

Expression of Interest (EOI)



Indian Institute of Technology, Kanpur

Kalyanpur, Kanpur, Uttar Pradesh – 208016

(An Autonomous Institution, Ministry of Education)

Expression of Interest (EOI) for Providing Support Services for Pilot on River Health Monitoring Kachala Bridge (U/s) to Ballia (D/s)

Ref No.: IITK/CGRB/EOI/2024-25/001

Project/Department Centre for Ganga River Basin Management and Studies (cGanga, IIT Kanpur)

Contact Person:

For Technical Query:

Dr Purnendu Bose

Email: pbose@iitk.ac.in/pmc@cganga.org

Tel: 0512-259-7403/7792

For Commercial Query:

Purchase Unit (Central Stores)

Email: purchase@iitk.ac.in

Tel: 0512-259-7214

Chapter – 1 Introduction

Centre for Ganga River Basin Management and Studies (cGanga), Indian Institute of Technology Kanpur 208016, UP, India, an Autonomous Institution, Ministry of Education (Ministry of Education, Government of India) invites sealed Expression of Interest (EOI) form leading, reputed, professionally & financially sound and duly registered companies / agencies / organizations with a proven track record and having capabilities for **“Engagement of Company/Agency/NGO for Organising and facilitating Pilot on Ganga River Health Monitoring in the stretch from Kachala Bridge (U/s) to Ballia (D/s)”**

Chapter – 2 General Instructions for Bidders

1. The Expression of Interest requires submission of a detailed solution, Technical Requirements, Specifications, and Budgetary quote for **“Engagement of Company/Agency/NGO for Organising and facilitating Pilot on Ganga River Health Monitoring in the stretch from Kachala Bridge (U/s) to Ballia (D/s)”**.
2. **Mandatory Site Survey/Visit & Pre-EOI meeting**
All the interested parties are requested to go through the tentative scope of work detailed in Chapter-3 and mandatory visit to the site(s) during office working hours before Pre-EOI meeting with prior appointment of at least 02 days before the visit in order to understand the modalities such as inspection of monitoring sites, distance and time taken to travel from the place of residence of the monitoring personal to the site (Daily Observation twice a day).
3. A Pre-EOI Meeting (for any clarification on the proposed work) will be held on **14/10/2024 at 14:00 Hrs.** before the end date of EOI submission at the premises of **cGanga, WL-116, Environmental Engineering Lab, Western Laboratories, IIT Kanpur, Kanpur-208016 UP India** for technical discussion/queries related to the requirement. Further clarification (if any) regarding any aspect of the EOI (if any) will be provided to the bidders consequently. Only the queries received on or within the date prior to the Pre-EOI meeting will be entertained and answered. All such clarifications, together with all details on which the clarification had been sought will be uploaded on the **GeM-CPP** Portal and on the IIT Kanpur website.

Such clarifications shall form part of the EOI document. Bidder can send their queries to:

For technical:

Dr Purnendu Bose

Email: pbose@iitk.ac.in, pmc@cganga.org

Tel: +91-512-259-7792

For commercial:

Purchase Unit

Email: purchase@iitk.ac.in

Tel: +91-512-259-7214

The representatives of the interested parties (restricted to two persons) may attend the Pre-EOI meeting and conduct site survey at their own cost.

4. **Eligibility Criteria:** cGanga, IIT Kanpur has set up minimum eligibility criteria for the bidding purpose. All the interested parties must meet the criteria mentioned at Annexure-T-I, before they apply for the EOI. The bidding parties meeting the criteria must enclose their supporting documents along with

their technical proposal and budgetary quote failing which their proposal will be summarily rejected and will not be considered any further.

