

TAMIL NADU POLLUTION CONTROL BOARD

REQUEST FOR EMPANELMENT OF TECHNICAL EXPERTS FOR IMPLEMENTING THE VOLUNTARY GREEN INDUSTRIAL RATING MECHANISM IN TAMIL NADU

1. Introduction

Tamil Nadu Pollution Control Board under the Government of Tamil Nadu invites qualified and experienced technical experts to submit proposals for empanelment as auditors and validators for the Industrial Green Rating Mechanism. This initiative is designed to promote sustainability and environmental responsibility within industries across the state of Tamil Nadu by rigorously assessing their performance against green rating indicators

1.1 Purpose of RfE

The purpose of this Request for Empanelment is to identify and empanel technically proficient experts capable of contributing significantly to the verification and validation process of industries participating in the Industrial Green Rating Mechanism. These experts play a pivotal role in ensuring transparency, accuracy, and credibility in the assessment of industry practices.

1.2 Background

The industrial green rating mechanism is a landmark effort and a 'first of its kind' initiative brought to life in the state of Tamil Nadu towards fostering greener and sustainable future for industrial growth. It seeks to encourage industries to adopt eco-friendly practices in areas such as energy security, water conservation, clean air, waste management, carbon accounting, and greener initiatives. It encompasses various types of studies across different domains, including and not limited to

- **Energy Security:** This domain assesses the energy efficiency. Reliability and sustainability of industrial processes. Technical experts in energy management shall evaluate the optimization of energy resources, adoption of renewable energy and the resilience on energy systems
- **Water Conservation:** This aims to evaluate the responsible use of water resources within industrial processes. Experts in water management shall assess- the efficiency of water use, implementation of water recycling systems and adherence to sustainable water practices.
- **Clean Air:** This domain focuses on mitigating air pollution and ensuring compliance with environmental air quality standards. Experts shall evaluate emission control measures and air pollution reduction strategies.
- **Waste management:** This study involves assessing the responsible handling and treatment of waste. Experts shall evaluate waste reduction practices, recycling efforts, and hazardous waste management protocols
- **Carbon Accounting:** This domain pertains to measuring and reporting carbon emissions associated with industrial activities. Experts shall verify accurate carbon footprint calculations and assess efforts to reduce emissions
- **Green Initiatives:** This domain focuses on evaluating additional industry specific sustainability and their impact. Experts shall assess the adoption of eco-friendly materials, sustainable supply chain practices, innovative green technologies etc.

The diverse range of studies within these domain necessities a panel of highly specialized technical experts.

Empanelled experts shall be responsible for conducting thorough assessments, ensuring the quality, accuracy, and relevance of their evaluations. Empanelled experts shall uphold the integrity of the rating mechanism by conducting impartial assessments.

2. Scope of Work

Empanelled technical experts will be responsible for the following key tasks:

- 2.1.1. Submission Review: This involves thorough review of data and documentation submitted by participating industries to assess compliance and green rating indicators
- 2.1.2. On-Site Audits: This involves conducting on-site visits to selected industries for comprehensive assessments, including data validation and verification
- 2.1.3. Indicator Data Assessment: This involves using statistical techniques to analyze data related to energy security, water conservation, clean air, waste management, carbon accounting and green initiatives.
- 2.1.4. Reporting and Scoring: This involves summarizing the findings and conclusion it by the scoring the industries based on their performance against each indicator.
- 2.1.5. Communication: These involve maintaining effective communication with TNPCB throughout the assessment process and communicate the result to TNPCB.
- 2.1.6. Data Security: This involves maintaining comprehensive records of assessments, findings, and reports in an organized and accessible manner. This also involves ensuring that all the documentation is securely stored and available for audit or reference purposes.
- 2.1.7. Timeline: This involves completion of assessment within 90 days of receiving the data from participating industries to ensure timely communication to industries and government of Tamil Nadu.

