

High Commission of India
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Queenstown, Georgetown.
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admn.georgetown@mea.gov.in

Subject: Tender for market research study on ‘Opportunities for India-Guyana Cooperation in Energy and Infrastructure Sectors’

The High Commission of India, Georgetown invites 'Expression of Interest and Bids' with proposed terms of reference from reputed research firms, institutes and organizations with proven track record, to undertake a study on '**Opportunities for India-Guyana Cooperation in Energy and Infrastructure Sectors**'.

2. The length of the study should be approximately 50000 words and it should be completed within six weeks from the date of acceptance of the bid or proposal.
3. Interested parties with sound financial background and experience in undertaking such studies may send their 'Expression of Interest and Bids' to Mr. Manoj Kumar, Counsellor (Commerce/Political) either by post or by e-mail to com.georgetown@mea.gov.in on or before 24th January, 2025.

II SCOPE OF WORK:

‘OPPORTUNITIES FOR INDIA-GUYANA COOPERATION IN ENERGY AND INFRASTRUCTURE SECTORS’

Overview

Guyana’s Energy and Infrastructure Industry:

- Present trend and future forecast (including statistics) of Guyana’s energy landscape and Infrastructural and development needs.
- Assessment of Guyana's energy capabilities, including renewable energy technologies (solar, wind, hydropower) and experience in energy infrastructure development.
- Analysis of Guyana’s infrastructure development priorities in transportation (roads, ports, airports, railways, metro-rail), water supply, sanitation and housing, etc.
- Identification of collaborative opportunities in energy infrastructure, clean energy and technology transfer.

- The current market demand and future potential (for India) for various sources of the energy and infrastructural development.
- Overview of Guyanese authorities/ agencies/ research institutions dealing with imports, exports, investments and support policies (like subsidies) in the field of energy and infrastructure.

Opportunities for India:

- India's current and future capabilities and strengths in energy and infrastructure development, including project financing, design, and execution for Guyana.
- Various government incentives and policies supporting the energy and infrastructural sector.
- Potential Guyanese partners for collaboration.
- Potentials regions in which Guyanese and Indian companies could invest.
- Acquisition of assets, joint research and development in the field of energy and infrastructural technologies.
- Joint ventures/ partnership in the development of technology; exchange of Know-How; skill training programs.

III Eligibility Criteria: The Firm/agency who submit quotation is required to have experience of at least 3 years in the above business and must be registered with the relevant Trade/Commercial Offices as is required under the local regulations for tax and other purposes.

IV. The Submission of Bids: Prospective bidders are requested to submit their bids in two parts i.e. (i) Technical Bid and (ii) Financial Bid. The last date for submission of duly completed bids is **24th January, 2025 (1700 hrs)** and should be sent by post or by e-mail to **com.georgetown@mea.gov.in** in **.pdf** format.

- A. **Technical Bid:** The following documents should be attached with technical bid (*Annexure- I*)
- a. Registration, PAN & GST/VAT Certificate.
 - b. The firm/agency should be registered and should have existence of at least 3 years.
 - c. A certificate to be submitted from the firm that the firm has not been debarred for award of contract during past 3 years.
 - d. Certified copy of Income tax returns for last 3 years (2019-20, 2020-21, 2021-22, 2022-23).
 - e. Name, address, contact no., designation/capacity of the authorized person assigned on behalf of the firm/agency to represent and sign.
- B. **Financial Offer:** The financial bid (*Annexure-II*) should be sent as a separate .pdf file as “**password-protected**” and along with the technical specifications.

Those received in any other format and also without having been protected with password, will not be considered and the quotation will be rejected. The password will have to be shared by the bidders exactly on the date and time specified for opening of the bids received by the last date. In the event of unforeseen conditions, the opening may be deferred and new date and time will be accordingly intimated to those who applied by the last date. All the prospective service providers should invariably share the contact details of the person to coordinate in this process.

- V. Late Applications:** Any bid received after the last date and time specified for submission for the same, shall not be accepted under any circumstances. Bids received after the last date and time shall be summarily rejected and no correspondence in this regard will be entertained.
- VI. Clarification and Amendment:** In case any prospective bidder requires any clarification with regard to the terms and conditions, a written clarification may be sought by email addressed to com.georgetown@mea.gov.in. At any time prior to the deadline for submission of bids, the High Commission may, for any reasons, whether on its own initiative or suitability of its own requirement or in response to a clarification requested by a prospective bidder, modify the terms and conditions by making necessary amendment(s). The amendment(s) will be notified on Post's website and will be binding on them. The deadline for submission of bids may also be extended at the sole discretion of the High Commission.
- VII. Undertaking:** The bid must be signed by the authorized person and seal affixed on every page of this and thereafter complete signed document must be submitted. An undertaking should be submitted along with the bid indicating that "I/ We accept the above terms and conditions. I/We undertake that I/we have carefully studied all the terms and conditions and understand the parameters of the proposed work of the High Commission of India and shall abide by them. I/we further undertake that the information given are true and correct in all respect and I/we hold the responsibility for the same."
- VIII. Bid Security Declaration:** Prospective bidders are required to submit a signed Bid Securing Declaration along with their bids to the effect and stating that if they withdraw or modify their bids during the period of validity, or if they are awarded the contract and they fail to sign the contract, or to submit a performance security before the deadline defined in the tender document, they will be suspended for the period of one year from being eligible to submit Bids/Proposals with the High Commission of India, Guyana.

- IX. Evaluation Criteria:** A duly constituted Tender Evaluation Committee will evaluate all the bids received in accordance with the stipulated terms and conditions. List of all the agencies fulfilling the technical requirements will be prepared. The financial bids of only those firms who are found technical qualified on all technical parameters will be opened on the day and time specified. The Committee may seek clarification/additional information from the firm/agency in case it is so required to evaluate the bids and help in decision-making for the purpose of selection of successful service provider. Incomplete and conditional bids will not be accepted and summarily rejected.
- X. Validity of Bids :** The bids shall have a minimum validity of four months/120 days from the date of opening of bids. A bid for a shorter period of validity shall be rejected.

Technical Bid Proforma

Name of the Agency and address:		
Website address:		
Phone Numbers:		
Fax Numbers:		
E-mail:		
Contact Person:		
Name:		
Mobile No:		
Fax No:		
E-mail:		
Annual Turnover : <i>(Please enclose copies of Income Tax Returns/Audited Accounts in support of your claim)</i>		
	Financial Year	Turnover (In USD)
2020-2021		
2021-2022		
2022-2023		
Registration Particulars <i>(Please give details of registration wherever available/ applicable, if any, with self- attested copy of original registration)</i>		
PAN No.		
GST Registration No.		
Registration with Central/State Government agencies		
The ISO 9001-2015 certificate		
The ISO certified CMMI Level-3/5 company		

Annexure-II

Financial Bid Proforma

S.No.	Description of Work	Annual Cost (in USD)
1.	Market research study on 'Opportunities for India-Guyana Cooperation in Energy and Infrastructure Sectors'	
2.	Taxes/VAT (if any)	
3.	Grand Total	

[Note: No other cost/ amount would be paid over and above the aforesaid proposal amount. Payment will be released on monthly basis based on satisfactory performance.]