



**FOUNDATION FOR SCIENCE INNOVATION & DEVELOPMENT (FSID)  
INNOVATION CENTRE, INDIAN INSTITUTE OF SCIENCE (IISc),  
NEAR MARAMMA CIRCLE GATE  
BENGALURU - 560012**

## **EXPRESSION OF INTEREST DOCUMENT**

**EOI Reference Number: FSID/BIOFOUNDRY/28/25-26**

**Expression of Interest**

**For**

**Setting up of Bio-foundry at FSID - IHUB,  
Bangalore**

**January, 2026**

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## **PART I: SCHEDULE OF REQUIREMENTS**

## SECTION I: TERMS OF REFERENCE (TOR)

### Expression of Interest Document No. FSID/BIOFOUNDRY/28/25-26 for “Setting up of Bio-foundry at FSID - IHUB, Bangalore”.

#### Recital/ Objective:

Foundation for Science Innovatio & Development (FSID) Bangalore, with funding support from BIRAC, plans to set up a shared, multi-user microbial Biofoundry with a reference scale up to 100 L. It is intended for non-GMP, non-therapeutic work such as process development, prototyping, and material generation, and should support both soluble expression and inclusion body (IB) workflows. The facility is expected to support both laboratory-scale development and a scale-up pathway up to 100 L fermentation (pilot scale), covering upstream and downstream processes. The facility is envisaged to run multiple projects in parallel and should allow optimization and scale-up up to 100 L.

Through this Eol, we invite capable parties to share how they will execute and support this setup, so FSID/IISc can finalise scope and later issue an RFP. This Eol is non-binding and is not a commercial bid.

To keep responses comparable, E. coli is used as the reference case only in the standard unit-economics scenarios below. Respondents may propose additional microbial hosts (for example yeast/Pichia) as optional capability, without changing the base scope.

Floor plan: The approved floor plan for the facility is provided in Annexure-1 (link/attachment). Please base your proposal on this floor plan. You may propose internal placement of equipment, partitions, and workflow within it.

## 1) What you must submit (mandatory)

Please provide the following in a clear, structured format (preferably tables):

### A. Execution approach and ownership

#### 1. Execution model + who will do what

Describe your execution model and clearly state who will do what across design, procurement, installation, commissioning, qualification, training, and early operations support. If you propose partners/subcontractors, state their scope and who owns the final outcome.

Also mention, at a high level, the long-term support options you can offer beyond the initial handholding period (for example AMC/service coverage models).

#### 2. RACI Matrix (mandatory deliverable)

Submit a RACI Matrix covering the full scope (design, civil/site readiness interfaces, utilities interfaces, procurement, installation, commissioning, qualification, training, handholding,

documentation). This is required so responses are comparable.

## **B. Fit within the given floor plan**

### **3. Area needed (only if you assume greenfield)**

If your approach assumes a greenfield-style setup, specify the minimum built-up area required (sq.ft / sq.m) and a simple breakup for USP, DSP, solution/buffer prep, utilities, and support. Also clarify how this maps to the provided floor plan.

### **4. Equipment placement inputs on floor plan (mandatory)**

Using the provided floor plan (Annexure-1), provide:

- Major equipment list + approximate footprint
- Total weight / point loads for heavy equipment (where applicable)
- Any special requirements such as vibration sensitivity / vibration isolation (if applicable)
- Heat generation estimates (or total heat load assumptions) for major equipment / key zones, so we can cross-check HVAC/AHU needs

## **C. Timeline and milestones**

### **5. Timeline to make the facility usable (with milestones)**

Provide a phase-wise timeline from kick-off to a usable facility, including key dependencies. Please include specific milestones (design freeze, site readiness, procurement lead times, delivery, installation, commissioning/SAT, go-live, handholding start/end).

Please do not describe the timeline in paragraphs. Submit it as a Microsoft Project file or a Gantt chart (or an equivalent schedule format). The schedule should show task dependencies, clearly indicate which activities run in parallel vs in sequence, and highlight the critical path. Please also call out long-lead items and site-readiness dependencies.

FSID/IISc may share indicative BIRAC milestones (Annexure-2); please indicate if and how your plan can align with these.

## **D. Support model**

### **6. Handholding**

State the handholding period and what is included (on-site/remote, response time, training scope, and what you consider “go-live support”). Also indicate what long-term support options are available after handholding (high level only).

## **E. Integration, interoperability, scalability**

### **7. Integration approach**

Explain how you will sequence delivery, installation, and commissioning, and how you will handle third-party items (if any), so the overall setup works end-to-end.

### **8. Interoperability + scalability (mandatory)**

Explain how your solution will remain interoperable with third-party equipment/software that may be part of the facility, and how it can scale if FSID/IISc adds more equipment/modules in the future. Please state any constraints or dependencies clearly. Also state any dependencies on proprietary connectors, software, or consumables that could affect future expansion or third-party integration.

## **F. Standard unit economics (mandatory; for comparison only)**

### **9. Standard unit economics**

Provide a simple, non-binding unit-economics view for the two standard scenarios below. State assumptions (titer, recovery, duration), turnaround time, operator-hours, key consumables, and top cost drivers. INR per run (or a reasonable range) is acceptable. Also include the end-to-end turnaround time per run (setup → run → cleanup/changeover) and the high-level unit operations you assume (harvest/clarification/UF-DF and any optional capture/refolding steps).

- Scenario A (Soluble): *E. coli* recombinant model enzyme/protein, 100 L, intracellular soluble expression; output as enzyme-grade concentrate (harvest → lysis → clarification → UF/DF; optional single capture step if assumed).
- Scenario B (IB): *E. coli* recombinant model protein, 100 L, inclusion bodies; output as refolded protein concentrate (harvest → lysis → IB wash → solubilisation → refolding → UF/DF; optional capture/polish step if assumed).

## **G. Digital/software and long-term operability (mandatory)**

### **10. Digital/Software**

Clarify the minimum core operating mode of the system and which software components are essential vs optional. Also describe the software dependence/renewal model, so FSID/IISc can plan long-term operations without lock-in.

Please also clearly list which software/features are included as part of the base equipment delivery (no additional license) versus which require separate modules or recurring licenses, and state what minimum functionality remains if optional licenses are not renewed.

### **11. Consumables + service support (mandatory)**

List the main recurring consumables needed for your proposed setup (including any proprietary items such as bags/tubing/connectors/filters/sensors, if applicable) and confirm whether third-party equivalents are acceptable. Also provide your local service/support model and typical response time.

Please include a suggested critical spares list to avoid downtime, and outline AMC/service coverage options at a high level (no commercials required at Eol stage).

## **H. Go-live handover (mandatory)**

### **12. What you will hand over at go-live**

In one page, list what you will hand over so FSID/IISc can run the facility (examples: acceptance checklist and results, training completion, handover documents, and what support continues after go-live).

## **I. Executive summary and references (mandatory)**

### **13. Executive Summary (max 1 page)**

Provide a one-page summary of your proposed approach, key assumptions, and why it is suitable for this facility.

### **14. References (past customers / similar projects)**

Provide references of other customers/projects where you have delivered a similar service/solution (2–5 examples). Basic details are sufficient (site, year, scale, scope delivered). If available, please include references demonstrating experience delivering a similar integrated facility/solution, not only standalone equipment supply.

## **2) Site preparation requirements and approvals**

(requested for planning; subject to Estate Office approval)

Please share Site Preparation Requirements covering the points below and any other additional points you may have. These inputs will be used for planning and internal approvals. FSID/IISc cannot assume any civil or major utility changes are approved at this stage.

- Load-bearing capacity / structural needs
- Electrical (connected load, special power quality needs, backup expectations if any)
- HVAC (heat load assumptions, exhaust/fresh air expectations if any)
- Effluent needs
- Utilities (water, gases, compressed air, drainage, etc.)
- Government approvals required to set up/operate such a facility, and how you typically support/facilitate this process

## **PART II: EOI PROCESS**

## SECTION II: EXPRESSION OF INTEREST (EOI) DOCUMENT

### 1. EXPRESSION OF INTEREST (EOI)

Foundation for Science Innovation & Development (FSID), a Section 8 Company promoted by Indian Institute of Science (IISc) invites Expression of Interest (hereinafter referred as the 'EOIs') for Setting up of Bio-foundry at FSID - IHUB, Bangalore from the eligible and qualified Agencies for shortlisting for the delivery of ~~Consultancy/ EPC/ Turnkey/ Architectural~~ Services as described in 'Part I: Schedule of Requirements – Section I: Terms of Reference (TOR)' (hereinafter referred to as 'the Services'). Interested Consultants/ Agencies should provide sufficient and relevant information demonstrating that they meet the specified eligibility criteria and have the required qualifications to perform the Services.

