REQUEST FOR PROPOSAL (RFP)

Appointment of Independent Monitoring Agency for Samsung DOST 2026 (DOST 5) Programme

RFP No.: ESSCI/SP/DOST5/2026/01

Date of Issue: 03 August 2026

Issued by: Electronics Sector Skills Council of India (ESSCI)

Electronics Sector Skills Council of India (ESSCI)
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Request for Proposal (RFP)
Appointment of Independent Monitoring Agency for Samsung DOST 2026 (DOST 5) Programme
RFP No.: ESSCI/DOST5-MON/2026/01 Date of Issue: 27 July 2026

1. About ESSCI

1.1 The Electronics Sector Skills Council of India (ESSCI) is a not-for-profit organisation incorporated under Section 8 of the Companies Act, 2013. ESSCI is promoted by the National Skill Development Corporation (NSDC) along with leading industry associations, and is mandated to create a robust, industry-aligned and sustainable ecosystem for skill development in the Electronics System Design and Manufacturing (ESDM) sector.

1.2 ESSCI works closely with industry, academia, training partners and government institutions to design Qualification Packs (QPs), National Occupational Standards (NOS) and training frameworks aligned with the NSQF and national skilling priorities.

2. Background

2.1 This RFP is issued as a fresh RFP. It is issued pursuant to, and read together with, the Memorandum of Understanding dated 01 July 2026 executed between ESSCI and Quess Corp Limited ("Quess") for implementation of the Samsung DOST 2026 (DOST 5) Programme ("the Programme"), under which Quess is responsible for trainee onboarding, training delivery, on-the-job training (OJT) deployment, and stipend disbursement to approved candidates. The Programme is funded by Samsung India Electronics Pvt. Ltd. ("Samsung") and implemented by ESSCI.

2.2 All prospective bidders/agencies are advised to carefully review the scope, evaluation methodology, submission process and other terms and conditions set out below before submitting their proposals.

3. Objective of the RFP

3.1 ESSCI seeks to appoint a qualified and experienced Independent Monitoring Agency to provide assurance on the accuracy, eligibility and completeness of stipend payments and programme expenditure under the Programme, and to establish preventive and detective controls ensuring zero leakage of funds, elimination of ghost beneficiaries, and compliance with approved programme guidelines. The Monitoring Agency shall function as an independent control gatekeeper between programme execution by Quess and programme oversight by ESSCI, covering monitoring of 7,475 (Seven Thousand Four Hundred and Seventy-Five) candidates over a period of 18 months.

4. Scope of Work

The selected Monitoring Agency shall function as an independent control gatekeeper between programme execution by Quess and programme oversight by ESSCI, and shall be responsible for the following, including but not limited to:

4.1 Pre-Disbursement Audit (Mandatory)

1. *Beneficiary Validation: verification of the trainee master database; validation of Aadhaar/approved IDs; verification of enrolment records, batch details and locations; validation of bank account details and duplication checks; identification of duplicate beneficiaries and invalid records.*
2. *Attendance & OJT Verification: verification of attendance through biometric, digital or manual records; cross-verification of OJT deployment records; validation of minimum attendance criteria; confirmation that stipend amounts are linked to actual attendance.*

3. *Stipend Computation Verification: validation of approved stipend rates; recalculation of 100% of payment datasets; verification of payment file integrity and bank account details.*
4. *Exception Testing: detection of ghost trainees; identification of dropped trainees included in payment lists; detection of abnormal payment patterns; identification of suspicious beneficiary clusters.*
5. *Pre-Disbursement Certification: issuance of a Stipend Payment Approval Certificate prior to release of funds, for each disbursement cycle.*

4.2 Concurrent Monitoring (Value-Added Component)

1. *Attendance versus payout tracking on an ongoing basis.*
2. *Random telephonic verification of beneficiaries.*
3. *Monthly data integrity reviews and reporting.*

4.3 Post-Disbursement Audit (Mandatory)

1. *Verification of bank statements against approved payment files.*
2. *Confirmation of beneficiary and payment accuracy.*
3. *Telephonic verification of a statistically valid sample of beneficiaries.*
4. *Tracking of failed and reprocessed transactions.*
5. *Review of approval workflows, segregation of duties, and system controls.*

4.4 Audit of Programme Expenditure

6. *Review of training costs, trainer payments, infrastructure expenses, and administrative/operational overheads incurred on the Programme.*
7. *Verification against approved budgets; review of invoices and contracts; detection of double billing; verification of arm's length transactions.*

