

**Expression of Interest [EoI] for Empanelment of
Energy Auditing Firms/Individual Energy Auditors/ Technical
Consultants/ ESCOs/RESCOs**

for

**“Conducting Energy Audits, Preparation of IGEA-based DPRs,
Implementation of EE & RE Projects in MSMEs and Other
Related Projects”**



India SME Technology Services Limited [ISTSL]

(A Joint initiative of SIDBI, SBI, Indian Bank, PNB and Indian Overseas Bank)

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1.0 Letter of Invitation:

India SME Technology Services Limited (ISTSL) is a public limited company incorporated under the Companies Act, 1956 on 17th November 2005. It is a Joint Initiative of Small Industries Development Bank of India (SIDBI) and four public sector banks including State Bank of India (SBI), Indian Bank, Punjab National Bank and Indian Overseas Bank (IOB).

ISTSL is working closely with industrial units in the Micro, Small and Medium Enterprises (MSME) sector in the fields of Energy Efficiency, Measurement & Verification (M&V) Audits, Consultancy and Technology Advisory, Renewable Energy (particularly solar) and Finance Syndication including Techno- economic Evaluation. ISTSL is working with ESCOs for implementation of energy efficiency projects in buildings and industries. ISTSL is organising awareness programmes on financial literacy, resource efficiency, ESCO model etc to MSME units under CSR and other activities.

ISTSL is providing project management consultancy (PMC) to various Central Government Ministries/ Departments for implementation of installation of Grid connected solar rooftop systems/projects in their buildings.

ISTSL invites Expression of Interest (EoI) for the empanelment of **Energy Auditing Firms/Individual Energy Auditors/ Technical Consultants/ Energy Services Companies (ESCOs)/Renewable Energy Service Company (RESCOs)**. Empanelled Experts/Firms shall become extended arms of ISTSL in **Conducting Energy Audits, Preparation of IGEA-based DPRs, Implementation of EE & RE Projects in MSMEs and Other Related Projects** such as energy efficiency in buildings/Industries, Clean Energy Transition Partnership (CETPs), awareness programs, implementation of recommended EE measures through ESCO route, cluster approach for implementation of solar roof top projects, etc. Empanelment of EAFs/EAs/TCs/ESCOs/RESCOs on need-based/rolling basis.

For any clarification, the interested Experts/Firms are requested to contact:

Chief Executive Officer,

India SME Technology Services Limited

12th Floor, Atma Ram House, 1- Tolstoy Marg,

New Delhi - 110001.

Tel: +91-11-23448445, 23448391, 23448410 ; Email: ceo@istsl.in, istsl@istsl.in

Important Dates:-

Date of EOI publishing:	11.09.2025
Date for EOI Submission:	The last date for submission of Eoi for first batch is October 6, 2025. However, the window for submission of Eoi shall remain open on a rolling basis till September 30, 2026.
Mode for EOI to submitted	The Eoi may be submitted through mail on mail ID : <istsl@istsl.in> with copy to <ceo@istsl.in>.

2.0 Background:

The Micro, Small and Medium Enterprises (MSMEs) sector is a critical contributor to industrial output, employment generation, and exports in India. However, most MSME units continue to face challenges of high energy costs, outdated technologies, and limited access to technical expertise, which directly impact their competitiveness. In this context, energy efficiency and renewable energy adoption present significant opportunities for reducing operating costs, improving productivity, and lowering carbon emissions.

ISTSL, through its technical and implementation capabilities, is working to address these challenges by:

1. Enabling MSMEs to systematically identify energy-saving opportunities through energy audits and assessments.
2. Undertaking Energy Audit and preparing IGEA-based DPRs that provide clear, investment-grade recommendations supported by financial and technical analysis.
3. Supporting the implementation of energy efficiency measures and renewable energy solutions to achieve tangible savings.
4. Facilitating technology adoption by connecting MSMEs with reliable suppliers and service providers.
5. Ensuring post-implementation monitoring to verify savings and sustain long-term benefits.

This EOI seeks to further strengthen ISTSL's network of empanelled experts to deliver high-quality services that support MSMEs in their transition towards energy-efficient and sustainable operations.

Note: In this document, "Individual" will be referred to as "Expert", and ESCOs, RESCOs, and Firms etc. will be referred to as "Firm" throughout.

