

Ref. No.: IHE/2026-27/ Admin/1113

Date: 16/10/26

**INVITING QUOTATION
FOR ENERGY AUDIT, GREEN AUDIT & ENVIRONMENT AUDIT SERVICES**

The Institute of Home Economics (IHE), University of Delhi, invites sealed quotations from eligible, experienced, and qualified firms/agencies/consultants for providing Energy Audit, Green Audit, and Environment Audit Services at the Institute of Home Economics, University of Delhi. Interested and eligible service providers are invited to submit their quotations in accordance with the scope of work, eligibility/qualification requirements, terms and conditions, and other provisions specified in this quotation document.

1. SCOPE OF SERVICES

A. ENERGY AUDIT

The selected agency shall undertake a comprehensive Energy Audit of the Institute, including, but not limited to, the following:

1. Detailed assessment and analysis of energy consumption and utilization.
2. Review and analysis of electricity consumption patterns and relevant utility records.
3. Identification of opportunities for energy efficiency and energy conservation.
4. Cost-benefit analysis of proposed energy-saving measures, wherever applicable.
5. Comparison of actual energy consumption with applicable norms, standards, and benchmarks.
6. Identification of areas of excessive or inefficient energy consumption and recommendation of appropriate improvement measures.
7. Submission of a comprehensive Energy Audit Report containing observations, findings, recommendations, and actionable measures.

B. GREEN AUDIT & ENVIRONMENT AUDIT

The selected agency shall undertake a comprehensive Green Audit and Environment Audit, including, but not limited to, the following:

1. Assessment of the Institute's environmental management practices.
2. Review of practices relating to energy, water, waste management, resource conservation, and environmental sustainability.
3. Assessment of relevant environmental, health, and safety practices.
4. Identification of applicable statutory and regulatory requirements and assessment of compliance, wherever applicable.
5. Identification of environmental risks, deficiencies, and areas requiring improvement.
6. Assessment of sustainable practices adopted by the Institute and identification of opportunities for further improvement.
7. Recommendation of suitable remedial measures and safeguards for improving environmental sustainability.
8. Submission of a comprehensive Green & Environment Audit Report containing observations, findings, recommendations, and actionable measures.

2. ELIGIBILITY / QUALIFICATION REQUIREMENTS

The bidder/service provider shall fulfil the following minimum eligibility requirements and shall submit documentary evidence in support of each requirement:

1. Relevant Experience: The bidder should have at least 10 years of relevant experience in conducting Green Audit, Environment Audit, Energy Audit and/or environmental and sustainability consultancy.
2. Institutional Experience: The bidder should have successfully undertaken Green/Environment/Energy Audits or similar assignments for universities/colleges/Higher Educational Institutions (HEIs), including at least three colleges/institutions of the University of Delhi. Documentary evidence such as work orders, completion certificates, audit reports/certificates, etc. should be submitted.
3. Technical Expertise: The bidder should have an appropriately qualified and experienced technical team for conducting Green, Environment and Energy Audits. Details of qualifications and relevant experience should be provided.
4. Energy Audit: The Energy Audit should be undertaken/supervised by a suitably qualified professional/BEE Certified Energy Auditor, wherever applicable, and relevant credentials should be submitted.
5. Copy of PAN Card.
6. Copy of ITR/Audited Financial Statements/Turnover Certificate for the Financial Year 2024-25.
7. Copy of valid GST Registration Certificate.
8. Proof of a registered office/principal place of business in Delhi.

Note: Submission of all documents specified above shall be mandatory for determining eligibility. Failure to submit any required document may render the bidder liable for disqualification.

3. SCOPE OF WORK:

1. The assignment should include comprehensive Green Audit, Environment Audit and Energy Audit of the College, along with detailed reports, observations, recommendations and relevant audit certificates.
2. ISO 14001 Certification: The bidder shall provide all necessary professional support and assistance to the College for obtaining ISO 14001 certification in accordance with the current/applicable version of the standard.
3. Accredited Certification: The ISO certification shall be issued through an appropriately accredited Certification Body
4. Quoted Price: The financial bid should clearly indicate the consolidated professional fee and applicable GST. The quoted professional fee shall include all costs and expenses necessary for satisfactory completion of the approved scope of work, including ISO 14001 certification.
5. Completion: The successful bidder shall complete the audits and submit the stipulated reports within the time period specified in the work order. ISO 14001 certification support shall be provided as per the agreed schedule.

4. FINANCIAL QUOTATION

The estimated cost of the services is approximately ₹60,000/- (Rupees Sixty Thousand only). The bidder shall quote the professional fee and applicable GST separately. The financial quotation shall be submitted in the following format:

Sl. No.	Description of Service	Professional Fee (₹)	GST @ Applicable Rate (₹)	Total Amount (₹)
1.	Energy Audit, Green Audit & Environment Audit Services including ISO 14001 certification at the Institute of Home Economics, University of Delhi			

Note:

1. The bidder shall clearly indicate the applicable GST rate and the corresponding GST amount in the financial quotation.
2. The bidder shall clearly specify any other applicable statutory taxes, duties, levies, or charges, if any.
3. The quoted professional fee shall be inclusive of all costs and expenses necessary for the satisfactory completion of the assignment, including Energy, Green and Environment Audits, professional charges, manpower, transportation, field visits, documentation, report preparation, ISO 14001 certification and other incidental expenses.
4. No additional payment shall ordinarily be admissible for any activity falling within the approved scope of work, except applicable statutory taxes/charges as indicated in the financial quotation.

5. TIME SCHEDULE

1. The audit work shall commence after issuance of the Work Order.
2. The audit work and submission of reports shall be completed within 20 (twenty) days from the date of issuance of the Work Order and receipt of the requisite information, documents and access from the Institute.
3. ISO 14001 certification support shall be provided as per the agreed schedule.

6. SUBMISSION OF QUOTATION

Interested and eligible firms/agencies are requested to submit their quotations, duly signed and stamped by the authorized representative, along with all requisite supporting documents, within the stipulated date and time.

Quotation submitted through e-mail shall not be considered.

Last Date for Submission: 10.11.2026

Mode of Submission: In Person / By Post

The quotation shall be submitted in a sealed cover, duly superscribed with the appropriate subject/title of the quotation.


Prof. Radhika Bakhshi
DIRECTOR

     