4.5 Reporting, Data Standards & Technical Specifications

8. *100% verification of payment datasets, with mandatory pre-payment approval and payment files locked after certification.*
9. *Aadhaar and bank account de-duplication, maintenance of a complete audit trail, and version control of all payment files.*
10. *Reconciliation between system-generated and manual records, with geo-tagged attendance validation wherever feasible.*
11. *All reports shall be submitted in editable (Word/Excel) as well as signed PDF format, with underlying data files and working papers made available to ESSCI/Samsung upon request.*

5. Key Deliverables

5.1 The Monitoring Agency shall submit the following deliverables:

Monthly Deliverables:

1. *Pre-disbursement Approval Certificate.*
2. *Post-disbursement Validation Report.*
3. *Exception and Risk Register.*

4. *Utilization and Compliance Report.*

Quarterly Deliverables:

5. *Attendance vs. Payout Trend Analysis.*
6. *Dropout vs. Payment Analysis.*
7. *Internal Control Effectiveness Review.*
8. *Utilization Certificate for Quarterly Expenditure.*

Annual Deliverable:

9. *Annual Assurance Statement covering: (a) Fund Utilization; (b) Stipend Integrity; and (c) Adequacy of the Internal Control Environment.*

All working papers, reports, certificates and other deliverables prepared under this assignment shall vest exclusively with ESSCI upon final payment, without prejudice to the Monitoring Agency's professional record-retention obligations under applicable ICAI/auditing standards.

6. Eligibility Criteria

6.1 Interested audit firms/agencies must meet the following eligibility criteria:

1. The firm must be registered with the Institute of Chartered Accountants of India (ICAI).
2. Minimum 3 years of experience in audit, assurance, compliance, or financial review assignments.
3. Demonstrated experience in CSR, skill development, education, livelihood, or government-funded programmes, supported by work orders/completion certificates.
4. Demonstrated capability to undertake large-scale beneficiary verification and data validation exercises.
5. Adequate professional manpower, including Chartered Accountants, Audit Professionals, and Data Analysts, deployed exclusively for this assignment.
6. The firm must have a minimum of 2 (two) partners and overall employee strength of 20 professional staff on its rolls as on the date of this RFP, as evidenced by the Partnership Deed / ICAI firm constitution certificate.
7. The firm must have completed a minimum of 2 (two) similar assignments (audit/monitoring of beneficiary-linked stipend, CSR, or financial disbursement programmes) in the last 2 (two) financial years, supported by work orders/completion certificates.
8. Minimum average annual turnover of ₹1 (One) Crore over the last 3 (three) financial years, supported by a CA-certified statement.
9. No conflict of interest with Samsung, ESSCI, or Quess Corp Limited.
10. The firm must not be blacklisted or debarred by any Central/State Government or PSU.
11. Valid PAN, GST registration, and statutory compliance.
12. The firm shall hold, or undertake to procure prior to signing of the contract, adequate professional indemnity insurance cover commensurate with the value and risk profile of this assignment.

7. Proposal Submission Requirements

7.1 Interested audit firms/agencies must submit:

7.1.1 Technical Proposal

1. Organisation profile and credentials.
2. Registration and statutory documents (ICAI registration, Certificate of Incorporation, PAN, GST registration).
3. Relevant project experience in audit, assurance, compliance, or financial review assignments, particularly in CSR, skill development, education, livelihood, or government-funded programmes.
4. Proposed audit methodology, including approach to beneficiary validation, attendance/OJT verification, stipend computation checks, and exception testing.
5. Team composition and CVs of key personnel (Chartered Accountants, Audit Professionals, Data Analysts).
6. Work plan and implementation approach, including reporting cadence and escalation matrix.

7.1.2 Financial Proposal

1. Professional fees (as per the Financial Bid Format at Appendix – III).
2. Travel and logistics costs.
3. Applicable taxes.
4. Any additional expenses.
5. Quote validity: 90 (ninety) days from the date of submission.

7.1.3 Self-Declaration

1. Appendices IV to XI

7.1.4 Earnest Money Deposit (EMD)

Bidders are required to submit an Earnest Money Deposit (EMD) equivalent to 5% (five per cent) of the total Bid value, in the form of a cheque drawn in favour of “Electronics Sector Skills Council of India (ESSCI)”, along with the Proposal. Proposals submitted without the requisite EMD shall be summarily rejected. EMD of all unsuccessful bidders shall be returned within 30 (thirty) days of finalisation of the Bid. The EMD of the successful bidder may be adjusted against the first invoice, or refunded, at ESSCI’s discretion.

8. Bid Submission Process

8.1 Mode of Submission

All bids shall be submitted through physical/postal submission only addressed to:

The CEO

Electronics Sector Skills Council of India (ESSCI)

155, 2nd Floor, ESC House, Okhla Industrial Estate Phase III

New Delhi – 110020, Landline: +91-11-46035050

Note: No digital/email submission shall be accepted or considered.

