

E-Request for Proposal (eRFP)

For
Empanelment of Consultancies/Agencies
By

**Department of Environment, Government of National Capital
Territory of Delhi (GNCTD)**

To

**Operationalize Carbon Credit Generation and Monetization
across All eligible Projects of GNCTD
through e-Procurement Portal**

September 2026

The Government of National Capital Territory of Delhi
6th Level, C-Wing
Delhi Secretariat,
New Delhi – 110002

The Government of National Capital Territory of Delhi
6th Level, C-Wing Delhi Secretariat, New Delhi, 110002

REQUEST FOR PROPOSAL

File No. 15(9)/Env/2025/ Comp No. 301890/

Dated 15.09.2026

Title : Empanelment of three Consultancies/Agencies by Department of Environment, Government of National Capital Territory of Delhi (GNCTD) to operationalize carbon credit generation and monetization across all eligible projects of GNCTD.

Climate change is spreading fast and thus creating a potential challenge for the survival of human beings. In January 2026, the Delhi Cabinet approved a 'Carbon Credit Monetization Framework' to generate revenue from green initiatives, such as operating electric buses, planting trees, and waste management.

The global carbon market has emerged as a key instrument to accelerate climate action and promote sustainable investments through the monetization of greenhouse gases (GHG) emission reductions. Each verified reduction of one metric ton of CO₂ (or its equivalent) generates a tradable instrument called a Carbon Credit, which can be sold in voluntary or compliance markets.

A carbon credit system is a market-based mechanism designed to reduce greenhouse gas emissions by placing a financial value on pollution. A carbon credit is a tradable permit or certificate that provides the holder of the credit the right to emit one ton of carbon dioxide or an equivalent of another greenhouse gas. The carbon credit restricts the emission to one tonne of carbon dioxide or the mass of another greenhouse gas with a carbon dioxide equivalent corresponding to one tonne of carbon dioxide. For instance, 1 carbon credit corresponds to 1 metric tonne of carbon dioxide prevented from entering the atmosphere. Companies that emit less than their cap can sell their excess credits to others. The scheme aims to cut greenhouse gas (GHG) emissions, accelerate the transition to low-carbon growth.

Delhi, as one of India's largest urban and economic centres, is witnessing a steady increase in greenhouse gas (GHG) emissions driven by rapid

urbanization, rising energy demand, expanding transport systems, and increasing waste generation. Based on assessments by the Ministry of Environment, Forest and Climate Change (MoEFCC). In 2020, India's total GHG emissions decreased by 7.93 per cent with respect to 2019. The emissions, excluding Land Use, Land-Use Change and Forestry (LULUCF), were 2,959 million tonnes of CO₂e and net emissions of 2,437 million tonnes of CO₂e with the inclusion of LULUCF. The energy sector contributed the most to overall emissions (75.66%), followed by the agriculture (13.72%), Industrial Processes and Product Use (8.06%), and Waste (2.56%). In 2020, India's forest and tree cover, along with other land use, sequestered approximately 522 million tonnes of CO₂, equivalent to reducing 22% of the country's total carbon dioxide emissions in 2020¹. As per the Delhi's State Action Plan on Climate Change (SAPCC), emissions profile is predominantly driven by the energy sector (electricity consumption), contributing approximately 35–40%, followed by the transport sector (20–25%), industry including small-scale and informal units (15–20%), waste (solid waste and wastewater) (10–12%), and residential and commercial buildings through direct fuel use (10–15%). These estimates are derived from national GHG inventories, Central Electricity Authority (CEA) datasets, and various city-level studies.

Key emission drivers include a high dependence on coal-based grid electricity, rapid motorization and congestion, increasing construction and demolition activities, methane emissions from landfills, and continued reliance on diesel generator sets across commercial and residential segments these sectors not only contribute significantly to climate change but also have critical implications for air quality and public health.

At the same time, Delhi presents a substantial opportunity for emission reduction and carbon credit generation through targeted, sector-specific interventions. Preliminary assessments, based on SAPCC strategies, India's Long-Term Low Emission Development Strategy (LT-LEDS), and global urban mitigation benchmarks (World Bank and UNDP), indicate that the city could potentially achieve total emission reductions of approximately 25–30 MtCO₂e annually in the medium term. This includes indicative contributions from renewable energy interventions such as rooftop solar and distributed systems, energy efficiency improvements across buildings, MSMEs, and public infrastructure, sustainable transport measures including electric mobility and modal shift, improved waste management systems such as bio

¹ <https://www.pib.gov.in/PressReleasePage.aspx?PRID=2089589&reg=3&lang=2>

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methanation, landfill gas capture, and recycling, and circular economy and resource efficiency initiatives. While these estimates are indicative, they reflect the relative scale and sectoral distribution of mitigation opportunities identified across national and international studies.

Delhi's SAPCC outlines a comprehensive multi-sectoral approach to climate mitigation, including the promotion of renewable energy, enhancement of energy efficiency in buildings and infrastructure, advancement of electric mobility, expansion of public transport systems, implementation of waste-to-energy initiatives, and landfill remediation. While these efforts contribute significantly to emission reduction, assessments by NITI Aayog and the Bureau of Energy Efficiency (BEE) indicate that systematic carbon accounting, Monitoring, Reporting and Verification (MRV) frameworks, and market-linked monetization mechanisms are yet to be fully operationalized at the city level. There is a clear need to establish a robust carbon credit and monetization framework to systematically quantify, certify, and aggregate emission reductions, and to enable access to domestic and international carbon markets. Such a framework has the potential to unlock climate finance, enhance project viability, and accelerate Delhi's transition toward a low-carbon and climate-resilient future.

Accordingly, this RFP seeks to engage experienced and qualified consultants to support the development of a comprehensive carbon market framework for Delhi. This initiative represents a strategic opportunity to transform climate action into measurable and financeable outcomes, while positioning Delhi as a leader in urban carbon market development and sustainable growth.

Governments worldwide are increasingly leveraging carbon credits to finance their environmental programs. In India also several states have already initiated successful carbon credit monetization programs, including forestry-based carbon sequestration and renewable energy linked projects.

Realizing this opportunity, the Department of Environment, GNCTD intends to empanel Consultancies/ Agencies to operationalize carbon credit generation and monetization across all eligible projects of GNCTD.

The Department of Environment, Government of National Capital Territory of Delhi (GNCTD) invites proposal through e-Requests for Proposal (e-RFP) from Consultancies/Agencies, who shall assess the carbon reduction potential of all eco-initiatives implemented by GNCTD, prepare technical documentation, register projects with recognized carbon standards (ICM-BEE, VERRA/VCS,

Gold Standard, or CDM-UNFCCC), Indian Carbon market (ICM), and facilitate validation, verification, issuance, and trading of carbon credits. The carbon credits realized will be monetized through transparent market mechanism, and the revenue thus generated will be deposited to consolidated fund of the State/designated account of GNCTD. The e-RFP document providing the Terms of Reference (ToR), pre-qualification criteria, terms and conditions including evaluation criteria etc. are also available on Department's website <http://environment.delhigovt.nic.in>

The interested bidders should submit the proposals along with the necessary documents on the e procurement portal as per the schedule stipulated in this Tender Document/ RFP and submit the original EMD to The DDO, Department of Environment, Govt. of NCT of Delhi, Level 6th, C-Wing Delhi Secretariat, New Delhi -110 002

Department of Environment, Government of National Capital Territory of Delhi reserves the right to cancel the bid at any time or amend/ withdraw any of the terms and conditions contained in the Bid Document without assigning any reason thereof.


SPECIAL SECRETARY
(ENVIRONMENT)

Fact Sheet:

#	Information	Details
1.	RFP Issuing Authority	Department of Environment Govt. of NCT of Delhi
2.	Method of empanelment	The method of empanelment is techno-commercial. Under this the following stages will be conducted <u>Stage 1: Pre-qualification</u> The bidder must fulfil the Pre-Qualification criterion to qualify for Technical evaluation. <u>Stage 2: Technical Evaluation</u> Technical Evaluation will be done only for the bidders who have qualified in Stage 1 (Pre-Qualification). The bidders' technical solutions proposed in the bid document will be evaluated as per the requirements specified in the e-RFP and technical evaluation table of this e-RFP. Any non-compliance in the technical requirements would lead to disqualification of the bids. Department of Environment at their discretion may ask for clarification or presentation from the bidder for any deficiency in the



		bid documents. Bidders need to score 80 marks in order to qualify for the Financial evaluation Stage 3: Financial Evaluation: The financial bids of only the technically qualified bidders will be opened. The bidder with the lowest quote of percentage share (L1) will be identified. Stage 4: Empanelment: All other technically qualified bidders in order of technical marks ranking will be then invited to match the L1 rate of percentage share. First two bidders who agree to the L1 rate with L1 bidder will be empanelled to make three bidders empanelment for award of Work by Dept. of Environment. The initial empanelment period is for three years.
3.	Date of RFP issuance	15.09.2026 (T)
4.	Availability of RFP documents	The RFP can be downloaded from e- procurement portal and Department's official website https://environment.delhi.gov.in
5.	Bidders associations allowed	JV / Consortium is allowed. The JV / Consortium shall consist of not more than two (2) members.
6.	Earnest Money Deposit (EMD)	Earnest Money Deposit (EMD) of amount of Rs. 5,00,000/- (Five lakhs only in the form of Demand Draft (DD) drawn in favour of DDO, Department of Environment GNCTD payable at New Delhi shall be submitted along with the proposal. (MSME's Exempted)
7.	Last Date and Time for submission of Pre-bid Queries for Clarifications	T+10 days Queries to be raised through e-Procurement Portal. Queries for Clarifications sent through any other medium shall not be considered. The Bidders will have to ensure that their queries (in Excel format) should be in the format given below- S. No./ e-RFP Document Reference & Page Number Content/ Clause of e-RFP requiring Clarification(s) Points of clarification / Suggestions, if any alongwith a registered email id

