

Expression of Interest Document For Empanelment of Consultants

1. Introduction

INKEL Limited (Infrastructure Kerala Limited) is a prominent Public-Private Partnership (PPP) infrastructure development company promoted by the Government of Kerala. Established in 2007, the unlisted public company acts as a technology-driven "Total Solution Provider" bridging public capital and private sector expertise to engineer, build, and manage large-scale social and commercial infrastructure.

The company is headquartered in Kakkanad, Kochi, and functions under a mixed Board composed of government representatives and key figures from the global business fraternity

Core Areas of Operation

INKEL Ltd operates across multiple verticals, managing projects from concept to final commissioning:

- Project Management Consultancy (PMC): Acting as a Special Purpose Vehicle (SPV), INKEL designs, plans, and oversees massive public infrastructure works, especially for state-funded programs like the Kerala Infrastructure Investment Fund Board (KIIFB).
- Renewable Energy Solutions divisions handles Engineering, Procurement, and Construction (EPC) for green power. It is highly rated as a solar system integrator in the state, managing wind and solar hybrid setups and massive rooftop arrays.
- Industrial & Commercial Parks: INKEL develops dedicated business hubs—such as the INKEL Business Park (IBP) in Angamaly—offering ready-to-use plug-and-play environments for small and medium-sized industrial units.
- Transport & Logistics: The company co-manages specialized infrastructure, including Container Freight Stations (CFS) like the MIV Logistics venture in Vallarpadam, and builds state highways via joint venture setups.
- INKEL is the major consultancy service provider to the Government of Kerala in various infrastructure projects by the Government of Kerala.

2. Preamble

INKEL intends to strategically expand its presence in specialised Project Business, intending to expand its market share into various sectors like development of Maritime projects, port development projects, tourism and heritage development, Industrial Corridors development, aviation logistics developments, renewable energy developments including hydrogen etc thereby building up its formidable presence in the infrastructure industry, in order to fulfill its

objective of multi-fold growth in its turnover and profitability. Therefore, INKEL desires to empanel technical experts / firms for providing Business Solutions to its Customers

3. Indicative Specializations / Categories for Empanelment

The following list is an indicative of the Specializations / Categories for which INKEL desires to empanel partners:

Sector specific empanelment

- a) Logistic Parks, warehouses.
- b) Integrated industrial parks & townships.
- c) Maritime projects, development of port cities.
- d) Industrial Corridor Projects
- e) Aviation logistics projects and aero city projects, MRO projects.
- f) Medical Projects, Health Tech Projects
- g) Urban city Infrastructure Projects
- h) Solid waste management projects.
- i) Asset Management (facility Management) Project.
- j) Tourism & Heritage projects.

Discipline-wise empanelment

- a) Architectural Services
- b) Structural Engineering
- c) Geotechnical Investigation
- d) MEP Engineering
- e) Fire & Life Safety
- f) Quantity Surveying & Cost Consultancy
- g) Project Management Consultancy (PMC)
- h) Contract Management
- i) Quality Assurance & Quality Control (QA/QC)
- j) Material Testing & Third-Party Inspection

- k) Surveying
- l) BIM Services
- m) Environmental & Sustainability Services
- n) Landscape Design
- o) Interior Design
- p) Renewable energy Consultants
- q) Green-accredited architects

4. Broad Scope of Work

- For assigned sector specific consultant, the selected consultant will perform the following activities:
 - I. **Stage 1**
 - Site Assessment:** Conduct reconnaissance surveys, topographic surveys, and geotechnical investigations.
 - Demand & Gap Analysis:** Study current baseline data, project future demand, and identify infrastructure gaps.
 - II. **Stage 2**
 - Techno-Economic Feasibility:** Evaluate alternative technologies, prepare preliminary designs, and estimate costs.
 - Environmental & Social Impact:** Conduct initial screenings for environmental, social, and regulatory clearances.
 - III. **Stage 3**
 - Financial Modelling:** Prepare detailed cost estimates (BoQ), financial viability analysis, IRR, and NPV calculations.
 - Implementation Strategy:** Define project timelines (PERT/CPM charts), procurement strategies, and tender documents.
- For Discipline-wise consultant, the consultant will have to provide end to end services as allotted by the company.

