



भारत सरकार / GOVERNMENT OF INDIA  
पत्तन, पोत परिवहन और जलमार्ग मंत्रालय  
MINISTRY OF PORTS, SHIPPING AND WATERWAYS

नौवहन महानिदेशालय, मुंबई  
DIRECTORATE GENERAL OF SHIPPING, MUMBAI

F. No. 2025\_DGS\_861190\_1

Dated: 22/05/2025

To,  
The Circulation Manager,  
Times of India,  
D.N. Road, Mumbai 400001.

**Subject: Advertising a Notice on Behalf of D. G. Shipping in "Times of India (all Indian edition)", "Navbharat Times" and "Maharashtra Times".**

Sir,

please find herewith a Notice for publishing same in your English newspaper "Times of India" (all India edition), Hindi newspaper "Navbharat Times" and Marathi Newspaper, "Maharashtra Times" on behalf of the Directorate General of shipping Government of India, Ministry of Ports, Shipping and waterways, Mumbai

2. You are requested to publish the same at the earliest at DAVP rates' and after publication, submit the copies of the advertisement and bill along with certificate of the DAVP rates, duty signed for settlement.

Your Faithfully,

Pradeep Sudhakar  
Chief Ship Surveyor-cum-Joint DG (Tech.) (I/C)

Encl: As above

## DIRECTORATE GENERAL OF SHIPPING

### EOI Notice

The Directorate General of Shipping (DGS), under the Ministry of Ports, Shipping and Waterways, invites **Expressions of Interest (EOI)** from experienced and reputed consulting firms to establish a **Strategic Support Unit (SSU)** for the **Shipbuilding Cell**. The SSU will assist DGS in **investment promotion, policy formulation, stakeholder engagement, and capacity building** in support of India's shipbuilding ecosystem.

The detailed REOI document is available on the **Central Public Procurement Portal (CPPP)** at <https://eprocure.gov.in/eprocure/app>. Interested firms meeting the eligibility criteria may submit their EOIs in accordance with the instructions provided in the REOI document.

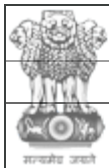
#### Key Details:

- Tender ID: 2025\_DGS\_861190\_1
- Tender Ref No. : 26-15/1/2025-NA-DGS/34136
- Last Date for Submission: 19/06/2025
- Mode of Submission: Online via CPPP

DGS reserves the right to cancel or modify this request without assigning any reason thereof.



Pradeep Sudhakar  
Chief Ship Surveyor-cum-Joint DG (Tech.) (I/C)



**Government  
eProcurement  
System**

## eProcurement System Government of India

### Tender Details

Date : 22-May-2025 03:11 PM

Print

#### Basic Details

<b>Organisation Chain</b>	Directorate General of Shipping		
<b>Tender Reference Number</b>	26-15/1/2025-NA-DGS/34136		
<b>Tender ID</b>	2025_DGS_861190_1	<b>Withdrawal Allowed</b>	Yes
<b>Tender Type</b>	Open Tender	<b>Form of contract</b>	EOI
<b>Tender Category</b>	Services	<b>No. of Covers</b>	1
<b>General Technical Evaluation Allowed</b>	No	<b>ItemWise Technical Evaluation Allowed</b>	No
<b>Payment Mode</b>	Not Applicable	<b>Is Multi Currency Allowed For BOQ</b>	No
<b>Is Multi Currency Allowed For Fee</b>	No	<b>Allow Two Stage Bidding</b>	No

#### Cover Details, No. Of Covers - 1

Cover No	Cover	Document Type	Description
1	Fee/PreQual/Technical/Finance	.pdf	Technical Qualification Documents 1
		.pdf	Technical Qualification Documents 2

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

<b>Tender Fee in ₹</b>	0.00		
<b>Fee Payable To</b>	Nil	<b>Fee Payable At</b>	Nil
<b>Tender Fee Exemption Allowed</b>	No		

#### EMD Fee Details

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

[Click to view modification history](#)

#### Work /Item(s)

<b>Title</b>	Request for Expression of Interest (REOI) for Selection of Consultancy firm for Strategic Support Unit for the Shipbuilding Cell at the Directorate General of Shipping for Investment Promotion				
<b>Work Description</b>	Request for Expression of Interest (REOI) for Selection of Consultancy firm for Strategic Support Unit for the Shipbuilding Cell at the Directorate General of Shipping for Investment Promotion				
<b>Pre Qualification Details</b>	Please refer Tender documents.				
<b>Independent External Monitor/Remarks</b>	NA				
<b>Show Tender Value in Public Domain</b>	No				
<b>Tender Value in ₹</b>	0.00	<b>Product Category</b>	Miscellaneous Services	<b>Sub category</b>	NA
<b>Contract Type</b>	Tender	<b>Bid Validity(Days)</b>	120	<b>Period Of Work(Days)</b>	NA
<b>Location</b>	Directorate General of Shipping, Mumbai	<b>Pincode</b>	400042	<b>Pre Bid Meeting Place</b>	NA
<b>Pre Bid Meeting</b>	NA	<b>Pre Bid Meeting Date</b>	NA	<b>Bid Opening Place</b>	Online

Address				
Should Allow NDA Tender	No	Allow Preferential Bidder	No	

**Critical Dates**

Publish Date	22-May-2025 04:00 PM	Bid Opening Date	20-Jun-2025 03:00 PM
Document Download / Sale Start Date	22-May-2025 04:00 PM	Document Download / Sale End Date	19-Jun-2025 03:00 PM
Clarification Start Date	23-May-2025 10:00 AM	Clarification End Date	05-Jun-2025 03:00 PM
Bid Submission Start Date	23-May-2025 10:00 AM	Bid Submission End Date	19-Jun-2025 03:00 PM

**Tender Documents**

NIT Document	S.No	Document Name	Description	Document Size (in KB)	
	1	Tendernotice_1.pdf	EOI Document	1393.69	
Work Item Documents	S.No	Document Type	Document Name	Description	Document Size (in KB)
	1	Tender Documents	EOI.pdf	EOI Document	1377.03

**Bid Openers List**

S.No	Bid Opener Login Id	Bid Opener Name	Certificate Name
1.	sahu-dgs@gov.in	Anup Sahu	ANUP KUMAR SAHU
2.	nebu.oommen@gov.in	Nebu Oommen	NEBU OOMMEN
3.	pradeepsk-dgs@gov.in	Pradeep Sudhakar	PRADEEP SUDHAKAR

**GeMARPTS Details**

GeMARPTS ID	O7LOHBPKFXAH
Description	Not available
Report Initiated On	22-May-2025
Valid Until	21-Jun-2025


