

**REQUEST FOR
EXPRESSION OF INTEREST (REOI)
for
Empanelment of Agencies/Firms to
Provide Services in Survey & Investigation Disciplines**



WAPCOS LTD.
Under Ministry of Jal Shakti
(Department of Water Resources, River Development and Ganga Rejuvenation)
76-C, Institutional Area,
Sector-18, Gurgaon,
Haryana - 122015

Table of Contents

PART I: REOI PROCESS.....	5
SECTION I: EXPRESSION OF INTEREST (EOI) DOCUMENT	6
1. Invitation	6
2. Instructions for EOI Document.....	6
2.1. Governing Language and Law.....	6
2.2. Acronyms	7
2.3. The Contents of the EOI Document.....	7
2.3.1. Section II: Appendix to the EOI Document (AEOI)	8
2.3.2. Section III: Qualification Criteria	8
2.3.3. Section IV: Terms of Reference (TOR)	8
2.3.4. EOI Formats for Submission (To be filled, digitally signed, and uploaded by agencies/ firms).....	9
2.4. Corrigendum/Addendum to REOI Document	9
3. Procuring Entity – Right to Reject any or All Eols & Disclaimers.....	9
4. Participation in REOI – Eligibility Criteria.....	10
4.1. Eligibility Criteria	10
4.2. Eligibility of Consultants from Restricted Countries	12
4.2.1. Restrictions Based on Reciprocity.....	12
4.2.2. Restrictions Based on Land Borders	12
4.3. Sub-consultants/ Sub-contracting/Association – Not Allowed	12
4.4. Joint Venture/ Consortium (JV/C) – Allowed	12
4.5. Conflict of Interest.....	13
5. Purchase Preference Policies of The Government	15
5.1. Relaxation in Prior Turnover & Experience to Start-ups	15
6. Downloading the REOI Document; Clarifications and Pre-EOI Conference	15
6.1. Availability and Downloading of the EOI Document.....	15
6.2. Clarifications	15
7. Preparation of EOIs	16
7.1. EOI Submission Formats	16
7.2. EOI Validity.....	16
8. Signing and Uploading of EOIs	17
8.1. Relationships between Agency/ Firm and e-procurement portal	17
8.2. Signing of EOI	17
8.3. Submission / Uploading of EOIs	17
8.3.1. Submission / Uploading to the Portal.....	17
8.3.2. Implied Acceptance of Procedures by Agencies/ Firms	18
8.3.3. Responsibility of the Agency/ Firm to Declare all Changes	18
8.4. Modification, Resubmission and Withdrawal of EOIs	18
8.4.1. Modification & Resubmission.....	18
8.4.2. Withdrawal.....	19

9.	EOI OPENING	19
10.	Evaluation of EOIs and Shortlisting of Agencies/ Firms	19
10.1.	General Norms	19
10.1.1.	Evaluation Based only on Declared Criteria.....	19
10.1.2.	Clarification of EOIs and Shortfall Documents	19
10.1.3.	Contacting Procuring Entity During the Evaluation	20
10.2.	Evaluation of EOIs and Shortlisting	20
10.2.1.	Determining Responsiveness.....	20
10.2.2.	Evaluation of Eligibility	21
10.2.3.	Evaluation of Qualification Criteria	21
10.2.4.	Verification of Original Documents	21
10.2.5.	Declaration of Shortlisted Agencies/ Firms	21
10.3.	Publication of RFP following this EOI	22
11.	Grievance Redressal/ Complaint Procedure.....	22
12.	Code of Integrity in Public Procurement, Misdemeanours and Penalties	23
	SECTION II: Appendix.....	24
	SECTION III: Qualification Criteria.....	28
	PART II: SCHEDULE OF REQUIREMENTS	33
	SECTION IV: Terms of Reference (TOR)	34
	Overview and Purpose	35
	General Scope of Services	36
	S&I-01: Topographical, Cadastral, Spatial, Utility and Route Surveys:.....	36
	S&I-02: Drone, Photogrammetry, UAV, LiDAR and Advanced Spatial Mapping	37
	S&I-03: Hydrographic, Bathymetric, River and National Waterway Surveys	37
	S&I-04: Hydrological, Hydro-Meteorological, Tide, Current and Metocean Investigations	37
	S&I-05: Geological, Engineering-Geological and Geotechnical Investigations	38
	S&I-06: Geophysical Investigations	38
	S&I-07: Hydrogeological / Groundwater Investigations	39
	S&I-08: Sediment, Morphology, Coastal Processes and River Morphology	39
	S&I-09: Dredging, Reclamation, Borrow Area and Disposal Ground Investigations	39
	S&I-10: Environmental, Ecological, Fisheries and Social Investigations	39
	S&I-11: Construction Material, Soil, Rock, Aggregate and Laboratory Testing	40
	S&I-12: Navigation, Vessel, Port, Harbour and Coastal Infrastructure Investigations	40
	S&I-13: Transmission Line, Substation and Corridor Surveys	41
	S&I-14: Integrated / Multidisciplinary S&I	41
	S&I-15: Specialised Studies / Specialist Technical Investigation Support.....	41

Part III: EOI SUBMISSION FORMATS	43
Form 1: EOI Form (Covering Letter)	44
Proposed Survey & Investigation Area	44
Form 1.1: Agency/ Firm Information	47
Form 1.2: Eligibility Declarations	50
Form 2: Qualification Criteria – Compliance	52
Form 2.1: Performance Capability Statement	54
Form 2.2: Financial Capability Statement	56
Form 2.2.1: Financial Statements	56
Form 2.2.2: Average Annual Turnover	58
Form 2.3: Equipment, Software & Laboratory Capability Statement	59
Form 2.4: Category wise Experience Statement	62
Form 2.5: Equipment / Laboratory Tie-up Undertaking	63
Form 2.6: Key Expert Letter of Commitment	64
Form 3: Checklist for Agencies/ Firms	65
SECTION-V: OTHER TERMS & CONDITIONS	68

PART I: REOI PROCESS

SECTION I: EXPRESSION OF INTEREST (EOI) DOCUMENT

1. Invitation

“WAPCOS Limited, a Government of India Undertaking under the Ministry of Jal Shakti, acting as the Procurement Entity, Procurement Authority, Client and Tender Inviting Authority (TIA), invites Expression of Interest (hereinafter referred as the ‘EOIs’) from experienced, technically competent and financially sound agencies/ firms/ consultancies/ joint ventures/ consortiums for “Empanelment to provide services in the Survey and Investigation disciplines”, shortlisting for the delivery of services in WAPCOS projects across India and abroad, where specifically required or as described in ‘Part II: Schedule of Requirements – Section IV: Terms of Reference (TOR)’ (hereinafter referred to as ‘the Services’). Interested agencies/ firms should provide sufficient and relevant information demonstrating that they meet the specified eligibility criteria and have the required qualifications to provide the Services. This Request for Expression of Interest Document, reference number, **EOI/WAP/Empanelment for S&I/2026-27/01** (hereinafter referred to as ‘The EOI Document’), details the process of such shortlisting.

The empanelment is intended to establish a pool of pre-qualified agencies across S&I disciplines. Agencies/ Firms may apply for one or more categories; however, qualification and empanelment shall be assessed category-wise. Empanelment in one category shall not confer eligibility for another category unless the applicant independently meets the requirements of that category.

No financial price quotation is required at this empanelment stage. As part of this procurement process as and when a requirement arises, WAPCOS may invite project-specific techno commercial bids/ financial bids/ quotations from shortlisted/ empanelled agencies/ firms through, limited tender on GeM portal or any other mode permitted under prevailing procurement policy.

2. Instructions for EOI Document

2.1. Governing Language and Law

- 1) The EOI submitted by the agency/ firm and all subsequent correspondence and documents relating to the EOI exchanged between the agency/ firm and the Procuring Entity i.e. (can be read as Procurement Entity, Procuring Authority, Procurement Authority, Tender Inviting Authority (TIA), WAPCOS, WAPCOS Limited) shall be written in Indian English language or as specified in Section II: Appendix. However, the language of any printed literature furnished by a Agency/ Firm in connection with its EOI may be written in any other language provided a certified translation accompanies the same in the EOI language i.e. in English. For purposes of interpretation of the EOI, translation in the language of the EOI shall prevail.

- 2) The REOI process shall be interpreted under the laws of the Union of India and it shall be subjected to the exclusive jurisdiction of courts relevant to the address of the Tender Inviting Authority.

2.2. Acronyms

The following Acronyms have been used in this REOI Document:

AEOI	Appendix to Expression of Interest (EOI Document)	CPP	Central Public Procurement
EOI	Expression of Interest	DSC	Digital Signature Certificate
GeM	Government e-Marketplace	FBS	Fixed Budget Selection
GFR	General Financial Rules	DPIIT	Department for Promotion of Industry and Internal Trade
MII	Make in India	JV/C	Joint Venture/Consortium
RFP	Request for Proposals	REOI	Request for Expression of Interest
POA	Power of Attorney	MoU	Memorandum of Understanding
TIA	Tender Inviting Authority	TOR	Terms of Reference
QCBS	Quality and Cost Based Selection	LCS	Least Cost Selection
SSS	Single Source Selection	UDIN	Unique Document Identification Number
WAPCOS	M/s WAPCOS Limited		

2.3. The Contents of the EOI Document

This REOI document provides the relevant information and instructions to assist the prospective Agencies/ Firms in preparing and submitting EOIs. It also includes the mode and procedure for receipt/ opening, evaluation of EOIs, and shortlisting of agency/ firm. The REOI consists of the following parts. EOI Document 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 (TOR)

Part III: EOI Submission Formats

- 1) Form 1: EOI Form (Covering Letter)
 - a) Form 1.1 Agency/ Firm 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 Statement
 - (i) Form 2.2.1: Financial Statement
 - (ii) Form 2.2.2: Average Annual Turnover
 - c) Form 2.3: Equipment, Software & Laboratory Capability Statement
 - d) Form 2.4: Category wise Experience Statement
 - e) Form 2.5: Equipment / Laboratory Tie-up Undertaking
 - f) Form 2.6: Key Expert Letter of Commitment
- 3) Form 3: Checklist for Consultants
- 4) Other Annexures:
 - i) Format 1: Authorisation to attend Pre-EOI Conference
 - ii) Format 2: Code of Integrity

2.3.1. Section II: Appendix to the EOI Document (AEOI)

Variable parameters and information related to this specific REOI process are summarised in the Appendix of this EOI Document.

2.3.2. Section III: Qualification Criteria

This section lays down the Qualifying Criteria for shortlisting agency/ firm. The agency/ firm must have requisite experience with assignments similar in nature in general and specific sectors relevant to the subject assignment. Unless otherwise stated in Section II: Appendix and clauses 4.3 and 4.4, agency/ firm may associate with other firms to enhance their qualifications but should indicate clearly whether the association is in the form of a Joint venture/ Consortium (JV/C) and/ or a Sub-Consultancy. In response to this section, agency/ firm must submit Form 2: Qualification Criteria – Compliance and its sub-forms.

These qualification criteria are only for the purpose of Empanelment. Agencies/Firms may be asked for additional qualification Criteria as part of the RFP process that would follow this EOI. **The Empanelment under this EOI does not guarantee award of any assignment.** Specific consultancy assignments shall be awarded through separate RFPs / LoAs as per extant procurement rules.

