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REQUEST FOR PROPOSAL (RFP)

For

Engagement of Project Management Agency (PMA)

to Assist Ministry of Coal (MoC) in Implementation of Scheme for

Promotion of Surface Coal/Lignite Gasification Projects

Government of India

Ministry of Coal

GPOA-3, Netaji Nagar, New Delhi 110023

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July [17], 2026

Important Notice

Subject: Request for Proposal (RFP) for Engagement of a Project Management Agency (PMA) for the Scheme for Promotion of Surface Coal/Lignite Gasification Projects

The Ministry of Coal (MoC) is undertaking several initiatives to promote surface coal/lignite gasification projects in the country. Following the approval of a financial outlay of ₹37,500 crore in May 2026 under the *Scheme for Promotion of Surface Coal/Lignite Gasification Projects*, the Ministry intends to engage a Project Management Agency (PMA) to assist the Ministry in implementation and monitoring of the Scheme.

2. The information contained in this RFP, or any information subsequently provided to the prospective bidder(s) by or on behalf of the MoC, is provided solely for the purpose of assisting bidders in preparing and submitting their bids, subject to the terms and conditions set forth in this RFP.

3. The PMA shall be selected through the Quality-cum-Cost Based Selection (QCBS) method. Evaluation and selection shall be based strictly on the information and supporting documents submitted by the bidders. It shall be the sole responsibility of each bidder to furnish all requisite information and supporting documents necessary to fulfil the mandatory eligibility criteria. The selected bidder shall provide services in accordance with this RFP.

4. Bidders are advised to conduct their own independent inquiries, assessments, and analyses and to verify the accuracy, adequacy, reliability, and completeness of the information contained in this RFP. Where necessary, bidders should obtain independent professional advice. Neither the MoC nor its employees, officers, advisors, or representatives make any representation or warranty, express or implied, regarding the accuracy, adequacy, reliability, or completeness of the information contained in this RFP, and shall not be liable under any law, statute, rule, or regulation for any loss arising from reliance on such information.

5. The RFP document shall be uploaded on the website of Ministry of Coal (www.coal.nic.in) and GeM (www.gem.gov.in). Details regarding the bidding process, key instructions and schedule of activities are provided in this RFP. Interested bidders are requested to submit their bids through the GeM portal on or before the prescribed due date, in accordance with the requirements specified in this RFP.

REQUEST FOR PROPOSAL (RFP)

1. Introduction

Ministry of Coal (MoC) hereby invites techno-financial bids from interested and technically qualified bidders for engagement as a Project Management Agency (PMA) to assist the Ministry for implementing the scheme for promotion of surface coal/lignite gasification projects ("Scheme"). The bidder, selected in accordance with the provisions of this RFP, shall deploy dedicated professionals in order to provide assistance and coordinate various implementation aspects of the Scheme.

2. Background

Coal gasification is a process of conversion of coal into synthesis gas (syngas). Syngas can be used for production of several downstream products like Ammonium Nitrate, Urea, LNG, Methanol etc. and thus have potential to reduce import dependence of these products. In this regard, the Government has approved the Scheme with an outlay of ₹37,500/- crores on 13th May 2026, the guidelines of the Scheme are available on the website of MoC. The projects under this Scheme shall be selected following a transparent and competitive bidding process. To strengthen project governance and monitoring, MoC intends to appoint a PMA.

3. Roles and Responsibilities (Scope of Work) of PMA

The PMA shall provide comprehensive support to the MoC for effective implementation of the Scheme, including the following activities:

a) Pre-RFP Activities, Stakeholder Engagement and RFP Preparation

(i) Assist the Ministry in planning and conducting stakeholder consultations, roadshows, workshops, launch events, media outreach and other awareness initiatives related to the Scheme, including preparation of presentations, and coordination with stakeholders.
(ii) Assist in drafting and finalization of Request for Proposal (RFP) documents, Project Agreements, Standard Operating Procedures (SOPs), templates, forms, checklists and other documents required for implementation of the Scheme.
(iii) Facilitate pre-bid meetings and post-RFP consultations with prospective applicants, compile and publish responses to queries, and assist in issuance of corrigenda or clarifications, wherever required.
(iv) Coordinate with the agency engaged for development of the online portal for submission and processing of applications under the Scheme.

