REQUEST FOR PROPOSAL (RFP)

Appointment of Third-Party Monitoring Agency

Samsung Innovation Campus (SIC) Phase IV

RFP No.: ESSCI/SIC4-MON/2026/01

Date of Issue: 19 Aug 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)

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RFP No.: ESSCI/SIC4-MON/2026/01

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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 pursuant to, and read together with, the programme implementation framework for the Samsung Innovation Campus (SIC) Phase IV ("the Programme"). The Programme is a flagship Corporate Social Responsibility (CSR) initiative supported by **Samsung India** and implemented by **ESSCI**. The Programme is designed to equip youth (18–25 years) with future-ready skills in emerging domains, including Artificial Intelligence (AI), through an embedded skilling model. Training is delivered within academic institutions (colleges/universities) where students participate alongside their regular curriculum (e.g., B.Tech or similar courses).

2.2 While Samsung funds the programme, ESSCI acts as the nodal implementing agency. Execution is carried out through affiliated training partner (colleges/universities) empanelled by ESSCI. To ensure transparency, accountability, quality assurance, and compliance, ESSCI intends to appoint an experienced and independent Third-Party Monitoring Agency (TPMA) to monitor the programme's implementation across training centres and submit objective assessments.

3. Purpose of this RFP

3.1 The purpose of this Request for Proposal (RFP) is to invite proposals from eligible and experienced organizations having proven expertise in programme monitoring, evaluation, audit, quality assurance, and field verification. ESSCI seeks to appoint an **Independent Third-Party Monitoring Agency** to provide independent monitoring services throughout the programme duration.

4. Objectives of the Assignment

4.1 The broad objectives of this assignment are:

1. Independent monitoring of programme implementation
2. Assessment of the quality and effectiveness of training delivery
3. Verification of compliance with programme guidelines
4. Validation of beneficiary records
5. Monitoring of training centres/college’s location.

State	Location	Candidates
Uttar Pradesh	Gorakhpur	5000
	Lucknow	
Tamil Nadu	Chennai	5000
	Tiruchirappalli	
	Vellore	
Maharashtra	Mumbai	2000
	Pune	
	Nagpur	

Karnataka	Bangalore	2000
	Mysuru	
	Varuna	
Andhra Pradesh	Vizag	1000
	Guntur	
	Vijayawada	
Delhi	Delhi	1000

6. At least one visit will be required to every location in each state.
7. Review of documentation and records
8. Identification of implementation gaps
9. Recommendation of corrective actions
10. Supporting continuous programme improvement

5. Scope of Work

The selected Monitoring Agency shall function as an independent assurance layer across the programme ecosystem and shall be responsible for the following, including but not limited to:

5.1 Pre-Implementation: Institute & Batch Validation

The auditor shall verify that training is conducted only through genuine academic institutions:

1. **Partner Empanelment:** Verify the empanelment status of partner institutes by ESSCI.
2. **Academic Programme Existence:** Confirm the existence of relevant B.Tech or other technical programmes (as mentioned in the BoQ) at the partner institutes.
3. **Infrastructure Readiness:** Conduct verification of lab infrastructure and system readiness on a random sample basis, covering a minimum of 50% of partner institutes.

5.2 Trainee Enrolment Validation

To ensure only legitimate students from partner institutes are counted:

1. **Beneficiary Validation:** For each batch, verify student identity using Aadhaar/approved ID and confirm their enrolment in the partner institute (e.g., B.Tech).
2. **Cross-Verification:** Cross-check institute records against the SIC enrolment list.

3. **Deduplication:** Detect and report duplicate enrolments across institutes, non-students/external participants incorrectly included, and instances of the same student being counted in multiple batches.

5.3 Attendance & Training Delivery Validation

To prevent paper trainings without actual delivery:

1. **Attendance Verification:** Verify SIC attendance records and cross-check them with institute attendance systems/academic records (where available) on a random sample basis.

2. **Attendance Reconciliation:** Ensure SIC attendance is distinct yet reconcilable with institute schedules and that minimum attendance criteria are met for student eligibility.

3. **Delivery Verification:** Verify that training sessions are conducted within institute premises or in an approved mode. Cross-check the timetable vs. actual delivery and trainer deployment across institutes to confirm that the SIC training is conducted as reported.

5.4 Certification & Outcome Validation

To avoid inflated reporting of outcomes:

1. **Eligibility Check:** Ensure certification is issued only if the minimum attendance criteria and assessment score requirements are met.

2. **Cross-Checking:** Cross-check the list of certified students against attendance records and assessment scores.

5.5 Data Integrity & De-duplication

1. **De-duplication:** Across institutes and batches, perform de-duplication using identifiers such as ID, phone, and email.

