



नौवहन महानिदेशालय, मुंबई
DIRECTORATE GENERAL OF SHIPPING, MUMBAI

Request for Proposals (RFP)
for
**Selection of vendor for development and creation of promotional activities for ship building,
ship recycling and MTIs**

RFP Ref. No.: DG_SEC/32/2026-O/o DGS_DGS (C. No. 40762)

Date of Issue: 03/06/2026

ISSUING AUTHORITY:
DIRECTORATE GENERAL OF SHIPPING, MUMBAI
Postal Address: 9th Floor Beta Building, I-Think Techno Campus, Kanjurmarg (East), Mumbai - 400
042 (India)

Disclaimer

The information contained in this Request for Proposal (RFP) document or subsequently provided to Applicants/Consultants whether verbally or in documentary or any other form by or on behalf of the Directorate General of Shipping (DGS) is provided on the terms and conditions set out in this RFP and any other terms and conditions subject to which such information is provided.

This RFP is not an agreement and does not constitute an offer or invitation by client to the prospective Applicants or any other party. Its purpose is solely to provide information that may assist Applicants in preparing their Proposals.

This RFP contains assumptions, assessments, statements, and information made by DGS in relation to the proposed consultancy. These are provided for reference purposes only and may not be complete, accurate, adequate, or correct. Each Applicant should conduct its own independent assessment, investigation, and analysis and obtain independent advice as it may deem necessary before submitting any Proposal.

The information provided herein is not intended to be an exhaustive account of applicable legal or regulatory requirements and should not be considered a complete or authoritative statement of law. DGS shall not be responsible for the accuracy or interpretation of legal provisions contained in this document.

DGS, its employees, and advisors make no representation or warranty and shall have no liability to any person including any Applicant under any law or contract for any loss, damage, cost, or expense arising from any aspect of this RFP, including its accuracy, completeness, reliability, or suitability for any particular purpose.

DGS reserves the right to amend, revise, update, or withdraw the RFP at any stage, to accept or reject any or all Proposals, and to cancel or annul the bidding process, without assigning any reason and without incurring any liability whatsoever. The issue of this RFP does not imply that client is bound to select any Applicant or to appoint the selected Consultant.

All costs associated with the preparation and submission of the Proposal, including but not limited to documentation, travel, presentations, and other expenses, shall be borne solely by the Applicant. client shall not be liable in any manner for such costs, regardless of the outcome of the selection process.

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Section 1: Letter of Invitation

To,

Subject: Request for Proposals (RFP) for Selection of vendor for development and creation of promotional activities for ship building, ship recycling and MTIs

Dear Sir,

Directorate General of Shipping (DGS)(hereinafter referred to as the 'client') Government of India, is seeking to engage a Consultancy Firm Request for Proposals (RFP) for Selection of vendor for development and creation of promotional activities for ship building, ship recycling and MTIs (hereinafter called "Services"). The full details of this assignment are outlined in the Request for Proposal (RFP) document.

- 1) The Proposals are invited online from experienced consultant/ agencies that meet the eligibility and qualification criteria detailed in the RFP.
- 2) The RFP document is available on both the Central Public Procurement Portal (CPPP) at <https://eprocure.gov.in/eprocure/app> and the official client website at <https://www.clientshipping.gov.in>.

1	RFP Ref No.	
2	Name of Assignment	Selection of vendor for development and creation of promotional activities for ship building, ship recycling and MTIs
3	Date of Publishing	03/06/2026; 15:00 hrs
	Start date for receiving Queries / requests for clarification	03/06/2026; 15:00 Hrs
4	Last date for receiving Queries / requests for clarification	10/06/2026; 18:00 Hrs
5	Pre-Bid meeting	10/06/2026; 11:00 Hrs
	Start date of submission of Proposal	11/06/2026; 15:00 hrs.
6	Last date of submission of Proposal	29/06/2026; 15:00 Hrs
7	Technical Bid opening date	30/06/2026; 15:00 Hrs
8	Mode of submission-Online	CPPP portal (https://eprocure.gov.in/eprocure/app)
9	Technical presentation by the firms	To be intimated separately
10	Date for opening of financial Proposals	To be intimated later only to qualified firms
11	Authority to be contacted in case of any clarification / request for entry permission for physical visit	Name: - Kuldeep Singh Designation: UDC Email: singh.kuldeep53@gov.in

- 3) The interested firms or applicants shall submit their Technical and Financial Proposals online through the CPPP portal (<https://eprocure.gov.in/eprocure/app>) on or before specified date and time. Submissions must be digitally signed by the Consultant's authorized signatory and

include complete and legible scanned copies of the original documents duly initialled by the consultant Authorized Representative.

- 4) Joint ventures or consortiums are *not permitted* to submit a proposal for this assignment.
- 5) The RFP includes the following documents:

Section 1 – Request for Proposals Letter

Section 2 - Instructions to Consultants and Data Sheet

Section 3 – Data Sheet

Section 4 - Eligibility Qualification and Evaluation Criteria

Section 5 – Terms of Reference

Section 6 – Proposal Submission Forms

Section 7 – General Conditions of Contract

Section 8 – Special Condition of Contract

Section 9 –Annexures

Section 2 – Instructions to Consultants (ITC)

A. General

1) Introduction

- a) This Section provides the relevant information as well as instructions to assist prospective consultants in preparation and submission of Proposals. It also includes the mode and procedure to be adopted by the client (hereinafter referred to as the 'client') for receipt and opening as well as scrutiny and evaluation of Proposals and subsequent placement of award of contract.
- b) The client named in the **Data Sheet** will select an eligible consulting firm / organization ((hereinafter referred to as the Consultant), in accordance with the method of selection specified in the **Data Sheet**.
- c) Before preparing the Proposal and submitting the same to the client, the Consultant should read and examine all the terms & conditions, instructions etc. contained in the Request for Proposals document ((hereinafter referred to as RFP) . Failure to provide required information or to comply with the instructions incorporated in this RFP may result in rejection of Proposals submitted by consultants.
- d) The successful Consultant will be expected to complete the Services by the Intended Completion period as provided in the **Data Sheet** and communicated in the services contract.

2) Code of Integrity

- a) The client and all officers or employees of the client, whether involved in the procurement process or otherwise, or Consultants and their representatives or employees participating in a procurement process or other persons involved, directly or indirectly in any way in a procurement process shall maintain an unimpeachable standard of integrity in accordance with the code of integrity prescribed under GFR.
- b) In case of breach of the code of integrity by a consultant, the client, after giving a reasonable opportunity of being heard, may take appropriate measures including.
 - (i) exclusion of the Consultant from the procurement process.
 - (ii) calling off of pre-contract negotiations and forfeiture or encashment of Proposal security.
 - (iii) forfeiture or encashment of any other security or bond relating to procurement.
 - (iv) recovery of payments made by the client along with interest thereon at bank rate.
 - (v) cancellation of the relevant contract and recovery of compensation for loss incurred by the client.
 - (vi) debarment of the Consultant from participation in any future procurements of any client for a period of up to three years.

3) Eligibility and Qualification Criteria for Consultants

- a) This RFP is open to all Consultants who meet all eligibility and qualification criteria specified in Section 4 of this RFP document. Consultants must also ensure that they do not have any conflict of interest, as defined under the ITC 4.
- b) client employees, Committee members, Board members, and their immediate relatives (spouses or children) are not eligible to participate.

- c) Additionally, consultant who have been involved in corrupt or fraudulent practices or have been debarred from public procurement by any state or central government entity, are also ineligible.

4) Conflict of Interest

- a) A consultant must provide professional, objective, and impartial advice. Their primary duty is to prioritize the client's interests, avoiding any conflicts that may arise from other assignments, their own corporate interests, or the desire for future work.
- b) A consultant is obligated to immediately disclose any actual or potential conflicts of interest that could impact their ability to act in the client's best interest. Failure to do so may result in their disqualification, contract termination
- c) Prohibited Circumstances: A consultant will be disqualified under the following specific circumstances:
 - i) Conflict between consulting activities and procurement: A firm hired to provide goods, works, or non-consulting services for a project or its affiliates is barred from also providing consulting services related to those same goods or works. Similarly, a firm providing consulting services for a project's preparation cannot later provide the goods, works, or non-consulting services for that project.
 - ii) Conflict among consulting assignments: A consultant, including its experts and sub-consultants, or any of their affiliates, cannot be hired for an assignment that conflicts with another assignment they are undertaking for the same or a different client.
 - iii) Relationship with client's staff: A consultant with a close business or family relationship with a client's professional staff who are directly or indirectly involved in the assignment's terms of reference, selection, or supervision is ineligible for the contract. This disqualification can only be waived if the conflict is resolved to the satisfaction of the client throughout the selection and execution of the contract.

B. Preparation of Proposals

5) General Considerations:

The consultant must prepare their proposal in strict accordance with the requirements outlined in the RFP . Failure to include all requested information will be considered a material deficiency and may result in the rejection of the proposal.

6) Bid Security

- a) Consultant who are not exempted from submission of bid security/EMD, shall furnish bid security as specified in the **Data Sheet**. Any proposal not accompanied by Bid Security other than exempted consultant shall be rejected as non-responsive.
- b) Consultants mentioned in the **Data Sheet** are exempted from payment of EMD.
- c) Unless otherwise specified in **Data Sheet**, the earnest money shall be valid for a period of forty-five days beyond the final bid validity period. Document for establishing submission or waiver of EMD must be uploaded.
- d) The Bid Security shall be forfeited / Bid security declaration shall be executed under the following circumstances:

- 1) If the Consultant is found to have violated the Code of Integrity.

- 2) If the Consultant withdraws, amends, or modifies its proposal during validity period or any extension agreed by the consultant thereof.
 - 3) If the successful Consultant fails to sign the Contract Agreement within the stipulated time after being notified of the award.
 - 4) If the successful Consultant fails to furnish the required Performance Security within the specified time frame.
 - 5) If the Consultant is found to have submitted false, incorrect, or misleading information or documents in support of its proposal.
 - 6) If the Consultant engages in corrupt, fraudulent, coercive, or collusive practices in competing for the contract.
- e) The Bid Security of unsuccessful consultant shall be returned without interest after expiry of the final Bid validity and latest on or before the 30th day after the signing of the Contract with the successful consultant and the furnishing of the required Performance Security.
 - f) The Bid Security of the successful consultant shall be returned /bid-Securing Declaration stand expired upon signing of the Contract and submission of the required Performance Security.

7) Cost of Preparation of Proposal:

The Consultant(s) shall bear all direct or consequential costs, losses and expenditures associated with or relating to the preparation, submission, and subsequent processing of their Proposals, including but not limited to preparation, copying, postage, delivery fees, expenses associated with any submission of samples, demonstrations, or presentations which the client may require, or any other costs incurred in connection with or relating to their Proposals. All such costs, losses and expenses shall remain with the Consultant(s), and the client shall not be liable in any manner whatsoever for the same or any other costs, losses and expenses incurred by a Consultant(s) for participation in the Procurement Process, regardless of the conduct or outcome of the Procurement Process.

8) Language of Proposals

Proposal submitted by the Consultant and all subsequent correspondences and documents relating to the Proposal exchanged between the Consultant and the client, shall be written in English language. However, the language of any printed literature furnished by the Consultant in connection with its Proposal may be written in any other language, provided the same is accompanied by a self-certified English translation and, for purposes of interpretation of the Proposal, the English translation shall prevail.

9) Documents Comprising the Proposal:

The Consultant shall upload all documents specified in the **Data Sheet**, strictly using the formats provided in **Section 6** of this RFP.

10) Only One Proposal:

A Consultant, including any member of a joint venture, shall submit only one proposal, either independently or as part of a joint venture. If a Consultant or joint venture member participates in more than one proposal, all such proposals shall be disqualified.

However, a sub-consultant or a consultant's personnel may be included as Key Experts or Non-Key Experts in multiple proposals only if the circumstances justify it and the **Data Sheet** permits it.

11) Pre-Proposal Conference

- a) To address any queries or clarify issues related to the RFP, a Pre-Proposal Meeting may be convened at the date, time, and location specified in the **Data Sheet**.
- b) Participation is not mandatory: However, if a Consultant chooses not to (or fails to) participate in the Pre-Proposal conference or does not submit a written query, it shall be assumed that they have no issues regarding the techno-commercial conditions.
- c) During the meeting, queries raised by representatives of prospective Consultants shall be responded to appropriately. However, participants shall also be requested to submit their queries in writing either by the close of office the following working day or via email to maintain an official electronic record.
- d) The client shall issue written responses to all such queries without disclosing the identity of the originator. If required, the client shall issue an amendment to the RFP in accordance with the provisions of the **ITC13**. Such amendments shall be binding on all prospective Consultants.

12) Proposal Validity:

- a) Proposals shall remain valid for the period specified in the **Data Sheet**, or any extended date as may be amended by the client in accordance with **ITC 13**.
- b) A Proposal valid for a shorter period shall be rejected as nonresponsive.
- c) In case the day upto which the Proposals are to remain valid falls on/subsequently declared a holiday or closed day for the client , the Proposal validity shall automatically be deemed to be extended upto the next working day.
- d) In exceptional circumstances, before the expiry of the original time limit, the client may request the Consultants to extend the validity period for a specified additional period. The request and the Consultants' responses shall be made in writing or electronically.
 - 1. The Consultant has the right to refuse to extend the validity of its Proposal, in which case such Proposal shall not be further evaluated.
 - 2. If the Consultant agrees to extend the validity of its Proposal, it shall be done without any change in the original Proposal and with the confirmation of the availability of the Key Experts.
 - 3. If any Key Experts become unavailable for the extended validity period, the Consultant shall seek permission to substitute another Key Expert. The Consultant shall provide adequate written justification and evidence to the Procuring Entity with the substitution request. In such case, a substitute Key Expert shall have equal or better qualifications and experience than the originally proposed one. The technical evaluation score, however, shall remain based on the evaluation of the CV of the original Key Expert.
 - 4. If the Consultant fails to provide a substitute Key Expert with equal or better qualifications, or if the provided reasons for the replacement or justification are unacceptable to the Procuring Entity, such Proposal shall be rejected.

13) Clarification and Amendment of RFP:

- a) The Consultant may seek clarification on any part of the RFP during the period specified in the **Data Sheet**. All such requests shall be made in writing or by electronic means to the client's address as provided in the **Data Sheet**. The client shall respond in writing or by electronic means and circulate the response, including an explanation of the query (without disclosing the source), on online procurement portal.
- b) The client finds it necessary to amend the RFP based on the clarifications, it shall issue a formal amendment in writing or electronically before the Proposal submission deadline. Such amendments shall be uploaded on online procurement portal and communicated to the concern Consultant and shall be binding on them.
- c) In case of substantial amendments, the client may extend the Proposal submission deadline to provide adequate time for Consultants to incorporate the changes.
- d) The Consultant may submit a revised Proposal or modifications to any part thereof at any time prior to the Proposal submission deadline. No modifications shall be accepted after the deadline.

14) Technical Proposal Format and Content:

- a) The Technical Proposal shall be prepared using the Standard Forms provided in **Section 6** and should upload all documents as per **ITB 9**. The Technical Proposal shall strictly exclude any financial information. Any Technical Proposal containing material financial data shall be considered non-responsive and rejected.
- b) The Consultant shall submit only one Curriculum Vitae (CV) per Key Expert position and shall not propose alternative Key Experts. Non-compliance with this requirement will result in the Proposal being declared non-responsive.

15) Financial Proposal:

- a) The Consultant shall prepare and upload the Financial Proposal using the prescribed template (BOQ in Excel) provided with this RFP.
- b) The Financial Proposal must be a Fixed Price offer in Indian Rupees, clearly indicating the consolidated amount for all deliverables and services. Conditional or variable pricing will not be accepted.
- c) The quoted price shall be comprehensive and inclusive of all applicable taxes, duties, levies, and out-of-pocket expenses (boarding, lodging, travel, forwarding, insurance, transportation, delivery, etc.). No additional charges beyond the quoted price shall be payable by the client.
- d) Taxes should be quoted at prevailing rates at the time of submission. Any increase in taxes after submission shall be borne by the client, while any reduction or exemption shall be passed on to the client.
- e) The client reserves the right to request proof of payment for any tax, duty, or levy included in the proposal.
- f) All fields in the Financial Proposal must be duly completed.
- g) Discounts and Rebates: Conditional discounts/rebates or those offered suo-motu after the Proposal Opening (technical or financial) shall not be considered for evaluation or ranking. However, if the Consultant is selected without considering such discounts/rebates, the same shall be availed and incorporated in the contract..

- h) The quoted price shall be treated as the final and only payment for the complete discharge of all contractual obligations. No additional claims shall be entertained, except for statutory taxes as per prevailing laws.
- i) Any Financial Proposal that is conditional or not submitted in the prescribed format shall be summarily rejected.

C. Submission, Opening and Evaluation of Proposals:

16) Submission of Proposal:

- a) Technical and Financial Proposals must be uploaded on the eProcurement Portal mentioned in the Data Sheet accordance with the instructions given in Annexure -1. The information is also available on the online procurement portal CPPP. The proposals must be uploaded until the deadline for the Proposal submission as notified therein. If the office happens to be closed on the deadline to submit the Proposal as specified above, this deadline shall not be extended. No manual Proposals shall be made available or accepted for submission. Proposals submitted through modalities other than those stipulated in Data Sheet shall be liable to be rejected as nonresponsive.
- b) Consultants are advised to ensure they submit their Proposal within the deadline of submission, taking the server clock as a reference, failing which the portal shall not accept the Proposal. No request on the account that the server clock was not showing the correct time and that a particular consultant could not submit their Proposal 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 client shall not be responsible for any failure, malfunction or breakdown of the e-procurement portal.
- c) The date for submission and opening of Proposals shall be extended, under the following circumstances:
 - i) A sufficient number of Proposals have not been received within the stipulated time, and the client is of the view that an extension may lead to receipt of additional Proposals; or
 - ii) The RFP document requires substantial modifications arising from discussions during the pre-Proposal meeting or otherwise and the time available for preparation of Proposals is deemed insufficient, warranting an extension.
- d) Modification & Resubmission: Once submitted in e-Procurement, the Consultant cannot view or modify his Proposal since it is locked by encryption. However, resubmission of the Proposal by the Consultants for any number of times superseding earlier Proposal(s) before the submission date and time is allowed. Resubmission of a Proposal shall require uploading all documents, including the financial Proposal, afresh. The system shall consider only the last Proposal submitted.
- e) Withdrawal: The Consultant may withdraw his Proposal before the Proposal submission deadline, and it shall be marked as withdrawn and shall not get opened during the Proposal opening. No Proposal should be withdrawn after the Proposal submission deadline and before the Proposal validity period expires. If a Consultant withdraws the Proposal during this period, the client shall be within its right to forfeit the Bid Security (or enforce the Bid Securing Declaration, if it was allowed in lieu of Bid Security), in addition to other punitive actions provided in the RFP Document.

17) Opening of the Technical Proposal:

- a) The client shall publicly open online the *Technical Parts* of all proposals received by the submission deadline, at the date, time, and place specified in the **Data Sheet**, in the presence of the designated representatives of the consultants and any other interested parties who wish to attend. The status of opening may also be viewed by the consultants online through the e-procurement portal.
- b) The *Financial Parts* of the proposals shall remain encrypted and unopened in the e-procurement system until the public opening scheduled after the evaluation of the Technical Parts has been completed.
- c) During the opening, the client will announce the consultants' names, the presence or absence of a Bid Security or Bid Securing Declaration (if required) and any other relevant details may also be announced online.
- d) If the scheduled proposal opening day is declared a holiday for the client, the proposals will be opened at the same time and location on the next working day.
- e) An electronic summary of the bid opening shall be generated and uploaded on the e-procurement portal. The client shall also prepare the official minutes of the bid opening, capturing all information disclosed during the process, and make the same available online for viewing.

18) Determination of Responsiveness

- a) The Proposal Evaluation Committee, constituted by the client, shall determine the responsiveness of each Proposal with reference to the requirements outlined in the RFP, based solely on the contents of the Proposal as submitted.
- b) A Proposal shall be considered substantially responsive if it meets all the requirements of the RFP, without material deviation, reservation, or omission. For this purpose:
 - i) A “deviation” means a departure from the specified requirements of the RFP.
 - ii) A “reservation” means setting conditions or limitations, or failure to accept the terms of the RFP in full.
 - iii) An “omission” means failure to provide part or all the information or documentation required under the RFP.
- c) A material deviation, reservation, or omission is one that:
 - i) Substantially affects the scope, quality, or performance of the Services to be provided under the Contract;
 - ii) Limits in a substantial way the rights of the client or the obligations of the Consultant under the Contract; or
 - iii) If rectified, would unfairly affect the competitive position of other Consultants who submitted substantially responsive Proposals.
- d) The Proposal Evaluation Committee shall carefully examine the technical aspects of each Proposal to confirm compliance with the RFP requirements, and to ensure that there are no material deviations, reservations, or omissions.

- e) A Proposal shall be deemed responsive if it conforms to all terms, conditions, and requirements set out in the RFP, or if it contains only minor deviations or errors that do not materially affect the substance of the Proposal and can be corrected without altering the intent or content of the Proposal.
- f) Proposals that are determined to be non-responsive or found to contain material deviations, reservations, or omissions shall be rejected and shall not be considered for further evaluation.

19) Non-conformities, Errors, and Omissions

- a) Provided that a Proposal is substantially responsive, the client may waive any non-conformity, deviation, or omission that does not constitute a material deviation.
- b) Where a Proposal is substantially responsive, the client may request the Consultant to submit additional information or documentation within a reasonable time frame to correct non-material omissions or documentary non-conformities. Such clarifications shall not relate to any aspect of the Proposal Price. Failure to respond within the stipulated time may result in rejection of the Proposal.
- c) If a Proposal is substantially responsive, the Proposal Evaluation Committee may rectify quantifiable non-material non-conformities related to the Proposal Price. For comparison purposes only, the Proposal Price shall be adjusted to reflect the price of missing or non-conforming items or components, as applicable.

20) Immaterial non-conformities

- a) The Proposal Evaluation Committee may waive minor deviations, non-conformities, or omissions in the Proposal that do not constitute a material deviation, reservation, or omission, and may deem such Proposal to be responsive.
- b) The Proposal Evaluation Committee may, at its discretion, request the Consultant to provide clarifications or submit documents of a historical and factual nature within a reasonable period. Failure to comply with such a request within the stipulated time shall result in rejection of the Proposal.
- c) The Proposal Evaluation Committee may rectify immaterial non-conformities or omissions based on the information or documentation submitted by the Consultant, provided such rectification does not affect the substance of the Proposal.

21) Clarification of Proposals

- a) During the evaluation of Techno commercial or Financial Proposals, the client may, at its discretion, but without any obligation to do so, ask the Consultant to clarify its Proposal by a specified date. The consultant should answer the clarification within that specified date (or, if not specified, 7 days from receiving such a request). The request for clarification shall be submitted in writing or electronically, and no change in prices or substance of the Proposal shall be sought, offered, or permitted that may grant any undue advantage to such Consultant. Any clarification submitted by a Consultant regarding its Proposal that is not in response to a request by the client shall not be considered.
- b) The client reserves its right to, but without any obligation to do so, seek any shortfall information/ documents only in case of historical documents which pre-existed at the time of the Proposal 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 technical Proposal opening.

- c) If the consultant fails to provide satisfactory clarification and/or missing information, its RFP shall be evaluated based on available information and documents.

22) Evaluation of Technical Proposals

- a) The evaluation shall be based upon scrutiny and examination of all relevant data and details submitted by the Consultant in its/ his Proposal and other allied information deemed appropriate by client. Evaluation of Proposals shall be based only on the criteria/ conditions mentioned in the **Section 4 – Evaluation Criteria**.
- b) 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.
- c) The Consultant's Technical Proposal shall be evaluated in two parts:
 - i) Part A comprises mandatory eligibility and qualification criteria that must be met by all Consultants. Technical Proposals that do not satisfy the requirements under Part A shall be deemed non-responsive and will not be considered for further evaluation under Part B.
 - ii) Technical Proposals of Consultants who qualify under Part A shall then be evaluated under Part B, using the scoring criteria, sub-criteria, and point system specified in the **section 4**.
- d) Shortlisted Consultants (those meeting the criteria in Part A) shall be required to deliver a presentation on their submitted Technical Proposal, as per the details provided in the **Data Sheet**. The presentation shall be strictly limited to the contents of the submitted Technical Proposal to facilitate better understanding of the proposal by the client evaluation committee.
- e) The client's Evaluation Committee shall evaluate each responsive Technical Proposal based on its alignment with the TOR and the RFP requirements.
- f) Each proposal will be assigned a technical score.
- g) Any proposal that fails to achieve the minimum qualifying technical score stated in the **Data Sheet** shall be rejected and excluded from further consideration.
- h) Only those consultants who meet the minimum qualifying technical score requirement shall be eligible for the opening of their financial proposals.

23) Confidentiality:

- a) From the time of opening of the Proposals until the publication of the Contract award, Consultants shall not contact the client on any matter related to their Technical or Financial Proposal. Any information relating to the evaluation of Proposals and the recommendation for award shall remain confidential and shall not be disclosed to Consultants or any other person not officially involved in the process, until the client issues the Notification of Intention to Award

the Contract. However, the client may notify Consultants of the outcome of the Technical Proposal evaluation, where applicable.

- b) Any attempt by a Consultant, or by any person acting on its behalf, to unduly influence the client during the evaluation process or in the decision-making for the award of the Contract shall result in the rejection of the Consultant's Proposal. Such conduct may also invite action against the consultant under the prevailing law or debarment.
- c) Notwithstanding the above, if a Consultant wishes to communicate with the client on any matter related to the selection process during the period between Proposal opening and Contract award publication, such communication shall be made only in writing.

24) Opening of Financial Proposals:

- a) Upon completion of the technical evaluation, the client shall notify through online procurement portal to all Consultants whose Proposals have been determined to be non-responsive, i.e., those that did not meet the minimum qualifying technical score.
- b) Simultaneously, the client shall notify those Consultants who have achieved the minimum qualifying technical score, disclosing their overall technical score along with a detailed breakdown by criterion and sub-criterion. The notification shall also specify the date, time, and location of the public opening of the Financial Proposals and include an invitation to attend.
- c) The public opening of Financial Proposals shall be scheduled no earlier than the number of Business Days specified in the Data Sheet from the date of publication of the technical evaluation results on the online procurement portal.
- d) Attendance at the public opening of Financial Proposals whether in person or online and is optional and at the discretion of the Consultant.
- e) The Financial Proposals shall be opened publicly by the client, in the presence of the representatives of the Consultants and any other interested parties who choose to attend.
- f) A record of the public opening shall be prepared and uploaded on the online procurement portal.

