



**Government
eProcurement
System**

eProcurement System Government of India

Tender Details

Date : 24-Dec-2025 04:04 PM



Basic Details

Organisation Chain	Directorate General of Shipping		
Tender Reference Number	13-44/20/2022-ENGG-DGS (c.no -17970)		
Tender ID	2025_DGS_891258_1	Withdrawal Allowed	Yes
Tender Type	Open Tender	Form of contract	EOI
Tender Category	Services	No. of Covers	1
General Technical Evaluation Allowed	No	ItemWise Technical Evaluation Allowed	No
Payment Mode	Not Applicable	Is Multi Currency Allowed For BOQ	No
Is Multi Currency Allowed For Fee	No	Allow Two Stage Bidding	No

Cover Details, No. Of Covers - 1

Cover No	Cover	Document Type	Description
1	Fee/PreQual/Technical/Finance	.pdf	Eligibility criteria document
		.pdf	Qualification Criteria Document

Tender Fee Details, [Total Fee in ₹ * - 0.00]

Tender Fee in ₹	0.00		
Fee Payable To	Nil	Fee Payable At	Nil
Tender Fee Exemption Allowed	No		

EMD Fee Details

EMD Amount in ₹	0.00	EMD Exemption Allowed	No
EMD Fee Type	fixed	EMD Percentage	NA
EMD Payable To	Nil	EMD Payable At	Nil

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Work /Item(s)

Title	Request for Expression of Interest (REOI) for Consultancy Services for Ship Recycling DPR Preparation and Digital Enablement Planning				
Work Description	Request for Expression of Interest (REOI) for Consultancy Services for Ship Recycling DPR Preparation and Digital Enablement Planning				
Pre Qualification Details	Please refer Tender documents.				
Independent External Monitor/Remarks	NA				
Show Tender Value in Public Domain	No				
Tender Value in ₹	0.00	Product Category	Miscellaneous Services	Sub category	NA
Contract Type	Tender	Bid Validity(Days)	180	Period Of Work(Days)	NA
Location	Directorate General of Shipping	Pincode	400042	Pre Bid Meeting Place	NA
Pre Bid Meeting Address	NA	Pre Bid Meeting Date	NA	Bid Opening Place	Online
Should Allow NDA Tender	No	Allow Preferential Bidder	No		

Critical Dates

Publish Date	24-Dec-2025 04:00 PM	Bid Opening Date	20-Jan-2026 04:00 PM
Document Download / Sale Start Date	24-Dec-2025 04:00 PM	Document Download / Sale End Date	19-Jan-2026 04:00 PM
Clarification Start Date	25-Dec-2025 10:00 AM	Clarification End Date	05-Jan-2026 03:00 PM

Bid Submission Start Date	25-Dec-2025 10:00 AM	Bid Submission End Date	19-Jan-2026 04:00 PM
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Tender Documents

NIT Document					
	S.No	Document Name	Description	Document Size (in KB)	
	1	Tendernotice_1.pdf	Notice Invinting EOI	822.04	
Work Item Documents					
	S.No	Document Type	Document Name	Description	Document Size (in KB)
	1	Tender Documents	EOI.pdf	EOI Document	805.24

Bid Openers List

S.No	Bid Opener Login Id	Bid Opener Name	Certificate Name
1.	gopikrishna.c@gov.in	GOPIKRISHNA C	CHOCKALINGAM GOPIKRISHNA
2.	navdeep.kharb@gov.in	Navdeep Kharb	NAVDEEP KHARB
3.	chaki-dgs@nic.in	Aniruddha Chaki	ANIRUDDHA CHAKI

GeMARPTS Details

GeMARPTS ID	QZY2000IKHZZ
Description	Not Available
Report Initiated On	24-Dec-2025
Valid Until	23-Jan-2026

Tender Properties

Auto Tendering Process allowed	No	Show Technical bid status	Yes
Show Finance bid status	Yes	Stage to disclose Bid Details in Public Domain	Technical Bid Opening
BoQ Comparative Chart model	NIL	BoQ Compative chart decimal places	2
BoQ Comparative Chart Rank Type	NIL	Form Based BoQ	No

TIA Undertaking

S.No	Undertaking to Order	Tender complying with Order	Reason for non compliance of Order
1	PPP-MII Order 2017	Agree	
2	MSEs Order 2012	Agree	

Tender Inviting Authority

Name	Engineer and Ship Surveyor cum DDG (Technical)
Address	9th Floor Beta Building, i-Think Techno Campus, Kanjurmarg East, Mumbai, Maharashtra 400042

Tender Creator Details

Created By	GOPIKRISHNA C
Designation	Engineer and Ship Surveyor cum DDG (Technical)
Created Date	24-Dec-2025 03:12 PM

Request for Expression of Interest (REOI)

for

**Consultancy Services for Ship Recycling DPR
Preparation and Digital Enablement Planning**



Published by:

Directorate General of Shipping, Govt. of India
9th Floor, Beta Building,
i-Think Techno Campus, Kanjurmarg (East), Mumbai - 400 042, India

Reference No: 13-44/20/2022-ENGG-DGS (c.no -17970)

Date: 24//12/2025

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Part I: REOI Process

SECTION I: Request for Expression of Interest (REOI)

1. Invitation

Organisation Background / About DGS

The Directorate General of Shipping (DGS), an attached office of the Ministry of Ports, Shipping and Waterways, Govt. of India, deals in matters relating to merchant shipping. The DGS deals with all matters concerning the Maritime Administration, Maritime Education and Training, development of Shipping Industry and other related subjects.

This Directorate deals with implementation of shipping policy and legislation so as to ensure the safety of life and ships at sea, prevention of marine pollution, promotion of maritime education and training in co-ordination with the International Maritime Organisation, regulation of employment and welfare of seamen, development of coastal shipping, augmentation of shipping tonnage, examination and certification of Merchant Navy Officers, Supervision and Control of the allied departments and officer under its administrative jurisdiction.

The details about DGS and its functions are available at website <https://www.dgshipping.gov.in>

The Directorate General of Shipping (DGS) through (hereinafter referred to as ‘the Authority’, ‘the Head of Procurement’, ‘the Procuring Entity’ and ‘the Procuring Organisation’ respectively), invites Request for Expression of Interest (hereinafter referred as the ‘REOIs’) from eligible and qualified Indian companies/agencies for shortlisting for the delivery of Consultancy Services as described in ‘Part II: Schedule of Requirements’ (hereinafter referred to as ‘the Services’). Interested Consultants should provide sufficient and relevant information demonstrating that they meet the specified eligibility criteria and have the required qualifications to be shortlisted for providing the Services. This Request for Expression of Interest (REOI) Document, reference number, 13-44/20/2022-ENGG-DGS (c.no -17970), details the process of such shortlisting. As part of this procurement process, a Request for Proposals (RFP) for selecting Consultants shall be subsequently issued to only such shortlisted Consultants.

2. Instructions for REOI

2.1 Important Dates

Sr No.	Particulars	Date
1.	Date of availability of REOI on CPPP portal	24/12/2025; 16:00 Hrs
2.	Start date for submission of EOI response	25/12/2025; 10:00 Hrs.
3.	Seek Clarification Start Date	25/12/2025; 10:00 Hrs.
4.	Seek Clarification End Date	05/01/2026; 15:00 Hrs.
5.	Last date for submission of EOI response	19/01/2026; 16:00 Hrs.
6.	Opening of Bids	20/01/2026; 16:00 Hrs.

2.2 Advertisement of REOI

The REOI document shall be published on Central Public Procurement Portal – CPPP (<https://www.eprocure.gov.in>), official website of DGS (<https://www.dgshipping.gov.in>). All corrigenda, addendums, amendments, date change to REOI shall be posted at the aforesaid portals and no separate notification shall be issued.

2.3 Governing Language and Law

The REOI submitted by the consultants and all subsequent correspondence and documents relating to the REOI exchanged between the consultant and the DGS, should be written in the language specified in Section II: Appendix (or English if nothing is specified - hereinafter referred to as the 'REOI Language'). However, the language of any printed literature furnished by a consultant in connection with its REOI may be written in any other language provided a certified translation accompanies the same in the REOI language. For interpretation of the REOI, translation in the language of the REOI shall prevail.

The REOI process shall be subject to the laws of the Union of India and the exclusive jurisdiction of courts relevant to the address of the Tender Inviting Authority.

2.4 Acronyms

The following Acronyms have been used in this REOI document:

Acronym	Full Form
REOI	Request for Expression of Interest
DGS	Directorate General of Shipping
MoPSW	Ministry of Ports, Shipping and Waterways
KYC	Know Your Customer
GST	Goods and Services Tax
QCBS	Quality and Cost-Based Selection
ISO	International Organization for Standardization
GSTIN	Goods and Services Tax Identification Number
JV/C	Joint Venture/Consortium
RFP	Request for Proposal
MoU	Memorandum of Understanding

2.5 The Contents of the REOI document

This REOI document provides the relevant information and instructions to assist the prospective consultant's in preparing and submitting REOIs. It also includes the mode and procedure for receipt/opening, evaluation of REOIs, and shortlisting of consultants.

The REOI document consists of the following parts. If additional sections/ appendices are included in a specific REOI, these would be detailed in Section II: Appendix.

Part I: REOI process

- 1) Section I: Request for Expression of Interest (REOI)
- 2) Section II: Appendix
- 3) Section III: Qualification Criteria

Part II: Schedule of Requirements

- 1) Section IV: Terms of Reference

Part III: REOI Submission Formats

- 1) Form 1: REOI Form (Covering Letter)
 - a) Form 1.1: Consultant Information

- b) Form 1.2: Eligibility Declarations
- 2) Form 2: Qualification Criteria – Compliance
 - a) Form 2.1: Performance Capability Statement
 - b) Form 2.2: Financial Capability Statements
 - i) Form 2.2.1: Financial Statement
 - ii) Form 2.2.2: Average Annual Turnover
- 3) Form 3: Checklist for consultant
- 4) Form 4: Declaration for No Conflict of Interest
- 5) Form 5: Details of ineligibility for corrupt or fraudulent practices / blacklisted with any of the Government or Public Sector Units
- 6) Form 6: Authorisation to Attend Pre-REOI Conference
- 7) Form 7: Other information required

2.5.1 Section II: Appendix

Variable parameters and information related to this specific REOI process are summarised in the appendix.

2.5.2 Section III: Qualification Criteria:

This section lays down the Qualifying Criteria for shortlisting consultant. The consultant must have requisite experience with assignments similar in nature in general and specific sectors relevant to the subject assignment. It may indicate the extent of dispensation, if any, allowed for Start-ups under Clause 5.1 below. Unless otherwise stated in Section II: Appendix, consultant may associate with other firms to enhance their qualifications but should indicate clearly whether the association is in the form of a joint venture/consortium (JV/C) and/or a sub-consultancy. In response to this section, consultant must submit Form 2: Qualification Criteria – Compliance and its sub-forms 2.1, 2.2, 2.2.1 and 2.2.2.

2.5.3 Section IV: Terms of Reference (TOR)

‘Section IV: Terms of Reference (TOR)’ describes the background, purpose/ objectives, description/ scope, deliverables/ outcomes, and timelines of Services (hereinafter called the ‘Service’) required. The ‘Service’ may include incidental Goods, Works, and other Services if so indicated therein. Any generic reference the ‘Service’ shall be deemed to include such incidental Goods, Works, and other Services.

2.5.4 REOI Formats for submission (To be filled, digitally signed, and uploaded by consultant)

The consultant must fill, digitally sign and upload the REOI in the Formats given in Part III: REOI Submission Formats.

2.6 Corrigenda/Addenda to the REOI document

- 1) Before the deadline for submitting REOIs, the DGS may update, amend, modify, or supplement the information, assessment or assumptions contained in the REOI document by issuing corrigenda and addenda. The corrigenda and addenda shall be published in the same manner as the original REOI document. The consultants must check the website(s) for any corrigenda/ addenda. Any corrigendum or addendum thus issued shall be considered a part of the REOI document.
- 2) If considered necessary, the DGS may suitably extend the REOI submission deadline to give reasonable time to the prospective consultants to take such corrigendum/ addendum into account

in preparing their REOI. After the DGS makes such modifications, any consultant who has submitted his REOI shall have the opportunity to either withdraw his REOI or re-submit his REOI superseding the original REOI within the extended time of submission as per Clause 8.4 below.

- 3) The DGS may extend the deadline for the REOI submission by issuing an amendment. In such a case, all rights and obligations of the DGS and the consultants previously subject to the original deadline shall then be subject to the new deadline for the REOI submission.