2.3.3. Section IV: Terms of Reference (TOR)

Part II – Section IV: Terms of Reference (TOR) describes the background, purpose/ objectives, description/ scope, deliverables/ outcomes, and timelines of Consultancy Services (hereinafter called the 'Services') required. The 'Services'

may include incidental Goods, Works, and other Services, if so, indicated therein. Any generic reference to 'Services' shall be deemed to include such incidental Goods, Works, and other Services. Procuring Entity reserves its rights to vary the TOR to be included in RFP that would follow this EOI for the selected agencies/firms.

2.3.4. EOI Formats for Submission (To be filled, digitally signed, and uploaded by agencies/ firms)

The agency/ Consultant must fill and submit EOIs for "Empanelment of agencies/ firms for Survey and Investigation disciplines, for WAPCOS' assignments across India and foreign, where specifically required or as required.

The EOI documents shall be digitally signed and upload the EOI in the Formats given in Part III: 'EOI Submission Formats'.

2.4. Corrigendum/Addendum to REOI Document

- 1) Before the deadline for submitting EOIs, the Procuring Entity 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 agencies/ firms must check the website(s) for any corrigenda/ addenda without any liability or obligation to the procurement entity. Any corrigendum or addendum thus issued shall be considered a part of the REOI Document.
- 2) If considered necessary, the Procuring Entity may suitably extend the EOI submission deadline to give reasonable time to the prospective agencies/ firms to take such corrigendum/ addendum into account in preparing their EOI. After the Procuring Entity makes such modifications, any agencies/ firms who has submitted his EOI shall have the opportunity to either withdraw his EOI or re-submit his EOI superseding the original EOI within the extended time of submission as per Clause 8.4 below.
- 3) The Procuring Entity may extend the deadline for the EOI submission by issuing an amendment. In such a case, all rights and obligations of the Procuring Entity and the consultants previously subject to the original deadline shall then be subject to the new deadline for the EOI submission.

3. Procuring Entity – Right to Reject any or All Eols & Disclaimers

The issue of the EOI Document does not imply that Procuring Entity is bound to shortlist agencies/ firms. The Procuring Entity reserves its right to accept or reject any or all EOIs, abandon/ bypass/ cancel the REOI process, and issue another

REOI for the same or similar Services before or after shortlisting agencies/ firms. It would have no liability to the affected agency(ies)/ firm(s) or any obligation to inform the affected agency(ies)/ firm(s) of the grounds for such action(s).

Empanelment of agencies / firms does not create any right to receive work, minimum volume, exclusivity or compensation. WAPCOS reserves the right to accept and reject the empanelment of agencies/ firms without citing any reasons or remarks during this procedure.

4. Participation in REOI – Eligibility Criteria

4.1. Eligibility Criteria

Subject to other provisions in the EOI Document, participation in this shortlisting process is open to all agencies/ firms who fulfil the ‘Eligibility’ and ‘Qualification’ criteria. Agencies/ Firms should meet the following eligibility criteria as of the date of their EOI submission and should continue to meet these until the subsequent RFP process and contract award. Agencies/ Firms shall be required to declare fulfilment of Eligibility Criteria in Form 1.2 (Eligibility Declarations). Agencies/ Firms unless otherwise stipulated in Section II: Appendix:

1) must be:

- a) a natural person (an individual Consultant), a private entity (a Consulting Company/ LLP /Partnership firm/ Society registered under an applicable Act in India), a public Entity (Government-owned enterprise or institution), or unless otherwise stipulated in Section II: Appendix - Joint Venture/Consortium (an association of several persons, firms, or companies -hereinafter referred to as JV/C).
- b) a Consultancy Services provider with valid registration regarding GSTIN, PAN, EPF, ESI, Labour, or equivalent registration certificate issued by the concerned authority/ government as applicable to the subject Services.
- c) The agency/firm or service Provider with valid GeM Seller ID in the specified category. The GeM Seller-ID must be provided in Form 1.1 (Agency/Firm/Service Provider Information).

2) must:

- a) 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.
- b) (Including their affiliates or subsidiaries or contractors/ subcontractors for any part of the contract):
 - (i) Not stand declared ineligible/ blacklisted/ banned/ debarred by the Procuring Organisation or its Ministry/Department/ State Governments 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/ State Governments from participation in procurement processes of all its entities, for:
- offences involving moral turpitude in business dealings under the Prevention of Corruption Act, 1988 or any other law; and/or
 - offences under the Indian Penal Code or any other law for causing any loss of life/ limbs/ property or endangering Public Health during the execution of a public procurement contract and/ or
 - 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.
- (iii) Not have changed its name or created a new “Allied Firm”, consequent to having declared ineligible/ suspended/ blacklisted/ banned/ debarred as above.
- c) Not have an association (as a consultant/ partner/ director/ employee in any capacity)
- of any retired employee (of Gazetted Rank) or any retired Gazetted Officer of the Central or State Government or its Public Sector Undertakings, if such a retired person has not completed the cooling-off period of one year after his retirement. However, this shall not apply if such employees/ officers have obtained a waiver of the cooling-off period from their erstwhile organisation.
 - Of the near relations of executives of Procuring Entity involved in this procurement process.
- Note:** A near relative includes wife, husband, parents, in-laws, children, brothers, sisters, uncles, aunts and cousins.
- d) Not have a conflict of interest (as defined in Clause 4.5 below), which substantially affects fair competition. The EOIs submitted should be competitive without adopting unfair/ unethical/ anti-competitive means. No attempt should be made to induce any other consultant to submit or not to submit an offer for restricting competition.
- e) must fulfil any other additional eligibility condition, if any, as may be prescribed in REOI Document.
- 3) from certain countries shall be eligible subject to certain conditions as detailed in Clause 4.2 below
- 4) must provide such evidence of their continued eligibility to the Procuring Entity if requested.

4.2. Eligibility of Consultants 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” (MII) of Department for Promotion of Industry and Internal Trade, (DPIIT). The term ‘Entity’ of a Country shall have the same meaning as under the FDI Policy of DPIIT. The agencies/firms must apprise themselves of the latest version of this order.

4.2.2. Restrictions Based on Land Borders

Order issued by the Government of India (Ministry of Finance Department of Expenditure Public Procurement Division) restricting procurement from agencies/firms from certain countries that share a land border with India shall apply to this procurement. Agencies/ Firms must apprise themselves of the latest version of this order.

Any agencies/firms from a country that shares a land border with India (<http://mea.gov.in/india-and-neighbours.htm>), 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 – <https://meadashboard.gov.in/indicators/92>), – hereinafter called ‘Restricted Countries’ shall be eligible to participate in this REOI, only if the agencies/firms is registered with the Registration Committee constituted by the Department for Promotion of Industry and Internal Trade (DPIIT). Consultants shall enclose the certificate in Form 1 - EOI Form.

“Eligibility of agencies/firms from restricted countries shall be governed by Rule 144(xi) of GFR 2017 and orders issued by the Ministry of Home Affairs and DPIIT from time to time.”

4.3. Sub-consultants/ Sub-contracting/Association – Not Allowed

4.4. Joint Venture/ Consortium (JV/C) – Allowed

- 1) In the case where a agency/firm is or proposes to be a Joint Venture/ Consortium (that is, an association of several persons, firms, or companies – hereinafter referred to as JV/C), then unless otherwise specified in Section II: Appendix, in JV/C:

- a) Members should not be more than two (02) based on the joint venture / consortium agreement between them clearly mentioning the Lead member and other member.
 - b) The lead member must have atleast 51% participation and other member must have 20% participation. Jointly the JV/C participation must satisfy 100% qualification and eligibility criteria.
- 2) The JV/C and all members must satisfy all the eligibility requirements in this REOI document.
- 3) JV/C and its members must jointly meet the qualification criteria in Section III – Qualification Criteria. The technical/ experience qualification of all JV/C members (Lead member and other member) shall be evaluated jointly as per Evaluation Criteria. However, for financial criteria of qualification, credentials of other and lead members shall only be considered.
- 4) Foreign Companies shall not be allowed to participate in such JV/ Consortium.
- 5) The Lead member shall be nominated by the bidders for the purpose of the work and a confirmation that the parties are jointly and severally responsible for the entire work.
- 6) JV / Consortium concluded up to the date of bid submission are permitted to apply. Notarized copy of agreement shall be uploaded along with the technical bid.
- 7) Party / Parties will not be allowed to bid for the same tender in their independent capacity or as a member of any other JV/ Consortium.
- 8) The Lead Partner shall be overall responsible for the implementation of the awarded work. Lead partner along with other partners shall attend all progress review meetings and shall be answerable to all issues relating to the project.
- 9) WAPCOS shall communicate with the Lead Partner for all practical & official purposes.
- 10) For any of the defaults, administrative action shall be taken against each party of the JV/C.
- 11) The parties shall not be allowed to leave the JV / Consortium / Association during the currency of the project.
- 12) The payment shall be credited to the account of the Lead Party. Lead Party shall be responsible for further disbursement of payment amongst other parties as per their mutual agreement.
- 13) All the members shall be jointly and severally liable for the entire contract if selected in the RFP process.

4.5. Conflict of Interest

- 1) Any agency/firm with a conflict of interest that substantially affects fair competition shall not be eligible to participate in this procurement process. EOIs found to have a conflict of interest shall be rejected as nonresponsive. Agency/Firm shall be required to declare the absence of such conflict of interest in Form 1.2 – Eligibility Declarations. A agency/firm in this procurement process shall be considered to have a conflict of interest if the Agencies/ Firms:

- a) Directly or indirectly controls, is controlled by or is under common control with another agency/firm ; or
- b) Receives or has received any direct or indirect subsidy/ financial stake from another agency/firm ; or
- c) Has the same correspondence address or same legal representative/ agent as another agency/firm for purposes of this EOI; or
- d) has a relationship with another Agencies/ Firms, directly or through common third parties, which puts it in a position to have access to information about or influence the EOI of another agency/firm ; or
- e) would be providing goods, works, or non-consulting services resulting from or directly related to consulting services that it provided (or were provided by any affiliate that directly or indirectly controls, is controlled by, or is under common control with that firm) for the procurement planning (inter-alia preparation of feasibility/ cost estimates/ Detailed Project Report (DPR), design/ technical specifications, terms of reference (TOR)/ Activity Schedule/ schedule of requirements or the EOI/ RFP Document etc.) of this procurement process; or
- f) has a close business or family relationship with a staff of the Procuring Organisation who:
 - (i) are directly or indirectly involved in the preparation of the REOI document or Terms of Reference of the procurement process and/or the evaluation in EOI and/ or RFP process; or
 - (ii) would be involved in the implementation or supervision of the resulting contract

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.

- 2) A agency/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.
- 3) **Participation of only One Entity from Affiliates:** Only one entity from among a agency/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/consortium shall be permitted to participate in EOI.
- 4) The agency/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 & Experience to Start-ups

- 1) In this REOI process, under the policy of the Government, the Procuring Entity reserves its right to relax the condition of prior turnover and prior experience for Start-ups (as defined by the Department for Promotion of Industry and Internal Trade) subject to meeting of quality & technical specifications. The quality and technical parameters shall not be diluted. The decision of the Procuring Entity in this regard shall be final.
- 2) Consultants with Start-up status can claim relaxation for prior turnover and experience mentioned in Section III by providing a valid 'Certificate of Recognition' issued by the Department for Promotion of Industry and Internal Trade (DPIIT), Ministry of Commerce & Industry, Govt. of India. Such relaxation shall be given only for the specific domain of goods/ services they are registered for.

