

Expression of Interest (EoI) for Engaging of an Agency for Providing Professional Manpower Support to TGREDCO under the Bureau of Energy Efficiency (BEE) Scheme "Strengthening of SDAs on Efficient Use of Energy and its Conservation"

**EoI Notice No. TGREDCO/EC/BEE Manpower 2026-27,
Dated.16.06.2026**



Telangana Renewable Energy Development Corporation Ltd., (TGREDCO)

Regd. Office: Visvesvaraya Bhavan, 2nd floor,
The Institution of Engineers Building, Khairatabad,

Hyderabad - 500 004. (TS)

TEL: +91-40-2320 1502 / 03

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Email: ec@tgredco.telangana.gov.in

Bid Information Sheet

Item	Details
EoI No.	EoI Notice No. TGREDCO/EC/BEE Manpower 2026-27, Dated.16.06.2026
Brief Description	Engaging of an Agency for Providing Professional Manpower Support to TGREDCO under the Bureau of Energy Efficiency (BEE) Scheme "Strengthening of SDAs on Efficient Use of Energy and its Conservation"
Application Fee (Non- Refundable)	Non-refundable application fee of Rs.5,900/- (Rs.5,000/- application fee + 18% GST) in the shape of Demand Draft from any Scheduled Bank/Nationalized Bank in favor of TGREDCO Ltd, payable at Hyderabad or through online mode through Net Banking/RTGS/NEFT/Credit Card/Debit Card to Bank Account No.30242010095314, IFSC Code – CNRB0013024, CANARA BANK, Mukramjahi Road, Hyderabad. Original DD/ the payment receipt (in case of online mode) has to be submitted along with EoI to this office in hard copy. If the original DD (in case of DD) is not received, the bidder document will not be evaluated and will be disqualified.
EMD	₹ 1,00,000/- to be paid to Bank Account No.30242010095314, IFSC Code – CNRB0013024, CANARA BANK, Mukramjahi Road, Hyderabad through Net Banking/RTGS/NEFT/Credit Card/Debit Card at the time of filing the application online in favor of TGREDCO Ltd, payable at Hyderabad and proof to be enclosed
Performance Security Deposit	10% of the Award/ L.O.I/ L.O.A value should be submitted after receipt of L.O.I/ L.O.A, in the form of a Bank Guarantee/DD/ Online Transfer. In case of the Bank Guarantee, the BG must be valid to one month beyond the contract period.
Contract Period	Up to 31.03.2027 or as extended by BEE/ TGREDCO
Place of Deployment	TGREDCO Head Office, Hyderabad and anywhere in Telangana
Date and time for receipt of EoIs and closing	From 16.06.2026 at 3.00 PM to 22.06.2026 by 1.00 PM
Bid Validity Duration	60 days from the date of opening of bid
Contact Person(s) for Queries	Dy General Manager (T), Telangana Renewable Energy Development Corporation Ltd (TGREDCO), D. No. 6-2-910, Visvesvaraya Bhavan, II floor The Institution of Engineers Building, Khairathabad, Hyderabad - 500004. Telangana State, India Ph: +91-9701406389. Fax: 040 – 23201504 Email: ec@tgredco.telangana.gov.in
BID to be addressed to	Vice Chairman & Managing Director Telangana Renewable Energy Development Corporation Ltd (TGREDCO), D. No. 6-2-910, Visvesvaraya Bhavan, II floor The Institution of Engineers Building, Khairathabad, Hyderabad - 500 004. Telangana State, India Ph: 040 – 23201502, 23201503. Fax: 040 – 23201504

Prospective Bidders are requested to remain updated for any notices/amendments/clarifications etc. to the EoI document through TGREDCO website <https://TGREDCO.telangana.gov.in>. No separate notifications will be issued for such notices/amendments/clarification etc. in the print media or individually. All the information related to this EoI shall be updated on the TGREDCO Website only.

1. Introduction

Telangana Renewable Energy Development Corporation Limited (TGREDCO) is the State Designated Agency (SDA) nominated by Government of Telangana to coordinate regulate and enforce the provisions of the Energy Conservation Act 2001, and also for implementation of the Schemes under the said Act within the State of Telangana in due consultation with Bureau of Energy Efficiency (BEE), Ministry of Power, Government of India.