3. Right to reject any or all REOIs

The issue of the REOI document does not imply that the Procuring Entity is bound to shortlist consultants. The Procuring Entity reserves its right to accept or reject any or all REOIs, abandon/ bypass/ cancel the REOI process and issue another REOI for the same or similar Services before or after shortlisting consultants. It would have no liability to the affected consultants or any obligation to inform the affected consultants of the grounds for such action(s).

4. Participation IN REOI – Eligibility Criteria

4.1 Eligibility Criteria

Subject to other provisions in the REOI document, participation in this shortlisting process is open to all consultant who fulfil the ‘Eligibility’ and ‘qualification’ criteria. The consultant should meet the following eligibility criteria as of the date of their REOI submission and should continue to meet these until the subsequent RFP process and contract award. The consultant shall be required to demonstrate fulfilment of the Eligibility Criteria in Form 1.2 (Eligibility Declarations). The consultant unless otherwise stipulated in Section II: Appendix.

EC #	Condition	Criteria	Supporting Document
EC1	Legal Entity	The Consultant / Lead Consultant must be a private entity (a Consulting Company/ LLC/ LLP /Partnership firm/ Society registered in India under the Companies Act, 1956, 2013, 2020 / LLP Act, 2008 and subsequent amendments thereto), a public Entity (Government-owned enterprise or institution), or unless otherwise stipulated in Section II: Appendix - Joint Venture/ Consortium (an association of several persons, firms, or companies - hereinafter referred to as JV/C).	Copy of certificate for Registration To be submitted for - <ul style="list-style-type: none"> • Single Bid - Consultant • Consortium Bid – Lead Consultant
EC2	Registration Certification by the concerned	The Consultant / Lead Consultant must have valid registration regarding GSTIN, PAN, EPF equivalent registration certificate	Copy of certificate for Registration To be submitted for -

EC #	Condition	Criteria	Supporting Document
	authority /government	issued by the concerned authority/government as applicable to the subject Services.	<ul style="list-style-type: none"> • Single Bid – Consultant • Consortium Bid – Lead Consultant
EC3	Declaration of Insolvency, Bankruptcy, etc.	The Consultant / Lead Consultant must not be insolvent, bankrupt, in receivership, under winding-up proceedings, have its affairs managed by a court or judicial officer, have its business activities suspended, or be subject to any legal proceedings for these reasons.	<p>Declaration by authorised signatory in Form 1.2</p> <p>In case of:</p> <ul style="list-style-type: none"> • Single Bid – Consultant • Consortium Bid – All members
EC4	Blacklisting by Govt.	<p>i. The Consultant / Lead Consultant must Not stand declared ineligible/ blacklisted/ banned/ debarred by the Procuring Organisation or its Ministry/ Department from participation in its procurement processes; and/ or</p> <p>ii. Not be convicted (within three years preceding the last date of EOI submission) or stand declared ineligible/ suspended/ blacklisted/ banned/ debarred by appropriate agencies of the Government of India from participation in procurement processes of all its entities, for:</p> <p>a. offenses involving moral turpitude in business dealings under the Prevention of Corruption Act, 1988 or any other law; and/or</p> <p>b. offenses under the Indian Penal Code or any other law for causing any loss of life/ limbs/ property or endangering Public Health during the execution of a public procurement contract and/ or</p>	<p>Declaration by authorised signatory in Form 1.2</p> <p>In case of:</p> <ul style="list-style-type: none"> • Single Bid – Consultant • Consortium Bid – All members

EC #	Condition	Criteria	Supporting Document
		<p>c. suspected to be or of doubtful loyalty to the Country or a National Security risk as determined by appropriate agencies of the Government of India.</p> <p>iii. Not have changed its name or created a new “Allied Entity”, consequent to having declared ineligible/ suspended/ blacklisted/ banned/ debarred as above</p>	
EC5	Conflict of Interest	<p>The Consultant / Lead Consultant must not have any conflict of interest (as defined in Clause 4.5, ‘Conflict of Interest’ below) that could substantially affect fair competition. The Consultant / Lead Consultant shall not attempt to induce any other Consultant to submit or refrain from submitting an EOI in order to restrict competition.</p>	<p>Declaration by authorised signatory in Form 1.2</p> <p>In case of:</p> <ul style="list-style-type: none"> • Single Bid – Consultant • Consortium Bid – All members

4.2 Eligibility of consultant from Restricted Countries

4.2.1 Restrictions based on Reciprocity.

Entities from countries (if so, identified in Section II: Appendix) as not allowing Indian companies to participate in their Government procurement shall not be allowed to participate (directly or as a sub-contractor or as a member of a JV/C) on a reciprocal basis in this REOI process under the “Public Procurement (Preference to Make in India) Order 2017¹” (MII – para 10 -d) of Department for Promotion of Industry and Internal Trade, (DPIIT). The consultant must apprise themselves of the latest version of this order.

4.2.2 Restrictions based on Land Borders

Order (Public Procurement No. 1) issued by the Government of India (Ministry of Finance Department of Expenditure Public Procurement Division) restricting procurement from consultant from certain countries that share a land border with India shall apply to this procurement. The consultant must apprise themselves of the latest version of this order. Any consultant from a country that shares a land border with India, excluding countries to which the Government of India has extended lines of credit or in which the Government of India is engaged in development projects (as listed on the website of the Ministry of External Affairs), – hereinafter called ‘Restricted Countries’ shall be eligible to participate in this REOI, only if the consultant is

registered with the Registration Committee constituted by the Department for Promotion of Industry and Internal Trade (DPIIT). The consultant shall enclose the certificate in Form 1 - REOI Form.

4.3 Sub-Consultants/Sub-Contracting

The consultant may propose to associate Sub-consultants for specialised parts of the Services provided their names and details are clearly stated in the REOI. Such Sub- consultants should not circumvent the eligibility condition laid down above. The value of such sub-contracts shall not exceed the limit specified (25% of the contract price, if not specified) in Section II: Appendix. Nevertheless, the consultant shall solely remain responsible for sub-contracted portions of the Services. Key and non-key personnel, whether full-time employees or on contract, shall not be considered sub-consultants. Procurement of incidental goods, equipment hires, or labour engagement shall not be treated as sub-contracting.

4.4 Joint Venture/Consortium (JV/C)

- 1) In the case where a consultant is or proposes to be a Joint Venture/ Consortium (that is, an association of several persons, firms, or companies - hereinafter referred to as JV/C), then unless otherwise specified in Section II: Appendix, in JV/C:
 - a) members should not be more than four (04)
 - b) no member should have less than 10% participation.
 - c) members having participation between 10% and 20% shall be termed as non-substantial members.
 - d) Members having more than 20% participation shall be termed as substantial members.
 - e) The Lead member must have at least 40% participation.
 - f) The lead member/consultant and various categories of members of the JV/C must be identified.
 - g) Number of non-substantial members shall not be more than one (01)
- 2) The JV/C and all members must satisfy all the eligibility requirements in this REOI document.
- 3) JV/C and its members must jointly meet the qualification criteria in Section III– Qualification Criteria. The technical/ experience qualification of all JV/C members (substantial members, Lead member and non-substantial members) shall be evaluated jointly as per Evaluation Criteria. However, for financial criteria of qualification, credentials of substantial and lead members (excluding non-substantial members) shall only be considered.
- 4) All the members shall be jointly and severally liable for the entire contract if selected in the RFP Process.

4.5 Conflict of Interest

- 1) Any consultant with a conflict of interest that affects fair competition shall not be eligible to participate in this procurement process. REOIs found to have a conflict of interest shall be rejected as nonresponsive. Consultant shall be required to declare the absence of such conflict of interest in Form 1.2 - Eligibility Declarations. A consultant in this procurement process shall be considered to have a conflict of interest if the consultant:
 - a. directly or indirectly controls, is controlled by or is under common control with another Consultant; or
 - b. receives or has received any direct or indirect subsidy/ financial stake from another consultant; or
 - c. has the same correspondence address or same legal representative/ agent as another consultant for purposes of this REOI; or

- d. has a relationship with another consultant, directly or through common third parties, which puts it in a position to have access to information about or influence the REOI of another consultant; or
 - e. would be providing goods, works, or non-consulting services resulting from or directly related to consulting services that it provided (or were provided by any affiliate that directly or indirectly controls, is controlled by, or is under common control with that firm) for the procurement planning (inter-alia preparation of feasibility/ cost estimates/ Detailed Project Report (DPR), design/ technical specifications, terms of reference (TOR)/ Activity Schedule/ schedule of requirements or the REOI/ RFP Document etc) of this procurement process; or
 - f. has a close business or family relationship with a staff of the Procuring Organisation who:
 - i. are directly or indirectly involved in the preparation of the REOI document or Terms of Reference of the procurement process and/or the evaluation in REOI and/ or RFP process; or
 - ii. would be involved in the implementation or supervision of the resulting contract
 - iii. Any conflict stemming from such a relationship must be reported and resolved in a manner acceptable to the Procuring Entity throughout the REOI and RFP processes and execution of the contract.
 - iv. A consultant may participate as a sub-consultant in more than one bid but only in that capacity (i.e., without bidding in an individual capacity). Bids submitted in violation of this procedure will be rejected.
- 2) Participation of only One Entity from Affiliates: Only one entity from among a consultant and its affiliates (that directly or indirectly control or are controlled by or are under common control with that firm) individually or as part of a joint venture or as a Sub-consultant shall be permitted to participate in REOI.

The consultant shall furnish information on commissions and gratuities, if any, paid or to be paid to agents or any other party relating to this REOI and RFP process.

5. Purchase preference policies of the government.

5.1 Relaxation in Prior Turnover and Experience to Start-up

In accordance with General Financial Rules (GFR), 2017 and applicable Government of India guidelines issued from time to time, Start-ups recognised by the Department for Promotion of Industry and Internal Trade (DPIIT) shall be eligible for relaxation in prior turnover and prior experience criteria, provided that:

- a) The Start-up is recognised by DPIIT as on the date of submission of REOI.
- b) The Start-up meets the technical, functional, and quality requirements specified in the REOI / RFP.
- c) Such relaxation shall not apply where prior experience or turnover is essential due to considerations of public safety, regulatory sensitivity, critical operations, or project risk, as determined by the Procuring Entity.
- d) The decision of the Procuring Entity in this regard shall be final and binding.

This relaxation, where applicable, shall be clearly indicated during evaluation and shall not dilute the requirement of satisfactory performance or delivery of the assignment.

6. Downloading the REOI document, clarifications and pre-EOI conference

6.1 Availability and Downloading of the REOI Document

The REOI Document containing the details of qualification criteria, submission requirement, brief objective & scope of work, etc. is enclosed. REOI document is also available for downloading from the CPPP Portal (<https://eprocure.gov.in/eprocure/app>) and from DGS website www.dgshipping.gov.in. Further details, if any, may be obtained from Shri GOPIKRISHNA C, Engineer & Ship Surveyor cum DDG (Technical), The Directorate General of Shipping, 9th Floor, BETA Building, I-Think Techno Campus, Kanjur Village Road, Kanjurmarg (E), Mumbai-400042. Email: Gopikrishna.c@gov.in

Interested consultants should provide sufficient and relevant information demonstrating that they meet the specified eligibility criteria and have the required qualifications to be shortlisted for providing the Services.

6.2 Clarifications

A Consultant may seek clarification of the REOI document through the eProcurement portal (<https://eprocure.gov.in/eprocure/app>) before the date and time prescribed in Section II: Appendix (or, if not mentioned, before fourteen days of the deadline for the REOI submission). This deadline shall not be extended in case of any intervening holidays. No other means of submission of queries shall be entertained. All such queries shall relate to the REOI document alone, and queries related to a detailed analysis of Reference, payment terms and mode of selection shall only be entertained during the RFP Process. The Procuring Entity shall respond no later than seven days before the deadline for REOI submission. The query and clarification shall be shared with all prospective consultants on the portal without disclosing its source. If required, the Procuring Entity may modify the REOI document that may become necessary due to the clarification through an Addendum/ Corrigendum issued as per clause 2.6 above

6.3 Pre-EOI Conference

- 1) If a Pre-EOI conference is stipulated in Section II: Appendix, prospective consultants interested in participating in this REOI may attend a pre-EOI conference to clarify the conditions of the REOI process at the venue, date and time specified therein. Participation in the Pre-EOI conference is not mandatory but is restricted to prospective consultants who have registered for the pre-EOI conference.
- 2) The date and time by which the written queries for the pre-EOI must reach the authority and the last date for registration for participation in the pre-EOI conference are also mentioned in Section II: Appendix. If the dates are not mentioned, such date and time shall be seven days before the date and time of the pre-EOI conference.
- 3) Delegates participating in the pre-EOI conference must provide a photo identity and an authorization letter in case of physical meeting: "Authorization to Attend Pre-EOI Conference" from their organization; else, they shall not be allowed to participate. The Pre-EOI conference may also be held online at the discretion of the Procuring Entity.
- 4) After the Pre-EOI conference, minutes of the pre-EOI conference (including the questions asked in writing and those asked during the meeting (without identifying the source) and the responses given, together with any responses prepared after the meeting, shall be published on the Procuring Entity's Portal within seven days from the pre-EOI conference. If required, a clarification letter and corrigendum to the REOI document shall be issued, containing amendments, if any, of various provisions (including the TOR, if required) of the REOI document, which shall be deemed part of the REOI document. As per clause 2.6 above, the Procuring Entity may suitably extend by at least

three days the deadline for the REOI submission to give reasonable time to the prospective consultants to consider such clarifications in preparing their REOIs.