Based on the above studies, the Detailed project reports to be submitted.

Applications are invited from eligible individual consultants and consultancy firms.

5. Minimum Eligibility Criteria

To participate, the individual applicant or consultancy firm must meet the following baseline conditions:

- I. **Legal Entity:** Must be a registered Individual Consultant, Sole Proprietorship, Partnership Firm, LLP, or Private/Public Limited Company.

- II. **Experience:** Minimum 10 years of active consulting experience in the chosen specialization category.
- III. **Financial Standing:** Positive net worth with valid IT returns over the last three financial years.
- IV. **Compliance:** Must possess a valid GSTIN registration and a clean legal track record (not blacklisted).

6. Submission Document Checklist

Applicants must compile and upload the following single-stage documents:

Sl No.	Document Name	Description / Requirement
1.	Annexure I	Application Submission Form & General Profile (Application along with a covering letter and the application should be filled the format attached as Annexure I to this document)
2.	Should be attached as Annexure II	Certificate of Incorporation / Registration, GST registration certificates etc.
3.	Should be attached as Annexure III	Audited Balance Sheets / ITR's (Last 3 Fiscal Years)
4.	Should be attached as Annexure IV	Experience Certificates & Completed DPR Reference Projects along with work orders received
5.	Should be attached as Annexure V	CVs of Key Technical Experts & Domain Leads if any
6.	Should be attached as Annexure VI	Self-Declaration Non-Blacklisting Affidavit

7. Bid Evaluation & Empanelment Tenure

1. **Scrutiny:** INKEL's technical committee / designated authorities will scrutinize applicants against the benchmark eligibility criteria.
 - Evaluation will be carried out by a committee constituted by the Competent Authority.
 - The committee's decision shall be final and binding.
 - The recommendations of the Evaluation Committee and the decision of the Competent Authority regarding empanelment, categorization, and assignment of marks shall be final and binding. No correspondence or representation regarding the evaluation process shall be entertained except where specifically permitted by applicable law
2. **Scoring:** Applicants will be evaluated out of a **100-point Technical Matrix** based on past project values and expert qualifications.
3. **Validity:** The resulting empanelment list remains active for **three (3) years**, with provisions for performance-based annual renewals.

Sl. No.	Evaluation Criteria	Maximum Marks	Evaluation Method
1	Relevant Experience in the Chosen Specialization	20	10 years – 8 marks; 11–15 years – 12 marks; 16–20 years – 16 marks; Above 20 years – 20 marks
2	Value of Similar Consultancy / DPR Assignments Completed during last 10 years	20	Based on project value handled in the sector
3	Number of Similar DPRs / Consultancy Projects Successfully Completed	15	3–5 projects – 5 marks; 6–10 – 10 marks; >10 – 15 marks
4	Experience in Government / PSU / KIIFB / Multilateral Projects	10	Central / State Government projects, KIIFB, World Bank, ADB, etc.
5	Qualification & Experience of Key Experts	20	Team Leader – 8; Subject Expert – 6; Financial Expert – 3; Environmental/Social Expert – 3
6	Financial Strength	5	Positive Net Worth, Average Annual Turnover, Audited Statements
7	Quality Certifications & Professional Accreditation	5	ISO 9001, ISO 14001, ISO 45001, CMMI, Professional Memberships, etc.
8	Presentation/Approach Methodology & Understanding of Sector	5	Evaluation of proposed approach and capability statement
Total		100	

*Average Annual Turnover commensurate with the nature of the consultancy assignment.

The detailed sub matrix is attached as Annexure A.

8. Financial Terms & Conditions

8.1 Nature of Empanelment

The present invitation is only for empanelment of Consultants/Technical Experts. No financial bid is required as part of this EOI. Empanelment shall not constitute any commitment on the part of INKEL to award any work.