b) Evaluation and Selection of Projects

(i) Assist the Evaluation Committee constituted by the Ministry in scrutiny and evaluation of applications, Pre-Feasibility Reports (PFRs), Detailed Project Reports (DPRs) and other supporting documents in accordance with the Scheme Guidelines and RFP provisions.
(ii) Prepare evaluation reports, presentations and recommendations for consideration by the Evaluation Committee and other competent authorities.
(iii) Assist the Ministry in issuance of Letters of Award (LoA), drafting and vetting of Project Agreements and other related documentation under the scheme.

c) Project Implementation, Monitoring and Facilitation

(i) Assist the Ministry in monitoring the progress of projects throughout their implementation period, including review of milestones, collection and compilation of project data and maintenance of project records.
(ii) Assist the Ministry in development of an online dashboard-based monitoring system, including data updation, reporting and record management. The cost of development of such a dashboard shall be borne by the Ministry.
(iii) Preparation of the agenda notes, presentations, minutes of meetings and periodic status reports for meetings of the Technical Committee or any other committees.
(iv) Maintain a comprehensive database of projects and proactively assist in identifying and resolving implementation issues through coordination with project developers, technology providers and other stakeholders.
(v) Assist the Ministry in facilitating project implementation, including support for coal linkages, statutory approvals, coordination with relevant Central and State Government agencies, offtake arrangements and engagement with domestic and international technology providers.
(vi) Prepare monthly progress reports and any other documentation required for effective monitoring and implementation of the Scheme.
(vii) Provide necessary documents, data and information for Parliamentary Committees, Audit, mid-term evaluation, end-term evaluation and any other review or assessment undertaken by the Government.

d) Financial Incentive Administration

(i) Assist the Ministry in scrutiny and evaluation of claims submitted by project developers for release of financial incentives under the Scheme.
(ii) Assist in maintaining complete digital and physical records relating to financial incentive claims, approvals and disbursements in a systematic and auditable manner.

e) General and Miscellaneous Support

(i) Provide continuous implementation support and coordination with multiple stakeholders for effective execution of the Scheme.
(ii) Undertake any other work specified under the Scheme Guidelines provided that such work does not require deployment of additional manpower beyond the agreed PMA team.

4. **Pre-Qualification Criteria/Eligibility of Bidder:**

Sl. No.	Pre-Qualification Criteria (PQC)/ Eligibility	Specific Requirement	Supporting Documents Required
1.	**Legal entity** (with an office within India)	The bidder should be a Partnership firm registered under the Indian Partnership Act 1932, or a Limited Liability Partnership under the Limited Liability	• Certificate of Registration/ Certificate of Incorporation

Sl. No.	Pre-Qualification Criteria (PQC)/ Eligibility	Specific Requirement	Supporting Documents Required
		Partnership Act of India, 2008 or a Company registered under Companies Act, 2013. The bidder must be registered with the Goods and Service Tax (GST) Authorities.	• GST Registration
2.	**Bidder turnover**	The bidder should have a minimum average annual turnover (audited) of **INR 100 Crore in at least three years** out of last five years (FY2021 to FY2025) from Indian operations.	Chartered Accountant (CA) Certificate
3.	**Bid Security**	Requisite Bid Security	Original documents to be submitted in physical form. Copy to be uploaded on GeM
4.	**Undertaking for not being blacklisted**	An undertaking that the bidder has not been blacklisted or debarred by the Central/ State Government/PSUs as on the bid due date.	Undertaking by Authorized Signatory

5. **Preparation and Submission of Bid**

a) The bid shall be invited under a two-bid system comprising (i) Technical Bid and (ii) Financial Bid through the GeM portal.

b) The bidders shall deposit a Bid Security through Demand Draft (DD) in favour of **PAO, Ministry of Coal**. Copy of the same shall be uploaded on GeM portal.