This Request for Expression of Interest Document, reference number, FSID/BIOFOUNDRY/28/25-26 (hereinafter referred to as 'The EOI Document'), details the process of such shortlisting. **As part of this procurement process, a Request for Proposals (RFP) for selecting Consultants shall be subsequently issued to only such shortlisted Consultants.**

### 2. INSTRUCTIONS FOR EOI DOCUMENT

#### 2.1. Governing Language and Law

- 1) The EOI submitted by the Consultant/ Agency and all subsequent correspondence and documents relating to the EOI exchanged between the Consultant/ Agency and the Procuring Entity shall be written in Indian English language. However, the language of any printed literature furnished by a Consultant/ Agency in connection with its EOI may be written in any other language provided a certified translation accompanies the same in the EOI language i.e. in English. For purposes of interpretation of the EOI, translation in the language of the EOI shall prevail.
- 2) The EOI process shall be interpreted under the laws of the Union of India. It shall be subjected to the exclusive jurisdiction of courts relevant to the address of the Inviting Authority.

#### 2.2. Acronyms

The following Acronyms have been used in this REOI Document:

AEOI	Appendix to Expression of Interest (EOI Document)	RFP	Request for Proposals
EOI	Expression of Interest	REOI	Request for Expression of Interest
DPIIT	Department for Promotion of Industry and Internal Trade	TIA	Tender Inviting Authority
JV/C	Joint Venture/Consortium	TOR	Terms of Reference
FSID	Foundation for Science Innovation and Development		

### **2.3. The Contents of the EOI Document**

This REOI document provides the relevant information and instructions to assist the prospective Consultants/ Agencies in preparing and submitting EOIs. It also includes the mode and procedure for receipt/ opening, evaluation of EOIs, and shortlisting of consultants. The Head Commercial, Foundation for Science Innovation and Development (FSID) is the designated officer for uploading and clarifying this EOI Document. The following are parts of the EOI Document and are detailed in added Sections; Appendix.

#### **Part I: Schedule of Requirements**

- 1) Section I: Terms of Reference (TOR)

#### **Part II: REOI Process**

- 1) Section II: Request for Expression of Interest (REOI)
- 2) Section III: Appendix
- 3) Section IV: Qualification Criteria

#### **Part III: EOI Submission Formats**

- 1) Form 1: EOI Form (Covering Letter)
  - a) Form 1.1 Consultant Information
  - b) Form 1.2 Eligibility Declarations
- 2) Form 2: Qualification Criteria – Compliance
  - a) Form 2.1: Performance Capability Statement
  - b) Form 2.2: Financial Capability Statement
    - (i) Form 2.2.1: Financial Statement
    - (ii) Form 2.2.2: Average Annual Turnover
- 3) Form 3: Checklist for Consultants
- 4) Other Formats: Format 1: Authorization to Attend Pre-EOI Conference

#### **2.3.1. Section III: Appendix to the EOI Document (AEOI)**

Variable parameters and information related to this specific REOI process are summarized in the Appendix of this EOI Document.

#### **2.3.2. Section IV: Qualification Criteria**

This section lays down the Qualifying Criteria for shortlisting consultants. The Consultants/ Agencies must have requisite experience with assignments similar in nature in general and specific sectors relevant to the subject assignment. It may indicate the extent of dispensation, if any, allowed for Start-ups under Clause 5.1 below. ~~Unless otherwise stated in Section III: Appendix, Consultants/Agencies may associate with other firms to enhance their qualifications but should indicate clearly whether the association is in the form of a joint venture/ consortium (JV/C) and/or a sub-consultancy.~~ In response to this section, Consultant/ Agency must submit Form 2: Qualification Criteria – Compliance and its sub- forms 2.1, 2.2, 2.2.1 and 2.2.2.

### **2.3.3. Section I: Terms of Reference (TOR)**

Part I – Section I: Terms of Reference’ describes the background, purpose/ objectives, description/ scope, deliverables/ outcomes, and timelines of ~~Consultancy/ EPC/ Turnkey/ Architectural~~ Services (hereinafter called the ‘Services’) required. The ‘Services’ may include incidental Goods, Works, and other Services, if so, indicated therein. Any generic reference to ‘Services’ shall be deemed to include such incidental Goods, Works, and other Services.

### **2.3.4. EOI Formats for Submission (To be filled, signed, and uploaded by Consultants)**

The Consultant must fill and submit “EOI for **Setting up of Bio-foundry at FSID - IHUB, Bangalore**” online/~~offline~~ in the given Formats.

### **2.4. Corrigendum/Addendum to REOI Document**

- 1) Before the deadline for submitting EOIs, the Procuring Entity may update, amend, modify, or supplement the information, assessment or assumptions contained in the REOI Document by issuing corrigenda and addenda. The corrigenda and addenda shall be published in the same manner as the original REOI Document. However, the consultants must check the website(s) for any corrigenda/ addenda. Any corrigendum or addendum thus issued shall be considered a part of the REOI Document.
- 2) If considered necessary, the Procuring Entity may suitably extend the EOI submission deadline to give reasonable time to the prospective Consultants/ Agencies to take such corrigendum/ addendum into account in preparing their EOI. After the Procuring Entity makes such modifications, any Consultant/ Agency who has submitted his EOI shall have the opportunity to either withdraw his EOI or re- submit his EOI superseding the original EOI within the extended time of submission as per Clause 8.4 below.
- 3) The Procuring Entity may extend the deadline for the EOI submission by issuing an amendment. In such a case, all rights and obligations of the Procuring Entity and the consultants/ agencies previously subject to the original deadline shall then be subject to the new deadline for the EOI submission.

## **3. PROCURING ENTITY – RIGHT TO REJECT ANY OR ALL EOIs**

The issue of the EOI Document does not imply that FSID is bound to shortlist Consultants/ Agencies. FSID reserves its right to accept or reject any or all EOIs, abandon/ bypass/ cancel the EOI process, and issue another EOI for the same or similar Services before or after shortlisting Consultants. It would have no liability to the affected Consultant or Consultants or any obligation to inform the affected Consultant or Consultants of the grounds for such action(s).

#### **4. PARTICIPATION IN REOI – ELIGIBILITY CRITERIA**

##### **4.1. Eligibility Criteria**

Subject to other provisions in the EOI Document, participation in this shortlisting process is open to all Consultants /Agencies who fulfil the 'Eligibility' and 'Qualification' criteria. Consultants/ Agencies should meet the following eligibility criteria as of the date of their EOI submission and should continue to meet these until the subsequent RFP process and contract award. Consultants/ Agencies shall be required to demonstrate fulfilment of the Eligibility Criteria in Form

1.2 (Eligibility Declarations). Consultant/ Agency unless otherwise stipulated in Section III: Appendix:

##### **1) must be:**

- a) A private entity (a Company/ LLP /Partnership firm/ Society registered under an applicable Act in India), a public Entity (Government-owned enterprise or institution), ~~or unless otherwise stipulated in Section III: Appendix – Joint Venture/ Consortium (an association of several persons, firms, or companies hereinafter referred to as JV/C).~~ However, the experience of the entity in foreign countries shall also be considered while evaluating the bids.
- b) A Services provider with valid registration regarding GSTIN, PAN, EPF, ESI, Labour, or equivalent registration certificate issued by the concerned authority/government as applicable.