25) Selection of Consultant:

(i) Quality-and-Cost-Based Selection (QCBS).

Combined Technical and Financial Evaluation

In a Quality-and-Cost-Based Selection (QCBS) process, the total score is calculated by weighting and combining the technical (quality) and financial (cost) scores. The weightage of technical and financial proposal is given in **Data sheet**. The specific formula is provided in the **section 4**. The consultant with the highest combined score will be considered to have the most advantageous proposal and will be invited to contract negotiations

D. Negotiations and Award:

26) Negotiations

A. Technical Negotiations

- i) Technical negotiation shall be held at the date, time, and address specified in the **Data Sheet**. The Consultant shall be represented by an authorized person(s) who holds a valid Power of Attorney authorizing them to negotiate and sign the Contract on behalf of the Consultant. Technical negotiations shall include discussions on the TOR, the Consultant's

proposed methodology and work plan, the client's inputs, relevant Special Conditions of the Contract, and finalization of the "Description of Services" section of the Contract.

- ii) These discussions shall not result in any substantial modification to the original scope of services defined in the TOR or the key terms of the Contract, as such changes may affect the quality of outputs, the price, or the basis of the original evaluation.

iii) Availability of Key Experts

- a) The invited Consultant shall confirm the availability of all Key Experts proposed in its Technical Proposal as a condition precedent to entering into negotiations. If any Key Expert is not available, the Consultant shall propose a replacement in accordance with **ITC Clause 12**. Failure to confirm the availability of the proposed Key Experts or provide acceptable replacements may result in the rejection of the Consultant's Proposal and initiation of negotiations with the next-ranked Consultant.
- b) Substitution of Key Experts during negotiations shall be permitted only in cases of circumstances beyond the reasonable control of the Consultant and not foreseeable at the time of Proposal submission, such as death or certified medical incapacity. In such cases, the Consultant shall propose a substitute within the period specified in the invitation to negotiations. The replacement Key Expert must possess qualifications and experience equal to or better than those of the originally proposed expert, subject to the client's approval.

B. Financial Negotiations

- i) Financial negotiations shall include clarification of the Consultant's tax liabilities and the manner in which these will be reflected in the Contract.
- ii) If the selection method includes cost as a factor in the evaluation, the total price stated in the Financial Proposal for a Lump-Sum contract shall not be subject to negotiation.

C. Conclusion of Negotiations

- i) The client shall prepare formal minutes of the negotiations, which shall be signed by both the client and the Consultant's authorized representative.
- ii) Negotiations shall conclude with a review and finalization of the draft Contract. The finalized draft shall then be initiated by both the client and the Consultant's authorized representative.
- iii) If negotiations fail, the client shall notify the Consultant in writing, outlining the pending issues and points of disagreement, and provide a final opportunity for resolution. If the disagreement remains unresolved, the client may terminate the negotiations and communicate the reasons for doing so.
- iv) Upon termination of negotiations with the first-ranked Consultant, the client shall invite the next-ranked Consultant for negotiations. Once negotiations commence with the next-ranked Consultant, the client shall not reopen discussions with any previously considered Consultant.

27) Notification of Award

- a) Prior to the expiration of the Proposal validity period, the client shall notify the successful Consultant in writing that its Proposal has been accepted. This notification, referred to as the "Letter of Award" (LoA) in the Conditions of Contract and Contract Forms, shall specify

the accepted Contract price. The expected date of Contract award shall be as indicated in the **Data Sheet**.

- b) The Letter of Award (LoA) shall constitute the legal formation of the contract, subject only to the furnishing of performance security as per the provisions of the sub- clause below. The client, at its discretion, may directly issue the contract subject only to the furnishing of performance security, skipping the issue of LoA.

28) Signing of Contract

Promptly after the notification of award, the client shall send the Contract Agreement to the successful Consultant. Within twenty-eight (28) days of receiving the Contract Agreement, the Consultant shall sign, date, and return the executed Contract to the client.

29) Performance Security

- a) Within twenty-eight (28) days of receiving the Letter of Award, the successful Consultant shall furnish the Performance Security as specified in the **Data Sheet**.
- b) The Performance Security shall be submitted in the form of a Bank Guarantee or Fixed Deposit Receipt (FDR) issued by a Scheduled Commercial Bank in India, in favour of the client.
- c) The Performance Security shall remain valid for a period of six (6) months beyond the completion of all contractual obligations, including any extensions, if applicable.
- d) Failure of the successful Consultant to submit the required Performance Security or to sign the Contract Agreement within the stipulated time shall constitute sufficient grounds for annulment of the award and forfeiture of the Bid Security. In such a case, the client reserves the right to award the contract to the next most advantageous Consultant.
- e) Upon signing of the Contract Agreement and submission of the required Performance Security by the successful Consultant, the client shall promptly release the Bid Securities of both the successful and unsuccessful Consultants.
- f) The Consultant shall be solely responsible for renewing or extending the validity and claim period of the PBG in case of non-completion of the project
- g) client reserves the right to invoke the Performance Bank Guarantee in case the Consultant:
 - i) Fails to discharge contractual obligations during the Contract Period, or
 - ii) Causes any loss to client due to negligence or non-performance in project implementation as per agreed terms and conditions.

30) Grievance Redressal/ Complaint Procedure

- a) The consultant has the right to submit a complaint or seek de-briefing regarding the rejection of his proposal, in writing or electronically, within 10 days of the declaration of techno-commercial or financial evaluation results. The complaint shall be addressed to the authority mentioned in **Data Sheet**.
- b) Within 5 working days of receipt of the complaint, the client shall acknowledge the receipt in writing to the complainant, indicating that it has been received, and the response shall be sent in due course after a detailed examination.

- c) The client /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 Proposals and awarding the contract before the award is 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:
- 1) Only a consultant who has participated in the procurement process, i.e., pre-qualification, Consultant registration or bidding, as the case may be, can make such representation.
 - 2) Only a directly affected Consultant can represent in this regard.
 - 3) In the case of EOI, before the submission of Technical/ financial Proposals, an application for review concerning the technical/ financial Proposal may be filed only by a consultant who has qualified in the EOI;
 - 4) If a technical Proposal has been evaluated before the opening of the financial Proposal, an application for review concerning the financial Proposal may be filed only by a consultant whose technical Proposal is found to be acceptable.
- d) No third-party information (RFPs, evaluation results) can be sought or included in the response.
- e) The following decisions of the client shall not be subject to review:
1. Determination of the need for procurement.
 2. Complaints against Terms of Reference except under the premise that they are either vague or too specific to limit competition
 3. Selection of the mode of procurement or RFP system.
 4. Choice of the selection procedure.
 5. Provisions limiting the participation of Consultants in the Procurement Process, in terms of policies of the Government
 6. Provisions regarding purchase preferences to specific categories of consultants in terms of policies of the Central Government
 7. Cancellation of the Procurement Process except where it is intended to subsequently re- tender the same Services.

Section 3. ITB-Data Sheet

The following specific information for the procurement of Consultancy Services shall complement, supplement, or amend the provisions of the Instructions to Consultants (ITC). In the event of any conflict between the provisions of the ITC and those specified in this Data Sheet, the provisions of the Data Sheet shall prevail

ITC Reference	Details
ITC 1 (b)	The client is: Directorate General of Shipping 9thFloor, Beta Building, I- Think Techno Complex, Kanjur Marg (E), Mumbai– 42 The Method of Selection of Consultant is: Quality and cost based selection (QCBS)
ITC 1 (d)	The intended completion date/Period isMonths
ITC 6(b)	Exemption from EMD: Consultants registered as: Micro and Small Enterprises (MSEs) under the MSME Act, or Start-ups recognized by the Department for Promotion of Industry and Internal Trade (DPIIT), or Consultants registered with Central Purchase Organizations (CPOs) for the services under this RFP, are exempted from payment of EMD upon submission of valid supporting documents. Bid Security Declaration (Mandatory for Exempted Consultants): Consultants claiming exemption from EMD payment must mandatorily submit a signed Bid Security Declaration in the format provided in Section 6. Failure to submit the declaration shall result in disqualification of the bid.
ITC 9	A) Technical Proposal / Envelop: List of documents to be uploaded online in the technical envelope 1. Copy of Incorporation/Registration Certificate of consultant. 2. Copy of GST Registration Certificate and PAN Card. 3. Declaration on Blacklisting/Debarment and Conflict of Interest Status – <i>(Form T-11)</i> . 4. Bid Security / EMD Document (DD/Bank Guarantee/Online payment receipt, as applicable). 5. Bid Securing Declaration – for consultants claiming exemption from furnishing EMD <i>(Form T-9B)</i> . 6. Checklist for Consultants <i>(Form T-8)</i> 7. Audited Annual Financial Statements (Balance Sheet, Profit & Loss Account, and Schedules) for the last three (3) financial years ending 31st March 2025. 8. Letter of Proposal Submission <i>(Form T-1)</i> . 9. Consultant's Details <i>(Form T-1A)</i> . 10. Consultant's Experience in Similar Assignments/Projects <i>(Form T-2 & 2B)</i> . 11. Comments and Suggestions on the Terms of Reference, Counterpart Staff, and Facilities to be provided by the client <i>(Form T-3)</i> . 12. Financial Capability Statement <i>(Form T-13)</i> .

ITC 25 (i)	The weights given to the Technical (T) and Financial (P) Proposals are: T = 80 P = 20
ITC 26 A(i)	Directorate General of Shipping, 9th Floor, Beta Building, I- Think Techno Complex, Kanjur Marg (E), Mumbai– 42
ITC 27(a)	The expected date of award of contract is
ITC 29 (a)	The Performance Security shall be _____

Section 4 – Eligibility, Qualification and Evaluation Criteria

This section outlines the criteria that the client will use to evaluate Proposals and determine the qualification of consultants. No other factors, methods, or criteria shall be applied for the purpose of evaluation beyond those specified herein.

1) Eligibility Criteria:

The consultant should meet the following all eligibility criteria:

Sr. No.	Particulars	Criteria	Supporting Documents to be uploaded
1	Legal Status	The Consultant must be a legally registered entity in India, such as a Proprietorship Firm, Private Limited Company, Limited Company, or Limited Liability Partnership (LLP). In the case of a Consortium / Joint Venture, the Lead Consultant and each Consortium Member must also be a legally registered entity. <i>[Delete if JV/C not allowed]</i>	Copy of the incorporation / registration certificate clearly indicating the nature of Business. In case of Proprietary Firm, Bank Statement stating the Name of Firm may also be considered.
2	Tax and Statutory Compliance	The Consultant must have valid and active registrations for: Goods and Services Tax Identification Number (GSTIN) & Permanent Account Number (PAN) In the case of a Consortium / Joint Venture, all members must have PAN and GSTIN registrations. <i>Delete if JV/C not allowed]</i>	Copy of certificate for Registration under GSTIN and copy of PAN
3	Minimum Operational Experience of the Firm	The firm must have at least 7 years of operational experience in consultancy services from the date of incorporation.	Copy of the incorporation / registration certificate clearly indicating the nature of business
4	Blacklisting/ Debarment	The Consultant must not have been blacklisted or debarred by any government department, public sector undertaking, or multilateral agency as on the date. In case of a Joint Venture/ Consortium, all members must meet this requirement. Of submission. <i>Delete if JV/C not allowed]</i>	Self-Declaration on company letterhead by authorized signatory
5	Conflict of Interest	The Consultant must not have any conflict of interest, as defined in the Instructions to Consultants (ITC) section of this RFP. In case of a Joint Venture /Consortium, all members must comply with this requirement. <i>Delete if JV/C not allowed]</i>	Declaration by authorized signatory

Sr. No.	Particulars	Criteria	Supporting Documents to be uploaded
6	Bid Security Compliance	Submission of EMD	Copy of Account Payee Demand Draft/Insurance Surety Bonds/Banker Cheque/ Fixed Deposit Receipt or Bank Guarantee. If the Consultant is claiming exemption from submission of EMD, following documents need to be submitted A valid and relevant registration certificate (e.g., Udyam Registration for MSEs, DPIIT recognition certificate for Start-ups); and A duly signed Bid Security Declaration as prescribed in the RFP.

A. Technical Evaluation Criteria (Qualifying Nature)

The consultant's proposals shall be first assessed for eligibility based on the eligibility criteria stipulated below. Only those consultants who are found to be eligible as per the stipulated criteria shall be considered for evaluation of financial proposals.

Technical Evaluation Framework (Total Marks: 100)

Sr. No.	Evaluation Criteria	Documents to be Submitted	Maximum Marks	Marking Methodology
1	Financial Strength & Profitability – Bidder must have an average annual turnover during the past 3 financial years) (FY 2022-23, 2023-24 & 2024-25) and should preferably be profit-making.	Audited financial statements for the past 3 financial years.	20 Marks	Average Annual Turnover: • INR 1 Cr – INR 1.5 Cr = 10 Marks • Above INR 1.5 Cr – INR 2 Cr = 15 Marks • Above INR 2 Cr – INR 3 Cr = 20 Marks
2	Experience in Content Conceptualization & Implementation – Bidder should have experience in conceptualizing and implementing content-driven platforms such as special features, events, award ceremonies, television capsules,	1. Self-attested list of special features and coffee table books for government-	20 Marks	A. Years of Experience (10 Marks): • 3–5 years = 10 Marks • 5–7 years = 15 Marks

	coffee table books, newsletters, information booklets, etc., including projects executed for government-linked institutions.	linked institutions. 2. Client testimonials/work orders/completion certificates, wherever available.		<ul style="list-style-type: none"> • More than 7 years = 20 Marks
3	Strength of In-house Team – Bidder should have an in-house team comprising Business Development professionals, Creative/Content personnel, Designers, and Photographers.	1. Details/CVs of in-house team members. 2. Self-certification by HR/Admin Head confirming staff on payroll with expertise in editorial, creative, photography, design, and marketing domains.	25 Marks	<p>A. Business Development Team (8 Marks):</p> <ul style="list-style-type: none"> • 2–3 members = 4 Marks • 4 members = 6 Marks • 5 or more members = 8 Marks <p>B. Creative / Content Team (10 Marks):</p> <ul style="list-style-type: none"> • 1–2 members = 5 Marks • 3 members = 7 Marks • More than 3 members = 10 Marks <p>C. Design Team & Photographers (7 Marks):</p> <ul style="list-style-type: none"> • 1–2 members = 4 Marks • 3 members = 6 Marks • More than 3 members = 7 Marks
4	Digital Presence & Promotional Capability – Bidder should own and maintain an active website for uploading and promoting initiatives and events as mentioned in Section 5 of the RFP.	URL link of the website along with screenshots/analytics (if available).	05 Marks	<ul style="list-style-type: none"> • Functional website with company profile/services = 5 Marks
5	Technical Presentation		30 Marks	

C) Financial Evaluation Criteria:

The financial proposals of technically qualified consultants shall be opened online on the scheduled date, in the presence of the consultants' authorized representatives.

The consultant with the lowest financial bid (L1) shall be awarded a financial score of 100. Financial scores for all other consultants shall be calculated using the following formula:

$$\text{Financial Score of a Consultant (Fn)} = (\text{Financial cost of L1 Consultant} / \text{Financial cost of the Consultant}) \times 100$$

An illustrative example is provided below; (Weightage T-80 % , F-20%)

Consultant Name	Price Quoted	Financial Score out of 100
Consultant A	Rs. 9,00,000	88.89
Consultant B	Rs.10,00,000	80.00
Consultant C	Rs. 8,00,000	100.00

D) Combined evaluation and recommendation for award of contract

The Combined Score (S) for each consultant shall be calculated as follows:

$$S = (\text{Technical Score} \times 0.80) + (\text{Financial Score} \times 0.20)$$

The consultant achieving the highest Combined Score (S) shall be ranked first and considered for award of the contract.

Consultant Name	Tech Score	Fin Bid (Rs.)	Fin Score	Tech Wt 80%	Fin Wt 20%	Combined	Rank
Consultant B	92	10,00,000	80.00	73.60	16.00	89.60	1
Consultant A	88	9,00,000	88.89	70.40	17.78	88.18	2
Consultant C	85	8,00,000	100.00	68.00	20.00	88.00	3

The consultant obtaining the highest combined score shall be recommended for award of contract by the evaluation committee.

Section -5 Terms of Reference (ToR)

1) Description of Service:

India's maritime development is guided by Maritime India Vision 2030 (MIV 2030) and Maritime Amrit Kaal Vision 2047 (MAKV 2047), which together provide a phased roadmap from capacity expansion to global leadership. MIV 2030, launched in 2021, outlines over 150 initiatives with investment potential exceeding ₹3 lakh crore, aiming to raise India's shipbuilding share (currently below 1%) through financial incentives, shipyard modernization, and private participation; strengthen ship recycling by leveraging the Alang Ship Breaking Yard—the world's largest facility—while aligning with the Hong Kong International Convention for the Safe and Environmentally Sound Recycling of Ships; and enhance maritime training, where India already supplies about 10–12% of global seafarers, by improving quality and compliance with the STCW Convention. Building on this, MAKV 2047 sets a long-term ambition for India to rank among the top maritime nations by 2047, targeting entry into the top 10 in shipbuilding through advanced and green vessel production, global leadership in sustainable and circular ship recycling practices, and transformation of maritime training into a global knowledge hub focused on emerging areas like digitalization, automation, and decarbonization.

Stakeholders of these sectors— including industry participants, regulatory bodies, training institutions, international partners, and prospective entrants — often lack access to comprehensive reference materials that reflect the current state of the industry with accuracy and contacts.

The Terms of Reference (ToR) for this procurement set out the scope, objectives, deliverables, and expectations for a multi-component Maritime Documentation and Knowledge Dissemination Initiative commissioned by the Directorate General of Shipping. The Initiative seeks to bridge the documentation gap through a structured programme of content creation, handbook development, digital publication, and outreach, while also celebrating the individuals whose vision and dedication have shaped India's maritime heritage.

This Initiative is conceived as a systematic documentation exercise to capture the current state of these sectors, create reference Coffee table books / handbooks, and disseminate knowledge through digital channels — thereby enhancing the visibility, credibility, and accessibility of India's maritime sector domestically and internationally.

The need for this Initiative is underscored by the following considerations:

- Absence of a unified, authoritative reference for Ship Recycling facilities, Maritime Training Institutes, and Shipbuilding yards in India.

- Limited digital presence and structured outreach for these sectors on official government platforms.
- Growing international interest in India's ship recycling and shipbuilding capabilities, necessitating credible and up-to-date documentation.
- Increasing demand for skilled seafarers, making accessible information on training pathways a matter of national priority.
- The absence of a consolidated tribute to the distinguished individuals who have contributed to India's maritime development.

2) Scope of Work & Deliverables:

The Initiative comprises four interconnected components, each addressing a distinct but complementary segment of India's maritime sector:

No.	Component	Description
1	Ship Recycling	Documentation of all ship recycling facilities in India and development of a comprehensive sector handbook.
2	Maritime Training & Skilling	Documentation of maritime training institutions focused on sea-going competencies and preparation of an institutional handbook.
3	Shipbuilding	Documentation of Indian shipbuilding yards and facilities and preparation of a detailed industry handbook.
4	Maritime Leadership Series	Curation and celebration of distinguished maritime leaders through a dedicated publication and digital showcase.

2 OVERALL OBJECTIVES

The overarching objectives of this Initiative are as follows:

1	Document and Showcase India's Maritime Ecosystem <p>Capture comprehensive visual, narrative, and factual documentation of key maritime sectors, including Ship Recycling, Maritime Training and Skilling, and Shipbuilding, to create an authoritative repository of the current state of these industries.</p>
2	Create Authoritative Knowledge Resources <p>Develop high-quality, professionally produced Coffee table books / handbooks containing verified contacts, regulatory frameworks, capability profiles, and industry insights, to serve as reference documents for regulators, investors, industry practitioners, and international stakeholders.</p>
3	Enhance Digital Presence and Outreach <p>Publish curated and structured content on the DGS website, supported by targeted social media campaigns, to increase awareness, improve accessibility, and facilitate engagement with India's maritime sector.</p>

4 Preserve and Commemorate Maritime Legacy

Highlight and honour the contributions of distinguished maritime leaders through a dedicated Leadership Series and special publications, ensuring that the knowledge, vision, and legacy of these individuals is preserved for institutional and educational reference.

3 COMPONENT 1: SHIP RECYCLING

Objective

To systematically document all Ship Recycling facilities operating in India and to develop a comprehensive, authoritative handbook, supported by digital publication and targeted social media outreach, that serves as a definitive reference for regulatory bodies, industry stakeholders, and international partners.

3.1 Context and Objective

India is home to one of the world's foremost ship recycling destinations. The Alang ship recycling yard in Gujarat, along with other facilities, processes a significant proportion of the global end-of-life tonnage each year. The industry has made considerable progress in adopting safer and more environmentally sound practices, including alignment with the Hong Kong International Convention for the Safe and Environmentally Sound Recycling of Ships, 2009.

Notwithstanding this progress, a structured and publicly accessible directory of facilities, regulatory frameworks, and best practices remains absent. This component addresses that gap directly.

Objectives:

Maritime India Vision 2030 (MIV 2030) aims to establish India as a global leader in safe, environmentally sustainable, and economically competitive ship recycling by moving from second to first position globally in capacity and throughput, positioning the country as the preferred destination for green recycling, and leveraging compliance with the Hong Kong International Convention for the Safe and Environmentally Sound Recycling of Ships as a key competitive advantage. The plan focuses on upgrading the Alang Ship Breaking Yard into a world-class ecosystem, formalizing and skilling the workforce through structured training and safety standards, strengthening environmental safeguards such as hazardous waste management and pollution control, and promoting circular economy practices through efficient material recovery and reuse—ultimately creating a safe, compliant, and globally competitive recycling industry.

Building on this, Maritime Amrit Kaal Vision 2047 (MAKV 2047) seeks to retain and strengthen India's global leadership by transforming the sector into the world's most advanced, green, and innovation-driven ship recycling hub. It emphasizes achieving zero-harm, zero-waste, and low-emission recycling processes, developing high-tech recycling clusters with automation and digital systems, and adopting advanced technologies such as robotics and AI-driven dismantling. The vision also includes establishing R&D hubs and Centres of Excellence, expanding global partnerships, enhancing value addition through downstream industries, and implementing future-ready ESG and carbon-neutral policy frameworks—resulting in a globally benchmarked, technology-driven, and

environmentally sustainable ship recycling ecosystem aligned with India's centenary maritime ambitions

3.2 Key Deliverables

3.2.1 Content Creation

- Compile verified and current data for each facility, encompassing:
 - Full facility profile and contact details
 - Regulatory status, certifications, and compliance practices
 - Operational capabilities, including tonnage capacity and vessel types handled
 - Environmental and safety management systems in place

Note : The above detailed information will be for the Stakeholders extending Advertising Participation as per offered criteria, Non Advertisers will be offered plain Listings.

3.2.2 Information Handbook Development

A Ship Recycling Handbook shall be prepared, containing the following:

- An industry overview, including historical development, current capacity, and strategic importance to the national economy.
- A comprehensive facility directory with verified contact information, location details, and capability summaries. The detailed information will be for the Stakeholders extending Advertising Participation as per offered criteria, Non Advertisers will be offered plain Listings.
- A section on the applicable regulatory and compliance frameworks, including relevant domestic legislation and international conventions.
- Best practices in environmental compliance, occupational health and safety, and worker welfare, illustrated through documented case studies.
- Specification:-

☐ Size: 11" x 11"

☐ Total Pages: 144 inside pages + 4 cover pages

☐ Paper Quality:

- 130 GSM Art Paper for inside pages
- 210 GSM Art Card Paper for the cover

☐ Binding: Perfect binding

☐ Quantity: 450 copies along with Digital flipbook.

Content creation: Research, interviews, photography, infographics, designing, layout, proofing, submission of dummy copies (at least 3 for approval)

3.2.3 Publication

- Develop web-optimised content suitable for integration into the official DGS website.

- Ensure content is structured, searchable, and presented in a user-friendly format, enabling easy navigation by diverse stakeholders.
- Incorporate metadata and tagging to facilitate discoverability by search engines and external databases.
- Capture high-quality visual content — Five videos each of 3 minutes duration on the operational Ship Recycling facilities in India.
- Reels for usage on insta and other social media platforms – 15 sec duration x 20 on the operational Ship Recycling facilities in India).
- All these contents will be rendered searchable, discoverable and shareable using meta-tagging and SEO
- 22-minutes capsule on the subject to be telecasted on Times Now, as a sponsored feature.
- A 4-page special supplement with the following newspapers, namely,

Business Standard (All Editions),

Mint (All Editions)

3.2.4 Social Media Campaign

Design and execute a targeted social media dissemination campaign comprising:

- Above listed 5 Short-form videos (3-minutes duration each) and the 20 reels (15 secs duration each) will be promoted across social media channels of DGS including LinkedIn, Facebook, YouTube, Insta & X (Twitter).
- The highlighted contents could be a mix of Infographics highlighting key industry statistics, environmental practices, and regulatory milestones, facility spotlight features showcasing safe practices, certification achievements, and worker welfare initiatives.

