



भारतीय समुद्री विश्वविद्यालय  
(केन्द्रीय विश्वविद्यालय, भारत सरकार)  
कोलकाता परिसर  
पी-१९, तारातला रोड, कोलकाता - ७०००८८

INDIAN MARITIME UNIVERSITY  
(A Central University, Govt. of India)  
KOLKATA CAMPUS  
P-19, Taratala Road, Kolkata - 700088



Advt. Ref No: IMU-KC/PUR/EOI/01-2025

Date: 14 June 2025

**NON-COMMITTAL EXPRESSION OF INTEREST (EOI) FOR DESIGN & ENGINEERING, PROCUREMENT, SUPPLY, INSTALLATION, TESTING & COMMISSIONING INCLUDING 05 YEARS WARRANTY/DEFECT LIABILITY OBLIGATION ALONG WITH MAINTENANCE CONTRACT OF GRID-CONNECTED SOLAR PV POWER PLANTS AT VARIOUS BUILDINGS OF INDIAN MARITIME UNIVERSITY – KOLKATA CAMPUS.**

IMU-KC invites **Non-Committal Eoi** from prospective bidders for Design & Engineering, Procurement, Supply, Installation, Testing & Commissioning Including 05 Years Warranty/Defect Liability Obligation along with Maintenance Contract of Grid-Connected Solar PV Power Plants at Various Buildings of Indian Maritime University – Kolkata Campus.

The objective of this Eoi are:-

- (i) To obtain proposal for Design & Engineering, Procurement, Supply, Installation, Testing & Commissioning Including 05 Years Warranty/Defect Liability Obligation along with Maintenance Contract of Grid-Connected Solar PV Power Plants at Various Buildings of Indian Maritime University – Kolkata Campus.
- (ii) To collect information about the potential vendors/respondents with qualifications and experience working in the desired area.
- (iii) To encourage maximum participation for the work required to be done.
- (iv) To know the Budgetary estimates from the different authorised vendors.
- (v) Finalisation of detailed Scope of Work, modality and level of deployment of resources, specification of equipment / works / services and execution period.

A Public tender will subsequently be released on GeM Portal with detailed Request for Proposal (RFP) for submitting bids.

Eoi documents are available at our website <https://www.imu.edu.in/imunew/tender> , <http://www.imukolkata.edu.in/tender.html> and CPP Portal (<https://eprocure.gov.in/epublish/app>). The same shall be submitted after filling all the necessary information within the due date and time, along with the proposals. Interested parties may furnish their response to Eoi in sealed envelope quoting our reference IMU-KC/PUR/EOI/01-2025 **on or before 30 June 2025 [14:00hrs]** to the following address

**Campus Director,  
Indian Maritime University- Kolkata  
Campus  
P-19, Taratala Road,  
Kolkata-700 088.**

Pre-Eol meeting is arranged by IMU-Kolkata Campus in order to have a better understanding of our Invitation to Eol document/activities involved, clarify doubts if any, and other allied technical details for carrying out the activities mentioned above. The interested Vendor[s] are hereby requested to take part in the Pre-Eol meeting on the Date, Time and Venue mentioned here below:

Date of Pre-Eol Meeting: 20 June 2025 (Friday)

Time & Venue: 11.00 Hours IST  
Conference Hall, IMU Kolkata Campus  
Kolkata – West Bengal – 700 088.

Focal Point for Pre-Eol Meeting: Deputy Registrar  
Contact No. 033 24014307  
E-mail: [purchase.kolkata@imu.ac.in](mailto:purchase.kolkata@imu.ac.in)

Schedule for Submission of Eol Details	
Pre-Eol Meeting	20 June 25 1000 Hrs IST
Last date for submission of response to Eol	30 June 25 1400 Hrs IST
Opening date of Eol	30 June 25 1500 Hrs IST

Interested Vendor[s] may please provide the details of the representative[s] taking part in the Pre-Eol meeting well in advance prior to dates specified in above Table to the Focal Point in order to arrange for Security clearance. Vendor[s] representative shall carry an “Authorization Letter” for attending the Pre-Eol meeting. Member Representative shall be limited to maximum of two (2) per bidder/company/Organisation (one technical and one financial)

Pre-Eol Queries from vendor [s] shall reach IMU-KC **before 20 June 25** to Mail ID: [purchase.kolkata@imu.ac.in](mailto:purchase.kolkata@imu.ac.in). Please note that request for “Pre-ponement/postponement of Pre-Eol meeting” will not be entertained under any circumstances.

The Interested Vendor[s] who are participating are required to be present on their own. No transportation will be arranged by IMU-KC.

IMU-KC reserves the right to accept or reject all or any of the Eols received.

Addendum, if any, to this Eol shall be hosted on websites as mentioned above.

**Proposals received after the due date and time will be treated as late response and will not be considered for further procedure.**

**It is the sole responsibility of the bidder, to make sure that the offer reaches the destination on or before the due date and time. Requests for due date extension will not be considered at any circumstances.**

**Disclaimer:** This call for Eol shall not be treated as a firm commitment or contract from IMU-KC with any of the participating vendors.