3.0 Objective:

ISTSL provides comprehensive consulting solutions across key areas such as Conducting Energy Audits, Identification of new Energy Efficient technologies and their Implementation, cleaner production (CP), lean manufacturing (LM), and renewable energy options particularly in solar PV systems, environment management, etc.

Through the EE program, MSME units will be benefited by :

- ❖ Improved profitability through energy savings in terms of energy bill reduction, CP and LM by availing the services of Experts/Firms.
- ❖ Availing EE services at reasonable cost with assurance on the quality.
- ❖ Concentrating on their day to day affairs related to production, marketing, collection, etc. instead of bothering on technicalities of energy conservation measures or monitoring the activities/ performance of the Experts/Firms.
- ❖ Facilitating MSME units in financial syndication for implementation of Energy Conservation Measures (ECMs).

The empanelment under ISTSL brings multiple benefits for Experts/Firms:

- ❖ Assured availability of business through ISTSL.
- ❖ Not required to convince the MSME unit for undertaking the detailed energy audit (DEA).
- ❖ Concentrating on quality of service.
- ❖ No uncertainties in fees collection subject to satisfactory performance.
- ❖ Participate in other projects / programmes of ISTSL.

4.0 Scope of Work:

This section explains the Scope of Work that would be carried out by the Experts/Firms empanelled under Energy Audit, & Solar Rooftop Projects, ESCO and other projects.

4.1 Scope of Work under Energy Audit:

The assignment under Energy Audit is divided into two phases: **Phase-I** (Audit & Reporting) and **Phase-II** (Implementation Support & Handholding). This scope aligns with the Bureau of Energy Efficiency (BEE) audit framework.

Phase-I: Resource & Energy Audit and IGEA-Based DPR Development:

Empanelled Experts/Firms shall perform the following activities:

- ❖ Collect baseline energy data, understand unit's operational and energy-saving goals, and prepare an audit plan with timelines, instruments, and focus areas.
- ❖ Conduct an Investment Grade Energy Audit (IGEA) of the assigned MSME unit, in accordance with the BEE-approved methodology and the indicative guidelines provided.
- ❖ Prepare a DPR based on IGEA findings, identifying all energy conservation and efficiency opportunities with detailed measures, cost-benefit analysis, recommended technologies, potential suppliers, investment needs, financial viability, and a monitoring plan.
- ❖ For all Energy Conservation Measures (ECMs) involving replacement or addition of equipment/systems, the DPR should specify the capacity, recommended manufacturer(s)/model(s), and potential suppliers. An indicative IGEA-based DPR format will be provided by ISTSL.
- ❖ Present and discuss the proposed Energy Conservation Measures (ECMs) with ISTSL and the MSME unit's owners/concerned authorities for review and feedback.
- ❖ The empanelled Experts/Firms shall submit the IGEA-based DPR within the timelines as given under the assignments.
- ❖ Experts/Firms shall ensure that MSME owners and concerned authorities are fully briefed on the proposed ECMs, their benefits, costs, and implementation requirements, so that they clearly understand the options and are able to take informed decisions on adoption.

Once the owner of the MSME unit decides to go ahead with the implementation of identified ECMs, the Empanelled Experts/Firms are expected to begin **Phase-II** for which the activities are provided below.

Phase-II: Implementation Support & Handholding:

- ❖ Render technical assistance to the units in identifying and selecting suitable technology suppliers/ vendors/ service providers for implementing the identified ECMs.
- ❖ Based on the suggested ECMs, the Experts/Firms are expected to find suitable suppliers/ vendors/ service providers for the supply of equipment/ systems which would replace the existing ones.
- ❖ Empanelled Experts/Firms are expected to collect quotations from suppliers/

vendors / quotations from the reputed online sites for purchasing equipment/ systems for the recommended measures and the same has to be incorporated in IGEA based DPR.

- ❖ The Experts/Firms are expected to analyse the quotations and recommend the best supplier/ vendor to the MSME units.
- ❖ Provide assistance during implementation of ECMs which shall include supervision during erection and commissioning of systems/ equipment.
- ❖ At the end of the implementation process, an Implementation completion certificate (ICC) shall be prepared and submitted to ISTSL.
- ❖ If required third party Measurement & Verification (M&V) Audit for the implemented ECMs shall be conducted by ISTSL.
- ❖ The Experts/Firms should work out the expected energy savings and reduction in carbon footprints.