3.2.5 List of Ship Recycling facilities

Sl. No	NAME OF INDUSTRY
1	LEELA RESPONSIBLE RECYCLING LLP
2	LEELA SHIP RECYCLING PVT. LTD.
3	KAMDAR & ASSOCIATES
4	SAGAR LAXMI SHIP BREAKERS
5	SHUBH ARYA STEEL PVT. LTD.
6	M A SUSTAINABLE RECYCLING LLP(23.12.2022)
7	GGSBY INDUSTRIES PVT LTD
8	SHREE RAM GREEN SHIP RECYCLING INDUSTRIES (UNIT II) LLP
9	SHREE SAI BABA SHIP BREAKING CO
10	SHRI GAUTAM SHIP BREAKING IND.P. LTD

11	B. MELARAM & SONS (From 03.08.2024)
12	BAIJNATH MELARAM PVT.LTD.(28.6.23)
13	HARIYANA SHIP BREAKERS LTD
14	ANUPAMA STEEL LTD
15	JALIYAN SUSTAINABLE SHIP RECYCLING PVT. LTD.
16	CHAUDHARY INDUSTRY
17	MAHAVIR SHIP BREAKERS
18	R.L. KALTHIA SHIP BREAKING PVT.LTD
19	PANCHAVATI SHIP BREAKERS
20	INTERNATIONAL GREEN SHIP RECYCLERS LLP
21	RAI METAL WORKS PVT.LTD
22	TRIVENI SHIP BREAKERS LLP
23	ALANG AUTO & GEN. ENGG.CO.PVT.LTD
24	BANSAL SHIP BREAKERS PVT.LTD
25	APOLLO VIKAS STEELS PVT. LTD.
26	SHANTAMANI ENTERPRISE LLP
27	CROWN STEEL COMPANY
28	KASTURI COMODITIES PVT.LTD
29	J.R.D. INDUSTRIES
30	AMEE GREEN SHIP RECYCLING PVT. LTD.
31	SHREE GAUTAM SUSTAINABLE RECYCLING LLP
32	MADHAV STEEL (S.B.D)
33	MADHAV INDUSTRIAL CORPORATION
34	LEELA GREENSHIP RECYCLING PVT. LTD.
35	SOMNATH SHIP RECYCLING
36	GHAZIABAD SHIP BREAKERS PVT.LTD
37	BANSAL SHIP RECYCLERS LLP (from 14.06.19)
38	SHIRDI STEEL TRADERS
39	SHANTI SHIP BREAKERS PVT.LTD
40	Virendra Ship Recyclers LLP
41	J.K. INDUSTRIES
42	INDUCTO STEEL LTD

43	P.PATEL SHIP BREAKING COMPANY
44	MARINE LINES SHIP BREAKERS(P)LTD
45	NBM IRON AND STEEL TRADING PVT. LTD.
46	GOYAL TRADERS
47	KREYANSH SHIP RECYCLING LLP
48	VENUS GREEN RECYCLING LLP
49	HATIMI STEELS
50	DALKAN SHIP BREAKING LTD.
51	LAKSHMI GREEN SHIP RECYCLERS LLP
52	MALWI SHIP BREAKING CO.
53	YSI RECYCLERS LLP - 27.04.2023)
54	JAWANDAMAL DHANNAMAL METALS LLP
55	NBM IRON AND STEEL TRADING PVT. LTD.
56	ARYA SHIP BREAKING CO. PVT.LTD
57	BHARAT GREEN SHIP RECYCLERS LLP
58	VIJAY SHIP BREAKING CORPN
59	M/s. SACHDEVA STEEL PRODUCTS (SB) LLP
60	JAI JAGDISH SHIP BREAKERS (P) LTD.
61	SALASAR BALAJI SHIP BREAKERS P.LTD
62	GREEN TARA RECYCLER LLP FROM 27.05.2023
63	JAI BAJRANGBALI SHIP BREAKING IND.
64	JAI BAJRANGI SHIP BREAKERS PVT.LTD
65	BOHRA EXPORTS PVT.LTD
66	MARUTI GREEN SHIP RECYCLERS LLP - 30.11.22
67	NIDHEESHWARAMM SHIP RECYCLERS LLP
68	SHIP TRADE CORPORTION
69	ASHWIN CORPORATION
70	SHREE RAM VESSEL SCRAP P.LTD

71	SHREE RAM SHIPPING IND.PVT.LTD
72	KIRAN SHIP BREAKING CO
73	MERCURY MARINE INDUSTRIES PVT.LTD
74	DIAMOND INDUSTRIES SHIP BREAKING PVT. LTD.
75	LUCKY STEEL INDUSTRIES (S B D)
76	P.RAJESH SHIP BREAKING PVT. LTD.
77	LEELA SUSTAINABLE SHIP RECYCLING PVT. LTD.
78	SAI METAL TECH LLP from 20.11.2019
79	MAHAVIR METAL CORPORATION
80	DYNAMICS SHIP RECYCLERS PVT.LTD
81	KATHIAWAR STEELS LLP
82	SHIV MARINE INDUSTRIES PVT.LTD
83	GOHILWAD SHIP BREAKING LLP (29.12.2022)
84	ATAM MANOHAR SHIPBREAKERS P. LTD.
85	K.P.G. ENTERPRISE RECYCLERS LLP
86	ALANG SHIP BREAKING CORPN
87	AKHIL SHIP BREAKERS P.LTD
88	AKANSHA SHIP BREAKING P.LTD
89	ARTI SHIP BREAKING
90	SAIBABA SHIP BREAKING CORPN
91	PRATYAKSH SHIP BREKAING PVT. LTD.
92	HONEY SHIP BREAKING PRIVATE LIMITED
93	ASHISH VESSEL DEMOLITION P.LTD.
94	ASHISH SHIP BREAKERS P.LTD
95	UNIQUE SHIP BREAKING CORPN
96	JAI BHARAT STEEL INDUSTRIES
97	RISHI SHIP BREAKER
98	SHIV CORPORATION
99	DHAN STEELS PVT.LTD
100	AGRASEN SHIP BREAKERS PVT.LTD
101	RAJENDRA SHIP BREAKERS

102	KUMAR KARTIKEYA STEEL SHIP RECYCLING PVT. LTD.
103	PUNEET INDUSTRIES PVT. LTD.-
104	M. K. SHIPPING & ALLIED INDUSTRIES PVT LTD
105	HUSSAIN SHETH AND SONS S.B. PVT.LTD
106	UNITED SHIP BREAKING CO.
107	MARIYA SHIP BREAKING P.LTD
108	G. N. SHIP BREAKERS
109	GURUASHISH SHIP BREAKERS
110	STAR SHIP BREAKING CORPN
111	SANJAY TRADE CORPORATION
112	RUDRA GREEN SHIP RECYCLING PVT. LTD.
113	MAHADEV SHIP BREAKERS PVT. LTD.
114	SAIBABA SHIP RECYCLING LLP (from 15.10.2019)
115	M.V. SHIP TRADE PVT.LTD
116	VIJAYKUMAR & COMPANY
117	PARAS STEEL CORPORATION
118	SHITAL ISPAT PVT.LTD.
119	NAVYUG SHIP BREAKING CO
120	NAVYUG SHIP BREAKING CO
121	SAI INFINIUM PVT.LTD from 13.12.2021
122	VMS INDUSTRIES P.LTD
123	ASHWIN SHIPBREAKING LLP
124	PRIYABLUE RECYCLING LLP
125	PRIYA BLUE INDUSTRIES P.LTD
126	PRIYABLUE SHIP GREEN RECYCLING PVT. LTD
127	HARIYANA SHIP DEMOLITION PVT.LTD
128	MAHAVIR INDUCTO MELT PVT.LTD
129	KHUSHBOO INDIA PVT. LTD.
130	R.K. INDUSTRIES (UNIT-II) LLP
131	ALANG AUTO & GEN. ENG.CO.P LTD.

4 COMPONENT 2: MARITIME TRAINING AND SKILLING

Objective

To comprehensively document Maritime Training and Skilling institutions across India that are focused on sea-going competencies, and to develop a definitive handbook supported by structured digital outreach, enabling prospective seafarers, employers, and policymakers to access reliable information on India's maritime training landscape.

4.1 Context and Objective

India is among the leading supplier nations of seafarers to the global fleet, with tens of thousands of Indian maritime professionals serving on vessels worldwide. This position is sustained by a network of maritime training institutions — including Government Maritime Training Institutes, IMU campuses, and private training providers — that deliver programmes aligned with the Standards of Training, Certification and Watchkeeping for Seafarers (STCW) Convention.

The availability of structured, accessible information on these institutions — covering courses offered, infrastructure, certifications, and career pathways — is essential for prospective maritime professionals, shipping companies, and international regulatory bodies. This component seeks to fill that information gap through rigorous documentation and outreach.

Objective:

Maritime India Vision 2030 (MIV 2030), under Chapter 10, focuses on making India a top seafaring nation by strengthening maritime education, research, and training through the promotion of innovation via knowledge clusters and dedicated labs, continuous improvement of training programs, and expansion of career opportunities for seafarers. It also emphasizes building a seafarer-centric ecosystem with welfare measures, grievance redressal, and social security, alongside encouraging port-led skill development and employment generation. Complementing this, Maritime Amrit Kaal Vision 2047 (MAKV 2047) aims to develop a fully integrated, world-class maritime education and research ecosystem by establishing knowledge clusters, incubators, and Centres of Excellence, strengthening global partnerships, and implementing systemic reforms for efficiency and future readiness. Together, these frameworks target increasing India's share of global seafarers from about 12–14% to 20%, with the Directorate General of Shipping (DGS) leading a national roadmap through collaboration with Maritime Training Institutes to modernize training, certification, and crewing processes—ultimately creating a future-ready, globally competitive maritime workforce with stronger international presence..

4.2 Key Deliverables

4.2.1 Content Creation

- Capture visual and video documentation of Maritime Training Institutes across India, covering infrastructure, training facilities, simulators, vessels, and campuses. The detailed information will be for the Stakeholders extending Advertising Participation as per offered criteria, Non Advertisers will be offered plain Listings.
- Record statements and interviews from faculty members, industry experts, and current and former trainees.
- Focus specifically on sea-going competency training programmes, including Officer of the Watch (OOW) courses, engineering programmes, and specialised certifications.
- Compile the following for each institution:

- Complete course offerings and programme duration
- Applicable certifications and regulatory approvals
- Details of training infrastructure and technological facilities
- Placement outcomes, industry linkages, and career pathway information

Note : The above detailed information will be for the Stakeholders extending Advertising Participation as per offered criteria, Non Advertisers will be offered plain Listings.

4.2.2 Handbook Development

A Maritime Training and Skilling Handbook shall be prepared, comprising:

- An institutional directory providing details of all documented training institutes.
- A competency framework overview aligned with STCW and applicable DGS guidelines.
- A section on training standards, certifications, and regulatory approvals.
- An account of industry linkages and career pathways available to maritime graduates.
- Specification:-

☐ Size: 11" x 11"

☐ Total Pages: 144 inside pages + 4 cover pages

☐ Paper Quality:

- 130 GSM Art Paper for inside pages
- 210 GSM Art Card Paper for the cover

☐ Binding: Perfect binding

- ☐ Quantity: 450 copies along with Digital flipbook.
- Note : The above detailed information will be for the Stakeholders extending Advertising Participation as per offered criteria, Non Advertisers will be offered plain Listings.

4.2.3 Publication

- Create structured web content suitable for integration into the DGS website, ensuring accessibility and navigability.
- Present institutional profiles in a consistent, comparable format to assist prospective applicants in evaluating options.
- Five videos each of 3 minutes duration on the Maritime Training (**NOT specific to any of the listed institutes**).
- Reels for usage on insta and other social media platforms – 15 sec duration x 20 on Maritime Training (**NOT specific to any of the listed institutes**).
- All these contents will be rendered searchable, discoverable and shareable using meta-tagging and SEO
- 22-minutes capsule on the subject to be telecasted on Times Now, as a sponsored feature.
- A 4-page special supplement with the following newspapers, namely,

Business Standard (All Editions),

Mint (All Editions)

4.2.4 Social Media Campaign

Execute an awareness and engagement campaign through social media platforms, featuring:

- Above listed 5 Short-form videos (3-minutes duration each) and the 20 reels (15 secs duration each) will be promoted across social media channels of DGS including LinkedIn, Facebook, YouTube, Insta & X (Twitter).
- The highlighted contents could be a mix of student success stories and seafarer career journeys, highlighting the value of maritime training, training highlights showcasing simulation facilities, practical training, and campus life, career pathway content addressing the diversity of opportunities within the maritime sector.

4.2.5 Details of the MTI

Name of MTI	Address	District	Pin Code	Place
ALBERT'S MARITIME INSTITUTE	Archbishop Angel Mary Nagar.COCHIN UNIVERSITY P O. KALAMASSERY	Kochi,Ernakulam District	682022	Kerala - 682022
ALL INDIA MARINE ACADEMY	PLOT NO. 18/691,KHATA NO. 131/61, THOTADAPALLI,GOLANTHARATHANA NO- 175,BERHAMPUR,TAHASIL - KONISI, NH -5	BERHAMPUR	761008	Odisha - 761008
AMET City College	R.R. Towers, 61/54 Jawaharlal Nehru Inner Ring Road(200 feet Road), Villivakkam	CHENNAI	600049	Tamil Nadu - 600049
AMET Institute of Science and Technology	#121 Madura thenpattinam East coast roadCheyyur TalukMugaiyur Village	Chennai	603305	Tamil Nadu - 603305
AMET University	135,EAST COAST ROAD,KANATHURCHENNAITAMIL NADU	Chennai	603112	Tamil Nadu - 603112
APEX MARITIME TRAINING & RESEARCH INSTITUTE	2ND & 3RD FLOOR, MANI TOWER, PLOT NO. 1A, SANJAY NAGAR -A, JHOTWARA, KALWAR ROAD	JAIPUR	302012	Rajasthan - 302012
ARK Marine Academy	317-319, Bldg No.3Jay Vijay Ind EstateBapane, Naigaon East	Naigaon	401208	Maharashtra - 401208
Amer Maritime Training Academy	8/231, Arya NagarNA	Kanpur	208002	Uttar Pradesh - 208002

Name of MTI	Address	District	Pin Code	Place
Anglo Eastern Maritime Academy	Village Khandpe, Kondiwade Post	Karjat Taluka	410201	Maharashtra - 410201
Anglo Eastern Maritime Training Centre	401,4th Floor, Leela Business Park Andheri Kurla Road, Marol Andheri (E)	Mumbai	400059	Maharashtra - 400059
Anglo Eastern Maritime Training Centre	A 43, Ground Floor, Mohan Co-operative Industrial Estate Mathura Road	NEW DELHI	110044	Delhi - 110044
Anvay Maritime Institute	OFFICE NO.41A TO 47A, A WING, AGGARWAL TRADE CENTER, 4TH FLOOR PLOT NO 62, SECTOR 11 CBD BELAPUR	NAVI MUMBAI	400614	Maharashtra - 400614
Applied Research International	150/S Block D Chattarpur Extension, Near Baba Balaknath Temple	New Delhi	110074	Delhi - 110074
Applied Research International - School of Higher Academic & Professional Education - I	K - 34 , SAIDULAJAB MEHRAULI BADARPUR ROAD SAKET	New Delhi	110030	Delhi - 110030
Aquatech Institute of Maritime Studies	Plot No.7, Road No.0, Silver Oak Farms, Ghitori NIGHITOR NINA	New Delhi	110030	Delhi - 110030
Asha International Institute of Marine Technology	AIIMT BABATPUR, NEAR LBS AIRPORT ROAD	Varanasi	221006	Uttar Pradesh - 221006
Asha International Institute of Marine Technology	CITY TOWER, C WING , 3RD FLOOR , PLOT NO 55 , SECTOR 15 CBD BELAPUR NAVI MUMBAI	NAVI MUMBAI	400614	Maharashtra - 400614
Asha Marine Technical College And Research	VILLAGE-ADULSETALUKA-SUDHGAD PALI	PALI	410205	Maharashtra - 410205

Name of MTI	Address	District	Pin Code	Place
BERNHARD SCHULTE MARITIME TRAINING FOUNDATION	BERNHARD SCHULTE MARITIME TRAINING FOUNDATIONMARIAPPS HOUSE, GROUND FLOORPLOT NO A2-09, SMART CITY, KOCHI SEZ	KAKKANAD	682042	Kerala - 682042
BIMT VIZAG	39-33-93/1Plot No-MIG-232VUDA COLONY, MADHAVADHARA	VISAKHAPATNAM	530018	Andhra Pradesh - 530018
BP Marine Academy	Sai Pooja Chambers, Plot No - 58,SECTOR-11, CBD Belapur	Navi Mumbai	400614	Maharashtra - 400614
BP Marine Academy - Panvel	SURVEY NO. 467/2 & 803,OLD PANVELNEAR PANVEL COURT AND WIT CENTRE	NAVI MUMBAI	410206	Maharashtra - 410206
Balaji Seamen Training Institute	1/280 CHELLIAMMAN KOIL STREET,CHEMMANCHERRY	Chennai	600119	Tamil Nadu - 600119
Behara Institute of Maritime Training	KOTYADA VILLAGE, L. KOTA MANDAL,VIZIANAGARAM, ANDHRA PRADESH	VIZIANAGARAM	535240	Andhra Pradesh - 535240
CENTRE FOR MARITIME TRAINING AGRA	PLOT NO 108, NH-2AGRA - MATHURA ROAD RUNKATA AGRA	AGRA	282007	Uttar Pradesh - 282007
CMC MARITIME ACADEMY KOCHI	Opposite IOCL Fuel StationArmoury Area, Bristow Road, Willingdon Island	KOCHI	682003	Kerala - 682003
CMC Maritime Academy, Chennai (Campus)	ReheJa Tower,Unit No:205Delta Wing, 2nd Floor, 177 Annasalai	Chennai	600002	Tamil Nadu - 600002
CV Raman College of Engineering	bidyanagar, Mahura, JanlaJanla	Bhubaneswar	752054	Odisha - 752054
Centre For Maritime Training Noida	C-5,Sector - 1	NOIDA	201301	Uttar Pradesh - 201301
Centre for Maritime Education And Training	476 BKT,Sitapur Road Lucknow	Lucknow	226021	Uttar Pradesh - 226021

Name of MTI	Address	District	Pin Code	Place
Chitkara University School of Maritime Studies	CHANDIGARH -PATIALA NATIONAL HIGHWAYNH - 07	Rajpura	140401	Punjab - 140401
Cochin Shipyard Limited	COCHIN SHIPYARD LIMITED MARINE ENGINEERING TRAINING INSTITUTE, KNOWLEDGE CENTER (VIGYANA SAGAR)	GIRINAGAR, KOCHI	682020	Kerala - 682020
Coimbatore Marine College	SF NO.296 POLLACHI MAIN ROADMYLERIPALAYAMOTHAKAL MANDAPAM,	Coimbatore	641032	Tamil Nadu - 641032
College of Maritime Studies And Research	Marine Villa, 48/16 A, Swiss ParkSWISS PARKSwiss Park	Kolkata	700033	West Bengal - 700033
College of advances maritime studies	Prabha ArcadeKaithakunda	Ayikkarapadi (Po)	673637	Kerala - 673637
Commander Ali's Academy of Merchant Navy	Survey No. 469, Village Donthi , Shivampet Mandal, Narsapur Road Via Toopran,	Hyderabad	502334	Telangana - 502334
Coral Maritime Institute of Learning And Development	OFFICE NO. 101,102 & 103,1ST FLOOR, C WINGBALAJI BHAVAN ,SECTOR 11, PLOT 42 A , CBD BELAPUR	NAVI MUMBAI	400614	Maharashtra - 400614
Cosmopolitan Technology of Maritime	SENGADU POST ULUNDAI VILLAGE SRIPERUMBADUR TALUK	SRIPERUMBADUR	602002	Tamil Nadu - 602002
DEV MARINE ACADEMY	VILL: VADAVSWAMI,POST: ISAND,KALOL-PANSAR ROAD,	KALOL,	382721	Gujarat - 382721
DR. B.R. Ambedkar Institute of Technology	Pahargaon	Port Blair	744103	Andaman and Nicobar Islands - 744103

Name of MTI	Address	District	Pin Code	Place
Euro Tech Maritime Academy	55 B/55 C, Panchayath RoadKizhakkambalam P.O. Pazhanganadu	COCHIN	683562	Kerala - 683562
FIVE STAR MARITIME FOUNDATION INSTITUTE	FIVE STAR MARITIME FOUNDATION INSTITUTE OFFICE NO. 117/118/301 NBC COMPLEX PLOT NO. 43, SECTOR 11, OPPOSITE BELAPUR RAILWAY STATION	CBD BELAPUR	400614	Maharashtra - 400614
Fleet Management Training Institute	Unit 1001-1004, 12th Floor Level 10, Tower 2 Seawoods Grand Central, Plot No R-1, Sector 40 Nerul	Navi Mumbai	400706	Maharashtra - 400706
Fosma Maritime Institute & Research Organisation	B-25/7-8, SECTOR-59, NOIDA	NOIDA	201301	Uttar Pradesh - 201301
Fosma Maritime Institute & Research Organisation (Kol)	305, GODREJ WATERSIDE TOWER-II, SALT LAKE,	KOLKATA	700091	West Bengal - 700091
GKM College of Engineering And Technology	Alappakkam-Mappedu Road. NEW PERUNGALATHUR	Chennai	600063	Tamil Nadu - 600063
GKM Institute of Marine Sciences And Technology	ALAPPAKKAM -MAPPEDU ROAD ,GKM NAGAR NEW PERUNGALATHUR	CHENNAI	600063	Tamil Nadu - 600063
Garden Reach Ship Builders & Engineers Ltd	43/46 Garden Reach Road, 43/46 Garden Reach Road	Kolkata	700024	West Bengal - 700024
Girik Maritime Academy	OFFICE NO. 118, 120 , 1ST FLOOR , A WING MAHESH BUILDING, PLOT NO. 37, SECTOR - 15 , CBD BELAPUR	NAVI MUMBAI	400614	Maharashtra - 400614

Name of MTI	Address	District	Pin Code	Place
Gurship Education Trust Maritime Training Institute	OFFICE NO. 805, MAIN FRAME , A-WING ROYAL PALMS, AAREY MILK COLONYGOREGAON EAST	MUMBAI	400065	Maharashtra - 400065
HIMT College	55, East Coast Road (ECR),72 - B, Arambakkam Vengambakkam Junction	Kalpakkam	603102	Tamil Nadu - 603102
HIMT Tidal Park	#31 & 32, 4th StreetDR. VSI EstateOff OMR, Thiruvanniyur	Chennai	600041	Tamil Nadu - 600041
HOON MARITIME INSTITUTE NOIDA	Plot No. C-56/44, Sector-62,Institutional Area	Noida (Delhi NCR)	201301	Uttar Pradesh - 201301
HSNA Maritime Education & Research - Mahona	Kishanpur Road,Mahona		226203	Uttar Pradesh - 226203
HSNA Maritime Education And Research	9/01,BAHAR - A,SAHARA ESTATE,Jankipuram	LUCKNOW	226021	Uttar Pradesh - 226021
Haldia Institute of Maritime Studies & Research	ICARE COMPLEX, MARINE CAMPUS, PO HATIBERIA,HALDIA, DIST-PURBA MEDINIPUR	Haldia	721657	West Bengal - 721657
Hindustan Institute of Maritime Training	#11 Millers Road Near Aysha HospitalKilpauk	Chennai	600010	Tamil Nadu - 600010
Hoon Maritime Institute	1/1 New Taratala RoadKolkata-700088	KOLKATA	700088	West Bengal - 700088
IMU , Kolkata Campus	P-19, Taratala Road	Kolkata	700088	West Bengal - 700088
IMU, Navi Mumbai Campus	Indian Maritime University, Navi-Mumbai CampusT. S. Chanakya, Palm Beach RoadOpposite Karave village, Nerul	Navi Mumbai	400706	Maharashtra - 400706

Name of MTI	Address	District	Pin Code	Place
Immanuel Arasar College of Marine Engineering	IMMANEL ARASAR INSTITUTE OF SCIENCE & TECHNOLOGY EDUCATIONAL & CHARITABLE TRUST ,S.G.MULTI SPECIALITY HOSPITAL,OLD THEATRE JN.,PAMMAM,MARTHANDAM, KK DIST	MARTHANDAM	629165	Tamil Nadu - 629165
Indian Institute of Port Management (IMU Kolkata)	40, Circular Garden reach Road Kidderpore	Kolkata	700043	West Bengal - 700043
Indian Maritime College	10-A, Masilamani Street, T.Nagar	Chennai	600017	Tamil Nadu - 600017
Indian Maritime University(Kochi)	INDIAN MARITIME UNIVERSITY KOCHI CAMPUS SOUTH END RECLAMATION AREA NH 47 AMATSYAPURI W . ISLAND	KOCHI	682029	Kerala - 682029
Indian Maritime University, Chennai (NIPM /NMA)	East Coast Road, Uthandi UTHANDI	Chennai	600119	Tamil Nadu - 600119
Indian Maritime University- Mumbai Port Campus (LBS CAMSAR & MERI)	Hay Bunder Road NEAR TATA OIL MILLS	Mumbai	400033	Maharashtra - 400033
Indian Maritime University- Mumbai Port Campus (MERI)	Hay Bunder Road Hay Bunder Road	Mumbai	400033	Maharashtra - 400033
Indus Seafarers Training Academy	INDUS CAMPUS MANALI SARAVANA STREET, GANGAIAMMAN KOIL, MANGADU	CHENNAI	600122	Tamil Nadu - 600122

Name of MTI	Address	District	Pin Code	Place
Institute of Marine Education And Research	Opp Arrah Garden, KhajpuraBAILEY ROAD	Patna	800014	Bihar - 800014
Institute of Marine Education And Research Lucknow	PLOT NO.80 -81,FIRST FLOOR,HINDUSTAN HOUSE KALYANPURRING ROAD	LUCKNOW	226022	Uttar Pradesh - 226022
Institute of Marine Engineers(India) Cochin	48/200 B(1) Narayanasan road,Ponnurunni Vytila48/200 B(1) Narayanasan road,Ponnurunni Vytila	Kochi	682019	Kerala - 682019
Institute of Maritime Studies	Institute of Maritime Studies, ISBT Complex, BogdaInstitute of Maritime Studies, ISBT Complex, Bogda	Vasco da Gama	403802	Goa - 403802
International Maritime Academy (View Advisory)	No.41, Jamin KoratturPuthuchatram	Chennai	600124	Tamil Nadu - 600124
International Maritime Foundation of Marine Education	1306,1307 ELLORA FIESTASECTOR 11 JUINAGAR SANPADA NODE	Navi Mumbai	400705	Maharashtra - 400705
International Maritime Institute	13, Knowledge Park-ISurajpur Kasna RoadGreater noida	Greater Noida	201306	Uttar Pradesh - 201306
International Maritime Training Centre	201 Sigma, Technology Street, Hiranandani Gardens,Powai	Mumbai	400076	Maharashtra - 400076
J.Sons Merchant Navy Institute	Near Machhra Degee College, MachhraGarh Road	Meerut	250106	Uttar Pradesh - 250106
Jeyanthinather Academy of Marine Studies	6/292, MARINE CAMPUS,ARASOOR POOCHIKADU,NEAR THISAIYANVILAI,	THOOTHUKUDI	628653	Tamil Nadu - 628653
Kamaxi Maritime Academy	Utility Plot no 1Verna Industrial EstatePhase 1 A	Verna	403722	Goa - 403722

