

**Institute of Home Economics, University of Delhi**

F-4, Hauz Khas Enclave,

New Delhi-110016

THE 2023-2024 Admin/1280  
**TENDER NOTICE** Date: 09/10/2023

The Institute of Home Economics, University of Delhi, invites bids from interested bidders for carrying out an 'Green Audit' for its campus located at Hauz Khas, New Delhi. The campus has a total land area of 8376.993 sq. meters.

**Submission Details:** Interested bidders are requested to submit their technical proposal and financial bid in separate envelopes, properly labeled, and addressed to:

Prof. (Dr.) Renu Arora Officiating Director Institute of Home Economics F-4, Hauz Khas Enclave New Delhi-110016

The submissions should reach the above address within 10 days from the date of publication of this tender. Interested bidders are also welcome to visit the campus on all working days between 9:00 AM to 5:00 PM.

**Payment Terms:** Payment for the audit services will only be made after the submission of a comprehensive audit report. It is imperative that no harm is done to the college property during the course of inspection and auditing.

**Contract Award:** The final decision regarding the award of the contract or the rejection of one or all proposals lies entirely in the hands of The Director, Institute of Home Economics, University of Delhi.

**Eligibility Criteria:** Interested bidders must meet the following eligibility criteria:

1. **Prior Experience:** The bidder should have prior experience as a consultant/consultancy firm in the field of developing environmental management systems.
2. **Financial Requirements:** The firm should have an annual turnover of not less than 25 lakhs during the last three years.
3. **Registration:** The firm should submit a valid PAN number and GST registration.
4. **Clean Record:** The firm should not have been blacklisted/debarred by any government organization/PSU. An undertaking to this effect must be attached with the technical bid.

**Preference:** Preference will be given to bidders with prior experience in carrying out similar work with a Delhi University college.

**Preference for IS - Certified Company:** The Institute of Home Economics, University of Delhi, prefers bids from ISO certified companies for this 'Energy Audit.'

**Scope of Audit (Green Audit):** The auditor/consultant is required to provide the following report under the 'Green Audit':

- Assessment of environmentally friendly practices, carbon emissions, and ecological initiatives.
- Evaluation of air quality, water quality, noise data, weather data, tree diversity, and faunal diversity.

Interested bidders are encouraged to thoroughly review the eligibility criteria and scope of work before submitting their proposals.

The report must include the above data along with the following sections:

- Executive Summary
- Project Overview
- Utility Analysis
- Load Profile (Details, Schedules, Matrix, Balance)
- Key Observations
- ENCONs (Energy Conservation Opportunities)
- Recommendations
- Any Other Relevant Information

**Prof. (Dr.) Renu Arora**

**Officiating Director**

Prof. (Dr.) Renu Arora  
Officiating Director  
Institute of Home Economics  
(University of Delhi)  
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New Delhi-110016