c) Each page of the bid document shall have initials by the Authorized Representative of the bidder. The Technical bid with all accompanying documents should be numbered in sequential order.

d) The bidder shall be responsible for ensuring the correctness of the bid and qualification/experience of their team members, which are expected to be deployed for assignment of PMA.

e) Bidders shall submit the financial bid in the format provided on the GeM portal, clearly indicating the total contract value (TCV) (incl. taxes) in both figures and words, in Indian Rupees, and signed by the Authorized Representative.

f) The Financial Bid shall be unconditional and quoted as a single amount covering all costs required for the execution of the assignment.

g) In case of submission of forged/fake documents or any misrepresentation, the bidder shall be liable for penal action including debarment/blacklisting under Rule 151 of the General Financial Rules (GFR) 2017.

6. **Pre-Bid Conference:**

Pre-Bid Conference shall be convened at the designated date, time, and place as per the schedule mentioned in this RFP. The bidders requiring any clarification may send their queries in writing (email) before the last date of receiving queries in the format provided below:

Sl. No.	Clause as per RFP	Page No.	Clarification Sought

7. **Evaluation Method:**

Evaluation will be conducted in two stages as follows:

a) Technical Bid; and
b) Financial Bid

The bids will be opened on GeM portal. The bidders meeting the Pre-Qualification Criteria (PQC)/eligibility, shall be further proceeded for detailed Technical Evaluation of their technical bid by Technical Evaluation Committee (TEC) constituted by Ministry of Coal. The date and time for such technical presentation shall be conveyed in advance. All members of the PMA team likely to be deployed by bidders shall be required to attend the technical evaluation. During evaluation, the TEC may ask any additional documents/clarification to verify and satisfy itself on the claims made by bidders towards work experience, qualifications of team members etc. The result of the Technical Evaluation shall be published online on GeM portal.

8. **Criteria for Evaluation of Technical Bids**

a) In the first stage, the Technical Bid will be evaluated on the basis of the parameters specified in the table below:

S No.	Technical Evaluation Criteria	Maximum Marks (100 Marks)	Score criteria	Documents Required
1.	**Experience of the Firm:**	**50 Marks**		
1.1	Experience of providing project management consultancy/ advisory services to Central Government / State Government/ Central or State PSUs/ NIFTY-50 companies in **Resource/Energy Sector (Coal, Mining, Petroleum & Natural Gas, Chemicals, Fertilizers, Steel, Power or Energy)** during the last seven (7) years (April 2019 – March 2026).	10 Marks	For each completed assignment with contract value ≥ ₹5 Crore	Self-certified Summary sheet of experience in tabular format – refer **Annexure-A**) along with the supporting documents **Attachments:** Copy of Letter of Award/ Work Order/ Agreement/ Contract along with Completion Certificate/ Client Certificate clearly indicating scope of work and contract value.
		7 Marks	For each completed assignment with contract value ≥ ₹3 Crore and < ₹5 Crore	
		5 Marks	For each completed assignment with contract value ≥ ₹1 Crore and < ₹3 Crore	
		In cases where multiple assignments are completed under any category, and the cumulative score exceeds 50 marks, the total score will be capped at 50 marks. Note: Projects which are ongoing for more than 12 months will also be considered for evaluation purpose.		
2.	**Approach and Methodology:**	**20 Marks**		
2.1	Presentation on understanding of the Scheme, implementation strategy, work plan, monitoring framework, approach and methodology.	20 Marks	TEC shall evaluate based on: a) Understanding of assignment b) Methodology & implementation strategy c) Monitoring framework d) Presentation & response to queries	Presentation (PPT/PDF) shall be given before the Technical Evaluation Committee (TEC). All proposed team members shall remain present physically or through VC during the presentation and interaction.
3.	**Evaluation of Team Members:**	**30 Marks**	**Personal interview cum (desirable) experience**	
3.1	**Team Leader (1 nos.)** MBA/PGDM (Full-time) with minimum 10 years of overall experience (with minimum 7 years in Resource/Energy Sector)	10 Marks	Academic Qualification/ Degree a) From top 25 NIRF Ranked Institutions (FY25) **- 10 Marks** b) From 26 to 50 NIRF Ranked Institutions (FY25) **- 7 Marks**	Summary details of Team members, Duly Certified by bidder be attached in given format as per (**Annexure -B**)

