

EXPRESSION OF INTEREST

EMPANELMENT OF TECHNICAL CONSULTANTS/CONSULTANCY ORGANISATIONS FOR THE DEVELOPMENT OF COMMON FACILITY CENTRES (CFCs) UNDER THE MSE-CDP SCHEME



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I. BACKGROUND

The Micro and Small Enterprises – Cluster Development Programme (MSE-CDP) is a flagship initiative of the Ministry of Micro, Small and Medium Enterprises (MSME), Government of India, aimed at enhancing the productivity, competitiveness, and sustainability of Micro and Small Enterprises (MSEs) through cluster-based interventions. This scheme primarily supports the development of Common Facility Centres (CFCs) and Infrastructure Development (ID) projects within industrial clusters, addressing common challenges such as lack of modern technology, access to testing and quality control, skill development, and market linkages.

Under the CFC component, financial assistance of up to 80% of the project cost is provided by the Government of India for the creation of shared facilities like machinery, testing labs, design centres, and R&D support systems. These facilities are operated by a Special Purpose Vehicle (SPV) comprising stakeholders from the cluster, ensuring collective ownership and long-term viability.

In the state of Andhra Pradesh, the implementation of MSE-CDP (CFC) projects is facilitated through the Andhra Pradesh Micro, Small and Medium Enterprises Development Corporation Ltd. (AP MSME DC). The Corporation functions as the Implementation Agency (IA) for the CFC Component and additionally plays a pivotal role in nurturing the MSME ecosystem through policy advocacy, financial facilitation, infrastructure creation, and market development.

AP MSME DC is committed to empowering MSMEs across the state by promoting cluster-based development models. It works closely with District Industries Centres (DICs), Industrial Associations, and cluster-based SPVs to identify potential projects, mobilize resources, and ensure end-to-end project implementation under MSE-CDP guidelines. The Corporation is also responsible for convening State-Level Steering Committee (SLSC) meetings, coordinating with SIDBI and the Office of DC-MSME, and monitoring progress through digital tools and on-ground evaluations.

With a growing network of operational and proposed CFCs across key sectors such as food processing, engineering, pharmaceuticals, textiles, and renewable energy, the implementation of MSE-CDP by AP MSME DC represents a significant opportunity to foster inclusive industrial development, technology diffusion, and employment generation across Andhra Pradesh's MSME landscape.

II. PURPOSE

The purpose of this Expression of Interest (EOI) is to empanel qualified Consultants or Consultancy Organisations with demonstrated expertise in providing comprehensive technical and procedural support for the successful implementation of Common Facility Centre (CFC) projects under the MSE-CDP scheme.

These empanelled consultants will be expected to play a multifaceted role, encompassing both advisory and execution-oriented functions. They will assist the SPVs and Implementing Agency in the identification of clusters, preparation of Detailed Project Reports (DPRs) in line with the latest MSE-CDP guidelines, conduct cluster-based need assessments, and suggest optimal technological interventions that align with industry demands and local resource availability.

The consultants will also be responsible for preparing e-tender documents with accurate technical specifications, facilitating the procurement of machinery and services through transparent and competitive processes. They shall support the SPV during the entire procurement cycle, right from DPR preparation, tender publication and pre-bid meetings to technical evaluations and vendor finalization, ensuring compliance with GFR norms and value-for-money principles.

Additionally, the consultants are expected to undertake technical feasibility studies, develop layout plans for machinery installation, monitor on-site progress during implementation, and guide the SPV in achieving quality benchmarks. Their role extends to assisting in joint inspections, supervising commissioning and trial runs, and preparing technical documentation required for submission of Utilization Certificates (UCs) and project closure reports to the DC-MSME.

Ultimately, the empanelment aims to create a pool of dependable technical experts who can be deployed across diverse clusters to ensure that the CFCs are technically sound, financially viable, and implemented within prescribed timelines. The support of such consultants is vital in strengthening the capacity of SPVs, enhancing project quality, and accelerating the adoption of modern technologies within the MSME ecosystem.

III. EOI NOTICE

AP MSME Development Corporation

AP MSME Development Corporation, 2nd Floor, PVS Landmark
IT Park, Mangalagiri, Andhra Pradesh-522503

Notice for Expression of Interest (EOI)

The Andhra Pradesh Micro, Small and Medium Enterprises Development Corporation Ltd. (AP MSME DC) invites **Expressions of Interest (EOI) for the empanelment of qualified Consultants or Consultancy Organisations possessing sound technical and procedural expertise relevant to MSE-CDP (CFCs) in Andhra Pradesh**

Expression of Interest (EOI) is invited from **competent and eligible professional Consultants/Consultancy Organisations** who fulfil the prescribed eligibility criteria, for **“Empanelment as Technical Consultants for the development of Common Facility Centres (CFCs) under the Micro and Small Enterprises – Cluster Development Programme (MSE-CDP)”** being implemented by the **Andhra Pradesh MSME Development Corporation (AP MSME DC)**, Department of Industries & Commerce, Government of Andhra Pradesh.