7. Preparation of REOI

7.1 REOI Submission Formats:

The consultant must fill and submit the REOI in the Formats in Part III - REOI Submission Formats'. REOI by the consultant shall include inter-alia duly signed or digitally signed scanned copies of the original documents in pdf format.

7.2 EOI Validity

- 1) Unless specified to the contrary in Section II: Appendix, REOIs shall remain valid for a period not less than 60 (sixty) days from the deadline for the REOI submission stipulated in Section II: Appendix. An REOI valid for a shorter period shall be rejected as nonresponsive.
- 2) In case the day up to which the REOIs are to remain valid falls on/ subsequently declared a holiday or closed day for the Procuring Entity, the REOI validity shall automatically be deemed to be extended up to the next working day.
- 3) In exceptional circumstances, before the expiry of the original time limit, the Procuring Entity may request the consultant to extend the validity period for a specified additional period. The request and the consultants' responses shall be made in writing or electronically. A consultant may agree to or reject the request. A consultant who has agreed to the Procuring Entity's request for extension of EOI validity, however, in no case he shall be permitted to modify his REOI.

8. Signing and uploading of REOIs

8.1 Relationship between Consultant and eProcurement Portal

The Procuring Entity is neither a party nor a principal in the relationship between the consultant and the organization hosting the e-procurement portal (<https://eprocure.gov.in/eprocure/app>) (hereinafter called the portal). Consultants must comply with the rules, conditions, regulations, procedures, and implied conditions/ agreements of the eProcurement portal, including registration, compatible Digital Signature Certificate (DSC) etc. Consultants shall settle clarifications and disputes, if any, regarding the portal directly with them. In case of conflict between provisions of the portal with the REOI document, provisions of the portal shall prevail. Consultants may study the resources provided by the Portal for Consultants.

8.2 Signing of REOI

The individual signing/ digitally signing the REOI or any other connected documents should submit an authenticated copy of the document(s), which authorizes the signatory to commit and submit REOIs on behalf of the Consultant along with Form 1.1: Consultant Information.

8.3 Submission/Uploading of REOIs

8.3.1 Submission/Uploading to the Portal

- 1) REOIs must be uploaded on the eProcurement Portal (<https://eprocure.gov.in/eprocure/app>) mentioned in Section II: Appendix until the submission deadline. If the office happens to be closed on the deadline to submit the REOIs as specified above, this deadline shall not be extended. No manual REOIs shall neither be made available nor accepted for submission. REOI

submitted through modalities other than those stipulated in Section II: Appendix shall be liable to be rejected as nonresponsive.

- 2) In the case of downloaded documents, Consultants must not make any changes to the contents of the documents while uploading, except for filling in the required information. Otherwise, the REOI shall be rejected as nonresponsive. Uploaded Pdf documents should not be password protected. Consultants should ensure the clarity/ legibility of the scanned documents uploaded by them.
- 3) The date and time of the e-Procurement server clock, which is also displayed on the dashboard of the consultant, shall be taken as the reference time for deciding the closing time of REOI submission. Consultants are advised to ensure they submit their REOI within the deadline of REOI submission, taking the server clock as a reference, failing which the portal shall not accept the REOIs. No request on the account that the server clock was not showing the correct time and that a particular consultant could not submit their REOI because of this shall be entertained. Failure or defects on the internet or heavy traffic at the server shall not be accepted as a reason for a complaint. The Procuring Entity shall not be responsible for any failure, malfunction or breakdown of the electronic system used during the e-Tender process.
- 4) Only one copy of the REOI can be uploaded, and the Consultant shall digitally sign all statements, documents, and certificates uploaded by him, owning sole and complete responsibility for their correctness/ authenticity as per the IT Act 2000 as amended from time to time. An REOI submitted by a Joint Venture shall be digitally signed by an authorized representative who has a written power of attorney signed by each member's authorized representative to be legally binding on all members.
- 5) All REOIs uploaded by consultants to the portal shall get automatically encrypted. The encrypted REOI can only be decrypted/ opened by the authorized persons on or after the due date and time. They should ensure the correctness of the REOI before uploading and take a printout of the system-generated submission summary to confirm successful REOI upload.

8.3.2 Implied acceptance of procedures by Consultant

Submission of REOI in response to the REOI document is deemed to be acceptance of the procedures and conditions of the e-Procurement and REOI document.

8.3.3 Responsibility of the Consultant to declare all changes.

Consultant must advise DGS immediately in writing of any material change to the information provided in their REOI submission, including any substantial change in their ownership, eligibility, or financial or performance capacity. For shortlisted Consultants, this requirement applies until a contract is awarded in the following RFP process. For the consultant successful in the RFP process, this requirement shall apply till the execution of the resultant contract.

8.4 Modification, Resubmission and Withdrawal of REOIs

8.4.1 Modification and Re-submission

Once submitted in e-Procurement, Consultant cannot view or modify their REOI since it is locked by encryption. However, resubmission of the REOI by Consultants for any number of times superseding earlier REOI(s) is allowed up to the submission deadline by following procedures prescribed by the portal. Resubmission of an REOI shall require uploading all documents afresh. The system shall consider only the last REOI submitted.

8.4.2 Withdrawal

The consultant may withdraw his REOI before the submission deadline by following procedures prescribed by the portal, and it shall be marked as withdrawn and shall not get opened during the REOI opening. No REOI should be withdrawn after the submission deadline and before its validity period expires.

9. REOI opening

REOIs received shall be opened on date and time in Section II: Appendix. If the specified date of EOI opening falls on or is subsequently declared a holiday or closed day for the Procuring Entity, the EOIs shall be opened at the appointed time on the next working day.

10. Evaluation of REOIs and shortlisting of consultants

10.1 General Norms

10.1.1 Evaluation is based only on declared criteria.

- 1) The evaluation shall be based upon scrutinising and examining all relevant data and details submitted by SI in its/ his EOI and other allied information deemed appropriate by DGS. Evaluation of EOIs shall be based only on the criteria/ conditions included in the REOI document.
- 2) Information relating to the evaluation of EOIs, and shortlisting results shall not be disclosed to any participant or any other persons not officially concerned with such process until the notification of shortlisting is made in accordance with clause 10.2.5 below.
- 3) The determination shall not consider the qualifications of other firms, such as the consultant's subsidiaries, parent entities, affiliates, or any other firm(s) different from the consultant.

10.1.2 Clarification of REOIs and shortfall documents

- 1) During the evaluation of REOIs, the DGS may, at its discretion, but without any obligation to do so, ask consultants to clarify its EOI by a specified date (or, if not specified, seven days from the date of receipt of such request). The consultant should answer the clarification within that specified date. The clarification request and response shall be submitted in writing or electronically. No change in the substance of the EOI shall be sought, offered, or permitted that may grant any undue advantage to such a consultant. Any clarification submitted by a consultant regarding its EOI that is not in response to a request by the Purchasing Entity shall not be considered.
- 2) DGS reserves its right to, but without any obligation to do so, seek any shortfall information/ documents. Provided such information/ documents are historical, which pre-existed at the time of the EOI opening and which have not undergone change since then and do not grant any undue advantage to any Consultant. There is a provision on the portal for requesting Short-fall documents from the consultants. The system allows taking the shortfall documents from consultants only once after the EOI opening.
- 3) If the consultant fails to provide satisfactory clarification and/or missing information, its EOI shall be evaluated based on available information and documents.

10.1.3 Contacting Procuring Entity during the evaluation

From EOI submission to shortlisting of Consultants, no Consultant shall contact DGS on any matter relating to the submitted EOI. If a Consultant needs to contact DGS relating to

this EOI, it should do so only in writing or electronically. Any effort by a Consultant to influence DGS during the REOI process shall be construed as a breach of the Code of Integrity, and EOI shall be liable to be rejected as non-responsive in addition to other punitive actions for such a breach as per the REOI document.

10.2 Evaluation of REOIs and Shortlisting

In evaluating the EOI, conformity to the eligibility and qualification criteria to those in the REOI document is ascertained. Additional factors incorporated in the REOI document shall be considered as indicated therein.

10.2.1 Determining Responsiveness

Only substantively responsive EOIs shall be evaluated for shortlisting. A substantively responsive EOI is complete and conforms to the REOI document's essential terms and conditions. Unless otherwise stipulated in Section II: Appendix, the following are some of the crucial aspects for which an EOI shall be rejected as nonresponsive:

- 1) The EOI is not in the prescribed format or is not submitted as per the stipulations in the REOI document.
- 2) The consultant is not eligible to participate in the EOI as per laid down eligibility criteria.
- 3) The EOI validity is shorter than the required period.
- 4) The EOI departs from the essential requirements stipulated in the EOI document.
- 5) Non-submission or submission of illegible scanned copies of stipulated documents/ declarations if any
- 6) The consultant fails to provide and/ or comply with the required information, instructions etc., incorporated in the REOI document or gives evasive information/ reply against any such stipulations.
- 7) The consultant furnishes wrong and/ or misleading data, statement(s) etc. In such a situation, besides rejecting the EOI as nonresponsive, it is liable to attract other punitive actions under relevant provisions of the REOI document for breach of the Code of Integrity

10.2.2 Evaluation of Eligibility

DGS shall determine, to its satisfaction, whether the consultants are eligible as per Clause 4 above to participate in the REOI process as per submission in 'Form 1.2: Eligibility Declarations'. The eligibility evaluation shall be on a "pass" or "fail" basis. A consultant must achieve a "pass" on all the criteria to proceed to the next step. Any consultant not achieving a 'pass' in any of the eligibility criteria shall be rejected as nonresponsive.

10.2.3 Evaluation of Qualification Criteria

- 1) DGS shall determine whether the Consultants are qualified and capable in all respects to be shortlisted to provide the 'Services' (subject to dispensation, if any, for Start-ups, as per clause 5.1 above), as per Section III: Qualification Criteria and submission in Forms listed in Part II: 'EOI Submission Formats'. The determination shall not consider the qualifications of other firms, such as the consultant's subsidiaries, parent entities, affiliates, or any other entity different from the consultant. DGS reserves the right to waive minor deviations in the qualification criteria if they do not materially affect the capability of a consultant to perform the contract. The Experience of Key Experts are not included in the shortlisting criteria but shall be evaluated at the RFP stage.
- 2) Consultant's planning to subcontract any of the Key Activities indicated in Part II Schedule of Requirements to Sub- consultants in accordance with clause 4.3 above, shall specify the

activity(ies) or parts of the Services to be subcontracted in their EOI identifying the proposed Sub-consultants in their EOI. Experience (but not Financial Qualifications) of such proposed Sub-consultant(s) can be used to meet the experience requirements specified in Section III Qualification Criteria.

- 3) Unless otherwise stipulated in Section II: Appendix, assignments completed by the consultant's individual experts working privately or through other consulting firms cannot be claimed as the relevant experience of the Consultant or that of the consultant's partners or sub-consultants in Form 2.1: Performance Capability Statement.

10.2.4 Verification of Original Documents at RFP Process

The DGS reserves its right to call for verification, originals of all self-certified copies of uploaded documents from the consultant's during the following RFP Process. If the shortlisted consultant fails at that stage to provide such originals or, in case of substantive discrepancies in such documents, it shall be construed as a breach of the Code of Integrity (see clause 12 below). Such RFP proposals shall be liable to be rejected as nonresponsive in addition to other punitive actions for such a breach.

10.2.5 Declaration of Shortlisted consultant

- 1) EOIs of consultant that succeed in the above evaluation shall be shortlisted. Provisionally shortlisted consultant will be informed of the condition(s) that must be met before submitting their Proposal in the RFP process. Such shortlisting shall remain valid for a period specified in Section II: Appendix (six months from the date of declaration, if not so specified).
- 2) Only shortlisted (including provisionally shortlisted) consultant shall be invited to participate in the following RFP process. If stipulated in Section II: Appendix, if there are a larger number of consultants meeting the evaluation criteria, the shortlist shall be restricted to a specified number of consultant (if not specified, eight (8) consultants) based on higher Average Turnover (or any other criteria, if so, stipulated therein).
- 3) The name and address of the shortlisted consultant (s) shall be published in the portal and notice board/ bulletin/website of DGS. All consultants shall be advised about shortlisting of their EOIs or otherwise without disclosing the comparative position of their EOIs with that of others. Shortlisted consultants must not advertise or publish the same in any form without the prior written consent of the Procuring Entity.
- 4) Shortlisting a consultant is an administrative process and does not confer any legal or contractual rights on him. Since original documents/ certificates are not being called for and examined at this stage, all shortlisted shall be conditional upon final verification of such documents/ certificates during the RFP Process.