S No.	Technical Evaluation Criteria	Maximum Marks (100 Marks)	Score criteria	Documents Required
			c) From 51 to 100 NIRF Ranked Institutions (FY 25) - **4 Marks**	
3.2	**Domain Expert (1 nos.)** B.E./B.Tech./M.Tech./MBA with minimum 3 years of experience in Resource/Energy Sector	5 Marks	Academic Qualification/ Degree a) From top 25 NIRF Ranked Institutions (FY25) **- 5 Marks** b) From 26 to 50 NIRF Ranked Institutions (FY25) **- 4 Marks** c) From 51 to 100 NIRF Ranked Institutions (FY 25) - **3 Marks**	
3.3	**Financial Expert (1 nos.)** Chartered Accountant	5 Marks	a) ≥ 5 years of experience **- 5 Marks** b) 3 to 5 years of experience **- 3 Marks**	
3.4	**Legal Expert (1 nos.)** LLB with minimum 3 years of experience	5 Marks	Academic Qualification/ Degree a) From top 15 NIRF Ranked Institutions (FY25) **- 5 Marks** b) From 16 to 40 NIRF Ranked Institutions (FY25) **- 3 Marks** c) Other Institutions – **1 Mark**	
3.5	**Team Member (1 nos.)**	5 Marks	Postgraduate with minimum 3 years of experience in Resource/ Energy Sector (a) ≥ 5 years of experience **- 5 Marks** (b) 3 to 5 years of experience **- 3 Marks**	

b) Minimum 70 marks should be obtained by the bidders, in overall score of 100 in above-mentioned technical evaluation criteria. Bidders must also score at least 50% in each individual evaluation category (Firm Experience, Approach and Methodology, and Team Evaluation).

(c) Evaluation of Financial Bids

a) In the second stage, the Financial Bids of only those bidders who obtain a combined Technical Score (TS) of at least 70 marks out of 100 shall be opened.

b) The Evaluation Committee shall determine whether the Financial Bids are complete and unconditional. The cost indicated in the Financial Bid shall be deemed as final and reflect the total cost of services.

c) The lowest Financial Bid (LFB) will be given a financial score (FS) of 100 points. The financial scores of other bids will be computed as follows:

$$FS = 100 \times LFB/F$$

F = amount of Financial Bid

(d) Final Evaluation

a) The final score (S) shall be calculated as:

$$S = (TS \times 0.70) + (FS \times 0.30)$$

b) The Selected bidder shall be the bidder having the highest combined score.

(e) Payment Terms

The payment will be made in staggered manner over the contract period, as per the following:

(a) Monthly Retention Fee – 50% of Total Contract Value (TCV)

(b) Milestone Linked Fee – 50% of Total Contract Value (TCV)

11.1 Monthly Retention Fee (Fixed) – 50% of Total Contract Value

Bills shall be raised on a monthly basis while payment will be released on quarterly basis. Monthly retention fee shall be calculated by dividing 50% of TCV by 84.

11.2 Milestone Linked Fee

Sl. No.	Milestone	Percentage of Contact value
1.	Upon execution of project agreement with the identified Project Developer (on pro-rata basis, based on the total financial incentive outlay of the scheme)	20.00
2.	Disbursement of First Instalment of Approved Incentive Amount to the identified Project Developer under the Scheme (on pro-rata basis, based on the total financial incentive outlay of the scheme)	7.50
3.	Disbursement of Second Instalment of Approved Incentive Amount to the identified Project Developer under the	7.50

Sl. No.	Milestone	Percentage of Contact value
	Scheme (on pro-rata basis, based on the total financial incentive outlay of the scheme)	
4.	Disbursement of Third Instalment of Approved Incentive Amount to the identified Project Developer under the Scheme (on pro-rata basis, based on the total financial incentive outlay of the scheme)	7.50
5.	Disbursement of Fourth Instalment of Approved Incentive Amount to the identified Project Developer under the Scheme (on pro-rata basis, based on the total financial incentive outlay of the scheme)	7.50

(f) Amendments to RFP: At any time prior to the deadline for submission of bid, the Ministry may, for any reason, whether at its own initiative or in response to clarifications requested by a bidder, modify the RFP document by the issuance of Addendum/Amendment and posting it on the Official Website for information of prospective bidders. All such amendments, if any will be notified on the GeM portal. In order to afford the bidders a reasonable time for taking an amendment into account, or for any other reason, the MoC may, in its sole discretion, extend the BDD.

