful Go-Live and upon meeting the SLA requirements as defined in Clause 12, as verified and certified by the Officer-in-Charge of NREDCAP.	10% of Software Development Phase
Annual Technical Support & Maintenance	Annual Technical Support & Maintenance Phase (12 months)	Payment for the Annual Technical Support & Maintenance Period on achievement of deliverable & milestones, if any shall be released to the Vendor as per the following schedule subject to verification of original invoice by NREDCAP after deduction of Taxes & Duties and Liquidated Damages (LD)/ Penalty, if any as per SLA compliance: • Billing Cycle: Quarterly • The payment under the Contract shall be released on Quarterly basis at the end of each Quarter. • If, Vendor has quoted total 01 (One) year Annual Technical Support & Maintenance charges as INR X, then the Vendor shall raise the Quarterly invoice with an amount of INR X/4 during the Annual Technical Support & Maintenance period of 01 (One) year.

35.2. **Note:**

(a) The Selected Bidder shall submit original invoices based on the above milestones to NREDCAP and NREDCAP shall make payment to the Successful Bidder within 30 days from the date of invoice.

(b) Payment on achievement of deliverable & milestones, if any shall be released to the Successful Bidder as per the schedule subject to verification of Invoice by NREDCAP.

(c) All payments shall be made after deduction of Taxes & Duties and Liquidated Damages (LD)/ Penalty, if any.

(d) All payments shall be made against GST-compliant invoices raised by the Service Provider, in accordance with the provisions of the Goods and Services Tax (GST) Act, including all applicable Rules, Notifications, and amendments issued by the Government from time to time. In the event the Service Provider fails to issue an invoice in the prescribed format and manner as required under the GST Act and applicable Rules, NREDCAP shall have no obligation to make any payment against such invoice.

36. GOODS AND SERVICE TAX (GST)

36.1. The Vendor shall mandatorily obtain registration under the GST Law in Andhra Pradesh. Further, the Vendor shall mandatorily file GST returns before their due dates and comply with all legal requirements within the prescribed timelines. NREDCAP shall not be responsible for any delay in payment to the Vendor in case of non-compliance with GST requirements by the Vendor in any manner.

36.2. The Vendor shall file all the returns on a timely basis and upload all the invoices and acceptance thereof, as may be required under the provisions of GST. In case it is found that NREDCAP is not able to take Input Tax Credit (ITC) benefit of the taxes due to any fault of the Vendor, NREDCAP shall be constrained to deduct the amount from the payments to be made to the Vendor or recover the same in any other manner.

36.3. Bidders are required to submit a copy of the GST Registration Certificate or GST Provisional Certificate while submitting the bids, wherever GST tax is applicable.

36.4. The responsibility of payment of GST lies with the Vendor only. The Vendor providing taxable service shall issue an invoice, which is signed, serially numbered, and in accordance with the provisions of the GST Law. The invoice shall also contain the following details:

(a) Name, address & GST registration number of the Vendor

(b) Name and address of the recipient of the taxable service

(c) Description, classification, and value of the taxable service provided

(d) GST Amount, if applicable.

(e) HSN code of the Goods/Services.

Payments to the Service Provider, including the GST amount, shall be made only upon compliance with the above requirements. Further, NREDCAP may request copies of challans and a certificate from a Chartered Accountant confirming the deposit of GST collected from NREDCAP.

36.5. In case CBIT (Central Board of Indirect Taxes and Customs) brings to the notice of NREDCAP that the Vendor has not remitted the amount towards GST collected from NREDCAP to the government exchequer, then that Vendor may be debarred from bidding in future tenders of NREDCAP for a given period, as per the sole discretion of NREDCAP.

36.6. In case of any statutory variation in GST during the currency of the Contract, the Vendor shall submit a copy of the relevant 'Government Notification' as evidence of the date of revision. Any claim for payment of GST/ statutory variation in GST must be raised within two (2) months from the date of issuance of the Government Notification. Failing this, no claim for arrears on account of such variation shall be entertained. The following shall also apply:

(a) Any increase in the rate of non-ITC based GST beyond the Contractual completion period shall be borne by the Vendor.

(b) Any decrease in the GST rate shall be passed on to NREDCAP, regardless of the timing.

36.7. NREDCAP will reimburse the GST to the Vendor at actuals against submission of ITC-based invoices issued in accordance with GST rules. In case of any variation in the executed quantities, the amount on which the GST is applicable shall be modified in the same proportion.

36.8. NREDCAP will reimburse the GST to the Vendor at actuals against documentary evidence, subject to the ceiling amount of GST as quoted by the Bidder, and subject to any statutory variations. In case of any variation in the executed quantities, the ceiling amount of GST will be modified on a pro-rata basis.

36.9. The Vendor shall ensure timely submission of correct invoice(s) with all required supporting document(s) so as to enable NREDCAP to avail Input Tax Credit (ITC), if applicable.

37. **E-PAYMENT:** The successful Bidder shall furnish their bank account details in the prescribed Bank Mandate Form enclosed as Format 16 in the section "Annexures" of the RFP, to facilitate seamless electronic transactions.

PART D. PREPARATION AND SUBMISSION OF BIDS

38. NUMBER OF BIDS

Subject to Clause 45, a Company shall be permitted to submit only 1 (one) Bid for the Project. A Company applying shall not be entitled to submit another Bid. A Company which submits or participates in more than 1 (one) Bid for the Project shall cause all the Bids with the Company's participation to be disqualified.

39. LANGUAGE OF BIDS AND CORRESPONDENCE

39.1. The Bid prepared by the Bidder and all correspondence and documents related to the Bid exchanged by the Bidder and the Authorized Representative shall be in English.

39.2. Any document furnished by the Bidder may be in another language, as long as such document is accompanied by an English translation, in which case, for purposes of interpretation of the Bid, the English translation shall take precedence. If any document submitted by a Bidder is in a local language, then the English translation must be certified by an advocate and notarised. If any document submitted by a Bidder is in a foreign language, then the English translation must be certified by the embassy/consulate/high commission of the relevant foreign country in India or the Ministry of Foreign/External Affairs or any other relevant ministry empowered to certify such English translations in the foreign country where the project is situated. Supporting materials which are not translated into English or certified/notarised in accordance with this Clause 39.2 may not be considered by the Authorized Representative.

39.3. **Interpretation:** In interpreting these conditions, singular also means plural, male also means female, and vice-versa. Headings have no significance. Works have their normal meaning under the language of the Contract unless specifically defined. The documents forming the Contract shall be interpreted in the following order of priority i.e., Agreement, Letter of Acceptance (notice to proceed with the works), Qualification Proposal and any other document listed as forming part of the Contract.

40. BID DUE DATE

40.1. The Bid shall be submitted on or before the date, time and at the place specified in the Bid Schedule.

40.2. The bids must be submitted through e-tender mode.

40.3. The offline documents of required specific documents must be submitted through courier/ registered post/ by hand.

40.4. The Authorized Representative may, at its discretion and for any reason, extend the Bid Due Date for all Bidders by issuing an Addendum in accordance with Clause 24 in which case all rights and obligations of the Authorized Representative and the Bidders will thereafter be subject to the Bid Due Date as extended.

40.5. Notice for extension of bid submission date will be uploaded on e-Procurement Portal or on NREDCAP's website https://www.nredcap.in/.

40.6. Any Bids received after the specified time on the Bid Due Date will be treated as late bids.

40.7. Late bids will not be eligible for consideration and will be summarily rejected.

40.8. Unsolicited Bids or Bids received to address other than one specifically stipulated in the Tender Documents will not be considered for evaluation/ opening/ award if not received to the specified destination within stipulated date & time.

41. DOCUMENTS COMPRISING THE BID

The bid shall be submitted by the Bidder under "Single Stage - Two Sub-Stages" procedure of bidding. Under this procedure, the bid submitted by the Bidder in two sub-stages - First sub-stage (also referred to as Qualification Proposal) and second sub-stage (also referred to as Financial Proposal) shall comprise of the following documents:

41.1. As part of "Qualification Proposal": The Qualification Proposal submitted by a Bidder shall comprise the following documents:

(a) Bid Covering Letter in the format set out in Format 1;

(b) General Particulars of the Bidder in the format set out in Format 2;

(c) Bank Guarantee for Earnest Money Deposit in the format set out in Format 4(a);

(d) Insurance Surety Bond for Earnest Money Deposit in the format set out in Format 4(b);

(e) Board Resolutions in the format set out in Format 5;

(f) Power of Attorney in the format set out in Format 6;

(g) Certificate issued by the statutory auditor of the Bidder, in the format set out in Format 7A, certifying the Annual Turnover of the Bidder or Associate, as the case may be, and compliance with other financial qualification criteria specified in Clause 19.2;

(h) Certificate issued by the statutory auditor of the Bidder, in the format set out in Format 7B, certifying the Net Worth of the Bidder or Associate, as the case may be, and compliance with other financial qualification criteria specified in Clause 19.2;

(i) Details of the Bidder's Experience, for which the Bidder is claiming to have relevant experience in similar projects, shall be provided in the format set out in Format 8A. The Bidder shall mandatorily fill all the details in Form 1 and Form 2;

(j) Details of Technical Certification(s) of the Bidder in the format set out in Format 8B;

(k) Details of Team Composition & Task Assignments in the format set out in Format 8C;

(l) Curriculum Vitae (CV) of the proposed key professional staff shall be provided in the format set out in Format 8D;

(m) "NO DEVIATION" CONFIRMATION Certificate in the format set out in Format 9;

(n) if applicable, certificate issued by a statutory auditor certifying the relationship of the Bidder with the Associate(s) whose: (A) experience is being relied upon to demonstrate Technical Capacity; and/or (B) Minimum Average Annual Turnover (MAAT) and Net Worth is being relied upon to demonstrate Financial Capacity, in the format set out in Format 10;

(o) if required, a certificate as per Office Memorandum in the format set out in Format 11;

(p) Undertaking regarding that the Bidder has not been blacklisted by any Government Department/PSU as on the last date of submission of the bid in the format set out in Format 14;

(q) Format of Declaration by the Bidder as per the format set out in Format 15;

(r) Self-attested copies of the certificate of incorporation, memorandum of association and articles of association;

(s) Self-attested copies of relevant certifications, including ISO 9001, ISO 20000, ISO 27001, and CMMI (Level 3/4/5), as applicable, shall be submitted.

(t) Unconsolidated audited annual accounts of the Bidder (including Balance Sheets and Profit and Loss Statements), and of the Associate(s) (if applicable), for all the financial years immediately preceding the Bid Due Date, for which the Bidder has declared the Annual Turnover and Net Worth.

(u) In a separate sheet on the Letter Head of the Chartered Accountant's Firm, provide details of computation of 'Net Worth' and 'Annual Turnover' duly certified by the Chartered Accountant.

(v) The Bidder shall submit the Work Order or Contract Agreement issued by the client for each project listed under the Bidder's Technical Experience in Format 8A.

(w) Provide a Work Completion Certificate or Performance Certificate for each project listed under the Bidder's Technical Experience in Format 8A. The certificate must be issued on the Client's official letterhead and should include the Name and Designation of the Authorized Signatory of the Client. It must be duly attested by the Authorized Signatory and bear the official seal of the Client.

(x) Copy of GST registration No, PAN Card and Latest Income Tax Registration/ITR filled.

(y) RTGS/NEFT transaction receipt containing the Unique Transaction Reference (UTR) number, evidencing the successful transfer of the Bid Document Fee.

(z) Bidder shall provide the statutory auditor certificate confirming that there is no outstanding GST liability.

(aa) Earnest Money Deposit (EMD) exempted for MSME Bidder's registered under Udyam Registration Category only. The MSME Bidder must submit valid Udyam Registration Certificate for seeking EMD exemption.

The Authorized Representative reserves the right to seek additional information to verify the Bid and establish compliance with Tender conditions.

Hard Copy: Hard copy of the bid shall comprise of the above documents to be submitted in sealed covering envelope, as part of the first Qualification Proposal. The Covering Envelope shall have the following Sticker:

Offline Bid submission for the "Tender for the design and development of Unified/ Single Desk Portal with Annual Technical Support & Maintenance for Clean Energy Project(s) and renewable energy manufacturing projects under Andhra Pradesh Integrated Clean Energy Policy 2024	
Tender Document No.	(Enter Tender Document No & Date given in published Tender Documents)
Bids Submitted by	(Enter Full name and address of the Bidder)
Authorized Signatory	(Signature of the Authorized Signatory) (Name of the Authorized Signatory) (Stamp of the Bidder)

Bid Submitted to	Vice Chairman & Managing Director, New & Renewable Energy Development Corporation of Andhra Pradesh Ltd. (NREDCAP), Regd.Office:12-464/5/1, River Oaks Apartment, CSR Kalyana Mandapam Road, Tadepalli, Guntur District, AP – 522501. Tel.: 0863-2347650/51/52/53

Soft Copy: Online documents/Soft copy of the bid shall comprise of the above documents to be uploaded on the e- Procurement Portal as per provisions therein.

Note: The Qualification Proposal shall not include any financial information relating to the Financial Proposal. The Bidder shall submit Bids in the given Format only.

In case any document submitted by a Bidder is found to be forged or fake, owner reserves its right to take appropriate actions for such malpractices including forfeiture of EMD and/ or banning of business/ blacklisting etc.

