



NATIONAL PRODUCTIVITY COUNCIL, HQ, NEW DELHI

Invitation for Empanelment of Accredited and Recognized Laboratories for Environmental Monitoring and Analysis

1. INTRODUCTION

The **National Productivity Council (NPC)** is a national-level organization established by the Ministry of Industry, Government of India, in 1958. It promotes a productivity culture in India and is an autonomous, multipartite, non-profit organization with equal representation from employers' and workers' organizations, the Government, and technical & professional institutions. NPC is a constituent of the Tokyo-based **Asian Productivity Organization (APO)**, an inter-governmental body of which the Government of India is a founding member. For more information please visit: www.npcindia.gov.in

NPC collaborates with clients to develop solutions for accelerating productivity, enhancing competitiveness, increasing profits, improving safety and reliability, and ensuring better quality. It provides reliable databases for decision-making, improved systems and procedures, and enhances work culture and customer satisfaction. NPC's services are promotional and catalytic, focusing on economic growth and quality of life, with a comprehensive view of productivity that improves the triple bottom line: economic, environmental, and social.

The **Environment and Climate Action Group (ECAG)** of NPC offers consultancy and training in **Environment Management, Climate Change, Resource Efficiency, and Cleaner Production**. Services include:

- Environmental audits in all types of industries, including MSMEs.
- Water audits and balance studies.
- Waste management studies (biomedical, plastic, solid, hazardous, C&D, and e-waste).

- Environmental, Social, and Governance (ESG) reporting.
- Green productivity.

NPC invites empanelment from reputed laboratories to undertake sampling and analysis of environmental parameters as defined in the advertisement.

SECTION-1 Invitation of Techno-Commercial Proposals from Reputed Laboratories

- 1. Agency/Vendors** are advised to study the document carefully. Online submission implies full understanding and acceptance of the bid document's terms.
- 2. Only one RFQ** may be submitted by a bidder or bidders with a business relationship. Father and son(s) or close relatives with business ties are not allowed to tender separately. Breach of this condition will result in rejection of both tenders.
- 3. Tender documents** downloaded from the NPC website (www.npcindia.gov.in) must not be tampered with or modified. Any tampering will result in rejection and potential banning from future NPC business.
- 4.** At this stage, only Technical Bids are invited for the purpose of empanelment. The Technical Bids shall be opened on the date and time specified under Clause 5(c). Upon successful empanelment, NPC shall communicate project-specific requirements from time to time with details

5. Schedule for Invitation to Bid:

a) Addressee and Address:

Shri K.D. Bhardwaj,

Director, Environment and Climate Action Group (HQ Delhi)

National Productivity Council

Utpadakta Bhavan

5-6 Institutional Area

Lodhi Road, New Delhi – 110003

Email: eca.group@npcindia.gov.in

b) Contact Person for Clarifications:

Mr. Lalit Kamde

Deputy Director, Environment and Climate Action Group (HQ Delhi)

Email: eca.group@npcindia.gov.in

Phone: 011-24607310

c) Important Dates:

The following table provides information regarding the important dates of the Bid process:

Critical Date Sheet	Date
Published Date	4 th December, 2025
Submission Start Date	4 th December, 2025
Submission End Date	15 th December, 2025
Technical presentation to NPC (online mode)	Will be informed later

6. Proposal Submission Process

- i. Agencies/vendors must submit Technical Bid as separate PDF attachments via email.
- ii. **Technical Bid** must include:
 - Signed and scanned copy of the advertisement.
 - Filled Annexure-I.
 - Supporting documents..
- iii. **Documents** should be emailed to eca.group@npcindia.gov.in by the specified date and time.

7. Important Instructions

- i. Proposals may be disqualified for:
 - Misleading or false representations.

- Poor performance records (e.g., abandoning work, incomplete contracts, financial failures).
 - Unsatisfactory performance in previous engagements.
- ii. Agencies must follow NPC's project monitoring and quality review guidelines.
- iii. Agencies may be debarred for unsatisfactory performance or non-compliance with guidelines.
- iv. NPC reserves the right to accept or reject any or all quotations, fully or partly, at any stage, or cancel the bid process without assigning reasons.
- v. All information collected during the study is strictly confidential and must not be disclosed.

