



**ENGINEERS  
INDIA LIMITED**



# **ENLISTMENT of Suppliers & Contractors**

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## **in EIL**

Delivering Excellence through People

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# About

## Engineers India Ltd (EIL)

### OUR VISION

To Be a World Class Globally Competitive EPC and Total Solutions Consultancy Organisation

### OVERVIEW

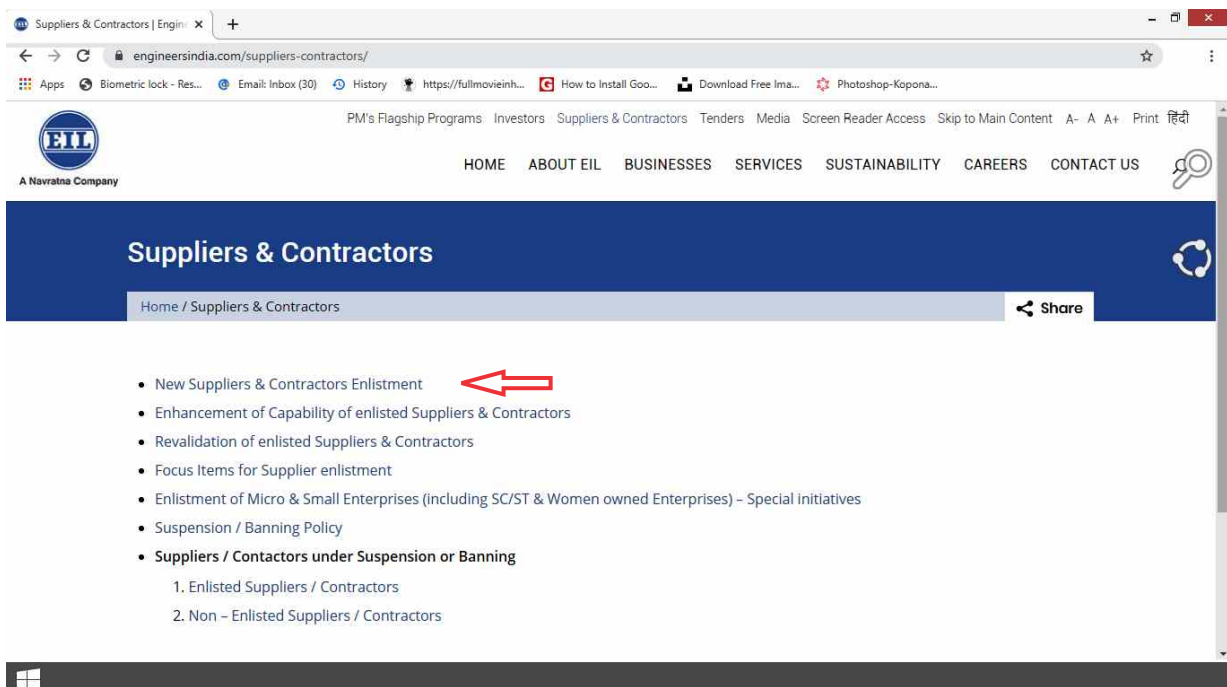
- Established in 1965
- One of South Asia's leading Consultancy and EPC Company in Hydrocarbons and Petrochemicals
- Focused diversification into other emerging sectors:
  - Fertilizer and LNG
  - Non-Ferrous Metallurgy
  - Infrastructure - Airports, Data Centres, Intelligent Buildings, R&D Centres, Institutional Campus
  - Strategic Crude Oil Storage
  - Nuclear, Thermal and Solar energy
  - Exploration & Production
- Providing services from Concept to Commissioning covering Project Implementation Services, Turnkey Contracts & Specialist Services
- In-house and collaborative R&D support with 26 registered patents and 22 pending patent applications.
- Overseas presence in Middle East, Africa and South East Asia
- Zero debt firm with track record of healthy earnings and dividend payout
- Competent and dedicated team of professionals adept at project implementation through deployment of state-of-the-art technologies
- Large multi-disciplinary engineering work force with over 4.6 million manhours available in Project Management & Engineering offices along with 1.19 million manhours of construction management services annually
- Optimized services to attain highest standards of Customer Delight
- An ISO 9001 : 2015, ISO 14001 and ISO 45001 accredited company

# Supply Chain Management in EIL

- EIL has a strong Supply Chain Management (SCM) system to ensure efficient procurement of goods and services in a transparent, equitable and fair system.
- Enquiries and orders awarded for procurement of material and services are hosted on Central Public Procurement Portal (<https://eprocure.gov.in/cppp/>) and EIL website (<https://tenders.eil.co.in/>).
- EIL enlists suppliers and contractors for procurement of goods and services for various projects.