Name of MTI	Address	District	Pin Code	Place
Kunjali Marakkar School of Marine Engineering	COCHIN UNIVERSITY OF SCIENCE AND TECHNOLOGY, COCHIN UNIVERSITY THRIKKAKKARA CAMPUS KALAMASSERY	KOCHI	682022	Kerala - 682022
Loyalty Marine Education Trust	OFFICE NO. 802, 8TH FLOOR, ARENJA CHAMBERS -II, PLOT NO. 7 , SECTOR - 15, CBD BELAPUR.	NAVI MUMBAI	400614	Maharashtra - 400614
M/S Asha Marine College Owned By The RMU Charitable Trust	CHINZEY BLOCK, RUMTEK ELAKHAEAST SIKKIM	EAST SIKKIM	737135	Sikkim - 737135
MASSA Maritime Academy	Great Eastern Summit A-wing 1st Floor, Plot No.56 Sector 15, CBD Belapur	Navi Mumbai	400614	Maharashtra - 400614
MERCANTILE MARINE ACADEMY	3RD & 4TH FLOOR , 226B, RASH BEHARI AVENUE KOLKATA	KOLKATA	700019	West Bengal - 700019
MERCHANT NAVY TRAINING INSTITUTE	SECTOR 32 , TANDAHARI ROAD , NEAR MOTEL GAJRAJ, BAHADURGARH BYPASS	BAHADURGARH	124507	Haryana - 124507
MMTI'S Education & Research Trust, Khopoli	VILLAGE KALOTE RAYATI, TALUKA KHALAPUR, OFF NH-4, DISTRICT RAIGAD	KHOPOLI	412202	Maharashtra - 412202
MTI	52- C, ADI SHANKARACHARYA MARG POWAI, MUMBAI	MUMBAI	400072	Maharashtra - 400072
Maharashtra Academy of Naval Education & Training	Maharashtra Academy of Naval Education and Training Gat No.140, Loni-Kalbhor Rajbaugh, Pune-Solapur Highway	Pune	412201	Maharashtra - 412201

Name of MTI	Address	District	Pin Code	Place
Mangalore Marine College And Technology	PADIL PADAVU, KILENJAR VILLAGE,KUPPEPADAVU (POST), MANGALORE	MANGALORE	574144	Karnataka - 574144
Marine Education Charitable Trust (Extended Campus)	NODAKHALI CHARA DONGARIA ,BAKRAHAT,RAIPUR ROADSOUTH 24 PARAGANAS	KOLKATA	743318	West Bengal - 743318
Marine Educational Charitable Trust	321 B, Diamond Harbour RoadBehala	Kolkata	700034	West Bengal - 700034
Marine Training Academy	54/1, TEKRI FALIYA,KIKARLA VILLAGE,	UDVADA	396185	Gujarat - 396185
Maritime Academy of India	Nabik Griha, Dimand Harbour Rd, PO.Sahapur,Nabik Griha, Dimand Harbour Rd, PO.Sahapur,	Kolkata	700038	West Bengal - 700038
Maritime Education Training And Research Institute	Abhishek Point, 4th Floor, 152, S.P. Mukherjee Road, KolkataFalta Industrial Growth Center, Sector IV, FALTA,	24Pargans(S)	700026	West Bengal - 700026
Maritime Foundation	4/268, Thozhuvur Kuppam, Sevapet, Thiruvoo Post,	Chennai	600034	Tamil Nadu - 600034
Massa Maritime Academy	83&84,Nehru Nagar,1st Main RoadKottivakkam (OMR)	CHENNAI	600041	Tamil Nadu - 600041
Meridian Marine Academy	Office No. 401, 402 and 403, Pujit Plaza,Sector-11, CBD Belapur	Navi Mumbai,	400614	Maharashtra - 400614
Mohammad Sathak Engineering College	Sathak NagarKilakarai	Kilakarai	623806	Tamil Nadu - 623806

Name of MTI	Address	District	Pin Code	Place
Mumbai Maritime Training Institute	2nd floor, New Excel House, 41-B, Azad Nagar, Road No.2, Off Veera Desai Road, Behind ICICI Bank, Andheri west.	Mumbai	400053	Maharashtra - 400053
NUSI Maritime Academy	NUSI MARITIME ACADEMY SUCALDEM CHINCHINIM SALT CETE	GOA	403715	Goa - 403715
Natcom Education & Research Foundation	Plot No. 496/613, Khandasa, Near Hero Honda Chowk, NH. 8,	GURUGRAM	122001	Haryana - 122001
National Inland Navigation Institute	GAIGHAT GULZAR BAGH Patna City	PATNA	800007	Bihar - 800007
Naval Maritime Academy West	INS Kunjali, R C Church, Opp. Kendriya Vidyalaya No.3, Colaba,	Mumbai	400005	Maharashtra - 400005
Noorul Islam Centre for Higher Education	Kumaracoil Thuckalay	Kanyakumari	629180	Tamil Nadu - 629180
OERC Academy	902/903, AKSHAR BLUE CHIP CORPORATE PARK THANE BELAPUR ROAD TURBHE	NAVI MUMBAI	400705	Maharashtra - 400705
Ocean Dream Marine Training Institute	OFFICE NO. 415, 4TH FLOOR MAHESH BUILDING, PLOT NO. 37, SECTOR - 15 CBD BELAPUR	NAVI MUMBAI	400614	Maharashtra - 400614
Oceana Maritime Training Institute	Office No. B1 to 7B Wing, 1st Floor, Agrawal Trade center, Plot no.- 62 Sector. 11, CBD Belapur	NAVI MUMBAI	410216	Maharashtra - 410216
Oceanic Maritime Academy	14/1, Anand Vihar Kaulagarh Road	Dehradun	248001	Uttarakhand - 248001

Name of MTI	Address	District	Pin Code	Place
Oceans XV Educational Trust	F-322, GROUND FLOOR, LADO SARAI, NEW DELHI. OPP. SHIV MANDIR	NEW DELHI	110030	Delhi - 110030
Orissa Maritime Academy	At/P.O- Pardip Port, Dist- Jagatsinghpur Madhuban	Paradeep	754142	Odisha - 754142
PENTAGON MARITIME TRAINING & RESEARCH INSTITUTE	PENTAGON HOUSE, PLOT NO.60 Sector - 1, Shirwane, Nerul (E)	Navi Mumbai	400706	Maharashtra - 400706
PLUTUS INSTITUTE OF MARINE SCIENCE	73/74, NALLA FARM HOUSE PATTANUR VILLAGE AUROVILLE P.O	VANUR	605111	Tamil Nadu - 605111
PSN College of Engineering And Technology	Melathediyoor, Palayamkottai, Tirunelveli Palayamkottai Taluk	Tirunelveli	627152	Tamil Nadu - 627152
Pondicherry Maritime Academy	No.236/1 & 262/1 Manaveli Main Road Poothurai, Vanur	PUDUCHERRY	605111	Tamil Nadu - 605111
Praveenya Institute of Marine Engineering & Maritime Studies (PRIME)	VULLURU ROAD, MODAVALASA VILLDENKADA MANDAL CHITTIVALASA POST	VISAKHAPATNAM	531162	Andhra Pradesh - 531162
R.L. Institute of Nautical Sciences	TVR Nagar Aruppukottai Road	Madurai	625022	Tamil Nadu - 625022
RAJARAM MAHAVIDYALAY INSTITUTE OF MARINE ENGINEERING	VILL & PO- BELAUNA KALABARSATHI JAUNPUR	JAUNPUR	222162	Uttar Pradesh - 222162
S.P. Marine Academy	SANOSARATAL - MANAVADAR DIST- JUNAGADH	JUNAGADH	362630	Gujarat - 362630
SCMS NADHAL MTI	AT NADHAL, TALUKA KHALAPUR NEAR DHIRUBHAI AMBANI HOSPITAL	PANVEL	410206	Maharashtra - 410206

Name of MTI	Address	District	Pin Code	Place
SEA SCAN MARITIME FOUNDATION	SEA SCAN MARITIME FOUNDATION PLOT NO. L-47 A, B, C, PHASE II E, VERNA IDC	VERNA	403722	Goa - 403722
SEASCAN MARINE FOUNDATION	AIRPORT ROAD CHICALIM	VASCO	403711	Goa - 403711
SEI Educational Trust	Debamita, B.B.T Road Vill - Gopalpur, P.O - Sarkarpool P.S - Maheshtala	KOLKATA	700141	West Bengal - 700141
SEI Educational Trust Faridabad	S- 13 ,SECTOR - 11D MARKET	FARIDABAD	121006	Haryana - 121006
SHIVALIK MARITIME ACADEMY	1ST & 2ND FLOOR, B.S.TOWERS HIMLA BYPASS ROAD NEAR PITHUWALA TANK	DEHRADUN	248001	Uttarakhand - 248001
SNS Maritime Training Institute	C-345,Vashi Plaza, Sector-17,Vashi SECTOR-17	Navi Mumbai	400703	Maharashtra - 400703
SSNT COLLEGE	F-20 Ambathur Industrial Estate	Ambathur	600098	Tamil Nadu - 600098
SU-NAV MARITIME ACADEMY	Infant Jesus Institutional Campus Keela Vallanadu Village, Tirunelveli Thoothukudi Highway		628851	Tamil Nadu - 628851
Sakshi Institute of Maritime Foundation	Counseling Center Building, Survey No.37/9/10, Land Naka, Agashi Road, Virar West	MUMBAI	401301	Maharashtra - 401301
Samudra Gyan Marine Academy	Annie Besant School Vinay Khand-1 Gomti Nagar Scheme	Lucknow	226010	Uttar Pradesh - 226010
Samudra Institute of Maritime Studies	Samudra Institute of Maritime Studies Takwe-Khurd, Mumbai-Pune Highway (NH4)	Lonavala	410405	Maharashtra - 410405

Name of MTI	Address	District	Pin Code	Place
Samundra Institute of Maritime Studies	518, 5TH FLOOR, SAI COMMERCIAL BUILDING,GOVANDI STATION ROAD, GOVANDI (E)	MUMBAI	400088	Maharashtra - 400088
School of Higher Academic And Professional Education (SHAPE)	SCO NO. 128,SECTOR 14PANCHKULA	PANCHKULA	134113	Haryana - 134113
School of Maritime Studies, Centurion University of Technology & Management	School of Maritime Studies, Centurion UniversityRamchandrapur	Jatni	752050	Odisha - 752050
School of Seamanship & Nautical Technology	9,PAIYAMBADI / POLAMBAKKAM,PERUVELLI PANCHAYAT,MADURANTHAKAM TALUK,	MADURANTHAKAM	603309	Tamil Nadu - 603309
Seacom Marine College	11 & 3C Kendua Main Road, Baishnabghata	Kolkata	700084	West Bengal - 700084
Seacom Marine College, Howrah	JALADHULAGORI, ANDUL-MOURI,PS-SANKRAILWEST BENGAL, INDIA	HOWRAH	711302	West Bengal - 711302
Seaskills Maritime Academy	SF NO 133/1, GOVANUR POST NAICKENPALAYAM PERIYANAICKENPALAYAM	COIMBATORE	641020	Tamil Nadu - 641020
Sensea Maritime Academy	LP-21/1/9,RAMPUR, BUDGE BUDGE TRUNK ROADPO: GOVINDOPUR, MAHESHTALA,DRSS ENTERPRISE, 3RD FLOOR	KOLKATA	700141	West Bengal - 700141
Setrac College of Offshore Training	204 NECO CHAMBERS PLOT 48SECTOR - 11, CBD BELAPUR,400614	NAVI MUMBAI	400614	Maharashtra - 400614

Name of MTI	Address	District	Pin Code	Place
Seven Islands Maritime Training Institute	Gut no 95 and 97, Khopoli-Pali RoadKansal, Sudhagad Taluka	Khopoli	410205	Maharashtra - 410205
Southern Academy of Maritime Studies	82 PANAPPAKKAMCHENNAI THIRUPARTHY ROADUTHUKOTTAI TALUK, THIRUVALLUR DISTRICT	CHENNAI	601102	Tamil Nadu - 601102
Springdale Academy of Maritime Education and Training(SAMET)	The maritime HubBharatpur75/2 , Sai Vihar	Bhubaneswar	751003	Odisha - 751003
Sri Chakra Maritime College	R.R.Green field, No:10, Tower RoadMoratandiPattanur-Vill, vanur-taluk,	Auroville	605101	Tamil Nadu - 605101
Sriram Institute of Marine Studies	Village Bamnoli, Sector 28Dwarka	Delhi	110077	Delhi - 110077
Srivenkateshwar a College of Engineering	Post Box No 1, PennalurSriperumbudur tk	Sriperumbadur	602117	Tamil Nadu - 602117
Sun Marine Academy	FOUNDATION TOWER 1ST FLOOR, PLOT NO. 20INFRONT OF PNB BANK	NAVI MUMBAI	400614	Maharashtra - 400614
Suraksha Marine	Plot No. 189/1/B, At-Poman, PO-KamanChinchoti- Anjur Phata Road,Opp. Universal Engg. College	Vasai	401208	Maharashtra - 401208
TRAINING SHIP VARREN-KHARDI CAMPUS	Ghat Number - 249,259,242K & 259/ Plot number 1-31,Village: Dalkhan, Kasti, Post; Khardi,Taluka: Shahpur,	Khardi (East),	421601	Maharashtra - 421601

Name of MTI	Address	District	Pin Code	Place
TS Rahaman	SIR MOHAMED YUSUF SEAMEN WELFARE FOUNDATIONT. S. Rahaman At Post Nhava Tal Panvel	Mumbai	410206	Maharashtra - 410206
Tamil Nadu Maritime Academy	333, South Beach RoadNear Fishing Harbour	Tuticorin	628001	Tamil Nadu - 628001
The Great Eastern Institute of Maritime Studies	Plot No.56, Vill.Tungarli,Taluka Maval, Opp.Lagona Resort,Near Perfect Engg.Works, Lonavala-410 403	Lonavala	410403	Maharashtra - 410403
The Institute of Marine Engineers (India), Goa	IMEI House, Rangavi Eastate,Dabolim	Dabolim	403801	Goa - 403801
The Institute of Marine Engineers (India),Kolkata	Flat No. A-1/2, Siddhartha Apartments31/3, Sahapur Colony, Block J, New Alipore	Kolkata	700053	West Bengal - 700053
The Institute of Marine Engineers(India)	IMEI HOUSE, PLOT NO 94SECTOR 19NERUL , NAVI MUMBAI	NAVI MUMBAI	400706	Maharashtra - 400706
The Neotia University	Jhinga, Diamond Harbour Road, P.O-Amira,	Kolkata	743368	West Bengal - 743368
Tolani Maritime Institute	Talegaon Chakan Road, Induri Village, Maval Taluka	Pune	410507	Maharashtra - 410507
Training Ship Varren	1st Floor,Y-A Block, Additional shop cum Godown ComplexSector 19B, VashiNavi Mumbai	Navi Mumbai	400703	Maharashtra - 400703
Trident College of Marine Technology	Bengal Pailan Park , Phase-II, Amgachia Road,PO - PAILAN , PS - BISHNUPUR	24 Pargnas(S)	700104	West Bengal - 700104

Name of MTI	Address	District	Pin Code	Place
Trident Institute of Maritime Studies	SHOWROOM NO - 02,GROUND FLOOR,CASABLANCA,PLOT NO-45,SEC-11,CBD BELAPUR	NAVI MUMBAI	400614	Maharashtra - 400614
U.V. Patel College of Engineering	GANPAT VIDYANAGAR, GANPAT UNIVERSITY CAMPUSMEHSANA-GOZARIA HIGHWAY, KHERVA	MEHSANA	384012	Gujarat - 384012
U2 Marine Academy Foundation	Unit No. 51, Vidhani Kalpavruksha Plot No. 233 / 2 D MIDC TTCIndustrial Area, Shirwane	Navi Mumbai	400706	Maharashtra - 400706
Urmila Institutes of Maritime Studies	OPPOSITE HARI OM PETROL PUMPNEAR BEUR MORE, ANISABAD	PATNA	800002	Bihar - 800002
VIJAYATILAK MARITIME ACADEMY	APEKSHA SHOPPING CENTER, 1ST FLOOR, SECTOR NO.3, CB-2JUCHENDRA ROADNAIGAON EAST , TALUKA VASAI	VASAI VIRAR	401208	Maharashtra - 401208
VIZAG HIMT	49-35-7, Plot No.86NGGO's ColonyAkkayapalem	Visakhapatnam	530016	Andhra Pradesh - 530016
Varuna Institute of Maritime Studies	OLD NO 180, NEW NO 306, 3FLOOR, DR.HAMID ABDUL QUADIR TOWERThambu Chetty Street,Parrys Corner	Chennai	600001	Tamil Nadu - 600001
Vels Academy of Maritime Education And Training	Off Rajiv Gandhi Salai (OMR)Near NavalurThalambur	Chennai	600130	Tamil Nadu - 600130
Yak Education Trust	Hal BadrukKhalapurKhopoli	Raigad	410202	Maharashtra - 410202

Name of MTI	Address	District	Pin Code	Place
Yak Management And Marine Education Centre	301, Gauri Complex Sector- 11 CBD Belapur	Navi Mumbai	400614	Maharashtra - 400614
ZASHA MARITIME EDUCATION AND RESEARCH	MAUJA IHOTAPARGANA - PACHWADUNTEHSIL - VIKAS NAGAR	DEHRADUN	248171	Uttarakhand - 248171
Zasha Institute of Maritime Studies	OFFICE NO. 438INDIRA NAGAR,DEHRADUN	DEHRADUN	248006	Uttarakhand - 248006

5 COMPONENT 3: SHIPBUILDING

Objective

To document Shipbuilding facilities across India and to develop a detailed industry handbook supported by digital publication and strategic outreach, showcasing India's indigenous shipbuilding capabilities, technological advancements, and sectoral achievements to a domestic and international audience.

5.1 Context

The Indian shipbuilding sector is experiencing renewed momentum, driven by policy support under Atmanirbhar Bharat, growing defence procurement, and increasing demand from coastal and inland shipping. India's public and private shipyards together possess the capacity to construct a diverse range of vessels, including offshore vessels, patrol boats, dredgers, passenger ferries, and increasingly complex naval platforms.

However, awareness of India's shipbuilding capabilities — among domestic clients, international buyers, financiers, and the wider public — remains limited. A systematic documentation of yard capabilities, technological assets, and industry achievements is essential to position India as a credible and competitive shipbuilding destination.

Objective:

Maritime India Vision 2030 (MIV 2030) aims to position India among the top 10 global shipbuilding nations by strengthening domestic capacity, competitiveness, and industrial scale. It targets annual production capacity of about 0.6 million gross tonnage, mobilization of ₹3–3.5 lakh crore in investment, and creation of more than 20 lakh jobs across the shipbuilding ecosystem. The strategy focuses on expanding and modernizing public and private shipyards, promoting

indigenous manufacturing under Build in India initiatives, and improving cost competitiveness and export readiness. Building on this, Maritime Amrit Kaal Vision 2047 (MAKV 2047) sets a longer-term ambition of establishing India as a leading global shipbuilding hub by reaching a top 5 global ranking, scaling annual production capacity to around 4.5 million gross tonnage, enabling ₹75–80 lakh crore in investment, and generating nearly 1.5 crore jobs across the wider maritime ecosystem. It emphasizes development of integrated mega shipbuilding clusters, world-class infrastructure, and greater focus on high-value, technologically advanced vessels to strengthen India's position as a major exporter. Together, these visions aim to build a globally competitive, high-capacity, and technology-driven shipbuilding industry that supports economic growth, employment generation, and India's long-term maritime leadership.

5.2 Key Deliverables

5.2.1 Content Creation

- Capture high-quality visual and video documentation of Shipbuilding yards and allied facilities across India.
- Conduct in-depth interviews with key stakeholders, including yard directors, naval architects, project managers, and Ministry officials.
- Compile the following for each yard: (associating commercially as per offering criteria)
 - Shipyard capabilities, including vessel types, tonnage, and delivery history
 - Infrastructure details: dry docks, wet basins, crane capacities, and fabrication facilities
 - Technologies and design capabilities employed
 - Project portfolio and notable achievements
 - Full contact details and commercial information

sNote : The above detailed information will be for the Stakeholders extending Advertising Participation as per offered criteria, Non Advertisers will be offered plain Listings.

5.2.2 Information Handbook Development

A Shipbuilding Handbook shall be prepared, containing:

- An industry overview covering the historical evolution, current status, and strategic outlook of Indian shipbuilding.
- A comprehensive directory of shipyards with capability profiles and contact information.
- Technical and operational frameworks applicable to the sector.
- Case studies documenting notable vessels built, milestones achieved, and examples of indigenous design and construction.
- Specification:-

☐ Size: 11" x 11"

☐ Total Pages: 144 inside pages + 4 cover pages

☐ Paper Quality:

- 130 GSM Art Paper for inside pages

- 210 GSM Art Card Paper for the cover

2 Binding: Perfect binding

- 2 Quantity: 450 copies along with Digital flipbook.

Note :The above detailed information will be for the Stakeholders extending Advertising Participation as per offered criteria, Non Advertisers will be offered plain Listings.

5.2.3 Publication

- Publish structured and interactive content on the DGS website, on shipyards in general.
- Incorporate multimedia elements — including imagery and video — to enhance digital engagement.
- Five videos each of 3 minutes duration on ship building (**NOT specific to any of the listed entities**).
- Reels for usage on insta and other social media platforms – 15 sec duration x 20 on Ship Building (**NOT specific to any of the listed entities**).
- All these contents will be rendered searchable, discoverable and shareable using meta-tagging and SEO
- 22-minutes capsule on the subject to be telecasted on Times Now, as a sponsored feature.
- A 4-page special supplement with the following newspapers, namely,

Business Standard (All Editions),

Mint (All Editions)

5.2.4 Social Media Campaign

Execute a strategic outreach campaign highlighting:

- Above listed 5 Short-form videos (3-minutes duration each) and the 20 reels (15 secs duration each) will be promoted across social media channels of DGS including LinkedIn, Facebook, YouTube, Insta & X (Twitter).
- The highlighted contents could be a mix of India's indigenous shipbuilding capabilities and technological milestones, success stories from shipyards, including vessel launches, notable projects, and export achievements, the strategic importance of a self-reliant shipbuilding sector to national security and economic growth.

5.2.4 Details of the Shipyards :-

S. No	Name of Shipyard	Ownership	Contact Person	Address	District	State	Email Address
1	Goa Shipyard Limited	Govt Undertaking, MoD	Shri P. Ravindran	VADDEM HOUSE, VASCO DA GAMA, SOUTH GOA, GOA-403802	SOUTH GOA	Goa	arunsornapudi@goashipyard.com; pravindran@goashipyard.com;

S. No	Name of Shipyard	Ownership	Contact Person	Address	District	State	Email Address
2	Garden Reach Shipbuilders And Engineers Ltd	Gol Undertaking, MoD	Cmde. P R Hari, IN(Retd.) , Chairman & Managing Director	GRSE Bhavan, 61, Garden Reach Road, Kolkata.	KOLKATA	West Bengal	cmd@grse.co.in
3	Hindustan Shipyard Limited	Gol Undertaking, MoD	Shri Inaitula Baig, AGM(CS &CP)	Hindustan Shipyard Ltd, Gandhigram (PO), Visakhapatnam – 530005, AP	VISAKHAPATNAM	Andhra Pradesh	agm.cp@hslvizag.in
4	Mazagon Dock Shipbuilders Ltd	Gol Undertaking, MoD	Shri. Sanjeev Singhal Shri. Binay Sinha	Dockyard Road, Mazagon, Mumbai - 400010,	Mumbai	Maharashtra	chmd@mazdock.com ; corplg@mazdock.com
5	Cochin Shipyard Limited	PSE	Shri.Sivaram Narayana Swamy Chief General Manager (Shipbuilding)	Administrative Building, P. O. Bag No. 1653, Perumanoor P. O.,Mahatma Gandhi Road, Kochi - 682015	Ernakulam	Kerala	marketing@cochinshipyard.in harikrishnan.s@cochinshipyard.in delhi.csl@nic.in csl.delhi@cochinshipyard.in

S. N o	Name of Shipyard	Ownership	Contact Person	Address	District	State	Email Address
6	Udipi Cochin Shipyard (Previous name: Tebma Shipyards Limited)	PSE	Shri.Hari kumar A / Mr. Saran Raj, Deputy Manager	Malpe Harbour Complex, Malpe, Udupi Karnataka, India-576108 Yard: S.No.377 Pazhamuthir Village, Pukathurai Post, Madurantakam Taluk, Kancheepuram-603116, India,	UDUPI	Karnataka	harikumar.a@udupicsl.com ceo@uduicsl.com
7	Hooghly Cochin Shipyard Limited	PSE	Mr.Shekhar Chakravathy Chief Executive Officer	Administrative Building HCSL Premises, Satyen Bose Road P. O.Danesh Shaikh Lane, Nazirgunge, Howrah – 711109, West Bengal, India	HOWRAH	West Bengal	shekhar.chakravarty@hooghlycsl.com; sivaprasad.sp@hooghlycsl.com
8	Shalimar Works Ltd	PSU	Rear Admiral Amal Ranjan Ghosh Dastidar (Retd.)	HRBC Office Compound, Canteen Building,1st Floor, Munshi Premchand Sarani,Kolkata - 700021	Kolkata	West Bengal	mdshalimarworks@gmail.com

S. No	Name of Shipyard	Ownership	Contact Person	Address	District	State	Email Address
9	Vijai Marine Services	Private	Mr.Suraj Jairam Dialani	RASSAIM, NEAR SAHYADRI LINES, LOTOULIM	RASSAIM	Goa	suraj@vijaimarine.com
10	Mandovi Drydocks	Private	Mr.Atrey P Sawant	Office: 609, Gera 2, Patto Plaza, Goa Shipyard no 1 - Tarwada, Pilgao, Bicholim, Goa, India. 403504 Shipyard no 2 - Rassaim, Loutolim, Goa, India. 403718	Panaji	Goa	atrey@mandovidrydocks.com
11	L & T Shipbuilding Limited	Private	Mr Vivek Thapar	Survey No 2, LNT Kattupalli SEZ Unit , Kattupalli Village , Ponneri Thaluk , Tiruvallur, Tamil Nadu, 600120	Chennai	Tamil Nadu	vivekthapar@larsentoubro.com
12	Shoft Shipyard Private Limited	Private	Mr.Sahaya Raj	Regd. Off.: PLOT NO. A-365, ROAD NO. 26, NEAR WAGLE AGAR BUS DEPOT, WAGLE ESTATE, THANE, Maharashtra Shipyard: KALADHARA, OFF BHENSLI,	BHARUCH	Gujarat	sahayraj@shoft.in

S. N o	Name of Shipyard	Ownership	Contact Person	Address	District	State	Email Address
				DAHEJ ROAD, haruch, Gujarat			
13	Chowgule And Company Pvt. Ltd.	Private	Mr.Shrikant Itagi	Shipbuilding Division, Near Borim Bridge,	Loutulim	Goa	asogekarpa.sbd@chowgule.co.in
14	Titagarh Wagons Limited	Private	Lt. Cdr. Pravat Kusum Halder, IN (Retd.), GM (Naval Projects) , TRSL	Office: Titagarh Towers, 756 Anandpur, Kolkata 700107, West Bengal, India. Yard: 12/9/1, RK Deo Path, P.O.- Titagarh, North 24 Parganas, Kolkata 700119, West Bengal, India	Kolkata	West Bengal	pravat.halder@titagarh.in
15	Dempo Shipbuilding and Engineering Private Limited	Private	Mr. Dinesh Badgajar / Praveen Borkar	BAINGUINIM ,OLD GOA, GOA 403402	GOA	Goa	marketing@dspl.co.in

