

**Invitation of Expression of Interest (EOI) For Empanelment of  
Prospective vendors to partner with  
Uttarakhand Pradeshik Co-Operative Union Ltd**

**UTTARAKHAND PRADESHIK CO-OPERATIVE UNION LTD.  
(UKPCU)**

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# Expression of Interest (EOI)

## Uttarakhand Provincial Co-operative Union Ltd.

### Empanelment Notice

**Uttarakhand Provincial Co-operative Union Ltd. (UPCU)**, an apex-level co-operative institution registered under the Uttarakhand Co-operative Societies Act, 2003, invites **Expression of Interest (EOI)** from eligible, experienced, and technically competent firms for **Empanelment as Vendors for Providing Solar Energy Solutions** in the state of Uttarakhand.

The empanelment aims to support the Government of Uttarakhand's initiative towards renewable energy and sustainability by encouraging the deployment of solar power infrastructure across co-operative institutions, training centers, offices, warehouses, and related facilities operating under UPCU.

### **Background**

UPCU is actively involved in enhancing the capacities of co-operative societies through training, educational tours, and resource facilitation in areas such as agribusiness, procurement, and sales. In alignment with national and state-level policies on clean and green energy, UPCU seeks to promote the adoption of solar energy systems that reduce dependency on conventional energy sources, lower operating costs, and contribute to environmental sustainability.

### **Purpose of Empanelment**

The purpose of this empanelment is to identify and enlist technically qualified and financially sound vendors who can provide end-to-end solutions for solar energy systems. This includes design, supply, installation, testing, commissioning, and post-installation maintenance of solar photovoltaic (PV) systems (on-grid/off-grid/hybrid) at designated co-operative facilities across Uttarakhand.

### **Duration of Empanelment**

The empanelment will remain valid for a period of **three (03) years**, subject to annual review based on performance, service quality, and compliance with contract terms. UPCU reserves the right to extend, modify, or terminate the empanelment at its sole discretion.

### **Eligibility and Evaluation**

Interested applicants must meet the pre-qualification criteria outlined in the EOI document and will be evaluated based on technical experience, financial capacity, domain expertise, past project

performance, and local presence. A transparent and merit-based technical evaluation process will be conducted to finalize the empaneled list.

## Allocation of Work Post-Empanelment

Empanelment does not confer any right to the award of work. UPCU may float limited tenders, call for quotations, or issue work orders to empaneled vendors as per requirement. The selection of a vendor for a specific assignment will be based on the most suitable technical and commercial proposal as per UPCU's internal procedures.

## Non-Binding Nature

This EOI is intended to gather information from interested parties and does not constitute a binding offer or commitment by UPCU. No contractual obligation shall arise unless and until a formal agreement is executed between UPCU and the selected vendor(s).

## Important Instructions

1. The EOI document outlines the **scope of work, eligibility requirements, technical evaluation criteria, submission format, and terms and conditions** of empanelment.
2. Interested agencies must carefully review the document and submit their applications in the prescribed format, along with required annexures and supporting documents.
3. UPCU reserves the right to accept or reject any or all applications without assigning any reason and to amend the scope or conditions of this EOI at any stage.

## Opportunities

This empanelment offers a significant opportunity for competent solar solution providers to contribute meaningfully to the renewable energy goals of the state and support energy-efficient operations within the cooperative ecosystem of Uttarakhand.

**Uttarakhand Provincial Co-operative Union Ltd. (UPCU)** invites EOIs in sealed covers from reputed and experienced agencies and consultancy firms for Empanelment. The details are as under:

| S.No | Particulars                                                | Details                                 |
|------|------------------------------------------------------------|-----------------------------------------|
| 1    | Date of issue of the Expression of Interest (EOI) document | [ 06/07/2025]                           |
| 2    | Last date and time for submission of Applications          | [15/07/2025]                            |
| 3    | Duration of Empanelment                                    | 03 Years.                               |
| 4    | Contact for Clarification                                  | Email: [Ukpcudun@gmail.com]             |
| 5    | Presentation Round                                         | To be notified via email if shortlisted |