6. Downloading the REOI Document; Clarifications and Pre-EOI Conference

6.1. Availability and Downloading of the EOI Document

The Request for Expression of Interest shall be published on the e-procurement Portal (<https://etenders.gov.in>) and WAPCOS website (<https://wapcos.co.in>). It shall be available for download after the date and time of the start of availability till the deadline for availability as mentioned in Section II: Appendix. Unless otherwise stipulated in Section II: Appendix, the downloaded Request for Expression of Interest is free of cost. If the Procuring Entity happens to be closed on the deadline for submitting the EOIs as specified above, this deadline shall not be extended. Any query/ clarification regarding downloading Request for Expression of Interest and uploading EOIs on the portal may be addressed to their Help Desk (contact details given in Section II: Appendix).

6.2. Clarifications

A Agencies/ Firms may seek clarification of the REOI document through the e-Procurement portal before the date and time prescribed in Section II: Appendix (or, if not mentioned, before fourteen days of the deadline for the EOI submission). This deadline shall not be extended in case of any intervening holidays. No other means of submission of queries shall be entertained. All such queries shall relate to the REOI document alone, and queries related to a detailed analysis of Terms 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 EOI submission. The query and clarification shall be shared with all prospective Agencies/ 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) If a Pre-EOI conference is stipulated in Section II: Appendix, prospective Agencies/ Firms interested in participating in this REOI may attend a Pre-EOI conference to clarify the conditions of the REOI process at the venue, date and time specified therein, or through Video-conferencing. Participation in the Pre-EOI conference is not mandatory. Request through e-mail shall be send by prospective agency/firm one day prior for attending the Pre-EOI conference.
- 2) The date and time by which the written queries for the Pre-EOI must reach the authority as mentioned in Section II: Appendix. If the dates are not mentioned, such date and time shall be seven days before the date and time of the Pre-EOI conference.
- 3) The Pre-EOI conference may also be held online/offline at the discretion of the Procuring Entity.
- 4) After the Pre-EOI conference, minutes of the Pre-EOI conference (including the questions asked in writing and those asked during the meeting (without identifying the source) and the responses given, together with any responses prepared after the meeting, shall be published on the Procuring Entity's Portal within seven days from the Pre-EOI conference. If required, a clarification letter and corrigendum to the REOI document shall be issued, containing amendments, if any, of various provisions (including the TOR, if required) of the REOI document, which shall be deemed part of the REOI document. As per clause 2.4 above, the Procuring Entity may suitably extend by at least three days the deadline for the EOI submission to give reasonable time to the prospective Agencies/ Firms to consider such clarifications in preparing their EOIs.

7. Preparation of EOIs

7.1. EOI Submission Formats

Agencies/ Firms must fill and submit the EOI in the Formats in Part III - 'EOI Submission Formats'. EOI by the agency/ firm shall include inter-alia duly signed or digitally signed scanned copies of the original documents in pdf format. Pdf documents should not be password protected.

7.2. EOI Validity

- 1) Unless specified to the contrary in the Section II: Appendix, EOIs shall remain valid for a period not less than 60 (sixty) days from the deadline for the EOI submission stipulated in Section II: Appendix. An EOI valid for a shorter period shall be rejected as nonresponsive.
- 2) In case the day upto which the EOIs are to remain valid falls on/ subsequently declared a holiday or closed day for the Procuring Entity, the EOI validity shall automatically be deemed to be extended upto the next working day.
- 3) In exceptional circumstances, before the expiry of the original time limit, the Procuring Entity i.e. WAPCOS Limited may request the agencies/ firms to extend the validity period for a specified additional period. The request and the agencies/ firms responses shall be made in writing or electronically. A agency/ firm may agree to or reject the request. A agency/ 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 EOI.

8. Signing and Uploading of EOIs

8.1. Relationships between Agency/ Firm and e-procurement portal

The Procuring Entity is neither a party nor a principal in the relationship between the agency/ firm and the organisation hosting the e-procurement portal (hereinafter called the Portal). Agencies/ Firms must comply with the rules, conditions, regulations, procedures, and implied conditions/ agreements of the e-procurement portal, including registration, compatible Digital Signature Certificate (DSC) etc. Agencies/ Firms intending to participate in the REOI must register in the Portal. Agencies/ 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. Agencies/ Firms may study the resources provided by the Portal for Agencies/ Firms.

8.2. Signing of EOI

The individual signing/ digitally signing the EOI or any other connected documents should submit an authenticated copy of the document(s), which authorises the signatory to commit and submit EOIs on behalf of the agency/ firm along with Form 1.1: Agencies/ Firms Information.

8.3. Submission / Uploading of EOIs

8.3.1. Submission / Uploading to the Portal

- 1) EOIs must be uploaded on the e-procurement Portal mentioned in Section II: Appendix until the submission deadline. If the office happens to be closed on the deadline to submit the EOIs as specified above, this deadline shall not be extended. No Manual EOIs shall neither be made available nor accepted for submission. **EOI submitted through modalities other than those stipulated in Section II: Appendix will be liable to be rejected as nonresponsive.**
- 2) In the case of downloaded documents, agencies/ firms must not make any changes to the contents of the documents while uploading, except for filling in the required information. Otherwise, the EOI shall be rejected as nonresponsive. Uploaded Pdf documents should not be password protected. Agencies/ 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 Agencies/ Firms, shall be taken as the reference time for deciding the closing time of EOI submission. Agencies/ Firms are advised to ensure they submit their EOI within the deadline of EOI submission, taking the server clock as a reference, failing which the portal shall not accept the EOIs. No request on the account that the server clock was not showing the correct time and

that a particular Agencies/ Firms could not submit their EOI 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 EOI can be uploaded, and the agency/ 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 EOI submitted by a Joint Venture/ Consortium (JV/C) shall be digitally signed by an authorised representative who has a written power of attorney signed by each member's authorised representative to be legally binding on all members.
- 5) All EOIs uploaded by agencies/ firms to the portal shall get automatically encrypted. The encrypted EOI can only be decrypted/ opened by the authorised persons on or after the due date and time. The agency/ firm should ensure the correctness of the EOI before uploading and take a printout of the system-generated submission summary to confirm successful EOI upload.

8.3.2. Implied Acceptance of Procedures by Agencies/ Firms

Submission of EOI in response to the REOI document is deemed to be acceptance of the procedures and conditions of the e-Procurement and REOI document including any further corrigendum's.

8.3.3. Responsibility of the Agency/ Firm to Declare all Changes

Agencies/ Firms must advise the Procuring Entity immediately in writing of any material change to the information provided in their EOI submission, including any substantial change in their ownership, eligibility, or financial or performance capacity. For shortlisted agency/ firm, this requirement applies until a contract is awarded in the following RFP process. For the agency/ firm successful in the RFP process, this requirement shall apply till the execution of the resultant contract.

8.4. Modification, Resubmission and Withdrawal of EOIs

8.4.1. Modification & Resubmission

Once submitted in E-procurement Portal, agencies/ firms cannot view or modify their EOI since it is locked by encryption. However, resubmission of the EOI by agencies/ firms for any number of times superseding earlier EOI(s) is allowed upto the submission deadline by following procedures prescribed by the portal. Resubmission of an EOI shall require uploading all documents afresh. The system shall consider only the last EOI submitted. Else for any latest modifications, agencies/ firms may directly contact the respective eProcurement portal help desk.

8.4.2. Withdrawal

The agency/ firm may withdraw his EOI 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 EOI opening. No EOI should be withdrawn after the submission deadline and before its validity period expires.

9. EOI OPENING

EOIs received shall be opened online on or after the specified date and time in Section II: Appendix. EOIs cannot be opened before the specified date & time, even by the Tender Inviting Authority, the Procurement Officer, or the Publisher. If the specified date of EOI opening falls on or is subsequently declared a holiday or closed day for the Procuring Entity, the EOIs shall be opened at the appointed time on the next working day.

10. Evaluation of EOIs and Shortlisting of Agencies/ Firms

10.1. General Norms

10.1.1. Evaluation Based only on Declared Criteria.

- 1) The evaluation shall be based upon scrutiny and examination of all relevant data and details submitted by agencies/ firms in its/ his EOI and other allied information deemed appropriate by Procuring Entity. Evaluation of EOIs shall be based only on the criteria/ conditions included in the EOI 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 agency's/ firm's subsidiaries, parent entities, affiliates, or any other firm(s) different from the Agencies/ Firms.

10.1.2. Clarification of EOIs and Shortfall Documents

- 1) During the evaluation of EOIs, the Procuring Entity may, at its discretion, but without any obligation to do so, ask agencies/ firms to clarify its EOI by a specified date (or, if not specified, seven days from the date of receipt of such request). Agencies/ Firms 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 agency/ firm. Any clarification submitted by a agency/ firm regarding its EOI that is not in response to a request by the Purchasing Entity shall not be considered.
- 2) The Procuring Entity 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

agency/ firm. There is a provision on the portal for requesting Short-fall documents from the agency/ firm. The system allows taking the shortfall documents from Agencies/ Firms only once after the EOI opening. Additionally, the mode of asking shortfall documents can be e-mail/ any other electronic method being used by the WAPCOS.

- 3) If the agency/ 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 agencies/ firms, no agency/ firm shall contact the Procuring Entity on any matter relating to the submitted EOI. If a agency/ firm needs to contact the Procuring Entity relating to this EOI, it should do so only in writing or electronically. Any effort by a agency/ firm to influence the Procuring Entity during the REOI process shall be construed as a breach of the Code of Integrity, and EOI shall be liable to be rejected as nonresponsive in addition to other punitive actions for such a breach as per the REOI document.

10.2. Evaluation of EOIs 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 also 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 agency/ 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 agency/ 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 agency/ 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

Procuring entity shall determine, to its satisfaction, whether the agencies/ firms are eligible as per Clause 4 above to participate in the REOI process as per submission in 'Form1.2: Eligibility Declarations'. The eligibility evaluation criteria shall be on a "pass" or "fail" basis during this EOI process. A agency/ firm must achieve a "pass" on all the criteria to proceed to the next step. Any agency/ firm not achieving a 'pass' in any of the eligibility criteria shall be rejected as non-responsive.

10.2.3. Evaluation of Qualification Criteria

- 1) Procuring entity shall determine whether the agencies/ firms are qualified and capable in all respects to be shortlisted to provide the 'Services' as per Section III: Qualification Criteria and submission in Forms listed in Part III: 'EOI Submission Formats'. The determination shall not consider the qualifications of other firms, such as the agency's/ firm's subsidiaries, parent entities, affiliates, or any other entity different from the agency/ firm. The Procuring Entity reserves the right to waive minor deviations in the qualification criteria if they do not materially affect the capability of a agency/ firm to perform the contract. Experience of Key Experts are not included in the shortlisting criteria but shall be evaluated at the following RFP stage.
- 2) Unless otherwise stipulated in Section II: Appendix, assignments completed by the agency's/ firm's individual experts working privately or through other consulting firms cannot be claimed as the relevant experience of the agency/ firm or that of the agency's/ firm's partners or sub-consultants in Form 2.1: Performance Capability Statement.