S. No	Name of Shipyard	Ownership	Contact Person	Address	District	State	Email Address
16	Marine Frontiers Private Limited	Private	Mr.Nitin Suryakant Doshi	4TH FLOOR, LANSDOWNE HOUSE, MAHAKAVI BHUSHAN MARG, APOLLO BUNDER, COLABA, MUMBAI, MAHARASHTRA, PIN 400039	RAIGAD	Maharashtra	nitin.doshi@marinefrontiers.com
17	Navgathi Marine Design And Constructions Pvt Ltd	Private	Mr.Alby Joy	Office: 2nd Floor, Building no 298/B2, New ward no 24, University road, Cusat P.O, Cochin - 682022 Yard: Panavally, Alapuzha - 688526	ERNAKULAM	Kerala	sales@navalt.in
18	Konkan Barge Builders Pvt Ltd	Private	Mr.Praveen Agarwal	Konkan Barge Builders Pvt Ltd', Survey Nos 127/4/B, 127/1B/2, 128 & 129, Village Kurul, Taluka Alibag, Distt Raigad, Maharashtra - 402201	RAIGAD	Maharashtra	kbbblmumbai@gmail.com

S. No	Name of Shipyard	Ownership	Contact Person	Address	District	State	Email Address
19	Waterways Shipyard Pvt Ltd	Private	Mr. Anoop Trehon	S4, GROUND FLOOR DEMPO ODYSSEY CO-OP. HSG. STY., NON MON VASCO GOA - 403 802 Shipyard at Balekudru, Hungurcutta, Udupi, Karnataka - 576218	SOUTH GOA	Goa	anoop.trehon@waterwaysshipyard.com
20	Synergy Shipbuilders	Private	Mr. Siddharth S Malik	Silver Den Sea View Anant Vihar Bogmallo Vasco Goa India	NORTH GOA	Goa	siddharth@synergyshipbuilders.com info@synergyshipbuilders.com
21	San Marine Shipyard	Private	Sheik Ahmed Alisha	16-23-3/9, Main road, Pallamraju Nagar, Kakinada - 533001 Yard: Sy 360, Mattipool Yard, Opp. Old Port Railway Station, Wharf Road, Kakinada - 533001	KAKINA DA	Andhra Pradesh	shipyard@sanmarine.in

S. No	Name of Shipyard	Ownership	Contact Person	Address	District	State	Email Address
22	A H Wadia Boat Builders	Private	Hitesh Chhaganlal Wadia	A. H. WADIA BOAT BUILDERS Wadia Shipyard, Vakharia Bunder Road, Po. Box. 10, BILIMORA (W) 396 321 GUJARAT	NAVSAR I	Guja rat	ahboats@gmail.com
23	MOC Shipyards Private Limited	Private	Mr. Rob Bowra / Mr. Bosco D Silva	Office: 1ST FLOOR, LANSDOWNE HOUSE, MAHAKAVI BHUSHAN MARG, APOLLO BUNDER, COLABA, MUMBAI, PIN 400001 Yard: 124/1 Zorinto, Sancoale, South Goa	MUMB AI SUBURB AN	Mah aras tra	bosco@mocshipyards.com;
24	Zuari Shipyard Private Limited	Private	Mr. Rajaram Raghoba Naik	1 ST FLOOR, OFFICE NO 19,20,21 & 22 ,QUEENY ELITE , OPP SHREE DAMODAR TEMPLE , VASCO DA GAMA	SOUTH GOA	Goa	archetypegoa@gmail.com
25	Victoria Shipbuilding And Engineerings LLP	Private	Mr. Priyesh Pradip Kamat	C-3/2 Chamunda Residency, Mitra bazar, Caranzalem, Panaji Goa	NORTH GOA	Goa	priyeshkamat@praka.co.in

S. No	Name of Shipyard	Ownership	Contact Person	Address	District	State	Email Address
26	Atreya Shipyard Private Limited	Private	Mr. Atreya P Sawant	OFFICE NO 608, 6TH FLOOR, GERA'S IMPERIUM-II, PATTO, PANANJI, NORTH GOA, GOA, INDIA . 403001	NORTH GOA	Goa	atreya@mandovidrydocks.com
27	Navalt Solar And Electric Boats Private Limited	Private	Mr. Sanoosh	4th Floor, Kerala Technology Innovation Zone, KINFRA, Integrated Startup Complex, Kalamassery, Ernakulam, Kerala, 683503	ERNAKULAM	Kerala	sales@navalt.in
28	A C Roy Shipbuilders Private Limited	Private	Mr. Pulya Ray	Off: 16 Strand Road Diamond Heritage Building Room No 1505. Yard-I: 122, J. N. Mukherjee Road, Ghusury, Howrah-711107. Yard-II: Ferry Ghat Road, Shipbur, Howrah-711102.	KOLKATA	West Bengal	ho@acroyshipbuilders.in

S. No	Name of Shipyard	Ownership	Contact Person	Address	District	State	Email Address
29	Chowgule Sbd Private Limited	Private	Mr. Shrikant Venkatesh Itagi	Port Land, Kundroli Bengre, Village Thannirvavi, Mangaluru, Dakshina Kannada, Karnataka - 575013	DAKSHIN KANNADA	Karnataka	prashant.asogekar@chowgule.co.in
30	KSINC	PSU	Mr. Sagarani	Kerala Shipping and Inland Navigation Corporation Ltd 63/3466, Udaya Nagar Road, Gandhi Nagar, Kochi - 682020	KOCHI	KERALA	keralashipping@gmail.com
31	Sea Blue Shipyard Ltd	Private	Not Available	1/212, VP Road Azheekal PO Vypin, Kochi - 682510	KOCHI	KERALA	admin@seablueshipyard.com
32	Island Ship Repairers	Private	Not Available	Island Ship Repairers, D.P Street, J.N Road, Haddo, Port Blair- 744102, A & N Islands	Port Blair	A&N Islands	isrpbl.02@gmail.com

S. N o	Name of Shipyard	Ownership	Contact Person	Address	District	State	Email Address
33	Bristol Boats Pvt, Ltd	Private	Not Available	Aroor Industrial Development Area, Aroor, Alappuzha (Dist) - 688 534, Kerala, India Yard: Aroor Industrial Development Area, Aroor, Alappuzha (Dist) - 688 534, Kerala, India	Alappuzha	KERALA	bristolboats49@gmail.com
34	West Coast Shipyard Ltd	Private	Mr. Osrice Cabral	Office Address: Cabral Group of Companies, Tilak Commercial Complex First Floor, F.L Gomes Road Vasco Da Gama Goa - 403802 Shipyard address: West Coast Shipyard and Nigel Shipyard Rassaim, Loutolim, Salcette, Goa 403718	Vasco-Da-Gama	Goa	osric8888@yahoo.co.uk contactus@wcsgoa.com

S. No	Name of Shipyard	Ownership	Contact Person	Address	District	State	Email Address
35	Aquarius Shipyard Pvt. Ltd.	Private	Mr. Dandekar	Aquarius Shipyard Pvt Ltd 505 sao mathias Naroa, Tiswadi Goa, India	Tiswadi	Goa	aquarius.goa@gmail.com
36	Reliance Naval & Engineering Ltd	Private	Mr. Avinash Godse	Office Address: Reliance Naval and Engineering Limited, Reliance Centre, 2nd Floor, South Wing, Santa Cruz (East), Mumbai – 400055 Yard address: Pipavav Port, Post Uchchaiya, Via-Rajula, Dist. Amreli, Gujarat 365 560 India	Mumbai	Maharashtra	Rdel.Investors@relianceada.com
37	Praka Engineering shipyard	Private	Mr. Priyesh Pradip kamat	Plot no:217, Murdiwada, Next to Vedanta Sarmanas Jetty, Piligao, Bicholim Goa. 403504	North Goa	Goa	priyeshkamat@gmail.com

S. N o	Name of Shipyard	Ownership	Contact Person	Address	District	State	Email Address
38	Modest Infrastructure Pvt. Ltd	Private	Mr. Yatish Soiru Dempo	Office: Modest Infrastructure Limited 11 Rex Chambers, Gr. Floor, Walchand Hirachand Marg Ballard Estate : Mumbai – 400 001 Shipyard: Modest Infrastructure Limited Ramsar Yard, Old Ferry Workshop Old Port : Bhavnagar – 364 001	MUMBAI	MARATHASTRA	modship@vsnl.com
39	Chidambaram Shipcare Pvt. Ltd	Private	Mr. C.R Padmanaban	#38, Second Line BeACH, Chennai-600 001	Chennai	Tamilnadu	chennai@shipcare.in
40	Homa Engineering works	Private	Not Available	Gala No.1&2, Cotton Treff Building, Ground Floor, 1st Magazine Stage, Dharu Khana, Mumbai, Maharashtra, 400010, India'	MUMBAI	MARATHASTRA	Not Available

S. No	Name of Shipyard	Ownership	Contact Person	Address	District	State	Email Address
41	Sembmarine Kakinada Limited	Private	Lee Miu Kim	1ST FLOOR, OSV COMPLEX, KAKINADA DEEP WATER PORT, BEACH ROAD	KAKINADA	Andhra Pradesh	it@sembkakinada.in
42	* Alcock Ashdown & Co. Ltd	PSU	Shri Anjan Patel	Old port, Bhavnagar, Gujarat, India, 364001 Chanch, Tal. Rajula, Dist. Amreli, Gujarat, India	Kolkata	Gujarat	aagl.cirp@gmail.com alcocknclt@gmail.com
43	* Sunrich Ship Management Pvt Ltd	Private	Mr. Birje Prafulla Shrikant	c/o konkan barge buliders pvt ltd, karul village, Alibaug	MUMBAI SUBURBAN	Maharashtra	operations@sunrichshipmgt.com;
44	* Timblo Drydocks Pvt Ltd	Private	Mr. Brian	Timblo Shipyard Pvt. Ltd, Subhash Timblo Bhavan, Isidoro Baptista Road, Post Box No:242, Marago, Goa, India - 403601	Margao	Goa	mohan@timblodrydocks.com info@timbloshipyards.com

S. N o	Name of Shipyard	Ownership	Contact Person	Address	District	State	Email Address
45	*Abhishek Engineers Goa	Private	Mr. Uday Naik	Karma Empress, Off No. 5 To 15, Near K. T. C Bus Stand, Mundvel, Vasco da Gama - 403 802. South Goa District, Goa 0832-6480540.	Vasco-Da-Gama	Goa	vaibhavishiping@rediffmail.com
46	*Jhellingham Engineering Works Pvt Ltd	Private	Bhaskar Dasgupta	189 Rajdanga main Road, Kolkata 700107	KOLKATA	West Bengal	jhellinghamcontact@gmail.com
47	*Aaditya Shipping And Logistics	Private	Prosenjit Patra	SATYEN BOSE ROAD, PODRAH KHEYA GHAT, HOWRAH	HOWRAH	West Bengal	aadityashippinglogistics@gmail.com
48	* Vipul Shipping & Engineering works	Private	Mr. Vipul Patel	QUADROS BUILDINGS,2 ND FLOOR VASCO DA GAMA, South Goa - 403802 , Goa	Vasco-Da-Gama	Goa	vipulshipyard@gmail.com
49	* Marine Care & Associates	Private	Not Available	# 38-22-148/1, Riad No 11, Industrial Estate, Industrial Estate, Visakhapatnam - 530007	VISAKHAPATNAM	Andhra Pradesh	mcnavizag@gmail.com
50	* Patra Shipping Pvt. Ltd	Private	Not Available	H75C+P39, Panchpara, Mourigram, Howrah,	Howrah	West Bengal	patrashipyard@gmail.com

S. N o	Name of Shipyard	Ownership	Contact Person	Address	District	State	Email Address
				West Bengal 711109			
51	* Roshini Ship Repairs and Engineers	Private	Not Available	8-Air Line, Belani Pur, Near Community Hall, Post Box No.618, Port Blair	Port Blair	Andaman Islands	Not Available
52	*VELOCITY SHIP BUILDERS LLP	Private	Capt. Rajeev Yadav	1502,A WING ,KHARGHAR Raigarh (MH),New Mumbai - 410210	Mumbai	Maharashtra	info@velocityshipbuilder.com
53	*Sierra Shipyard Private Limited,	Private	Capt Bhagwan Singh	001 Riddhi Siddhi Apt, Raj nagar, Vasai, Maharashtra. 401209	Mumbai	Maharashtra	sierra.shipyard@yahoo.com
54	*Sadhav Offshore Engineering Pvt Ltd	Private		618, Laxmi Plaza, New Link Road, Andheri West, Mumbai - 400053	Mumbai	Maharashtra	shipping@sadhav.com

6 COMPONENT 4: MARITIME LEADERSHIP SERIES

Objective

To document, celebrate, and preserve the contributions of eminent individuals who have shaped India's maritime domain, through a curated Leadership Series comprising a dedicated publication, digital showcase, and archival multimedia content — ensuring that their legacies are accessible for institutional, educational, and inspirational reference.

6.1 Context

The development of India's maritime sector has been shaped by the vision, dedication, and perseverance of a number of distinguished individuals — administrators, seafarers, ship owners, educators, policymakers, and innovators. Their contributions, often spanning several decades, have laid the foundations for the industry as it exists today.

The Maritime Leadership Series is conceived as a tribute to these individuals: a structured effort to document their journeys, record their perspectives, and preserve their legacies for the benefit of future generations of maritime professionals and policymakers.

6.2 Key Deliverables

6.2.1 Content Development

- Identify and curate profiles of distinguished maritime leaders, in consultation with DGS and relevant maritime bodies.
- Capture the following for each leader profile:
 - Biographical vignettes and career narratives
 - Recorded interviews (where the individual is available) or archival accounts
 - Documentation of specific contributions, policy legacies, and institutional impact
 - Inspirational perspectives relevant to current and future maritime professionals

6.2.2 Digital Showcase

- Develop a dedicated section on the DGS website featuring leader profiles in a visually engaging, accessible format.
- Incorporate multimedia elements, including video interviews, photograph galleries, timelines of contributions, and notable quotes.
- Ensure the digital showcase is discoverable, shareable, and updated on a rolling basis as new profiles are added.

6.2.3 Special Publication

A Maritime Leadership Series Publication shall be produced, comprising:

- Detailed biographical sketches for each profiled leader.
- Narrative accounts of their contributions to the Indian maritime industry.
- Archival photographs, documents, and supporting content where available.
- Forewords and endorsements from senior officials and industry representatives.
- 3-minute duration x 5 such videos.
- Reels for usage on insta and other social media platforms – 15 sec duration x 5 on each domain
- All these contents will be rendered searchable, discoverable and shareable using meta-tagging and SEO
- 22-minutes capsule on the subject to be telecasted on Times Now, as a sponsored feature.
- A 4-page special supplement with the following newspapers, namely,

Business Standard (All Editions),

6.2.4 Legacy Preservation

- Ensure long-term accessibility of all content through archival hosting on the DGS website.
- Develop content in formats suitable for use in educational materials, institutional libraries, and commemorative publications.
- Coordinate with relevant maritime bodies to ensure factual accuracy and institutional endorsement.

7 GENERAL REQUIREMENTS

7.1 Quality Standards

- All visual content shall be of broadcast or publication quality, produced using professional-grade equipment.
- Written content shall be factually accurate, editorially reviewed, and consistent in tone and register across all deliverables.
- Coffee table books / handbooks shall be professionally designed and typeset, with clear visual hierarchy, consistent branding, and print-ready formatting.
- All data compiled shall be verified against official sources and cross-referenced where necessary.

7.2 Coordination and Liaison

- The appointed agency or consultant shall liaise closely with DGS for all content approvals, facility access, and stakeholder engagement.
- Facility visits and interviews shall be coordinated in advance with the consent and cooperation of the respective institutions.
- Draft content shall be submitted to DGS for review and approval prior to finalisation and publication.

7.3 Digital and Technical Standards

- Digital content shall conform to the technical specifications and design standards of the DGS website.
- Social media content shall be optimised for the respective platforms (Instagram, Twitter/X, LinkedIn, YouTube) and comply with applicable government social media guidelines.
- All content shall be accessible, including appropriate captions for videos and alt-text for images.

7.4 Advertising Association and Stakeholder Engagement

1. Advertising Association Mobilization:

- a. Mobilize funds from relevant maritime stakeholders across Ship Recycling, Shipbuilding, and Maritime Training & Skilling sectors.
- b. Develop a structured **advertising association** framework with appropriate categorization.
- c. Clearly define advertising association benefits, visibility, and participation scope under each category.

2. Financial Management and Transparency:

- a. Ensure all Advertising Association funds are accounted for and duly reported.
- b. Ensure complete transparency in fund utilization.
- c. Maintain proper records and documentation of all financial transactions.
- d. The Procuring Entity reserves the right to conduct financial audits or investigations concerning the collection and utilization of funds under this Contract at any time. The Bidder shall fully cooperate with and assist the Procuring Entity or its authorized representatives in the conduct of such audits or investigations, including by providing access to all relevant records, documents, and information as reasonably required.

4. Stakeholder Coordination and Compliance:

- a. Engage stakeholders in a structured manner ensuring alignment with project objectives.
- b. Ensure that all content, publications, visuals, and communications:
- c. Do not contain any criticism of Government policies
- d. Do not include any adverse or sensitive material
- e. Adhere strictly to content guidelines as prescribed by DGS.

5. Editorial Approval and Accountability:

- a. All outputs shall be subject to approval by an Editorial Committee comprising representatives from the industry and officials from DGS.
- b. The vendor shall:
- c. Coordinate submissions for review and approval
- d. Incorporate feedback and revisions as required
- e. Full responsibility shall lie with the vendor for any non-approvals, revisions, or rework arising out of non-compliance with guidelines or editorial expectations.

7.4 Advertising Association Categories and benefits:-

ADVERTISING ASSOCIATION CATEGORIES

Anchor Partner	₹ 12,00,000
Associate Advertising Category	+ 18% GST
	Total: ₹ 14,16,000

- › **4-page editorial in the Handbook** — full facility profile, operational capabilities, environmental and safety systems, and a custom full-page infographic
- › **Exclusive front-cover logo lock-up** on all 4-page newspaper supplements across Business Standard & Mint — all editions
- › **Dedicated 90-second facility film** — standalone branded reel for use on social media channels
- › **Priority named section** on the DGS website facility directory with featured profile page
- › **60-second video byte** in the 22-minute TV capsule + combined logo on final frame
- › **Solo logo placement** in the final frame of all digital content (exclusive to Anchor Partners)

- › **Custom DG Shipping memento** + official Certificate of Recognition

Fleet Partner	₹ 8,00,000
	+ 18% GST
Associate Advertising Category	Total: ₹ 9,44,000

- › **3-page editorial in the Handbook** — facility profile, operational capabilities, compliance credentials, and one custom infographic
- › **Inside front-cover logo** on all 4-page newspaper supplements (Business Standard & Mint — all editions)
- › **Dedicated 60-second facility reel** for social media
- › **Named profile page** on the DGS website facility directory
- › **30-second video byte** in the 22-minute TV capsule + combined logo on final frame
- › **Priority combined logo placement** in the final frame of all digital content
- › **Custom DG Shipping memento** + official Certificate of Recognition

Dock Partner	₹ 5,00,000
	+ 18% GST
Associate Advertising Category	Total: ₹ 5,90,000

- › **2-page editorial in the Handbook** — facility profile and compliance credentials
- › **Logo in body pages** of all 4-page newspaper supplements (Business Standard & Mint — all editions)
- › **30-second facility spotlight reel** for social media
- › **Standard listing** on the DGS website facility directory
- › **15-second video byte** in the 22-minute TV capsule + combined logo on final frame
- › **Combined logo placement** in the final frame of all digital content
- › **Custom DG Shipping memento** + official Certificate of Recognition

Industry Supporter	₹ 3,00,000
	+ 18% GST
Associate Advertising Category	Total: ₹ 3,54,000

- › **1-page verified facility entry** in the Handbook — directory listing with facility snapshot and contact details
- › **Logo in newspaper supplements** — inside pages of all 4 publications (Business Standard & Mint — all editions)
- › **Facility name and location** featured in social media infographics
- › **Basic listing** on the DGS website facility directory
- › **Combined logo** on the final frame of the 22-minute TV capsule
- › **Combined logo placement** in the final frame of all digital content
- › **Custom DG Shipping memento** + official Certificate of Recognition

Benefits at a Glance

A summary comparison of deliverables across all four Associate Advertising categories.

Benefit / Deliverable excluding for the Maritime Leadership Series, which will be a complimentary issue without any commercial association bands)	Anchor ₹12,00,000	Fleet ₹8,00,000	Dock ₹5,00,000	Supporter ₹3,00,000
Handbook editorial pages	4 pages	3 pages	2 pages	1 page
Newspaper logo position	Front cover	Inside cover	Inside pages	Inside pages
Newspaper publications	All 2 (BS & Mint – All Editions)	All 2 (BS & Mint – All Editions)	All 2 (BS & Mint – All Editions)	All 2 (BS & Mint – All Editions)
Dedicated social media film	90 seconds	60 seconds	30 seconds	—
TV capsule video byte	60 seconds	30 seconds	15 seconds	—
TV capsule logo (final frame)	✓	✓	✓	✓
DGS website profile	Priority featured	Named page	Standard	Basic listing
Digital content logo	Solo frame	Priority combined	Combined	Combined
DGS memento & certificate	✓	✓	✓	✓

Terms & Notes

- › All amounts are exclusive of GST. GST at 18% will be levied as applicable.
- › Advertising Association is open to all operational ship recycling facilities, ship yards, MTIs registered and licensed in India.
- › Facility-specific content (editorial, photography, video) will be produced only after Advertising Association confirmation and execution of agreement.

- › On-site sessions are subject to scheduling and facility access. Travel and accommodation costs for the production team are borne by the agency.
- › Logo artwork must be supplied by the sponsor in high-resolution vector format (AI/EPS/PDF) within 7 days of agreement.
- › The programme timeline and publication schedule will be communicated to all associates upon confirmation.
- › DG Shipping mementos and certificates will be presented at a formal event to be announced separately.
- › Advertising Association slots are limited per category. Allocation is on a first-come, first-served basis upon receipt of confirmation and advance payment.

Section 6: Proposal Submission Forms

Proposal Form (Covering Letter)

(To be submitted on Letterhead) (Strike out alternative phrases not relevant to you)

Consultant's Reference No.: _____ Date: _____

To

Directorate General of Shipping
9th Floor, Beta Building,
i-Think Techno Campus,
Kanjurmarg (East), Mumbai – 400042

Ref: Your RFP Document No. RFP No./ xxxx;

RFP Title:

Sir/ Madam,

1. Submission of Proposal

We, the undersigned, offer to provide consulting services in accordance with your above-referenced Request for Proposals (RFP) and our Proposal. We are hereby submitting our Proposal, which includes this Technical Proposal and a separately uploaded Financial Proposal.

- We are submitting our Proposal without any Sub-consultants or JV. **OR**
- We are submitting our Proposal with the following firms as Sub-consultants: {Insert a list with each Sub-consultant's full name and address.} **OR**
- We are submitting our Proposal as a Joint Venture with {Insert a list with each member's full name and legal address and indicate the lead member}. We have attached copies of the following documents signed by every participating member, which detail the (likely) legal structure and the confirmation of joint and several liability of the members of the said joint venture:
 - Our letter of intent to form a joint venture
 - The JV agreement

2. Eligibility and Qualifications

- a) We confirm that we comply with all the eligibility and qualification criteria stipulated in this RFP, including the absence of conflict of interest and debarment. We further undertake to proactively inform you of any change in our compliance with these criteria, should such change occur at any stage of the bidding or contract period.
- b) We confirm that we do not have any Conflict of Interest as stipulated in this RFP. We shall be duty-bound to proactively inform you of any change in our compliance with Conflict-of-Interest stipulations as soon as it occurs.

3. Proposal to Deliver Services

We offer to deliver the subject Services of requisite Performance Standards and within Delivery Schedules in conformity with the RFP Document. The relevant details are submitted in:

- Form T-4: Description of Approach, Methodology and Work Plan in responding to Terms of Reference
- Form T-5: Work Schedule and Planning of Deliverables
- Form T-6: Team Composition, Assignment and Key Experts' Inputs

4. Prices

We hereby offer to perform the Services at our lowest prices and rates mentioned in the separately uploaded Financial Proposal. It is hereby confirmed that the prices quoted therein by us are:

- a) Based on the terms of delivery and delivery schedule confirmed by us; and
- b) Cost break-up of the quoted cost, showing inter-alia costs (including taxes and duties thereon) of all the included incidental Goods/ Works considered necessary to make the proposal self-contained and complete, has been indicated therein; and
- c) Based on the terms and mode of payment as stipulated in the RFP Document. We have understood that if we quote any deviation from the terms and mode of payment, our Proposal is liable to be rejected as non-responsive; and
- d) Have been arrived at independently, without restricting competition, any consultation, communication, or agreement with any other Consultant or competitor relating to:
 - i) Those prices; or
 - ii) The intention to submit an offer; or
 - iii) The methods or factors used to calculate the prices offered;
- e) Have neither been nor shall be knowingly disclosed by us, directly or indirectly, to any other Consultant or competitor before the Proposal opening unless otherwise required by law.

5. Declaration of Commissions/ Fees

We declare regarding commissions or fees paid or to be paid to agents, representatives, or commission agents concerning the selection process or execution and performance of this Contract, that:

- ☐ No such commissions or gratuities or fees have been paid or are to be paid by us to any third party. **OR**
- ☐ We have paid/ are due to pay the following commissions/ gratuities/ fees: (Indicate the name and address of the agent, representative, or commission agent, the amount and currency, and the purpose of the commission or fee.)

6. No Change in Key Experts

Except as stated in the RFP Document, we undertake to negotiate a Contract based on the proposed Key Experts. We accept that substituting Key Experts for reasons other than those stated in ITC-Clause 12.3 may lead to the termination of contract negotiations.

7. Affirmation of Terms and Conditions

We have understood the complete terms and conditions of the RFP Document. We accept and comply with these terms and conditions without reservations, although we are not signing and submitting some of the RFP document's sections. Deviations, if any, are submitted by us in Form T-7: Terms and Conditions - Compliance. We also explicitly confirm acceptance of the Arbitration Agreement as given in the RFP Document.

