REQUEST FOR EMPANELMENT (RFE)
of
Agencies for Conducting Energy Audits, Feasibility Studies & DPR

1. KEY DATES AND DETAILS

Event	Dates
Closing Time for Submission of Proposals	30th May 2025 at 17:30 hrs IST.
Pre-bid Queries from Bidders	Please send your queries to the following email ID only: procurement_gef6@iiec.org Pre-bid queries received after this deadline shall not be considered.
Method to submit RFE	**RFE must be submitted to:** **Attention:** Ms. Aungsanant Thiptaweecharn Program Manager International Institute for Energy Conservation (IIEC) 944 Mitrtown Office Tower, 27 Floor, Suite no. S27089, Samyan Mitrtown, Rama IV Road, Wangmai, Pathumwan, Bangkok 10330, Thailand. E-mail: procurement_gef6@iiec.org The Bidder shall submit only an electronic version (in PDF format) of the proposal strictly in separate attachments as mentioned below – **Subject Line: Proposal *For Empanelment of Agencies for Conducting Energy Audits and Technical Feasibility Studies*** **File 1: Technical Proposal (not more than 12-15 pages)** including expertise of agency/organization and team members' CVs. The CV of each team member should not exceed 3 pages. However, CVs do not count as a part of the 12-15 page limit. **File 2: Copy of Work Orders showcasing relevant experience. (not more than 15 pages)** **File 3: Certificate of Registration (legal status).**

	Note: A *Financial Proposal* *is not required at this stage.* (The technical proposal document should be single-spaced, 12-point Times New Roman font in Microsoft Word, and at least one-inch margins) Proposals with conditional offers or variables submitted in any manner other than as detailed in this section or submitted after the deadline shall be deemed invalid and may be excluded from consideration.

2. BACKGROUND

The overall size of the energy efficiency market in India is estimated to be 18.51 billion USD[1]. Both government policies and efforts by multilateral and bilateral organizations to conserve energy across a wide range of sectors have supported the emergence of various innovative programs for the implementation of energy efficiency and demand-side management in India. The growing market for energy efficiency has also paved the way for the emergence and growth of new domestic and international energy service companies (ESCOs). In 2009, India also saw the emergence of a Super ESCO "Energy Efficiency Services Limited (EESL)", a Joint Venture of Power Grid Corporation of India Limited (PGCIL), NTPC Limited (NTPC), Power Finance Corporation Limited (PFC), and Rural Electrification Corporation Limited (REC). The key objective behind the creation of EESL was to undertake risks, demonstrate large-scale energy efficiency ESCO projects, and transform the energy efficiency market. EESL is also playing the role of a Consultancy Organization for national-level Climate Change initiatives and the transformation of the market through the introduction and promotion of new and appropriate energy-efficient technologies.

Under the GEF-6 Cycle, the Global Environment Facility (GEF) is supporting Energy Efficiency Services Limited (EESL), for the execution of the "Creating and Sustaining Markets for Energy Efficiency" Project. The United Nations Environment Programme (UNEP) is the implementing agency for this project, and EESL is the 'executing agency'. The objective of this GEF project is to reduce greenhouse gas (GHG) emissions through energy efficiency, scaling up and new technology applications. Since the start of 2024, the International Institute for Energy Conservation (IIEC) has been assisting EESL as a technical executing agency in the execution of various tasks under the GEF-6 project.

[1] *ESCOs | BUREAU OF ENERGY EFFICIENCY, Government of India, Ministry of Power (beeindia.gov.in)*

3. ABOUT INTERNATIONAL INSTITUTE FOR ENERGY CONSERVATION (IIEC)

The International Institute for Energy Conservation (IIEC) was established in the USA in 1984 as a non-governmental, not-for-profit organization and has regional offices in India, the Philippines, and Thailand. IIEC's mission is to accelerate the global adoption of energy efficiency and renewable energy policies, technologies, and practices to enable economic and environmentally sustainable development. IIEC pursues this mission in developing countries and countries in transition through fieldwork undertaken by its regional offices. For the last four decades, IIEC has been providing solutions to the problems posed by the rapidly increasing energy demand in developing and industrializing countries. IIEC works with governments and the private sector to develop, implement, and evaluate energy efficiency and renewable energy policies, programs, and projects.

4. EMPANELMENT OBJECTIVE

IIEC seeks to engage qualified agencies to conduct detailed energy audits and feasibility studies across various industries and commercial establishments in India.
The objective of this empanelment is to assist EESL in accelerating the deployment of energy-efficient technologies through the support of the technical assessments conducted by the empanelled agencies.
The Detailed Project Reports (DPR) produced through these assessments will help the end users to take an informed decision for the adoption of the proposed technologies under EESL's program offerings.

Note: The identification of industries, buildings, and commercial establishments will be done by EESL for conducting the energy audit or technical feasibility as per the client requirement.