Accordingly, TGREDCO is inviting interested bidders for “**Engaging of an Agency for Providing Professional Manpower Support to TGREDCO under the Bureau of Energy Efficiency (BEE) Scheme "Strengthening of SDAs on Efficient Use of Energy and its Conservation"**” as per the guidelines received from BEE vide letter file no.IM-25/1/2021-BEE/34961266-301 dated.13.04.2026.

The bidder must be registered with the Goods & Service Tax Department having a valid GSTIN, as per the brief contained in the Scope of work.

The scope of work and other details of the EoI are provided in the following subsequent sections. The EoI is made available on TGREDO website <https://tgredco.telangana.gov.in>.

2. Method of Bid submission

The proposals should be necessarily submitted through Hard copies in a single sealed cover envelope containing Envelope-I (Technical Bid) and Envelope II (Financial Bid) each one duly sealed separately, along with the following required documents.

- a) **Technical Proposal** It should also include documents related to minimum eligibility criteria of bidder as per the EOI requirements.
- b) **Financial Proposal** As per the format provided at Annexure III of the EoI

Hard copies of Bids are required to be submitted in a single sealed cover envelope containing Envelope-I (Technical Bid) and Envelope II (Financial Bid) each one duly sealed separately.

The outermost envelope should be super-scribed as “**EoI for Engaging of an Agency for Providing Professional Manpower Support to TGREDCO under the Bureau of Energy Efficiency (BEE) Scheme "Strengthening of SDAs on Efficient Use of Energy and its Conservation"**” along with EoI Number as mentioned.

All the envelopes shall be sealed properly & shall indicate the Name & address of the Bidder. The Bidders have to send their Bid document either by registered post; or speed post; or courier; or by hand delivery, so as to reach TGREDCO by the Bid Deadline through Hard Copies. Bids submitted by telex/telegram/fax/e-mail shall not be considered under any circumstances. TGREDCO shall not be responsible for any delay in receipt of the Bid. Any Bid/EoIs received after the Deadline shall be returned unopened.

3. Bid details

Bids are invited from the prospective bidders for “**Engaging of an Agency for Providing Professional Manpower Support to TGREDCO under the Bureau of Energy Efficiency (BEE) Scheme "Strengthening of SDAs on Efficient Use of Energy and its Conservation"**”.

4. Eligibility Criteria

The Agency should provide Professional Manpower Support (Energy Consultants) to TGREDCO, under the Bureau of Energy Efficiency (BEE) Scheme "Strengthening of SDAs on Efficient Use of Energy and its Conservation to enable the SDAs to coordinate, regulate and enforce various provisions of the EC Act 2001.

I. Agency should be registered under:

- Companies Act / LLP Act / Partnership Act/ Societies Act
- GST Registration
- PAN Registration

II. Experience

Minimum 5 years' experience in:

- Deployment of technical manpower (directly or through PMUs) to Government Departments/Corporations/ SDAs/ SNAs/PSUs/Autonomous Bodies

III. Financial Capability

Minimum annual turnover of ₹5 crore in any one of the last three financial years. (CA Certificate with UDIN to be enclosed)

IV. Blacklisting

The bidder shall not be blacklisted/ banned by any private or state / central Government agencies/organisations. The firm/bidder/agency shall submit a self-declaration on company letter head mentioning the same duly signed by the authorised person.

5. Scope of Work

The successful bidder/ agency will be responsible for the following:

- I. Providing Professional Manpower Support (Energy Consultants) to TGREDCO under the Bureau of Energy Efficiency (BEE) Scheme "Strengthening of SDAs on Efficient Use of Energy and its Conservation" to enable the SDAs to coordinate, regulate and enforce various provisions of the EC Act 2001.