##### **2) must:**

- a) Not be insolvent, in receivership, bankrupt or being wound up, not have its affairs administered by a court or a judicial officer, not have its business activities suspended and must not be the subject of legal proceedings for any of aforesaid reasons.
- b) (Including their affiliates or subsidiaries or contractors/ subcontractors for any part of the contract):
  - (i) Not stand declared ineligible/ blacklisted/ banned/ debarred by the Procuring Organisation or its Ministry/Department/ State Governments from participation in its procurement processes; and/ or
  - (ii) Not be convicted (within three years preceding the last date of EOI submission) or stand declared ineligible/ suspended/ blacklisted/ banned/ debarred by appropriate agencies of the Government of India/ State Governments from participation in procurement processes of all its entities, for:

- Offences involving moral turpitude in business dealings under the Prevention of Corruption Act, 1988 or any other law; and/or
  - Offences under the Indian Penal Code or any other law for causing any loss of life/ limbs/ property or endangering Public Health during the execution of a public procurement contract and/ or
  - Suspected to be or of doubtful loyalty to the Country or a National Security risk as determined by appropriate agencies of the Government of India.
- (iii) Not have changed its name or created a new “Allied Firm”, consequent to having declared ineligible/ suspended/ blacklisted/ banned/ debarred as above.
- c) Not have an association (as a consultant/ partner/ director/ employee in any capacity)
- ~~Of any retired employee (of Gazetted Rank) or any retired Gazetted Officer of the Central or State Government or its Public Sector Undertakings, if such a retired person has not completed the one year cooling off period (or any other period stipulated by their erstwhile Employer) after his retirement. However, this shall not apply if such employees/ officers have obtained a waiver of the cooling off period from their former organisation.~~
  - Of the near relations of executives of Procuring Entity involved in this procurement process.
- d) Not have a conflict of interest (as defined in Clause 4.5 below), which substantially affects fair competition. No attempt should be made to induce any other consultant to submit or not to submit an offer for restricting competition.
- e) Must fulfil any other additional eligibility condition, if any, as may be prescribed in REOI Document.
- 3) From certain countries shall be eligible subject to certain conditions as detailed in Clause 4.2 below
- 4) Must provide such evidence of their continued eligibility to the Procuring Entity if requested.

## **4.2. Eligibility of Consultants from Restricted Countries**

### **~~4.2.1. Restrictions Based on Reciprocity~~**

~~Entities from countries (if so, identified in Section II: Appendix) as not allowing Indian companies to participate in their procurement shall not be allowed to participate (directly or as a sub-contractor or as a member of a JV/C) on a reciprocal basis in this REOI process under the “Public Procurement (Preference to Make in India) Order Order 20171” (MII para 10 d) of Department for Promotion of Industry and Internal Trade, (DPIT). Consultants/ Agencies must apprise themselves of the latest version of this order.~~

#### **4.2.2. Restrictions Based on Land Borders**

~~Order<sup>2</sup> (Public Procurement No. 1) issued by the Government of India (Ministry of Finance Department of Expenditure Public Procurement Division) restricting procurement from consultants/agencies from certain countries that share a land border with India shall apply to this procurement. Consultants must apprise themselves of the latest version of this order.~~

~~Any consultant from a country that shares a land border with India (<http://mea.gov.in/india-and-neighbours.htm>), excluding countries to which the Government of India has extended lines of credit or in which the Government of India is engaged in development projects (as listed on the website of the Ministry of External Affairs – <https://meadashboard.gov.in/indicators/92>), – hereinafter called ‘Restricted Countries’ shall be eligible to participate in this REOI, only if the consultant is registered with the Registration Committee constituted by the Department for Promotion of Industry and Internal Trade (DPIIT). Consultants shall enclose the certificate in Form 1 – EOI Form.~~

#### **4.3. Sub-consultants/ Sub-contracting**

Consultants may propose to associate Sub-consultants for specialised parts of the Services provided their names and details are clearly stated in the EOI. Such Sub-consultants should not circumvent the eligibility condition laid down above. ~~The value of such sub-contracts shall not exceed the limit specified (25% of the contract price, if not specified) in Section III: Appendix.~~ Nevertheless, the consultant shall solely remain responsible for sub-contracted portions of the Services. Key and Non-key personnel, whether full-time employees or on contract, shall not be considered sub-consultants. Procurement of incidental goods, equipment hires, or labour engagement shall not be treated as sub-contracting.

#### **4.4. Joint Venture/ Consortium (JV/C)**

- ~~1) In the case where a consultant is or proposes to be a Joint Venture/ Consortium (that is, an association of several persons, firms, or companies hereinafter referred to as JV/C), then unless otherwise specified in Section II: Appendix, in JV/C:~~
  - ~~a) members should not be more than four (04)~~
  - ~~b) no member should have less than 10% participation;~~
  - ~~c) Members having participation between 10% and 20% shall be termed as non-substantial members.~~
  - ~~d) Members having more than 20% participation shall be termed as substantial members.~~

- ~~e) The Lead member must have at least 40% participation.~~
- ~~f) The lead member/consultant and various categories of members of the JV/C must be identified.~~
- ~~g) Number of non-substantial members shall not be more than one (01)~~
- ~~2) The JV/C and all members must satisfy all the eligibility requirements in this REOI document.~~
- ~~3) JV/C and its members must jointly meet the qualification criteria in Section III – Qualification Criteria. The technical/ experience qualification of all JV/C members (substantial members, Lead member and non-substantial members) shall be evaluated jointly as per Evaluation Criteria. However, for financial criteria of qualification, credentials of substantial and lead members (excluding non-substantial members) shall only be considered.~~
- ~~4) All the members shall be jointly and severally liable for the entire contract if selected in the RFP Process.~~

#### **4.5. Conflict of Interest**

- 1) Any consultant/ agency with a conflict of interest that substantially affects fair competition shall not be eligible to participate in this procurement process. EOIs found to have a conflict of interest shall be rejected as nonresponsive. Consultant/ Agency shall be required to declare the absence of such conflict of interest in Form 1.2 - Eligibility Declarations. A consultant/ agency in this procurement process shall be considered to have a conflict of interest if the consultant:
  - a) Directly or indirectly controls, is controlled by or is under common control with another Consultant; or
  - b) Receives or has received any direct or indirect subsidy/ financial stake from another consultant; or
  - c) Has the same correspondence address or same legal representative/agent as another consultant for purposes of this EOI; or
  - d) has a relationship with another consultant, directly or through common third parties, which puts it in a position to have access to information about or influence the EOI of another Consultant; or
  - ~~e) would be providing goods, works, or non-consulting services resulting from or directly related to consulting services that it provided (or were provided by any affiliate that directly or indirectly controls, is controlled by, or is under common control with that firm) for the procurement planning (inter alia preparation of feasibility/ cost estimates/ Detailed Project Report (DPR), design/ technical specifications, terms of reference (TOR)/ Activity Schedule/ schedule of requirements or the EOI/ RFP Document etc.) of this procurement process; or~~

- f) has a close business or family relationship with a staff of the Procuring Organisation who:
  - (i) are directly or indirectly involved in the preparation of the REOI document or Terms of Reference of the procurement process and/or the evaluation in EOI and/or RFP process; or
  - (ii) would be involved in the implementation or supervision of the resulting contract

Any conflict stemming from such a relationship must be reported and resolved in a manner acceptable to the Procuring Entity throughout the REOI and RFP processes and execution of the contract.

- ~~2) A Consultant/ Agency may participate as a sub-consultant in more than one bid but only in that capacity (i.e., without bidding in an individual capacity). Bids submitted in violation of this procedure will be rejected.~~
- 3) **Participation of only One Entity from Affiliates:** Only one entity from among a Consultant/ Agency and its affiliates (that directly or indirectly control or are controlled by or are under common control with that firm) individually or as part of a joint venture or as a Sub- consultant shall be permitted to participate in EOI.
- ~~4) The consultant/ agency shall furnish information on commissions and gratuities, if any, paid or to be paid to agents or any other party relating to this REOI and RFP process.~~

## 5. PURCHASE PREFERENCE POLICIES OF THE GOVERNMENT

### 5.1. Relaxation in Prior Turnover and Experience to Start-ups

- ~~1) In this REOI process, the Procuring Entity reserves its right to relax the condition of prior turnover and prior experience for Start ups (as defined by the Department for Promotion of Industry and Internal Trade) subject to meeting of quality & technical specifications. The quality and technical parameters shall not be diluted. The decision of the Procuring Entity in this regard shall be final.~~
- ~~2) Consultants/ Agencies with Start up status can claim relaxation for prior turnover and experience mentioned in Section III by providing a valid 'Certificate of Recognition' issued by the Department for Promotion of Industry and Internal Trade (DPIIT), Ministry of Commerce & Industry, Govt. of India. Such relaxation shall be given only for the specific domain of goods/ services they are registered for.~~

## 6. DOWNLOADING THE REOI DOCUMENT; CLARIFICATIONS AND PRE-EOI CONFERENCE

### 6.1. Availability and Downloading of the EOI Document

The Request for Expression of Interest shall be published on the ~~eProcurement Portal and/ or~~ FSID website (<https://www.fsid-iisc.in/tenders/>). It shall be available for download after the date and time of the start of availability till the deadline for availability as mentioned in Section III: Appendix. Unless otherwise stipulated in Section III: Appendix,

the downloaded Request for Expression of Interest is free of cost. If the Procuring Entity happens to be closed on the deadline for submitting the EOIs as specified above, this deadline shall not be extended. Any query/ clarification regarding downloading Request for Expression of Interest and uploading EOIs on the portal may be addressed to their Help Desk/ email to **procurement.support@fsid-iisc.in**. (contact details given in Section III: Appendix).

