

Call for Expression of Interest (EOI)

For

**Selection of accelerators for dissemination and setting
up of e-waste recycling CFCs
(Common Facility Centers)
For the informal sector under the MSME-CDP (Cluster
Development Program)
Scheme of M/o MSME, GoI**

November 2024



CENTRE FOR MATERIALS FOR ELECTRONICS TECHNOLOGY (C-MET)

(Scientific Society, Ministry of Electronics and Information Technology (MeitY), Govt. of India)

IDA PHASE – III, CHERLAPALLY, HCL (PO), HYDERABAD – 500 051

Phone: +91-40-27265587, 27267006, 27261658 Web: www.cmet.gov.in



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INVITATION FOR EXPRESSION OF INTEREST

C-MET invites Expression of interest from firms/agencies/institutes for “***Selection of accelerators for dissemination and setting up of e-waste recycling CFCs (Common Facility Centers) for informal sector under the MSME-CDP (Cluster Development Program) scheme of M/o MSME, GoI***” under MeitY sponsored project titled “Informal Sector Capacity Building Upgradation with Formation of Recycling Clusters and Enabling Technology for Recovery of Resources from Electronic Waste there by Promoting Resource Efficiency and Circular Economy”.

The EOI Document can be downloaded from the CPP Portal and the C-MET website, www.cmet.gov.in.

S. No.	Particular	Date	Time
1.	EOI Uploading Date	15/11/2024	10.00Hrs
2.	Pre-bid / Clarification Meeting (Hybrid Mode)	25/11/2024	11.00Hrs
3.	EOI Submission Start From	18/11/2024	10.00Hrs
4.	Last date for submission of EOI	10/12/2024	17.00Hrs
5.	EOI opening on	11/12/2024	16.00Hrs

Sd/-
Director

1. INTRODUCTION:

The Ministry of Electronics and Information Technology (MeitY), Govt. of India wishes to implement the framework of circular economy in WEEEs as mandated by the NITI Aayog. In this context, it is important to enhance the recycling infrastructure in the country. The informal sector in e-waste recycling is a key road block to institutionalizing a circular economy frame work in the electrical and electronics sector. The formalization of the informal sector must be taken up across the country to ensure that secondary raw materials are made available for reuse and/or recycling. This will enhance the reuse of secondary raw materials for manufacturing and production of new materials, thereby ensuring the country's manufacturing growth. Furthermore, livelihood benefits will accrue to the formalized informal actors. The “Strategy for Resource Efficiency and Circular Economy in the Electrical and Electronics Sector in India- Action Plan” highlighted the need for the informal sector to have access to recycling technologies, finance and land to formalize. In this context, the Cluster Development Program of the MSME ministry is the best available option to ensure that financial support and Technology can be made available to develop the common facility centres to formalize the informal sector. Though environmentally benign e-waste recycling technologies are developed by National Laboratories such as C-MET, CSIR-NML and LARPM-CIPET, direct transfer of recycling technologies and setting up of facilities for the same to the informal sector are not possible due to lack of access to informal players and other intricacies involved. Hence, an external agency conversant in cluster formation with adequate experience working with the informal sector, hereafter referred to as an accelerator, is required. Accelerators need to work closely with the state governments to avail land for the setting up common facility centres, identify informal players and translate them into clusters, and attract funding under the CDP scheme from M/o MSME.

To address the task of formalizing the informal sector in e-waste management a project entitled “Informal Sector Capacity Building Upgradation with Formation of Recycling Clusters and Enabling Technology for Recovery of Resources from Electronic Waste thereby Promoting Resource Efficiency and Circular Economy,” has been awarded to Centre for Materials for Electronics Technology (C-MET) Hyderabad, Central Institute of Petrochemicals Engineering & Technology (CIPET), Bhubaneswar and CSIR-National Metallurgical Laboratory (CSIR-NML), Jamshedpur by Ministry of Electronics and Information Technology, (MeitY), Government of India. It involves disseminating technology for recycling printed circuit boards & WEEE plastics through setting up common facility centres for e-waste recycling in clusters of micro-entrepreneurs. Accelerators are responsible for disseminating the e-waste management rules and scientific ways of dismantling & recycling to 15000 informal recyclers and are encouraged to form clusters. The technology dissemination would be done through “Accelerators,” who will be responsible for setting up these clusters in different states of the country. Accelerators are responsible for setting up 30 such clusters and assisting them in preparing necessary documents to obtain financial assistance from the MSME ministry, then setting up infrastructure and process facilities for recycling technologies and hand-holding to achieve sustainability.