Agency Responsibilities

- Selection of candidates
- Execute employment contracts
- Ensure statutory compliance
- Process salaries
- Maintain the attendance records (The Agency shall be required to maintain permanent attendance register at the Corporation Office which shall be open for inspection and checking by the authorized officers of TGREDCO Limited)
- Replace manpower within 15 working days in case of resignation/non-performance. In case there is delay in deploying the manpower , then penalty would be imposed on the Agency after 15 days of gap. Calculation of penalty is explained in the penalty section.
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Minimum Educational Qualification & Experience Required for Energy Consultants:

a. Educational Qualification:

Essential: Bachelor's Degree in Engineering / Architect with relevant experience of at least 3 years in energy efficiency, energy conservation, and energy auditing;

Desirable: Master's Degree in Engineering / MBA (Finance). Preference shall be given to candidates possessing an experience under the BEE-SDA programme, and/or holding certifications such as Certified Energy Auditor/Energy Manager or Certified Lead Verifier for GHG Accounting (based on ISO 14064).

b. Experience Required:

S. No	Designation	Experience	Monthly Remuneration in Rs
1	Assistant Energy Consultant	3–5 Years	55,000/-
2	Energy Consultant	5–10 Years	60,000/-
3	Senior Energy Consultant	Above 10 Years	65,000/-

c. Proof of documents should be submitted for qualification and experience at the time of reporting of Manpower to TGREDCO.

Working Days and Working Hours:

The manpower deployed under this contract shall adhere to the working days, office timings, holidays, and other attendance-related instructions applicable to TGREDCO and as notified by the Government of Telangana from time to time. The deployed personnel shall observe all General Holidays, and working schedules prescribed under the Telangana State Government Calendar and any subsequent orders issued by TGREDCO.

In case of exigencies of work, the deployed manpower may be required to work beyond normal office hours or on holidays without any additional financial liability on TGREDCO.

Each deployed manpower shall be eligible for a maximum of Fifteen (15) Casual Leave (CL) days per calendar year on a pro-rata basis for periods of engagement less than one year.

Casual Leave may be availed only with the prior approval of the competent authority of TGREDCO. Unavailed Casual Leave shall lapse at the end of the contract period/calendar year and shall not be encashed or carried forward. Any absence beyond the admissible Casual Leave shall be treated as Leave Without Pay (LWP), and proportionate deductions shall be made from the monthly remuneration.

6. Penalty for absence of Manpower

If there is a gap or absence of a deputed manpower is more than or equal to 15 days, then
amount to be deducted = Per day remuneration to the manpower x number of days

7. Evaluation of EoI

1. Preliminary scrutiny of the proposal will be made to determine whether the eligibility criteria are complying, whether the documents have been submitted completely.
2. Proposals not conforming to such preliminary requirements will be prima facie rejected and the financial bid will not be opened.
3. The proposals would be evaluated on the basis of the pre-qualification criteria and prior experience of bidder in the areas mentioned above. However, TGREDCO in its sole/absolute discretion can apply whatever criteria deemed appropriate in determining the responsiveness of the proposals submitted by the respondents.
4. Financial Bids of only those bidders who qualify technically will be opened and evaluated.
5. For any query, please write to ec@tgredco.telangana.gov.in

8. Payment Terms

- a. TGREDCO shall release payment monthly after:
 - i. Submission of the tax invoice during the first week of every month including the remuneration to the consultants and service charge, commencing from the second month of deployment. The invoicing cycle shall be calculated from the actual date of deployment of the manpower.
 - ii. Attendance Records
 - iii. TDS and other statutory deductions shall be applicable.
- b. As per the fixed remuneration of Manpower (Energy Consultants) and as accepted by the Corporation, the Agency shall not claim any additional amounts/charges extra except the agreed and accepted charges.
- c. The Agency is required to submit the copy of the remuneration paid to Manpower to TGREDCO along with the tax Invoice.
- d. The total remuneration of all the three consultants should not be less than Rs.1,80,000/- (including statutory deductions) per month.
- e. As per guidelines of BEE/ TGREDCO the Monthly Remuneration of the engaged manpower/ energy consultants may vary from time to time.
- f. Invoice shall be raised in the name of TGREDCO with GST 36AAFCT0853J1Z7.
- g. The tax invoice should be raised with the applicable taxes at the time of raising tax invoice.
- h. If the due date for filing of GST is not yet completed an indemnity bond cum undertaking in-favour of TGREDCO for filing of GST return and payment of GST to the Government (in the format provided by TGREDCO) should be submitted for release of payment and if due date is completed, the proof of filing may be submitted.

9. Award Criteria, Award of Contract

TGREDCO reserves the right to accept or reject any proposal, and to annul the solicitation process and reject all proposals at any time prior to award the contract, without thereby incurring any liability to the affected Organization or any obligation in form the affected Organization or organizations of the grounds for the organizations action.