## EIL - Enlistment Process

- Registration process in EIL is online through website <https://engineersindia.com/>.
- On the website, click on Header Option: Suppliers & Contractors (<https://engineersindia.com/suppliers-contractors/>) and the following web page will appear:

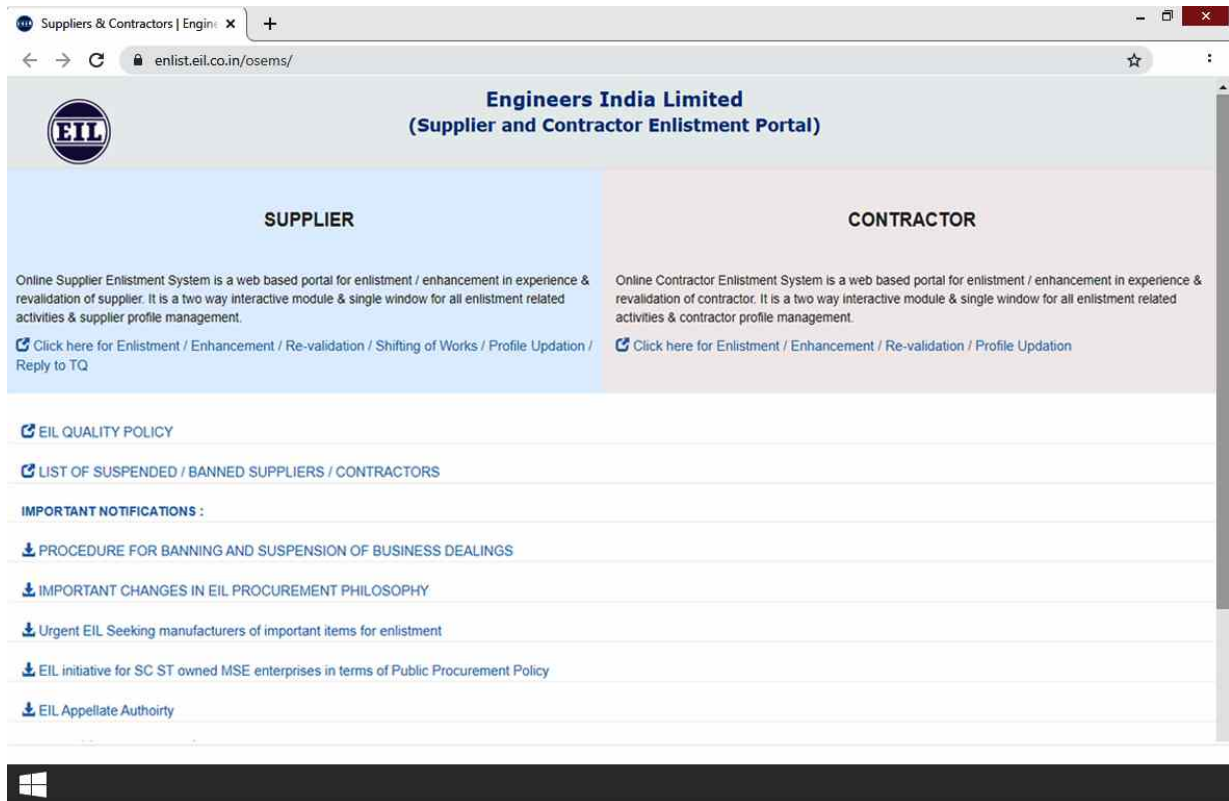


The screenshot shows the website interface for 'Suppliers & Contractors'. The navigation menu includes: HOME, ABOUT EIL, BUSINESSES, SERVICES, SUSTAINABILITY, CAREERS, CONTACT US. The main content area lists several options, with a red arrow pointing to 'New Suppliers & Contractors Enlistment'. Below this, there are sub-sections for 'Suppliers / Contractors under Suspension or Banning'.