8.2 Award of Assignments

Specific consultancy assignments shall be entrusted only to empanelled consultants based on the nature, complexity and requirements of each project.

Depending upon the assignment, INKEL may adopt any one of the following methods:

- a. Direct nomination to a suitable empanelled consultant.
- b. Limited Request for Proposal (RFP)/Request for Quotation (RFQ) among empanelled consultants.
- c. Quality and Cost Based Selection (QCBS).
- d. Least Cost Selection (LCS), wherever applicable.
- e. Any other procurement method approved by the Competent Authority.
- f. Assignment Allocation Policy

INKEL will select consultants based on either of the following policies:

- rotation,
- performance,
- specialization,
- capacity
- any other method adopted by INKEL from time to time.

The Competent Authority shall determine the most appropriate method of allocation based on the nature, complexity, urgency, value, specialization required, past performance of the consultant and the best interests of INKEL.

8.3 Financial Proposal

Wherever financial quotations are invited, the empanelled consultants shall submit a detailed financial proposal in the prescribed format issued by INKEL.

The financial proposal should include:

- Professional Fees
- Reimbursable Expenses

- Applicable Taxes and Duties
- Payment Schedule
- Validity of Offer

8.4 Basis of Fee

The consultancy fee may be determined based on any of the following:

- Lump Sum Fee
- Percentage of Project Cost
- Time-Based Consultancy Fee
- Milestone-Based Payments
- Hybrid Fee Structure

The applicable basis shall be specified in the assignment-specific RFP.

8.5 Taxes

All payments shall be subject to applicable statutory deductions.

GST shall be payable extra at prevailing rates wherever applicable.

8.6 Reimbursable Expenses

Expenses towards travel, accommodation, surveys, testing, statutory fees, printing, drone surveys, laboratory investigations and other approved out-of-pocket expenses shall be reimbursed only if specifically provided in the Work Order or Agreement.

8.7 Payment Terms

Payments shall normally be linked to milestones such as:

Milestone	Payment (%)
Submission and acceptance of Inception Report	10%
Submission of Preliminary Report/Concept Report	20%
Submission of Draft DPR/Feasibility Report	30%
Submission of Final DPR incorporating comments	30%
Approval/Acceptance by Client	10%

The payment schedule may vary depending upon the nature of the assignment.

8.8 Performance Security

INKEL may require the successful consultant to furnish a Performance Security of **3%–5% of the consultancy contract value** before commencement of the assignment. The requirement shall be specified in the assignment-specific Work Order.

The performance security should be maintained in the form of Bank Guarantee drawn from any nationalised bank in India and the performance guarantee should be maintained till the DPR is approved by the client.

8.9 Price Validity

Financial proposals submitted for specific assignments shall remain valid for **120 days** from the date of submission unless otherwise specified.

8.10 No Guarantee of Work

Empanelment does not guarantee allocation of any minimum number of assignments or any minimum value of work. INKEL reserves the right to engage any empanelled consultant based on project requirements.

8.11 Negotiation

INKEL reserves the right to negotiate the scope, timelines and financial terms with the selected consultant before award of any assignment.

8.12 Contract Agreement

Each assignment shall be governed by a separate Consultancy Agreement detailing the scope of work, deliverables, timelines, payment milestones, intellectual property rights, confidentiality, dispute resolution and other contractual obligations.

9. Conflict of Interest

9.1 General

The Applicant shall provide professional, objective and impartial advice at all times and shall at all times hold the interests of INKEL Limited paramount, without any consideration for future work, and shall avoid any conflict with other assignments or its own corporate interests.

The Applicant shall not be engaged in any activity that conflicts with the interest of INKEL Limited or that may adversely affect its ability to perform the assignment in an independent, fair and unbiased manner.

