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|  | <b>The Energy and Resources Institute</b> | ISSUE NO.    | 24       | DATED | 21-01-2025 |
|   | <b>Tender</b>                             | REVISION NO. | 00       | DATED | 00-00-0000 |
|   |   | DOC. NO.     | F/Mat/24 |       |            |

**Tender for inviting quotations from the manufacturer for procurement of the Material/Goods and Passenger lifts as per TERI's requirement and installation at Gwal Pahari Gurgaon-Faridabad Road, Gurugram, Haryana.**

**TERI/MAT/2024-25/024**

**Tender Date: 21-01-2025**

**Last Date for Submission of Bids: 11-02-2025**

**The Energy and Resources Institute (TERI)  
6-C, Darbari Seth Block  
IHC Complex, Lodhi Road  
New Delhi – 110003, India**

|   |   |              |          |       |            |
|---|---|--------------|----------|-------|------------|
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### About TERI:

TERI is an independent, multi-dimensional organization, with capabilities in research, policy, consultancy and implementation. We are innovators and agents of change in the energy, environment, climate change and sustainability space, having pioneered conversations and action in these areas for over five decades.


### General Information

TERI invites Bids from Prospective Bidder through tendering for inviting quotations from the manufacturer for procurement of the Material/Goods and Passenger lifts as per TERI's requirement and installation at Gwal Pahari, Gurgaon-Faridabad Road, Gurugram, Haryana as per the details given in tender document.

The tender document is available on TERI's, website: <http://www.teriin.org/Announcements/> from 21<sup>st</sup> January, 2025. Interested bidders may view/download the Bid document and submit their Bid up to the date and time mentioned in the table.

### Schedule of activities:-

| Sl. No. | Item   | Tender No.                  | Quantity Required | Fee of Tender Document | Earnest Money Deposit |
|---------|--|-----------------------------|-------------------|------------------------|-----------------------|
| 1       | Material/Goods and Passenger lifts as per specifications mentioned in the Tender documents | <u>TERI/MAT/2024-25/024</u> | 2 nos.            | 11,800.00              | 3,00,000.00           |

|   |   |              |          |       |            |
|---|---|--------------|----------|-------|------------|
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|   |   | DOC. NO.     | F/Mat/24 |       |            |

**Schedule of activities:-**

| <b>Sl No.</b> | <b>Milestone</b>   | <b>Date and Time<br/>(dd-mm-yyyy; hh:mm)</b>  |
|---------------|--|---|
| 1             | Release of tender  | 21.01.2025  |
| 2             | Last date for submission of written questions by bidders             | 06.02.2025; 15:00 hrs   |
| 3             | Response to the queries by TERI                                      | 08.02.2025; 17.30 hrs   |
| 4             | Last date for submission of technical bid and financial bid response | 11.02.2025; 17.30 hrs   |
| 5             | Opening of technical bid   | 12.02.2025; 11:00 hrs   |
| 6             | Shortlisted firms on the basis of technical evaluation               | 13.02.2025; 15:00hrs  |
| 7             | Financial bid opening of only of technically qualified bidders       | 14.02.2025; 11:00 Hrs   |
| 8             | Finalization of Bidder   | Intimation to be given only to finalized Bidder(s)  |
| 9             | Venue of opening of technical and financial details                  | The Energy and Resources Institute, 6C, Darbari Seth Block, India Habitat Centre, Lodhi Road, New Delhi – 110 003 |
| 10            | Project Time frame   | 03 Months   |
| 11            | Estimated value for this activity                                    | 70 to 80 Lakhs(Approx)  |

|   |   |              |          |       |            |
|---|---|--------------|----------|-------|------------|
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**Subject: Quotation for the supply and installation of Passenger and material lift at TERI's Gwal Pahari office as per below mentioned specifications:-**