The formation of 30 such clusters is envisaged in the project across the country in different states. Accelerators shall also absorb technologies developed at three laboratories (C-MET, NML and CIPET) and establish the facilities at each cluster with the help of the MSME – CDP program of *M/o MSME, GoI* and handhold the clusters to achieve sustainability.

- 2. Major objective of the work to be executed:** The main object of the accelerators shall be setting up of e-waste recycling CFCs, in clusters* of informal actors, in different states of the country. Accelerators shall identify the informal actors, provide awareness and training on E-Waste recycling and formalize them as cluster with absorption of technologies developed at three laboratories (C-MET, NML and CIPET) and establish the facilities at each cluster with the help of the MSME – CDP program of M/o MSME, GoI and handhold the clusters to achieve sustainability. Accelerators shall facilitate the selected informal actors for getting grant and support from M/o MSME for setting up of CFCs in the cluster.

The accelerator shall also ensure completion of the following activities:

- Apply for transfer of technologies developed by C-MET/NML/CIPET to get a blueprint of the technology (the technologies available for accelerator for training after technology absorption are mentioned in section 3).
- Apply for Consent for Establishment in respective SPCBs.
- Budget/investment/material flow/action plan/regulatory norms/license etc.
- Apply for consent to operate and authorization and registration from respective SPCBs. Registration from CPCB on the EPR portal and all other permissions if any.
- Hand-holding the cluster until stabilization of the process.

***Note: One cluster comprise of minimum 25 micro-entrepreneurs.**

3. Major scope of work

- i) Accelerators shall identify minimum of 75 informal sector clusters in 30 different states including union territories of the country and formalize at least 30 clusters from different states and mobilize them for setting up formal e-waste recycling CFCs in each state of identified clusters. In summary, accelerators shall form total of 30 CFCs in different states through identified clusters.
- ii) Accelerators shall submit the state government interest (consent and clearance) for setting up of aforementioned clusters with formal e-waste recycling CFCs.
- iii) Accelerators shall ensure the authorization/registration of identified informal actors with respective SPCBs as recyclers of e-waste.
- iv) Accelerators shall select the master trainers at different states and provide training using the content provided by C-MET/NML/CIPET on e-waste dismantling, segregation and value chain identification of all e-waste items listed in E-Waste Management Rules, 2022 (Contents including manuals, posters, development of scripts for videos, PowerPoint presentations and video recordings etc. will be provided by the C-MET/NML/CIPET).
- v) Accelerators shall provide hands-on skill development training on e-waste dismantling, segregation and value chain identification of all e-waste items listed in E-Waste Management Rules, 2022 through master trainers and ensure training to minimum of 15000 people from identified informal actors (party shall provide the details of trained people along with the details of the training programmes conducted like the dates/schedule/venue/town or city etc. in the closure report).
- vi) Accelerators shall select minimum of 50 master trainers for handholding training 15,000 informal operators.
- vii) Accelerators shall provide skilling and certification to trained informal actors

- viii) Accelerators shall hand-hold the trained informal actors till their formalization to micro entrepreneurs with CFCs having common recycling technologies.
- ix) Accelerators shall conduct at least 300 numbers of national level workshops for upgradation of informal sector for the formalization.