5. SCOPE OF WORK (SoW)

An indicative scope of work for the empanelled agencies would be as below. However, the precise scope of work shall be shared with the empanelled agency at a later stage according to the EESL & its client requirements.

The assessments shall primarily include the detailed performance assessment of existing technologies or feasibility analysis of the new proposed technologies. The following technologies are included as priority technologies by EESL under its various programs and thus shall be considered under the scope of this empanelment -

i. Compressed Air System
ii. Waste Heat Recovery System
iii. Heat Pumps
iv. Industrial Automation
v. Boiler & Steam Generation
vi. Motors & Motor Driven Systems, Fan & Blowers
vii. Energy Efficient Chillers

While the detailed methodology will differ for each energy audit or technical feasibility study, the following broad aspects shall be covered;

A. Baseline Measurement

The empanelled agencies shall be expected to conduct a baseline assessment covering the following aspects.

- Conduct a thorough site visit to understand the operational processes, equipment layout, energy flow, and key energy systems of the unit under consideration.

- Gather historical energy consumption data, production records, equipment/ technology specifications, process flow diagrams, and operating schedules of key energy-consuming utilities and services. Review energy bills, operating parameters of the unit, and equipment: This includes reviewing the unit's energy bills to identify trends in energy consumption.
- Detailed study of electricity/steam/air and water distribution systems.
- Performance assessment of major energy-consuming equipment/process(es).
- Compile a comprehensive baseline report including findings from historical data, Energy Bill analysis, and operational practices, deviations from standard operations, energy balance and energy performance of the unit, its various services & equipment.

B. Data Analysis and Energy Conservation Measures

- Identification of potential areas for improvement and prospective energy conservation measures (ECMs) along with detailed cost-benefit analysis.
- Establish the energy consumed annually and the corresponding energy savings potential with monetary impact.
- Propose technically and financially viable interventions (e.g., equipment retrofits, operational improvements, any other proposed options).

C. Reporting and Presentation

- Preparation of audit report containing the summary of savings, recommendation of Energy conservation measures, investment potential based on at least three budgetary offers for suggested ECMs etc., the report should also be discussed and accepted by the competent authority of the industrial unit or building.
- Recommendations shall be in the form of short term, medium term and long-term measures including the operating/housekeeping practices assessing the financial impact, environmental impact, etc.
- Presentation on the findings, High-level messages, report on actionable items and Executive summaries of the findings.
- The final report shall be compiled based on the feedback from the IIEC, EESL and client.
- Submission of energy audit report with detailed implementation action plan categorizing EESL's ongoing programs/projects and other ECMs
- Presentation of findings to the client in presence or knowledge of EESL & IIEC.

6. QUALIFICATION REQUIREMENT

The Qualification Requirement for the empanelment is as below:

- The agency shall have a legal status in India enabling the agency to carry out the assignment.

- The Agency shall have minimum 5 years of overall professional experience in Energy audits / Energy mapping / Energy performance benchmarking. with prior assignments related to industrial and building energy audits, feasibility and M&V studies.
- Experience in successfully carrying out at least 10 feasibility studies or investment grade energy audits (IGEA) in either of the technologies mentioned in the scope.
- The agencies should have in-house Bureau of Energy Efficiency (BEE) Accredited Energy Auditors / Certified Energy Auditors.
- At least one (1) BEE Accredited Energy Auditor, two (2) BEE Certified Energy Auditors/ Managers and 2 Field Engineers
- The agency must possess the basic set of instruments as indicated below but not limited to, required for performing the technical assessments

Three-Phase Power Analyzer	Anemometers
Single-phase Power Analyzer	Infrared Thermometers
Flow Meters	Thermal Imager
Flue Gas Analyzer	Hygrometer
Lux Meter	Pressure gauges
Ultrasonic Leak Detector	Pitot tube Manometer
Tachometer	Temperature sensors and data loggers
Stroboscope	

- Prior work experience in energy efficiency programs with bilateral or multi-lateral organizations and the Government of India is desirable.

Note: Bidders shall submit the relevant supporting documents showcasing their qualifications and experience relevant to the qualifying requirement mentioned above. However, IIEC holds the right to seek any additional documents during the evaluation process as deemed necessary.

7. SUBMITTAL & REPORTING

Interested agencies must provide information indicating that it is qualified to perform the services, by submitting the required documents as per qualifying requirement as described above via email to procurement_gef6@iiec.org with the subject as '**Proposal For Empanelment of Agencies for Conducting Energy Audits, Feasibility Studies & DPR** ' in the subject line by 30th May 2025 at 17:30 hrs IST.

The proposal should include the following information.