5. **Submission of EOI: cGanga, IIT Kanpur** invites EOI (Technical Offer). The Technical Offer/Proposal shall include the proposed Bid of material and services on the basis of turnkey project. All the items /products/solutions required for the project should be suggested and included in the Bill of Material and Services. The complete EOI shall be submitted within the stipulated date & time. No opportunity shall be given to the participant to withdraw any offer at any stage after the submission of the proposal.
6. The EOI document can be downloaded from the Gem-CPP Portal ([URL: https://eprocure.gov.in/eprocure/app](https://eprocure.gov.in/eprocure/app)). Besides EOI document reference can also be seen on the IIT Kanpur website (<https://www.iitk.ac.in/tenders/>). Prospective Bidders who have not enrolled/registered with the aforesaid Portal shall have to enroll/register for participation
7. Any incomplete EOI received shall not be considered and will be summarily rejected in the very first instance without any recourse to the Bidder and shall not be evaluated. All entries in the EOI should be legible and filled clearly, otherwise the proposal is likely to be rejected. If the space for furnishing information is insufficient, a separate sheet duly signed by the authorized signatory may be attached. The cuttings, if any, must be initialed by the authorized signatory.
8. **Period of validity of EOI:** The proposal shall remain valid till 90 days from the date of opening of EOI in exceptional circumstances, **cGanga, IIT Kanpur** ask for extending the period of validity and such a request shall be binding on bidders. IIT Kanpur's request and the response to such a request by various bidders shall be in writing.
9. **Evaluation of EOI and call for presentation:** After the opening of the proposal the **cGanga, IIT Kanpur** will examine the credentials of the firms based on the submitted documents as per the eligibility criteria detailed in an Annexure T-I and other eligibility criteria as mentioned in GeM Bid document to shortlist the vendors in case the center decides to see further information clarification the same shall be provided by the Bidder.
10. After evaluation of the eligibility criteria, the shortlisted vendors will be required to make a focus presentation on the company expertise and experience in the relevant field products and services with the proposed solution to the technical committee of **cGanga, IIT Kanpur**. The date of the presentation will be informed to the shortlisted vendors in advance.
11. Following the presentations based on the proposed acceptable solutions to the **cGanga, IIT Kanpur** will finalize the actual requirement along with specification and cost implications and then a tender enquiry with two covers technical and financial BOQ will be floated on GeM-CPP Portal for (Support Services for Pilot on River Health Monitoring)
12. It must be noted that this EOI is published for obtaining technical offer for **“Engagement of Company/Agency/NGO for Organising and facilitating Pilot on Ganga River Health Monitoring in the stretch from Kachala Bridge (U/s) to Ballia (D/s)”**. However, this EOI has been published without any financial commitment (Non-committal EOI).
13. The competent authority of **cGanga, IIT Kanpur** is not bound to accept the EOI if any technical discrepancies are found in the EOI. However, it reserves the right to accept/reject the EOI and the decision of the authority in this regard shall be final and binding on the Bidder.

14. Participation in EOI will not be considered as a qualification of the bidder in regular tender inquiry to be published later.
15. Amendment of Bid Document: At any time prior to the deadline for submission of proposals, **cGanga, IIT Kanpur** reserves the right to add/modify/delete any portion of this document by issuance of a Corrigendum, which would be published on the IIT Kanpur website and GeM Portal. The corrigendum shall be binding on all bidders and will form part of the bid documents.
16. Right to reject any or all bids: The Competent authority of **cGanga, IIT Kanpur** reserves the right to reject any bid and to annul the bidding process and reject all bids at any time or discontinue this EOI process without assigning any reason. At any time any effort by a Bidder or bidder's agent/ consultant or representative whosoever describe to influence the (department) IIT Kanpur/ in anyway concerning scrutiny/ consideration/ evaluation of the bid shall entail rejection of the bid.
17. **Resolution of Disputes:** The Parties shall use their best efforts to negotiate and amicably settle any disputes, controversies, or claims arising out of, or in connection with, the Contract / Purchase Order or its interpretation. If the Parties fail to settle the dispute amicably within thirty (30) Days of the commencement of the negotiations, the dispute shall be settled through arbitration. One (1) sole arbitrator shall be appointed by the Director of IITK, who shall have full powers to make final and binding decisions subject to prevailing laws of India. The appointing authority shall be the Director of IITK. The place of arbitration shall be at Kanpur and the language used in the arbitration proceedings shall be English.
18. **Clarifications**-If deemed necessary, **cGanga, IIT Kanpur** may seek clarifications on any aspect from the participating agency **cGanga, IIT Kanpur** will ask the EOI Participants to make a presentation for the purpose of clarification of the tender. All expenses for this purpose, as also for the preparation of documents and other meetings, will be borne by the prospective bidders.
19. **Presentation of solution**-The detail and in depth presentation of the solution proposed in EOI will be done as such the prospective bidder should provide an extensive solution understanding of the project. The presentation should contain all the points mentioned in the proposed solution. The presentations may be used in the EOI to select the best of available solution(s) for **cGanga, IIT Kanpur** project.
20. **RTI applicability**-The information submitted in the response to the EOI may be subjected to public release (As per RTI norms). Vendors responding to this notice assume the risk of public disclosure if confidential information is included.
21. **Disclaimer** -The EOI does not constitute a commitment to offer of a Contract or prospective contract. **cGanga, IIT Kanpur** shall not be liable for any cost incurred by any potential vendor / service provider in preparation and submission of information in response to this EOI.