Note: Major tasks to be achieved under award of one cluster formation are a) training of a minimum of 500 informal persons via a minimum of 10 workshops b) identification of three potential locations for cluster formation, c) formalisation of one cluster: formation of SPV, obtaining necessary approvals from state government and grant from M/o MSME under CDP, infrastructure development, approvals from pollution control boards and handholding

4. Role and Responsibilities of Accelerators

4.1. Skill and capacity building

- a) Develop implementation plan-**Accelerators shall develop and submit the complete implementation plan for cluster formation at identified locations with State Govt. clearances. This shall include all the components like stakeholder consultation, the scope of setting up clusters, availability of land, state-level support, and technology transfer and infrastructure development.
- b) Mobilization and awareness-**Accelerators shall mobilize the identified informal actors and bring them together for setting up formal e-waste recycling CFCs in the selected locations. Accelerator shall develop a sustainable business model for the established CFCs.

Setting up e-waste Recycling facilities for training- The accelerator has to set up facilities to impart training to the selected informal actors. These training facilities shall be taken as the in-kind contribution to the programme. Accelerators can also utilise facilities available at NIELIT Gangtok, Panjab University, Chandigarh and C-MET Hyderabad on a payment basis through mutually agreed terms and conditions.

4.2. Skilling and training

- a) Training of master trainers-**Accelerators shall select at-least 50 master trainers with relevant educational qualifications and experience, to engage them for imparting training to informal actors. The accelerators shall organize a 5-day training program for this purpose. These master trainers will be on-boarded by the accelerator and will engage in mobilization, awareness, and training of informal actors at the selected locations under the program. The selected candidates shall register themselves on the “E-waste Kaushal Vikas” platform of C-MET Hyderabad. Accelerators shall hand-hold the trained informal actors through master trainers till their formalization to micro entrepreneurs with CFCs having common recycling technologies.
- b) Training of informal actors -** Accelerators shall conduct at-least 300 national level workshops after the mobilization the informal actors in selected locations, where clusters will be formed. The batch-wise 5-days training programs shall be organized to equip informal actors with the necessary skills to dismantle and segregate e-waste safely. The training shall focus on the dismantling procedure of all e-waste items listed in e-waste rules- 2022, e-waste management rules, cluster development process, business model, registration process in

MSME portal to make them micro-entrepreneurs and formation of Special Purpose Vehicles (SPVs). Accelerator shall provide certification to trained informal actor and ensure their registration as micro-entrepreneurs in the Udyam Portal of M/o MSME.

- c) **Cluster formation**-Accelerators shall ensure that the trained and registered micro-entrepreneurs in the Udyam portal of M/o MSME shall form clusters in a specified location. Accelerators shall ensure the formation of clusters and setting up the formal e-waste recycling CFCs in 30 states of the country under the Cluster Development Program at 30 different identified clusters. Accelerators shall also absorb technologies developed at three laboratories (C-MET, NML and CIPET) through cluster units/micro-entrepreneurs under a suitable revenue model and establish the facilities at each cluster with the help of the MSME – CDP program of M/o MSME, GoI and handhold the clusters to achieve sustainability. Technology developed at three laboratories (C-MET, NML and CIPET) will be available for the accelerators for training after technology absorption by cluster units/micro-entrepreneurs from the identified informal actors are as follows;

- i) Developed PCB recycling technology (100 to 300 Kg/day) for the recovery of copper, silver and gold using pyrometallurgical routes. (C-MET)
- ii) Developed WEEE plastics recycling technology (100 to 400 Kg/day) for converting value added plastics master batch will be reported under this program. (CIPET)
- iii) Developed scale-up process to treat the PCBs (100 to 300 Kg/day) for the recovery of copper, silver and gold using pre-treatment followed hydrometallurgical routes. (NML)

C-MET, CIPET and NML will train the selected manpower of the technology absorbers on the developed technologies to be established in CFCs.

The accelerators will select 30 engineers with relevant educational qualifications and experience. C-MET, CPET and NML will train these engineers on the technology transferred to the selected locations. These engineers will hand-hold the technology to the SPVs which will be formed under CFC-CDP.

Note: For each cluster, a minimum of 25 micro-entrepreneurs (depending on the MSE-CDP criteria of M /o MSME) will be required who will come together and make SPV for setting up Common Facility Centre (CFC).

4.3. Formation of SPV

The accelerators shall facilitate all the required documentation for the formation of SPV.