## **6.2. Clarifications**

A Consultant/ Agency may seek clarification of the REOI document through the ~~eProcurement portal~~/ email before the date and time prescribed in Section III: Appendix (or, if not mentioned, before 14 (fourteen) days of the deadline for the EOI submission). This deadline shall not be extended in case of any intervening holidays. No other means of submission of queries shall be entertained. All such queries shall relate to the REOI document alone, and queries related to a detailed analysis of Terms of Reference, payment terms and mode of selection shall only be entertained during the RFP Process. The Procuring Entity shall respond no later than seven (7) days before the deadline for EOI submission. The query and clarification shall be shared with all prospective consultants on the portal/ over email without disclosing its source. If required, the Procuring Entity may modify the REOI document that may become necessary due to the clarification through an Addendum/ Corrigendum issued as per clause 2.4 above.

## **6.3. Pre-EOI Conference**

- 1) If a Pre-EOI conference is stipulated in Section III: Appendix, prospective consultants/ agencies interested in participating in this REOI may attend a Pre-EOI conference to clarify the conditions of the REOI process at the venue, date and time specified therein. Participation in the Pre-EOI conference is not mandatory but is restricted to prospective consultants/ agencies who have registered for the Pre-EOI conference.
- 2) The date and time by which the written/ email queries for the Pre-EOI must reach the authority and the last date for registration for participation in the Pre-EOI conference are also mentioned in Section II: Appendix. If the dates are not mentioned, such date and time shall be seven days before the date and time of the Pre-EOI conference.
- 3) Delegates participating in the Pre-EOI conference must provide a photo identity and an authorisation letter as per *Format 1: "Authorisation to Attend Pre-EOI Conference"* from their organisation; else, they shall not be allowed to participate. The Pre-EOI conference may also be held online at the discretion of the Procuring Entity i.e. FSID.
- 4) After the Pre-EOI conference, minutes of the Pre-EOI conference (including the questions asked in writing and those asked during the meeting (without identifying the source) and the responses given, together with any responses prepared after the meeting, shall be published on the Procuring Entity's Portal within seven days from the

Pre-EOI conference. If required, a clarification letter and corrigendum to the REOI document shall be issued, containing amendments, if any, of various provisions (including the TOR, if required) of the REOI document, which shall be deemed part of the REOI document. As per clause 2.4 above, the Procuring Entity may suitably extend by at least three days the deadline for the EOI submission to give reasonable time to the prospective consultants to consider such clarifications in preparing their EOIs.

## **7. PREPARATION OF EOIs**

### **7.1. EOI Submission Formats**

Consultants/ Agencies must fill and submit the EOI in the Formats in Part III - 'EOI Submission Formats'. EOI by the Consultant/ Agency shall include inter-alia duly signed or digitally signed scanned copies of the original documents in pdf format.

### **7.2. EOI Validity**

- 1) Unless specified to the contrary in the Section III: Appendix, EOIs shall remain valid for a period not less than One Hundred Twenty (120) days from the deadline for the EOI submission stipulated in Section III: Appendix. An EOI valid for a shorter period shall be rejected as nonresponsive.
- 2) In case the day upto which the EOIs are to remain valid falls on/ subsequently declared a holiday or closed day for the Procuring Entity, the EOI validity shall automatically be deemed to be extended upto the next working day.
- 3) In exceptional circumstances, before the expiry of the original time limit, the Procuring Entity i.e. FSID Limited may request the consultants/ agencies to extend the validity period for a specified additional period. The request and the consultants'/ agencies responses shall be made in writing or electronically. A consultant/ agency may agree to or reject the request. A consultant/ agency who has agreed to the Procuring Entity's request for extension of EOI validity, however, in no case he shall be permitted to modify his EOI.

## **8. SIGNING AND UPLOADING OF EOIS**

### **8.1. Relationships between Consultant/ Agency and eProcurement Portal**

The Procuring Entity is neither a party nor a principal in the relationship between the Consultant/ Agency and the organisation hosting the e-procurement/ tender portal (hereinafter called the Portal). Consultants/ Agencies must comply with the rules, conditions, regulations, procedures, and implied conditions/ agreements of the eProcurement portal, including registration, compatible Digital Signature Certificate (DSC) etc. Consultants/ Agencies intending to participate in the REOI must register in the Portal. Consultants/ Agencies shall settle clarifications and disputes, if any, regarding the Portal directly with them. In case of conflict between provisions of the Portal with the REOI Document, provisions of the Portal shall prevail. Consultants/ Agencies may study the resources provided by the Portal for Consultants/ Agencies.

## **8.2. Signing of EOI**

The individual signing/ digitally signing the EOI or any other connected documents should submit an authenticated copy of the document(s), which authorizes the signatory to commit and submit EOIs on behalf of the Consultant/ Agency along with Form 1.1: Consultant Information.

## **8.3. Submission / Uploading of EOI**

### **8.3.1. Submission / Uploading to the Portal**

- 1) EOIs must be uploaded/ submitted on the ~~eProcurement Portal~~/over email mentioned in Section III: Appendix until the submission deadline. If the office happens to be closed on the deadline to submit the EOIs as specified above, this deadline shall not be extended. No manual EOIs shall neither be made available nor accepted for submission. EOI submitted through modalities other than those stipulated in Section III: Appendix shall be liable to be rejected as nonresponsive.
- 2) In the case of downloaded documents, Consultants/ Agencies must not make any changes to the contents of the documents while uploading, except for filling in the required information. Otherwise, the EOI shall be rejected as nonresponsive. Uploaded Pdf documents should ~~not~~ be password protected (Passwords should be provided within 24 hours after submission deadline over same email). Consultants/ Agencies should ensure the clarity/ legibility of the scanned documents uploaded by them.
- 3) The date and time of the e-Procurement server clock/ System Clock, which is also displayed on the dashboard of the consultants, shall be taken as the reference time for deciding the closing time of EOI submission. Consultants are advised to ensure they submit their EOI within the deadline of EOI submission, taking the server clock as a reference, failing which the portal/ Procuring Entity shall not accept the EOIs. No request on the account that the server clock was not showing the correct time and that a particular consultant/ agency could not submit their EOI because of this shall be entertained. Failure or defects on the internet or heavy traffic at the server shall not be accepted as a reason for a complaint. The Procuring Entity shall not be responsible for any failure, malfunction or breakdown of the electronic system used during the process.
- 4) Only one copy of the EOI can be uploaded/ submitted, and the Consultant/ Agency shall (digitally) sign all statements, documents, and certificates uploaded by him, owning sole and complete responsibility for their correctness/ authenticity as per the IT Act 2000 as amended from time to time. ~~An EOI submitted by a Joint Venture shall be (digitally) signed by an authorised representative who has a written power of attorney signed by each member's authorised representative to be legally binding on all members.~~
- 5) The consultant should ensure the correctness of the EOI before uploading/ submitting.

#### **8.3.2. Implied Acceptance of Procedures by Consultants**

Submission of EOI in response to the REOI document is deemed to be acceptance of the procedures and conditions of the e-Procurement and REOI document.

#### **8.3.3. Responsibility of the Consultant/ Agency to Declare all Changes**

Consultants/ Agencies must advise the Procuring Entity immediately in writing of any material change to the information provided in their EOI submission, including any substantial change in their ownership, eligibility, or financial or performance capacity. For shortlisted Consultants/ Agencies, this requirement applies until a contract is awarded in the following RFP process. For the consultant successful in the RFP process, this requirement shall apply till the execution of the resultant contract.

### **8.4. Modification, Resubmission and Withdrawal of EOIs**

#### **8.4.1. Modification & Resubmission**

Once submitted in e-Procurement/ email, Consultants/ Agencies cannot view or modify their EOI. However, resubmission of the EOI by Consultants/ Agencies for any number of times superseding earlier EOI(s) is allowed upto the submission deadline. Resubmission of an EOI shall require uploading all documents afresh.

#### **8.4.2. Withdrawal**

The consultant may withdraw his EOI before the submission deadline, and it shall be marked as withdrawn and shall not get opened during the EOI opening. No EOI should be withdrawn after the submission deadline and before its validity period expires.