**Technical Specifications for Passenger Lifts:**

| S.No. | Passenger Lift Specifications  |  |
|-------|--|--|
| 1     | Full height infra Red curtain criss cross beam(Highly sensitive safety device for safe entrance and exit of the passengers in to the car).   |  |
| 2     | Automatic rescue device with manual rescue lever (to rescue passengers in case of emergency-this device will bring the car to the nearest floor automatically and will open the doors).  |  |
| 3     | 2 phase fireman drive, fireman's switch at the main landing. (in case the fireman switch is activated the elevator will come to the main landing and open the door).   |  |
| 4     | Adjustable guide shoes (ensures good ride comfort).  |  |
| 5     | Motor should have an IP 21 protection which states that the motor's internal parts are protected against both solid and liquids (water dripping vertically), hence gives protection in humid and moist environment whereas in other brand IP 40 protects against solid only. |  |
| 6     | Magnets and impulse switches which results in quicker installation and accurate leveling.  |  |
| 7     | The doors use self closing weights which have higher durability.   |  |
| 8.    | Capacity: 450 - 500 Kgs.   |  |
| 9.    | Floors: 5 Floors (-2, -1, Ground, 1 <sup>st</sup> and 2 <sup>nd</sup> Floor)   |  |

|   |   |              |          |       |            |
|---|---|--------------|----------|-------|------------|
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|   |   | DOC. NO.     | F/Mat/24 |       |            |

## Technical Specifications for Goods/Material Lifts:

### Goods/Materials Lift:

| S.No. | List of Specifications            | Specification Details  |
|-------|-----------------------------------|--|
| 1.    | No. of Lifts/Type of lift         | Material Lift.   |
| 2.    | Load/Speed                        | Weight 1000Kg/ 1meter per second   |
| 3.    | Drive                             | Micro processor based VVVF   |
| 4.    | No/. of Floors                    | 3 Floors (-2, -1, and Ground floor)  |
| 5.    | No. and position of car entrances | Two entrance   |
| 6.    | Position of machinery             | Machine roomless- gearless   |
| 7.    | Size of lift well                 | 2450 X 2400 (MM wide * MM depth)   |
| 8.    | Lift car inside size              | 1400 X 1800 (MM wide * MM depth)   |
| 9.    | Type or design of lift car        | Stainless steel, hairline finish   |
| 10.   | Additional Car Spec               | Headroom height 4800MM, Pit Depth 1600MM   |
| 11.   | Car ceiling- Car floor            | Standard-Standard-Aluminum or SS Chequered. Plate Flooring                       |
| 12.   | Car Fittings                      | Indirect fluorescent light and cross flow- fan                                   |
| 13.   | Type of car entrance position     | Power operated side opening sliding door- stainless steel, hairline finish       |
| 14.   | Type of landing entrance position | Side opening sliding door- stainless steel-hairline finish                       |
| 15.   | Type of landing door frame        | Stainless steel-hairline finish  |
| 16.   | Clear opening of gates/doors      | 1200 X 2000 (MM Wide * MM Height)  |
| 17.   | Type of control system            | Microprocessor based simplex selective collective control with/without attendant |
| 18.   | Electric Supply                   | AC 400/440 Volts, 3 phase, 50 cycles   |
| 19.   | Cabin/Car                         | SS-304, 202, with mirror finish  |

|   |   |              |          |       |            |
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|   |   | DOC. NO.     | F/Mat/24 |       |            |

FINANCIAL BID

Name of the Company / Firm / NGO:


Supply, Installation and Commissioning of Passenger and Material/Goods lift.

**Table: Summary sheet of work**

| Sl. No. | Item   | HSN Code | Price per unit in INR | Remark |
|---------|--|----------|-----------------------|--------|
| 1       | Supply and installation of Passenger lift as per the attached specifications.      |          |                       |        |
| 2       | Supply and installation of Material/Goods lift as per the attached specifications. |          |                       |        |
|         |  |          |                       |        |
|         |  |          |                       |        |
|         |  |          |                       |        |
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NOTES:

(Signature of Bidder with seal)

|   |   |              |          |       |            |
|---|---|--------------|----------|-------|------------|
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|   | <b>Tender</b>                             | REVISION NO. | 00       | DATED | 00-00-0000 |
|   |   | DOC. NO.     | F/Mat/24 |       |            |

**AGREEMENT**

**TERI / Contract / 2024-25 / NO. \_\_\_\_\_**

This AGREEMENT is made and entered into on \_\_ day of \_\_\_\_\_ 2024 (hereinafter called the ‘Effective Date’).