| S.No | Particulars                                     | Details                                                                                                                                                 |
|------|-------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------|
| 6    | Downloading of EOI Documents from UKPCU website | [06/07/2025]                                                                                                                                            |
| 7    | No. of Copies to be Submitted                   | 1                                                                                                                                                       |
| 8    | Earnest Money Deposit (EMD)                     | INR 1,00,000                                                                                                                                            |
| 9    | EOI Fee Including GST                           | INR 5,000 + 900 (GST) = INR 5,900                                                                                                                       |
| 10   | EOI Fee Payment                                 | Demand Draft in favor of [Uttarakhand Pradeshik Cooperative Union Ltd, Acc no - 000235003100063]                                                        |
| 11   | Last Date of Submission                         | [15/07/2025]                                                                                                                                            |
| 12   | Address for Submission of EOI                   | Managing Director, Uttarakhand Pradeshik Cooperative Union Ltd. 2-B Second floor UCF Sadan, Deep Nagar Road, Rispana Pull, Dehradun, Pin Code – 248001. |

## **1. INTRODUCTION**

**Uttarakhand Provincial Co-operative Union Ltd.** (UPCU) is an apex-level co-operative organization functioning under the administrative framework of the Co-operative Department, Government of Uttarakhand. The Union is dedicated to the comprehensive development and empowerment of co-operative societies and rural communities across the state. With a rich legacy of service, UPCU plays a pivotal role in promoting co-operative principles and fostering socio-economic growth through collaborative efforts.

The primary objective of **Uttarakhand Provincial Co-operative Union Ltd.** is to advance the co-operative movement by providing structured training and capacity-building programs tailored for co-operative societies and their members. It facilitates educational tours and exposure visits to enhance learning and best-practice sharing within the sector. The Union actively promotes co-operative ideals and works as the **purchasing agency of the State Government**, ensuring timely procurement and distribution of agribusiness inputs such as fertilizers, seeds, and other essential commodities vital for agricultural sustainability.

Recognizing the critical importance of renewable energy, **UPCU is also committed to promoting solar energy initiatives** in alignment with state and national goals for sustainable development. The Union envisions leveraging solar energy solutions to enhance energy security, support rural livelihoods, and contribute to environmental conservation. Through this empanelment, UPCU seeks to onboard qualified and experienced vendors who can provide comprehensive solar facility services—including design, installation, maintenance, and after-sales support.

Empaneled vendors will be authorized to offer solar energy solutions **to any individual, group, co-operative society, or institution across Uttarakhand that requires solar facilities**. This initiative aims to accelerate the adoption of clean energy technologies in both rural and urban areas, reduce dependency on conventional energy sources, and support the transition towards a greener economy.

In addition to its focus on solar energy, **UPCU continues to support other developmental activities**, including the promotion of agri-business ventures, marketing support, and facilitation of modern technologies for the benefit of co-operatives and the larger community. Through strategic collaborations and capacity-building efforts, UPCU strives to enhance the resilience and competitiveness of Uttarakhand's co-operative ecosystem.

## **2. SCOPE OF WORK**

**Uttarakhand Provincial Co-operative Union Ltd (UPCU)** invites Expression of Interest (EOI) for empanelment of reputed, technically competent, and experienced vendors to provide **comprehensive solar energy solutions** across Uttarakhand. The empaneled vendors will support UPCU's mission to promote renewable energy adoption and provide high-quality solar facilities to co-operative societies, institutions, farmers, households, and any other individuals or entities requiring solar solutions.

The **Uttarakhand Provincial Co-operative Union Ltd (UPCU)** seeks to empanel technically competent and experienced vendors/agencies to provide **comprehensive solar facility services** across the state of Uttarakhand. The empaneled vendors will support UPCU's mission to promote clean energy adoption and sustainable development through the deployment of solar energy solutions for individuals, co-operative societies, government institutions, and other entities requiring solar facilities.

