



**BUREAU OF ENERGY EFFICIENCY**

**REQUEST FOR PROPOSAL (RFP)**

for

**Hiring of Agency to provide Technical assistance to implement Energy Conservation  
Building Code (ECBC) & Eco Niwas Samhita (ENS) in States/UTs**

**16<sup>th</sup> February 2021**

To be submitted to,

**Secretary  
Bureau of Energy Efficiency,  
Ministry of Power, Govt. of India,  
4<sup>th</sup> Floor, Sewa Bhawan,  
R. K. Puram, New-Delhi 110066,  
INDIA**

## **LETTER OF INVITATION FOR RFP**

### **Subject: Hiring of Agency to provide Technical assistance to implement Energy Conservation Building Code (ECBC) & Eco Niwas Samhita (ENS) in States/UTs**

This Request for Proposal (RFP) document is for Hiring of an agency to provide Technical assistance to implement Energy Conservation Building Code (ECBC) & Eco Niwas Samhita (ENS) in States/UTs. The Agency will be engaged by BEE/SDA for a period of at least 24 months. The agencies participating in the RFP can bid for one or more Cell.

List and Description of Expected Outputs to be delivered:

- Task 1: Provide technical assistance for ECBC & ENS implementation (wherever applicable) and enforcement in the states/UTs(s)
- Task 2: Provide technical assistance to commercial & residential buildings (wherever applicable) to ensure ECBC & ENS compliant design respectively.
- Task 3: Organise ECBC & Eco Niwas Samhita (ENS) awareness workshops and training programs as per BEE scheme
- Task 4: Star rating of commercial and residential building as per BEE scheme.

*Note: Completion of tasks, Submission of deliverables and deputation of consultant in allocated Cell is mandatory requirement.*

Agencies which are interested to participate in this tendering process may download the RFP document from the website <https://beeindia.gov.in/> from 16<sup>th</sup> Feb 2021 to 10<sup>th</sup> March 2021 (21 Days), agencies are requested to send their proposals in requisite format latest by 10<sup>th</sup> March 2021 **at BEE's office before 1500 hrs (IST)**. Detailed information regarding the services required is given in the enclosed Terms of Reference.

BEE reserves the right to alter any or all conditions, eligibility criteria and terms specified in this document. The terms and conditions governing the proposed assignment are not exhaustive and additional conditions, as may be mutually accepted, will be included in the Work Order / Contract Agreement. These conditions are also subject to modifications or deletions, if any considered absolutely necessary.

Any request or clarification, must be sent via email to Shri. Saurabh Diddi, Director, BEE ([sdiddi@beenet.in](mailto:sdiddi@beenet.in)). The last date for receiving queries is 20<sup>th</sup> Feb 2021

Bureau of Energy Efficiency  
4th Floor Sewa Bhawan  
R K Puram, Sector -1,  
New Delhi-110066.

## **1. Introduction**

### **1.1 About BEE**

The mission of Bureau of Energy Efficiency (BEE) is to develop policy and strategies with a thrust on self-regulation and market principles, within the overall framework of the Energy Conservation Act (EC Act), 2001 with the primary objective of reducing energy intensity of the Indian economy. This will be achieved with active participation of all stakeholders, resulting in accelerated and sustained adoption of energy efficiency in all sectors.

The setting up of Bureau of Energy Efficiency (BEE) provides a legal framework for energy efficiency initiatives in the country. The Act empowers the Central Government and in some instances the State Governments to:

1. Notify energy intensive industries, other establishments, and commercial buildings as designated consumers.
2. Establish and prescribe energy consumption norms and standards for designated consumers.
3. Direct designated consumers to designate or appoint certified energy manager in charge of activities for efficient use of energy and its conservation.
4. Get an energy audit conducted by an accredited energy auditor in the specified manner and intervals of time.
5. Furnish information with regard to energy consumed and action taken on the recommendation of the accredited energy auditor to the designated agency.
6. Comply with energy consumption norms and standards, and if not so, to prepare and implement schemes for efficient use of energy and its conservation.
7. Prescribe energy conservation building codes for efficient use of energy and its conservation in commercial buildings State Governments to amend the energy conservation building codes to suit regional and local climatic conditions.
8. Direct owners or occupiers of commercial buildings to comply with the provisions of energy conservation building codes.
9. Direct mandatory display of label on notified equipment and appliances.
10. Specify energy consumption standards for notified equipment and appliance.
11. Prohibit manufacture, sale, purchase and import of notified equipment and appliances not conforming to standards.

The Energy Conservation Act, 2001 defines the powers of the State Government to facilitate and enforce efficient use of energy and its conservation. The State Governments have to designate State Designated Agencies in consultation with the Bureau of Energy Efficiency to coordinate, regulate and enforce the provisions of the Act in the State. Thus, the State Designated Agencies are the strategic partners for promotion of energy efficiency and its conservation in the country.

### **1.2 Organization**

Bureau of Energy Efficiency is a statutory body established under Ministry of Power the provisions of the Energy Conservation Act, 2001. Act, 1860, under the Ministry of Power.

The mission of the Bureau of Energy Efficiency is to assist in developing policies and strategies with a thrust on self-regulation and market principles, within the overall framework of the Energy

Conservation Act, 2001 with the primary objective of reducing energy intensity of the Indian economy.

### **1.3 Functions of BEE**

BEE co-ordinates with designated consumers, designated agencies and other organization; recognizes, identifies and utilizes the existing resources and infrastructure, in performing the functions assigned to it under the E.C Act, 2001. The Act provides for regulatory and promotional functions. The major functions of BEE include:

- Develop and recommend to the Central Government the norms for processes and energy consumption standards.
- Develop and recommend to the Central Government minimum energy consumption standards and labeling design for equipment and appliances.
- Develop and recommend to the Central Govt. specific energy conservation building codes.
- Recommend the Central Government for notifying any user or class of users of energy as a designated consumer.
- Take necessary measures to create awareness and disseminate information for efficient use of energy and its conservation.

### **1.4 The Energy Conservation Act, 2001**

<https://powermin.nic.in/sites/default/files/uploads/ecact2001.pdf>

### **1.5 Code**

#### **For Commercial Building – ECBC**

Commercial building sector in India is expanding rapidly at over 9% per year spurred largely by the strong growth in the services sector. It has been estimated that more than 50% of building stock that will exist in the year 2030 is yet to come up in the country – a situation that is fundamentally different from developed countries. Having regard to the fact that the rate of growth in commercial building sector is amongst the highest, and that this sector needs to be moderated in its energy consumption BEE introduced the Energy Conservation Building Code (ECBC) as a voluntary policy measure in 2007 to reduce the adverse impact of buildings on the environment. ECBC defines norms of energy performance for various building components, and takes into consideration, the climatic region. The application of these norms lowers the building's energy requirement without affecting the function, comfort, health or productivity of the occupants.

BEE has launched new version of code ECBC 2017 on 19<sup>th</sup> June 2017. The newly developed code is futuristic, pragmatic and easy to implement. The new version has three levels of compliance: ECBC, ECBC+, and Super ECBC. These additions are geared to encourage public and private sectors to not only meet the basic ECBC criteria, but to exceed them as well. Long-term success of the ECBC will depend heavily on the collaborative roles various stakeholders would play towards the development, adoption and implementation of building code. Barriers and challenges for implementation of ECBC vary in terms of technical and design aspects, market barriers, policy and enforcement issues.

## **For Residential Building- ENS**

In 2012, residential buildings accounted for 20.4% of India's total electricity consumption and the electricity consumption in residential buildings is about 2.3 times more than that of commercial buildings. Projections shows that electricity consumption in residential buildings is expected to increase 7 fold during the period 2012-2032. The residential sector will become the largest consumer of electricity in the country with 36.5% share of the total electricity consumed in 2032.

It aims to benefit the occupants and the environment by promoting energy efficiency in design and construction of homes, apartments and townships. Part-I of the Code has been launched which prescribes minimum standards for building envelope designs with the purpose of designing energy efficient residential buildings. The code provides design flexibility to innovate and vary important envelope components such as wall type, window size, type of glazing, and external shading to windows to meet the compliance.

The building market is diverse and characterized by fragmentation into various players. The complexity of interaction among these participants is one of the greatest barriers to energy-efficient buildings:

- Central-level and local authorities influence the value chain through enacting building policies for their areas. These rules are often a compromise between high levels of energy performance and cost considerations;
- Capital providers and developers are concerned with risk and short payback periods, which can reduce energy use to a relatively minor factor in decision-making. Developers that also hold property titles may have a long term view, which should make energy-savings attractive. However, developers will not reap the benefits of the additional investment, as energy cost savings goes to the occupier (user) and not to the developer;
- Developers commission designers (or architects), engineers and construction companies have expertise in technical aspects of construction, including energy efficiency. But their influence on key decisions may be limited, especially if they do not work together in an integrated fashion;
- The role of agents can be important. They often stand between developers and tenants and between owners and occupiers. Typically, their financial interests are short-term;
- Owners may rent their buildings, making their interests different from those of end users. Some owners buy to sell (and make a capital return); others buy to lease (as an investment) or occupy. The last group is most likely to consider investments that may have paybacks over several years;
- Property managers are primarily interested in meeting tenant/owner needs for comfort, light, access, and safety, while energy performance is less visible as a service to the client

- End users are often in the best position to benefit from energy savings, but are usually not the ones that are making decisions about the initial investment for the construction of the building.

## **1.6 Star Rating**

The challenge in terms of soaring energy consumption in the building sector is needed to be tackled with a multi-faceted approach. Making buildings energy efficient is a way of avoiding a long term futile electricity consumption liability in buildings. The Energy Efficiency Label for commercial and residential buildings helps the country in the same direction.

### **Commercial**

BEE introduced the Star Rating for existing buildings as a voluntary policy measure to reduce the adverse impact of buildings on the environment. It is based on the energy usage in the building over its area expressed in kWh/sqm/year. This program rates buildings on 1-5 scale, with 5 star labelled buildings being most efficient. Star rating for different types of building like: day use office buildings, BPOs, Hospitals and Shopping Malls has been developed.

### **Residential**

The labeling programme takes forward EcoNiwas Samhita 2018 and motivates consumers to design more efficient construction. Energy labels help consumers to make efficient decisions through the provision of direct, reliable and costless information. The key objective of the programme is to make a transparent instrument over the energy performance of a home which will gradually lead to an effective model taken into consideration while deciding over the home prices in future.

The labelling programme covers all types of residential buildings in India. All the envisaged objectives can be achieved through the labeling mechanism by making it as mandatory information required in any real estate transaction/ leasing. The labelling programme is expected to save a large amount of energy through imparting energy efficiency to houses nationwide.

## 2. Terms of Reference

Building sector represents about 33% of electricity consumption in India, with commercial sector and residential sector accounting for 8% and 25% respectively. In coming years, there is an enormous need for both new residential and commercial buildings pan India, especially in cities. BEE is assisting Government of India in implementing and operationalizing the Energy Conservation Building Code (ECBC) & Eco Niwas Samhita (ENS) through a comprehensive and integrated approach.

**ECBC** was developed as a first step towards promoting energy efficiency in the building sector. While taking into account different climate zones, the Code also addresses site orientation and specifies better design practices and technologies that can reduce energy consumption without sacrificing comfort and productivity of the occupants. The Code is applicable to buildings or building complexes that have a connected load of 100 kW or greater or a contract demand of 120 kVA or greater and are intended to be used for commercial purposes. The Scope can be made stringent at state level. ECBC-compliant buildings can use 40% to 50% less energy than conventional buildings. It is estimated that the nationwide mandatory enforcement of the ECBC will yield annual savings of approximately 1.7 billion kWh.

**The Eco Niwas Samhita (ENS) (Part I: Building Envelope)** sets minimum building envelope performance standards to limit heat gains (for cooling dominated climates) and to limit heat loss (for heating dominated climates), as well as for ensuring adequate natural ventilation and daylighting potential. The code has been developed with special consideration for its adoption by the Urban Local Bodies (ULBs) into building byelaws. The code is applicable to all residential buildings and residential parts of ‘mixed land-use projects’, both built on a plot area of 500 m<sup>2</sup> or greater. However, states and municipal bodies may reduce the plot area based on the prevalence in their area of jurisdiction. This provision is kept to take into account the prevalent plot sizes and housing types in different states, enabling the inclusion of a greater percentage of new multi-dwelling unit residential buildings within the scope of this code.

ECBC & ENS has been developed by BEE, Ministry of Power, its enforcement lies with the State governments and urban local bodies.

