

**Request for Proposal (RFP)**  
**For**  
**Engagement of Consultancy firm/ ESCO/  
Energy Auditing firm/ Energy Auditor to  
provide consultancy services for conducting  
Energy Audit at four number of Rural Drinking  
water pumping system sites and preparation of  
Detailed Project Reports estimating energy  
saving potential along with clear baseline under  
“Promotion of energy efficiency in rural  
drinking water pumping system scheme of  
Agriculture demand side management scheme  
by Bureau of Energy Efficiency”.**

Tender Reference No.: 35 /JREDA/CS /AgDSM/16-17



**Jharkhand Renewable Energy Development Agency  
(JREDA)**

3rd Floor, S.L.D.C. Building, Kusai Colony, Doranda, Ranchi-834002.

Ph.: 0651-2491161, Fax: 0651-2491165,

E-mail: info@jreda.com; Website: www.jreda.com

**Sub: Engagement of Consultancy firm/ ESCO/ Energy Auditing firm/ Energy Auditor to provide consultancy services for conducting Energy Audit at four number of Rural Drinking water pumping system sites and preparation of Detailed Project Reports estimating energy saving potential along with clear baseline under Promotion of energy efficiency in rural drinking water pumping system scheme of Agriculture demand side management scheme by Bureau of Energy Efficiency.**

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## INTRODUCTION

### 1. BACKGROUND INFORMATION

#### 1.1 The Energy Conservation Act, 2001

The Energy Conservation Act, 2001 (ECA) forms the core of the legal framework put in place by India to promote energy efficiency and conservation. ECA came into force with effect from March 1, 2002. Some important sections of ECA relevant to BEE are:

- Section 1 – Short title, extent and commencement
- Section 2 – Definitions
- Section 3 – Bureau of Energy Efficiency-creation, administration
- Section 12 – Transfer of Assets and Liabilities of Energy Management Center to BEE
- Section 13 – Powers and functions of the BEE
- Section 14 – Power of Central Government to Facilitate and Enforce Efficient use of Energy and its Conservation
- Section 15- Power of State Government to Facilitate and Enforce Efficient use of Energy and its Conservation
- Section 16 – Constitution of State Energy Conservation Fund
- Section 17 – Power of Inspection
- Section 18 – Power of Central Government to issue directions
- Section 26 – Penalties and Adjudication
- Section 52 – Power to obtain Information
- Section 56 – Power of Central Government to make rules
- Section 57 – Power of State Government to make rules
- Section 58 – Power of BEE to make regulations
- Section 62 – Power to remove difficulties

#### 1.2 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 too for:

1. Notifying energy intensive industries, other establishments, and commercial buildings as designated consumers.
2. Establish and prescribe energy consumption norms and standards for designated consumers.
3. Direct designated consumers to designate or appoint certified energy manager in charge of activities for efficient use of energy and its conservation.
4. Get an energy audit conducted by an accredited energy auditor in the specified manner and intervals of time.

5. Furnish information with regard to energy consumed and action taken on the recommendation of the accredited energy auditor to the designated agency.
6. Comply with energy consumption norms and standards, and if not so, to prepare and implement schemes for efficient use of energy and its conservation.
7. 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.
8. Direct owners or occupiers of commercial buildings to comply with the provisions of energy conservation building codes.
9. Direct mandatory display of label on notified equipment and appliances.
10. Specify energy consumption standards for notified equipment and appliance.
11. Prohibit manufacture, sale, purchase and import of notified equipment and appliances not conforming to standards.

The Energy Conservation Act, 2001 defines the powers of the State Government to facilitate and enforce efficient use of energy and its conservation. The State Governments have to designate State Designated Agencies in consultation with the Bureau of Energy Efficiency to coordinate, regulate and enforce the provisions of the Act in the State. Thus the State Designated Agencies are the strategic partners for promotion of energy efficiency and its conservation in the country.

### **1.3 About Agricultural DSM Scheme**

#### **1.3.1 Background**

##### **Overview of Sector**

The Indian agriculture pumping sector is the third highest consumer of electrical energy accounting for about 18% of total electricity consumption (Source: Central Electricity Authority, New Delhi). The high rate of growth in agricultural electricity consumption results from aggressive rural electrification coupled with a policy of below cost pricing to agriculture sector/farmers. The agricultural tariff has not grown while the industrial and household tariffs have increased (from 1992) at an average rate of over 11%, that is much more than the average inflation during the same period. It has been one of the factors contributing to inefficiencies and thereby high AT&C losses of the state utilities. The rural agricultural supply is characterized by the following:

- i. Low reliability due to high cost of service and low or no revenue;
- ii. Use of inefficient pumps by farmers due to lack of incentives, given the low or no cost power supplied;
- iii. The unsustainable growth rate, low prices inevitably lead to a high subsidy burden on states, estimated at about Rs. 45,000 Crores (Economic survey). For certain states the agricultural electricity subsidy has surpassed the state's spending on healthcare and education sector.

##### **Opportunity**

Demand-side management (DSM) has often been considered as one of the key strategies capable of offering unique opportunities to showcase efficient use of energy. Agriculture DSM programme could significantly influence and change the equipment buying habits of end use consumers so that they prefer to adopt efficient technologies. Pump set efficiency up-gradation is one the key aspects of DSM measures in agriculture sector. Agriculture Demand Side Management promises immense opportunity in reducing the overall power consumption, improving efficiencies of ground water extraction and reducing the subsidy burden on the states without sacrificing the service obligation to this sector. It also presents a promising prospect of targeting subsidies directly to the beneficiary farmers.

### **Dimensions of the Challenge**

- a) **Technological:** The desired working of efficient pumps is contingent upon a reliable power supply; else the promised output may not be available. A reliable distribution network, like HVDS, in rural area becomes of dominant interest. In addition, supply chain of efficient pumps and adequate maintenance expertise of such pump sets in rural areas are the associated issues linked to the technology intervention.
- b) **Economic:** The initial capital cost of efficient pump is high. Given the lack of incentives of the farmers on conservation of electricity, the first cost bias enhances the barrier. Concomitantly, the low or no cost of electricity and uncertain availability of government subsidy does not enthuse the Utilities either to step up efforts towards up gradation of rural distribution network.
- c) **Monitoring:** This perhaps reflects the greatest concern in effective implementation of the Ag DSM. This is because of the following reasons:
  - Lack of incentives of farmers and Utilities.
  - The quantification of results requires metering, which in the present regime of subsidy, is unlikely to be accepted by the farmers.
  - Lack of awareness and information as well as low appreciation of the need to conserve water and electricity for sustainability.

In this environment of challenges, BEE initiated a National Ag DSM programme during XI plan in which pump set efficiency up gradation was carried out through Public Private Partnership mode and try to create an environment for market transformation for energy efficient products.

#### **1.4 Pumping efficiency in Rural Public Health & Drinking water system**

The present scenario reflects the inefficiencies and various unreliable operations of drinking water systems in rural areas. Identifying the opportunity, primary objective of the initiative is to focus on efficiency up-gradation of rural drinking water pumping systems through implementing few pilot projects in selected 13 states, including Jharkhand.

- Facilitate PHED to conduct feasibility analysis for implementing pumping efficiency project in rural public health and drinking water system.
- Financial assistance for 1st pilot project in each state will be provided @100% cost of the project and subsequent 3 projects will be funded @50% of total project cost.
- Beneficiary states will be selected based on the first come serve basis.

Apart from the above mentioned policies and programs this phase would develop detailed documentation on best practices for every state (in the scope of this scheme) to witness large scale success in Ag DSM programs.