8.	Date, Time and Venue of Pre-bid Conference	T + 15 days (30.09.2026, 11.30 AM) Pre-Bid meeting will be held online. Online meeting link : Department of Environment - Govt. of NCT of Delhi is inviting you to join a conference. Title: Online Pre bid meeting/ Conference for E- RFP Start time: 30 September 2026 11:30 AM Asia/Kolkata URL: https://bharatvc.nic.in/join/5694389598 Conference ID: 5694389598 Password: 266334 Description: Empanelment of Consultancies/Agencies by Department of Environment, Government of National Capital Territory of Delhi (GNCTD) To Operationalize Carbon Credit Generation and Monetization across All eligible Projects of GNCTD through e-Procurement Portal Join via H.323 URL: 5694389598@164.100.154.53 / 164.100.154.53##5694389598 PIN: 972504 Join via SIP URL: 5694389598@sip.bharatvc.nic.in / sip.bharatvc.nic.in PIN: 972504 Use Google Chrome/Microsoft Edge or Native Apps for better experience
9.	Responses to pre-bid Queries	To be decided by the committee.
10.	Issuance of Revised RFP / Addendum (if required)	Within 7 days of pre bid conference
11.	Last Date and Time for submission of Bids	T + 4 weeks
12.	Language	Proposals should be submitted in English only.

Note:

1. If any due date happens to be Saturday/ Sunday or a Govt. holiday, then the next working day will be the due date at the same time.

2. Department of Environment may, at its discretion, extend the last date and time for submission of Tender Document and/or date and time of opening of Tender Document by issuing corrigendum/addendum.

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1. Definitions

- a. **"Department"** means the Department of Environment, Government of National Capital Territory of Delhi (GNCTD) which has invited the bids for consultancy services and with which the selected Bidders signs the Contract for the Services and to which the selected Bidders shall provide services as per the terms and conditions and TOR of the contract.
- b. **"Bidders"** means any interested Consultancy/ Agency/ JV who submit their proposal that may provide or provides the Services to the Department of Environment under the Contract.
- c. **"Contract"** means the Contract signed by the Parties and all the attached documents listed therein, that is the General Conditions (GC), the project Specific Conditions (SC), and the Appendices.
- d. **"Project specific information"**, means such part of the Instructions to Bidders used to reflect specific project and assignment conditions.
- e. **"Day"** means a calendar day.
- f. **"Government"** means the Government of NCT of Delhi.
- g. **"Personnel"** means professionals and support staff provided by the Bidders to perform the Services or any part thereof.
- h. **"Proposal"** means the Technical Proposal and the Financial Proposal.
- i. **"RFP/e-RFP"** means the Request for Proposal prepared by the GNCTD for the empanelment of Bidders.
- j. **"Assignment/Job"** means the work to be performed by the Bidders pursuant to the Contract.
- k. **"Terms of Reference"** (TOR) means the document included in the RFP which explains the objectives, scope of work, activities, tasks to be performed, respective responsibilities of the Department of Environment and the selected Consultancy/ Agency, and expected results and deliverables of the Assignments/job.

2. Context

The global carbon market plays a crucial role in supporting climate action and sustainable finance by assigning economic value to greenhouse gas (GHG) emission reductions. A verified reduction of one metric ton of carbon dioxide generates a tradable asset known as a carbon credit, which can be traded in either voluntary or compliance markets.

The Government of National Capital Territory of Delhi (GNCTD), has implemented several large-scale climate and green initiatives such as

Plantation (Afforestation and Reforestation), Green Public Transport (CNG & Electric Vehicle deployment and charging infrastructure), Biomining of legacy waste, Waste-to-Energy Plants, Waste treatment, and Landfill Restoration, Renewable Energy in Expansion (Renewable Energy in Government Buildings such as Solar Energy, Biogas, Energy Efficiency Equipment), Yamuna River Cleaning and Restoration of Water Bodies, Waste Water Treatment, Industrial & Commercial Energy Efficiency Initiatives. These programs have significantly contributed to emission reduction and improved climate resilience.

The Department of Environment, GNCTD, has recognized the untapped potential of existing climate initiatives to generate measurable and tradable carbon credits. These initiatives are implemented by various departments such as Transport (EV policy implementation), Power (solarization and energy efficiency), Environment and forest (tree plantation and urban forestry), DJB (water reuse and energy efficiency in wastewater treatment), and Urban Development (solid waste management and bio mining of legacy waste) etc.

Recognizing the substantial potential of ongoing climate and environmental initiatives of different departments of Govt. of NCT of Delhi (GNCTD), the Department of Environment, GNCTD, seeks to leverage these efforts for the generation of measurable and tradable carbon credits. In fulfilment of the same the Department proposes to engage a suitable qualified consultancy or agency for the systemic identification, development, and monetization of carbon credits across all eligible projects of GNCTD. The revenue thus accrued will be deposited to consolidated fund of the State in the financial account of GNCTD.

3. Objective

The objective of this proposal is to engage a Consultancy or Agency to operationalize the carbon credit generation and monetization across all eligible projects of GNCTD and:

- a. To develop and institutionalize a Carbon Credit Monetization Framework for GNCTD integrating climate, environment, and sustainability projects.
- b. To identify and register eligible emission reduction projects under recognized domestic and international carbon crediting standards.
- c. To create a reliable Monitoring, Reporting, and Verification (MRV) system and validation ensuring data integrity and auditability for carbon

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credit generation.

- d. To facilitate issuance and trading of carbon credits through approved exchanges or bilateral arrangements ensuring transparency, maximum value realization and contributing to India's net-zero commitment.
- e. To promote capacity building and institutional strengthening across departments for sustained participation in carbon markets.

4. Scope of work

The scope of work of the selected Consultancy or agency shall mainly involve, but not be limited to the following:

- 1) Identification and assessment of eligible projects for carbon reduction potential of all eco-initiatives as per carbon credit standards (ICM-BEE, VERRA/VCS, Gold standards, or CDM-UNFCCC, Article 6).
- 2) Eligible afforestation related projects should be identified based on comprehensive forest and TOF carbon stock assessment, alignment with legal and national programmes, and adoption of scientific and biodiversity-friendly practices.
- 3) Preparation of Project Design Documents (PDDs) and validation.
- 4) Registration under approved carbon standards such as ICM-BEE, VERRA/VCS, Gold standards, CDM-UNFCCC and GCC etc.
- 5) Monitoring Reporting and Verification (MRV) framework establishment and issuance of carbon credits.
- 6) Monetization strategy and sale of credits.
- 7) Institutional strengthening and capacity building
- 8) Policy Recommendation for Delhi Government

5. Duration of Consultancies/Agencies Empanelment

Duration: **Three Years**

The selected Consultancies shall be empanelled for three years extendable up to 5 years on the basis of their Performance and resulted output in form of carbon credit issuance and their monetization (Revenue Generation). Duration of Agreement will start from the actual date of signing MoU/ Contract between Bidders and Department of Environment GNCTD.

Start of project within two-weeks of awarding of Contract/Signing of MoU.

6. Terms and Conditions

- i. The empanelled Consultancies/Agencies will be responsible to develop and institutionalize a Carbon credit monetization framework for GNCTD integrating climate, environment, and sustainability projects starting from the date of signing of MoU.
- ii. The empanelled Consultancies/Agencies will identify and register eligible emission reduction projects under recognized domestic and international carbon crediting standards as per the GNCTD within NCT of Delhi.
- iii. The empanelled Consultancies/Agencies will create a Monitoring, Reporting, and Verification (MRV) system ensuring data integrity and auditability for carbon credit generation for GNCTD.
- iv. The empanelled Consultancies/Agencies shall be solely responsible for accuracy, completeness and correctness of baseline studies, additionally assessments, monitoring data, MRV reports and all documents submitted to carbon standards or registries. Any rejection, cancellation or penalty imposed due to incorrect or misleading documentation shall be borne entirely by the Consultancies/agencies.
- v. The empanelled Consultancies/Agencies will facilitate issuance and trading of carbon credits through approved exchanges or bilateral arrangements ensuring transparency and maximum value realization of carbon credit potential within NCT of Delhi.
- vi. The Department of Environment shall not be financially liable to (any of) the empanelled Consultancies/agencies if the issued carbon credits are not monetized and do not generate any revenue for the Government.
- vii. The empanelled Consultancies/Agencies shall be required to depute one project associate (Min Qualification MSc. Environment or B. Engg/Tech Civil/ Environment Engg.) each to be stationed at Delhi Secretariat for updating the progress of the project including any other work related to climate change and carbon footprint reduction and report to Director (Environment) at least two days a week for the entire project duration.
- viii. The empanelled Consultancies/Agencies will also promote capacity building and institutional strengthening across various departments of GNCTD for sustained participation in carbon markets.
- ix. The empanelled Consultancies/Agencies will assist in development of action plans (if necessary) related to Carbon credit monitoring by

working in tandem with identified national & international organizations for the same.