41.2. As part of "Financial Proposal":

(a) The Electronic Form of the bid for second sub-stage (as per Format 13), as available on the e- Procurement Portal, shall be duly filled and signed digitally. Bids submitted using separate typed sheets shall be rejected.

(b) The Bidder shall submit the Excel Sheet/ Financial Document indicating price break up, if applicable along with the Price Bid only on the e- Procurement Portal.

(c) The Bidder should explicitly note that no hard copies are to be submitted as part of the Price Bid. Any financial information related to the Price Bid, if disclosed in hard copy—whether intentionally or unintentionally—shall lead to disqualification.

(d) Following points are to be noted while submitting the Financial Proposal/ Price Bid:

(i) Unless stated otherwise in the Tender Documents, the Contract shall cover the entire Scope of Work/services described therein, based on the rates and prices submitted by the Bidder and accepted by the Owner. The prices quoted by the Bidders should include all applicable Goods and Services Tax (GST) components.

(ii) The Bidder shall quote for all items listed in the "Schedule of Rates (SOR)" after a careful analysis of the costs involved in performing each completed item, taking into account all parts of the Tender Documents. If any activity, though not specifically mentioned in the item description under the "SOR", is required to complete the works in accordance with the Specifications, Scope of Work/services, Standards or any other part of the Tender Documents, the Quoted Prices shall be deemed to include the cost of such activity.

(iii) The Bidder shall quote the prices for 'Design and Development (for a period of 3 months) and 'Annual Technical Support and Maintenance' (for a period of 12 months). The Bidder shall ensure that the price quoted for 'Design and development' does not exceed 50% of the 'Total Contract Value for 15 months'.

(iv) All Goods & Service Tax (GST) components [applicable for both Centre and State] payable by the Bidder under the Contract, or for any other cause, shall be included in the "SOR".

(v) Prices quoted by the Bidder shall remain firm and fixed, and valid until completion of the Contract, and will not be subject to variation on any account.

(vi) In the event of any variation (increase or decrease) in the existing rates of taxes, duties, or levies; or the introduction of any new tax, duty, or levy; or the abolition of any existing tax, duty, or levy; or any change in the applicability of such taxes, duties, or levies during the performance of this Contract, which has or may have an impact on the overall pricing in connection with the performance of the Contract, an equitable adjustment in the Contract Price shall be made accordingly. Such adjustment shall be affected by way of addition to or deduction from the Contract Price, as the case may be.

42. COST AND CURRENCY OF BIDS

42.1. The Bidders will bear their own costs associated with or relating to the preparation and submission of their Bids, including copying, postage, delivery charges and expenses associated with any presentations which may be required by the Authorized Representative, or any other costs incurred in connection with or relating to their Bids, including any costs incurred on conducting any due diligence. All such costs and expenses will be borne by the Bidders and the Authorized Representative, and their employees and advisors will not be liable in any manner whatsoever for such costs and expenses, regardless of the conduct or outcome of the Bid Process.

42.2. All amounts in the Bid should be stated in Indian Rupees.

43. SIGNING OF BIDS

43.1. Each Bidder must use the digital signature of its authorized signatory while uploading the soft copy of the Qualification Proposal to the e- Procurement Portal.

43.2. The Tender shall contain no alterations or additions, except those to comply with instructions issued by the Tender Inviting Authorized Representative, or as necessary to correct errors made by the Bidder, in which case all such shall be initialed by the person signing the Tender.

43.3. No alteration which is made by the Bidder in the Contract form, the conditions of the Contract, specifications or statements / formats or quantities accompanying the same will be recognized; and, if any such alterations are made the tender will be void.

44. MARKING, SEALING AND SUBMISSION OF BIDS

44.1. The Bidders who are desirous of participating in e-procurement shall submit their Qualification proposal, Financial proposal etc., through online in the standard prescribed in the Tender Documents, displayed at e-Procurement Portal. The Bidders should upload the scanned copies of all the relevant certificates, documents etc., in the e-Procurement Portal in support of their technical bids. The Bidders shall sign on all the statements, documents, certificates, uploaded by him, owning responsibility for their correctness/authenticity.

44.2. Submission of Hard Copies: Hard Copies of the uploaded scan copies of EMD and all documents, as prescribed in Clause 41.1 and forming part of the Technical Bid, shall be submitted to the Tender Inviting Authorized Representative on or before the date as specified in Clause 17.15. All the Bidders shall invariably upload the scanned copies of BG/ Insurance Surety Bond in e-Procurement system and this will be the primary requirement to consider the bid as responsive. The Authorized Representative shall carry out the Qualification proposal evaluation solely based on the uploaded certificates/documents, BG/ Insurance Surety Bond towards EMD in the e-procurement system and open the price bids of the responsive Bidders.

44.3. The Bidder shall invariably furnish the original BG or Insurance Surety Bond towards EMD, along with documents prescribed in Clause 41.1 that form part of the Technical Bid, to the Tender Inviting Authorized Representative on or before the date as specified in Clause 17.15, either in person or through courier or post. The Bidder shall be responsible for ensuring receipt of the same within the stipulated date. The Authorized Representative will not take any responsibility for any delay in receipt/ non-receipt of original BG towards EMD, certificates/documents, from the Bidder. On receipt of documents, the Department shall ensure the genuinity of the EMD and all other certificates / documents uploaded by the Bidder in eProcurement system in support of the qualification criteria.

44.4. If any Bidder fails to submit the original Hard Copies of uploaded certificates/ Documents, BG/ Insurance Surety Bond towards EMD within the stipulated time or if any variation is noticed between the uploaded documents and the hard copies submitted by the Bidder, the Bidder may be rejected at NREDCAP's discretion.

44.5. The Bidder shall mandatorily pay the transaction fee to APTS through the electronic payment Gateway.

44.6. The Bidders shall furnish a declaration (Format 15) in online stating that the soft copies uploaded by them are genuine. Any incorrectness/deviation noticed will be viewed seriously and apart from cancelling the work duly forfeiting the EMD, criminal action will be initiated including suspension of business.

44.7. The Bidder shall authenticate the bid with his digital certificate for submitting the bid electronically on e-procurement Platform and the bids not authenticated by Digital certificate of the Bidder will not be accepted on the e-procurement platform.

45. SUBSTITUTION AND MODIFICATION OF BIDS

45.1. No Bid can be substituted or modified by the Bidder after the Bid Due Date.

45.2. Any modification to the Bid or additional information supplied after the specified time on the Bid Due Date, unless such additional information has been expressly sought for by the Authorized Representative, will be disregarded.

45.3. No Bidder shall be allowed to withdraw its Bid at any time after its submission.

PART D. OPENING AND EVALUATION OF BIDS

46. OPENING OF BIDS

46.1. The Authorized Representative will open only those Bids that are submitted on or before the specified time on the Bid Due Date. If any Bid is received after the specified time on the Bid Due Date, it will be rejected.

46.2. The Authorized Representative will open the soft copy of the Qualification Proposals at the time, date and place specified in the Bid Schedule.

The Bidders can also view the summary of opening of Bids by logging on to the e-Procurement Portal.

46.3. Once all the Qualification Proposals have been opened, they will be evaluated for responsiveness and to determine whether the Bidders are qualified for opening of the Financial Proposals. The procedure for evaluation of the Qualification Proposals is set out in Clause 47.

46.4. Once the Qualification Proposals have been evaluated, the Financial Proposal of all Bidders whose Qualification Proposals meet the Eligibility Criteria and the Qualification Criteria, shall be opened. The procedure for evaluation of the Financial Proposals is set out in Clause 49.

46.5. The qualification of Bidders will be entirely at the discretion of the Authorized Representative. Bidders will be deemed to have understood and agreed that no explanation or justification on any aspect of the Bid Process or selection will be given.

46.6. Any information contained in a Bid will not in any manner be construed as binding on the Authorized Representative, its agents, successors or assigns; but will be binding on the Bidder.

47. DETERMINATION OF RESPONSIVENESS AND EVALUATION OF QUALIFICATION PROPOSALS

47.1. The Authorized Representative will examine the Qualification Proposals to determine whether they are complete, whether the documents have been properly signed, and whether the Qualification Proposals are generally in order. If any Bidder is found to be disqualified in accordance with the terms of the RFP or if any Qualification Proposal is found to be non-responsive or not meeting the Technical Capacity or the Financial Capacity, the Bid comprising such Qualification Proposal will be rejected by the Authorized Representative and not included for further consideration. No request for alteration, modification, substitution, or withdrawal shall be entertained by the Authorized Representative in respect of such Bid.

47.2. Prior to evaluation of the Qualification Proposals, the Qualification Proposals will be evaluated to determine responsiveness to the RFP. A Qualification Proposal, shall be considered responsive only if:

(a) the Qualification Proposal and all documents specified in Clause 41.1 are received in the prescribed formats;

(b) the Bid is uploaded by the specified time on the Bid Due Date;

(c) it is signed, marked and uploaded as stipulated in Clauses 43 and 44;

(d) it contains all the information and documents (complete in all respects) as requested in this RFP; and

(e) it does not contain any condition or qualification.

(f) is accompanied by the required 'Earnest Money Deposit' and 'Bid Document Fee', if applicable.

47.3. The Authorized Representative shall then evaluate and determine whether the Bidders who have submitted responsive Qualification Proposals satisfy the Eligibility Criteria and the Qualification Criteria set out at Clause 18 and Clause 19 respectively.

47.4. In order to determine whether the Bidder satisfies the Eligibility Criteria set out at Clause 18 and the Qualification Criteria set out at Clause 19, the Authorized Representative will review the documentary evidence of the Bidder's eligibility and qualifications submitted by the Bidder and any additional information which the Authorized Representative seeks from the Bidder.

47.5. Where any information provided by a Bidder is found to be patently false or amounting to a material misrepresentation, the Authorized Representative reserves the right to reject the Bid submitted by such Bidder.

47.6. Upon completion of evaluation of the Qualification Proposals, the Authorized Representative will notify the Qualified Bidders and open the Financial Proposals on the date and time specified in the Bid Schedule under Clause 17.15. The Financial Proposals of those Bidders who do not qualify will not be opened.

48. OPENING OF FINANCIAL PROPOSALS BY AUTHORIZED REPRESENTATIVE

48.1. The Authorized Representative shall open the Financial Proposals of only the qualified Bidders at the time to be specified in the Bid Schedule. If there is only 1 (one) qualified Bidder, the Authorized Representative may, at its sole discretion, decide to open this Bidder's Financial Proposal.

48.2. The Authorized Representative shall open the Financial Proposal of each qualified Bidder online on the e-Procurement Portal.

49. EVALUATION OF FINANCIAL PROPOSALS

49.1. Following the opening of the Financial Proposals, the Authorized Representative shall evaluate the Financial Proposals for responsiveness. A Financial Proposal, shall be considered responsive only if:

(a) the Bidder has populated the Financial Proposal format provided on the e-Procurement Portal, in accordance with the instructions provided on the e-Procurement Portal;

(b) the Bidder has quoted only 1 (one) figure in the Price Bid.

49.2. The Authorized Representative shall notify a qualified Bidder whose Financial Proposal is found to be non- responsive, that such qualified Bidder's Financial Proposal shall not be considered for award of the Project.

49.3. The Authorized Representative shall, for each qualified Bidder that has submitted a responsive Financial Proposal, tabulate the Quoted Price. The comparison shall also include the impact of Goods & Service Tax (GST) in line with the provisions of the Tender Documents.

49.4. Once the Quoted Price for each qualified Bidder that has submitted a responsive Financial Proposal has been tabulated, the Authorized Representative shall rank the qualified Bidders based on the Quoted Price.

49.5. The Financial Score of each Qualified Bidder shall be determined based on the quoted price submitted in the financial proposal. The Bidder quoting the lowest price shall be awarded a Financial Score of 100.

49.6. Financial Scores for other Bidders shall be calculated inversely proportional to their quoted prices, using the following formula:

Financial Score = (Lowest Quoted Price / Bidder's Quoted Price) × 100.

Illustration:

If the quoted prices of three Qualified Bidders are as follows:

S. No.	**Bidder**	**Quoted Price**	**Financial Score (Rounded off to two decimals)**
1	B1	120	(100/120)*100 = 83.33
2	B2	100	100
3	B3	110	(100/110)*100 = 90.91

In this example, Bidder B2 receives the highest Financial Score as it has quoted the lowest price. The Financial Scores of B1 and B3 are inversely proportional to their quoted prices, resulting in proportionately lower scores.

50. FINAL EVALUATION OF BIDS – QUALITY AND COST BASED SELECTION (QCBS) EVALUATION METHODOLOGY

50.1. The Committee will adopt Quality and Cost Based Selection (QCBS) approach to arrive at the Final Score. Under QCBS, the 'Technical Score' obtained as mentioned in the Clause 19.1 (e) (i) will be allotted weightage of 70% while the Financial Score obtained as mentioned in the Clause 49.6 will be allotted weightage of 30%. For the final evaluation, proposals will be ranked according to their combined Technical and Financial scores, using the following QCBS Formula as defined in Clause 50.2 and the proposal with the highest weighted combined score (quality and cost) shall be selected.