The SPV will be a company registered under section 8 of Companies Act, 2013, which will be not-for-Profit Company. The SPV will take care of all the management work under CFC-CDP. The accelerators shall also provide advisory services to SPV for setting up a common facility centre under the CDP program. The accelerators shall provide support for the following activities:

- ❖ Land allotment detail by DIC to SPV and paperwork and formalities for land
- ❖ CDP-CFC setup Infrastructure (Building) development for facility
- ❖ Developing the business model
- ❖ Regulatory compliances

Facilitation for getting grant and support from M/o MSME-

Accelerators shall help develop all the documents including the diagnostic study report and detailed project report which will be submitted to M/o MSME for getting the grant for technology set-up in the cluster. The accelerator shall also engage in the following activities:

- ❖ Apply for transfer of technologies developed by C-MET/NML/CIPET to get a blueprint of the technology
- ❖ Apply for Consent for Establishment in respective SPCBs
- ❖ Budget/investment/material flow/action plan/regulatory norms/license etc.

Establishment of facilities, technology demonstration and handholding

- ❖ Accelerators shall assist SPV to establish recycling facilities
- ❖ Technology demonstration and training of manpower
- ❖ Apply for consent to operate and authorization and registration from respective SPCBs. Registration from CPCB on the EPR portal and all other permissions if any.
- ❖ Handholding of the cluster until stabilization of the process

Self-sustenance of Clusters

The accelerator shall oversee the operation and handholding of the SPV for the upcoming 24 months after establishment. The accelerators shall facilitate the monitoring and strategy design for the sustainability of the business and compliances under the CFC. Accelerators shall also engage with the relevant stakeholders to upscale the business on behalf of SPV.

5. Technical requirements

- The selected accelerators need to demonstrate that they understand the cluster development program of the MSME ministry before the committee selects them.
- The accelerators expressing interest should have experience in cluster development, capacity building in waste management
- The accelerators must have a presence in the waste management sector, preferably in e-waste sector/ solid waste management and should have worked demonstrably with the informal sector
- The accelerators must be able to show sufficient human resources in the states to be able to take up the assignment and deliver within a time frame
- The accelerators should have presence/experience in more than one state

a) SELECTION CRITERIA:

The firms/agencies/institutes applying as accelerators are expected to have the following:

- The accelerator must have experience working in the waste management sector for at least five years of which key aspects of the work (at least 2 of the following) will have to be in the areas of

- Awareness and capacity building in waste management sector
- Expertise in the waste recycling
- Formalization of individuals/institutions/agencies in operations relevant to the electronic/plastic/solid waste management.
- Demonstrated technical expertise in providing training to individuals/institutions/agencies in electronic/plastic/solid waste management.
- Advisory support to stakeholders in the electronic/plastic/solid waste value chain on implementation of rules, EPR, channelization of material, resource efficiency, circular economy
- The accelerator must have a presence in more than one state in the country and would have established links with stakeholders
- The accelerator must be able to present a proposal on the key steps to be undertaken for the formalization of the informal actors and integration in the CDP scheme.
- The accelerator must have worked with government/private agencies on required technical and technological skills through training to the stakeholders.

b) Instructions to Bidders & Eligibility Criteria:

Qualifying Requirements:

The bidder has to meet the following criteria for validation of their EOI.

- The firms/agencies/institutes should be registered firms/agencies/institutes in India.
- The firms/agencies/institutes must be working in the field of providing training/ awareness programs
- The firms/agencies/institutes must be of Indian origin.
- The firms/agencies/institutes must have worked with government agencies on similar kinds of projects on required technical and technological skills through the development of the content.
- The firms/agencies/institutes should have successfully completed similar assignments for an accumulated value of minimum Rs 30 lakhs in the relevant sectors.
- The average annual turnover of the Bidder in the preceding three (3) financial years, as on EOI submission date, should not be less than INR 100 lakhs.
- The bidder should not be blacklisted by any Central /State Government / Public Sector Undertaking in India.