2. **Sample Verification:** Identify the same student appearing across multiple institutes/batches and conduct sample telephonic verification of students.

5.6 Audit of Programme Expenditure

1. **Fund Flow Verification:** Review fund flow disbursements from ESSCI to training partners/vendors.

2. **Payment Reconciliation:** Check the linkage between payments and actual batches delivered.

3. **Budget Alignment:** Ensure all expenditures are aligned with approved budgets.

5.7 Post-Completion Validation

1. **Reconciliation:** Reconcile enrolled vs. completed vs. certified students.
2. **Dropout Analysis:** Identify dropouts and verify if they are still being reported as completed.

6. Key Deliverables

6.1 The Monitoring Agency shall submit the following deliverables:

Monthly Deliverables:

1. **Institute-wise Validation Report:** Detailing partner institute verification, trainee authenticity, and identified exceptions or risk flags.
2. **Exception and Risk Register:** A consolidated register of all issues, risks, and non-compliances identified during the month.

Quarterly Deliverables:

1. **Training Completion Report:** Summary of completion rates, certification ratios, and a trend analysis.
2. **Utilization and Compliance Report:** A report on expenditure, fund utilization, and overall compliance with programme guidelines.

Annual Deliverable:

1. **A Project Duration Assurance Statement:** A comprehensive certification report covering: (a) Fund Utilization; (b) Programme Integrity; and (c) Adequacy of the Internal Control Environment for the entire project duration, from August 2026 to March 2027.

6.2 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.

7. Duration of Assignment

7.1 The agency shall be appointed for the duration of the Samsung Innovation Campus Phase IV, which shall continue until March 2027.

7.2 The assignment may be extended by ESSCI based on satisfactory performance and project requirements.

8. Eligibility Criteria

8.1 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 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.
7. Minimum average annual turnover of ₹1 (One) Crore over the last 3 (three) financial years, supported by a CA-certified statement.
8. No conflict of interest with Samsung, ESSCI, or Quess Corp Limited.
9. The firm must not be blacklisted or debarred by any Central/State Government or PSU.
10. Valid PAN, GST registration, and statutory compliance.
11. 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.

9. Proposal Submission Requirements

9.1 Interested audit firms/agencies must submit:

9.1.1 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 a detailed approach to institute validation, beneficiary verification, attendance/OJT verification, and expenditure audits.
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.

9.1.2 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.

9.1.3 Self-Declaration

1. Appendices IV to XI

10. Bid Submission Process

10.1 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.

10.2 Submission Structure & Packaging

10.2.1 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.

10.2.2 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.

10.3 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.

10.4 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.

11. 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)

11.1 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.

11.2 Stage 2 Evaluation:

11.2.1 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	Overall 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 (Forty Nine percent) out of 70 marks.
2. Financial proposals are opened only for technically qualified bidders. Scoring is purely formula-based.

11.2.2 Financial Evaluation

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

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

11.3 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**

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12. Project Timeline & Delivery Schedule

12.1 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), between August 2026 to March 2027	Monthly, on submission & ESSCI acceptance of the respective month's deliverables (paid pro-rata over the contract period)	80% (10% every month)
Milestone 2	Annual Assurance Statement and Final Closure Report	Within 30 days of completion of the 8 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.

13. Delay & Penalty Clause

13.1 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.

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

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

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

14. Payment Schedule & Financial Terms

14.1 Payment shall be made strictly on a milestone basis, linked to successful completion and formal written approval of deliverables (see Section 12 table).

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

14.3 Penalties under Section 13 shall be adjusted against the respective milestone payment.

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

15. Quality Assurance & Vetting Process

15.1 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

15.2 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.

16. Ownership & Intellectual Property

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

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

17. Copyright & Indemnity

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

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

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

18. Confidentiality & Data Security

18.1 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.

19. Performance Monitoring

19.1 The agency shall submit weekly progress reports.

19.2 ESSCI shall conduct periodic review meetings.

19.3 Persistent performance issues may trigger penalties or termination.

20. Compliance with Standards

20.1 All deliverables must comply with the NSQF Framework, applicable NCVET/NSDC-approved guidelines, ESSCI guidelines, and any technical/platform standards specified in the Scope of Work. Non-compliance shall result in rejection.

21. Acceptance Criteria

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

22. Change Management

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

22.2 Additional cost due to scope change shall be capped at 20% of the original contract value; any increase beyond this threshold requires fresh procurement approval.

23. Termination & Financial Settlement

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

23.2 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.

24. Dispute Resolution Mechanism

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

24.2 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.

25. Force Majeure

25.1 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.

26. General Conditions & Legal Terms

26.1 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.

27. Disclaimer

27.1 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.