**OBJECTIVES AND SCOPE OF THE REQUIREMENT:**

IMU-KC invite Non-Committal EXPRESSION OF INTEREST for Design & Engineering, Procurement, Supply, Installation, Testing & Commissioning Including 05 Years Warranty/Defect Liability Obligation along with Maintenance Contract of Grid-Connected Solar PV Power Plants at various buildings of Indian Maritime University – Kolkata Campus as per details mentioned below:

The following table provides information regarding the important points of the EOI.

1	Nature of work	Design & Engineering, Procurement, Supply, Installation, Testing & Commissioning Including 05 Years Warranty/Defect Liability Obligation along with Maintenance Contract of Grid-Connected Solar PV Power Plants at various buildings of Indian Maritime University – Kolkata Campus.  (We will use term “Solar Project” for the above mentioned work)
2	Place of Work	Location:  New Academic Building, Old Admin Building, Senior Hostel, Junior Hostel, Auditorium, OBC Hostel, Library, Workshop, and other premises.

**TENTATIVE SCOPE OF WORK:**

The purpose of this expression of Interest is for providing proposals for preparing a RFP for Design & Engineering, Procurement, Supply, Installation, Testing & Commissioning Including 05 Years Warranty/Defect Liability Obligation along with Maintenance Contract of Grid-Connected Solar PV Power Plants at various Buildings of Indian Maritime University – Kolkata Campus”.

The scope also covers the identification of rooftops / beneficiaries which include but not limited to submission of project sensation document, project cost, informing about the clearance from WB DISCOM/CESC if Any & Assisting in preparation of Tender document for RFP.

Detail scope of work for Executing vendor is as following: -

1. Site Survey and preparation of feasibility report for minimize the consumption from the CESC by proposing suitable capacity solar system.
2. Providing information about Clearances and statutory compliances must obtain for the installation of the Solar rooftop system.

3. Preparation of technical specification for RFP.
4. The EOI is refers for assisting RFP for design, supply, erection, testing, commissioning of Solar system at IMU-KC.

**Payment/ Commercial Terms:**

This Eoi is non-commercial and no remuneration in any way whatsoever shall be paid to the entities performing the activities for the EOI.

**INTRODUCTION AND INSTRUCTIONS TO POTENTIAL BIDDERS**

**Advice to the Potential Bidders**

Potential Bidders are advised to study this EOI (Expression of Interest) document carefully before submitting their proposal. It shall be deemed that submissions of proposal by the potential bidders have been done after their careful study and examination of the EOI document and with full understanding to its implications for better understanding all Bidders are requested to attend the Pre-Eoi Meeting.

Potential bidder should visit IMU-KC and do site survey at all locations with written request and prior appointment.

The procedure for two-stage tendering shall include the following, namely:

1. In the first stage of the tender process, the procuring entity shall invite Eoi bids containing the broad objectives, technical and financial qualification criteria, terms, and conditions of the proposed procurement, etc., without a bid price. On receipt of the Expressions of Interest, manufacturers/suppliers, which are prima facie considered technically and financially capable of supplying the material or executing the proposed work, shall be shortlisted.
2. Thereafter, technical discussions/presentations may be held with the short-listed manufacturers/suppliers, giving equal opportunity to all such bidders to participate in the discussions. During these technical discussions, the procurement agency may also add other stakeholders who could add value to the decision-making on the various technical aspects and evaluation criteria. A proper record of discussions/presentations and the process of decision-making should be kept.
3. Based on the discussions/ presentations so held, one or more acceptable technical solutions could be decided upon by laying down detailed technical specifications for each acceptable technical solution, quality benchmarks, warranty requirements, delivery milestones, etc., in a manner that is consistent with the objectives of the transparent procurement. At the same

time, care should be taken to make the specifications generic in nature to provide equitable opportunities to the prospective bidders.

4. In revising the relevant terms and conditions of the procurement, if found necessary because of discussions with the shortlisted bidders, the procuring entity shall not modify the fundamental nature of the procurement itself;
5. This Expression of Interest (EOI) is 'Non-committal' in nature and is issued with no commitment. This Non-Committal Expression of Interest (EOI) is for the knowledge of the vendor base and finalisation of details scope of work, appropriate financial involvement, modality and level of deployment of resources, specification of equipment/works/services and execution period. After finalisation of details scope of work, appropriate financial involvement, modality and level of deployment of resources, specification of equipment/works/services and execution period, further tendering process may be done and in that case will not be restricted only to the shortlisted bidders of this EOI and normal bidding will be done.

**FORMATS FOR SUBMISSION:**

The same shall be submitted after filling all the necessary information within the due date and time along with the proposals. Interested parties may furnish their response to EOI in sealed envelope quoting our reference IMU-KC/PUR/EOI/01-2025 on or before 30 June 2025 [14:00hrs] to the following address

**“Campus Director,  
Indian Maritime University- Kolkata Campus  
P-19, Taratala Road,  
Kolkata-700 088.”**

## **QUALIFICATION / ELIGIBILITY CRITERIA FOR POTENTIAL BIDDERS:**

The bidder should be an indigenous manufacturer of the Solar PV Systems or experienced contractor in the field of Solar PV Power Plant.