- New Suppliers & Contractors Enlistment
- Enhancement of Capability of enlisted Suppliers & Contractors
- Revalidation of enlisted Suppliers & Contractors
- Focus Items for Supplier enlistment
- Enlistment of Micro & Small Enterprises (including SC/ST & Women owned Enterprises) – Special initiatives
- Suspension / Banning Policy
- **Suppliers / Contractors under Suspension or Banning**
  1. Enlisted Suppliers / Contractors
  2. Non – Enlisted Suppliers / Contractors



- Thereafter, click on Sub-Header Option: New Supplier & Contractor enlistment (<https://enlist.eil.co.in/osems/>) and the following web page will appear:



## Stages involved in Enlistment Process for Suppliers

Stage-1 : Document Review	
Company Profile	<ul style="list-style-type: none"> <li>➤ Brief introduction of the Company</li> <li>➤ Date of incorporation &amp; inception of business</li> <li>➤ Product/Model Range</li> <li>➤ Major Clients</li> </ul>
Company documents	<ul style="list-style-type: none"> <li>➤ Certificate of incorporation/ Partnership deed</li> <li>➤ Memorandum and Article of Association</li> <li>➤ ISO:9001</li> <li>➤ HSE policy/ OHSAS:18001/ ISO:45001</li> <li>➤ Factory license</li> <li>➤ MSME certificates (DIC, NSIC, Udyog Aadhaar) (Indian Suppliers)</li> <li>➤ Company details in format PDD-I-01 (Indian Suppliers) / PDD-F-01 (Foreign Suppliers)</li> </ul>
Financial documents	<ul style="list-style-type: none"> <li>➤ Audited Annual Reports for last 3 years</li> <li>➤ Summary of Profit/Loss statement in format PDD-I-02 (Indian Suppliers)</li> <li>➤ Summary of Balance sheet in format PDD-I-03 (Indian Suppliers)</li> </ul>
Organogram	<ul style="list-style-type: none"> <li>➤ Company Management</li> <li>➤ Design &amp; Engineering Division</li> <li>➤ QA/QC Division</li> <li>➤ Production Division</li> <li>➤ After Sales Service Division</li> </ul>
Technical documents	<ul style="list-style-type: none"> <li>➤ Proven Track Record (PTR) within past 7 years from the application with relevant copies of PO's, Approved Drawings &amp; data-sheets, Inspection Release Note, Lorry Receipt etc.</li> <li>➤ Documents to substantiate item supplies for atleast 2 years prior to the date of application.</li> <li>➤ Performance feedback from end users (as applicable for selected items)</li> <li>➤ Type test reports as per relevant standards</li> <li>➤ Statutory approvals (PESO, BIS, IBR etc), as applicable</li> <li>➤ Internal QA plan and procedure.</li> </ul>



Compliance to EIL Specification & ITP	➤ Relevant EIL specification and ITP shall be forwarded during application processing for compliance. Deviations, if any, to be furnished with justifications.
Responsibility Matrix	➤ Responsibility matrix to be furnished in format PDD-RM-01.
Sub-Supplier	➤ List of major bought out items and activities sourced from subsupplier/contractor.
Other documents	➤ Compliance copy to EIL Terms & Conditions document available on EIL enlistment portal <a href="https://enlist.eil.co.in/osems/Home">https://enlist.eil.co.in/osems/Home</a>

Stage-2: Shop Survey by EIL-Regional/ Foreign Procurement office (RPO/FPO)	Stage-3: Final approval
<p>Upon successful qualification in Stage-1, application shall be forwarded to RPO/FPO for assessment of supplier's works.</p> <p>Shop survey is conducted to cover the following as a minimum: -</p> <ul style="list-style-type: none"> <li>➤ Manufacturing facility (Layout, Machinery etc.).</li> <li>➤ Design Facility.</li> <li>➤ Planning &amp; Scheduling.</li> <li>➤ Quality Management System/ISO.</li> <li>➤ Testing Arrangements.</li> <li>➤ After sales service.</li> <li>➤ Documents Verification.</li> </ul>	<p>Upon successful qualification in both stages-1&amp;2, application shall be presented before EIL Competent Authority/ Committee for final approval.</p> <p>Consequent upon approval of the Competent Authority/Committee, Enlistment letter shall be issued.</p>

**Note:** Before applying, please refer Terms & Conditions document for Enlistment / Enhancement/ Revalidation displayed on <https://enlist.eil.co.in/osems/Home>.