8.2 Submission Structure & Packaging

8.2.1 All documents shall be arranged strictly as per the checklist at Appendix – I, and shall be self-attested, properly authenticated, and signed and stamped by the competent authority of the bidder organisation. The proposal shall comprise one main sealed envelope containing two separately sealed inner envelopes — the Technical Proposal and the Financial Bid.

8.2.2 The Financial Bid shall be submitted only in a separately sealed envelope. Any financial bid submitted in an open/unsealed condition, or clubbed/enclosed together with the Technical Proposal, shall be treated as a material non-compliance and the proposal shall be summarily rejected, without seeking any clarification.

8.3 Mandatory Envelope Marking

All envelopes must clearly mention the RFP number, the title of the assignment, and the submitted-to and submitted-by details. Failure to comply may result in rejection of the proposal.

8.4 Self-Declaration Forms

All self-declaration formats at Appendices IV–XI shall be mandatorily submitted, duly signed and stamped. Submission of false declarations, misleading information or forged documents may result in rejection, disqualification, blacklisting and/or legal action.

9. Evaluation Process

Stage 1	Stage 2 — QCBS Method	Final Combined Score
Qualifying only — Document Verification (Appendix I)	Technical : Financial = 70:30	100 Marks (Appendix II)

9.1 Stage 1 — Document Verification & Eligibility Screening

All proposals shall undergo preliminary scrutiny and document evaluation by the Tender Evaluation Committee (TEC) as per the checklist at Appendix – I. This stage is qualifying in nature only; only qualified bidders shall proceed to Stage 2.

9.2 Stage 2 Evaluation:

9.2.1 Presentation

Shortlisted bidders shall be invited for a presentation before the TEC. Evaluation shall be conducted under the Quality and Cost Based Selection (QCBS) method in a ratio of 70:30 (Technical Score : Financial Score), as detailed in Appendix – II. The Committee may seek clarifications and raise technical or commercial queries during the presentation.

S. No.	Heads	Evaluation Criteria	QCBS Weight	Weight (%)	Score
1	Technical	Relevant Experience	70%	20%	20
2		Technical Approach & Methodology		20%	20
3		Team Strength & Qualifications		20%	20
4		Similar Assignment Experience		10%	10
5	Financial	Commercial Proposal	30%	30%	30
		Total	**100%**	**100%**	**100**

1. Minimum qualifying score in Technical evaluation: 49 (Seventy percent) out of 70 marks.
2. Financial proposals are opened only for technically qualified bidders. Scoring is purely formula-based.

9.2.2 Financial Evaluation

QCBS Financial Scoring Formula = (L1 ÷ Bn) × 30

where L1 = Lowest financially compliant bid amount; Bn = Bid under consideration.

9.3 Combined QCBS Score – Final Summary

S.No.	Component	QCBS Weight	Weighted Marks
1	Technical score (out of 70) (Relevant experience, methodology, team strength, similar assignment experience)	70%	70 marks
2	Financial score – QCBS formula (out of 30) (L1 ÷ Bn) × 30	30%	30 marks
Final combined score (Technical + Financial)		**100%**	**100**

10. Project Timeline & Delivery Schedule

10.1 The selected agency shall adhere to a strict milestone-based delivery schedule as defined below and in the Work Order:

Milestone	Deliverable	Timeline	Payment (%)
Milestone 1	Monthly Deliverables, including onboarding & approval of the Audit Plan & Methodology in Month 1, and Pre-/Post-Disbursement Certificates, Exception & Risk Register, Utilization & Compliance Report, and quarterly Trend/Dropout Analysis and Internal Control Review (as applicable), for each of the 12 (twelve) monthly cycles	Monthly, on submission & ESSCI acceptance of the respective month's deliverables (paid pro-rata over the contract period)	80%
Milestone 2	Annual Assurance Statement and Final Closure Report	Within 30 days of completion of the 18 months contract term	20%

1. Detailed timelines may be further broken-down module-wise in the Work Order.
2. Any anticipated delay must be communicated in writing at least 3 working days in advance, with valid justification.
3. Approval of timeline extension is at ESSCI's sole discretion and is subject to applicable penalty provisions.

11. Delay & Penalty Clause

11.1 A penalty of 0.5% of the value of the respective monthly/quarterly deliverable payment shall be levied per week of delay in submission of certified reports/certificates, for delays attributable to the Monitoring Agency.

11.2 Total penalty shall be capped at 10% of the total contract value.

11.3 Penalties shall be deducted from milestone payments on a net-of-tax basis; no GST shall apply on penalty amounts.

11.4 Repeated delays or non-compliance may result in termination.

12. Payment Schedule & Financial Terms

12.1 Payment shall be made strictly on a milestone basis, linked to successful completion and formal written approval of deliverables (see Section 10 table).

