**RCC Institute of Information Technology**

**Canal south Road, Beliaghata, Kolkata-700 015**

**EXPRESSION OF INTEREST**

**RCCIIT/EOI/001/2025-26**

## RCCIIT invites Expression of Interest (EOI) from Prospective Bidders for design survey, supply, installation, testing, commissioning, operation & maintenance of 50 KW rooftop solar photovoltaic (PV) energy systems at RCCIIT, 5 Pagladanga Road, Kolkata-700015 under OPEX model for 20/25 years. Interested bidders who meet the prequalification criteria may furnish their EOI with all the necessary documents as mentioned in the terms and conditions, scope of work, pre-qualification criteria including cost in a sealed cover along with the covering letter duly signed by an authorized signatory and a nonrefundable processing fee of Rs. 1,000/- (Rs. One thousand only) by P.O./D.D in favour of RCC Institute of Technology, payable at Kolkata which shall be received up to 3 PM dt 23/07/2025 and shall be opened on the same day at the above address, in presence of Prospective Bidders.

## To expedite the whole process, RCCIIT management have decided to obtain quote of financial part from prospective bidders, in a separate envelope along with EOI documents. The same will be opened for Technically qualified bidders only.

## RCCIIT reserves the right to accept or reject any or all the tenders or part thereof without assigning any reason.

## Finance Officer

## RCCIIT

## Kolkata

BID DOCUMENT

**FOR**

**EOI FOR THE INSTALLATION OF 50 KW ROOFTOP SOLAR PHOTOVOLTAIC (PV) ENERGY SYSTEM UNDER OPEX Model, AT RCCIIT, Kolkata**

**NAME OF THE WORK:**

**Setting up of Solar PV Power Plant, at RCCIIT, Kolkata**

**The Finance Officer**

### The RCC Institute of Information Technology.

### Canal South Road, Kolkata – 700015.

**DATA SHEET**

|  |  |  |
| --- | --- | --- |
| **Serial No.** | **Items** | **Description** |
| 1 | Institution Name | **RCC Institute of Information Technology** |
| 2 | Address | Canal South Road, Beliaghata, Kolkata-700015 |
| 3 | EOI Reference Number | RCCIIT/EOI/001/2025-26 |
| 4 | Date of Issue of EOI | From 23/06/2025 |
| 5 | Last Date for Submission of EOI Response | 23/ 07 /2025 up to 03:00 P.M. |
| 6 | Cost of EOI document | Rs 500/- |
| 7 | EOI validity period | 90 days from last date of submission of bid |
| 8 | Currency of EOI | Indian Rupees |
| 9 | Language of EOI | English |
| 10 | Website | [www.rcciit.org.in](http://www.rcciit.org.in) |

The EOI document can be purchased from Finance Office by paying Rs.500/- (Rs. Five hundred only) either in Cash/PO/DD. The same can be downloaded at the website mentioned above from 23 /06 / 2025 to 23/07/ 2025 up to 01:00 P.M. The potential bidders who download the tenders from the website should submit a PO/DD of Rs. 500/- at the time of submission of EOI responses. The cost of bid documents in demand draft issued from any Nationalized Scheduled Bank should made/pledged in favour of **“The RCC Institute of Technology”** and payable at **Kolkata.**

# The Scope of Work

The objective is to provide Grid Tied solar photo voltaic power plant of 50 KW capacity with a view to attain highest feasible levels of clean energy while maximizing savings for the organization.

### Scope of services:

1. Site survey, technical feasibility, regulatory & policy assessment
2. Securing all planning permits and approvals, from all local authorities as applicable;
3. Providing all necessary labor, material, services, tools, plant and equipment for the works.

### Project site details:

The project will be for the first phase of the Campus with a built-up area of approximately 5500 Sft of shadow free space.

The duration of the completion of the project shall not be more than 180 days

# The Prequalification Process and General Conditions

### Right to Terminate the Process:

* + RCCIIT makes no commitments, explicit or implicit, that this process will result in a business transaction with anyone
  + This EOI does not constitute an offer by RCCIIT. The bidder’s participation in this process may result in RCCIIT selecting the bidders to engage in further responses, discussions and negotiations towards execution of a final contract. The commencement of any subsequent procurement activity resulting out of this EOI does not signify a commitment by RCCIIT either to continue the activities or to culminate such activities with a definitive contract.
  + RCCIIT reserves the right to withdraw this EOI if it determines that such action is in the best interest of the organization without assigning any reason whatsoever. Shortlisted bidders may be issued formal Request for Proposal inviting their technical and financial bids at a later date, provided RCCIIT decides to go ahead with the process.
  + RCCIIT undertakes that all the information shared by the bidders will be held in strict confidence and will not be made public unless directed by court of law or under RTI norms.