## SECTION – I

### INVITATION FOR PROPOSALS (IFP)

**Tender Reference No: 35 /JREDA/CS/AgDSM /16-17**

**Sub: Engagement of Consultancy firm/ ESCO/ Energy Auditing firm/ Energy Auditor for providing Consultancy services for conducting Energy Audit at four number of Rural Drinking water pumping system sites and preparation of Detailed Project Report to estimate energy saving potential along with clear baseline under Promotion of energy efficiency in rural drinking water pumping system scheme of Agriculture demand side management scheme by Bureau of Energy Efficiency.**

1. Jharkhand Renewable Development Agency (JREDA) is the State nodal Agency under the administrative control of the Energy Department, Government of Jharkhand.
2. Jharkhand Renewable Energy Development Agency (JREDA) is an autonomous body under the Societies Registration Act 21, 1860 registered on 19th February 2001 for the development and deployment of New and Renewable Energy resources for supplementing the energy requirements of the state and to generate public awareness in facilitating deployment of new and renewable energy systems/devices.
3. JREDA invites proposals for Engagement of Consultancy firm/ ESCO/ Energy Auditing firm/ Energy Auditor for providing Consultancy services for conducting Energy Audit at the Rural Drinking water pumping system sites and preparation of Detailed Project Report to estimate energy saving potential along with clear baseline, under Promotion of energy efficiency in rural drinking water pumping system scheme of Agriculture demand side management scheme by Bureau of Energy Efficiency.
4. Consultancy Firms/Auditing Firms/ESCO's/Energy Auditors having experience in consultancy work for conducting energy audits and preparing a DPR are eligible to participate in this engagement process. The firm should have financial capability to undertake the assignment and key personnel should have experience in executing eligible assignments as specified in RFP document.
5. The RFP includes the following documents:
  - Section I – Invitation for Proposals (IFP)
  - Section II – Instructions for Respondents (ITR)
  - Section III – Scope of Work (SOW)
  - Section IV – Technical Proposals (TP) with formats
6. The “Request for Proposal” for Engagement of Consultancy firm/ ESCO/ Energy Auditing firm/ Energy Auditor to provide consultancy services for conducting Energy Audit at four number of Rural Drinking water pumping system sites and preparation of Detailed Project Reports estimating energy saving potential along with clear baseline under Promotion of energy efficiency in rural drinking water pumping system scheme of Agriculture demand side management scheme by Bureau of Energy Efficiency, is available on the websites [www.jharkhandtenders.gov.in](http://www.jharkhandtenders.gov.in) & [www.jreda.com](http://www.jreda.com) for downloading.

Cost of RFP document (Non-refundable) is Rs 1,250/-, which is payable in the form of Bank Draft in favor of Director-JREDA. Bidder shall submit Rs. 12,000/- (Refundable) as Earnest Money Deposit (EMD) along with bid document which is payable in the form of Bank Draft/Bank Guarantee in favor of Director, JREDA. The Successful Bidder shall submit Security deposit @ 5% of work order value at the time of agreement.

## e-Procurement Notice

### **Tender Reference No.: 35 /JREDA/CS /AgDSM/16-17**

Request for Proposal (RFP) is invited from Consultancy firm/ ESCO/ Energy Auditing firm/ Energy Auditor having adequate experience in Energy Audit works and preparation of Detailed Project Report (DPR) preparation, for providing Consultancy services for conducting Energy Audit at four number of Rural Drinking water pumping system sites and preparation of Detailed Project Report to estimate energy saving potential along with clear baseline under Promotion of energy efficiency in rural drinking water pumping system scheme of Agriculture demand side management scheme by Bureau of Energy Efficiency.

|    |   |   |
|----|---|---|
| 1  | Name of the work  | <b>Engagement of Consultancy firm/ ESCO/ Energy Auditing firm/ Energy Auditor for providing Consultancy services for conducting Energy Audit at four number of Rural Drinking water pumping system sites and preparation of Detailed Project Report to estimate energy saving potential along with clear baseline under Promotion of energy efficiency in rural drinking water pumping system scheme of Agriculture demand side management scheme by Bureau of Energy Efficiency.</b> |
| 2  | Estimated Cost (Rs.)  | Rs 6,00,000/-   |
| 3  | Period of Engagement  | 3 Months  |
| 4  | Date of publication of NIT on website:<br><a href="http://jharkhandtenders.gov.in">http://jharkhandtenders.gov.in</a> | 17.11.2016 (Thursday)   |
| 5  | Date and time of Pre-bid Meeting  | 26.11.2016 (Saturday) at 1:30 PM.   |
| 6  | Last date & time for receipt of online bids   | 14.12.2016 (Wednesday) up to 5:00 PM  |
| 7  | Submission of original copies of Bid fee & EMD (Offline)  | 14.12.2016 & 15.12.2016 up to 5:00 PM   |
| 8  | Technical Bid Opening Date  | 16.12.2016 (Friday) at 3:00 PM  |
| 9  | Name & address of office inviting tender  | Director,<br>Jharkhand Renewable Energy Development Agency(JREDA)<br>3rd Floor, SLDC Building, Kusai, Doranda,<br>Ranchi- 834002 (Jharkhand)  |
| 10 | Contact no. of procurement officer  | 0651-2491163/61   |
| 11 | Helpline no. of e-procurement   | 0651-2491163/61   |

Any change can be seen on website: <http://jharkhandtenders.gov.in> & [www.jreda.com](http://www.jreda.com).

Further details can be seen on website: <http://jharkhandtenders.gov.in> & [www.jreda.com](http://www.jreda.com)

**Director**  
**JREDA, Ranchi.**

## SECTION-II

### INSTRUCTIONS TO RESPONDENTS (ITR)

**Tender Reference No.: 35 /JREDA/CS /AgDSM/16-17**

**Sub: Engagement of Consultancy firm/ ESCO/ Energy Auditing firm/ Energy Auditor for providing Consultancy services for conducting Energy Audit at four number of Rural Drinking water pumping system sites and preparation of Detailed Project Report to estimate energy saving potential along with clear baseline under Promotion of energy efficiency in rural drinking water pumping system scheme of Agriculture demand side management scheme by Bureau of Energy Efficiency.**

#### 1. Definitions

Unless the context otherwise requires, the following terms whenever used in this RFP and Agreement have the following meanings:

- a. "Applicable Law" means the laws and any other instruments having the force of law in India as they may be issued and in force from time to time.
- b. "Proposals" means proposal submitted by respondents in response to the RFP issued by Jharkhand Renewable Energy Development Agency (JREDA), on behalf of Government of Jharkhand for engagement of Consultants.
- c. "Competent Authority" means the Director or Management committee headed by Chairman-cum-Principal Secretary, Energy Department and Government of Jharkhand as the case may be.
- d. "Committee" means committee constituted for evaluation of the RFP.
- e. "Consultant" means Consultancy firm/ ESCO/ Energy Auditing firm/ Energy Auditor on the panel drawn up in pursuance of this RFP, which will provide the services to JREDA.
- f. "Agreement" means the Agreement signed by the parties for engagement along with the entire documentation specified in the RFP.
- g. "Day" means Calendar day.
- h. "Effective date" means the date on which the agreement comes into force and effect.
- i. "ITR" means Instructions to Respondents, specified in Section II of RFP
- j. "IFP" means Invitation for Proposals, specified in Section I of RFP
- k. "Government" means the Jharkhand State Government.
- l. "JREDA" means Jharkhand Renewable Energy Development Agency.
- m. "Personnel" means professional and support staff provided by the Consultant detailed to perform services to execute an assignment and any part thereof.
- n. "SOW" means Scope of Work for the Respondents, specified in Section III of RFP.
- o. "Services" means the work to be performed by the Consultants pursuant to the engagement by JREDA and to the agreement to be signed by the parties in pursuance of any specific assignment awarded to them by JREDA.

#### 2. Introduction

Agriculture Demand Side Management is one of the key thrust areas of the Bureau of Energy Efficiency during the current XII five year plan. Under, AgDSM program, promoting energy efficiency in rural drinking water pumping system is identified as one of the key areas for intervention.