Desirable: The firms/agencies/institutes should have experience in the development of clusters/SPVs

NOTE:

1. While computing the turnover, other income shall not be considered.
2. When audited results for the last financial year as of the date of EOI Submission are not available, the financial results certified by a practicing Chartered Accountant shall be considered acceptable. If Bidder cannot submit the Certificate from practicing CA certifying its financial parameters, the audited results of three consecutive financial years preceding the last financial

year shall be considered for evaluating the financial parameters.

3. In case of orders under execution, the value of work executed till the date of EOI Submission as certified by the Client shall be considered. However, the job executed should include training, skilling, SPV formation, infrastructure creation, etc.
4. Parties meeting the maximum number of qualifying requirements will be given preference in pre-qualification.

EOIs that succeed in the above evaluation shall be qualified. However, a shortlisting of the Firm/Agency/Institute should not be construed as a contract for the proposed assignment.

6. Scrutinizing of EOIs:

C-MET would shortlist the parties in the following manner:

- a) A committee formed by the Competent Authority of C-MET would scrutinize all EOIs received and verify details as per the documents submitted for each of the qualifying criteria, including turnover, experience of key personnel, national presence, experience in conducting similar work, etc., amongst others.
- b) Apart from the criteria as given above, the information furnished by the parties on the methodology proposed to be adopted for carrying out this assignment, along with details of stakeholder interaction, will also form part of the qualifying criteria. The Screened-in firms/agencies/institutes shall be invited for a presentation to the expert committee.
- c) C-MET reserves the right to reject any party from being shortlisted without assigning any reason, and its decision will be final. No correspondence would be entertained in this regard.

Please note:

- a) EOI not received in the format or those incomplete in any respect, including non-submission of supporting documents shall be summarily rejected.
- b) C-MET shall not reimburse any costs incurred by the party on account of preparation/submission and/or any other costs incurred.
- c) C-MET may ask the firms/agencies/institutes to present at their cost to understand the methodology proposed to be adopted by the party for the assignment.
- d) The shortlisted firms/agencies/institutes would have to deposit Earnest Money Deposit (EMD) as per prevailing rates along with the EOI.
- e) Financial bids should be submitted in a separate sealed cover.

7. 7. EOI IMPLEMENTATION OF THE PROGRAM:

Duration of program: 30 months

Sr. No.	Activities	Time (months)
1	Accelerators to submit an implementation plan	0-2 months
2	Accelerators to submit state government consent and clearance for setting up of clusters for MSME	2-6 months
3. Training: Dismantling and Segregation		
3 (i)	Training for dismantling and segregation: 15,000Nos.	6-24 months
3(ii)	To create Master Trainers: 50No.s	
3(iii)	To organize workshop: 300Nos	
3(iv)	Accelerators to handhold micro entrepreneurs for the development of CFCs and integration in CDP	
3(v)	Accelerators to submit training completion report	
3(vi)	Setting up of infrastructure for training of 15,000 micro-entrepreneurs in 75 identified clusters	
3(vii)	Accelerators to submit Master Trainers list for technology handholding at 30 (Nos.) locations	
4	Accelerators to submit the complete cluster formation plan with State Govt. clearance at 30 locations	6-9 months
5	Training to Master Trainers to handhold the technologies to the informal sector (30No.s)	6-12 months
6	Submission of suitable revenue model for sustainability of clusters along with absorption of indigenous technologies developed by C-MET, CSIR-NML and CIPET-LARPM	10-18 months
7	MSME application for financial support, MSME grant clearance etc. by the implementing agencies	12-30 months
8	Authorization with respective SPCBs as recyclers of e-waste	15-30 months
9	Assisting clusters to develop infrastructure to establish CFCs and formation of SPVs	15-36 months
10	Obtain clusters operational certificate from the Accelerators and submit to MSME for financial support	18-36 months
11	Provide handholding support to clusters for a period of 24 months to ensure sustainability	-----

a) Technical proposal

1. Party shall submit an outlay of their implementation plan with details of the proposed scope of the work. It should also contain their association with professional agencies, if required.
2. Details of Infrastructural facilities to be utilized

b) Financial proposal:

Price for formation of **one cluster** should be quoted as per prescribed format.