The objective of the proposed assignment is to select agency that will support states/UTs to implement ECBC & ENS in States/UTs. Towards this, the assignment aims to support establishment of Cells in State Designated Agency (SDA) or in department in State/UT, as finalized by SDA. Cells will be established at the following state(s)/UT(s):

Table 1: ECBC Cell – State distribution (*ECBC Cells 1-17*)

S.no.	Cell	State/UT	Date of Establishment
1.	Cell – 1	Andhra Pradesh	1 <sup>st</sup> April 2021
2.	Cell – 2	Bihar	1 <sup>st</sup> April 2021
3.	Cell – 3	Chhattisgarh	1 <sup>st</sup> April 2021
4.	Cell – 4	Delhi	1 <sup>st</sup> April 2021
5.	Cell – 5	Gujarat	1 <sup>st</sup> April 2021
6.	Cell – 6	Haryana	1 <sup>st</sup> April 2021
7.	Cell – 7	Himachal Pradesh	1 <sup>st</sup> April 2021

8.	Cell – 8	Ladakh	1 <sup>st</sup> April 2021
9.	Cell – 9	Jammu & Kashmir	1 <sup>st</sup> April 2021
10.	Cell – 10	Jharkhand	1 <sup>st</sup> April 2021
11.	Cell – 11	Karnataka	1 <sup>st</sup> April 2021
12.	Cell – 12	Kerala	1 <sup>st</sup> April 2021
13.	Cell – 13	Maharashtra	1 <sup>st</sup> April 2021
14.	Cell – 14	Madhya Pradesh	1 <sup>st</sup> April 2021
15.	Cell – 15	Odisha	1 <sup>st</sup> April 2021
16.	Cell – 16	Punjab	1 <sup>st</sup> April 2021
17.	Cell – 17	Rajasthan	1 <sup>st</sup> April 2021
18.	Cell – 18	Tamil Nadu	1 <sup>st</sup> April 2021
19.	Cell – 19	Telangana	1 <sup>st</sup> April 2021
20.	Cell – 20	Uttar Pradesh	1 <sup>st</sup> April 2021
21.	Cell – 21	Uttarakhand	1 <sup>st</sup> April 2021
22.	Cell – 22	West Bengal	1 <sup>st</sup> April 2021
23.	Cell – 23	Andaman and Nicobar Islands, Daman and Diu, Lakshadweep, Puducherry, Goa, Chandigarh	1 <sup>st</sup> April 2021
24.	Cell – 24	Arunachal Pradesh, Assam, Meghalaya, Sikkim	1 <sup>st</sup> April 2021
25.	Cell – 25	Manipur, Mizoram, Nagaland, Tripura	1 <sup>st</sup> April 2021

Note: Duration will be for 24 months from date of establishment of EEB (Energy Efficient Buildings) Cell. In case of Cell #23, 24 & 25, payment will be paid by single State designated agency.

## 2.1 Scope of Work & Deliverables

This assignment aims to provide technical assistance in the form of Cell to ensure effective implementation and enforcement of ECBC & ENS in the states/UTs. The agency participating in RfP can bid for one or more Cells. An agency may be awarded maximum three cells at the discretion of BEE. The number of fulltime consultants to be placed in respective Cell (except for the team Manager) is as follows:

Table 2: ECBC Cell – Number of consultants

S.no.	Cell	Number of full-time consultants
1.	Cell – 1	3 (2 Engineers & 1 Architect)
2.	Cell – 2	3 (2 Engineers & 1 Architect)
3.	Cell – 3	3 (2 Engineers & 1 Architect)
4.	Cell – 4	3 (2 Engineers & 1 Architect)
5.	Cell – 5	3 (2 Engineers & 1 Architect)
6.	Cell – 6	3 (2 Engineers & 1 Architect)
7.	Cell – 7	3 (2 Engineers & 1 Architect)
8.	Cell – 8	3 (2 Engineers & 1 Architect)



9	Cell – 9	3 (2 Engineers & 1 Architect)
10.	Cell – 10	3 (2 Engineers & 1 Architect)
11.	Cell – 11	3 (2 Engineers & 1 Architect)
12.	Cell – 12	3 (2 Engineers & 1 Architect)
13.	Cell – 13	3 (2 Engineers & 1 Architect)
14.	Cell – 14	3 (2 Engineers & 1 Architect)
15.	Cell – 15	3 (2 Engineers & 1 Architect)
16.	Cell – 16	3 (2 Engineers & 1 Architect)
17.	Cell – 17	3 (2 Engineers & 1 Architect)
18.	Cell – 18	3 (2 Engineers & 1 Architect)
19.	Cell – 19	3 (2 Engineers & 1 Architect)
20.	Cell – 20	3 (2 Engineers & 1 Architect)
21.	Cell – 21	3 (2 Engineers & 1 Architect)
22.	Cell – 22	3 (2 Engineers & 1 Architect)
23.	Cell – 23	12 (1 Engineers & 1 Architect in each State/UT)
24.	Cell – 24	8 (1 Engineers & 1 Architect in each State/UT)
25.	Cell – 25	8 (1 Engineers & 1 Architect in each State/UT)

## 2.2 Selection criteria for the Team Manager.

1. Shall be either an Architect or engineers with Master's degree
2. Minimum experience of 15 years.
3. Experience of state level policy implementation in India.
4. Must demonstrate the leadership and management of state policy implementation, Government officials and team.

It is the responsibility of the team Manager to monitor and manage all the work packages stated in the ToR and ensure outcome. Team Manager will coordinate with cell for their day to day activities and SDA requirements. Team Manager is expected to travel once a month to the respective state for project steering and control. BEE or SDA can ask Team Manager about the progress of the assignment.

## 2.3 Agency's Profile

The agency shall be consisting of team of experts in the field of code implementation strategies, working with government bodies, awareness and capacity building programs, climate responsive building design, building performance analysis (daylight analysis, energy modelling, CFD simulation, etc.), and green building certification. The contractor, must have experience of the energy efficiency code and its implementation and should have supported in several International and national programs on Energy Efficiency in building, training and awareness, impact assessment, and implementation.

The successful bidder should depute full-time consultants<sup>1</sup> in the Cell at the state office/state designated Agency/UDD/ULB (based on the availability of space and SDA decision) with following qualifications:

- Engineer - Consultant

<sup>1</sup>Employee Rule of the Duty station (SDA/ULB) shall be applicable for working hours, holidays etc.

Essential:

- Bachelor's degree in Electrical/Mechanical/Civil Engineering from a recognized University or Institute.
- Minimum experience of at least 6 years which should include project related experience commensurate with the assignment roles and responsibilities expected to be handled by the candidate specifically in the areas of Building Energy Efficiency Policies.
- *Number of years for acquiring post-graduation (full time enrolment only) or one year whichever is less will be compensated for the requisite professional experience*

Desirable:

- Master's degree in Engineering/Energy Management/Building Science or other related field from a recognized University or Institute or equivalent.
- ECBC Master Trainer / GRIHA CP, Evaluator & Trainer / LEED AP / IGBC AP / CMVP professional certifications are desirable.

• Architect - Consultant

Essential:

- Bachelor's degree in architecture/planning from a recognized University or Institute.
- Minimum experience of at least 6 years (excluding Internship) which should include project related experience commensurate with the assignment roles and responsibilities expected to be handled by the candidate specifically in the areas of Building Energy Efficiency Policies.
- *Number of years for acquiring post-graduation (full time enrolment only) or one year whichever is less will be compensated for the requisite professional experience.*

Desirable:

- Master's degree in Building Science or other related field from a recognized University or Institute or equivalent.
- ECBC Master Trainer / GRIHA CP, Evaluator & Trainer / LEED AP / IGBC AP / CMVP professional certifications are desirable.

Competencies for the individual professional to be deputed in the Cell:

- High quality analytical skills on issues related to energy efficiency
- Working experience with building energy simulation software
- Working experience in Energy Efficient Building Design
- A thorough understanding of ECBC design / energy efficiency intervention projects in buildings including passive techniques
- Working experience in energy auditing and commissioning of energy systems
- Familiarity with national projects on energy efficiency interventions
- Excellent drafting and communications skills in English
- Ability to work independently and as a team player in a multi-cultural environment
- Working knowledge of computers including MS Office package and related architectural software
- Ability to meet deadlines and prioritize multiple tasks

**Note:** No compromise should be made in Qualification, Experience & Competencies, as it is necessary to depute experienced & qualified consultants in State/UT.

The replacement of personnel is highly discouraged. In case of unavoidable circumstances and to ensure smooth transition and continuity, the request for replacement shall be sent to BEE/SDA at least 1 month in advance for full time consultants (to be deputed in Cells) and 3 months for Team Manager. The agency must ensure that the replacement shall match or exceed qualification/experience of existing professional. In case there is delay in deputing the consultant then penalty would be imposed on Agency after 15 days of gap. Calculation of penalty is explained below:

*If there is a gap of absence of deputed consultant is less than or equal to 15 days,  
then amount to be deducted = Per day remuneration to the consultant x number of days*

*If there is a gap of absence of deputed consultant is more than 15 days, then amount to be deducted = Per day remuneration to the consultant x 15 + Per day remuneration to the consultant X 2 (number of days of gap – 15)*

*Example:*

*If delay is of 12 days and Manday quoted rate is Rs 10,000 then penalty would be Rs 10,000 x 12 days = Rs 1,20,000*

*If delay is of 18 days and Manday quoted rate is Rs 10,000 then penalty would be = Rs 10,000 x 15 days + Rs 10,000x2x(18-15) days = Rs 2,10,000*

All hardware/equipment/software required for day-to-day operations like computers/laptops, printers, scanners, internet dongles, software etc., will have to be provided by the selected agency to the technical resources placed in the cell.

If required, BEE/SDA can interview the proposed consultants and team manager selected by the agency for appointment in Cell. If found, not suitable, the agency has to replace them with suitable candidate within 15 days, as per requirement mentioned in the ToR.

## **2.4 Term of Reference**

### **Task 1: Provide technical assistance for ECBC & ENS implementation and enforcement**

- Develop roadmap for ECBC & ENS implementation.
- Formation of high level implementation Committee at state/UT.
- Support in Notification of developed ECBC Rules & ECBC (Refer ECBC 2017) for effective enforcement of code, if not notified yet
- Prepare draft ENS in consultation with the stakeholders for notification & enforcement in the state. (Refer ENS 2018).
- Propose revision of bye-laws/ General Development Control Rules (GDCR) documents to include ECBC & ENS clauses and specifications in government guidelines.
- Integration of ECBC directives in local bye-laws of ULBs/ Municipal corporations- 3No in each Cell.
- Survey & compilation of Buildings (Existing & Upcoming) projects in the state falling under the preview of ECBC& ENS
- Survey & data compilation of energy efficient building materials/ components/technical processes/practices etc required to make building ECBC & ENS compliant.
- Provide support to SDA in any assigned tasks, related to building Energy Efficiency.
- Provide technical assistance for ECBC & ENS enforcement

- Provide hand-holding support to the Urban Local Bodies (ULBs) / SDA / State Govt. for evaluating ECBC & ENS compliance of application submitted for getting building construction and occupancy permits at least 3No. buildings.
- Assist in establishing ECBC & ENS compliance tools and processes, energy monitoring and verification system.
- Coordinate with central government, state government departments and urban local bodies (ULBs) departments to enforce ECBC & ENS.
- **If ECBC notified**, Coordination with the Urban Development/ Town & Country Planning Department for details regarding estimated number of buildings approval applications received (under the purview of ECBC) and approvals allotted per month.

### **Deliverables**

- a) Submission of roadmap for ECBC & ENS implementation and enforcement in state/UT
- b) Notification of ECBC 2017 in the State Gazette / Government Order, if not notified yet.
- c) Submission of draft ENS for notification & enforcement in state(s) or Submission of draft amendments of the code as per ENS 2018.
- d) In case of unified building byelaws in state/UT, ECBC provisions have to be incorporated in building byelaws. In case there are local/Municipal building byelaws are also followed at ULB/ Municipal corporations then the same has to be amended to meet ECBC requirement.: Atleast 3No. ULBs/Municipal corporations must be supported annually in completion and implementation of this task
- e) Integration of ECBC and ENS directives in online building approval process.
- f) Submission of Stakeholder list having names of Organization/Individual, designation, contact details, mention how it is associated with ECBC & ENS
- g) Submission of report containing details of Buildings (Existing & Upcoming) projects in the state falling under the purview of ECBC & ENS
- h) Submit the document (list) for revision in Schedule of Rates (SoR) and Plinth Area Rates (PoR) of state PWD to include specification and costing of energy efficient materials required for ECBC & ENS compliant buildings.
- i) Submit the list of expert Manpower available in the state to design/simulate and help builders to make building ECBC & ENS Compliant.
- j) Submit weekly progress report (along with consultant's attendance) to SDA and Monthly Progress report to BEE
- k) List of building projects received and approved by Urban Development/ Town & Country Planning Department since ECBC notification and ECBC compliance status.