10.3 Publication of RFP following with REOI

DGS shall publish a Request for Proposal (RFP) addressed exclusively to shortlisted consultant for the following procurement process through the eProcurement portal (<https://eprocure.gov.in/eprocure/app>). DGS/ the Portal may issue notifications/ alerts to such consultant but without any liability. Such consultant shall be responsible for being on the lookout for the RFP on the portal. While publishing the RFP, the Procuring Entity reserves its right to elaborate further on the brief overview of the proposed procurement/scope of work, qualification Criteria and other terms & conditions without vitiating the shortlisting process. Shortlisted consultant shall have no claim in this regard.

11. Grievance redressal/complaint procedure

- 1) Consultants have the right to submit a complaint or seek de-briefing if he is not shortlisted in this REOI process, in writing or electronically, within ten days of the declaration of REOI evaluation results. The complaint shall be addressed to the Head of Procurement.
- 2) Within five working days of receipt of the complaint, the Tender Inviting Authority shall acknowledge the receipt in writing to the complainant, indicating that it has been received. The response shall be sent at the right time after a detailed examination.
- 3) The Tender Inviting Authority shall convey the final decision to the complainant within 15 days of receiving the complaint. No response shall be given regarding the confidential process of evaluating EOIs before the results are notified, although the complaint shall be kept in view during such a process. However, no response shall be given regarding the following topics explicitly excluded from such complaint process:
 - a) Only a consultant who has participated in the REOI process and has not been shortlisted can make such a representation. Complaints regarding shortlisting or exclusion of other consultants shall not be entertained.
 - b) No third-party information (REOIs, eligibility/ qualification) shall be sought and must not be included in the response.
 - c) Following decisions of the DGS shall not be subject to review:
 - i) Determination of the need for procurement.
 - ii) Complaints against eligibility and qualification criteria except under the premise that they are either vague or too specific to limit competition.
 - iii) Choice of the selection procedure.
 - iv) Provisions limiting the participation of consultants in the REOI process, in terms of policies of the Government.
 - v) Provisions regarding purchase preferences to specific categories of consultants in terms of policies of the Government.
 - vi) Cancellation of the REOI process except where it is intended to subsequently re-tender the same Services.

12. Code of integrity in public procurement, misdemeanours, and penalties

Code of Integrity and penalties for violating the Govt of India, Ministry of Finance, Department of Expenditure shall apply to this REOI process. Procuring authorities, consultants, suppliers, contractors, and consultants should observe the highest standard of integrity and not indulge in prohibited practices or other misdemeanours, either directly or indirectly, during the entire procurement Process (including this REOI) or the execution of resultant contracts.

Note: For further details, please refer to appended Section II: Appendix.

Digitally Signed by

Tender Inviting Authority (TIA)

Shri GOPIKRISHNA C, Engineer & Ship Surveyor cum DDG (Technical) , The Directorate General of Shipping, email id: Gopikrishna.c@gov.in

13. Audit by Third Party

DGS at its discretion may appoint third party(s) for auditing the activities of onsite services and operations of entire services provided to the DGS. The services shall include, not limited to, hardware's supplied to DGS, Software's etc.

Section II: Appendix

Request for Expression of Interest Document No. 13-44/20/2022-ENGG-DGS (c.no - 17970)

Consultancy Title: REOI for Consultancy services for Ship Recycling DPR Preparation and Digital Enablement Planning

Publisher: Directorate General of Shipping (DGS), Govt of India

1.0 Basic REOI Details			
Tender Title	Request for Expression of Interest for Consultancy Services		
Name of Project	Ship Recycling DPR Preparation and Digital Enablement Planning		
Tender Reference Number	13-44/20/2022-ENGG-DGS (c.no -17970)	Tender ID	Refer CPPP Portal
Tender Type	Expression of Interest	Tender Category	Services
No. of Covers	Single Cover	Product Category	
Domestic/ Global Procurement	Domestic Procurement	Organisation:	Directorate General of Shipping (DGS)
The Procuring Entity:	Directorate General of Shipping (DGS)	Authority on whose behalf EOI is invited	The President of India, through the Head of Procurement of the Directorate General of Shipping (DGS)
Through the		Tender Inviting Authority (TIA)	Directorate General of Shipping (DGS)
Address	Directorate General of Shipping, Govt. of India 9th Floor, Beta Building, i-Think Techno Campus, Kanjurmarg (East), Mumbai - 400 042, India		
2.0 Critical Dates (Clause 6; 7; 8, and 9)			
Published Date	Refer CPPP	EOI Validity (Days from the date of EOI Opening) – REOI Clause 7.2	60 days from Bid opening date
Document Download Start Date & Time	Refer CPPP	Document Download End Date & Time	Refer CPPP
Clarification Start Date & Time	Refer CPPP	Clarification End Date & Time	Refer CPPP [Normally not later than Fourteen days before the EOI submission deadline]

EOI Submission Start Date & Time	Refer CPPP	EOI Submission Closing Date & Time	Refer CPPP
EOI Opening Date & Time	Refer CPPP		
3.0 Eligibility and Qualification Criteria (Clauses 2.5.2, 4.1 to 4.5, 10.2 and Section III)			
Nature of Consultants eligible and association with sub-consultants/ JV	<p>Eligible Consultants</p> <p>The REOI is open to Indian consulting firms / companies registered under applicable Indian laws, with experience in policy advisory, DPR preparation, regulatory frameworks, and maritime / environmental / digital governance. Individual Consultants are not eligible to apply independently.</p> <p>Joint Ventures (JV) / Consortium are permitted, subject to the following:</p> <ul style="list-style-type: none">• One firm shall act as the Lead Member, responsible for coordination, contract management, and overall delivery.• All JV / Consortium members shall be jointly and severally liable.• A JV / Consortium Agreement or Letter of Intent defining roles and responsibilities shall be submitted at the REOI stage. <p>Sub-consulting is permitted for specialized support; however:</p> <ul style="list-style-type: none">• The Lead Consultant shall remain fully responsible for all deliverables.• Experience of sub-consultants shall not be considered for eligibility unless explicitly stated. <p>Restrictions</p> <ul style="list-style-type: none">• A firm may participate in only one REOI, either as a Lead, JV/Consortium member, or sub-consultant.• Any conflict of interest, as defined in the REOI, shall result in disqualification.		
Maximum number of JV/C members etc., as per clause 4.4.-1)	<i>The maximum number of members in a Joint Venture / Consortium shall not exceed three (3), including the Lead Member.</i>		
4.0 Obtaining the REOI document and clarifications (Clauses 6 & 8)			
eProcurement and Procuring Entity’s Portal/ Help Desk	https://eprocure.gov.in/eprocure/app	Refer CPPP	
	https://www.dgshipping.gov.in/		
Cost of REOI document (INR)	Nil		
Office/ Contact Person/ email for clarifications	Email id:		

5.0 Pre-EOI Conference (Clause 6.3)	
Is a Pre-EOI Conference proposed to be held?	Yes

Place, time, and date of the Pre-EOI Conference		Pre-EOI Conference shall be conducted through Video Conference (VC) only. Date & Time: As per schedule notified on CPPP. Platform & meeting credentials (link, Meeting ID, password): To be shared through CPPP with registered participants.	
Place, time, and date before which Written queries for the pre-EOI conference must be received		Written queries shall be submitted only through the Central Public Procurement Portal (CPPP). Last date & time for submission of queries: As per schedule notified on CPPP. Queries received through any other mode shall not be entertained.	
Place, time, and date before which registration of participants for the pre-EOI conference must be received		<i>Registration for participation in the Pre-EOI Conference shall be done only through the Central Public Procurement Portal (CPPP).</i> <i>Last date & time for registration: As per schedule notified on CPPP.</i>	
6.0 Preparation and Submission and Opening of EOIs (Clauses 7 and 8)			
EOIs to be Addressed to	President of India, Through Head of Procurement, Directorate General of Shipping (DGS), Govt of India		
Instructions for Online EOI Submission	Refer CPPP		
Language of Submission	English		
EOI Opening Place	Online CPP Portal		
7.0Evaluation of EOI and Qualification Criteria Section I (Clause 10); Section III Qualification Criteria			
Maximum number of consultants on the shortlist and criteria on which it would be based	<i>Not more than eight firms and basis of such curtailment on the basis of more relevant experience.</i>	Minimum financial qualifications to be met by Lead Member and Substantial members	<i>Lead members and Substantial members should meet a minimum of 40% & 20% of the qualifying criteria</i>
8.0 About RFP that would follow – clause 10.3			
RFP to be issued	Limited to shortlisted consultant/s from this EOI	Form of Contract from RFP	<i>Mention as appropriate -Time-based (inputs admeasurement) or Unit-Rate (Output admeasurement) or Lumpsum or Percentage-Based</i>
Selection Method	<i>QCBS</i>	Bid Security Requirements	To be mentioned in RFP

Performance Security	Yes – shall be detailed in the RFP
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Section III: Qualification Criteria

REOI document No. 13-44/20/2022-ENG-G-DGS (c.no -17970)

Title: REOI for Selection of Consultant for **Ship Recycling DPR Preparation and Digital Enablement Planning**

Note for Consultant: Regarding this section, consultants shall submit the following forms:

- 1) Form 2: Qualification Criteria – Compliance
 - a) Form 2.1: Performance Capability Statement
 - b) Form 2.2: Financial Capability Statements
 - i) Form 2.2.1: Financial Statement
 - ii) Form 2.2.2: Average Annual Turnover
 - c) Form 3: Checklist for Consultant
 - d) Form 4: Declaration for No Conflict of Interest
 - e) Form 5: Details of ineligibility for corrupt or fraudulent practices / blacklisted with any of the Government or Public Sector Units
 - f) Form 6: Authorization to Attend Pre-EOI Conference
 - g) Form 7: Other information required.
 - h) Relevant date when the specified period ends for different supporting reports shall be:
 - i) For all annual reports, the periods mentioned end date with the financial year.
 - ii) For other statements, the periods mentioned end on the month before the last date of EOI submission.

S.NO QC #	Condition	Criteria	Supporting Document
A	Criteria 1 General and Similar Experience		
1.	General Experience	1) The consultant must have at least 10 Years' experience in consultancy services to any of the State/Central Government Departments / Organisations / Public Sector Undertakings 2) During the last <i>SEVEN</i> years, Consultancy Assignments completed or substantially completed (at least 80% payments received) should be at <i>least five (5) consultancy</i> assignments	Form 1.1: Consultant Information Form 2.1: Performance Capability Statement.
2.	Similar Experience	The Consultant must have successfully completed similar assignments for any State/Central Government Department, Organisation, or Public Sector Undertaking within the last <i>seven (7) of years</i> from the last date of EOI submission, meeting any one of the following;	

S.NO QC #	Condition	Criteria	Supporting Document
		<p>ONE assignment of amount not less than Rs. 2 Crore</p> <p>OR</p> <p>TWO assignments of amount not less than Rs. 1.25 Crore each</p> <p>OR</p> <p>THREE assignments of amount not less than Rs. 1 Crore each</p> <p>Note: “Similar assignment” means consultancy assignments involving preparation of DPRs, regulatory and compliance frameworks, digital enablement planning / functional requirement definition, national or sectoral action plans, institutional strengthening, or PMC/advisory support for Government digital platforms, preferably in maritime, port, logistics, environment, or industrial sectors.</p>	
B	Criteria 2 - Financial Capability		
3.	Turnover	<p>The Consultant shall have a minimum average annual turnover from consultancy services of at least Rs. 5 Crores during the last three financial years.</p> <p><i>In case of Consortium / Joint Venture</i></p> <p><i>The Lead Consultant must meet at least 50% of the turnover requirement. The combined turnover of all Consortium Members must meet 100% of the required turnover.</i></p>	<p>Form 2.2: Financial Capability Statements</p> <p>In case of:</p> <ul style="list-style-type: none"> • Single Bid – Consultant • Consortium Bid – Lead Consultant
4.	Net worth	<p>The consultant should have a positive net worth for 3 consecutive years i.e. 2022-23, 2023-24 and 2024-25</p> <p><i>In case of a Consortium, the Lead Member must have positive net worth.</i></p>	

Note to consultant: During RFP Process, while original documents/ certificates are called for to authenticate the qualification claimed

Part II: Schedule of Requirements

SECTION IV: Terms of Reference (TOR)

1. Background

The Directorate General of Shipping (DGS), Mumbai, functions under the Ministry of Ports, Shipping and Waterways (MoPSW), Government of India, and is the apex national authority responsible for regulating and promoting safe, secure, and environmentally sound maritime operations in the country.