Authorized Signatory (signature in full): _____

Name and Title of Signatory: _____

Company Rubber Stamp: _____

Chapter – 3

Objective of EOI

The objective of this Expression of Interest (EOI) is:

The primary objective is to organize and conduct a pilot on a stretch of river Ganga from Kachla Bridge near Aligarh to Ballia down stream of Varanasi in UP for Comprehensive River health monitoring.

Proposed Scope of Work:

The selected Firm will be tasked with providing a comprehensive range of services necessary for the successful execution of the pilot on River Health Monitoring. The detailed responsibilities include:

- **Recruitment and Management of Volunteers:**
 - **Recruitment:** The Firm will be responsible for identifying, engaging, training and supervising a team of volunteers as field workers/technicians, data management personnel, and any other specialists required for the project.
 - **Training:** The Firm must ensure that all volunteers are adequately trained in sample collection protocols, safety procedures, and the use of onsite testing equipment. This training should align with the standards set by cGanga and relevant regulatory bodies.
 - **Coordination:** Effective coordination and management of the workforce, including the establishment of clear roles, responsibilities, and lines of communication, will be essential for timely and accurate data collection and reporting.

- **Sample Collection, Preservation, and Delivery:**
 - **Site Identification:** The Firm will work closely with cGanga to identify specific locations along the stretch of river from Kachla Bridge to Ballia where measurements will be done.
 - **Sample Collection:** The Firm will organize and conduct the collection of river water and sediment samples. It is required to record photograph, video, geo-coordinates every time a sample is collected. This process must adhere to scientifically validated methodologies to ensure the integrity and reliability of the samples.
 - **Sample Delivery:** The Firm will ensure the safe and timely delivery of preserved samples to the designated places of cGanga or its Partner Institutes for further analysis. This may involve the coordination of logistics, including packaging, labelling/coding, and transportation.

- **Logistical Support for Workshops and Training Sessions:**
 - **Venue Coordination:** The Firm will be responsible for identifying and booking venues for workshops and training sessions along the selected river stretch. The venues must be suitable for the intended activities and accessible to all participants.
 - **Travel Arrangements:** The Firm will organize travel logistics for all participants, including transportation to and from the workshop or training venues. This may include arranging for motor-bikes, cars, or other appropriate modes of transportation.
 - **Accommodation:** Where necessary, the Firm will arrange accommodation for participants, ensuring that it meets the required standards and is conveniently located near the event venues.