BY and BETWEEN

**The Energy and Resources Institute**, a society registered under the Indian Societies Act XXI of 1860 with its registered address at Darbari Seth Block, Habitat Place, Lodhi Road, New Delhi – 110 003, India (hereinafter referred to as “TERI” which expression shall include their successors and permitted assigns) of the **first part**;

And

.....re  
 gistered under ....., with its registered address at  
 .....  
 ....., India (hereinafter referred to as “**Supplier**” which expression shall include their successors and permitted assigns) of the **other part**;

Agreement reference no is purchase order no which is \_\_\_\_\_ dated \_\_\_\_\_ amounting to Rs \_\_\_\_\_ (Rs \_\_\_\_\_ Only)

TERI and the Supplier shall hereinafter collectively be called “**the Parties**” and individually referred to as “**the Party**”

**WHEREAS**

TERI is undertaking the task for setting of Lab at Guyana detailed scope of work and terms and conditions, mentioned hereinafter in this document, hereinafter called the Work which expression shall include all agreed modifications thereof.

Now, therefore, this Agreement witnessed as follows:

1. **Specification, Terms and conditions:** No Deviation from Specification, Terms & Conditions as per TERI’s requirement being installed at the site.
2. The Agreement shall be on turn-key basis. The work shall be completed within the stipulated time from the date of placement of work order. However ‘TERI’ may in case of urgency ask the Supplier to complete the work earlier, with the mutual consent of the Parties. In case the

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|---|---|--------------|----------|-------|------------|
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|   | <b>Tender</b>                             | REVISION NO. | 00       | DATED | 00-00-0000 |
|   |   | DOC. NO.     | F/Mat/24 |       |            |

Supplier fails to execute the said work within stipulated time, 'TERI' will be at liberty to get the work executed from the open market without calling any further tender/e-tender and without any notice to the Supplier, at the risk and cost of the Supplier. Any additional cost incurred by 'TERI' shall be recovered from the Supplier. If the cost of executing the work as aforesaid shall exceed the balance due to the Supplier, and the Supplier fails to make good the additional cost, 'TERI' may recover it from the Supplier's pending claims against any work in 'TERI' or in any lawful manner.

3. In the interest of the work, agreement executed between the Supplier and TERI, may be extended to a mutually agreed period, if the need arises so. It shall be the sole responsibility of the supplier to get verified the quality and quantity of the supplied material at the site of delivery.
4. **Warranty period:** The material supplied shall be under on-site warranty for a period of minimum 36 months from the date of installation at site. Warranty certificate(s) shall be submitted along with the material.
5. **Price reduction for delayed delivery:** In the event of delay affecting the delivery within agreed period, unless concurrence for the delay has been given by TERI on request of the Supplier, a reduction in the price shall be levied @ 1% of the total order value per week or part thereof subject to a maximum of 10% of the total order value inclusive of all taxes and levies.
6. **Quality Assurance:** The Supplier shall establish, document and maintain an effective quality assurance program. Within 7 days from the date of purchase order, a detailed quality assurance programme shall be submitted by the supplier to TERI for approval. The Quality Assurance Program should be comprehensive and must include all aspects from manufacturing to commissioning / trial run of systems. Approved quality assurance programme will form the basis of all future inspections/ audits undertaken by TERI after the supply of materials and within the warranty coverage.
7. **Inspection:** Inspection will be done by TERI representative at the beneficiary's premises. TERI shall have free access to the Supplier's works during the supply, installation and commissioning of systems. All testing arrangements shall be the responsibility of the supplier. TERI reserves the right to inspect the material during supply / installation / commissioning as per specifications and test protocols. Internal inspection report and inspection certificate must accompany the supply. All arrangements for Pre Dispatch Inspection (PDI) will be done by the supplier.
8. TERI reserves the right to cancel any order placed on basis of this tender in case of strike, accident or any other unforeseen contingencies causing stoppage of work at TERI or to modify the order without liability for any compensation and or claim of any description.
9. In case order placed by TERI based on the quotation/bid/tender submitted by the bidder/supplier is not executed by the supplier/bidder, TERI may buy the ordered goods from elsewhere and recover the additional amount that TERI may have to spend in procuring the stores plus 10% to cover the overhead & incidental expenses.
10. **Replacement of rejected material:** Any material supplied against order placed on the basis of this tender and found to be defective at any time during the project life on inspection or differing from approved samples or make or specifications will be replaced by the Supplier free of cost or full refund made for the amount paid by TERI including freight and insurance and other incidental charges at our discretion.