### Authenticity of the Information and Right for Verification

* + RCCIIT reserves the right to verify all statements, information and documents submitted by the potential bidder in response to the EoI. Any such verification or lack of such verification by the RCCIIT shall not relieve the bidder of its obligations or liabilities hereunder nor will it affect any rights of the RCCIIT there under.
  + In case it is found during the evaluation of the responses or at any time during the subsequent procurement process or before signing of the contract or after its execution and during the period of project execution resulting out of the contract thereof, that one or more of the pre-qualification conditions have not been met by the bidder, or the bidder has made material misrepresentation or has given any materially incorrect or false information, the bidder shall be disqualified forthwith if not yet awarded the contract either by issue of the letter of intent or entering into a contract.

### Additional Conditions

* + Timing and sequence of events resulting from this EoI shall ultimately be determined by RCCIIT
  + Responses are subject to rejection if they limit or modify any of the terms and conditions or specifications of this EOI
  + Neither the bidder nor any of bidder’s representatives shall have any claims whatsoever against RCCIIT or any of its respective officials, agents, or employees arising out of or relating to this EOI or these procedures (other than those arising under a definitive service agreement with the bidder in accordance with the terms thereof).
  + The Bidder should not bid under any Consortium. No Consortium bid shall be allowed for this Tender.
  + The decision of the Corporation with regards to selection of Vendors for issue of Prequalification Applicants will be final. The Corporation is not bound to assign any reason thereof
  + The bidder should not be under a declaration of ineligibility for corrupt and fraudulent practices issued by Government of India or any State Governments in the country of India. (To be furnished under Notarized Affidavit made at KOLKATA)

**Force Majeure**: The Bidder / Contractor shall not be liable for failure, non-performance or delays in services resulting directly or indirectly from causes beyond its reasonable control, such as, Act of God, war, act of Terrorism, nuclear risks, riots, strike, political unrest, acts of Government, its agencies or officers, raw material shortage, labour shortage or any other legitimate cause beyond his reasonable control.

However, **due LD** shall be levied on Bidder / Contractor on its failure to adhere to work schedule approved by RCCIIT while signing the contract. ON Completion, the Bidder / Contractor shall hand over a complete detailed document of the work “AS BUILT-IN” with operation Manual etc. for future reference.

**Liability**: except reasons covered under “Force Majeure” defined maximum liability of Bidder / Contractor may be up to complete replacement if the Development becomes non- functional within 2 years of commissioning for reasons covered in the clauses.

# Pre-Qualification Criteria

The interested firms should have the credentials to meet the following criteria to become eligible bidders for the selection process of Prospective Bidder for the installation of 50 KW rooftop solar photovoltaic (PV) energy systems on the existing rooftop of college building at RCCIIT

* + Criteria related to Incorporation of the Firm:
    1. The prospective bidder must be having a support office in Kolkata, before the execution of Agreement.
    2. The entity should have been operational in India at least for the last ten financial years ending with 31.03.2024
    3. The prospective bidder must not be a consortium of firms.
    4. The prospective bidder must be an ISO 9001 certified company.
    5. The prospective bidder must be preferably accredited by MNRE / Govt body / Local Authority.
    6. The Prospective bidder should have a Valid Trade License
  + Criteria related to financial viability and successful track record of delivering implementation / support services and the Copies of Financial Audited Statements, IT Returns, are to be submitted to corroborate this.
    1. The prospective bidder, a single legal entity registered in India, should be a profit-making company for the last three years ending on 31.03.2024
    2. The Solar Services average annual turnover for the last three financial years as above should be at least Rs 1 Crores.
  + Criteria related to experience in implementing / supporting large scale Solar System.
    1. The prospective bidder must have proven experience in design, build, operation and maintenance of solar PV installation projects.
    2. The prospective bidder must have executed / under execution at least three solar PV power plant projects.
    3. The prospective bidder must have in-house solar engineers and electrical engineers with verifiable proven experience in installation of solar PV systems.
    4. The prospective bidder must have internal quality assurance process covering design, construction, operation and maintenance of solar PV systems.
    5. Preference would be given for having experience in automated panel cleaning system for the solar plant.
    6. Prospective bidder should have sufficient experience to execute at least 50 KW solar project in RESCU/OPEX Model.

# Response Requirements

Prospective bidders may furnish their Expression of Interest by submitting the following documents in English language as per the indicated formats.

1. Covering Letter as per the format provided in **Appendix I**.
2. Supporting documents as per formats provided in **Appendix II** against each of the abovementioned qualifying criteria as proof of having the capabilities to support the requirements of RCCIIT.
3. Litigation Impact Statement as per format in **Appendix III**.

The Expression of Interest in a sealed cover along with the cover letter and each page of the response duly signed by an authorized signatory and affixed with the company’s seal must reach the following address on or before 23/07/2025 up to 15:00 hours. It is advised that the respondents keep the response brief, concise and to the point. The respondents are requested to submit the response in printed format (hard copy), along with signed letters and supporting documents in printed formats. **The respondents are also requested to submit** **Financial Bid as per details in** **Appendix IV**. The covering envelope containing aforesaid documents submitted along with a separate sealed envelope which contain Financial Bid, should be clearly marked with “Confidential – Expression of Interest for “**Installation of rooftop solar photovoltaic (PV) energy systems *in RCCIIT***”.