8. Bid Security

We have submitted the Bid Security as:

- a) Earnest Money Deposit (EMD) for the amount of Rs. _____ (Rupees _____) valid upto _____ in favour of _____ in the form of Insurance Surety Bonds/ Account Payee Demand Draft/ Fixed Deposit Receipt/ Banker's Cheque/ Bank Guarantee/ e-Bank Guarantee in Form T-9A, with reference number _____ dated _____, issued by _____, as per the RFP Documents. **OR**
- b) Bid Securing Declaration (BSD, in lieu of Bid Security, if permitted in TIS) in stipulated format vide Form T-9B.

9. Validity of Proposal

We agree to keep our Proposal valid for acceptance for a period upto _____, as required in the RFP Document, or for a subsequently extended period, if any, agreed to by us, and are aware of penalties in this regard stipulated in the RFP Document in case we fail to do so.

10. Non-Tampering of RFP Documents

We confirm that we have not changed/ edited the contents of the downloaded RFP Document. We realise that any change noticed at any stage, including after the contract award, shall be liable to punitive action in this regard stipulated in the RFP Document. We also confirm that scanned copies of documents/ affidavits/ undertakings uploaded during the shortlisting process, and this RFP 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. We undertake to submit for scrutiny, on demand by the client, originals and self-certified copies of all such certificates, documents, affidavits/ undertakings.

11. Binding Contract

We further confirm that if our proposal is accepted, all such terms and conditions shall continue to be acceptable and applicable to the resultant contract, even though some of these documents may not be included in the contract Documents submitted by us. We do hereby undertake that until a formal contract is signed or issued; this Proposal and your written Letter of Award shall constitute a binding contract between us.

12. Performance Guarantee and Contract Signing

We further confirm that if our proposal is accepted, we shall provide you with performance security of the required amount stipulated in the RFP Document for the due performance of the contract. We are fully aware that in the event of our failure to deposit the required security amount and/ or execute the agreement, the client has the right to avail of any or all punitive actions stipulated in the RFP Document.

13. Penalties for Misrepresentation

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 misinterpretation or misrepresentation would violate the Code of Integrity and attract penalties, as this RFP Document mentions.

14. Consultant’s Authorized Signatory

- a) Full Name: _____
- b) Designation: _____
- c) Signing as:

- ☐ A sole proprietorship firm. The person signing the Proposal is the sole proprietor/ constituted attorney of the sole proprietor.
- ☐ A partnership firm. The person signing the Proposal 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 Proposal 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.
- ☐ A Society. The person signing the Proposal is the constituted attorney.

We confirm that we are duly authorized to submit this Proposal and make commitments on behalf of the Consultant. We acknowledge that our digital/ digitized signature is valid and legally binding. Supporting documents are submitted herewith. Documents to be submitted: Registration Certificate/ Memorandum of Association/ Partnership Agreement/ Power of Attorney/ Board Resolution

15. Rights of the client

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

.....

(Signature with date)

.....

(Name and designation)

Duly authorized to sign Proposal for and on behalf of [name, address, and seal of Consultant]

Details of the Consultant Submitting the Proposal*(To be printed on the letterhead of the Consultant)*

SI No.	Information Sought	Details to be Furnished
A	Name of the Consultant / Consulting Firm:	
B	In case of consortium, please indicate name of Lead Bidder	
C	Legal Status of the Consultant <input type="checkbox"/> Proprietorship <input type="checkbox"/> Partnership <input type="checkbox"/> Limited Liability Partnership (LLP) <input type="checkbox"/> Private Limited Company <input type="checkbox"/> Public Limited Company <input type="checkbox"/> Others (Please specify): _____	
D	Registered Address of the Consultant:	
E	Year of Incorporation / Registration:	
	Registration Number / CIN / LLPIN (as applicable):	
	PAN Number (Permanent Account Number):	
F	GSTIN (Goods and Services Tax Identification Number):	
G	Contact Details of the Authorized Signatory: Name: Contact No.: Email ID: Official Address	

Declaration:

We hereby declare that the information furnished above is true and correct to the best of our knowledge and belief. If any discrepancy is found at any stage, our proposal may be rejected, and we shall be liable for any consequences as per applicable laws.

.....

(Signature with date)

.....

(Name and designation)

Duly authorized to sign Proposal for and on behalf of [name, address, and seal of Consultant]

CONSULTANT'S ORGANIZATION AND EXPERIENCE

Note to consultant- Please fill out this form to briefly describe the Consultant's organization and outline the recent consultant experience most relevant to the assignment. In the case of a joint venture, information on similar assignments shall be provided for each partner. For each assignment, the outline should indicate the names of the Consultant's Key Experts and Sub-consultants who participated, the duration of the assignment, the contract amount (total and, if it was done in the form of a joint venture or a Sub-consultant, the amount paid to the Consultant), and the Consultant's role/involvement.

A - Consultant's Organization

1. Provide a brief description of the background and organization of your organisation and – in case of a joint venture – of each member for this assignment.
2. Include an organisational chart, a list of the Board of Directors (if applicable), and beneficial ownership. [If required as per RFP, the successful Consultant shall provide additional information on beneficial ownership.]

B - Consultant's Experience

1. List only previous similar assignments completed in the last [*mention no*] years.
2. List only those assignments for which the Consultant was legally contracted by the client directly or was one of the joint venture members. 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 or that of the Consultant's partners or Sub-consultants - but can be claimed in their CVs. The Consultant should be prepared to substantiate the claimed experience by presenting copies of relevant documents and references, as requested by the client.
3. Consultants must submit their similar assignment experience in the following format
 - Form T-2 A: Detailed Narrative Format (Per Assignment)
 - Form T-2 B: Summary of similar assignment completed during the period mentioned in Sr.1

Detailed of Consultant Similar Assignment*(Each assignment to be submitted separately in this format)*1) **Assignment Name:** _____2) **client Name:** _____3) **Sector(s) Involved:** _____**Level:** ☐ National ☐ State ☐ Local Government Institutions ☐ Others (Specify)4) **Place (Village/ City/ State/ Country):** _____5) **Role on the Assignment: Lead Partner / Partner** _____6) **Assignment Start Date (Month/ Year):** _____7) **Assignment Completion Date (Month/ Year):** _____8) **Staffing Details:**

a) Designations/ Roles of Professional Staff Provided by You: _____

b) Total No. of Staff-months of the Assignment: _____

c) No. of Staff-months of Professionals Provided by You: _____

9) **Financial Details:**

a) Approx. Value of the Contract (INR Lakhs): _____

b) Approx. Value of Services Provided by Your Firm (INR Lakhs): _____

10) **Narrative Description of the Project:***(Provide a concise description of objectives, scope, methodology applied, and outcomes.
Highlight relevance to the current assignment.)*

(Signature with date)

.....

(Name and designation)

Duly authorized to sign Proposal

Note:- The Consultant must submit a copy of the Work Order/Agreement/PO, along with a Completion Certificate or client Testimonial, showing the scope, contract value, and successful completion of the each project/Assignment.

Summary of Consultant Similar Assignment

Duration (MM/YYYY – MM/YYYY)	Assignment Name & Brief Description of Deliverables/ Outputs	Name and address of client	Approx. Contract Value / Amount Paid to Your Firm in Rs. Lakhs	Role on the Assignment
Jan. 2021 – Apr. 2023				Lead partner in JV (A&B&C)
May 2023) – Mar 2026)				Sole Consultant

(Signature with date)

.....

(Name and designation)

Duly authorized to sign Proposal

Comments and Suggestions on the Terms of Reference, Counterpart Staff, and Facilities to be provided by the client

(To be submitted as part of Technical Proposal, along with supporting documents, if any, on Consultant's Letterhead)

Note to consultant - comments and suggestions on the Terms of Reference that could improve the quality/effectiveness of the assignment; and on requirements for counterpart staff and facilities, which are provided by the client, including: administrative support, office space, local transportation, equipment, data, etc.

A - On the Terms of Reference

(improvements to the Terms of Reference, if any)

B - On Counterpart Staff and Facilities

(comments on counterpart staff and facilities to be provided by the client. For example, administrative support, office space, local transportation, equipment, data, background reports, etc., if any)

(Signature with date)

.....

(Name and designation)

Duly authorized to sign Proposal

Description of Approach, Methodology and Work Plan in Responding to the Terms of Reference

Form TECH-4: a description of the approach, methodology and work plan for performing the assignment, including a detailed description of the proposed methodology and staffing for training, if the Terms of Reference specify training as a specific component of the assignment

(Suggested structure of your Technical Proposal):

- a) **Technical Approach and Methodology.** {Please explain your understanding of the objectives of the assignment as outlined in the Terms of Reference (TORs), the technical approach, and the methodology you would adopt for implementing the tasks to deliver the expected output(s), and the degree of detail of such output. Please do not repeat/copy the TORs in here.}

- b) **Work Plan.** {Please outline the plan for the implementation of the main activities/tasks of the assignment, their content and duration, phasing and interrelations, milestones (including interim approvals by the client), and tentative delivery dates of the reports. The proposed work plan should be consistent with the technical approach and methodology, showing your understanding of the TOR and ability to translate them into a feasible working plan. A list of the final documents (including reports) to be delivered as final output(s) should be included here.

The work plan should be consistent with Form T- 5: 'Work Schedule and Planning of Deliverables'.}

- c) **Organization and Staffing.** {Please describe the structure and composition of your team, including the list of the Key Experts, Non-Key Experts and relevant technical and administrative support staff.}

The Organization and staffing should be consistent with Form T-6: 'Team Composition, Assignment, and Key Experts' Inputs.'}

(Signature with date)

.....

(Name and designation)

Duly authorized to sign Proposal

Work Schedule and Planning for Deliverables²

RFP Document No. RFP No./ xxxx; Tender Title: Consultancy

{Please outline the Plan for implementing the main activities/ tasks of the assignment, their content and duration, phasing and interrelations, milestones (including interim approvals by the client), and tentative delivery dates of the deliverables. The proposed work plan should be consistent with the technical approach and methodology, showing your understanding of the ToR, any challenges likely to be encountered during the programmatic implementation, the mitigations proposed and the ability to translate them into a feasible working plan. A list of the final documents (including reports) to be delivered as final output(s) should be included here. The work plan should be consistent with the Work Schedule Form.}

N°		• Months/ Quarters ⁴													
		1	2	3	4	5	6	7	8	9	10	11	12		TOTAL
D-1															

² NOTE: The final deliverables and work plan shall be worked out in consultation with the selected consultant based on programmatic requirements.

³ List the deliverables with the breakdown for activities required to produce them and other milestones such as the client's approvals. For phased assignments, indicate the activities, delivery of reports, and benchmarks separately for each phase.

⁴ Duration of activities shall be indicated in a form of a bar chart. Include a legend, if necessary, to help read the chart.

Team Composition, Assignment, and Key Experts' Inputs

N°	Name	Expert's input (in person-months ⁵) per each Deliverable(listed in Form T-5)							Total time-input (in Months)		
		Position	Location ⁶	D-1	D-2	D-3		D-n	Home	Field	Total
KEY EXPERTS ⁷											
K-1	e.g., Mr. Abc}	Team Leader	[Home]								
			[Field]								
K-2			[Home]								
			[Field]								
K-3			[Home]								
			[Field]								
			[Home]								
			[Field]								
n			[Home]								
			[Field]								
Sub Total Key Experts											
NON KEY EXPERTS											
N-1			[Home]								
			[Field]								
			[Home]								
			[Field]								
n			[Home]								
			[Field]								
Sub Total Non Key Experts											
Total Key + Non Key Experts											

⁵ Months are counted from the start of the assignment/mobilization. One (1) month equals twenty-two (22) working (billable) days. One

working (billable) day shall be not less than eight (8) working (billable) hours.

⁶ “Home” means work carried out in the zone of expert’s declared place of residence. “Field” means work carried out at a place outside the zone of expert’s declared place of residence.

⁷ For Key Experts, the input should be indicated individually for the same positions as required under the Section VI-A.

Note to Consultants: RFP indicates key Personnel (Managers/ Supervisors/ Executives/ Specialists/ Technicians) and the number of non-key staff required to perform the services to the required performance standards and quality. The consultant shall quote the cost of these personnel in the Financial Proposal

Key Expert Curriculum Vitae (CV)

Position Title and No.	{e.g., K-1, TEAM LEADER}
Name of Expert:	{Insert full name}
Date of Birth:	{day/month/year}
Country of Citizenship/Residence	

Education and Training: *{List college/university/ Institution or other specialized education/ Training, giving names of institutions, dates attended, degree(s)/diploma(s) / Certificate(s) obtained. Highlight relevance to general and specific sectors}*

Employment record relevant to the assignment: *{{Starting with present position, list in reverse order. Please provide dates, name of employing organization, titles of positions held, types of activities performed and location of the assignment, and contact information of previous Procuring Entities and employing organization(s) who can be contacted for references. Past employment irrelevant to the assignment does not need to be included.}}*

Period	Employing organization and your title/position. Contact info for references	Country	Summary of activities performed relevant to the Assignment
[e.g., May 2005-present]	[e.g., Ministry of, advisor/consultant to... For references: Tel...../e-mail.....; Mr. Hbbbbbb, deputy minister]		

Membership in Professional Associations and Publications:

Language Skills (indicate only languages in which you can work):

Adequacy for the Assignment:

Detailed Tasks Assigned on Consultant's Team of Experts:	Reference to Prior Work/Assignments that Best Illustrates Capability to Handle the Assigned Tasks
<i>{List all deliverables/tasks as in FORM T-5 in which the Expert shall be involved}</i>	

Expert's contact information: (e-mail, phone.....)

Certification:

I, the undersigned, certify that to the best of my knowledge and belief, this CV correctly describes myself, my qualifications, and my experience, and I am available, as and when necessary, to undertake the assignment in case of a Contract award. I understand that any misstatement or misrepresentation described herein may lead to my disqualification, dismissal, and/or sanctions by the Procuring Entity.

{day/month/year}

Name of Expert

Signature

Date

(Signature with date)

.....

(Name and designation)

Duly authorized to sign Proposal

FORM T-7

Terms and Conditions – Compliance

(To be submitted as part of Technical Proposal, on Consultant's Letterhead)

RFP Document No.: RFP No./xxxx

General Confirmation

We hereby confirm that we have read, understood, and agree to comply with all terms and conditions of the RFP Document (including Instructions to Consultants, Terms of Reference, General and Special Conditions of Contract, and all other provisions) without variation, deviation, or reservation, except as specifically listed below.

Statement of Deviations (If Any)

If there are no deviations, please state clearly: **“Nil deviations – fully compliant.”**

Sl. No.	Ref. of RFP Document Section & Clause	Subject	Proposed Deviation/ Exception/ Reservation	Justification / Reason

Declaration

We confirm that apart from the deviations listed above (if any), our Proposal is fully compliant. Any contrary terms and conditions mentioned elsewhere in our Proposal shall be deemed null and void.

(Signature with date)

.....

(Name and designation)

Duly authorized to sign Proposal

Checklist for Consultants*(To be submitted as part of Technical Proposal) (on Consultant's Letter-head)*

RFP Document No. RFP No./ xxxx;

Date:-

RFP Title:

Note to Consultants: This checklist is merely to help the Consultants prepare their Proposals; it does not override or modify the tender requirement. Consultants must do their own due diligence also.

Sl. No.	Document Name	Form No. (if applicable)	Submitted (Yes/No)	Page No.
1	Copy of Incorporation /Registration Certificate of consultant	–		
2	Copy of GST Registration Certificate and PAN Card	–		
3	Declaration on Blacklisting /Debarment and Conflict of Interest Status	Form T-11		
4	Bid Security / EMD Document (DD/Bank Guarantee / Online payment receipt , as applicable)	–		
5	Bid Securing Declaration – for consultants claiming exemption from furnishing EMD	Form T-9B		
6	Audited Annual Financial Statements (Balance Sheet, Profit & Loss Account, and Schedules) for the last three (3) financial years ending 31st March 2024	–		
7	Letter of Proposal Submission	Form T-1		
8	Consultant's Details	Form T-1A		
9	Consultant's Experience in Similar Assignments/Projects	Form T-2 & T-2B		
10	Comments and Suggestions on the Terms of Reference, Counterpart Staff, and Facilities to be provided by the client	Form T-3		
11	Financial Capability Statement	Form T-13		
12	Consultant's Approach, Methodology, and Work Plan	Form T-4		
13	Eligibility and Qualification Compliance Sheet	Form T-7		
14	Profile of Key Experts / Resource Persons	Form T-6		
15	Work Schedule and Planning for Deliverables	Form T-5		

Sl. No.	Document Name	Form No. (if applicable)	Submitted (Yes/No)	Page No.
16	Team composition, Assignment and Key Experts inputs	Form T-6		
17	Joint Venture / Consortium Declaration (if applicable)	Form T-12		
18	Any Other Document(s) specifically mentioned in the RFP / Data Sheet / Instructions to Consultants (ITC)			

(Signature with date)

.....

(Name and designation)

Duly authorized to sign Proposal

Bank Guarantee Format for Earnest Money Deposit (EMD)

(The Bank Guarantee shall be executed on a Stamp Paper of appropriate value, as per the Stamp Act, purchased in the name of either the issuing Bank or the Party on whose behalf the Bank Guarantee is issued.)

Bank Guarantee No.: _____

Date: _____

To

Directorate General of Shipping
9th Floor, Beta Building,
i-Think Techno Campus,
Kanjurmarg (East), Mumbai – 400042

Bank Guarantee

Whereas, M/s. _____, with its Registered/Head Office at _____ (hereinafter called “the Consultant”, which expression shall, unless repugnant to the context or meaning thereof, include its successors, administrators, executors, and assigns) has undertaken to submit a Proposal in pursuance of RFP No. _____ dated _____ (hereinafter called “the RFP”);

And whereas you (which expression shall, unless repugnant to the context or meaning thereof, include your successors, administrators, executors, and assigns) have stipulated in the said Tender that the Consultant shall furnish a Bank Guarantee issued by a Commercial Bank for the sum specified therein, as Earnest Money Deposit (EMD), to secure compliance with its obligations under the RFP;

And whereas we, _____ (name and address of the Bank) having our Head Office at _____ (hereinafter referred to as “the Bank”, which expression shall, unless repugnant to the context or meaning thereof, include its successors, administrators, executors, and assigns), have agreed to furnish such a guarantee on behalf of the Consultant.

Now, therefore, we hereby affirm and undertake that we are Guarantors on behalf of the Consultant, and are responsible to you, up to a total sum of **Rs. _____ (Rupees _____ only)**, and we undertake to pay you, upon your first written demand declaring the Consultant to be in default under the RFP and without cavil or argument, any sum or sums within the limits of the aforesaid amount, without your needing to prove or show grounds or reasons for your demand or the sum specified therein.

We hereby waive the necessity of your demanding the said debt from the Consultant before presenting us with the demand.

The Bank undertakes not to revoke this Guarantee during its validity without your prior written consent and further agrees that the Guarantee shall remain enforceable until you discharge it. This Guarantee shall not be affected by any change in the constitution of the Bank or of the Consultant.

We further agree that no change, addition, or modification to the terms of the RFP made by you shall in any way release us from any liability under this Guarantee, and we hereby waive notice of any such change, addition, or modification.

This Guarantee shall remain valid until the _____ day of _____, **20**.

Our _____ Branch at _____ (Name & Address of Branch) is liable to pay the guaranteed amount, or any part thereof, under this Bank Guarantee only if your written claim or demand is received by us at our said branch on or before _____ (last date of validity). After that date, all our liabilities under this Guarantee shall stand discharged.

Authorized Signatory of the Bank

(Signature with Seal)

Name: _____

Designation: _____

Bank Name & Address: _____

Branch: _____

Bid Securing Declaration

(Consultants exempted from submission of Bid Security are also required to submit this on Letter-head)

To

Directorate General of Shipping
9th Floor, Beta Building,
i-Think Techno Campus,
Kanjurmarg (East), Mumbai – 400042

Ref: RFP Document No. _____;

RFP Title:

Declaration

Sir/Madam,

We, the undersigned, solemnly declare that:

1. We understand that according to the conditions of this RFP, the Proposal must be supported by a **Bid Securing Declaration** in lieu of Bid Security.
2. We unconditionally accept the conditions of this Bid Securing Declaration.
3. We understand that we (all members individually and jointly, in case of JV/Consortium) shall automatically be suspended from being eligible to bid in any tender issued by the client for a period of **two (2) years** from the date of opening of this Proposal if we breach our obligations under the tender conditions, namely if we:
 - a) Withdraw, amend, impair, or derogate from our Proposal during the Proposal validity period; or
 - b) Being notified during the Proposal validity of the acceptance of our Proposal by the Procuring Entity:
 - (i) Fail or refuse to furnish the original documents for verification, or to provide the required Performance Security within the stipulated time; or
 - (ii) Fail or refuse to sign the Contract.
4. We understand that this Bid Securing Declaration shall automatically expire in the following cases, whichever is earliest:
 - a) Forty-five (45) days after the expiration of the Proposal validity (including any extension thereof), if the contract has not been awarded; or
 - b) Thirty (30) days after the conclusion of the resultant contract, if the contract is not awarded to us; or
 - c) Upon receipt of the Performance Security, if the contract is awarded to us.

(Signature with date)

..... (Name and designation)

Duly authorized to sign Proposal

Integrity Pact

(To be signed on Plain Paper)

RFP Document No. RFP No./ xxxx;**RFP Title:**

This Agreement (hereinafter called the Integrity Pact) is made on this _____ day of the month of _____, 202 at _____, India.

BETWEEN

client, _____, through Head of the client, for and on behalf of the President of India (hereinafter called "The Principal", which expression shall mean and include unless the context otherwise requires, his successors in office and assigns) of the First Part.

AND

M/s. _____ (hereinafter called "The Consultant", which expression shall mean and include unless the context otherwise requires, his successors and permitted assigns) of the Second Part.

PREAMBLE

'The Principal' intends to award, under laid down organizational procedures, contract/s for _____. 'The Principal' values full compliance with all relevant laws of the land, rules, regulations, economical use of resources, and fairness/transparency in its relations with its Consultant(s).

In order to achieve these goals, the Principal shall appoint Independent External Monitors (IEMs) who shall monitor the Procurement Process and the execution of the contract for compliance with the above-mentioned principles.

Section 1 - Commitments of The Principal

(1) 'The Principal' commits to taking all necessary measures to prevent corruption and to observe the following principles:

- a) No employee of the Principal, personally or through family members, shall, in connection with the tender or the execution of a contract, demand, accept a promise for, or accept for self or a third person, any material or immaterial benefit to which they are not legally entitled.
- b) The Principal shall, during the Procurement Process, treat all Consultant(s) with equity and reason. In particular, before and during the Procurement Process, the Principal shall provide all Consultant(s) with the same information and shall not provide any confidential or additional information that could give a Consultant(s) an advantage.
- c) The Principal shall exclude all known prejudiced persons from the process.

(2) If the Principal obtains information on the conduct of any of its employees that constitutes a criminal offence under the IPC/PC Act, or if there is a substantive suspicion in this regard, the Principal shall inform the Chief Vigilance Officer and may initiate disciplinary actions.

Section 2 - Commitments of The Consultant

(1) 'The Consultant' commits to taking all necessary measures to prevent corruption and to observe the following principles during the Procurement Process and contract execution:

- a) The Consultant shall not, directly or through any other person or firm, offer, promise, or give any material or other benefit to any of the Principal's employees involved in the process, or to any third person, in order to obtain any advantage during the tender or contract execution.
 - b) The Consultant shall not enter into any undisclosed formal or informal agreement or understanding with other Consultants. This applies particularly to prices, specifications, certifications, subsidiary contracts, or any other actions that restrict competitiveness or introduce cartelisation.
 - c) The Consultant shall not commit any offence under the relevant IPC/PC Act. Furthermore, The Consultant shall not improperly use any confidential information or documents provided by the Principal for purposes of competition or personal gain.
 - d) The Consultant of foreign origin shall disclose the name and address of any agents or representatives in India. Similarly, The Consultant of Indian Nationality shall furnish the name and address of any foreign principals. All payments to Indian agents must be in Indian Rupees only, as per the "Guidelines on Indian Agents of Foreign Suppliers" which is appended to this agreement.
 - e) The Consultant shall, when presenting their Proposal, disclose any and all payments made, committed to, or intended to be made to agents, brokers, or any other intermediaries in connection with the contract award.
 - f) A Consultant who has signed this Pact shall not approach the Courts while a matter is being represented to the IEMs and shall wait for their decision.
- (2) The Consultant shall not instigate or be an accessory to third persons committing the offences outlined above.

Section 3 - Disqualification and Exclusion

If 'The Consultant' commits a violation of Section 2 before or during contract execution that puts their reliability or credibility in question, the Principal is entitled to:

- Disqualify 'The Consultant' from the Procurement Process.
- Take action as per the "Guidelines on Banning of Business Dealings".

Section 4 - Compensation for Damages

- (1) If the Principal disqualifies 'The Consultant' from the Procurement Process prior to the award, the Principal is entitled to demand and recover damages equivalent to the Earnest Money Deposit/Bid Security.
- (2) If the Principal terminates the contract based on a violation of Section 3, the Principal shall be entitled to demand and recover from The Consultant liquidated damages of the contract value or an amount equivalent to the Performance Bank Guarantee.

Section 5 - Previous Transgression

- (1) The Consultant declares that no previous transgressions have occurred in the last three years with any other company or public sector enterprise in any country that would justify their exclusion from this Procurement Process.
- (2) If The Consultant makes an incorrect statement on this subject, they can be disqualified from the Procurement Process or face action as per the "Guidelines on Banning of Business Dealings".

Section 6 - Equal Treatment of All Parties

- (1) In the case of Sub-contracting, the Principal Consultant shall be responsible for ensuring the Sub-contractor adopts this Integrity Pact.
- (2) The Principal shall enter into agreements with identical conditions as this one with all Consultants and Contractors.
- (3) The Principal shall disqualify all Consultants from the Procurement Process who do not sign this Pact or violate its provisions.

Section 7 - Criminal Charges Against Violating Parties

If the Principal obtains knowledge of conduct by a Consultant, Sub-contractor, employee, representative, or associate that constitutes corruption, or if there is a substantive suspicion, the Principal shall inform the Chief Vigilance Officer.

Section 8 - Independent External Monitor

(1) The Principal shall appoint a competent and credible Independent External Monitor (IEM) for this Pact, with approval from the Central Vigilance Commission. The Monitor's task is to independently review whether the parties are complying with their obligations.

(2) The Monitor is not subject to instructions from either party and performs their functions neutrally and independently. They will have access to all Contract documents as required and must treat all information as confidential. The Monitor reports to the Head of the client.

