

“The highlighted portion is the corrigendum to the previous RFP”

Request for Proposal (RFP)

For

Recycling Technologies and Material Recovery Pre-Feasibility Assessment for E-Waste, Lithium-Ion Batteries and Hazardous Plastics in e-waste

Under the project titled

Accelerating transition to a circular economy in India’s electrical and electronic sector through sustainable integrated approaches

RFP Reference Number: MeitY/UNDP/GEF-EEE/RFP-06/2026

Month / Year of Issue: July 2026



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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REQUEST FOR PROPOSAL

The Ministry of Electronics and Information Technology (MeitY), in collaboration with the United Nations Development Programme (UNDP), is implementing the project, namely “Accelerating transition to a circular economy in India’s electrical and electronic sector through sustainable integrated approaches”, with joint funding from the Global Environment Facility (GEF) and Government of India, wherein Centre for Materials for Electronics Technology (C-MET), an autonomous scientific body under MEITY is responsible for overall execution of the project. The project is a five-year initiative and aims to integrate circular economy principles in the electrical and electronic sector by implementing measures throughout the entire value chain of products till their end-of-life (including recycling and disposal) through the proposed interventions:

1. Strengthen the institutional mechanisms and develop knowledge-based interventions including design of innovative economic models
2. Improve practices, systems and technologies for the EEE Manufacturing and its Supply Chain through prevention methods and socio-technical ESM models/pilots aimed for future replication.
3. Improve the e-waste management ecosystem by deploying investments, prevention measures, infrastructures and technologies for POPs and U-POPs and heavy metals emissions/releases reduction in e-waste processing.
4. Make information and knowledge accessible, raise awareness and build networks and partnerships to facilitate knowledge sharing among the EEE sector stakeholders, national and subnational Governments, and link national action to international/global programmes on e-waste.

Sd/-

National Project Coordinator

Ministry of Electronics and Information Technology / GEF-8 Circular Economy in EEE Sector Project

S. No.	Particular	Date	Time (IST)
1.	RFP Uploading Date	27.07.2026	14.00 Hrs
2.	Pre-bid / Clarification Meeting (Hybrid Mode)	7.08.2026	15.00 Hrs
3.	Proposal Submission Start From	10.08.2026	9.00 Hrs
4.	Last date for submission of Proposal	01.09.2026	17.30 Hrs
5.	Proposal opening on	2.09.2026	10.00 Hrs

INTRODUCTION:

India's Electrical and Electronic Equipment (EEE) sector is expanding rapidly, leading to increasing volumes of end-of-life electrical and electronic products, lithium-ion battery waste, printed circuit boards, e-waste plastics, and other material streams requiring environmentally sound management. The E-Waste (Management) Rules, 2022 establish a regulatory framework for channelisation, recycling and resource recovery through registered entities under the Extended Producer Responsibility framework.

The E-Waste (Management) Rules, 2022 cover multiple categories of EEE and place responsibility on producers and other stakeholders for environmentally sound management of e-waste. However, recovery of critical materials, safe handling of hazardous fractions, and reduction of pollutants from e-waste processing require improved technical, operational and economic assessment of available and emerging recycling technologies.

Lithium-ion batteries, printed circuit boards, rare-earth permanent magnets (REPM), catalytic converters, e-waste plastics, photo voltaic solar panels and other high-value or hazardous streams require dedicated assessment due to their material recovery potential, safety risks, hazardous constituents, and relevance to the circular economy transition. Safe handling, segregation, processing and recovery of materials from these streams can contribute to resource efficiency, reduction of hazardous releases, and improved formalisation of recycling systems.

Under the UNDP-GEF project "Accelerating Transition to a Circular Economy in India's Electrical and Electronic Sector through Sustainable Integrated Approaches", the project seeks to support improved practices, systems and technologies for e-waste management and reduction of POPs, UPOPs and heavy metal emissions/releases from e-waste processing. The project includes activities for assessing lithium-ion battery recycling technology and economic feasibility, developing a pre-feasibility strategy for metal recovery from selected e-waste streams, and assessing hazardous plastics and PBDE removal options.

In this context, C-MET intends to engage a qualified Agency to undertake pre-feasibility assessments of recycling technologies and material recovery options for selected e-waste streams, including lithium-ion batteries, printed circuit boards, magnets, catalytic converters, hazardous plastics and PBDE-containing plastics, and to develop recommendations for future pilot implementation under the project.