50.2. QCBS Formula: QCBS score for all the Qualified Bidders is computed as per the logic:

Final QCBS Score, $S = (S_T * W_T) + (S_F * W_F)$

S_T	Technical Score
S_F	Financial Score
W_T	Weightage for Technical Score = 70%
W_F	Weightage for Financial Score = 30%

If the Technical Scores and Financial Scores of Three (3) Qualified Bidders are as follows:

Bidder	Technical Score (S_T)	Weighted Technical Score (S_T × 0.7)	Quoted Price	Financial Score (S_F)	Weighted Financial Score (S_F × 0.3)	Final QCBS Score (S)	Rank
B1	75.00	52.50	120.00	83.33	25.00	77.50	H3
B2	80.00	56.00	100.00	100.00	30.00	86.00	H2
B3	90.00	63.00	110.00	90.91	27.27	90.27	H1

50.3. The qualified Bidder with the highest QCBS Score will be the Preferred Bidder. In the above scenario, B3 is the Preferred Bidder because it has obtained the highest QCBS Score.

50.4. If the QCBS Score of 2 (two) or more Qualified Bidders are the same, the Bidder quoting the lowest Price Bid shall be declared the Preferred Bidder. In the event that both the QCBS Scores and the Quoted Price Bids of such Qualified Bidders are the same, then such Qualified Bidders will be asked to provide their best and final Price Bid offer. The best and final offer quoted by the Qualified Bidders should be lower than the original Price quoted by them and the Qualified Bidder offering the most advantageous best and final offer, and obtaining the highest Final Score shall be the Preferred Bidder.

50.5. If the Preferred Bidder is disqualified or rejected for any reason whatsoever, then the procedure set out in Clause 22.2 shall follow.

50.6. The Authorized Representative may issue a letter to invite the Preferred Bidder for negotiations, provided such negotiations shall not result in any increase in the Quoted Price initially quoted by the Preferred Bidder.

51. CLARIFICATION ON BIDS

51.1. To facilitate evaluation of the Bids, the Authorized Representative may, in its sole discretion, seek clarifications and/or any additional information from any Bidder regarding its Bid (including if the Bid is not signed, marked and sealed in accordance with Clauses 43 and 44). Such clarification(s) will be provided within the time specified by the Authorized Representative for this purpose. Any request for clarification(s) and all responses to such clarification(s) will be in writing. Any clarification submitted by a Bidder that is not in response to a request by the Authorized Representative will not be considered.

51.2. If a Bidder does not provide clarifications and/or any additional information sought under Clause 51.1 within the prescribed time, its Bid may be liable for rejection. If the Bid is not rejected, the Authorized Representative may proceed to evaluate the Bid by construing the particulars requiring clarification to the best of its understanding, and the Bidder will be barred from subsequently questioning such interpretation of the Authorized Representative.

52. CONFIDENTIALITY

52.1. Information relating to the examination, clarification, evaluation, and comparison of Bids, and recommendations for the award of a Contract, shall not be disclosed to Bidders or any other persons not officially concerned with such process. Any effort by a Bidder to influence the Owner’s processing of Bids or award decisions may result in the rejection of the Bidder's Bid and action shall be initiated as per procedure in this regard.

PART E. AWARD OF PROJECT

53. LETTER OF AWARD (LOA)

53.1. After declaration of the Preferred Bidder, the Authorized Representative will, within 60 days, issue the LOA to the Preferred Bidder in duplicate:

(a) declaring it as the Selected Bidder;

(b) accepting its Financial Proposal;

(c) requesting it to sign and return, as acknowledgement, a copy of the LOA within 15 (fifteen) days of issuance of the LOA, indicating the date on which it will execute the Agreement, which in no event shall be later than 30 (thirty) days from the date of the LOA;

(d) requesting it to submit the Performance Security in accordance with Clause 33.

53.2. If the Selected Bidder fails to return a duly signed copy of the LOA to the Authorized Representative within 15 (fifteen) days of issuance of the LOA, then the Authorized Representative may, unless it consents to an extension, without prejudice to any of its rights under the RFP or law, disqualify the Selected Bidder, revoke the LOA, and forfeit the Earnest Money Deposit. If the Authorized Representative elects to disqualify such Bidder and revoke the LOA, then the procedure set out in Clause 22.2 shall follow.

54. EXECUTION OF THE CONTRACT

54.1. The Authorized Representative shall, within 15 (fifteen) days of the acceptance of the LOA by the Selected Bidder provide the Selected Bidder with the final execution draft of the Contract Agreement. The Selected Bidder shall execute the Contract Agreement in the draft form provided by the Authorized Representative.

54.2. If the Selected Bidder seeks to materially negotiate or seeks any material deviations from the final execution draft of the Agreement provided by the Authorized Representative under Clause 54.1, the Authorized Representative may elect to disqualify the Selected Bidder and revoke the LOA issued to the Selected Bidder. If the Authorized Representative elects to disqualify such Bidder and revoke the LOA, then the procedure set out in Clause 22.2 shall follow.

54.3. Subject to Clause 53.2, upon satisfaction of the conditions specified in Clause 53.1 and any other conditions specified in the LOA, the Selected Bidder shall execute the Contract Agreement within 30 (thirty) days from the date of issuance of the LOA.

54.4. If the Selected Bidder, as the case may be, fails to execute the Agreement within the timeline specified in Clause 54.3, the Authorized Representative may, unless it consents to an extension, without prejudice to any of its rights under the RFP or law, disqualify the Selected Bidder, revoke the LOA and forfeit the Earnest Money Deposit. If the Authorized Representative elects to disqualify such Bidder and revoke the LOA, then the procedure set out in Clause 22.2 shall follow.

54.5. If the Authorized Representative fails to execute the Agreement within the timeline specified in Clause 54.3 or elects to revoke the LOA (other than due to reasons attributable to the Selected

Bidder), then the Authorized Representative shall return the Earnest Money Deposit to the Selected Bidder within an additional 30 (thirty) day period.

55. CANCELLATION OF CONTRACT

NREDCAP reserves the right to cancel the Contract of the Selected Bidder and recover expenditure incurred by NREDCAP on the following circumstances:

55.1. The Selected Bidder has made misleading or false representations in the forms, statements, and attachments submitted in proof of the eligibility requirements.

55.2. The Selected Bidder commits a breach of any of the terms and conditions of the bid/Contract.

55.3. The Selected Bidder goes into liquidation voluntarily or otherwise during the execution of Contract.

55.4. The progress regarding execution of the Contract, made by the Service Provider is found to be unsatisfactory.

55.5. No Bidder is permitted to canvass to NREDCAP on any matter relating to this Tender. Any Bidder found doing so may be disqualified and his bid may be rejected.

ANNEXES

FORMAT 1

COVERING LETTER

(To be submitted on the Letter Head of the Bidding Company)

Reference No.: ……………….. Date: ……………

From:………… [Insert Name and Address of the Bidder]

Telephone No.: …………………..

Fax No.: …………………..

Email Address: …………………..

To,

Vice Chairman & Managing Director,
New & Renewable Energy Development Corporation of Andhra Pradesh Ltd. (NREDCAP),
12-464/5/1, River Oaks Apartment,
CSR Kalyana Mandapam Road, Tadepalli,
Guntur District, AP – 522501.
Tel.: 0863-2347650/51/52/53

Sub: Bid for Tender for the "Design and Development of Unified/ Single Desk Portal with Annual Technical Support & Maintenance for Clean Energy Project(s) and Renewable Energy Manufacturing Projects under Andhra Pradesh Integrated Clean Energy Policy 2024".

Dear Sir,

We, the undersigned, ______________________ [*Insert name of the Bidder*], having read, examined, and understood in detail the Tender Documents, hereby submit our response to the said Tender Documents.

1. We confirm that we have not submitted more than one response to the Tender Documents, including this submission.
2. We are submitting our application as a Bidder for ____________________________ [*Tender No.*] at NREDCAP.
3. We hereby give our unconditional acceptance to the Tender Documents dated _____________________ [*Insert date in dd/mm/yyyy*], issued by NREDCAP. As a token of our acceptance, the Tender Documents have been initialled and enclosed with our response.
4. We have enclosed an Earnest Money Deposit (EMD) of INR __________ [Insert Amount], in the form of Bank Guarantee No. __________ [Insert BG reference], dated __________ [Insert BG date], issued by __________ [Insert Bank Name], and valid up to ____________, or Insurance Surety Bond No. __________ [Insert Insurance Surety Bond reference], dated __________ [Insert Insure Surety Bond Date], issued by __________ [Insert Insurer Name], and valid up to __________. Alternatively, being an MSME, we shall be eligible for EMD exemption upon submission of a valid Udyam Registration Certificate.
5. We confirm that our response has been submitted strictly as per the prescribed Forms & Formats of the Tender Documents, without any deviations, conditions, assumptions, or notes.

6. We unconditionally and irrevocably accept that any decision made by NREDCAP regarding or arising out of the Tender Documents shall be binding on us. We expressly waive any claims or deviations in this regard.
7. We confirm that we have studied and understood the relevant Indian laws and regulations necessary for submitting this bid and for executing the Contract, if selected as the Selected Bidder.
8. We are enclosing our complete response to the Tender Documents, with all formats duly signed, for your kind consideration.
9. We confirm that our response to the Tender Documents is consistent with all the requirements of submission as stated in the Tender Documents and subsequent communications from NREDCAP.
10. The information submitted in our response to the Tender Documents is correct to the best of our knowledge and understanding. We would be solely responsible for any errors or omissions in our response to the Tender Documents.
11. We hereby declare that our Company has not been debarred or blacklisted by NREDCAP/ any Central/State Government Ministry, Department, Public Sector Undertaking, or Government Autonomous Body.
12. We confirm that all the terms and conditions of our bid shall remain valid for a period of 180 (One Hundred and Eighty) days from the Bid Due Date.
13. Contact Person Details:

    Details of the representative to be contacted by NREDCAP are furnished as under:

    Name: ___________________________

    Designation: ___________________________

    Company: ___________________________

    Address: ___________________________

    Phone No.: ___________________________

    Mobile No.: ___________________________

    Fax No.: ___________________________

    Email: ___________________________
14. We confirm that we have neither made any statement nor provided any information in this Bid, which to the best of our knowledge is materially inaccurate or misleading. Further, all the confirmations, declarations and representations made in our Bid are true and accurate. In case this is found to be incorrect after our selection as Successful Bidder, we agree that the same would be treated as a Service Provider's event of default.

Dated this ________ day of ________, 20…..

Thanking you,

Yours faithfully,

[Name of the Authorized Person] :

[Designation of the Authorized Person] :

[Signature of the Authorized Person] :

[Seal of the Bidding Company] :

FORMAT 2

GENERAL PARTICULARS OF THE BIDDER

(To be submitted on the Letter Head of the Bidding Company)

Name of Bidder/Firm	
Registered Office & Postal Address	
E-mail address for communication	
Telephone/ Fax No.	
Website	
Name, designation, address, contact number and Email of the representative of the Bidder to whom all references shall be made.	
Nature of the firm (Pvt. Ltd /Public Ltd. Co. /Public Sector, etc.)	
Year of Incorporation	
Has the Bidder/Company ever been debarred by NREDCAP/ any Government Department or Public Sector Undertaking from undertaking any work?	Yes No
Bank Details (Name, Account No, IFSC Code)	
PAN No	
Whether the Bidder/Company has any Conflict of Interest in participating in the proposed tender.	Yes No
GST Identification Number (Proof to be submitted – GST registration certificate).	
GSTN Address	

[Name of the Authorized Person]

[Designation of the Authorized Person]

[Signature of the Authorized Person]

[Seal of the Bidding Company]

FORMAT 3(a)

FORMAT FOR CONTRACT PERFORMANCE BANK SECURITY

(*To be stamped in accordance with the applicable Stamp Act. The Non-Judicial Stamp Paper of appropriate value should be issued in the name of the issuing bank.*)

Reference: ……………………………….

Bank Guarantee No.: ....…

Date: ....……..

In consideration of ………………..[Insert name of the Bidder] (hereinafter referred to as the 'Service Provider") having submitted a response to the Tender for ……………….[Insert title of the Tender], dated [●], issued by New & Renewable Energy Development Corporation of Andhra Pradesh Ltd. (hereinafter referred to as "NREDCAP"), and NREDCAP having considered the said response of ………………..[Insert name of the Bidder] (which expression shall, unless repugnant to the context or meaning thereof, include its executors, administrators, successors, and assignees), and having selected the Bid of the Service Provider and issuing the Letter of Award No. [●] in favor of ………………..[Insert name of Service Provider], as per the terms of the Tender, which has been accepted by the Service Provider, resulting in a Contract being entered into for the purchase of the Work/Services from M/s ………………..[Insert name of Service Provider].

As per the terms of the Tender, ………………..[Insert name & address of Bank] hereby agrees unequivocally, irrevocably, and unconditionally to pay to NREDCAP at ………………..[Insert Place as per the address of NREDCAP], forthwith on demand in writing from NREDCAP or any officer authorized by it in this behalf, any amount up to and not exceeding INR ………………..[Insert Amount in words and figures] only, on behalf of M/s ………………..[Insert name of the Service Provider].

This Guarantee shall remain valid and binding on this Bank up to and including ……………….. [Insert Validity Date], and shall not be terminable by notice or by any change in the constitution of the Bank or in the terms of the Contract, or for any other reason whatsoever. Our liability hereunder shall not be impaired or discharged by any extension of time, or by any variations or alterations made, given, or agreed to, with or without our knowledge or consent, by or between the parties to the respective agreement.