12.2 Payments are subject to TDS deduction under the Income Tax Act, 1961, and submission of GST-compliant invoices.

12.3 Penalties under Section 11 shall be adjusted against the respective milestone payment.

12.4 ESSCI reserves the right to withhold or adjust payments until satisfactory completion, in case of delay or non-compliance.

13. Quality Assurance & Vetting Process

13.1 Deliverables shall undergo a three-tier validation process:

1. Internal quality assurance by the agency, checked by ESSCI
2. Validation by Experts (SMEs)
3. Final review and approval by ESSCI

13.2 The agency shall incorporate all feedback within agreed timelines without additional cost. Deliverables not meeting quality standards may be rejected and must be re-submitted.

14. Ownership & Intellectual Property

14.1 All deliverables, including source files, designs and documentation, shall be the exclusive property of ESSCI.

14.2 The agency shall have no right to reuse, distribute or commercialise the content without prior written approval.

15. Copyright & Indemnity

15.1 The agency shall ensure that all content is original or properly licensed.

15.2 The agency shall be solely responsible for any copyright or intellectual property claims.

15.3 ESSCI shall bear no liability and shall be indemnified against all such claims.

16. Confidentiality & Data Security

16.1 The agency shall maintain strict confidentiality of all project data, documents and intellectual property, and shall sign a Non-Disclosure Agreement (NDA) if required. Disclosure to any third party without ESSCI's prior written approval is strictly prohibited. This obligation survives termination of the contract.

17. Performance Monitoring

17.1 The agency shall submit monthly/quarterly progress reports.

17.2 ESSCI shall conduct periodic review meetings.

17.3 Persistent performance issues may trigger penalties or termination.

18. Compliance with Standards

18.1 All deliverables must comply with the terms of the Memorandum of Understanding dated 01 July 2026 between ESSCI and Quess Corp Limited, and with applicable ESSCI guidelines and standards. Non-compliance shall result in rejection.

19. Acceptance Criteria

19.1 Deliverables shall be deemed accepted only upon formal written approval by ESSCI. Partial or conditional approvals shall not constitute final acceptance.

20. Change Management

20.1 Any change in scope shall be processed through a formal written change request; cost and timeline implications must be approved before implementation.

20.2 Additional cost due to scope change shall be capped at 10% of the original contract value; any increase beyond this threshold requires fresh procurement approval.

21. Termination & Financial Settlement

21.1 ESSCI may terminate the contract with 15 days' written notice on grounds of non-performance/breach, failure to meet quality standards, or prolonged delays.

21.2 All submitted deliverables shall be evaluated by ESSCI's designated evaluation committee; payment shall be released only for satisfactorily completed and accepted work; any advance exceeding the value of accepted work shall be recovered from the agency; final settlement shall be completed within 30 days from the date of termination.

22. Dispute Resolution Mechanism

22.1 Any dispute shall first be resolved through internal consultation with a designated senior ESSCI authority within 30 days.

22.2 If unresolved, the dispute shall be referred to arbitration under the Arbitration and Conciliation Act, 1996. The seat and venue of arbitration shall be New Delhi, and the arbitrator's decision shall be final and binding.

23. Force Majeure

23.1 Neither party shall be liable for delays or failure due to force majeure events including natural disasters, pandemics, government restrictions, or war/civil unrest. The affected party shall notify the other within 7 days of occurrence. If such conditions continue beyond 60 days, either party may terminate the contract without financial penalty.

24. General Conditions & Legal Terms

24.1 Participation in this RFP process shall imply unconditional acceptance of this document and all its appendices, formats, declarations and evaluation conditions. ESSCI reserves the right to accept or reject any proposal, cancel or modify the RFP process, seek additional clarifications/documents, and amend the evaluation criteria, without assigning any reason. All decisions of the Tender Evaluation Committee (TEC) and ESSCI shall be final and binding. Any disputes shall be subject to the jurisdiction of courts in New Delhi, India.

25. Disclaimer

25.1 This RFP does not constitute a commitment by ESSCI to award a contract. ESSCI reserves the right to withdraw, amend or cancel this RFP at any stage without prior notice.

26. Important Dates / Schedule

S. No.	Particulars	Date / Timeline
1	Release of RFP	04/Aug/2026
2	Last date for receipt of bids (Physical Documents)	14/Aug/2026 by 5:00 PM
3	Pre-bid query	12/Aug/2026
4	Screening of submitted documents	16/Aug/2026
5	Opening of Technical Bids	19/Aug/2026
6	Presentations (if scheduled by the TEC)	(17/Aug/2026) – (19/Aug/2026)
7	Opening of Financial Bids	20/Aug/2026
8	Selection & Finalization of Monitoring Agency	22/Aug/2026
9	Issuance of Work Order	25/Aug/2026

Late submissions shall not be entertained under any circumstances.