(3) The Consultant accepts that the Monitor has the right to unrestricted access to all Project documentation of the Principal, including documentation provided by The Consultant. The same applies to Sub-contractors.

(4) The Monitor is contractually obligated to maintain confidentiality. In case of any future conflict of interest, the IEM shall inform the Head of the client and recuse themselves.

(5) The Principal shall provide the Monitor with sufficient information about all meetings related to the Project that could impact contractual relations and offer the Monitor the option to participate.

(6) If the Monitor notices a violation of this agreement, they shall inform the Principal's Management and may submit non-binding recommendations for corrective action. The Monitor has no right to demand specific actions from the parties.

(7) The Monitor shall submit a written report to the Head of the client within 8 to 10 weeks of the reference date.

(8) If the Monitor reports a substantiated suspicion of a criminal offence and the Head of the client does not take visible action, the Monitor may transmit this information directly to the Central Vigilance Commissioner.

(9) The term 'Monitor' includes both singular and plural.

Section 9 - Pact Duration

This Pact begins when both parties have legally signed it. It expires for The Consultant 12 months after the last payment under the contract and for all other Consultants 6 months after the contract has been awarded.

Any claim made or lodged during this time shall remain valid despite the lapse of this Pact unless it is discharged or determined by the Head of the client.

Section 10 - Other Provisions

(1) This agreement is subject to Indian Law. The place of performance and jurisdiction is the Principal's Registered Office in Mumbai.

(2) Changes, supplements, and termination notices must be made in writing.

(3) If The Consultant is a partnership or consortium, this agreement must be signed by all partners or consortium members.

(4) If any provision of this agreement is found invalid, the remainder of the agreement remains valid. The parties shall then strive to agree to their original intentions.

(5) Issues such as Warranty/Guarantee are outside the purview of the IEMs.

(6) In the event of any contradiction between the Integrity Pact and its Appendix, the clause in the Integrity Pact shall prevail.

For and on behalf of The Principal

(Office Seal)

(Name of the Officer and Designation)

For and on behalf of The Consultant

(Office Seal)

(Name of the Officer and Designation)

Witnesses

Witness 1:

(Name & Address)

Witness 2:

(Name & Address)

Note

1. *The authority of the client competent to sign the contract agreement shall sign this Annexure before uploading the tender. The Bidder/Consultant shall download this pre-signed document, affix their signatures along with those of the witnesses, and upload the signed document. Failure to submit the Integrity Pact, duly signed and witnessed, along with the Bid, may result in rejection of the Bid.*
2. *In the case of a Joint Venture/Consortium, each member shall sign the Integrity Pact and submit it with the Bid/Tender. All authorized signatories of the JV/Consortium members may either sign a single document jointly or sign separate documents. Failure to submit the Integrity Pact, as prescribed, duly signed and witnessed, along with the Bid, may result in rejection of the Bid.*

Declaration on Eligibility, Conflict of Interest, and Ethical Conduct

(On the Letterhead of the Consultant) (In case of Joint Venture/Consortium, separate certificates to be submitted by each member)

Date: _____

To:

Directorate General of Shipping
9th Floor, Beta Building,
i-Think Techno Campus,
Kanjurmarg (East), Mumbai – 400042

Ref: RFP No......

Subject: Declaration regarding Non-Blacklisting, Conflict of Interest, and Ethical Conduct

Dear Sir,

We, the undersigned, hereby declare that:

1. We are not under any declaration of ineligibility, banned, debarred, or blacklisted by any State or Central Government, Public Sector Undertaking, or any other Government institution in India for any reason as on the last date of submission of the Bid.
2. We have not been convicted of any economic offence in India as on the last date of submission of the Bid.
3. There is no existing or potential conflict of interest in relation to this assignment. We have not entered into any arrangement or relationship which could affect our impartiality, independence, or objectivity in performing the consultancy services.
4. We have not engaged, and will not engage, in any corrupt, fraudulent, collusive, coercive, or obstructive practices during the procurement process or execution of the contract.

We understand that in case any of the above declarations are found to be false or incorrect, the Client/Procuring Entity shall have the right to reject our Bid, terminate the contract, and take any other action as per applicable Government rules.

Thanking you,

Yours faithfully,

Authorized Signatory: _____

Name: _____

Designation: _____

Firm/Company Seal: _____

DECLARATION ON JOINT VENTURE / CONSORTIUM

(To be submitted on the Letterhead of the Lead Member)

Date:

RFP Reference No.:

To

The Directorate General of Shipping
9th Floor, Beta Building
i-Think Techno Campus
Kanjurmarg (East),
Mumbai – 400042

Subject: Declaration regarding Joint Venture/Consortium for the proposal for *[Name of Assignment]*

Dear Sir/Madam,

We, the undersigned, being the members of the Joint Venture/Consortium, are pleased to submit our proposal for the above-mentioned project in response to your RFP No.....dated.....

We hereby declare and confirm as follows:

1. Constitution of the Joint Venture/Consortium

We have formed a Joint Venture/Consortium solely for the purpose of submitting this proposal and, if awarded, executing the contract for the project. The members are:

- **Lead Member:** [Name of Lead Company], incorporated under the laws of [Country], having its registered office at [Address].
- **Member 2 :** [Name of Member Company], incorporated under the laws of [Country], having its registered office at [Address].
- **Member 3 (if applicable):** [Name of Member Company], incorporated under the laws of [Country], having its registered office at [Address].

2. Lead Member Authorization

We hereby designate **[Name of Lead Company]** as the Lead Member of our Joint Venture/Consortium and authorize it to act for and on our behalf in all matters related to this bid, including but not limited to:

- a) Signing all documents,
- b) Receiving correspondence,
- c) Making commitments and undertakings,
- d) Undertaking obligations and liabilities for execution of the contract.

3. Roles and Responsibilities

The roles and responsibilities of each member are as under:

Sr. No.	Member Name	Role	Responsibilities
		Lead Member	
		Member	
		Member	

4. Joint and Several Liability

We, the members of the Joint Venture/Consortium, acknowledge and undertake that we shall be jointly and severally liable to the Directorate General of Shipping for the successful performance of the entire contract in accordance with its terms and conditions.

This liability shall not be limited by any internal arrangement among the members. Further, the Joint Venture/Consortium shall not be dissolved or its composition altered without the prior written consent of the Authority until the successful completion of the project and contract.

5. Acceptance of Terms

We confirm that we have read and fully understood the bidding documents and their provisions related to Joint Ventures/Consortiums. We understand that any misrepresentation or breach of this declaration may lead to rejection of our bid, termination of the contract, and forfeiture of our guarantees.

Declaration

We hereby submit this declaration to affirm our full commitment and capability to successfully execute the project.

For and on behalf of the Members of the Joint Venture/Consortium

Authorized Signatory of Lead Member

Name:

Designation:

Date:

Seal & Business Address:

Authorized Signatory of Consortium Member(s)

Name:

Designation:

Date:

Seal & Business Address:

FORM T-13

Financial Capability

(On the letterhead of the Chartered Accountant)

Date: _____

To:

Directorate General of Shipping

9th Floor, Beta Building,
i-Think Techno Campus,
Kanjurmarg (East), Mumbai – 400042

Subject: Certification of Financial Capability

We have examined the books of accounts and other relevant records of *(Name of consultant and address)* On the basis of such examination and according to the information and explanations provided to us, and to the best of our knowledge and belief, we hereby certify that the annual turnover, profit before tax, profit after tax, and net worth for the following financial years are as per details given below:

Financial Year	Annual Turnover (Rs.) in lakhs	Profit Before Tax (Rs.) in lakhs	Profit After Tax (Rs.) in lakhs	Net Worth (Rs.) in lakhs
(2022-23)				
(2023-24)				
(2024-25)				

Declaration:

This certification is based on our examination of the financial statements and other relevant records provided by the Consultant / Consortium Partner. It is intended solely for the purpose of submission in response to the RFP issued by the Directorate General of Shipping.

Chartered Accountant Details:

Signature: _____
Name: _____
Designation: _____
Membership Number: _____
Date: _____
Company Seal: _____
Business Address: _____

UDIN :

Section 7: General Conditions of Contract (GCC)

General Provisions	
<p>1.1 Definitions</p>	<p>Unless the context otherwise requires, the following terms whenever used in this Contract shall have the meanings assigned to them below:</p> <p>a. “Completion Date” means the date of completion of the Services by the Consultant as certified by the client.</p> <p>b. “Contract” means the Contract signed by the Parties, to which these General Conditions of Contract (GCC) are attached, together with all the documents listed in Clause 1 of such signed Contract, as named in SCC.</p> <p>c. “Contract Price” means the financial proposal of the successful Consultant duly accepted by the client.</p> <p>d. “client” means the agency, as named in SCC, that signs the Contract for the Services with the Selected Consultant.</p> <p>e. “Consultant” means a legally established professional consulting firm or entity selected by the client to provide the Services under the signed Contract as specified in SCC.</p> <p>f. “Day” means a working day unless indicated otherwise.</p> <p>g. “Experts” means, collectively, Key Experts, Non-Key Experts, or any other Experts of the Consultant, Sub-Consultant, or JV member(s) assigned by the Consultant to perform the Services or any part thereof under the Contract.</p> <p>h. “GCC” means these General Conditions of Contract.</p> <p>i. “Party” means the client or the Consultant, as the case may be, and “Parties” means both of them.</p> <p>j. “Consultant’s Proposal” means the completed Request for Proposals submitted by the Consultant to the client.</p> <p>k. “SCC” means the Special Conditions of Contract by which the GCC may be amended or supplemented.</p> <p>l. “Services” means the work to be performed by the Consultant pursuant to this Contract, as described in Appendix A – Terms of Reference.</p> <p>m. “Third Party” means any person or entity other than the Government, the client, the Consultant, or a Sub-Consultant.</p>
<p>1.2 Applicable Law</p>	<p>The Contract shall be interpreted in accordance with the laws</p>

	of the Union of India.
1.3 Language	This Contract has been executed in the English language, which shall be the binding and controlling language for all matters relating to the meaning or interpretation of this Contract.
1.4 Notices	Any notice given by one party to the other pursuant to the Contract shall be in writing to the address specified in the SCC . The term “in writing” means communicated in written form with proof of receipt. A notice shall be effective from the date of delivery or on the notice’s effective date, whichever is later. In case of electronic mode of communication, a notice shall be effective from the time of sending of the electronic communication.
1.5 Location	The Services shall be performed at such locations as are specified in Appendix A hereto
1.6 Authorized Representatives	Any action required or permitted to be taken, and any document required or permitted to be executed, under this Contract by the client or the Consultant may be taken or executed by the officials specified in the SCC .
1.7 Authority of Member in Charge	In case the Consultant is a Joint Venture, the members hereby authorize the member specified in the SCC to act on their behalf in exercising all the Consultant’s rights and obligations towards the client under this Contract, including without limitation the receiving of instructions and payments from the client.
1.8 Taxes and Duties	The Consultant and their Experts shall pay such taxes, duties, fees, and other impositions as may be levied under the Applicable Law, the amount of which is deemed to have been included in the Contract Price.
1.9 Code of Integrity	<p>a) The client, the Consultant and their representatives shall strictly adhere to the code of integrity as stipulated under GFR 175.</p> <p>b) The client requires the Consultant to disclose any commissions, gratuities or fees that may have been paid or are to be paid to agents or any other party with respect to the selection process or execution of the Contract. The information disclosed must include at least the name and address of the agent or other party, the amount and currency, and the purpose of the commission, gratuity or fee. Failure to disclose such commissions, gratuities or fees may result in termination of the Contract</p>
Commencement, Completion, Modification, and Termination of Contract	
2.1 Effectiveness of Contract	This Contract shall come into effect on the date the Contract is signed by both parties or such other later date as may be stated in the SCC .
2.2 Commencement of Services	
2.2.1 Program	Before commencement of the Services, the Consultant shall submit to the client for approval a Program showing the general methods, arrangements, order and timing for all activities. The Services shall be carried out in accordance with the approved Program as updated.
2.2.2 Starting Date	The Consultant shall start carrying out the Services thirty (30) days after the date the Contract becomes effective, or at such other date as may be specified in the SCC .

2.3 Intended Completion Date	Unless terminated earlier pursuant to Sub-Clause 2.6, the Consultant shall complete the activities by the Intended Completion Date, as is specified in the SCC . If Consultant does not complete the activities by the Intended Completion Date, it shall be liable to pay liquidated damage as per Sub-Clause 3.8. In this case, the Completion Date will be the date of completion of all activities.
2.4 Modification	Modification of the terms and conditions of this Contract, including any modification of the scope of the Services or of the Contract Price, may only be made by written agreement between the Parties. However, each Party shall give due consideration to any proposals for modification or variation made by the other Party.
2.4.1 Change Request	<p>Any requirement for Change Requests (CRs) shall be formally communicated in writing by the Competent Authority of the Directorate General of Shipping (client) to the selected Consultant / Lead Consultant, in case of a consortium. Upon receipt of a formal CR from client, the Consultant / Lead Consultant shall, within a reasonable time as specified by client, submit the following to client for review and approval:</p> <ul style="list-style-type: none"> • Technical feasibility of implementing the Change Request. • Effort estimation required for the proposed changes. • Financial implication/cost associated with the same; • Proposed schedule and timeline for delivery and implementation. <p>The response submitted by the Consultant / Lead Consultant shall be evaluated by client. Based on such evaluation, client may issue formal approval for incorporation of the CR in the project scope. Only upon receipt of such formal written approval from client, the Consultant / Lead Consultant shall proceed with the implementation of the approved Change Request and raise the corresponding invoice as per agreed terms.</p> <p>The cumulative value of such Change Requests shall not exceed twenty percent (20%) of the Contract Value, which shall be computed based on the bid value submitted by the Consultant and accepted by client or its nominated agency(ies), or as otherwise decided and approved by client or its nominated agency(ies).</p>
2.5 Force Majeure	
2.5.1 Definition	For the purposes of this Contract, "Force Majeure" means an event which is beyond the reasonable control of a Party and which makes a Party's performance of its obligations under the Contract impossible or so impractical as to be considered impossible under the circumstances.
2.5.2 No Breach of Contract	The failure of a Party to fulfill any of its obligations under the contract shall not be considered to be a breach of, or default

<p>2.5.3 Extension of Time</p>	<p>under, this Contract insofar as such inability arises from an event of Force Majeure, provided that the Party affected by such an event (a) has taken all reasonable precautions, due care and reasonable alternative measures in order to carry out the terms and conditions of this Contract, and (b) has informed the other Party as soon as possible about the occurrence of such an event.</p> <p>Any period within which a Party shall, pursuant to this Contract, complete any action or task, shall be extended for a period equal to the time during which such Party was unable to perform such action as a result of Force Majeure.</p>
<p>2.6 Termination</p>	
<p>2.6.1 By the client</p>	<p>The client may terminate this Contract, by not less than thirty (30) days' written notice of termination to the Consultant, to be given after the occurrence of any of the events specified in paragraphs (a) through (d) of this Sub-Clause 2.6.1:</p> <ul style="list-style-type: none"> if the Consultant does not remedy a failure in the performance of its obligations under the Contract, within thirty (30) days after being notified or within any further period as the client may have subsequently approved in writing; if the Consultant become insolvent or bankrupt; if, as the result of Force Majeure, the Consultant is unable to perform a material portion of the Services for a period of not less than sixty (60) days; or if the Consultant, in the judgment of the client has engaged in corrupt, fraudulent, collusive, coercive or obstructive practices, in competing for or in executing the Contract.
<p>2.6.2 By the Consultant</p>	<p>The Consultant may terminate this Contract, by not less than thirty (30) days' written notice to the client, such notice to be given after the occurrence of any of the events specified in paragraphs (a) and (b) of this Sub-Clause 2.6.2:</p> <ul style="list-style-type: none"> if the client fails to pay any monies due to the Consultant pursuant to this Contract and not subject to dispute pursuant to Clause 7 within forty-five (45) days after receiving written notice from the Consultant that such payment is overdue; or (b) if, as the result of Force Majeure, the Consultant is unable to perform a material portion of the Services for a period of not less than sixty (60) days.
<p>Obligations of the Consultant</p>	
<p>3.1 General</p>	<p>The Consultant shall perform the Services in accordance with the Specifications and the Terms of Reference, and carry out its obligations with all due diligence, efficiency, and economy, in accordance with generally accepted professional techniques and practices, and shall observe sound management practices, and employ appropriate advanced technology and safe methods. The Consultant shall always act, in respect of any matter relating to this Contract or to the Services, as faithful adviser to the client, and shall at all times support and safeguard the client's legitimate interests in any dealings with Sub-Consultants or third parties.</p>

<p>3.2 Conflict of Interests</p>	<p>3.2.1 The Consultant shall hold the client's interest paramount, without any consideration for future work, and strictly avoid conflict with other assignments or their own corporate interests.</p> <p>3.2.2 The Consultant agrees that, during the term of this Contract and after its termination, the Consultant and any entity affiliated with the Consultant shall be disqualified from providing goods, works or non-consulting services resulting from or directly related to the Services for the preparation or implementation of the project, unless otherwise indicated in the SCC.</p> <p>3.2.3 The payment of the Consultant pursuant to GCC shall constitute the Consultant's only payment in connection with this Contract and the Consultant shall not accept for its own benefit any trade commission, discount or similar payment in connection with activities pursuant to this Contract or in the discharge of its obligations hereunder, and the Consultant shall use its best efforts to ensure that any Sub-Consultants, as well as the Experts and agents of either of them, similarly shall not receive any such additional payment.</p> <p>3.2.4 Furthermore, if the Consultant, as part of the Services, has the responsibility of advising the client on the procurement of goods, works or services, the Consultant shall comply with the applicable rules and guidelines of the Government of India, and shall at all times exercise such responsibility in the best interest of the client. Any discounts or commissions obtained by the Consultant in the exercise of such procurement responsibility shall be for the account of the client.</p> <p>3.2.5 The Consultant shall not engage, and shall cause its Experts as well as its Sub-Consultants not to engage, either directly or indirectly, in any business or professional activities that would conflict with the activities assigned to them under this Contract.</p> <p>3.2.6 The Consultant has an obligation and shall ensure that its Experts and Sub-Consultants shall have an obligation to disclose any situation of actual or potential conflict that impacts their capacity to serve the best interest of their client, or that may reasonably be perceived as having this effect. Failure to disclose said situations may lead to the disqualification of the Consultant or the termination of its Contract.</p>
<p>3.3 Confidentiality</p>	<p>Except with the prior written consent of the client, the Consultant and the Experts shall not at any time communicate to any person or entity any confidential information acquired in the course of the Services, nor shall the Consultant and the Experts make public the recommendations formulated in the course of, or as a result of, the Services.</p> <p>In the event that the Firm or its representatives are requested pursuant to, or required by, applicable law or regulation or by legal or administrative process to disclose any Confidential Information, or where the Firm wishes to disclose to its professional indemnity insurers or to its advisers, the Firm agrees that it will, as far as is legally and practically possible,</p>

	provide the client with prompt notice of such request or requirement in order to enable the client to seek an appropriate protective order or other remedy. In the event that such protective order or other remedy is not obtained, the Firm or its representatives, as the case may be, shall disclose only the portion of the Confidential Information which is legally or professionally required to be disclosed.
3.4 Insurance to be Taken Out by the Consultant	The Consultant (a) shall take out and maintain, and shall cause any Sub-Consultants to take out and maintain, at its (or the Sub-Consultants', as the case may be) own cost but on terms and conditions approved by the client, insurance against the risks, and for the coverage, as shall be specified in the SCC ; and (b) at the client's request, shall provide evidence to the client showing that such insurance has been taken out and maintained and that the current premiums have been paid. The Consultant shall ensure that such insurance is in place prior to commencing the Services.
3.5 Consultant's Actions Requiring client's Prior Approval	The Consultant shall obtain the client's prior approval in writing before taking any of the following actions: entering into a subcontract for the performance of any part of the Services, changing the Program of activities; and any other action that may be specified in the SCC .
3.6 Reporting Obligations	The Consultant shall submit to the client the reports and documents specified in Appendix A , in the form, in the numbers and within the time periods set forth in the said Appendix.
3.7 Documents Prepared by the Consultant to Be the Property of the client	<p>3.7.1 All plans, drawings, specifications, designs, reports, databases, software (including object code, source code, scripts, libraries, APIs, and related technical documentation), and other deliverables prepared and submitted by the Consultant in accordance with Sub-Clause 3.6 shall become and remain the property of the client. The Consultant shall, not later than upon termination or expiration of this Contract, deliver all such deliverables to the client, together with a detailed inventory thereof. The Consultant may retain a copy for record and reference purposes only. Any restrictions about the future use of these deliverables, if any, shall be specified in the SCC.</p> <p>3.7.2 If license agreements are necessary or appropriate between the Consultant and third parties for the purposes of development or integration of the plans, drawings, specifications, designs, databases, software, or source code, the Consultant shall obtain the client's prior written approval to such agreements. The client shall be entitled, at its discretion, to require the Consultant to assign, novate, or otherwise transfer such licenses to the client, and/or to recover the expenses related to the development of the program(s) concerned.</p> <p>3.7.3 The Consultant shall not withhold or restrict the client's rights of access to the source code, documentation, or any other material necessary for the use, operation, maintenance, or further development of the software.</p> <p>3.7.4 All intellectual property rights, including copyright, and</p>

	<p>all deliverables developed specifically under this Contract shall be jointly owned by the client and the Consultant.</p> <p>3.7.5 client shall have an irrevocable, perpetual, and royalty-free right to use, reproduce, modify, adapt, and customise the software and related deliverables for its own use, and for use by its subordinate and attached offices, affiliated entities, and such other Government organisations as may be authorised by client.</p> <p>3.7.6 The Consultant shall not, without the prior written approval of client, transfer, commercialise, or license or any part of the deliverables developed under this Contract to third parties.</p> <p>3.7.7 Any pre-existing proprietary software, tools, or other components of the Consultant used in the development or delivery of the assignment shall remain the exclusive property of the Consultant. However, the Consultant shall grant the Client a perpetual, irrevocable, and royalty-free licence to use such components solely as part of the deliverables created under this contract.</p>
Consultant's Experts	
4.1 Description of Key Experts	<p>The titles, agreed job descriptions, minimum qualifications, and estimated periods of engagement in the carrying out of the Services of the Consultant's Key Experts are described in Appendix B. The Key Experts listed by title as well as by name in Appendix B are hereby approved by the client.</p>
4.2 Removal and/or Replacement of Experts	<p>4.2.1 Except as the client may otherwise agree, no changes shall be made in the Key Experts. If, for any reason beyond the reasonable control of the Consultant, it becomes necessary to replace any of the Key Experts, the Consultant shall provide as a replacement a person of equivalent or better qualifications.</p> <p>4.2.2 If the client finds that any of the Experts have (i) committed serious misconduct or have been charged with having committed a criminal action, or (ii) have reasonable cause to be dissatisfied with the performance of any of the Experts, then the Consultant shall, at the client's written request specifying the grounds thereof, provide as a replacement a person with qualifications and experience acceptable to the client.</p> <p>4.2.3 In the event that any of Key Experts, Non-Key Experts or Sub-Consultants is found by the client to be incompetent or incapable in discharging assigned duties, the client, specifying the grounds therefore, may request the Consultant to provide a replacement.</p> <p>4.2.4 The Consultant shall have no claim for additional costs arising out of or incidental to any removal and/or replacement of Experts.</p> <p>4.2.5 Notwithstanding the above, the substitution of Key Experts during Contract execution may be considered only based on the Consultant's written request and due to circumstances outside the reasonable control of the Consultant, including but not limited to death or medical incapacity. In such case, the Consultant shall forthwith provide</p>

	as a replacement, a person of equivalent or better qualifications and experience, and at the same rate of remuneration.
Obligations of the client	
5.1 Assistance and Exemptions	The client warrants that the Consultant shall have, free of charge, unimpeded access to the project site in respect of which access is required for the performance of the Services. The client shall use its best efforts to provide the Consultant such assistance and exemptions as specified in the SCC .
5.2 Services, Facilities and Property of the client	The client shall make available to the Consultant and the Experts, for the purposes of the Services and free of any charge, the services, facilities and property described in the Terms of Reference (Appendix A) at the times and in the manner specified in said Appendix A.
5.3 Counterpart Personnel	<p>5.3.1 The client shall make available to the Consultant free of charge such professional and support counterpart personnel, to be nominated by the client with the Consultant's advice, if specified in Appendix A.</p> <p>5.3.2 Professional and support counterpart personnel, excluding client's liaison personnel, shall work under the exclusive direction of the Consultant. If any member of the counterpart personnel fails to perform adequately any work assigned to such member by the Consultant that is consistent with the position occupied by such member, the Consultant may request the replacement of such member, and the client shall not unreasonably refuse to act upon such request.</p>
5.4 Payment Obligation	In consideration of the Services performed by the Consultant under this Contract, the client shall make such payments to the Consultant for the deliverables specified in Appendix A and in such manner as is provided by GCC 6 below.
5.5 Change in the Applicable Law	If, after the date of this Contract, there is any change in the Applicable Law with respect to taxes and duties which increases or decreases the cost of the Services rendered by the Service Provider, then the remuneration and reimbursable expenses otherwise payable to the Consultant under this Contract shall be increased or decreased accordingly by agreement between the Parties, and corresponding adjustments shall be made to the amounts referred to in Sub-Clause 6.1.
Payments	
6.1 Contract Price	<p>6.1.1 The Consultant's Contract Price shall be a lump-sum net of all costs incurred by the Consultant in carrying out the Services described in Appendix A. The Contract Price is set forth in the SCC. The Contract price breakdown is provided in Appendix C.</p> <p>6.1.2 Any change to the Contract price specified in Clause 6.1.1 can be made only if the Parties have agreed to the revised scope of Services pursuant to Clause GCC 2.4 and have amended in writing the Terms of Reference in Appendix A.</p>
6.2 Taxes and Duties	<p>6.2.1 The Consultant, Sub-Consultants and Experts are responsible for meeting any and all tax liabilities arising out of the Contract.</p> <p>6.2.2 As an exception to the above and as stated in the SCC,</p>

	the GST is reimbursed to the Consultant.
6.3 Mode of Billing and Payment	<p>6.3.1 The total payments under this Contract shall not exceed the Contract price set forth in Clause GCC 6.1.1.</p> <p>6.3.2 The payments under this Contract shall be in lump-sum installments against deliverables specified in Appendix A.</p> <p>6.3.3 The client shall have no payment Liability to the Consultant.</p> <p>6.3.4</p>
6.4 Interest on Delayed Payments	The client doesn't have any payment liabilities to the Consultant.
Settlement of Disputes	
7.1 Amicable Settlement	The Parties shall use their best efforts to settle amicably all disputes arising out of or in connection with this Contract or its interpretation
7.2 Dispute Settlement	Any dispute between the Parties arising under or related to this Contract that cannot be settled amicably may be referred to by either Party to the adjudication / arbitration in accordance with the provisions specified in the SCC .
Good Faith	The Parties undertake to act in good faith with respect to each other's rights under this Contract and to adopt all reasonable measures to ensure the realization of the objectives of this Contract.
Limitation of Liability	<p>The total aggregate liability of the Consultant, whether in contract, tort (including negligence) or otherwise, under or in connection with this agreement, shall in no circumstances exceed a sum equal to 110% of the contract value.</p> <p>However, the Consultant shall not be liable for any damages arising due to any changes in the source code made by anyone other than the Consultant's team, or by anyone after the closure / termination of the contract.</p>
Indemnity	The Consultant shall at all times indemnify and keep indemnified the client against all claims/damages for any infringement of any Intellectual Property Rights (IPR) while providing its services under the Contract. The Consultant shall indemnify the client in full for any failure in performance on account of its default or non-fulfilment of its obligations and the same is performed by the client or any other agency engaged by the client. In such case all the costs and expenses incurred by the client are recoverable from the Consultant. The client shall also indemnify the Consultant for losses/damages suffered due to any fraud, misrepresentation or omission of facts by the client or any of its personnel.