Our liability under this Guarantee is restricted to INR ……………….. (Indian Rupees ………………..only).

Our Guarantee shall remain in force until ……………….. [Insert Validity Date]. NREDCAP shall be entitled to invoke this Guarantee at any time up to the said date.

The Guarantor Bank hereby agrees and acknowledges that NREDCAP shall have the right to invoke this Bank Guarantee, in part or in full, as it may deem fit.

The Guarantor Bank further expressly agrees that it shall not require any proof, in addition to the written demand by NREDCAP (made in any format), made at the above-mentioned address of the Guarantor Bank, in order to make the said payment to NREDCAP.

The Guarantor Bank shall make such payment hereunder on first demand, without restriction or condition, and notwithstanding any objection by ………………..[Insert name of the Service Provider] and/or any other person. The Guarantor Bank shall not require NREDCAP to justify the invocation of this Bank Guarantee, nor shall the Guarantor Bank have any recourse against NREDCAP in respect of any payment made hereunder.

This Bank Guarantee shall be interpreted in accordance with the laws of India, and the courts at Amaravati shall have exclusive jurisdiction.

The Guarantor Bank represents that this Bank Guarantee has been established in such form and with such content that it is fully enforceable, in accordance with its terms, against the Guarantor Bank in the manner provided herein.

This Bank Guarantee shall not be affected in any manner by reason of merger, amalgamation, restructuring, or any other change in the constitution of the Guarantor Bank.

This Bank Guarantee shall constitute a primary obligation of the Guarantor Bank, and accordingly NREDCAP shall not be obliged, before enforcing this Bank Guarantee, to take any action in any court or arbitral proceedings against the Service Provider, to make any claim against or demand on the Service Provider, or to give any notice to the Service Provider, or to enforce any security held by NREDCAP, or to exercise, levy, or enforce any distress, diligence, or other process against the Service Provider.

The Guarantor Bank acknowledges that this Bank Guarantee is not personal to NREDCAP and may be assigned, in whole or in part (whether absolutely or by way of security), by NREDCAP to any entity to whom NREDCAP is entitled to assign its rights and obligations under the Contract.

Notwithstanding anything contained hereinabove, our liability under this Bank Guarantee is restricted to INR……………….. [Insert Amount in figures and words] only and this Bank Guarantee shall remain in force until ………………..[Insert Validity Date]. We are liable to pay the guaranteed amount or any part thereof under this Bank Guarantee only if NREDCAP serves upon us a written claim or demand.

Signature: ………………..

Name: ………………..

Power of Attorney No. ………………..

For

……………….. [Insert Name and Address of the Bank]

Contact Details of the Bank:

E-mail ID of the Bank:

Banker's Stamp and Full Address:

Dated this ____ day of ____, 20__

Witness:

1. ………………..

Signature

Name and Address

2. ………………..

Signature

Name and Address

Notes:

1. The Stamp Paper should be in the name of the Executing Bank and of appropriate value.
2. The Performance Bank Guarantee shall be executed by any of the Scheduled Commercial Banks as listed on the official website of the Reserve Bank of India (RBI), as amended on the date of issuance of the Bank Guarantee. In case the Bank Guarantee is issued by a foreign branch of a Scheduled Commercial Bank, it must be duly endorsed by the Indian branch of the same bank or by the State Bank of India (SBI).

FORMAT 3(b)

FORMAT FOR CONTRACT PERFORMANCE INSURANCE SURETY BOND

(To be stamped in accordance with Stamp Act of India)

Insurance Surety Bond No.:

Date:

To

The Vice Chairman and Managing Director,

12-464/5/1, River Oaks Apartments,

CSR Kalyana Mandapam Road,

Tadepalli, Andhra Pradesh

Dear Sir,

In consideration of New and Renewable Energy Development Corporation of Andhra Pradesh (here after referred as NREDCAP which expression shall unless repugnant to the context or meaning thereof, include its successors, administrators and assigns) having awarded to M/s............................... with its Registered/Head Office at........................... (Hereinafter referred to as the 'Service Provider', which expression shall unless repugnant to the context or meaning thereof, include its successors administrators, executors and assigns), in response to the RFP No. ………………. dated…………, issued by NREDCAP by issuing Letter of Award No. …………………… dated …………. and the same having been unequivocally accepted by the Service Provider, resulting into a Contract Agreement and the Bidder having agreed to provide a Performance Security of the amount up to and not exceeding Indian Rupees …………………… [Total Value] only.

We .... [Name & Address of the Insurer] .... having its Head Office at .... (hereinafter referred to as the 'Insurer', which expression shall, unless repugnant to the context or meaning thereof, include its successors, administrators, executors and assigns) do hereby guarantee and undertake to pay NREDCAP unequivocally, irrevocably and unconditionally, on demand any and all amount to the extent of amount up to and not exceeding Indian Rupees ______________________ [Total Value] on behalf of M/s __________________________________ [Insert name of the Service Provider] at any time up to .... [days/month/year] without any condition, demur, reservation, contest, recourse or protest and/or without any reference to the Service Provider. Any such demand made by NREDCAP on the Insurer shall be conclusive and binding notwithstanding any difference between the NREDCAP and the Service Provider or any dispute pending before any Court, Tribunal, Arbitrator or any other authority. The Insurer undertakes not to revoke this Insurance Surety Bond during its currency and or any period extended under the contract, without prior consent of NREDCAP and further agrees that the guarantee herein contained shall be enforceable till NREDCAP discharges this guarantee.

NREDCAP shall have the fullest liberty, without affecting in any way the liability of the Insurer under this Insurance Surety Bond, from time to time to extend the performance of the Contract by the Service Provider for the purpose of which, the Insurer shall be liable to extend the validity of the present Insurance Surety Bond without any demur, condition, protest and the Insurer shall at no point in time have an option of revoking the same, NREDCAP shall have the fullest liberty, without affecting this Insurance Surety Bond, to postpone from time to time the exercise of any powers vested in them or of any right which they might have against the Service Provider, and to exercise the same at any time in any manner, and either to enforce or to forbear to enforce any covenants, contained or implied, in the Contract Agreement between NREDCAP and Service Provider or any other course or remedy or security available to NREDCAP.

The Insurer shall not be released of its obligations under these presents by any exercise by NREDCAP of its liberty with reference to the aforesaid or any of them or by reason of any other act or forbearance or other acts of omission or commission on the part of NREDCAP or any other indulgence shown by NREDCAP or by any other matter or thing whatsoever which under law would, but for this provision, have the effect of relieving the Insurer.

The Insurer also agrees and undertakes that NREDCAP at its option shall be entitled to enforce this Insurance Surety Bond against the Insurer as a Surety, in the first instance without proceeding against the Service Provider and notwithstanding any security or other guarantee that NREDCAP may have in relation to the Service Provider's liabilities.

The Insurer hereby agrees and acknowledges that the NREDCAP shall have a right to invoke this Insurance Surety Bond in part or in full, as it may deem fit.

The Insurer hereby expressly agrees that it shall not require any proof in addition to the written demand by NREDCAP, made in any format, raised at the above-mentioned address of the Insurer, in order to make the said payment to NREDCAP.

The Insurer shall make payment hereunder on first demand without restriction or conditions and notwithstanding any objection by _______________ [Insert name of the Service Provider] and/ or any other person. The Insurer shall not require NREDCAP to justify the invocation of this Insurance Surety Bond, nor shall the Insurer have any recourse against NREDCAP in respect of any payment made hereunder.

This Insurance Surety Bond shall not be affected in any manner by reason of merger, amalgamation, restructuring or any other change in the constitution of the Insurer.

The Insurer acknowledges that this Insurance Surety Bond is not personal to NREDCAP and may be assigned, in whole or in part, (whether absolutely or by way of security) by NREDCAP to any entity to whom NREDCAP is entitled to assign its rights and obligations under the RFP.

Notwithstanding anything contained hereinabove our liability under this Insurance Surety Bond is restricted to INR ………… (Indian Rupees ……………………………… only) and it shall remain in force up to and including .... and shall be extended from time to time for such period, as may be desired by M/s ....[Service Provider] on whose behalf this Insurance Surety Bond has been given.

Dated this .... day of .... 20................. at..

....

(Signature)

....

(Name)

....

(Designation with Insurer stamp)

Email id of the Branch for confirmation of this Bond: …………………………….

Power of Attorney No. ....

Date..

Witness:

1. ....

   (Signature)

   ....

   (Name)

   ....

   (Official Address)

2. ....

   (Signature)

   ....

   (Name)

   ....

   (Official Address)

Notes:

1. The Insurance Surety Bond shall be from an Insurer as per guidelines issued by Insurance Regulatory and Development Authority of India (IRDAI).
2. NREDCAP shall be the Creditor, the Service Provider shall be the Principal debtor and the Insurance company/Insurer shall be the Surety in respect of the Insurance Surety Bond to be issued by the Insurer.
3. The Insurance Surety Bond should be on Non-Judicial stamp paper/e-stamp paper of appropriate value as per Stamp Act prevailing in the state(s) where the Insurance Surety Bond is submitted or is to be acted upon or the rate prevailing in State where the Insurance Surety Bond is executed, whichever is higher. The Stamp Paper/e-stamp paper shall be purchased in the name of Service Provider issuing the Insurance Surety Bond.

FORMAT 4(a)

FORMAT FOR EARNEST MONEY DEPOSIT IN THE FORM OF BANK GUARANTEE

(To be on non-judicial stamp paper of appropriate value as per Stamp Act relevant to place of execution.)

Ref. ………………..

Bank Guarantee No. ……………….. ; Date:………………..

In consideration of ………………..[Insert name of the Bidder] (hereinafter referred to as the "Bidder") having submitted its response to the RFP No. [●], dated [●] for Design and Development Of Unified/ Single Desk Portal with Annual Technical Support & Maintenance for Clean Energy Project(s) and Renewable Energy Manufacturing Projects under Andhra Pradesh Integrated Clean Energy Policy 2024, issued by New & Renewable Energy Development Corporation of Andhra Pradesh Ltd. (hereinafter referred to as "NREDCAP"), and NREDCAP having considered such response of ………………..[Insert name of the Bidder] as per the terms of the RFP, we, ………………..[Insert name & address of Bank] (hereinafter referred to as the "Guarantor Bank"), hereby unequivocally, irrevocably, and unconditionally agree to pay to NREDCAP, at ………………..[Insert Place as per NREDCAP's address], forthwith on demand in writing from NREDCAP or any officer authorized by it in this behalf, any amount up to and not exceeding INR ………………..[Insert Amount in figures and words] only, on behalf of M/s ………………..[Insert name of the Bidder].

This Guarantee shall be valid and binding on this Bank up to and including ………………..[Insert Validity Date in accordance with RFP], and shall not be terminable by notice, or by any change in the constitution of the Bank, or by the term of the Contract, or for any other reason whatsoever. Our liability hereunder shall not be impaired or discharged by any extension of time, or by any variations or alterations made, given, or agreed to, with or without our knowledge or consent, by or between the parties to the respective agreement.

Our liability under this Guarantee is restricted to INR ………………..[Insert Amount in figures and words] only. This Guarantee shall remain in force until ………………..[Insert Validity Date in accordance with RFP], and NREDCAP shall be entitled to invoke this Guarantee during this period.

The Guarantor Bank hereby agrees and acknowledges that NREDCAP shall have the right to invoke this Bank Guarantee, in part or in full, as it may deem fit. The Guarantor Bank further expressly agrees that it shall not require any proof in addition to the written demand by NREDCAP (made in any format), made at the above-mentioned address of the Guarantor Bank, in order to make payment to NREDCAP.

The Guarantor Bank shall make payment hereunder on first demand, without restriction or condition, and notwithstanding any objection by ………………..[Insert name of the Bidder] and/or any other person. The Guarantor Bank shall not require NREDCAP to justify the invocation of this Bank Guarantee, nor shall the Guarantor Bank have any recourse against NREDCAP in respect of any payment made hereunder.

This Bank Guarantee shall be interpreted in accordance with the laws of India, and the courts at Amaravati shall have exclusive jurisdiction.

The Guarantor Bank represents that this Bank Guarantee has been established in such form and with such content that it is fully enforceable, in accordance with its terms, against the Guarantor Bank in the manner provided herein.

This Bank Guarantee shall not be affected in any manner by reason of merger, amalgamation, restructuring, or any other change in the constitution of the Guarantor Bank.

This Bank Guarantee shall constitute a primary obligation of the Guarantor Bank, and accordingly NREDCAP shall not be obliged, before enforcing this Bank Guarantee to take any action in any court or arbitral proceedings against the Bidder, to make any claim against or demand on the Bidder or to give any notice to the Bidder or to enforce any security held by NREDCAP or to exercise, levy, or enforce any distress, diligence, or other process against the Bidder.

Notwithstanding anything contained hereinabove, our liability under this Guarantee is restricted to INR ………………..[Insert Amount in figures and words] only and it shall remain in force until ………………..[Insert Validity Date in accordance with RFP]. We are liable to pay the guaranteed amount, or any part thereof, under this Bank Guarantee only if NREDCAP serves upon us a written claim or demand on or before ………………..[Insert Validity Date in accordance with RFP].

Signature ………………..

Name ………………..

Power of Attorney No. ………………..

For ………………..[Insert Name of the Bank]

Banker's Stamp and Full Address.