27. Submission Address

The CEO

Electronics Sector Skills Council of India (ESSCI)

155, 2nd Floor, ESC House, Okhla Industrial Area, Phase – III, New Delhi – 110020

Landline: +91-11-46035050

28. Contact for Clarification

28.1 For any clarification related to this RFP process, bidders may contact:

Mr. Saroj Apato, Vice President (Strategic Partnerships),

Email: saroj@essc-india.org | Mobile: 9654437519

Electronics Sector Skills Council of India (ESSCI)

28.2 All queries shall be submitted via e-mail only, clearly mentioning the RFP reference number in the subject line. Responses, if any, shall be shared via e-mail or published on the official ESSCI website. No verbal or informal communication shall be considered valid. ESSCI reserves the right not to respond to queries received after the deadline.

29. Issued with the Approval of the Competent Authority

Electronics Sector Skills Council of India (ESSCI)

New Delhi

30. List of Appendices

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Appendix – I: Document Verification & Eligibility Screening Checklist

RFP No. *ESSCI/DOST5-MON/2026/01*

Appointment of Independent Monitoring Agency for Samsung DOST 2026 (DOST 5) Programme

Sl. No.	Criteria & Document Required	Submitted	Not Submitted
1	**Company Registration & Legal Standing**		
1.1	Certificate of Incorporation / Registration	Yes	No
1.2	GST Registration Certificate	Yes	No
1.3	PAN Card (Entity)	Yes	No
1.4	CAG Empanelment form & Ack	Yes	No
1.5	ICAI Registration Certificate *	Yes	No
2	**Experience & Financial Standing**		
2.1	Min 3 years of experience in audit, assurance, compliance, or financial review assignments *	Yes	No
2.2	Experience in CSR, skill development, education, livelihood, or government-funded programmes *Work orders/completion certificates	Yes	No
2.3	Min ₹1 Crore average annual turnover – last 3 FYs *Turnover certificate issued by CA	Yes	No
2.4	Professional indemnity insurance cover, or undertaking to procure the same prior to signing of the contract	Yes	No
2.5	Min. 2 partners and overall employee strength of 20 professional staff on firm's rolls *Partnership Deed / ICAI constitution certificate	Yes	No
2.6	Min. 2 similar assignments completed in last 2 FYs *Work orders/completion certificates	Yes	No
3	**Proposed Team Structure Compliance**		
3.1	Minimum team structure and *CV of team members: Chartered Accountants, Audit Professionals, Data Analysts, adequate for the scale of the assignment	Yes	No
4	**Technical Proposal Documents**		
4.1	Proposed Audit Methodology & Work Plan	Yes	No
4.2	Team CVs & Deployment Plan	Yes	No
4.3	Internal Quality Control Framework	Yes	No
5	Self-Declaration forms (Appendices IV-XI)	Yes	No

Note: 1. Items/documents marked with (*) are mandatory to be submitted by the bidder.

2. The Tender Evaluation Committee (TEC) reserves the right to consider proposals with minor missing checkpoints/deviations for further evaluation, subject to recorded justification.

Appendix – II: Stage – 2 Detailed Evaluation Matrix

RFP No. *ESSCI/DOST5-MON/2026/01*

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1. Technical Proposal Evaluation Matrix

S.No.	Evaluation criteria	Marking guidance	Weight	Max. marks
1	**Relevant Experience**		**20%**	**20**
1.1	Experience in audit, assurance, compliance, or financial review assignments (No. of years, scale, and nature of assignments handled)	6 : 3-6 years of audit/assurance experience (at the minimum eligibility threshold) 9 : 6–9 years of audit/assurance experience with moderate-to-large scale assignments 12 : 9+ years of audit/assurance experience with extensive large-scale, multi-location assignments	12%	12
1.2	Experience in CSR, skill development, education, livelihood, or government-funded programmes (NSDC, SSC, Central/State Govt., or corporate CSR-funded assignments)	0 : No CSR/skill-development/government-funded programme experience; private sector assignments only 4 : 2–4 CSR/skill-development/government-funded assignments with supporting documents 8 : 5+ such assignments with completion certificates and demonstrated impact/beneficiary-scale evidence	8%	8
2	**Technical Approach & Methodology**		**20%**	**20**
2.1	Understanding of assignment scope & audit objectives (Understanding of the Programme, stipend disbursement cycle, and control objectives)	0 : Generic understanding, no specific reference to the Programme/scope 4 : Adequate understanding with partial alignment to the scope of work 7 : In-depth understanding of the Programme, control objectives and risk areas, clearly articulated	7%	7
2.2	Audit methodology & beneficiary/data validation approach (Approach to pre-disbursement, concurrent and post-disbursement audit; sampling and data-analytics methodology)	0 : Basic methodology submitted with limited technical evidence 4 : Structured audit methodology with defined sampling and validation checks 7 : Comprehensive, technology-enabled methodology with 100% dataset verification approach and robust exception-testing framework	7%	7
2.3	Work plan, implementation timeline & risk mitigation (Milestone plan aligned to the RFP timeline, escalation and risk mitigation approach)	0 : Vague timeline, not aligned to RFP milestones 3 : Milestone-wise timeline presented with minor gaps in alignment 6 : Detailed milestone plan fully aligned to the RFP timeline, with clear risk mitigation and escalation approach	6%	6
3	**Team Strength & Qualifications**		**20%**	**20**
3.1	Proposed team structure & resource deployment (Team Lead, Chartered Accountants, Audit Professionals, Data Analysts deployed for this assignment)	1. 2 - Charted Accountant (CA) and 5 Associates with technical knowledge	8%	8

