



KERALA AGRICULTURAL UNIVERSITY

Directorate of Internal Quality Assurance Cell
Main Campus, Vellanikkara

No. IQAC/6/2025-A1

Dated: 27-10-2025

Invitation for Expression of Interest (EOI) for Consultancy Services for NAAC Accreditation Process at Kerala Agricultural University

This invitation for Expression of Interest does not call for a solicitation. The Kerala Agricultural University (hereinafter referred to as 'KAU'), reserves the right to change or cancel the requirement at any time during the EOI and/or solicitation process. KAU also reserves the right to seek for other compliance norms with additional conditions as and when the final solicitation documents are issued

Kerala Agricultural University

Kerala Agricultural University, established on 1st February 1972, is dedicated to excellence in agricultural education, research and extension services. Our mission is to contribute to the sustainable development of agriculture and allied sectors through quality education and innovative research.

Kerala Agricultural University is inviting EOI for Consultancy for the **National Assessment and Accreditation Council** (NAAC) Binary accreditation process. We seek consultancy services to navigate the NAAC accreditation process efficiently and effectively. Your expertise will help us align our institutional practices with NAAC's criteria and enhance our overall quality of education and research.

Eligibility Criteria of participating firms and Proposal Submission Requirements are given in Annexure 1 Format of Financial Bid is given in Annexure 2.

Annexure 1

We, [Your Company Name], are pleased to submit our Expression of Interest (EOI) for providing consultancy services to Kerala Agricultural University. Our firm specializes in [briefly describe your area of expertise, research, policy development, capacity building, etc.] and we are committed to supporting the university in achieving its objectives.

1. Company Profile

- Name of the Company:
- Address:
- Contact Person:
- Phone Number:
- Email:
- Legal Status: [e.g., Proprietorship, Partnership, Limited Company]
- Registration Number:
- PAN/GST Number:

2. Experience and Expertise

We have over [number] years of experience in [consultancy]. Our notable projects include:

- [Project 1: Brief description] (Supporting Documents should be attached)
- [Project 2: Brief description] (Supporting Documents should be attached)
- [Project 3: Brief description] (Supporting Documents should be attached)

3. Proposed Services

We propose to offer the following services to Kerala Agricultural University:

- [Service 1: Description]
- [Service 2: Description]
- [Service 3: Description]

4. Methodology

Our approach will include: [Briefly outline your methodology or strategy for delivering the proposed services]

5. Expected Outcomes/ deliverables

We aim to achieve the following outcomes:

- [Outcome 1]
- [Outcome 2]

- [Outcome 3]

6. SPECIFIC TERMS AND CONDITIONS

- I. The company should be a registered entity
- II. Copies of the following documents should be submitted, a) Company Registration Certificate b). PAN and GST Certificates c). Relevant Experience Certificates d.) Any other supporting documents
- III. Jurisdiction: The contract will be subject to Thrissur Jurisdiction, in case of any dispute, only Thrissur Court /Kerala High Court will have jurisdiction
- IV. All information contained herein and the enclosures are confidential information. By accepting this material, the recipient agrees that the information will be held in confidence and will not be reproduced, disclosed or used in whole or in part without prior permission of KAU

7. SCOPE OF WORK

1. Preparing the Self-Study Report (SSR) and other required documentation.
2. Assist in the preparation of Annual Quality Assurance Reports (AQAR) and other post-accreditation documentation.
3. Guiding the institution through the NAAC accreditation process.
4. Conducting internal quality audits
5. Providing training and workshops for faculty and staff on NAAC criteria and standards.
6. Assisting in the submission of the final application and supporting documents.
7. Gap Analysis and Benchmarking
8. Quality Enhancement Initiatives
9. Support for clarifying queries raised by NAAC

8. Tender from Acquisition and Procurement Guidelines

The tender form may be downloaded from the “Tender Related Documents” section on the KAU website (www.kau.in/tenders).

The cost of the tender form is 0.2% of the cost of the tender rounded to the nearest multiple of 100, subject to a minimum of ₹400 and a maximum ₹1,500 + 18% GST.

The cost of the tender form must be paid by way of DD in favour of Comptroller, KAU Main Campus, payable at State Bank of India.

Offers received after the last date and time are liable to be rejected. Offers received without the required document attachments mentioned above are liable to be rejected. KAU follows the further process as per Kerala Government Tender norms and university procurement guidelines, including technical evaluation, financial bidding, negotiation, and contract finalization. Selected firms will be intimated for the next stage

Your Name & Designation

Company Name

The responses/queries should be addressed to:

The Director Internal Quality Assurance Cell (IQAC)
Kerala Agricultural University, KAU Main Campus, KAU P.O.,
Vellanikkara Thrissur dt., Kerala. – 680 656. Ph: 0487-243 8006
E-mail: director.iqac @kau.in, office.iqac@kau.in

Annexure 2

(To be printed from the letterhead of the company)

Financial Bid

Total Consultancy charges for the NAAC Binary accreditation. TDS will be recovered as per the prevailing rate on the gross billed amount. The quotes may be sent on or before 05/11/2025.

Sl No	Particulars	Total Charges
1	Total Consultancy Charges inclusive of GST	

Place :

Date :

Authorized Name & signature

Designation

Office Seal

Yours faithfully



**Dr. P O NAMEER
DIRECTOR IQAC**