- x. The empanelled Consultancies/ Agencies will conduct various meetings /seminars / workshops/discussions/negotiations with officials from all GNCTD Departments and identified organizations related to Carbon Credit Monitoring.
- xi. The empanelled Consultancies/Agencies will identify and map best practices and challenges including:
 - a. Identifying key successes and barriers in Delhi's Carbon Credit flagship programs. Identifying opportunities and recommendations to overcome the existing barriers based on experience.
 - b. Highlighting the successes with a view to facilitate replication.
 - c. Identifying opportunities for further collaboration with GNCTD with respect to carbon credit monetization framework.
 - d. Identifying policies and measures that could stimulate investments in carbon credit monetization framework, and all the other related aspects.
- xii. All logistical and financial arrangements for all Carbon credit related events (Registration, Verification, Validation and Co-ordination etc.) shall be borne by the empanelled Consultancies/agencies.
- xiii. The empanelled Consultancies/Agencies will prepare model proposals/agendas/notes/write ups/action taken reports/ Power Point Presentations and necessary follow ups/progress reports/ excel based progress trackers, etc. for the consideration of various stakeholders in close coordination with GNCTD. For this purpose, the empanelled Consultancies/Agencies will identify data sources and other reference material and work on those. It is clarified that procurement of data sources is not anticipated by Department. In case, a need emerges, the empanelled Consultancies/Agencies are expected to identify the same and communicate to the Department. The Department of Environment shall facilitate through communication with concerned department/Organization for procurement thereafter.
- xiv. The empanelled Consultancies/Agencies shall prepare agendas / background notes/ concept notes/ briefs/ talking points/ write ups / presentations/ records of discussions and follow ups for Delhi's Policy related events as per the direction of GNCTD before each meeting and shall discuss the same with officials of GNCTD. Post the meeting, the

empanelled Consultancies/Agencies shall provide detailed Minutes of Meetings/ Recordings/ including any key Action Points discussed as a way forward.

- xv. The empanelled Consultancies/Agencies will be responsible for preparing and updating documents like Ministerial Communiqué, Presidency documents, high level deliverables/outcomes of each meeting, record action plans, reports, concept notes, leaders' declaration etc.
- xvi. The empanelled Consultancies/Agencies will carry out in-depth assessment & evaluation of inputs received from the various stakeholders for carbon credit monetization strategy and sale of credits on the draft issue note/ drafts communiques/ declarations, etc. & give comments/opinions/clear recommendations with respect to various themes and research areas.
- xvii. The empanelled Consultancies/Agencies will be responsible for coordination, monitoring and supervision of the overall assessment of eligible projects, project design documents, & validation including registration under approved carbon standards with monitoring, reporting and validation framework under aegis of GNCTD. In case of multiple stakeholders, regular meetings will be held in the presence of team leads of all concerned parties for providing timely updates on work progress.
- xviii. The empanelled Consultancies/Agencies should maintain all relevant records and correspondences and update them from time to time. The same will be regularly submitted to the Department of Environment. The Consultancies/Agencies shall compile, consolidate and catalogue all data at their end with regard to the entire period of engagement and handover the same to the Department of Environment at the end of the engagement.
- xix. The empanelled Consultancies/Agencies will prepare all the presentation templates and review the presentations to confirm the GNCTD requirements.
- xx. The empanelled Consultancies/Agencies will provide all the services (technical, managerial) as required from time to time for the activities related to carbon credit monitoring framework and identification of similar projects under GNCTD.
- xxi. The empanelled Consultancies/Agencies will take steps to position Delhi as a national leader in climate finance and carbon credit market participation, contribution, contributing to India's net-zero commitment.

- xxii. Any other technical/ managerial engagement (including scheduling online/hybrid meetings, content management) for smooth execution.
- xxiii. The empanelled Consultancies/Agencies will provide an End of Assignment (EoA) report with findings and recommendations 15 days before the date of end of project (in English, Hindi, digital copy) so that the contract payments may be considered.
- xxiv. The empanelled Consultancies/Agencies shall target registration of a minimum of two to three eligible projects during the first year of contract period. Failure to meet minimum performance benchmarks may lead to termination or reduction in scope at the discretion of Department.

7. Financial Implications

The empanelled Consultancies shall entail no direct financial liability on the Department of Environment, GNCTD. The empanelled Consultancies/Agencies will operate on a revenue sharing model, quoting a percentage share of the gross proceeds realized from carbon credit trading. Tax compliance as per applicable laws shall be the responsibility of the empanelled consultancies/agencies.

- a) Engagement of the empanelled Consultancies/Agencies will be strictly on a revenue sharing model, wherein payment to the consultancy/ agency shall be limited to the pre-agreed (L1) percentage share of the gross revenue actually realized by the government of NCT of Delhi from carbon credit trading, and no liability shall accrue to the government in the absence of actual revenue realization.
- b) All emission reductions and carbon credits generated from projects of GNCTD shall be the exclusive property of GNCTD. The empanelled Consultancies/Agencies shall have no ownership or title over such carbon credits and shall only be entitled to its agreed revenue share upon successful sale of credits on approved platforms.
- c) No payment shall be due to the empanelled Consultancies/Agencies unless actual revenue is realized from the sale of carbon credits. All risks related to market price fluctuation, demand, or unsold credits shall be borne by the empanelled Consultancies/agencies.
- d) Payment to the empanelled Consultancies/Agencies shall be

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governed exclusively by the success-fee mechanism defined under Form FP-2.

The payment, invoicing and related contractual conditions for this engagement shall be governed by the provisions set out below and shall be read in conjunction with the relevant provisions of this RFP and Scope of Work:

- i. Payment to the empanelled Consultancies/agencies shall be governed exclusively by the success-fee mechanism as defined under Form FP-2 of this RFP. The empanelled Consultancies/agencies shall be entitled only to the agreed percentage (%) of the gross revenue actually realized and received in the designated Government account of GNCTD from the sale/monetization of carbon credits generated under this engagement. The empanelled Consultancies/agencies shall raise its invoice only after confirmation of receipt of such revenue in GNCTD's designated bank account. No payment shall be due or payable unless and until such revenue is actually realized. No payment shall be made for project preparation, documentation, validation, verification, registration, issuance, market facilitation, reporting, or any other activity unless revenue from carbon credit sale is realized. This engagement shall operate strictly on a "No Revenue – No Payment" basis.
- ii. In case of any conflict between the terms specified in this RFP and the payment terms then conditions defined and provisions of this RFP shall prevail. Any formats or fields referring to man-months, manpower rates, or deliverable-based payments shall not be applicable for the purpose of payment under this engagement.
- iii. For facilitating electronic transfer of funds, the empanelled Consultancies/agencies shall furnish details of its bank account including bank name, branch, IFSC code and account number, along with a cancelled cheque. These details shall also be mentioned on the invoice raised after confirmation of revenue receipt.



- iv. All payments under this contract shall be made in Indian Rupees (INR).
- v. The priorities and scope of work may evolve during the course of the engagement. Any modification to the scope, deliverables, or terms and conditions of the contract shall be made only through mutual written agreement between the Department of Environment GNCTD and the empanelled consultancies/ agencies. Such modifications shall not create any fixed, assured, or upfront financial liability for GNCTD and shall continue to be governed by the fee mechanism under Form FP-2.
- vi. The empanelled Consultancies/agencies shall commence work within two weeks from the date of award of the contract. In case of non-performance or failure to meet expectations under the scope of work, GNCTD reserves the right to take appropriate action as per the provisions of this RFP, including termination of the contract. No additional payment of any kind shall be payable for any extension of time granted for performance.
- vii. Replacement of any personnel shall be made only with prior written approval of the Department of Environment. The Department of Environment reserves the right to seek replacement of any personnel at any stage during the engagement in case performance is found to be unsatisfactory.
- viii. The provisions contained in this RFP and Scope of Work document shall prevail over any General Terms & Conditions (GTC), Special Terms & Conditions (STC), or Additional Terms & Conditions (ATC) of RFP.

8. Clarification and Amendment of e-RFP Documents

- a) Bidders may request a clarification on any clause of the proposal up to specified date for submission of pre bid queries. Any request for clarification must be sent in the manner prescribed for submitting the pre bid queries. The Department of Environment shall respond by standard electronic means on e-Procurement Portal.

