



INVITATION TO OFFER e-REQUEST FOR Qualifications (RFQ)

For procuring ESG/GHG/Carbon Accounting software services for projects undertaken by MAHAPREIT directly or through empaneled vendors.

Dated 22/09/2025

MAHATMA PHULE RENEWABLE ENERGY & INFRASTRUCTURE TECHNOLOGY LTD. (MAHAPREIT),

A Govt. of Maharashtra Undertaking

Pinnacle Corporate Park B-501, Next to Trade Center, Bandra Kurla Complex, Bandra East,
Mumbai 400051.

<https://mahapreit.in>

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SECTION-1
DETAILED INVITATION TO OFFER NOTICE

MAHATMA PHULE RENEWABLE ENERGY AND INFRASTRUCTURE TECHNOLOGY LTD.

RFQ No.: - MAHA/ED/ESG/SOFT/RFQ/01/25

Online electronic bid for the below-mentioned work is invited by the Executive Director-ESG on behalf of MAHAPREIT, Mumbai, from the prospective, reputed, experienced, and technically sound parties **for procuring ESG/GHG/Carbon Accounting software services for projects undertaken by MAHAPREIT directly or through empaneled vendors.** The time schedule for various bidding phases is given in the detailed e- RFQ notice, which is also available on the website as part of the bid document.

Sr. No	Name of work	EMD Amount (Rs)	Period of Contract	Processing Fees (Rs)	Tender Fee (Rs.)
1	Procuring ESG/GHG/Carbon Accounting software services for projects undertaken by MAHAPREIT directly or through empaneled vendors.	Rs. 50,000/- Refundable)	2 Years	Rs. 50,000/- (+18% GST) (Non-refundable	Rs. 5000/- (+18% GST) (Non-refundable)

The RFQ document is available on the official tender portal <https://mahatenders.gov.in> and our website www.mahapreit.in from 16/09/2025 to 07/10/2025 online. RFQ shall be accepted on the portal <https://mahatenders.gov.in> only.

All bidders are hereby cautioned that the e-bid containing any deviation from the contractual terms and conditions, and other requirements and conditional e-RFQ shall be rejected.

1. Validity Period: The bid of the bidder shall remain valid for 120 days from the date of opening of the RFQ.
2. The bidders participating for the first time in e-RFQ will have to procure Digital signature Certificate as well as should compulsorily get themselves enrolled on e-tendering portal <https://mahatenders.gov.in>
3. If any assistance is required regarding e-RFQ (upload and download), please contact on cgm.it@mahapreit.in and ed.esg@mahapreit.in
4. All requisite information required for the submission of RFQ is available on the above website.
5. All rights are reserved by the Competent Authority to reject any or all RFQ in full or in part of without assigning any reason or accept the bid beyond the validity period.

Time Schedule for RFQ

Sr. No	Particulars	Details
1	RFQ No.	MAHA/ED/ESG/SOFT/RFQ/01/25
2	Project name	Procuring ESG/GHG/Carbon Accounting software services for projects undertaken by MAHAPREIT directly or through empaneled vendors.
3	Tender Fee (Non-Refundable)	Rs. 5000/- (+18% GST) (Non-refundable)
4	Earnest Deposit Money (EMD) (Refundable)	Rs. 50,000/- (Refundable) (EMD exemption will be given to the agencies having valid registration as MSME / NSIC / SSI units). DPIIT Certificate is mandatory for EMD exemption.
5	Security Deposit	Security Deposit 5% out of which 2.5% at the time of LoA and the balance 2.5% from running bills. Security Deposits to be paid in a demand draft or cash. Bank guarantees are not allowed or may differ based on customer criteria and projects a project basis.
6	Start Date for downloading the RFQ	22/09/2025
7	Date and Time of Online/ Offline Prebid Meeting	30/09/2025 at 15:00 Hrs
8	Last date of Submission of proposals in response to RFQ	07/10/2025 at 15:00 Hrs
9	Time and date of Opening of the RFQ	09/10/2025 at 15:00 Hrs
10	Contact No. in case of any queries.	Contact No. 9820608727
11	Email ID for clarification of RFQ	ed.esg@mahapreit.in

These instructions to applicants are being issued, for **Procuring ESG/GHG/Carbon Accounting software services for projects undertaken by MAHAPREIT directly or through empaneled vendors.** The detailed scope of the work is provided in the Scope of Work Terms of Reference (TOR)

**Executive Director- ESG
MAHAPREIT**

SECTION-2

General Information

2.1.DEFINITIONS:

2.1.1 MAHAPREIT- MAHAPREIT shall mean Mahatma Phule Renewable Energy and Infrastructure Technology Ltd. (a Subsidiary Company of MPBCDC Ltd.). The Headquarter of the MAHAPREIT is in Mumbai.

2.1.2 REGISTERED ADDRESS FOR COMMUNICATION

Mahatma Phule Renewable Energy and Infrastructure Technology Ltd (MAHAPREIT), (A Subsidiary Company of MPBCDC Ltd)

B-501Pinnacle Corporate Park, Next to Trade Center, Bandra Kurla Complex, Bandra East, Mumbai 400051.

2.1.3 WEBSITE:

Website means official tender website/Portal for e-tendering having following web address

<https://mahatenders.gov.in>

2.1.4 ED ESG

ED ESG shall mean Executive Director-ESG of MAHAPREIT.

2.1.5 COMPETENT AUTHORITY:

Competent Authority shall mean the Managing Director of MAHAPREIT.

2.1.6 CONTRACTOR:

Contractor shall mean the firm or company or agency who enters into a contract with the MAHAPREIT and shall include their executors, administrators, successors, and submitted assignees.

2.1.7 WORK:

Work shall mean the work to be executed in accordance with the Scope of Work of Contract.

2.2 RFQ DATA AT A GLANCE:

Sr No	Particular	Details
2.2.1	Name of work	Procuring ESG/GHG/Carbon Accounting software services for projects undertaken by MAHAPREIT directly or through empaneled vendors.
2.2.2	Tender Fee (Rs) Non-Refundable	Rs. 5000/- plus GST as applicable.

2.2.3	Processing Fees (Rs) Non-Refundable	Rs. 50,000/- plus GST as applicable.
2.2.4	Earnest money (EMD)	Rs. 50,000/- (MSMEs shall be exempted from payment of EMD fees provided the MSMEs submit a valid MSME registration certificate) DPIIT Certificate is mandatory for EMD exemption.
2.2.5	Retention Fees	The successful bidder have to pay retention and management fees after empanelment of Rs. 1,00,000/- (Plus 18% GST) per annum.
2.2.6	Mode of payment (EMD)	RFQ document cost and EMD amount shall be paid through the E-payment gateway.
2.2.7	Security Deposit	At the time of work allocation.
2.2.8	Mode of submission of tender	bid should be submitted online on https://mahatenders.gov.in only.
2.2.9	Any addendum / corrigendum /cancellation	Any addendum/ corrigendum/ cancellation of above RFQ will be published on the website https://mahatenders.gov.in as well as https://mahapreit.in/
2.2.10	Bid Documents	Bid Documents consisting of, information and eligibility criteria, plans, specification and schedule of quantities of the works are available on website https://mahatenders.gov.in and https://mahapreit.in/
2.2.11	Bid acceptance period	The bid for the work shall remain open for acceptance for a period of 120 days from the date of opening of technical bid. If any Bidder withdraws his bid/ offer before the said period or makes any modification in the terms and condition of the bid, the EMD at the time of submission of tender shall stand forfeited.
2.2.12	Other Details	Other details, including details of Portal Registration, Submission of bid, Resubmission, and withdrawal of bid can be seen in the bidding documents, which is available in website https://mahatenders.gov.in as well as https://mahapreit.in/
2.2.13	Documents to be uploaded	The PDF copies of original Documents should be uploaded on above mentioned website and should be produced for verification on demand after opening of the RFQ Bid. The Bidders who participated in the online bidding can witness opening of the bid from any system logging on to the portal, https://mahatenders.gov.in is away from opening place. The bid can only be opened by the pre-designated officials only after the opening time mentioned in the bid. In the event of the specified date of bid opening being declared a holiday, the bid will be opened at the appointed time and transaction in the next working day.