AND

The bidder fulfils the terms and conditions of eligibility as an indigenous manufacturer of Solar PV Systems in accordance with the guidelines of Ministry of New and Renewable Energy, Government of India.

Downloading of EOI Documents by any Bidder shall not construe that such Bidder is considered to be qualified. Transfer of EOI Documents downloaded by one intending bidder to another is not permissible.

### **Amendment to EOI Documents**

At any time prior to the deadline for submission of Eols, IMU Kolkata Campus may for any reason, whether at its own initiative, or in response to the clarifications requested by the prospective Bidders, amend the EOI documents. The amendment will be notified only on CPPP. In order to afford prospective Bidders reasonable time in which to take the amendment into account in preparing their Pre-Qualification Bids, IMU Kolkata Campus may, at its discretion, extend the deadline for the submission of bids, if required.

Any addendum/corrigendum/extension, if required, will be hoisted only on CPPP. Bidder is requested to visit the above website regularly for any amendment/ addendum / corrigendum / extension till opening of the Bids. It will be assumed that the information contained therein will have been taken into account by the Bidder in its Eol.

### **Period of Validity of Bid & Language of Bid**

1. Bids shall remain valid for a period of 120 days from the closing date prescribed by the IMU Kolkata Campus for the receipt of Bids. The Bids valid for a shorter period shall be rejected by the Employer as being nonresponsive.

2. In exceptional circumstances, the Employer may solicit the Bidder's consent to an extension of the Bid validity period. The request and responses thereto shall be made by e-mail. A bidder granting the request will not be required nor permitted to modify its Bid.

3. The Bid prepared by the Bidder and all correspondence and documents related to the Bid exchanged between the Bidder and the Employer shall be written in English language, provided that any printed literature furnished by the Bidder may be written in another language, as long as such literature is accompanied by a translation of its pertinent passages in English language in which case, for purposes of interpretation of the Bid, the translation shall govern.

### Modification and Withdrawal of Bid

The Bidder may modify or withdraw its Bid after submission, prior to the deadline prescribed for Bid submission. No Bidder will be allowed to withdraw or modify the Bid after deadline of submission.

Bidder's modifications of Bids after submission shall be prepared, sealed, marked as "Bid Modifications" and shall be address to the Campus Director at the address given in the bid document and bear the package name, EOI Number. The Bid modification notice shall be accompanied with valid authorisation to request such modification.

### General Conditions & Methodology:

1. Bidders can submit duly filled in Bids, along with all relevant documents as asked in this EOI.
2. The Applicant shall bear all cost associated with the preparation and submission of its Bid for this EOI and IMU Kolkata Campus will in no case be responsible or liable for these costs, regardless of the conduct or outcome of the bidding process. The application that are incomplete in any respect or those that are not consistent with the qualification requirements as specified in this document or those that do not adhere to formats, wherever specified will be considered non-responsive and liable for rejection and no further correspondence will be entertained with such applicants.
3. Canvassing in any form would disqualify the applicant.
4. A single firm /company may submit one application only.
5. The applicant must submit Company registration certificate in case of Company and partnership deed in case of partnership firm or affidavit in case of sole propriety firm.
6. Bid should not contain any price content entry.
7. IMU Kolkata Campus reserves the right to reject any or all Bids or cancel/ withdraw this EOI without assigning any reason whatsoever and in such case no bidder/intending bidder shall have any claim arising out of such action.
8. The EOI shall be governed by and interpreted in accordance with laws in force in India.
9. In case where the business firm happens to have been banned / suspended by any establishment of Central Government / State Government / CPSU / State PSU / Autonomous Bodies and the ban / suspension is still in force on the date of bid opening, the offer of the business firm / authorised agent/ distributor / dealer / affiliates shall not be considered and in such case no bidder / intending bidder shall have any claim arising out of such action.

## TECHNICAL ELIGIBILITY FORMAT

All pages of the Technical Format shall be organized section-wise, annexed with proof documents, serially numbered shall be attached.

### 1. General Particulars of Supplier

SL.	PARTICULARS	TO BE FUNISHED BY THE SUPPLIER
1	Name of Supplier/Firm	
2	Postal Address	
3	E-mail address for communication	
4	Telephone No.	
5	Name, designation, address, contact number and Email of the representative of the Supplier to whom all references shall Be made.	
6	Nature of the firm (Individual/ Partnership/Consortium/ Pvt. Ltd /Public Ltd. Co. /Public Sector, etc.) Attach attested copy of Registration & Partnership deed/ Memorandum of Association.	
7	PAN NO. (Copy of certificate to be enclosed)	
8	GST No. (Copy of certificate to be attached)	
9	Name and address of the Indian/foreign collaboration if any.	
10	Has the Supplier/firm ever been debarred by any institution for undertaking any Work?	

### 2. Details of Experience

Please fill in information about grid connected/off grid Solar PV Systems installed in the last three years.

SL. NO	Description	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25
1	Grid Connected Solar PV Plants in KWp				

Signature of the authorised person:

Name of the authorised person:

Designation:

Name and Address of Supplier:

Stamp of Supplier

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