9.2 Conflict Situations

Without limiting the generality of the foregoing, an Applicant shall be considered to have a Conflict of Interest under any of the following circumstances:

a) Conflicting Assignments

An Applicant (including its Associates, Parent Company, Subsidiaries, Joint Venture Partners or Affiliates) shall not undertake any assignment that would conflict with the services to be provided under the proposed consultancy assignment.

b) Conflicting Relationships

An Applicant shall not have any business, contractual, financial or professional relationship with any entity, contractor, supplier, developer or agency which may influence or appear to influence its professional judgement while performing the assignment.

c) Conflicting Interests

An Applicant shall not derive any direct or indirect financial benefit from any activity or decision arising out of the consultancy assignment other than the remuneration payable by INKEL Limited under the relevant Consultancy Agreement.

d) Multiple Representation

No Applicant shall submit more than one application in the same specialization either individually or as a member of another consortium, Joint Venture or association, unless expressly permitted by INKEL Limited.

9.3 Disclosure Requirement

The Applicant shall disclose, along with its application, any actual, potential or perceived Conflict of Interest which may arise during the empanelment process or during execution of any future assignment.

The Applicant shall also immediately inform INKEL Limited in writing if any such conflict arises after submission of the application or during the validity of the empanelment.

9.4 Duty to Avoid Conflict

The Applicant shall take all reasonable measures to eliminate or mitigate any Conflict of Interest and shall comply with any direction issued by INKEL Limited for resolving such conflict.

Where INKEL Limited is satisfied that the Conflict of Interest cannot be effectively managed or mitigated, it may reject the application, suspend the empanelment or terminate any assignment without any liability whatsoever.

9.5 Consequences of Non-Disclosure

Failure to disclose any actual or potential Conflict of Interest, furnishing false information or suppression of material facts shall constitute sufficient grounds for:

- rejection of the application;
- cancellation of empanelment;
- termination of any ongoing consultancy assignment;
- forfeiture of Performance Security, wherever applicable;
- recovery of any losses suffered by INKEL Limited; and
- debarment from participating in future empanelment or consultancy assignments of INKEL Limited for a period as may be determined by the Competent Authority.

9.6 Decision of INKEL

The decision of INKEL Limited regarding the existence, materiality or resolution of any Conflict of Interest shall be final and binding on the Applicant.

9.7 Conflict of Interest Declaration

Every Applicant shall submit a duly signed **Conflict of Interest Declaration** in the prescribed format (Annexure IX), confirming that:

- it has no actual or potential Conflict of Interest;
- it shall promptly disclose any Conflict of Interest arising during the empanelment period or execution of any assignment;
- it shall abide by the directions of INKEL Limited for resolving any Conflict of Interest.

10. Confidentiality

10.1 General Obligation

The Applicant/Empanelled Consultant shall maintain strict confidentiality with respect to all information, documents, records, drawings, reports, specifications, financial data, technical information, business plans, project details and any other proprietary or confidential information received from or generated for INKEL Limited during the empanelment process or execution of any consultancy assignment.

The Applicant shall use such information solely for the purpose of performing the consultancy services and shall not disclose, publish, reproduce or communicate such information, in whole or in part, to any third party without the prior written approval of INKEL Limited.

10.2 Confidential Information

For the purpose of this EOI, "Confidential Information" shall include, but not be limited to:

- a. Project reports, feasibility studies, DPRs and designs;
- b. Drawings, specifications, engineering data and technical documents;
- c. Financial models, estimates, cost data and commercial information;
- d. Tender documents and procurement strategies;
- e. Client information and Government communications;
- f. Survey reports, GIS data, drone imagery, geotechnical investigation reports and environmental studies;
- g. Software, databases, digital records and electronic information;
- h. Any information specifically designated by INKEL Limited as confidential.

10.3 Non-Disclosure

The Applicant shall not, during the validity of the empanelment or thereafter, disclose any Confidential Information to any person, organization or agency except:

- with the prior written approval of INKEL Limited;
- where disclosure is required under any applicable law, court order or statutory authority; or
- where such information has entered the public domain through no fault of the Applicant.