### **9. EOI OPENING**

EOIs received shall be opened on or after the specified date and time in Section III: Appendix subject to providing of password within 24 hours of submission deadline by the Agency/ consultant over same email. EOIs cannot be opened before the specified date & time, even by the Procurement Entity, the Procurement Officer, or the Publisher. If the specified date of EOI opening falls on or is subsequently declared a holiday or closed day for the Procuring Entity, the EOIs shall be opened at the appointed time on the next working day.

## **10. EVALUATION OF EOIS AND SHORTLISTING OF CONSULTANTS**

### **10.1. General Norms**

#### **10.1.1. Evaluation Based only on Declared Criteria.**

- 1) The evaluation shall be based upon scrutinising and examination of all relevant data and details submitted by Consultants/ Agencies in its/ his EOI and other allied information deemed appropriate by Procuring Entity. Evaluation of EOIs shall be based only on the criteria/ conditions included in the REOI Document.
- 2) Information relating to the evaluation of EOIs and shortlisting results shall not be disclosed to any participant or any other persons not officially concerned with such process until the notification of shortlisting is made in accordance with clause 10.2.5 below.
- 3) The determination shall not consider the qualifications of other firms, such as the consultant's subsidiaries, parent entities, affiliates, or any other firm(s) different from the consultant.

#### **10.1.2. Clarification of EOIs and Shortfall Documents**

- 1) During the evaluation of EOIs, the Procuring Entity may, at its discretion, but without any obligation to do so, ask Consultants/ Agencies to clarify its EOI by a specified date (or, if not specified, seven days from the date of receipt of such request). Consultants/ Agencies should answer the clarification within that specified date. The clarification request and response shall be submitted in writing or electronically. No change in the substance of the EOI shall be sought, offered, or permitted that may grant any undue advantage to such a consultant/ Agency. Any clarification submitted by a Consultant/ Agency regarding its EOI that is not in response to a request by the Purchasing Entity shall not be considered.
- 2) The Procuring Entity reserves its right to, but without any obligation to do so, seek any shortfall information/ documents. Provided such information/ documents are historical, which pre-existed at the time of the EOI opening and which have not undergone change since then and do not grant any undue advantage to any consultant. ~~There is a provision on the portal for requesting Short fall documents from the consultants. The system allows taking the shortfall documents from consultants only once after the EOI opening.~~
- 3) If the consultant fails to provide satisfactory clarification and/or missing information, its EOI shall be evaluated based on available information and documents.

#### **10.1.3. Contacting Procuring Entity During the Evaluation**

From EOI submission to shortlisting of Consultants, no Consultant shall contact the Procuring Entity on any matter relating to the submitted EOI. If a Consultant needs to contact the Procuring Entity relating to this EOI, it should do so only in writing or electronically. Any effort by a Consultant to influence the Procuring Entity during the

REOI process shall be construed as a breach of the Code of Integrity, and EOI shall be liable to be rejected as nonresponsive in addition to other punitive actions for such a breach as per the REOI document.

## **10.2. Evaluation of EOIs and Shortlisting**

In evaluating the EOI, conformity to the eligibility and qualification criteria to those in the REOI document is ascertained. Additional factors incorporated in the REOI document shall also be considered as indicated therein.

### **10.2.1. Determining Responsiveness**

Only substantively responsive EOIs shall be evaluated for shortlisting. A substantively responsive EOI is complete and conforms to the REOI document's essential terms and conditions. Unless otherwise stipulated in Section III: Appendix, the following are some of the crucial aspects for which an EOI shall be rejected as nonresponsive:

- 1) The EOI is not in the prescribed format or is not submitted as per the stipulations in the REOI document.
- 2) The consultant/ agency is not eligible to participate in the EOI as per laid down eligibility criteria;
- 3) The EOI validity is shorter than the required period.
- 4) The EOI departs from the essential requirements stipulated in the EOI document;
- 5) Non-submission or submission of illegible scanned copies of stipulated documents/ declarations, if any
- 6) The Consultant/ agency fails to provide and/ or comply with the required information, instructions etc., incorporated in the REOI document or gives evasive information/ reply against any such stipulations.
- 7) The Consultant/ agency furnishes wrong and/ or misleading data, statement(s) etc. In such a situation, besides rejecting the EOI as nonresponsive, it is liable to attract other punitive actions under relevant provisions of the REOI document for breach of the Code of Integrity.

### **10.2.2. Evaluation of Eligibility**

Procuring entity shall determine, to its satisfaction, whether the Consultants/ Agencies are eligible as per Clause 4 above to participate in the REOI process as per submission in 'Form 1.2: Eligibility Declarations'. The eligibility evaluation shall be on a "pass" or "fail" basis. A Consultant/ Agency must achieve a "pass" on all the criteria to proceed to the next step. Any Consultant/ Agency not achieving a 'pass' in any of the eligibility criteria shall be rejected as nonresponsive.

### **10.2.3. Evaluation of Qualification Criteria**

- 1) Procuring entity shall determine whether the Consultants/ Agencies are qualified and capable in all respects to be shortlisted to provide the 'Services'

(subject to dispensation, if any, for Start-ups, as per clause 5.1 above), as per Section IV: Qualification Criteria and submission in Forms listed in Part II: 'EOI Submission Formats'. The determination shall not consider the qualifications of other firms, such as the consultant's subsidiaries, parent entities, affiliates, or any other entity different from the consultant/ agency. The Procuring Entity reserves the right to waive minor deviations in the qualification criteria if they do not materially affect the capability of a Consultant/ Agency to perform the contract. The Experience of Key Experts are not included in the shortlisting criteria but shall/ may be evaluated at the RFP stage.

- 2) Consultants/ Agencies planning to subcontract any of the Key Activities indicated in TOR, Schedule of Requirements to Sub-consultants in accordance with clause 4.3 above, shall specify the activity (ies) or parts of the Services to be subcontracted in their EOI identifying the proposed Sub-consultants in their EOI. Experience (but not Financial Qualifications) of such proposed Sub-consultant(s) can be used to meet the experience requirements specified in Section IV, Qualification Criteria.
- 3) Unless otherwise stipulated in Section III: Appendix, assignments completed by the Consultant's individual experts working privately or through other consulting firms cannot be claimed as the relevant experience of the Consultant/ Agency or that of the Consultant's partners or sub-consultants in Form 2.1: Performance Capability Statement.

#### **10.2.4. Verification of Original Documents at RFP Process**

The Procuring Entity reserves its right to call for verification, originals of all self-certified copies of uploaded documents from the Consultants/ Agencies during the following RFP Process. If the shortlisted consultant/ agency fails at that stage to provide such originals or, in case of substantive discrepancies in such documents, it shall be construed as a breach of the Code of Integrity (see clause 12 below). Such RFP proposals shall be liable to be rejected as nonresponsive in addition to other punitive actions for such a breach.

#### **10.2.5. Declaration of Shortlisted Consultants/ Agencies**

- 1) EOIs of Consultants/ Agencies that succeed in the above evaluation shall be shortlisted. Provisionally shortlisted consultants/ Agencies will be informed of the condition(s) that must be met before submitting their Proposal in the RFP process. Such shortlisting shall remain valid for a period specified in Section III: Appendix (One Year from the date of declaration, if not so specified).
- 2) Only shortlisted (including provisionally shortlisted) Consultants/ Agencies shall be invited to participate in the following RFP process. ~~If stipulated in Section III: Appendix, if there are a larger number of consultants/ Agencies meeting the evaluation criteria, the shortlist shall be restricted to a specified number of~~

~~Consultants/ Agencies (if not specified, eight (8) consultants/ Agencies) based on higher Average Turnover, work experience (or any other criteria, if so, stipulated therein).~~

- 3) The name and address of the shortlisted consultant (s) / Agencies shall be published in the portal and/ or notice board/ bulletin/website of the Procuring Entity. All Consultants/ Agencies shall be advised about shortlisting of their EOIs or otherwise without disclosing the comparative position of their EOIs with that of others. Shortlisted Consultants/ Agencies must not advertise or publish the same in any form without the prior written consent of the Procuring Entity.
- 4) Shortlisting a consultant/ agency is an administrative process and does not confer any legal or contractual rights on him. Since original documents/ certificates are not being called for and examined at this stage, all shortlisted shall be conditional upon final verification of such documents/ certificates during the RFP Process.