The scope of work for the empaneled vendors will include but not be limited to the following activities:

### **➤ Design and Technical Assessment**

- Conduct site surveys and feasibility studies to assess suitability for solar installations (rooftop, ground-mounted, hybrid systems, etc.).
- Design customized solar energy solutions based on site conditions, energy requirements, and regulatory standards.
- Prepare detailed technical proposals including system specifications, drawings, and cost estimates.

### **➤ Supply, Installation, and Commissioning**

- Supply high-quality, certified components including solar panels, inverters, batteries (if applicable), mounting structures, and balance of system components.
- Complete installation and commissioning of solar energy systems in compliance with safety, quality, and statutory norms.
- Integrate with existing grid infrastructure or design off-grid/ hybrid solutions as required.

### **➤ Operation and Maintenance (O&M)**

- Provide comprehensive O&M services including routine inspections, cleaning, performance monitoring, troubleshooting, and repairs during the warranty and service period.
- Offer Annual Maintenance Contract (AMC) options post-warranty for sustained performance.

### **➤ Capacity Building and User Training**

- Conduct training sessions for end-users, co-operative members, and other beneficiaries on system operation, basic maintenance, and safety protocols.
  - Develop user manuals and handholding support during initial operations.
- **Support for Subsidy and Regulatory Compliance**
- Assist beneficiaries in documentation, application, and processing of government subsidies, net metering permissions, and approvals from regulatory authorities.
  - Ensure all installations adhere to guidelines prescribed by the Ministry of New and Renewable Energy (MNRE) and Uttarakhand Renewable Energy Development Agency (UREDA).
- **Monitoring, Reporting, and Digital Integration**
- Implement digital monitoring solutions for real-time tracking of system performance.
  - Provide periodic reports on system health, energy generation, and environmental impact (e.g., CO2 savings).
- **Innovation and Value Addition**
- Promote adoption of advanced technologies such as solar-powered pumps, solar cold storage units, solar dryers, and other agri-based solar solutions suitable for co-operative use.
  - Suggest innovations or pilot projects that can enhance rural energy access and contribute to co-operative development.

## **Service Coverage**

**Empaneled** vendors will be authorized to provide solar facility services **to any person, co-operative society, group, or institution** requiring such facilities across Uttarakhand. The empaneled agencies will work in alignment with UPCU's objectives and guidelines.

### **3. PREQUALIFICATION CRITERIA**

The applicant will be evaluated for empanelment, inter-alia, based on the prequalification criteria mentioned below:

| <b>S. No.</b> | <b>Criteria</b>                          | <b>Requirement</b>                                                                                                                                                                                                  |
|---------------|------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1             | <b>Legal Entity</b>                      | The applicant must be a registered company/partnership firm/proprietorship/LLP in India engaged in the business of providing solar energy solutions. Valid registration certificates must be submitted.             |
| 2             | <b>Experience</b>                        | Minimum 3 years of experience in supply, installation, commissioning, and maintenance of solar energy systems.                                                                                                      |
| 3             | <b>Technical Capacity</b>                | Successfully completed supply and installation of at least 100 kW cumulative capacity of rooftop/off-grid/on-grid solar photovoltaic systems in the last 3 years. Work orders and completion certificates required. |
| 4             | <b>Authorizations and Certifications</b> | Valid certifications/approvals from MNRE (Ministry of New and Renewable Energy) or other competent government authorities, as applicable.                                                                           |
| 5             | <b>Financial Capacity</b>                | Average annual turnover of at least ₹50 lakh during the last 3 financial years. Audited financials or CA-certified turnover certificates to be submitted.                                                           |
| 6             | <b>Local Presence</b>                    | Existing office/service center in Uttarakhand or willingness to establish before award of empanelment.                                                                                                              |
| 7             | <b>GST and Tax Compliance</b>            | Valid GST registration and PAN mandatory.                                                                                                                                                                           |
| 8             | <b>Blacklist Status</b>                  | The applicant must not be blacklisted or debarred by any government department/agency/PSU. A self-declaration is required.                                                                                          |

#### **4. TECHNICAL EVALUATION**

The Technical evaluation would happen based on agency's relevant experience and key personnel as described under.