28. Important Dates / Schedule

S. No.	Particulars	Date / Timeline
1	Release of RFP	19/08/2026
2	Last date for receipt of bids (Physical Documents)	25/08/2026 till 17:00 Hrs
3	Pre-bid query	21/08/2026
4	Screening of submitted documents	26/08/2026
5	Opening of Technical Bids	28/08/2026
6	Presentations (if scheduled by the TEC)	31/08/2026
7	Opening of Financial Bids	31/08/2026

8	Selection & Finalization of Monitoring Agency	01/09/2026
9	Issuance of Work Order	From 03/09/2026 onwards

Late submissions shall not be entertained under any circumstances.

29. 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

30. Contact for Clarification

30.1 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)

30.2 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

31. Issued with the Approval of the Competent Authority

Electronics Sector Skills Council of India (ESSCI)
New Delhi

32. List of Appendices

Appendix	Description
Appendix — I	Stage-1 Document Verification & Eligibility Screening Checklist
Appendix — II	Stage-2 Detailed Evaluation Matrix
Appendix — III	Financial Bid Format
Appendix — IV	Self-Declaration Format: Cover Letter
Appendix — V	Self-Declaration Format: Particulars of Bidder
Appendix — VI	Self-Declaration Format: Details of Past Projects of the Bidder
Appendix — VII	Self-Declaration Format: Undertaking for Availability of Qualified & Relevant Manpower
Appendix — VIII	Self-Declaration Format: No Conflict of Interest
Appendix — IX	Self-Declaration Format: Financial Capability Statement
Appendix — X	Self-Declaration Format: Declaration of No Pendency of Any Criminal Case
Appendix — XI	Self-Declaration Format: Declaration Regarding Non-Blacklisting

Appendix — I: Document Verification & Eligibility Screening Checklist

RFP No. *ESSCI/SIC4-MON/2026/01*

Appointment of Third-Party Monitoring Agency for Samsung Innovation Campus (SIC) Phase IV

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	ICAI Registration Certificate *	Yes	No
2	**Experience & Financial Standing**		
2.1	Min 5 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	Professional indemnity insurance cover, or undertaking to procure the same prior to signing of the contract	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/SIC4-MON/2026/01*

Appointment of Third-Party Monitoring Agency for Samsung Innovation Campus (SIC) Phase IV

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/SIC4-MON/2026/01*

Appointment of Third-Party Monitoring Agency for Samsung Innovation Campus (SIC) Phase IV

1. Financial Quote

Scope Covered: the quoted fee shall include all activities set out in Section 5 (Scope of Work) of this RFP, including but not limited to: institute, batch, and enrolment validation; attendance and training delivery verification; certification & outcome validation; data de-duplication; audit of programme expenditure; monthly, quarterly and annual reporting; deployment of Chartered Accountants, Audit Professionals and Data Analysts; travel to training centres across all Project locations; and all incidental costs for the full 10 (ten) month 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 5, for the 8-months engagement)	Lump sum / 8 months	₹ ___________________
2	Travel and logistics costs (It is mentioned under clause 4;4.1. Point No. 6.)	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

Organiozation

Name of Organization

Appendix — IV: Cover Letter

RFP No. *ESSCI/SIC4-MON/2026/01*

Appointment of Third-Party Monitoring Agency for Samsung Innovation Campus (SIC) Phase IV

[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 Third-Party Monitoring Agency for Samsung Innovation Campus (SIC) Phase IV*.

Dear Sir,

With reference to your RFP document (Ref. No.: *ESSCI/SIC4-MON/2026/01* dated 28/07/2026), 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/SIC4-MON/2026/01

Appointment of Third-Party Monitoring Agency for Samsung Innovation Campus (SIC) Phase IV

[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.	Contact person details (name, designation, mobile, e-mail)	
8.		

This response is AI-generated, for reference only.

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

RFP No. *ESSCI/SIC4-MON/2026/01*

Appointment of Third-Party Monitoring Agency for Samsung Innovation Campus (SIC) Phase IV

[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/SIC4-MON/2026/01

Appointment of Third-Party Monitoring Agency for Samsung Innovation Campus (SIC) Phase IV

[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/SIC4-MON/2026/* dated 19/08/2026) 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/SIC4-MON/2026/01**

Appointment of Third-Party Monitoring Agency for Samsung Innovation Campus (SIC) Phase IV

[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/SIC4-MON/2026/01* dated 19/08/2026), 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/SIC4-MON/2026/01**

Appointment of Third-Party Monitoring Agency for Samsung Innovation Campus (SIC) Phase IV

[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/SIC4-MON/2026/01**

Appointment of Third-Party Monitoring Agency for Samsung Innovation Campus (SIC) Phase IV

[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

ESSCI/SIC4-MON/2026/01

Appointment of Third-Party Monitoring Agency for Samsung Innovation Campus (SIC) Phase IV

[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)