**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 Comparative 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	<a href="#">PPP-MII Order 2017</a>	Agree	
2	<a href="#">MSEs Order 2012</a>	Agree	

**Tender Inviting Authority**

 <b>Government eProcurement System</b>	<b>Name</b>	DDG
	<b>Address</b>	9th Floor Beta Building, i-Think Techno Campus, Kanjurmarg East, Mumbai, Maharashtra 400042
<b>Tender Creator Details</b>		
	<b>Created By</b>	Pradeep Sudhakar
	<b>Designation</b>	CSS
	<b>Created Date</b>	22-May-2025 02:55 PM

**Request for Expression of Interest (REOI)**  
**for**  
**Strategic Support Unit for the “Shipbuilding**  
**Cell” at the Directorate General of Shipping**  
**for Investment Promotion**

**Published by:**

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

22<sup>nd</sup> May 2025

Reference No: 26-15/1/2025-NA-DGS/34136

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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 Selection of Consultancy firm for Complete ERP development of Seamen's Provident Fund Organization, Govt. of India

Applicants meeting the qualification criteria would be shortlisted and may be invited for participating in the RFP

It may be noted that the information in this REOI is indicative only and is liable to change. The actual Scope of Work will be available in the Request for Proposal (RFP) document which will be issued to the eligible / short listed bidders selected through this REOI. **Only bidders shortlisted through this REOI will be eligible to respond to the RFP.**

#### 2. Instructions for REOI

##### 2.1 Important Dates

Sr No.	Particulars	Date
1.	Date of availability of REOI on CPPP portal	22/05/2025; 16:00 Hrs.
2.	Start date for submission of queries	23/05/2025; 10:00 Hrs.
3.	Last date for submission of queries	05/06/2025; 15:00 Hrs.
4.	Last date for submission of EOI response	19/06/2025; 15:00 Hrs.
5.	Opening of Bids	20/06/2025; 15:00 Hrs.

## 2.2 Advertisement of REOI

The REOI document shall be published on Central Public Procurement Portal – CPPP (<https://www.eprocure.gov.in/eprocure/app> ), 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 response to REOI submitted by the consultancy firms and all subsequent correspondence and documents relating to the REOI exchanged between the consultancy firm 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 consultancy firm 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
TAT	Turnaround Time
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 develop an Indian Maritime Compliance Manual that addresses contemporary challenges in safety, security, environmental sustainability, and operational efficiency in the maritime sector. This Manual will provide a unified framework to guide and regulate practices, to strengthen India's maritime infrastructure and global competitiveness.. It also includes the mode and procedure for receipt/ opening, evaluation of REOIs, and shortlisting of consultancy firms.

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: Consultancy firm's 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 Consultancy firm
- 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: Authorization 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 summarized in the appendix.

**2.5.2 Section III: Qualification Criteria:**

This section lays down the Qualifying Criteria for shortlisting consultancy firm. The consultancy firm must have requisite experience with assignments similar in nature in general and specific sectors relevant to the subject assignment

.

**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 consultancy firm)**

The consultancy firm 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 consultancy firms 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 consultancy firms to take such corrigendum/ addendum into account in preparing their REOI. After the DGS makes such modifications, any consultancy firm 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 consultancy firms previously subject to the original deadline shall then be subject to the new deadline for the REOI submission.

### **3. DGS – Right to reject any or all REOIs**

The issue of the REOI document does not imply that the Procuring Entity is bound to shortlist consultancy firms. 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 consultancy firms. It would have no liability to the affected consultancy firms or any obligation to inform the affected consultancy firms 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 consultancy firm who fulfil the 'Eligibility' and 'qualification' criteria. The consultancy firm 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 consultancy firm shall be required to demonstrate fulfilment of the Eligibility Criteria in Form 1.2 (Eligibility Declarations). The consultancy firm unless otherwise stipulated in Section II: Appendix.

EC #	Condition	Criteria	Supporting Document
EC1	Legal Entity	The bidder / Lead Bidder must be a private entity (a Consulting Company/ LLC/ LLP /Partnership firm/ Society registered in India under the Companies Act, 1956,	Copy of certificate for Registration

EC #	Condition	Criteria	Supporting Document
		2013, 2020 / LLP Act, 2008 and subsequent amendments thereto), a public Entity (Government-owned enterprise or institution)  JV or Consortium are not allowed	
EC2	<b>Registration Certification by the concerned authority/government</b>	The bidder / Lead Bidder must have valid registration regarding GSTIN, PAN, EPF, ESI, Labour, or equivalent registration certificate issued by the concerned authority/government as applicable to the subject Services.	Copy of certificate for Registration
EC3	<b>Declaration of Insolvency, Bankruptcy, etc.</b>	The bidder / Lead Bidder must not be insolvent, in receivership, bankrupt or being wound up, not have its affairs administered by a court or a judicial officer, not have its business activities suspended, and must not be the subject of legal proceedings for any of aforesaid reasons.	Declaration by authorised signatory in Form 1.2
EC4	<b>Blacklisting by Govt.</b>	i.The bidder / Lead Bidder must Not stand declared ineligible/ blacklisted/ banned/ debarred by the Procuring Organisation or its Ministry/ Department from participation in its procurement processes; and/or 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	Declaration by authorised signatory in Form 1.2

EC #	Condition	Criteria	Supporting Document
		<p>participation in procurement processes of all its entities, for:</p> <ul style="list-style-type: none"> <li>a. offenses involving moral turpitude in business dealings under the Prevention of Corruption Act, 1988 or any other law; and/or</li> <li>b. offenses under the Indian Penal Code for 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</li> <li>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.</li> </ul> <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>	
<b>EC5</b>	<b>Conflict of Interest</b>	<p>The bidder / Lead Bidder must Not have a conflict of interest (as defined in clause 4.5, Conflict of Interest below), which substantially affects fair competition. No attempt should be made to induce any other</p>	<p>Declaration by authorised signatory in Form 1.2</p>

EC #	Condition	Criteria	Supporting Document
		Bidder to submit or not to submit an EOI to restrict competition.	

Not have a conflict of interest (as defined in clause 4.5 below), which substantially affects fair competition. No attempt should be made to induce any other consultant/ consultancy firm to submit or not to submit an REOI to restrict competition.

## 4.2 Eligibility of consultancy firm 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 2017<sup>1</sup>” (MII – para 10 -d) of Department for Promotion of Industry and Internal Trade, (DPIIT). The consultancy firm 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 consultancy firm from certain countries that share a land border with India shall apply to this procurement. The consultancy firm must apprise themselves of the latest version of this order. Any consultancy firm 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 consultancy firm is registered with the Registration Committee constituted by the Department for Promotion of Industry and Internal Trade (DPIIT). The consultancy firm shall enclose the certificate in Form 1 - REOI Form.