| <b>S. No.</b> | <b>Evaluation Parameter</b>                                              | <b>Criteria</b>                                                                                                                                                                                                                                                                                                                                                         | <b>Maximum Marks</b> |
|---------------|--------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------|
| 1             | <b>Experience in solar projects</b>                                      | $\geq 3$ years = 10 marks<br>3–5 years = 15 marks<br>> 5 years = 20 marks                                                                                                                                                                                                                                                                                               | 20                   |
| 2             | <b>Cumulative installed capacity of solar PV systems in last 3 years</b> | 100–250 kW = 10 marks<br>251–500 kW = 15 marks<br>> 500 kW = 20 marks                                                                                                                                                                                                                                                                                                   | 20                   |
| 3             | <b>Certifications / Empanelment with MNRE / Govt agencies</b>            | Valid MNRE certification = 5 marks<br>Empanelment with state/central agencies = additional 5 marks                                                                                                                                                                                                                                                                      | 10                   |
| 4             | <b>Technical manpower (qualified engineers / technicians)</b>            | Vendor must have a dedicated team comprising at least 1 qualified electrical/solar engineer (degree/diploma holder with $\geq 3$ years relevant experience) and minimum 3 trained solar technicians certified by a recognized body (e.g. NISE/MNRE or equivalent). Full marks for meeting or exceeding this; partial marks if manpower is fewer or partially qualified. | 10                   |
| 5             | <b>After-sales service capability in Uttarakhand</b>                     | Service center proposed = 5 marks<br>Existing service center = 10 marks                                                                                                                                                                                                                                                                                                 | 10                   |
| 6             | <b>Financial strength (average annual turnover in last 3 years)</b>      | ₹50–100 lakh = 5 marks<br>₹100–200 lakh = 10 marks<br>>200 lakh = 20 marks                                                                                                                                                                                                                                                                                              | 20                   |
| 7             | <b>Completion of government/public sector solar projects</b>             | 1–3 projects = 5 marks<br>> 3 projects = 10 marks                                                                                                                                                                                                                                                                                                                       | 10                   |

***Minimum marks required for technical qualification is 70 out of 100.***

## **5. General Terms and Conditions**

- The empanelment of vendors by UPCU shall not, in itself, confer any right to allocation of work.
- Vendors or their associates shall not use the name, logo, emblem, or documents of UPCU or the Department of Cooperation, Government of Uttarakhand, without prior written permission.
- The empanelment shall be valid for a period of three (03) years, subject to annual renewal based on satisfactory performance and compliance with terms and conditions, at the sole discretion of UPCU.
- UPCU reserves the right to extend or curtail the empanelment period at its discretion.
- Allocation of work will be made through request for quotation (RFQ) or nomination basis as per the requirement of UPCU or affiliated entities.
- There is no guarantee of minimum work or order quantity under this empanelment.
- No subcontracting of awarded work will be permitted without prior written consent from UPCU.
- All personnel engaged must be direct employees or contracted staff of the empaneled vendor.
- UPCU reserves the right to reject any or all proposals without assigning any reason.
- UPCU may relax or waive any of the conditions in the EOI if deemed necessary in the interest of the project.
- UPCU may modify the scope of work at any stage after consultation with empaneled vendors.
- UPCU reserves the right to cancel empanelment and blacklist or debar a vendor on submission of false information.
- UPCU reserves the right to cancel empanelment and blacklist or debar a vendor on non-performance or unsatisfactory services.
- UPCU reserves the right to cancel empanelment and blacklist or debar a vendor on insolvency, unethical practices, or legal violations.
- UPCU reserves the right to cancel empanelment and blacklist or debar a vendor on any other ground deemed fit, with 7 days' prior written notice.
- Vendors must maintain high ethical standards. Any complaint regarding malpractice, such as bribery, gifts, or undue influence, will lead to appropriate action including possible removal from the empanelment.