OBJECTIVES

The objective of this assignment is to assess the technical, economic, environmental and operational feasibility of recycling technologies and material recovery options for selected priority e-waste streams.

The specific objectives are:

1. To assess the technology landscape and economic feasibility of lithium-ion battery recycling and safe handling in India.
2. To undertake pre-feasibility assessment for recovery of valuable and critical metals from selected e-waste streams, including lithium-ion batteries, printed circuit boards, rare earth permanent magnets (REPM), photovoltaic solar panels, and catalytic converters.
3. To assess technology options and feasibility for management, segregation, treatment and removal of hazardous plastics, including PBDE-containing e-waste plastics.
4. Identify the best available process technologies/practices for future pilot implementation, and adapt to the local context.
5. To identify gaps in the process technology, facility requirements, safety requirements, environmental safeguards, technology gaps and investment needs for future pilot implementations.
6. To assess potential locations, partnerships, implementation models and institutional arrangements for future recycling technology pilots.
7. To develop actionable recommendations, technology selection criteria and pilot implementation roadmaps for future project-supported interventions.

MAJOR SCOPE OF WORK:

Tasks	Outcome	Activity
Task 1:	Review of Regulatory, Technical and Market Context	• Review applicable Government of India regulations, including the E-Waste (Management) Rules, 2022 and relevant Li-ion battery waste, hazardous waste, pollution control and recycling-related requirements. • Review existing recycling and resource recovery practices for lithium-ion batteries, printed circuit boards, rare earth permanent magnets (REPM), photovoltaic solar panels, and catalytic converters. • Identify major material streams, processing routes, market linkages, regulatory requirements and environmental risks. • Assess existing capacities, gaps and challenges in recycling and material recovery systems/efficiency. • Review relevant national and international technology practices suitable for the Indian context.
Task 2	Lithium-Ion Battery Recycling Technology and Economic Feasibility	• Assess the current and emerging technology landscape for lithium-ion battery collection, sorting, discharge, dismantling, pre-processing, black mass recovery and material recovery. • Identify safety, fire, explosion, transport, storage and handling requirements. • Assess technical and economic feasibility of lithium-ion battery recycling options in India. • Map potential stakeholders, including recyclers, battery manufacturers, electric vehicle manufacturers, aggregators, refurbishers and technology providers. • Identify opportunities for safe handling, recovery of lithium, cobalt, nickel and other valuable materials. • Recommend feasible technology pathways, business models and future pilot options.
Task 3	Metal Recovery Strategy Pre-Feasibility Assessment	• Undertake pre-feasibility assessment for recovery of valuable and critical metals from selected e-waste streams including lithium-ion batteries, printed circuit boards, rare earth permanent magnets (REPM), photovoltaic solar panels, and catalytic converters.