2.2.13	RFQ Acceptance Authority	Executive Director ESG, MAHAPREIT	
2.2.14	MAHAPREIT bank details (for processing Fees and Retention fees only)	Bank Name	SBI
		Account Name	Mahatma Phule Renewable Energy and Infra
		Account No	42806014198
		IFSC:	SBIN0009995
		Branch Code:	9995
		MICR Code	400002133
		Branch Address	23, J.N. Heredia Marg, Ballard Estate, Mumbai - 400 001

The detailed step-by-step procedure for uploading the Main Documents, required RFQ papers, Payment of RFQ fee, and E.M.D through E payment Gateway is available on the e-Tendering website <https://mahatenders.gov.in>

Bidders have to follow the instructions given on the above website for filling up Main Tender Forms Online.

SECTION - 3
INSTRUCTIONS TO BIDDERS

3.1 Information about the Corporation: -

3.1.1 Mahatma Phule Backward Class Development Corporation Limited, (A Govt. of Maharashtra Undertaking) Mumbai (hereinafter called MPBCDC).

The Government of Maharashtra has set up the "Mahatma Phule Backward Classes Development Corporation on July 10, 1978, under the Companies Act, 1956 with the main objective of accelerating the economic upliftment of the economically weaker families in the Scheduled Castes and Neo-Buddhist communities in the State of Maharashtra. The current authorized share capital of the Corporation is Rs 500 Crore. The ratio of share capital received from State and Central Government is 51:49.

3.1.2 Mahatma Phule Renewable Energy and Infrastructure Technology Ltd (MAHAPREIT).

Mahatma Phule Backward Class Development Corporation Ltd (MPBCDC), Mumbai has formed a subsidiary company, Mahatma Phule Renewable Energy and Infrastructure Technology Limited (MAHAPREIT) in April 2021.

MAHAPREIT was set up in April 2021 to venture into RE and Green technology areas and infrastructure projects as fully owned subsidiary of MPBCDC and the Govt of Maharashtra has allowed to take up RE and Green energy, Infrastructure projects on Govt to Govt basis (G2G basis) vide GR dated 10th July 2023. Government of Maharashtra has set up the "Mahatma Phule Backward Classes Development Corporation" on July 10, 1978 under the Companies Act, 1956 with the main objective of accelerating the economic upliftment of the economically weaker families of SC communities in the State of Maharashtra. The ratio of shareholding between State and Central Government is 51:49 % respectively having authorized share capital of Rs. 1000 Crore.

MAHAPREIT having objectives to establish and carry-on business of Generating, Trading, Operating, Leasing and Renting Renewable Power Projects, mainly but not limited to Solar Power Projects including Solar Parks along with sub-stations and transmission lines on ownership and/or build, own and transfer basis. Further objects are to establish and/or carry on business in relation to Decarbonization and energy efficiency, battery storage solutions, alternative fuel cell technology and climate change issues in accordance with Ministry of New and Renewable Energy (MNRE) schemes/policies or Ministry of Power or any such department of Govt of India (GoI) and its PSU/companies and Govt of Maharashtra (GoM) Energy dept's Renewable Energy Policy as amended from time to time and all incidental and allied activities required for such business.

3.2 RFQ Background: -

- I. The department is planning to empanel SI and OEM to provide a SaaS-based energy and utility solution. The solution will feature native cloud architecture and integrate energy and sustainability management data. It will include a user-friendly interface

offering customizable dashboards, hierarchical management, and invoice management capabilities. The system will perform statistical bill audits to identify potential issues and conduct initial data audits to detect rebills and overlapping billing periods. It will also allow custom variance alerts for usage and cost discrepancies and integrate with Accounts Payable systems via file or API.

- II. **RFQs are invited from Advisory Firms/OEM Partner/OEM Authorized System Integrators having at least 2 (Two) year of experience in IT/ITES/ICT /SITC/ Software Development/ Application Development. ESG-related experience mandatory.**
- III. In order to meet the growing demands of ESG Software from the industry which MAHAPREIT addresses through its ESG vertical, MAHAPREIT proposes to invite RFQ from eligible Bidders wishing to be considered for shortlisting for participating in the bidding process of the proposed requirement.
- IV. Bidder shall mean any entity (i.e. juristic person) who meets the eligibility criteria given of this RFQ and is willing to provide the advisory services required by MAHAPREIT through the RFQ process, pursuant to this RFQ. The interested Bidders who agree to all the terms and conditions contained in this RFQ may submit their Bids with the information desired in this RFQ.
- V. The objective of this RFQ is to identify eligible Bidders who are interested in providing the required consultancy services and have suitable capacity, capability, and experience.
- VI. This RFQ document shall not be transferred, reproduced, or otherwise used for purpose other than for which it is specifically issued.
- VII. Interested Bidders are advised to go through the entire RFQ before submission of Bids to avoid any chance of elimination. The criteria and the actual process of evaluation of the responses to this RFQ and subsequent selection for empanelment will be entirely at MAHAPREIT's discretion.

3.3 INFORMATION AND INSTRUCTIONS TO BIDDERS:

- 3.3.1** Online e-RFQ is invited by MAHAPREIT for the Empanelment of vendors as mentioned in 3.11.
- 3.3.2** The Bidders should download the Main e-RFQ Document from the website. <https://mahatenders.gov.in> or <https://mahapreit.in/>
- 3.3.3** The Online forms of the master filter should be filled in completely, and all questions should be answered. All information requested in the enclosed forms should be furnished against the respective columns in the form. If any query is not relevant, it should be stated as "Not Applicable". Only 'dash' reply will be treated as incomplete information. All Bidders are cautioned that incomplete information in the application or any change(s) made in the prescribed forms will render application to be treated as non-responsive.
- 3.3.4** The Main e-RFQ document shall be typed on bidder's letterhead, and the signed scanned copy shall be uploaded.

- 3.3.5** Any overwriting or correction shall be attested. All pages of the Main e-RFQ document shall be numbered and should be submitted as a package with a signed letter of transmittal.
- 3.3.6** All the information must be filled in the English language only.
- 3.3.7** Information and certificate(s) furnished along with the application form (the respective application that vouches to the suitability, technical know-how, and capability of the bidders) should be signed by the bidders.
- 3.3.8** The bidders are encouraged to attach any additional information, (PDF copies of similar work orders which were already carried out, regarding his capabilities). No further information will be entertained after submission of the Main RFQ document unless it is requested by **MAHAPREIT**.
- 3.3.9** The Main e-RFQ document in prescribed forms as required in this booklet, duly completed and signed, should be uploaded on the website along with all relevant documents. The documents submitted in connection with the pre-qualification shall be treated as confidential and will not be returned.
- 3.3.10** The cost incurred by bidders in preparing this bid, in providing clarification or attending discussions, meetings, or conferences in connection with this document, shall not be reimbursed by the MAHAPREIT under any circumstances.

3.4 Method of Applying: -

- 3.4.1** If the application is made by a firm in partnership, it shall be digitally signed by all Partners of the firm giving their full Typewritten names and current addresses or by a partner holding valid power of attorney on behalf of the firm by signing the application, in which case a certified copy of the power of attorney shall accompany the application. A certified copy of the partnership deed, and the current address of all the partners of the firm shall also accompany the application.
- 3.4.2** If the application is made by an LLP, it shall be digitally signed by a duly authorized person holding the power of attorney for signing the application, in which case a certified copy of the power of attorney shall accompany the application. Such an LLP may be required to furnish satisfactory evidence of its existence before the pre-qualification is awarded.
- 3.4.3** The application shall be signed to be legally binding on all partners.

3.5 REVISION OR AMENDMENT OF RFQ DOCUMENTS: -

- 3.5.1** All Rights are reserved to revise or amend the RFQ document released on the website, prior to time specified in time schedule for main e-RFQ preparation. Any further revisions, amendments, or time extensions shall be communicated to all be displayed on the website: <https://mahatenders.gov.in> as well as <https://mahapreit.in/>
- 3.5.2** The amendment shall be part of the RFQ Documents and will be notified by publication in the MAHAPREIT website as well as the mahatender website, and will be binding on the prospective Bidders.

3.5.3 All the intending bidders are advised to keep a close watch on the website of MAHAPREIT And Mahatender in their own interest.

3.6 EARNEST MONEY DEPOSIT: -

All bidders shall pay their entire E.M.D. and payment shall be made through E- the payment gateway (uploading payment receipts). EMD Exemption is allowed to bidder having valid MSME certificate. DPIIT Certificate is mandatory for EMD exemption.