#### **10.3. Publication of RFP Following this EOI**

The Procuring Entity shall publish a Request for Proposal (RFP) addressed exclusively to shortlisted Consultants for the following procurement process. Procuring Entity/ the Portal may issue notifications/ alerts to such Consultants/ Agencies but without any liability. Such Consultants/ Agencies shall be responsible for being on the lookout for the RFP on the portal/ website. While publishing the RFP, the Procuring Entity reserves its right to elaborate further on the brief overview of the proposed procurement/scope of work, qualification Criteria and other terms & conditions without vitiating the shortlisting process. Shortlisted Consultants/ Agencies shall have no claim in this regard.

#### **11. GRIEVANCE REDRESSAL/COMPLAINT PROCEDURE**

- 1) Consultants/ Agencies have the right to submit a complaint or seek de-briefing if he is not shortlisted in this REOI process, in writing or electronically, within ten days of the declaration of EOI evaluation results. The complaint shall be addressed to the Head Commercial, FSID.
- 2) Within five working days of receipt of the complaint, the Tender Inviting Authority shall acknowledge the receipt in writing to the complainant, indicating that it has been received. The response shall be sent in due course after a detailed examination.
- 3) The Tender Inviting Authority shall convey the final decision to the complainant within 15 days of receiving the complaint. No response shall be given regarding the confidential process of evaluating EOIs before the results are notified, although the complaint shall be kept in view during such a process. However, no response shall be given regarding the following topics explicitly excluded from such complaint process:
  - a) Only a consultant/ agency who has participated in the REOI process and has not

been shortlisted can make such a representation. Complaints regarding shortlisting or exclusion of other consultants/ agencies shall not be entertained.

- b) No third-party information (EOIs, eligibility/ qualification) shall be sought and must not be included in the response.
- c) Following decisions of the Procuring Entity shall not be subject to review:
  - (i) Determination of the need for procurement.
  - (ii) Complaints against eligibility and qualification criteria except under the premise that they are either vague or too specific to limit competition.
  - (iii) Choice of the selection procedure.
  - (iv) Provisions limiting the participation of consultants in the REOI process
  - (v) Provisions regarding purchase preferences to specific categories of consultants in terms of policies of the Government.
  - (vi) Cancellation of the REOI process except where it is intended to subsequently re-tender the same Services.

## **12. CODE OF INTEGRITY IN PUBLIC PROCUREMENT, MISDEMEANOURS AND PENALTIES**

Procuring authorities, consultants, suppliers, contractors, and consultants should observe the highest standard of integrity and not indulge in prohibited practices or other misdemeanours, either directly or indirectly, during the entire procurement Process (including this EOI) or the execution of resultant contracts.

Note: For further details, please refer to appended Section II: Appendix.

**For and on behalf of Foundation for Science Innovation and Development**

**Head Commercial**

### SECTION III: Appendix

Expression of Interest Document No. FSID/BIOFOUNDRY/28/25-26 for “Setting up of Bio-foundry at FSID - IHUB, Bangalore”.

<b>1.0 Basic EOI Details</b>			
Tender Title	Expression of Interest for “Setting up of Bio-foundry at FSID - IHUB, Bangalore”.		
Reference Number	FSID/BIOFOUNDRY/28/25-26	Tender ID	-
Tender Type	<i>Expression of Interest</i>	Tender Category	<i>Services</i>
No. of Covers	Single Cover	Product Category	EPC
Domestic/ Global Procurement	Domestic Procurement	Organization	Foundation for Science Innovation and Development (FSID)
The Procuring Entity:	Foundation for Science Innovation and Development (FSID)	Authority on whose behalf EOI is invited	The Director, FSID
Through the	Head Commercial, FSID	Tender Inviting Authority (TIA)	Head Commercial, FSID
Address	Address: Innovation Centre, Indian Institute of Science, Bangalore - 560012 Email: <a href="mailto:procurement.support@fsid-iisc.in">procurement.support@fsid-iisc.in</a>		
<b>2.0 Critical Dates (Clause 6; 7; 8, and 9)</b>			
Published Date	19.01.2026 (17:00 hrs)	EOI Validity (Days from the date of EOI Opening) – EOI Document’s Clause 7.2	120 days
Document Download Start Date & Time	From 19.01.2026 (17:00 hrs)	Document Download End Date & Time	09.02.2026 upto 17:00 hrs.
Clarification Start Date & Time	From 19.01.2026 (17:00 hrs)	Clarification End Date & Time	30.01.2026 at 13:00 hrs
EOI Submission Start Date & Time	From 19.01.2026 (17:00 hrs)	EOI Submission Closing Date & Time	09.02.2026 upto 17:00 hrs.
EOI Opening Date & Time	10.02.2026 at 12:30 hrs		
Date of Presentation	To be intimated later		
The EOI Document should be submitted in Single Password Protected File by email to the following email id – <a href="mailto:procurement.support@fsid-iisc.in">procurement.support@fsid-iisc.in</a> . Password should be submitted within 24 hours of submission deadline over the same email.			

<b>3.0 Eligibility and Qualification Criteria (2.3.2, 4.1 to 4.5, 10.2 and Section IV)</b>			
Nature of Consultants eligible and association with sub-consultants/ JV	A private entity (a Consulting Company/ LLP /Partnership firm/ Society <del>registered under an applicable Act in India</del> ), a public Entity ( <del>Government-owned enterprise or institution</del> ), Joint Venture/ Consortium (an association of several persons, firms, or companies)		
Any additional Eligibility or responsiveness Criteria	<del>Shall have registered offices in India 5 years prior to the day of bid submission. However, their experiences in foreign countries may also be considered while evaluating the bids. Item No. 4.2.1</del>		
Maximum limit of the value of Subcontracting permitted	<del>25%</del>	<del>Various JV parameters: Maximum number of members etc., as per clause 4.4.1)</del>	<del>As per clause 4.4.1</del>
<b>4.0 Obtaining the EOI Document and clarifications (EOI Document’s Clause 6 &amp; 8)</b>			
eProcurement and Procuring Entity’s Portal/ Help Desk	<a href="https://www.fsid-iisc.in/tenders/">https://www.fsid-iisc.in/tenders/</a>		
	<b>080 – 2346 0622/ procurement.support@fsid-iisc.in</b>		
Cost of EOI Document (INR)	<b><i>Nil</i></b>		
Office/ Contact Person/ email for	<b>Head Commercial, Foundation for Science Innovation and Development (FSID), Address: Innovation Centre, Indian Institute of Science (IISc) Email: procurement.support@fsid-iisc.in</b>		
<b>5.0 Pre-EOI Conference (Clause 6.3)</b>			
Is a Pre-EOI Conference proposed to be held?	<b>YES</b>		
Place, time, and date of the Pre-EOI Conference	<b><i>Online Mode</i> on <b>02.02.2026 12:00 hrs.</b></b>		
Place, time, and date before which Written queries for the Pre-EOI conference must be received	Through E-mail: <b>procurement.support@fsid-iisc.in</b> up to <b>30.01.2026 13:00 hrs.</b>		
<b>6.0 Preparation and Submission and Opening of EOIs (Clause 7 and 8)</b>			
EOIs to be Addressed to	<b>The Head Commercial, FSID</b>		

Instructions for Online EOI Submission	<a href="https://www.fsid-iisc.in/tenders/">https://www.fsid-iisc.in/tenders/</a>		
Language of Submission	English	EOI Validity	120 Days from EOI Opening Date
EOI Opening Place	Commercial Department, FSID		
7.0 Evaluation of EOI and Qualification Criteria (Clause 10 and Section IV: Qualification Criteria)			
<del>Maximum number of consultants on the shortlist and criteria on which it would be based</del>	<del>Max number of Eight (8) consultants based on:</del> <del>1) Average Turn-over: 40%</del> <del>2) General &amp; Similar Experience: 60%</del>	<del>Minimum qualifications to be met by Lead Member and Substantial members</del>	<del>{Lead members and Substantial members should meet a minimum of 40% &amp; 20% of the qualifying criteria}</del>
8.0 About RFP that would follow – Clause 10.3			
<del>RFP to be issued</del>	<del>Limited to shortlisted Consultants from this EOI</del>	<del>Form of Contract from RFP</del>	<del>Time-based (inputs admeasurement) contract</del>
Selection Method	{QCBS}/ {LCS}	Bid Security Requirements	{QCBS/LCS – shall be detailed in the RFP}
Performance Security	{Yes – shall be detailed in the RFP}		

## SECTION IV: Qualification Criteria

### Request for Expression of Interest Document No. FSID/BIOFOUNDRY/28/25-26 for “Setting up of Bio-foundry at FSID - IHUB, Bangalore”.