Eligible bidders can submit their EOIs on or before Dec 15, 2025 (17.00 Hrs).

Sd/-
Chief Executive Officer

IV. IMPORTANT DETAILS:

Sl. No.	Information	Details
1	Last date and time for submission of EOIs.	Dec 15th, 2025
2	Place, date and time of making technical presentation	Shortlisted Applicants will be intimated by Email/Letter.
3	Officer in-charge for correspondence and address for communication	Shri. A. Sudhakar, Executive Director, AP MSME Development Corporation, 2nd Floor, PVS Landmark IT Park, Mangalagiri, Andhra Pradesh-522503 Email: apmsmedc@gmail.com , ceo-apmsmedc.ap.gov.in
4.	Application Fee	Application Fee: All applicants shall pay a non-refundable application fee of Rs. 20,000/- (Rupees Twenty Thousand only). The fee shall be remitted through NEFT/RTGS to the following bank account: Name of Account: AP MSME Development Corporation Bank: State Bank of India Branch: SBI, MG road branch Account Number: 39677901097 IFSC Code: SBIN0016857 A copy of the UTR/transaction acknowledgement shall be enclosed with the EOI submission. EOIs without valid proof of fee payment shall be considered non-responsive and liable for rejection.

V. CONSULTANCY SERVICE REQUIREMENTS

The empanelled Consultants or Consultancy Organisations will be expected to offer professional services with technical and procedural expertise across key stages of project implementation. This includes the preparation of Detailed Project Reports (DPRs), support in E-tendering processes, assistance during procurement and implementation phases, and ensuring alignment with guidelines of the Micro and Small Enterprises – Cluster Development Programme (MSE-CDP), Ministry of MSME, Government of India, and other relevant initiatives taken up by AP MSME Development Corporation (AP MSME DC).

Consultants will also provide specialized advisory and analytical services, contribute to the execution of planned interventions, offer domain-specific insights, assist in data analysis and sectoral research, and support the preparation of technical documentation and project reports. In addition, consultants may be engaged to conduct technical training programs, evaluations, diagnostic studies, and develop marketing strategies or sector-wise opportunity mappings in emerging and traditional MSME segments. Such strategic inputs are expected to enhance project efficiency, institutional capacity, and effective coordination during all phases of implementation.

Empanelment will be carried out after assessing the professional standing, ethical credentials, technical capabilities, and demonstrated experience of individuals or firms. Criteria will include previous assignments completed, sectoral knowledge, timely delivery of services, and relevant certifications or registrations. All engagements will be issued on a case-specific basis, based on project need and subsequent approval by competent authorities.

AP MSME DC proposes to build a broad-based panel of technical consultants having experience in one or more of the following thematic or industrial domains:

- Agro processing & Food Technology
- Textiles, Handlooms, Garments and Making of Gold Ornaments ● Renewable Energy & Energy Efficiency
- Engineering, Electrical, Electronics
- Rubber, Wood & Furniture, Coir, Bamboo, Cashew ● Medical Devices & Precision Equipment
- Civil Infrastructure & Industrial Layouts ● Handicrafts, Khadi, Village Industries
- Retail, Printing, Logistics, Commerce
- Cluster Development & Value Chain Integration

This list is indicative and may be expanded based on future project needs.

Once empanelled, consultants may be invited to submit proposals for specific assignments as and when such needs arise. Evaluation and selection for such assignments will be carried out from among empanelled consultants through a transparent process.

VI. ELIGIBILITY CRITERIA

The applications for empanelment in form of 'Expression of Interest (EOI)' are hereby invited from professional Consultants/ Consultancy Organisations fulfilling the eligibility conditions set out below for their empanelment.

- a. The Applicant shall be:
 - A Consultancy Organisation registered in India. for at least 5 years and having operational presence in Andhra Pradesh, which may include a Limited Liability Partnership (LLP), Private Limited Company, Public Limited Company, Partnership Firm, Sole Proprietorship or any other legally recognised entity engaged in professional consultancy services and registered under applicable Indian laws, OR
 - A Government Agency based in Andhra Pradesh.
- b. The applicant must have successfully completed at least 3 DPRs and got approval under MSME schemes such as MSE-CDP, SFURTI, or similar Central Government supported initiatives.
- c. The Applicant should have successfully undertaken activities pertaining to

implementation of at least 2 Central/State Government Projects in India and preferably in Andhra Pradesh. The proof of same shall be submitted.