It is envisaged that, this initiative will provide sustainability to quantity and quality of water being supplied to rural areas and also demonstrate the optimum operation of water pumping system with improved energy efficiency which eventually result in reduced energy

consumption of water pumping systems. Purpose is to showcase the energy saving opportunities in these projects by facilitating selected state PHED department / SDA of the state, to implement the few pilot projects and providing financial assistance for implementation.

Under the component, energy efficiency up gradation of rural drinking water pumping is proposed to be carried through implementation of demonstration project in selected 13 states (including Jharkhand).

#### **Implementation Framework:**

- Seeking proposals from all State's Public Health Engineering Department & concerned departments to submit their willingness for implementation.
- Based on proposals submitted by state PHEDs, meeting will be convened by state SDA involving PHED, DISCOM and BEE for identification of beneficiary projects. Beneficiary projects may be selected based on the following:
  - Estimated saving potential.
  - Economic feasibility provided maximum ceiling for available financial assistance from BEE.
  - Availability of superior technology/equipment over existing for achieving saving energy.
  - Population served by the proposed drinking water pumping system.
  - Respected PHED/department may be expected to provide formal consent for implementation of all 4 demonstration projects proposed under this initiative in each state.
- Preparation of feasibility reports for implementation of demonstration projects:
  - Following identification of beneficiary projects by PHEDs, financial assistance for each of the four projects in a state is earmarked by BEE for preparing the feasibility report to establish the baseline, financial credibility and technical parameters of the proposed project.
  - In consultation with PHEDs and BEE, SDA may be expected to appoint an agency for preparation of feasibility report, for the purpose financial assistance earmarked to respective SDA on request.
  - Respective PHED may take up the task for preparing feasibility reports under the supervision of state SDA and BEE. In this case, BEE may provide financial assistance directly to PHEDs or may be routed through SDAs, which may ensure phase wise transfer of funds to PHED.
  - Project monitoring committee consisted of members from SDAs, BEE and PHEDs shall be constituted responsible for finalizing the feasibility reports, monitoring guidelines and oversee project execution activities.

#### **2.1 Conflict of Interest**

JREDA requires that the Consultants should provide professional, objective, and impartial advice purely based on standard and accepted technical norms and at all times hold the JREDA's interests paramount, strictly avoid conflicts with other assignments/jobs or their own corporate interests and act without any consideration for future work. The norms should be

based on sound engineering principles guided by all connected codes and guidelines issued from time to time by central and state authorities.

## **2.2 Validity of Proposals**

Proposals shall remain valid for the period of engagement as prescribed in RFP. A Proposal valid for shorter period may be rejected as non-responsive.

## **2.3 Right to accept Proposal**

JREDA reserves the right to accept or reject any Proposal, and to annul the Engagement process and reject all Proposals at any time prior to the signing of the agreement, without thereby incurring any liability to the affected Respondent(s) or any obligation to inform the affected Respondent(s) of the grounds for such decision.

## **2.4 Fraud and Corruption**

JREDA requires that the Consultants empanelled through this RFP must observe the highest standards of ethics during the performance and execution of such agreement. In pursuance of this policy,

JREDA: (a) defines, for the purposes of this provision, the terms set forth as follows:

- i. "Corrupt practice" means the offering, giving, receiving or soliciting of anything of value to influence the action of JREDA or any personnel of Consultant(s) in contract executions.
  - ii. "Fraudulent practice" means a miss-presentation of facts, in order to influence a procurement process or the execution of a contract, to JREDA, and includes collusive practice among Respondents (prior to or after Proposal submission) designed to establish Proposal prices at artificially high or non-competitive levels and to deprive JREDA of the benefits of free and open competition;
  - iii. "Unfair trade practices" means supply of services different from what is ordered on, or change in the Scope of Work which was given by the JREDA in Section III.
  - iv. "Coercive practices" means harming or threatening to harm, directly or indirectly, persons or their property to influence their participation in the execution of contract.
- b) JREDA shall reject a proposal for award, if it determines that the Respondent recommended for award, has been determined by JREDA to having been engaged in corrupt, fraudulent or unfair trade practices.
  - c) JREDA shall declare a Consultant ineligible, either indefinitely or for a stated period of time, for awarding the contract, if it at any time determines that the Consultant has engaged in corrupt, fraudulent and unfair trade practice in competing for, or in executing, the contract.

### 3. Clarifications and amendments of RFP Document

#### 3.1 RFP Clarifications

During technical evaluation of the Proposals, JREDA may, at its discretion, ask Respondents for clarifications on their proposal. The Respondents are required to respond within the time frame prescribed by JREDA.

#### 3.2 Amendments in RFP

At any time prior to deadline for submission of proposal, JREDA may for any reason, modify the RFP. The prospective Respondents having received the RFP shall be notified of the amendments through website and such amendments shall be binding on them.

### 4. Process for Engagement of Respondents

JREDA intends to engagement of Consultant of Consultancy firm/ ESCO/ Energy Auditing firm/ Energy Auditor for providing Consultancy services for conducting Energy Audit at the Rural Drinking water pumping system sites and preparation of Detailed Project Report to estimate energy saving potential along with clear baseline under Promotion of energy efficiency in rural drinking water pumping system scheme of Agriculture demand side management scheme by Bureau of Energy Efficiency.

### 5. Eligibility Criteria

The bidders must meet the following eligibility criteria:

- **Turnover:** Annual turnover should be at least Rs. 20.00 lakhs per year during last three years from consultancy services. (Proof to enclose)
- **Experience:** Consultancy firm/ ESCO/ Energy Auditing firm, must be a certified Energy Audit firm / must employ Energy Auditors. Also it must have consultancy experience of at least 3 years in conducting Energy Audits and preparation of Detailed Project Report to estimate energy saving potential along with clear baseline. Independent Energy Auditors bidding for the project must have consultancy experience of at least 3 years in conducting Energy Audits and preparation of Detailed Project Report to estimate energy saving potential along with clear baseline.

#### 5.1 Disqualifications

JREDA may at its sole discretion and at any time during the evaluation of Proposal, disqualify any Respondent, if the Respondent has:

- a. Submitted the Proposal documents after the response deadline;
- b. Made misleading or false representations in the forms, statements and attachments submitted in proof of the eligibility requirements;
- c. Exhibited a record of poor performance such as abandoning works, not properly completing the contractual obligations, inordinately delaying completion or financial failures, etc. in any project in the preceding two years;
- d. Submitted a proposal that is not accompanied by required documentation or is non-responsive;
- e. Failed to provide clarifications related there to, when sought;
- f. Submitted more than one Proposal;
- g. Declared ineligible by the Government of India/State/UT Government for corrupt and fraudulent practices or blacklisted.
- h. Submitted a proposal with price adjustment/variation provision.

## 6. Request for Proposal

The Respondent is expected to examine all the instructions, guidelines, terms and condition and formats in the RFP. Failure to furnish all the necessary information as required by the RFP on submission of a proposal not substantially responsive to all the aspects of the RFP shall be at Respondent's own risk and may be liable for rejection. The entire set of RFP is available for download at: <http://www.jreda.com>.

## 7. Pre Proposal Queries

The prospective Respondent, requiring any clarification on RFP may notify the same in the form of query to JREDA latest by, 23/11/2016 till 1.00 P.M. and Pre-bid meeting will be held on, 26/11/2016 at 1.00 P.M. in the Conference Hall of JREDA. JREDA response as well as the clarifications sought will be uploaded to the website in form of Corrigendum (if any) for all the prospective Respondents interested in submitting the Proposal.