10.2.4. Verification of Original Documents

The Procuring Entity reserves its right to call for verification, originals of all self-certified copies of uploaded documents from the agencies/ firms during the following RFP process. If the shortlisted agency/ 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 Agencies/ Firms

- 1) EOIs of agencies/ firms that succeed in the above evaluation shall be shortlisted. Provisionally shortlisted agencies/ 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

- 2) Only shortlisted agencies/ firms shall be invited to participate in the following RFP process. If stipulated in Section II: Appendix, if there are a larger number of agencies/ firms meeting the evaluation criteria, the shortlist shall be restricted to a specified number of agencies/ firms (if not specified)
- 3) The name and address of the shortlisted agency(ies)/ firm(s) shall be published in the portal/ notice board/ bulletin/website of the Procuring Entity. All agencies/ firms shall be advised about shortlisting of their EOIs or otherwise without disclosing the comparative position of their EOIs with that of others. Shortlisted agencies/ firms must not advertise or publish the same in any form without the prior written consent of the Procuring Entity.
- 4) Shortlisting a agency/ 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 this EOI

The Procuring Entity shall publish a Request for Proposal (RFP) addressed exclusively to shortlisted agencies/ firms for the following procurement process through the e-Procurement portals. Procuring Entity/ the Portal may issue notifications/ alerts to such agencies/ firms but without any liability. Such agencies/ firms 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, additional requirements, qualification Criteria and other terms & conditions without vitiating the shortlisting process. Shortlisted agencies/ firms shall have no claim in this regard.

11. Grievance Redressal/ Complaint Procedure

- 1) Agencies/ 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 EOI evaluation results. The complaint shall be addressed to the Director (Commercial & HRD), WAPCOS Limited, 76-C, Sector -18, Gurugram – 122015, Haryana
- 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 in due course 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 agency/ 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 agencies/ firms shall not be entertained.
 - b) No third-party information (EOIs, eligibility/ qualification) shall be sought and must not be included in the response.
 - c) Following decisions of the Procuring Entity 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 agencies/ firms in the REOI process, in terms of policies of the Government.
 - (v) Provisions regarding purchase preferences to specific categories of agencies/ 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. Code of Integrity in Public Procurement, Misdemeanours and Penalties

Code of Integrity and penalties for violation thereof as detailed in Rule 175 and Rule 151 of the General Financial Rules (https://doe.gov.in/files/acts_rules_documents/GFRupdatedupto31012026.pdf) (and its amendments, if any) of the Govt of India, Ministry of Finance, Department of Expenditure shall apply to this REOI process. Procuring authorities, agencies/ firms/ consultants/ suppliers/ contractors /Joint Ventures/ Consortiums should observe the highest standard of integrity and not indulge in prohibited practices or other misdemeanours, either directly or indirectly, during the entire procurement Process (including this EOI) or the execution of resultant contracts.

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

For WAPCOS Limited

Mr. Amit Agarwala
Chief Engineer
Contract Management Cell
WAPCOS Limited,
Address: 76-C, Sector-18,
Gurugram – 122015, Haryana
Email: ata@wapcos.co.in

SECTION II: Appendix

Expression of Interest Document No. EOI/WAP/Empanelment for S&I/2026-27/01 for “Empanelment of Agencies/Firms for Survey and Investigation disciplines”, for WAPCOS. The empanelment will create a pre-qualified list of agencies for fast-track procurement of project-specific assignments over a two-year period + 1 year of possible extension.

1.0 Basic EOI Details			
Tender Title	Request for Expression of Interest (ROEI) for Empanelment of Agencies/Firms for Survey and Investigation disciplines		
Name of Project	Empanelment of Agencies/ Firms for Survey and Investigation disciplines for WAPCOS projects across India and abroad, where or as specifically required		
Tender Reference Number	EOI/WAP/Empanelment for S&I/2026-27/01	Tender ID	2026-WAPCOS-S&I-01
Tender Type	Expression of Interest	Tender Category	Services
No. of Covers	Single Cover	Product Category	Consultancy
Domestic/ Global Procurement	Domestic Procurement	Organisation	WAPCOS Limited
The Procuring Entity:	WAPCOS Limited	Authority on whose behalf EOI is invited	WAPCOS Limited
Through the	Mr. Amit Agarwala Chief Engineer Contract Management Cell WAPCOS Limited	Tender Inviting Authority (TIA)	WAPCOS Limited
Address	WAPCOS Limited, Address: 76-C, Sector-18, Gurugram – 122015, Haryana Email:- ata@wapcos.co.in		
2.0 Critical Dates (Clause 6; 7; 8, and 9)			
Published Date	21.09.2026	EOI Validity (Days from the date of EOI Opening) – EOI Document’s Clause 7.2	60 days

Document Download Start Date	21.09.2026	Document Download End Date & Time	12.10.2026 upto 12:00 hrs
Clarification Start Date	21.09.2026	Clarification End Date	05.10.2026
EOI Submission Start Date	21.09.2026	EOI Submission Closing Date & Time	12.10.2026 up to 15:00 hrs
EOI Opening Date & Time	13.10.2026 after 15:30 hrs.		

3.0 Eligibility and Qualification Criteria (2.3.3, 4.1 to 4.5, 10.2 and Section III)	
Nature of Agencies/ Firms eligible and association with sub-consultants/ JV	Refer Section III JV/Consortium - Allowed Sub-Contracting/ Consultation - Not Allowed
Any additional Eligibility or Responsiveness Criteria	Refer Section III
Maximum limit of the value of Subcontracting permitted	Sub-Contracting - Not Allowed
Various JV parameters: Maximum number of members etc., as per clause 4.4.-1)	JV/Consortium –Allowed (maximum two (2) members only) for additional details please refer clause 4.4
4.0 Obtaining the EOI Document and clarifications (EOI Document's Clause 6 & 8)	
eProcurement Portal and helpdesk for Document availability and submission	https://etenders.gov.in/eprocure/app https://www.wapcos.co.in/
	[0120-4001 002; 0120-4001 005; 0120-6277 787 or support-eproc@nic.in]
Cost of EOI Document (INR)	-Nil-
Office/ Contact Person/ email for clarifications	Mr. Amit Agarwala Chief Engineer Contract Management Cell WAPCOS Limited Email:- ata@wapcos.co.in

5.0 Pre-EOI Conference (Clause 6.3)			
Is a Pre-EOI Conference proposed to be held?		Yes	
Place, time, and date of the Pre-EOI Conference		Mr. Amit Agarwala Chief Engineer Contract Management Cell WAPCOS Limited Email:- ata@wapcos.co.in Date: 28.09.2026 at 14:00 hrs through Video Conference. VC Link shall be shared separately on request of Agency/Firms	
6.0 Preparation and Submission and Opening of EOIs (Clause 7 and 8)			
EOIs to be Addressed to		Mr. Amit Agarwala Chief Engineer Contract Management Cell WAPCOS Limited Email: ata@wapcos.co.in	
Instructions for Online EOI Submission		[https://etenders.gov.in/eprocure/app?page=HelpForContractors&service=page]	
Language of Submission		English	EOI Validity 60 days from Bid opening date.
EOI Opening Place		<i>[On e-procurement portal(s) mentioned above]</i>	
7.0 Evaluation of EOI and Qualification Criteria (Clause 10 and Section III: Qualification Criteria)			
Maximum number of agencies/ firms on the shortlist and criteria on which it would be based	No restriction subject to qualifying criteria and other terms and conditions as specified in this REOI document or subsequent corrigendum's	Minimum qualifications to be met by Lead Member and Other members	Lead member and Other member should meet a minimum of 51% & 20% of the qualifying criteria subject to JV/C shall jointly meet 100% qualifying criteria

8.0 About RFP that would follow - clause 10.3			
RFP to be issued	Limited to shortlisted/ empanelled agencies/ firms from this EOI through GeM portal	Form of Contract from RFP	To be mentioned in RFP
Selection Method	To be mentioned in RFP (QCBS/LCS/FBS/SSS)	Bid Security Requirements	To be mentioned in RFP
Performance Security	To be mentioned in RFP		

SECTION III: Qualification Criteria

Expression of Interest Document No. EOI/WAP/Empanelment for S&I/2026-27/01 for “Empanelment of agencies/firms for Survey and Investigation disciplines, for WAPCOS projects across India and abroad, where or as specifically required

(Ref REOI Clause 2.3)

Note for Agency/ Firm: Regarding this Schedule, Agencies/ 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 Statement
 - (i) Form 2.2.1: Financial Statement
 - (ii) Form 2.2.2: Average Annual Turnover
 - c) Relevant date when the specified period ends for different supporting reports shall be:
 - (i) For all annual reports, the periods mentioned end with the financial [31st March, 2025].
 - (ii) For other statements, the periods mentioned end on the month before the last date of EOI submission.

Similar Assignment for Qualification Criteria

The qualification criteria aim to shortlist agencies/ firms who have been providing such services for at least the specified period and have completed the specified volume of assignments during the specified period.

The prospective agencies/ firms should demonstrate experience relevant to the subject assignment by way of the specified volume of assignments of similar nature and in General and Specific Sectors.

**Specific
Similar
Assignment**

**Sector/
Nature
of**

Category wise:

- 1) S&I-01: Topographical, Cadastral, Spatial, Utility and Route Surveys
- 2) S&I-02: Drone, Photogrammetry, UAV, LiDAR and Advanced Spatial Mapping
- 3) S&I-03: Hydrographic, Bathymetric, River and National Waterway Surveys
- 4) S&I-04: Hydrological, Hydro-Meteorological, Tide, Current and Metocean Investigations

	5) S&I-05: Geological, Engineering-Geological and Geotechnical Investigations 6) S&I-06: Geophysical Investigations 7) S&I-07: Hydrogeological / Groundwater Investigations 8) S&I-08: Sediment, Morphology, Coastal Processes and River Morphology 9) S&I-09: Dredging, Reclamation, Borrow Area and Disposal Ground Investigations 10) S&I-10: Environmental, Ecological, Fisheries and Social Investigations 11) S&I-11: Construction Material, Soil, Rock, Aggregate and Laboratory Testing 12) S&I-12: Navigation, Vessel, Port, Harbour and Coastal Infrastructure Investigations 13) S&I-13: Transmission Line, Substation and Corridor Surveys 14) S&I-14: Integrated / Multidisciplinary S&I 15) S&I-15: Specialised Studies / Specialist Technical Investigation Support
General Sector	Survey and Investigation
Criteria 1 - General and Similar Experience	Submission Form
(i) Agency/ Firm must have atleast 7 years of experience in Survey and Investigation discipline (ii) During the last 7 years, Survey and Investigation assignments completed or substantially completed (atleast 80% payments received) should be at least 7 numbers (iii) Out of the Survey and Investigation assignments mentioned above, 2 number should be similar assignments during the last 7 years for which respective Bid is being submitted by the agency/ firm Note:	Form 1.1: Agency/ Firm Information Form 2.1: Performance Capability Statement.