3.7 REFUND OF EARNEST MONEY: -

After acceptance of the bid of successful Bidders, the E.M.D. of other Bidders will normally be refunded within 60 days. The E.M.D of the successful Bidders will be refunded after giving the work order for a specific project or it will be converted into Security Deposit for that project. The earnest money amount shall not carry any interest whatsoever.

3.8 Tender Fees and Retention Fees:

1. The bidder shall have to pay tender fees of Rs. 5000/- plus 18% GST (non-refundable) to MAHAPREIT. (MAHAPREIT bank details provided on 2.2.14)
2. The successful bidder have to pay retention and management fees after empanelment of Rs. 1,00,000/- (Plus 18% GST). The Empanelment is conformed subject to payment to the retention and management fees. Such fees are payable annually, and the amount is subject to revision based on the business done and other market conditions.

3.9 MANNER OF SUBMISSION OF RFQ AND ITS ACCOMPANIMENTS:

- 3.9.1** The bidder must download the bid document from the website, fill it completely, and upload on the website by scanning and digitally signing wherever necessary. Main RFQ Documents are to be prepared and submitted online only.
- 3.9.2** The detailed step-by-step procedure for uploading the Main RFQ Documents, required RFQ papers, payment of RFQ fee and E.M.D through E payment Gateway is available on the e-Tendering website of Govt. of Maharashtra <https://mahatenders.gov.in/>. Bidders must follow the instructions given on the above website for filling up the Main RFQ Forms Online.
- 3.9.3** The bidder shall submit the tender and documents online as per the E-Tendering procedure.

3.10 CONFLICT OF INTEREST: -

- 3.10.1** The selected bidders should provide transparent, professional, objective, impartial service and hold MAHAPREIT's interest paramount with utmost integrity.
- 3.10.2** In view of the conflict of Interest, the Professional Bid Consultancy Services Firm having a relation in a Member of the MAHAPREIT shall be barred from applying to the said e- RFQ.

3.11 General Terms and Conditions: -

- 3.11.1** The interested bidder has to submit the bid online [at https://mahatenders.gov.in/](https://mahatenders.gov.in/) only, and no offline bid is accepted.
- 3.11.2** The interested agencies may also send their queries by email on the following email id: ed.esg@mahapreit.in
- 3.11.3** The interested parties/agencies shall submit all the relevant papers online with the bid. No hard copy submission is accepted.
- 3.11.4** Any disputes or differences that may arise out of or in connection with this RFQ shall have exclusive jurisdiction of the Mumbai Court.
- 3.11.5** The RFQ will be evaluated on the suitability criteria mentioned above for the bid submitted by the Bidders.
- 3.11.6** MAHAPREIT reserves the right to reject any or all bid in part or full without assigning any reasons.
- 3.11.7** Information relating to the examination, clarification, evaluation, and comparison of the submitted Bid and recommendations for the award of an empanelment shall not be disclosed to Bidders or any other persons not officially concerned with such process until the award of empanelment to the successful Bidder has been announced. Any effort by a Bidder to influence the Employer's processing of Bid or award decisions may result in the rejection of his Bid.
- 3.11.8** Any effort by the Bidder to influence the Competent Authority in the Competent Authority's bid evaluation, bid comparison, or award of empanelment, or any decisions, may result in the rejection of the Bidder's Bid.
- 3.11.9** Refer to Section 5 for Eligibility and Qualifying Criteria

3.12 GENERAL INSTRUCTIONS: -

3.12.1 General: -

The special conditions of a contract are to be read in conjunction with the General Conditions of Contract. If there are any variations or discrepancies, or conflicting provisions, the provisions in Special Conditions shall take precedence over the provisions in the General Conditions of the contract.

3.13 PREPARATION OF BID: -

3.13.1 LANGUAGE OF BID: -

The bid prepared by the Bidder and all correspondence, drawing(s), document(s), certificate(s) etc. relating to the Bid exchanged by Bidder and MAHAPREIT shall be written in English language only. In case a document, certificate, printed literature, etc. furnished by the Bidder in a language other than English, the same should be accompanied by an English translation duly authenticated by the Indian Chamber of Commerce, in which case, for the purpose of interpretation of the Bid, the English translation shall govern.

3.14 Detailed instructions & documents to be furnished for bidding:

3.14.1 Scanned copies of the following documents:

- 3.14.1.1 Tender fee, Processing fee, and EMD receipt.
- 3.14.1.2 Company registration certificate & PAN, GST Tax Registration.
- 3.14.1.3 Audited Balance sheet of last two years (CA certified)

3.14.2 Annexures:

- 3.14.2.1 Annexure-1: General Financial & Commercial Particulars
- 3.14.2.2 Annexure-2: Technical Qualification Data
- 3.14.2.3 Annexure-3: Power of Attorney
- 3.14.2.4 Annexure-4: Undertaking
- 3.14.2.5 Annexure 5: Format of Cover Letter
- 3.14.2.6 Annexure-6: Assignment of Similar Nature
- 3.14.2.7 Annexure-7: Contact Person of the RFQ
- 3.14.2.8 Annexure-8: Self Declaration and Certificate
- 3.14.2.9 Annexure-9: Composition of the team personnel and the task
- 3.14.2.10 Annexure-10: Experts Curriculum Vitae (CV)

The Bidders have to submit all documents with an authorized Signature and company stamp. Documents without authorized signatures and stamps will not be accepted.

3.14.3 Instructions:

While submitting the Technical bid, the Bidders shall, in particular, ensure that:

- 3.14.3.1** A brief description of the firm and an outline of the relevant past experience on assignments and highlighting experiences in the format given in Form.
- 3.14.3.2** The composition of the team of personnel which the Bidders would propose to provide with the details of name of the key personnel, his/ her area of expertise, position and the tasks which would be assigned to each team member as well as previous experience. Bidder to provide this Team personal details with bid.
- 3.14.3.3** The bid without the cost of the RFQ document shall not be considered for evaluation & shall be outrightly rejected.
- 3.14.3.4** MAHAPREIT reserves the right to verify all statements, information, and documents submitted by the Bidders in response to the RFQ. The limitation of MAHAPREIT to undertake such verification shall not relieve the Bidders of its obligations or liabilities hereunder under nor will it affect any rights of MAHAPREIT thereunder. In case it is found during the evaluation or at any time before the Empanelment or after and during the period of subsistence thereof, that one or more of the eligibility conditions have not been met by the Bidders or the Bidders has made material misrepresentation or has given any materially incorrect or false information, the bidders shall be disqualified forthwith if not yet empaneled as the auditor by a communication in writing by MAHAPREIT without MAHAPREIT being liable in any manner whatsoever to the Bidders, as the case may be.

3.15 Disqualifications:

MAHAPREIT may at its sole discretion and at any time during the evaluation of the bid, disqualify any Respondent if the Respondent has:

- 3.15.1** Submitted the bid documents after the response deadline;
- 3.15.2** Made misleading or false representations in the forms, statements, and attachments submitted in proof of the eligibility requirements;
- 3.15.3** Submitted a bid that is not accompanied by the required documentation or is non-responsive;
- 3.15.4** Failed to provide clarifications related thereto, when sought;
- 3.15.5** Submitted more than one bid;
- 3.15.6** Declared ineligible by the Government of India/State/UT Government for corrupt and fraudulent practices or blacklisted.

3.16 PRE-BID MEETING: -

- 3.16.1** The Bidder(s) or their designated representative are invited to attend an Online / Offline "Pre-Bid Meeting" will be held at the address specified.
- 3.16.2** The purpose of the meeting will be to clarify issues and to answer questions on any matter that may be raised at that stage, and give hands-on e-tendering.
- 3.16.3** Text of the questions raised, and the responses given, together with any responses prepared after the meeting, will be uploaded on <https://mahatenders.gov.in> as well as <https://mahapreit.in/> websites. Any modification of the Contents of Bidding Documents that may become necessary as a result of the Pre-Bid Meeting shall be made through the issue of a Corrigendum published on <https://mahatenders.gov.in> as well as <https://mahapreit.in/>
- 3.16.4** Non-attendance of the Pre-Bid Meeting will not be a cause for disqualification of the Bidder.

3.17 FORMAT AND SIGNING OF BID: -

- 3.17.1** The original and all copies of the Bid shall be typed or written in indelible ink [in the case of copies, photocopies are also acceptable] and shall be signed by a person or persons duly authorized to sign on behalf of the Bidder (as per POA). The name and position held by each person signing must be typed or printed below the signature. All pages of the Bid except for unamendable printed literature where entry(s) or amendment(s) have been made shall be initialed by the person or persons signing the Bid.
- 3.17.2** The Bid shall contain no alterations, omissions, or additions unless such corrections are initialed by the person or persons signing the Bid.
- 3.17.3** In case of e-tendering, signed documents to be uploaded.