|   |   |              |          |       |            |
|---|---|--------------|----------|-------|------------|
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|   | <b>Tender</b>                             | REVISION NO. | 00       | DATED | 00-00-0000 |
|   |   | DOC. NO.     | F/Mat/24 |       |            |

11. **Liquidated damages:** If the Supplier fails to perform the services within the time periods specified in the Agreement, the 'TERI' shall without prejudice to its other remedies under the Agreement deduct from the contract price as liquidated damage, a sum equivalent to 1.0% of the price of the unperformed services for each week (For the purposes of calculation of delay, part of week shall be treated as week) of delay until actual performance up to a maximum deduction of 10% of the delayed services. Once the maximum is reached, 'TERI' may consider termination of the Agreement. In the case of violation of Agreement, TERI may confiscate pending payments/ dues of the Supplier assigning specific reasons and shall also have the power to debar/ blacklist the Supplier in similar circumstances. TERI may also invoke performance/security bank guarantee.
12. The Supplier shall have to comply with all the rules, regulations, laws and by-laws for the time being in force and the instructions if any, of the beneficiaries, in whose premises the work has to be done. 'TERI' shall have no liability in this regard.
13. **Insurance:** Transit Insurance, storage insurance and erection insurance of the materials and equipment's for setting up green shed shall be arranged by the Supplier for the total supply [Risk should be covered till the handing over of Units to beneficiary]. In case of any damage/ loss/ pilferage/ non-delivery during transit, the Supplier shall lodge and settle the claim with the insurance agency. The Supplier shall also arrange replacement of the damaged/ lost/ pilfered items expeditiously pending settlement with insurance agency, if any, so as not to hamper the erection and commissioning work. The resultant loss if any due to failure of Supplier to comply with the above shall be to the account of Supplier.
14. **Labour Engagement:** The Supplier shall be responsible to provide all wages and allied benefits to the labour engaged for execution of the project work. The supplier shall remain liable to the authorities concerned for compliance of the existing rules and regulations of the government for this purpose including regulations against employing child labour etc. and shall also remain liable for any contravention thereof.
15. **Safety Codes and Regulation:** The Supplier shall adhere to safe installation and commissioning practices and guard against hazardous and unsafe conditions and shall comply with safety rules of the Government of India. In addition, the Supplier shall adhere to and be bound by the applicable safety codes, rules and regulation for the work to be carried out. A separate log to be maintained by Supplier.
16. The Supplier shall not, without the consent in writing of 'TERI', transfer, assign or sublet the work under the contract or any substantial part thereof to any other party.
17. 'TERI' shall have at all reasonable time access to the works being carried out by the Supplier under the Agreement. All the work shall be carried out by the Supplier to the satisfaction of 'TERI'.
18. If any question, dispute or difference what so ever shall arises between 'TERI' and the Supplier, in the connection with the agreement except as to matters, the decisions for which have been specifically provided, either party may forthwith give to the other notice in writing of existence of such question, dispute or difference and the same shall be referred to the sole arbitration of the Director-General, TERI or a person nominated by him. This reference shall be governed by the Indian Arbitration and Conciliation Act 1996, and the rules made there under. The award in such arbitration shall be final and binding on both the parties. Work under the agreement shall be continuing during the arbitration proceedings unless the 'TERI' or the arbitrator directs otherwise.