- b) If the Department of Environment deems it necessary to amend the e-RFP as a result of a clarification, it shall do so following the procedure under para given below.
- c) At any time before the submission of proposals, the Department of Environment may amend the e-RFP by issuing an addendum by notification on the e procurement portal and uploading the same on the Department's Official Website. The addendum shall be open to all Consultancies/agencies and shall be binding on them. To give Consultancies/agencies reasonable time in which to take an amendment into account in their proposals the Department of Environment may, if the amendment is substantial, extend the deadline for the submission of proposals.

9. Conflict of Interest

- I. Department of Environment requires that consultancies or agencies to provide professional, objective, and impartial advice and at all times while holding the Department's interest's paramount, strictly avoid conflicts with other Assignment/jobs or their own corporate interests and act without any consideration for future work.
- II. Without limitation on the generality of the foregoing, consultancy/agency, and any of their affiliates, shall be considered to have a conflict of interest and shall not be recruited, under any of the circumstances set forth below:

a. Conflicting activities:

A firm that has been engaged by the Department of Environment to provide goods, works or Assignment/job other than consulting Assignment/job for a project and any of its affiliates, shall be disqualified from providing consulting Assignment/ job related to those goods, works or Assignment/job. Conversely, a firm hired to provide consulting Assignment/job for the preparation or implementation of a project, and any of its affiliates shall be disqualified from subsequently providing goods or works or Assignment/job other than consulting Assignment/job resulting from or directly related to the firm's consulting Assignment/job for such preparation or implementation.



b. Conflicting Assignment/ job:

Any of the empanelled Consultancy/agency (including its Personnel) or any of its affiliates shall not be hired for any Assignment/job that by its nature, may be in conflict with another Assignment/job of the Consultancies/agencies to be executed for the same or for another Employer.

c. Conflicting relationships:

Any Consultancy/ Agency (including its Personnel) that has a business or family relationship with a member of the Department of Environment's staff who is directly or indirectly involved in any part of (i) the preparation of the Terms of Reference of the Assignment/job, (ii) the selection process for such Assignment/job, or (iii) supervision of the Contract, may not be awarded a Contract, unless the conflict stemming from this relationship has been resolved in a manner acceptable to the Department of Environment throughout the selection process and the execution of the Contract.

Consultancy/ Agency have an obligation to disclose any situation of actual or potential conflict that impacts their capacity to serve the best interest of the Department of Environment, or that may reasonably be perceived as having this effect. Any such disclosure shall be made as per the Standard forms of technical proposal provided in the e-RFP. If any Consultancy/agency fails to disclose said situations and if the Department of Environment comes to know about any such situation at any time, it may lead to the disqualification during bidding process or the termination of its Contract during execution of assignment.

10. Unfair Advantage

- i. If a bidder could derive a competitive advantage from having provided consulting Assignment/ job related to the Assignment/job in question and which is not defined as conflict of interest as per para **9 above**, the Department of Environment shall make available to all bidders together with this e-RFP all information that would in that respect give such bidder any competitive advantage over competing bidders.

11. The Proposal

a. No. of Proposals

Any bidder shall only submit one proposal. If a bidder submits or participates in more than one proposal, such proposals shall be disqualified.

b. Preparation of Proposals

- i. The proposal as well as all related correspondence exchanged by the bidders and the Department of Environment, shall be written in English language, unless specified otherwise.
- ii. In preparing their eProposal, bidders are expected to examine in detail the documents comprising the e-RFP. Material deficiencies in providing the information requested may result in rejection of a Proposal.
- iii. Bidders are required to submit a Technical Proposal (TP) in forms provided in this e-RFP. Submission of the wrong type of Technical **Proposal shall result in the Proposal being deemed non-responsive**. The Technical Proposal shall provide the information indicated in the following paras from (a) to (d) using the attached Standard Forms given in this e-RFP. Form TP-1 is a sample letter of technical proposal which is to be submitted along with the technical proposal.

c. Assignment/jobs

Assignments / Jobs completed by individual Professional staff working privately or through other consulting firms cannot be claimed as the experience of the bidder, or that of the bidder's associates, but may be claimed by the Professional staff themselves in their CVs. Bidders must substantiate the claimed experience along with a self-certification by the authorized signatory. This holds for Minimum Qualification as well as Technical Evaluation criteria.

d. Description of the approach, methodology and work plan

A description of the approach, methodology and work plan in the form of a Gantt Chart for performing the Assignment/job covering the following subjects should be included in the technical proposal; this includes technical approach and methodology, work plan, and organization and staffing schedule. Guidance on the content of the Technical Proposals is provided under Form TP-3 of this RFP. The work plan should be consistent with the Work Schedule which will show in the form of a bar chart the timing proposed for each activity.

e. CVs of the Professional staff

CVs of the Professional staff as mentioned above signed by the staff themselves or by the duly authorized representative of the Professional Staff (Form TP-4 of this RFP).

f. Information on Technical & Financial Proposals

- i. The Technical Proposal shall not include any financial information. A Technical Proposal containing financial information shall be declared non responsive. Technical proposal shall be submitted only through e-Procurement Portal
- ii. Financial Proposal - The Financial Proposal shall be submitted only through e-Procurement Portal

g. Proposal Validity

- i. The proposal shall be valid for 180 (one hundred and eighty) days from the date of submission of the proposal.

h. Taxes

- i. The Consultancies/agencies shall fully familiarize themselves about the applicable Domestic taxes (such as Goods and Service Tax (GST), income taxes, fees, levies, etc.) on amount payable by the Department of Environment under the contract. All such taxes must be included by the Consultancies/agencies in the financial proposal. However, Taxes shall be reimbursed as per prevailing rates.



12. Earnest Money Deposit (EMD)/Bid Security

- a. An EMD of Rs. 5,00,000/- (Rupee Five Lakh only), in the form of Demand Draft (DD) drawn in favour of DDO, Department of Environment GNCTD payable at New Delhi shall be submitted along with the proposal.
- b. Proposal not accompanied by EMD shall be rejected as non-responsive. However, MSMEs are exempted from the EMD.
- c. No interest shall be payable by the Department of Environment for the sum deposited as earnest money deposit.
- d. No bank guarantee shall be accepted in lieu of the earnest money deposit.
- e. The EMD of the unsuccessful Consultancies/agencies would be returned within 45 days of award of job.
- f. The EMD shall be forfeited by the Department of Environment in the following events:
 1. If proposal is withdrawn during the validity period or any extension agreed by the Consultancies/agencies thereof.
 2. If the Proposal is varied or modified in a manner not acceptable to the Department of Environment after opening of Proposal during the validity period or any extension thereof.
 3. If the Bidder tries to influence the evaluation process.
 4. If the top ranked Bidder withdraws their proposal after opening of the financial bid.

13. Performance Bank Guarantee

The successful Bidders shall have to submit Performance Bank Guarantee equivalent to Rs. 30,000,00/- (Rupee Thirty Lakh only) issued by scheduled commercial Bank. Performance security may be furnished in the form of fixed deposit receipt from a Commercial Bank in favor of DDO, Department of Environment valid for the period of the contract. The performance security may be invoked by the Department in case of failure of bidders to adhere to the terms & conditions of the contract. In case of delays in execution of project, the Department may seek extension of the Performance Security which will require to be acceded to by the empanelled agencies. The Performance Security would be finally released 60 days after completion of all contractual

obligations. However, institutions /organizations under the administrative control of Government including MSMEs are exempted from furnishing the Performance Bank Guarantee.

14. Submission, Receipt and Opening of Proposal

- i. The original proposals, both Technical and Financial Proposals shall contain no interlineations or overwriting, except as necessary to correct errors made by the Bidders themselves. The person who signed the proposal must initial such corrections. Submission of letters for both Technical and Financial Proposals should respectively be in the format of TP-1 & FP-1 given in the RFP.
- ii. An authorized representative of the consultancy/ agency shall initial all pages of the original Technical Proposals. **The authorization shall be in the form of a written power of attorney accompanying the proposal or in any other form demonstrating that the representative has been duly authorized to sign.** The signed Technical shall be marked "ORIGINAL".
- iii. Consultant/Agency Must Submit:

a. Technical proposal:

Technical Bid shall be submitted through online mode on e-Procurement Portal.

b. Financial proposal:

The Financial bid shall be submitted through online mode on e-Procurement Portal.

Any Indication of 'Quoted Price' in the technical Bid Documents shall lead to rejection of the bid outrightly. For evaluation purpose, the documents submitted after the due date will not be considered.