<i>During the RFP Process, assignment experience certificates may be called for to substantiate qualifications.</i> <i>Such certificates from the public sector or publicly listed companies/private companies/Trusts must be issued from their Head office by a person of the organisation duly enclosing his authorisation by the Management for giving such credentials. A certificate from a private individual shall not be accepted. Certificates shall be acceptable only from publicly listed companies/private companies/Trusts with an annual turnover of Rs 500 crore and above.</i>	
Criteria 2 - Financial Capability	Submission Form
Turnover: Minimum average annual turnover of at least Rs. One Crores, at least 50% of which should be from Survey and Investigation Contracts, calculated as total certified payments received for contracts in progress or completed within the last 05 years., and <i>Note: During RFP Process Agency/ Firm shall be asked to furnish documentary evidence to demonstrate his current Financial Capability and demonstrate it as per Criteria 2.</i>	Form 2.2: Financial Capability Statements

Note: During RFP Process, while original documents/ certificates are called for to authenticate the qualification claimed, the following may be kept in mind:

- 1) The audited balance sheet and/or banking reference certified by a chartered accountant with stamp, signature and UDIN number shall be submitted by the agency/firm.
- 2) Banking reference (from a Scheduled Bank in India, and it should not be more than three months old as on the date of bid submission) should contain in clear terms the amount that the bank shall be able to lend for this assignment to the agency/firm.
- 3) If the Current Net Assets (as seen from the Balance Sheets) are negative, only the Banking references shall be considered. Otherwise, the aggregate of the Current Net Assets and submitted Banking references shall be considered for working out the Liquidity.
- 4) Failure to submit any of the two documents as evidence of financial capacity may result in the rejection of the bid. An authorised representative of the agency/ firm must counter-sign the statement.

Criteria for Joint Ventures/Consortium:

Criteria	Evaluation Details
Bidder should be registered in India and should be a registered entity	• Lead member should be registered in India and should be registered entity with minimum 7 years of existence on the day of bid submission • Other member of the Joint Venture/ Consortium should be registered in India and should be registered entity with minimum 3 years of existence on the day of bid submission
Valid GST Registration Certificate	• All Joint Venture/ Consortium Partners to provide proof of registration
Valid PAN card	• All Joint Venture/ Consortium Partners to provide proof of registration
Valid Company Registration Certificate	• All Joint Venture/ Consortium Partners to provide proof of registration
Organizational Details	• All Joint Venture/ Consortium Partners to provide details
Average Annual Turnover of the bidder for last three financial years, ending March 2025	• Lead member must meet at least 51% of those minimum criteria for an individual Bidder and other other member must meet at least 20% of the minimum criteria for an individual bidder. The JV/C shall jointly satisfy the 100% minimum criteria
Bidder must not have been blacklisted by any Government agency or Public Sector Undertaking	• All Joint Venture/ Consortium partners to give an undertaking
Bidder should not have been found guilty of any criminal offence by any court of law	• All Joint Venture/ Consortium partners to give an undertaking
Integrity Pact	• All Joint Venture/ Consortium partners to sign
Bidder should not have incurred any loss (Profit after tax should be positive) in more than two years during the last Five financial years ending on the financial year 2025-26	• Both Lead member and other member of the JV/C
Similar Work Experience	• Joint Venture/ Consortium as a whole • Lead member should have completed minimum two (2) number of similar assignments during the

	last 7 years for which respective Bid is being submitted by the JV/C • Other member should have completed minimum one (1) number of similar assignments during the last 7 years for which respective Bid is being submitted by the JV/C
--	--

Note: During RFP Process, while original documents/ certificates are called for to authenticate the qualification claimed, the following may be kept in mind:

- 1) When a joint venture or consortium (JV/C) submits the bid, in that case, all members in the JV/C must submit their financial statements in order of the member's share in the partnership, greatest to least. The figures of members of a JV/C shall be added to determine compliance with the minimum financial qualifying criteria. However, unless otherwise stated in Section II: Appendix, for a JV/C to qualify, the Lead member must meet at least 51% of those minimum criteria for an individual Bidder and other member must meet at least 20% of the minimum criteria for an individual bidder. Jointly the JV/C shall satisfy the 100% minimum criteria. Failure to comply with this requirement shall result in the rejection of the JV/C's bid.
- 2) The audited balance sheet and/or banking reference certified by a chartered accountant with stamp, signature and UDIN number shall be submitted by the agency/firm.
- 3) Banking reference (from a Scheduled Bank in India, and it should not be more than three months old as on the date of bid submission) should contain in clear terms the amount that the bank shall be able to lend for this assignment to the agency/firm.
- 4) If the Current Net Assets (as seen from the Balance Sheets) are negative, only the Banking references shall be considered. Otherwise, the aggregate of the Current Net Assets and submitted Banking references shall be considered for working out the Liquidity.
- 5) Failure to submit any of the two documents as evidence of financial capacity may result in the rejection of the bid. An authorised representative of the agency/ firm must counter-sign the statement.
- 6) The agency/ firm shall submit the audited balance sheet and/or banking reference along with their bid proposal. An authorised representative of the agency/ firm must counter-sign the statement.

PART II: SCHEDULE OF REQUIREMENTS

SECTION IV: Terms of Reference (TOR)

Section- IV: Terms of Reference

Expression of Interest Document No. EOI/WAP/Empanelment for S&I/2026-27/01 for “Empanelment of agencies/firms for Survey and Investigation disciplines”, for WAPCOS projects across India and abroad, where or as specifically required

(Ref REOI Clause 2.3)

Introduction

About WAPCOS Limited (WAPCOS)

WAPCOS Limited is a “MINI RATNA-I” Public Sector Enterprise under the aegis of the Department of Water Resources, River Development & Ganga Rejuvenation, Ministry of Jal Shakti. Incorporated on June 26th, 1969 under the Companies Act, 1956; WAPCOS is a technology driven Consultancy and Engineering, Procurement and Construction (EPC) organization with strong home country and global presence in the fields of Water, Power and Infrastructure sectors. WAPCOS has the requisite experience & expertise to undertake Consultancy & EPC projects of any scale and complexity in the sectors of its operations. WAPCOS portfolio of projects is both impressive and diverse in nature. The quality management systems of WAPCOS comply with the Quality Assurance requirements of ISO 9001:2015 for Consultancy Services in Water Resources, Power and Infrastructure Development Projects and ISO 9001:2015 for Engineering, Procurement & Construction (EPC) Projects related to Residential, Office Buildings, Civil Works, Roads & Highways, Irrigation, Agriculture and Water Projects, Electrical Power Projects for Generation, Substation, Transmission, Distribution Networks, Rural Electrification and Renewable Energy, Industrial, IT, Telecommunications & related projects.

Main Fields of specialization of the Company covers Environment; Urban and Rural Areas development; Watershed Management; Water Supply and Sanitation; Irrigation, Drainage and Water Management; Ground Water Exploration and Minor Irrigation; Flood Control and River Morphology; Dams and Reservoir Engineering; Water Bodies & Land Conservation; Agriculture; Non-conventional Sources of Energy; Hydropower; Transmission & Distribution; Rural Electrification; Pumped Storage Projects; Natural Resources Management; Thermal Power; Ports, Harbours and Inland Waterways; Roads and Highway Engineering; Buildings & Townships; Ropeways etc. The Company provides concept to commissioning services for developmental projects in India and Abroad.

Overview and Purpose

“WAPCOS Limited, a Government of India Undertaking under the Ministry of Jal Shakti, acting as the Procuring Entity and Tender Inviting Authority (TIA), invites Expression of Interest (hereinafter referred as the ‘EOIs’) from experienced, technically competent and financially sound agencies/ firms/ consultancies/ joint ventures/ consortiums for “Empanelment to provide services in the Survey and Investigation disciplines”,

shortlisting for the delivery of services in WAPCOS projects across India and abroad, where or as specifically required.

The empanelment will create a pre-qualified list of agencies for fast-track procurement of project-specific assignments over a two-year period + 1 year extension as possible.

General Scope of Services

S&I-01: Topographical, Cadastral, Spatial, Utility and Route Surveys:

- Establishment of horizontal and vertical control using DGPS/RTK GNSS, Total Station and other appropriate survey systems.
- Ground Control Network using DGPS (Differential Global Positioning System)/ Real Time Kinematic positioning (RTK) GNSS/ Total Station survey system utilizing fixed reference stations and mobile receivers to achieve the accuracy specified for the assignment.
- Topographical mapping of project areas including dam sites, powerhouses, surge shafts, tailrace/headrace tunnels, substation yards, ports, terminals, approaches, riverbanks, sewage treatment plant, pumping stations, WWTP, jetties, breakwaters, shore-protection works, access roads and associated facilities.
- Contour mapping (Total station/ DGPS/ RTK) for Dam site, powerhouse, Surge Shaft, tailrace tunnel (TRT) and substation yards etc., longitudinal sections and cross-sections.
- Corridor/ route strip survey Route surveys for canals, tunnels, pipelines, roads and transmission corridors.
- Aerial/ Mobile LiDAR Survey (including Drone mounted LiDAR, Mobile vehicle-mounted LiDAR, and Helicopter LiDAR surveys) and High Resolution Drone Mapping (Photogrammetry) for reservoir submergence and catchment area modelling.
Cross section and longitudinal (L-section) profiling along river stretches and headrace, roads/ drains along alignment at regular chainage and at all road, drain and culvert crossings.
- Survey of existing drainage/ sewer network tie-in points and residual capacity assessment.
- Establishment of temporary & permanent benchmarks tie to GTS datum.
- New or re-survey of existing system Alignment i.e. longitudinal, Network alignment
- Underground utility detection using Ground Penetrating Radar (GPR)/ Sub surface engineering survey, electromagnetic pipe/ cable locators
- Overhead utility survey
- Command Area Survey and Catchment area survey
- Cadastral/revenue survey, land-boundary survey and land parcel mapping.
- Inventory and geo-referenced mapping of buildings, roads, utilities and other structures.

- Preparation of DEM, DTM, orthomosaic, point cloud and 3D terrain model, as required.

S&I-02: Drone, Photogrammetry, UAV, LiDAR and Advanced Spatial Mapping

- High-resolution drone photogrammetry and mapping.
- Aerial/ Mobile LiDAR Survey (including Drone mounted LiDAR, Mobile vehicle-mounted LiDAR, and Helicopter LiDAR surveys), where required.
- Command area & Catchment-area modelling and reservoir-submergence mapping.
- Generation of orthophotos, DEM/DSM/DTM, point clouds, contours and 3D terrain models.
- Large-area corridor / project-area mapping and change detection.
- Processing, classification and delivery of point-cloud and GIS datasets.
- Drone survey for Service area delineation

S&I-03: Hydrographic, Bathymetric, River and National Waterway Surveys

- Single-beam and multibeam echo-sounder surveys with DGPS/RTK positioning.
- Bathymetric survey of rivers, reservoirs, navigation channels, fairways, approach channels, turning basins, berths, anchorages and coastal waters.
- River cross-sections, thalweg and longitudinal profiling, bank-line surveys and shoal identification.
- Navigation depth/width assessment, waterway route surveys and terminal/landing-stage site surveys.
- Bridge and navigation-clearance surveys.
- Pre- and post-dredging surveys and quantity computations.
- Digital bathymetric surfaces, contours and hydrographic charts.
- Reservoir rim / riverbed surveys for siltation and storage-capacity calculations.

S&I-04: Hydrological, Hydro-Meteorological, Tide, Current and Metocean Investigations

- River discharge and stage observations; current measurements.
- Installation and maintenance of temporary or automatic weather stations (AWS).
- Automatic water-level and discharge monitoring with data logging and telemetry where required.
- Rainfall, wind, atmospheric pressure and other required observations.
- Tide-gauge observations, tidal constituents and datum establishment.
- Wave height, period and direction; wind, currents and water-level measurements.
- Development/validation of design metocean conditions and extreme-value analysis for port, harbour and coastal structures.