|   |   |              |          |       |            |
|---|---|--------------|----------|-------|------------|
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|   | <b>Tender</b>                             | REVISION NO. | 00       | DATED | 00-00-0000 |
|   |   | DOC. NO.     | F/Mat/24 |       |            |

19. TERI' may at any time by notice in writing to the Supplier either stop the work all together or reduce or cut it down. If the work is stopped all together, the Supplier will only be paid for work done and expenses distinctly incurred by him as on preparation or the execution of the work up to the date on which such notice is received by him. Such expenses shall be assessed by 'TERI', whose decision shall be final and bidding on the Supplier. If the work is cut down, the Supplier will not be paid any compensation what so ever for the loss or profit which he might have made if he had been allowed to complete all the work included in the Agreement.
20. **Risk, Accident and Damages:** The Supplier shall take due precaution to avoid damages to any pipelines, Railway lines, roads, canals, cables, culverts, bridges, drains, sewer, telegraph and telephone lines, water mains, dykes, poles, pillars, fences, wires, supports and embankments and other underground or over ground works, structural or constructions whatsoever and shall at his own cost and initiative forthwith restore and repair any damage thereto the satisfaction of TERI and / or the person or authority concerned relative to the line, pipe or other works, construction of installation as the case may be.
21. **Observation of Environmental Regulations and Protection:** The Supplier shall ensure that its servants and agents and sub-contractors and their servants and agents shall duly comply with all environmental laws, rules and regulations and the conditions of any permit, permission, consent and or no-objection granted in this behalf by any authority with respect to or concerning the work and shall independently so organize and conduct their operations as not to cause any hazard or pollution to health, life, property or environment including (but not limited to) discharge of any noxious substance or effluent into the atmosphere or into the earth or into any drain, canal, stream, river, pond, lake or other water body.
22. **Compliance with regulations:** The Supplier shall comply with all applicable laws as per Guyana and India. All compliances are to be met by the Supplier and the same is to be produced by the Supplier at the time of payment.
23. **Demurrage and Wharfage:** All demurrage, Wharfage and other expenses incurred due to delayed clearance of the material or any other reason shall be to the account of the Supplier.
24. **Indemnity:** Supplier shall indemnify and at all times keep TERI indemnified and harmless against any direct loss to it or any claims by any third person, for any personal injury to anybody or loss to property, movable or immovable, caused by or attributable to any act or omission of the supplier or any of his officer, employee, agent or professional etc. while performing or purporting to perform this Agreement.
25. Installation and service:  
The following inspection procedures and tests are required:
- i) 'TERI' or its representative shall have the right to inspect and/or to test the goods to confirm their conformity to the contract. The special conditions of Agreement and/or the Technical specifications shall specify what inspections and test the 'TERI' required.
  - ii) 'TERI', its duly authorized representative shall have at all reasonable times access to the Supplier's premises or works and shall have the power at all reasonable time to inspect and examine the materials and workmanship of the works.
  - iii) The Supplier shall give the 'TERI', 15 day's written notice of any material being ready for testing. It shall be mandatory that such notice should reach 'TERI' within 30 days of placement of work order. Such tests shall be on the Supplier's accounts/ expenses except for the expenses of the inspector. 'TERI' reserves the full rights, to waive off inspection of material.

|   |   |              |          |       |            |
|---|---|--------------|----------|-------|------------|
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|   | <b>Tender</b>                             | REVISION NO. | 00       | DATED | 00-00-0000 |
|   |   | DOC. NO.     | F/Mat/24 |       |            |

- iv) The Supplier is required to get the entire lot of the ordered material inspected at one time, before the supply of the materials.
- v) All arrangements for the inspection of materials will be done by Supplier.
- vi) The inspection by 'TERI' and issue of dispatch instruction there of shall in no way limit the liabilities and responsibilities of the Supplier in respect of the agreed quality assurance programme forming a part of the contract
- vii) The complaints within warranty period should be attended to within a maximum timeframe of 7 calendar days.