15. Proposal Evaluation

- i. From the time the proposals are opened to the time contract is awarded, the Bidders should not contact the Department of Environment on any matter related to its Technical and/or Financial Proposal. Any effort by bidders to influence the Department of Environment in the examination, evaluation, ranking of Proposal, and recommendations for award of contract may result in the rejection of

- the Bidders proposal.
- ii. The Department of Environment will constitute a selection Committee which will carry out the entire evaluation process.
 - iii. Selection Committee while evaluating the technical proposal shall have no access to the Financial Proposals until the technical evaluation is concluded, and the competent authority accepts the recommendation.
 - iv. The Selection Committee shall evaluate the Technical Proposal on the basis of their responsiveness to the Terms of Reference and by applying the evaluation criteria specified in the e RFP Terms and Conditions. In case during the technical Evaluation of the bids, any document except integrity pact has lacuna or any other shortcoming, the bidder shall be given an opportunity to submit the same within seven days of having been informed to do so. All bidders will be given such opportunity equally, if so required provided no opportunity shall be given hence forth.
 - v. In case during the technical Evaluation of the bids, any document except integrity pact has lacuna or any other shortcoming, the bidder shall be given an opportunity to submit the same within seven days of having been informed to do so. All bidders will be given such opportunity equally, if so required provided no opportunity shall be given hence forth.
 - vi. Evaluation of Bids shall be done through techno-commercial method
 - vii. The Selection committee appointed by GNCTD will carry out the technical evaluation of proposals based on the following evaluation criteria and points system. Evaluators of Technical Proposals shall have no access to the Financial Proposals until technical evaluation is concluded. Each evaluated proposal will be given a technical score.
 - viii. The minimum criteria for technical qualification would be as follows:
 - a. Minimum qualifying technical marks to be obtained: 80 marks out of 100 marks as detailed above (pre-normalized).
 - b. Financial bid shall be opened for technically qualified bidders who scores 80 marks and above (pre-normalized).
 - ix. Stages of Evaluation and methodology:

The method of empanelment is techno-commercial. Under this the following stages will be conducted;

Stage 1 Prequalification:

The bidder must fulfil the Pre-Qualification criterion to qualify for Technical evaluation.

Stage 2 Technical Evaluation: Technical Evaluation will be done only for the bidders who have qualified in Stage 1 (Pre-Qualification). The bidders' technical solutions proposed in the bid document will be evaluated as per the requirements specified in the RFP and technical evaluation table of this RFP. Any non-compliance in the technical requirements would lead to disqualification of the bids. Department of Environment at their discretion may ask for clarification or presentation from the bidder for any deficiency in the bid documents. Bidders need to score 80 marks in order to qualify for the financial evaluation

Stage 3 Financial Evaluation: The financial bids of only the technically qualified bidders will be opened. The bidder with the lowest quote of percentage share (L1) will be identified.

Stage 4 Empanelment: All other technically qualified bidders in order of technical marks ranking will be then invited to match the L1 rate of percentage share. First two bidders who agree to the L1 rate with L1 bidder will be empanelled to make three bidders empanelment for award of Work by Dept. of Environment. The initial empanelment period is for three years.

16. Pre-bid Conference

- a. Pre-bid conference will be conducted before the Pre-Bid Committee constituted by the Department of Environment, GNCTD and it may include a discussion on the terms of reference of the RFP and any suggestions made by the Bidders to improve the Terms of Reference. Additional clause(s) / document(s) will then be incorporated in the RFP, if required.

17. Award of Contract

After finalization of selection process, the Department of Environment shall issue a letter of intent (LOI) to the selected bidders. The Bidders will sign the contract after fulfilling all the formalities/pre-conditions like submission of Performance Bank Guarantee, etc.

18. Confidentiality

Information relating to evaluation of Proposal and recommendations concerning awards shall not be disclosed to the bidders who submitted the proposal or to other persons not officially concerned with the process, until the publication of the award of contract. The undue use by any bidder of confidential information related to the process may result in the rejection of its proposal and may be subject to the provisions of the Department of Environment's antifraud and corruption policy.

All Project Design Documents (PDDs), MRV tools, methodologies, databases, reports and other outputs prepared under this assignment shall be the exclusive property of GNCTD. The empanelled Consultancies/ Agencies will not use or disclose the same for any other purpose without prior written permission of GNCTD.

19. Evaluation criteria

1). Minimum Qualification (Eligibility) Criteria

As part of the evaluation, the Pre-Qualification Proposals submitted should fulfil the Minimum Qualification Criteria. In case a Consultancy/ Agency does not fulfil the Minimum Qualification Criteria, the Proposal of such a Consultancy will not be evaluated further.

S. No	Topic	Eligibility Criteria
1.	Registration	Bidder should be a public limited company / private limited company / government organization / any organization with government stake / CPSU / Section 8 Company / Joint Venture or Consortium. Documents in respect of the agency being legally registered entity in India with valid PAN & GST need to be submitted.

2.	Blacklisting	Bidder/ JV partners should not be black listed by any Government or Public Sector Undertaking in India. Undertaking by the bidders including those of the JV partners should be submitted.
3.	Annual turnover	The individual bidder or lead partner of the JV/ Consortium must have an average annual turnover from Management Consulting services of Rs. 10.00 crore and above, in the last five financial years (2020-21, 2021-22, 2022-23, 2023-2024, 2024-2025) from India operations. A Certificate from Chartered Accountant should be submitted. The bidder should not be a loss-making entity during the last five financial year. Relevant certificates from a chartered Accountant shall be submitted as proof.
4.	Specific Experience	The bidder/ the Lead Member shall have prior experience in carbon credit project development and registration and should have; 1. Experience of having executed at least one government carbon credit consultancy project in the last five years (ending 31/3/2026), resulting in a revenue generation of approximately Rs. 5.00 Crore or more through earned carbon credit. (The bidder should have directly provided consulting services to State/Central Government Department /Ministries, Indian Public Sector organizations /Undertakings covering one or more of similar projects.) The bidder should submit documentary evidence of executing projects with the following conditions met: 1. Start date within last 5 years from issue date of this RFP 2. Completed projects as well as ongoing multiyear projects shall be eligible.

		Satisfactory completion/ ongoing performance report duly signed by the concerned authority to whom the services is being provided shall be submitted. (The bidder must provide details of the projects including detailed outcomes for the evaluation committee to ascertain relevance.)
5.	Manpower details for the implementation of the project	1. Team Comprising Eight qualified experts including (Project Director/Team Leader with 12-15 years' experience, Project Manager/Carbon Market Expert with 5-8 years' experience, MRV Specialist, etc.) 2. Team Leader/ members should be Doctorate in Environment Science/ Masters in Environment Engineering/ Expert in forestry or biodiversity related projects).

1). Eligibility of JV/Consortium

Bidder may participate either as a single entity or as a Joint Venture (JV)/Consortium of entities with complementary expertise in Carbon market mechanisms (CDM/Verra/Gold Standard, etc.) Project Design Document (PDD) preparation MRV (Monitoring, Reporting, and Verification) Carbon credit trading/monetization the JV/Consortium shall consist of not more than two (2) members.

a. JV Lead Member and eligibility

One member shall be designated as the Lead Member. The Lead Member shall be responsible for overall project coordination and delivery.

b. The JV/Consortium agreement shall clearly define:

- i. Member responsible for PDD preparation and baseline methodology

selection

- ii. Member responsible for MRV and data management systems
- iii. Member responsible for carbon credit marketing/trading and buyer engagement

c. Consortium Agreement (MoU)

A Consortium Agreement/MoU shall be submitted along with the bid. It shall include:

- Roles and responsibilities of each member
- Revenue-sharing arrangement from carbon credit monetization
- Commitment to remain associated for the entire crediting period

In case the JV is awarded the work the JV should be legally institutionalised.

d. Joint and Several Liability

All members of the JV/Consortium shall be jointly liable for:

- Successful registration of projects under recognized carbon standards
- Issuance and monetization of carbon credits
- Compliance with applicable national and international regulations

e. Eligibility Criteria Compliance

The JV/Consortium may collectively meet the eligibility criteria. At least one member must demonstrate successful carbon credit issuance and/or trading experience

f. Exclusivity

- A member of one JV/Consortium shall not be a member of another JV/Consortium or submit an individual bid for the same project.
- Violation shall lead to rejection of all associated bids.

g. Change in Consortium Composition

- No change in the composition of the JV/Consortium shall be permitted after bid submission or during the project/crediting period
- JV/Consortium members shall remain committed for the entire crediting including monitoring, verification, and issuance cycles.

h. Revenue Sharing and Ownership of Carbon Credits

- The JV/Consortium shall clearly specify the mechanism for:
- Ownership of carbon credits
- Revenue sharing between the Authority and JV/Consortium
- The Authority shall retain sovereign rights over emission reductions, unless otherwise specified in the Agreement.

i. Compliance and Standards

- The JV/Consortium shall ensure compliance with recognized carbon standards such as:
 - a. Verra (VCS)
 - b. Gold Standard
 - c. Article 6 mechanisms (if applicable)
- All documentation and processes must adhere to internationally accepted MRV protocols



j. Termination of Contract and penalty in case of JV/ consortium dissolution during the validity of the project:

- Forfeiture of Performance Bank Guarantee
- Blacklisting in Delhi Govt. Projects

2). List of Documents

- i. Composition of JV/ consortium and their terms.
- ii. Self-Certified Documentary Evidence to be submitted in support of Eligibility with Technical Proposal.
- iii. Copy of Contract/ work orders along with completion certificate indicating the details of previous assignment completed, client, value of assignment/proportionate value in use of projects/ assignment in process date and year of award. The Consultancies/agencies shall support this information with a valid client certificate.
- iv. Company Registration Certificate.
- v. KYC document of Consultancy with valid PAN and GST.
- vi. Detailed resume of the team leader and team members indicating the details of qualifications and professional experience.
- vii. Positive net worth of the individual consultancy/ lead partner of the JV/ consortium and audited financial statements for the past three years.
- viii. Copies of ITR (Income Tax Returns) for the last three years.
- ix. An undertaking stating that Consultancy is not blacklisted by Government or its agencies including Central & Public Sector Undertakings in India.
- x. A Certificate regarding non-disclosure/sharing of confidential information with third parties.