- Hydrological field observations and data collection required for project studies.

S&I-05: Geological, Engineering-Geological and Geotechnical Investigations

- Preparation of geological maps, engineering-geological plans, geological longitudinal sections and cross-sections, 3D geological/ geotechnical models.
- Preparation of engineering-geological / geotechnical models.
- Diamond core drilling (NX/BX) in overburden and rock to required depths, including depths of 100–300 m or more where required.
- Triple-tube core drilling and wire-line drilling.
- Auger holes, boreholes and detailed core logging, core recovery and associated records.
- Drift/adit driving and geological mapping at appropriate scales, including 1:100 or 1:500 where specified.
- Land, river, marine and platform-based drilling from land, jack-up, barge or floating platforms as appropriate.
- SPT, CPT/CPTu, pressuremeter/dilatometer, plate load and shear tests.
- Permeability tests including Lugeon and Lefranc tests, including packer arrangements and single/double-packer testing where required, falling/ raising head tests.
- Hydro-fracture testing and Goodman Jack testing.
- Rock-mass classification including RMR, Q-system, GSI or other applicable systems.
- Geological core photography, borehole logs, geological sections and engineering-geological interpretation.
- Pumping test for aquifer parameters
- Ground penetration radar (GPR)
- Liquefaction potential assessment, Soil corrosivity & resistivity testing.
- Trial pit based geotechnical logging at shallow depth along with utility detailing

S&I-06: Geophysical Investigations

- Electrical Resistivity Tomography (ERT) and other electrical methods.
- Seismic Refraction Survey (SRS).
- Cross-hole and down-hole seismic investigations, where required.
- MASW surveys.
- Ground Penetrating Radar (GPR).
- Marine geophysical investigations using side-scan sonar, sub-bottom profiling, marine magnetometer and other appropriate methods.
- Geophysical investigations for seabed characterisation, buried objects/utilities, geological conditions, sediment thickness and route/structure investigations.

- Interpretation and integration of geophysical results with geological and geotechnical information.
- Underground utility detection using Ground Penetrating Radar (GPR)/ Sub surface engineering survey, electromagnetic pipe/ cable locators

S&I-07: Hydrogeological / Groundwater Investigations

- Hydrogeological studies and field investigations.
- Groundwater-level monitoring and well inventory.
- Aquifer assessment and groundwater potential investigations.
- Pumping tests for determination of aquifer parameters.
- Recovery tests and related groundwater observations.
- Groundwater sampling and quality investigations where required.
- Integration of hydrogeological and geophysical information.
- Preparation of hydrogeological sections, maps and interpretation.

S&I-08: Sediment, Morphology, Coastal Processes and River Morphology

- Sediment investigation such as suspended and bed level sampling, sediment rating curve etc.
- Sampling and characterisation of bed and suspended sediments.
- Sediment transport, sediment rating curve and related field observations.
- River morphological surveys covering bank-line movement, erosion, deposition, channel migration, scour and morphological changes.
- Shoreline change, littoral drift, erosion/accretion, shoaling and siltation studies.
- Assessment of coastal/river morphology and sedimentation impacts of proposed works.
- Sedimentation studies for reservoirs, rivers, navigation channels and harbour areas.

S&I-09: Dredging, Reclamation, Borrow Area and Disposal Ground Investigations

- Dredging quantity estimation.
- Sediment classification and dredgeability assessment.
- Assessment of suitability for disposal / reclamation.
- Borrow-area investigations and source investigations.
- Disposal-ground assessment.
- Pre- and post-dredging monitoring and quantity verification.

S&I-10: Environmental, Ecological, Fisheries and Social Investigations

- Environmental Impact Assessment (EIA) & Environmental Management Plan (EMP) baseline data collection.

- Marine/river water quality, air quality, noise and sediment-quality testing as applicable.
- Ecology and fisheries baseline investigations.
- Coastal habitats, mangroves, wetlands and other relevant environmental parameters.
- Submergence-area census, social impact assessment and Resettlement and Rehabilitation (R&R) studies.
- Environment & Social baseline, stakeholder and land-use investigations required for statutory approvals and project planning.
- Environmental field investigations associated with port, harbour, river, hydro and power projects.
- Marine/river water Quality, Air Quality Testing and sediment quality, ecology and fisheries baseline data, air/noise where relevant, coastal habitats, mangroves/wetlands and other applicable environmental parameters; social baseline and stakeholder/landuse investigations where required for statutory approvals and project planning.
- Influent/ Treated effluent quality baseline monitoring at the proposed inlet/ discharge point (e.g. chemical, BOD/COD, faecal coliform, heavy metals)
- Receiving water body assessment within impact zone
- Odour & noise baseline survey around proposed project area/site.

S&I-11: Construction Material, Soil, Rock, Aggregate and Laboratory Testing

- Construction material surveys and identification of borrow areas/quarries.
- Soil/ Rock/ Aggregate and other construction-material testing.
- Laboratory testing of soil, rock and marine sediments.
- Petrographic testing.
- Testing through NABL-accredited laboratories where specified.
- Laboratory scope of accreditation shall match the specific test parameters required under the assignment.

S&I-12: Navigation, Vessel, Port, Harbour and Coastal Infrastructure Investigations

- Assessment of design vessel characteristics and manoeuvring requirements.
- Approach-channel dimensions, turning circles, under-keel clearance, berthing requirements and operational constraints.
- Navigation-aid interfaces and navigation-related field investigations.
- Site investigations for breakwaters, seawalls, revetments, groynes, jetties, berths, quay walls, dolphins, terminals, navigation structures and coastal protection works.
- Scour and foundation investigations for coastal and port structures.

- Assessment of sea-level rise, storm surge, extreme water levels, cyclonic conditions, coastal flooding and erosion hazards as required for climate-resilient planning/design.
- Hydrodynamic, hydraulic and coastal modelling, including 2D/3D modelling for tides, currents, waves, river hydraulics, flood levels, sediment transport, dispersion and coastal processes, including calibration/validation using field observations.

S&I-13: Transmission Line, Substation and Corridor Surveys

- Transmission-line corridor alignment surveys.
- Tower location spotting and profile surveys.
- Soil resistivity testing along the transmission corridor.
- Substation site surveys and associated topographical investigations.
- Crossing surveys and corridor mapping as required.

S&I-14: Integrated / Multidisciplinary S&I

- Integrated packages combining topographical, hydrographic, hydrological, geological, geotechnical, geophysical, hydrogeological, environmental and social investigations.
- Coordinated PFR/DPR-stage field investigations.
- Integrated data management, interpretation and preparation of consolidated S&I reports.
- Multidisciplinary investigations for complex hydro, power, port, harbour, river and infrastructure projects.

S&I-15: Specialised Studies / Specialist Technical Investigation Support

- Specialised seismological impact studies, dam-break analysis, soil erosion/stability investigations and critical-structure studies, where specifically required.
- Other specialist studies may be entrusted to eligible specialised institutions such as IITs/NITs or other competent institutions through a separately approved procurement route, where direct engagement is permissible under applicable rules.
- Specialist technical experts may support WAPCOS in areas such as hydrogeology, tunnelling, hydrology, coastal engineering, port planning, navigation, marine investigations and modelling.

Duration of Empanelment

The tenure of the empanelment shall be for a period of two (2) years from the date of empanelment and may be extended for the further period of one year on the basis of the performance of the Agencies/ Firms which needs to continuously meet the eligibility criteria being set out in this document or any other criteria being set out by WAPCOS as per its requirement. Various factors may be considered for the performance review as per WAPCOS requirement.

During the empanelment period there shall be yearly KYC updates of the empanelment agencies/firms for review of empanelment status.

Non-satisfactory submission of KYC updates/documents may result in cancellation of empanelment status of the prospective selected agencies/firms by WAPCOS.

There shall be a provision of empanelment of new agencies/firms i.e. Rolling Cycle in this existing empanelled procedures as their credential upgrades based on the submission of documents subject to the notification by WAPCOS at its discretion.

Part III: EOI SUBMISSION FORMATS

(On Agency/Firm Letter-head)
Form 1: EOI Form (Covering Letter)
(Ref Clause 2.3)
(To be submitted with supporting documents, if any)

Agency/ Firm Name _____
[Address and Contact Details]

Date: _____

To
Chief Engineer
Contract Management Cell
WAPCOS Limited,
Address: 76-C, Sector-18,
Gurugram – 122015, Haryana
Email: ata@wapcos.co.in

Ref: Your REOI document No. _____;
Tender Title: _____

Sir/ Madam,

Having examined the abovementioned REOI document, we, the undersigned, hereby submit/ upload our Expression of Interest (EOI) for being shortlisted/empaneled for the performance of the Services in the following category: (Please tick the applicable category/categories)

Category	Proposed Survey & Investigation Area	Applying For (Yes/No)
S&I-01	Topographical, Cadastral, Spatial, Utility and Route Surveys	
S&I-02	Drone, Photogrammetry, UAV, LiDAR and Advanced Spatial Mapping	
S&I-03	Hydrographic, Bathymetric, River and National Waterway Surveys	
S&I-04	Hydrological, Hydro-Meteorological, Tide, Current and Metocean Investigations	
S&I-05	Geological, Engineering-Geological and Geotechnical Investigations	
S&I-06	Geophysical Investigations	
S&I-07	Hydrogeological / Groundwater Investigations	
S&I-08	Sediment, Morphology, Coastal Processes and River Morphology	
S&I-09	Dredging, Reclamation, Borrow Area and Disposal Ground Investigations	

Category	Proposed Survey & Investigation Area	Applying For (Yes/No)
S&I-10	Environmental, Ecological, Fisheries and Social Investigations	
S&I-11	Construction Material, Soil, Rock, Aggregate and Laboratory Testing	
S&I-12	Navigation, Vessel, Port, Harbour and Coastal Infrastructure Investigations	
S&I-13	Transmission Line, Substation and Corridor Surveys	
S&I-14	Integrated / Multidisciplinary S&I	
S&I-15	Specialised Studies / Specialist Technical Investigation Support	

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

1) About us:

We M/s _____, hereby certify that We are a firm (or member of our JV/C are) of proven, established, and reputed agency/ firm having 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 EOI-Form.
- b) We fully meet the qualification criteria stipulated in this REOI document, and the relevant details are submitted along with documents in Form 2: 'Qualification Criteria – Compliance' and its sub-forms.
- c) We undertake to provide originals of all self-certified copies of uploaded documents during the RFP Process. We have understood the ramifications of failure to do so as detailed in clauses 10.2.4 and 10.2.5 of Section I: REOI.
- d) We have / don't have any conflict of interest with any other Agencies/ Firms as per clause 4.5 of Section I: REOI.
 - ☐ 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 EOI 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 EOI Document.

4) Abiding by the EOI Validity

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

5) Non-tempering of Downloaded EOI Document and Uploaded Scanned Copies

We confirm that we have not changed/ edited the contents of the downloaded EOI 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 EOI 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 authorized to submit this EOI and make commitments on behalf of the agency/ firm. Supporting documents are submitted in Form 1.1 annexed herewith. We acknowledge that our digital/digitized signature is valid and legally binding.