- Certificate of Incorporation
- Brief background about your organization
- Organisational & team's relevant experience
- A narrative outlining the understanding of the assignment and suitability of the agency to carry out the tasks as per the aforesaid scope of work.
- Team composition and individual qualifications & experience.
- References of similar projects/ assignments with contact details (email and telephone)

Table-1

Sr. No.	Technology	**Work orders executed against the technologies mentioned in Column A** **(Yes/No)**	**No. of work orders executed till the receipt of EoI against the technologies mentioned in Column A** *(Attach Copy of Work Orders as proof along with QR Documents)*
1.	**Compressed Air System**		
2.	**Waste Heat Recovery System**		
3.	**Heat Pump**		
4.	**Industrial Automation**		
5.	**Boiler & Steam Generation**		
6.	**Motor & Motor Driven System**		
7.	**Energy Efficient Chillers**		

- Share the preference of the zones for conducting the assessments

S. No.	**Zone**	**Preference of Zone** ***[mark preference 1 to 4; 1 is most preferred and 4 is least preferred]*** *Leave blank if the zone is not preferred*
1	**NORTH** Jammu & Kashmir, Himachal Pradesh, Punjab, Chandigarh, Uttarakhand, Haryana, Delhi, Uttar Pradesh	
2	**EAST** Bihar, Sikkim, Arunachal Pradesh, Nagaland, State/UTs, Manipur, Mizoram, Tripura, Meghalaya, Assam, West Bengal, Jharkhand, Odisha, Chhattisgarh	
3	**WEST** Rajasthan, Madhya Pradesh, Gujarat, Daman & Diu, Dadra & Nagar Haveli, Maharashtra, Goa	
4	**SOUTH** Andhra Pradesh, Karnataka, Lakshadweep, Kerala, Tamil Nadu, Puducherry, Andaman & Nicobar	

8. EVALUATION CRITERIA

The evaluation criteria for selecting an agency for empanelment would be as follows:

S. No.	Criteria		Marks (max.)
1.	The agency shall have at least one (1) BEE Accredited Energy Auditor and at least two (2) BEE Certified Energy Auditors/ Managers.		30
2.	The agency shall have a minimum of 05 years of overall professional experience in Energy audits / Energy mapping / Energy performance benchmarking etc.		30
3.	Overall Work Experience in Energy audits / Energy mapping / Energy performance benchmarking	Up to 5 Years	20
		6 to 10 Years	30
		10+	40

9. TEAM COMPOSITION AND QUALIFICATIONS

S. No	Role	Minimum Number of professionals	Minimum Education Qualification	Minimum Experience Criteria
1.	Team lead	1	Master's degree in engineering /technology or relevant field	Should have at least 12 years of experience in Energy audits / Energy mapping / Energy performance benchmarking, with at least 05 years of experience with the Government/multilateral/ bilateral projects. Should be a BEE Accredited Energy Auditor.
2.	Energy Auditors	2	Bachelor's/master's degree in engineering	Should have at least 05 years of experience in Energy audits / Energy mapping / Energy performance benchmarking with at least 03 years of experience with the Government/multilateral/ bilateral projects. Should be a BEE Certified Energy Auditor.
3.	Field Engineers	2	Bachelor's degree in engineering	Should have at least 02 years of experience in Energy audits /

S. No	Role	Minimum Number of professionals	Minimum Education Qualification	Minimum Experience Criteria
				Energy mapping / Energy performance benchmarking; Experience with all forms of audit requirements; Should have experience in conducting stakeholder engagement, outreach events, and managing field activities.

10. INSTRUCTIONS FOR BIDDERS

- Bidders are requested to submit the complete proposal as mentioned on Page 1 of this EoI document.
- Files/ Folders greater than 20 MB in size will not be delivered on the above-mentioned email ID, resulting in non-submission of the proposal.
- Submission of bids through any open source or links to shared drives such as Google Drive, OneDrive, WeTransfer, Dropbox etc. shall not be entertained and will stand disqualified.
- Project references and the associated documentary evidence should be easily identifiable for ease of evaluation.

11. TERMS AND CONDITIONS

- JV/consortium or any kind of sub-contracting shall not be allowed for this assignment.
- IIEC is under no obligation to accept any proposal or part thereof, that is received in response to this project.
- IIEC reserves the right to seek clarification or request any additional documents as deemed necessary. Furthermore, the IIEC reserves the right to modify or cancel the EoI (including extending the deadline for the receipt of proposals) without justification or compensation payable to the bidder.
- IIEC will not reimburse bidders' expenses, including those related to responding to this EoI. In case any additional tasks are required, the consultant should seek prior approval in writing from IIEC.
- Confidentiality: All data and information received from IIEC and partner organizations, provided to the agency for this assignment is to be treated confidentially and are only to be used in connection with the execution of these Terms of Reference (a specific separate confidentiality agreement may be agreed between the Consultancy and IIEC, if needed to provide information more freely). All intellectual property rights arising from the execution of these Terms of Reference are assigned to IIEC. The contents of written materials obtained and used in this assignment may not be disclosed to any third parties without the expressed advance written authorization of IIEC and its partner organizations.