Dated this ….. day of ………., 20…..

Bank Contact Details & e-mail ID is to be provided.

FORMAT 4(b)

FORMAT FOR EARNEST MONEY DEPOSIT IN THE FORM OF INSURANCE SURETY BOND

(To be on non-judicial stamp paper of appropriate value as per Stamp Act relevant to place of execution.)

Insurance Surety Bond No.: ………………………………………….

Start Date: …………………………………………………..

To

The Vice Chairman and Managing Director,
12-464/5/1, River oaks apartments,
CSR Kalyana mandapam road,
Tadepalli, Andhra Pradesh

Dear Sir/Madam,

In accordance with Request for Proposal (RFP) under RFP No. ……………………. [Insert RFP No. here] of the New & Renewable Energy Development Corporation of Andhra Pradesh Limited (Hereinafter referred to as 'NREDCAP/ Tender Inviting Authority/ Authorized Representative'), M/s ……………………. [Insert Bidder name here] having its Registered/Head Office at ……………………………….. [Insert address here] (Hereinafter referred to as the 'Bidder') wish to participate in the said bid for Design and Development of Unified/ Single Desk Portal with Annual Technical Support & Maintenance for Clean Energy Project(s) and Renewable Energy Manufacturing Projects under Andhra Pradesh Integrated Clean Energy Policy 2024.

As an irrevocable Insurance Surety Bond against Earnest Money Deposit (EMD) for an amount of .... (Insert the amount as stipulated in the RFP) valid till ………………… (Insert Validity Date in accordance with RFP) required to be submitted by the bidder as a condition precedent for participation in the said Bid which amount is liable to be forfeited on the happening of any contingencies as mentioned under the RFP Document.

We, …………………………………….. [Insert Name of the Insurer] having our Head Office at ………………………………….. [Insert address of the Insurer] guarantee and undertake to pay immediately on demand by NREDCAP the amount of .... (Insert the amount as stipulated in the RFP) without any reservation, protest, demand and recourse. Any such demand made by the 'Employer' shall be conclusive and binding on us irrespective of any dispute or difference raised by the Bidder and/or any right/remedy available to the Bidder in terms thereof.

This Insurance Surety Bond shall be unconditional as well as irrevocable and shall remain valid up to........................... (Insert date 30 days beyond the Bid Validity period). If any further extension of this Insurance Surety Bond is required, the same shall be extended to such required period (not exceeding one year) on receiving instructions from M/s ……………………………….. (Insert Bidder Name) on whose behalf this Insurance Surety Bond is issued.

The Insurer hereby agrees and acknowledges that the NREDCAP shall have a right to invoke this Insurance Surety Bond in part or in full, as it may deem fit.

The Insurer hereby expressly agrees that it shall not require any proof in addition to the written demand by NREDCAP, made in any format, raised at the above-mentioned address of the Insurer, in order to make the said payment to NREDCAP.

The Insurer shall make payment hereunder on first demand without restriction or conditions and notwithstanding any objection by _______________ [Insert name of the Bidder] and/ or any other person. The Insurer shall not require NREDCAP to justify the invocation of this Insurance Surety Bond, nor shall the Insurer have any recourse against NREDCAP in respect of any payment made hereunder.

This Insurance Surety Bond shall not be affected in any manner by reason of merger, amalgamation, restructuring or any other change in the constitution of the Insurer.

This Insurance Surety Bond shall be a primary obligation of the Insurer and accordingly NREDCAP shall not be obliged before enforcing this Insurance Surety Bond to take any action in any court or arbitral proceedings against the Bidder, to make any claim against or any demand on the Bidder or to give any notice to the Bidder or to enforce any security held by NREDCAP or to exercise, levy or enforce any distress, diligence or other process against the Bidder.

In witness whereof the Insurer, through its authorized officer, has set its hand and stamp on this .... day of .... 20.......... at ....

………………………………………………..

(Signature)

………………………………………………..

(Name)

…………………………………………………

(Designation with Insurer Stamp)

Authorised Vide Power of Attorney No.: ………………………………………

Date: …………………………….

Email id of the Branch for confirmation of this Bond: …………………………….

Notes:

1. The Insurance Surety Bond shall be from an Insurer as per guidelines issued by Insurance Regulatory and Development Authority of India (IRDAI) as amended from time to time.
2. NREDCAP shall be the Creditor, the Bidder shall be the Principal debtor and the Insurance Company/Insurer shall be the Surety in respect of the Insurance Surety Bond to be issued by the Insurer.
3. The Insurance Surety Bond should be on Non-Judicial Stamp Paper/e-stamp paper of appropriate value as per Stamp Act prevailing in the state of Andhra Pradesh. The Stamp Paper/e-stamp paper shall be purchased in the name of Bidder/Insurer issuing the Insurance Surety Bond.
4. While getting the Insurance Surety Bond issued, Bidder is required to ensure compliance to the points mentioned in Form of Insurance Surety Bond enclosed in this Section of Bidding Documents. Further, Bidders are required to fill up this Form and enclose the same with the Insurance Surety Bond.

FORMAT 5

FORMAT FOR BOARD RESOLUTIONS

(To be submitted on the Letter Head of the Bidding Company)

The Board, after discussion at the duly convened meeting held on ……………….. [Insert date], with the consent of all the Directors present and in compliance with the provisions of the Companies Act, 1956 or the Companies Act, 2013, as applicable, passed the following resolution:

1. **RESOLVED THAT** Mr./Ms. ……………….. be and is hereby authorized to do, on our behalf, all such acts, deeds, and things necessary in connection with or incidental to our response to the "Tender for Design and Development of Unified/ Single Desk Portal with Annual Technical Support & Maintenance for Clean Energy Project(s) and Renewable Energy Manufacturing Projects under Andhra Pradesh Integrated Clean Energy Policy 2024", including signing and submission of all documents, providing information/responses to the bid of New & Renewable Energy Development Corporation of Andhra Pradesh Ltd. (NREDCAP), representing us in all matters before NREDCAP, and generally dealing with NREDCAP in all matters in connection with our bid for the said project.

Certified True Copy

……………………………….

Signature:

Name:

DIR/Membership No:

Stamp of Director/Company Secretary:

Notes:

1. This certified true copy should be submitted on the letterhead of the Company and must be signed by the Company Secretary or a Director.
2. The contents of the format may be suitably re-worded indicating the identity of the entity passing the resolution.
3. This format may be modified only to the limited extent necessary to comply with the local regulations and laws applicable to a foreign entity submitting this resolution. For example, references to the Companies Act, 1956 or Companies Act, 2013 may be suitably modified to reflect the laws applicable to the entity submitting the resolution. However, in such cases, the foreign entity shall submit an unqualified legal opinion issued by its legal counsel, stating that the Board resolutions comply with the applicable laws of the respective jurisdiction of the issuing Company and that the authorizations granted therein are true and valid.

FORMAT 6

POWER OF ATTORNEY

(To be on non-judicial stamp paper of appropriate value as per Stamp Act relevant to place of execution.)

Power of Attorney to be provided by the Bidding Company in favour of its representative as evidence of authorized signatory's authority.

Know all men by these presents, We ……………….. (name and address of the registered office of the Bidding Company, as applicable), do hereby constitute, appoint, and authorize Mr./Ms. ………………..[name & residential address], who is presently employed with us and holding the position of ………………..[designation], as our true and lawful Attorney, to do, in our name and on our behalf, all such acts, deeds, and things as may be necessary in connection with, or incidental to, the submission of our Bid in response to RFP No. [●], issued by New & Renewable Energy Development Corporation of Andhra Pradesh Ltd. (NREDCAP).

This authority shall include, but not be limited to, signing and submitting the Bid and all other documents related thereto, including undertakings, letters, certificates, acceptances, clarifications, guarantees, or any other document which NREDCAP may require us to submit.

The aforesaid Attorney is further authorized to make representations to New & Renewable Energy Development Corporation of Andhra Pradesh Ltd., to provide information and responses to NREDCAP, and to represent us in all matters before NREDCAP, including generally dealing with NREDCAP in all matters connected with the Bid until completion of the bidding process in accordance with the terms of the above-mentioned RFP.

We hereby agree to ratify all acts, deeds, and things lawfully done by our said Attorney pursuant to this Power of Attorney. All such acts, deeds, and things done by our aforesaid Attorney shall be binding on us and shall always be deemed to have been done by us.

All terms used herein, but not defined, shall have the meanings ascribed to such terms under the RFP.

Signed by the within-named ……………….. (Insert the name of the executant Company) through the hand of Mr. /Ms. …………… (Insert Name of the executant), duly authorized by the Board to issue this Power of Attorney.

Dated this ….. day of ………., 20…..

Accepted _________________________

(Signature of Attorney)

Name of the Attorney:

Designation of the Attorney:

Address of the Attorney:

Attested _________________________

(Signature of the executant)

Name of the executant:

Designation of the executant:

Address of the executant:

Signature and stamp of Notary at the place of execution

Common seal of ……………….. has been affixed in my/our presence pursuant to Board of Director's Resolution dated ………………..

WITNESS

1.…………………..

(Signature of Witness 1)

Name of Witness 1 ………………..

Designation of Witness 1 ………………..

2.……………………

(Signature of Witness 2)

Name of Witness 2 ………………..

Designation of Witness 2 ………………..

Notes

The mode of execution of the Power of Attorney should be in accordance with the procedure, if any, laid down by the applicable law and the charter documents of the executant(s), and the same should be under the common seal of the executant affixed in accordance with the applicable procedure. Further, the person whose signatures are to be provided on the Power of Attorney shall be duly authorized by the executant(s) in this regard.

Also, wherever required, the executant(s) should submit for verification the extract of the charter documents and documents such as a Board Resolution/Power of Attorney in favour of the person executing this Power of Attorney for delegation of power hereunder on behalf of the executant(s).

FORMAT 7A

FORMAT OF CERTIFICATE FROM THE STATUTORY AUDITOR FOR ANNUAL TURNOVER

(On the letter head of the statutory auditor of the Bidder/Associate (as applicable))

ANNUAL TURNOVER OF LAST 3 YEARS:

S. No.	Financial Year	Annual Turnover (INR)	Remarks
1.	2022-23		
2.	2023-24		
3.	2024-25		

In addition to the above, the Bidder has to submit the following documents/ information:

1. Certified copies of ‘Balance Sheet’, ‘Profit and Loss Account’, ‘Schedules’ and ‘Cash Flow Statements’ are to be enclosed in complete form along with all the ‘Notes to Accounts’.
2. The calculation of Annual Turnover (INR) shall be based on audited annual accounts, in accordance with clauses 19.2(a).
3. Along with the above format, in a separate sheet on the Letter Head of the Chartered Accountant’s Firm, provide details of computation ‘Annual Turnover’ duly certified by the Chartered Accountant.

Name of the audit firm:

Seal of the audit firm:

Signature:

Name:

Membership Number:

UDIN:

Designation in the audit firm:

Date:

FORMAT 7B

FORMAT OF CERTIFICATE FROM THE STATUTORY AUDITOR FOR NET WORTH AND COMPLIANCE WITH OTHER FINANCIAL QUALIFICATION CRITERIA

(On the letter head of the statutory auditor of the Bidder/Associate (as applicable))

<table>
<tr><th rowspan="2">Name of the Bidder (or) Associate</th><th colspan="3">Net Worth (INR Crore)
(2)</th></tr>
<tr><th>2022-23</th><th>2023-24</th><th>2024-25</th></tr>
<tr><td>(1)</td><td>(3)</td><td>(4)</td><td>(5)</td></tr>
<tr><td></td><td></td><td></td><td></td></tr>
</table>

1. The Bidder is not affected by and has not been affected by any of the following events, conditions or circumstances in the [3 (three)] Financial Years immediately preceding the Bid Due Date:
    - 1.1. having been categorized as a willful defaulter in accordance with the laws of the country of its incorporation;
    - 1.2. having been admitted into corporate insolvency resolution process under the Insolvency and Bankruptcy Code 2016;
    - 1.3. having entered into any compromise with its creditors, or been subject to proceedings for being wound up, or having its affairs administered or conducted by any court, administrator, receiver; or
    - 1.4. having been declared by a court or other competent authority as being unable to pay its debts, or having made any composition or arrangements with creditors or having had the repayment of its debts suspended.

2. Instructions:
    - 2.1. (1): Bidder consisting of a single entity should fill in details as per the row titled Single entity Bidder.
    - 2.2. (2): For Net Worth, refer Clause 19.2(b)
    - 2.3. (2): if Bidders provide financial data in currency other than INR, they must provide the Net Worth equivalent in Indian Rupees, calculated using the RBI Reference Rate for the relevant currency against INR, prevailing as of date 10 days prior to Bid Due Date.
    - 2.4. (3), (4) and (5): The calculation of Net Worth (INR Crore) shall be based on the audited annual accounts, in accordance with clause 19.2(b)(i).
    - 2.5. Along with the above format, in a separate sheet on the Letter Head of the Chartered Accountant's Firm, provide details of computation of 'Net Worth' duly certified by the Chartered Accountant.
    - 2.6. The Bidder shall attach copies of the balance sheets, financial statements and Annual Reports for 3 (three) years (FY 2022-23, FY 2023-24, FY 2024-25). The financial statements shall:
        - (a) reflect the financial situation of the Bidder and its Associates where the Bidder is relying on its Associate's financials;
        - (b) be audited by a statutory auditor;
        - (c) be complete, including all notes to the financial statements; and
        - (d) correspond to accounting periods already completed and audited (no statements for

partial periods shall be requested or accepted).