3. Eligibility Criteria for Submission of RfE Proposal

3.1 General Requirements

- 3.1.1. The technical expert/ verification agency shall be registered as a legal entity in India, or defined as a part of a legal entity. As government agency is deemed to be a legal entity on the basis of its government status
- 3.1.2. The Agency should have been operating in India for a period of at least 8 years on the date of the proposal submission
- 3.1.3. The Agency should be registered with the GST & carry a valid PAN from the Income Tax Department, Government of India
- 3.1.4. The technical expert/ verification agency must have at least 3 years of experience in conducting industry audits or verification processes
- 3.1.5. Must have at least 2 years of experience working with State or Central Governments, Statutory bodies, or any other government organization
- 3.1.6. Preferential consideration will be given to technical experts/ verification agencies having a strong presence in Tamil Nadu to ensure local expertise and accessibility
- 3.1.7. The experts shall have a comprehensive understanding of Tamil Nadu environmental regulations and industry best practices.
- 3.1.8. The Agency should have average annual turnover of at least INR 2.00Crores or more during last three financial years (2022-23, 2021-22, 2020-21).

3.1.9. The Agency should not be blacklisted/debarred/suspended/banned by any Ministry/Department of State or Central Government/PSU on the last date of submission of proposal to this RFE

3.2 Professional Competence

3.2.1 The technical expert/ verification agency must have a team of experienced professionals with a minimum of 5 years of professional experience directly related to environment assessments, sustainability, or green rating mechanisms.

3.2.2 The technical expert/ verification agency must have a team of experienced professionals with the following responsibility and preferred work experience and educational qualifications:

Domain Expert	Preferred Experience and Qualifications
Energy Security	<p>Professional Experience:</p> <ul style="list-style-type: none"> ✓ Must have a cross functional team with at least 3 years of experience in energy management, renewable energy, energy efficiency or related fields. <p>Educational Qualifications:</p> <ul style="list-style-type: none"> ✓ Must have at team member/ members with at least a bachelor's degree or master's degree in a relevant field such as Environmental Science, Environmental Engineering, Energy Management, Electrical Engineering or a related discipline.
Water Conservation	<p>Professional Experience:</p> <ul style="list-style-type: none"> ✓ Must have a cross functional team with at least 3 years of experience in water conservation, water resource management, water use efficiency, water stewardship or related fields. <p>Educational Qualifications:</p> <ul style="list-style-type: none"> ✓ Must have at team member/ members with at least a bachelor's degree or master's degree in a relevant field such as Environmental Science, Environmental Engineering, Civil Engineering, Water Resource Engineering or a related discipline.
Air Quality	<p>Professional Experience:</p> <ul style="list-style-type: none"> ✓ Must have a cross functional team with at least 3 years of experience in air quality monitoring, emissions reduction, environmental compliance or related fields. <p>Educational Qualifications:</p> <ul style="list-style-type: none"> ✓ Must have at team member/ members with at least a bachelor's degree or master's degree in a relevant field such as Environmental Science, Environmental Engineering, Chemical Engineering, Industrial Engineering or a related discipline. Team member(s) having advanced degrees or professional certificates in air quality management and monitoring will be preferred.
Waste Management	<p>Professional Experience:</p> <ul style="list-style-type: none"> ✓ Must have a cross functional team with at least 3 years of experience in circular economy, waste management, recycling, sustainable waste management practices or related fields. <p>Educational Qualifications:</p> <ul style="list-style-type: none"> ✓ Must have at team member/ members with at least a bachelor's degree or master's degree in a relevant field such as Environmental Science, Environmental Engineering, Waste Management or a related discipline. Team member(s) having advanced degrees or professional certificates in circular economy and sustainable waste management practices will be preferred.
Carbon Accounting	<p>Professional Experience:</p> <ul style="list-style-type: none"> ✓ Must have a cross functional team with at least 5 years of experience in carbon accounting, GHG assessments and accounting, sustainability audits and reporting or related fields.