(Ref REOI Clause 2.3)

*Note for Consultants/ Agencies: Regarding this Schedule, Consultants shall submit the following forms:*

- 1) Form 2: Qualification Criteria – Compliance
  - a) Form 2.1: Performance Capability Statement
  - b) Form 2.2: Financial Capability Statement
    - (i) Form 2.2.1: Financial Statement
    - (ii) Form 2.2.2: Average Annual Turnover
  - c) Relevant date when the specified period ends for different supporting reports shall be:
    - i) For all annual reports, the periods mentioned end with the financial [31<sup>st</sup> March, 2025].
    - ii) For other statements, the periods mentioned end on the month before the last date of EOI submission.

<b>Similar Project for Qualification Criteria would be:</b>	The Bidder shall have the Domestic and/ or International Similar experience.
<b>Specific Experience</b>	The Bidder should have been involved in Domestic and/ or International experience in providing Bio-process solutioning.
<b>Criteria 1 General and Similar Experience –</b>	<b>Submission Form</b>
1) Consultants/ Agencies must have atleast one (1) similar project 2) must have relevant specific experience of 2 projects. <i>(Assignments completed or substantially completed, at least 80% payments received)</i> 3) experience in carrying out similar studies/ research in similar projects having specific experience	Form 1.1: Consultant Information  Form 2.1: Performance Capability Statement.

**Note:**

During the RFP Process, assignment experience certificates may be called for to substantiate qualifications.

Such certificates from the public sector or publicly listed companies/ private companies/ Trusts must be issued from their Head office by a person of the organisation duly enclosing his authorisation by the Management for giving such credentials. A certificate from a private individual shall not be accepted. Certificates shall be acceptable only from publicly listed companies/private companies/Trusts with an annual turnover of Rs 500 crore and above

Criteria 2 - Financial Capability –	Submission Form
<p><b>Turnover:</b> Minimum Average Annual Turnover of at least INR 10 Crore, at least 50% of which should be from executing similar EPC contracts/ Consultancy Service Contracts, calculated as total certified payments received for contracts in progress or completed within the last 5 financial years, ending 31<sup>st</sup> March, 2025.</p> <p>Audited Balance Sheet for 5 (five) years ending financial year 31<sup>st</sup> March, 2025 are to be enclosed. The turnover shall be certified by Statutory Auditor of the firm/company. Any such certificate must carry UDIN (Unique document Identification number).</p> <p><b>Note:</b> During RFP Process Consultant shall be asked to furnish documentary evidence to demonstrate his current Financial Capability and</p>	Form 2.2: Financial Capability Statements
<p><del>Qualification criteria in the table above remains the same for start ups and relaxation is not admissible due to complexity of technical issues to be dealt which requires extensive technical expertise.</del></p>	Ref REOI Clause 5.1

***Note to Consultant/ Agencies: During RFP Process, while original documents/ certificates are called for to authenticate the qualification claimed, the following may be kept in mind:***

- 1) ~~When a joint venture or other association submits the bid, in that case, all members (other than non-substantial members) in the JV/C must submit their financial statements in order of the member's share in the partnership, greatest to least. The figures of members of a JV/C (other than non-substantial members) shall be added to determine compliance with the minimum financial qualifying criteria. However, unless otherwise stated in Section II: Appendix, for a JV/C to qualify, the Lead member must meet at least 40 percent of those minimum criteria for an individual Bidder and other members at least 20% of the criteria. Failure to comply with this requirement shall result in the rejection of the JV/C's bid.~~
- 2) The consultant/ agency shall submit the audited balance sheet and/or banking reference along with their RFP proposal. An authorised representative of the consultant must -sign the statement.

## **Part IV: EOI SUBMISSION FORMATS**

## **Form 1: EOI Form (Covering Letter)** **(Ref Clause 2.3)**

(To be submitted with supporting documents, if any)

(On Consultant's/ Agency Letter-head)

(Strike out alternative phrases not relevant to you) Consultant's/ Agency Name

Consultant/ Agency Name \_\_\_\_\_

[Address and Contact Details]

Reference No. \_\_\_\_\_

Date: \_\_\_\_\_

### **To**

Head Commercial

Foundation for Science Innovation and Development (FSID)

Innovation Centre, IISc, Bangalore - 560012

Email: [procurement.support@fsid-iisc.in](mailto:procurement.support@fsid-iisc.in)

Ref: Your REOI document No. REOI/ XXXX; Tender Title: Consultancy Services

Sir/ Madam,

Having examined the abovementioned REOI document, we, the undersigned, hereby submit/ upload our Expression of Interest (EOI) for being shortlisted for the performance of the Services.

Please tick appropriate boxes or strike out sentences/ phrases not applicable to you)

### **1) About us:**

We M/s \_\_\_\_\_, hereby certify that We are a firm of proven, established, and reputed Consultant having required Experience, Past performance, Personnel, and Financial capability, with offices at \_\_\_\_\_.

### **2) Our Eligibility and Qualifications to Participate:**

- a) We comply with all the eligibility criteria stipulated in this REOI document, and the relevant declarations are made along with documents in Form 1.2 of this EOI-Form.
- b) We fully meet the qualification criteria stipulated in this REOI document, and the relevant details are submitted along with documents in Form 2: 'Qualification Criteria – Compliance' and its sub-forms.
- c) We undertake to provide originals of all self-certified copies of uploaded documents during the RFP Process. We have understood the ramifications of failure to do so as detailed in clauses 10.2.4 and 10.2.5 of Section I: REOI.

- d) We have / don't have any conflict of interest with any other Consultant as per clause 4.5 of Section I: REOI.
- e) No commissions and gratuities have been paid or are to be paid to agents or any other party by us relating to this REOI and RFP processes.
- f) Following commissions and gratuities have been paid/ are to be paid to agents or any other party by us relating to this procurement process:\_\_\_\_\_

**3) Affirmation of terms and conditions of the EOI Document:**

We have understood the complete terms and conditions of the REOI Document. We accept and comply with these terms and conditions without reservations, although we are not signing and submitting some of the sections of the EOI Document.

**4) Abiding by the EOI Validity**

We agree to keep our REOI valid for acceptance for a period not less than 60 days, as required in the REOI Document, or for a subsequently extended period, if any, agreed to by us.

**5) Non-tempering of Downloaded EOI Document and Uploaded Scanned Copies**

We confirm that we have not changed/ edited the contents of the downloaded EOI Formats. We realise that any such change noticed at any stage, including after the contract award, shall be liable to punitive action in this regard stipulated in the EOI Document. We also confirm that scanned copies of documents/ affidavits/ undertakings uploaded along with our EOI are valid, true, and correct to the best of our knowledge and belief. We shall be responsible if any dispute arises regarding the validity and truthfulness of such documents/ affidavits/ undertakings. Upon our successful shortlisting, we undertake to submit for scrutiny, on-demand by the Procuring Entity, originals and self-certified copies of all such certificates, documents, and affidavits/ undertakings.

**6) Signatories:**

We confirm that we are duly authorized to submit this EOI and make commitments on behalf of the Consultant (*In case of Joint Venture/Consortium, the Lead Member/Consultant shall sign the document on behalf of JV/C Member.*) Supporting documents are submitted in Form 1.1 annexed herewith. We acknowledge that our digital/digitized signature is valid and legally binding.

**7) Rights of the Procuring Entity to Reject EOI(s):**

We understand that you are not bound to accept the lowest or any EOI you may receive against your above-referred EOI Document.

.....

(Signature with date)

.....