## 4.3 Sub-Consultants/Sub-Contracting

The consultancy firm 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 consultancy firm 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) :**

##### **JV/C not allowed**

#### **4.5 Conflict of Interest**

- 1) Any consultancy firm 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 consultancy firm; or
  - c. has the same correspondence address or same legal representative/ agent as another consultancy firm for purposes of this REOI; or
  - d. has a relationship with another consultancy firm, directly or through common third parties, which puts it in a position to have access to information about or influence the REOI of another consultancy firm; or
  - e. Having potential access to information through ongoing engagements, which may result in an unfair advantage over other bidders.
  - f. 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
  - g. 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 consultancy firm 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 consultancy firm 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.
- 3) The consultancy firm 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-ups**

## **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.eov.in](http://www.dgshipping.eov.in). Further details, if any, may be obtained from Shri Ravi Kumar M, 9th Floor, BETA Building, I-Think Techno Campus, Kanjur Village Road, Kanjurmarg (E), Mumbai-400042. Email: [ravi.k43@gov.in](mailto:ravi.k43@gov.in)

Interested consultancy firms 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 Consultancy firm 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 may 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 consultancy firms 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 2.4 above

### **6.3 Pre-EOI Conference**

- 1) The Authority reserves the right to host a Pre-EOI conference. It is however, not mandatory for the Authority to host such Pre-EOI conference. In case, a pre-EOI conference is to be held, the date and time shall be published. The bidders shall submit their requests for clarifications to the following email address [ravi.k43@gov.in](mailto:ravi.k43@gov.in). The authority reserves the right to respond to the queries and extend the timelines as deemed necessary. In the event of any changes to this REOI, suitable corrigenda shall be published. In case no such corrigendum is published, the original terms and timelines mentioned in this REOI shall hold.

## **7. Preparation of REOI**

### **7.1 REOI Submission Formats:**

The consultancy firm must fill and submit the REOI in the Formats in Part III - REOI Submission Formats'. REOI by the consultancy firm 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, REOs shall remain valid for a period not less than 120 (One Hundred and twenty) 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 REOs 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 consultancy firm to extend the validity period for a specified additional period. The request and the consultants' responses shall be made in writing or electronically. A consultancy firm may agree to or reject the request. A consultancy firm 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 REOs**

### **8.1 Relationship between Consultancy firm and eProcurement Portal**

The Procuring Entity is neither a party nor a principal in the relationship between the consultancy firm and the organization hosting the e-procurement portal (<https://eprocure.gov.in/eprocure/app>) (hereinafter called the portal). Consultancy firms must comply with the rules, conditions, regulations, procedures, and implied conditions/ agreements of the eProcurement portal, including registration, compatible Digital Signature Certificate (DSC) etc. Consultancy firms 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. Consultancy firms may study the resources provided by the Portal for Consultancy firms.

### **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 REOs on behalf of the Consultancy firm along with Form 1.1: Consultancy firm Information.

### **8.3 Submission/Uploading of REOs**

#### **8.3.1 Submission/Uploading to the Portal**

- 1) REOs 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 REOs as specified above, this deadline shall not be extended. No manual REOs 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, Consultancy firms 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. Consultancy firms 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 consultancy firm, shall be taken as the reference time for deciding the closing time of REOI submission. Consultancy firms 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 consultancy firm 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 Consultancy firm 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 consultancy firms 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 Consultancy firm**

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 Consultancy firm to declare all changes.**

Consultancy firm 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 Consultancy firms, 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, Consultancy firm cannot view or modify their REOI since it is locked by encryption. However, resubmission of the REOI by Consultancy firms 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.

## **10. Evaluation of REOIs and shortlisting of Consultancy firms**

### **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 Consultancy firm in its EOI and other allied information deemed appropriate by DGS. Evaluation of responses to this REOIs 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 consultancy firm's subsidiaries, parent entities, affiliates, or any other firm(s) different from the consultancy firm.

#### **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 consultancy firms to clarify its EOI by a specified date (or, if not specified, seven days from the date of receipt of such request). The consultancy firm 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 consultancy firm. Any clarification submitted by a consultancy firm 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 Consultancy firm. There is a provision on the portal for requesting Short-fall documents from the consultancy firms. The system allows taking the shortfall documents from consultancy firms only once after the EOI opening.
- 3) If the consultancy firm 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 Consultancy firms, no Consultancy firm shall contact DGS on any matter relating to the submitted EOI. If a Consultancy firm needs to contact DGS relating to this EOI, it should do so only in writing or electronically. Any effort by a Consultancy firm 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 consultancy firm 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 consultancy firm 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 consultancy firm 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 consultancy firms 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 consultancy firm must achieve a "pass" on all the criteria to proceed to the next step. Any consultancy firm 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 Consultancy firms 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 consultancy firm's subsidiaries, parent entities, affiliates, or any other entity different from the consultancy firm. The Experience of Key Experts are not included in the shortlisting criteria but shall be evaluated at the RFP stage.
- 2) Consultancy firm's planning to subcontract any of the Key Activities indicated in Part II Schedule of Requirements to Sub- consultancy firms 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 consultancy firm's individual experts working privately or through other consulting firms cannot be claimed as the relevant experience of the Consultant or that of the consultancy firm'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 consultancy firm's during the following RFP Process. If the shortlisted consultancy firm 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 consultancy firm**

- 1) EOIs of consultancy firms that succeed in the above evaluation shall be shortlisted. Provisionally shortlisted consultancy firms 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) consultancy firm 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 consultancy firm (if not specified, three(3) consultancy firms)
- 3) The name and address of the shortlisted consultancy firm (s) shall be published in the portal and notice board/ bulletin/website of DGS. All consultancy firms shall be advised about shortlisting of their EOIs or otherwise without disclosing the comparative position of their EOIs with that of others. Shortlisted consultancy firms must not advertise or publish the same in any form without the prior written consent of the Procuring Entity.
- 4) Shortlisting a consultancy firm 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 consultancy firm for the following procurement process through the eProcurement portal (<https://eprocure.gov.in/eprocure/app>).. DGS/ the Portal may issue notifications/ alerts to such consultancy firm but without any liability. Such consultancy firm 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 consultancy firm shall have no claim in this regard.