- **Food and Beverages (F&B):** The Firm will arrange for food and beverage services during workshops and training sessions. This includes arranging for meals, snacks, and refreshments.
- **Provision of Sampling and Onsite Testing Kits:**
 - **Quality Assurance:** The Firm must ensure that all equipment, glassware, plasticware and miscellaneous items provided by cGanga are properly secured and used as per prescribed methodology. This may involve calibration, testing, and verification of the equipment prior to use. The recruited personal must be trained for the task.
 - **Distribution:** The Firm will be responsible for distributing the portable laboratory units to the field teams and ensuring that all necessary items are available at the designated collection sites.
 - **Onsite Testing:** The Firm will facilitate onsite testing of selected parameters using the provided kits, ensuring that results are accurately recorded and reported in real-time or as specified by the team cGanga.
- **Data Management and Reporting:**
 - **Data Collection:** The Firm will establish a robust system for collecting and recording data from the field, ensuring that all information is accurately captured and securely stored.
 - **Data Analysis:** Preliminary data analysis should be conducted to ensure the validity of the collected samples and to identify any immediate trends or issues that may require attention.
 - **Reporting:** The Firm will prepare and submit detailed reports to cGanga, including raw data, analysis results, and any other relevant observations. The format and frequency of reporting will be determined in consultation with cGanga.
 - **Confidentiality:** All data and information generated during the project will be the property of cGanga. The Firm must adhere to strict confidentiality protocols and ensure that no information is shared or used outside the scope of this project without explicit authorization from cGanga.
- **Mandatory Requirement**
 - The firm should be registered in India for minimum last five years from the date of publication of this tender
 - The firm should have given similar services to any reputed organization in last 5 years
 - Licensing Requirement: The firm should have labor license and EPF/ESI Registration from competent authority.
- **Duration of Service:** 05 Months (Upto March 31, 2025). May be extended, based on satisfactory performance.

Chapter – 4 General Eligibility

cGanga invites Expressions of Interest (Eoi) from qualified Indian firms, private limited companies, start-ups, trusts, NGOs, and other eligible entities (hereinafter referred to as "Firm"). The selected Firm will assist cGanga in executing the work to achieve aforementioned objective in the specified stretch of the Ganga River.

Expectations from the Firm:

The selected Firm is expected to:

- Develop a comprehensive work plan that aligns with the specific needs of cGanga.
- Provide detailed information about the proposed task force.
- Engage actively with relevant officials, scientists, institutions, and other stakeholders involved in the programme.

Prequalification Criteria

Firms submitting an EOI will be shortlisted based on their ability to deliver high-quality professional services, either independently or in collaboration with other entities. Shortlisted firms will be invited to participate in a subsequent tender process, during which they will submit detailed technical and financial proposals.

Evaluation Criteria

S No	Evaluation Criteria	Max Points	Documents Attached (Y/N)
1	Presentation on Understanding of the work Bidders are expected to present their understanding on the proposed work with detailed execution plan	30	
2	Methodology <ul style="list-style-type: none"> • Management of River-Side monitoring stations • Arrangements for preparation and supply of reagents to the River-Side Monitoring Stations • Collection and delivery of samples to Regional Laboratories 	20 15 15	
3	Work Experience Bidders must be registered firm/company with at least 5 years of relevant experience	10	
4	Financial Strength <ul style="list-style-type: none"> • Turn Over for last three years. • Net Profit Figures for last three years. 	05 05	

Please note: All bidders who secure the 60% or more weightage/marks will be shortlisted.

Chapter – 5

Submission of EOI Response

1. EOI Response Format

The Prospective Bidder/Service Provider should submit response to the EOI on <https://iitk.ac.in> and also submit the hard copy of the same on the date of presentation with the following information:

- a. The covering letter on the Official Letter Head
- b. Technical Bid- Pre-qualification Criteria (Annexure – I to VI)

The EOI should be accompanied by the following information:

- Capability Statement
 - ✓ A document not exceeding two pages.
- Understanding of the Assignment
 - ✓ A brief write-up addressing the scope of work outlined above.
- Company/Organization Profile
 - ✓ Details of current activities and management structure.
- Past Experience in conducting similar works
 - ✓ Copy of Work Orders of similar works rendered by the firm to government/non-governmental/private organizations.
- Evidence of Incorporation
- The company must give an undertaking that no part of the information (including any report/presentation) or any outcome of the project will be used or shared by the firm except for and with cGanga.