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

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

.....
(Signature with date)

.....
(Name and designation)

Duly authorised to sign EOI for and on behalf of
[Name & address of Agency/Firm and seal of Company]

(On Agency/Firm Letter-head)
Form 1.1: Agency/ Firm Information
(Ref Clause 2.3)
(To be submitted with supporting documents, if any)

Agency/ Firm Name _____
[Address and Contact Details]

Date: _____

To
Chief Engineer
Contract Management Cell
WAPCOS Limited,
Address: 76-C, Sector-18,
Gurugram – 122015, Haryana
Email: ata@wapcos.co.in

Ref: Your REOI document No. _____;
Tender Title: _____

*Note: Agency/Firm shall fill in this Form following the instructions indicated below. Agency/ Firm shall enclose certified copies of the documentary proof/ evidence to substantiate the corresponding statement wherever necessary and applicable. Agency's/ firm's wrong or misleading information shall be treated as a breach of the Code of Integrity. Such EOIs shall be liable to be rejected as non-responsive, in addition to other punitive actions provided for such a breaches in the REOI Document.
(Please tick appropriate boxes or strike out sentences/ phrases not applicable to you)*

1) Agency/ Firm Particulars:

a) Name of the 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 providing Survey & Investigation Services:	
h) Company 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:	
q) GeM Seller-ID	

(In case of JV/C, repeat these details for all members)

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

- 2) Agency/Firm/JV's Organisation Structure: *Submit the overall organisation structure of the firm.*
- 3) Agency/Firm/JV's Overall profile: *Submit the overall profile of the firm, highlighting technical and managerial capabilities.*
- 4) Authorisation of Person(s) signing the EOI on behalf of the agency/ firm
 - a) Full name:
 - b) Designation:
 - c) Signing as:

- A sole proprietorship firm. The person signing the EOI is the sole proprietor/ constituted attorney of the sole proprietor,
- A partnership firm. The person signing the EOI 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 EOI 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 EOI is the constituted attorney.
- A Joint Venture/ Consortium. The person signing the bid is the designated lead member, as named in the JV/C agreement/ MOU or similar document in connection with the formation of the JV/C or are all future proposed members, in case (JV/C) has not been legally constituted at the time of bidding.

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

5) Agencies/ Firms's Authorized Representative Information

- a) Name:
- b) Address:
- c) Telephone/ Mobile numbers:
- d) Email Address:

(Signature with date)

.....

(Name and designation)

Duly authorised to sign EOI for and on behalf of name, address, and seal of the
Agencies/ Firms]

DA: As above

(On Agency/Firm Letter-head)
Form 1.2: Eligibility Declarations
(Ref Clause 2.3)

(To be submitted with supporting documents, if any)

Agency/ Firm Name _____
[Address and Contact Details]

Date: _____

Ref: Your REOI document No _____

Tender Title: _____

[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 Agencies/ Firms)

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 Procuring Entity as and when it may be requested:

- 1) **Legal Entity of Agency/ Firm:** We are:
 - a) : _____ relevant documents enclosed)
 - b) We are a Survey and Investigation Services provider 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 EOI submission) or stand declared ineligible/ suspended/ blacklisted/ banned/ debarred by appropriate agencies of the Government of India from participation in procurement processes of all its entities for 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 Agencies/ Firms/ partner/ Director/ employee in any capacity) with such retired public official or near relations of such officials of Procuring Entity, 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 agency/ firm to submit or not to submit an EOI 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 Agencies/ Firms from India from participation in their Government Procurements as per EOI clause 4.2.1.
- 4) Restrictions on procurement from Agencies/ 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 Agencies/ Firms 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 contractor is registered with the Competent Authority.
- 5) 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 EOI for and on behalf of

.....
.....
[Name & address of Agency/Firm and seal of Company]
DA: As in Sr 1 to 5 above, as applicable

(On Agency/ Firm Letter-head)

Form 2: Qualification Criteria – Compliance

(Ref Clause 2.3, Section III: Qualification Criteria)

(To be submitted with supporting documents, if any)

Agency/ Firm Name _____
[Address and Contact Details]

Date: _____

Ref: Your REOI document No. _____;

Tender Title: _____

Note to Agency/ 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 agency/ 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.

Summary of Response to Qualification Criteria

Criteria 1 – General and Similar Experience:	Quantum as detailed in Sub-forms	Quantum Criteria Met (Yes, or No)
1) The number of years of our experience in Survey and Investigation Services is (see Form 1.1)		
2) In the specified period (as per Section III: Qualification Criteria), the number of Survey and Investigation Services assignments completed by us is (see Form 2.1):		
3) In the specified period, out of the Survey and Investigation Services Assignments mentioned above, the number of Similar assignments (as per Section III: Qualification Criteria) are (see Form 2.1):		

Criteria 2 – Financial Capability	Quantum as detailed in Sub-forms	Quantum Criteria Met (Yes, or No)
1. Average Turnover: During the specified period (as per Schedule II: Qualification Criteria): (i) Average Total Turnover (see Form 2.2 & 2.2.1) (ii) Average Turnover from Survey and Investigation Services (see Form 2.2.2)		

Note: Agencies/ Firms shall provide evidence of their continued qualification to perform the Services satisfactory to the Procuring Entity, as the Procuring Entity may reasonably request at any stage during the RFP process that would follow this EOI.

(Signature with date)

.....

(Name and designation)

Duly authorised to sign EOI for and on behalf of

.....

[Name & address of Agency/ Firm and seal of Company]

DA: As above, if any

(On Agency/Firm Letter-head)
Form 2.1: Performance Capability Statement
(Ref Clause 2.3, Section III: Qualification Criteria)
Statement of Performance of Consulting Services

Agency/ Firm Name _____
[Address and Contact Details] _____

Date: _____

Ref: Your REOI document No. _____

Tender Title: _____

Note to Agency/ Firm:

1. Agency/ Firm or authorised member of a Joint Venture/Consortium (JV/C) must fill in this Form to prove conformance to Criteria 1 – General and Similar Experience. Mention contracts in which a agency/ firm or a member of a JV/C is or has been a party, whether as a agency/ firm, affiliate, associate, subsidiary, Sub-consultant, 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 EOI in this regard. Statements and Documents may be mentioned/ attached here.
2. List only those assignments for which the agency/ firm was legally contracted as a company or was one of the joint venture members. Assignments completed by the agency/ firm individual experts working privately or through other agencies/ firms cannot be claimed as the relevant experience of the agency/ firm or that of the agency/ firm partners or sub-consultants but can be claimed by the Experts themselves in their CVs. Assignments of Sub-consultant(s) can be used to meet the Experience requirements specified in Section III, Qualification Criteria. The agency/ 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 Survey and Investigation Services:**
Provide evidence for the required length of experience in Survey & Investigation Services and cross-reference the list of assignments below.
 - 2) **In the specified period, list Survey and Investigation Services assignments completed or substantially completed in a tabular form** (Period specified in Section III – Qualification Criteria Note: List only the most important and relevant ones. List the largest value and most relevant projects to this assignment first)
 - a) Country, client, (source of funding),
 - b) Project title, project reference number, project value, project period
 - c) Brief description of the agency/ firm role in the project
 - d) No. of International staff months, No. of national staff months deployed by you on the project

- e) Is it a similar Experience as per Section III: Qualification criteria (Yes/No/)
- f) Is it a General Sector as per Section III: Qualification criteria (Yes/No/)
- g) Is it a Specific Sector as per Section III: Qualification criteria (Yes/No/)

.....
(Signature with date)

.....
(Name and designation)

Duly authorised to sign EOI for and on behalf of

.....
Name, address, and seal of the company]
DA: Performance records/ contracts

(On Agency/Firm Letter-head)

Form 2.2: Financial Capability Statement

(Ref Clause 2.3, Section III: Qualification Criteria)
(To be submitted with supporting documents, if any)

Agency/ Firm Name _____
[Address and Contact Details]

Date: _____

Ref: Your REOI document No. _____

Tender

Title: _____

Note to Agency/ Firm: Fill out this Form for the Individual agency/ firm or JV/Consortium that is a party to the agency/ 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 EOI in this regard.

Form 2.2.1: Financial Statements

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

Financial Data for Previous Three (3) Years			
	Year 1 (2022-23)	Year 2 (2023-24)	Year 3 (2024-25)
Information from Balance Sheet			
Total Assets			
Total Liabilities			
Net Worth			
Current Assets			
Current Liabilities			
Working Capital			
Information from Income Statement			
Total Revenues			
Profits Before Taxes			
Profits After Taxes			

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

- All such documents reflect the financial situation of the agency/ firm or member of Joint Venture or other Association and not a sister or parent company.
- A Chartered accountant must audit historical financial statements along with UDIN number.
- Historical financial statements must be complete, including all notes to the financial statements.
- 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 EOI for and on behalf of

.....

.....

[name & address of agency/firm and seal of Company]

(On Agency/Firm Letter-head)

Form 2.2.2: Average Annual Turnover

(Ref Clause 2.3, Section III: Qualification Criteria)

(To be submitted with supporting documents, if any)

Agency/ Firm Name _____
[Address and Contact Details]

Date: _____

Ref: Your REOI document No. _____
Tender _____

Title: _____

Note: Each agency/ firm or member of a Joint Venture/Consortium making up a agency/ firm must fill in these forms.

Annual Turnover Data (Rs. Crore) for the Last Three (3)Years		
Year	Total Turnover Amount	Turnover from Survey & Investigation Services (supported by a certificate from the Chartered Accountants with UDIN)
2022-23		
2023-24		
2024-25		
Average Annual Turnover		

.....
(Signature with date)

.....
(Name and designation)

Duly authorised to sign EOI for and on behalf of

.....
.....
[Name & address of Agency/ Firm and seal of Company]

(On Agency/Firm Letter-head)

Form 2.3: Equipment, Software & Laboratory Capability Statement

(To be submitted with supporting documents, if any)

Agency/ Firm Name_____

[Address and Contact Details]

Date:_____

Ref: Your REOI document No. _____

Tender

Title:

Note: Provide only resources relevant to the category/categories applied for. Attach ownership/lease evidence, latest calibration certificates, software licence/subscription details and laboratory accreditation/recognition, as applicable. WAPCOS reserves the right to physically verify critical resources during or after empanelment.

Sl.	Category	Equipment / Software / Facility	Make/ Model/ Capacity	Qty.	Owned / Leased / Access	Calibration / Licence / Accreditation validity

For each category selected in Form 1, confirm compliance with personnel and equipment/capability requirements. Any exception or reliance on JV partner shall be clearly disclosed.