## 8. Preparation of Proposal

The Respondents shall comply with the following related information during preparation of the Proposal-

- a) The Proposal and all associated correspondence shall be written in **English** and shall **conform to prescribed formats**. Any interlineations, erasures or over writings shall be valid only if they are initialed by the authorized person signing the Proposal.
- b) The Proposal shall be typed or written in indelible ink (if required) and shall be signed by the Respondent or duly authorized person(s) to bind the Respondent. **The letter of authorization** shall be indicated by authenticated Power of Attorney and shall accompany the Proposal.
- c) In addition to the identification, the covering letter (Form 1) shall indicate the **name and address of the Respondent** to enable the proposal to be returned in the case it is declared late, and for other purposes.
- d) Proposals received by **facsimile shall be treated as defective, invalid and rejected**. Only detailed complete proposals in the form indicated above received prior to the closing time and date of the proposals shall be taken as valid.
- e) Respondents are not permitted to modify, substitute, or withdraw Proposals after its submission

## 9. Submission, Receipts and Opening of Proposals

The Respondent shall submit the proposal in which the covering letter (Form 1) shall be in hardcopy. However, during the course of evaluation of Proposal, as well as during the period of agreement, the competent authority has the right to carry out a due diligence in a fashion relevant to understand the facts.

### 9.1 Timeline for submission of Proposals

Proposals from Respondents, complete in all respects must be received by JREDA at the address specified in Section 1 Clause 10.

## List of Important dates & details of Bids

### Tender Reference No.: 35 /JREDA/CS /AgDSM/16-17

|    |  |   |
|----|--|---|
| 1  | Completion period  | 03 Months   |
| 2  | Mode of submission of tender   | Online through <a href="http://www.jharkhandtenders.gov.in">http://www.jharkhandtenders.gov.in</a>  |
| 3  | Publishing on website  | Date: 17.11.2016 (Thursday)   |
| 4  | Period of downloading of bidding documents   | Start date: 18.11.2016 Time: 10.00 AM   |
|    |  | End date: 14.12.2016 Time: 5.00 PM  |
| 5  | Date for pre-bid meeting, comments at <a href="mailto:info@jreda.com">info@jreda.com</a> | 26.11.2016 at 1.00 P.M.<br>Venue: JREDA Conference Hall   |
| 6  | Bid online submission  | Start date: 05.12.2016 Time: 10.00 AM   |
|    |  | End date: 14.12.2016 Time: 5.00 PM  |
| 7  | Tender Fee / Bid Fee to be submitted (Non Refundable)                                    | Rs 1,250/- (One Thousand Two Hundred Fifty) only  |
| 8  | Earnest Money Deposit in the form of Bank Guarantee                                      | Rs 12,000/- (Twelve Thousands) only   |
| 9  | Submission of <b>original copies of Bid fee &amp; EMD (Offline)</b>                      | 14.12.2016 and 15.12.2016 up to 05:00 P.M.  |
| 10 | Technical bid opening date   | Date:16.12.2016 Time: 03:00 PM  |
| 11 | Authority inviting bids  | Director,<br>Jharkhand Renewable Energy Development Agency(JREDA)   |
| 12 | Address  | Jharkhand Renewable Energy Development Agency(JREDA)<br>3rd Floor, SLDC Building, Kusai, Doranda,<br>Ranchi- 834002.<br>Ph. No: 0651-2491161,Fax No: 0651-2491165<br>Web site: <a href="http://www.jreda.com">www.jreda.com</a><br>E-mail: <a href="mailto:info@jreda.com">info@jreda.com</a> |

#### 9.2.1 Detailed instructions & documents to be furnished for online bidding

1. The guidelines to submit bid online can be downloaded from website <http://Jharkhandtenders.gov.in>.
2. The interested bidders can download the bid from the website <http://Jharkhandtenders.gov.in>.
3. To participate in bidding process, bidders have to get 'Digital Signature Certificate (DSC)' as per Information Technology Act-2000 to participate in online bidding. This certificate will be required for digitally signing the bid. Bidders can get above mention digital signature certificate from any approved vendors (CCA). Bidders, who already possess valid Digital Certificates, need not to procure new Digital Certificate.
4. The bidders have to submit their bids online in electronic format with digital Signature. The bids without digital signature will not be accepted. No proposal will be accepted in physical form.
5. Bids will be opened online as per time schedule mentioned in Section 1.
6. Bidders should get ready with the scanned copies of cost of documents & EMD as specified in the tender document. Before submission of online bids, bidders must ensure that scanned copy of all the necessary documents have been attached with bid.
7. Bidder have to produce the original D.D. towards tender fee & EMD in approved form to the authority "Director, Jharkhand Renewable Energy Development Agency, Ranchi" on the date & time as mentioned in the NIT failing which bidder will be disqualified. The details of cost of documents, EMD specified in the tender documents

should be the same as submitted online (scanned copies) otherwise tender will summarily be rejected.

8. Uploaded documents of valid successful bidders will be verified with the original before signing the agreement. The valid successful bidder has to provide the originals to the concerned authority.
  - i. The department will not be responsible for delay in online submission due to any reason.

9. **All the required information for bid must be filled and submitted online.**

10. Other details can be seen in the bidding documents

#### **B. Details of documents to be furnished for online bidding**

1. **Scanned copies** of the following documents to be up-loaded in .pdf format on the website <http://Jharkhandtenders.gov.in>.

- I. D. D. towards Tender fee
- II. Duly pledged EMD (Annexure)
- III. Service Tax registration certificate.
- IV. PAN Card
- V. Audited Balance sheet of last three years.

2. **Scanned copies** of the Annexure as per the enclosed formats should be uploaded after converting the same to .pdf format.

- I. Annexure-T1: Covering letter.
- II. Annexure-T2: Authorization letter.
- III. Annexure-T3: Checklist for technical bid
- IV. Annexure-T4: Information about the bidding firm.
- V. Annexure-T5: Annual Turnover.
- VI. Annexure-T6: Details of Curriculum vitae for members of Transaction team
- VII. Annexure-T7: Qualification and experience of key personnel
- VIII. Annexure-T8: Contact Person for the NIB
- IX. Annexure-T9: Assignment of similar nature of consultancy works.
- X. Annexure-T10: Composition of the team personnel and task.
- XI. Annexure-T11: Declaration by the bidder.
- XII.** Annexure-T12: Bank Guarantee Format for EMD

3. Duly filled in & digitally signed Price Bid.

4. Uploaded documents of valid successful bidders will be verified with the original before signing the agreement. The valid successful bidder has to provide the originals to the concerned authority on receipt of such letter, which will be sent through registered post.

5. SBD is not to be uploaded by the bidder. The bidder has to give **affidavit stating agree/ disagree on the conditions in the RFP**. The bidders, who disagree on the conditions of RFP, cannot participate in the tender.

### 9.2.2 Form II: Technical Proposal – details

Applicants shall submit the technical proposal in the formats (T-1 to T-12) of section IV (the “Technical Proposal”). While submitting the Technical Proposal, the Applicant shall, in particular, ensure that:

- a) A brief description of the firm and an outline of the relevant past experience on assignments and highlighting experiences on implementation of Energy Audit projects in the format given in Form.
- b) The composition of the team of personnel which the Consultants would propose to provide with the details of name of the key personal, his/ her area of expertise, position and the tasks which would be assigned to each team member.
- c) Curricula Vitae of the individual staff members to be assigned to the work and of the senior officer in the home office who would be responsible for supervision of the team. The curricula vitae should follow the attached Format.
- d) JREDA reserves the right to verify all Statements, information and documents, submitted by the Applicant in response to the RFP. Failure of JREDA to undertake such verification shall not relieve the Applicant of its obligations or liabilities hereunder nor will it affect any rights of JREDA there under. In case it is found during the evaluation or at any time before signing of the Agreement or after its execution and during the period of subsistence thereof, that one or more of the eligibility conditions have not been met by the Applicant or the Applicant has made material misrepresentation or has given any materially incorrect or false information, the Applicant shall be disqualified forthwith if not yet appointed as the consultant either by issue of the LOA or entering into of the Agreement, and if the Applicant has already been issued the LOA or has entered into the Agreement, as the case may be, the same shall, notwithstanding anything to the contrary contained therein or in this RFP, be liable to be terminated, by a communication in writing by JREDA without JREDA being liable in any manner whatsoever to the Applicant or consultancy, as the case may be.