The bidder whose proposal after being evaluated is considered to be the most responsive to the needs and activity of TGREDCO and quotes the lowest price (L1) will be awarded the contract. TGREDCO have right to negotiate the successful bidder for further reduction of price.

10. Validity of Bid

The bid and the Price Schedule included shall remain valid for a period of 60 days from the date of technical bid opening, with bidder having no right to withdraw, revoke or cancel his offer or unilaterally vary the offer submitted or any terms thereof. In case of the bidder revoking or cancelling their offer or varying any term & conditions in regard thereof or not accepting letter of allocation, TGREDCO shall forfeit the EMD furnished by them.

In exceptional circumstances when letter of allocation is not issued, the TGREDCO may solicit the Bidder's consent to an extension of the period of validity. The request and the responses thereto shall be made in writing. The EMD provided shall also be suitably extended.

11. Earnest Money Deposit:

The bidder shall submit an Earnest Money Deposit (EMD) as mentioned in the Bid information sheet through online payment to TGREDCO. EoI without EMD shall be rejected by TGREDCO as being non-responsive.

EMDs of the bidders will be refunded by TGREDCO after issuing the work order to successful bidder. The bidder shall request either mail or letter to TGREDCO towards confirmation of their acceptance of disqualify to return the EMD amount.

TGREDCO will issue Letter of Intent/Letter of Award to the successful bidder and after receipt of acceptance along with the Performance Security Deposit, the work order will be issued to the successful bidder.

The EMD may be forfeited: -

- If a bidder withdraws their EoI during the specified period of validity of offer.
- If the bidder withdraws or modifies the bid during the validity period of the EoI.
- If the successful bidder fails to sign/accept the agreement within the stipulated time.
- If the bidder fails to comply with any of the terms and conditions specified in the EoI/Agreement.
- If the bidder indulges in fraudulent practices, misrepresentation of facts, or submission of false documents.

12. Performance Security Deposit /Contract Performance Guarantee

TGREDCO will notify the successful bidder in writing by issuing Letter of Intent or Letter of Award either through scanned e-mail or through registered/speed post/couriered letter, that its bid has been accepted.

On receipt of Letter of Intent or Letter of Award, the bidder has to submit 10% of the Award value as Performance Security Deposit /Contract Performance Guarantee amount along with their acceptance within 7 working days.

The amount shall be paid to TGREDCO wither in the form of a DD/ Online Transfer or Bank Guarantee. In case of The Bank Guarantee, the BG must be valid to one month beyond the contract period.

TGREDCO Bank Accounts details submission of BG are mentioned below:

Beneficiary Name	:	M/s.Telangana Renewable Energy Development Corporation Ltd. (TGREDCO Ltd)
Account Number	:	62373722861
IFSC Code	:	SBIN0004159
Bank name	:	State Bank of India - SBI
Branch	:	PBB, Raj Bhavan Road, Hyderabad.

The Performance Security Deposit will be refunded to the Agency within one month of the expiry of the contract only on the satisfactory performance of the contract. In case of any dues by the Agency to the Corporation, the same shall be recovered from Agency.

13. Cost of bidding

The bidder shall bear all the costs associated with the preparation and submission of their offer along with the costs associated with the presentation. The Bidder shall not be entitled to claim any costs, charges and expenses of and incidental to or incurred by him through or in connection with his submission of bid even though TGREDCO may elect to modify / withdraw the invitation of Bid.

14. Right to withdraw the EoI and to reject any bid

This EoI may be withdrawn or cancelled by the TGREDCO at any time without assigning any reasons thereof. The TGREDCO further reserves the right, at its complete discretion, to reject any or all of the Bids without assigning any reasons whatsoever and without incurring any liability on any account.

The TGREDCO reserve the right to interpret the Bid submitted by the Bidder in accordance with the provisions of the EoI and make its own judgment regarding the interpretation of the same. In this regard the TGREDCO shall have no liability towards any Bidder and no Bidder shall have any recourse to the TGREDCO with respect to the selection process. TGREDCO shall evaluate the Bids using the evaluation process at its sole discretion. TGREDCO decision in this regard shall be final and binding on the Bidders.

TGREDCO reserves its right to vary, modify, revise, amend or change any of the terms and conditions of the Bid before submission. The decision regarding acceptance or rejection of bid by TGREDCO will be final.