- d. The Applicant should demonstrate sufficient personnel, organisational and technical strength to carry out such cluster-based assignments. The proof of same shall be submitted.
- e. The Applicant shall have a registered office in India and must have an office/service network in Andhra Pradesh preferable in Vijayawada. The proof of same shall be submitted.
- f. The Applicant should not have been blacklisted by any Government or Government Entity in the last 3 years (2022-23, 2023-24, 2024-25). A self- declaration to that effect shall be submitted by the authorized person.
- g. The applicant must have achieved a minimum annual turnover of ₹20 lakhs in at least one of the last three financial years (2022-23, 2023-24, 2024- 25). Supporting documents such as audited financials or a CA-certified turnover certificate must be submitted.
- h. Shortlisted applicants will be required to make a technical Presentation before the Evaluation Committee, showcasing their relevant experience, approach, sectoral knowledge, and understanding of the assignment.

The Applicant's strengths will be compared on number of the projects executed, cumulative experience in number of Projects, presence in Andhra Pradesh.

The Applicants shall be shortlisted based on the professional experience, completed projects and ethical reputation, professional standing of the individual/organisation (registered, licensed, certified), ability to complete the project within allotted time, experience in providing the services, etc.

The Interested Consultants/Consultancy Organisations shall submit their EOI along with the proof of documents mentioned in the Eligibility Criteria.

VII. TERMS & CONDITIONS

- a. The empanelment of Consultants/Consultancy Organisations shall be valid for a period of three (3) years from the date of constitution of the panel. The tenure may be extended at the discretion of the AP MSME Development Corporation (AP MSME DC) or the Department of Industries & Commerce,

Government of Andhra Pradesh, based on project needs and performance of the empanelled entities.

- b. AP MSME DC reserves the right to add new Consultants/Consultancy Organisations to the empanelled panel at any point during the validity period, if deemed necessary in the interest of effective and timely implementation of projects.
- c. The final decision on selection shall lie solely with the AP MSME DC/Department of Industries & Commerce and will be binding on all empanelled parties.
- d. Non-performance or under-performance of any empanelled Consultant/Consultancy Organisation may lead to exclusion from future opportunities and may result in removal from the panel, solely at the discretion of AP MSME DC.
- e. The Terms of Reference (ToR), timelines, deliverables, payment terms, bid security (if any), and any other project-specific conditions shall be defined separately for each consultancy engagement.
- f. Empanelment shall not be construed as a binding commitment for award of work.
- g. The maximum service charge to be collected from SPVs shall not exceed 2% of the project cost.
- h. Conflict of Interest: Consultants engaged under this empanelment shall not be eligible to participate in any procurement or implementation assignment arising from projects for which they have provided consultancy services, to avoid conflict of interest.
- i. Confidentiality: All data, reports, or information shared by AP MSME DC shall remain confidential and shall not be disclosed without prior written consent.

VIII. EVALUATION CRITERIA

The Andhra Pradesh Micro, Small and Medium Enterprises Development Corporation Ltd. (AP MSME DC) will examine all submitted EOIs to determine whether the applicants meet the eligibility criteria, have submitted all required documents, and have complied with the format and procedural requirements outlined in this EOI document. Any EOI found to be non-responsive, incomplete, or lacking supporting evidence may be rejected at the discretion of AP MSME DC without further consideration.

The selection and empanelment process will be carried out in the following stages:

- a. Shortlisting of Consultants/Consultancy Organisations based on eligibility criteria and supporting documents submitted with the EOI.
- b. **Technical Presentation:** Shortlisted applicants will be invited to deliver a technical presentation before the Selection Committee, outlining their expertise, methodology, relevant sectoral experience, and proposed approach for supporting MSME cluster/CFC projects.
- c. A Selection Committee, constituted by AP MSME DC, will assess the applicants based on their presentation, credentials, and alignment with the objectives of the MSE-CDP scheme.
- d. Only EOIs received in full and within the specified deadline will be opened for further processing.
- e. The Selection Committee's recommendations shall be placed before the Competent Authority, whose decision on empanelment shall be final and binding.

All expenses related to the preparation and submission of the EOI shall be borne entirely by the applicant. AP MSME DC will bear no responsibility or liability in this regard, and reserves the right to modify, suspend, or terminate the empanelment process at any stage without assigning any reason.

EOIs shall be submitted, only in physical format, in a sealed envelope clearly superscribed “ **EOI for Empanelment of Technical Consultants under MSE-CDP (CFCs)**” and must reach the following address on or before Dec 15, 2025

Chief Executive Officer
AP MSME Development Corporation 2nd
Floor, PVS Landmark, IT Park
Mangalagiri, Andhra Pradesh – 522503
Email: apmsmedc@gmail.com,
ceo-apmsmedc.ap.gov.in

EOIs received after the deadline shall be summarily rejected. Applicants are advised to carefully review the terms, conditions, and technical specifications outlined in this EOI document. Submission of an EOI that fails to comply with these instructions may result in disqualification without any further correspondence.