The above mentioned activities are only indicative and not limiting the scope of work. Activities mentioned above and other activities (project by project basis) as and when required and suggested by ISTSL will be carried out by the Empanelled Experts/Firms under the supervision of ISTSL.

ISTSL shall continuously monitor and supervise the performance of the Experts/Firms. In case of any delay and poor quality of work, ISTSL at its sole discretion may initiate appropriate action which could also result into the termination of the empanelment / contract.

4.2 Scope of the work under grid connected solar PV rooftop system at selected locations spread out across all over India:

- ❖ Site visit and assessment of solar potential (allocation of sites to Experts/Firms will be under ISTSL sole discretion)
- ❖ Submission of the feasibility report as per the terms of the assignments in the format shared by ISTSL.
- ❖ Conducting Inspection of the equipment before & after completing the installation process at the site with reference to RFP guidelines.
- ❖ Monitor system performance post-installation and provide basic training to the MSME unit on operation, maintenance, and safety protocols.
- ❖ Assist MSMEs in identifying empanelled vendors/Installers for rooftop solar systems.
- ❖ Support in obtaining net-metering approvals from DISCOMs, if applicable.
- ❖ Document the installation with photographs, test reports, and commissioning certificates.

- ❖ Submission of Inspection report within the timelines as per the format shared by ISTSL.

5.0 Award of work:

ISTSL shall assign work related to Energy Audits, Renewable Energy (particularly solar PV systems), and other relevant projects to empanelled Experts/Firms on a need-based/rolling basis.

The allocation of assignments will be guided by ISTSL's internal criteria, which may include but are not limited to:

- ❖ Technical competence and subject-matter expertise.
- ❖ Geographical/state-wise presence and availability.
- ❖ Rotation among Empanelled entities to ensure equitable distribution.
- ❖ Past performance, including quality, adherence to timelines, and client satisfaction.

ISTSL reserves the right to determine the most suitable Experts/Firms for each assignment based on these factors and project-specific requirements.

6.0 Empanelment Period:

The initial empanelment of Experts/Firms will be valid for a period of Three (3) years from the date of empanelment. This period may be extended, curtailed, or terminated based on periodic performance reviews conducted by ISTSL.

Empanelled Experts/Firms will be evaluated and graded based on the following criteria:

- ❖ Performance during assigned projects.
- ❖ Timely completion and adherence to project timelines.
- ❖ Quality and accuracy of deliverables.
- ❖ Feedback received from MSME units and other stakeholders.

ISTSL reserves the right to take appropriate action, including suspension or removal from the Empanelled list, in case of poor performance or non-compliance with standards.

7.0 Payment terms and schedule:

- ❖ No advance payment shall be provided.
- ❖ The fee payable to the Empanelled Experts/Firms will be decided/fixed by ISTSL in line with the scope of work and as per the terms agreed between ISTSL and the client.
- ❖ Payments will be released strictly on completion of agreed milestones, as defined in the contract signed with ISTSL for the respective assignment.

- ❖ All invoices raised by the Empanelled Experts/Firms must be supported with necessary deliverables and completion certificates, as applicable.

8.0 Eligibility Criteria:

(A) For MSME Audit & Energy Efficiency Projects (EE).

Individual Energy Auditors:

- ❖ BEE Certified Energy Auditor (mandatory).
- ❖ Minimum 3 years' experience in energy audit / energy efficiency [EE] sector.
- ❖ Conducted at least 10 detailed energy audits in past.
- ❖ Experience in EE project implementation.

Firms:

- ❖ Registered firm/company with at least 3 years' operations.
- ❖ Minimum one BEE Certified Energy Auditors on roll.
- ❖ At least 20 detailed energy audits done in past in MSMEs/industrial establishments.
- ❖ At least 4 EE project implementations.
- ❖ Should possess complete set of EE audit equipment (with valid calibration).

(B) For Solar PV Rooftop Projects (RE):

Individual Experts:

- ❖ B.E./B.Tech/Graduate or M.Tech in Electrical/Energy Engineering (Solar specialization preferred).
- ❖ At least 3 years' experience in solar PV projects.
- ❖ Involved in at least 5 rooftop solar DPRs/feasibility assessments/inspections.
- ❖ Experience in vendor evaluation, commissioning supervision, or net metering process preferred.