		- Identify target materials such as copper, aluminium, gold, silver, platinum group metals, lithium, cobalt, nickel, rare earth elements and other relevant materials. - Assess available process options including mechanical, hydrometallurgical, pyrometallurgical and hybrid approaches, where relevant. - Assess feedstock availability, collection linkages, processing requirements, recovery potential, environmental implications and economic viability. - Identify potential locations, facility requirements, partnerships and implementation models for future pilot testing. - Develop a recovered material reuse and market linkage strategy.
Task 4	Hazardous Plastics and PBDE Removal Pre-Feasibility Assessment	- Assess e-waste plastic streams and identify categories likely to contain brominated flame retardants, PBDEs and other hazardous additives. - Review available technologies and process options for identification, segregation, treatment, recycling, disposal or removal of hazardous plastics. - Assess technical feasibility, environmental implications, safety requirements, regulatory requirements and economic viability of PBDE removal or management options. - Identify suitable process routes, including physical segregation, testing, sorting, material handling and downstream treatment options. - Assess potential facility requirements, technology gaps and implementation needs for a future pilot. - Recommend feasible pathways for management of hazardous e-waste plastics in India. - Identify circular models for reuse of recovered material.
Task 5	Site, Partner and Pilot Readiness Assessment	- Develop criteria for identifying potential pilot sites, host facilities, recyclers, aggregators, technology providers, laboratories and industry partners. - Assess potential partners based on technical capability, regulatory compliance, infrastructure readiness, feedstock access, safety systems and willingness to participate. - Identify potential locations and implementation arrangements for future pilots. - Assess risks, safeguards, capacity building needs, investment requirements and enabling conditions - Recommend pilot implementation pathways for lithium-ion battery recycling, metal recovery and hazardous plastics/PBDE management. - Develop minimum criteria for partner evaluation (including but not limited to element recovery, environmentally sound site, feedstock access/suppliers, process and technology, process yield, standards of extracted material for purity, further manufacturing feasibility)
Task 6	Techno-Economic and Environmental Assessment	- Conduct techno-economic assessment of proposed technology and process options. - Assess indicative capital and operating costs, feedstock requirements, recovery potential, revenue streams, cost offsets and business viability. - Assess environmental risks, occupational health and safety risks, pollution control requirements and waste management implications. - Identify options for reducing POPs, UPOPs, heavy metals and hazardous emissions/releases. - Recommend safeguards and risk mitigation measures for future implementation.
Task 7	Stakeholder Consultation and Validation	- Conduct consultations with government agencies, recyclers, refurbishers, aggregators, technology providers, OEMs, battery manufacturers, automobile manufacturers, laboratories, industry associations and technical institutions. - Present draft findings and proposed technology pathways for stakeholder feedback. - Incorporate comments received from C-MET, MeitY, UNDP and relevant stakeholders. - Submit final reports with clear recommendations for future project-supported pilots.

SPECIFIC REQUIREMENTS:

The Agency shall ensure that all outputs:

- Align with the E-Waste (Management) Rules, 2022, Battery Waste Management Rules, and relevant Government of India regulatory requirements.
- Focus on pre-feasibility assessment, technology evaluation, process design options and pilot-readiness, and shall not include actual pilot implementation under this assignment.
- Include assessment of safety, environmental safeguards, occupational health risks, hazardous substances, POPs/UPOPs and heavy metal reduction potential.
- Provide technology options, site selection criteria, partner assessment, indicative costs, implementation pathways and risk mitigation measures.
- Incorporate consultations with government agencies, recyclers, technology providers, OEMs, laboratories, industry associations and technical institutions.

- Generate actionable recommendations suitable for future pilot implementation under the UNDP-GEF project.

TECHNICAL REQUIREMENTS:

1. The Agency should possess expertise in technology assessment, process evaluation, material recovery, techno-economic analysis, environmental safeguards, occupational health and safety, and regulatory compliance.
2. The Agency should have successfully completed at least one similar assignment during the last three years involving recycling technologies, material recovery, techno-economic feasibility, e-waste management, battery waste, hazardous plastics, POPs/PBDEs, or industrial waste processing.
3. The Agency should have undertaken a similar assignment preferably for Government agencies, recyclers, technology providers, laboratories, industry associations, OEMs, manufacturers, research institutions or development partners.
4. The proposed team should preferably have collective expertise in e-waste recycling/ lithium-ion batteries/metal recovery/plastics recycling/hazardous substances/environmental engineering/techno-economic analysis, and/or policy/regulatory frameworks.
5. Experience in pilot design/recycling facility assessment/process engineering, POPs/PBDE management/battery recycling, or critical mineral recovery shall be preferred.
6. The agency should enlist the team size, team composition who will be working on the project.

SELECTION CRITERIA:

The firms/agencies/institutes applying for RFP are expected to have the following:

- should be a legally registered entity under applicable laws of India;
- must have a presence in more than one state in the country and established links with relevant stakeholders;
- should be in operation for a minimum of three (3) years as on the date of submission of the proposal;
- Must have relevant experience in e-waste recycling, lithium-ion battery recycling, material recovery, hazardous waste management, recycling technologies, techno-economic assessment, or related sectors.