### **Task 2: Provide technical assistance to commercial & residential buildings to ensure ECBC & ENS compliant design respectively.**

- Provide support to Demonstration projects taken up by SDA in last 6years
- Identify potential commercial projects in discussion with ULB/SDA/stakeholders.
- Provide technical assistance to ensure that the proposed design is ECBC/ENS compliant
- The projects Techno-Commercial Feasibility Report should elaborate on
  - Methodology for technical analysis or assessment
  - Definition of inputs and assumptions
  - Outputs and results

- Conclusions and Recommendations
- Specifications of proposed strategies/technologies; and
- Financial feasibility analysis

### **Deliverables**

- a) Identification of project sites
- b) Submission of detailed project reports to SDA, BEE and Owner, along with 2 Pager Summary sheet
- c) Undertaking from project owner/developer to incorporate ECMs (recommended by Cell) during construction, to make building ECBC/ENS compliant.
- d) Assist in incorporation of ECBC directives and technical parameters in BOQ/tender.
- e) The number of building projects to be taken up by respective Cell are as follows:

**Table 3: Cell – Minimum Number of Building Projects to be taken up per year**

<b>S.no.</b>	<b>Cell</b>	<b>Number of ECBC Compliant Building Projects</b>	<b>Number of ENS Compliant Building Projects<sup>2</sup></b>
1.	Cell – 1	6 building projects	3 building projects
2.	Cell – 2	6 building projects	3 building projects
3.	Cell – 3	6 building projects	3 building projects
4.	Cell – 4	6 building projects	3 building projects
5.	Cell – 5	6 building projects	3 building projects
6.	Cell – 6	6 building projects	3 building projects
7.	Cell – 7	6 building projects	3 building projects
8.	Cell – 8	6 building projects	3 building projects
9.	Cell – 9	6 building projects	3 building projects
10.	Cell – 10	6 building projects	3 building projects
11.	Cell – 11	6 building projects	3 building projects
12.	Cell – 12	6 building projects	3 building projects
13.	Cell – 13	6 building projects	3 building projects
14.	Cell – 14	6 building projects	3 building projects
15.	Cell – 15	6 building projects	3 building projects
16.	Cell – 16	6 building projects	3 building projects
17.	Cell – 17	6 building projects	3 building projects
18.	Cell – 18	6 building projects	3 building projects
19.	Cell – 19	6 building projects	3 building projects
20.	Cell – 20	6 building projects	3 building projects
21.	Cell – 21	6 building projects	3 building projects
22.	Cell – 22	6 building projects	3 building projects
23.	Cell – 23	6 building projects	6 building projects
24.	Cell – 24	6 building projects	4 building projects
25.	Cell – 25	6 building projects	4 building projects

### **Task 3: Organise ECBC & ENS awareness and training programmes (*Physical Training Program*)**

<sup>2</sup>The minimum plot size of the project should be 500 square meters where 1 project is considered as one residential society complex as a whole

Organise programme on ECBC & ENS for building sector stakeholders e.g. administrators, government officials, architects, engineers, developers, builders, municipal officials etc. (at least 30 participants) as per BEE Scheme.

- **Awareness workshop:** (Half day duration)
  - i. ECBC & ENS Awareness **6 nos.**
- **Training-A:** (1-day duration)
  - i. Envelope Optimisation (for ECBC & ENS) **1 nos.**
  - ii. Daylighting Simulation (for ECBC & ENS) **1 nos.**
  - iii. HVAC Design Awareness **1 nos.**
- **Training-B:** Training programme (2 days duration)
  - i. Integrative Design Approach **3 nos.**
  - ii. Energy Simulation **3 nos.**
- **Training-C:** Organise training programme (2 days duration) for building sector stakeholders (preferably TPAs, municipal officials, etc.) on ECBC compliance using EMIS-BEP tool (at least 25 participants)
  - i. ECBC Rules and Compliance Procedure **3 nos.**
  - ii. Energy Simulation for Compliance **1 nos.**

Training can be conducted online with proper decorum like ECBC Master trainers, attendee strength, feedback, recording of workshop (as deliverable) etc. The online training program can be kept minimum for 4 hours per day to make it more convenient for attendee.

**Awareness programme and online training program A/B/C shall be presented by one BEE certified ECBC Master Trainers whereas physical Training A/B/C shall be presented by two ECBC Master Trainers per day.** Bidder need to provide overall training programme cost as per budget format provided at Annexure 2. All the logistics for the workshop & ECBC Master Trainer (in case of physical training program) & has to be arranged by the successful bidder. Everything shall be arranged and coordinated by agency in consultation with SDA.

### **Deliverables**

- a) Submission of approved background material for all the training programmes
- b) Submission of proceedings of Training-A: (1-day duration) on ECBC & ENS for building sector stakeholders
- c) Submission of proceedings of Training-B: (2-day duration) for building sector stakeholders (architects, engineers, developers, builders, municipal officials).
- d) Submission of proceedings of Training-C: (2-day duration) for building sector stakeholders (preferably TPAs, municipal officials, etc.) on ECBC compliance using EMIS-BEP tool
- e) Intensive training of 3-4 key technical officials of state PWD/ULB/SDA/Architect/Engineer so that they can independently design/simulate/monitor/verify ECBC & ENS compliance after completion of the tenure of ECBC Cell.

- f) In case of online program, schedule webinar for state in consultation with SDA. Link shall be shared with BEE/SDA at least 1 week in advance.
- g) Webinar shall be conducted by BEE certified ECBC Master Trainer (1 Per day)
- h) Compilation and submission of FAQ asked during the webinar and presentation should be submitted to SDA.
- i) Report along with feedback of participants has to be submitted to SDA for acceptance.
- j) Report should include participant list, designation, Contact details and organization.
- k) The number of Training programs to be taken up by respective Cells are as follows:

**Table 4: Cell – Number of Training programs to be conducted per year**

S.no.	Cell	Awareness		Training-A		Training-B		Training-C	
		Online	Physical	Physical	Online	Physical	Online	Physical	Online
1.	Cell – 1	3	3	1	2	3	3	2	2
2.	Cell – 2	3	3	1	2	3	3	2	2
3.	Cell – 3	3	3	1	2	3	3	2	2
4.	Cell – 4	3	3	1	2	3	3	2	2
5.	Cell – 5	3	3	1	2	3	3	2	2
6.	Cell – 6	3	3	1	2	3	3	2	2
7.	Cell – 7	3	3	1	2	3	3	2	2
8.	Cell – 8	3	3	1	2	3	3	2	2
9.	Cell – 9	3	3	1	2	3	3	2	2
10.	Cell – 10	3	3	1	2	3	3	2	2
11.	Cell – 11	3	3	1	2	3	3	2	2
12.	Cell – 12	3	3	1	2	3	3	2	2
13.	Cell – 13	3	3	1	2	3	3	2	2
14.	Cell – 14	3	3	1	2	3	3	2	2
15.	Cell – 15	3	3	1	2	3	3	2	2
16.	Cell – 16	3	3	1	2	3	3	2	2
17.	Cell – 17	3	3	1	2	3	3	2	2
18.	Cell – 18	3	3	1	2	3	3	2	2
19.	Cell – 19	3	3	1	2	3	3	2	2
20.	Cell – 20	3	3	1	2	3	3	2	2
21.	Cell – 21	3	3	1	2	3	3	2	2
22.	Cell – 22	3	3	1	2	3	3	2	2
23.	Cell – 23	3	3	3	3	3	3	3	3
24.	Cell – 24	3	3	1	2	3	3	2	2
25.	Cell – 25	3	3	1	2	3	3	2	2

For Cell 22,23 &24, Training A/B/C shall be conducted in each state/UT.

The agency/consultancy firm engaged shall work under the guidance and direct supervision of the State Designated Agency & Bureau of Energy Efficiency.

#### **Task 4: Star rating of commercial and residential building as per BEE scheme.**

**For commercial building**

This includes identification of buildings in state/UT and support in providing star rating to buildings in accordance to present energy consumption of buildings and existing norms for various categories of buildings. Coordinate between building owner, BEE, National Productivity Council (NPC), SDA and facilitate in achieving Star rating for the buildings. NPC will conduct Energy Audit and issue certificate as per BEE scheme.

**For residential building**

Information shall be provided by using online tool (Link to Residential Labelling Tool: <http://103.248.83.70/labeltool/login.html>). The report should include:

- i. External wall, Fenestration and roof details
- ii. HVAC details
- iii. Lighting details as per Annexure - 3

**Deliverables**

- a) Identify potential commercial building (Consumption equal to or more than 100 kW or 120kVA) and residential buildings (built on a plot area of 500 m<sup>2</sup> or greater) in discussion with SDA. Minimum 3-star label building required for commercial and residential projects.
- a) Share Commercial Building Details with BEE/NPC for further Process Coordinate between building owner, BEE, National Productivity Council (NPC), SDA and facilitate in achieving Star rating for commercial buildings as per BEE scheme.
- b) Submission of report for residential project as per Annexure - 3

Agencies are advised to gather information directly from site or concerned officials of state agencies.

The number of building projects to be taken up by respective Cell are as follows:

**Table 5: Cell – Minimum Number of Building Projects to be taken up per year for under Star Rating Program**

S.no.	Cell	Star Rating of Commercial Building	Star Rating of Residential Building
1.	Cell – 1	4 No.	4 No.
2.	Cell – 2	4 No.	4 No.
3.	Cell – 3	4 No.	4 No.
4.	Cell – 4	4 No.	4 No.
5.	Cell – 5	4 No.	4 No.
6.	Cell – 6	4 No.	4 No.
7.	Cell – 7	4 No.	4 No.
8.	Cell – 8	4 No.	4 No.
9.	Cell – 9	4 No.	4 No.
10.	Cell – 10	4 No.	4 No.
11.	Cell – 11	4 No.	4 No.
12.	Cell – 12	4 No.	4 No.
13.	Cell – 13	4 No.	4 No.
14.	Cell – 14	4 No.	4 No.
15.	Cell – 15	4 No.	4 No.
16.	Cell – 16	4 No.	4 No.
17.	Cell – 17	4 No.	4 No.
18.	Cell – 18	4 No.	4 No.
19.	Cell – 19	4 No.	4 No.



20.	Cell – 20	4 No.	4 No.
21.	Cell – 21	4 No.	4 No.
22.	Cell – 22	4 No.	4 No.
23.	Cell – 23	12 No. (2 No. in each state/UT)	12 No. (2 No. in each state/UT)
24.	Cell – 24	8 No. (2 No. in each state)	8 No. (2 No. in each state)
25.	Cell – 25	8 No. (2 No. in each state)	8 No. (2 No. in each state)

## 2.5 Pre-Qualifying Criteria:

Table 6: Pre-Qualifying Criteria

S.no.	Criteria	Documents Required
1.	Financial proposal must be submitted separately for each Cell	-
2.	Certificate of Registration of Business	Copy of Certificate of Incorporation
3.	Minimum annual turnover of INR One Crore (INR 1,00,00,000/-) or its equivalent in last three (3) years	Audited Financial Balance sheet and Profit & Loss statement of last three years
4.	Profitable for at least two (2) of the last three (3) years	Audited Financial Balance sheet and Profit & Loss statement of last three years
5.	Agency should not be black-listed by any Central / State Government / Public Sector Undertaking in India	Self-Declaration
6.	Agency should not be involved in any major litigation that may have an impact affecting or compromising the delivery of services as required under this contract.	Self-Declaration

## 2.6 Qualifying Criteria:

Table 7: Qualifying Criteria

S.no.	Criteria	Documents Required
1.	Completed at least 5 tasks relating to energy efficiency in buildings sector in previous 3 years	Letter of Award (LOA), work order, completion certificate, purchase order, etc. issued by client
2.	Prior experience of working with government (central government, state government, ULBs) on building energy efficiency or ECBC	Letter of Award (LOA), work order, completion certificate, purchase order, etc. issued by client
3.	Experience of organizing at least 10 capacity building training programmes, workshops or seminars for government institutions and/or building sector stakeholders	Letter of Award (LOA), work order, completion certificate, purchase order, etc. issued by client

*Note: Any document among the listed documents can be considered.*

If bidders do not meet any of the above listed criteria, their proposals will not be considered for further evaluation. Bidders meeting above listed criteria are required to submit evidences (details / documents) in support – otherwise proposal may be disqualified.

## 2.7 Preparation of proposal:

The tender should be submitted in English and be set out in following parts

- Cover letter (Annexure -1)
- Part A - General and Technical Proposal
- Part B – Financial Proposal (Annexure -2)

Please do not include any price or financial information in Part A. No publicity material is required.

### Part A – General and Technical Proposal

- Section A
  - Any Qualification to Terms of Reference
- Section B
  - Response to the Technical component of the RFP (including proposed strategy for ECBC & ENS enforcement for the State in the form of activities, milestones, deliverables etc. against time).
- Section C
  - Inputs of specific personnel against each activities/task of the TOR.
- Section D
  - Names & CVs of personnel who will be placed in the cell in each State (CVs must have name and nationality of staff, profession/designation of staff, proposed position in the team, whether employee of the firm or consultant, if staff than number of years with the firm, key qualifications, academic background, and experience. Each team member who is not a full-time employee of the firm is required to give an undertaking that he/she is available to undertake the tasks allocated to him/her in the technical proposal. Each CV should be a maximum of 3 pages and signed (by the key personnel) confirming that the information given in the CV is correct and he/she shall be available for the complete duration of the project.
  - Separate Teams should be mentioned for each Cell.<sup>3</sup>
- Section E
  - Previous experience of the firm in similar type/s of assignments completed during last 3 years. Please indicate the name of the assignment, name & address of employer; dates of award & completion of the assignment; financial worth of the assignment(s) and role of your firm
- Section F
  - Information not mentioned in any other section A to E above, e.g. Disclosures, Conflict of Interest etc.