3.18 SUBMISSION OF BID: -

The bid shall be submitted through e-tender mode in the manner specified elsewhere in RFQ document. No Manual/ Hard Copy (Original) bid shall be acceptable.

3.19 DEADLINE FOR SUBMISSION OF BID: -

The bid must be submitted through e-tender mode not later than the date and time specified in the tender documents/BID.

3.20 MODIFICATION AND WITHDRAWAL OF BID: -

The bidder may withdraw or modify its bid after bid submission but before the due date and time for submission as per the tender document.

3.21 BID OPENING AND EVALUATION: -

3.21.1 EMPLOYER'S RIGHT TO ACCEPT ANY BID AND TO REJECT ANY OR ALL BID:

MAHAPREIT reserves the right to accept or reject any Bid and to annul the Bidding process and reject all Bid, at any time prior to award of Contract, without thereby incurring any liability to the affected Bidder or Bidders or any obligations to inform the affected Bidder or Bidders of the ground for MAHAPREIT's action.

3.21.2 BID OPENING: -

3.21.2.1 Technical Bid Opening: -

MAHAPREIT will open bid, in the presence of bidders' designated representatives who choose to attend, at date, time and location stipulated in the Bid Document.

Note: In the event of any unforeseen closure of work/holiday on any of the above days, the bid will be opened on the next working day without any further notice.

3.22 Empanelment of bidders: -

Subject to all terms and conditions of RFQ / Tender documents & its amendments, MAHAPREIT will empanel the qualified successful Bidders.

3.23 Period of Engagement:

3.23.1 Empaneled agency shall be engaged for 24 months with MAHAPREIT from the date of empanelment which may be extended as per requirement of MAHAPREIT.

3.23.2 The MAHAPREIT may discontinue/modify the engagement by providing fifteen (15) days' prior written notice without stating the reason thereof.

3.24 MUTUAL DISCUSSIONS

In the event of a dispute or difference of any kind whatsoever shall arise between the Parties in connection with or arising out of this Agreement or the breach, termination or validity hereof, the Parties shall endeavor to resolve such dispute in good faith in the first instance within 30 (thirty) days of the notice of such a dispute by mutual discussions between the Parties.

3.25 ARBITRATION: -

In the event of failure to resolve dispute/ differences related to Contract/Agreement and relating to interpretation of the clauses therein the parties are hereby agreed for its resolution / Adjudication etc. by referring it to the **Institutional Arbitration** established/recognized by the State Govt/Central Govt. and the dispute can be get resolved within the framework of the **Arbitration Act 2015** and in terms of rules and regulations of such institutional arbitration such as **Mumbai** center of Arbitration etc.

3.26 TERMINATION OF CONTRACT/EMPANELMENT AGREEMENT:

The MAHAPREIT may by giving not less than thirty (30) days written notice of termination to the bidder, terminate this agreement upon the occurrence of any of the events specified in paragraph as below.

- 3.26.1** If the Bidder fails to remedy a failure in the performance of his obligations hereunder, as specified in a notice of suspension pursuant thereof, within thirty (30) days of receipt of such notice of suspension or within such further period as the MAHAPREIT may have subsequently approved in writing. Or
- 3.26.2** If the Bidder becomes insolvent or bankrupt or enters into any agreement with his creditors for relief of debt or takes advantage of any law for the benefit of debtors, or go into liquidation or receivership, whether compulsory or voluntary; or
- 3.26.3** If MAHAPREIT found that the bidder has provided false, & wrong information while bid submission; or
- 3.26.4** If the Bidder submits to the MAHAPREIT a statement that has an effect on the rights, obligations or interests of the MAHAPREIT and/or which the Bidder knows to be false; or
- 3.26.5** If, as a result of a Force Majeure Event, the Bidder is unable to perform the Services for a period of not less than sixty (60) days, or
- 3.26.6** If MAHAPREIT found any defect/inadequacy/errors/inability/non-competency etc. in the Bidder in relation to the performance of the Services which are not in accordance to the Good Industry Practices or the provisions of this RFQ, or
- 3.26.7** If the MAHAPREIT, in its own discretion and for any reason whatsoever, decides to terminate this Agreement.

3.27 FINAL DECISION-MAKING AUTHORITY:

The Competent Authority of MAHAPREIT reserves the right to accept or reject any or all the RFQ in part or full for this RFQ without assigning any reasons thereof and his decision will be final.

3.28 FORCE MAJEURE:

- 3.28.1** Force Majeure Event : The Parties hereto agree that a Force Majeure Event shall mean any unforeseeable act or event that prevents the affected Party from performing its obligations under this Agreement or complying with any conditions required by the other Party under this RFQ and such act or even is beyond the reasonable control

and not because of any fault of the affected Party and such Party has been unable to avoid such an act or event by the exercise of prudent foresight and due diligence.

Without prejudice to the foregoing, the Parties hereto agree that the occurrence of any of the events shall also be deemed to be a Force Majeure Event:

- 3.28.1.1 War and other hostilities whether war to be declared or not), invasion, act of foreign enemies, mobilization, requisition or embargo that directly impacts the provision of services by the Bidder under the Agreement.
- 3.28.1.2 Rebellion, revolution, insurrection, military or usurped power and civil war that directly impacts the provision of services by the Bidder under the Agreement.
- 3.28.1.3 Riot, civil commotion, terrorism, or disorder that directly impacts the provision of services by the Bidder under the Agreement.
- 3.28.1.4 Pestilence, epidemics, inclement weather causing floods or lightning or cyclone, typhoon, or earthquake and which directly impacts the provision of services by the Bidder under the Agreement.
- 3.28.2** The Parties hereto agree that the following events are explicitly excluded from and do not constitute a Force Majeure Event and is solely the responsibility of the affected Party.
 - 3.28.2.1 Strikes, collective bargaining agreements of either Party resulting in delay in the provision of Services or stoppage of work; or
 - 3.28.2.2 Labour disputes of any kind; or
 - 3.28.2.3 Economic hardship; or
 - 3.28.2.4 Any act, event, or occurrence listed above or asserted as a Force Majeure Event that results materially from the negligence or intentional acts of the affected Party.

3.29 POST BIDDING CORRESPONDENCE:

The bidder should note that no correspondence shall be entertained or considered after the due date and time of submission of bid unless otherwise sought by MAHAPREIT.

3.30 NOTIFICATION OF AWARD OF EMPANELMENT/CONTRACT:

The notification of award of Empanelment shall be communicated to the successful bidder by Letter of Award (LOA) by email or Registered Post/Air mail or hand delivery. In case of issuance of LOA, the same shall be followed by letter of confirmation by Registered Post/Air Mail. The Empanelment shall be considered as having come into force from the date of issue of Letter of Award by the MAHAPREIT. This date will be called the effective date of Empanelment.

3.31 SIGNING OF AGREEMENT of EMPANELMENT:

- 3.31.1** The successful Bidder shall have to furnish acceptance of Letter of Award within 10 calendar days from the date of issue of Letter of Award. The successful bidder shall have to sign a formal Empanelment agreement with the MAHAPREIT within 15 calendar days from the date of issue of Letter of Award. Under certain circumstances, MAHAPREIT may give an extension of time for signing of contract.

3.31.2 All charges for preparing the contract documents, including legal fees, stamp fee etc. shall be borne by the successful bidder.

3.31.3 If the successful Bidder fails to sign the contract, the same shall constitute sufficient ground for the annulment of the award of consultancy work and also the forfeiture of the bid security.

3.32 CONFIDENTIALITY:

3.32.1 Information relating to the examination, clarification, evaluation, and comparison of Bid, and recommendations for the award of a Contract, shall not be disclosed to Bidder(s) or any other persons not officially concerned with such process.

3.32.2 All plans, design calculations, studies, data, maps, drawings, and specifications prepared by the Bidder in connection with the services to be provided by the consultancy Services under the Agreement shall be the property of the MAHAPREIT. As and when required or upon termination of the contract, the aforesaid documents prepared specifically for the projects (including originals) shall be handed over to the MAHAPREIT.