10.4 Use of Information

The Applicant shall not use any Confidential Information for its own commercial benefit or for the benefit of any third party.

The Applicant shall ensure that Confidential Information is used exclusively for the purpose of carrying out the consultancy assignment entrusted by INKEL Limited.

10.5 Protection of Information

The Applicant shall establish and maintain appropriate administrative, technical and physical safeguards to protect Confidential Information against unauthorized access, disclosure, alteration, loss or misuse.

The Applicant shall ensure that all employees, consultants, subcontractors and representatives engaged in the assignment are bound by confidentiality obligations equivalent to those contained herein.

10.6 Return of Documents

Upon completion or termination of the assignment, or whenever requested by INKEL Limited, the Applicant shall promptly return all documents, drawings, reports, electronic records, storage devices and other materials containing Confidential Information.

Where directed by INKEL Limited, the Applicant shall permanently delete or destroy all copies of Confidential Information and provide a written certificate confirming such destruction.

10.7 Public Disclosure

The Applicant shall not publish, advertise or use the name of INKEL Limited, the Client or any project executed under this empanelment in brochures, websites, presentations, social media, advertisements, technical papers or promotional materials without obtaining prior written approval from INKEL Limited.

10.8 Survival of Obligation

The obligations relating to confidentiality shall survive the expiry or termination of the empanelment and shall remain binding upon the Applicant for a period of **five (5) years** from the date of completion or termination of the consultancy assignment, or for such longer period as may be prescribed under applicable law or the Consultancy Agreement.

10.9 Breach of Confidentiality

Any unauthorized disclosure or misuse of Confidential Information shall constitute a material breach of the empanelment conditions and may result in:

- Rejection of the application;
- Suspension or cancellation of empanelment;
- Immediate termination of any consultancy assignment;
- Forfeiture of Performance Security, wherever applicable;
- Recovery of losses or damages suffered by INKEL Limited;
- Debarment from future empanelment or consultancy assignments; and
- Initiation of appropriate civil and/or legal proceedings.

10.10 Confidentiality Declaration

Every Applicant shall submit a duly signed **Confidentiality and Non-Disclosure Declaration** in the prescribed format (Annexure X), confirming that it shall comply with all confidentiality obligations stipulated in this EOI and any subsequent Consultancy Agreement.

11. General Legal and Contractual Conditions

1. Intellectual Property Rights

1.1 Ownership

All reports, feasibility studies, DPRs, drawings, specifications, designs, calculations, databases, software models, GIS data, survey data, financial models, presentations, photographs, videos, drone imagery, maps and every other deliverable prepared by the Consultant shall become the sole and exclusive property of INKEL Limited upon payment of the applicable professional fees.

The Consultant shall have no ownership rights over such documents.

1.2 Copyright

The Consultant hereby assigns all copyrights and intellectual property rights in favour of INKEL Limited.

The Consultant shall not reproduce, publish or commercially exploit any deliverable without prior written approval.

1.3 Existing Intellectual Property

Any proprietary software, tools or methodologies owned by the Consultant before commencement of the assignment shall remain the Consultant's property.

However, INKEL shall have a perpetual, royalty-free licence to use such deliverables for the concerned project.

2. Fraud and Corrupt Practices

The Applicant shall observe the highest standards of ethics.

The Applicant shall not directly or indirectly:

- offer any gift;
- pay commission;
- influence officials;
- indulge in bid rigging;
- submit forged documents;
- misrepresent qualifications.

Any such act shall lead to:

- rejection,
- de-empanelment,
- termination,
- forfeiture of security,
- legal proceedings.

3. Integrity Pact

The Applicant undertakes:

- not to offer illegal gratification;
- not to collude;
- not to influence the evaluation committee;
- not to indulge in anti-competitive behaviour.

Violation may lead to permanent blacklisting.

4. Data Protection and Cyber Security

The Consultant shall comply with all applicable data protection laws.

The Consultant shall implement appropriate administrative, physical and technical safeguards.

No confidential information shall be stored on unsecured servers.