## 2.8 Submission of proposal:

- The technical proposal (Part 1) and the financial proposal (Part 2) shall be sealed in a separate envelope, and shall be clearly labelled as follows:
  - Part 1- **“Technical Proposal – Hiring of Agency to provide Technical assistance to**

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<sup>3</sup> The bidder shall mention team members for at least 3 Cells to bid for 3 or more Cells. The number of team members shall be as per Table 2: Cell – Number of consultants

**implement Energy Conservation Building Code (ECBC) & Eco Niwas Samhita (ENS) in States/UTs.**

*Agency shall submit single technical proposal document, mentioning the detail of Cell(s) for which the financial proposal has been submitted.*

- **Part 2- “Financial Proposal – Hiring of Agency to provide Technical assistance to implement Energy Conservation Building Code (ECBC) & Eco Niwas Samhita (ENS) in States/UTs. – mention Cell State/number<sup>4</sup>”**  
*Financial proposal for each Cell shall be submitted separately.*
  - **Part 3- “Bid Processing Fee”**  
*Enclosing Bid Processing Fee of INR 5,000/- (Rupees Five thousand only) in the form of a demand draft drawn on any nationalized / scheduled bank payable at par in New Delhi, in favour of “Bureau of Energy Efficiency, New Delhi”.*  
*Agency shall submit single Bid Processing Fee, irrespective of the number of Cells for which the financial bids have been submitted.*
  - **Part 4- “Bid Security Fee”**  
*Enclosing “Bid Security Declaration” as per Annexure-4*
- Bidders are required to submit 1 hard copy of the technical proposal along with a pendrive containing the soft copy of your General and Technical Tender in MSWord format, with all supporting documents in PDF format (to be submitted in the same envelope).
  - All the envelopes then shall be sealed in outer single envelope. This envelope shall be clearly marked with “PROPOSAL FOR HIRING OF AGENCY TO PROVIDE TECHNICAL ASSISTANCE TO IMPLEMENT ENERGY CONSERVATION BUILDING CODE (ECBC) & ECO NIWAS SAMHITA (ENS) IN STATES/UTS.”
  - This envelope shall be sent to The Secretary, Bureau of Energy Efficiency, 4<sup>th</sup> Floor, Sewa Bhavan, R.K. Puram, New Delhi-110066. If the Financial Proposal is not submitted by the Consultant/agency in a separate, sealed envelope and duly marked as indicated above, this will constitute grounds for declaring both Technical and Financial Proposals non-responsive.
  - The completed Technical and Financial Proposal must be delivered at the submission address on or before the time and date stated above. Any Proposal received after the closing time for submission of proposals shall be returned unopened. BEE does not take any responsibility for the delay and any explanation for the same.

## **2.9 Preliminary Evaluation Criteria:**

- Preliminary scrutiny of the proposal will be made to determine whether the applications are complete, whether the documents have been properly signed, and whether the bids are generally in format. Compliance on Essential Eligibility requirements. Proposals not conforming with mentioned requirements will be rejected prima facie.

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<sup>4</sup> As per Table 1: Cell – State/UT distribution

- The agency participating in the RFP can bid for three or more Cells

## 2.10 Technical evaluation criteria

Evaluation Criteria	Marks
<b>Key Personnel</b> placed at the cell (general qualifications, appropriate experience and track record, experience in the region/state, back-up support, commitment and certainty of obtaining named individuals etc., special emphasis on the CVs of core team members and management structure of the team. The CVs of Key Personnel proposed will be scored.	Team Manager- 10 Consultant- 30
<b>Proposed Strategy</b> for ECBC enforcement in the mentioned States/ Building Energy efficiency– Innovation and extent of details – key emphasis on the strategy for the implementation and enforcement of activities, outputs and outcomes.	Proposed Strategy- 15 Implementation Model (fresh ideas)- 10 Innovative Idea- 05
<b>Previous Experience</b> of the consultant/agency in similar assignments and track record with emphasis on years of work experience in area of energy efficiency in buildings, years of project management experience etc.	Previous experience of working with Govt. departments in state/UT like PWD, UDD, ULBS, Housing board etc-10  Previous experience of working in state/UT in building energy efficiency sector like (Green building, Passive design, building energy auditing etc) -10  Previous experience of ECBC implementation in state/UT (ECBC notified/ Energy Efficient materials added in state SoR/ ECBC directives added in building Byelaws) -10
<b>Total</b>	<b>100</b>

Minimum marks for technical qualification is 70. Those securing less than 70 will be disqualified and are not eligible to participate in the next stage of the tender evaluation process.

## 2.11 Public Opening and Evaluation of Financial Proposal:

- Financial proposal must be submitted separately for each Cell, clearly mentioning the Cell # and State for which the agency has applied.
- All agencies technically qualified in the technical evaluation process will be invited for the public opening of financial proposals. At the public opening of financial proposals, representatives of the agencies who choose to attend will sign an attendance sheet.
- The names of the consultancy/agency that has qualified the technical round will be read aloud. Each Financial Proposal will be inspected to confirm that it has remained sealed and unopened.

- The representative from BEE will open each Financial Proposal and read aloud the name of the Consultant/agency and the total price bid in the Financial Proposal. The BEE representative will record this information in writing.
- Financial proposals shall be opened in random order assigned to cell (through lottery system)
  - a) In case technical qualified bidders are less than 3: Financial Bids will not be opened.
  - b) In case of eligible bidders are less than 3 (after winning of 3 bids): all technically qualified bidders will be eligible, however such bids will be opened after opening of all other bids as per original sequence, where eligible bidders at the time of opening are 3 or more.
- Financial Proposals will be checked for any computational errors and a reviewed to ensure that figures provided therein are consistent with the details of the corresponding Technical Proposal. Following the review, the Estimated Total Price (ETP) for each Financial Proposal will be determined.

## **2.12 Bid Processing Fee**

All bids must be accompanied by a non-refundable bid processing fee of INR 5,000 (Rupees five thousand only) in the form of a demand draft drawn on any nationalized / scheduled bank payable at par in New Delhi, in favour of “Bureau of Energy Efficiency, New Delhi”. This should be included separately from the technical and financial proposals.

## **2.13 Bid Security**

Bid Security Declaration by bidder/agency on Firm’s letter head:

- Proposal should not be withdrawn during the validity period or any extension agreed by the consultant thereof.
- Proposal should not be varied or modified in a manner not acceptable to the Employer after opening of Proposal during the validity period or any extension thereof.
- Consultant would not try to influence the evaluation process.
- Selected agency/consultant should not withdraw his proposal during negotiations (failure to arrive at consensus by both the parties shall not be considered as withdrawal of proposal by the agency/consultant).

## **2.14 Performance Security**

The successful bidder shall submit a Performance security within fifteen (15) days of the receipt of notification of the award of contract. Performance security shall be submitted in the form of a demand draft drawn on any nationalized / scheduled bank payable at par in New Delhi, in favour of “Bureau of Energy Efficiency, New Delhi”. The value of Performance Security would be 10% of the total contract value. Performance Security should remain valid for a period of sixty days beyond the date of completion of the assignment or any such extended period as decided by BEE.

## 2.15 Duration of the project

The expected duration of this assignment is 24 months.

The duration may be extended by Bureau of Energy efficiency (BEE) based on the requirement of State and satisfactory performance of the Cell.

## 2.16 Award of the Contract

The contract will be awarded to the evaluated L1 bidder for each Cell based on Lumpsum cost.

- BEE will award 25 contracts – one contract per Cell.
- A single agency may be awarded maximum three Cells, at the discretion of BEE.

The Cell shall be established in the State by the successful bidder within 15 days from the issue of contract/Letter of award (LoA).

## 2.17 Confidentiality:

Information relating to evaluation of proposals and recommendations concerning awards shall not be disclosed to the applicants.

## 2.18 Payment terms:

S. No.	Activities	%age of total fees payable	Timelines
1	Award of Contract & establishment of Cell in State/UT	10%	Contract award
2	<b>Task 1:</b> <ul style="list-style-type: none"> <li>• Acceptance of work plan by BEE/SDA</li> <li>• Propose High level building Energy efficiency committee at State/UT level (in consultation with SDA and major stakeholders) for implementation and enforcement of ECBC/ENS in State/UT</li> <li>• Submission of draft ENS for notification &amp; enforcement in state(s)/UTs or Submission of draft amendments of the code as per ENS 2018</li> <li>• Submit weekly progress report to SDA and Monthly Progress report to BEE</li> </ul> <b>Task 2:</b> <ul style="list-style-type: none"> <li>• Acceptance of work plan by BEE/SDA</li> <li>• Submission of - building description for all identified projects for technical assistance and acceptance by BEE/SDA as per Table (3)</li> <li>• Submission of under taking from owner to follow prescribe ECMs during building construction</li> </ul> <b>Task 3:</b> <ul style="list-style-type: none"> <li>• Acceptance of work plan by BEE/SDA, preparation of Training Module (ECBC and ENS) and background material for all training programmes as per BEE scheme.</li> </ul>	10%	Month 3

	<ul style="list-style-type: none"> <li>Submission of proceedings of training programs as per Table (4) of RfP <ul style="list-style-type: none"> <li>4No. (for Cell 1-22 &amp; 24-25)</li> <li>6No. training programs (for Cell 23)</li> </ul> </li> </ul> <p><b>Task 4:</b></p> <ul style="list-style-type: none"> <li>Identification of buildings in Consultation with SDA and with the consent of building Owner</li> <li>Submission of building details to BEE/SDA for further Building Star Rating Process– for both Star Rating of Commercial Building and residential building as mentioned in Table (5) of RfP.</li> </ul>		
3	<p><b>Task 1:</b></p> <ul style="list-style-type: none"> <li>Support in formation of High-level building Energy efficiency committee at State/UT level (in consultation with SDA and major stakeholders) for implementation and enforcement of ECBC/ENS in State/UT</li> <li>Support in ENS &amp; ECBC (if not yet notified) notification &amp; enforcement in state(s)/UTs</li> <li>Submission of Stakeholder list having names of Organization/ Individual, designation, contact details, mention how it is associated with ECBC &amp; ENS.</li> <li>Submit the detail document (list) for revision in schedule of Rates (SoR) and Plinth Area Rates (PoR) of the state PWD to include specification and costing of energy efficient materials for ECBC &amp; ENS compliant buildings.</li> <li>Submit weekly progress report to SDA and Monthly Progress report to BEE</li> </ul> <p><b>Task 2:</b></p> <ul style="list-style-type: none"> <li>Submission of Techno-commercial feasibility report and acceptance by SDA <ul style="list-style-type: none"> <li>ECBC compliant building- 2 No.</li> <li>ENS compliant building: <ul style="list-style-type: none"> <li>1 No (for Cell 1-22, 24-25)</li> <li>2 No. (for Cell 23)</li> </ul> </li> </ul> </li> <li>Follow up on previous building projects</li> </ul> <p><b>Task 3:</b></p> <ul style="list-style-type: none"> <li>Submission of Training Module (ECBC and ENS) and background material for all training programmes by BEE/SDA as per BEE scheme.</li> <li>Submission of proceedings of training programs as per Table (4) of RfP <ul style="list-style-type: none"> <li>5No. (for Cell 1-22 &amp; 24-25)</li> <li>6No. training programs (for Cell 23)</li> </ul> </li> </ul> <p><b>Task 4:</b></p> <ul style="list-style-type: none"> <li>Coordinate further between BEE/SDA/ Building owner to</li> </ul>	10%	Month 6