DGS is entrusted with the implementation and enforcement of national maritime legislation and international conventions adopted by India, including those related to ship safety, ship recycling, marine environmental protection, and seafarer welfare. In the domain of ship recycling, DGS acts as the National Authority under the Recycling of Ships Act, 2019, and is responsible for policy oversight, authorization, certification, inspection, and compliance monitoring in alignment with the Hong Kong International Convention for the Safe and Environmentally Sound Recycling of Ships (HKC).

DGS works in coordination with State Maritime Boards, Recognized Organizations (ROs), and other central and state government agencies to ensure standardized regulatory practices, effective enforcement, and continuous improvement in safety, environmental management, and worker welfare across the ship recycling ecosystem.

The Directorate General of Shipping (DGS), Mumbai, intends to engage a Consultancy Firm to provide professional services for Ship Recycling DPR Preparation and Digital Enablement Support.

The consultancy is required to support:

- i. Preparation of a Detailed Project Report (DPR) framework through ferrous scrap development fund framework including assessment of existing practices, regulatory requirements, and implementation roadmap for the ship recycling sector
- ii. Development of functional and business requirement definitions (planning-level and non-technical) for an end-to-end digital / website-based platform
- iii. Preparation of regulatory, compliance, and process documentation
- iv. Design of training and capacity-building frameworks for key stakeholders
- v. Preparation of a National Action Plan for ship recycling covering short-term, medium-term, and long-term sectoral strengthening
- vi. Advisory support during stakeholder consultations, reviews, and approval processes and Project Management Coordination (PMC) support to DGS for implementation of the digital platform by the selected implementing agency
- vii. Assistance and technical support for ensuring quality of recycled materials in accordance with Bureau of Indian Standards (BIS) specifications, including compliance assessment, standardization, and quality assurance mechanisms, along with development of Green Steel pathways utilizing ship recycling steel, covering traceability, material characterization, and integration into domestic steel value chains.

The assignment is advisory and planning-oriented in nature and does not include system development, implementation, or operational responsibilities except assistance in bid preparation for onboarding SI for the end to end digital platform.

The proposed consultancy assignment will contribute towards achieving key Government of India priorities, including:

- i. Strengthening regulatory governance and institutional frameworks for ship recycling
- ii. Enhancing safety, environmental protection, and worker welfare in line with national legislation and international conventions

- iii. Improving transparency, accountability, and efficiency through standardized processes
- iv. Enabling future digital transformation of regulatory systems through structured planning and requirement definition
- v. Supporting sustainable, compliant, and environmentally responsible growth of the maritime and ship recycling sector

2. Objectives of the Assignment

The main objectives of the consultancy are to:

- i. **Prepare a Comprehensive DPR Framework**
To develop a structured and approval-ready Detailed Project Report (DPR) framework for the ship recycling sector, covering regulatory, institutional, operational, safety, environmental, governance, and digital enablement aspects, within the approved duration of the consultancy.
- ii. **Standardise Regulatory and Operational Processes**
To document and standardise end-to-end ship recycling processes—from yard authorization to completion of recycling and reporting—by defining clear roles, responsibilities, workflows, and compliance mechanisms for all stakeholders.
- iii. **Define Planning-Level Digital Enablement Requirements**
To prepare functional and business requirement definitions for a future national-level digital / website-based ship recycling platform, enabling informed decision-making and subsequent procurement without committing to specific technologies or vendors.
- iv. **Strengthen Compliance and Governance Frameworks**
To develop regulatory, compliance, and process documentation aligned with applicable national laws and international conventions, supporting transparent inspections, monitoring, reporting, and regulatory oversight.
- v. **Design Training and Capacity-Building Frameworks**
To assess training needs and design structured training and capacity-building frameworks, including SOPs and reference materials, aimed at enhancing safety, environmental management, and regulatory compliance across the ship recycling ecosystem.
- vi. **Prepare a Phased National Action Plan (NAP)**
To prepare a National Action Plan (NAP) for ship recycling, providing a clear and time-bound roadmap for short-term (6 months), medium-term (2 years), and long-term (5 years) strengthening of regulatory systems, institutional capacity, digital enablement, and compliance enforcement.
- vii. **Provide Project Management Coordination (PMC) Support for Digital Platform Implementation**
To act as Project Management Coordination (PMC) support to DGS after onboarding of the implementing agency through a separate and duly approved procurement process, by providing coordination, review, and advisory support to ensure that implementation is aligned with the approved DPR and functional requirement frameworks, without undertaking system development or implementation activities.
- viii. **Support Institutional Decision-Making and Approvals**
To provide advisory and coordination support to DGS during stakeholder consultations, review meetings, and approval processes through structured presentations, briefing notes, and clarifications.

3. Scope of Services

a) Preparation of Detailed Project Report (DPR) Framework

- i. Prepare a comprehensive Detailed Project Report (DPR) framework for the Ship Recycling initiative.
- ii. Cover the end-to-end ship recycling lifecycle, including:
 - a) Regulatory approvals, authorisations, and statutory compliance processes
 - b) Operational processes at ship recycling facilities from vessel arrival to completion of recycling
 - c) Occupational health & safety, environmental protection, and waste management practices
 - d) Governance, oversight, coordination mechanisms, and reporting structures
- iii. Define roles and responsibilities of:
 - a) Directorate General of Shipping (DGS)
 - b) State Maritime Boards (SMBs)
 - c) Recognized Organizations (ROs)
 - d) Ship recycling facilities and other stakeholders
- iv. Provide implementation-ready planning documentation.

b) Digital / Website Platform – Functional & Business Requirement Definition

- i. Prepare a detailed functional and business requirement framework for a future end-to-end digital / website-based ship recycling platform.
- ii. Define, at a planning level:
 - a) Business processes and regulatory workflows
 - b) User roles and access levels
 - c) Functional modules for registration, approvals, inspections, reporting, compliance monitoring, and dashboards
 - d) Documentation, record-keeping, audit trail, and reporting requirements
 - e) Indicative integration points, if any, shall be limited to conceptual identification only and shall not include interface specifications or API design

c) Regulatory & Compliance Framework Development and Documentation

- i. Review, curate and consolidate all applicable international and national instruments, standards, and mandatory documentation, including International Environmental Conventions (IECs), Hong Kong Convention, Ship Recycling Act and Rules, and applicable labour standards.
- ii. Prepare consolidated regulatory and compliance documentation, including:
 - a) Standardised process flows
 - b) Checklists, templates, and reporting formats
 - c) Inspection and monitoring frameworks
- iii. Identify and document alignment requirements for relevant ISO standards, including:
 - a) ISO 30000 – Ship Recycling Management System
 - b) ISO 14001 – Environmental Management System
 - c) ISO 45001 – Occupational Health & Safety Management System
- iv. Prepare indicative compliance mapping and reference documentation aligned with applicable national regulatory requirements.
- v. No certification, audit, or accreditation activities shall be undertaken under this assignment.

d) Training & Capacity Building Framework

- i. Curate and conduct a Training Need Assessment (TNA) framework for key stakeholder groups.
- ii. Develop:
 - a) Structured training frameworks and curricula
 - b) Standard Operating Procedures (SOPs)

- c) Training manuals, presentations, and reference material
 - iii. Such training shall be limited to orientation and capacity-building sessions and shall not include certification or recurring training delivery.
- e) **Prepare and provide advisory support for in developing National Action Plan for Ship Recycling**
- i. Prepare a National Action Plan (NAP) for Ship Recycling covering:
 - a) Short-term (6 months)
 - b) Medium-term (2 years)
 - c) Long-term (5 years)
 - ii. The National Action Plan for Ship Recycling shall include:
 - a) Regulatory and process improvement initiatives
 - b) Capacity-building and training roadmap
 - c) Digital enablement and process standardisation measures
 - d) Strengthening of compliance monitoring and enforcement mechanisms
 - iii. Structure the National Action Plan for Ship Recycling for placement before the competent authority for consideration and approval.
- f) **Advisory & Coordination Support**
- i. Provide advisory support during stakeholder consultations and review meetings.
 - ii. Assist the Authority in preparing:
 - a) Presentations
 - b) Briefing notes
 - c) Clarifications and responses required for approvals
 - iii. Support alignment of deliverables with feedback from the Authority and stakeholders.
- g) **Project Management Coordination (PMC) Support for Digital Platform Implementation**
- i. Act as Project Management Coordination (PMC) support to the Directorate General of Shipping (DGS) for implementation of the ship recycling digital / website-based platform, after onboarding of the implementing agency through a separate and duly approved procurement process.
 - ii. Provide coordination and advisory support between DGS and the selected implementing agency to ensure that system development and implementation are aligned with the approved DPR framework, functional and business requirement definitions, and National Action Plan.
 - iii. Review implementation-stage deliverables submitted by the implementing agency for conformity with approved planning documents, without undertaking system development, configuration, coding, hosting, or operations.
 - iv. Support progress monitoring through periodic review meetings, issue tracking, and reporting to the Authority.
 - v. Assist DGS during testing, rollout, and go-live readiness activities from a coordination and advisory perspective only.

A. Scope Delineation Table:

Category	Activities / Responsibilities
Included in Scope (Consultant / PMC)	<ul style="list-style-type: none"> ▪ Advisory and consultancy services ▪ Preparation of DPR framework, documentation and planning-level reports and functional and business requirement definition. ▪ Regt ▪ ulatory, compliance, and ISO alignment guidance (framework level only) ▪ Design of training and capacity-building frameworks ▪ Preparation of National Action Plan / Roadmap ▪ Advisory support for procurement, including preparation of RFP documents, pre-bid clarifications, and evaluation support, without any decision-making authority

Scope of System Integrator / Implementation Vendor post RFP	<ul style="list-style-type: none"> ▪ Detailed System Requirement Specifications (SRS) ▪ Technical solution architecture, system design, or engineering ▪ Software/application development, hosting, deployment, or operations ▪ Supply of hardware, software licenses, cloud resources, or infrastructure ▪ Day-to-day regulatory operations, inspections, or enforcement activities
--	---

Note: Detailed SRS, system development, implementation, integration, deployment, and operationalisation shall be undertaken by a separately selected implementation vendor/System Integrator through an independent procurement process and shall not form part of the present consultancy assignment.

The Consultant engaged under this assignment shall not be eligible to participate, directly or indirectly, as a bidder, consortium member, or sub-contractor in the subsequent procurement for system development or implementation arising out of this DPR.

B. Incidental Goods, Works, or Other Services

- i. No incidental goods, civil works, or infrastructure supply are envisaged under this assignment.
- ii. Incidental services, if any, shall be limited to:
 - a) Documentation and report preparation
 - b) Presentations and briefing materials
 - c) Workshops or meetings conducted as part of the assignment
- iii. No separate payment shall be made for incidental items beyond the agreed professional fees, unless explicitly approved in writing by the Authority.

4. Deliverables and Outputs

Milestone No.	Deliverable / Output	Key Activities Covered	Timeline
M0	Inception Report & Detailed Work Plan	<ul style="list-style-type: none"> ▪ Contract mobilisation and formal project kick-off ▪ Confirmation of project objectives, scope boundaries, assumptions, and exclusions ▪ Finalisation of methodology, stakeholder engagement strategy, and governance mechanism ▪ Detailed work plan with timelines, milestones, and review points 	T (Contract Effective Date)
M1.A	DPR Framework and Functional & Business Requirement Specifications (Planning Level)	<ul style="list-style-type: none"> ▪ Comprehensive review of the ship recycling ecosystem covering institutional, regulatory, and operational dimensions ▪ Definition of regulatory, institutional, operational, safety, environmental, and governance frameworks at a planning level ▪ Assessment of safety practices, environmental management, hazardous waste handling, and governance processes (non-technical, planning-level) ▪ Mapping of end-to-end ship recycling business processes and regulatory 	T + 2 months

		<p>workflows including approvals, certifications, inspections, compliance, reporting, and monitoring</p> <ul style="list-style-type: none"> ▪ Structured stakeholder consultations and requirement elicitation workshops ▪ Identification of data elements, workflows, dashboards, reporting needs, and stakeholder roles / authorisations ▪ Conceptualisation of the proposed digital / web-based ship recycling platform (functional vision only) ▪ Preparation of planning-level functional and business requirements for the digital platform (excluding detailed SRS or system design) ▪ Identification of key functional modules, KPIs, and reporting indicators ▪ High-level implementation and operational approach for the digital platform, including indicative financial analysis and cost break-up ▪ Submission of Digital Blueprint (conceptual and functional) and DPR Framework with Functional & Business Requirement Specifications 	
M1.B	Regulatory & Compliance Framework and Training & Capacity-Building Framework	<ul style="list-style-type: none"> ▪ Review and consolidation of applicable regulatory and compliance requirements aligned with national legislation and international conventions, including: <ul style="list-style-type: none"> – Hong Kong International Convention – Ship Recycling Act and associated rules – Applicable labour and safety standards ▪ ISO alignment mapping (ISO 30000, ISO 14001, ISO 45001) at framework level (no certification or audit activities) ▪ Preparation of compliance frameworks, SOP structures, checklists, templates, and inspection methodologies ▪ Training Needs Assessment across regulators, inspectors, ship recycling yards, and workforce ▪ Development of training and capacity-building frameworks, curricula outlines, and learning material structures 	T + 3 months
M2	National Action Plan for Ship Recycling	<ul style="list-style-type: none"> ▪ Identification of short-, medium-, and long-term action plans ▪ Development of phased roadmap (6 months / 2 years / 5 years) with clearly defined responsibilities and inter-dependencies ▪ Definition of vision, objectives, and goals for each action plan ▪ Coverage of regulatory reform, capacity building, digital enablement, and compliance enforcement 	T + 3 months

M3	Final DPR, Frameworks & National Action Plan; RFP Preparation and Bid Support	<ul style="list-style-type: none"> ▪ Incorporation of DGS and regulatory authorities' comments and submission of finalised DPR Framework, Functional & Business Requirement Specifications, Regulatory & Compliance Framework, Training & Capacity-Building Framework, and National Action Plan ▪ Preparation and finalisation of RFP for onboarding the System Integrator ▪ Support post approval for publishing the RFP post approvals ▪ Assistance in pre-bid query resolution, issuance of corrigenda, bid opening, and technical and financial bid evaluation (advisory support) ▪ Support in contract signing and onboarding of the System Integrator, including advisory support for SLA finalisation 	T + 4 months
M4	PMC Progress Reports and Go-Live Readiness Support	<ul style="list-style-type: none"> ▪ Provision of Project Management Coordination (PMC) support during implementation of the ship recycling digital / web-based platform by the selected System Integrator ▪ Coordination between DGS and the implementation agency to ensure adherence to approved DPR and Functional Requirement frameworks ▪ Review and monitoring of implementation deliverables for alignment with approved planning-level documents (no development responsibility) ▪ Facilitation of periodic reviews, progress tracking, risk identification, and issue resolution support ▪ Support during development, testing, and rollout phases, including preparation of PMC progress reports and Go-Live readiness documentation 	T + 9 months
M5	Extended PMC Support during Implementation and Stabilisation	<ul style="list-style-type: none"> ▪ Support during pilot implementation and phased rollout as per the approved plan ▪ Monitoring of platform stabilisation and coordination with the System Integrator for resolution of defects and performance issues ▪ Support for change management, user adoption, and training roll-out activities ▪ Advisory support to DGS during post-Go-Live stabilisation period 	T + 12 months

The above timelines are indicative and subject to timely availability of inputs, stakeholder consultations, and approvals. The assignment follows a deliverable-based consultancy model. Detailed system design, development, implementation, timelines, and operationalisation shall be undertaken by an implementation vendor to be onboarded through a separate, open, and competitive procurement process.

5. Client's Input and Responsibilities

The client will provide:

To enable timely and effective execution of the assignment, the Directorate General of Shipping (DGS), Mumbai, shall provide the following inputs, support, and facilitation to the Consultant:

5.1 Provision of Information and Documents

- i. Relevant background documents, reports, policies, rules, guidelines, circulars, and reference material related to ship recycling and allied regulatory functions.
- ii. Access to available data, records, and non-confidential information required for preparation of deliverables, subject to applicable laws and confidentiality requirements.

5.2 Stakeholder Access and Coordination

- i. Facilitate access to concerned officials, departments, and stakeholders, including State Maritime Boards, Recognized Organizations, and other government agencies, as required for consultations and information gathering.
- ii. Support coordination for stakeholder meetings, workshops, and review discussions, as deemed necessary by the Authority.

5.3 Nodal Officer and Governance Support

- i. Nominate a Nodal Officer / Project Director to act as the single point of contact for the Consultant.
- ii. Provide guidance, clarifications, and directions through the designated Nodal Officer to ensure alignment with the Authority's expectations.
- iii. Review and provide comments on submissions within reasonable timelines to avoid delays in project execution.

5.4 Approvals and Decision-Making Support

- i. Facilitate review, feedback, and approval of deliverables at defined milestones, subject to internal processes of the Authority.
- ii. Provide timely decisions on matters requiring policy or administrative approval, to the extent feasible.

5.5 Logistical and Administrative Support (If Applicable)

- i. Provide meeting facilities for official reviews, presentations, or workshops conducted at DGS premises, where feasible.
- ii. Any office space, equipment, or logistical support, if required, shall be provided at the discretion of the Authority and subject to availability.

5.6 Client Obligations and Limitations

- i. The Authority shall ensure that inputs and access provided are limited to facilitation and shall not be construed as direction on technical or professional judgments, which shall remain the responsibility of the Consultant.
- ii. Delays arising from non-availability of information, stakeholder inputs, or approvals beyond the control of the Consultant shall be considered during review of timelines, without financial implication unless explicitly agreed.

6. Team Composition and Qualification

The Consultant shall deploy a qualified team including, but not limited to:

Sl. No.	Position	Key Responsibilities	Minimum Qualifications	Minimum Experience
1	Project Manager	<ul style="list-style-type: none"> Senior advisory professional with experience in maritime sector projects, regulatory governance, and institutional strengthening. Responsible for overall delivery of the assignment, stakeholder coordination with DGS, quality assurance of DPR, National Action Plan, and regulatory frameworks, and strategic guidance across all workstreams. 	Postgraduate degree in Engineering / Maritime Studies / Environmental Management / Public Policy / Management	15+ years overall experience At least 7 years in leading large advisory / regulatory / maritime projects
2	Subject Matter Expert – (Ship Recycling & Maritime Regulatory Expert)	<ul style="list-style-type: none"> Expert with hands-on experience in ship recycling regulations, maritime policy, port and coastal governance, and international conventions such as Hong Kong Convention. Lead DPR preparation for ship recycling lifecycle, define institutional and regulatory roles, compliance processes, and frameworks by reviewing national laws, Ship Recycling Act, HKC, IECs. 	Graduate/Postgraduate in Marine Engineering / Nautical Science / Maritime Law / Environmental Engineering	10+ years experience in ship recycling, maritime regulation, or port/maritime sector projects
3	Subject Matter Expert – (Environmental, Safety & Labour Standards Expert)	<ul style="list-style-type: none"> Specialist in occupational health & safety, environmental protection, waste management, and 	Postgraduate in Environmental Engineering / Industrial Safety / Occupational Health / Social Sciences	8 years experience in EHS / labour compliance in industrial or maritime sectors

Sl. No.	Position	Key Responsibilities	Minimum Qualifications	Minimum Experience
		<p>labour standards applicable to industrial and maritime sectors.</p> <ul style="list-style-type: none"> ▪ Responsible for ISO alignment (ISO 30000, ISO 14001, ISO 45001), labour welfare frameworks, and compliance documentation within DPR and regulatory frameworks. ▪ Coverage of environmental protection, waste management 		
4	ICT Expert	<ul style="list-style-type: none"> ▪ Expert in digital governance, e-governance advisory, IT infrastructure, network architecture, and process standardisation for regulatory platforms. ▪ Leads functional and business requirement definition for the end-to-end ship recycling digital / website-based platform, including workflows, user roles, dashboards, reporting, and system integration planning 	Graduate/Postgraduate in Engineering / IT / Information Systems / Management	10 years experience in digital governance, e-governance, regulatory or IT advisory and platform implementation projects
5	Project Coordinator	<ul style="list-style-type: none"> ▪ Professional with experience in Training Needs Assessment (TNA) to design training frameworks, curricula, SOPs, and materials. Support workshops and stakeholder training. ▪ Supports drafting of RFP / tender documents and in the procurement process ▪ Expert in Project planning, management, 	Graduate/Postgraduate in Engineering / Management	8 years experience in project management / PMC roles for government or digital projects

Sl. No.	Position	Key Responsibilities	Minimum Qualifications	Minimum Experience
		<ul style="list-style-type: none"> milestone tracking, reporting and coordination support for government IT and policy projects ▪ PMC support during implementation phase and coordination with implementing agency post-procurement 		
6	Documentation & Research Analyst	<ul style="list-style-type: none"> ▪ Support preparation of National Action Plan (NAP) content, including background analysis, action matrices, timelines, and responsibility mapping. ▪ Support preparation and structuring of DPR chapters, regulatory and compliance documentation, SOPs, checklists, templates, presentations and reference materials. ▪ Support PMC activities through preparation of progress reports, meeting minutes, issue trackers, and coordination notes. 	Graduate/Postgraduate in Law / Public Policy / Management / Engineering or related discipline	5 years experience in research, documentation, regulatory advisory or government consulting projects

CVs of key personnel must be submitted, and the team must remain available for the assignment throughout the contract duration.

7. Reporting Requirements and Time Schedule for Deliverables

7.1 Reporting Frequency and Types

The Consultant shall submit reports at **weekly, monthly, and milestone-based intervals**, as detailed below.

Report Type	Key Contents
Weekly Progress Update	<ul style="list-style-type: none"> ▪ Activities undertaken during the week ▪ Progress against plan and milestones ▪ Issues, risks, and mitigation actions ▪ Planned activities for the next week

Monthly Progress Report (MPR)	<ul style="list-style-type: none"> ▪ Summary of key progress highlights or work completed against Scope of Services ▪ Risks, dependencies, issues requiring guidance or decisions and corrective actions ▪ Updated work plan and timelines
Milestone completed / Interim Report	<ul style="list-style-type: none"> ▪ Update upon completion of each milestone

7.2 Reporting Authority

- All reports, deliverables, and progress updates shall be submitted to the Nodal Officer appointed by the Directorate General of Shipping (DGS).
- The Nodal Officer shall be responsible for review, coordination, and communication of comments on behalf of DGS.
- Where required, presentations and clarifications shall also be made before committees or competent authorities as directed by the Nodal Officer.

8. Terms of Payment

Payment Milestone	Payment Trigger / Deliverable	Applicable Milestones	Timeline (from Contract Effective Date)	Payment (%)
P1	Acceptance of Inception Report and Detailed Work Plan	M0	T (Month 0)	10%
P2	Acceptance of DPR Framework along with Functional & Business Requirement Specifications (Planning Level), including Digital Blueprint	M1.A	T + 2 months	20%
P3	Acceptance of Regulatory & Compliance Framework and Training & Capacity-Building Framework	M1.B	T + 3 months	15%
P4	Acceptance of National Action Plan for Ship Recycling	M2	T + 3 months	15%
P5	Completion and acceptance of Final DPR, Frameworks & National Action Plan, and RFP preparation with procurement support up to onboarding of the System Integrator	M3	T + 4 months	20%
P6	Completion and acceptance of PMC support up to Go-Live readiness, including submission of PMC progress reports	M4	T + 9 months	10%
P7	Completion of Extended PMC support during implementation and stabilisation period, including final PMC completion report	M5	T + 12 months	10%

Note: No payment shall be made for draft submissions. Draft deliverables shall be treated as interim review documents only. Payments shall be released solely upon submission and acceptance of final deliverables, after incorporation of all comments and approval by the Authority.

Acceptance of deliverables shall be subject to written confirmation by the Competent Authority or its authorised representative.

Note on Penalty and Liquidated Damages (LD):

i. Penalty for Delay in Ship Recycling Deliverables:

In the event of delay in achievement of any approved milestone related to the Ship Recycling DPR Framework, Regulatory & Compliance Framework, Training & Capacity Building Framework, National Action Plan, RFP support, or PMC activities, and where such delay is solely attributable to the Consultant, a penalty in the form of Liquidated Damages (LD) shall be levied.

The penalty shall be calculated at the rate of:

0.1% (Zero-point one percent) of the total contract value per day of delay, for each calendar day of delay beyond the approved milestone timeline.

ii. Penalty Cap: The cumulative liquidated damages levied under this Ship Recycling assignment shall not exceed 10% (Ten percent) of the total contract value, irrespective of the number of delayed milestones.

iii. Conditions for Levy of Penalty:

Liquidated Damages shall be applicable only where delays are not attributable to:

- Force majeure events; or
- Delays arising due to non-availability of inputs, approvals, statutory clearances, or dependencies from DGS or other Government / Regulatory authorities; or
- Delays arising from changes in scope or directives issued by the Competent Authority.

No penalty shall be levied for delays duly recorded, justified, and accepted in writing by the Authority.

iv. Monitoring and Enforcement Mechanism:

A Contract Management Committee (CMC) constituted by DGS shall monitor the progress of the Ship Recycling assignment at each phase based on:

- Milestone-wise deliverables submitted by the Consultant; and
- Periodic progress and PMC reports.

In case any delay or deviation from the agreed milestones is identified and confirmed by the CMC, the applicable penalty as specified above shall be imposed in accordance with the Contract conditions.

v. Right of Termination and Other Remedies: Termination / Withdrawal, if the selected agency fails to execute the assignment or perform its obligations to the satisfaction of the Directorate General of Shipping (DGS), the Authority may, at its sole discretion, invoke any or all of the following remedies:

- Forfeiture / encashment of the Performance Bank Guarantee (PBG); and/or
- Termination of the contract, without any financial or legal liability on DGS towards the selected agency.

Event	Penalty / Action
Delay in Ship Recycling milestone	0.1% of contract value per day
Maximum LD	Capped at 10% of contract value
Persistent non-performance	PBG encashment and/or termination

9. Confidentiality and Intellectual Property Rights

9.1 Confidentiality Obligations

9.1.1 The Consultant shall treat as confidential all information, data, documents, records, materials, discussions, and inputs, whether written, oral, electronic, or visual, that are provided by the Directorate General of Shipping (DGS) or accessed by the Consultant in connection with this REOI and any subsequent stages of the procurement process (hereinafter referred to as “Confidential Information”).

9.1.2 Confidential Information shall include, but not be limited to:

- Policy documents, draft frameworks, reports, studies, data sets, and reference material
- Regulatory or institutional information not in the public domain
- Stakeholder inputs, minutes of meetings, presentations, and internal communications
- Any information identified as confidential by DGS or which, by its nature, ought reasonably to be considered confidential

9.1.3 The Consultant shall:

- Use Confidential Information solely for the purpose of responding to this REOI and any subsequent RFP, if issued
- Not disclose, publish, reproduce, transmit, or make available such information to any third party without prior written consent of DGS
- Ensure that its employees, experts, consortium members, and sub-consultants (if any) comply with these confidentiality obligations

9.1.4 These confidentiality obligations shall remain valid notwithstanding the conclusion, cancellation, or abandonment of the REOI process.

9.2 Intellectual Property Rights (IPR)

9.2.1 All documents, submissions, concepts, methodologies, approaches, reports, frameworks, presentations, and other materials prepared or submitted by the Consultant as part of this REOI response shall be treated as non-confidential submissions for evaluation purposes only and shall not confer any proprietary or contractual rights on the Consultant at the REOI stage.

9.2.2 In the event the Consultant is shortlisted and subsequently engaged through an RFP and contract, the ownership of all outputs, deliverables, reports, data, frameworks, and intellectual property created under the resulting contract shall vest exclusively with the Directorate General of Shipping (DGS), unless otherwise specified in the RFP or the final contract.

9.2.3 The Consultant shall not:

- Claim any ownership, copyright, or proprietary rights over such deliverables
- Use the outputs, in full or in part, for commercial, academic, promotional, or any other purpose without the prior written approval of DGS.

9.3 Restrictions on Use and Disclosure

9.3.1 The Consultant shall not use any information obtained during the REOI process for:

- Competitive advantage in unrelated procurements
- Any commercial or non-authorised purpose
- Publication, marketing, or publicity activities

9.3.2 No press release, public announcement, advertisement, or disclosure related to this REOI, the Authority, or the proposed assignment shall be made by the Consultant without the prior written approval of DGS.

9.4 Survival of Obligations

The provisions of this clause shall survive:

- Rejection or non-shortlisting of the Consultant
- Withdrawal or cancellation of the REOI
- Completion of the REOI process without issuance of an RFP

9.5 Legal Applicability

Any breach of confidentiality or misuse of information shall be treated as a violation of the Code of Integrity in Public Procurement, and may result in:

- Rejection of the REOI
- Disqualification from the subsequent RFP process
- Any other action permissible under applicable laws and government procurement rules

PART III. REOI Submission Formats

Form 1: REOI Form (Covering Letter)

(On Consultant's Letterhead)

Consultant's Name _____

[Address and Contact Details]

Consultant 's Reference No. _____ Date.....

To

Directorate General of Shipping, 9th Floor,
BETA Building, I-Think Techno Campus,
Kanjur Village Road, Kanjurmarg (E),
Mumbai-400042

Ref: Your REOI document No.

REOI Title: Selection of Consultant for Ship Recycling DPR Preparation and Digital Enablement Planning

Sir/ Madam

Having examined the above mentioned REOI document, we, the undersigned, hereby submit/ upload our Expression of Interest (REOI) for being shortlisted for the performance of the Services.

1) About us:

We, M/s _____, hereby certify that We are a firm (or members of our JV/C are) of proven, established, and reputed Consultant having the required Experience, Past performance, Personnel, and financial capability, with offices at _____.

2) Our Eligibility and Qualifications to participate:

- a) We comply with all the eligibility criteria stipulated in this REOI document, and the relevant declarations are made along with documents in Form 1.2 of this REOI-Form.
- b) We fully meet the qualification criteria stipulated in this REOI document, and the relevant details are submitted along with documents in Form 2: 'Qualification Criteria – Compliance' and its sub-forms.
- c) We undertake to provide originals of all self-certified copies of uploaded documents during the RFP Process. We have understood the ramifications of failure to do so as detailed in clauses 10.2.4 and 10.2.5 of Section I: REOI.
- d) We have / don't have any conflict of interest with any other Consultant as per clause 4.5 of Section I: REOI.
- e) No commissions and gratuities have been paid or are to be paid to agents or any other party by us relating to this REOI and RFP processes.

Following commissions and gratuities have been paid/ are to be paid to agents or any other party by us relating to this procurement process: -----

3) Affirmation of terms and conditions of the REOI document:

We have understood the complete terms and conditions of the REOI 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 REOI document.

4) Abiding by the REOI Validity

We agree to keep our REOI valid for acceptance for a period up to -----, as required in the REOI document, or for a subsequently extended period, if any, agreed to by us.

5) Non-tempering of Downloaded REOI documents and Uploaded Scanned Copies

We confirm that we have not changed/ edited the contents of the downloaded REOI Formats. We realise that any such change noticed at any stage, including after the contract award, shall be liable to punitive action in this regard stipulated in the REOI document. We also confirm that scanned copies of documents/ affidavits/ undertakings uploaded along with our REOI are valid, true, and correct to the best of our knowledge and belief. We shall be responsible if any dispute arises regarding the validity and truthfulness of such documents/ affidavits/ undertakings. Upon our successful shortlisting, we undertake to submit for scrutiny, on-demand by the Procuring Entity, originals and self-certified copies of all such certificates, documents, and affidavits/ undertakings.

6) Signatories:

We confirm that we are duly authorised to submit this REOI and make commitments on behalf of the consultant. Supporting documents are submitted in Form 1.1, annexed herewith. We acknowledge that our digital/digitised signature is valid and legally binding.

7) Rights of the Procuring Entity to Reject REOI(s):

We understand that you are not bound to accept the lowest or any REOI you may receive against your above-referred REOI document.

.....

(Signature with date)

.....

(Name and designation)

Duly authorised to sign REOI for and on behalf of name, address, and seal of the
Consultant]

Form 1.1: Consultant Information
(On Consultant's Letterhead)

Consultant's Name _____

[Address and Contact Details]

Consultant's Reference No. _____ Date.....

REOI document No.

Tender Title: Selection of Consultant for Ship Recycling DPR Preparation and Digital Enablement Planning

Note: Consultant shall fill in this Form following the instructions indicated below.

Consultant shall enclose certified copies of the documentary proof/ evidence to substantiate the corresponding statement wherever necessary and applicable. Consultant's wrong or misleading information shall be treated as a breach of the Code of Integrity. Such REOIs shall be liable to be rejected as nonresponsive, in addition to other punitive actions provided for such a breach in the REOI document.

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

1) Consultant/ Contractor particulars:

a)	Name of the Consultant's Organisation:	
b)	Corporate Identity No. (CIN):	
c)	Registration, if any, with The Procuring Entity:	
d)	Date of incorporation/ start of business:	
e)	Place of Registration/ Principal place of business":	
f)	Number of Years in Business:	
g)	Number of Years in ERP implementation	
h)	Consultant's Website URL:	
i)	Complete Postal Address:	
j)	Pin code/ ZIP code:	
k)	Telephone nos. (with country/ area codes):	
l)	Mobile Nos.: (with country/ area codes):	
m)	Contact persons/ Designation:	
n)	Email IDs:	
o)	PAN Number:	
p)	GSTIN No:	

NB: In the case of JV/C, repeat these details for all members

Submit documents to demonstrate eligibility as per REOI Clause 4.1-1) - A self-certified copy of registration certificate – in case of a partnership firm – Deed of Partnership; in case of Company – Notarised and certified copy of its Registration; In case of JV, letter of intent to form JV or JV agreement and in case of Society – its Byelaws and registration certificate of the firm.

- 2) Consultant/JV's Organisation Structure: Submit the overall organisation structure of the firm.
- 3) Consultant/JV's Overall profile: Submit the overall profile of the firm, highlighting technical and managerial capabilities.

Authorisation of Person(s) signing the REOI on behalf of the consultant

Full name: _____

Designation: _____

Signing as:

- A sole proprietorship firm. The person signing the REOI is the sole proprietor/ constituted attorney of the sole proprietor,
- A partnership firm. The person signing the REOI is duly authorised being a partner to do so under the partnership agreement or the general power of attorney,
- A company. The person signing the REOI is the constituted attorney by a resolution passed by the Board of Directors or in pursuance of the authority conferred by the Memorandum of Association/ Articles of Association.
- A Society. The person signing the REOI is the constituted attorney.
- A Joint Venture/ Consortium. The person signing the bid is the designated lead member, as named in the JV/C agreement/ MOU or similar document in connection with the formation of the JV/C or are all future proposed members, in case (JV/C) has not been legally constituted at the time of bidding.

Documents to be submitted: Registration Certificate/ Memorandum of Association/ Partnership Agreement/ Power of Attorney/ Board Resolution Consultant's Authorized Representative Information

Name:

Address:

Telephone/ Mobile numbers:

Email Address:

(Signature with date)

.....

(Name and designation)

Duly authorised to sign REOI for and on behalf of name, address, and seal of the Consultant]

DA: As above

Form 1.2: Eligibility Declarations

(Ref REOI Clause 2.5)

(On Consultant's Letterhead, supported with copy of Incorporation Certificates (for all member in case of consortium), and copy of PAN, GST registration certificate)

REOI document No.

Title: Selection of Consultant for Ship Recycling DPR Preparation and Digital Enablement Planning

Consultant's Name _____

[Address and Contact Details]

Consultant's Reference No. _____

Date.....

[Note: The list below is indicative only. You may attach more documents as required to confirm your eligibility criteria.]

Eligibility Declarations

(Please tick appropriate boxes or cross out any declaration not applicable to the consultant)

We hereby confirm that we comply with all the stipulations of REOI Clause 4.1 of the REOI document and declare as under and shall provide evidence of our continued eligibility to the DGS as and when it may be requested:

1) Legal Entity of Consultant: We are:

- a) : _____ relevant documents enclosed)
- b) We are a consultant with valid registration regarding GSTIN, PAN, EPF, ~~ESI, Labour, or equivalent~~ registration certificate as applicable to the subject Services.

2) Eligibility: We solemnly declare that we (including our affiliates or subsidiaries, or constituents):

- a) are not insolvent, in receivership, bankrupt or being wound up, not have our affairs administered by a court or a judicial officer, not have our business activities suspended and are not the subject of legal proceedings for any of these reasons;
- b) (including our affiliates or subsidiaries, or constituents for any part of the assignment):
 - i) Do not stand declared ineligible/ blacklisted/ banned/ debarred by the Procuring Organisation or its Ministry/ Department from participation in its procurement processes; and/ or
 - ii) Are not convicted (within three years preceding the last date of REOI submission) or stand declared ineligible/ suspended/ blacklisted/ banned/ debarred by appropriate agencies of the Government of India from participation in procurement processes of all its entities for offences mentioned in REOI document in this regard.
 - iii) We have neither changed our name nor created a new "Allied Entity", consequent to the above disqualifications.
- c) Do not have any association (as consultant/ partner/ Director/ employee in any capacity) with such retired public official or near relations of such officials of DGS, as counter-indicated, in the REOI document.
- d) We have no conflict of interest, which substantially affects fair competition. The quoted prices are competitive without adopting unfair/ unethical/ anti-competitive means. No attempt has been made or shall be made by us to induce any other consultant to submit or not to submit an REOI to restrict competition.

- e) We certify that we fulfil other additional eligibility conditions if prescribed in the REOI document.
- 3) We certify that we are not an entity from a country identified to restrict Consultants from India from participation in their Government Procurements as per REOI clause 4.2.1
- 4) **Restrictions on procurement from consultants from a country or countries or a class of countries under Rule 144 (xi) of the General Financial Rules 2017:**

"We have read the clause regarding restrictions on procurement from a consultant of a country which shares a land border with India and on sub-contracting to contractors from such countries, and solemnly certify that we fulfil all requirements in this regard and are eligible to be considered. We certify that:

- a) we are not from such a country or, if from such a country, we are registered with the Competent Authority (copy enclosed). and;
- b) we shall not subcontract any assignment to a contractor from such countries unless such a contractor is registered with the Competent Authority.

5) Start-up Status:

We confirm that we are (Certificate of Recognition issued by the Department for Promotion of Industry and Internal Trade (DPIIT) enclosed herewith)/ are not a Start-up entity as per the Department of Promotion of Industrial and Internal Trade – DPIIT.

6) Penalties for false or misleading declarations:

We hereby confirm that the particulars given above are factually correct and nothing is concealed and undertake to advise any future changes to the above details. We understand that any wrong or misleading self-declaration would violate the Code of Integrity and attract penalties.

.....
(Signature with date)

.....
(Name and designation)

Duly authorised to sign REOI for and on behalf of

..... Name, address, and seal of the consultant

DA: As in Sr 1 to 5 above, as applicable

Form 2: Qualification Criteria – Compliance

(On consultant's Letterhead)

(Ref REOI Clause 2.4, Section III: Qualification Criteria)

(Along with supporting documents, if any)

REOI document No.

Title: Selection of Consultant for Ship Recycling DPR Preparation and Digital Enablement Planning

Consultant's Name

[Address and Contact Details]

Consultant's Reference No.

Date.....

Note to consultant: The Procuring Entity reserves its right to call for verification originals of all self-certified copies of stipulated documents supporting the fulfilment of qualifying criteria during the following RFP Process. If the shortlisted consultant fails at that stage to provide such originals or, in case of substantive discrepancies in such documents, it shall be construed as a breach of the Code of Integrity (see clause 12 below). Such RFP proposals shall be liable to be rejected as nonresponsive in addition to other punitive actions for such a breach.

Summary of Response to Qualification Criteria

#	Criteria	Qualification Criteria Met (Yes, or No)
a)		
b)		
c)		
d)		
e)		

Note: consultants shall provide evidence of their continued qualification to perform the Services satisfactorily to the Procuring Entity, as the Procuring Entity may request at any stage during the RFP process that would follow this REOI.

.....
(Signature with date)

.....
(Name and designation)

Duly authorised to sign REOI for and on behalf of

..... Name, address, and seal of the consultant

DA: As above, if any

Form 2.1: Performance Capability Statement

Statement of Performance of Services

(Ref REOI Clause 2.5, Section III: Qualification Criteria)

(On consultant's Letterhead)

REOI document No.....

Title: Selection of Consultant for Ship Recycling DPR Preparation and Digital Enablement Planning

Consultant's Name _____

[Address and Contact Details]

Consultant Reference No. _____

Date.....

Note to consultant:

1. *Consultant or member of a Joint Venture/Consortium (JV/C) must fill in this Form to prove conformance to Section III Qualification Criteria. Mention contracts in which a consultant or a member of a JV/C is or has been a party, whether as a consultant, affiliate, associate, subsidiary, or any other role. The list below is indicative only. You may attach more documents as required to highlight your past performance. Add additional details not covered elsewhere in your REOI in this regard. Statements and Documents may be mentioned/ attached here.*
2. *List only those assignments for which the consultant was legally contracted as a company or was one of the joint venture members. Assignments completed by the consultant's individual experts working privately or through other firms cannot be claimed as the relevant experience of the consultant or that of the Consultant 's partners or sub-consultant s but can be claimed by the Experts themselves in their CVs. Assignments of Sub-consultant (s) can be used to meet the Experience requirements specified in Section III, Qualification Criteria. The consultant should be prepared to substantiate the claimed experience by presenting copies of relevant documents and references if the Client requests.*
 - 1) **The number of years of experience in Consultancy Services:** *Provide evidence for the required length of experience in Consultancy Services and cross-reference the list of assignments below.*
 - 2) **In the specified period, list similar Services assignments completed or completed in a tabular form** (Period specified in Section III – Qualification Criteria Note: List only the most important and relevant ones. List the largest value and most relevant projects to this assignment first)
 - a) country, client, (source of funding),
 - b) For completed Project: Project title, project reference number, project value, project period brief description of the consultant 's role in the project
 - c) For Substantially Completed Project: project title, project reference number, project value, project period
 - d) brief description of the consultant's role in the project
 - e) # of international staff months, # of national staff months deployed by you on the project
 - f) Is it a Similar Experience as per Section III: Qualification Criteria (Yes or No)
 - g) Is it in General Sector as per Section III: Qualification Criteria (Yes or No)
 - h) Is it in Specific Sector as per Section III: Qualification Criteria (Yes or No)

.....
(Signature with date)

.....
(Name and designation)
Duly authorised to sign REOI for and on behalf of

.....
..... Name, address, and seal of the Consultant]

DA: Performance records/ contracts

Form 2.2 Financial Capability Statements

(Ref REOI Clause 2.5, Section III: Qualification Criteria)

(On Consultant 's Letterhead)

REOI document No.

Tender Title: Selection of Consultant for Ship Recycling DPR Preparation and Digital Enablement Planning

Consultant 's Name _____

[Address and Contact Details]

Consultant 's Reference No. _____

Date.....

Note to consultant: Fill out this Form for the consultant and each member of a joint venture or other association that is a party to the consultant to highlight conformance to Criteria 2: Financial Capability. The list below is indicative only. You may attach more documents as required. Add additional details not covered elsewhere in your REOI in this regard.

Form 2.2.1: Financial Statements

Note: Each consultant or member of a Joint Venture/Consortium making up a must fill in this Form.

Financial Data for Previous Three (3) Years			
	Year 1:	Year 2:	Year 3:
Information from the Balance Sheet			
Total Assets			
Total Liabilities			
Net Worth			
Current Assets			
Current Liabilities			
Working Capital			
Information from Income Statement			
Total Revenues			
Profits Before Taxes			
Profits After Taxes			

Attached are copies of financial statements (either audited financial statements supported by audit report or certified financial statements supported by Income tax returns), complying with the following conditions.

- 1) All such documents reflect the financial situation of the consultant or a member of a Joint Venture or other association and not a sister or parent company.
- 2) A Chartered accountant must audit historical financial statements.
- 3) Historical financial statements must be complete, including all notes to the financial statements.
- 4) Historical financial statements must correspond to accounting periods already completed and audited (no statements for partial periods shall be requested or accepted).

.....
(Signature with date)

.....
(Name and designation)

Duly authorised to sign REOI for and on behalf of

.....

..... Name, address, and seal of the consultant]

Form 2.2.2: Average Annual Turnover

(Ref REOI Clause 2.5, Section III: Qualification Criteria)

(On consultant's Letterhead)

REOI document No.

Tender Title: REOI for Selection of Consultant for Ship Recycling DPR Preparation and Digital Enablement Planning

Consultant's Name _____

[Address and Contact Details]

Consultant's Reference No. _____

Date.....

Note: Each consultant or member of a Joint Venture/Consortium must fill in these forms.

Annual Turnover Data (Rs Crores) for the Last Three (3) Financial Years		
Year	Total Turnover Amount	Turnover from Consultancy Services (supported by a certificate from the Chartered Accountants)
Average Annual Turnover		

.....
(Signature with date)

.....
(Name and designation)

Duly authorised to sign REOI for and on behalf of

.....

..... Name, address, and seal of the consultant

“Certificate of CA with UDIN

This is to certify that the information given in the above table is derived from audited B/S and P/L account and are true and correct reflection of company's financial performance and capability”.

Form 3: Checklist for Consultant

Ref REOI Clause 2.5)

(On consultant's Letterhead)

Consultant's Name _____

[Address and Contact Details]

Consultant 's Reference No. _____

Date.....

REOI document No.

Tender Title: Selection of Consultant for Ship Recycling DPR Preparation and Digital Enablement Planning

Note to consultant's: This checklist is merely to help the consultants to prepare their REOIs. It does not override or modify the requirement of the REOI. consultants must do their due diligence also.

Sr No.	Documents submitted, duly filled, signed	Yes/ No/ NA
1.	Form 1.- REOI Form (to serve as covering letter and declarations)	
2.	Form 1.1: consultant's Information and Power of attorney and Registration Certificates etc.	
3.	Form 1.2: Eligibility Declarations, along with supporting documents	
4.	Form 2: Qualification Criteria - Compliance	
4.a	Form 2.1, 2.2 (and its sub-forms) to support Form 2 along with supporting documents	
5.	Form 3: Checklist for consultant	
6.	Form 4: Declaration for No Conflict of Interest	
7.	Form 5: Details of ineligibility for corrupt or fraudulent practices / blacklisted with any of the Government or Public Sector Units	
8.	Form 6: Authorization to Attend Pre-EOI Conference	
9.	Form 7: Other information required	
10.	Any other requirements, if stipulated in Section II: Appendix; or if considered relevant by the consultant	

.....
(Signature with date)

.....
(Name and designation)

Duly authorised to sign REOI for and on behalf of.....

[Name, address, and seal of the consultant]

Form 4: Declaration for No Conflict of Interest
<<To be submitted on the Company Letter head of the Lead Consultant>>

Date:

To

Directorate General of Shipping
9th Floor, Beta Building,
i-Think Techno campus
Kanjurmarg (East), Mumbai - 400042

Sir,

Sub: Undertaking on No Conflict of Interest

I / We as Consultant (SI) do hereby undertake that there is absence of, actual or potential conflict of interest on our part, on part of our Consortium partner (in case of a Consortium) due to prior, current, or proposed contracts engagements, or affiliations with Directorate General of Shipping, Government of India.

I / We also confirm that there are no potential elements (time frame for service delivery, resource, financial or other) that would adversely impact our ability to complete the requirements of this RFP.

We undertake and agree to indemnify and hold Directorate General of Shipping, Government of India harmless against all claims, losses, damages, costs, expenses, proceeding fees of legal advisors (on a reimbursement basis) and fees of other professionals incurred (in the case of legal fees & fees of professionals, reasonably) Directorate General of Shipping, Government of India and / or its representatives, if any such conflict arises later.

Yours faithfully,

Authorized Signatory

Designation

Date

Time

Seal

Business Address

**Form 5: Details of ineligibility for corrupt or fraudulent practices /
blacklisted with any of the Government or Public Sector Units**

<<On the letterhead of the Bidding Organization>>

**<<In case of consortium, separate certificates to be submitted from respective authorized
representatives>>**

Date:

To:

Directorate General of Shipping
9th Floor, Beta Building,
i-Think Techno campus
Kanjurmarg (East), Mumbai - 400042

Subject: Declaration for not being under an ineligibility for corrupt or fraudulent practices or blacklisted with any of the Government or Public Sector Units in India

Dear Sir,

We, the undersigned, hereby declare that

We are not under a declaration of ineligibility / banned / blacklisted by any State or Central Government / any other Government institutions in India for any reason as on last date of submission of the Bid or convicted of economic offence in India for any reason as on last date of submission of the Bid.

Thanking you,

Yours faithfully

(Signature of the Authorized signatory of the Bidding Organization)

Name :

Designation :

Date :

Company Seal :

Business Address :

Form 6: Authorization to Attend Pre-EOI Conference

Refer to REOI Clause 6.3)

(On The consultant 's Letterhead)

Consultant's name _____

[Address and Contact Details]

Consultant Reference No. _____

Date.....

To,

Directorate General of Shipping
9th Floor, Beta Building,
i-Think Techno campus
Kanjurmarg (East), Mumbai - 400042

Ref: REOI document No.

Title: REOI for Selection of Consultant for Ship Recycling DPR Preparation and Digital Enablement Planning

Subject: Authorisation to attend Pre-EOI Conference on _____ (date).

The following persons are authorised to attend the Pre-EOI Conference for the REOI mentioned above on behalf of _____ (Consultant) in the order of preference given below.

Sr.	Name	Government Photo ID Type/ Number
I.		
II.		
Alternate Representative		

Note:

1. Maximum of two representatives (carrying valid Government photo IDs) shall be permitted to attend the Pre-EOI opening. An alternate representative shall be permitted when regular representatives are not able to participate.
2. Permission to enter the hall where the Pre-EOI conference is conducted may be refused if authorisation as prescribed above is not submitted.

Signatures of Consultant

or

The officer authorised to sign the REOI.

Documents on behalf of the Consultant

Name, address, and seal of the Consultant