No project data shall be transferred outside India without written approval.

5. Indemnity

The Consultant shall indemnify and keep indemnified INKEL Limited against:

- negligence;
- professional misconduct;
- infringement of intellectual property;
- third-party claims;
- breach of confidentiality;
- violation of statutory provisions.

The indemnity shall survive completion of the assignment.

6. Limitation of Liability

Except for:

- fraud,
- wilful misconduct,
- negligence
- confidentiality breach,
- intellectual property infringement,

the Consultant's liability shall be limited to the consultancy fee payable under the respective assignment.

7. Force Majeure

Neither party shall be liable for delay caused due to:

- flood;
- earthquake;
- cyclone;
- pandemic;
- war;
- terrorism;
- governmental restrictions;
- strikes;
- natural calamities.

The affected party shall notify the other within seven days.

8. Performance Review

INKEL may periodically review:

- quality;
- timelines;
- responsiveness;
- technical competence;
- client feedback.

Repeated poor performance may lead to suspension or de-empanelment.

9. De-empanelment

INKEL may remove any Consultant for:

- false information;
- poor performance;
- repeated delay;
- conflict of interest;
- insolvency;
- blacklisting;
- unethical practices;
- breach of contract.

No compensation shall be payable.

10. Suspension

Pending investigation, INKEL may temporarily suspend the Consultant from participating in future assignments.

11. Right to Reject Applications

INKEL reserves the absolute right to:

- reject any application;
- reject all applications;
- modify the EOI;
- cancel the empanelment process;
- issue fresh invitations,

without assigning any reason.

No Applicant shall have any claim whatsoever.

12. Clarifications and Corrigendum

Applicants may seek clarifications before 08/08/2026 @ the email id: md@inkel.in.

Replies and corrigenda shall form part of the EOI. All corrigenda shall be published on the official website of INKEL Limited

No verbal clarification shall be binding.

13. Assignment of Contract

The Consultant shall not assign or subcontract the consultancy without prior written approval.

14. Sub-consultants

Where permitted, the Consultant shall remain fully responsible for the work of all sub-consultants. The Consultant shall remain fully responsible for the acts, omissions and performance of its approved sub-consultants.

15. Compliance with Laws

The Consultant shall comply with:

- Central Government laws;
- State Government laws;
- labour laws;
- environmental laws;
- GST;
- professional tax;
- statutory registrations.

16. Records and Audit

The Consultant shall maintain all records relating to the assignment for **seven years**.

INKEL or any Government authority may audit such records.

17. Notices

All notices shall be in writing through:

- Registered Post;
- Speed Post;
- Email;
- Courier.

The address mentioned in the application shall be treated as the official address.

18. Amendment

INKEL may amend the EOI at any time before the last date for submission.

All amendments shall be published through corrigenda.

19. Governing Law

This EOI and all subsequent consultancy agreements shall be governed by the laws of India.

20. Dispute Resolution

The parties shall first attempt amicable settlement.

If unresolved within thirty days, disputes shall be referred to arbitration.

The arbitration shall be conducted under the **Arbitration and Conciliation Act, 1996**, as amended.

The tribunal shall comprise a sole arbitrator appointed by the Managing Director, INKEL Limited, or in accordance with applicable law.

The seat and venue of arbitration shall be **Ernakulam, Kerala**.

The proceedings shall be conducted in English.

21. Jurisdiction

Subject to arbitration, the courts at **Ernakulam, Kerala**, shall have exclusive jurisdiction over all matters arising out of this EOI and any subsequent consultancy agreement.

22. INKEL reserves the right, at any stage of the empanelment process or during the validity of the empanelment, to verify the information, experience, financial credentials, statutory registrations, and project references furnished by the Applicant from the issuing authorities, clients, statutory bodies, or any other appropriate source. If any information is found to be false, misleading, suppressed, or materially incorrect, INKEL may reject the application, cancel the empanelment, terminate any assignment, recover consequential losses, and debar the Applicant from future empanelment for such period as deemed appropriate.
23. Empanelment shall not create any employer–employee, principal–agent, partnership or joint venture relationship between INKEL Limited and the empanelled Consultant. Each consultancy assignment shall be governed exclusively by the terms of the separate Work Order or Consultancy Agreement.