3.32.3 The Bidder shall take all necessary steps to ensure confidential handling of all matters pertaining to plans, designs, drawings, specifications, methods, and any other information

3.33 INDEMNITY:

The Parties hereto agree that the Bidder shall indemnify and defend the MAHAPREIT and its representatives and employees, and hold the Owner, its representatives, employees harmless from:

3.33.1 Damages and losses caused by its negligent or intentional act or omission, or any damages and losses caused by the negligent act of any third party or sub-contractor or agency engaged by consultant.

3.33.2 Damages and losses resulting from the non-compliance with the obligations established hereunder.

3.33.3 Any environmental damage caused by it and/or its representatives or employees or employees.

3.33.4 Breach (either directly by it or through its representatives and/or employees) of any representation and warranty declared herein by it;

3.33.5 From all claims, actions, suits, proceedings, taxes, duties, levies, costs, expenses, damages and liabilities, including attorneys' fees, arising out of, connected with, or resulting from or arising in relation to this RFQ due to neglect, omission or intentional act of retainership Services.

3.34 PROGRESS REPORT:

3.34.1 The Agency shall periodically submit a Progress Report on the status of work entrusted i.e. monthly as mentioned or as may be mutually agreed upon bringing out the details of

works completed, works in hand, bottlenecks, if any, and efforts being made to improve upon the time schedule.

3.34.2 The agency shall also be called to make presentations on the various activities in respect of the project as and when required by MAHAPREIT without any additional cost.

3.34.3 The copyrights of all documents provided by the Agency and the documents provided by the MAHAPREIT to the Agency for reviewing in the performance of the Agreement shall at all stages be the property of the MAHAPREIT and while in the custody of the Agency, shall be fully available to the MAHAPREIT and its duly authorized representatives. On completion of the provision of the Services, all drawings, documents etc. in relation to the Project shall be delivered/handed over by the Consultant to the MAHAPREIT.

3.35 General Conditions

3.35.1 To undertake the work on a revenue share or on lump sum payment basis, and MAHAPREIT shall have sole discretion for selection of this option.

3.35.2 To conceptualize project and offerings for customer segments and reach out to prospective customers on behalf of MAHAPREIT with previous authorization by authorities of MAHAPREIT.

3.36 Terms and Conditions: -

1. Though adequate care has been taken while preparing the Tender / RFP/RFQ/EoI document, the bidder(s) shall satisfy themselves that the document is complete in all respect. Intimation regarding any discrepancy shall be given by the prospective bidders to the office of MAHAPREIT immediately. If no intimation is received from any bidder within 07 (Seven) days from the date of issuance of Tender / RFP/RFQ /EoI documents, it shall be considered that the document is complete in all respect and has been received / acknowledged by the bidder(s).
2. Mahatma Phule Renewable Energy and Infrastructure Technology Limited (MAHAPREIT) reserves the right to modify, amend or supplement this document.
3. This Tender / RFP/RFQ/EoI document has been prepared in good faith, and on best endeavour basis. Neither MAHAPREIT nor their employees or advisors make any representation or warranty, express or implied, or accept any responsibility or liability, whatsoever, in respect of any statements or omissions herein, or the accuracy, completeness or reliability of information, and shall incur no liability under any law, statute, rules or regulations as to the accuracy, reliability or completeness of this document, even if any loss or damage is caused by any act or omission on their part.
4. In case of any discrepancy in the documents uploaded on the websites of MAHAPREIT, <https://mahapreit.in/> and <https://mahatenders.gov.in/nicgep/app>, the documents uploaded on the <https://mahatenders.gov.in/nicgep/app> website will prevail.

Instructions to Bidders

1. To view-Tender Document, Notice, Detailed Time Schedule, Tender Document for any Tender and subsequently purchase the Tender Document and its supporting documents, kindly visit following e-Tendering website of Government of Maharashtra: <https://mahatenders.gov.in>

2. Bidders should enroll themselves in <https://mahatenders.gov.in> (<https://mahatenders.gov.in/nicgep/app?component=%24WebHomeBorder.%24WebRightMenu.%24DirectLink&page=Home&service=direct&session=T>)
3. Bidder should have **Class-3 Digital Signature** for the submission of Bids.
4. To purchase a Class 3 digital signature online in India, you can visit websites like eMudhra, ID Sign, or Signyourdoc, which offer various options for individuals and organizations, including signing-only, encryption, and combo certificates with different validity periods. <https://emudhradigital.com/>
5. For new bidders pls go through below video link for more details of enrollment <https://www.youtube.com/watch?v=JzU117fCSTk>
6. If bidder facing Digital sign issue at the time enrollment or after login - <https://www.youtube.com/watch?v=njbZRuh-koM&list=PL2kgw9QSaSkpCp1ltGgi4b5BNhTwNOLNo> or <https://www.youtube.com/watch?v=Z85aG4LpqtY>
7. To search **MAHAPREIT** tenders Select **Organisation** as “**Social Justice and Special Assistance**” Under its **Sub-Department** as “**MAHATMA PHULE RENEWABLE ENERGY & INFRASTRUCTURE TECHNOLOGY**”.
8. For new bidders kindly go through the **Bidders Manual Kit** <https://mahatenders.gov.in/nicgep/app?page=BiddersManualKit&service=page> particularly **Registration of Bidders** document.
9. For FAQ's pls go through <https://mahatenders.gov.in/nicgep/app?page=FAQFrontEnd&service=page>
10. For EMD and Tender fees payments Bidders who are required Internet banking facility only (No Debit/ Credit card, UPI or any other payment option is allowed).
11. For paying EMD and Tender Fees through Net Banking using other banks (**Other than SBI Bank**) we are requested to make online payment **four days in advance**.
12. From 15th August 2024 application fees of **Rs 500** per bid shall be charged from the bidders by Government of Maharashtra.
13. For **online Payment related issues**, kindly send an email with Bank Reference Number to this email ID **merchant@sbi.co.in** for clarifications.
14. For any technical related queries please call at **24 x 7 Help Desk Numbers** as below 120-4001, 0120-4001 005, 0120- 4493395 **International Bidders** are requested to prefix 91 as country code
15. **Email Support**
For any Issues or Clarifications relating to the published tenders, bidders are requested to contact the respective Tender Inviting Authority **Technical** - support-eproc@nic.in

SECTION 4 - SCOPE OF WORK

4.1 Scope of work related to the following subjects-

The department is planning to empanel SI/ OEM/ Dealer/Channel partner to provide a SaaS-based energy & sustainability management solution. The solution should feature native cloud architecture and integrate energy and sustainability management data. It should include a user-friendly interface offering customizable dashboards, hierarchical management, and invoice management capabilities.

The solution should perform statistical bill audits to identify potential issues and conduct initial data audits to detect rebills and overlapping billing periods. It should also allow custom variance alerts for usage and cost discrepancies and integrate with Accounts Payable systems via file or API.

Technical Specifications

1. The system should be web-based (SaaS) system or a server-based software system as native cloud architecture.
2. The solution should be hosted in India and comply with MeitY Guidelines on clients hosting agency or server or as prepared by client. The Solution should be a SaaS solution hosted and managed by OEM.
3. The system must integrate energy & sustainability management data
4. The system must have a user-friendly interface with customizable energy & sustainability management dashboards as per the clients requirements.
5. The system must have user-defined hierarchical energy and sustainability management.
6. The system must be able to do invoice management as per the clients requirements.
7. The system should be capable of performing statistical bill audits to spot potential problems.
8. The system should do an initial data audit before data comes into the platform to detect rebills, overlapping billing periods etc.
9. This system should allow custom variance alerts to be configured on both usage and cost variances.
10. The system must be able to integrate with Accounts Payable (File or API)
11. The system must provide utility trending & alerting at facility and location levels
12. The system should have the ability to use single sign on (SSO), using Active Directory when possible.
13. The system should support the storage of external documents to have all relevant data relating to a facility/asset.
14. The system should support international currencies and measurements.
15. The system should be SOC2 Type2 Compliant and SOC1 Compliant.
16. The system should be able to integrate with clients corporate Single Sign On.

Automated Utility Data Capture & Integration

17. The system must automate the collection of utility bills, including all energy & non-energy commodities, normalize the data, and upload the data into the system without human input.
18. The system should be capable of allowing periodic bulk updates to change the tree view interface.

