

EXPRESSION OF INTEREST FOR EMPANELMENT OF THIRD-PARTY ASSESSORS FOR IMPLEMENTATION OF ECBC IN MAHARASHTRA

Request for Proposal for Empanelment of Architects/Mechanical/ Civil/ Electrical/Energy/ Environmental Engineers as Third-Party Assessors for “Implementation of ECBC in the State of Maharashtra”

1. Introduction

This Expression of Interest (EOI) is being issued for empanelment of Architects, Mechanical, Electrical, Civil, Energy and Environmental Engineers, as Third-Party Assessors (TPAs) for implementation of Maharashtra Energy Conservation Building Code (MH ECBC) in Maharashtra. TPAs will be empanelled with the State Designated Agency, Energy Department, and Government of Maharashtra.

As per the Energy Conservation Act 2001, the Bureau of Energy Efficiency (BEE) has developed the Energy Conservation Building Code (ECBC) as a designed intervention for commercial building to harness the energy saving potential. The Bureau of Energy Efficiency updated the ECBC code in 2017 has taken initiatives in implementing ECBC across the country. The Bureau of Energy Efficiency (BEE) and Government of India have notified the Energy Conservation Building Code (ECBC) Rules, 2018 date 13-02-2018. As per the EC Act 2001, State Government has powers under section 15(a) to amend it as per the local and regional requirement. The Government of Maharashtra is in the process of implementing this Code as per the climate zones in Maharashtra. The draft is with GoM for approval.

In order to implement the Energy Conservation Building Code, there is a requirement of Energy Conservation Building Code auditors (building)/ ECBC Master Trainers/ Third Party Assessors for the scrutinization and verification of buildings, to inspect the compliance forms & compliance documents, verify the energy performance ratio during the design, construction & completion stages & issue the required certificates as per the forms notified by the Maha ECB Rules 20XX.

A TPA (Third Party Assessor) would check building design for compliance with ECBC norms and certify the design submitted by building owner or developer in three stages – one, before construction of building, second, during construction and third, after construction of building. Based on certification by TPAs, permissions will be granted in two stages – once at design approval stage, second, after completion of construction, prior to occupancy of the building.

Therefore, State Designated Agency, Energy Department, Government of Maharashtra is inviting an expression of interest from eligible individuals to empanel them as TPAs for ECBC compliance in the State of Maharashtra.

Last Date for Submission of EOI: 15:00 hours (IST) on 31st March, 2024

For any clarification, you may contact:

1. Nodal Officer for State Designated Agency, Maharashtra
General Manager (Energy Conservation), MEDA

a. Tel: +91 8446790661

b. Email: gme@mahaurja.com

2. Manager (Energy Conservation), MEDA

a. Tel: +91 9146196009

b. Email: eee@mahaurja.com

2. Critical information

| | |
|----------------------------|---|
| Availability of EOI | 26.03.2023 |
| Last date for receipt | 31.03.2024 |
| Place of opening of EOI | MEDA office, Pune |
| EOI should be addressed to | Director General MEDA |
| Contact Person for queries | General Manager (Energy Conservation) State Designated Agency, Maharashtra |

3. EOI Details

State Designated Agency, Maharashtra, is desirous of empanelling individuals and firms as TPAs for compliance verification as part of implementation of ECBC in Maharashtra.

This Request for Expression of Interest (EOI) is addressed to Qualified and Experienced Architects registered with the Council of Architecture, India (COA), MEP consultants, Energy Auditors (Building) and Environmental design professionals as per the primary eligibility criteria given in this document. Eligible applicants must submit their proposals strictly as per the prescribed procedure and formats. MEDA at its sole discretion reserves the right to summarily reject applications that are incomplete and/or where submittals are not as per prescribed format until ECBC Building Energy Auditors are listed/notified by the BEE.

Objective

The objective for empanelment of ECBC Expert Professionals/Firms is to provide technical support to various commercial buildings which would be ECBC compliant which includes compliance check with the minimum energy efficiency levels as per the ECBC 2017.

4. Evaluation Criteria

The Professionals/Firms submitting applications should fulfil all the following criteria:

4.1 For Firms:

1. It should be registered/incorporated in India.
2. Minimum annual turnover of INR 25 Lacs or its equivalent in last three (3) years
3. Minimum 5 years of relevant work experience (as on last date of application mentioned) in the area of energy efficiency in buildings.
4. The firm should have at least one (1) BEE Certified Professionals viz. ECBC Master Trainer/ECBC Expert/GRIHA Evaluator or Trainer/IGBC AP etc and one (1) BEE certified Energy Auditor (Building).
5. The firm should have completed at least 7 projects in the areas related to Green Rating (IGBC, LEED & GRIHA) or compliance for minimum 10 energy credits projects in the green certification.
6. It should not be black-listed by any Central / State Government / Public Sector Undertaking in India.