(Annexure VIII). Price should be based on PAN INDIA basis. Price bid should be submitted separately.

Payment schedule:

- I. 30% advance payment against the submission of bank guarantee and against the submission of performance security deposit @ 10 % of the total order value (includes GST) valid under completion of the defect liability period @ 12 months + 60 days.
- II. 30 % against the submission of state government clearance and consent with location for setting up CFCs, training of master trainers on contents and training of people from identified informal actors.
- III. 30 % against the formation of SPVs and setting up of CFCs as proposed in the scope of the work.
- IV. 10 % on satisfactory completion of the assigned roles and responsibilities with documentary proof.

The performance of the Accelerators shall be assessed by a committee before releasing the payment.

Accelerators shall allow the supervision of deputed personnel by the project team during all the activities.

Payment conditions are not final. It is subjected to the scrutiny of the expert committee and competitive authority.

c) Documents to be submitted

1. Letter for EOI submission (Form 1 & 2) – Annexure I
2. Profile of the firm/agency/institute – Annexure II
3. Profile of the personnel of the firm/agency/institute who will handle the assignment – Annexure III
4. Information regarding any conflict of interests as referred to the scope of the assignment – Annexure IV
5. Details of different procedures being followed by the firm/agency/institute earlier - Annexure V
6. Previous work experience along on the letterhead of the firm/agency/institute – Annexure VI. Party shall provide the previous work orders for technical compliances.
7. Interested locations for the formation of CFCs – Annexure VII

Price bid in the prescribed format in a separate sealed cover(Annexure VIII)

Note* The price value shall only be mentioned in financial sheet as separate packet at GeM portal.

PRE-BID MEETING: A Pre-bid meeting will be held on 25.11.2024 at 1200 hours through Hybrid mode (online/physical). Interested firms are requested to inform their

intention to participate by e-mail to rajesh@cmet.gov.in and rambabu@cmet.gov.in on or before 24.11.2024 by 5 p.m. so as to arrange the meeting-link for online attendees. Parties who are interested to join for pre-bid meeting in physical mode may also confirm their participation through email in advance.

Award of work order criteria:

Four (4) agencies complying to the requirement and selected after fulfilling the criteria as mentioned in section #5 shall be empaneled with price matching to L1. The award criteria shall be

- Award the contract for creation of 12 Clusters to L1 bidder and whose financial proposal is the lowest
- Award the contract for creation of 8 Clusters, at the same price of L1 bidder, to L2 bidder whose financial proposal is the second lowest
- Award the contract for creation of 6 Clusters, at the same price of L1 bidder, to L3 bidder whose financial proposal is the third lowest
- Award the contract for creation of 4 Clusters, at the same price of L1 bidder, to L4 bidder whose financial proposal is the fourth lowest

In case, if any one L2 or L3 or L4 bidder refuses to take contract at L1 price, order to other bidders would be increased by equal quantity to make up the refused number of clusters.

In case, L1, L2, L3 and L4 is not accepting to take up the above mentioned numbers, the difference in no.of clusters shall be distributed among others.

Note: Major tasks to be achieved under award of one cluster formation are a) training of a minimum of 500 informal persons via a minimum of 10 workshops b) identification of three potential locations for cluster formation, c) formalisation of one cluster: formation of SPV, obtaining necessary approvals from state government and grant from M/o MSME under CDP, infrastructure development, approvals from pollution control boards and handholding

8. Rights Reserved:

C-MET reserves the right to modify/cancel the EOI partially or fully without assigning any reasons whatsoever and its decision shall be final and binding on all the applicants. Also, any typo graphical errors are subject to further corrections.

DIRECTOR, C-MET, HYDERABAD

Form 1: EOI Form (Covering Letter)

(To be submitted with supporting documents, if any)

(On Firm/Agency/Institute Letter-head)

(Strike out alternative phrases not relevant to you)

Firm/Agency/Institute Reference No.....

Date.....

Name

Address and Contact Details

To

The Director,

C-MET, IDA Phase – III

Cherlapally, HCL Post

Hyderabad – 500 051

Ref: [Tender Reference Number]

Sir,

Having examined the abovementioned EOI Document, we, the undersigned, hereby submit our Expression of Interest (EOI) for the performance of Services in conformity with the said EOI Document.