- UPCU disclaims any liability arising from vendor misconduct.
- UPCU may amend or modify the EOI terms at any time before the last date of proposal submission.
- Any such amendments will be communicated on the official website or through direct communication to vendors. It is the responsibility of applicants to stay updated.
- A vendor's proposal may be disqualified if submitted after the deadline.
- A vendor's proposal may be disqualified if it contains false or misleading information.
- A vendor's proposal may be disqualified if it fails to submit required documents or respond to queries.
- A vendor's proposal may be disqualified if the vendor has a history of abandoning projects or poor performance.
- A vendor's proposal may be disqualified if the vendor submits more than one proposal.
- A vendor's proposal may be disqualified if the vendor has been declared ineligible by any government for corrupt or fraudulent practices.
- UPCU may seek clarifications from applicants during evaluation. Applicants must respond within the specified time frame, failing which proposals may be rejected.
- This EOI and empanelment process does not constitute a binding offer or contract. A formal work order or contract shall be issued for specific assignments as required.
- Any disputes shall first be resolved amicably.
- Failing amicable resolution, disputes will be referred to arbitration under the Arbitration and Conciliation Act, 1996.
- The venue of arbitration shall be Dehradun, Uttarakhand, and courts at Dehradun shall have exclusive jurisdiction.
- Vendors shall comply with all applicable laws, safety standards, environmental norms, and statutory guidelines in executing solar projects.

## **6. Submission Guidelines**

Interested applicants are required to submit their Expression of Interest (EOI) in **physical form** only, following the detailed instructions below:

### **Mode of Submission**

- The complete EOI should be submitted in a **sealed envelope** through **registered post/speed post/courier** or by **hand delivery** to the address specified under “Address for Submission of EOI”.
- No email or online submission will be considered valid for evaluation.

### **Order of Documents**

All submitted documents must be organized and fastened securely in the following order:

- **Cover Letter** on Company Letterhead
- **Table of Contents**
- **Empanelment Fee and EMD (Demand Drafts)**
- **Company Profile**
- **Documentary Proof of Prequalification Criteria** (as per Section 3)
- **Technical Proposal** with relevant certificates, empanelments, and manpower details
- **List of Completed Solar Projects with Work Orders/Completion Certificates**
- **Financial Statements for Last 3 Years (Audited or CA-certified)**
- **Declaration Forms**
  - Annexure-I: Declaration of Not Being Blacklisted
  - Annexure-II: Declaration on Accuracy of Information
- **Any Other Supporting Documents**

### **Other Requirements**

- All pages must be **numbered** and **signed with the seal** of the authorized signatory.
- Any deviation from the above guidelines may result in disqualification of the application.

## Annexure-I

### PROFORMA OF CERTIFICATE FOR BEING NOT BLACKLISTED / DEBARRED (To be executed on a non-judicial stamp paper of Rs. 100/ and duly notarized)

-

To,  
Managing Director,  
Uttarakhand Pradeshik Cooperative Union Ltd.

We M/s -----(Name of firm / Company) having its registered office at .....declare that we are not blacklisted/ debarred by any Govt. undertaking/ Govt. departments. In case same is found then their tender/Order shall be treated as cancelled at any stage and EMD/Performance security shall be forfeited.

Signed this day of  
Place

Signature of Authorized signatory of  
Name

Witness:

Designation

Signature

Name of the firm

Name

Seal of the firm

Address

## **Annexure-II**

### **PRO FORMA OF CERTIFICATE FOR ALL THE INFORMATION PROVIDED BY THE FIRM IN THE BID DOCUMENT ARE TRUE AND CORRECT.**

**(To be executed on a non-judicial stamp paper of Rs. 100/ and duly notarized)**

To,  
Managing Director,  
Uttarakhand Pradeshik Cooperative Union Ltd.

We M/s----- (Name of firm / Company) having its registered office at .....declare that all the information provided by us in the bid document are true and Correct. In case, any forged or false document is found at any stage, then our tender/ order shall be treated as cancelled and necessary action shall be taken against us, which may include forfeiting the EMD/security cum performance guarantee, debarring/ blacklisting for further participation in future tenders, based on the merits/ demerits of the case.

Signed this day of  
Place

Signature of Authorized signatory of  
Name

Witness:

Designation

Signature

Name of the firm

Name

Seal of the firm

Address