3.2	Qualifications & domain expertise of key personnel (CA qualifications, audit certifications, data analytics/beneficiary-verification experience)		7%	7
3.3	Governance, escalation matrix & internal quality control framework (Reporting hierarchy, QC checkpoints per applicable ICAI/auditing standards)	0 : No structured governance or QC framework presented 3 : Documented governance framework with basic escalation matrix 5 : Robust governance structure, escalation matrix, and QC checkpoints aligned to applicable auditing standards	5%	5
4	**Similar Assignment Experience**		**10%**	**10**
4.1	Number & scale of similar audit/monitoring assignments completed in the last 2 (two) financial years (Stipend/beneficiary-payment audits, large-scale beneficiary verification exercises; minimum 2 required for eligibility)	0 : Fewer than the minimum 2 similar assignments in the last 2 FYs (not eligible) 3 : Exactly 2 similar assignments in the last 2 FYs, of moderate scale 6 : 3+ similar large-scale assignments in the last 2 FYs, with demonstrated beneficiary-verification capability	6%	6
4.2	Client references & outcomes demonstrated (Client references, completion certificates, and measurable outcomes from similar assignments)	0 : No client references or outcome evidence provided 2 : Client references provided with limited outcome evidence 4 : Strong client references with measurable outcomes (e.g., leakage reduction, control improvements) evidenced	4%	4
Total			**70%**	**70**

2. Financial Proposal Evaluation Matrix

S.No.	Evaluation Criteria	Marking Guidance	Weight	Max Marks
1.1	Cost competitiveness – QCBS formula scoring	Financial Score = (L1 ÷ Bn) × 30. Incomplete/non-compliant bids excluded.	30%	30
1.2	Cost break-up completeness	Pass/Fail — per-unit break-up with applicable taxes	Pass/Fail	NA
1.3	GST / TDS disclosure	Pass/Fail — separate disclosure required	Pass/Fail	NA

Appendix – III: Financial Bid Format

RFP No. *ESSCI/SP/DOST5/2026/01*

Appointment of Independent Monitoring Agency for Samsung DOST 2026 (DOST 5) Programme

1. Financial Quote

Scope Covered: the quoted fee shall include all activities set out in Section 4 (Scope of Work) of this RFP, including but not limited to: pre-disbursement, concurrent, and post-disbursement audit of stipend payments; beneficiary and Aadhaar/bank-account validation; audit of programme expenditure; monthly, quarterly and annual reporting; deployment of Chartered Accountants, Audit Professionals and Data Analysts; travel to training centres/OJT sites across all Project locations; and all incidental costs for the full 1 (one) year engagement.

2. Financial Bid Summary

S. No.	Description	Unit	Amount (INR)
1	Professional fees for Monitoring Agency services (inclusive of all activities under the Scope of Work at Section 4, for the 1-year engagement)	Lump sum / 12 months	₹ __________
2	Travel and logistics costs	Lump sum	₹ __________
3	Any additional expenses (please specify)	Lump sum	₹ __________
4	Applicable Taxes (GST)	Applicable	₹ __________
Total Cost (Inclusive of Taxes)			**₹ __________**

3. Declaration by Bidder

We hereby confirm that: (1) the quoted amount is inclusive of all costs related to the scope defined in the RFP; (2) no additional charges shall be claimed beyond the quoted amount; (3) the financial quote is valid for 90 days from the date of submission; (4) the quote has been signed by the authorised signatory of the organisation.