In such an event, JREDA shall forfeit and appropriate the Bid Security as mutually agreed pre-estimated compensation and damages payable to JREDA for, inter alia, time, cost and effort of JREDA, without prejudice to any other right or remedy that may be available to JREDA.

### 9.2.3 Form II: Financial Proposal – details

Applicants shall submit the financial proposal in the **prescribed BOQ (Excel sheet)** online clearly indicating each project site cost of the Consultancy in both figures and words, in Indian Rupees, and signed by the Applicant’s authorized signatory.

While submitting the Financial Proposal, the Applicant shall ensure the following:

- I. All the costs associated with the assignment shall be included in the Financial Proposal includes taxes. The total amount indicated in the Financial Proposal shall be without any condition attached or subject 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.
- II. The Financial Proposal shall take into account all expenses and tax liabilities including the Service Tax. For the avoidance of doubt, it is clarified that all taxes as are applicable or may become applicable shall be deemed to be included in the costs shown under different items of the Financial Proposal. Further, all payments shall be subject to deduction of taxes at source as per applicable laws.

III. Costs (including break down of costs) shall be expressed in INR.

### 9.3 Submission of Proposals by Respondents

Respondent shall upload the proposals (Technical bids & Price Bids) on website www.jharkhandtenders.gov.in and submit the Bid fee & EMD in original in the office of JREDA on scheduled date & time.

### 9.4 Proposal Opening

Proposals (Technical bids) will be opened in the presence of the bidders, who choose to be present, in front of JREDA Purchase Committee at 15:00 HRS on 16.12.2016 at the address indicated.

### 10 Evaluation Criteria and Evaluation of Proposals

JREDA will evaluate the proposal receipt through JREDA purchase committee for a detailed scrutiny. During evaluation of Proposals, JREDA, may, at its discretion, ask the Respondents for clarification of their Proposals. The process for evaluation of Proposals is as given below:

**Technical Evaluation:** If a Technical Proposal is determined as not substantially responsive, JREDA will reject it. Technical Proposals conforming to eligibility criteria will be taken up for detailed technical evaluation. The parameters and weightages to be used for technical evaluation will be as follows:

- Past Experience 35 Marks
- Manpower Strength 35 Marks
- Methodology and time schedule 30 Marks

| Sr. No | Description  | Break up   |
|--------|--|--|
| 1      | Experience in work of similar nature   | 35 Marks   |
| 1.1    | Number of years of experience in agriculture power/energy efficiency assignments: Minimum 3 years' experience is needed. | 15 Marks<br>3 Years – 5 Marks<br>3 Years to 5 Years – 10 Marks<br>More than 5 Years – 15 Marks |
| 1.2    | Demand Side Management Consulting Experience with Central/state departments.   | 10 Marks<br>Up to 2 Projects – 5 Marks<br>More than 2 Projects – 10 Marks                      |
| 1.3    | Number of Projects done in other fields of energy efficiency (effective FY 15-16)  | 10 Marks<br>Up to 2 Projects – 5 Marks<br>More than 2 Projects – 10 Marks                      |
| 2      | Manpower Strength  | 35 Marks   |

|     |   |  |
|-----|---|--|
|     |   |  |
| 2.1 | Number of Employees in India as on January, 2016  | 15 Marks<br>5 Employees – 5 Marks<br>10 Employees – 10 Marks<br>15 Employees or more – 15 Marks<br>(1 Mark per Employee, subject to maximum of 15 Marks) |
| 2.2 | Mandatory Certified Energy Audit firm/<br>Mandatory Certified Energy Auditor or Manager | 10 Marks<br>2 No of Energy Auditors – 5 Marks<br>More than 2 No of Energy Auditors – 10 Marks  |
| 2.3 | No. of Experienced personnel in the agriculture power/energy efficiency assignments     | 10 Marks<br>( 1 Mark per personnel, subject to maximum of 10 Marks)  |
| 3   | Proposed Methodology, Work Plan and Time Schedule for each of the proposed Activities   | 30 Marks   |

**Evaluation Method: It will be Quality cum Cost Basis Selection (QCBS). Bids of all Bidders shall be evaluated based on the above mentioned criteria to arrive at a Technical Score for Each Bidder. Only bids having a Technical Score greater than 70 marks shall be qualified for the next stage: i.e. opening of the Financial Bid. The bidder attaining a Technical Score lower than 70 marks shall be disqualified and their respective Financial Proposal shall not be opened.**

Subsequently, The Financial Bids of only those Bidders that have qualified as per the criteria mentioned above shall be opened. The Financial Bids shall be evaluated and a Financial Score shall be determined for each bidder. The Financial Score shall be calculated based on the following formula:

$$S_f = 100 \times F_m / F_x$$

Where

$S_f$  shall mean the Financial Score of the bidder to be evaluated;

$F_m$  shall mean the lowest price offered among all the bidders; and

$F_x$  shall mean the price quoted by the bidder to be evaluated.

The Technical Score of the Bidder multiplied by 80% and Financial Score multiplied by 20% will be added to determine to total score. The bidder with highest total score will be Successful Bidder in the category concerned

## 1. Engagement

Consultant would be engaged for three months with JREDA from the date of signing the agreement. However, the assignments/ projects in hand at the time of completion of three months period would have to be completed by the Consultant within time period as may be mutually agreed without any extra cost.

## **2. Confidentiality**

Information relating to the examination, clarification and comparison of the Proposals shall not be disclosed to any Respondents or any other persons not officially concerned with such process until the engagement process is over. The undue use by any Respondent of confidential information related to the process may result in rejection of its Proposal. During the execution of the project except with the prior written consent of JREDA, the Consultant and its personnel shall not at any time communicate to any person or entity any confidential information acquired in the course of the Agreement.

### SECTION III:

Tender Reference No .35/JREDA/CS/AgDSM/16-17

#### SCOPE OF WORK (SOW)

**Sub: Engagement of Consultancy firm/ ESCO/ Energy Auditing firm/ Energy Auditor to provide consultancy services for conducting Energy Audit at four number of Rural Drinking water pumping system sites and preparation of Detailed Project Reports estimating energy saving potential along with clear baseline under Promotion of energy efficiency in rural drinking water pumping system scheme of Agriculture demand side management scheme by Bureau of Energy Efficiency.**

#### 1. Scope of Work

The scope of work for Consultancy firm/ ESCO/ Energy Auditing firm/ Energy Auditor engaged for conducting Energy Audit at four number of Rural Drinking water pumping system sites (Chandil R.W.S.S, Hazari-Khudgadha R.W.S.S, Kapali R.W.S.S and Konbir R.W.S.S Jharkhand) and preparation of Detailed Project Report under Promotion of energy efficiency in rural drinking water pumping system scheme of Agriculture demand side management scheme by Bureau of Energy Efficiency will be as below:

The Consultant shall:

- Overview and describe existing facilities and existing operating system like electrical distribution system, metering system, tariff, electricity and Power consumption etc. in the Detailed project report (DPR).
- Collect and report various details such as pump details (number, Type, make, age, etc. from PHED/DW & S records), status of meter installation, underground water level, power supply pattern, tariff etc.
- Prepare detailed energy audit performance evaluation of pumps at water pumping station by measuring suction and discharge head, power input and water flow etc.
- Evaluate operating efficiency of pump and record site conditions like voltage, P.F. and current etc. for a period of 15 days by collecting data log of operating parameters for the said period.
- Establish a baseline of energy consumption and identify major causes of low operating efficiency and recommended improvements / better operating practices.
- Provide a detailed estimate of the costs associated with the implementation of each of the proposed energy conservation measure (ECM).
- Quantify the extent of energy savings / performance improvement that can be achieved by upgrading and/or replacing the existing pumping system with the best efficiency pump sets available in the market based on the analysis of the measurements.
- Proposed a Monitoring and Verification protocol to measure and quantify the savings incurred.
- Techno-economic analysis and financial modeling, including best and worst case scenarios for ROI on the project.
- The draft Detailed project reports for all four sites are supposed to be submitted by the consultant within 1 months of site visits.

