Dy. Municipal Commissioner (D.)		**SURAT MUNICIPAL CORPORATION** Shri TapiBhavan, Tapipura, Surat – 395003

NOTICE INVITING QUOTATION (NIQ)

To, ... Quotation Notice No.: SMC/ACT/GB/2026-27/004

....

....

Sub- Sealed quotations are hereby invited by Surat Municipal Corporation from reputed and experienced Firms/Agencies for Post Issue Impact Assessment of Green Municipal Bond.

Dear Sir/Ma'am,

Surat Municipal Corporation (SMC) has raised funds through Green Bond Issuance. For Post Issue Impact Assessment SMC Green Municipal Bond, we solicit quotation from eligible Firms/Agencies. The firm should be fulfilling the following criteria.

1) Scope of Work:

a) Engage with Municipal Corporation to understand Current Practices, Green Bond Framework, aligned Projects and also share a detailed data collection checklist.
b) Verification of Utilization of Proceeds aligned as per Framework.
c) Verification of Impact Assessment as per decided KPIs.
d) Review of Business Responsibility and Sustainability Reporting (BRSR) Report.
e) Request for any additional information through discussions with management (where needed).
f) Share Green Bond Impact Analysis report with Client as per SEBI Master Circular.

2) Eligibility Criteria

The bidder shall fulfill the following minimum eligibility criteria:

Sr. No.	Criteria	Self attested Documents Required for Submission
1	The Bidder must be a legal entity like proprietorship firm, partnership firm company etc registered in India under applicable act.	Yes/No (Provide Supporting Documents)
2	The eligible firm/agency should have undertaken municipal green bond post-issuance impact assessment for at-least one municipal corporations	Yes/No (Provide Supporting Documents)
3	The eligible firm/agency should be well versed in the use of SEBI regulations and ICMA Green Bond principles	Provide Supporting Documents

4	The firm/agency should not be banned or blacklisted or temporarily forbidden from applying for tenders for any type of professional services.	Whether Firm or associate is banned or blacklisted or temporarily forbidden from applying for tenders for any type of professional services by PSU/ local authority/ Govt. Company? Yes/No (undertaking in this regard to be provided)

3) Period of the Assignment

In line with SEBI regulation requirements, this assignment shall remain valid till maturity of Green Municipal Bond (Maturity Date 13th October, 2030) and/or submission of Final Impact Assessment Report.

4) Documents to be submitted

Interested bidders shall submit the following documents along with quotation:

a) Covering Letter

b) Company/Firm Profile

c) Details of Similar Assignments completed

d) PAN Card Copy

e) GST Registration Certificate

f) Work Orders / Completion Certificates

g) Financial Proposal

h) Declaration regarding non-blacklisting

5) Submission of Quotation

The sealed quotation superscribed as: **“Quotation for Firms/Agencies for Post Issue Impact Assessment of Green Municipal Bond”** shall be submitted on or before 17/08/2026 up to 05:00 PM at the following address in sealed envelope with relevant details.

The Chief Accountant

Accounts Department

"Shri Tapi Bhawan - Surat Mahanagar Seva Sadan"

Gordhandas Chokhawala Marg,

Shri Tapipura, Surat - 395003

6) Important Dates

Last Date for Submission of Quotation: 17/08/2026 up to 05:00 p.m.

7) Terms & Conditions

1. Selection of the firms will be done only after detailed scrutiny of the credentials of the firm and their competency.
2. Physical submission of all required documents as per the qualification criteria.
3. Selected firms shall have to give declarations to follow all ethics of faiths and information provided by SMC shall be kept 'strictly confidential'.
4. The assigned work has to be completed in a time bound manner.
5. The selected firm will have to comply with the instructions if any issued by the SMC.
6. No TA/DA expenses will be borne by the SMC for undertaking this works and this will have to borne by the firms.
7. The scope of work is only approximate, the firm must make its own assessment of work involved & staff required before quoting for assignment.
8. The successful firm shall not to be entitled to claim any additional amount for any reason whatsoever for the assigned work.
9. The successful bidder will be required to place Security Deposit @ 5% of the consideration of the contract by Demand Draft or Banker's Cheque payable at Surat in favour of Surat Municipal Corporation of any Scheduled / Nationalized bank within 15 days from the date of work order awarded of contract, failing which a penalty @ 0.065 % of the amount of Security Deposit will be imposed for delay of each day.
10. All reporting shall be done on regular basis as required by SMC from time to time.
11. SMC will not pay any advance to the selected firm under any circumstances.
12. SMC will deduct GST TDS, IT TDS and any other deduction (If any) required by the government.
13. The payment of GST shall be subsequent the amount invoice being reflected in Form GSTR2A of the SMC. Until then, the amount of GST shall be kept on hold by the SMC.
14. In case of any dispute, the decision of the Commissioner, Surat Municipal Corporation shall be final and binding.
15. The Commissioner, Surat Municipal Corporation reserve the right to reject any or all offers received without assigning any reasons.
16. Fees will be paid on submission of impact report for every year till Green Municipal Bond maturity.

17. Penalty may be levied on the Post Issue Verifier Agency for delay, non-compliance, or any work related dissatisfaction at the office of the SMC. The amount of penalty will be determined by management. Additionally, SMC reserve the right to deduct from the final fee payment, at the management, if the work is not performed as per the work order.
18. All the documents submitted should be stamped and self attested.

8) Termination of Contract:

If there is any breach of contract or repeated delays in work, SMC shall have the right and authority for cancellation of the contract and no payment shall be come due for work that has been only partly completed.

Sd/-

Deputy Municipal Commissioner(D.)
Surat Municipal Corporation
Surat

FINANCIAL BID

<table>
<tr><th>Scope of Work</th><th>Total Amount (inINR)</th></tr>
<tr>
<td>We agree to the above Scope of work from Point no. 01(a) to (f) and comprehensive financial bid in form of proposed Fees stated.

For ____________________________
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Stamp & Sign.</td>
<td>Comprehensive 5 (Five) year quote for Scope of work agreed upon shall be stated, which shall be inclusive of all transportation exp. / other charges/ out of pocket / incidental expenses. GST should be mentioned separately. Quote for 5 (Five) year will remain same till bond maturity period and fees will be paid every year after submission of impact report of each year.
<table>
<tr><td>Professional Fees for agreed scope of work</td><td>Amt in INR

Rupees in Words</td></tr>
<tr><td>Applicable GST</td><td>Amt in INR

Rupees in Words</td></tr>
<tr><td>Total</td><td>Amt in INR

Rupees in Words</td></tr>
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