4. Authorised Signatory

Name of Organisation	
Name of Authorised Signatory	
Designation	
Signature	
Organisation Seal	
Date	
Place	

Appendix – IV: Cover Letter

RFP No. *ESSCI/SP/DOST5/2026/01*

Appointment of Independent Monitoring Agency for Samsung DOST 2026 (DOST 5) Programme

[To be submitted on bidder's letterhead]

Date: __________________

To,

The CEO

Electronics Sector Skills Council of India (ESSCI)

155, 2nd Floor, ESC House, Okhla Industrial Area, Phase – III, New Delhi – 110020

Landline: +91-11-46035050

Sub: RFP for Engagement of an Agency for *Appointment of Independent Monitoring Agency for Samsung DOST 2026 (DOST 5) Programme*.

Dear Sir,

With reference to your RFP document (Ref. No.: *ESSCI/SP/DOST5/2026/01* dated 03/08/2026), we, having examined the RFP document and understood its contents, hereby submit our Proposal for the aforesaid Project. The Proposal is unconditional and unqualified.

1 All information provided in the Proposal and its Appendices is true and correct, and the accompanying documents are original or true copies of their respective originals.

2 This statement is made for the express purpose of qualifying as a Service Provider to ESSCI under this RFP.

3 We shall make available to ESSCI any additional information it may require to supplement or authenticate the Proposal.

4 We acknowledge ESSCI's right to reject our Proposal without assigning any reason, and waive our right to challenge the same on any account.

5 We declare that we have examined and have no reservations to the RFP document, including any corrigendum or addendum issued by ESSCI.

6 We understand ESSCI may cancel the bidding process at any time without incurring any liability to bidders.

7 We believe we satisfy the eligibility criteria and requirements specified in the RFP document.

8 We irrevocably waive any right to challenge or question any decision taken by ESSCI in connection with the engagement of the bidder or the bidding process.

9 We agree and undertake to abide by all terms and conditions of the RFP document.

We submit this proposal under and in accordance with the terms of the RFP document.

Yours faithfully,

Date: (Signature of the authorised signatory of bidder)
Place: (Name and designation of the authorised signatory of bidder)

(Name and rubber seal of the bidder)

Appendix – V: Particulars of Bidder

RFP No. *ESSCI/SP/DOST5/2026/01*

Appointment of Independent Monitoring Agency for Samsung DOST 2026 (DOST 5) Programme

[To be submitted on bidder's letterhead]

Sr. No.	Heads	Particulars
1.	Registered name of the firm	
2.	Type of the firm (legal entity) — enclose self-certified certificate of incorporation	
3.	Complete address of registered office	
4.	Date and country of incorporation	
5.	Number of years of operations in India	
6.	Number and locations of offices in India	
7.	Employee Strength: 1. Partners 2. Professionals (CA/CS/CMA) 3. Article Assistance 4. Other Audit Staff **Total No. of Staff**	
8.	Contact person details (name, designation, mobile, e-mail)	
9.	Telephone number (with ISD & STD code)	
10.	Brief description of the firm, its main lines of business, and organisational profile	
11.	Copy of bidder's PAN card	
12.	Copy of bidder's GST registration certificate	
13.	GST Annual Turnover of Last 3 FYs	
14.	Any other relevant information	

Yours faithfully,

Date: (Signature of the authorised signatory of bidder)
Place: (Name and designation of the authorised signatory of bidder)
(Name and rubber seal of the bidder)

Appendix – VI: Format for Providing Details of Past Projects of the Bidder

RFP No. *ESSCI/SP/DOST5/2026/01*

Appointment of Independent Monitoring Agency for Samsung DOST 2026 (DOST 5) Programme

[To be submitted on bidder's letterhead — use one sheet per project]

S. No.	Items	Guidelines
1.	Name of the project	<<Project Name>>
2.	Client Details	<<Client Name & Complete Address>>, <<Contact Person's Name>>, <<Contact Number>>, <<Email ID>>
3.	Brief about project	<<Short narrative description and overall project scope>>
4.	Scope of the work done	<<Details of scope of work under contract; key result areas expected and achieved>>
5.	Duration of the project	<<No. of Years/Months>> From: <<mmm/yyyy>> To: <<mmm/yyyy>>
6.	Relevant work area or domain	<<Relevance of area of work/domain to this RFP>>
7.	Location of the project	<<Location of project implementation>>
8.	Contract value	<<Contract value assigned to each major phase/milestone>>
9.	Documents attached	<<work order>>, <<client certificate>>, <<phase completion certificate>>, <<agreement>>, etc.