Name of the audit firm:

Seal of the audit firm:

Signature:

Name:

Membership Number:

UDIN:

Designation in the audit firm:

Date:

FORMAT 8A

BIDDER'S EXPERIENCE

(To be submitted on the Letter Head of the Bidding Company)

(Please fill all the information)

Ref. No. ………………. Date: ………………..

From: ……………….. (Insert name and address of Bidding Company)
……………………….

……………………….

Telephone Number: ………………..

Fax Number: ………………..

E-mail address: ………………..

To,

Vice Chairman & Managing Director,

New & Renewable Energy Development Corporation of Andhra Pradesh Ltd. (NREDCAP),

12-464/5/1, River Oaks Apartment,

CSR Kalyana Mandapam Road, Tadepalli,

Guntur District, AP – 522501.

Tel.: 0863-2347650/51/52/53

Sub: Bid for Tender for the "Design and Development of Unified/ Single Desk Portal with Annual Technical Support & Maintenance for Clean Energy Project(s) and Renewable Energy Manufacturing Projects under Andhra Pradesh Integrated Clean Energy Policy 2024".

Using the formats below, provide information on each reference assignment for which your firm, individually as a corporate entity, was legally contracted.

Form 1: Relevant services carried out in the last five years that best illustrate qualifications.

Note: The Bidder should provide details of the work executed in accordance with Clause 19.1, including assignments undertaken for Government bodies, Central Public Sector Undertakings (CPSUs), Joint Venture Companies (JVCs) of CPSUs, Private Organizations, Autonomous Bodies, Companies, Institutes, or Multinational Corporations (MNCs).

Dear Sir/ Madam,

Firm's Name: ………………..

S. No.	Description of the Services	Name of Client	Full Postal Address & phone nos. of Client.	Value of Contract/Order (Specify Currency Amount in INR)	Date of Commencement of Services	Scheduled Completion Time (Months)	Date of Actual Completion	Reasons for delay in execution, if any
1								
2								
3								
4								

Note:

Bidders are requested to submit the documentary evidence, including Form 2 mentioned under Format 8A, Work Orders (WO) or Contract Agreements, Completion Certificates, and Performance Certificates. These should include details of the assignment - Scope of Work, client name, Contract value, and the date and year of award. Additionally, Bidders should provide copies of Commissioning Certificates, wherever applicable.

Place: (Signature of the Authorized Person)

Date: Name of the Authorized Person

Designation of the Authorized Person

Seal of the Bidding Company

Form 2: STATUTORY AUDITOR /CLIENT CERTIFICATION

(To be submitted on the Letter Head of the Statutory Auditor /Client)

Based on its books of accounts and other published information authenticated by it, this is to certify that ……………….. [Name of the Bidder/Associate] was engaged by ……………….. [Name and Address of the Client] to execute ……………….. [Description of the Service]. The Contract value was Rs. ……………….. [Amount in Number and in Words].

Further, based on the nature of the service described above, it is certified that ……………….. [Name of the Bidder/Associate] was involved in the [*design/ development/ annual technical support & maintenance* – **Please strike out whichever is not applicable**] of a similar work as per Clause 19.1 from ……………….. [Start Date] to ……………….. [Completion Date].

Additional details of the project are as follows:

Is the client a Central Government entity, State Government entity, or a Public Sector Undertaking (PSU)?

☐ Yes ☐ No

Does the client operate within the energy or power sector?

☐ Yes ☐ No

Is this assignment related to developing a Unified/Single Desk Portal for the State or Central Government in India?

☐ Yes ☐ No

(Signature, name and designation of the authorized signatory of the Bidder)

Name of the audit firm:	Name of the Client:
Signature of the auditor:	Name of the Authorized Signatory:
Name of the auditor:	Designation of the Authorized Signatory:
Designation:	Signature:
CA Membership No:	Seal of the Client:
UDIN:	
Seal of the audit firm:	
Date:	

Note: *Each project listed in Form 1 must be substantiated by a corresponding certification in Form 2, duly issued by the Statutory Auditor or the Client. In the absence of such certification, the respective project shall not be considered for technical criteria evaluation.*

FORMAT 8B

TECHNICAL CERTIFICATION(S) OF THE BIDDER

(To be submitted on the Letter Head of the Bidding Company)

Ref. No. ………………. Date: ………………..

To,

Vice Chairman & Managing Director,

New & Renewable Energy Development Corporation of Andhra Pradesh Ltd. (NREDCAP),

12-464/5/1, River Oaks Apartment,

CSR Kalyana Mandapam Road, Tadepalli,

Guntur District, AP – 522501.

Tel.: 0863-2347650/51/52/53

Sub: Self-Certification regarding certifications held by the Bidder

We, ____________________[Name of the Bidder], having our registered office at____________________ [Registered Office Address], hereby certify that our organization holds the following certification(s) from among the certifications specified in the RFP/Tender document:

Sl. No.	Certification	Select "Applicable/ Not Applicable"
1	ISO 9001 Certificate	
2	ISO 20000 Certificate	
3	ISO 27001 Certificate	
4	CMMI Certificate – Level 3	
5	CMMI Certificate – Level 4	
6	CMMI Certificate – Level 5	

We further certify that the above-declared certification(s) are valid as on the date of submission of this bid and have been issued by the relevant competent/accredited certifying organization(s). We have attached copies of the certificate(s) received from the relevant organization(s) as documentary proof for evaluation by the Tendering Authority.

We understand that submission of any false, misleading, or incorrect information may lead to rejection of our bid and/or any other action as deemed appropriate by the Tendering Authority under the terms and conditions of the RFP.

For [Name of the Bidder]

Seal of the Firm: ___________________________

Signature of Authorized Signatory: ___________________________

Name: ___________________________

Designation: ___________________________

Date: ___________________________

Place: ___________________________

FORMAT 8C

TEAM COMPOSITION & TASK ASSIGNMENTS

(To be submitted on the Letter Head of the Bidding Company)

Sl. No.	Name	Proposed Position	Total experience (years)	Relevant experience in years
1.				
2.				
3.				
4.				

Place: (Signature of the Authorized Person)

Date: Name of the Authorized Person

Designation of the Authorized Person

Seal of the Bidding Company"

FORMAT 8D

FORMAT OF CURRICULUM VITAE (CV) FOR PROPOSED KEY PROFESSIONAL STAFF

(To be submitted on the Letter Head of the Bidding Company)

1. **Name of Expert** [Full Name]: …………………………
2. **Proposed Position in the Assignment** [Role Title – e.g., Senior Backend Developer, Project Manager]: …………………………
3. **Name of Firm** [Vendor Firm Name]: …………………………
4. **Date of Birth** [DD/MM/YYYY]: …………………………
5. **Nationality**: …………………………
6. **Education**: [List academic qualifications with institution, degree, year of passing]

Degree	Institution	Year of Completion

7. **Professional Certifications** (if any): [List relevant certifications – PMP, TOGAF, Agile, Cloud certifications, etc.]
8. **Languages**: [Language – Proficiency level: Excellent/ Good/ Fair in Speaking, Reading, Writing]
9. **Total Experience in years**:
10. **Employment Record**: [Starting with the most recent position, list employment history with dates, designation held, and Job Profile.]

Organization	Period of Engagement (MM-YYYY to MM-YYYY)	Designation	Job Profile (Maximum 30 words)

11. **Relevant Experience for this Assignment**: [Provide a concise summary of the expert's experience relevant to the development and implementation of Unified/Single Desk Portals, clearly demonstrating compliance with the specific requirements prescribed for the respective role under Serial No. 5 of Clause 19.1 (e)(i).]

Project 1 Name	
Client Name and Location	
Project Start Date (MM – YYYY)	
Project End Date (MM – YYYY)	
Role [e.g., Senior Backend Developer, Project Manager]	
Roles and Responsibilities relevant to the assignment	1. XX 2. XX

(3 to 5 concise points only)	3. XX 4. XX
Main Features of the Project	1. XX 2. XX 3. XX 4. XX
--	
Project 2 Name	
Client Name and Location	
Project Start Date (MM – YYYY)	
Project End Date (MM – YYYY)	
Role [e.g., Senior Backend Developer, Project Manager]	
Roles and Responsibilities relevant to the assignment *(3 to 5 concise points only)*	1. XX 2. XX 3. XX 4. XX
Main Features of the Project	1. XX 2. XX 3. XX 4. XX

12. **Trainings & Workshops:** [List any relevant technical/ functional trainings attended, with institution and year.]

Certification:

I, the undersigned, certify that to the best of my knowledge and belief, this CV correctly describes myself, my qualifications, and my experience.

Signature of Expert: ……………………..

Date: ……………………..

Signature of the Authorized Representative of the firm: ……………………..

Date: ……………………..

FORMAT 9

"NO DEVIATION" CONFIRMATION

(To be submitted on the Letter Head of the Bidding Company)

Ref. No. ………………. Date: ………………..

To,

Vice Chairman & Managing Director,

New & Renewable Energy Development Corporation of Andhra Pradesh Ltd. (NREDCAP),

12-464/5/1, River Oaks Apartment,

CSR Kalyana Mandapam Road, Tadepalli,

Guntur District, AP – 522501.

Tel.: 0863-2347650/51/52/53

Sub: Bid for Tender for the "Design and Development of Unified/ Single Desk Portal with Annual Technical Support & Maintenance for Clean Energy Project(s) and Renewable Energy Manufacturing Projects under Andhra Pradesh Integrated Clean Energy Policy 2024".

Dear Sir/ Madam,

We understand that any deviation or exception in any form may lead to the rejection of our bid. Accordingly, we hereby certify that no deviation or exception has been taken anywhere in our bid. We further acknowledge and agree that if any deviation or exception is found or mentioned, our bid may be liable for rejection.

Place: (Signature of Authorized Person):

Date: Name of the Authorized Person:

Designation of the Authorized Person:

Seal of the Bidding Company:

FORMAT 10

FORMAT OF CERTIFICATE FROM THE STATUTORY AUDITOR FOR CERTIFYING AN ASSOCIATE

(On the letter head of the statutory auditor of the Bidder/Associate (as applicable))

Based on the authenticated record of ……………………………… [insert name of the Bidder/Associate], this is to certify that [more than 50% (fifty per cent) of the voting shares of ……………… [name of the Bidder/Associate] is held, directly or indirectly, by ……………….. [name of Bidder/Associate].

By virtue of the aforesaid, the latter exercises control over the former, who is an Associate.

[And/or]

[…… [name of Bidder/Associate] has the power, directly or indirectly, to direct or influence the management and policies of ….. (Bidder/Associate) by operation of law, Contract or otherwise]. By virtue of the aforesaid, the former exercises control over the latter, who is an Associate.]

[And/or]

[This is to certify that more than 50% (fifty per cent) of the voting shares of…….[name of Bidder/Associate] and more than 50% (fifty per cent) of the voting shares of…..[name of Bidder/Associate] are held directly or indirectly by…..[name of Bidder/Associate]. Based on the above [name of Bidder/Associate] and [name of Bidder/Associate] are Associates by virtue of being under the common Control of the same Person.]

A brief description of the said equity held, directly or indirectly, is given below:

{Describe the shareholding of the Bidder and its Associate. In the event that Control is exercised by operation of law, the relationship may be suitably described and similarly certified herein.}

Name of the audit firm:

Seal of the audit firm:

Signature:

Name:

Membership Number:

UDIN:

Designation in the audit firm:

Date:

FORMAT 11

FORMAT OF CERTIFICATE AS PER OFFICE MEMORANDUM

(To be submitted on the Letter Head of the Bidding Company)

Date: [•] Place: [•]

To,

Vice Chairman & Managing Director,

New & Renewable Energy Development Corporation of Andhra Pradesh Ltd. (NREDCAP),

12-464/5/1, River Oaks Apartment,

CSR Kalyana Mandapam Road, Tadepalli,

Guntur District, AP – 522501.

Tel.: 0863-2347650/51/52/53

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With reference to the Office Memorandum, we submit the following certificate to New & Renewable Energy Development Corporation of Andhra Pradesh Limited (NREDCAP).

<u>Certificate for Bid</u>

We have read the Clause regarding restrictions on procurement from a Bidder of a country which shares a land border with India. We, ... (Bidder's name) certify that we are not from such a country or, if from such a country, have been registered with the Competent Authority. We hereby certify that we fulfil all requirements in this regard and are eligible to be considered.

[Where applicable, evidence of valid registration by the Competent Authority to be attached].

Yours faithfully,

Dated this [insert date] day of [insert month]

Name and seal of the Bidder

(Signature, name and designation of the authorized person of the Bidding Company)

FORMAT 12

FINANCIAL PROPOSAL

(To be submitted on the Letter Head of the Bidding Company)

Reference Number: ……………….. Date: ……………

From:………… [Insert Name and Address of the Bidder]

…………………..

…………………..

Telephone No.: …………………..

Fax No.: …………………..

Email-Address: …………………..

