

Ref No. IHE/2024-25/Admin/558  
Dated - 18/6/24

**Institute of Home Economics,**

**University of Delhi**

**F-4, Hauz Khas Enclave,**

**New Delhi-110016**

**TENDER NOTICE**

Date: 18.06.2024

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

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

Prof. (Dr.) Radhika Bakhshi, 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 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.

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:

- **Prior Experience:** The bidder should have prior experience as a consultant/consultancy firm in the field of developing environmental management systems.
- **Financial Requirements:** The firm should have an annual turnover of not less than 25 lakhs during the last three years.

- Registration: The firm should submit a valid PAN number and GST registration.
- 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 ISO Certified Company:**

The Institute of Home Economics, University of Delhi, prefers bids from ISO certified companies for this 'Energy Audit.'

**Scope of Audit:**

The auditor/consultant is required to provide the following report:

**Energy Audit Report:**

The energy audit report must include the assessment of usage, consumption, and patterns of energy usage in the premises based on the following parameters:

- Resource and Building Envelope Analysis
- Working, Operational, and Maintenance Procedure Analysis
- Utility Data Analysis
- Load Data Analysis
- Analysis of Energy Consumption
- Load Evaluation
- Consumption Patterns
- Billing History
- Backup Systems
- Administrative Requirements
- Assessment of Safety Concerns
- Assessment of Operating and Occupancy Schedules for Equipment
- Power Quality and Environmental Parameters Analysis
- Efficiency and Wastage Analysis
- Assessment of Potential Risk Factors

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.) Radhika Bakhshi

Director, IHE

प्रो. (डॉ.) राधिका बख्शी/निदेशक  
Prof. Radhika Bakhshi / Director  
इंस्टीट्यूट ऑफ होम इकोनॉमिक्स  
Institute of Home Economics  
(दिल्ली विश्वविद्यालय)/(University of Delhi)  
एफ 4, हाज खास एन्क्लेव, नई दिल्ली-110016  
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