Appendix – VII: Undertaking for Availability of Qualified and Relevant Manpower

RFP No. *ESSCI/SP/DOST5/2026/01*

Appointment of Independent Monitoring Agency for Samsung DOST 2026 (DOST 5) Programme

[To be submitted on bidder's letterhead]

Date: ________________

To,

The CEO

Electronics Sector Skills Council of India (ESSCI)

155, 2nd Floor, ESC House, Okhla Industrial Area, Phase – III, New Delhi – 110020

Landline: +91-11-46035050

Sub: Undertaking for Sufficient Manpower

Dear Sir,

In accordance with the eligibility requirements of this RFP (Ref. No.: *ESSCI/SP/DOST5/2026/01* dated 27/07/2026) process, we ____________ <Name of the bidding firm> ____________ wish to declare that we have more than _____ <number of employees> full-time employees on our own payroll, competent to support ESSCI's Project to execute and deliver the services as per the envisaged scope of work.

Yours faithfully,

Date: (Signature of the authorised signatory of bidder)
Place: (Name and designation of the authorised signatory of bidder)
(Name and rubber seal of the bidder)

Appendix – VIII: Self-Declaration on No Conflict of Interest

RFP No. *ESSCI/SP/DOST5/2026/01*

Appointment of Independent Monitoring Agency for Samsung DOST 2026 (DOST 5) Programme

[To be submitted on bidder's letterhead]

Date: ___________________

To,

The CEO

Electronics Sector Skills Council of India (ESSCI)

155, 2nd Floor, ESC House, Okhla Industrial Area, Phase – III, New Delhi – 110020

Landline: +91-11-46035050

Sub: Undertaking for No Conflict of Interest

Dear Sir,

In accordance with the RFP document (Ref. No.: *ESSCI/SP/DOST5/2026/01* dated 03/08/2026), we, M/s ______________ wish to declare that we do not have any conflict of interest that may affect the current Bidding Process.

Yours faithfully,

Date: (Signature of the authorised signatory of bidder)
Place: (Name and designation of the authorised signatory of bidder)
(Name and rubber seal of the bidder)

Appendix – IX: Financial Capability Statement

RFP No. *ESSCI/SP/DOST5/2026/01*

Appointment of Independent Monitoring Agency for Samsung DOST 2026 (DOST 5) Programme

[To be submitted on Chartered Accountant's letterhead]

I hereby declare that I have scrutinised and audited the financial statements of M/s _____________. Turnover* and Net Worth of the bidder as on 31st March 2026 as per audited statement is as follows:

Financial Year	Turnover (INR Crore)	Net Worth (INR Crore)
FY 2023-24		
FY 2024-25		
FY 2025-26		

*To be provided from latest available audited statement.

The organisation is a profit-making (company or LLP firm) with positive net worth for each of the last three financial years as on 31st March 2026.

____

(Sign and seal of Chartered Accountant)

Appendix – X: Declaration of No Pendency of Any Criminal Case

RFP No. *ESSCI/SP/DOST5/2026/01*

Appointment of Independent Monitoring Agency for Samsung DOST 2026 (DOST 5) Programme

[To be submitted on bidder's letterhead]

Date: ___________________

To,

The CEO

Electronics Sector Skills Council of India (ESSCI)

155, 2nd Floor, ESC House, Okhla Industrial Area, Phase – III, New Delhi – 110020

Landline: +91-11-46035050

Sub: Declaration regarding Non-Involvement in Any Criminal Offence by Any Court of Law

Dear Sir,

I/We declare that no criminal case is registered or pending against the ______________ (company or LLP firm) or its owner, partners or directors, anywhere in India. I/We further declare that neither I/we nor our firm, its owner, partners or directors have been found guilty of any criminal offence or convicted by any Court of Law.

Dated the ……… day of ……… 2026.

Yours faithfully,

Date: (Signature of the authorised signatory of bidder)
Place: (Name and designation of the authorised signatory of bidder)
(Name and rubber seal of the bidder)

Appendix – XI: Declaration Regarding Non-Blacklisting

RFP No. *ESSCI/SP/DOST5/2026/01*

Appointment of Independent Monitoring Agency for Samsung DOST 2026 (DOST 5) Programme

[To be submitted on bidder's letterhead]

Date: ___________________

To,

The CEO

Electronics Sector Skills Council of India (ESSCI)

155, 2nd Floor, ESC House, Okhla Industrial Area, Phase – III, New Delhi – 110020

Landline: +91-11-46035050

Sub: Declaration regarding Non-Blacklisting of the Firm or Company

Dear Sir,

I/We hereby declare that our ______________ (firm or company or LLP firm) is not black-listed or debarred from tendering for corrupt or fraudulent practices or non-delivery/non-performance, by any Ministry or Department of the Central Government/State Government, PSU, or other bodies under the Central/State Government.

Dated the ……… day of ……… 2026.

Yours faithfully,

Date: (Signature of the authorised signatory of bidder)
Place: (Name and designation of the authorised signatory of bidder)
(Name and rubber seal of the bidder)