2. EOI Schedule of Events

The EOI Participants are requested to note that dates mentioned in the schedule of events IIT Kanpur reserves rights to modify these dates at any time.

S No	Event	Timeline
1	Publication of Expression of Interest (EOI)	October 8, 2024*
2	End Date of submission of Expression of Interest (EOI)	October 28, 2024
3	Opening of Expression of Interest (EOI)	October 29, 2024
4	Presentation, Submission of Documents and Discussion with the Prospective Bidder/Service Provider	(Date and Time of Presentation and Discussion with the prospective Bidder/Service Provider will be communicated after opening of EOI.)

*To = Date of Publication on GeM-CPP Portal

Indenter Details:

Email ID: pbose@iitk.ac.in

Phone Number: **0512-259-7792**

Place of Presentation and Discussion with the Prospective Bidder/Service Provider:

IIT Kanpur – 208016, Uttar Pradesh, India

Submission of Documents: **To be done online.**

Chapter – 6

Terms and Conditions of Bidding Firms

- The EOI Participations should accept all the terms and conditions given in the EOI Document. EOI Participants must state categorically whether or not the offer conforms to requirement and schedule of requirements and indicate deviations.
- The eligible and interested vendors may upload the detailed response with EOI in the prescribed format on or before the above prescribed date.
- Response to the EOI from the respondents should be uploaded through GeM-CPP Portal. Respondents should provide one (1) hard copy of document at the time of presentation.
- All information contained herein and the enclosures are confidential information. By accepting this material, the recipient agrees that the information will be held in confidence and will not be reproduced, disclosed or used in whole or in part without prior permission of Indian Institute of Technology Kanpur.
- During evaluation and finalization of the EOI, Indian Institute of Technology Kanpur may at its discretion ask the Prospective Bidder/Service Provider for any clarification on its EOI. The request for clarification and the response shall be through e-mail.
- This EOI is non-commercial.
- Notwithstanding anything contained in any of the clauses in this EOI, Indian Institute of Technology Kanpur reserve it's right to accept or reject any EOI and to annul each or all the EOI processes and reject all the EOI at any time without thereby incurring any liability to the effective Prospective Bidder/ provider or any obligation to inform the affected vendor or vendors of the grounds of Indian Institute Technology Kanpur's action.
- Any assumptions made by the Bidder in response of this request for EOI will be their own risk and cost. Indian Institute of Technology Kanpur will not be liable for any such assumptions/representations made by the vendors.
- The budgetary estimates provided are only indicative of the assessment of current market prices and are not binding on IIT Kanpur.
- The bidders must provide the licenses from competent authorities concerning to the scope of work (such as; labour license, EPF, ESI-registration etc).

Chapter – 7
Indian Institute of Technology, Kanpur
Centre for Ganga River Basin Management and Studies
EOI No Ref. No. IITK/CGRB/EOI/2024-25/001

Annexure T-I

Technical Bid- Pre-qualification Criteria (Annexure I to VI)

Checklist for Technical Bid

Mention Page Numbers

Sr. No.	Pre-qualification criteria	Documents to be provided	Attached (Y/N)	Page No.
1.	The prospective Bidder shall be an Indian entity registered and operating in India under the appropriate Laws of India.	Registration Certificate of Business		
2.	Bidder must have GST registration certificate issued by competent authority	Attested copy of registration certificate.		
3.	Bidder must have PAN/TAN/GIR card	Attested copy of PAN/GIR/TAN card		
4.	Bidder's Details	Annexure I [On the letterhead of the Bidder]		
5.	Declaration of Bidder	Annexure II [On the letterhead of the Bidder]		
6.	Declaration of blacklisting/non-blacklisting	Annexure III [On the letterhead of the Bidder]		
7.	Financial Capability of Bidder	Annexure IV [On the letterhead of the Bidder]		
8.	Details of Firm's Experience of similar services	Annexure V [On the letterhead of the Bidder]		
9.	OEM's Authorization Form	-		