19. The system should allow an unlimited number of buildings, meters, accounts, and vendors, etc.
20. The system should allow user-defined fields for building, meter, account, and vendor data, etc.
21. The system should allow a user-defined group of meters or buildings for benchmarking and reporting.
22. The system should be capable of tracking line-item bill details.
23. The system should be capable of manual utility bill entry.
24. The system should be capable of flexible billing and accounting period designations.
25. The system should be capable of retrieving scanned images of each bill and storing it in the platform.
26. The system should be capable of importing vendor-provided bills directly from utility billing portals.
27. The system should have a memo/message capability with bills and accounts, and tag users.
28. The system should have the ability to aggregate or split bills in shared facilities or sub-metered accounts.
29. The system limits access based on user-defined roles and physical locations.
30. The system should be able to integrate with data from other systems, such as bill pay provider data, usage data, building characteristics, etc.
31. The system should support analytics relating to business specific KPIs and metrics.
32. The system should support manual entry and the automation of business specific KPIs from an existing system.
33. The system should include a User Defined Container Structure to Organize Properties/Assets.
34. The System should include a way to organize properties into Custom Groupings.
35. The system should track building characteristics and user defined characteristics.
36. The system should be able to correlate business-specific KPIs against commodity usage & cost.
37. The System should provide Monthly Summary Graph by Cost & Usage.
38. The System should provide calendared data including YTD, past 12/Prior 12, Fiscal YTD, YOY, M to M or Custom Period.
39. The system should provide metrics on Use per Day, Cost per Day, Demand and Cost per Unit Summary.

Dashboard

40. The system should allow dashboard view sharing across the entire portfolio.
41. Each user can create multiple dashboard views or user user-based dashboard should be created.
42. Admin users can assign dashboards by Geography or User or user based dashboard should be created.
43. Dashboard should have sticky preferences, which save changes for next viewing.
44. Dashboard widgets should be customizable by geography and date range.
45. System should support out of the box dashboard widgets such as Usage, Cost, GHG, Electric Performance, Gas Performance etc.
46. The system should allow admin users to edit the portfolio hierarchy view, etc.

Reporting

- 47. The system should have multiple reports, graphs, and dashboards for analysis of any data in the system, i.e. billing, budget, and invoicing, etc.
- 48. The system should allow the appropriate user to configure and filter data for reports, graphs, and dashboards as necessary.
- 49. The system should allow reports to be exported in multiple file formats pdf, csv, docx, etc.
- 50. The system should have a report publisher to automatically distribute reports based on a schedule.
- 51. The system should allow the user to save report settings for future use.

Sustainability

- 52. The system should allow for internal benchmarking against internal portfolio.
- 53. The system should allow for external benchmarking to compare against similar facilities in a reputable database.
- 54. The system should benchmark by Usage, Demand, Supply, Delivery or Cost.
- 55. The system should benchmark by User Defined KPI (Occupancy, SQFT, Widget etc.).
- 56. The system must be able to integrate with various sustainability frameworks, such as ENERGYSTAR PORTFOLIO MANAGER, GRESB, and ARC SKORU.
- 57. The system should be able to interface with ENERGY STAR Portfolio Manager and allow the user to automatically upload the data specified by the user.
- 58. The system must be able to calculate scope 1 & 2, 3, and send them in a report to various sustainability frameworks, such as CDP, GRI, SASB, BRSR.
- 59. The system should include various ways to track and report on Greenhouse Gas Emissions that have resulted from the data gathered from the system.
- 60. The system should maintain current emission factors from the EPA eGRID or IEA.
- 61. The system should allow for custom location or market-based emission factors.
- 62. The system should be able to track onsite generation of renewable power sources, such as solar, wind, hydro, etc.
- 63. The system should be able to track off-site Renewable Credits
- 64. The system should be able to provide a carbon offset view of power purchase from the grid vs onsite renewables generated vs off-site renewable energy credits.
- 65. The system should be able to track both absolute and intensity-based goals against a baseline for individual assets, groupings of assets, or the entire portfolio of assets.
- 66. The system should be able to track bundled third-party supply contracts and the percentage of renewables included in the contract to apply to carbon reduction goals.

Budgeting

- 67. The system should be able to automate the creation of utility budgets and budget variance reporting.
- 68. The system should be able to Forecast Usage, Demand, Delivery, and Supply.
- 69. The system should allow supply contracts to be built into its forecasting model.
- 70. The system should allow forecasts to be weather-normalized and automatically upload various weather data from a reliable source for weather normalization in analysis.
- 71. The forecasts should allow adjustments for Rate Case Adjustments, Energy Conservation Measures, and Custom Rate Adjustments.

- 72. The budgets should include automated and custom notes to detail assumptions made in the budgeting process.
- 73. Budget Variance reporting should detail the differences between actual usage and budgets.
- 74. The system must have the ability to create multiple budgets per account and set one as active.
- 75. The system should allow edits/adjustments to be made to the budget on an ongoing basis.
- 76. The budget should have reforecast capabilities deriving from actual usage and cost realized.

Real Time Monitoring

- 77. The system should have the ability to support interval data and real-time pulse meter data for consumption and generation meters in an easy-to-use user interface
- 78. The system should trend interval data against peak demand points, billed demand, and temperature.
- 79. The system should provide alerting in real time for suspicious usage values on meters.
- 80. The system should provide monthly and daily usage profiles
- 81. The system should store meter characteristics to track installed versus guaranteed production

Measurement & Verification

- 82. The system must be capable of measurement & verification of energy efficiency projects
- 83. The system should track return on investment for capital projects and energy conservation measures.
- 84. The system should provide a method of measurement and verification of savings in accordance with the IPMVP protocol, Options A & C verification pathways, and ASHRAE Guideline 14, U.S. DOE and industry standards.
- 85. The Measurement and Verification (M&V) capabilities should provide a 12-month baseline.
- 86. The Measurement and Verification capabilities should be fully integrated into the platform architecture, without the need to manually manipulate data outside the platform.
- 87. The M&V section must calculate Savings/Cost Avoidance, Energy Savings and Carbon Impact.
- 88. The M&V section should provide an automatic ongoing calculation and provide a monthly analysis.
- 89. The system should support non-routine adjustments relating to M&V calculations.
- 90. The M&V section should be able to use interval data or invoice data for project savings calculations.

Peak Load

- 91. The system should be able to provide peak load notification for deregulated grids.
- 92. The system should be able to forecast peak load points on NYISO, ISO-NE, and PJM & ERCOT grids.

Customer Success – Implementation – Training

- 93. Vendor should provide in-house implementation services to stand up the platform and ensure quick time to value.
- 94. Vendor should provide a customer success manager for the length of the subscription
- 95. Vendor should provide training services for the application.

4.2 Detailed Scope of Work- (Including but not restricted to)

- Basic Study pre-feasibility report and Detailed Project Report.
- Basic study of the project assigned on the above subjects.
- Preparation of Concept Presentation to MAHAPREIT management.
- Preparation of Pre-Feasibility Report (PFR) of the project assigned on the above subjects.
- Preparation of Detailed Project Report (DPR) of the project assigned on the above subjects, including Estimation of the costing/value/quantum of the project along with financial modelling.
- Presentation on DPR and approval of DPR.
- Study the Options available for Bidding (like Open bidding, limited bidding, or Nomination) and suggest the best bidding route with supporting justification to enable to initiation of the bidding process.
- Preparation of Bid documents comprising the following
- Suggestion & finalization of Qualification Requirement (QRs), including Technical and Financial criteria depending upon the type of the project and the quantum of project size
- Preparation & Finalization Request for Qualification (RFQ) and Request of Proposal (RFP) Documents.
- Finalization of bidding Schedule/Timelines.
- Finalization of evaluation criteria in consultation with MAHAPREIT.
- Pre-bidding compliances, Online bidding process, bid evaluation, finalizing Letter of Allotment or Lol, and preparation of Contract Agreements/MoU till the finalization. of contract/MoU.