3). Technical Evaluation Criteria

The Selection Committee appointed by the GNCTD will carry out the evaluation of proposals based on the following evaluation criteria and point system. If required, the GNCTD may seek specific clarifications from any or all Consultancy(s). Each evaluated Proposal will be given a technical score as detailed below. The total marks against which the consultancies/agencies submission will be evaluated is 100.

Signature

No	Topic	Technical Evaluation Criteria	Max Marks
1A	Experience of the Bidder relevant to the scope of this RFP. As per form TP-2	Bidder should have worked in at least 1 Carbon credit project including relevant experience in carbon project design, methodology application, MRV systems, registration and issuance processes under recognized standards, and experience in stakeholder management and carbon credit monetization, green credit methodologies in India Marking criteria: 1 Project: 10 Marks 2 projects: 15 Marks - More than 2 projects: 20 Marks Note: - Project showcased in Minimum Qualification criteria can be repeated - Start date within last 10 years from issue date of this RFP - Ongoing as well as completed projects shall count - The projects could be multi-year undertakings and could have commenced in 2025 also - The Consultancies/agencies must provide details of the projects to ascertain relevance.	20
1B	Specific <u>experience</u> of the bidder relevant to scope of the RFP	Relevant case studies may be submitted in National/ International projects covering one or more of the following areas:	10

		a. Biodiversity Conservation, Afforestation and restoration of degraded lands b. Promoting LiFE (Lifestyles for Environment) including Sustainable Consumption and Production, Resource Efficiency and Circular Economy c. Forest Fire Management and Disaster Resilience d. Climate change, Adaptation and sustainable development. The bidder should submit a maximum 2000-word write-up for each case study highlighting the context and complexity of the project, key design challenges faced, stakeholder's managed, and key deliverables and results achieved. Marking criteria: • 2.5 marks per case study; • Each project to be graded on the basis of the description provided by the bidders and its relevance to the scope outlined in this RFP Note: • Project showcased in Minimum Qualification criteria or in response to Question 1A can be repeated • Start date within last 10 years from issue date of this RFP • Ongoing as well as completed projects shall count • The projects could be multi-year	
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		undertakings and could have commenced in 2025 also The bidders must provide details of the projects (as much as possible) for the evaluation committee to ascertain relevance.	
2	Adequacy and quality of the proposal in response to the scope of work outlined in this RFP (Quality of the technical submission, Approach & Methodology)	Evaluation will be based on the comprehensive and consolidated assessment of the quality of the technical submission along with a brief presentation to the selection committee. • The Consultancies/agencies must submit proposed approach in execution of the scope of work given in this RFP as per form TP-3, covering following aspects: • Understanding of the context in which the Department operates • Demonstration of successfully working with Ministries/Departments/public enterprises. • Understanding of global best practices and implications for Department of Environment, GNCTD. • Practicality and relevance of the execution approach and methodology for the current assignment addressing each scope element in this RFP • Clarity of deliverables and work-plan • Implementation Strategy	25

		• Innovative methodology • Research orientation in various verticals relevant to Climate Change/ Environment The Consultancies/agencies must make Technical Presentation on the scope of work given in this RFP before the Selection Committee. The Presentation to detail out aspects covered above, with emphasis on Approach & Methodology.	
3	Project team and experts' qualifications and competence for the assignment	Evaluation will be based on the CVs of the key personnel submitted as part of the Technical Response – relevant experience and academic qualifications will be considered. In addition, interaction with the key personnel – Project Director, Project Manager, SMEs – during the bid presentation will be used for evaluation. The guidelines are provided below: Project Director/ Team Lead (1 Director; marks = max. 7 marks) • The Project Director shall possess a PhD or Master's degree in Environmental Science/Environmental Engineering /Climate Change/ Energy / Sustainability / Natural Resource	45

		Management. Desirable: MBA or certification in carbon markets / climate finance or a related field. • At least 12 years of professional experience, including a minimum of 7 years in carbon markets. • The role requires proven expertise in carbon project design, methodology application, MRV systems, registration and issuance processes under recognized standards, and experience in stakeholder management and carbon credit monetization. Project Manager (1 Project Manager; marks = max. 7 marks; score depends on CVs given) To oversee the Thematic as well as Logistics Components. • The Project Manager shall hold a Bachelor's or Master's degree in Environmental Engineering, Environmental Science, Renewable Energy, Forestry, or a related discipline. • At least 8 years of professional experience, including 3 years in carbon offset project development and implementation. The position requires hands-on experience in data collection, emissions reduction calculations, preparation of project documentation, coordination with validators and registries, and effective execution of monitoring and reporting systems. Subject Matter Experts (SMEs)	
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		(6 SMEs; Score between 1-4 marks for each expert, depending on CVs given) • Minimum 1 resource to be deployed per subject matter (tentative) given in the list below • List of experts to be proposed by the bidder. a. Biodiversity Conservation, Afforestation and restoration of degraded lands; Forest Fire Management and Disaster Resilience b. Promoting LiFE (Lifestyles for Environment) including Sustainable Consumption and Production, Resource Efficiency and Circular Economy c. Climate change and sustainable development and Adaptation d. Documentation/ Logistics Expert e. Communication including Social Media Expert • Subject Matter Experts (SMEs) at (a) to (d) above proposed by the bidder should have a postgraduate degree and experience in relevant fields and a minimum work experience of 10 years (not including internships) • Subject Matter Experts (SMEs) at e) and (f) proposed by the bidder should have a	
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		graduate degree and experience in relevant fields and a minimum work experience of 10 years (not including internships) • The SMEs will be assessed on the basis of the relevance of their past experience for the scope of this RFP and interactions during the bidder's presentation Team supporting SMEs (Total score- 07 marks) (Total Nos. 02) A team supporting the SMEs and having experience of working in the relevant areas. • Minimum 2 manpower are to be deployed. The supporting team manpower should have a graduate degree and 5 years' experience in relevant fields. However, actual number of manpower to be deployed for the assignment to be decided, as per requirement of the Department of Environment, for ensuring completion of the Scope of Work in given timelines need to be clearly indicated in their presentation / proposal along with their level of engagement. The scoring will be composite and based on background, CV, attitude as well as receptiveness to suggestions.	
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20. General Terms & Conditions

- a) Material / data provided for the activities are confidential in nature. The bidders shall not share the data with any person without written permission of GNCTD. A certificate regarding non-sharing/informing of confidential data to third party is to be given by the bidders along with Technical Proposal.
- b) At the time of submission of bid, the bidder has to ensure that each page is duly signed by the bidder or his duly authorized representative. In case the bid is signed by the authorized representative, a letter of authorization should be enclosed with the bid.
- c) The consultancy/ agency should provide professional, objective and impartial advice and at all times hold the client's interest paramount, without any consideration for future works, and that in providing advice they avoid conflicts with other assignments and their own corporate interests.
- d) The jurisdiction in case of disputes shall be the Courts of Delhi/New Delhi.
- e) The consultancy/ agency must be registered under relevant Laws/Acts of the country.
- f) In case of any dispute arising, the decision of the GNCTD will be final.
- g) Even though consultancy/ agency satisfies the necessary requirements they are subject to disqualification if they have:
 - a. Made untrue or false representation in the form, statements required in the application document.
 - b. Records of poor performance such as abandoning work, not properly completing contract, financial failures or delayed completion.

21. Fraud and Corrupt Practices

- i. The bidder and their respective officers, employees, agents and advisers shall observe the highest standard of ethics during the Selection Process. Notwithstanding anything to the contrary contained in this document, the Authority shall reject a Proposal without being liable in any manner whatsoever to the bidders, if it determines that the Consultancies/agencies has, directly or indirectly or through an agent, engaged in corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice (collectively the "Prohibited Practices") in the Selection Process. In such an event, the Department of Environment shall, without prejudice

to its any other rights or remedies, forfeit and appropriate the Bid Security or Performance Security, as the case may be, as 'mutually agreed genuine pre- estimated compensation and damages payable to the Authority for, *inter alia*, time, cost and effort of the Department of Environment, in regard to this document, including consideration and evaluation of such consultancy/ agency's Proposal.