4.2 For Professionals:

1. Qualified Architect registered with the Council of Architecture, India (COA) or BE/B.Tech (Mechanical/ Electrical/ Civil/ Environmental) or Masters (ME/M.Tech) in the (Mechanical/ Electrical/ Civil/Energy/ Environmental).
2. Minimum 5 years of relevant work experience (as on last date of application mentioned) in the area of energy efficiency in buildings.
3. The professional must have completed minimum 3 projects in the areas related to Green Rating (IGBC & GRIHA) or compliance for minimum 5 energy credits projects in the green certification.

4. Must have at least one of the certifications namely; ECBC Master Trainer/ECBC Expert/GRIHA Evaluator or Trainer/IGBC AP or BEE certified Energy Auditor (Building).
5. Experience in working with the ECBC Cell of **any state** may be used as an additional qualification and can be exempted from the above criteria.
6. Not be involved in any major litigation that may have an impact affecting or compromising the delivery of services as required under this contract.

Note:

- i. If firms/professionals do not meet any of the above listed criteria, their application will not be considered for further empanelment.
- ii. The firms/professionals meeting above listed criteria are required to submit evidence in support – otherwise application may be disqualified.
- iii. The application format is as per Annexure-1. Also, it is available on the BEE.
- iv. All such ECBC Experts/Firms (including the existing ones) would be empanelled for a period of **two (2) years**.

5. Empanelment Fee

- **For Firm** - Rs.25,000/- (Rupees Twenty Five Thousand only) payable at Maharashtra Energy Development Agency, Pune towards empanelment fee.
- **For Professional** - Rs.10,000/- (Rupees Ten Thousand only) payable at Maharashtra Energy Development Agency, Pune towards empanelment fee
- The empanelled fee who is not meeting the eligibility criteria shall be returned within one month after the final scrutiny of the applications.
- No interest is payable on the empanelment fee.
- The above processing fee is non-refundable.

6. Security Deposit fee

- The applicant shall submit **Rs.50,000/-** as security deposit to MEDA which will be refundable after the time period of TPA over.

7. Validity of TPA

- The validity of TPA will be 2 years from the date of registration issued by MEDA.

8. Submission of documents

Firms/professionals should furnish complete documentary evidence in support of qualification and experience:

- a. Qualification Certificates of individuals
- b. Detailed Profile/ Experience certificates
- c. Documentary evidence in support of the green building project where he/she has worked on energy credit and has demonstrated compliance through IGBC or LEED or GRIHA or ECBC or any other equivalent rating in last **five years**.
- d. In addition to above, references and certificates that are submitted to support various claims regarding the work experience etc. should be self-attested.

Proposal submission details

The proposal shall constitute the following:

- a. An ENVELOPE containing the proposal spiral bounded/ bonded as per the format prescribed in ANNEXURE-A.
- b. The same envelope shall also contain all the supporting documents as specified in ANNEXURE B.

- c. The envelop shall be super scribed as “Proposal– Application in Response to EOI for EMPANELMENT OF ARCHITECTS / MEP / CONSULTANTS /ENERGY AUDITORS (BUILDING)/ CIVIL ENGINEERS / ENVIRONMENTAL DESIGN PROFESSIONALS AS THIRD-PARTY ASSESSORS FOR IMPLEMENTATION OF ECBC IN THE STATE OF MAHARASHTRA”.
- d. RTGS of Rs.25,000/- for firms or Rs.10,000/- for professionals payable to-
Name- Maharashtra Energy Development Agency,
Bank Name- State Bank of India,
Branch- Pune University Branch,
Account No- 52090 5874 59
Account type- Saving Account
IFSC Code- SBIN0007339
(RTGS receipt of empanelment fee shall be enclosed separately)
- e. The proposals in response to EOI complete in all respect as prescribed with all supporting documents may be sent to the specified address by registered post / speed - post /courier.
- f. The complete proposals as above must reach the below address on or before date:2023

"Maharashtra Energy Development Agency",
Opposite Spicer College, Next to Commissionerate of Animal Husbandry,
Aundh Road, Pune-07

7. Selection Process

The selection process consists of stages as described briefly in the following paragraphs:

- a) For the purpose of screening and evaluation, the General Manager (Energy Conservation), SDA, Maharashtra will form a team/ an Expert Committee whose decision shall be final and binding on all. Applications will be screened for the primary eligibility criteria given in this EOI. Applicants found eligible will be considered for empanelment.
- b) The applicants found eligible as per the eligibility criteria shall be further evaluated for their experience and capabilities, by allocation of marks for various criteria.
- c) For the purpose of evaluation of work experience minimum of one building project completed shall be considered.
- d) Details of these projects such as Project Information document, Energy Simulation Report, role of the consultant supported by documents etc. shall be submitted along with the drawings and designs of ongoing / completed building works.

8. General Conditions

- a) MEDA takes no responsibility for delay, loss or non - receipt of the proposals sent by post/courier.
- b) MEDA takes no responsibility for any expense incurred by any Applicant in connection with the preparation & delivery of the proposals.
- c) All dates, place and time are subject to change and the latest information and clarifications, if any, shall be posted on MEDA website
- d) Applicants are advised to visit the website regularly.

- e) MEDA reserves the right to complete the primary eligibility check based on details furnished in the application without seeking any additional information.
- f) Any queries, discrepancy, error, ambiguity in the EOI and its contents must be brought to the notice of MEDA in writing through the speed post /registered post within 10 days of the date of issue of this EOI. MEDA reserves the right not to entertain and/or answer any communication.
- g) No individual response shall be given to any of the communication. Response to all queries, clarifications, corrigendum, and addendum shall only be posted on the website of MEDA.
- h) Applicants shall submit all documents in the form and manner specified.
- i) MEDA reserves the right to seek more details regarding the proof of qualifications, experience and capabilities of the key personnel.
- j) MEDA reserves the right to reject any or all applications/proposals without assigning any reason thereof.
- k) The documents and other information provided by MEDA or concepts and material submitted by the Applicants to MEDA shall remain or become the property of MEDA.
- l) All Applicants are to treat all information provided as strictly confidential.
- m) MEDA reserves the right to amend, alter, modify, add and/or delete in part or full any requirements or terms and conditions contained in the Request for Proposal including, but not limited to, the deadlines for submission, the submission requirements, and any other information, at any time during the selection process, which shall be binding on all applicants.
- n) MEDA reserves the right to issue corrigenda and addenda, at any stage of the selection process, to this Request for Proposal which shall be binding on all applicants.
- o) MEDA reserves the right to cancel or withdraw this Request for Proposal at any time.
- p) Applicants are requested not to seek any extension in due date of submittals at any stage.

Disqualifications: MEDA may, at its sole discretion and without assigning any reasons whatsoever reject any application at any stage of the selection process and/or debar the applicant and/or terminate the agreement with the architect selected through this process, if:

- i. The Applicant has made misleading statements; or any of the documents / certificates as submitted are found to be fabricated or false; or a material misrepresentation is made or discovered; or the Applicant does not provide the responses sought by MEDA within the stipulated period.
- ii. The applicant submits a proposal that is incomplete or not accompanied by such documents as are required by MEDA; or the applicant fails to provide clarifications related thereto, when sought.
- iii. The applicant fails to submit document(s) that are sought as a part of this EOI, strictly in the form and manner specified by MEDA.
- iv. The applicant has been declared ineligible by the Government of India/State/UT Government / public sector organization / autonomous institution / university for corrupt and fraudulent practices, or blacklisted;

All provisions in this document are supplementary and complementary to each other and are not to be read in isolation.

ANNEXURE- A
Proposal

To,
The Director General,
Maharashtra Energy Development Agency,
Opposite Spicer College, Next to Commissionerate of Animal Husbandry,
Aundh Road, Pune-411007.

Sub: Proposal for empanelment of Third Party Assessors for implementation of ECBC in Maharashtra

Sir,

With reference to your EOI no. XXXXXXXXXX datedfor “Empanelment of Architect/MEP consultant / Civil Engineer / Environmental Design professional as Third Party Assessors (TPAs) for implementation of ECBC in Maharashtra”, I wish to apply to MEDA as Architect /MEP Consultant Civil Engineer/Environmental Design Professional.

| S. No. | Particulars | Details | | | | |
|--------|--|-----------|----------|----------------|----------------------|--------|
| A | Name of the Individual / Firm (in BLOCK Letters) | | | | | |
| B | Nature of the firm/individual and specialization (tick the relevant option) | Architect | Engineer | Energy Auditor | Environmental Design | Others |
| | | | | | | |
| C | Contact Details –I (Personal) | | | | | |
| | Name | | | | | |
| | Address | | | | | |
| | Phone No. | | | | | |
| | Mobile No. | | | | | |
| | E-mail ID | | | | | |
| D | Contact Details-II (Office) | | | | | |
| | Name of Organisation | | | | | |
| | Address | | | | | |
| | Phone No. | | | | | |
| | Email ID | | | | | |
| | Website | | | | | |
| E | Number of building projects where the individual has worked on Energy credit and has demonstrated compliance through LEED or GRIHA or ECBC or any other equivalent code in last five years | | | | | |

| | | |
|---|--------------|--|
| F | RTGS Details | |
|---|--------------|--|

Further, I hereby certify that:

I have read the provisions of all the clauses and confirm that notwithstanding anything elsewhere to the contrary, the stipulations of all clauses of EoI are acceptable to me and I have not taken any deviation to any clause.

I further confirm that any deviation to any clause of EoI found anywhere in my bid, shall stand unconditionally withdrawn.

Date:

Place:

Signature:

Full Name:

Designation:

ANNEXURE- B
List of documents to be attached

| S.No | Particular | Attached (Y/N) |
|-------------|---|-----------------------|
| 1. | CVs of the personnel mentioned in primary eligibility criteria | |
| 2. | For firms, registration details | |
| 3. | If architect, COA Registration certificate | |
| 4. | If MEP Consultant/Civil Engineer –Degree certificates | |
| 5. | Experience Certificates | |
| 5. | Reference letters | |
| 6. | If GRIHA/LEED professional –LEEP AP/IGBC AP /GRIHA certificates | |
| 7. | Energy Simulation Reports | |
| 8. | Drawings/Designs of building works completed (Energy simulation or energy credit details are appreciated) | |