## **11. Grievance redressal/complaint procedure**

- 1) Consultancy firms 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 consultancy firm who has participated in the REOI process and has not been shortlisted can make such a representation. Complaints regarding shortlisting or exclusion of other consultancy firms 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 consultancy firms in the REOI process, in terms of policies of the Government.
    - v) Provisions regarding purchase preferences to specific categories of consultancy firms 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. Manual of integrity in public procurement, misdemeanors, and penalties**

Manual 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 consultancy firms should observe the highest standard of integrity and not indulge in prohibited practices or other misdemeanors, 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 Ravi Kumar M

## **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. 26-15/1/2025-NA-DGS/34136

Tender Title: **Request for Expression of Interest (REOI) for Selection of Consultancy firm for Strategic Support Unit for the "Shipbuilding Cell" at the Directorate General of Shipping for Investment Promotion**

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

1.0 Basic REOI Details			
Tender Title	Request for Expression of Interest (REOI) for Selection of Consultancy firm for Strategic Support Unit for the “Shipbuilding Cell” at the Directorate General of Shipping for Investment Promotion		
Name of Project	Strategic Support Unit for the “Shipbuilding Cell” at the Directorate General of Shipping for Investment Promotion		
Tender Reference Number	26-15/1/2025NADGS/34136	Tender ID	Refer CPPP Portal
Tender Type	Expression of Interest	Tender Category	Services
No. of Covers	Single Cover	Product Category	Consultancy Service
Domestic/ Global Procurement	Domestic Procurement	Organisation:	Directorate General of Shipping
The Procuring Entity:	Directorate General of Shipping	Authority on whose behalf EOI is invited	The President of India, through the Head of Procurement of the Directorate General of Shipping
Through the	Shri Ravi Kumar M	Tender Inviting Authority (TIA)	Directorate General of Shipping
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	Min. 120 days

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
EOI Submission Start Date & Time	Refer CPPP	EOI Submission Closing Date & Time	Refer CPPP
EOI Opening Date & Time	Refer CPPP		
3.0 Eligibility Criteria			
As mentioned in REOI; Refer Section I (clause 4: Eligibility Criteria)			
4.0 Obtaining the REOI document and clarifications (Clauses 6 & 8)			
eProcurement and Procuring Entity's Portal/ Help Desk	<a href="https://eprocure.gov.in/eprocure/app">https://eprocure.gov.in/eprocure/app</a>	Refer CPPP	
	<a href="https://www.dgshipping.gov.in/">https://www.dgshipping.gov.in/</a>		
Cost of REOI document (INR)	Nil		
Office/ Contact Person/ email for clarifications	Shri Ravi Kumar M Email id: ravi.k43@gov.in		

5.0 Pre-EOI Conference (Clause 6.3)			
Is a Pre-EOI Conference proposed to be held?		No	
Place, time, and date of the Pre-EOI Conference / Online conference link		N/A	
6.0 Preparation and Submission and Opening of EOIs (Clauses 7 and 8)			
EOIs to be Addressed to	Directorate General of Shipping		
Instructions for Online EOI Submission	Refer CPPP		
Language of Submission	English	EOI Validity	Min. 120 days
EOI Opening Place	Online CPP Portal		
7.0 Evaluation of EOI and Qualification Criteria			
As mentioned in REOI; Section I (Clause 10); Section III Qualification Criteria			

<b>8.0 About RFP that would follow – clause 10.3</b>			
RFP to be issued	Limited to shortlisted consultancy firm/s from this EOI	Form of Contract from RFP	To be mentioned in RFP
Selection Method	QCBS 80:20	Bid Security Requirements	To be mentioned in RFP
Performance Security	To be mentioned in RFP		

### Section III: Qualification Criteria

REOI document No. 26-15/1/2025-NA-DGS/34136

Title **Request for Expression of Interest (REOI) for Selection of Consultancy firm for Strategic Support Unit for the "Shipbuilding Cell" at the Directorate General of Shipping for Investment Promotion.**

Note for Consultancy firm: Regarding this section, consultancy firms 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 Consultancy firm
  - 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 7: Other information required.
  - g) 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.

#### Qualification Criteria:-

Sl. No	Criteria	Supporting documents to be submitted
1	<b>Size and financial solvency:</b>  Bidder to be an organization with a minimum turnover of more than INR 100 Cr from Consulting Business (Excluding IT implementation, Forensic/ Internal Audit/ Risk Assessment / tax) in each of the last 3 years from India operations.	CA certificate showing revenues for last three years
2	Minimum 2 Relevant projects in Maritime sector delivered in last 7 years  Minimum 2 Relevant projects in attracting investments in India in last 7 years	Letter of Award (LoA) (OR)  Completion certificate (OR)  Self- certification by MD of the bidder
3	The bidder should not have been blacklisted by any of the State/Central Government or organizations of the State/Central Government in India in the past three years.	Self-Declaration in this regard by the authorized signatory of the bidder

Sl. No	Criteria	Supporting documents to be submitted
4	The bidder must not have been declared insolvent/ bankrupt or should not have filed for insolvency/ bankruptcy or in the process of being declared bankrupt before any designated authority	Self-Declaration by the bidder of not being bankrupt or in the process of bankruptcy

Note: Both ongoing as well as completed projects are relevant

Note:

- i. Relevant project for the purpose of this RFP is defined as consulting engagements for attracting investments, devising and implementing long-term roadmap, policies, project structuring, PPP, program management for companies/government entities, excluding IT implementation, Audit/ Compliance/ Risk Assessment/Taxation in Similar industry in last 10 years.
- ii. Relevant industry sectors for this Project are – Shipbuilding, Ship Repair, Shipping, Shipyards
- iii. The projects cited for this RFP shall be of significant importance to respective contracting authorities and have minimum contract value of Rs 5 Cr for project delivered in India and \$1 Mn for global projects. The fee cut off shall be pro-rated higher in case the project duration is higher than one year.
- iv. A certificate stating turnover for the 3 consecutive years from a statutory auditor / chartered accountant can be provided to prove financial capacity in case audited balance sheets are not available.
- v. For project experience as mentioned above, projects which are completed or substantially completed (>60% of fees received or >80% of time elapsed) will be considered.
- vi. The Consultant shall submit certificates for projects from the engaging government agency / client to prove technical capacity, which provide details of project description, project timelines, and current status of implementation, approximate project value and role of consultant. In case the project is confidential and / or the client name / client certificate cannot be provided, then a self- certification by MD of the firm / chartered account can be provided.
- vii. Joint Venture, Consortium or similar associations shall not be eligible for bidding under this RFP.