(g) Notwithstanding anything contained in this RFP, the Ministry reserves the right to accept or reject any Bid and to annul the Selection Process and reject all bids.

(h) Timelines, schedule of tender, Bid Security and Performance Bank Guarantee:

Sl. No.	Activity	Timeline
1.	RFP Issue Date	T0
2.	Last date of submission of queries	T0+7 days Queries on RFP to be submitted on E-mail [soccnt-moc@gov.in]
3.	Pre-Bid Conference	T0+10 days
4.	Release of response to queries	T0+15 days
5.	Last date & time for submission of Bid Due Date (BDD)	T0+21 days
6.	Date & time for opening of Pre-qualification and Technical Bid	T0+22 days
7.	Date & time for Presentation of Technical Bid	T0+29 days
8.	Date & Time of opening of financial bid	T0+30 days
9.	Declaration of Selected Bidder and Issuance of LOA	T0+35 days
10.	Bid Processing Fee (Non-Refundable)	NIL

Sl. No.	Activity	Timeline
11.	Bid Security (Refundable)	**INR 5,00,000/- (INR Five lakh only)** in form of Demand Draft in favour of **"PAO, Ministry of Coal"** payable at New Delhi
12.	Performance Bank Guarantee	**5% of the total contract value (TCV)** after the award of contract. Performance Bank Guarantee should remain valid for a period of sixty days beyond the date of completion of all contractual obligations.

(i) Award of Consultancy

a) After selection, a Letter of Award (LOA) shall be issued, in duplicate to the Selected Bidder and the Selected Bidder shall, within 7 (seven) days of the receipt of the LOA, sign and return the duplicate copy of the LOA in acknowledgement.

b) The PMA shall commence work at the offices provided for them by the MoC "the Project Office" within 15 (fifteen) days of the date of the Agreement or such other date as may be mutually agreed.

(j) **Other General Conditions:** The members of PMA team are expected to maintain higher level of professional work ethics and behavior, integrity, office decorum, punctuality. The PMA shall ensure deployment of a minimum of four (4) team members. In the event that the deployed team strength falls below four (4) members for any period without prior approval of MoC, the monthly retention fee payable to the PMA shall be reduced on a pro-rata basis corresponding to the shortfall in deployment, in addition to any deduction on account of unauthorized absence of any PMA team member, if applicable. The monthly payments towards retention fee of PMA team shall also be subject to overall performance satisfaction of the PMA as assessed by MoC. All reports, databases, dashboards, templates, evaluation sheets, project records, presentations and other outputs developed under this Assignment shall be the sole property of MoC.

(k) MoC may, at it's discretion, reduce the strength of PMA team, depending upon work load after three years, and accordingly, downwards revise the Monthly Retention Fee(Fixed) on pro-rata basis.

(l) In case of absence/ leave of any team member exceeding 10 days, the PMA shall ensure a replacement for such team member with similar experience and qualifications. Prior intimation to the MoC shall be required in such cases.

(m) **Confidentiality**

a) Information relating to the examination, clarification, evaluation, and recommendation for the selection of bidders shall not be disclosed.

b) The PMA or its Personnel shall not, either during the term or within five years after the expiration or termination of this Agreement disclose any information.

(n) **Replacement of Team member:** The MoC will not normally consider any request of the PMA for substitution of any Personnel. Substitution will, however, be permitted in exceptional circumstances if the Personnel is not available for unforeseen reason like incapacity or health grounds. Only in exceptional cases, Ministry may allow replacement of any team member with a better substitute, having equal or higher qualification and experience.