INSTRUCTIONS TO BIDDERS & ELIGIBILITY CRITERIA:

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

- The firm/agency/institute should be a registered firm/agency/institute in India under the Companies Act or the Societies Act, 2013 (or equivalent applicable law).
- The firm/agency/institute must be of Indian origin OR a foreign entity in consortium with a registered Indian entity that fulfils all qualifying requirements.
- The firm/agency/institute must have worked with government or multilateral agencies on similar kinds of projects in the e-waste/recycling/material recovery/environmental management sector.
- The firm/agency/institute should have successfully completed similar assignments for an accumulated value of at least Rs. 30 lakhs in the relevant sectors during the preceding three (3) financial years.
- The average annual turnover of the firm/agency/institute in the preceding three (3) financial years, as on the Proposal submission date, should not be less than INR 30 lakhs. This criterion can be waived off for the academic or R&D institutes and NGOs.
- The firm/agency/institute should not be blacklisted by any Central / State Government / Public Sector Undertaking in India or by the United Nations system.
- A consortium shall consist of a maximum of three (3) members, including the lead member. The lead member shall be identified in the consortium agreement and shall be responsible for all communication with C-MET and for the performance of the assignment. However the party has to submit the MoU/agreement of consortium along with bid.

Note:

- When computing turnover, other income shall not be included.
- When audited results for the last financial year as of the date of RFP Submission are not available, the financial results certified by a practising Chartered Accountant shall be considered acceptable. If the Bidder cannot submit a Certificate from a practising CA certifying its financial parameters, the audited results of the three consecutive financial years preceding the last financial year shall be considered to evaluate the financial parameters.
- In case of orders under execution, the value of work executed till the date of RFP Submission, as certified by the Client, shall be considered. However, the job executed should include eco-design, Circular economy, stakeholder engagement, training, skilling, monitoring and evaluation, etc.

- Parties meeting the maximum number of qualifying requirements will be given preference in pre-qualification.

RFPs 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.

SCRUTINISING OF RFPS:

The firm/agency/institute would be shortlisted in the following manner:

- a) A committee shall scrutinise all RFPs received and verify details against the documents submitted for each qualifying criterion, including turnover, experience of key personnel, national presence, experience in conducting similar work, etc.
- 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 to present to the expert committee. The presentation shall form part of the overall Technical Evaluation. It shall be conducted in hybrid mode (physical/online) and a minimum of seven (7) working days' advance notice shall be given to the screened-in firms/agencies/institutes.
- c) The committee 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.
- d) RFP not received in the format or those incomplete in any respect, including non-submission of supporting documents, shall be summarily rejected.
- e) C-MET shall not reimburse any costs incurred by the party on account of preparation/submission and/or any other costs incurred.
- f) 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.
- g) The shortlisted firms/agencies/institutes would have to deposit an Earnest Money Deposit (EMD) as per prevailing rates. The EMD amount will be returned upon submission of Performance Security Deposit.
- h) The successful firm/agency/institute shall instead furnish a Performance Bank Guarantee (PBG)/Performance Security equivalent to 10% of the contract value against the work order, in accordance with the prevailing Government of India provisions. Performance security shall be valid till the completion of the contract period + 60 days.
- i) Mode of submission: The Proposal shall be submitted physically to Director/Centre Head,

C-MET, Hyderabad. Submission by e-mail is not permitted. One hard copy shall be submitted, with the Technical Bid and the Financial Bid in separate sealed covers placed within a single sealed outer envelope super scribed with the RFP reference number. Combined bids shall be deemed unresponsive and summarily rejected with out further correspondence.

RFP IMPLEMENTATION:

The assignment shall be completed within a period of months (6) months from the date of contract award.

Milestone 1	Inception Report including detailed methodology, technology assessment framework, stakeholder mapping, work plan and consultation plan	End of Month 1
Milestone 2	Draft Lithium-Ion Battery Recycling Technology and Economic Feasibility Report, and Preliminary Stakeholder Consultation Report	End of Month 3
Milestone 3	Draft Metal Recovery Strategy Pre-Feasibility Report, Draft Hazardous Plastics and PBDE Removal Pre-Feasibility Report, and Draft Site/Partner Readiness Assessment	End of Month 5
Milestone 4	Final Lithium-Ion Battery Feasibility Report, Final Metal Recovery Strategy, Final Hazardous Plastics/PBDE Pre-Feasibility Report, Pilot Readiness Roadmap, Validation Report and Final Consolidated Report	End of Month 6

TECHNICAL PROPOSAL

1. The bidder shall submit an outline of its implementation plan, including details of the methodology for the proposed scope of work. It should also contain their association with professional agencies, if required.
2. Details of Infrastructural facilities to be utilised.