Firms:

- ❖ Registered firm/company with at least 3 years' operational history in solar/RE.
- ❖ At least 2 qualified engineers with experience in solar PV.

- ❖ Proven track record of minimum 5 rooftop solar projects (feasibility/DPR/inspection/implementation).
- ❖ Familiarity with MNRE/RFP guidelines and DISCOM net metering procedures.
- ❖ Ability to provide PMC services, including supplier/vendor evaluation and performance monitoring.

9.0 General Instruction:

An agency/firm or individual may apply for: -

- ❖ Energy Efficiency (EE) projects only, or
- ❖ Renewable Energy (RE)/Solar PV projects only, or
- ❖ Both EE and RE projects.

Accordingly, the applicant should submit the relevant supporting documents as per the eligibility criteria for the category they are applying under.

10.0 Documents to be submitted with EOI:

(A) Individual Energy Auditors (for MSME EE Projects)

(Only required if applying for EE projects)

- ❖ Degree Certificate (B.E./B.Tech/M.Tech).
- ❖ Valid BEE Certified Energy Auditor Certificate.
- ❖ Detailed CV showing minimum 3 years' EE experience (with 2 years' sector-specific).
- ❖ List of at least 10 detailed energy audits conducted with client/sector details.
- ❖ Work completion/experience certificates for audits and implementation support.
- ❖ Proof of involvement in EE project implementation/demonstration (if available).
- ❖ PAN and Aadhaar copy (for ID verification).

(B) Individual Solar Consultants/Experts (for Solar PV Projects)

(Only required if applying for Solar/RE projects)

- ❖ Degree Certificate (B.E./B.Tech/M.Tech in Electrical/Energy/RE Engineering).
- ❖ CV showing at least 3 years' experience in solar PV.

- ❖ List of minimum 5 rooftop solar projects handled. (feasibility/DPR/inspection/PMC)
- ❖ Proof of vendor evaluation/inspection/commissioning support (letters/certificates).
- ❖ Familiarity with MNRE/RFP guidelines – documentary evidence of prior work.
- ❖ PAN and Aadhaar copy (for ID verification).

(C) Firms / Consulting Organizations

(Required if applying for EE, Solar, or both – documents should match the chosen category/ies)

- ❖ PAN & GST Registration.
- ❖ Certificate of Incorporation/Registration (Company/LLP/Partnership/Proprietor).
- ❖ Organizational profile including years of operation.
- ❖ List of key experts as per category applied:
 - EE: Minimum 1 BEE Certified Energy Auditors (AEA preferred).
 - Solar/RE: At least 2 qualified solar PV professionals.
 - Financial expert (CA/MBA Finance/Ex-Banker) for DPR financial analysis.
- ❖ List of relevant projects handled:
 - EE: Minimum 20 DEAs and 5 EE implementations.
 - Solar: Minimum 5 rooftop solar projects.
- ❖ Proof of project completion/acceptance from clients.
- ❖ List of energy audit instruments owned (with a declaration from the applicant regarding their validity and proper working condition)
- ❖ Audited financial statements for the last 3 years.
- ❖ Declaration letter on no blacklisting and no major litigation.

11.0 Procedure for Submission of Eol:

11.1 Submission of Eol through Email:

The Experts/Firms should send all the required scan documents duly stamped & signed over mail ID ceo@istsl.in and istsl@istsl.in. The document should be page

numbered and appropriately flagged and contain the list of contents along with their page numbers. The deficiency in documentation may result in the rejection of the Eol. HARD COPIES OF THE Eol WILL NOT BE ENTERTAINED.

11.2 Cost of Eol:

The all costs associated with the preparation and submission of the Eol including any presentation or clarification required by ISTSL shall be borne by the Experts/Firms. ISTSL will not be responsible or liable for any such costs, regardless of the outcome of the selection process.

11.3 Contents of the Eol:

The Experts/Firms is expected to carefully go through all the instructions, forms, terms and conditions and scope of work in the advertisement and submit all the necessary documents. Failure to furnish all the required information or submission of an Eol Document not substantially responsive to the Eol in every respect will be at risk of Experts/Firms and may result in the rejection of the Eol.