## 2. Period of Engagement

Consultant shall be engaged for 3 months with JREDA from the date of signing the agreement which may be extended as per requirement of JREDA. However, the projects in hand at the time of completion of 3 months period would have to be completed by the Consultant within time period as may be mutually agreed, without any extra cost.

## 3. Terms of Payment:

The following terms of payment in applicable for the overall project under this contract after successful completion of activities to be carried out as mentioned below, and against verifying bill by Engineer-In-Charge:-

| S.No | Milestone  | % of the total fees |
|------|--|---------------------|
| 1    | Submission of Action plan before carrying out audits and Submission of preliminary report after conducting audit | 20 %                |
| 2    | Submission of draft DPR to JREDA, including Baseline Assessment & Techno-economical assessment.                  | 30%                 |
| 3    | Submission of final DPR  | 50%                 |

## SECTION IV:

Tender Reference No .35/JREDA/CS/AgDSM/16-17

### TECHNICAL PROPOSAL (TP) – FORMATS

**Sub: Engagement of Consultancy firm/ ESCO/ Energy Auditing firm/ Energy Auditor to provide consultancy services for conducting Energy Audit at four number of Rural Drinking water pumping system sites and preparation of Detailed Project Reports estimating energy saving potential along with clear baseline under Promotion of energy efficiency in rural drinking water pumping system scheme of Agriculture demand side management scheme by Bureau of Energy Efficiency.**

The following are the response formats to be used by Consultants for Proposals related to engagement of Consultants:

| S. No | FORM   | DETAILS |
|-------|--|---------|
|       | A. Form I: Proposal Form - Covering Letter for engagement of Consultants |         |
|       | B. Form II: Technical Proposal formats                                   |         |

#### A. PROPOSAL FORM

The Respondents are required to submit the covering letter in the Form I. This Form should be in the letter head of the Respondents, who are submitting the proposal.

**FORM I Covering Letter (on Bidder's letterhead)**

Date:  
To,  
Director,  
Jharkhand Renewable Energy Development Agency  
3rd Floor, SLDC Building, Kusai Colony,  
Doranda, Ranchi-2  
Jharkhand.

**Sub: Engagement of Consultancy firm/ ESCO/ Energy Auditing firm/ Energy Auditor to provide consultancy services for conducting Energy Audit at four number of Rural Drinking water pumping system sites and preparation of Detailed Project Reports estimating energy saving potential along with clear baseline under Promotion of energy efficiency in rural drinking water pumping system scheme of Agriculture demand side management scheme by Bureau of Energy Efficiency.**

Dear Sir,

1. Having examined the RFP, we, the undersigned, offer to propose for the Engagement of Consultants with JREDA, in full conformity with the said RFP.
2. We have read the provisions of RFP and confirm that these are acceptable to us. We further declare that additional conditions, variations, deviations, if any, found in our proposal shall not be given effect to.
3. We agree to abide by this Proposal, consisting of this letter, the Pre-qualification and Technical Proposal, the duly notarized written power of attorney, and all attachments including the presentation to be made to the evaluation Committee, if required, it shall remain binding upon us and at any time before the expiration of the **period of engagement.**
4. Until the formal final Contract is prepared and executed between us, this Proposal, together with your written acceptance of the Proposal and your notification of award, shall constitute a binding contract between us.
5. We hereby declare that all the information and statements made in this proposal are true and accept that any misinterpretation contained in it may lead to our disqualification.
6. We understand you are not bound to accept any proposal you receive.

Signature..... In the capacity of..... Duly  
authorized to sign Proposal for and on behalf of.....  
Date..... Place.....

**B. Technical Proposal Formats**

The Respondents are required to submit their Technical Proposals in the formats given at form no 1 to 7.

**Tender Reference No .35/JREDA/CS/AgDSM/16-17**

Covering Letter  
(On bidder's letterhead)

From:

-----  
-----

To:

The Director,  
Jharkhand Renewable Energy Development Agency  
3rd Floor, S.L.D.C. Building,  
Kusai Colony, Doranda,  
Ranchi – 834002.

**Sub: Engagement of Consultancy firm/ ESCO/ Energy Auditing firm/ Energy Auditor to provide consultancy services for conducting Energy Audit at four number of Rural Drinking water pumping system sites and preparation of Detailed Project Reports estimating energy saving potential along with clear baseline under Promotion of energy efficiency in rural drinking water pumping system scheme of Agriculture demand side management scheme by Bureau of Energy Efficiency.**

Hiring of consultancy for \_\_\_\_\_ regarding,  
I/we \_\_\_\_\_ consultancy/ firm herewith enclose  
Technical Proposal for **Engagement of Consultancy firm/ ESCO/ Energy Auditing firm/ Energy Auditor to provide consultancy services for conducting Energy Audit at four number of Rural Drinking water pumping system sites and preparation of Detailed Project Reports estimating energy saving potential along with clear baseline under Promotion of energy efficiency in rural drinking water pumping system scheme of Agriculture demand side management scheme by Bureau of Energy Efficiency related work.**

Yours faithfully  
Signature & Seal  
Full Name & Address.

**Tender Reference No .35/JREDA/CS/AgDSM/16-17**

**Format of Power of Attorney for Signing Bid**

**Authorization letter**

(To be on non-judicial stamp paper of appropriate value as per Stamp Act relevant to place of execution.)

Know all men by these presents, we.....(name and address of the registered office) do hereby constitute, appoint and authorize Mr. / Ms.....(name and residential address) who is presently employed with us and holding the position of.....

as our attorney, to do in our name and on our behalf, all such acts, deeds and things necessary in connection with or incidental to our bid for **Engagement of Consultancy firm/ ESCO/ Energy Auditing firm/ Energy Auditor to provide consultancy services for conducting Energy Audit at four number of Rural Drinking water pumping system sites and preparation of Detailed Project Reports estimating energy saving potential along with clear baseline under Promotion of energy efficiency in rural drinking water pumping system scheme of Agriculture demand side management scheme by Bureau of Energy Efficiency**, including signing and submission of all documents and providing information / Bids to Jharkhand Renewable Energy Development Agency, representing us in all matters before [Insert Name], and generally dealing with Jharkhand Renewable Energy Development Agency in all matters in connection with our bid for the said Project.

We hereby agree to ratify all acts, deeds and things lawfully done by our said attorney pursuant to this Power of Attorney and that all acts, deeds and things done by our aforesaid attorney shall and shall always be deemed to have been done by us.

For

\_\_\_\_\_Signature

Accepted by

..... (Signature)

(Name, Title and Address of the Attorney)

**Note:** The mode of execution of the Power of Attorney should be in accordance with the procedure, if any, lay down by the applicable law and the charter documents of the executants (s) and when it is so required the same should be under common seal affixed in accordance with the required procedure.

**Tender Reference No .35/JREDA/CS/AgDSM/16-17**

| <b>Check List of Technical bid S. No</b> | <b>Particulars</b>  | <b>Uploaded of Not</b> | <b>Page No. in the Technical Bid</b> |
|--|---|------------------------|--------------------------------------|
| <b>1.</b>                                | D. D. towards Tender fee.   |                        |                                      |
| <b>2.</b>                                | Duly pledged EMD  |                        |                                      |
| <b>3.</b>                                | Service Tax registration certificate                                      |                        |                                      |
| <b>4.</b>                                | PAN Card  |                        |                                      |
| <b>5.</b>                                | Audited balance sheet of last three years                                 |                        |                                      |
| <b>6.</b>                                | Covering letter (Annexure-T1)   |                        |                                      |
| <b>7.</b>                                | Authorization letter (Annexure-T2)  |                        |                                      |
| <b>8.</b>                                | Checklist for technical bid (Annexure-T3)                                 |                        |                                      |
| <b>9.</b>                                | Annual turnover (Annexure-T5)   |                        |                                      |
| <b>10.</b>                               | Details of Curriculum vitae for members of Transaction team (Annexure-T6) |                        |                                      |
| <b>11.</b>                               | Qualification and experience of key personnel (Annexure-T7)               |                        |                                      |
| <b>12.</b>                               | Contact person for the NIB (Annexure-T8)                                  |                        |                                      |
| <b>13.</b>                               | Assignment of similar nature of consultancy works (Annexure-T9)           |                        |                                      |
| <b>14.</b>                               | Composition of the team personnel and task (Annexure-T10)                 |                        |                                      |
| <b>15.</b>                               | Declaration by the bidder (Annexure-T11)                                  |                        |                                      |
| <b>16.</b>                               | Bank Guarantee for EMD (Annexure-T12)                                     |                        |                                      |
| <b>17.</b>                               | Other if any  |                        |                                      |

**\* Please write page number as in the box.**

**Please ensure:**

- I. That all information is provided strictly in the order mentioned in the check list mentioned above.
- II. Bidders are advised to strictly confirm compliance to bid conditions and not to stipulate any deviation/conditions in their offer. Subsequent to bid submission, JREDA may or may not seek confirmations/clarifications and any offer(s) not in line with Bid conditions shall be liable for rejection.
- III. Any clarification/confirmation bidder may require shall be obtained from JREDA before submission of the bid. Bidder shall submit complete bidding document including subsequent amendment, modification and revision, duly signed and stamped as a token of having read, understood and accepted all the terms and condition mentioned therein.

(Signature of Authorized Signatory)

Name:  
Designation:  
Company Seal:

**Tender Reference No .35/JREDA/CS/AgDSM/16-17**

***Information about The Bidding Firm***  
(To be submitted in the official letter head of the company)

| <b>SL. No.</b> | <b>Particulars</b>  |  |
|----------------|---|--|
| 1.             | Name of the Bidder  |  |
| 2.             | Address of Bidder with Telephone, Fax, email  |  |
| 3.             | Address of the Registered Office  |  |
| 4.             | Address of the works  |  |
| 5.             | GPS Co-ordinate of Registered Office  |  |
| 6.             | GPS Co-ordinate of Factory Campus   |  |
| 7.             | Name & Designation of Authorized Signatory for Correspondence (Attach Power of Attorney as per <b>Annexure-6</b> )                            |  |
| 8.             | Nature of Firm<br>(Proprietorship/Partnership /Pvt. Ltd./Public Ltd. Co./Public Sector)   |  |
| 9.             | Permanent Account Number (PAN)/TIN<br>(Attach proof)  |  |
| 10.            | Firm's Registration Number (Attach proof)   |  |
| 11.            | Sales Tax/Value Added Tax Registration Number (Attach proof)  |  |
| 12.            | Specify the Item Originally Manufactured (SPV module/Electronics/Battery)<br>(Attach copy of Registration Certificate of Industry Department) |  |
| 13.            | Details of in-house testing facility<br>(Attach Proof)  |  |
| 14.            | Office/ Dealer and Service network in Jharkhand with TIN No.(Give details)  |  |
| 15.            | Particulars of Earnest Money  |  |
| 16.            | Place where Materials will be Manufactured  |  |
| 17.            | Place where Materials will be Available for Inspection  |  |
| 18.            | Other details and remarks, if any   |  |

Yours faithfully,  
(Signature of Authorized Signatory)

Name:

Designation:

Company seal:

(Separate sheet may be used for giving detailed information duly signed)

Tender Reference No .35/JREDA/CS/AgDSM/16-17

**Format For Financial Requirement – Annual Turnover**

[On the letterhead of Bidding Company]

To,

The Director,  
Jharkhand Renewable Energy Development Agency  
3rd Floor, S.L.D.C. Building,  
Kusai Colony, Doranda,  
Ranchi – 834002.

Dear Sir,

**Sub: Engagement of Consultancy firm/ ESCO/ Energy Auditing firm/ Energy Auditor to provide consultancy services for conducting Energy Audit at four number of Rural Drinking water pumping system sites and preparation of Detailed Project Reports estimating energy saving potential along with clear baseline under Promotion of energy efficiency in rural drinking water pumping system scheme of Agriculture demand side management scheme by Bureau of Energy Efficiency.**

We certify that the Bidding Company had an average Annual Turnover of Rs. -----  
----- based on audited annual accounts of the last three years ending 31.03.2016  
for auditing and consulting work in relation to Agriculture demand side management.

*Authorized Signatory*  
*Attorney holder)*

*Statutory Auditor (Power of*  
*(Stamp & Signature)*

Date:

Tender Reference No .35/JREDA/CS/AgDSM/16-17

**(DETAILS OF CURRICULUM VITAE FOR MEMBERS OF TRANSACTION TEAM)**

**Sub: Engagement of Consultancy firm/ ESCO/ Energy Auditing firm/ Energy Auditor to provide consultancy services for conducting Energy Audit at four number of Rural Drinking water pumping system sites and preparation of Detailed Project Reports estimating energy saving potential along with clear baseline under Promotion of energy efficiency in rural drinking water pumping system scheme of Agriculture demand side management scheme by Bureau of Energy Efficiency.**

|                            |  |
|----------------------------|--|
| <b>Name of Firm</b>        |  |
| <b>Name of Staff</b>       |  |
| <b>Current Position</b>    |  |
| <b>Years with Firm</b>     |  |
| <b>Nationality</b>         |  |
| <b>Relevant Experience</b> |  |
| <b>Employment Record</b>   |  |

**Certification:**

I, the undersigned, certify that to the best of my knowledge and belief, these data correctly describe me, my qualifications and my experience.

Date: Full name of Staff Member: Full name of Authorized Representative:

Full Name & Address  
&Seal

Signature

**Tender Reference No .35/JREDA/CS/AgDSM/16-17**

**(Qualification and Experience of the key personnel)**

**Sub: Engagement of Consultancy firm/ ESCO/ Energy Auditing firm/ Energy Auditor to provide consultancy services for conducting Energy Audit at four number of Rural Drinking water pumping system sites and preparation of Detailed Project Reports estimating energy saving potential along with clear baseline under Promotion of energy efficiency in rural drinking water pumping system scheme of Agriculture demand side management scheme by Bureau of Energy Efficiency.**

| S. No | Name of the Key Personnel | Position | Qualification | Experience |
|-------|---------------------------|----------|---------------|------------|
|       |                           |          |               |            |
|       |                           |          |               |            |

Full Name & Address

Signature & Seal

**Annexure-T8**

**Tender Reference No .35/JREDA/CS/AgDSM/16-17**

**Contact Person for the NIB**

[On the letterhead of Bidding Company]

|          |                                     |  |
|----------|-------------------------------------|--|
| <b>1</b> | Contact Person name for the NIB     |  |
| <b>2</b> | Designation                         |  |
| <b>3</b> | Contact No.<br>(phone & mobile)     |  |
| <b>4</b> | Fax No.                             |  |
| <b>5</b> | e-mail ID                           |  |
| <b>6</b> | Corresponding address with pin code |  |
| <b>7</b> | Remarks                             |  |

(Signature of Authorized Signatory)

Name:

Designation:

Company Seal:

**Annexure-T9**

**Tender Reference No .35/JREDA/CS/AgDSM/16-17**

**ASSIGNMENTS OF SIMILAR NATURE DURING LAST 5 YEARS**

**Sub: Engagement of Consultancy firm/ ESCO/ Energy Auditing firm/ Energy Auditor to provide consultancy services for conducting Energy Audit at four number of Rural Drinking water pumping system sites and preparation of Detailed Project Reports estimating energy saving potential along with clear baseline under Promotion of energy efficiency in rural drinking water pumping system scheme of Agriculture demand side management scheme by Bureau of Energy Efficiency.**

| S.NO | Name of the assignment and brief scope | Name of the Project | client of project assignment | Assignment Awards by | Cost of the Assignment | Date of Commence ment | Date of completion | Assignment Satisfactoril y completed (Enclose Proof/certifi cate from the client) |
|------|--|---------------------|------------------------------|----------------------|------------------------|-----------------------|--------------------|---|
| 1    | 2                                      | 3                   | 4                            | 5                    | 6                      | 7                     | 8                  | 9   |
|      |  |                     |                              |                      |                        |                       |                    |   |
|      |  |                     |                              |                      |                        |                       |                    |   |
|      |  |                     |                              |                      |                        |                       |                    |   |
|      |  |                     |                              |                      |                        |                       |                    |   |

The firm also has to give details of the On-going similar assignment in the above format. The above mentioned work experience must be supported by documentary evidence.