Annexure A

Detailed Sub Matrix of evaluation Matrix.

1. Relevant Experience (20 Marks)

Experience	Marks
10–12 Years	8
>12–15 Years	12
>15–20 Years	16
Above 20 Years	20

2. Similar Project Value (20 Marks)

Cumulative Value of Similar Consultancy Assignments	Marks
₹10–25 Crore	5
₹25–50 Crore	10
₹50–100 Crore	15
Above ₹100 Crore	20

3. Number of Similar Projects (15 Marks)

Projects Completed	Marks
3–5	5
6–10	10
More than 10	15

4. Government Infrastructure Experience (10 Marks)

Experience	Marks
State Government Projects	4
Central Government Projects	3
KIIFB/Multilateral Agencies/PPP Projects	3

5. Key Personnel (20 Marks)

Expert	Marks
Team Leader (20+ years)	8
Domain Specialist	6
Financial/PPP Expert	3
Environmental/Social Expert	3

6. Financial Strength (5 Marks)

Criteria	Marks
Positive Net Worth	2
Average Annual Turnover above prescribed threshold	2
Profitable in at least 2 of last 3 years	1

7. Certifications (5 Marks)

Certification	Marks
ISO 9001	2
ISO 14001/45001	1
Professional Accreditations (PMI, ICE, IEI, etc.)	2

8. Methodology & Presentation (5 Marks)

Evaluation by the Technical Committee on:

- Understanding of sector requirements
- Innovation
- Quality assurance process
- Resource deployment strategy

Maximum = 5 marks.

Recommended Qualification Criteria

- **Minimum Technical Score: 70 out of 100** for empanelment.
- Consultants scoring **85 and above** may be placed in **Category A** (preferred consultants).
- Consultants scoring **80–84** may be placed in **Category B**.
- Consultants scoring marks **below 80** may be placed in **Category C**.
- Consultants scoring **below 70** may not be empanelled.

APPLICATION FOR EMPANELMENT OF CONSULTANTS

Particulars	Details
Name of Applicant	
Constitution (Proprietorship/Partnership/LLP/Company/Society/Individual)	
Registered Office Address	
Corporate Office Address	
Telephone	
Email	
Website	
Name of Authorised Signatory	
Designation	
Mobile Number	
PAN	
GSTIN	
CIN/LLPIN (if applicable)	
Year of Establishment	
Nature of Consultancy	

Categories Applied For

☐ Sector Consultant

Specify Sectors

- 1.
- 2.

☐ Area Specialist

Specify Categories

- 1.
- 2.
- 3.

Particular	Details
Name	
Constitution	
Year Established	
Number of Offices	

Particular	Details
Permanent Employees	
Technical Professionals	
Administrative Staff	
ISO Certifications	
Professional Memberships	

Core Area of Expertise

- 1.
- 2.
- 3.

Financial Information

FY	Turnover	Net Worth	PAT
2022-23			
2023-24			
2024-25			

Similar Consultancy Experience

Sl	Project Name	Client	Sector	Consultancy Services	Project Cost	Consultancy Fee	Completion Year

Attach Completion Certificates.

Government Project Experience

Project	Client	State/Central/PSU	Consultancy Role	Project Cost	Year

Key Personnel

Name	Position	Qualification	Experience	Years with Firm

Curriculum Vitae

For each key expert

Personal Information

Name	
Qualification	
Professional Membership	
Registration No.	
Years of Experience	
Area of Expertise	
Employment History	
Major Assignments	

Litigation History

Declare whether any litigation exists.

Nature	Authority	Present Status

if Nil write Nil

Declaration

We hereby certify that all information furnished herein is true and correct.

Authorised Signatory

Seal

Date