(o) **Indemnity:** The PMA shall, subject to the provisions of the Agreement, indemnify the MoC, for an amount not exceeding the 5% value of the Agreement, for any direct loss or damage that is caused due to any deficiency in services. The PMA shall be responsible for verification of claims as per scheme guidelines. Incorrect verification may attract penalty equivalent to 20% of PBG for each such case.

The aggregate liability of the PMA arising out of this Contract shall not exceed the Total Contract Value (TCV), except in cases involving fraud, willful misconduct, criminal acts or breach of confidentiality. The PMA shall not be responsible for inaccuracies, omissions or misrepresentations contained in documents submitted by project developers, lenders, EPC contractors, statutory authorities or third parties.

(p) **Conflict of Interest:** The Ministry requires that the PMA provides professional, objective, and impartial advice and at all times hold the MoC's interest paramount, avoid conflicts with other assignments or its own interests and act without any consideration for future work. The PMA shall not accept or engage in any assignment that would be in conflict with its prior or current obligations to other clients, or that may place it in a position of not being able to carry out the assignment in the best interests of the MoC.

a) PMA should be deemed to be in a conflict-of-interest situation if it can be reasonably concluded that their position in a business or their personal interest could improperly influence their judgment in the exercise of their duties.

b) Conflict of interest: Neither the Consulting Agency nor their Sub-consultants nor the Personnel shall engage, either directly or indirectly, in any conflict-of-interest activities.

(q) **Fraud and Corrupt Practices:** The bidders and their respective officers, employees, agents and advisers shall observe the highest standard of ethics during the Selection Process. Notwithstanding anything to the contrary contained in this RFP, the MoC shall reject a bid without being liable in any manner whatsoever to the bidder, if it determines that the bidder has, directly or indirectly or through an agent, engaged in corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice (collectively the "Prohibited Practices") in the Selection Process. The MoC reserves the right to make inquiries with any of the clients listed by the bidders in their previous experience record.

(r) Tenure/Extension of PMA Agreement/Termination: The agreement will be valid for 7 years. However, on requirement basis, the agreement may be further extended for a maximum period of 2 years or till date of completion of last milestones i.e. installation and commissioning of all coal gasification projects under this scheme. The extension shall be on mutually agreed terms and conditions. The fixed monthly fee, during such extended period shall continue to be regulated on existing rate, on pro-rata basis for the actual number of manpower required during such extended period. The agreement may be terminated by serving a notice period of 30 days from one party to another party.

(s) Engagement of External Agency: The PMA shall be allowed to engage any external agency for execution of any specific assignment of technical nature without any liability or cost on MoC.

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Annexure-A

Format for Submitting Experience

Date –

Sub: Experience format for Selection of the Firm for the Establishment of Project Management Agency (PMA) for Surface Coal Gasification (SCG) by CCT

Ref: RFP dated [insert Date] (“RFP”)

Dear Sir,

I (Bidder’s name) provide below the Experiences for selection of my/our as PMA for above mentioned project:

Sl. No	Name of Client	Work Order No	Value of Contract in INR	Duration of Contract	Period of Work		Work Experience/ Completion Certificate or ongoing (more than 12 months period will be considered)	
					From	To		
1								
2								
3								
4								
5								
6								

Self-certified copies by Bidder to be attached in Technical Bid.

Sincerely,

……………………….

Signature of Authorized Signatory:

Annexure-B
Format for Education Qualification/Experience of Team members

Date –

Sub: Education Qualification/Experience of Team members

Ref: RFP dated [insert Date] ("RFP")

Dear Sir,

I (Bidder's name) provide below the Education Qualification/Experience of Team members for above mentioned project:

Sl. No	Name of Team Member	Educational Qualifications	Name of Institute/Degree pass out year (NIRF 2025 Ranking)	Work Experience	Period of Work		Company/ organization name	Remark
					From	To		
1								
2								
3								
4								
5								
6								

Certified copies (by individual and Bidder) to be attached in Technical Bid.

Sincerely,

……………………….
Signature of Authorized Signatory: