

Request for Proposal for Baseline Data Collection and Process Verification Audit for DISCOM  
Sector under PAT Scheme

Prepared By



Bureau of Energy Efficiency  
Ministry of Power, Government of India

To be submitted to,

**The Secretary,  
Bureau of Energy Efficiency,  
4th Floor, Sewa Bhawan,  
R. K. Puram, New-Delhi 110 066.**

Last date of Submission of RfP: -10/10/ 2020 (Friday) 15-:00 hours (IST)

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## 1. LETTER OF INVITATION

### 1.1 Advertisement

This Request for Proposal (RfP) document is for Baseline Data Collection and Verification Audit for DISCOM Sector under PAT scheme. The Government of India has set up Bureau of Energy Efficiency (BEE) (Website: [www.beeindia.gov.in](http://www.beeindia.gov.in)) on 1<sup>st</sup> March, 2002 under the provisions of the Energy Conservation Act, 2001. The mission of Bureau of Energy Efficiency is to assist in developing policies and strategies with a thrust on self-regulation and market principles, within the overall framework of the Energy Conservation Act, 2001 with primary objective of reducing energy intensity of the Indian economy. Overcoming barriers for financing of energy efficiency is a key policy goal.

The objective of conducting the study is to widen the PAT scheme by adding more Designated Consumers (DCs) in already existing DISCOM sectors in subsequent phases. This will establish baseline specific energy Consumption (SEC)/Energy Performance Index of the new DCs.

Interested agencies/firms may download the RfP document from the website: [beeindia.gov.in](http://beeindia.gov.in). In case the RfP is downloaded, intimation may be sent at the email id: [suryay@beenet.in](mailto:suryay@beenet.in) in the absence of such intimation, the bid shall be treated as non-responsive. The submission of the RfP document must be accompanied with the payment of the bid processing fees of Rs.5,000/- (INR Five Thousand only). The payment will be accepted in the form of crossed demand draft on any scheduled bank, payable at par in New Delhi in favour of "Bureau of Energy Efficiency, New Delhi".

Last Date for Submission of RfP: 15:00 hrs. (IST), 10/10/2020.

**Interested agencies/firms may contact Ms. Surya Yadav, BEE (Tel:(+91)-11-2676-6817, Fax: (+91)-11-2617-8352, Email: [suryay@beenet.in](mailto:suryay@beenet.in), for any clarification.**

### 1.2 Critical Information

Availability of RfP document	11/10/2020
Last date for acceptance of queries	24/09/2020
Date for pre-bid meeting	21/09/2020 at BEE office <b>Note:</b> Pre bid meeting will be held online and link for the meeting will be provide at BEE's website.

Last date for receipt of RfP document	10/10/2020
Place, time and date of opening of technical proposals	10/10/2020 at BEE office
Place, time and date of opening of financial proposals	To be informed later (only to technically qualified bidders)
Validity of RfP document	120 days from the date of opening
Timeline to complete job	4 months from date of award of work order
Contact Person for queries	Mr Milind Deore Director Email: mdeore@beenet.in; <a href="mailto:suryay@beenet.in">suryay@beenet.in</a> , Tel:(+91)-11-2676-6713 Fax: (+91)-1126178352
Submission of RfP address to	The Secretary, Bureau of Energy Efficiency 4 <sup>th</sup> Floor, Sewa Bhawan, R.K.Puram, New Delhi-110066, India <a href="tel:+911126766700">Tel:(+91)-112676-6700</a> , Fax: (+91)-1126178352

Note: BEE will use Email as a primary mode of communication and will upload all relevant information on BEE website (<http://www.beeindia.gov.in>)

## 2. About BEE

The mission of Bureau of Energy Efficiency (BEE) is to develop policy and strategies with a thrust on self-regulation and market principles, within the overall framework of the Energy Conservation Act (EC Act), 2001 with the primary objective of reducing energy intensity of the Indian economy. This will be achieved with active participation of all stakeholders, resulting in accelerated and sustained adoption of energy efficiency in all sectors.

The setting up of Bureau of Energy Efficiency (BEE) provides a legal framework for energy efficiency initiatives in the country. The Act empowers the Central Government and in some instances the State Governments to:

- Notify energy intensive industries, other establishments, and commercial buildings as designated consumers.
- Establish and prescribe energy consumption norms and standards for designated consumers.

- Direct designated consumers to designate or appoint certified energy manager in charge of activities for efficient use of energy and its conservation.
- Get an energy audit conducted by an accredited energy auditor in the specified manner and intervals of time.
- Furnish information with regard to energy consumed and action taken on the recommendation of the accredited energy auditor to the designated agency.
- Comply with energy consumption norms and standards, and if not so, to prepare and implement schemes for efficient use of energy and its conservation.
- Prescribe energy conservation building codes for efficient use of energy and its conservation in commercial buildings State Governments to amend the energy conservation building codes to suit regional and local climatic conditions.
- Direct owners or occupiers of commercial buildings to comply with the provisions of energy conservation building codes.
- Direct mandatory display of label on notified equipment and appliances.
- Specify energy consumption standards for notified equipment and appliance.
- Prohibit manufacture, sale, purchase and import of notified equipment and appliances not conforming to standards.

## 2.1 Background

Recognizing the fact that efficient use of energy and its conservation is an essential part of India's goals to mitigate the gap between demand and supply and to promote economic competitiveness, the Government of India enacted the Energy Conservation Act – 2001. The Act provides for institutionalizing and strengthening delivery mechanisms for energy efficiency services in the country and provides the much-needed coordination between the various organizations and stakeholders, within the Government and in the private sector.

Schedule to EC Act provides list of 15 energy intensive industries and other establishments to be notified as designated consumers (DC).

Section 14 (e) of the EC Act provides that the Central Government may, by notification, in consultation with the Bureau of Energy Efficiency specify any user or class of user of energy as designated consumers which satisfies the following conditions:

- i. Energy Quantity or Energy Intensity
- ii. Amount of investment required for switching over to energy efficient equipment;

- iii. Capacity of the industry/establishment to make investment for switching over to energy efficient equipment; and
- iv. Availability of the energy efficient machinery and equipment required by the industry.

As regards (i) a designated consumer group consuming large amount of energy or having high energy intensity defined as energy consumed (in terms of oil equivalent) per unit of turnover may have a large potential to be a good consumer group under the EC Act in terms of energy saving potential.

As regards (ii) to (iv), these factors are qualitative in nature and their applications will vary from case to case basis even within the same designated consumer group. DISCOM/establishment units having high debt equity ratio signifies that the units have lived beyond their means. It may be difficult to implement measures that require large investment even if those measures are highly attractive financially. On the other hand, DISCOM units that are in financial difficulty has a more urgent need to reduce operational cost and energy cost. Lessons learned from many other energy auditing studies show that a large fraction of energy cost reduction is related to better housekeeping measures with no or little investment.

As far as availability of energy efficiency machinery and equipment is concerned, the management of the designated consumer in any case is given a choice to accept only techno-economic viable recommendations of the energy audit and implement the same. In case of non-availability of concerned energy efficient machinery and equipment in the Indian market or in abroad, a designated consumer can cite reason for not implementing related recommendations of the mandatory energy audit studies.

Since the objective of the Act is to promote energy efficiency and its conservation and consequently to reduce the energy cost, selection of industry for the purpose of declaring it, the Designated Consumer under Section 14(e) of the EC Act should primarily take into account-

- i. total annual energy consumption in Metric Ton of Oil Equivalent;
- ii. Energy intensity; and
- iii. Percentage of Energy cost on total cost, as every designated consumer is always keen to reduce energy consumption as well as energy cost to make its product competitive.

## **2.2 Brief about PAT under NMEEE**

In 2008, Government of India announced 'National Action Plan on Climate Change (NAPCC), identifying eight missions to promote inclusive growth in the country. The National Mission for Enhanced Energy Efficiency (NMEEE) is one of the eight identified missions under

NAPCC. One of the initiatives under NMEEE is Perform Achieve and Trade (PAT) scheme; which is a market-based mechanism having the objective to enhance energy efficiency (target based) in the country with an option to trade the additional energy savings, in the form of energy saving certificates. Bureau of Energy Efficiency (BEE) under Ministry of Power (MoP) is implementing this scheme in 13 energy intensive sectors namely- Thermal Power Plant, Aluminum, Pulp & Paper, Chlor- Alkali, Cement, Iron & Steel, Textile, Fertilizer, Refinery, Railways, DISCOM, Petro-chemical & Buildings.

In order to further widen the coverage of PAT scheme, in subsequent phases, it is required to bring in more DISCOM units/establishments under its ambit by increasing the number of designated consumers in already notified 13 energy intensive sectors.

The baseline SEC and potential of energy conservation would be considered to arrive at the energy saving targets for newly added DCs by BEE during the subsequent phases of PAT.

### **2.3 About the DISCOMs Sector**

A healthy distribution sector is considered as the key to a financially viable power sector. One of the major challenges affecting the health of Indian distribution sector is the high aggregate technical and commercial (AT&C) losses. AT&C loss is the sum of technical loss and commercial loss. The technical loss occurs due to flow of energy into transmission and distribution network. Technological advancements could help in reduction of technical loss to an optimum level. As per international norms, the technical loss in a distribution system should be in the range of 4-5%. On the other hand, the commercial loss is mostly man-made and occurs due to inefficient billing and collection of the energy supplied, illegal connections, theft, meter tampering, and pilferage, etc. The commercial loss is occurring mostly due to managerial issues and could be brought down to zero with efficient administrative practices. National aggregate technical and commercial losses stood at 22%. As long as AT&C losses continues to be in such a high range, it is difficult for the DISCOMs to be commercially viable. In order to improve the energy efficiencies in the power system, State electricity Distribution Companies are included in PAT cycle II. DISCOMs having AT&C losses of 1000 Million Unit (MU) (Equivalent to 86000 MTOE) and above are notified as Designated Consumers and targets were assigned to 44 DISCOMs for reducing the T&D losses under PAT Cycle-II. T&D losses is considered as performance matrix of electricity distribution companies under PAT.

### **2.4 Objective of the Request for Proposal (RfP)**

- i. The objective of conducting the study is to widen the PAT scheme by adding more DCs in DISCOMs sectors in subsequent phases. This will establish baseline specific energy consumption (SEC)/Energy Performance Index (EPI) of the respective DCs.

- ii. 3 years baseline data collection and verification audit of the proposed DISCOM units/Establishment in DISCOMs sectors.
- iii. The DISCOM units/ Establishment as identified after this assignment will be considered for their inclusion in the subsequent phases of PAT Scheme.

### 3. SCOPE OF THE WORK

#### (A) General

1. Inception online meeting with BEE after award of contract, briefing the approach, methodology and synopsis to finish the awarded work within the timelines i.e. within one week of issuance of work order.
2. Preparation of checklist for Baseline Energy Audit.
3. The Agency shall make site visit of the plant/unit so as to gather information and data. However, if prevailing conditions of COVID are extreme, then team may consider the desk-based activities of specific units. The desk-based study may include the web-based meetings and discussions for the collection of the documents and data, which may also involve the participation of officials from Bureau of Energy Efficiency.
4. Beforehand coordination with DISCOM for completing visits to the respective DISCOM for the above tasks. BEE will provide the authorization letter to selected agency for visiting the unit on behalf of BEE for this BEA.
5. Prior to start Baseline Audit at DISCOM, one full day workshop on PAT Scheme to be conducted at DISCOM by an agency for make the plant personal well aware about the PAT Scheme, its rules/regulations, provision of EC Act 2001, energy efficiency & conservation, sectorial case study, possible ENCON measures and any other relevant topic.
6. Collection and Review of the energy related data (including of Input Energy, Net Input, T&D loss and others) of last 3 years in the Sector Specific Pro-forma (SSPF) for the years FY 2017-18, 2018-19 and 2019-20 by visiting the plant/Unit physically. Plant visit should be carried out by all team members of the agency as per the team declaration in technical proposal.
7. Verify the Primary and secondary data source of the values considered by DISCOMs for calculating their performance and established with authenticated documents.
8. Analysis the data and prepare the same with report;
  - I. Parameters for computation of distribution losses:
    - a) Captures infrastructure details
    - b) Total Input energy
    - c) Details of open access, EHT sale, HT sale, LT sale and transmission losses
    - d) Meter wise input energy, recorded at distribution periphery
    - e) Number of consumers category wise in each circle
    - f) Consumers connected load category wise in each circle
    - g) Details of billed and un-billed energy category wise of each circle
    - h) Metered and un-metered details.
    - i) Circle wise losses of all circles under DISCOM periphery
  - II. Distribution losses will be computed at circle level and at DISCOM level.

- III. Collection Efficiency (Category wise) and computation of agriculture consumption
  - IV. Methodology for loss computation various losses.
  - V. Computation of Average Billing Rate (ABR)
    - a) Total revenue billed category wise.
    - b) Category wise ABR with tariff subsidy.
    - c) Category wise ABR without tariff subsidy.
9. Comparing the data reported by DISCOM in the pro-forma (SSPF) with the standard and authentic documents available with DSICOM.
  10. Assist those DISCOM units who have problems in filling up the pro-forma correctly.
  11. Beforehand coordination with DISCOM for completing visits to the respective DISCOM for the above tasks.
  12. Get the pro-forma (SSPF) authenticated by energy managers and plant head/Authorized Person/CEOs.
  13. Prepare final report of every DSICOM in a standard format duly indexed, covering profile of the unit and its details of energy related data w.r.t DISCOMs Sector, analytical & Statistical details and any other relevant information.
  14. Copies of relevant authentic and certified documents should support the report and to be submitted to BEE. Each document should be sealed and signed by Plant authorized representative as well as by agency's AEA.
  15. Submission of minutes of meeting for each plant visit duly signed by every team member and plant officials. BEE will interact with that team member only who had visited the plant while verification & finalization of the report, not with the others.
  16. Each DISCOM has to be visited by all team members as per the team composition for respective group, provided by an agency in their technical proposal.

#### **(B) Technical**

1. Study the process of the entire DISCOM considering a gate-to-gate concept which would mention the accounting of Input Energy, Net Input, Billed Energy, metered/un-metered energy, computation of various losses and various variable factors which affect the performance of units significantly.
2. Study and report the accounting of energy recorded system in aspects of each process's operational characteristics and static & dynamic characteristics.
3. Study and report the detailed comparison of the plant/units existing process technology with respect to the (a) its own best operating conditions & parameters (b) similar best available state of art process technology in same sector (c) similar best available process technology in any other plant/unit in India. Identify and report the major energy

intensive processes and equipment's including environmental compliance related process and equipment's etc.

4. Efficiency evaluation and assessment of energy performance of above major processes and equipment's.
5. Compare the performance data of units with standard operating data.
6. Investigate possible energy saving options and identify the energy saving opportunities. Accordingly, recommend various technically sound and economically viable measures to improve the plant/units energy performance indicators.
7. Provide the "Single Line Diagram (SLD)" for Process and Electrical System.
8. Observe and compile various Energy Conservation (ENCON) options implemented by the plant.
9. Evaluate and report the energy saving potential in terms of "Metric Ton of Oil Equivalent (MTOE)" available in the plant/units in the next three calendar years which would occur due to change of operating process, efficiency improvement, retrofitting or fine tuning of operational parameters
10. Preparation of future energy conservation plans for each DC in consultation with the management of the DC.
11. Establish the baseline SEC/EPI for monitoring reduction in energy consumption/various losses as per Gate to Gate concept.
12. Ensure the authenticity of data/values used for calculating baseline SEC/EPI.
13. Exploration of best available energy efficient technology in DISCOMs, its constraints whether financial or technical with adoption of futuristic energy efficient technologies along with detailed techno-economics analysis and technology supplier details with complete contact details.
14. Identify the Factors which effect the increase of various losses.

### **(C) Finance**

1. Preparation of Investment Grade Energy Audit report containing the summary of savings, investment required etc. for all proposed EE measure. The report should also be discussed and accepted by the competent authority of the DISCOM. Specify, having regarding to the intensity of energy and the amount of investment required for switching over to energy efficient equipment's and capacity or industry to invest in it and availability of the energy efficient machinery and equipment required by the industry, any user or class of users of energy as a designated consumer.
2. Prepare the detailed expenditure report of the plant (for last 3) covering relevant costing.
3. Study the last three financial statements of the company, keep the copy of at least 3 years audited financial statements of the DISCOM along with the financial analysis.

4. Prepare the Business forecasting of at least next 5 years depending upon the industry's financial strength, sectoral development, govt. policies for the respective sector.

The Final report covering details as stated in section (a), (b) and (c) should be prepared and submitted to respective DISCOM unit, respective State Designated Agency and BEE i.e. 3 copies of final report should be submitted.

It is to be noted that the information so collected vide sector specific pro-forma & Form-1 shall only be dealt between the bidder, DISCOM unit and BEE, hence the same is to kept strict and confidential during the contract assignment and in future too. If the same is found to be shared with others, the bidder is liable for discontinuation of the contract and strict action will be taken against the bidder as deemed fit by BEE.

**Table no. 1: Region-wise grouping**

Sr. No	Zone	No of Units	State/UT	No of Units
1	North Zone	7	Uttar Pradesh	1
			Delhi	2
			Chandigarh	1
			UT of J & K	2
			UT of Ladakh	1
2	Western Zone	22	Chhattisgarh	2
			Gujarat	8
			Maharashtra	9
			Goa	1
			UT of Dadra & Nagar Haveli	1
			UT of Daman & Diu	1
3	Southern Zone	18	Andhra Pradesh	4
			Telangana	1
			UT of Puducherry	1
			UT of Andaman & Nicobar Islands	1
			Karnataka	2
			Kerala	8
			UT of Lakshadweep	1
4	Eastern Zone	12	West Bengal	4
			Jharkhand	1
			Sikkim	1
			Tripura	1

		Meghalaya	1
		Manipur	1
		Arunachal Pradesh	1
		Mizoram	1
		Nagaland	1

Note:\* List of DISCOM with addresses is enclosed at **Annexure A**.

\* The final number of plants with detailed contact details of plant's concerned person will be shared with final selected agency at the time of issuing LoA (letter of Award of work).

#### **4. TIMELINES AND KEY DELIVERABLES**

The assignment shall be completed within 04 months (120 days) from the date of award of the contract.

Deliverables under the contract will include the following:

- a) **1<sup>st</sup> Milestone:** The signed and sealed filled in pro-forma, by plant competent authority, along with draft report and the authenticated supporting documents of 50% of the numbers of DISCOM awarded should be submitted within 50 days from the date of award of the contract.
- b) **2<sup>nd</sup> Milestone:** The rest of 50% of the numbers of DISCOM awarded should be submitted within 80 days from the date of award of the contract.
- c) **3<sup>rd</sup> Milestone:** The final findings/report should be submitted within 120 days from the date of award of the contract for the review of BEE.

##### **4.1 Submittal**

The organization is invited to submit a proposal outlining tasks execution and the timeline for the project.

##### **4.1.1 Technical Proposal:**

The technical proposal should include-

- a) Organization background
- b) Organization's suitability for this activity
- c) Proposed Methodology for carrying out this work

- d) A proposed work plan / timeline of the study
- e) CVs of team members (group-wise) including their roles in the **project (a minimum of 1 Accredited Energy Auditors, 1 Sector Expert and minimum of 2 Certified Energy Auditors (excluding Accredited Energy Auditors))** shall be there on the role of the organization. Proof of sectorial expertise in case the agencies opts for group belonging to sectors other than its expertise, as per empanelment with BEE.
- f) An organization with an annual turnover of Rs.10 lakhs in any one year during the last 3 completed financial years
- g) An EMD of Rs. 50,000 /- (fifty thousand) & Bid processing fees of Rs, 5,000/- (five thousand) in the form of Demand Draft to be drawn on the name of Bureau of Energy Efficiency, and payable at New Delhi.

#### **4.1.2 Financial Proposal:**

- i. It should be developed in a transparent manner and contain estimation of costs as per major expense categories including all the taxes, except the GST, if any.
- ii. Financial evaluation for L1 consideration will be on per plant/unit basis in respective group.
- iii. Note: Bidders can apply only in two groups and submit financial proposals in separate envelope. Bids will be opened in sequence and any bidder who is successful in two groups will not be considered for rest of the groups.
- iv. Evaluation will be based on the total lump sum cost quoted by the bidder for per plant in respective group. Financial bid with the lowest cost among all bids, will be awarded as L1 bidder.

#### **4.1.3 Other Important Terms & Conditions:**

- 1. Bidder can apply in any zone as per their choice. The number of groups to which bidder can apply depends on the number of teams they possess. Bidders have to submit the team composition to BEE exclusively for each respective group beforehand in Technical proposal. Refer table no. 1 for Region- wise grouping to bid.
- 2. Proof of sectorial expertise in case the agencies opts for group belonging to sectors other than its expertise, as per empanelment with BEE. Sector expert should have minimum 10 years of expertise in relevant sector and the agencies shall enclose the supporting document in technical proposal.

3. The work shall be carried out as per the finalized time schedule and requirements of BEE, providing fortnightly updates (in writing). In case of non-responsive plant, coordinate with local SDA and BEE.
4. After allotment of work order to winner agency if any New Plant (apart from listed) will be identified by BEE/SDA/or by any other means, that Newly identified Plant will be allotted to the same winner agency in that respective group on the same price offered earlier.
5. Any kind of deviation from any activities as stated under section 3 (Scope of work) of this Rfp without the knowledge and prior consent of BEE, will liable for no payment against the respective DISCOM unit's baseline verification job.
6. This is an open tender and applicable to BEE Empaneled & Non-Empaneled agencies both. Agencies/firms could bid for the sector for which it has been empaneled with BEE or having similar prior work experience in case of non-empanelment for applied sector. Non-Empaneled agencies may also bid for any group subject to having similar prior work experience. However, proof of sectoral expertise in case the agencies opts for group belonging to sectors other than its expertise or in case the agencies are not empaneled with BEE, as per empanelment with BEE.
7. The Agency's team shall make site visit of the plant so as to gather information and data as per scope of work. However, if prevailing conditions of COVID are extreme, then team may consider the desk-based study of specific plant with Plant officials. The desk-based study may include the web-based meetings and discussions for the collection of the documents and data, which may also involve the participation of officials from Bureau of Energy Efficiency.
8. The visiting team shall abide by the COVID Safety guidelines for travel & visiting plant which laid down by the concerned state government. The guidelines may be downloaded from the concerned state government website.
9. The Agency may refer the GoI website <https://www.mygov.in/covid-19> for COVID-19 updates and relevant information. Agency's team individuals/members mandatory follow the MHA Guidelines and use the Aarogya Setu App.

#### **4.2 Selection**

A committee will evaluate the above proposals (technical and financial) based on the qualifications specified below-

- a) Past experience of carrying out the similar assignment inline to the detailed scope of work as mentioned in section 3.
- b) Prior experience with working on energy efficiency/conservation in industry sector preferably in the sub-sectors identified above and modeling
- c) Approach & Methodology
- d) In case of a consortium, nos. of partner organizations should not be more than 2. The organization submitting the proposal would be considered as the major one and would be contact point for BEE.

The separate sealed envelopes contain technical and financial proposals to be submitted and clearly mentioning the group in which applied for to:

The Secretary,  
Bureau of Energy Efficiency  
(Govt of India, Ministry of Power)  
4<sup>th</sup> Floor, Sewa Bhawan,  
R. K. Puram, New Delhi.  
Pin No.-110066

## **5. SELECTION PROCESS**

### **5.1 Preliminary Scrutiny (Consideration of responsiveness)**

- Preliminary scrutiny of the proposal will be made to determine whether they are complete, whether required process fee has been furnished, whether the documents have been properly signed, and whether the bids are generally in order. Proposals not conforming to such preliminary requirements will be prima facie rejected.

### **5.2 Bid Evaluation Methodology**

The following is the Bid process/ evaluation methodology that will be adopted by BEE. RfPs are available on BEE Web-site [www.beeindia.gov.in](http://www.beeindia.gov.in).

- Alternate bids will not be allowed.
- It will be a two-envelope single bid.

- All the applicants whose bids are found to be responsive in technical evaluation shall be considered for financial evaluation. The agencies will be qualified as technically responsive based on meeting the qualification criterion spelt above. The financial bids of those agencies found to be technically responsive will be open and the work will be awarded based on the lowest financial quote.

The technical proposal as per requirement of the pre-qualification criterion spelt under section 5.3 is to be submitted in a separate envelope titled “Technical Proposal for Request for Proposal for Baseline Data Collection and Verification Audit of PAT Scheme” and named ENVELOP ‘A’.

### 5.3 Qualification Criteria of Individual Agencies / Firms and Consortium of Agencies / Firms

The agencies / firms being considered for the above work must fulfill the following criteria:

1. Should be an agency / firm / company registered/ incorporated in India. Necessary documents should be provided to substantiate the claim.
2. Should have at least 1 Accredited Energy Auditors on its role as on the date of applying. A photocopy of the certificates of Accredited Energy Auditors should be enclosed as proof.
3. Should have experience in carrying out similar studies and study of other scheme of Government of India. Necessary documents should be provided to substantiate the claim.
4. Should have experience of PAT related work or similar work. Necessary documents should be provided to substantiate the claim.
5. Should deploy separate team for each group comprising minimum number of four persons each and they need to be exclusive deployed during the course of the assignment as per the composition tabulated below. **Agencies/Firms applying with same team for different group shall not be considered.**
6. For the purpose of the study the team must be ready to travel at any locations in the country.
7. The team officials indicated by the agency/firm during participation in the Bid should be strictly adhered to and shall not be change.
8. If the bidder is applying for a particular group then he has to quote for the total number of units in the group as per table. Partial quote in any group is not allowed and shall be considered as non-responsive.

The composition for the team is given below:

Designation	Number	Minimum Qualification	Minimum Experience
Team Leader	1	Accredited Energy Auditor	10 years

Team Member	2	Certified Energy Manager / Energy Auditor	5 years
Sector Expert	1	Engineer/Diploma Engineer	10 years
Team Member	1	Engineer/Diploma Engineer	4 years

Necessary documents along with CVs of the officials should be provided to substantiate the claim. Signature of the team member on their CV shall be taken to establish that CVs has been submitted with their consent. Unsigned CV or CV with Scan copy of Signature, will be liable for rejection and consequently agency will be disqualified for respective group.

#### 5.4 Evaluation of Technical Proposals

- Only the technical proposals considered as technically responsive would be evaluated based on the bidder's capabilities, experience, approach and methodology and the CV's of the proposed personnel and the scores would be given (out of 100).
- The proposals would be evaluated on the basis of evidence of satisfying all the qualification requirements listed out in Para 5.3. The specific experience would be evaluated on the basis of the information provided in ENVELOPE-A along with the prescribed documents.
- The Bidder will be technically qualified if he obtains minimum 70 marks in technical evaluation.

Evaluation parameters and criteria for proposal.

Parameter	Criteria	Minimum Qualification Criteria	Weightage/Mark	Total Mark
Technical qualification* (A)	Experience in Data collection & Verification/ Technical Evaluation of projects under Energy/ power/ renewable / infrastructure. (Note: Non-PAT Experience will also be considered)	Minimum 5 to 10 Projects	10	30
		10 to 20 Projects	20	
		More than 20 to 30 or above 30 projects	30	
(B)	Agency's Detailed Energy Audit Experience in Energy intensive industries.	5 years of Experience	5	20
		10 Years of Experience	10	

	(Note: Baseline Audit, M&V Audit experience will not be counted.)	More than 10 Years of Experience	20	
(C)	Qualification, experience & competence of the proposed team	Number of years' Experience of AEA in Energy Audit (as per clause 5.3)	05	10
		Number of years' Experience of sector Experts (Group wise) (as per clause 5.3)	05	
(D)	Experience in PAT related work in Energy intensive / DISCOM sector.	Minimum 05 Plants Mandatory Energy Audit	6	20
		Minimum 10 DC's Monitoring & verification work	6	
		Minimum 10 Plants Baseline Energy Audit (Verification)	8	
(E)	Experience in Investment Grade Energy Audit Projects including detailed financial analysis of any industry /building/facility/other establishment etc.	Per project 1 marks	5	5
(F)	Experience in Environment Impact Study (Emission and	Per project 1 marks	5	5

	Water conservation) related projects			
(G)	Approach and detailed work methodology as per scope of work given under section 3 of this RfP	--	10	10
	Total			100
Financial	Financial quote of L1 among the technically qualified (obtaining minimum 70 marks) ones will be selected			

However, BEE in its sole/absolute discretion can apply whatever criteria deemed appropriate in determining the responsiveness of the Proposals submitted by the respondents.

ENVELOPE-B (Financial Bid) will be open only for bidders who have been found successful after evaluation in terms of the outlined criteria, meeting a minimum technical score on the information furnished in ENVELOPE-A (Technical Bid).

## 6. INSTRUCTIONS TO THE AGENCIES / FIRMS

### 6.1 Financial Proposal

- i. Agencies /firms shall submit the financial bid, clearly indicating the total cost of service in both figure and words, in Indian INR. In the event of any difference between figures and words, the amount indicated in words will be taken in account. In the event of difference between the arithmetic total and the total shown in the financial proposal, the lower of the two shall be taken into account.
- ii. All the cost associated with the assignment shall be included in the financial proposal. These shall normally cover remuneration for all the personnel, accommodation, logistic cost, etc. The total amount indicated in the financial proposal shall be without any condition attached or subjected to any assumption and shall be final and binding. In case any assumption or condition is indicated in the financial proposal, it shall be considered non-responsive and liable to be rejected.
- iii. The financial proposal shall indicate all GST applicable separately. For the avoidance of doubt, it is clarified that all taxes including GST shall be deemed to be excluded for the rate quoted. Further all payment shall be subjected to deduction of taxes at source as per applicable laws.

- iv. The financial is to be submitted in a separate sealed envelope titled “Financial Proposal for Data collection and Verification Audit for PAT Scheme” and named ENVELOP ‘B’.

## **6.2 Cost of RfP**

- The agency / firm shall bear all costs associated with the preparation and submission of its RfP, including cost of presentation for the purposes of clarification of the bid, if so desired by the purchaser. BEE will in no case be responsible or liable for those costs, regardless of the conduct or outcome of the qualifying process. BEE reserves the right to cancel the RfP and is not liable for any outcome due to the action taken.

## **6.3 Contents of the RfP**

- The agency / firm are expected to examine all instructions, forms, terms & conditions and Statement of Work in the RfP documents. Failure to furnish all information required for submission of the RfP Document not substantially responsive to the RfP in every respect will be at the agencies / firms’ risk and may result in the rejection of the RfP.

## **6.4 Bid Security and Performance Security**

### **6.4.1 Earnest Money Deposit**

- i. The agency/firm shall furnish, as a part of its proposal, an earnest money deposit of Rs. 50,000 /- (INR Fifty Thousand Only) in the form of demand draft issued by any nationalized/ scheduled bank, in favor of “Bureau of Energy Efficiency” payable at New Delhi, returnable after finalization of the agency for each awarded group.
- ii. EMD should be enclosed/attached in technical proposal i.e. Envelope ‘A’.
- iii. Any bid not accompanied by the bid security will be rejected by BEE. BEE shall not be liable to pay any interest on the bid security and the same shall be interest free.

### **6.4.2 Performance Security**

- Within fourteen (14) working days of the receipt of notification of award from BEE, the successful agency/firm shall furnish the Performance Security in the form of Demand Draft or online payment in acceptable form from nationalized/commercial bank. The value of Performance Security would be 10% of group wise total contract value.

Performance security should remain valid for a period of sixty (60) days beyond the date of completion of all contractual obligations.

#### **6.4.3 Bid Processing Fees**

- i. The agencies / firms should submit a bid processing fee of Rs.5, 000/- (INR Five Thousand Only) at time of submission of the technical and financial proposal to BEE. The payment will be accepted in the form of crossed demand draft on any scheduled bank, payable at par in New Delhi in favor of Bureau of Energy Efficiency, New Delhi.
- ii. Bid Processing fee should be enclosed/attached in technical proposal i.e. envelope 'A'.
- iii. Bid processing fee should be non-refundable.

#### **6.5 Conflict of Interest**

- i. The agencies / firms who are selected for the work will have to maintain the confidentiality of the information compiled. In no case the agencies / firms would be allowed to use the data or share the information with anyone else, except for the BEE and SDAs.
- ii. BEE and SDAs shall hold the copyrights over any of the data collected or compiled during the course of the awards.

#### **6.6 Language of Bids**

- The bids prepared by the agencies / firms and all correspondence and documents relating to the bids exchanged by the agencies / firms and the Purchaser, shall be written in the English language, provided that any printed literature furnished by the agencies / firms may be written in another language so long the same is accompanied by an English translation in which case, for purposes of interpretation of the bid, the English translation shall govern.

#### **6.7 Confidentiality**

- BEE require that recipients of this document to maintain its contents in the same confidence as their own confidential information and refrain from any public disclosure whatsoever.

#### **6.8 Disclaimer**

- BEE and/or its officers, employees disclaim all liability from any loss or damage, whether foreseeable or not, suffered by any person acting on or refraining from acting because of any information including statements, information, forecasts, estimates or projections contained in this document or conduct ancillary to it whether or not the loss or damage

arises in connection with any omission, negligence, default, lack of care or misrepresentation on the part of BEE and/or any of its officers, employees.

#### **6.9 Authorized Signatory (Agencies / Firms)**

- i. The "Authorized Signatory" as used in the RfP shall mean the one who has signed the RfP document forms.
- ii. The authorized signatory should be the duly Authorized Representative of the agencies / firms, for which a certificate of authority will be submitted. All certificates and documents (including any clarifications sought and any subsequent correspondences) received hereby, shall, as far as possible, be furnished and signed by the authorized signatory. The power of authorization or any other document consisting of adequate proof of the ability of the signatory to bind the agency / firm shall be annexed to the bid. BEE may reject outright any proposal not supported by adequate proof of the signatory's authority.

#### **6.10 Conditions for Consortium**

- i. The agencies / firms may have the option to submit the proposal with other consortium partner. Consortium of not more than two agencies / firms may apply and agreement entered into by the consortium partner shall be submitted. Non-submission of agreement documents of the consortium partner will lead to disqualification. The organization submitting the proposal would be considered as the major one and would be contact point for BEE.
- ii. Consortium partner firms cannot bid separately for the study if applied by their consortium. In case of any such discrepancy found, bid for the both consortium and firms will be rejected. Selected agency/firms cannot outsource their work to any third party at any point of time. The consortium partners should not be involved in any major litigation that may have an impact of affecting or compromising the delivery of services as required under this contract. The consortium partners should not have been black-listed by any Central / State Government or Public-Sector Undertakings. If at any stage of qualifying process or during the currency of the Contract, any suppression / falsification of such information is brought to the knowledge, BEE shall have the right to reject the proposal or terminate the contract, as the case may be, without any compensation to the consortium of agency / firms.

#### **6.11 Contact details of the Agencies / firms**

- The agencies / firms who want to receive BEE response to queries should give their contact details to BEE. The agencies / firms should send their contact details in writing at the BEE contact address indicated under section 1.2.

## **6.12 Amendment of RfP**

- At any time prior to the last date for receipt of bids, BEE, may, for any reason, whether at its own initiative or in response to a clarification requested by a prospective agency/ firms, modify the RfP Document by an amendment. In order to provide prospective agencies / firms reasonable time in which to take the amendment into account in preparing their bids, BEE may, at their discretion, extend the last date for the receipt of bids and/or make other changes in the requirements set out in the RfP.

## **6.13 Documents Comprising the RfP**

The proposal prepared by the agencies / firms shall comprise the following components:

- i. Proof of registration / incorporation in India.
- ii. Correspondence Details.
- iii. Demand Draft of INR 50,000/- (INR Fifty Thousand Only) as Earnest Money Deposit.
- iv. Demand Draft of INR 5,000/- (Five Thousand Only) as Bid Processing Fees.
- v. Technical Proposal, as per qualification criterion provided in the RfP.
- vi. Financial Proposal.

## **6.14 Power of Attorney**

- Registered Power of Attorney executed by the agencies / firms in favor of the Principal Officer or the duly Authorized Representative, certifying him/her as an authorized signatory for the purpose of this RfP. BEE shall not be responsible for non-receipt / non-delivery of the RfP due to any reason whatsoever. The agencies / firms are advised to study the RfP document carefully. Submission of RfP shall be deemed to have been done after careful study and examination of the RfP document with full understanding of its implications.

## **6.15 Force Majeure**

Shall mean and be limited to the following:

- i. War/hostilities
- ii. Riot or Civil commotion
- iii. Earthquake, flood, tempest, lightening or other natural physical disaster.
- iv. Restrictions imposed by the Government or other statutory bodies which prevents or delays the execution of the Contract by Consultant.
- v. In the event of any force majeure cause, agency or the BEE shall not be liable for delays in performing their obligations under this order and the completion dates may be extended, for a period not exceeding the period of delay attributable to the causes of Force Majeure. Neither BEE nor agency shall be liable to pay extra costs provided it is mutually established that Force Majeure Conditions did actually exist.

- vi. The agency shall at all times, Indemnify and keep indemnified, the BEE and its officer's servants and agents, from and against all/any claims whatsoever, arising as a consequence of, or in the course of execution of the work (including but not limited to property loss and damage, personal accident, injury or death of or to property or person, of the agency or any JV partner or sub-contractor, and / or the servants or agents of the consultant, or any other JV partner or any sub-contractor and / or of the BEE).

#### **6.16 Termination of the Bid**

BEE shall have the right to reject this bidding process any time before issuing letter of award to the agency.

### **7. TERMS OF PAYMENT**

The payment shall be made by BEE on achieving milestones on verification of invoice as follows:

- i. 30% of the order/ contract value as on successful completion of 1<sup>st</sup> Milestone.
- ii. 30% of the order/ contract value on successful completion of 2<sup>nd</sup> Milestone.
- iii. 40% of the order/ contract value on successful completion of 3<sup>rd</sup> Milestone and final acceptance of the report by BEE.

The payments will be made on pro-rata basis as per the information collected by the Bidder. The Bidder shall cover the entire units of the group specified. In case the number of units/plants neither audited nor visited by all team members in the groups shall not be paid. In regards to proof of visit, the agency should produce the travel documents like flight/train tickets and boarding passes, taxi bills, hotel bills, local conveyance etc. while claiming the payments through invoices.

### **8. PENALTY CLAUSE.**

- i. Delay at any stage in execution of the contract due to reasons solely attributed to successful agency/firm/bidder beyond the time schedule as agreed or any extension thereof granted by the BEE shall attract penalty at the rate of 2.5% of the total contract value per week of delay subject to maximum of 10% of the total contract value.
- ii. Completion of awarded work is mandatory for successful bidder. In case, bidder fails to complete the awarded work fully or partially, an amount against the uncompleted work will be deducted from final payment to bidder on pro-rata basis. Also, bidder will not be allowed to participate in any BEE tender/job for next one year.
- iii. Delay of more than 30 days beyond the contract period of 120 days in execution of the contract due to whatsoever reasons except the reasons mentioned in above clause 6.15,

agency/firm/bidder will not be liable for respective milestone payment and also the performance security will be forfeited by BEE.

## **9. TERMINATION OF CONTRACT**

- BEE shall have the right to terminate the contract of the agency at any time during the tenure of the work, if the performance of the agency is found to be unsatisfactory or violation of any clause of the RfP pertaining to execution of the work. For termination of the contract, BEE shall provide the agency a notice of minimum of 15 days, to allow the agency to clarify its position of unsatisfactory performance observed by BEE. If the clarification provided by the agency is not up to the satisfaction of the competent authority of BEE, the contract of the agency will be terminated.

## **10. RfP FORMS**

- The proposal is to be submitted in the following format along with the necessary documents as listed. The proposal shall be liable for rejection in the absence of requisite supporting documents.

## 10.1 RfP Form 1: RfP Letter Proforma

To  
The Secretary  
Bureau of Energy Efficiency  
4th Floor, Sewa Bhavan,  
R.K. Puram,  
New Delhi -110066  
India

Sir/ Madam,  
Sub: Request for Proposal for Baseline Data Collection and Verification Audit for PAT Scheme and declaration for quoted sectors in the proposal.

The undersigned is the authorized representative of the (Name of Agency/firm), having read and examined in detail the complete RfP document in respect of Request for Proposal for Baseline Data Collection and Verification Audit for PAT, do hereby express their interest to provide consultancy services as specified in the scope of work.

I/We (on behalf of M/s.....) hereby admit that I/we, have quoted for following groups of sectors.

Sl. No.	Sectors	Groups
1.		
2.		

Thanking you.

Yours faithfully

Authorized Signatory  
Name and Title of Signatory  
Name of the Firm  
Seal

## 10.2 Correspondence Details

Our correspondence details are:

1	Name of the Agency	
2	Address of the Agency	
3	Name of the contact person to whom all references shall be made regarding this Bid	
4	Designation of the person to whom all references shall be made regarding this Bid	
5	Address of the person to whom all references shall be made regarding this Bid	
6	Telephone (with STD code)	
7	E-Mail, Mobile No. of the contact person	
8	Fax No. (with STD code)	

## 10.3 Document forming part of RfP

We have enclosed the following:

RfP Form 2: Eligibility and Other details

RfP Form 3: Prior Experience

RfP Form 4: Approach and Methodology

RfP Form 5: Proposed Work Plan including the timelines with excel based chart

RfP Form 6: Resumes of the members in the proposed team (groupwise).

RfP Form 7: Declaration Letter.

EMD of INR 50,000 (INR Fifty Thousand Only)

Bid processing fees of INR 5,000/- (INR Five Thousand Only)

Registered Power of Attorney executed by the agency in favour of the Principal Officer or the duly Authorized Representative, certifying him/her as an authorized signatory for the purpose of this RfP.

(Agency/firm shall mention the groups clearly over the respective enclosure of the technical proposal)

We hereby declare that our Proposal is made in good faith and the information contained is true and correct to the best of our knowledge and belief.

Thanking you,  
Yours faithfully

(Signature of the Authorised Representative)

Name :

Designation :

Seal :

Date :

Place :

Business Address:

Witness:

Signature

Name

Address

Date

Signature

Name

Designation

Company

Date

#### 10.4 RfP Form 2: Eligibility and Other Details

1	Name of Firm/Company	
2	Year and Place of Registration/Incorporation	
3	Prior experience in the field of mapping of study.	Yes OR No
	If, Yes Number of Projects done in the field of mapping of study.	
	If, No Number of Projects done in Policies of Central and State Government	

4	Total Number of years of work experience in the field of Energy Efficiency			
		FY 2017-18	FY 2018-19	FY 2019-20
5	Annual Turnover from Consultancy Services**			
6	Net Worth **			

\* Enclose a copy of Registration document

\*\* Enclose a copy of Audited Financial Statement

Witness:		Consultant:	
Signature	_____	Signature	_____
Name	_____	Name	_____
Address	_____	Designation	_____
	_____	Company	_____
Date	_____	Date	_____

### 10.5 RfP Form 3: Prior Experience

[Please indicate the experience in the field of Engagement of Consultant for similar type of activity under PAT Scheme or any other policy related projects of Central and State Government in the format provided below, mention the details of the assignments directly related to the relevant field. Firms having larger experience must furnish the details of all other similar assignments separately in the same format as provided below. Kindly Note, the agency/firm shall mention the details of assignments done during last 5 years only]

Name of Agency/Firm:	
Assignment/job name:	
Nature of Assignment:	
Description of Project:	
Approx. value of the contract (in INR):	
Country:	

Location within country:	
Duration of Assignment/job (months) :	
Name of Employer:	
Address and contact details:	
Total No of staff-months of the Assignment/job:	
Approx. value of the Assignment/job provided by your firm under the contract (in INR):	
Start date (month/year):	
Completion date (month/year):	
Total duration (months)	
Name of associated Consultants, if any:	
No of professional staff-months provided by associated Consultants:	
Name of senior professional staff of your firm involved and functions performed.	
Description of actual Assignment/job provided by your staff within the Assignment/job:	

Note: Please attach Letter of Intent or Purchase Order or certificate of successful completion for each project, from the respective Client(s).

Witness:	Consultant:
Signature _____	Signature _____
Name _____	Name _____
Address _____	Designation _____
	Company _____
Date _____	Date _____

#### **10.6 RfP Form 4: Proposed Work Plan and Methodology including the timelines.**

The work plan shall be task specific with defined roles and responsibility of each team member as per given scope of work. However, the agency shall include a description on duration of activities shall be indicated in the form of a bar chart.

#### **10.7 RfP Form 5: Resumes of the members in the proposed team.**

Consultants shall submit full resumes of the project leader and members of the team proposed for the assignment, including contact information as per the following format (in max. 2 pages).

- i. Name:
- ii. Complete Contact Information:
- iii. Proposed Position:
- iv. Educational Qualification:
- v. Employment Record:
- vi. Relevant Work Experience / Work Undertaken that best illustrates capability to handle the proposed task:
- vii.** Certification / Signature:

#### **10.8 RfP Form 6: Declaration Letter**

Declaration Letter on official letter head stating the following:

We are not involved in any major litigation that may have an impact of affecting or compromising the delivery of services as required under this contract

We are not black-listed by any Central / State Government / Public Sector Undertaking in India

Witness:

Signature

Name

Address

Date

Consultant:

Signature

Name

Designation

Company

Date

## 11. FORMAT FOR FINANCIAL PROPOSAL

[Location, Date]

FROM: (Name of Firm)

TO: (Name and Address of Client)

Subject: Financial proposal for Baseline Data Collection and Verification Audit for PAT Scheme.

I / We, the undersigned, offer to provide the consulting services for the above in accordance with your Request for Proposal dated [Date], with our Technical and Financial Proposals.

The financial proposal shall take into account all expenses and tax liabilities associated in execution of the deliverables as per the RfP except the GST. GST, if any, will be applicable as per prevailing rates.

Our financial proposal shall be binding upon us subject to the modifications resulting from contract negotiations, up to expiration of the validity period of the Proposal, i.e., [Date].

Price Bid Name of Project: Request of proposal for Baseline Data Collection and Verification Audit for PAT Scheme.					
S.No.	Name of Group	Number of Plants	Per plant rate excluding GST as per scope of work (in Rs.)	Total cost excluding of GST as per scope of work (in Rs.)	Total cost excluding of GST as per scope of work (in words)
A.	1	2	3	4=2*3	

Other terms & conditions

**Note:**

- i. Quoted prices shall be inclusive of duties, taxes, loading/unloading, travel expenses etc. except GST. GST as applicable shall be payable extra and no other charges shall be payable extra. This is an open tender and applicable to BEE Empaneled & Non-Empaneled agencies both. Agencies/firms could bid for the sector for which it has been empaneled with BEE or having similar prior work experience in case of non-empanelment for applied sector. Non-Empaneled agencies may also bid for any sector for any group subject to having similar prior work experience. However, proof of

- sectoral expertise in case the agencies opts for group belonging to sectors other than its expertise or in case the agencies are not empaneled with BEE, as per empanelment with BEE.
- ii. The prices shall remain FIRM till completion of the project.
  - iii. The bidder shall submit PAN and GST Registration Certificate in support of claim of GST.
  - iv. If there is a discrepancy between words and figures, the amount written in words will prevail.
  - v. BEE does not issue any concessional sales tax form C or D or any other form.
  - vi. BEE does not issue any Road Permit.
  - vii. The offered prices should be firm and no request for variation of prices shall be entertained till completion of the project.

We confirm that, in competing for (and, if the award is made to us, in executing) the above contract, we will strictly observe the laws against fraud and corruption in force in India namely "Prevention of Corruption Act 1988".

We understand you are not bound to accept any Proposal you receive.

Yours sincerely,  
Authorized Signature:  
Name and Title of Signatory:  
Name of the Firm:  
Seal:

**Annexure A****List of DISCOM with address:**

S.no	State	Name of DISCOM	Address
1	Uttar Pradesh	Noida Power Co. Ltd (NPCL)	Managing Director Noida Power Company Ltd. (NPCL) Commercial Complex, H-Block, Alpha-II Sector Greater Noida City (UP) 201308
2	Delhi	Tata Power Delhi Distribution Limited(TPDDL)	Chief Executive Officer Tata Power Delhi Distribution Ltd. (TPDDL), Grid Sub-station Building Hudson Lines, Kingsway Camp Delhi 110009
3	Delhi	New Delhi Municipal Corporation(NDMC)	Chief Engineer (Electrical) New Delhi Municipal Council (NDMC) Palika Kendra, Sansad Marg New Delhi 110001
4	Chandigarh	Electricity Department, UT of Chandigarh	Superintending Engineer Electricity Department UT Secretariat, Sector-9 Chandigarh 160009
5	UT of J & K	Kashmir Power Distribution Company Limited	
6	UT of J & K	Jammu Power Distribution Company Limited	
7	UT of Ladakh	Ladakh Power Distribution Company Limited	
8	Chhattisgarh	Bhilai Steel Plant	GM edlectrocial, Welfair Buidling n0,.1 bhilaai shtrtel palnt, bhialai-490001
9	Chhattisgarh	Jindal Steel & Power Ltd.(JSPL)	JSPL, Jindla centre
10	Gujarat	Kandla Port Trust (KPT)	Chairman, Kandla Port Trust Business Development Cell, P. B No 50, Administrative Building, Gandhidham, Kutch,

11	Gujarat	Torrent Power Limited (TPL), Ahmedabad	Chairman & Managing Director Torrent Power Ltd Torrent House, Ashram Road Ahmedabad (Gujarat) 380001
12	Gujarat	Torrent Power Limited (TPL)- Surat	
13	Gujarat	Torrent Energy Limited – SEZ –Dehaj	
14	Gujarat	Mundra Port SEZ Utilities Pvt Ltd (MUPL)	
15	Gujarat	Aspen Infrastructures Ltd (Synefra), SEZ, Vadodara	
16	Gujarat	Jubilant Infrastructure Ltd, DISCOM Estate, Bharuch	
17	Gujarat	Gift Power Company Ltd Ghandinagar	The Chairman, Gift Power Company Ltd., Office No. 1, 28th Floor, GIFT One Tower, Building 56A, Block No. 56, Road-5C, Zone-5, GIFT CITY, Gandhinagar, Taluka Gandhinagar– 382355
18	Maharashtra	Brihan Mumbai Electric Supply Company (BEST)	Chairman Brihan Mumbai Electric Supply & Transport Undertaking (BEST) BEST Bhawan, BEST Marg Mumbai (Maharashtra) 400001
19	Maharashtra	Jawaharlal Nehru Port Trust & SEZ ( JLPT) ( MERC granted distribution licensee to JLPT vide order no 47/2018 dt 14-6-2018)	The Chairman, Jawaharlal Nehru Port Trust, Training Center, Jawaharlal Nehru Port Trust, Sheva, Uran, Navi Mumbai– 400 707
20	Maharashtra	Adani Electricity Mumbai Ltd (earlier Reliance Infrastructure Ltd.)	The CEO, Adani Electricity, Devidas Lane, Off SVP Road, Near Devidas Lane, Telephone Exchange, Borivali (W), Mumbai – 400103
21	Maharashtra	Tata Power Co. Ltd.	Chairman & Managing Director Tata Power Bombay House, 24, Homi Mody Street Mumbai (Maharashtra) 40000

22	Maharashtra	Mindspace Bussiness Parks Pvt Ltd (SEZ -IT Park Airoli )	Kunal Medalwar I Sr. Officer – Power I For KRC Infrastructure and Projects Private Limited - SEZ I K Raheja Corp (Mindspace Business Park Private Limited) Corp Office - Raheja Tower, Level 9, Block G, Plot No. C-30, Bandra Kurla Complex, Mumbai 400 051. Site - Gera-Commerzone, Survey No. 65/1, Next to Gera Song of Joy, Opp to Hotel Kaveri, Grand Road, Kharadi, Pune – 411 006. Board: 022 - 2656 4000   Direct: 2656 4428 Mobile: +91 95616 33706 www.krahejacorppower.com
23	Maharashtra	Maharashtra Airport Development Corporation(MIHAN Nagpur)	
24	Maharashtra	Nidar Utility Panvel LLP ( SEZ Panvel) (Earlier Ixora Constructions Pvt. Ltd. Regulation has been repealed on 26 May, 2017)	Nidar Utilities panvel LLP, 12th Floor, Knowledge Park, Hiranandani Business Park, Powai, Mumbai-400076
25	Maharashtra	Quadron Business Park Ltd( SEZ IT Park Hinjewadi, Pune)	CEA has removed the name of this DISCOM from the list
26	Maharashtra	Gigaplex Estate Pvt Ltd(SEZ-IT & ITES at Airoli)	Kunal Medalwar I Senior Officer – Power I For Gigaplex Estate Private Limited - SEZ Corp Office - K Raheja Corp, Level 9, Raheja Tower, Block G, Plot No. C-30, Next to Bank of Baroda, Bandra Kurla Office, Bandra (East), Mumbai 400 051. Site Addresss - Gigaplex Electricity Distribution Licensee, Div of Gigaplex Estate Private Limited, SEZ Division, Plot no. IT -5, Airoli Knowledge Park, MIDC, TTC DISCOM Area, Dist. Thane - 400708 Board: +91 22 2656 4000, Direct: +91 22 2656 4428, Fax: 022 2656 4909, Mob: +91 9561633706 www.krahejacorp.com
27	Goa	Electricity Department, Goa.	Chief Engineer (Electrical) Electricity Department, Vidyut Bhawan Government of Goa Panaji (Goa) 403001
28	UT of Dadra & Nagar Haveli	Dadra & Nagar Haveli Power Distribution Corporation Ltd	Executive Engineer Electricity Department Administration of Dadra & Nagar Haveli (D&NH) Post Naroli, Silvassa 396235

29	UT of Daman & Diu	Electricity Department, UT of Daman & Diu	Executive Engineer Electricity Department Administration of Daman & Diu Moti Daman 396210
30	Andhra Pradesh	Anakapalle Rural Electric Cooperative Society Ltd	The CMD, The Anakapalle Rural Co-Operative Society Ltd , Opp Bharat Petrol Bunk, NH-5 Kasimkota – 531031
31	Andhra Pradesh	Cheepurupalli Rural Electric Cooperative Society Ltd	
32	Andhra Pradesh	Central Power Distribution Company Ltd. of Andhra Pradesh ( APCPDCL)	Managing Director Central Power Distribution Company Ltd. of Andhra Pradesh ( APCPDCL)House No 11-04-660, 3rd floor, Singareni Bhawan, Red Hills, Hyderabad(AP) 500001
33	Andhra Pradesh	Kuppam Rural Electric Cooperative Society Ltd.	The MD, Kuppam Rural Electric Cooperative Society Ltd. Kuppam - 517 425, Chittoor District, Andhra Pradesh
34	Telangana	Rural Electric Supply Co-operative Society Limited, Siricilla	
35	Karnataka	Mangalore Electricity Supply Corporation Limited(MESCOM)	Managing Director Mangalore Electricity Supply Company Ltd. (MESCOM) Corporate Office, Paradigm Plaza, A.B. Shetty circle Mangalore (Karnataka) 575001
36	Karnataka	Hukkeri Co-operative Society Ltd	The CMD, The Hukkeri Rural Electric Co-Operative Society LTD. Hukkeri, PinCode : 591309 District : Belgaum
37	Kerala	Infopark, Kochi	Chief Executive Officer, Infopark, ( A Govt of Kerala Company) Thapasya, Kusumagiri.PO, Kakkanad, Kochi 682 030

38	Kerala	Technopark , Trivandrum	DGM Technopark, Park Centre, Technopark Campus, Travandrum 695 581 Kerala
39	Kerala	Rubber Park India Pvt Limited, Ernakulam	The Company Secretary Rubber Park India (P) Ltd 2A, Kautileeyam, Rubber park, Valayanchirangara Ernakulam – 683 553
40	Kerala	Cochin Special Economic Zone Authority (CSEZA), Kochi	The Chairman, Cochin Special Economic Zone Authority (CSEZA) Ministry of Commerce & Industry, Government of India Administrative Building Kakkanad, Cochin-682 037
41	Kerala	Cochin Port Trust, Kochi	The Deputy Chief Engineer (Electrical) Cochin Port Trust, W.Island, Cochin - 682 003
42	Kerala	Thrissur Corporation, Thrissur	The Mayor, Municipal Office Rd, Kuruppam, Thekkinkadu Maidan, Thrissur, Kerala 680001
43	Kerala	Kanan Devan Hills Plantations Company Limited (KDHP)	The Executive Director KDHP House, Munnar – 685 612, Kerala
44	Kerala	KINESCO Power Utility Ltd, Kochi	The Managing Director KINESCO Power Utilities Limited IX/159 A, Kusumagiri P.O Kakkanad, Cochin - 30
45	UT of Lakshadweep	Electricity Deptt., UT of Lakshadweep.	Executive Engineer Electricity Department Lakshadweep Islands Kavaratti (Lakshadweep) 682555
46	UT of Puducherry	Electricity Deptt., UT of Puducherry.	Superintending Engineer-I Electricity Department Gingee Salai, Government of Puducherry Puducherry 605001
47	UT of Andaman & Nicobar Islands	Electricity Deptt., UT of Andaman & Nicobar Islands	Superintending Engineer Electricity Department Andaman & Nicobar Islands (A&N) Port Blair (A&N Island) 744101

48	West Bengal	Durgapur Project Limited (DPL) -&&	
49	West Bengal	Damodar Valley Corporation (DVC)	Chairman,Damodar Valley Corporation(DVC) DVC HEADQUARTERS DVC Towers, VIP Road Kolkata-700054
50	West Bengal	Calcutta Electricity Supply Co. (CESC)	Executive Director Calcutta Electric Supply Company Limited (CESC), CESC House, Chowring Sq. Kolkata (WB) 700001
51	West Bengal	Indian Power Corporation Ltd. (IPCL)(erstwhile DPSCL)	Assistant General Manager (AGM) India Power Corpn. Ltd. (Plot No X-1,2,3, Block EP, Sector V, Salt Lake City Kolkata (WB) 700091
52	Sikkim	Sikkim Power Development Corporation Limited	Managing Director Sikkim Power Development Corp Ltd Power Secretariat Building, Kazi Road Gangtok (Sikkim) 737101
53	Jharkhand	Jamshedpur Utility & Services Company Ltd (JUSCO)	
54	Jharkhand	Tata Steel Limited, Jamshedpur	Tata Steel Limited P.O. Bistupur Jamshedpur - 831001 Jharkhand India
55	Tripura	Tripura State Electricity Corporation Limited	Chairman & Managing Director Tripura State Electricity Corporation Limited , Bidyut Bhawan North Banamalipur Agartala (Tripura) 799001
56	Meghalaya	Meghalaya Energy Corporation Limited	Chairman Meghalaya Energy Corporation Limited (MeECL) Lum Jingshai, Short Round Road Shillong (Meghalaya) 793001
57	Manipur	Manipur State Power Distribution Company Ltd	Managing Director Manipur State Power Distribution Company Limited (MSPDCL) Keishampat, Imphal West, Manipur 795001
58	Arunachal Pradesh	Department of Power, Arunachal Pradesh	Chief Engineer (Power) Sh. Anang Perme Power Department Government of Arunachal Pradesh Itanagar (Arunachal Pradesh) 791111

59	Mizoram.	Power & Electricity Department, Mizoram.	Chief Engineer Power & Electricity Department Government of Mizoram Aizwal (Mizoram) 796001
60	Nagaland.	Department of Power, Nagaland.	Chief Engineer Department of Power Government of Nagaland Kohima (Nagaland) 797001