11.4 Confidentiality:

The Experts/Firms who is empanlled for the assignment will have to maintain the confidentiality of the information/ documents collected from the units / client while carrying out the assignment. In no case the Experts/Firms would be allowed to use the data or share the information with anyone else. ISTSL shall hold the copyrights over any of the data collected or compiled during the course of the awards.

11.5 Language of Eols:

Eol prepared by the Experts/Firms and all the correspondence related to that would eventually happen between the Experts/Firms and ISTSL shall be in the English language. If any printed literature furnished by the Experts/Firms are in a language other than English, an English translation has to be provided for the same. For the purposes of interpretation of the Eol, the English translation shall govern.

11.6 Disclaimer:

ISTSL and/ or its officers, employees disclaim all liability from any loss or damage, whether foreseeable or not, suffered by any person acting on or refraining from acting because of any information including statements, information, forecasts, estimates or projections contained in this document or conduct ancillary to it whether or not the loss or damage arises in connection with any omission, negligence, default, lack of care or misrepresentation on the part of ISTSL and/ or any of its officers, employees.

11.7 Contact details of the Experts/Firms:

Experts/Firms who wish to raise queries and receive ISTSL's response should provide their contact details to ISTSL along with the queries. The Experts/Firms should send their contact details in through email only to ISTSL's team.

11.8 Amendment of Eol:

ISTSL, may, for any reason, whether at its own initiative or in response to a clarification requested by a prospective Experts/Firms, modify this "Request for Eol" Document by an amendment. In order to provide prospective Experts/Firms reasonable time for incorporating the required changes in the Eol as per the amendment, ISTSL may, at its discretion, extend the date for the receipt of Eol and/ or make other changes in the requirements set out in the "Invitation for Eol".

11.9 Documents Comprising the Eol:

The proposal submitted by the Experts/Firms must include all supporting documents as specified in the eligibility criteria and in the section "Documents to be Submitted with EOI". All submitted documents should be marked in the checklist mentioned in Eol form.

Important requirements:

- All documents must be duly signed and stamped & compiled into a single PDF file.
- The PDF file, named after the firm or individual auditor, must be submitted via email and must not exceed 15 MB in size.

12.0 Eoi Application format:

Expression of Interest for Empanelment of Energy Auditing Firms/Individual Energy Auditors/ Technical Consultants/ ESCOs/RESCOs

1. Applicant Details

Application Type: ☐ Individual ☐ Firm

State Preference (Top 3 priority states for ISTSL assignments):

1. _____
2. _____
3. _____

Cluster Preference(s): _____

Sector Preference(s): _____

Project Preference:

- ☐ Energy Efficiency (EE) Projects
☐ Renewable Energy (Solar PV / RE) Projects
☐ Both EE & RE Projects

Name of Expert / Firm: _____

Address: _____

City / State / PIN: _____

Name of Contact Person & Designation (for Firm): _____

Mobile Number: _____

Email ID: _____

AADHAAR Number: _____

Year of Registration / Incorporation (for Firm): _____

PAN / GST (as applicable): _____

BEE Certification / Registration Number (if applicable): _____

2. Checklist of Documents Submitted

(Please tick the applicable documents submitted along with this EOI)

For Individual Applicants:

- ☐ Degree Certificate (B.E./B.Tech/M.Tech)
☐ Valid BEE Certified Energy Auditor / Solar Expert Certificate
☐ CV / Resume showing relevant experience
☐ PAN / Aadhaar copy
☐ Other Work Experience / Assignment Completion Certificates
☐ Any other attachment / document

For Firms / Organizations:

- ☐ Certificate of Incorporation / Registration
- ☐ PAN & GST Registration
- ☐ Organizational profile / Key personnel list
- ☐ Project experience / Work completion certificates
- ☐ List of Energy Audit / Solar instruments owned (with declaration regarding validity and working condition)
- ☐ Audited financial statements for last 3 years
- ☐ Declaration on no blacklisting and no major litigation
- ☐ Any other attachment / document

3. Declaration

I / We hereby declare that the information provided in this EOI is true and correct to the best of my/our knowledge. I / We understand that any false information may lead to rejection of the application or termination of empanelment.

Name & Signature of Applicant / Authorized Signatory: _____

Date: _____

Seal (if firm): _____