## Stages involved in Enlistment Process for Contractors

Stage-1 : Document Review	
Company Profile	<ul style="list-style-type: none"> <li>➤ Brief introduction of the Company</li> <li>➤ Date of incorporation &amp; inception of business</li> <li>➤ Nature of Jobs executed</li> <li>➤ Details of available Machinery and Skilled/ Unskilled Manpower (Form III).</li> </ul>
Company documents	<ul style="list-style-type: none"> <li>➤ Certificate of incorporation/ Partnership deed</li> <li>➤ Memorandum and Article of Association</li> <li>➤ ISO:9001 certificate</li> <li>➤ HSE policy/ OHSAS:18001/ ISO:45001 certificate</li> <li>➤ MSME certificates (DIC, NSIC, Udyog Aadhaar) (Indian Contractor)</li> </ul>
Organogram	<ul style="list-style-type: none"> <li>➤ Company Management</li> <li>➤ Organization Chart</li> </ul>
Financial documents	<ul style="list-style-type: none"> <li>➤ Audited Annual reports for last 3 years</li> <li>➤ Solvency Certificate</li> </ul>
Technical documents	<ul style="list-style-type: none"> <li>➤ Detailed description of Qualifying works (Form II)</li> <li>➤ Certified copies of Qualifying Work order and Completion Certificate (executed in last 7 years) and other documents required to establish the credentials.</li> <li>➤ Details of ongoing works (Form V)</li> <li>➤ Details of jobs executed in last 10 years (Form-IV)</li> </ul>
Other documents	<ul style="list-style-type: none"> <li>➤ Compliance copy to EIL Terms &amp; Conditions document available on EIL enlistment portal <a href="https://enlist.eil.co.in/osems/Home">https://enlist.eil.co.in/osems/Home</a></li> <li>➤ Details of Text Agreement entered with any other organisation</li> </ul>

### Stage-2: Final Approval

Upon successful qualification in Stage-1, application shall be presented before EIL- Competent Authority/Committee for final approval.

Consequent upon approval of the Competent Authority/Committee, Enlistment letter shall be issued.

**Note:** Before applying, please refer Terms & Conditions document for Enlistment / Enhancement/ Revalidation displayed on <https://enlist.eil.co.in/osems/Home>.



## Prime Minister's Flagship Programs

### ■ Make in India

Indian suppliers intending to bring imported technology, can seek enlistment under “Make in India” category, which is a Flagship program envisaged by the Hon’ble PM.

Policy details are available on EIL corporate website <https://www.engineersindia.com>, under PM’s Flagship Programs.

### ■ Start-up India

This initiative by Hon’ble PM, aims at fostering entrepreneurship and promoting innovation by creating an eco-system, that is conducive for growth of start-ups in India.

Policy details are available on EIL corporate website <https://www.engineersindia.com>, under PM’s Flagship Programs.



# EIL Enlistment Charges (exclusive of Taxes)

(Refer Note 1 & 2)

## ■ Indian Supplier:

Enlistment Application Type	MSME (Yes/No)	Category	Charges (INR)
Normal	No	Not applicable	2,00,000/- (Two Lakhs)
	Yes	Micro	30,000/- (Thirty Thousand)
		Small	40,000/- (Forty Thousand)
		Medium	1,00,000/- (One Lakh)
		Micro (SC/ST)	5,000/- (Five Thousand)
		Small (SC/ST)	10,000/- (Ten Thousand)
Make in India (Note 3)	No	Not applicable	10,00,000/- (Ten Lakh)
	Yes	Micro	5,00,000/- (Five Lakh)
		Small	5,00,000/- (Five Lakh)
		Medium	5,00,000/- (Five Lakh)
Start-up India (Note 3)	Not applicable	SC/ST	10,000/- (Ten Thousand)
	Not applicable	Non-SC/ST	1,00,000/- (One Lakh)

■ **Foreign Supplier (Note 4):** Application fee payable for Foreign supplier is USD 3500/- (Thirty Five Hundred only).

■ **Contractor:** Application fee is not applicable for enlistment of Contractor.

### Note:

1. Rates are subjected to change at the sole discretion of EIL management.
2. Refer Terms & Conditions document for Enlistment/Enhancement/Revalidation displayed on EIL website <https://enlist.eil.co.in>.
3. For Make in India; Start-up India application, the normal processing charge shall be applicable at the time of application submission. Difference in amount for selected processing charge type with GST, will be demanded after application is found suitable as per EIL Make in India/ Start-up India Policy.
4. Application fee to be paid after satisfactory review and approval of Foreign supplier, for which intimation shall be sent separately. Refer Clause 6.7 of Terms & Conditions document for shop survey fees in case of Foreign Suppliers.

## Nodal address for Enlistment of Suppliers/Contractors

Head-Procurement Development Department (PDD)  
 Engineers India Limited,  
 2nd Floor, Engineers India Bhawan,  
 1, Bhikaiji Cama Place, RK Puram, New Delhi-110066, India  
 Tel:- +91-11-2676-2866/3501  
 Email:- pdd@eil.co.in





PAUL & HEAVY  
ENGINEERING  
PVT. LTD.





## ENGINEERS INDIA LIMITED

(A Govt. of India Undertaking)

Website: [www.engineersindia.com](http://www.engineersindia.com)

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