SECTION-2 Scope of Work

NPC HQ Delhi intends to empanel agencies/laboratories for carrying out environmental monitoring, sampling, and analysis as per the applicable standards, guidelines, and methods prescribed by CPCB, MoEF&CC, BIS, APHA, IS, and other relevant international protocols. The empanelment is for conducting sampling and analysis of environmental parameters across pan-India. The scope of work includes, but is not limited to:

- a) Sampling of environmental/industrial parameters at various locations across Pan India as per project requirements.
- b) Collection of samples and their after Testing and Analysis of parameters as defined by the scope of work; parameters may be increased or varied depending on site-specific requirements and project requirements.
- c) Agencies must have the capability to handle variable workloads and ensure timely completion of assignments as per project schedules.

Note: All activities shall be conducted in accordance with applicable standards, guidelines, and protocols prescribed by CPCB, MoEF&CC, BIS, APHA, IS, and other relevant international standards.

Sl. No.	Category	Tentative Scope of Work / Parameters
1	Ambient Air Quality Monitoring	PM ₁₀ , PM _{2.5} , SO ₂ , NO ₂ , CO, O ₃ , NH ₃ , BTX (Benzene, Toluene, Xylene), VOCs, Heavy Metals (Pb, Ni, As), Meteorological Parameters (Temperature, RH, Wind Speed/Direction) (As per CPCB NAAQS 2009) etc.
2	Stack Emission Monitoring	PM, SO _x , NO _x , CO, CO ₂ , VOCs, HCl, HF, Heavy Metals, Dioxins/Furans, Isokinetic sampling, SO ₃ , Acid Mist, Ammonia, Chlorine, P ₂ O ₅ , Hydrogen Halides, Mercury, Lead, Hydrogen Sulphide (H ₂ S), Methane, Non-methane VOCs, Carbonyl Sulphide (COS), Carbon Disulphide (CS ₂). (Including Carbon Industries specific parameters: H ₂ S, Methane, Non-Methane VOCs, COS) etc.
3	Wastewater / Effluent Analysis	pH, BOD, COD, TSS, TDS, Oil & Grease, Heavy Metals (Al, Sb, As, Ba, Be, Cd, Cr (Hexavalent & Total), Co, Cu, Fe, Pb, Mg, Mn, Hg, Mo, Ni, Sn, Se, Ag, Sr, V, Zn), TN, TP, NH ₄ -N, NO ₃ -N, Chlorides, Sulphates, Sulphide, Fluoride, Nitrate, Nitrite, Phosphate, Total Kjeldahl Nitrogen, Residual/Free Chlorine, Phenolic compounds, Cyanide, Silica, Bio-assay test, Cations (Na ⁺ , NH ₄ ⁺ , K ⁺ , Ca ²⁺ , Mg ²⁺), Anions (F ⁻ , Br ⁻ , Cl ⁻ , NO ₃ ⁻ , NO ₂ ⁻ , SO ₄ ²⁻ , PO ₄ ³⁻), Bromides, Carbonates, Bicarbonates etc.
4	Drinking Water / Groundwater	Colour, Odour, Turbidity, pH, Hardness, Alkalinity, Nitrates, Fluoride, Chloride, Metals (As, Pb, Cd, Cr), Total Coliform, E. coli