	<p>facilitate award of star rating certificate as per Table (5) of RfP</p> <ul style="list-style-type: none"> <li>○ Commercial building: <ul style="list-style-type: none"> <li>1No. (for Cell 1-22)</li> <li>4No. (for Cell 23)</li> <li>3No. (Cell-24-25)</li> </ul> </li> <li>○ Residential building: This has to be done by using Residential Labelling Tool: <p><a href="http://103.248.83.70/labeltool/login.html">http://103.248.83.70/labeltool/login.html</a>-</p> <ul style="list-style-type: none"> <li>1No. (for Cell 1-22)</li> <li>4No. (for Cell 23)</li> <li>3No. (Cell-24-25)</li> </ul> </li> </ul>		
4	<p><b>Task 1:</b></p> <ul style="list-style-type: none"> <li>• Submit revised document to propose inclusion of ECBC, ENS clauses in building bye-laws/ General Development Control Rules (GDCR) document and in government guidelines.</li> <li>• Submission of draft document “Guidelines to conduct Energy Audit for Energy intensive buildings in state/UTS”</li> <li>• Submission of report containing details of Buildings (Existing &amp; Upcoming) projects in the state falling under the purview of ECBC &amp; ENS</li> <li>• Submit the list of expert Manpower available in the state to design/simulate and help builders to make building ECBC &amp; ENS Compliant.</li> <li>• Submit weekly progress report to SDA and Monthly Progress report to BEE</li> </ul> <p><b>Task 2:</b></p> <ul style="list-style-type: none"> <li>• Submission of Techno-commercial feasibility report and acceptance by SDA <ul style="list-style-type: none"> <li>○ ECBC compliant building- 2 No.</li> <li>○ ENS compliant building: <p>2 No (for all Cells)</p> </li> </ul> </li> <li>• Follow up on previous building projects</li> </ul> <p><b>Task 3:</b></p> <ul style="list-style-type: none"> <li>• Intensive training of 3-4 key technical officials of state PWD/ULB/Architect/ Engineer so that they can independently design/simulate/show ECBC &amp; ENS compliance. (submit detail with list)</li> <li>• Submission of proceedings of training programs as per Table (4) of RfP <p>5No. (for Cell 1-22 &amp; 24-25)</p> <p>6No. training programs (for Cell 23)</p> </li> </ul> <p><b>Task 4:</b></p> <ul style="list-style-type: none"> <li>• Coordinate further between BEE/SDA/ Building owner to facilitate award of star rating certificate as per Table (5) of RfP <ul style="list-style-type: none"> <li>○ Commercial building: <ul style="list-style-type: none"> <li>2No. (for Cell 1-22)</li> <li>4No. (for Cell 23)</li> </ul> </li> </ul> </li> </ul>	10%	Month 9



	<p>3No. (Cell-24-25)</p> <ul style="list-style-type: none"> <li>○ Residential building: This has to be done by using Residential Labelling Tool: <a href="http://103.248.83.70/labeltool/login.html">http://103.248.83.70/labeltool/login.html</a>)-</li> </ul> <p>2No. (for Cell 1-22) 4No. (for Cell 23) 3No. (Cell-24-25)</p>		
5	<p><b>Task 1:</b></p> <ul style="list-style-type: none"> <li>• List of building projects received and approved by Urban Development/ Town &amp; Country Planning Department since ECBC notification and ECBC compliance status.</li> <li>• Amendment of local building bye-laws of ULBs/Municipal Corporations to integrate ECBC directives in ULBs/Municipal Corporations to implement the same for upcoming projects- Atleast 3No.</li> <li>• Provide hand-holding support to the Urban Local Bodies (ULBs) / SDA / State Govt. for evaluating ECBC &amp; ENS compliance of application submitted for getting building construction and occupancy permits- Atleast 3No. buildings.</li> <li>• Submit weekly progress report to SDA and Monthly Progress report to BEE and Annual report to BEE/SDA</li> </ul> <p><b>Task 2:</b></p> <ul style="list-style-type: none"> <li>• Submission of Techno-commercial feasibility report and acceptance by BEE/SDA as per Table (3)</li> <li>• ECBC compliant building- 2 No.</li> <li>• ENS compliant building: <ul style="list-style-type: none"> <li>1 No (for Cell 1-22, 24-25)</li> <li>2 No. (for Cell 23)</li> </ul> </li> <li>• Follow up on previous building projects</li> </ul> <p><b>Task 3:</b></p> <ul style="list-style-type: none"> <li>• Intensive training of 3-4 key technical officials of state PWD/ULB/Architect/ Engineer so that they can independently design/simulate/show ECBC &amp; ENS compliance. (submit detail with list)</li> <li>• Submission of proceedings of training programs as per Table (4) of RfP <ul style="list-style-type: none"> <li>5No. (for Cell 1-22 &amp; 24-25)</li> <li>6No. training programs (for Cell 23)</li> </ul> </li> </ul> <p><b>Task 4:</b></p> <ul style="list-style-type: none"> <li>• Coordinate further between BEE/SDA/ Building owner to facilitate award of star rating certificate as per Table (5) of RfP</li> <li>• Commercial building: <ul style="list-style-type: none"> <li>1No. (for Cell 1-22)</li> <li>4No. (for Cell 23)</li> <li>2No. (Cell-24-25)</li> </ul> </li> </ul>	10%	12 Months

	<ul style="list-style-type: none"> <li>Residential building: This has to be done by using Residential Labelling Tool:  <a href="http://103.248.83.70/labeltool/login.html">http://103.248.83.70/labeltool/login.html</a>-  1No. (for Cell 1-22)  4No. (for Cell 23)  2No. (Cell-24-25)</li> </ul>		
6	<p><b>Task 1:</b></p> <ul style="list-style-type: none"> <li>Support and follow up with PWD for revision in Schedule of Rates (SoR) and Plinth Area Rates (PoR) to include specification and costing of energy efficient materials required for ECBC &amp; ENS compliant buildings</li> <li>Support in notification of “Guidelines to conduct Energy Audit for Energy intensive buildings in state/UTS”</li> <li>Submit weekly progress report to SDA and Monthly Progress report to BEE</li> </ul> <p><b>Task 2:</b></p> <ul style="list-style-type: none"> <li>Submission of - building description for all identified projects for technical assistance and acceptance by BEE/SDA as per Table (3) and acceptance of SDA</li> <li>Submission of under taking from owner to follow prescribe ECMs during building construction</li> </ul> <p><b>Task 3:</b></p> <ul style="list-style-type: none"> <li>Submission of proceedings of training programs as per Table (4) of RfP</li> </ul> <p>4No. (for Cell 1-22 &amp; 24-25)  6No. training programs (for Cell 23)</p> <p><b>Task 4:</b></p> <ul style="list-style-type: none"> <li>Identification of buildings in Consultation with SDA and with the consent of building Owner</li> <li>Submission of building details to BEE/SDA for further Building Star Rating Process– for both Star Rating of Commercial Building and residential building as mentioned in Table (5) of RfP.</li> </ul>	10%	Month 15
7	<p><b>Task 1:</b></p> <ul style="list-style-type: none"> <li>Support state PWD department to include specification and costing of energy efficient materials required for ECBC &amp; ENS compliant buildings in Schedule of Rates (SoR)</li> <li>Support ULBs/Municipal Corporations to integrate ECBC directives in local building byelaws to implement the same for upcoming projects- 3No.</li> <li>Submit weekly progress report to SDA and Monthly Progress report to BEE</li> </ul> <p><b>Task 2:</b></p> <ul style="list-style-type: none"> <li>Submission of Techno-commercial feasibility report and acceptance by SDA <ul style="list-style-type: none"> <li>ECBC compliant building- 2 No.</li> </ul> </li> </ul>	10%	Month 18

	<ul style="list-style-type: none"> <li>○ ENS compliant building: <ul style="list-style-type: none"> <li>1 No (for Cell 1-22, 24-25)</li> <li>2 No. (for Cell 23)</li> </ul> </li> </ul> <p><b>Task 3:</b></p> <ul style="list-style-type: none"> <li>• Intensive training of 3-4 key technical officials of state PWD/ULB/Architect/ Engineer so that they can independently design/simulate/show ECBC &amp; ENS compliance. (submit detail with list)</li> <li>• Submission of proceedings of training programs as per Table (4) of RfP <ul style="list-style-type: none"> <li>5No. (for Cell 1-22 &amp; 24-25)</li> <li>6No. training programs (for Cell 23)</li> </ul> </li> </ul> <p><b>Task 4:</b></p> <ul style="list-style-type: none"> <li>• Coordinate further between BEE/SDA/ Building owner to facilitate award of star rating certificate as per Table (5) of RfP <ul style="list-style-type: none"> <li>○ Commercial building: <ul style="list-style-type: none"> <li>1No. (for Cell 1-22)</li> <li>4No. (for Cell 23)</li> <li>3No. (Cell-24-25)</li> </ul> </li> <li>○ Residential building: This has to be done by using Residential Labelling Tool: <a href="http://103.248.83.70/labeltool/login.html">http://103.248.83.70/labeltool/login.html</a>- <ul style="list-style-type: none"> <li>1No. (for Cell 1-22)</li> <li>4No. (for Cell 23)</li> <li>3No. (Cell-24-25)</li> </ul> </li> </ul> </li> </ul>		
8	<p><b>Task 1:</b></p> <ul style="list-style-type: none"> <li>• Compilation and submission of state-level economic instruments/bodies and draft proposal in consultation with SDA and all stakeholders for financial incentives to ECBC/ENS compliant buildings in states/UTs</li> <li>• Submit weekly progress report to SDA and Monthly Progress report to BEE.</li> </ul> <p><b>Task 2:</b></p> <ul style="list-style-type: none"> <li>• Submission of Techno-commercial feasibility report and acceptance by SDA <ul style="list-style-type: none"> <li>2 No. ECBC compliant building</li> <li>1 No. ENS compliant building</li> </ul> </li> </ul> <p><b>Task 3:</b></p> <ul style="list-style-type: none"> <li>• Intensive training of 3-4 key technical officials of state PWD/ULB/Architect/ Engineer so that they can independently design/simulate/show ECBC &amp; ENS compliance. (submit detail with list)</li> <li>• Submission of proceedings of training programs as per Table (4) of RfP <ul style="list-style-type: none"> <li>5No. (for Cell 1-22 &amp; 24-25)</li> <li>6No. training programs (for Cell 23)</li> </ul> </li> </ul> <p><b>Task 3:</b></p>	10%	Month 21

	<ul style="list-style-type: none"> <li>Submission of proceedings of training programs as per Table (4) of RfP                             <ul style="list-style-type: none"> <li>5No. (for Cell 1-22 &amp; 24-25)</li> <li>6No. training programs (for Cell 23)</li> </ul> </li> </ul> <p><b>Task 4:</b></p> <ul style="list-style-type: none"> <li>Coordinate further between BEE/SDA/ Building owner to facilitate award of star rating certificate as per Table (5) of RfP                             <ul style="list-style-type: none"> <li>Commercial building:                                     <ul style="list-style-type: none"> <li>2No. (for Cell 1-22)</li> <li>4No. (for Cell 23)</li> <li>3No. (Cell-24-25)</li> </ul> </li> <li>Residential building: This has to be done by using Residential Labelling Tool: <a href="http://103.248.83.70/labeltool/login.html">http://103.248.83.70/labeltool/login.html</a>-                                     <ul style="list-style-type: none"> <li>2No. (for Cell 1-22)</li> <li>4No. (for Cell 23)</li> <li>3No. (Cell-24-25)</li> </ul> </li> </ul> </li> </ul>		
9	<p><b>Task 1:</b></p> <ul style="list-style-type: none"> <li>List of building projects received and approved by Urban Development/ Town &amp; Country Planning Department since ECBC &amp; ENS notification and compliance status.</li> <li>Mapping of Green building/ ECBC Compliant buildings in State/UT and submission of finalized list to SDA for acceptance.</li> <li>Submit weekly progress report to SDA and Monthly Progress report to BEE and Annual report to BEE/SDA</li> </ul> <p><b>Task 2:</b></p> <ul style="list-style-type: none"> <li>Submission of Techno-commercial feasibility report and acceptance by BEE/SDA as per Table (3)                             <ul style="list-style-type: none"> <li>ECBC compliant building- 2 No.</li> <li>ENS compliant building:                                     <ul style="list-style-type: none"> <li>1 No (for Cell 1-22, 24-25)</li> <li>2 No. (for Cell 23)</li> </ul> </li> </ul> </li> <li>Follow up on previous building projects</li> </ul> <p><b>Task 3:</b></p> <ul style="list-style-type: none"> <li>Submission of proceedings of training programs as per Table (4) of RfP                             <ul style="list-style-type: none"> <li>5No. (for Cell 1-22 &amp; 24-25)</li> <li>6No. training programs (for Cell 23)</li> </ul> </li> </ul> <p><b>Task 4:</b></p> <ul style="list-style-type: none"> <li>Coordinate further between BEE/SDA/ Building owner to facilitate award of star rating certificate as per Table (5) of RfP                             <ul style="list-style-type: none"> <li>Commercial building:                                     <ul style="list-style-type: none"> <li>1No. (for Cell 1-22)</li> <li>4No. (for Cell 23)</li> <li>3No. (Cell-24-25)</li> </ul> </li> <li>Residential building: This has to be done by using</li> </ul> </li> </ul>	10%	Month 24

	Residential Labelling Tool: <a href="http://103.248.83.70/labeltool/login.html">http://103.248.83.70/labeltool/login.html</a> )- 1No. (for Cell 1-22) 4No. (for Cell 23) 3No. (Cell-24-25)		
10	Inclusion of ECBC in building approval process and showcase ECBC compliant building demonstration project from design till occupancy- 2 No. ECBC compliant building in State/UT (or in each ECBC Cell)	5%	
11	Notification of State amended ENS (based on ENS 2018) in the state Gazette / Government Order (G.O.)	5%	

The payments will be released by SDA upon submission of deliverables.