- ii. Without prejudice to the rights of the Department of Environment hereinabove and the rights and remedies which the Authority may have under the LOA or the Agreement, if a bidder is found by the Department of Environment to have, directly or indirectly or through an agent, engaged in or indulged in any corrupt practice, fraudulent practice, coercive practice, undesirable practice, or restrictive practice during the Selection Process, or after the issuance of the LOA or execution of the Agreement, such bidder shall not be eligible to participate in any tender or RFP issued by the Department of Environment for a period of three years from the date on which such conduct is established.
- iii. For the purposes, the following terms shall have the meaning hereinafter respectively assigned to them: (a) "corrupt practice" means (i) the offering, giving, receiving, or soliciting, directly or indirectly, of anything of value to influence the action of any person connected with the Selection Process (for avoidance of doubt, offering of employment to or employing or engaging in any manner whatsoever, directly or indirectly, any official of the Authority who is or has been associated in any manner, directly or indirectly with the Selection Process or the LOA or has dealt with matters concerning the Agreement or arising therefrom, before or after the execution thereof, at any time prior to the expiry of one year from the date such official resigns or retires from or otherwise ceases to be in the service of the Authority, shall be deemed to constitute influencing the actions of a person connected with the Selection Process); or (ii) save as provided herein, engaging in any manner whatsoever, whether during the Selection Process or after the issue of the LOA or after the execution of the Agreement, as the case may be, with any person in respect of any matter relating to the Project or the LOA or the Agreement, who at any time has been or is a legal, financial or technical adviser of the Authority in relation to any matter concerning the Project; (b) "fraudulent practice" means a misrepresentation or omission of facts or disclosure of incomplete facts, in order to influence the Selection Process; (c) "coercive practice" means impairing or harming or threatening to impair or harm, directly

or indirectly, any persons or property to influence any person's participation or action in the Selection Process; (d) "undesirable practice" means establishing contact with any person connected with or employed or engaged by the Authority with the objective of canvassing, lobbying or in any manner influencing or attempting to influence the Selection Process; or (ii) having a Conflict of Interest; and (e) "restrictive practice" means forming a cartel or arriving at any understanding or arrangement among consultancy/ agency with the objective of restricting or manipulating a full and fair competition in the Selection Process.

22. Resolution of Dispute:

The dispute resolution mechanism shall be as follows:

- a) Any dispute, difference or controversy of whatever nature howsoever arising under or out of or in relation to this Agreement (including its interpretation) between the Parties, and so notified in writing by either Party (the "Dispute") shall, in the first instance, be attempted to be resolved amicably in accordance with the conciliation procedure.
- b) All disputes and differences in connection with or pertaining to or arising out of this Agreement or the terms thereof, including the interpretation thereof, shall first be referred to Conciliation under the Arbitration and Conciliation Act, 1996. The Conciliation shall be conducted by the Delhi Dispute Resolution Society (DDRS) as per its Rules. In case such matter is not settled within thirty days of being referred to the DDRS for Conciliation, the same shall be referred to Arbitration to the Delhi International Arbitration Centre (DIAC), Delhi High Court. The Arbitration shall be conducted as per the Rules of the DIAC by a Sole Arbitrator to be appointed by the DIAC in accordance with its Rules. The seat of Arbitration shall be Delhi. The language of the Arbitration proceedings shall be English. The Fee of the Arbitrator shall be governed by the Fourth Schedule to the Arbitration and Conciliation Act, 1996 only."
- c) All unresolved disputed matters will have the jurisdiction of DELHI, so far as legal and court matters are concerned.

23. The laws of the Republic of India shall govern the Tender Document and the Contract.

24. Right to Accept or Reject Proposal:

- The Authority reserves the right to accept or reject any or all of the Proposals without assigning any reason and to take any measure as the Authority may deem fit, including annulment of the bidding process, at any time prior to execution of the Agreement, without liability or any obligation for such acceptance, rejection or annulment.
- The Authority reserves the right to reject any Proposal if:
 - At any time, a material misrepresentation is made or uncovered by/from a Bidder
 - The Bidder does not respond promptly and thoroughly to requests for supplemental information required for the evaluation of the Proposal.
- This would lead to disqualification of the Bidder. If such disqualification/rejection occurs after the Financial Bids have been opened and the preferred Bidders gets disqualified/rejected, the Authority reserves the right to take any such measure as may be deemed fit in the sole discretion of the Authority, including annulment of the bidding process. Notwithstanding the above, the Authority may debar/blacklist any of the Bidder(s) for their misleading or false representations in the forms, statements etc. for the period to be decided by the Authority. The Authority shall issue a Work Order/Letter of Award (LOA) to the Selected Bidders for the Project.

25. Right to Terminate the Process

- a) Environment Department may terminate the RFP process at any time and without assigning any reason. Environment Department makes no commitments, express or implied, that this process will result in a business transaction with anyone.
- b) This RFP does not constitute an offer by Environment Department. The bidder's participation in this process may result in Environment Department selecting the bidder to empanel towards execution of the contract.

26. **Bid Validity**

The offer submitted by the Bidder should be valid for a minimum period of 180 days from the date of submission of bid. Environment Department reserves the right to reject any proposal, which does not meet its requirement.

27. **Technical Proposal-Standard Forms**

- **Form TP 1:** Letter of Proposal submission
- **Form TP 2:** Bidder's organization & experience
- **Form TP 3:** Approach & Methodology
- **Form TP 4:** Curriculum Vitae
- **Form TP 5:** Information regarding any conflicting activities and declaration thereof.

28. **Technical Proposal-Other Undertakings**

- i. An undertaking stating that consultancy/ agency is not blacklisted by Government or its agencies including Central & Public sector undertakings in India

"I/We certify that in the last five years, we have neither failed to perform on any contract, as evidenced by imposition of Penalty by an arbitral or Judicial authority or a Judicial pronouncement or arbitration award, nor been expelled from any project or contract by any public authority nor have had any contract terminated by any public authority for breach on our part."

- ii. Undertaking stating that

"Team Lead/Project Director/ Subject Matter Experts/ Support Team Members/Personnel/ would be maintained during the actual assignment to be awarded in case they are selected. In case replacement is inevitable, the equivalent qualification and experienced team/lead/member will be inducted to carry out the assignment in case of award."

- iii. An undertaking regarding non-disclosure/ sharing of confidential information with third parties.

Undertaking to be submitted on letterhead of the company with seal and sign of authorized signatory.

Form TP-1

LETTER OF PROPOSAL SUBMISSION

TO

The Director (Environment),
Department of Environment, GNCTD,
Delhi Secretariat, New Delhi – 02.

Dear Madam,

We, the undersigned, offer to provide the consulting Assignment/job for "Operationalize Carbon Credit Generation and monetization across all eligible projects of GNCTD" in accordance with your e Request for Proposal dated [.....August 2026]. We are hereby submitting our eProposal, which includes the Technical Proposal, requisite EMD and Financial Proposal. Original EMD will be submitted to the DDO, Department of Environment, Level 6th, C- Wing, Delhi Secretariat, New Delhi – 110 002 without which our proposal shall be non-responsive.

We are submitting our Proposal in association with *[Insert a list with full name and address of each associated Partner]*. We hereby declare that all the information and statements made in this Proposal are true and accept that any misinterpretation contained in it may lead to our disqualification.

We understand you are not bound to accept any Proposal you receive. We remain,

Yours sincerely

Authorized Signature [in full and initials];

Name and Title of Signature:

Name of Consultancy/ Agency:

Address:

Date:



Form TP-2**Consultancy/ Agency Organization and Experience****1. Consultancy Organization**

[Provide here a brief description of the background and organization of your organization/entity and each associate for this Assignment/job. The brief description should include ownership details, date and place of incorporation of the bidders, objectives of the Consultancy/agency etc.]

2. Consultancy' Experience

[Using the format below, provide information on each Assignment/job for which your firm was legally contracted either individually as a corporate entity for carrying out consulting Assignment/job similar to the ones requested under this Assignment/Job.

3. Organizational Experience

Sl. No	Name of Entity with complete Communication address.	Order No and Date	Scope of Consultancy work	Date of award of contract & Contract Period	Value of Contract	Actual Date Of Completion	Person/ Project Authority who could be contacted for further information.

4. Skill & Competencies & Team Size

SL. No	Name of the Team Leader/Member	Qualification/ Professional qualification	No of Years' Experience	Details of Experience	Remarks

5. Gross Annual Revenue (in Rs. crores)

Financial year	Gross Annual revenue/Turnover from India operation	Revenue/Turnover from consultancy business from India operation	Remarks
2020-21			
2021-22			
2022-23			
2023-24			
2024-25			

(Seal & Signature of Consultancy/ Agency with Date)

Note: Please provide documentary evidence i.e. copy of work order, contract and completion certificate for each of the above-mentioned assignments. The experience shall not be considered for evaluation if such requisite support documents are not provided with the proposal. A self-certification by the head of the bidder with brief description of the client, project, time frame and fee shall suffice in case a copy of work order, contract and completion certificate from customer are not available.