	<p>Educational Qualifications:</p> <ul style="list-style-type: none"> ✓ Must have at least team member/ members with at least bachelors degree in ESG, sustainability or a related field. Team member(s) having advanced degrees or professional certificates in sustainability reporting, carbon accounting will be preferred.
Green Initiatives	<p>Professional Experience:</p> <ul style="list-style-type: none"> ✓ Must have a cross functional team with at least 5 years of experience in developing and implementing industrial green initiatives or in related fields. <p>Educational Qualifications:</p> <ul style="list-style-type: none"> ✓ Must have at team member/ members with at least a bachelor's degree or master's degree in a relevant field such as Environmental Science, Environmental Engineering, Sustainability or a related discipline. Team member(s) having advanced degrees or professional certificates in green building practices, ISO standards, EHS, net-zero and green transitions will be preferred.

3.2.3 Must have demonstrated experience working in one or more of the following areas: *energy efficiency, carbon accounting and emissions reduction, water security, air pollution prevention and control, circular economy and industrial toxicity control*. Proof of such involvement in the form of work order or completion certificate should be enclosed.

3.2.4 Preference will be given to technical experts/ verification agencies who have candidates who hold relevant professional certifications in areas such as but not limited to *Environmental Impact Assessments (EIA), LEED, ISO 14001, Green Rating for Integrated Habitat Assessment(GRIHA), Bureau of Energy Efficiency (BEE)* or other recognized sustainability certifications.

3.2.5 The experts must have access to the necessary equipment, tools and resources required for thorough assessment

3.3 Conflict of Interest

3.3.1 Declaration of any potential conflict of interest, including existing or past relationships with participating industries or industry associations being rated under the mechanism.

3.4 Data Confidentiality and Privacy

3.4.1 The technical expert/ verification agency shall, through legally enforceable agreements, have a policy and arrangements to safeguard the confidentiality of the information obtained or created during the performance of verification activities at all levels of its structure, including committees and external bodies or individuals acting on its behalf.

3.4.2 The technical expert/ verification agency shall provide previous reports and/details to other audit/verification bodies in case of change of verification agencies. It shall inform TNPCB that in case of change of verification agency and it shall provide information to other verification agencies, as required under this mechanism.

3.4.3 Except as required in this document, information about a particular industry or individual shall not be disclosed to a third party without the written consent of the TNPCB/Principal Authority. Where the verification agency is required by law to release confidential information to a third party, TNPCB or Principal Authority shall, unless regulated by law, be notified in advance of the information provided.

3.4.4 Personnel, including any committee members, contractors, personnel of external bodies or individuals acting on the technical expert/ verification agency's behalf, shall keep

confidential all information obtained or created during the performance of the verification activities under the Green Industrial Rating mechanism.

3.4.5 The verification agency shall have available and use equipment and facilities that ensure the secure handling of confidential information (e.g. documents, records, unpatented technologies etc).

3.4.6 When any information is made available to other bodies, the verification agency shall inform TNPCB/Principal Authority of this action as well as per Non-Disclosure Agreement(NDA)

4. Timeline for Empanelment

Empanelment of technical experts shall be conducted promptly, with the intention of commencing assessments at the earliest opportunity.

The empanelment of expert institutes shall be valid for three years, extendable by another two years based on performance (timely completion of project & quality of work etc).

5. Geographical Coverage of the Project

All the industries present in Tamil Nadu State

6. Venue and Deadline for Submission

Proposals shall be received at Tamil Nadu Pollution Control Board mail before the scheduled time of 26.10.2023. Beyond this no proposal will be accepted.

Govt. of Tamil Nadu or Tamil Nadu Pollution Control Board shall not be responsible for any postal delay or non-receipt/ non-delivery of the RFE proposal. No further correspondence on the subject will be entertained.

7. Shortlisting and Evaluation process

7.1 Govt. of Tamil Nadu or Tamil Nadu Pollution Control Board will constitute an Evaluation Committee to evaluate the RfE Proposals.

7.2 The Govt. of Tamil Nadu or Tamil Nadu Pollution Control Board shall shortlist agencies based on the proposal documents, presentation on RfE Proposal made to the Evaluation Committee.

7.3 Any attempt by applicant to influence the RfE process may result in the rejection of its Proposal.

7.4 The Govt. of Tamil Nadu or Tamil Nadu Pollution Control Board shall evaluate the responsiveness to the RFE to determine whether the documents have been properly signed, eligibility criteria fulfilled, all relevant papers submitted and whether the response to RFE is generally in order. The Govt. of Tamil Nadu or Tamil Nadu Pollution Control Board can seek additional information from the Applicants, if needed. The response to the RFE not conforming to requirements will be rejected.