**26. Termination:** TERI by written notice, may terminate this Order for default, in whole or in part, if the Supplier: (a) fails to make a delivery in accordance with the Order's schedule, (b) fails to comply with any of the terms of this Order, (c) fails to make progress so as to endanger performance of this Order, (d) fails to provide adequate assurances of future performance, (e) ceases to conduct its operations, or (f) has any proceeding or lawsuit under bankruptcy, liquidation, or insolvency law brought against it.

**27. Warranty:** The supplier shall warrant as per standards for quality that anything to be furnished shall be new, free from all defects and faults in material, workmanship and manufacture, shall be of the highest grade and consistent with established and generally accepted standards for material of the type ordered, shall be in full conformity with the specifications, drawing or samples, if any and shall if operable, operate properly.

- **Performance of Equipment:** In addition to the warranty as already provided, the Supplier shall guarantee satisfactory performance of the system and shall be responsible for the period or up to the date specified after the equipment has been accepted by the 'TERI' to the extent for any defects that may develop such defects and shall be removed at its own cost when called upon to do so by the 'TERI'.

### 34. Delivery

**Delivery of materials:** All the materials as specified in the purchase order should be ready to dispatch on or before one month from the purchase order. Transit insurance and storage insurance till the handing over of all materials will be within the scope of work. The Supplier should provide the manufacturer's warranty on all components supplied.

**Delivery time for installation and commissioning:** Installation should be completed within Two (2) weeks from the date of materials reach at site.

### 36. Payments:

All the payment shall be released from TERI head office, New Delhi on submission of requisite documents.

### 37. Documents:

Following documents need to be submitted to TERI for processing of payments:

- A. Original invoice with installation report with TERI's acknowledgement.

|   |   |              |          |       |            |
|---|---|--------------|----------|-------|------------|
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|   | <b>Tender</b>                             | REVISION NO. | 00       | DATED | 00-00-0000 |
|   |   | DOC. NO.     | F/Mat/24 |       |            |

### 38. Force majeure

- Notwithstanding the provisions of clauses contained in this deed; the Supplier shall not be liable for forfeiture of its performance security, liquidated damages, termination for default, if he is unable to fulfill his obligation under this deed due to event of force majeure circumstances.
- For purpose of this clause, 'Force majeure' means an event beyond the control of the Supplier and not involving the Supplier's fault or negligence and not foreseeable. Such events may include, but are not restricted to, acts of Government either in its sovereign or contractual capacity, wars or revolutions, fires, floods, epidemics, quarantine restrictions, and freight embargoes
- However, if a force majeure situation arises, the Supplier shall immediately notify 'TERI' in writing. The decision of the competent authority of TERI in above conditions shall be final.

39. Any work which is not covered under this Agreement but is essentially required for the completion of job (To the satisfaction of TERI) shall be carried out by the Supplier as extra item or which payment shall be made separately at the rates decided by TERI.

- a) Supplier shall be responsible for immediate replacement/rectification. The damaged component may be repaired or replaced by new component.
  - b) The Supplier shall submit verified quarterly maintenance report regularly to TERI within 15 days of period ending six months. Failing which payment for such period will not be released or recommended.
- .....

### Enquiries/clarifications may be sought by the Bidder as per the following:

Technical queries: Mr. Mukesh Yadav, Production Manager & AC, Bioremediation Technology Division, TERI

E-mail: [mukesh.yadav@teri.res.in](mailto:mukesh.yadav@teri.res.in), Contact number: 9868581494

Tender related queries: Mr. Manoj Kumar Tiwari, Head - Materials, TERI

E-mail: [materials@teri.res.in](mailto:materials@teri.res.in); Contact number: 9811123981

|   |   |              |          |       |            |
|---|---|--------------|----------|-------|------------|
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|   |   | DOC. NO.     | F/Mat/24 |       |            |

*The interested manufacturer / authorized distributor are requested to please send their technical and financial proposal through closed envelop by 11<sup>th</sup> February 2025 on the below given address:*

**Mr. Manoj Kumar Tiwari**  
**Head-Materials**  
**The Energy and Resources Institute (TERI),**  
**6C, Darbari Seth Block,**  
**IHC Complex, Lodhi Road,**  
**New Delhi – 110003.**