To,

Vice Chairman & Managing Director,
New & Renewable Energy Development Corporation of Andhra Pradesh Ltd. (NREDCAP),
12-464/5/1, River Oaks Apartment,
CSR Kalyana Mandapam Road, Tadepalli,
Guntur District, AP – 522501.
Tel.: 0863-2347650/51/52/53

Sub: Bid for Tender for the "Design and Development of Unified/ Single Desk Portal with Annual Technical Support & Maintenance for Clean Energy Project(s) and Renewable Energy Manufacturing Projects under Andhra Pradesh Integrated Clean Energy Policy 2024".

Dear Sir,

I/We, ______________________ (Insert Name of the Company/Bidder), hereby submit our Financial Proposal for the selection of my/our firm/Vendor/agency for ____________________ (Insert Project Name).

I/We agree that this offer shall remain valid for a period of 180 (One Hundred and Eighty) days from the due date of submission of the response to this document.

Dated this ________ day of ________, 20…...

Thanking you,

Yours faithfully,

[Name of the Authorized Person]

[Designation]

Signature of the Authorized Person:

Seal of the Bidding Company:

FORMAT 13

SCHEDULE OF RATES (SOR)

(To be uploaded in AP e-Procurement Portal)

The following Financial Bid quoted by the Bidder to undertake all activities mentioned in the Tender Documents:

S. No.	Stages	Base Price (INR)	CGST on Base Price (INR)	SGST on Base Price (INR)	Total Price including CGST and SGST (INR)
1	Design and Development of the Unified/Single Desk Portal [A]	INR ___________	INR ___________	INR ___________	INR ___________
2	Annual Technical Support and Maintenance (Bidder shall quote the total price for a duration of 12 months) [B]	INR ___________	INR ___________	INR ___________	INR ___________
3	Total Contract Value for 15 Months ([A] + [B])				INR ___________

Note:

1. The Bidder shall submit the Total Price Bid Value only on the e-Procurement Portal. Additionally, the Bidder must upload an Excel sheet or financial document on the portal, clearly indicating the detailed price break-up.
2. The Bidder has to quote in the prescribed price bid format only. Quoting in any other manner will summarily be liable for rejection.
3. Bids containing overwritten, erased, or illegible rates, are liable to be rejected.
4. The offer should be valid for a period of 180 days from the due date of submission of the response to this document, failing which the Bid will be liable for rejection.
5. The Bidder shall ensure that the price quoted for ‘Design and development’ does not exceed 50% of the ‘Total Contract Value for 15 months’.
6. All Goods & Service Tax (GST) components [applicable for both Centre and state] payable by the Service Provider under the Contract, or for any other cause, shall be mentioned as per the Price bid format mentioned.
7. Prices quoted by the Bidder, shall remain FIRM and Fixed and valid until completion of the Contract

and will not be subject to variation on any account.

8. Payment will be made as mentioned in the payment terms.
9. The Quoted Price shall be rounded to two decimal points. Quoted Price after second decimal point, if any, shall not be considered.

FORMAT 14

DECLARATION REGARDING BANNING, LIQUIDATION, COURT RECEIVERSHIP, etc.

(To be submitted on the Letter Head of the Bidding Company)

Reference Number: ……………….. Date: ……………

To,

Vice Chairman & Managing Director,
New & Renewable Energy Development Corporation of Andhra Pradesh Ltd. (NREDCAP),
12-464/5/1, River Oaks Apartment,
CSR Kalyana Mandapam Road, Tadepalli,
Guntur District, AP – 522501.
Tel.: 0863-2347650/51/52/53

Sub: Bid for Tender for the "Design and Development of Unified/ Single Desk Portal with Annual Technical Support & Maintenance for Clean Energy Project(s) and Renewable Energy Manufacturing Projects under Andhra Pradesh Integrated Clean Energy Policy 2024".

Dear Sir,

We hereby confirm that:

1. We hereby confirm that we are not on Banning List by NREDCAP or Public Sector Project Management due to "poor performance" or "corrupt and fraudulent practices" or any other reason or banned by Government department/ Public Sector on due date of submission of bid.
2. Further, we confirm that neither we nor our Associate(s) are on banning list of NREDCAP or the GoI, any state government, or any of their instrumentalities.
3. We also confirm that we are not under any liquidation, court receivership or similar proceedings or 'bankruptcy'.
4. In case it comes to the notice of NREDCAP that we have given wrong declaration in this regard, the same shall be dealt as 'fraudulent practices' and action shall be initiated as per Clause 18.3 of this RFP document.
5. Further, we also confirm that in case there is any change in status of the declaration prior to award of Contract, the same will be promptly informed to Owner by us.

Place: (Signature of Authorized Signatory of Bidder)

Date: Name:

Designation:

Seal:

FORMAT 15

FORMAT OF DECLARATION

(To be submitted on the Letter Head of the Bidding Company)

I, the undersigned ___________________________ Son/Daughter of ________________________ Shri ___________________________ Proprietor/Partner/Director/Authorized Signatory of M/s __________________________am competent to sign this declaration and execute this Tender Document.

I have carefully read and understood all terms and conditions of the Tender and here by convey my acceptance of the same.

The information/documents furnished along with the above application are true and authentic to the best of my knowledge and belief.

I/We am/are well aware of the fact that furnishing of any false information/fabricated documents would lead to rejection of my/our Bid at any stage besides liabilities towards prosecution under appropriate law.

Yours faithfully,

Dated this [insert date] day of [insert month]

Name and seal of the Bidder

(Signature, name and designation of the authorised signatory of the Bidder)

FORMAT 16

E-Banking Mandate Form

(To be submitted on the Letter Head of the Bidding Company)

(To be executed by the Selected Bidder after receiving the Letter of Award from NREDCAP)

1. Service Provider/Vendor Name: ____
2. Service Provider/Vendor Address: ____
3. Service Provider/Vendor Email ID: ____
4. Bank Account Details

a) Name of Bank: ____
b) Name of Branch: ____
c) Branch Code: ____
d) Branch Address: ____
e) Telephone Number: ____
f) Type of Account (Current/Savings etc.): ____
g) Account Number: ____
h) RTGS IFSC Code of the Bank Branch: ____
i) NEFT IFSC Code of the Bank Branch: ____
j) 9-digit MICR Code: ____

I/We hereby authorize New & Renewable Energy Development Corporation of Andhra Pradesh Ltd. (NREDCAP) to release any amount due to me/us into the bank account mentioned above. I/We declare that the particulars provided herein are true and correct to the best of our knowledge.

In case the transaction is delayed or lost due to incomplete or incorrect information, we shall not hold NREDCAP responsible.

Name of Authorized Person: ___________________________

Designation of Authorized Person: ___________________________

Date of Authorized Person: ___________________________

Signature of Authorized Person: ___________________________

Seal of the Bidding Company: ___________________________

ANNEXURE A

1. **Resource Allocation**

NREDCAP shall be the nodal agency for granting approvals, allocation of resources and implementation of Clean Energy Project(s) and RE Manufacturing Project(s) under AP ICE Policy 2024. The project-wise applicable capacity limits and the applicable approving authority are given below:

Project Type	Capacity	Approving Authority
Clean Energy Project(s)		
Solar	Up to 40 MW_p	NREDCAP
	More than 40 MW_p	SIPC, SIPB & GoAP
Wind	Up to 40 MW	NREDCAP
	More than 40 MW	SIPC, SIPB & GoAP
Wind - Solar Hybrid	Up to 40 MW*	NREDCAP
	More than 40 MW*	SIPC, SIPB & GoAP
Mini and Small Hydro Projects	Up to 25 MW	NREDCAP
Pumped Storage Projects	All Projects	SIPC, SIPB & GoAP
Battery Energy Storage Systems (BESS)	Small Projects^	NREDCAP
	Other than Small Projects	SIPC, SIPB & GoAP
Green Hydrogen & its derivates	All Projects	SIPC, SIPB & GoAP
Biofuels (CBG and Ethanol)	All Projects	SIPC, SIPB & GoAP
Electric Vehicle Charging Infrastructure (EVCI)	Public Charging Station (PCS) of any capacity – Subject to limitation of numbers as mentioned in Clause 1.1 of Annexure A.	NREDCAP
	PCS of any capacity – Number of PCS exceeds limits mentioned in Clause 1.1 of Annexure A.	SIPC, SIPB & GoAP
RE Manufacturing Project(s)		
Solar	All Projects	SIPC, SIPB & GoAP
Wind	All Projects	SIPC, SIPB & GoAP
Battery	All Projects	SIPC, SIPB & GoAP
Electrolyzer	All Projects	SIPC, SIPB & GoAP
Other Categories		
Solar Parks by State Entities (Other than APSPCL)	0.5 GW or above	SIPC, SIPB & GoAP
Private Solar Parks	0.5 GW or above	SIPC, SIPB & GoAP
Renewable Economic Zones (REZ)	All Projects	SIPC, SIPB & GoAP
New and Innovative RE (NIRE) Technologies	All Projects	SIPC, SIPB & GoAP
RE Manufacturing Zones (REMZs)	All Projects	SIPC, SIPB & GoAP

^ BESS Projects with CAPEX not exceeding INR 100 Crores

* Contracted capacity applied for Connectivity/OA for Wind-Solar Hybrid Projects

1.1. Limits specified for EVCI Infrastructure:

(a) In the event that the Developer's proposal for the installation of EVCI stations adheres to the limits specified category-wise and also overall limits, then SNA shall be responsible for granting approval. The allocation of EVCI stations to a single Developer within a calendar year shall be governed by the following category-wise limits:
   (i) State Corporations, Dist. Headquarters, Private commercial buildings /apartments /societies (>500 flats/ houses): A maximum of 30 stations
   (ii) State Highways: A maximum of 45 stations
   (iii) National Highways: A maximum of 45 stations
   (iv) Municipalities, Towns, MHQs: A maximum of 30 stations

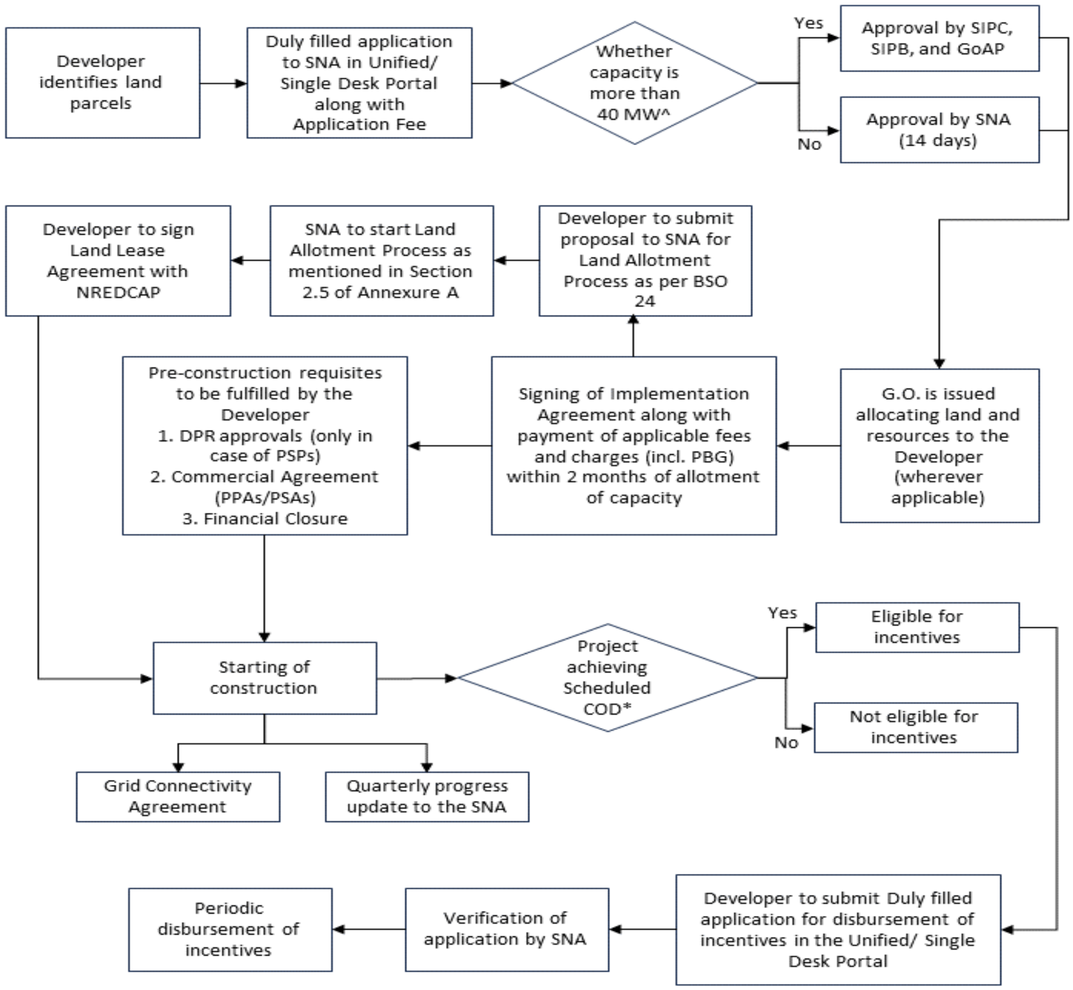
(b) Additionally, an aggregate overall limit of 150 stations per Developer per calendar year shall be enforced.

(c) In case of proposed number of EVCI stations surpasses either the category-wise limit or overall limits, then the proposal shall be approved by SIPC, SIPB and GoAP.

Note: The above clause 1.1 shall not be applicable, if the Developer is a Public Sector OMC.