15. Documents to be submitted with Bid

The following documents should be submitted with the Technical Proposal:

- Online payment receipt of the EMD for the amount mentioned
- Certificate of Incorporation.
- Experience: Documentary proof such as copy of work order or Agreement
- Copy of Valid registration certificates (such as GST, PAN,) to be submitted.
- Copy of IT returns of the bidder.
- Duly signed and stamped copy of the complete EoI document (on all pages) including its amendments, if any.

16. Rights of TGREDCO

TGREDCO reserves the right to accept or reject any proposal, and to annul the process and reject all proposals at any stage, without thereby incurring any liability to the affected Respondent(s) or any obligation to inform the affected Respondent(s) of the grounds for such decision. TGREDCO will select the firm based on the Qualifications & Experience in the field as per the supportive documents provided by the applicant and lowest quoted financial requirement. However, VC & MD, TGREDCO has rights to select desired firm, from the applications received, for the successful completion of activity.

17. Applicable Law

- a. This work shall be governed by the Indian Laws for the time being in force and the State of Telangana courts alone shall have the exclusive jurisdiction on all matters arising under the Contract.
- b. Manpower of the appointed Firm shall not collect from any stakeholders, any amount whatsoever. Necessary action will be taken in case it is found that the condition has been violated by the Manpower.

18. Consortium: No consortium is applicable.

19. Settlement of Dispute and Arbitration

- a. The Bidder and the TGREDCO shall endeavor their best to amicable settle all disputes arising out of or in connection with the Contract in the following manner:
 - i. The Party raising a dispute shall address to the other Party, a notice requesting an amicable settlement of the dispute within seven (7) days of receipt of the notice.
 - ii. The matter will be referred for negotiation between Vice Chairman & managing Director, TGREDCO and the Authorized Official of the Bidder. The matter shall then be resolved between them and the agreed course of action documented within a further period of 15days.
- b. In case of any dispute between the Parties is not settled by negotiation in the manner as mentioned above, the same may be resolved exclusively by arbitration and such dispute may be submitted by either party for arbitration within 20 days of the failure of

negotiations. The arbitration shall be conducted in accordance with the provisions of the Arbitration & Conciliation Act, 1996.

20. Financial Requirement proposed

- The Financial proposal will only be considered for technically qualified bidders as per the EoI conditions.
- The financial proposal should state the cost of both in numerals and in words.
- It is to be noted that in case of any mismatch between the numeral value and the value mentioned in words, the lowest value shall be accepted to be the final quote
- The lowest rate (L1) will be considered for award of work. If L1, is not accepting to take up the work, his EMD will be forfeited and the work will be allotted to L2 bidder, if L2 accepts to take up the activity with the same price of L1.
- The Financial requirement shall be submitted as per the format provided in **Annexure III**.

21. Evaluation of Technical Bid

TGREDCO will examine and compare the technical aspects of the bids on the basis of the information submitted by the bidders. During technical evaluation of the proposals, TGREDCO may, at its discretion, ask Respondents for clarifications on their proposal. The Respondents are required to respond within the time frame prescribed by TGREDCO.

22. Issue of LoA /Agreement

Prior to the expiration of the period of bid validity, the TGREDCO will notify the successful bidder in writing by issuing Letter of Intent or Letter of Award or Agreement either through scanned e-mail or through registered/speed post/couriered letter, that its bid has been accepted. The letter of award will constitute the formation of the contract. In case, bidder does not return the duplicate copy of LOA/Agreement with duly signed and acceptance within 3 working days, then the LOA/Agreement will be deemed to be accepted by the successful bidder, on whom award is made.

23. Termination of Contract

TGREDCO shall have the right to terminate the contract of the agency /firm/ company at any time during the tenure of the work, if the performance of the agency is found to be unsatisfactory or in violation of any clause of the EOI pertaining to execution of the work. For termination of the contract, TGREDCO shall provide the agency /firm/ company a notice, to allow the agency to clarify its position of the observed unsatisfactory performance. If the clarification provided by the agency is not up to the satisfaction of the competent authority of TGREDCO, the contract of the agency will be terminated.