SECTION 5 –

QUALIFYING CONDITIONS AND ADDITIONAL INFORMATION TO BIDDERS

5.1 Qualifying Conditions: -

Qualification Criteria

	Basic Requirement	Eligibility Criteria	Document to be submitted
1	Legal Entity	The Bidder should be a Legal Entity registered under the Companies Act, 2013 or the Companies Act, 1956 OR a Limited Liability Partnership (LLP) registered under the LLP Act, 2008 or Indian Partnership Act, 1932.	1. Copy of Certificate of Incorporation/ Registration/ Partnership deed 2. GST Certificate 3. PAN Copy
2	Turnover	The Bidder should have a minimum average annual turnover of at least INR 50 Lacs in any two years from the last four financial years (FY 2021-2022, 2022- 2023,2023-24, 2024-25).	1. Certificate from the Statutory Auditor/Chartered Accountant 2. Audited Profit & Lost account and balance sheet.
3	Blacklisting	The Bidder should not be debarred/ blacklisted by any Government/PSU in India as on the date of submission of the Bid.	Undertaking letter from the bidder with Authorized Signatory needs to be submitted.
4	IT Project Experience	<p>The Bidder must have experience of successful Supply, completed projects of software supply implementation and maintaining the software for at least 1 year on such projects of Information Technology/ Software as a service (SaaS)/ Information Technology Enabled Services/Information and Communication Technology project(s) having component of ESG during the last 5 years (as on the last date of bid submission) in Central / State Government/Urban Local Bodies/PSU / Banking Financial Services / Private sectors (Private sector with having turnover more than INR 50 Cr) of below-mentioned project value in India/abroad:</p> <p>At least one project with a value not less than Rs. 10 lacs</p>	Work order/contract/ completion certificate from client/ undertaking of work is completed/ in progress from the bidder.
5	Certification	The Bidder should have any of the two out of four valid Certifications at the time of bidding,	A valid copy of the certificate from Bidder

		a. ISO 9001:2015 or latest	
		b. ISO/IEC 20000-1:2018 or latest	
		c. ISO/IEC 27001:2013 or latest	
		d. CMMi Level – 3 or above	
6	Local Presence	The Bidder should have an office in India. However, if the presence is not there in India, the Bidder should give an undertaking for establishment of an office, within one month of award of the contract.	Relevant Documents supporting Office addresses/ Undertaking. Bidder to submit the office possession proof, such as Rent Agreement/ ownership papers /GST Registration/Electricity Bills/ Telephone bills
7	Manufacturing Authorization Form (MAF)	Bidder should provide Manufacturer Authorization Form (MAF) for OEM for this bid.	Undertaking letter from Authorized Signatory need to be submitted.
8	EMD	Rs. 50,000/- (Refundable) (EMD exemption will be given to the agencies having valid registration as MSME / NSIC / SSI units) DPIIT Certificate is mandatory for EMD exemption.	Online Receipt needs to be submitted

5.2 Marks System and Selection Criteria: -

a. Quantitative Criteria:

Sr. No	Criteria	Marks	Passing Marks
1	IT Project Experience with ESG components	30	
2	Certification	10	
3	Manufacturing Authorization Form (MAF)	10	
4	Experience in handling at least 1 Project with a value not less than Rs. 25 lacs	10	
	Total Marks	60	60

b. Qualitative Criteria:

Sr. No	Criteria	Marks	Passing Marks
1	Sales	10	
2	Client Base	10	
3	Technical Experts	10	
4	Presentation	10	
	Total Marks	40	30

*** Marks of Sales in Qualitative Criteria depend on the Number of clients as follows-**

Number of clients	1	3	5	10
Marks	5	7	10	10

1. Bidders will be qualified in phase 1 if they score 60 marks in the Quantitative criteria.
2. All bidders who score 60/60 in phase 1 will enter phase 2.
3. Bidders should score at least 30 marks for qualification in phase 2.
4. The Bidders who combinedly score below 90 marks are disqualified.

5.3 Allocation of Product/Work to Bidder-

- Post empanelment, allocation of Product/Work to Bidder will be on project-to-project basis on an L1 basis. MAHAPREIT will ask for Financial bids based on a project-to-project basis.
- To undertake the work on a revenue share or on lump sum payment basis, and MAHAPREIT shall have sole discretion for selection of this option.
- MAHAPREIT reserves the right to appoint/empanel separate software (OEM) or different projects.
- To sell and promote MAHAPREIT services and products as defined by this RFQ on a revenue basis.

5.4 Validity for 120 days:

The offer shall remain valid for a period of 120 (One Hundred and Twenty) days from the Date of the opening of technical bid, unless extended and thereafter until it is withdrawn by notice in writing by the Bidder. If the acceptance offer is not communicated within 15 days, and if the offer is withdrawn by the contractor earnest money shall be refunded in full.

5.5 Amendment of RFQ documents: -

- a. At any time prior to the deadline for submission of RFQ, MAHAPREIT for any reason, whether at their own initiative or in response to a clarification required by any prospective Bidders may modify the RFQ Documents.
- b. The amendment shall be part of the RFQ Documents and will be notified by publication in the MAHAPREIT and will be binding on the prospective Bidders.
- c. All the intending Bidders are advised to keep a close watch on the website of MAHAPREIT in their own interest.

5.6 Financial Offer: -

MAHAPREIT will obtain the financial offer (Price Quote) from the empaneled Agencies separately, after the identification of the project on a case-by-case basis.

ANNEXURE 1

GENERAL, FINANCIAL & COMMERCIAL PARTICULARS

(To be submitted by Bidder/Each Member of Consortium on their Letter Head)

1	Name of the Bidder	:	
2	Registered office address	:	
3	Telephone	:	
4	E-mail	:	
5	Nature of business & working experience in years in the same business	:	
6	Person to be contacted	:	
7	Nature/status of firm : (Whether sole proprietary/Partnership/Private Limited/Public Limited/ Public Sector) Do you anticipate any change in the Ownership during the proposed period of Work If yes, define the scope and effect thereof	:	No/Yes
8	Financial detail (Enclosed 1 copy each)		
A	Balance sheets and profit & loss	:	No/Yes
B	Account for the past 2 years, FY 2023-24, and FY 2024-25.	:	No/Yes
C	Income tax clearance certificate for the past three years.	:	No/Yes
D	GST certificate	:	No/Yes
E	Turnover Certificate from the Statutory Auditor/Chartered Accountant of at least INR 50 Lacs in any two years from the last four financial years (FY 2021-2022, 2023,2023-24, 2024-25).	:	No/Yes
F	Company Registration Certificate	:	No/Yes
9	Share capital at the time of formation i. Authorized ii. Paid-up	:	

10	Share capital at present a) Authorized b) Paid-up	:	
11	Name & address of bankers	:	

Certified that the above information is true and factual.

Date:.....

Place:.....

(Signature of the Authorized Representative of Bidder)

Name

Designation

Seal of Company.....

ANNEXURE 2
TECHNICAL QUALIFICATION DATA
(To be submitted on the head of the bidder)

1. Name of the Bidder: Bid RFQ

Sr No.	Name of the Project Bids	Name of the Bidder/Consortium Member	Description of Bid Advisory works.	Scope of Work	Order details & amount	Experience Certificate Attached Yes / No
1	2	3	4	5	6	7

Note :

1. Please attach documentary proof for Col. No 5, 6, 7 of the Concerned Authority.
2. Regarding Col. No.7, documentary evidence from the client, for satisfactory completion, shall be enclosed. The experience without an experience certificate shall not be considered for evaluation. The experience certificate should contain a valid communication address & working contact numbers certificate provider. Certificates without this information will be considered invalid and shall not be considered for evaluation.
3. Certified that the above information is true and factual.

Date:.....

Place:.....

Signatures of the Agency:
Or Authorized Person:
(Name of Firm with seal):

Note :

All Certificates provided should be in English ONLY. In case the Utility/owner is unable to provide the certificate in English, then the bidder/consortium must submit the English translated copy of the certificate by an authorized translator along with the original copy, and must submit an affidavit on non-judicial stamp paper Rs. 500/- that the information(translation) is true & correct.

ANNEXURE 3

POWER OF ATTORNEY

(to be provided by the bidding company/ lead member in favor of its representative as evidence of authorized signatory's authority.)

(To be on non-judicial stamp paper of Rs 500/- Foreign companies submitting bids are required to follow the applicable law in their country)

KNOW ALL MEN BY THESE PRESENTS, that we, (Name of the Bidder/Lead Member of consortium), a Company/ Corporation/ Firm organized and existing under and by virtue of the laws of (Name of bidder's country) and having its registered office and principal office at (address of the bidder) do hereby irrevocably constitute, appoint, and authorize ---
----- (Name and residential address) who is presently employed with us and holding the position of –

-----, as our true and lawful attorneys to do in our name and on our behalf prepare, make, sign and submit the bid proposals and other documents, certificates, undertakings and papers to be executed and delivered by us, and to do all such acts, deeds and things as are necessary or required in relation to the RFQ issued by the MAHAPREIT vide Bid Specification No -----

- For Empanelment of Procuring ESG/GHG/Carbon Accounting software services for projects undertaken by MAHAPREIT directly or through empaneled vendors.