#### 2.19 Other Terms & Condition:

- BEE reserves the right to reject any or all the bids received at its discretion, without assigning any reason whatsoever, and no costs would be paid to bidder for the same.
- In case of any dispute, the decision by DG, BEE, will be considered as final decision.
- L/D Clause: The L/D applicable as per the extent rules of BEE.
- Acceptance of the Proposal will rest with the Competent Authority of the BEE. No reasons will be given for acceptance or rejection of the contract thereof.
- The BEE reserves the right to cancel this RFP before the contract is awarded. Any and all proposals may be rejected in whole or in part when it is in the best interest of the BEE.

#### 2.20 Penalty terms:

Delay at any stage in execution of the contract due to reasons solely attributed to successful agency/firm/bidder beyond the time schedule as agreed or any extension thereof granted by the BEE shall attract penalty at the rate of 1% of the total contract value per week of delay subject to maximum of 10% of the total contract value. This penalty is apart from the penalty imposed for absence of deputed consultant in cell for a period of more than 15 days as mentioned above.

**3. DATASHEET:**

RFP title	<b>“Hiring of Agency to provide Technical assistance to implement Energy Conservation Building Code (ECBC) &amp; Eco Niwas Samhita (ENS) in States/UTs”</b>
Brief Description of the Required Services	Provided in ToR
List and Description of Expected Outputs to be Delivered	<ul style="list-style-type: none"> <li>• Task 1: Provide technical assistance for ECBC implementation and enforcement in the state.</li> <li>• Task 2: Provide technical assistance to commercial buildings to ensure ECBC compliant design.</li> <li>• Task 3: Organise ECBC awareness and ECBC training programmes</li> <li>• Task 4: Star rating of commercial and residential building as per BEE scheme.</li> </ul>
Location of work	Assigned State(s)
Frequency of Reporting	As mentioned
Expected duration of work	24 Months
Currency of Proposal	Indian Rupees (INR)
Implementation Schedule indicating breakdown and timing of activities/sub-activities	<input checked="" type="checkbox"/> Required
Names and curriculum vitae of individuals who will be involved in completing the services	<input checked="" type="checkbox"/> Required
Tax on Price Proposal	Cost must be exclusive of GST
Validity Period of Proposals (Counting from the last day of submission of proposal)	120 days
Partial Quotes	<input checked="" type="checkbox"/> Not permitted
Type of Contract to be Signed	<input checked="" type="checkbox"/> Contract for Professional Services
Criteria for Preliminary Examination of Proposals	<ul style="list-style-type: none"> <li>• Technical proposal is submitted separately from Financial proposal</li> <li>• Financial proposal must be submitted separately for each Cell</li> <li>• Latest Certificate of Registration of Business submitted</li> <li>• Agency should not be black-listed by any Central / State Government / Public Sector Undertaking in India</li> <li>• Minimum annual turnover of INR One Crore (INR 1Cr.) or its equivalent in last three (3) years</li> <li>• Profitable for at least two (2) of the last three (3) years</li> </ul>
Criteria for Essential	<b>The agency should have</b>

Eligibility/Qualification	<ul style="list-style-type: none"> <li>• Minimum 5 years of relevant work experience in area of Energy Efficiency in buildings</li> <li>• Completed at least 5 tasks relating to energy efficiency in buildings sector in previous 3 years, [contract copies to be provided in support] <ul style="list-style-type: none"> <li>o Prior experience of working with government (central government, state government, ULBs) on building energy efficiency or ECBC</li> <li>o Experience of organizing at least 10 capacity building training programmes, workshops or seminars for government institutions and/or building sector stakeholders</li> </ul> </li> </ul> <ol style="list-style-type: none"> <li>1. If bidders do not meet any of the above listed criteria, their proposals will not be considered for further evaluation.</li> <li>2. Bidders meeting above listed criteria are required to submit evidences (details / documents) in support – otherwise proposal may be disqualified.</li> </ol>
Criteria for the Assessment of Proposal	<p><b>Technical Proposal</b></p> <ol style="list-style-type: none"> <li>1. Experience and profile of proposed team – 40%</li> <li>2. Evaluation of proposed methodology – 30%</li> <li>3. Experience of handling similar projects – 30%</li> </ol> <ul style="list-style-type: none"> <li>• Financial proposals would be opened only for those agencies obtaining a minimum of 70% of total technical marks.</li> <li>• The agency participating in the RfP can bid for one or more Cells.</li> <li>• Financial proposal must be submitted separately for each Cell.</li> <li>• Financial proposals shall be opened in ascending numeric order assigned to Cells.</li> </ul>
BEE will award the contract to:	<p>The contract will be awarded to the evaluated L1 bidder for each Cell (Least Lumpsum Cost). one agency per Cell; A single agency may be awarded maximum three Cells, at the discretion of BEE. Consortium, Joint venture, Subletting, Sub-contracting and Outsourcing shall not be allowed.</p>
Criteria for Contract Award	<ul style="list-style-type: none"> <li>☑ Compliance on Preliminary Examination of Proposals</li> <li>☑ Compliance on Essential Eligibility/Qualification requirements</li> <li>☑ Compliance on Technical evaluation criteria (more than 70% marks in technical evaluation)</li> <li>☑ Lowest financial proposal of the technically qualified bid shall be opened in the presence of</li> </ul>

	committee & bidders. A least cost (Lumpsum cost)-L1 bid shall be selected for award of work.
Last date for acceptance of queries	The last date for receiving queries is 20 <sup>th</sup> Feb 2021
Contact Person for Inquiries (Written inquiries via email only)	Mr. Saurabh Diddi, Director, BEE <a href="mailto:sdiddi@beenet.in">sdiddi@beenet.in</a>  Any delay in BEE's response shall be not used as a reason for extending the deadline for submission, unless BEE determines that such an extension is necessary and communicates a new deadline to the Propose
Pre-bid meeting (if required)	Pre-Bid: 22 <sup>nd</sup> Feb 2021 Time: <b>15:30 hrs</b>  • Shall be conducted through Web meeting – Agencies has to confirm their participation through email at <a href="mailto:sdiddi@beenet.in">sdiddi@beenet.in</a> before 20 <sup>th</sup> Feb 2021, link will be shared with them
Last date for receipt of proposal	<b>10<sup>th</sup> March 2021 till 1500 hrs</b>
Other Information	<ul style="list-style-type: none"> <li>Proposals are invited from the institutions / organizations only.</li> <li>Proposal submitted by Individuals will not be accepted.</li> </ul>



## Annexure – 1

### Technical Proposal FORMAT (On Letter head of the Agency)

The Director General,  
Bureau of Energy Efficiency  
4th Floor, Sewa Bhavan, R.K. Puram Sector-I, New Delhi -110066  
India

Sir,

#### **Sub: Hiring of Agency to provide Technical assistance to implement Energy Conservation Building Code (ECBC) & Eco Niwas Samhita (ENS) in States/UTs.**

The undersigned, having read and examined in detail all the RFP documents in respect of appointment of consultancy firm for BEE, do hereby express their interest to provide Consultancy Services as specified in the scope of work for the following Cells:

S.no.	Cell	State	Name of key personnel <sup>5</sup>
1.	Cell #		Team Manager Consultant1 – Architect Consultant2 – Engineer Consultant3 – Engineer Consultant4 – Architect* Consultant5 – Architect*
2.			

*\*If applying for Cell 22, 23 & 24 add consultants as per table 2*

All personnel listed in the technical proposal will be available to provide the required services for the duration of the contract as set out in the technical proposal.

#### Correspondence Details:

1. Name of the Consultant
2. Address of the Consultant
3. Name of the contact person to whom all references shall be made regarding this tender
4. Designation of the person to whom all references shall be made regarding this tender
5. Address of the person to whom all references shall be made regarding this tender
6. Telephone (with STD code)
7. E-Mail of the contact person
8. Fax No. (with STD code)

We have enclosed the following:

- a. RFP Form 1: Minimum Eligibility (Section A)
- b. RFP Form 2: Declaration Letter (Section A)

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<sup>5</sup> The bidder shall mention team members for at least 3 Cells to bid for 3 or more Cells. The number of team members shall be as per Table 2: Cell – Number of consultants

- c. Approach, Methodology and Proposed Work Plan (Section B & C)
- d. RFP Form 3: Resumes of all members in the proposed team (Section D)
- e. RFP Form 4: Prior Experience (Section E)
- f. Disclosures, Conflict of Interest etc. (Section F)
- g. Registered Power of Attorney executed by the Consultant in favor of the Principal Officer or the duly Authorized Representative, certifying him/her as an authorized signatory for the purpose of this RFP
- h. Bid Processing Fee (INR 5,000/-)
- i. Bid Security Declaration

We hereby declare that our RFP is made in good faith and the information contained is true and correct to the best of our knowledge and belief.

Thanking you,

[Name and Signature of the Agency's Authorized  
Person]  
[Designation]  
[Date]

**Form 1**

1.1	Name of Agency			
1.2	Year of Registration / Incorporation			
1.3	Year of Registration / Incorporation in India*			
1.4	Number of Employees in India as on March 31, 2020			
		FY 2017-18	FY 2018-19	FY 2019-2020
1.5	Annual Turnover from Consultancy Services**			
1.6	Annual Profits **			

\*Enclose a copy of Registration document with respect to information furnished in 1.3

\*\*Enclose a copy of Audited Financial Statement with respect to information furnished in 1.5 and 1.6

[Name and Signature of the Agency's Authorized Person]  
 [Designation]  
 [Date]

**RFP Form 2: Declaration Letter**

To  
The Director General  
Bureau of Energy Efficiency  
4th Floor, Sewa Bhawan  
R.K. Puram

Declaration Letter on official letter head stating the following:

We are not involved in any major litigation that may have an impact of affecting or compromising the delivery of services as required under this contract

We are not black-listed by any Central/ State Government / Public Sector Undertaking in India.

[Name and Signature of the Agency's Authorized  
Person]  
[Designation]  
[Date]

**RFP Form 3: CV format**

1.	Name of the Professional:	
2.	Current Organization:	
3.	Designation:	
4.	Official Address for Communication	
5.	Total Years of Experience	
6.	Total Years of Experience in Building Sector	
7.	Experience in Building Design or Code Compliance (ASHRAE 90.1/ECBC)	
8.	Relevant Certification (ECBC Master Trainer, LEED, GRIHA, CMVP, etc.)	
9.	Email address:	
10.	Mobile number:	
11.	<p>Academic Qualifications:</p> <p>Degree/Certificate/Diploma awarded:</p> <p>Institution:</p> <p>Duration:</p>	
12.	<p>Experience (reverse chronological)</p> <p>Designation:</p> <p>Organization:</p> <p>Duration:</p> <p>Key Responsibilities:</p>	
13.	<p>Undertaking:</p> <p>I hereby declare that the above information is true to the best of my knowledge. I shall be available to provide the required services for the complete duration of the contract as set out in technical proposal.</p> <p>Date:</p> <p style="text-align: right;">(Signature)</p>	

*Note: maximum three (3) pages*

#### **RFP Form 4: Prior Experience**

Name of Consultant/Firm:	
Assignment/job name:	
Nature of Assignment:	
Description of Project	
Approx. value of the contract (in Rupees):	
Country:	
Location within country:	
Duration of Assignment/job (months)	
Name of Employer:	
Address and contact details:	
Total No of staff-months of the assignment/job:	
Approx. value of the Assignment/job provided by your firm under the contract (in Rupees):	
Start date (month/year):	
Completion date (month/year):	
Name of associated Consultants, if any:	
No of professional staff-months provided by associated Consultants:	
Name of senior professional staff of your firm involved and functions performed.	
Description of actual Assignment/job provided by your staff within the Assignment/job:	

Note: Attach Letter of Intent or Purchase Order or certificate of successful completion for each project, from the respective client(s).

[Name and Signature of the Agency's Authorized Person]  
 [Designation]  
 [Date]

**Annexure – 2**

**Financial Proposal FORMAT**  
**(Separate for each Cell)**  
 (On Letter head of the Agency)

The Director General,  
 Bureau of Energy Efficiency  
 4th Floor, Sewa Bhavan, R.K. Puram Sector-I, New Delhi -110066  
 India

**Sir,**

**Sub: Hiring of Agency to provide Technical assistance to implement Energy Conservation Building Code (ECBC) & Eco Niwas Samhita (ENS) in States/UTs.**

The undersigned, having read and examined in detail all the RFP documents in respect of appointment of consultancy firm for BEE do hereby express their interest to provide Consultancy Services as specified in the scope of work for the Cell (mention Cell number and respective State).