Full Name & Address

Signature & Seal

Note: please attach documentary proof.

**Tender Reference No .35/JREDA/CS/AgDSM/16-17**

**(Composition of the team personnel and the task)**

**Sub: Engagement of Consultancy firm/ ESCO/ Energy Auditing firm/ Energy Auditor to provide consultancy services for conducting Energy Audit at four number of Rural Drinking water pumping system sites and preparation of Detailed Project Reports estimating energy saving potential along with clear baseline under Promotion of energy efficiency in rural drinking water pumping system scheme of Agriculture demand side management scheme by Bureau of Energy Efficiency.**

Leader/Regulatory Affairs/Technical / Financial/ Legal Key Members of the Team for carrying out Tile Assignment

| S. No | Name | Position | Qualification | Area of Expertise | Task Assignment |
|-------|------|----------|---------------|-------------------|-----------------|
| 1     | 2    | 3        | 4             | 5                 | 6               |
|       |      |          |               |                   |                 |

Signature & Seal  
Full Name & Address

**Tender Reference No .35/JREDA/CS/AgDSM/16-17**

**Declaration by the Bidder**

(To be submitted in the official letter head of the company)

I/We \_\_\_\_\_ (here in after referred to as the Bidder) being desirous of tendering for the rate contract for work under the above mentioned tender and having fully understood the nature of the work and having carefully noted all the terms and conditions, specifications etc. as mentioned in the tender document, DO HEREBY DECLARE THAT

1. The Bidder is fully aware of all the requirements of the tender document and agrees with all provisions of the tender document.
2. The Bidder is capable of executing and completing the work as required in the tender.
3. The Bidder accepts all risks and responsibilities directly or indirectly connected with the performance of the tender.
4. The Bidder has no collusion with any employee of JREDA or with any other person or firm in the preparation of the bid.
5. The Bidder has not been influenced by any statement or promises of JREDA or any of its employees, but only by the tender document.
6. The Bidder is financially solvent and sound to execute the work.
7. The Bidder is sufficiently experienced and competent to perform the contract to the satisfaction of JREDA.
8. The information and the statements submitted with the tender are true.
9. The Bidder is familiar with all general and special laws, acts, ordinances, rules and regulations of the Municipal, District, State and Central Government that may affect the work, its performance or personnel employed therein.
10. The Bidder has not been debarred from similar type of work by any SNA/ Government Dept. /PSU.
11. This offer shall remain valid for Six months from the date of opening of the tender.
12. The Bidder gives the assurance to execute the tendered work as per specifications terms and conditions.
13. The Bidder confirms the capability to supply and install required no. of systems per month.
14. The Bidder accepts that the earnest money be absolutely forfeited by JREDA if the Bidder fails to undertake the work or sign the contract within the stipulated period.

(Signature of Authorized Signatory)

Name:

Designation:

Company Seal:

**Tender Reference No .35/JREDA/CS/AgDSM/16-17**

**Format for Submitting Bank Guarantee for Earnest Money**

(To be submitted in Rs. 100/- Non-Judicial Stamp Paper to be purchased in the name of the issuing bank)

To,  
The Director,  
Jharkhand Renewable Energy Development Agency 3rd Floor, S.L.D.C. Building,  
Kusai Colony, Doranda, Ranchi - 834002.

WHEREAS ..... (Supplier's name) (thereinafter referred to as "Supplier"), a company registered under the Companies Act, 1956 and having its registered office at ..... is required to deposit with you, the Purchaser, by way of Earnest Money Rs. .... (Rupees..... only) in connection with its tender for the work with reference to Request For Proposal (RFP) No. .... dated ..... as per specification and terms and conditions enclosed therein.

WHEREAS the Supplier as per "**Request For Proposal, point no. 6 (Section-I)- Earnest Money**" has agreed to establish a Bank Guarantee in Your favor through us valid up to ..... (Date) instead of deposit of earnest money in cash.

WHEREAS you have agreed to accept a Bank Guarantee from us in ..... instead of earnest money in cash from the Supplier.

1. We ..... (Bank) hereby agree and undertake to pay you on demand the said amount of Rs. .... (Rupees..... only) without any protest or demur in the event the Supplier/Tenderer after submission of his tender, resiles from or withdraws his offer or modifies the terms and conditions thereof in a manner not acceptable to you or expresses his unwillingness to accept the order placed and/or letter of intent issued on the Supplier/Tenderer for the work under "**Tender Reference No .35/JREDA/CS/AgDSM/16-17**".
2. Your decision as to whether the Supplier/Tenderer has resiled from or has withdrawn his offer or has modified the terms and conditions thereof in a manner not acceptable to you or has expressed his unwillingness to accept the order placed and/or Letter of Intent issued by you on the Supplier/Tenderer for the work under "**Tender Reference No .35/JREDA/CS/AgDSM/16-17**" in this regard, shall be final and binding on us and we shall not be entitled to question the same.
3. Notwithstanding anything contained in the foregoing, our liability under this Guarantee shall be restricted to Rs. .... (Rupees ..... only).
4. This Guarantee shall remain valid and in full force and effect up to ..... (Date) and shall expire thereafter unless an intimation is given to the Bank by you earlier in writing discharging us from our obligation under this Guarantee.
5. We shall not revoke this Guarantee during its currency except by your consent in writing.
6. This Guarantee shall not be affected by any change in the constitution of the Supplier/Tenderer or yourselves or ourselves but shall ensure to your benefit and be enforceable against our legal successors or assignees by you or your legal successors.

7. Notwithstanding anything contained herein above unless a demand or claim under this Guarantee is made on us in writing within six months from the date of expiry of this Guarantee we shall be discharged from all liabilities under this Guarantee thereafter.
8. We have power to issue this Guarantee under our Memorandum and Articles of Association and the undersigned who is executing this Guarantee has the necessary power to do so under a duly executed Power of Attorney granted to him by the Bank.

Signed and Delivered For and on behalf of .....  
Bank.

(Banker's Name)

Name of Bank Manager: .....

Address .....

.....

**(SCHEDULE OF PRICE BID)**  
**“Tender Reference No .35/JREDA/CS/AgDSM/16-17**

”

**(To be submitted with financial offer in second envelope)**

**Sub: Engagement of Consultancy firm/ ESCO/ Energy Auditing firm/ Energy Auditor to provide consultancy services for conducting Energy Audit at four number of Rural Drinking water pumping system sites and preparation of Detailed Project Reports estimating energy saving potential along with clear baseline under Promotion of energy efficiency in rural drinking water pumping system scheme of Agriculture demand side management scheme by Bureau of Energy Efficiency.**

| S.<br>N | Description   | Lump Sum Amount (in Rs.) |          |
|---------|---|--------------------------|----------|
|         |   | In figures               | In words |
| 1       | Consultant's service charges per audit site under "Promotion of energy efficiency in rural drinking water pumping system scheme of Agriculture demand side management scheme by Bureau of Energy Efficiency". |                          |          |

**Note:**

1. The price should include overhead /out of pocket expenses, travel, boarding, lodging, visits to site, all Taxes /Duties including Service Tax.
2. The prices shall remain FIRM till completion of the Assignment.

Full Name & Address

Signature & Seal