Indicative Timelines for this Expression of Interest notice are given below:

|  |  |
| --- | --- |
| **Activity** | **Tentative date for the Activity** |
| Publication of Expression of Interest | 23/06/ 2025 |
| Last Date for Submission of EOI Response | 23/ 07/ 2025 up to 03:00 P.M. |
| Opening of bid responses | 23/07/ 2025 up to 04:00 P.M. |

The response should be sent to the following address

### The Finance Officer

RCC Institute of Information Technology

Canal South Road

Beliaghata,

Kolkata – 700 015.

**Appendix I:**

**Cover Letter from the Prospective Bidders**

Company letter head [Date]

### The Finance Officer

RCC Institute of Information Technology.

Canal South Road, Beliaghata

Kolkata-700015

### Reference: Notice on Expression of interest for installation and service of 50 KW rooftop solar photovoltaic (PV) energy systems in RCCIIT

Dear Sir,

This is to notify you that our company intends to submit a response to the EOI for installation and service of 50 KW rooftop solar photovoltaic (PV) energy systems at RCCIIT.

Primary and Secondary contacts for our company are:

|  |  |  |
| --- | --- | --- |
|  | **Primary Contact** | **Secondary Contact** |
| Name: |  |  |
| Designation: |  |  |
| Address: |  |  |
| Mobile No. |  |  |
| e-mail ID |  |  |

We confirm that the information contained in this response or any part thereof, including its exhibits, and other documents and instruments delivered or to be delivered to RCCIIT is true, accurate, verifiable and complete. This response includes all information necessary to ensure that the statements therein do not in whole or in part mislead the RCCIIT in its short-listing process.

We fully understand and agree to comply that on verification, if any of the information provided here is found to be misleading the short-listing process or offering or accepting unduly favors from our company in the short-listing process, we are liable to be dismissed from the selection process or termination of the contract during the project, if selected to

do so, for undertaking the installation of 50 KW rooftop solar photovoltaic (PV) energy systems project at RCCIIT.

It is hereby confirmed that I/We are entitled to act on behalf of our corporation/company/firm/organization and empowered to sign this document as well as such other documents, which may be required in this connection.

Dated this Day of **2025**

(Signature) (In the capacity of)

Duly authorized to sign the EoI Response for and on behalf of:

Sincerely,

### [Prospective Bidder’s Name]

### Name Title Signature Date

(Name and Address of Company) Seal/Stamp of System Integrator

### CERTIFICATE AS TO AUTHORISED SIGNATORIES

I, certify that I am ………………….............………….......... of the …………...........………, and that……………………………………………………………… who signed the above response is authorized to bind the corporation by authority of its governing body.

Date:

(Seal Here)

**Appendix II:**

**Form 1**

|  |  |  |  |
| --- | --- | --- | --- |
| **Criterion II: Financial Information** | | | |
|  | **FY 2021-22** | **FY 2022-23** | **FY 2023-24** |
| **Turnover (in INR Crores)** |  |  |  |
| **Profit Before Tax (in INR Crores)** |  |  |  |
| **Revenue from SOLAR SYSTEM (in INR Crores)** |  |  |  |

**Supporting Documents**

1. Auditor Certified financial statements for the last three financial years, 2021-22, 2022-23, and 2023-24 (Please include only the sections on P&L and the assets, not the entire balance sheet.)
2. Certification by the company auditors supporting the revenue break-up

**Appendix III: LITIGATION IMPACT STATEMENT**

Company letter head

### The Finance Officer

RCC Institute of Information Technology.

Canal South Road, Beliaghata

Kolkata-700015

### Reference: Notice on Expression of interest for installation and service of 50 KW rooftop solar photovoltaic (PV) energy systems in RCCIIT

Dear Sir,

We have read and understood the contents of the Notice on Expression of Interest and pursuant to this hereby confirm that we satisfy the eligibility criteria laid out therein.

We hereby confirm that save as may be set out in the schedule attached to this statement, there is no litigation (including court, arbitration and other proceedings), inquiry or order from any regulatory authority, current or pending against us, which if adversely determined might have material adverse impact on our ability to carry on our business or pay our debts as they fall due or on our ability to enter into any of the transactions contained in or contemplated in respect of the installation and service of 50 KW rooftop solar photovoltaic (PV) energy systems in RCCIIT.

(Signature) (In the capacity of)

Duly authorized to sign the EoI Response for and on behalf of: Sincerely,

### [Prospective Bidder’s Name]

### Name Title Signature Date

(Name and Address of Company) Seal/Stamp of System Integrator

**Appendix IV:**

Please mention the following details in letter head and submit in a sealed envelope after properly signed and stamp.

Financial Bid:

|  |  |  |
| --- | --- | --- |
|  | Considering 20 Years Plant Life | Considering 25 Years Plant Life |
| Rate/Unit of electricity for solar energy (Rs.) |  |  |
| Buy Back Value (Rs.) |  |  |