The Task based deliverables, milestones, timelines and payment schedule will be as follows:

S. No.	Deliverables & Milestones*	Percent age [%]	Tentative Delivery time from start of the assignment	Amount exclusive of GST [INR]
1	Award of Contract & establishment of Cell in State/UT	10%	Contract award	
2	<b>Task 1:</b> <ul style="list-style-type: none"> <li>Acceptance of work plan by BEE/SDA</li> <li>Propose High level building Energy efficiency committee at State/UT level (in consultation with SDA and major stakeholders) for implementation and enforcement of ECBC/ENS in State/UT</li> <li>Submission of draft ENS for notification &amp; enforcement in state(s)/UTs or Submission of draft amendments of the code as per ENS 2018</li> <li>Submit weekly progress report to SDA and Monthly Progress report to BEE</li> </ul> <b>Task 2:</b> <ul style="list-style-type: none"> <li>Acceptance of work plan by BEE/SDA</li> </ul>	10%	Month 3	

	<ul style="list-style-type: none"> <li>• Submission of - building description for all identified projects for technical assistance and acceptance by BEE/SDA as per Table (3)</li> <li>• Submission of under taking from owner to follow prescribe ECMs during building construction</li> </ul> <p><b>Task 3:</b></p> <ul style="list-style-type: none"> <li>• Acceptance of work plan by BEE/SDA, preparation of Training Module (ECBC and ENS) and background material for all training programmes as per BEE scheme.</li> <li>• Submission of proceedings of training programs as per Table (4) of RfP 4No. (for Cell 1-22 &amp; 24-25) 6No. training programs (for Cell 23)</li> </ul> <p><b>Task 4:</b></p> <ul style="list-style-type: none"> <li>• Identification of buildings in Consultation with SDA and with the consent of building Owner</li> <li>• Submission of building details to BEE/SDA for further <b>Building Star Rating Process</b>– for both Star Rating of Commercial Building and residential building as mentioned in Table (5) of RfP.</li> </ul>			
3	<p><b>Task 1:</b></p> <ul style="list-style-type: none"> <li>• Support in formation of High-level building Energy efficiency committee at State/UT level (in consultation with SDA and major stakeholders) for implementation and enforcement of ECBC/ENS in State/UT</li> <li>• Support in ENS &amp; ECBC (if not yet notified) notification &amp; enforcement in state(s)/UTs</li> <li>• Submission of Stakeholder list having names of Organization/ Individual, designation, contact details, mention how it is associated with ECBC &amp; ENS.</li> <li>• Submit the detail document (list) for revision in schedule of Rates (SoR) and Plinth Area Rates (PoR) of the state PWD to include specification and costing of energy efficient</li> </ul>	10%	Month 6	



	<p>materials for ECBC &amp; ENS compliant buildings.</p> <ul style="list-style-type: none"> <li>• Submit weekly progress report to SDA and Monthly Progress report to BEE</li> </ul> <p><b>Task 2:</b></p> <ul style="list-style-type: none"> <li>• Submission of Techno-commercial feasibility report and acceptance by SDA <ul style="list-style-type: none"> <li>○ ECBC compliant building- 2 No.</li> <li>○ ENS compliant building: <ul style="list-style-type: none"> <li>1 No (for Cell 1-22, 24-25)</li> <li>2 No. (for Cell 23)</li> </ul> </li> </ul> </li> <li>• Follow up on previous building projects</li> </ul> <p><b>Task 3:</b></p> <ul style="list-style-type: none"> <li>• Submission of Training Module (ECBC and ENS) and background material for all training programmes by BEE/SDA as per BEE scheme.</li> <li>• Submission of proceedings of training programs as per Table (4) of RfP <ul style="list-style-type: none"> <li>5No. (for Cell 1-22 &amp; 24-25)</li> <li>6No. training programs (for Cell 23)</li> </ul> </li> </ul> <p><b>Task 4:</b></p> <ul style="list-style-type: none"> <li>• Coordinate further between BEE/SDA/ Building owner to facilitate award of star rating certificate as per Table (5) of RfP <ul style="list-style-type: none"> <li>○ Commercial building: <ul style="list-style-type: none"> <li>1No. (for Cell 1-22)</li> <li>4No. (for Cell 23)</li> <li>3No. (Cell-24-25)</li> </ul> </li> <li>○ Residential building: This has to be done by using Residential Labelling Tool: <a href="http://103.248.83.70/labeltool/login.html">http://103.248.83.70/labeltool/login.html</a>- <ul style="list-style-type: none"> <li>1No. (for Cell 1-22)</li> <li>4No. (for Cell 23)</li> <li>3No. (Cell-24-25)</li> </ul> </li> </ul> </li> </ul>			
4	<p><b>Task 1:</b></p> <ul style="list-style-type: none"> <li>• Submit revised document to propose inclusion of ECBC, ENS clauses in building bye-laws/ General Development Control Rules (GDCR) document and in government guidelines.</li> <li>• Submission of draft document “Guidelines to</li> </ul>	10%	Month 9	

	<p>conduct Energy Audit for Energy intensive buildings in state/UTS”</p> <ul style="list-style-type: none"> <li>• Submission of report containing details of Buildings (Existing &amp; Upcoming) projects in the state falling under the purview of ECBC &amp; ENS</li> <li>• Submit the list of expert Manpower available in the state to design/simulate and help builders to make building ECBC &amp; ENS Compliant.</li> <li>• Submit weekly progress report to SDA and Monthly Progress report to BEE</li> </ul> <p><b>Task 2:</b></p> <ul style="list-style-type: none"> <li>• Submission of Techno-commercial feasibility report and acceptance by SDA <ul style="list-style-type: none"> <li>○ ECBC compliant building- 2 No.</li> <li>○ ENS compliant building: 2 No (for all Cells)</li> </ul> </li> <li>• Follow up on previous building projects</li> </ul> <p><b>Task 3:</b></p> <ul style="list-style-type: none"> <li>• Intensive training of 3-4 key technical officials of state PWD/ULB/Architect/Engineer so that they can independently design/simulate/show ECBC &amp; ENS compliance. (submit detail with list)</li> <li>• Submission of proceedings of training programs as per Table (4) of RfP <ul style="list-style-type: none"> <li>5No. (for Cell 1-22 &amp; 24-25)</li> <li>6No. training programs (for Cell 23)</li> </ul> </li> </ul> <p><b>Task 4:</b></p> <ul style="list-style-type: none"> <li>• Coordinate further between BEE/SDA/ Building owner to facilitate award of star rating certificate as per Table (5) of RfP <ul style="list-style-type: none"> <li>○ Commercial building: <ul style="list-style-type: none"> <li>2No. (for Cell 1-22)</li> <li>4No. (for Cell 23)</li> <li>3No. (Cell-24-25)</li> </ul> </li> <li>○ Residential building: This has to be done by using Residential Labelling Tool:  <a href="http://103.248.83.70/labeltool/login.html">http://103.248.83.70/labeltool/login.html</a>- <ul style="list-style-type: none"> <li>2No. (for Cell 1-22)</li> <li>4No. (for Cell 23)</li> <li>3No. (Cell-24-25)</li> </ul> </li> </ul> </li> </ul>			
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5	<p><b>Task 1:</b></p> <ul style="list-style-type: none"> <li>• List of building projects received and approved by Urban Development/ Town &amp; Country Planning Department since ECBC notification and ECBC compliance status.</li> <li>• Amendment of local building bye-laws of ULBs/Municipal Corporations to integrate ECBC directives in ULBs/Municipal Corporations to implement the same for upcoming projects- Atleast 3No.</li> <li>• Provide hand-holding support to the Urban Local Bodies (ULBs) / SDA / State Govt. for evaluating ECBC &amp; ENS compliance of application submitted for getting building construction and occupancy permits- Atleast 3No. buildings.</li> <li>• Submit weekly progress report to SDA and Monthly Progress report to BEE and Annual report to BEE/SDA</li> </ul> <p><b>Task 2:</b></p> <ul style="list-style-type: none"> <li>• Submission of Techno-commercial feasibility report and acceptance by BEE/SDA as per Table (3)</li> <li>• ECBC compliant building- 2 No.</li> <li>• ENS compliant building: <ul style="list-style-type: none"> <li>1 No (for Cell 1-22, 24-25)</li> <li>2 No. (for Cell 23)</li> </ul> </li> <li>• Follow up on previous building projects</li> </ul> <p><b>Task 3:</b></p> <ul style="list-style-type: none"> <li>• Intensive training of 3-4 key technical officials of state PWD/ULB/Architect/ Engineer so that they can independently design/simulate/show ECBC &amp; ENS compliance. (submit detail with list)</li> <li>• Submission of proceedings of training programs as per Table (4) of RfP <ul style="list-style-type: none"> <li>5No. (for Cell 1-22 &amp; 24-25)</li> <li>6No. training programs (for Cell 23)</li> </ul> </li> </ul> <p><b>Task 4:</b></p> <ul style="list-style-type: none"> <li>• Coordinate further between BEE/SDA/ Building owner to facilitate award of star</li> </ul>	10%	12 Months	
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	<p>rating certificate as per Table (5) of RfP</p> <ul style="list-style-type: none"> <li>Commercial building: <ul style="list-style-type: none"> <li>1No. (for Cell 1-22)</li> <li>4No. (for Cell 23)</li> <li>2No. (Cell-24-25)</li> </ul> </li> <li>Residential building: This has to be done by using Residential Labelling Tool: <ul style="list-style-type: none"> <li><a href="http://103.248.83.70/labeltool/login.html">http://103.248.83.70/labeltool/login.html</a>-</li> <li>1No. (for Cell 1-22)</li> <li>4No. (for Cell 23)</li> <li>2No. (Cell-24-25)</li> </ul> </li> </ul>			
6	<p><b>Task 1:</b></p> <ul style="list-style-type: none"> <li>Support and follow up with PWD for revision in Schedule of Rates (SoR) and Plinth Area Rates (PoR) to include specification and costing of energy efficient materials required for ECBC &amp; ENS compliant buildings</li> <li>Support in notification of “Guidelines to conduct Energy Audit for Energy intensive buildings in state/UTS”</li> <li>Submit weekly progress report to SDA and Monthly Progress report to BEE</li> </ul> <p><b>Task 2:</b></p> <ul style="list-style-type: none"> <li>Submission of - building description for all identified projects for technical assistance and acceptance by BEE/SDA as per Table (3) and acceptance of SDA</li> <li>Submission of under taking from owner to follow prescribe ECMs during building construction</li> </ul> <p><b>Task 3:</b></p> <ul style="list-style-type: none"> <li>Submission of proceedings of training programs as per Table (4) of RfP <ul style="list-style-type: none"> <li>4No. (for Cell 1-22 &amp; 24-25)</li> <li>6No. training programs (for Cell 23)</li> </ul> </li> </ul> <p><b>Task 4:</b></p> <ul style="list-style-type: none"> <li>Identification of buildings in Consultation with SDA and with the consent of building Owner</li> <li>Submission of building details to BEE/SDA for further <b>Building Star Rating Process</b>– for</li> </ul>	10%	Month 15	

	both Star Rating of Commercial Building and residential building as mentioned in Table (5) of RfP.			
7	<p><b>Task 1:</b></p> <ul style="list-style-type: none"> <li>• Support state PWD department to include specification and costing of energy efficient materials required for ECBC &amp; ENS compliant buildings in Schedule of Rates (SoR)</li> <li>• Support ULBs/Municipal Corporations to integrate ECBC directives in local building byelaws to implement the same for upcoming projects- 3No.</li> <li>• Submit weekly progress report to SDA and Monthly Progress report to BEE</li> </ul> <p><b>Task 2:</b></p> <ul style="list-style-type: none"> <li>• Submission of Techno-commercial feasibility report and acceptance by SDA <ul style="list-style-type: none"> <li>○ ECBC compliant building- 2 No.</li> <li>○ ENS compliant building: <ul style="list-style-type: none"> <li>1 No (for Cell 1-22, 24-25)</li> <li>2 No. (for Cell 23)</li> </ul> </li> </ul> </li> </ul> <p><b>Task 3:</b></p> <ul style="list-style-type: none"> <li>• Intensive training of 3-4 key technical officials of state PWD/ULB/Architect/Engineer so that they can independently design/simulate/show ECBC &amp; ENS compliance. (submit detail with list)</li> <li>• Submission of proceedings of training programs as per Table (4) of RfP <ul style="list-style-type: none"> <li>5No. (for Cell 1-22 &amp; 24-25)</li> <li>6No. training programs (for Cell 23)</li> </ul> </li> </ul> <p><b>Task 4:</b></p> <ul style="list-style-type: none"> <li>• Coordinate further between BEE/SDA/ Building owner to facilitate award of star rating certificate as per Table (5) of RfP <ul style="list-style-type: none"> <li>○ Commercial building: <ul style="list-style-type: none"> <li>1No. (for Cell 1-22)</li> <li>4No. (for Cell 23)</li> <li>3No. (Cell-24-25)</li> </ul> </li> <li>○ Residential building: This has to be done by using Residential Labelling Tool:</li> </ul> </li> </ul>	10%	Month 18	