The bidder is required to submit the self-attested photocopies of the following documents along with the Technical Offer/Proposal, failing which their bids may be summarily/out rightly rejected and may not be considered:

Authorized Signatory (Signature In full): _____

Name and title of Signatory: _____

Stamp of the Company: _____

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Annexure I

Bidder's Details
(On the letter head of the Bidder)

1	Name of the Firm/ Company		
2	Offered Service/Product Name, Make and Model		
3	Name and Designation of Authorised Signatory		
4	Office Address of the Firm / Communication Address:		
5	Phone No/Mobile No:		
6	E-Mail ID:		
7	GST registration Number:		
8	PAN Number:		
9	Firm's Bank Account details	Bank Account No.:	
		Name of the Bank:	
		IFS Code No.:	
		Name of Branch:	
Particular Details of the Bidders Representative			
10	Contact Person: Mobile No:	Name of Person:	
		Designation:	
		Tele/Mobile No:	
		Email ID:	

Authorized Signatory (signature in full): _____

Name and Title of Signatory: _____

Company Rubber Stamp: _____

Indian Institute of Technology, Kanpur
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Annexure III

CERTIFICATE
DECLARATION REGARDING BLACKLISTING/NON-BLACKLISTING
[On the letterhead of the Bidder]

I /We Proprietor / Partner (s) / Director (s) of M/shereby declare that the firm/ company namely M/S. has not been blacklisted or debarred in the past by any organization from taking part in Government tenders.

Or

I / We proprietor / partner (s) / Director (s) of M/S..... hereby declare that the firm/ company namely M/S.....was blacklisted or debarred by any Government Department from taking part in Government EOIs for a period ofyears w.e.f..... The period over on And now the firm/ company is entitled to take part in Government EOIs. In case the above information found false I / we are fully aware that the EOI/ contract will be rejected / cancelled by the **Centre for Ganga River Basin Management & Studies (cGanga), Indian Institute of Technology, Kanpur** and EMD/Performance Bank Guarantee shall be forfeited. In addition to the above **Indian Institute of Technology, Kanpur** will not be responsible to pay the bills for any completed/ partially completed work.

Signature:

Name:

Capacity in which as signed:

Name & address of the firm:

Seal of the firm should be affixed.
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Dated:

Signature of Bidder with seal.

In case of proprietorship firm, certificate will be given by the proprietor, and in case of partnership firm, certificate will be given by all the partners and in case of limited company by all the Directors of the company or company secretary on behalf of all directors.

Indian Institute of Technology, Kanpur
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Annexure - IV

FINANCIAL CAPABILITY OF BIDDER

[On the letterhead of the Bidder]

Annual turnover details of the Bidder from [insert relevant details]

#	Financial Year	Turnover in Indian Rupees	Document Page No.
A	2021-2022		
B	2022-2023		
C	2023-2024		

*Audited Balance sheet and profit & Loss account statement of the bidder for each of the above-mentioned financial year shall be submitted as supporting evidence.

1. Please affix the signature of the authorized signatory of the Bidder with name, designation, seal and date here.
2. Please affix the signature of the authorized signatory of the Statutory auditor of the Bidder with name, designation, seal and date here.

Authorized Signatory (Signature In full): _____

Authorized Signatory of Statutory Auditor: _____

Name and title of Signatory: _____

Stamp of the Company: _____

Stamp of the Firm: _____

Indian Institute of Technology, Kanpur
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Annexure - V

Details of works of similar type executed by the bidder
[On the letterhead of the Bidder]

Sl. No.	Name of the Company	Work Description	Ref. & Date of the order	Work Order Value	Contract Period	Page No

Authorized Signatory (Signature In full): _____

Name and title of Signatory: _____

Stamp of the Company: _____

- Copies of work orders should be attached with this information. In absence of documentary evidence, bid is liable to be rejected.
- If necessary, a separate sheet may be used to submit the information.