Section 8 – Special Conditions of Contract (SCC)

Number of GCC Clause	Amendments of, and Supplements to, Clauses in the General Conditions of Contract
1.1(b)	The contract name is
1.1(d)	The client is <i>Directorate General of Shipping, 9th Floor Beta Building, I-Think Techno Campus, Kanjurmarg (East), Mumbai - 400 042 (India)</i>
1.1(e)	The Consultant is _____

1.4	<p>The addresses are: client: Directorate General of Shipping (client),</p> <p>Attention: E-mail: Consultant: Attention: Facsimile: E-mail: _</p>																				
1.6	<p>The Authorized Representatives are: For the client: For the Consultant: <i>[name, title]</i></p>																				
1.7	<p>The authorized member in charge is</p>																				
2.1	<p>No change to the GCC clause</p>																				
2.2.2	<p>The Starting Date for the commencement of Services is seven (7) days after contract signing.</p>																				
2.3	<p>The Intended Completion Date is</p>																				
3.2.2	<p>The client reserves the right to determine on a case-by-case basis whether the service should be disqualified from providing goods, works or non-consulting services due to a conflict of nature described in Clause GCC 3.2.2</p>																				
3.4	<p>The risks and coverage by insurance shall be: client's liability and workers' compensation – as stipulated in the employees' compensation act. Professional liability – at least 110% of the Contract Price.</p>																				
3.5 c.	<p>The Consultant shall follow the protocol stipulated in the Terms of Reference and SCC regarding entry into the client's facilities, data centres, and laboratories, including protocols for handling, transporting, and securing equipment, software media, and sensitive data."</p>																				
3.7	<p>There are no specific restrictions.</p>																				
5.1	<p>The client shall provide the necessary assistance in providing gate-passes for smooth entry of the Consultant's vehicles and employees.</p>																				
6.1	<p>The Contract Price is:</p>																				
6.3.2	<p>The payment schedule: All payments shall be made in Rs. As per schedule mentioned below:</p> <table border="1"> <thead> <tr> <th>Deliverables</th><th>Description (Including Documentation)</th><th>Expected Timeline in months</th><th>Payment Milestone in % of the Contract Value</th></tr> </thead> <tbody> <tr><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td></tr> </tbody> </table>	Deliverables	Description (Including Documentation)	Expected Timeline in months	Payment Milestone in % of the Contract Value																
Deliverables	Description (Including Documentation)	Expected Timeline in months	Payment Milestone in % of the Contract Value																		

	<p><i>Total sum of all instalments shall not exceed the Contract price set up in SCC 6.1</i></p> <p>1. Terms of Payment</p> <p>a) In consideration of the obligations undertaken and services provided by the Consultant under this Agreement, client shall have no payment obligation to the Consultant.</p> <p>b) No additional payments shall be made for any scope of work, deliverables, or services beyond those specifically listed in the Payment Schedule. For clarity, the agreed payment shall be deemed to cover all costs associated with the execution of the contract, including but not limited to: consultancy charges, administrative costs, travel, infrastructure, project management, and all applicable taxes and duties, unless explicitly stated otherwise in the contract.</p> <p>2. Collection and Utilization of Stakeholder Funds</p> <p>3. a) The Consultant shall be responsible for raising, collecting, receiving, and managing all funds, contributions, fees, or payments from the relevant stakeholders in connection with the activities, services, or deliverables contemplated under this Agreement.</p> <p>4. b) The Consultant shall ensure that all such collections are carried out in a transparent, lawful, and accountable manner and strictly in accordance with the applicable laws, guidelines, approved budgets, and the terms of this Agreement.</p> <p>5. c) DGS/client shall have the right to oversee, review, monitor, and audit the process of fund collection, allocation, utilization, and accounting at any time during the tenure of this Agreement. The Consultant shall provide all necessary records, statements, utilization reports, receipts, supporting documents, and other information as may be reasonably required by DGS/client for such purpose.</p> <p>6. d) The Consultant shall maintain complete and accurate books of accounts and records relating to the funds collected and utilized under this Agreement and shall preserve the same for inspection and audit by DGS/client or its authorized representatives.</p> <p>7. e) The Consultant shall utilize the collected funds solely for the purposes specified under this Agreement and shall not divert, transfer, or use such funds for any unauthorized purpose without the prior written approval of DGS/client.</p> <p>8. f) In the event DGS/client identifies any discrepancy, misuse, irregularity, or non-compliance in relation to fund collection or utilization, DGS/client may issue appropriate directions to the Consultant, and the Consultant shall promptly comply with such directions, including submission of clarifications, corrective actions, or refund/reconciliation of amounts, as applicable.</p> <p>9. Taxes and Duties</p> <p>a) The Consultant shall bear all other applicable taxes, levies, duties, and charges in connection with the performance of this Agreement, including but not limited to GST, income tax, professional tax, etc., unless otherwise provided in the contract.</p> <p>b) The Consultant shall indemnify and hold harmless client and its nominated agencies against any liability arising due to non-compliance with applicable tax laws by the Consultant, including penalties, interest, or other costs.</p>
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6.3.5	Client has No payment Obligation to the Consultant
6.4	The interest rate – Not Applicable as the Client doesn't having any payment liabilities
7.2	Disputes shall be resolved by way of arbitration as stipulated under the Arbitration and Conciliation Act, 1996 as amended till date.

Section 9: Annexures / Appendices

Instructions for Online Proposal Submission

Consultants are required to submit soft copies of their Proposals electronically on the CPP Portal, using valid Digital Signature Certificates. The instructions given below are meant to assist the Consultants in registering on the CPP Portal, prepare their Proposals in accordance with the requirements and submitting their Proposals online on the CPP Portal.

REGISTRATION

- a) Consultants are required to enroll on the e-Procurement module of the Central Public Procurement Portal (URL: <https://eprocure.gov.in/eprocure/app>) by clicking on the link "Online Consultant Enrollment" on the CPP Portal which is free of charge.
- b) As part of the enrolment process, the Consultants will be required to choose a unique username and assign a password for their accounts.
- c) Consultants are advised to register their valid email address and mobile numbers as part of the registration process. These would be used for any communication from the CPPP.
- d) Upon enrolment, the Consultants will be required to register their valid Digital Signature Certificate (Class III Certificates with signing key usage) issued by any Certifying Authority recognized by CCA India (e.g. Sify /nCode / eMudhra etc.), with their profile.
- e) Only one valid DSC should be registered by a Consultant. Please note that the Consultants are responsible to ensure that they do not lend their DSC's to others which may lead to misuse.
- f) Consultant then logs in to the site through the secured log-in by entering their user ID / password and the password of the DSC / e-Token.

SEARCHING FOR TENDER DOCUMENTS

- a) There are various search options built in the CPP Portal, to facilitate Consultants to search active tenders by several parameters. These parameters could include Tender ID, Organization Name, Location, Date, Value, etc. There is also an option of advanced search for tenders, wherein the Consultants may combine a number of search parameters such as Organization Name, Form of Contract, Location, Date, Other keywords etc. to search for a tender published on the CPP Portal.
- b) Once the Consultants have selected the tenders they are interested in, they may download the required documents / tender schedules. These tenders can be moved to the respective 'My Tenders' folder. This would enable the CPP Portal to intimate the Consultants through SMS / e-mail in case there is any corrigendum issued to the tender document.
- c) The Consultant should make a note of the unique Tender ID assigned to each tender, in case they want to obtain any clarification / help from the Helpdesk.

PREPARATION OF PROPOSALS

- a) Consultant should take into account any corrigendum published on the tender document before submitting their Proposals.
- b) Please go through the tender advertisement and the tender document carefully to understand the documents required to be submitted as part of the Proposal. Please note the number of covers in which the Proposal documents have to be submitted, the number of documents - including the names and content of each of the document that need to be submitted. Any deviations from these may lead to rejection of the Proposal.
- c) Consultant, in advance, should get ready the Proposal documents to be submitted as indicated in the tender document / schedule and generally, they can be in PDF / XLS / RAR / DWF/JPG formats. Proposal documents may be scanned with 100 dpi with black and

white option which helps in reducing size of the scanned document.

- d) To avoid the time and effort required in uploading the same set of standard documents which are required to be submitted as a part of every Proposal, a provision of uploading such standard documents (e.g. PAN card copy, annual reports, auditor certificates etc.) has been provided to the Consultants. Consultants can use “My Space” or “Other Important Documents” area available to them to upload such documents. These documents may be directly submitted from the “My Space” area while submitting a Proposal and need not be uploaded again and again. This will lead to a reduction in the time required for Proposal submission process.

Note: My Documents space is only a repository given to the Consultants to ease the uploading process. If Consultant has uploaded his Documents in My Documents space, this does not automatically ensure these Documents being part of Technical Proposal.

SUBMISSION OF PROPOSALS

- a) Consultant should log into the site well in advance for Proposal submission so that they can upload the Proposal in time i.e. on or before the Proposal submission time. Consultant will be responsible for any delay due to other issues.
- b) The Consultant has to digitally sign and upload the required Proposal documents one by one as indicated in the tender document.
- c) Consultant has to select the payment option as “offline” to pay the tender fee / EMD as applicable and enter details of the instrument.
- d) Consultant should prepare the EMD as per the instructions specified in the tender document. The original should be posted/couriered/given in person to the concerned official, latest by the last date of Proposal submission or as specified in the tender documents. The details of the DD/any other accepted instrument, physically sent, should tally with the details available in the scanned copy and the data entered during Proposal submission time, otherwise the uploaded Proposal will be rejected.
- e) Consultants are requested to note that they should necessarily submit their financial Proposals in the format provided and no other format is acceptable. If the price Proposal has been given as a standard BoQ format with the tender document, then the same is to be downloaded and to be filled by all the Consultants. Consultants are required to download the BoQ file, open it and complete the white coloured (unprotected) cells with their respective financial quotes and other details (such as name of the Consultant). No other cells should be changed. Once the details have been completed, the Consultant should save it and submit it online, without changing the filename. If the BoQ file is found to be modified by the Consultant, the Proposal will be rejected.
- f) The server time (which is displayed on the Consultants’ dashboard) will be considered as the standard time for referencing the deadlines for submission of the Proposals by the Consultants, opening of Proposals etc. The Consultants should follow this time during Proposal submission.
- g) All the documents being submitted by the Consultants would be encrypted using PKI encryption techniques to ensure the secrecy of the data. The data entered cannot be viewed by unauthorized persons until the time of Proposal opening. The confidentiality of the Proposals is maintained using the secured Socket Layer 128-bit encryption technology. Data storage encryption of sensitive fields is done. Any Proposal document that is uploaded to the server is subjected to symmetric encryption using a system generated symmetric key. Further this key is subjected to asymmetric encryption using buyers/Proposal opener’s public keys. Overall, the uploaded tender documents become readable only after the tender opening by the authorized Proposal openers.
- h) The uploaded tender documents become readable only after the tender opening by the authorized Proposal openers.
- i) Upon the successful and timely submission of Proposals (i.e. after Clicking “Freeze

Proposal Submission” in the portal), the portal will give a successful Proposal submission message & a Proposal summary will be displayed with the Proposal no. and the date & time of submission of the Proposal with all other relevant details.

- j) The Proposal summary has to be printed and kept as an acknowledgement of the submission of the Proposal. This acknowledgement may be used as an entry pass for any Proposal opening meetings.

ASSISTANCE TO CONSULTANTS

- a) Any queries relating to the tender document and the terms and conditions contained therein should be addressed to the Tender Inviting Authority for a tender or the relevant contact person indicated in the tender.
- b) Any queries relating to the process of online Proposal submission or queries relating to CPP Portal in general may be directed to the 24x7 CPP Portal Helpdesk.

Consultants may avail the free training on the use of e-procurement system as per the schedule published at the following link: <https://eprocure.gov.in/cppp/trainingdisp>. In case of any further queries, please contact +91-82865-87409 during office hours i.e. between 10 AM till 6 PM on weekdays.

Contract Agreement Form

This CONTRACT AGREEMENT (hereinafter called the “Contract”) is made and entered into on this the [Insert Day] day of [Insert Month], 20**[Insert Year]**, at [Insert City], India.

BETWEEN

Directorate General of Shipping (client), Ministry of Ports, Shipping and Waterways, Government of India, having its office at 9th Floor, Beta Building, I-Think Techno Campus, Kanjurmarg (East), Mumbai - 400 042 (hereinafter referred to as the “client” or “client”, which expression shall, unless repugnant to the context or meaning thereof, include its successors and assigns) of the First Part.

AND

[Name of Consultant], a company incorporated under the Companies Act, 1956/2013, having its registered office at [Address of Consultant] (hereinafter referred to as the “Consultant”, which expression shall, unless repugnant to the context or meaning thereof, include its successors and assigns) of the Second Part.

(client and the Consultant are hereinafter referred to individually as “Party” and collectively as the “Parties”).

WHEREAS:

- (a) The client has issued a Request for Proposals (RFP) for the provision of certain consulting services as defined in this Contract (hereinafter called the “Services”);
- (b) The Consultant, having represented to the client that it has the required professional skills, expertise and technical resources, has submitted a Consultant’s Proposal and has been selected to provide the Services on the terms and conditions set forth in this Contract;
- (c) The Consultant has agreed to provide the Services under the terms and conditions set forth herein.

NOW, THEREFORE, in consideration of the mutual covenants, promises, and agreements contained herein, the Parties hereto agree as follows:

1. Integral Documents

The following documents attached hereto shall be deemed to form and be read as an integral part of this Contract:

- (a) The General Conditions of Contract (GCC);
- (b) The Special Conditions of Contract (SCC);
- (c) The Appendices:

* Appendix A: Terms of Reference (Scope of Work, Deliverables, and Timelines)

* Appendix B: Key Experts

* Appendix C: Breakdown of Contract Price

* Appendix D: Other documents, as required (e.g., Performance Bank Guarantee)

In the event of any inconsistency between the documents, the following order of precedence shall prevail: the Special Conditions of Contract; the General Conditions of Contract; Appendix A; Appendix B; and Appendix C. Any reference to this Contract shall include, where the context permits, a reference to its Appendices.

2. Mutual Rights and Obligations

The mutual rights and obligations of the client and the Consultant shall be as set forth in the Contract. In particular:

(a) The Consultant shall perform the Services in accordance with the provisions of the Contract; and

(b) The client shall make payments to the Consultant in accordance with the provisions of the Contract.

IN WITNESS WHEREOF, the Parties hereto have caused this Contract to be signed in their respective names and delivered as of the day and year first above written.

For and on behalf of the client

Directorate General of Shipping, Mumbai

(Signature)

(Name):

(Designation):

For and on behalf of the Consultant

[Name of Consultant]

(Signature)

(Name):

(Designation):

In the Presence of Witnesses:

1.

2.

Non-Disclosure Agreement (NDA) *(Delete if not applicable)*

This Non-Disclosure Agreement (“Agreement”) is made on this ____ day of _____ 20__, at _____, India

BETWEEN

[Client Name], a Government Department / PSU / Organization having its office at _____ (hereinafter referred to as the “**Client**”, which expression shall include its successors and assigns) of the First Part,

AND

M/s _____, a company/firm incorporated under the laws of India having its registered office at _____ (hereinafter referred to as the “**Consultant**”, which expression shall include its successors and permitted assigns) of the Second Part.

(Client and Consultant are hereinafter collectively referred to as “Parties” and individually as a “Party”).

1. Purpose

The Client intends to engage the Consultant for providing consultancy services under Tender No. _____ / Contract Agreement dated _____ (“Project”). In the course of performing the services, the Consultant may have access to certain confidential and proprietary information of the Client.

2. Definition of Confidential Information

“Confidential Information” shall mean any information disclosed by the Client to the Consultant in oral, written, electronic, or any other form, including but not limited to:

- Government records, data, reports, studies, manuals, designs, drawings, specifications, software, source code, and databases;
- Project-related documents, plans, policies, technical or financial details;
- Personal data, strategic or security-related information;
- Any information designated as “Confidential” by the Client;
- Any analysis, compilation, or document prepared by the Consultant that contains or is derived from such information.

Confidential Information shall not include information that is:

- a) in the public domain other than by breach of this Agreement;
- b) already known to the Consultant prior to disclosure;
- c) lawfully obtained from a third party not under confidentiality obligation; or
- d) required to be disclosed under applicable law or order of a competent court.

3. Obligations of the Consultant

The Consultant agrees to:

- a) Use the Confidential Information solely for the purpose of the Project.
- b) Not disclose Confidential Information to any third party without prior written consent of the Client.
- c) Restrict access to Confidential Information to only those employees, partners, or subcontractors who need to know for the Project, ensuring they are bound by confidentiality obligations.
- d) Exercise the same degree of care as it uses to protect its own confidential information, but not less than reasonable care.
- e) Return or destroy all Confidential Information upon completion or termination of the Project, if directed by the Client.

4. Ownership of Information

All Confidential Information disclosed remains the property of the Client. Nothing in this Agreement grants the Consultant any rights, title, or interest in such information, except the right to use it for fulfilling obligations under the Project.

5. Duration

This Agreement shall remain in force during the term of the Consultancy Agreement and shall survive for a period of **Five (5) years** after expiry or termination of the Consultancy Agreement.

6. Remedies

Any unauthorized disclosure or misuse of Confidential Information may result in the Client taking appropriate legal or contractual remedies, including termination of the Consultancy Agreement, forfeiture of performance security, and initiation of legal proceedings as per applicable laws of India.

7. Governing Law and Jurisdiction

This Agreement shall be governed by and construed in accordance with the laws of India. Any dispute arising shall be subject to the jurisdiction of courts at Mumbai.

8. Miscellaneous

- a) This Agreement is in addition to and not in derogation of the confidentiality obligations specified in the main Consultancy Agreement.

b) No amendment to this Agreement shall be valid unless made in writing and signed by both Parties.

For and on behalf of the Client

(Name, Designation, Seal & Signature)

Date: _____

Place: _____

For and on behalf of the Consultant

(Name, Designation, Seal & Signature)

Date: _____

Place: _____

Witnesses:

1. _____ (Name & Address)
2. _____ (Name & Address)

Service Level Agreement (SLA) (Delete if not applicable)

This **Service Level Agreement (SLA)** is entered into on this ____ day of _____ 20__, at _____, India.

Between

[Client Name], having its office at _____, India, hereinafter referred to as the “**Client**”,

AND

M/s _____ having its registered office at _____, hereinafter referred to as the “**Consultant**”.

(Client and Consultant are hereinafter collectively referred to as “**Parties**” and individually as a “**Party**”).

1. Purpose

The purpose of this SLA is to define measurable performance standards and obligations of the Consultant in delivering consultancy services under Contract No. _____ dated _____ (“**Agreement**”).

2. Scope of Services

The Consultant shall provide services as per the **Terms of Reference (TOR)** of the Agreement, which includes but is not limited to:

[Insert key consultancy deliverables, e.g., DPR preparation, feasibility study, training modules, project monitoring, IT advisory].

3. Service Levels / Performance Standards

Parameter	Performance Measure	Target	Penalty for Non-Compliance
Timeliness	Submission of deliverable	Within ____ weeks of award	1% of contract value per month for overall delay (max 10%)
Quality of Deliverables	As per TOR / Client acceptance criteria	100% compliance	Resubmission at no extra cost; repeated failure may attract LD
Responsiveness	Response to Client queries/requests	Within 15 working days	Rs. 10,000 per instance of delay

4. Review and Monitoring

a) The Client shall monitor Consultant’s performance against this SLA through periodic review meetings.

b) The Consultant shall submit monthly / quarterly progress reports with evidence of achievement of service levels.

c) Independent verification (by Client or third party) may be undertaken for quality assurance.

5. Penalties & Remedies

- In case of non-compliance, penalties as specified in Clause 3 shall apply.
- Total penalty shall not exceed **10% of the contract value**.
- Persistent failure to meet service levels (3 consecutive defaults) shall be treated as **material breach** and may result in termination as per the Agreement.

6. Exclusions

Service levels shall not apply where failure is due to:

- Force Majeure events;
- Delay or default by the Client;
- Any change in scope or instructions by the Client.

7. Reporting & Escalation Matrix

- First Level: Nodal Officer, Client – _____
- Second Level: Head of Procuring Organisation – _____
- Consultant shall appoint a dedicated Project Manager for SLA compliance and communication.

8. Duration of SLA

This SLA shall remain valid during the term of the Agreement and shall expire upon satisfactory completion of services, subject to obligations that survive termination (e.g., penalties, confidentiality).

9. Governing Law

This SLA shall be governed by the laws of India. Any dispute shall be subject to the jurisdiction of courts at **[Location, e.g., New Delhi]**.

Signatures

For and on behalf of the Client

Name: _____

Designation: _____

Signature & Seal: _____

For and on behalf of the Consultant

Name: _____

Designation: _____

Signature & Seal: _____

Witnesses:

1. _____ (Name & Address)
2. _____ (Name & Address)

Format for Submission of Pre-Proposal Queries

[On the Letterhead of the Consultant]

Date: / /20__

To,
The [Designation of client Official]
[Name of client / Authority]
[Address]

Subject: Submission of Pre-Proposal Queries – RFP for *[Title of Assignment]*

Sir/Madam,

We, the undersigned, refer to the Request for Proposal (RFP) dated [insert date], issued by [client name] for “*[Title of Assignment]*”.

In accordance with the provisions of the RFP, we hereby submit our queries/clarifications for your kind consideration. The queries have been consolidated in the prescribed format below.

We request you to kindly provide clarification/confirmation on the same. This will enable us to submit a comprehensive and well-aligned proposal in line with the requirements of the RFP.

We thank you for the opportunity to participate in this process and look forward to your response.

Yours faithfully,

(Authorized Signatory)
[Name & Designation]
[Consultant Firm Name]
[Contact Details]

S. No.	RFP Section / Clause No.	Page No.	Existing Provision in the RFP	Query / Clarification Sought	Suggested Modification (if any)

Performance Security (Bank Guarantee) *(Delete if not applicable)**[On a Stamp Paper of appropriate value]***Bank Guarantee No.:** _____**Date:** _____**Amount: Rs.** _____ **(in figures and words)**

To,

[Client Name & Address]

In consideration of **[Client Name]** (hereinafter referred to as the "Client"), having awarded to **M/s.** _____ (hereinafter referred to as the "Consultant") a Contract for **Consultancy Services for** _____, vide Contract No. _____ dated _____ (hereinafter referred to as the "Contract"), the Consultant is required to furnish a Performance Security for the due performance of the Contract.

We, **[Name of Bank]**, having our registered office at _____, and one of our branches at _____, do hereby irrevocably and unconditionally guarantee and undertake to pay the Client, on first written demand, without any demur, reservation, contest, recourse or protest, and without reference to the Consultant, an amount not exceeding **Rs.** _____ **(Rupees _____ only)**.

We agree that the decision of the Client as to whether the Consultant has committed a breach of any terms and conditions of the Contract shall be final and binding on us.

This guarantee shall be valid until _____ **[i.e., up to 60 days beyond the completion of contractual obligations of the Consultant]**.

Notwithstanding anything contained herein:

1. Our liability under this guarantee shall not exceed **Rs.** _____.
2. This guarantee shall remain valid up to _____.
3. We shall be liable to pay the guaranteed amount only if we receive a written claim from the Client on or before the date mentioned above.

IN WITNESS WHEREOF, this guarantee has been executed on this ____ day of _____ 20__.

For [Bank Name]

Authorized Signatory: _____

Name: _____

Designation: _____

Seal/Stamp: _____

Place:

Date: _____

Advance Bank Guarantee (Delete if not applicable)**[On a Stamp Paper of appropriate value]****Bank Guarantee No.:** _____**Date:** _____**Amount: Rs.** _____ **(in figures and words)**

To,

[Client Name & Address]

In consideration of [Client Name] (hereinafter referred to as the "Client"), having agreed to make an advance payment of Rs. _____ (Rupees _____ only) to M/s. _____ (hereinafter referred to as the "Consultant") under the Contract for Consultancy Services for _____, Contract No. _____ dated _____ (hereinafter referred to as the "Contract"), the Consultant is required to furnish an unconditional and irrevocable Bank Guarantee for the advance received.

We, [Name of Bank], having our registered office at _____, and one of our branches at _____, do hereby irrevocably and unconditionally guarantee and undertake to pay to the Client, on first written demand, without demur, reservation, contest, recourse or protest, and without reference to the Consultant, any sum or sums not exceeding in total an amount of Rs. _____ (Rupees _____ only), representing the amount of advance paid under the Contract.

We agree that the Client's decision that the Consultant is in default in the performance of his obligations under the Contract shall be final and binding on us.

We further agree that the guarantee herein contained shall remain in full force and effect until the advance has been fully adjusted against payments due to the Consultant under the Contract and certified as such by the Client.

This guarantee shall remain valid up to _____ [i.e., until the advance is fully recovered, plus 60 days buffer], unless extended upon the request of the Consultant.

Notwithstanding anything contained herein:

1. Our liability under this guarantee shall not exceed Rs. _____.
2. This guarantee shall remain valid up to _____.
3. We shall be liable to pay the guaranteed amount only if we receive a written claim from the Client on or before the date mentioned above.

IN WITNESS WHEREOF, this guarantee has been executed on this ____ day of _____ 20__.

For [Bank Name]

Authorized Signatory: _____

Name: _____

Designation: _____

Seal/Stamp: _____ Place: _____

Date: _____