### Format for Submitting Work Experience

Client	Description of work	Order value	Start date as per order	Completion date as per order	Type of evidence provided

**Please note :** The case study, wherever specified shall include objectives for the engagement, approach and relevance for this REOI

## **Part II: Schedule of Requirements**

### **SECTION IV: Terms of Reference (TOR)**

#### **Introduction**

The Directorate General of Shipping (hereinafter referred to as "Client") is the statutory authority responsible for maritime administration in India. Its mandate encompasses maritime education and training, the development of the shipping industry, and ensuring compliance with international and national maritime laws and standards.

The Client plays a pivotal role in implementing shipping policies and legislation to safeguard life at sea, ensure the safety of ships, and prevent marine pollution. It also facilitates the regulation and promotion of maritime education and training in accordance with the International Maritime Organization (IMO) conventions and other relevant global stakeholders. Key responsibilities include the regulations related to safety of life at sea, prevention of pollutions at sea, Maritime Training of seafarers, employment and welfare of seafarers, the examination and certification of Merchant Navy Officers, and the supervision and governance of allied maritime departments.

#### **Context and objectives**

In alignment with the Government of India's Maritime India vision (MIV) 2030 and Maritime Amrit kaal vision (MAKV) 2047 which emphasize the strategic development of the maritime sector, a dedicated "Shipbuilding Cell" is being established within the Directorate General of Shipping ("DG Shipping" or "the Authority") to strengthen and accelerate domestic shipbuilding and ship repair capabilities.

The shipbuilding Cell will also serve as a nodal body for tracking national capacity utilization, order pipeline, green ship compliance, and investment facilitation.

The composition of the Shipbuilding cell will be as follows

- a) Chief Ship Surveyor (Chair)
- b) Ship Surveyor (Convenor)
- c) Junior Ship surveyor
- d) Any others, as notified by the Authority

The 'Shipbuilding Cell' shall function with the following mandate:

- a) Coordination and facilitation of investments in the Indian shipbuilding and ship Repair sector.
- b) To engage with investors, shipyards, R&D institutions, financial institutions and relevant stakeholders to promote shipbuilding projects.
- c) Policy formulation, regulatory support, and implementation of schemes or incentives related to shipbuilding.

- d) Liaising with national and international agencies to encourage technological collaboration and capacity building.
- e) Monitoring investment flows, assessing bottlenecks, identifying potential solutions for debottlenecking and reporting to the Ministry.
- f) Other areas required from time-to-time basis, for building a globally relevant shipbuilding industry in India.

Currently, India accounts for approximately 1% of global commercial shipbuilding tonnage. Several global yards operate at full capacity, offering an opportunity for India to emerge as an alternate hub. Government of India is keen to revamp the shipbuilding sector in India and drive significant employment opportunities. DG Shipping is looking to engage with globally reputed Management Consulting company (“Consultant”) as a Strategic Support Unit (SSU) to assist in setting up and operationalizing the Shipbuilding Cell and promoting investments in shipbuilding and ship repair.

This Project will focus across all areas of shipbuilding and ship repair.

### **Scope of Project**

The key elements of the scope entail:

1. Define the strategic roadmap to attract investment and promote economic activities across the value chain of ship building and ship repair businesses in India including green shipping, coastal cargo segments, and globally benchmarked capacity enhancement targets under Maritime India vision (MIV) 2030 and Maritime Amrit kaal vision (MAKV) 2047.
2. Define action agenda and policy interventions to be further developed, in addition to the already announced initiatives such as enhancements to SBFA scheme, introduction of Green Shipbuilding Mission 2030 etc.
3. Define/refine mechanism to implement the relevant schemes and provide regulatory support including digitized workflows, a central shipbuilding dashboard, real-time disbursement tracking, and a policy evaluation framework aligned with global best practices.
4. Create value proposition for Indian shipbuilding/ship repair industry for investment attraction through sector-specific investment pitchbooks, investor kits, project pipeline teasers, and comparison with international incentive models
5. Conduct reach outs to relevant global entities for investments in India by engaging top 25 global OEMs and shipyards, activating maritime investment desks at Indian embassies, and facilitating participation in key global shipbuilding events



6. Assisting in delivering the mandates for shipbuilding cell as defined in the objectives section including operational setup, KPI definition, green readiness monitoring, and convening of forums.

**The scope of work shall be delivered in two stages:**

Stage-1: Blueprinting- Design the roadmap for attracting investments and set up the shipbuilding cell (18 weeks)

Stage-2: Implementation support- Handhold the shipbuilding cell to deliver the Objectives of Project (16 weeks)

Stage 2 is further extendable by 18 months if deemed necessary by the procuring entity , in tranches of 06 months at a time with 6% increase post 12 months of implementation support to account for inflation.

The details of scope are as follows -

**Stage-1: Blueprinting- Design the roadmap for attracting investments and set up the shipbuilding cell**

- i. Baseline assessment of **shipbuilding and ship repair market in India**. The Consultant shall reach out to relevant stakeholders to map the opportunities and challenges emanating from the Global / Indian market dynamics using at least 10 stakeholder consultations and leveraging own understanding of the market. This assessment shall include a comparative analysis with global leaders (e.g., Korea, Singapore, Japan, China) on capacities, competitiveness, technology levels, and market share.
- ii. Baseline assessment of **policies and supply market drivers** in India. The Consultant shall analyze the published policies and announcements without any speculative assessments. The Consultant shall conduct at least 10 stakeholder consultations to assess the impact and/or shortcomings of the policies and regulatory interventions. The Consultant shall identify alignment gaps with global regulatory practices (IMO 2030/2050, EU Green Shipping Mandate) and propose harmonization approaches.
- iii. **Baseline assessment of investments attracted** in the Indian shipbuilding / ship repair market in recent past. The Consultant shall also synthesize the drivers for the investments and/or lack of thereof. The Assessment to include project typologies (greenfield, brownfield), funding sources, and role of state maritime boards and multilateral agencies.
- iv. Baseline assessment of technological collaborations, capacity building interventions, inter-departmental initiatives and regulatory support. Special focus shall be placed on the adoption of green propulsion systems, modular construction techniques, and pre-outfitting practices.

- v. Baseline assessment of various incentives by central and state governments for promoting investments in ship building and ship repair markets. The Consultant shall synthesize the incentives to identify gaps and propose interventions required for enhancing their effectiveness and recommend policy and process improvements to integrate FTWZ benefits with shipbuilding clusters, including SEZ relaxation proposals and customs automation models.
- vi. Conduct reach-out to select potential investors (domestic and international) to understand their perspective on the effectiveness, gaps, and attractiveness of baseline incentives and policy frameworks for the investments.
- vii. Analysis of emerging market opportunities in Shipbuilding and identification of critical success factors to realize them and facilitate global partnerships for design localization. The Consultant shall conduct at least 10 stakeholder consultations to synthesize the opportunities. These opportunities shall be leveraged to conceptualize investable proposals with value chain linkages.
- viii. Develop a comprehensive roadmap for promoting investments in the shipbuilding and ship repair market in India. The roadmap shall include areas such as but not limited to–
  - a) Potential investable projects and clusters in India by Conducting a feasibility study for establishing dedicated shipbuilding and ship repair clusters in strategic coastal states
  - b) Partnership and joint venture opportunities with global yards and OEMS
  - c) Refined Value proposition and pitchbooks for target investor segments
  - d) Incentive / policy/ regulatory interventions required at National/state level
  - e) Potential workshare from the point of view of technology, production, infrastructure, R&D and other relevant areas
  - f) A Risk identification and mitigation strategies, including legal and fiscal risks
  - g) Key action agenda with assigned stakeholders and delivery milestones
  - h) Short-, medium-m and long-term timelines for phased implementation
- ix. Socio-economic benefits including employment, localization, and sustainability impactDefine the operating model for Shipbuilding cell including but not limited to areas such as –
  - a) Detailed action agenda and governance charter, in alignment with the Authority
  - b) Governance model for tracking action taken by relevant stakeholders in Indian ecosystem
  - c) Methodology to involve industry private/public stakeholders, academia and states in defining/refining roadmap
  - d) Methodology to collaborate with various investment attraction agencies
  - e) Proactive global investor outreach model including country desks and lead processing framework
  - f) Frameworks for periodic policy evaluation / impact tracking
  - g) Organizational structure and talent onboarding mechanism
  - h) Roles, responsibilities and Key Result Areas (KRAs) for key organizational positions
  - i) Propose a national grading/rating system for shipyards based on infrastructure, delivery performance, certifications, and green readiness

- j) Coordinate with state maritime boards to streamline land/port access and identify brownfield upgrade opportunities
- k) Long-term and sustainable funding strategy for Shipbuilding Cell and associated programs

**Stage-2: Implementation support- Handhold the shipbuilding cell to Deliver the Objectives of the Project (4 months)**

- i. Setup and operationalize the working model of the shipbuilding cell-**
  - a) Design and institutionalize the end-to-end investment lifecycle process - tracking signals for investment leads, investor solicitation, lead monitoring, lead evaluation, investment opportunity qualification, lead processing, collaboration with other investment agencies at national and state level, after care
  - b) Setup the organization model including talent acquisition, role mapping, annual target setting and and performance-based appraisal system aligned with KRAs.
  - c) Develop a sustainable Funding mechanism for shipbuilding cell including options through the Maritime Development Fund (MDF), industry partnerships, and grant-based support from central and state schemes.
  - d) Develop a participation roadmap for national/international /state events including major global maritime summits
  - e) Develop and roll out a robust communication and stakeholder engagement strategy plan including key content, messaging toolkits, frequency of interactions and potential partnerships
- ii. Compile 2-3 global and domestic benchmarks related to governance, regulatory frameworks, ease of investment, and shipbuilding promotion practices from peer maritime economies (by size and volume).**
- iii. Assist in investment attractions**
  - a) Active lead tracking and implementation of process for investment lifecycle
  - b) Assist DGS and relevant Indian stakeholders in conceptualizing and developing right projects
  - c) Structuring the projects for investments, including PPP, JV , EPC and other models. The Consultant shall prepare long list of at least 10 investable projects and prioritize 3-5 projects for near-term pursuits

- d) Proactively engage with domestic and international shipbuilding and ship repair yards, OEMs and marine infrastructure players to facilitate investments in India
- e) Ongoing reach-outs to potential investors in Indian ecosystem to generate investment interest. The Consultant shall identify the priority investors, assist in preparing right value proposition/s for the investors, activating national/global stakeholder to mobilize the investments
- f) Engage with multilateral funding agencies /financial institutions to create suitable value propositions to facilitate investments across priority projects
- g) Support formulation of new policy proposals or revisions to existing incentives, including definitions, eligibility conditions, compliance framework, and disbursement timelines.
- h) Assist in ground-level implementation of existing schemes by providing feedback on administrative bottlenecks and recommending operational improvements. The Consultant shall leverage the reach outs to investors and Indian companies to identify specific pain points and address them from time-to-time basis
- i) Setup digital tools for tracking of investment lifecycle. The Consultant shall leverage available tools at DG Shipping to synchronize the utilization and existing vendor ecosystem to build/revise the tools as much as possible

**iv. Evaluation of proposals / counter-proposals and key business terms**

- a) Assist DG Shipping to evaluate the key business terms of the proposals received from potential investors including analysis of financial, technical, and strategic alignment.
- b) Assist in onboarding specialist vendors to evaluate legal, tax and other technical terms. The Consultant shall leverage DG Shipping's existing vendor ecosystem to an extent possible
- c) Evaluate socio-economic and strategic fit assessment of proposed incentives and share recommendations aligned with Maritime India vision (MIV) 2030, Maritime Amrit kaal vision (MAKV) 2047 and Make in India goals.

**v. Assist in participating in right shipbuilding / ship repair forums and events**

- a) Prepare a comprehensive longlist of events to participate and provide inputs to DGS for driving on event specific agendas, briefing notes, recommended speakers and panel topics, targeted participants, meeting delegations and facilitation of high-impact investor interactions.

- b) Assist DG Shipping to plan for fund allocations to the right global events and plan in advance for successful execution
  - c) Assist DG Shipping in duly hosting the right events including areas such as budgeting, scheduling, identifying right participants, assisting in onboarding vendors to deliver the events /attracting right participants for global forums, investor summits, and national conclaves
- vi. **Provide continuous strategic support to the Shipbuilding Cell as required, including advisory on emerging trends, geopolitical shifts, or investment realignment opportunities.**
- vii. **Refine the investment blueprint and institutional roadmap prepared in Stage 1 to reflect real-time learnings, industry feedback and international policy developments**

#### Deliverables and Payment Milestones

Deliverable No.	Deliverable	Timeline (T0 : Contract Signing Date)	Payment Milestone
1	<b><u>Inception report</u></b> : Details of the engagement plan, support required from authority, working model and governance structure for the Project	T0 + 1 week	5%
2	<b><u>Baseline Report</u></b> : Key elements of baseline assessment from Stage 1	T0 + 8 weeks	15%
3	<b><u>Draft Blueprint Report</u></b> : Due coverage of scope elements in Stage 1	T0 + 12 weeks	20%
4	<b><u>Final Blueprint Report</u></b> : Due coverage of scope elements in Stage 1	T0 + 18 weeks	20%
5	<b><u>Implementation support report</u></b> : Due coverage of Stage 2 scope areas	4 reports, one each at the end of 4 week, starting from T0+22 weeks	4 X 10%
	Please note: In case the extension of Stage 2 is granted, the Consultant shall continue to provide monthly implementation support report	Monthly reports	Pro-rated monthly payment for each report