	<a href="http://103.248.83.70/labeltool/login.html">http://103.248.83.70/labeltool/login.html</a> )- 1No. (for Cell 1-22) 4No. (for Cell 23) 3No. (Cell-24-25)			
8	<p><b>Task 1:</b></p> <ul style="list-style-type: none"> <li>• Compilation and submission of state-level economic instruments/bodies and draft proposal in consultation with SDA and all stakeholders for financial incentives to ECBC/ENS compliant buildings in states/UTs</li> <li>• Submit weekly progress report to SDA and Monthly Progress report to BEE.</li> </ul> <p><b>Task 2:</b></p> <ul style="list-style-type: none"> <li>• Submission of Techno-commercial feasibility report and acceptance by SDA  2 No. ECBC compliant building  1 No. ENS compliant building</li> </ul> <p><b>Task 3:</b></p> <ul style="list-style-type: none"> <li>• Intensive training of 3-4 key technical officials of state PWD/ULB/Architect/Engineer so that they can independently design/simulate/show ECBC &amp; ENS compliance. (submit detail with list)</li> <li>• Submission of proceedings of training programs as per Table (4) of RfP  5No. (for Cell 1-22 &amp; 24-25)  6No. training programs (for Cell 23)</li> </ul> <p><b>Task 3:</b></p> <ul style="list-style-type: none"> <li>• Submission of proceedings of training programs as per Table (4) of RfP  5No. (for Cell 1-22 &amp; 24-25)  6No. training programs (for Cell 23)</li> </ul> <p><b>Task 4:</b></p> <ul style="list-style-type: none"> <li>• Coordinate further between BEE/SDA/ Building owner to facilitate award of star rating certificate as per Table (5) of RfP <ul style="list-style-type: none"> <li>○ Commercial building:  2No. (for Cell 1-22)  4No. (for Cell 23)  3No. (Cell-24-25)</li> <li>○ Residential building: This has to be done</li> </ul> </li> </ul>	10%	Month 21	

	by using Residential Labelling Tool: <a href="http://103.248.83.70/labeltool/login.html">http://103.248.83.70/labeltool/login.html</a> - 2No. (for Cell 1-22) 4No. (for Cell 23) 3No. (Cell-24-25)			
9	<p><b>Task 1:</b></p> <ul style="list-style-type: none"> <li>List of building projects received and approved by Urban Development/ Town &amp; Country Planning Department since ECBC &amp; ENS notification and compliance status.</li> <li>Mapping of Green building/ ECBC Compliant buildings in State/UT and submission of finalized list to SDA for acceptance.</li> <li>Submit weekly progress report to SDA and Monthly Progress report to BEE and Annual report to BEE/SDA</li> </ul> <p><b>Task 2:</b></p> <ul style="list-style-type: none"> <li>Submission of Techno-commercial feasibility report and acceptance by BEE/SDA as per Table (3)             <ul style="list-style-type: none"> <li>ECBC compliant building- 2 No.</li> <li>ENS compliant building:                 <ul style="list-style-type: none"> <li>1 No (for Cell 1-22, 24-25)</li> <li>2 No. (for Cell 23)</li> </ul> </li> </ul> </li> <li>Follow up on previous building projects</li> </ul> <p><b>Task 3:</b></p> <ul style="list-style-type: none"> <li>Submission of proceedings of training programs as per Table (4) of RfP             <ul style="list-style-type: none"> <li>5No. (for Cell 1-22 &amp; 24-25)</li> <li>6No. training programs (for Cell 23)</li> </ul> </li> </ul> <p><b>Task 4:</b></p> <ul style="list-style-type: none"> <li>Coordinate further between BEE/SDA/ Building owner to facilitate award of star rating certificate as per Table (5) of RfP             <ul style="list-style-type: none"> <li>Commercial building:                 <ul style="list-style-type: none"> <li>1No. (for Cell 1-22)</li> <li>4No. (for Cell 23)</li> <li>3No. (Cell-24-25)</li> </ul> </li> <li>Residential building: This has to be done by using Residential Labelling Tool:  <a href="http://103.248.83.70/labeltool/login.html">http://103.248.83.70/labeltool/login.html</a>-                  1No. (for Cell 1-22)</li> </ul> </li> </ul>	10%	Month 24	

	4No. (for Cell 23) 3No. (Cell-24-25)			
10	Inclusion of ECBC in building approval process and showcase ECBC compliant building demonstration project from design till occupancy- 2 No. ECBC compliant building in State/UT (or in each ECBC Cell)	5%		
11	Notification of State amended ENS (based on ENS 2018) in the state Gazette / Government Order (G.O.)	5%		
<b>Total Lumpsum Cost (in words)</b>				

*\*BEE/SDA reserves the right to review, approve or reject the requests for extension of deadline, can prorated milestone payments for not meeting the deliverables within the specified timelines.*

Note:

- Least cost (L1) is the lumpsum cost quoted by the Agency
- The financial proposal shall take into account all expenses and tax liabilities associated in execution of the deliverables as per the RfP except the GST. GST, if any, shall be applicable as per prevailing rates.
- The agency participating in the RFP can bid for one or more Cells
- A single agency may be awarded maximum three Cells, at the discretion of BEE
- Financial proposal must be submitted separately for each Cell

The agency will be responsible for the delivery, content, technical quality and accuracy of the report. All deliverables shall be submitted to State Designated Agency/Bureau of Energy Efficiency (BEE). The fee is payable upon satisfactory completion and acceptance of the deliverables.

We confirm that, in competing for (and, if the award is made to us, in executing) the above contract, we will strictly observe the laws against fraud and corruption in force in India namely "Prevention of Corruption Act 1988".

We have enclosed the following:

- Form A: Cost Breakdown by component

[Name and Signature of the Agency  
Authorized Person]

[Designation]

[Date]



**Form A: Cost Breakdown by component**

Bidders are requested to quote for all components including all associated costs, otherwise their proposal will not be considered for financial evaluation

**Table 1.1**

S.No.	Details of Item	Per Month	Total Cost for One Year
1	All hardware/equipment/software on rent, required for day-to-day operations like computers/laptops, printers, scanners, internet dongles etc		

**Table 1.2 Budget for Task 1, Task 2 and Task 4:**

Description **	Remuneration per day	Total number of days per year	No. of Personnel	Amount (in INR)
1. Team Manager		12		
<i>Total Manpower cost</i>				
1. Consultant- 1 (Architect)		300		
2. Consultant- 2 (Engineer)		300		
3. Consultant- 3 (Engineer)		300		
<b>Total</b>				

<b>Breakup of number of Man days for each Task</b>			
	Task 1	Task 2	Task 4
1. Consultant- 1 (Architect)			
2. Consultant- 2 (Engineer)			
3. Consultant- 3 (Engineer)			

*\*\*Bidders are requested to provide complete breakup (Please refer Table 2 for respective cell)*

**Note:** Payment shall be made to agency on the basis of actual number of days and deliverable submitted. Non submission of deliverable & absence of consultant would result in deduction/penalty.

**Table 1.3 Budget for Task 3:**

<i>Only for Task 3- Overall event organization cost as per BEE scheme (including venue, food, logistics, travel (in case of Physical program only) and honorarium to master trainers etc.)</i>					
	Cost per training program		No. of training programs***		Amount (in INR)
	Physical	Online	Physical	Online	
1. Awareness					
2. Training-A					
3. Training-B					
4. Training-C					
<b>Total</b>					

\*\*\* *As per Table 4: Cell – Number of Training programs*

[Name and Signature of the Agency  
Authorized Person]  
[Designation]  
[Date]

## Annexure – 3

**Sample Report generated by Residential Labelling Tool**

 <div> <b>ऊर्जा दक्षता ब्यूरो</b>  <small>(Energy Efficiency Bureau)</small>  <b>BUREAU OF ENERGY EFFICIENCY</b>  <small>(Government of India, Ministry of Power)</small> </div>																									
<b><u>APPLICATION SUMMARY</u></b>																									
Name of the project	Ranjeet Singh																								
Address	Plot No. 435, Building 5-A, 12 <sup>th</sup> Floor Ashok Enclave, New Delhi																								
Climate Zone	Composite																								
Type of Label	Final Label																								
Built-up Area to be evaluated (m <sup>2</sup> )	289.5																								
Total number of dwelling units	15																								
Total number of dwelling units being evaluated	15																								
Number of distinct dwelling types	3																								
<b>Dwelling Type - 3 BHK</b>																									
Number of identical units	5																								
Built-up Area (m <sup>2</sup> )	80																								
<b>External Walls Details</b>	<table border="1"> <thead> <tr> <th>Name</th> <th>Wall Type</th> <th>U-Value (No Film)</th> <th>Area (m<sup>2</sup>)</th> </tr> </thead> <tbody> <tr> <td>Wall 1</td> <td>WL – Type 1</td> <td>2.38</td> <td>32</td> </tr> <tr> <td>Wall 2</td> <td>WL – Type 1</td> <td>2.38</td> <td>60</td> </tr> <tr> <td>Wall 3</td> <td>WL – Type 1</td> <td>2.38</td> <td>32</td> </tr> <tr> <td>Wall 4</td> <td>WL – Type 1</td> <td>2.38</td> <td>60</td> </tr> </tbody> </table>	Name	Wall Type	U-Value (No Film)	Area (m <sup>2</sup> )	Wall 1	WL – Type 1	2.38	32	Wall 2	WL – Type 1	2.38	60	Wall 3	WL – Type 1	2.38	32	Wall 4	WL – Type 1	2.38	60				
Name	Wall Type	U-Value (No Film)	Area (m <sup>2</sup> )																						
Wall 1	WL – Type 1	2.38	32																						
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Wall 3	WL – Type 1	2.38	32																						
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<b>Fenestration Details</b>	<table border="1"> <thead> <tr> <th>Native Wall</th> <th>Name</th> <th>Type</th> <th>Area (m<sup>2</sup>)</th> <th>SHGC</th> <th>U-Value</th> </tr> </thead> <tbody> <tr> <td>Wall 1</td> <td>W – Type 1</td> <td>Casement</td> <td>4</td> <td>0.67</td> <td>3.5</td> </tr> <tr> <td>Wall 2</td> <td>W – Type 1</td> <td>Casement</td> <td>4</td> <td>0.67</td> <td>3.5</td> </tr> <tr> <td>Wall 4</td> <td>W – Type 1</td> <td>Casement</td> <td>4</td> <td>0.67</td> <td>3.5</td> </tr> </tbody> </table>	Native Wall	Name	Type	Area (m <sup>2</sup> )	SHGC	U-Value	Wall 1	W – Type 1	Casement	4	0.67	3.5	Wall 2	W – Type 1	Casement	4	0.67	3.5	Wall 4	W – Type 1	Casement	4	0.67	3.5
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Wall 4	W – Type 1	Casement	4	0.67	3.5																				
<b>Roof Details</b>	<table border="1"> <thead> <tr> <th>Name</th> <th>U-Value (No Film)</th> <th>Area (m<sup>2</sup>)</th> <th>Exposure</th> </tr> </thead> <tbody> <tr> <td>RF-Type 1</td> <td>5.91</td> <td>80</td> <td>Exposed to sun</td> </tr> </tbody> </table>	Name	U-Value (No Film)	Area (m <sup>2</sup> )	Exposure	RF-Type 1	5.91	80	Exposed to sun																
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RF-Type 1	5.91	80	Exposed to sun																						

HVAC Details	Type		Capacity (W)		ISEER	
	Split		2500		4.5	
Lighting Details	Type		Power of luminaire (W)		Number of fixtures	
	LI – Type 1		18		8	
Dwelling Type - 2 BHK						
Number of identical units					5	
Built-up Area (m²)					80	
External Walls Details	Name		Wall Type	U-Value (No Film)	Area (m²)	
	Wall 1		WL – Type 1	2.38	32	
	Wall 2		WL – Type 1	2.38	60	
	Wall 3		WL – Type 1	2.38	32	
	Wall 4		WL – Type 1	2.38	60	
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	Wall 1	W – Type 1	Casement	4	0.67	3.5
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Roof Details	Name		U-Value (No Film)	Area (m²)	Exposure	
	RF-Type 1		5.91	80	Exposed to sun	
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	Split		2500		4.5	
Lighting Details	Type		Power of luminaire (W)		Number of fixtures	
	LI – Type 1		18		8	

Annexure-4

**Bid Security Declaration Letter**

To  
The Director General  
Bureau of Energy Efficiency  
4th Floor, Sewa Bhawan  
R.K. Puram

Declaration Letter on official letter head stating the following:

We will not withdraw the submitted proposal during the validity period or any extension agreed by us (Agency) and BEE.

We will agree that:

- Proposal will not be varied or modified in a manner not acceptable to the Employer after opening of Proposal during the validity period or any extension thereof.
- we would not try to influence the evaluation process.
- We will not withdraw our proposal during negotiations (failure to arrive at consensus by both the parties shall not be considered as withdrawal of proposal by the agency/consultant).

[Name and Signature of the Agency's Authorized Person]

[Designation]

[Date]