AND we hereby agree to ratify and confirm and do hereby ratify and confirm all acts, deeds and things lawfully done or caused to be done by our said attorneys pursuant to and in exercise of the powers conferred by this power of attorney and that all acts, deeds and things done by our said attorneys in exercise of the powers hereby conferred shall and shall always be deemed to have been done by us.

Signed by the within named

_____[Insert the name of the executant company] through the hand of

Mr.

Duly authorized by the Board to issue such Power of Attorney Dated this

..... **Day of**

Accepted

Signature of Attorney

(Name, designation and address of the Attorney) Attested

(Signature of the Executant) (Name, designation, and Address of the Executant)

Signature and stamp of Notary of 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..... Name Designation
..... Occupation

2. Signature Name Designation
.....

Note:

(1) 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 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.

(2) Also, wherever required, the executant(s) should submit for verification the extract of the chartered 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).

ANNEXURE 4
UNDERTAKING

(To be given by the Bidder on the letterhead)

I/We of M/s.....

Bidder for “_____” work with the Executive Director-ESG, MAHAPREIT B-501 Pinnacle Corporate Business Park BKC(East), Mumbai 400051 do hereby undertake that I/we agree to unconditionally accept all the terms and conditions mentioned in the RFQ documents.

Further we have noted that after unconditionally accepting the RFQ conditions in its entirety, it is not permissible to put any remarks/conditions in the Price Bid and the same has been followed in the present case. In case this provision of the RFQ is found violated at any time after opening of Envelope, I/we agree that the RFQ shall be summarily rejected and MAHAPREIT shall, without prejudice to any other right or remedy, be at liberty to forfeit the full said earnest money absolutely.

Signatures of the Agency:

Or Authorized Person:

(Name of Firm with seal):

ANNEXURE 5
FORMAT OF COVERING LETTER
(On Letterhead of Firm)

Date:

To,
The Managing Director,
B – 501 PINNACLE CORPORATE PARK, NEXT TO TRADE CENTER,
BKC (EAST) MUMBAI- 400051.

Sub:_____

Dear Sir,

We enclose herewith the Particulars and Details of the Firm, bid details in connection with the above assignment.

We also state as follows:

- a. We hereby declare that all the information and statements made in this Proposal are true and accept that any misinterpretation contained in it may lead to our disqualification.
- b. We agree to bear all costs incurred by us in connection with the preparation and submission of the offer and to bear any further pre-contract costs.
- c. We understand that /MAHAPREIT is not bound to accept the lowest or any proposal or to give any reason for award, or for the rejection of any proposal.
- d. I confirm that I have authority of (name of the firm) to submit the proposal and to negotiate on its behalf.

Thank you, Signature

(Name of Authorized Signatory) and Membership No. Name of Firm.

ANNEXURE 6
ASSIGNMENTS OF SIMILAR NATURE

Sub: _____

S.No	Name of the assignment and brief scope	Name of the Project	Client of project assignment	Assignment Awarded by	Cost of the Assignment	Date of Commencement	Date of completion	Assignment satisfactorily completed (Enclose Proof/certificate from the client)
1	2	3	4	5	6	7	8	9

The firm also has to give details of the Ongoing similar assignment in the above format. The above-mentioned work experience must be supported by documentary evidence (Work Completion Certificate of completed assignments and Work orders of the ongoing work).

Note: Please attach documentary proof.

(Signature of Authorized Signatory) Name:

Designation:

Company Seal:

ANNEXURE 7
Contact Person for the RFQ
[On the letterhead of Bidding Company]

(Provide information for at least Two people)

1.

1	Contact Person name for RFQ	
2	Designation	
3	Contact No. (phone & mobile)	
4	e-mail ID	
5	Corresponding address with Pin	
6	Remarks	

2.

1	Contact Person name for RFQ	
2	Designation	
3	Contact No. (phone & mobile)	
4	e-mail ID	
5	Corresponding address with Pin	
6	Remarks	

(Signature of Authorized Signatory)

Name:

Designation:

Company Seal:

ANNEXURE 8
Self-Declaration & Certification
[On the letterhead of Bidding Company]

I/We_____ (here in after referred to as the Bidders) being desirous of applying for the Empanelment for _____work under the above-mentioned tender (RFQ) and having fully understood the nature of the work and having carefully noted all the terms and conditions, specifications etc. as mentioned in the tender (RFQ) document, DO HEREBY DECLARE THAT

1. The Bidders is fully aware of all the requirements of the tender (RFQ) document and agrees with all provisions of the tender (RFQ) document.
2. The Bidders is capable of executing and completing the work as required in the tender (RFQ).
3. The Bidders accepts all risks and responsibilities directly or indirectly connected with the performance of the tender.
4. The Bidders has no collusion with any employee of MAHAPREIT or with any other person or firm in the preparation of the bid.
5. The Bidders has not been influenced by any statement or promises of MAHAPREIT or any of its employees, but only by the tender document.
6. The Bidders is financially solvent and sound to execute the work.
7. The Bidders is sufficiently experienced and competent to perform the contract to the satisfaction of MAHAPREIT.
8. The information and the statements submitted with the tender (RFQ) are true.
9. The Bidders is familiar with all general and special laws, acts, ordinances, rules and regulations of the Municipal, District, State and Central Government that may affect the work, its performance or personnel employed therein.
10. The Bidders has not been debarred from similar type of work by any SDA/ Government Dept. /PSU.

(Signature of Authorized Signatory)

Name:

Designation:

Company Seal:

ANNEXURE 9

(Composition of the team personnel and the task)

Subject: Empanelment of Procuring ESG/GHG/Carbon Accounting Software Services for Projects Undertaken by MAHAPREIT Directly or Through Empaneled Vendors.

Team Leader/ Technical Members of the Team for carrying out the Assignment

Sr. No	Name	Position	Qualification	Area of Expertise	Task Assignment

(Signature of Authorized Signatory)

Name: Designation:

Company Seal:

ANNEXURE 10
EXPERTS CURRICULUM VITAE (CV)

(To be Submitted for All the Expert proposed for each of the Disciplines of the Lot)

Position and Title and No. <i>[e.g. Monitoring & Evaluation - Expert - 01] or</i> <i>[e.g. Procurement - Senior Expert -01]</i>	
Name of Expert <i>[insert full name]</i>	
Date of Birth <i>[day / month / year]</i>	
Country of Citizenship / Residence <i>[insert Country]</i>	

Education: *[List college/university or other specialized education, giving names of educational institutions, dates attended, degree(s)/diploma(s) obtained]*

Employment record relevant to the Services: *[Starting with present position, list in reverse order. Please provide dates, name of employing organization, titles of positions held, types of activities performed, and location of the assignment, and contact information of previous clients and employing organization(s) who can be contacted for references. Past employment that is not relevant to the Discipline does not need to be included.]*

Period	Employing organization and your title/position. Contact information for references	Country	Disciplines Covered	Summary of activities performed relevant to the Services
<i>[e.g., May 2015 - present]</i>	<i>[e.g., Ministry of, advisor/consultant to.... For references: Name, Designation, Relationship (reporting officer/colleague), contact details (mobile, email, etc.)</i>			

Membership in Professional Associations and Publications:

_____ Language
Skills (indicate only languages in which you can work):

Relevance of Previously undertaken Projects: (should be part of all proposed resources CVs)

Discipline proposed to be handled by the Senior Expert / Expert	Reference to Prior Work/Assignments that Best Illustrates Capability to Handle the Assigned Tasks
{e.g. Discipline -Monitoring and Evaluation}	Project 01 [name] - [Nature of Involvement of the Expert in the project mentioned]
	Project 02 [name] - [Nature of Involvement of the Expert in the project mentioned]

Email's contact information: [email....., Phone.....]

Certification:

I, the undersigned, certify that to the best of my knowledge and belief, this CV correctly describes myself, my qualifications, and my experience, and I am available to undertake the Services in case of an award. I understand that any misstatement or misrepresentation described herein may lead to my disqualification or dismissal by the Client.

[day/month/year]

Name of Expert

Signature

Date

[day/month/year]

Name of authorized

Signature

Date

Representative of the Consultant

[the same who signs the Proposal]

(Signature of Authorized Signatory)

Name:

Designation:

Company Seal: