

Ref No: INKEL/RED/2023-24/EOI/01

**EXPRESSION OF INTEREST (EOI)
FOR
EMPANELMENT OF VENDORS FOR SUPPLY
OF COMPONENTS (SPV MODULES,
INVERTERS, TRANSFORMERS, MODULE
MOUNTING STRUCTURES, SOLAR STREET
LIGHTS) IN SOLAR POWER PLANT PROJECTS**



Creating Infrastructure

A PPP INITIATIVE OF GOVERNMENT OF KERALA

**INKEL LIMITED
Door No. 14/812 & 813
1st Floor, Ajiyal Complex
Kakkanad, Cochin, Kerala - 682030
(Phone: 0484 – 2978101/ 103)**

NOTICE INVITING EXPRESSION OF INTEREST (EOI)

INKEL Ltd.

Door No. 14/812 & 813
1st Floor, Ajiyal Complex
Kakkanad, Cochin, Kerala - 682030
(Phone: 0484 – 2978101/ 103)

DATE: 10.10.2023

Managing Director, INKEL Ltd, invites sealed hard copy applications from eligible and qualified Vendors/suppliers of various products in solar power plant works for empanelment under different product categories as further detailed in this document.

S. No.	Description	Detail
1	Inviting Organization	INKEL Limited, Kakkanad
2	EOI Title	Expression of Interest for Empanelment of Vendors for Supply of components (SPV Modules, Inverters, Transformers, Module mounting structures, solar street lights) in Solar Power Plant Projects
3	Collection of prequalification document	https://inkel.in/
6	Date of Announcement	10.10.2023
7	Last date for submission of Application	31.10.2023
8	Application Fee	Not applicable
9	Address for Clarification and Queries / Online submission	tenders.re@inkel.in Last date for sending queries 18.10.2023 Pre-bid Meeting 19.10.2023. Vendors interested to attend the meeting can sent request to email ID mentioned above.
10	Mode of submission	Offline / Online via email
11	Submission of Application against EOI	Application can be submitted offline or online Offline Submission: Sealed cover with EOI Title marked on the envelope and addressed to: Managing Director INKEL Limited, 1st Floor, Ajiyal Complex Kakkanad, Cochin, Kerala - 682030 Phone: 0484-2978101, 0484-2978103 Online Submission : Password protected pdf can be send to tenders.re@inkel.in

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**Managing Director
INKEL Ltd.**

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1. INTRODUCTION/ BACKGROUND

1.1 About INKEL

INKEL Ltd is a Public Private Partnership (PPP) initiative promoted by the Government of Kerala. It brings together, the government agencies, non-resident and resident investors and the general public, to create a platform for the development of public infrastructure. The main objective of INKEL is to attract public and private capital and professional expertise for infrastructure development.

INKEL Limited is a leading EPC, PMC and Turnkey solution provider to major infrastructure sectors like roads, bridges, buildings, industrial / Logistics / IT/ ITES parks, renewable and other energy projects.

The Renewable Energy division is catering to multiple services and solutions covering EPC contracts, turnkey solutions, PMC services etc. for solar and wind power projects.

Government of Kerala has assigned INKEL Ltd with the implementation of various projects under the Department of Health & Family Welfare, Department of General Education, Department of Treasuries, Department of Tourism, Local self-government department etc.

INKEL Limited is an accredited and empaneled agency under government of Kerala for execution of renewable energy projects of multiple departments like KSEB, ANERT, Local self-Government, PWD and Government owned PSU's.

INKEL also undertake development of a hybrid wind solar park of 32 MW capacity and is under execution. As of now the company has more than 60 MW of projects which are completed/ ongoing across the country.

INKEL is planning to expand to other states of the country to have presence in all states and the projects/Proposals under discussion in this regard will be to the tune of 100 to 500MW in 2023-2026 period.

INKEL as a renewable energy developer has unique capabilities of system integration, professional project management to ensure, quality complied projects in time and cost-effective manner. The present and future project sizes will necessitate INKEL to have continuous and seamless supply of project components for solar like PV Modules, inverters, transformers and module mounting structurers etc. for meeting our project requirements of high-quality solutions delivered in time through cost effective manner.

1.2 Objective

INKEL in order to build a strong backbone of quality product suppliers in the area of PV modules, Inverters, transformers, MMS, Solar street lights etc. is seeking to empanel reputed and experienced suppliers/ vendors (hereinafter referred as "Applicant"). In this regard INKEL is seeking relevant information and data with respect to your product in terms of technical superiority, compliance to Indian and international standards, capability of the

organization in terms of the manufacturing facilities, volume of production, facilities for testing/ inspection, various procedures and processes for quality assurance and control, supply chain and delivery systems, product guarantee / Warranties, service supports etc.

Based on the details and information provided by the applicants, INKEL will adopt appropriate process for evaluation and subsequent empanelment of the Vendors / Suppliers.

The empanelment will be a continuous and on-going process, revalidating and updating the vendor empanelment list based on their continued performance and changing requirements of INKEL. In this regard new vendors/suppliers will have option to submit for empanelment at such times and periods as decided by INKEL. The decision of empanelment will be through due selection process within the organization and will be final at the discretion of INKEL.

Vendors meeting the empanelment requirements listed in this document can submit the application for empanelment. Product Categories of Empanelment (“Categories”) are listed in Section 5 of this document.

This EOI is invited for empanelment of vendors for supply of products mentioned under this EOI. The site location for delivery of products is envisaged to be anywhere in India.

The validity of a resulting Empanelment shall be initially for one year from the date of Empanelment, further to which INKEL shall review the Applicants for update. INKEL reserve the right to cancel the empanelment at any time at the sole discretion of INKEL without assigning any specific reasons thereof.

INKEL reserves the right to update the Empanelment list for any of the Categories, by adding any qualifying companies in the future or removing any non-compliant/non-performing company from the empanelment list, at any stage.

All Applicants will be required to submit a detailed and comprehensive data / information details as per prescribed schedules / Formats attached as part of this EOI.

The Application shall be prepared in accordance with the guidelines and instructions set out in this EOI document and shall set forth in a clear and precise manner the Applicant’s competence and suitability for supplying the products in the category of application.

The empanelment will be subject to respective vendors meeting such eligibilities criteria as decided by INKEL in terms of technical superiority, manufacturing capabilities, quality assurance and management systems, testing facility, organization soundness, financial performance and capabilities etc.

The information/data submitted as part of this EOI shall be used for purpose of identifying competent suppliers and will not be used for any other purpose and INKEL undertake for the non-disclosure of data shared.

The Eligibility criteria for Vendor Empanelment is defined in Section 3 (Eligibility Criteria) herein.

Section 5 herein lists out the products/ Categories of Empanelment and the corresponding minimum technical specifications of these products to be met.

2 INSTRUCTIONS TO APPLICANTS

- 2.1 Applicants are advised to study all instructions, forms, terms, requirements and other information in this EOI document carefully.
- 2.2 Submission of Application shall be deemed to have been done after careful study and examination of the EOI document with full understanding of its implications.
- 2.3 Applicant who meets the Eligibility Criteria given in Section 3 shall prepare its Application as per the guidelines and strictly in the formats given in this document. Any deviation may result in the rejection of such noncompliant Application.
- 2.4 The Applicant shall submit suitable documentary evidence to substantiate or establish any claim to have performed / complied any requirements as per the details requested in the schedules / Formats attached with this EOI. The applicants may furnish any additional information in support of his claims for Qualification/ Performance/ Compliance.
- 2.5 All Applications shall be submitted in English. The supporting documents and printed literature furnished by Applicant shall be accompanied with English translation in case original documents are in a language other than English.
- 2.6 The Applicant shall be responsible for all costs incurred in connection with participation in the EOI/prequalification process, including, but not limited to, costs incurred in conduct of informative and other diligence activities, participation in meetings/ discussions/ presentations, preparation of proposal, in providing any additional information required by INKEL to facilitate the evaluation process. INKEL will in no case be responsible or liable for such costs, regardless of the conduct or outcome of the empanelment process.
- 2.7 An authorized representative of the Applicant shall sign the original Application in the required format for EOI submission and shall initial and stamp all pages. The Power (s) of Attorney supporting or authorizing the signatory shall be enclosed with the Application on non-judicial stamp paper and Notarized. The stamp paper should be in the name of the company who is issuing the power of attorney.
- 2.8 Any or all corrections made in the Application shall be duly authenticated by the signature of the Authorized Signatory.
- 2.9 A firm shall submit only one proposal.
- 2.10 Joint Venture applications shall not be accepted.
- 2.11 INKEL will evaluate only those Applications that are received in the required format and complete in all respects. Incomplete and / or conditional Applications shall be liable for rejection. Answers to questions and information supplied must be accurate and unambiguous. Submission of general company brochures is not encouraged and may result in the prequalification submission being disregarded if the requested information in this EOI document are not easily available in the Application.
- 2.12 The Application will be opened by Evaluation Committee appointed by INKEL.
- 2.13 Any queries relating to the EOI document should be addressed to the EOI Inviting Authority at the email provided in the Notice Inviting EOI.
- 2.14 At any time prior to the date of submission of the application, INKEL may for any reason whatsoever, whether on its own initiative or in response to any request for clarification modify this document through the issue of addenda.
- 2.15 The interested Applicants are advised to visit the website stated in the Notice Inviting EOI regularly to keep themselves updated for any change/ modification in the EOI invitation, issuance of corrigendum, which will be intimated & published through this website only.

2.16 In exceptional circumstances and at the discretion of Managing Director, INKEL may extend the deadline for submission of Application. Intimation will be made available on the website.

2.17 The information provided is to be related to the company seeking empanelment. If the information provided is for a subsidiary, J.V., parent, associated or other company you are to clearly state so in this form.

2.18 Guidelines for submission:

- i) All Information called for in the enclosed forms should be furnished against the relevant columns in the Forms / tables.
- ii) If for any reason information is furnished on a separate sheet, this fact should be mentioned against the relevant column. Even if no information is to be provided in a column, a “Nil” or “Not Applicable” entry should be made in that column.
- iii) Applicants are cautioned that not giving complete information called for in the Application forms or not giving it in clear forms or making any change in the furnished forms / tables or deliberately suppressing the information may result in the Applicant being summarily disqualified.
- iv) All pages of the Application shall be self-attested. Overwriting should be avoided. Correction if any should be made by neatly crossing out, initialing, dating, and rewriting.
- v) No information shall be entertained after submission of Application unless it is called for by INKEL.
- vi) Any information furnished by the Applicant found to be incorrect immediately or at a later date would render him liable to be debarred from tendering / taking up of work with INKEL.
- vii) Responses in the Application indicating “to be submitted later” or similar statements are not acceptable and shall result in rejection of the Application to pre-qualify.

2.19 Acknowledgement by Applicant:

It shall be deemed by submitting the Application, that the Applicant:

- i. Has made a complete and careful examination of this document;
- ii. Accepted the risk of error, inadequacy or mistake in the information provided in this document by or on behalf of INKEL;
- iii. Agreed to be bound by the undertakings provided by it and in terms hereof.
- iv. Permits INKEL to conduct necessary verification of the information contained in the Application, as deemed by INKEL to complete the evaluation process.
- v. Permits INKEL to, visit the Applicant's offices and facilities wherever they may be located, subject to prior notification

2.20 Right to accept/ reject any Application

Notwithstanding anything contained in this document, INKEL reserves the right to accept or reject any application and to annual the empanelment process and reject all applications, at any time, without any liability or obligation for such acceptance, rejection or annulment, and without assigning any reason for such action. In the event that all Applications are rejected, INKEL may, at its discretion, invite all eligible Applicants to submit fresh applications. INKEL reserves the right to reject any Application if at any time a material misrepresentation is made or uncovered, or; the Applicant does not submit the supplementary information required by authority within the time specified. INKEL reserves the right to verify all statements, information and documents submitted by the Applicant in response to this document. Any such verification or lack of such verification by it shall not relieve the

Applicant of its obligations or liabilities nor will it affect any rights of INKEL.

2.21 Interested Applicants who meet the qualification criteria may furnish their Application in mode mentioned in the Notice Inviting EOI. The following are required to be submitted in hardcopy/Soft copy at the address mentioned in the Notice Inviting EOI :

- a) Forms-A to L along with documents requested therein
- b) Power (s) of Attorney supporting or authorizing of the signatory of the Application

2.22 Applicants should submit their Applications, complete in all respects as per instructions contained in the Invitation to EOI. Duly sealed and signed envelopes can be submitted offline in the address specified in the EOI. Those who intend to submit online shall submit such documents in password protected from password shall not be revealed in any mail or EOI document unless requested by INKEL at the time of opening or before the closing date and time indicated therein.

2.23 To facilitate evaluation of Applications, INKEL may, at its sole discretion, seek clarifications from any Applicant regarding its Application. Such clarification(s) shall be provided within the time specified by INKEL for this purpose. Any request for clarification(s) and all clarification(s) in response there to shall be in writing / email.

2.24 Any effort on the part of the applicant or his agent to exercise influence or to pressurize INKEL would result in rejection of his application. Canvassing of any kind is prohibited and will lead to disqualification of the vendor.

2.25 Confidentiality

INKEL shall retain all documents submitted by the Applicant for its records. Information relating to the examination, clarification, evaluation, and recommendation for empanelment shall not be disclosed to any person who is not officially concerned with the process.

INKEL may not divulge any information received as part of Application unless it is deemed required as part of the prequalification evaluation process is directed to do so by any statutory entity that has the power under law to require its disclosure or is to enforce or assert any right or privilege of the statutory entity and/ or INKEL or as may be required by law or in connection with any legal process.

2.26 Cancellation of Empanelment

The empanelment of Applicant shall be cancelled by INKEL for such reasons as found relevant by INKEL for disqualifying the vendor and will include but not limited to the following:

- i) The product offered not meeting the agreed quality or performance requirement.
- ii) Any contractual performance issues related to supplies with INKEL.
- iii) Any circumstance or activities initiated by the vendor that are detrimental to the interest of INKEL.

The decision of INKEL in this regard shall be final and binding on the Applicant.

The Applicant shall inform INKEL immediately with all supporting documents details on any change of its composition/constitution or in its name.

The discretion to accept /not accept the proposed change shall vest solely with INKEL and non-acceptance by INKEL shall render the Vendor/supplier for removal from the Empanelled list.

3 ELIGIBILITY CRITERIA

3.1 Vendors/Suppliers meeting following minimum eligibility criteria can participate in the Empanelment process as per this EOI.

1	Nationality	Applicant should be: i) Indian Company registered in India under Companies Act 1956/2013 (as amended) ii) May Govt. of India Undertaking OR State Govt. Undertaking OR Limited Company OR Private Company OR Co-operative Society OR Proprietary Firm OR Partnership OR Corporation OR Any Other (Specify) and should have been in operation for at least 3 years as on date iii) International companies can also apply for empanelment with all relevant details of registration / Licence for operation in India. All required details of licenses to be submitted.	<ul style="list-style-type: none"> ● Submit duly filled and stamped Form-B ● Copy of Certificate of Incorporation ● Copy of Registration under Companies Act, 1956/2013 ● In case of proprietorship, partnership, LLP firm, Certificate of Registration of the Firm / Agency, partnership deed and copy of rules & regulations of the registered firm, Memorandum of Articles of Association.
2	Manufacturer Or Authorized dealership	Vendor should be a (i) Manufacturer Or (ii) Authorized dealer of Manufacturer of the product they are supplying.	Submit copy of Trade License /Factory license OR copy of Manufacturer Authorization
3	Ineligibility due to blacklisting / Debarring	Applicant should not have failed in the last three (3) years (prior to Application submission deadline) to perform on any Purchase Order or should have not been expelled from or abandoned any PWD, Government of Kerala work, any other State Government, Central Government or have any of their works rescinded for any reason	Undertaking to be provided as per attached Form I
4	Financial stability	Applicant shall not have applied for Corporate Debt Restructuring (CDR) or facing follow up action of CDR or facing recovery proceedings from Financial Institutions or facing winding up proceedings in the last 5 financial years prior to Application submission deadline.	Certificate from the Statutory Auditor (Chartered Accountant) / Company Secretary as per Form-J, The said certificate also need to be counter signed by authorized signatory of the bidder

5	Historical Financial Performance	I)Return on investment (ratio of annual profit before taxes and the net worth) should be positive for at least three years in last five years, without being negative in any 2 consecutive years in the above period) II) Applicant's net worth calculated as the difference between total assets and total liabilities should be positive for at least three years in last five years prior to Application submission deadline without being negative in any 2 consecutive years in the above period) III)NET WORTH:(from audited figures for the LATESTFINANCIAL YEAR) Should not be less than 50% of Paid up Share Capital in case of Companies	*Duly filled Form-C and Submission of audited financial statements for the last five [5] years, certified by Chartered Accountant. *Copy of ITCC for last three years
6	General Experience	Vendor should have experience in supply of relevant products for minimum last three (3) years prior to Application submission deadline	Submit details as per Form-D. Purchase Order copies to be submitted of prominent customers and certificate of satisfactory completion of supply of products from clients.
7	Technical Capability- Compliance with Code Provisions	The product of the Vendor shall comply with the Minimum Standard Specification/ Codes requirements stated in Section 5 of the EOI document and any other applicable standards as is required under statute / regulation	Submit undertaking for Compliance
8	Companies having experience / Existence less than what is insisted in above requirements can also apply with all required details. Empanelment of such companies will be at sole discretion of INKEL.		

3.2 The detailed evaluation includes an assessment of the Applicant's capacity to meet the criteria pertaining to:

- General requirements
- Organizational Soundness
- Manufacturing capabilities.
- Previous experience and Market base / Customer base
- Financial Performance and Related Information
- Quality Management System and Best Practices
- Warranty / Guarantee / After-sales Maintenance / Support Services
- Completeness of Submission

3.3 INKEL will evaluate only the Applications that are determined to be substantially responsive in accordance with the terms of this EOI document

3.4 The Applicant shall provide all the information requested in the format included in Section 6 Formats for Submission of this document, to facilitate the evaluation process.

3.5 Applicant shall submit all the requested information/document. However, the INKEL

reserves the right to request further information deemed necessary to complete the evaluation process.

- 3.6 Even though an Applicant may satisfy the above requirements he would be liable to disqualification if he has: (a) Made misleading or false separation or deliberately suppressed the information in his tables. Statements and enclosures required in the Pre-qualification documents. (b) Record of poor performance such as abandoning work not properly completing the contract or financial failures / weaknesses etc.

4 EVALUATION PROCESS

- 4.1 INKEL will constitute an Evaluation Committee to evaluate the Vendor/Supplier Applications as per the following evaluation methodology:

The evaluation methodology that will be adopted in this empanelment exercise shall be as follows:

- a) Evaluation of Applicant's response based on the supporting documents & documentary evidence submitted against the eligibility criteria mentioned in Section 3 of this document and based on verification of testimonials submitted.
 - b) Presentation / demonstration / discussion may be conducted with the Applicant who fulfill the eligibility criteria stated in Prequalification document.
 - c) INKEL will follow appropriate selection methodology and scoring system as decided by the selection committee constituted and approved by competent authority.
- 4.2 INKEL may choose to visit the manufacturing facilities of the Applicant as part of the evaluation of Application.
- 4.3 The Committee may seek clarification/request any missing documents or information as it deems necessary to complete the evaluation process. The Applicant is requested to respond on any clarification within the period specified through the clarification facsimile/e-mail, failure of response shall lead to rejection of the Application.
- 4.4 The decision of the Evaluation Committee in the evaluation of responses to the Expression of Interest shall be final. No correspondence will be entertained outside the evaluation process of the Committee.
- 4.5 The EOI response/Application will be evaluated strictly based on the documentary evidences provided as per requirement of this EOI document and presentation & demonstration of Applicant.
- 4.6 Qualifying Applicant(s) shall be empanelled in the relevant Category and will be duly intimated from INKEL office.
- 4.7 Empanelment do not assure awarding/selection for any assignment/assured purchase from such vendors.

5 CATEGORIES OF VENDOR EMPANELMENT

Table 5.1

Sl No.	Category	Sub- Category & Product Name	Description	Minimum Specification*/ Codes to be met by the Product	Standard
1	Solar Panels	All Types	All Types	IEC61215,IS14286,IEC61701, IEC62716,IEC61730-1, IEC61730-2	
2a	Solar Inverters	On-Grid Inverter, ,Hybrid Inverter	On-Grid Inverter, Hybrid Inverter	IEC 62109-1, IEC62109-2,IEC/IS 61683,IEC62116,UL1741,IEEE15 47,IEEE1547.1,IEC60068- 2,IEC61727, BIS Certificates	
2b		Off Grid Inverter	Off Grid Inverter	IEC/IS61683,UL1741,IEEE1547,I EEE1547.1 ,IEC60068- 2,IEC61727	
3	Solar Module Mounting Structure	Hot dip galvanized steel, Aluminium	Hot dip galvanized steel, Aluminium	IS 2062, IS 4759	
4	Transformer	All Types	All Types	IS 2026	
5	Solar Street Lights	All Types	All Types	IS 1944	

* The standards mentioned here are only indicative. vendors intending to participate shall submit complete list of statutory and mandatory compliance standards Indian / International as is applicable and shall also undertake for due compliance for such standards for the products

6 FORMATS FOR SUBMISSION

FORM A : Format For **LETTER OF TRANSMITTAL**
[To be submitted in Applicant company's letterhead]

To
MANAGING DIRECTOR
INKEL Limited.
Door No. 14/812 & 813
1st Floor, Ajjyal Complex
Kakkanad, Cochin, Kerala – 682030

Date:

Sir,

Subject: **Application for Vendor Empanelment for Products**

1. Having examined the details given in the EOI document, I/we would like to participate in the Vendor Empanelment exercise for the categories..... and submit our completed Application in compliance with the terms and conditions stated therein and request to be included in INKEL's list of empanelled contractors for the product categories applied.
2. I/we hereby certify that all the statement and information included in our Application are true and correct and pertain to ourselves in order to assess our company's capability. Information which incorporates details regarding parent, associate, or subsidiary companies, or subcontractors, or companies to whom the Applicant had subcontracted, shall be ignored / rejected for the purpose of evaluation.
3. I/we have attached the true copy of our Authorized certificate of OEM for those products for which we are not the manufacturers.
4. I/we hereby give our unqualified acceptance to the procedure adopted by INKEL for Empanelment.
5. I/we acknowledge that INKEL has absolute discretion in the selection of vendors for empanelment and that INKEL is not required to provide any reason should INKEL decide not to include our company on the above referred list.
6. I/we consent to INKEL's representatives visiting our offices and facilities as considered necessary to satisfactorily evaluate our Application. In the event of such visits taking place, we shall provide whatever assistance necessary to INKEL's representatives to assist them in the evaluation of our Application.
7. I/we hereby, authorize INKEL representatives to seek opinion and inquire about us from previous and current clients (stated as references in our Application) for the purposes of empanelment. By this, we authorize referenced clients to divulge required information to INKEL.

8. I/we understand that approval to our company will not be considered as an approval to any parent, sister or subsidiary company within our group of companies.
9. I/we acknowledge that failure to provide correct and accurate information may result in our request for empanelment submission being disregarded.
10. All pages are stamped with our company stamp and initialed by our authorized signatory below. No alteration has been made by us to the content of the EOI document.

Signed _____

[Insert signature of person whose name and capacity are shown below]

Name _____

[Insert complete name of person signing the Application]

In the capacity of _____

[Insert legal capacity of person signing the Application]

Duly authorized to sign the Application for and on behalf of _____

[Insert complete name of Applicant company]

Dated on _____

FORM B : Format For **PARTICULARS/STRUCTURE & ORGANISATION OF THE FIRM/COMPANY**

Applicant shall provide details as follows:

1.1 Products/Systems for which Registration is Applied for, with reference to Section 5 of the EOI document:

Sl. No.	Category Code and Product Name	Manufacturing Standard/IS/ DIN/BS etc.

Note : Applicant shall submit Technical Catalogue, Brochure or literature of the products for which Applicant is seeking empanelment.

1.2 Applicant's Particulars:

Sl. No.	Description	Details
1	Name of Firm	
2	Registered address	
3	Firm Registration Number	
4	Year of registration	
5	Legal Status of company (Govt. of India Undertaking OR State Govt. Undertaking OR Limited Company OR Private Company OR Co-operative Society OR Proprietary Firm OR Partnership OR Corporation OR Any Other (Specify))	
6	Company's GSTIN	
7	Company's Permanent Account Number (PAN)	
8	Name and Designation of the Authorized signatory to act for the Organization	
9	Name and Designation of the contact person for correspondences	
10	Telephone number of contact person	
11	Fax number of contact person	
12	E-mail address of contact person	
13	Web Site Address	
14	Details of Offices outside India	
15	Particulars of registration with various government bodies (attached attested photocopies) Organization/ place of registration.	
16	Has the Applicant ever abandoned any awarded Purchase Order before its completion? If so, give the name of the project and reason of abandonment.	
17	Has the Applicant or any constituent partner in case of partnership firm ever been convicted by a court of law? If so, give details.	

Sl. No.	Description	Details
18	Is the company MSME registered? If Micro or Small or Medium	
19	Details of various certifications like ISO, OHSAS etc	
20	Has the Company any patents to its credit?	
21	Is the Company approved vendor of any Govt. agency (ies). Provide details	
22	Category of vendor : Manufacturer OR Consultant OR EPC Contractor OR Authorized stockiest OR Converters/ assemblers OR Supplier/distributor OR Dealer OR Agent OR Service Provider OR Channel Partner OR Traders	
	* If manufacturer:- Name & address of your authorized dealer / distributors (if any)	
	* If an authorized dealer /stockiest: Details of item under authorized agency to be indicated (attach photocopy of certificate)	

Note: Applicant to submit the relevant proofs for all the details mentioned above such as:

- 1) Copies of original document defining legal status (Memorandum and Articles of Association/Partnership Deed/ Profession Tax regn.& Municipal Registration)
- 2) Copy of the Registration Certificate issued by the Registrar of Firms / Certificate of Incorporation of the Company,
- 3) Copy of GST and PAN Registration,
- 4) Copy of Income Tax Return (last 3 years)
- 5) Copy of Registration with various government bodies if applicable.
- 6) Power of Attorney (if Applicable)
- 7) Copy of Trade License / Factory license
- 8) Copy of Authorized dealership (if applicable)
- 9) MSME registration certificate (if applicable)
- 10) Organization structure of the Applicant's company.
- 11) Technical Catalogue, Brochure or literature of the products for which Applicant is seeking empanelment.
- 12) Copy of ISO, OHSAS accreditation, patent rights etc.
- 13) Proof of being approved vendor for any Govt. Agencies
- 14) Manufacturer Authorization certificate (in case applicant is not manufacturer)

FORM C: Format for **FINANCIAL CAPABILITY DETAILS**

1. Annexure C1: Credit Facilities Solvency certificate from nationalized/ scheduled commercial bank

2. Annexure C2 : Financial Status

	Year: 2022-23	Year: 2021-22	Year: 2020-21	Year: 2019-20	Year: 2018-19
Information from Balance Sheet					
Total Assets					
Total Liabilities					
Net Worth					
Growth over previous year (%)					
Long Term Debt /Loan					
Debt Equity Ratio (Long Term Debt/ Loan to Net Worth)					
Current Assets					
Current Liabilities					
Information from Income Statement					
Total Revenues					
Profits before Taxes					
Profits after Taxes					
Return on investment (ratio of annual profit before taxes and the net worth)					

Note:

Applicant to upload the copies of financial statements (balance sheets including all related notes, and income statements) for the last five years, as indicated above, complying with the following conditions:

- i. Such document should reflect the financial situation of the legal entity comprising the Applicant, and not sister or parent companies, subsidiaries or affiliates.
- ii. Financial statements must be certified from the Statutory Auditor (Chartered Accountant) / Company Secretary.
- iii. Should be counter signed by authorized signatory of the Applicant.

FORM D : Format For **PREVIOUS EXPERIENCE DETAILS**

1. Annexure D(1):

Highest Value of Purchase Order executed in India within the last three years	Value: Capacity in KVA / MVA/ KWp :
-------------------------------------------------------------------------------	----------------------------------------

2. Annexure (D2) General Experience:

Applicant shall submit details of major supplies executed in the last Five years (for the period ending 31 March 2023) for similar type of item / equipment for which registration has been sought, as per format below:

Sl.No.	Name of Client (Name, email, Tel. No.)	Year of Supply	Nature of Product	Order Value (Rs.)	Project Capacity with Units

Note:

1. Submit Copy of relevant Purchase Orders

FORM E : Format for TECHNICAL CAPABILITY DETAILS

Applicant shall provide the following Information in the given format:

Annexure E(1): ORGANIZATION CHART:

Applicant should provide details of organization chart indicating various departments for production, quality control, supply chain, warranty, guarantee and service supports and process details.

Annexure E(2A): DETAILS OF MANUFACTURING FACILITIES/EQUIPMENT (INCLUDING MATERIAL HANDLING FACILITY) :

Give detailed explanation of product manufacturing details with process flow, key equipment handled, design methodologies, quality control process, testing and inspection features, volume / Manufacturing capacity per day and per month, various types and sizes of products manufactured. Vendors to attach detailed flow chart and equipment details etc.

Annexure E(2B): DETAILS OF MANUFACTURING VOLUMES (Product wise details) :

Manufacturing location	Manufacturing capacity in Nos / MW/ MVA/ Metric ton per Month	Manufacturing capacity in Nos / MW/ MVA/ Metric ton per Year	Actual Volume Handled in FY 2022-23

Annexure E (3): DETAILS OF MAJOR ACTIVITIES OUTSOURCED AND HOW OUTSOURCED PRODUCT/ PROCESS QULAIITY IS ASSURED

Vendor to provide relevant details as applicable

Annexure E(5): DETAILS OF INSPECTION & TESTING FACILITIES/EQUIPMENT

Please detail the process of inspection and testing capability with such description of equipment processing, testing capacity any other features/ Limitations for in house testing etc

Details of Third-party facilities availed etc.

FORM F: Format for submitting Information on Applicant's AWARDS/CITATIONS AND CERTIFICATIONS

Applicant should furnish the details of AWARDS, CITATIONS etc (copies to be attached) received in recognition of your services in projects handled:

YEAR	Name of the Award with details	Name of the organization from whom award was received	Name of the product for which such award was received

FORM G (1): Format for submitting Information on Applicant's QUALITY MANAGEMENT SYSTEM

Sl.No.	Parameters
1	Detailed Quality Assurance Manual covering all major related activities (Manufacturing / Testing Procedure Qualification)
2	Availability of Inspection & Testing facilities
3	Availability of System for Storage, Preservation & packing

Note: Submit copies as substantiation

FORM G (2): Format for PRODUCT PERFORMANCE REPORT FROM CLIENT

1. Name of Product:

2. Purchase Order no.:

3. Value of Purchase Order for the Product:

4. Date of Purchase Order:

(i) Stipulated date of Delivery of Product

(ii) Actual date of Delivery of Product

5. Performance Report

(1) Quality of Product	Outstanding/Very Good/Good/Poor
(2) Timely Delivery	Outstanding/Very Good/Good/Poor
(3) Condition of Product on Delivery (Packaging/ working condition...etc..)	Outstanding/Very Good/Good/Poor
(4) Time taken for attending to Tickets /Repair Requests	Outstanding/Very Good/Good/Poor
(5) General Behaviour	Outstanding/Very Good/Good/Poor

Dated:

Sign:

Name:

Designation:

Note: Bidder may submit installation / Completion / performance certificate issued in customer format also.

FORM H: Format for DECLARATION BY THE APPLICANT FOR CORRECTNESS OF INFORMATION

(To be submitted on the Letterhead of the Applicant)

Date:

To
Managing Director,
INKEL Limited.
Cochin-682030,Kerala

Subject: **Declaration for Correctness of Information**

Dear Sir,

We hereby confirm that the information provided is correct and accurate and that we have no objection to any of our previous Clients being contacted in connection with our company references or credit worthiness.

We acknowledge that failure to provide correct and accurate information may result in the EOI submission being disregarded.

Where a question is not applicable to our company we have indicated as N/A. All questions are answered in English language.

All pages are stamped with the company stamp and initialed by the signatory below, who is our authorized signatory. We have not made any alterations to the content of the pre-qualification/EOI document.

Signed:

Name:

Designation:

For and on behalf of:

**FORM I: Format for DECLARATION BY THE APPLICANT FOR NOT BEING
BLACKLISTED / DEBARRED**

(To be submitted on the Letterhead of the Applicant)

Date:

To

Managing Director,
INKEL Limited.
Cochin-682030,Kerala

Subject: **Declaration for not being debarred / black-listed by Central / any State Government
department in India as on the date of submission of Application**

Dear Sir,

I, authorized representative of _____, hereby solemnly confirm that the company _____ is not debarred / black-listed by any Central/State Government/ PSU entity in India or similar agencies globally for unsatisfactory past performance, corrupt, fraudulent or any other unethical business practices or for any other reason as on last date of submission of this application.

In the event of any deviation from the factual information/ declaration, INKEL reserves the right to reject the application or cancel any empanelment without any compensation to us/the company.

Thanking you,
Yours faithfully,

Signature of Authorized Signatory (with official seal)

Date:

Name:

Designation:

FORM J: Format for UNDERTAKING ON CORPORATE DEBT RESTRUCTURING
(To be submitted on the Letterhead of the Applicant)

Undertaking

I/We undertake and certify that our firm

- (i) has not applied for Corporate Debt Restructuring (CDR)
- (ii) is not facing follow up action of CDR
- (iii) is not facing recovery proceedings from Financial Institutions and
- (iv) are not facing winding up proceedings or those under BIFR in the last 5 financial years
(till the date of Application submission).

Thanking you,

Yours faithfully,

Signature of Authorized Signatory (with official seal)

Date:

Name:

Designation:

Certified by:

Chartered Accountant:

UDIN :

**FORM K: Format for DECLARATION BY THE APPLICANT FOR AVAILABILITY OF
AFTER SALES MAINTENANCE SERVICES IN KERALA**

(To be submitted on the Letterhead of the Applicant)

To
Managing Director,
INKEL Limited.
Cochin-682030,Kerala

Subject: Declaration for availability of after sales maintenance services in Kerala.

Dear sir,

We hereby confirm that the we shall attend the complaint within 24 hrs from the time of reporting.

Thanking you,
Yours faithfully,

Signature of Authorized Signatory (with official seal)

Date:

Name:

Designation:

FORM L : DETAILS OF ACCREDITATIONS / EMPANELMENT FROM GOVT AGENCIES / PSUs

Name of Govt Agency / PSU	Category for accreditation	Any Other details