7.5 The short listing of agencies for empanelment will be based on the evaluation of proposal and presentation.

7.6 The decision of the Govt. of Tamil Nadu or Tamil Nadu Pollution Control Board in the evaluation of responses to the RFE shall be final. No correspondence will be entertained outside the evaluation process.

7.7 The Govt. of Tamil Nadu or Tamil Nadu Pollution Control Board reserves the right to reject any or all proposal.

7.8 Applicants securing score of 70 or more out of 100 would be ranked on the basis of merit and will be shortlisted for empanelment. Evaluation score will be assigned to the proposals based on the following criteria:

S.No	Particulars	Score for evaluation
1.	Technical Institute Strength	Max 10
	Experience of having conducted Audits and validation	○ <3 – 0 ○ 0.5 Marks for every additional project – Max 10 Marks
2.	Projects completed by the institute up to 5 Projects (4marks*5projects)	Max 20
	Managed data collection by using online methods	1
	Collected both qualitative and quantitative data	1
	Projects managed by deploying more than 3 core team members in a project	1
	On-site audit undertaken successfully in more than 3 industries	1
3.	Qualifications of Proposed Staff	Max 10
	Team Leader/Project Manager Degree in project management/ sustainability/ environmental engineering having 7 years or above experience	○ Max 3 marks ○ Work exp. less than 7 years and more than 5 years- 2 marks
	Other Key staff to be employed Carbon accounting expert Environmental Expert Water Risk Expert Sustainability and Environmental law expert Circularity Expert Climate risk or net-zero target setting expert Energy Audit expert	○ 1 marks for each key staff in the team
4.	Technical presentation	Max 7
	The presentation should cover the following <ul style="list-style-type: none"> • Bidder's Profile • Team members with experience • List of Clients • Appreciation letter from any organization • Awards received if any • Learning from past validation process • Understanding and ability to meet timelines to address the scope of work 	Evaluation would be based on the bidder's approach and quality of presentation
5.	Certification obtained from Quality Council of India (QCI)	Max 3
	Total	50 Marks

The Govt. of Tamil Nadu or Tamil Nadu Pollution Control Board may ask for additional presentation/meetings with the applicants to evaluate its suitability for the empanelment.

8. Notification on Shortlisting for empanelment

Govt. of Tamil Nadu or Tamil Nadu Pollution Control Board shall notify by email/post to Applicant(s)/agency (ie) shortlisted for empanelment. Agencies shortlisted for empanelment will be required to sign an agreement with Govt. of Tamil Nadu or Tamil Nadu Pollution Control Board, accepting the terms & conditions laid down by Govt. of Tamil Nadu or Tamil Nadu Pollution Control Board.

After signing of the agreement, no variation or modification in the terms of the agreement shall be made except by written amendment signed by both parties.

The empanelment will be valid till 3 years from the date of accepting the terms and conditions by the empanelled agency(ies). Govt. of Tamil Nadu or Tamil Nadu Pollution Control Board reserves the right to extend the same up till 2 additional years based on periodic reviews to assess the performance during the specified duration of empanelment at the same terms and conditions.

Govt. of Tamil Nadu or Tamil Nadu Pollution Control Board shall be free to curtail the empanelment at any time during the period of empanelment, without assigning any reason.

9. Documents Required

9.1. Copy of registration certificate indicating date and incorporation status & address (if applicable) along with MoA (Memorandum of Association)/ AoA (Article of Association) to supplement the year of incorporation.

9.2. Copy of PAN & GST

9.3. Copy of work order for audits and validations clearly stating work orders from last 3 Years.

9.4. Completion Certificate from Client indicating timelines

9.5. Copy of annual report/balance-sheet/ Profit & Loss Statement /financial statement.

9.6. A certificate from the Chartered Accountant on turnover in these years, in original.

10. Payment Schedule

To be filled by the Institutions