(Name and designation)

Duly authorised to sign EOI for and on behalf of

[name & address of Consultant/ agency and seal of Company]

## **Form 1.1: Consultant/ Agency Information (Ref Clause 2.3)**

(To be submitted with supporting documents, if any)  
(On Consultant's/ Agency Letter-head)

Consultant/ agency Name \_\_\_\_\_  
[Address and Contact Details]

Consultant's/ Agency  
Reference No. \_

Date: \_\_\_\_\_

**To**  
Head Commercial  
Foundation for Science Innovation and Development (FSID)  
Innovation Centre, IISc, Bangalore - 560012

Email: [procurement.support@fsid-iisc.in](mailto:procurement.support@fsid-iisc.in)

Ref: Your REOI document No. REOI/ XXXX; Tender Title: Consultancy Services

*Note: Consultant/ Agency shall fill in this Form following the instructions indicated below. No alterations to its format shall be permitted, and no substitutions shall be accepted. Consultant/ Agency shall enclose certified copies of the documentary proof/ evidence to substantiate the corresponding statement wherever necessary and applicable. Consultant's/ Agency wrong or misleading information shall be treated as a violation of the Code of Integrity. Such EOIs shall be liable to be rejected as non-responsive, in addition to other punitive actions provided for such a breaches in the REOI Document.*

*(Please tick appropriate boxes or strike out sentences/ phrases not applicable to you)*

### **1) Consultant/ Contractor Particulars:**

<b>a) Name of the Company:</b>	
<b>b) Corporate Identity No. (CIN):</b>	
<b>c) Registration, if any, with The Procuring Entity:</b>	
<b>d) Date of incorporation/ start of business:</b>	
<b>e) Place of Registration/ Principal place of business":</b>	
<b>f) Number of Years in Business:</b>	

<b>g)</b> Number of Years in providing Consultancy Services:	
<b>h)</b> Company Website URL:	
<b>i)</b> Complete Postal Address:	
<b>j)</b> Pin code/ ZIP code:	
<b>k)</b> Telephone nos. (with country/ area codes):	
<b>l)</b> Mobile Nos.: (with country/ area codes):	
<b>m)</b> Contact persons/ Designation:	
<b>n)</b> Email IDs:	
<b>o)</b> PAN Number:	
<b>p)</b> GSTIN No:	

~~(In the case of JV/C, repeat these details for all members)~~

~~Submit documents to demonstrate eligibility as per REOI Clause 4.1 1) A self-certified copy of registration certificate in case of a partnership firm Deed of Partnership; in case of Company Notarised and certified copy of its Registration; In case of JV, letter of intent to form JV or JV agreement and in case of Society its Byelaws and registration certificate of the firm.~~

- 2) Consultant/~~JV's Organisation~~ Structure: Submit the overall organisation structure of the firm.
- 3) Consultant/~~JV's~~ Overall profile: Submit the overall profile of the firm, highlighting technical and managerial capabilities.
- 4) Authorisation of Person(s) signing the EOI on behalf of the consultant
  - a) Full name:
  - b) Designation:
  - c) Signing as:
    - A sole proprietorship firm. The person signing the EOI is the sole proprietor/constituted attorney of the sole proprietor,
    - A partnership firm. The person signing the EOI is duly authorised being a partner to do so under the partnership agreement or the general power of attorney,
    - A company. The person signing the EOI is the constituted attorney by a resolution passed by the Board of Directors or in pursuance of the authority conferred by the Memorandum of Association/ Articles of Association.
    - A Society. The person signing the EOI is the constituted attorney.
    - ~~• A Joint Venture/ Consortium. The person signing the bid is the designated lead member, as named in the JV/C agreement/ MOU or similar document in connection with the formation of the JV/C or are all future proposed members, in case (JV/C) has not been legally constituted at the time of bidding.~~

*Documents to be submitted: Registration Certificate/ Memorandum of Association/ Partnership Agreement/ Power of Attorney/ Board Resolution*

- 5) Consultant's Authorized Representative Information
  - a) Name:
  - b) Address:
  - c) Telephone/ Mobile numbers:
  - d) Email Address:

(Signature with date)

.....

(Name and designation)

Duly authorised to sign EOI for and on behalf of name, address, and seal of the Consultant]

DA: As above

## Form 1.2: Eligibility Declarations (Ref Clause 2.3)

(To be submitted with supporting documents, if any)  
(On Consultant's Letter-head)

Ref: Your REOI document No. REOI/ XXXX; Tender Title: Consultancy Services

Consultant Name \_\_\_\_\_  
[Address and Contact Details]

Consultant's Reference No. \_

Date: \_\_\_\_\_

[Note: *The list below is indicative only. You may attach more documents as required to confirm your eligibility criteria.*]

### Eligibility Declarations

*(Please tick appropriate boxes or cross out any declaration not applicable to the Consultant)*

We hereby confirm that we comply with all the stipulations of REOI Clause 4.1 of the REOI document and declare as under and shall provide evidence of our continued eligibility to the Procuring Entity as and when it may be requested:

**1) Legal Entity of Consultant:** We are:

- a) : \_\_\_\_\_ relevant documents enclosed)
- b) We are an Agency with valid registration regarding GSTIN, PAN, EPF, ESI, Labour, or equivalent registration certificate as applicable to the subject Services.

**2) Eligibility:** We solemnly declare that we (including our affiliates or subsidiaries, or constituents):

- a) are not insolvent, in receivership, bankrupt or being wound up, not have our affairs administered by a court or a judicial officer, not have our business activities suspended and are not the subject of legal proceedings for any of these reasons;
- b) (including our affiliates or subsidiaries, or constituents for any part of the assignment):
  - (i) Do not stand declared ineligible/ blacklisted/ banned/ debarred by the Procuring Organisation or its Ministry/ Department from participation in its procurement processes; and/ or
  - (ii) Are not convicted (within three years preceding the last date of EOI submission) or stand declared ineligible/ suspended/ blacklisted/ banned/ debarred by appropriate agencies of the Government of India from participation in procurement processes of all its entities for offences mentioned in REOI document in this regard.

- (iii) We have neither changed our name nor created a new "Allied Entity", consequent to the above disqualifications.
- c) Do not have any association (as consultant/ partner/ Director/ employee in any capacity) with such retired public official or near relations of such officials of Procuring Entity, as counter-indicated, in the REOI document.
- d) We have no conflict of interest, which substantially affects fair competition. The quoted prices are competitive without adopting unfair/ unethical/ anti- competitive means. No attempt has been made or shall be made by us to induce any other consultant to submit or not to submit an EOI to restrict competition.
- e) We certify that we fulfil other additional eligibility conditions if prescribed in the REOI document.
- 3) We certify that we are not an entity from a country identified to restrict Consultants from India from participation in their Government Procurements as per EOI clause 4.2.1.
- ~~4) Restrictions on procurement from consultants from a country or countries or a class of countries:~~**  
~~"We have read the clause regarding restrictions on procurement from a consultant of a country which shares a land border with India and on sub-contracting to contractors from such countries, and solemnly certify that we fulfil all requirements in this regard and are eligible to be considered. We certify that:~~
- ~~a) We are not from such a country or, if from such a country, we are registered with the Competent Authority (copy enclosed). and;~~
- ~~b) We shall not subcontract any assignment to a contractor from such countries unless such contractor is registered with the Competent Authority.~~
- 5) Penalties for false or misleading declarations:**  
 We hereby confirm that the particulars given above are factually correct and nothing is concealed and undertake to advise any future changes to the above details. We understand that any wrong or misleading self-declaration would violate the Code of Integrity and attract penalties.

.....  
 (Signature with date)

.....  
 (Name and designation)  
 Duly authorised to sign EOI for and on behalf of

.....  
 .....  
 [Name & address of Consultant and seal of Company]  
 DA: As in Sr 1 to 5 above, as applicable

## Form 2: Qualification Criteria – Compliance (Ref Clause 2.3, Section IV: Qualification Criteria)

(To be submitted with supporting documents, if any)  
(On Consultant's Letter-head)

Ref: Your REOI document No. REOI/ XXXX; Tender Title: Consultancy Services

Consultant Name \_\_\_\_\_  
[Address and Contact Details]

Consultant's Reference No. \_\_\_\_\_ Date: \_\_\_\_\_

*Note to Consultant: The Procuring Entity reserves its right to call for verification originals of all self-certified copies of stipulated documents supporting the fulfilment of qualifying criteria during the following RFP Process. If the shortlisted consultant fails at that stage to provide such originals or, in case of substantive discrepancies in such documents, it shall be construed as a breach of the Code of Integrity (see clause 12 below). Such RFP proposals shall be liable to be rejected as nonresponsive in addition to other punitive actions for such a breach.*

### Summary of Response to Qualification Criteria

Criteria 1 –General and Similar Experience:	Quantum as detailed in Sub-forms	Quantum Criteria Met (Yes, or No)
<b>a)</b> Consultants must have atleast one (1) similar project (as per Schedule III: Qualification Criteria) (see Form 1.1):		
<b>b)</b> must have relevant specific experience of 2 projects. <i>(Consultancy Assignments completed or substantially completed, at least 80% payments received)</i> (as per Schedule III: Qualification Criteria) (see Form 2.1):		
<b>c)</b> experience in carrying out following studies in similar projects having specific experience (as per Schedule III: Qualification Criteria) are (see Form 2.1):		