FINANCIAL PROPOSAL:

1. The price for the Proposal should be quoted in the prescribed format.(Annexure VII).
2. Price should be based on a PAN-India basis.
3. The price bid should be submitted separately.

PAYMENT SCHEDULE:

- I. 30 % advance payment against the submission of a bank guarantee.
- II. 30 % against the approval of Draft Lithium-Ion Battery Feasibility Report, Draft Metal Recovery Strategy, Draft Hazardous Plastics/PBDE Assessment and Interim Progress Report
- III. 40 % on submission and acceptance of Final Lithium-Ion Battery Feasibility Report, Final Metal Recovery Strategy, Final Hazardous Plastics/PBDE Pre-Feasibility Report, Pilot Readiness Roadmap, Validation Report and Final Consolidated Report

Final payment shall be released only after successful completion of the assignment and submission of all final approved deliverables and documentation **after due review and acceptance.**

Liquidated Damages: If the party fails to deliver any or all of the tasks within the original/re-fixed delivery period(s) specified in the contract, the C-MEET will be entitled to deduct/recover the Liquidated Damages for the delay, unless covered under Force Majeure conditions aforesaid, @ 0.5% of the contract value of delayed quantity per week or part of the week of delayed period, until actual delivery or performance, as pre-estimated damages not exceeding 5% of the total contract value without any controversy/dispute of any sort whatsoever. However, in case of inordinate delay maximum deduction shall be 10% of the total contract value.

Note: Inexcusable delays of more than one-fourth (25%) of the completion period specified in the contract shall be treated as inordinate delay(s).

Force Majeure Conditions:

If at any time during the continuance of the Contract, the performance in whole or in part by either party of any obligation under this Contract shall be prevented or delayed by the reasons of any war, hostility, acts of the public enemy, epidemics, civil commotion, sabotage, fires, floods, explosion, quarantine restrictions, strikes, lockouts or act of God (but not including negligence or wrongdoing, predictable/seasonal rain) provided notice of happening of such event duly evidenced with documents is given by one party to the other within 10 days from the date of occurrence thereof, neither party shall be by reasons of such event, be entitled to terminate the Contract nor shall either party have any claim for damages against the other in respect of such non-performance or the delay in performance, and deliveries under the contract shall be resumed as soon as practicable after such event has come to an end or ceased to exist, and the decision of the C-MET as to whether the deliveries have been so resumed or not, shall be final and conclusive, Provided further that if the performance in whole or part of any obligation under this contract is prevented or delayed by reason of any such event for a period exceeding 90 days, either party may at its option terminate the contract provided also that C-MET shall be at liberty to take over from the Party at a price to be fixed by C-MET, which shall be final, all unused, undamaged and accepted material, bought out components and Goods in course of manufacture in the possession of the Party at the time of such termination or such portion thereof as C-MET may deem fit excepting such materials, bought out components and Goods as the Party may wish with the concurrence of the C-MET elect to retain.

DOCUMENTS TO BE SUBMITTED

1. Letter for RFP 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 interest 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. The party shall provide the previous work orders for technical compliance.
7. Price bid in the prescribed format in a separate sealed cover (Annexure VII)

Note*: The price value shall be mentioned only in the financial sheet as a separate packet.

PRE-BID MEETING:

A Pre-bid meeting will be held on **7.08.2026** at **15.00hrs** hours through Hybrid mode (online/physical). Interested firms are requested to inform their intention to participate by e-mail to ce.electronics@meity.gov.in keeping in cc rajesh@cmet.gov.in and 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:

The Work Order/Contract shall be awarded to the bidder who:

- Meets all the eligibility and pre-qualification requirements specified in the RFP.
- **Achieves the minimum qualifying marks in the Technical Evaluation (70 marks out of 100).**
- Demonstrates adequate technical capability, relevant experience, qualified personnel, and financial capacity to undertake the assignment.
- **The assignment under this RFP shall be awarded to a single bidder who has lowest price quoted**

RIGHTS RESERVED:

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

CENTRE HEAD, C-MET, HYDERABAD

ANNEXURE – I

Form 1: Proposal Form (Covering Letter)
(To be submitted with supporting documents, if any)
(On Firm/Agency/Institute Letterhead)

(Strike out alternative phrases not relevant to you)

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

Date.....

Name

Address and Contact Details

To

The Centre Head,

C-MET, IDA Phase – III

Cherlapally, HCL Post

Hyderabad – 500 051

Ref: [RFP Reference Number]

Sir,

Having examined the abovementioned RFP Document, we, the undersigned, hereby submit our Proposal for the performance of Services in conformity with the said RFP 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 RFP Document, We fully meet the qualification criteria stipulated in this RFP Document, and the relevant details are submitted along with documents in Form 2.
3. Affirmation of terms and conditions of the RFP Document: We have understood the complete terms and conditions of the RFP 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 RFP Document.
4. Abiding by the RFP Validity: We agree to keep our RFP valid for acceptance for a period up to **90 days from the date of bid opening**, as required in the RFP 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 RFP 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 RFP(s): We understand that you are not bound to accept any RFP you may receive against your above-referred RFP Document.

..... (Signature with date)

..... (Name and designation)

Duly authorised to sign the Proposal 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 the Proposal)

(On Firm/Agency/Institute Letterhead)

(Strike out alternative phrases not relevant to you)

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

Date.....

Name

Address and Contact Details

To

The Centre Head,

C-MET, IDA Phase – III

Cherlapally, HCL Post

Hyderabad – 500 051

Ref: [RFP 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 RFP 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 RFP. 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 **three (03)** years as of the date of RFP 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 (Please attach completion certificate)
1					
2					
3					

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

..... *(Signature with date)*

..... *(Name and designation)*

Duly authorised to sign the Proposal for and on behalf of

.....

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

ANNEXURE – II

Profile of the firm/agency/institute

Particulars	Details
Name of the firm/agency/institute	
Year of Registration	
Registered Office address	
Legal status	
Number of employees	
No. of branches, if any	
PAN / GSTIN	
Turnover FY 2025-26 (Rs. lakhs)*	
Turnover FY 2024-25 (Rs. lakhs)*	
Turnover FY 2023-24 (Rs. lakhs)*	

* Supported by the audited statement of accounts. For 2025-26, a provisional certificate duly signed by an authorised signatory is acceptable.

..... (Signature with date)

..... (Name and designation)

Duly authorised to sign the Proposal 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)

Sl. No.	Particulars	Details
1	Name of the skilled personnel	
2	Date of Birth	
3	Educational Qualification	
4	Sector experience (As per RFP objectives)	
5	Training / capacity-building experience	
6	Work experience of the last ten (3) years	
7	Special qualifications and assignments (please emphasise those 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 authorised to sign the Proposal for and on behalf of

.....

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

ANNEXURE – IV

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 authorised to sign the Proposal for and on behalf of

.....

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

Details of procedures followed by the party in similar previous assignments

1.
2.
3.
4.

ANNEXURE – VI

PRE-QUALIFICATION CRITERIA (Past Performance)

(In the company's letterhead)

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

**(Work orders/work completion certificates issued on or after
01.04.2023 to 31.03.2026 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 RFP. Failing to upload/provide the required documents as sought in the RFP will result in technical disqualification of the submitted RFP. **Where a work completion certificate is not available, alternative evidence such as a client e-mail confirmation or a certificate issued by a practising Chartered Accountant shall be considered along with the work order.**

..... (Signature with date)

..... (Name and designation)

Duly authorised to sign RFP for and on behalf of

.....

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

ANNEXURE – VII

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

*Price should be quoted for the complete scope of the assignment as detailed in this RFP. The total quoted price shall be on a PAN India basis, inclusive of all costs (including travel, lodging, communications, equipment, software licences, sub-consultant fees and all applicable taxes and statutory levies).

SNo.	Description/Name of Services	Units	Unit Price (Rs.)	Amount (Rs.)
1				
2				
3				
4				
5				
	TOTAL (exclusive of taxes)			
	Applicable taxes (GST @ 18 %)			
	GRAND TOTAL (inclusive of all taxes)			

*The firm/agency/institute can change/add/edit the activities in the above table. Bidders may add or edit budget heads or activity line items in the above table, provided that the overall scope of work under this RFP is fully covered and the quoted price is for the complete assignment.

..... (Signature with date)
..... (Name and designation)
Duly authorised to sign the Proposal for and on behalf of
.....
[Name, address & Seal of Firm/Agency/Institute]