Annexure I: Covering letter format

(to be submitted on your company letterhead)

Date:

To
The Vice Chairman & Managing Director
TGREDCO, Khairatabad,
Hyderabad

Sir,

Sub: EoI for “Engaging of an Agency for Providing Professional Manpower Support to TGREDCO under the Bureau of Energy Efficiency (BEE) Scheme "Strengthening of SDAs on Efficient Use of Energy and its Conservation” – Submission of EoI -Reg.

Ref: EoI No. _____

I _____, herewith submitting the EoI as per the scope of work for **Engaging of an Agency for Providing Professional Manpower Support to TGREDCO under the Bureau of Energy Efficiency (BEE) Scheme "Strengthening of SDAs on Efficient Use of Energy and its Conservation.**

1. I, the undersigned, having read and examined in detail the EoI document and do hereby express my interest to provide the services as specified in the EoI.
2. I have read the provisions of EoI document and confirm that these are acceptable to me.
3. I have not indulged in any corrupt or fraudulent practices in preparing this EoI document.
4. I shall bear all costs incurred in connection with the preparation and submission of the EoI.
5. I am enclosing the filled Annexure forms along with supporting documents, meeting the EoI requirements.

I hereby declare that all the information and statements made in this proposal are true and accept that any misinterpretation contained in it may lead to my disqualification.

Thanking you,

Yours faithfully

Sign & Seal

Annexure II: Bid Form

Name of the Agency/ firm							
Postal Address							
E-mail address for communication							
Telephone/ Fax No.							
Name, designation, address, contact number and Email of the representative of the Agency/ firm to whom all references shall be made.							
Nature of the firm (Registered company / sole proprietorship etc.) Attach attested copy of Registration /Authorization Letter or Establishment Certificate etc.							
PAN No. (Copy of certificate to be enclosed)							
GST No. (Copy of certificate to be enclosed)							
Details of experience in the last 3 financial years (Documentary proof such as Invoice or Agreement)							
Latest Tax Return (Please attach copy)							
Annual Turnover: 2022-23, 2023-24 & 2024-25. (Enclose balance sheet/ turnover certificate certified by CA)	<table border="1"> <tr> <td>2022-23</td> <td></td> </tr> <tr> <td>2023-24</td> <td></td> </tr> <tr> <td>2024-25</td> <td></td> </tr> </table>	2022-23		2023-24		2024-25	
2022-23							
2023-24							
2024-25							
Has the agency/firm ever been debarred by any institution for undertaking any work?							
Any other information attached by the agency/firm (Details of Annexure / page no. where its enclosed)							

Date:

Name, Designation,
Signature & Seal

Annexure III:

Financial Bid: For Engaging of an Agency for Providing Professional Manpower Support to TGREDCO under the Bureau of Energy Efficiency (BEE) Scheme "Strengthening of SDAs on Efficient Use of Energy and its Conservation, as per the scope of work mentioned in the EoI.

(To be printed and signed on the company letter head)

Name of the work: "Providing Professional Manpower Support to TGREDCO under the Bureau of Energy Efficiency (BEE) Scheme "Strengthening of SDAs on Efficient Use of Energy and its Conservation, as per the scope of work mentioned in the EoI"

S.No	Description	Amount in Rs
1	Charges for Manpower deployment at TGREDCO for one month (including agency charges (lumpsum)	
2	GST at 18%	
	Total	

Declaration:

This is to certify that I/We Name of the authorized person, Name of firm/agency before signing this financial price, have read EoI and fully understood all the terms and conditions mentioned in the document and undertake myself/ourselves to strictly abide by them.

Date:

Name, Designation,
Signature & Seal

Checklist

Sl. No	Description	Submitted	Page No.
1	Details of Application FessRs.5,900/-	Yes /No	
2	Details of EMD amount Rs.1,00,000/-	Yes /No	
3	Certificate of Incorporation	Yes /No	
4	Financial Bid	Yes /No	
5	Turnover certificate certified by CA with UDIN	Yes /No	
6	Experience (for last 5 years): documentary proof such as copy of work order / Agreement	Yes /No	
7	Self-declaration on company letter head mentioning the organization isnot blacklisted/ banned by any organization	Yes /No	
8	Copy of GST and PAN Certificate	Yes /No	
9	Copy of IT returns	Yes /No	
10	Duly signed and stamped scan copy of the complete EoI document on all pages	Yes /No	

Note:

* Bidder shall provide the respective page no. in the above table for the respective attachments to be enclosed along with EoI document.