(Please tick appropriate boxes or strike out sentences/ phrases not applicable to you)

1) About us: We[Name of Agency/Institute], hereby certify that, We are having required experience, past performance, personnel, and financial capability, with offices.

2) Our Eligibility and Qualifications to participate: We comply with all the eligibility criteria stipulated in this EOI Document, We fully meet the qualification criteria stipulated in this EOI Document, and the relevant details are submitted along with documents in Form 2.

3) Affirmation of terms and conditions of the EOI Document: We have understood the complete terms and conditions of the EOI Document. We accept and comply with these terms and conditions without reservations, although we are not signing and submitting some of the sections of the EOI Document.

4) Abiding by the EOI Validity: We agree to keep our EOI valid for acceptance for a period up to [Date], as required in the EOI Document, or for a subsequently extended period, if any, agreed to by us.

5) Signatories: We confirm that we are duly authorized to submit this EOI and make commitments on behalf of the Institute/Agency. We acknowledge that our digital/digitized signature is valid and legally binding.

6) Rights of the C-MET to Reject EOI(s): We understand that you are not bound to accept any EOI you may receive against your above-referred EOI Document.

.....

(Signature with date)

.....

(Name and designation)

Duly authorized to sign EOI for and on behalf of [Name,
address & Seal of Firm/Agency/Institute]

Form 2: Firm/Institute/Agency information and qualification

(To be submitted as part of EOI) (On Firm/Agency/Institute Letter-head)

(Strike out alternative phrases not relevant to you)

Firm/Agency/Institute Reference No.....

Date.....

Name

Address and Contact Details

To

The Director,

C-MET, IDA Phase – III

Cherlapally, HCL Post

Hyderabad – 500 051

Ref: [Tender Reference Number]

[Note to Firm/Agency/Institute: Furnish stipulated documents supporting the fulfilment of qualifying criteria. The list below is indicative only. You may attach more documents as required. Non-submission or incomplete submission of documents may lead to rejection of the EOI as nonresponsive. Also, highlight deviations from Qualification Criteria in this Form]

1. We are a registered firm/agency/institute in India. Supporting Documents Attached as Annexure-.....
2. We have not been blacklisted by any Central /State Government / Public Sector Undertaking in India.
3. We have been working in the field of providing training/ development of contents for skilling and capacity building on dismantling and segregation of E-Waste for the last (Years)
4. We have an average annual turnover of Rs., (in words.....) in the preceding three (3) financial years as of the submission date of EOI. Authorized Certificates in this regard are attached as Annexure-.....
5. The details of previous work in the areas of e-waste management during the preceding five (05) Years as of the date of EOI submission are as under:

Sl. No	Name, address of the Firm/ agency/ institute	Nature of the project	Cost of Project exclusive of taxes	Duration of the work	Remarks if any (<i>Please attach completion certificate</i>)
1					
2					
3					

Copies of the last 3 work orders are enclosed as ready reference

.....

(Signature with date)

.....

(Name and designation)

Duly authorized to sign EOI for and on behalf of

.....

.....

[Name, address & Seal of Firm/Agency/Institute]

Profile of the firm/agency/institute

Name of the firm/ agency/institute			
Year of Registration			
Registered Office address			
Legal status			
Number of employees			
No. of branches, if any			
Turnover (Rs. lakhs)*	2023-24	2022-23	2021-22

* Supported by the audited statement of accounts. For 2023-24, a provisional certificate duly signed by an authorized signatory is acceptable

.....

(Signature with date)

.....

(Name and designation)

Duly authorized to sign EOI for and on behalf of

.....

.....

[Name, address & Seal of Firm/Agency/Institute]

ANNEXURE - III

Details of the skilled personnel of the firm/ agency/institute who will handle the assignment (separate form for each)

<u>Sl. No.</u>	<u>Particulars</u>	
1	Name of the skilled personnel	
2	Date of Birth	
3	Educational Qualification	
4	SPV/cluster development in e-waste sector, if any	
5	Training conducted with informal actors	
6	Work experience of the last ten years	
7	Special qualifications and assignments (Please emphasize those assignments that best illustrate the person's capability to handle the current assignment)	
8	Special achievements, if any	
9	Contact details	

Certification from the officer

I, the undersigned, certify that the above-mentioned particulars are correct to the best of my knowledge and belief.

.....

(Signature with date)

.....

(Name and designation)

Duly authorized to sign EOI for and on behalf of

.....

.....

[Name, address & Seal of Firm/Agency/Institute]

**INFORMATION REGARDING ANY CONFLICTING ACTIVITIES AND DECLARATION
THEREOF**

Is the firm/ agency/institute engaged in any activities which conflict with the proposed activities of the development of content for training on dismantling, segregation and value chain identification?

If yes:

Please furnish information on activities the institution is engaged in, which, in your opinion, is of a nature that conflicts with the assignment desired to be awarded'

If no:

We hereby declare that our firm/Agency/institute is not directly or indirectly engaged in any activities that can be termed as conflicting activities as mentioned in the EOI document. It is understood that any misrepresentation or misstatement in this regard shall render our organization to be disqualified from the entire process.

.....

(Signature with date)

.....

(Name and designation)

Duly authorized to sign EOI for and on behalf of

.....

.....

[Name, address & Seal of Firm/Agency/Institute]

Annexure - V

Details of procedures followed by the party in similar previous assignments

- 1
- 2
- 3

(In the company's letterhead)
PRE-QUALIFICATION CRITERIA
 (Past performance)

The firm/agency/institute should have Proof of experience in the execution of similar works in Govt. Dept, R&D organizations, PSUs or Private companies or NGOs or International agencies during the last five years ending the last day of the month before the one the application invited.

**(Work orders/work completion certificates issued on or after
 01.04.2019 to 14.11.2024 will be considered)**

Details of the previous work orders with completion certificates (only relevant to area of work elements and with order value complying to as mentioned in the qualifying requirements)

Sl. No	Details of work order	Amount of work order	Date of commencement/ completion of work	Copies of WOs* and certificates attached (Yes/No)	Remarks
01					
02					
03					

Details of the ongoing work orders with stage of completion (if any).

Sl. No	Details of work order	Amount of work order	Copies of WOs* and certificates attached (Yes/No)	Remarks
01				

- *Note: The copies of work orders & performance/completion certificates duly attested for proof of experience will be submitted along with the EOI.
- Failing to upload/provide the required documents as sought in the EOI will result in technical disqualification of the submitted EOI.

..... (Signature with date)

..... (Name and designation)

Duly authorized to sign EOI for and on behalf of

.....

[Name, address & Seal of Firm/Agency/Institute]

Interested locations to take up the activity

(Four locations in four different states)

1. Area/states in which party is interested to take up as accelerator

A: Pan India

B: Zones: Please specify

C: States: Please specify

Note: The party has to carry out the assignments on PAN INDIA basis as suggested by Evaluation committee

2. Testimonials/documents to prove the capability to carry out assignment in the specified states/locations

(Please attach details)

.....
(Signature with date)

.....
(Name and designation)

Duly authorized to sign EOI for and on behalf of

.....
.....

[Name, address & Seal of Firm/Agency/Institute]

Annexure VIII

EOI FORM AND PRICE SCHEDULE
(To be submitted in a separate sealed covered as price bid)

*** Price should be quoted for creation of one cluster.**

Name of the services:

Sl. No.	Description	Units	Unit Price (Rs.)	Amount (Rs.)
1	Training of the selected informal operators and registering as micro-entrepreneurs and registration in Udyam portal as per the implementation plan (section #7)	X1		
2	Cluster formation: SPVs, CFCs registration, submission of DPR, approval from MSME as per the implementation plan	X2		
3	Establishment of common facility centres, including recycling facilities with technologies (from CSIR-NML, LARPM-CIPET and CMET H) for clusters as per the implementation plan; approvals from pollution control board, commissioning and handholding etc.	X3		
	TOTAL			