Sl. No.	Category	Tentative Scope of Work / Parameters
	Analysis	(as per IS 10500) etc.
5	Soil and Sediment Analysis	pH, Conductivity, Moisture, Organic Matter, Heavy Metals (As, Pb, Ni, Cr, Cd, Zn, Fe, Cu), NPK Nutrients, Soil Texture/Composition.
6	Municipal Solid Waste / RDF / Hazardous Waste Analysis	Proximate Analysis (Moisture, Ash, Volatile Matter, Fixed Carbon), Ultimate Analysis (C, H, N, S, O), Calorific Value, TCLP Heavy Metals, Chlorine, Sulphur, Inerts & Combustible Fraction, %Plastic Content, Bulk Density, Particle Size Distribution, PVC / Chlorine Content (for WTE / Road Construction), Combustible Fraction etc.
7	Noise Level Monitoring	Day/Night Noise Monitoring; L _{day} , L _{night} , Leq values using a calibrated sound level meter as per CPCB norms etc.
8	Leachate Analysis (Landfill / WTE Plants)	pH, BOD, COD, Ammoniacal Nitrogen, TDS/TSS, Sulphates, Chlorides, VOCs, Heavy Metals, Colour/Odour, Toxicity Characteristics, TOC, Phenols, Cyanide, SVOCs etc.
9	Reporting and Documentation	Field data sheets, raw data, analytical reports, chain-of-custody, calibration certificates, QA/QC records, soft & hard copies of reports.
10	Quality Assurance / Compliance	As per NABL/ISO 17025 guidelines; validated calibration standards; compliance with CPCB / MoEF&CC standards; safety protocols; SOPs for sampling, analysis, and fume extraction testing etc.

Note: 1) The number and type of parameters are indicative and may vary depending on field conditions.

2) Agencies shall provide requisite instrumentation, equipment, and qualified personnel for sample collection and analysis.

SECTION-3 Empanelment Criteria

1. Empanelment Criteria for Shortlisting:

- a. The laboratory must be MOEF&CC or CPCB recognized. NABL accreditation is desirable.
- b. The bidder must have an average minimum annual financial turnover of Rs. 10 Crore of the last three financial years from the laboratory activities, duly supported by audited Balance Sheets and a Certificate from a Chartered Accountant.

Minimum eligibility for qualification for ‘Technical Bid’ is given below-:

S No	Criteria	Maximum Weightage
1	A minimum of 5 years of relevant experience in environmental monitoring and laboratory sampling and analysis, supported by documentary proof.	10
2	The agency must have work experience with at least 5 government agencies /institutions in the last 05 years, supported by documentary proof.	20
3	Facilities for sampling and analysis of parameters with agency and office present in India (Lab instruments relevant to the scope of work)	20
4	A detailed power point presentation before Tender Evaluation Committee of NPC (for point 1 to 3)	50
	Total	100

2. All the shortlisted agency shall make **online technical presentation** to tender Evaluation committee of the NPC.
3. The agency shall carry out the monitoring, sampling and analysis works as per NABL accredited methods.
4. The agency shall co-ordinate with the NPC, Delhi Head office for efficient monitoring and sampling works.
5. The Executing Agency shall also provide the monitoring schedule to the NPC for participation in the monitoring & sampling works.
6. All the information and data generated or collected during the execution of the work shall be treated as confidential and sole property of the NPC.

SECTION-4 Period of Empanelment

The empanelment of the selected laboratories/agencies shall be valid for an initial period of (03) year from the date of issuance of the Empanelment Letter, subject to satisfactory performance, continued compliance with accreditation/recognition requirements, and adherence to the terms and conditions of this tender. The empanelment may be extended for a further period of two (02) years, based on performance review and operational requirements of NPC.

ANNEXURE-I

Format of Application for submission of technical Proposal

1.	Name of the Company	
2.	Type of Organization	
3.	Year of Establishment	
4.	Address of Corporate Office, Telephone, Email, Website	
5.	Names, Address, Email, and Mobile Numbers of Authorized Representatives	
6.	GST No.	
7.	Company or Firm PAN Number	
8.	Nature of present or previous association with NPC (if any) for providing similar or any other nature of service	Attach Document
10.	List of instruments in possession for environment monitoring.	
11	Have you been blacklisted /debarred by any of the Government Undertakings/ Companies/Organizations, and if so, name of the Company as well as period of debarring and reasons thereof	Yes/No
12.	MoEF&CC/CPCB Recognition and NABL Certificate	Attach Document

(Authorized Signature & Seal)