Signature

Form TP-3**Description of Approach, Methodology, Work Plan, and Project Implementation Timeline for Performing the Assignment/Job**

Technical approach, methodology and work plan are key components of the Technical Proposal. You are suggested to present your Technical Proposal divided into the following three chapters:

- a) Technical Approach and Methodology,
 - b) Work Plan
 - c) Project Implementation Timeline, and
 - d) Organization and Staffing
- **Technical Approach and Methodology:** In this chapter you should explain your understanding of the objectives of the Assignment/job, approach to the Assignment/job, methodology for carrying out the activities and obtaining the expected output, and the degree of detail of such output. You should highlight the issues/problems being addressed and their importance, and explain the technical approach you would adopt to address them. You should also explain the methodologies you propose to adopt and highlight the compatibility of those methodologies with the proposed approach.
 - **Work Plan:** The bidder should propose and justify the main activities of the Assignment/job, their content and duration, phasing and interrelations, milestones (including interim approvals by the Department of Environment), and delivery dates of the reports. The proposed work plan should be consistent with the technical approach and methodology showing understanding of the ToR and ability to translate them into a feasible working plan including usage of Project management Tool. A list of the final documents, including reports, drawings, and tables to be delivered as final output, should be included here.
 - After signing of the MoU / Agreement, the selected Consultancies/agencies shall undertake the operationalization of the carbon credit generation and monetization program as per the following indicative timeline

S. No.	Project Milestone	Timeline
1	Commencement of Project / Operationalization	Within 2 weeks of signing of MoU / Agreement
2	Identification and Screening of Eligible Projects under GNCTD Departments	Within 3–4 months from commencement
3	Preparation of Project Design Documents (PDDs), Baseline Assessment and Methodology Selection	Within 6–9 months from commencement
4	Submission and Registration of Carbon Credit Projects under Recognized Carbon Standards / Registries	Within 1 year from commencement
5	Validation, Verification and Issuance of Carbon Credits	As per timelines of the respective carbon registry and verification agencies
6	Minimum Target for Project Development	At least 2–3 projects to be developed and registered within the first year

- **Organization and Staffing:** The bidders should propose and justify the structure and composition of their team. Bidder should list the main disciplines of the Assignment/job, the key expert responsible, and proposed technical and support staff.

Wijit

Form TP-4**Curriculum Vitae (CV) for Proposed Professional Staff****1. Proposed Position:**

[For each position of key professional separate form TP-5 will be prepared]:

2. Name of bidder:**3. Name of Staff: [Insert full name]:****4. Date of birth:****5. Nationality:****6. Education:**

[Indicate college/university and specialized education of staff member, giving names of institutions, degrees obtained, and dates of obtainment]:

7. Membership of Professional Associations:**8. Other Training:****9. Countries of work experience:**

[List countries where staff has worked in the last 15/10/4-6 years]:

10. Languages:

[For each language indicate proficiency: good, fair, or poor in speaking, reading, and writing]:

11. Employment Record:

[Starting with present position, list in reverse order every employment held by staff member since graduation, giving for each employment. This should cover dates of employment; name of employing organization, positions held; From [Year]: To [Year] Employer; Positions held].

12. Detailed Tasks Assigned:

[List all tasks to be performed under this Assignment/Job]:

13. Work undertaken that best illustrates Capability to Handle the Tasks Assigned:

[Among the Assignment/Jobs in which the staff has been involved, indicate the following information for those Assignment/jobs that best illustrate staff capability to handle the tasks listed under point 12]

Name of Assignment /Job/Project	Year	Location	Employer	Main Project Features	Positions Held	Activities Performed

14. Certification:

I, the undersigned, certify that to the best of my knowledge and belief, this CV correctly describes myself, my qualifications, and my experience. I understand that any wilful misstatement described herein may lead to my disqualification or dismissal, if engaged.

[Signature of staff member]

[Signature of authorized
representative] [Full name of
authorized representative]

Date:

Place:

Form TP-5**Information Regarding any Conflicting Activities and Declaration
Thereof**

Are there any activities carried out by your firm which are of conflicting nature as mentioned in this RFP, If yes, please furnish details of any such activities.

If no, please certify,

"We hereby declare that our firm is not indulged in any such activities which can be termed as the conflicting activities under this RFP. We also acknowledge that in case of misrepresentation of the information, our proposals/contract shall be rejected/terminated by the employer which shall be binding on us."

Authorized Signature [in full and initials]: Name and title of

Signatory: Name of Consultancy:

Address:



29. **Financial Proposal-Standard Forms**

- **Form FP-1:** Financial Bid Declaration
- **Form FP-2:** Payment Basis

Note:

The Financial bid should be submitted online only as per the Price Schedule given in e-Procurement Portal only.

Wg.

Form FP-1

Financial Bid Declaration

To: [Name and address
Department of Environment]

Sir/Madam,

We, the undersigned, offer to provide the consulting Assignment/ job for [insert title of Assignment/job] in accordance with your Request for Proposal dated [insert date] and our Technical Proposal.

We understand that financial bid shall be submitted only through e-Procurement Portal. We have quoted our **percentage share/success fee** in the prescribed financial field on e-Procurement Portal.

Percentage Share/Success Fee Quoted is: _____ %

We hereby confirm that the financial proposal is unconditional and we acknowledge that any condition attached to financial proposal shall result in rejection of our financial proposal.

We understand you are not bound to accept any Proposal you receive.

Yours Sincerely,

[Authorized Signature [in full and initials]:

[Name and title of Signatory:]

[Name of bidder:] Address

Registered email id :



Form FP-2**Payment Basis**

[This Form FP-2 Payment to the bidders shall be strictly on a success-fee basis, linked exclusively to actual revenue realized by GNCTD from the sale/monetization of carbon credits generated under this engagement. The bidder shall quote a single percentage (%) share of the gross revenue actually realized by GNCTD from carbon credit trading. The bidders quoting the lowest percentage share shall be considered L1 for financial evaluation and finalization of Success fee, subject to meeting all technical qualification criteria.] Subject to a minimum of gross revenue generation of Rs. 1 crore with a minimum growth rate of 50% every progressing year.

Payment Terms:

- a) The Consultancies/agencies shall be entitled only to the agreed percentage of gross revenue actually received in the designated Government account of GNCTD from sale of carbon credits.
- b) No payment shall be made for project preparation, documentation, validation, verification, registration, issuance, or market facilitation unless and until revenue is realized from the sale of carbon credits.
- c) In the event that carbon credits are generated but remain unsold, no financial liability shall accrue to GNCTD.
- d) All market-related risks including price fluctuation, buyer default, registry delays, non-issuance, or non-sale of credits shall be borne entirely by the Consultancies/agencies.
- e) The agreed percentage success fee shall remain fixed for the entire duration of the contract and shall apply uniformly to all carbon credits monetized under this engagement.
- f) The Consultancies/agencies shall raise an invoice only after written confirmation of revenue receipt in GNCTD's designated bank account.

- g) Applicable GST, if any, shall be payable as per prevailing Government norms only on the consultancy's realized success fee.
- h) All tax related matters will be settled by the selected consultancies/agencies.
- i) Bid will remain valid upto a period of 180 days, further extendable at the discretion of the Department of Environment, GNCTD.

This engagement shall operate strictly under a **"No Revenue – No Payment"** principle.

Annexure- 1**Check list of forms to be submitted by the Bidders****Cover 1**

Form TP-1	Letter of Proposal Submission
Form TP-2	Consultancy/ Agency Organization and Experience
Form TP-3	Description of Approach, Methodology, Work Plan, and Project, Implementation Timeline for Performing the Assignment/Job
Form TP-4	Curriculum Vitae (CV) for Proposed Professional Staff
Form TP-5	Information Regarding any Conflicting Activities and Declaration Thereof

Cover 2 (to be opened only for technically qualified bidders)

Form FP-1	Financial Bid Declaration
Form FP-2	Payment Basis

Annexure- 2**Check list of Documents**

The bids shall be accompanied with the followings:

- | | |
|--|--|
| 1. DD/ Pay order towards EMD, (Rs 5,00,000/-) | <div style="border: 1px solid black; padding: 2px; text-align: center;">Yes/No</div> |
| 2. Firm registration certificate | <div style="border: 1px solid black; padding: 2px; text-align: center;">Yes/No</div> |
| 3. Copy of past work Orders/ Self-certification | <div style="border: 1px solid black; padding: 2px; text-align: center;">Yes/No</div> |
| 4. Copy of completion certificates along with value/Self- certification | <div style="border: 1px solid black; padding: 2px; text-align: center;">Yes/No</div> |
| 5. Resume of Team Leader & Team members with supporting Documents (self-attested copy of degree, mark sheet, Professional Certification certificate, experience certificate issued by present employer) and undertaking to maintain the team during assignment | <div style="border: 1px solid black; padding: 2px; text-align: center;">Yes/No</div> |
| 6. Undertaking that the consultancy/ agency is not Blacklisted by any Government, Institute or CPSE | <div style="border: 1px solid black; padding: 2px; text-align: center;">Yes/No</div> |
| 7. Authority Letter, if any | <div style="border: 1px solid black; padding: 2px; text-align: center;">Yes/No</div> |
| 8. Duly Audited copy of Annual Accounts of Last three years | <div style="border: 1px solid black; padding: 2px; text-align: center;">Yes/No</div> |
| 9. Undertaking regarding non-disclosure | <div style="border: 1px solid black; padding: 2px; text-align: center;">Yes/No</div> |
| 10. Undertaking regarding non- failure to perform/sharing of Confidential information with third party. | <div style="border: 1px solid black; padding: 2px; text-align: center;">Yes/No</div> |
| 11. Duly filled forms (as given in technical bid with Self Evaluation sheet) | <div style="border: 1px solid black; padding: 2px; text-align: center;">Yes/No</div> |