**Resource sizing**

<b>Role</b>	<b>Number Required</b>	<b>Minimum Experience and Qualifications</b>
Project Director	1	15+ years consulting experience; 5 projects in public sector; 3 projects in shipbuilding-related sectors
Investment Attraction Expert	1	8+ years consulting experience; 5 investment attraction projects; 3 public sector projects
Shipbuilding Sector Expert	1	8+ years consulting experience; 5 projects in shipbuilding, ship repair, or ship recycling sectors
Organization Expert	1	8+ years consulting experience; 5 projects in organizational building
Public Sector Expert	1	8+ years consulting experience; 5 public sector consulting projects
Project Manager	1	Full-time; MBA from top management institute; exposure to maritime sector
Project Team Members	3	Full-time; Analysts or Consultants with strong analytical skills, preferably with maritime sector exposure

**Summary:**

- **Key Experts (Senior Profiles):** 5 individuals
- **Full-Time Project Team (including Manager):** 4 individuals
- **Total Resources:** 9 individuals

Stage 2 is further extendable by 18 months if deemed fit by the procuring entity, in tranches of 06 months at a time with 6% increase post each 12 months of implementation support to account for inflation. The bidders shall submit the financial bid for 34 weeks, i.e. 8 months of Project to duly execute Stage 1 and Stage 2. The Authority shall calculate the monthly professional fees basis the financial bid and use it for extended Stage 2 support.

The CV's of these Key position shall be presented as per the following format:-

**Curriculum Vitae (CV) of Proposed Key Personnel**

1. Name of Staff:

2. Proposed Position:

3. Employer:

4. Date of Birth:

Nationality:

5. Education

<u>School, college and/or University Attended</u>	<u>Degree/certificate or other specialized education obtained</u>	<u>Date Obtained</u>

6. Professional Certification or Membership in Professional Associations:

7. Other Relevant Training:

8. Countries of Work Experience:

9. Languages:

Language	Proficiency		
	Speaking	Reading	Writing

**10. Employment Record:**

Period	Employer	Positions Held

<b>11. Detailed Tasks Assigned</b>	<b>12. Work Undertaken that Best Illustrates Capability to Handle the Tasks Assigned</b>  Name of assignment or project: Year: Location: Client: Main project features: Positions held: Activities performed:
------------------------------------	---

**Certification**

I certify that (1) to the best of my knowledge and belief, this CV correctly describes me, my qualifications, and my experience; (2) that I am available for the assignment for which I am proposed; and (3) that I am proposed only by one Offeror and under one proposal.

I understand that any willful misstatement or misrepresentation herein may lead to my disqualification or removal from the selected team undertaking the assignment.

Date:

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*[Signature of staff member or authorized representative of the staff]*



## PART III. REOI Submission Formats

### Form 1: REOI Form (Covering Letter)

(On Consultancy firm's Letterhead)

Consultancy firm's Name\_\_\_\_\_

[Address and Contact Details]

Consultancy firm '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 document No. 26-15/1/2025-NA-DGS/34136**

**Tender Title:** Request for Expression of Interest (REOI) for Selection of Consultancy firm for Strategic Support Unit for the "Shipbuilding Cell" at the Directorate General of Shipping for Investment Promotion.

Sir/ Madam

Having examined the abovementioned 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 of proven, established, and reputed Consultancy firm 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 REOI and 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 Consultancy firm 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 consultancy firm. 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  
Consultancy firm]

**Form 1.1: Consultancy firm Information**  
**(On Consultancy firm's Letterhead)**

Consultancy firm's Name\_\_\_\_\_

[Address and Contact Details]

Consultancy firm's Reference No.\_\_\_\_\_ Date.....

REOI document No. 26-15/1/2025-NA-DGS/34136

Tender Title: **Request for Expression of Interest (REOI) for Selection of Consultancy firm for Strategic Support Unit for the "Shipbuilding Cell" at the Directorate General of Shipping for Investment Promotion.**

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

Consultancy firm shall enclose certified copies of the documentary proof/ evidence to substantiate the corresponding statement wherever necessary and applicable. Consultancy firm'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) Consultancy firm/ Contractor particulars:

a) Name of the Consultancy firm'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 Consultancy services	
h) Consultancy firm'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.

Authorisation of Person(s) signing the REOI on behalf of the consultancy firm

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.

Documents to be submitted: Registration Certificate/ Memorandum of Association/ Partnership Agreement/ Power of Attorney/ Board Resolution Consultancy firm'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 Consultancy firm]

DA: As above

## Form 1.2: Eligibility Declarations

(Ref REOI Clause 2.3)

(On Consultancy firm'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. 26-15/1/2025-NA-DGS/34136

Title: **Request for Expression of Interest (REOI) for Selection of Consultancy firm for Strategic Support Unit for the "Shipbuilding Cell" at the Directorate General of Shipping for Investment Promotion.**

Consultancy firm's Name\_\_\_\_\_

[Address and Contact Details]

Consultancy firm'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 consultancy firm)

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 Consultancy firm:** We are:

- a) : \_\_\_\_\_ relevant documents enclosed)
- b) We are a consultancy firm 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 consultancy firm/ 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 consultancy firm 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 Consultancy firms from India from participation in their Government Procurements as per REOI clause 4.2.1

**4) Restrictions on procurement from consultancy firms 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 consultancy firm 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 consultancy firm

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

## Form 2: Qualification Criteria – Compliance

(Ref Section III: Qualification Criteria)

(Along with supporting documents, if any)

(On consultancy firm's Letterhead)

REOI document No. 26-15/1/2025-NA-DGS/34136

Title: **Request for Expression of Interest (REOI) for Selection of Consultancy firm for Strategic Support Unit for the "Shipbuilding Cell" at the Directorate General of Shipping for Investment Promotion.**

Consultancy firm's Name \_\_\_\_\_

[Address and Contact Details]

Consultancy firm's Reference No. \_\_\_\_\_

Date.....

*Note to consultancy firm: 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 consultancy firm 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.*

Sl. No	Criteria	Supporting documents to be submitted
1	<b>Size and financial solvency:</b>  Bidder to be an organization with a minimum turnover of more than INR 100 Cr from Consulting Business (Excluding IT implementation, Forensic/ Internal Audit/ Risk Assessment / tax) in each of the last 3 years from India operations.	CA certificate showing revenues for last three years
2	Minimum 2 Relevant projects in Maritime sector delivered in last 7 years  Minimum 2 Relevant projects in attracting investments in India in last 7 years	Letter of Award (LoA) (OR)  Completion certificate (OR)  Self- certification by MD of the bidder
3	The bidder should not have been blacklisted by any of the State/Central Government or organizations of the State/Central Government in India in the past three years.	Self-Declaration in this regard by the authorized signatory of the bidder



Sl. No	Criteria	Supporting documents to be submitted
4	The bidder must not have been declared insolvent/ bankrupt or should not have filed for insolvency/ bankruptcy or in the process of being declared bankrupt before any designated authority	Self-Declaration by the bidder of not being bankrupt or in the process of bankruptcy

*Note: consultancy firms 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 consultancy firm

DA: As above, if any

## Form 2.1: Performance Capability Statement

### Statement of Performance of Services

(Ref REOI Clause 2.3, Section III: Qualification Criteria)

(On consultancy firm's Letterhead)

REOI document No. 26-15/1/2025-NA-DGS/34136

Title **Request for Expression of Interest (REOI) for Selection of Consultancy firm for Strategic Support Unit for the "Shipbuilding Cell" at the Directorate General of Shipping for Investment Promotion.**

Consultancy firm's Name \_\_\_\_\_

[Address and Contact Details]

Consultancy firm Reference No. \_\_\_\_\_

Date.....

*Note to consultancy firm:*

1. Consultancy firm *must fill in this Form to prove conformance to Section III Qualification Criteria. Mention contracts in which a consultancy has been a party, whether as a consultancy firm, 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 consultancy firm was legally contracted as a company. Assignments completed by the consultancy firm's individual experts working privately or through other firms cannot be claimed as the relevant experience of the consultancy firm or that of the Consultancy firm's partners or sub-consultancy firm s but can be claimed by the Experts themselves in their CVs. Assignments of Sub-consultancy firm (s) can be used to meet the Experience requirements specified in Section III, Qualification Criteria. The consultancy firm 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 similar 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** (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) project title, project reference number, project value, project period
    - c) brief description of the consultancy firm 's role in the project

.....  
(Signature with date)

.....  
(Name and designation)

Duly authorised to sign REOI for and on behalf of

.....

..... Name, address, and seal of the Consultancy firm]

DA: Performance records/ contracts

## Form 2.2 Financial Capability Statements

(Ref REOI Clause 2.3, Section III: Qualification Criteria)

(On Consultancy firm 's Letterhead)

REOI document No. 26-15/1/2025-NA-DGS/34136

**Tender Title: Request for Expression of Interest (REOI) for Selection of Consultancy firm for Strategic Support Unit for the "Shipbuilding Cell" at the Directorate General of Shipping for Investment Promotion.**

Consultancy firm 's Name\_\_\_\_\_

[Address and Contact Details]

Consultancy firm 's Reference No.\_\_\_\_\_

Date.....

*Note to consultancy firm: Fill out this Form for the consultancy firm and each member of a joint venture or other association that is a party to the consultancy firm 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 consultancy firm 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			

In case any of the above details can not be provided, the bidder shall provide 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 consultancy firm and not a sister or parent company.
- 2) A Chartered accountant must audit historical financial statements.
- 3) Historical financial statements must be complete. 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 consultancy firm]

### Form 2.2.2: Average Annual Turnover

(Ref REOI Clause 2.3, Section III: Qualification Criteria)

(On consultancy firm's Letterhead)

REOI document No. xx/x/xxCOMP/REOI/001

Tender Title: **Request for Expression of Interest (REOI) for Selection of Consultancy firm for Strategic Support Unit for the "Shipbuilding Cell" at the Directorate General of Shipping for Investment Promotion.**

Consultancy firm's Name \_\_\_\_\_

[Address and Contact Details]

Consultancy firm's Reference No. \_\_\_\_\_

Date.....

*Note: Each consultancy firm 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)
<b>Average Annual Turnover</b>		

.....  
(Signature with date)

.....  
(Name and designation)

Duly authorised to sign REOI for and on behalf of

.....

..... Name, address, and seal of the consultancy firm

### Form 3: Checklist for Consultancy firm

Ref REOI Clause 2.3)

(On consultancy firm's Letterhead)

Consultancy firm's Name\_\_\_\_\_

[Address and Contact Details]

Consultancy firm 's Reference No.\_\_\_\_\_

Date.....

REOI document No. 26-15/1/2025-NA-DGS/34136

**Tender Title: Request for Expression of Interest (REOI) for Selection of Consultancy firm for Strategic Support Unit for the "Shipbuilding Cell" at the Directorate General of Shipping for Investment Promotion.**

*Note to consultancy firm's: This checklist is merely to help the consultancy firms to prepare their REOIs. It does not override or modify the requirement of the REOI. consultancy firms 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: consultancy firm'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 consultancy firm	
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 7: Other information required	
9.	Any other requirements, if stipulated in Section II: Appendix; or if considered relevant by the consultancy firm	

.....  
(Signature with date)

.....  
(Name and designation)

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

[Name, address, and seal of the consultancy firm]

## Form 4: Declaration for No Conflict of Interest

<<To be submitted on the Company Letter head of the Lead Bidder>>

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 Consultancy firm (SI) do hereby undertake that there is absence of, actual or potential conflict of interest on our part 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  
9<sup>th</sup> 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 7: Other information required.**

(All Questions except S.No.6 are mandatory for bidders who are submitting the response for this REOI)

#### **1. Overall credentials to deliver the Project**

## 2. Rough Cost estimation :-

### PART A

Deliverable No.	Deliverable Description	Total Amount (INR) (inclusive of all taxes)
1	Inception Report: Engagement Plan, Governance Structure	
2	Baseline Report: Key elements of baseline assessment	
3	Draft Blueprint Report: Scope elements of Stage 1	
4	Final Blueprint Report: Scope elements of Stage 1	
5	Implementation Support Reports (4 reports - monthly)	
-	Additional Monthly Reports (if extension granted)	
<b>Total</b>		

### Important Instructions for Bidders:

- The bidder shall quote the **lump-sum fee** for each milestone including professional fee, travel, out-of-pocket expenses, documentation cost, etc.
- Payments shall be made **milestone-wise** upon approval of deliverables by the Client.
- Any extension for additional implementation support will be paid on **pro-rata basis** based on the quoted monthly rate.

\* Consultants are required to provide a rough cost estimation as part of their submission in this particular format. Expressions of Interest (EoI) submitted without a cost estimate will be considered incomplete and may be disqualified from further evaluation