2. Workflow of Clean Energy Project(s) and RE Manufacturing Project(s)

2.1. Clean Energy Project(s) (other than EVCI, BESS, Green Hydrogen & its derivatives, and Biofuels):

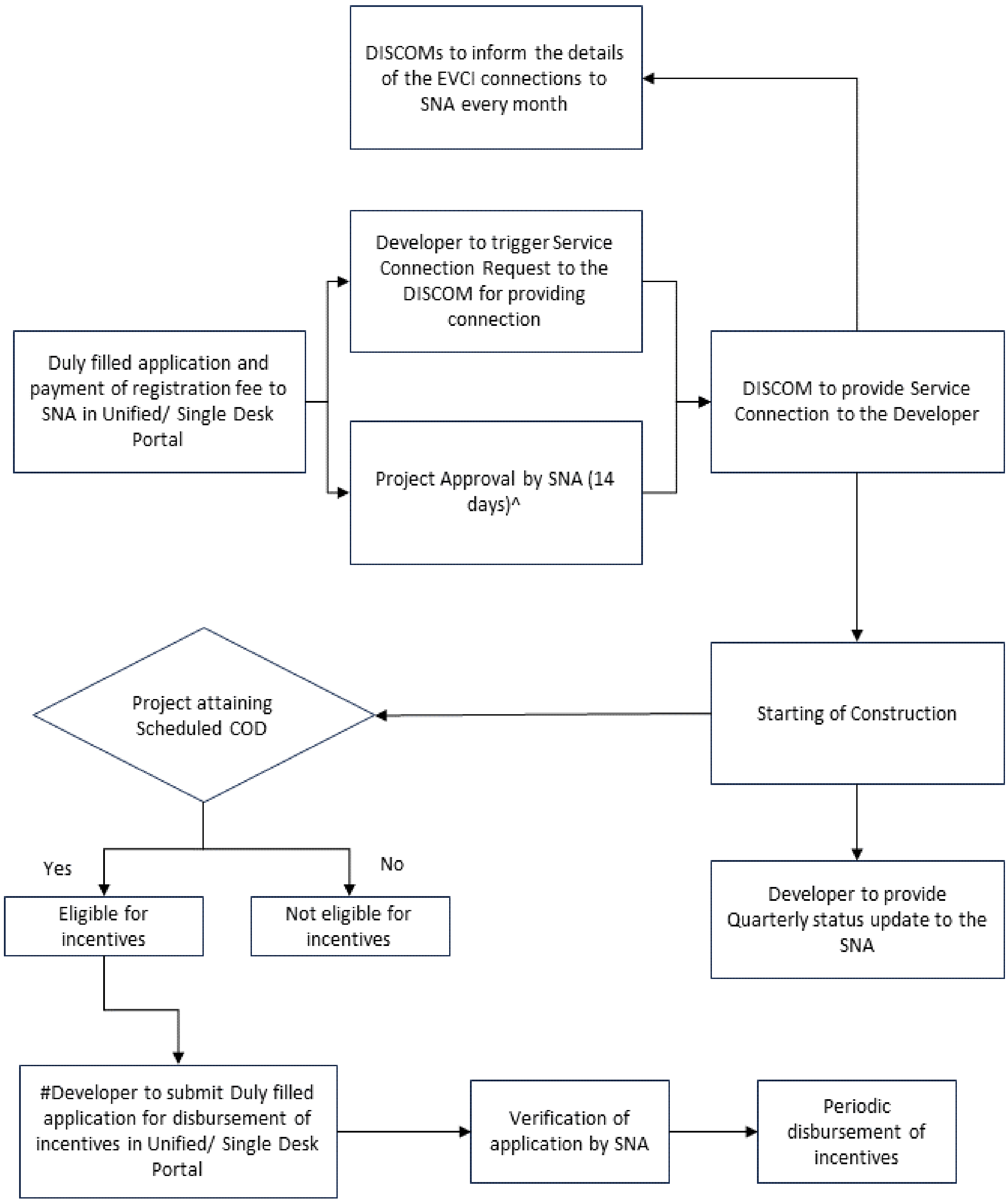


^ 40 MWp in case for Solar Power Projects

* or COD after availing timeline extension during Allotment phase and/or Project Construction phase without any further delay

2.2. Electric Vehicle Charging Infrastructure (EVCI):

The below provided process is applicable for Developers other than tender route#:



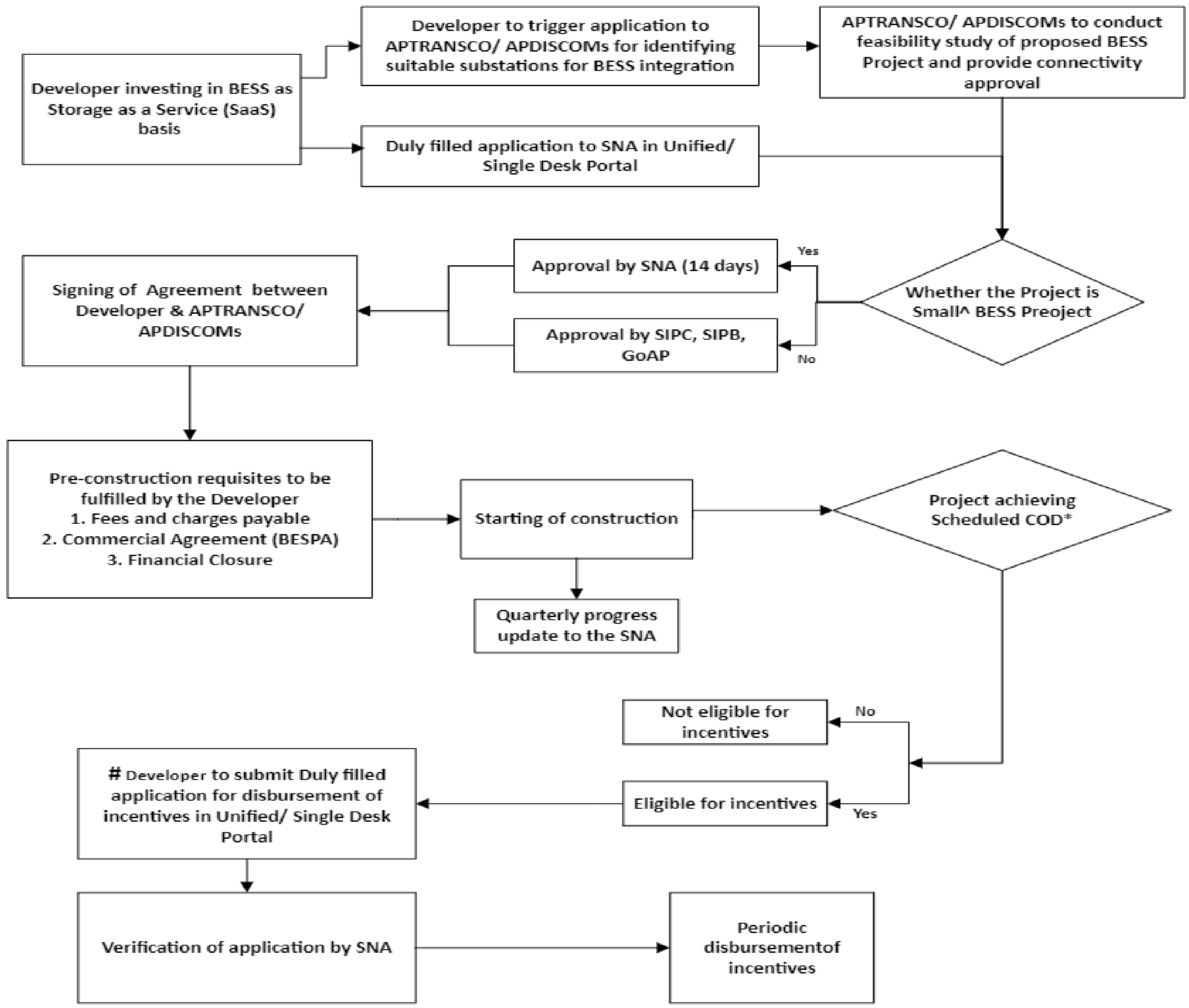
Developers setting up projects within the State through tender route during the Policy period, may avail incentives by submitting a duly completed application to SNA in Unified/ Single Desk Portal. Provided that

the Developer adheres to the timelines specified in the tender document and successfully achieves COD within the stipulated period.

^ SNA shall conduct a comprehensive review of the application to ascertain whether the proposed project meets the criteria for a Public Charging Station (PCS) in accordance with the Guidelines for Installation and Operation of Electric Vehicle Charging Infrastructure-2024 issued by the Ministry of Power (MoP) on 17.09.2024, including any subsequent amendments. It is important to note that all incentives under this policy are exclusively available to PCS and do not extend to private charging stations.

2.3. Battery Energy Storage System (BESS):

The below provided process is applicable for Developers setting up projects not through tender route#:

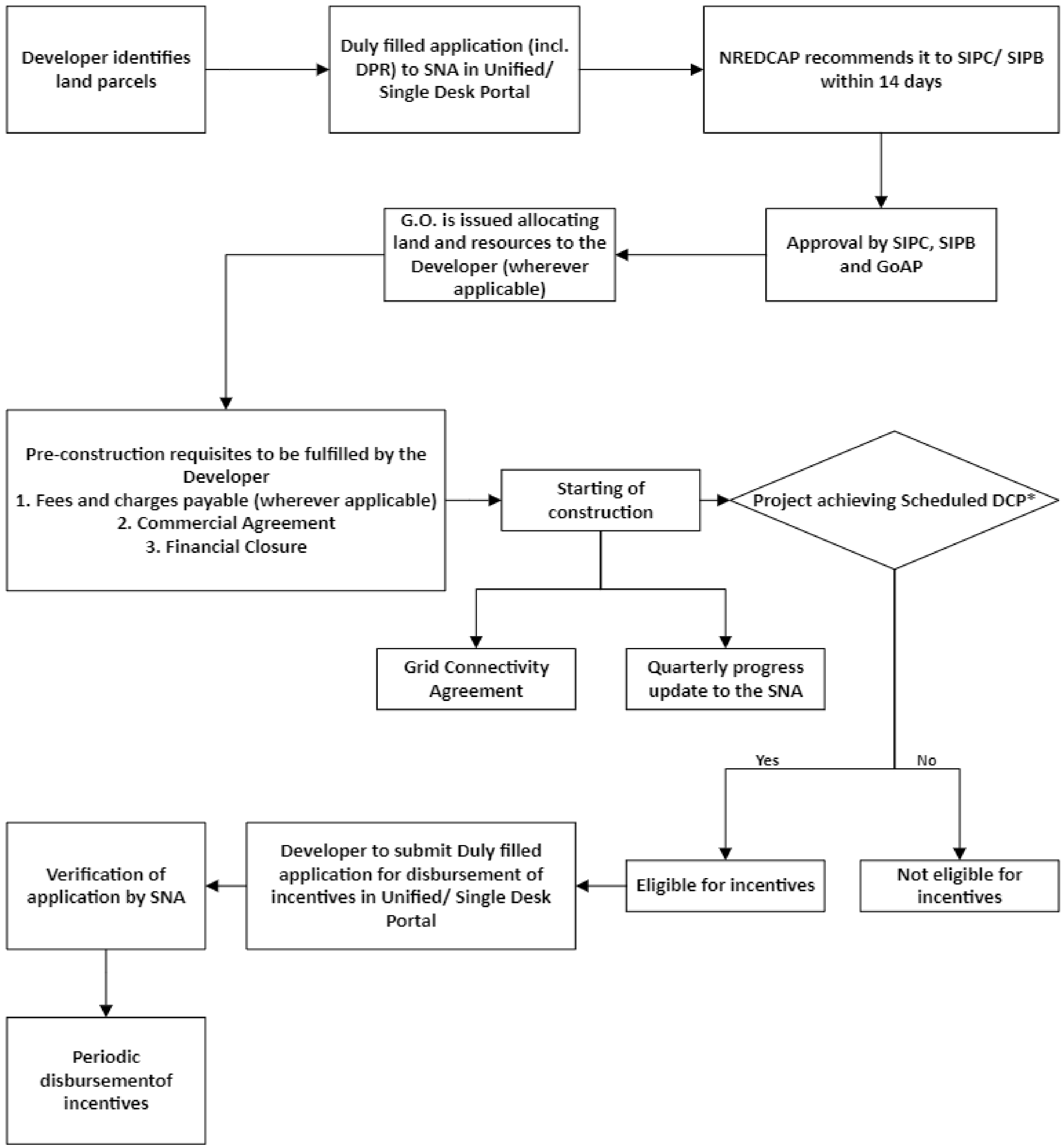


^ Small BESS Projects means BESS Projects with CAPEX not exceeding INR 100 Crores

* or COD after availing timeline extension during Allotment phase and/or Project Construction phase without any further delay

Developers setting up projects within the State through tender route during the Policy period, may avail incentives by submitting a duly completed application to SNA in Unified/ Single Desk Portal. Provided that the Developer adheres to the timelines specified in the tender document and successfully achieves COD within the stipulated period.

2.4. RE Manufacturing, GH & its Derivatives and Biofuels:



*or DCP after availing timeline extension during Allotment phase and/or Project Construction phase without any further delay

2.5. Workflow for Government/ Revenue Land Allotment