Category	Applied (Yes/No)	Minimum Experience Met	Personnel & Equipment Met	Remarks / JV Member Responsible
S&I-01: Topographical, Cadastral, Spatial, Utility and Route Surveys				
S&I-02: Drone, Photogrammetry, UAV, LiDAR and Advanced Spatial Mapping				

Category	Applied (Yes/No)	Minimum Experience Met	Personnel & Equipment Met	Remarks / JV Member Responsible
S&I-03: Hydrographic, Bathymetric, River and National Waterway Surveys				
S&I-04: Hydrological, Hydro- Meteorological, Tide, Current and Metocean Investigations				
S&I-05: Geological, Engineering- Geological and Geotechnical Investigations				
S&I-06: Geophysical Investigations				
S&I-07: Hydrogeological / Groundwater Investigations				
S&I-08: Sediment, Morphology, Coastal Processes and River Morphology				
S&I-09: Dredging, Reclamation, Borrow Area and Disposal Ground Investigations				
S&I-10: Environmental, Ecological, Fisheries and Social Investigations				
S&I-11: Construction Material, Soil, Rock, Aggregate and Laboratory Testing				
S&I-12: Navigation, Vessel, Port, Harbour and Coastal				

Category	Applied (Yes/No)	Minimum Experience Met	Personnel & Equipment Met	Remarks / JV Member Responsible
Infrastructure Investigations				
S&I-13: Transmission Line, Substation and Corridor Surveys				
S&I-14: Integrated / Multidisciplinary S&I				
S&I-15: Specialised Studies / Specialist Technical Investigation Support				

.....
(Signature with date)

.....
(Name and designation)

Duly authorised to sign EOI for and on behalf of

.....
.....
[Name & address of Agency/Firm and seal of Company]

(On Agency/Firm Letter-head)
Form 2.4: Category wise Experience Statement
(To be submitted with supporting documents, if any)

Agency/ Firm Name _____
[Address and Contact Details]

Date: _____

Ref: Your REOI document No. _____
Tender _____

Title: _____

Sl.	Client / Project	S&I Category	Scope / Services	Value (Rs. In lakh)	Period (From - To	Certificate	Remarks
1							
2							
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							

.....
(Signature with date)

.....
(Name and designation)

Duly authorised to sign EOI for and on behalf of

.....
.....
[Name & address of Agency/ Firm and seal of Company]

(On Agency/Firm Letter-head)
Form 2.5: Equipment / Laboratory Tie-up Undertaking
(To be submitted with supporting documents, if any)

Agency/ Firm Name _____
[Address and Contact Details]

Date: _____

Ref: Your REOI document No. _____
Tender _____

Title:

We certify that the equipment/laboratory resources proposed through lease, rental, MoU, OEM authorisation or other permitted arrangement are available for deployment for WAPCOS assignments, subject to the terms of the relevant arrangement, and shall be in serviceable condition when deployed.

Authorised Signatory: _____ Date: _____

.....
(Signature with date)

.....
(Name and designation)

Duly authorised to sign EOI for and on behalf of

.....
.....
[Name & address of Agency/ Firm and seal of Company]

(On Agency/Firm Letter-head)
Form 2.6: Key Expert Letter of Commitment
(To be submitted with supporting documents, if any)

Agency/ Firm Name _____
[Address and Contact Details]

Date: _____

Ref: Your REOI document No. _____
Tender _____

Title:

I/We, [Name of Expert], hereby confirm my/our willingness to provide specialist services to [Applicant] for WAPCOS assignments, subject to the assignment terms and WAPCOS approval. I/we declare that there is no conflict of interest that would prevent such engagement.

Name / Qualification / Specialisation: _____

Signature: _____ Date: _____

.....
(Signature with date)

.....
(Name and designation)

Duly authorised to sign EOI for and on behalf of

.....
.....
[Name & address of Agencies/ Firms and seal of Company]

(On Agency/Firm Letter-head)
Form 3: Checklist for Agencies/ Firms
(Ref Clause 2.3)

Agency/ Firm Name _____
[Address and Contact Details]

Date: _____

Ref: Your REOI document No. _____

Tender Title: _____

Note to agency/ firm: This checklist is merely to help the agencies/ firms to prepare their EOIs. It does not override or modify the requirement of the EOI. agencies/ firms must do their due diligence also.

Sr. No.	Documents submitted, duly filled, signed	Yes/No/ NA
1.	Form 1.- EOI Form (to serve as covering letter and declarations)	
2.	Form 1.1: Agency/ Firm Information and Authorisation/ Power of attorney and Registration Certificate etc	
3.	Form 1.2: Eligibility Declarations, along with supporting documents	
4.	Form 2: Qualification Criteria - Compliance	
4.a	Form 2.1, 2.2, 2.3, 2.4, 2.5 and 2.6 (and its sub-forms) to support Form 2 along with supporting documents	
5.	Form 3: This Checklist	
6.	Any other requirements, if stipulated in Section II: Appendix; or if considered relevant by the agency/ firm	

.....
(Signature with date)

.....
(Name and designation)

*Duly authorised to sign EOI for and on behalf of.....
Name, address, and seal of the Company]*

(On Agency/Firm Letter-head)
Format 1: Authorisation to Attend Pre-EOI Conference
(Ref Clause 2.3)
(To be submitted with supporting documents, if any)

Agency/ Firm Name _____
[Address and Contact Details]

Date: _____

To
Chief Engineer
Contract Management Cell
WAPCOS Limited,
Address: 76-C, Sector-18,
Gurugram – 122015, Haryana
Email: ata@wapcos.co.in

Ref: Your REOI document No. _____;

Tender Title: _____

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

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

Sr. No.	Name	Govt. photo ID Type/ No
i.		
ii.		
Alternate Representative		

Note:

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

.....
(Signature with date)

.....
(Name and designation)

Duly authorised to sign EOI for and on behalf of.....
Name, address, and seal of the Company]

(On Agency/Firm Letter-head)
Format 2: Code of Integrity Undertaking
(Ref Clause 2.3 and 12)
(To be submitted with supporting documents, if any)

Agency/ Firm Name _____
[Address and Contact Details]

Date: _____

To
Chief Engineer
Contract Management Cell
WAPCOS Limited,
Address: 76-C, Sector-18,
Gurugram – 122015, Haryana
Email: ata@wapcos.co.in

Ref: Your REOI document No. _____;
Tender Title: _____

Subject: Declaration for compliance with the Code of Integrity and Conflict of Interest

Sir,

With reference to your EOI No. _____ dated _____, I/We declare compliance with the **Code of Integrity for Public Procurement** under GFR Rule 175, confirm **no conflict of interest**, and disclose any past debarments or code transgressions over the last three years.

I/we acknowledge potential liabilities and punitive measures for any contraventions.

.....
(Signature with date)

.....
(Name and designation)

Duly authorised to sign EOI for and on behalf of.....
Name, address, and seal of the Company]

SECTION-V: OTHER TERMS & CONDITIONS

Other Terms & Conditions

- a) Each page of the REOI document & Addendum/ Corrigendum shall be signed by the Bidders submitting the EOI in token of his/their having acquainted himself/ themselves and accepted the entire REOI documents including various conditions as stipulated. Any EOI with any of the Documents not so signed is liable to be rejected at the discretion of WAPCOS Limited.
- b) No-fee EOI: This EOI does not attract any application fee. The Procuring Entity reserves the right to accept or reject any or all EOIs as per the discretion of WAPCOS.
- c) Agencies/ Firms do not need to own heavy equipment (e.g., diamond hydraulic drilling rigs, DGPS, bathymetric sonar) or Testing Laboratories (Govt. Institutes/ NABL Accredited) at the time of empanelment. Lease Agreements / MoUs with certified/ registered equipment owners valid for the empanelment duration shall be considered subject to the equipment calibration and very good working condition (i. document to be notarized, ii. leasing should supplement, not substitute, base capability). If at any later stage the equipment/documents/ agreements/ MoUs shall not suffice the requirement or found forged, the empanelment shall be cancelled without citing any reason thereof.
- d) In case of drone agencies, technical credentials including registration as per the prevailing norms (if any), DGCA-registered pilots, valid DGPS/Drone hardware fleet. *(These are mandatory as per Drone Rules, 2021 or any update later on).*
- e) If an agency/ firm has executed Survey & Investigation work as an approved sub-contractor (approval document required) under a main contractor in any Govt. Sector/ Public Sector Unit (PSU). The work completion certificate shall be considered only after being issued by the main contractor (Corresponding document required) — provided it was formally approved (countersigned) by the Govt. Sector/ Public Sector Unit (PSU).
- f) For high-cost/niche equipment (e.g., Airborne LiDAR sensors, Electrical Resistivity Tomography units, Multibeam Echosounders), the agencies/ firms can submit Original Equipment Manufacturer (OEM) authorization letters, hire purchase agreements, or equipment rental / leased Agreements/ MoUs including certified operator availability confirmations at the time of empanelment. Lease Agreements / MoUs with certified/ registered equipment owners valid for the empanelment duration shall be considered subject to the equipment calibration and very good working condition (i. document to be notarized, ii. leasing should supplement, not substitute, base capability). If at any later stage the equipment/documents/ agreements/ MoUs shall not suffice the requirement or found forged, the empanelment of agency/ firm shall be cancelled without citing any reason thereof.
- g) Agencies / Firms can also propose Key Experts / Freelance Specialists (e.g., Senior Hydro-Geologists, Tunnelling Experts, Hydrologists) using a formal Letter of Commitment / MoU for the empanelment period, rather than requiring them to be full-time rolls-based employees. (conflict-of-interest declaration for freelance experts shall be provided)

- h) Specialised study/Design such as Seismological Impact Studies, Dam Break Analysis, Soil erosion stability, Design of Critical structure or Testings may be directly got done from reputed Govt. institution of national importance without any prior MoU/ Agreement.
- i) Category-wise empanelment: Empanelment shall be granted only for those categories in which the applicant meets the required qualification criteria and mandatory capability. WAPCOS may add, merge, suspend or discontinue categories based on business requirements at its discretion as and when required.
- j) No assured business: Empanelment neither creates a rate contract nor guarantees minimum work, turnover, exclusivity or reimbursement of costs incurred in maintaining readiness.
- k) Project-specific competition: Rates, quantities, mobilisation period, deliverables, securities, liquidated damages, payment milestones, insurance, taxes and other commercial terms shall be specified in subsequent RFP/RFQ as per discretion of WAPCOS.
- l) Resource availability: Personnel/equipment relied upon for empanelment shall remain available or be replaced only by equivalent or better resources acceptable to WAPCOS. Material reduction in capacity shall be promptly disclosed.
- m) Calibration and statutory validity: Critical survey/investigation equipment, laboratory facilities, professional licences, drone permissions, vehicle/vessel documents and insurance, as applicable, shall remain valid during execution.
- n) Data and intellectual property: Unless otherwise specified in a project contract, all project-specific raw data, processed data, reports, drawings, GIS/CAD files, logs, photographs and models shall be handed over to WAPCOS and shall not be reused or disclosed without written permission.
- o) Audit and verification: WAPCOS may verify credentials from clients, inspect equipment/laboratories/offices and seek originals of submitted records. Any misrepresentation may result in rejection/ de-empanelment and appropriate action under applicable prevailing rules and regulations.
- p) Geographic deployment: Empanelled agencies may be required to work anywhere in India/ Foreign as per the requirement, including remote and difficult terrain.
- q) WAPCOS reserves the right to amend the TOR through corrigendum/addendum before the closing date of the EOI. WAPCOS reserves the retaining right to make adjustments to ToR at the RFP/RFQ stage.
- r) WAPCOS may seek clarifications and verify credentials, equipment arrangements and expert commitments during bidding process.
- s) Any false or misleading information may lead to rejection / cancellation of empanelment and further action under applicable rules.
- t) In addition, the agencies/ firms should indicate information relating to their eligibility and any conflict of interest that they know may impact objective performance and impartial advice for their services. Agency/ firm should not be asked about their approach to the services or to submit any curricula vitae of key personnel, as these documents will be dealt with in the subsequent RfPs.
- u) Authorization Letter to sign the EOI on bidder's original letter head or Power of attorney (POA) shall be issued by the competent authority of the respective agency/firm/ JV/C.

- v) The agencies/ firms must be registered on the GeM portal and submit their GeM seller ID along with the EoI, if available else agencies/ firms / JV /C shall register themselves for participating during the RFP/RFQ stage, non-registration over GeM will result in disqualification of the bids.