## **EMPANELMENT OF CONSULTANTS** (Invited through manual mode)

**Enrollment No:** EESL/kol/2020/Empanelment/Solar PV/62G-A **Dated**:03.08.2020

Enrollment of Agencies/Consultants for Survey, Preparation & Submission of detailed project Report (DPR) for Solar PV based Projects in West Bengal, Bihar, Jharkhand and NE states of INDIA.



ENERGY EFFICIENCY SERVICES LIMITED
(A JV of PSU's of Ministry of Power, Govt. of India)
4th Floor, IWAI Building, A-13, Sector - 1
Noida - 201301 (U.P.)

## **Important Information**

Empanelment Reference No.	EESL/kol/2020/Empanelment/Solar PV/ 62GA dated 03.08.2020
Date of release of Empanelment	03.08.2020 , 2:30 PM
Date of seeking queries/ Pre-Bid Meeting/Pre- Empanelment Conference	10.08.2020, 5:00 PM
Last Date for Submission of Empanelment documents	24.08.2020
Date of Opening of Technical Empanelment documents	24.08.2020
Contact Person	Debapriya Das Rishi: drishi@eesl.co.in: 8981812723 Subhadip Dutta: sdutta1@eesl.co.in: 9816412233
Addressed for Communication and Empanelment document to be addressed to	General Manager - Regional Cluster Head, Kolkata Regional Head Office Haldia Petro chemical, Unit-1, 10F, Sector V, salt Lake. Kolkata700091 Contact: 033-46022678

#### **Submission of Empanelment Documents**

**Empanelment No:** EESL/kol/2020/Empanelment/Solar PV /

03.08.2020

Dated:

NAME OF WORK: Enrollment of Agencies/Consultants for Survey, Preparation & Submission of detailed project Report (DPR) for Solar PV based Projects in West Bengal, Bihar, Jharkhand and NE states of INDIA.

#### APPLICATIONS ARE TO BE SUBMITTED AS FOLLOWS:

Response will be submitted in hard copies/physical/mail (Keeping in view the COVID-19 situation) form only. No oral, telephonic, telegraphic tenders will be entertained.

#### **Envelop-I (Pre-Qualifying documents) should contain following:**

- a. Copy of incorporation certificate.
- b. Undertaking regarding non blacklisting/debarment by Govt./CPSU/CPSE/Co-operative unit.
- c. Detailed proposal indicating background; experience in solar PV energy, including description of similar assignments completed successfully, availability of appropriate professional skills, etc.
- d. Bid form as per attachment 1 of this document.
- e. CERTIFICATE REGARDING ACCEPTANCE OF IMPORTANT CONDITIONS as per attachment 2 of this document.
- f. Form of acceptance of EESL fraud prevention policy and declaration as per attachment 3 of this document.
- g. Willingness declaration as per Annexure-3
- h. NEFT/RTGS Bank details as per attachment 4 of this document.

#### **Envelop-II (Technical Bid)**

Documents regarding qualification criteria as per sl no 6

#### **Envelop-III (Empanelment Fees)**

Bidders need to submit an amount of INR 5000/- as empanelment fees by Banker's Cheque / Demand Draft drawn in favor of "Energy Efficiency Services Limited" payable at Kolkata. (To be submitted in hard copy/ manually in the tender-box on and before Technical Bid Opening Date & Time).

It will be returned to the bidders who are not selected for empanelment during evaluation stage. For selected bidders, this amount will be non-refundable

**Last date of submission of Application:** 01/06/2020, 17:00 Hours at EESL Office, West Bengal at below address:-

General Manager - Regional Cluster Head , Kolkata Regional Head Office DN-53, WECS Building 1st Floor, Salt Lake Sector- V, Kolkata-700091

Contact: 033-46022678

Expected date of notification of Empanelment shall be decided and intimated to the successful Applicants.

On behalf of EESL

Subhadip Dutta DM(Tech)

# Enrollment of Consultants for Pre-Feasibility Study, Preparation & Submission of Report for Solar PV based Projects in India

#### 1. EESL Background:

Energy Efficiency Services Limited (EESL) is a Joint Venture Company of Ministry of Power, Government of India. EESL is successfully facilitating the implementation of energy efficiency projects across India and Abroad. EESL has been executed large-scale energy efficiency projects in India for e.g. EESL's domestic efficient lighting program UJALA and LED streetlight program SLNP have been a huge success and has received appreciation from different parts of the world.

EESL is been executing other energy efficiency projects such as Agricultural Demand Side Management (AgDSM) program, Municipal Energy Efficiency Program (MEEP) and others.

More recently, EESL has successfully executed its ambitious Smart Energy Meters and Electric Vehicle and Electric chargers tenders. For more details, please visit website <a href="mailto:eeslindia.org">eeslindia.org</a>

#### 2. EESL Solar PV based Projects:

EESL has recently ventured into renewable energy sector by way of developing solar projects which include rooftop solar PV projects, ground mounted small solar PV projects and grid connected solar pump sets. As a first step, EESLs successfully entered into MoUs with various DISCOMs in India for developing solar PV based projects.

As EESL is offering highly competitive prices, superior technology, high quality and features like comprehensive operation and maintenance of the projects, EESL is continuously receiving inquiries/request from various Govt./Private/NGO etc. agencies for setting up solar PV based ground mounted / rooftop projects under CAPEX and/or RESCO/OPEX model, across all the states of India.

It is estimated that within next one year, EESL will be able to aggregate a demand of approx. 500 MW solar PV based ground mounted, rooftop and solar agricultural pump sets from various states of the country. In this regard, EESL is already in discussion with various state Govt., Urban Local bodies and DISCOMs, rooftop owners etc. for developing the solar PV projects.

#### 3. Scope of Work:

Scope of work of Consultant includes the following:

- a. Consultant will be responsible for carrying out pre-feasibility study for setting up the Solar PV based ground mounted / rooftop projects at a location in in West Bengal, Bihar, Jharkhand and NE states of INDIA as informed by EESL..
- b. Consultant shall fill the details of the site as per the site survey format provided by EESL (refer to annexure-1)
- c. Consultant shall prepare detail project report as per the format provided by EESL (refer to annexure-2)
- d. Consultant's responsibility will include but not limited to the following

- making all the arrangements for carrying out the study, preparation and submission of
- Site visit and detail technical Surveying of site and submitting feasibility study report along with probable capacity of solar PV system and its location where it could be installed. PV Syst analysis for estimated power generation and savings from electricity bill should also be provided along with the feasibility study.
- Designing of the solar PV system and with detail engineering specifications of all the components, subsystems, balance of system of Solar PV system and their grid integration.
- ❖ Design and drawing of PV Array Mounting Structure including STAAD analysis of as per site condition.
- ❖ Preparation of technical tender document including all formats, annexure, techno-commercial specification, scope of work and other relevant details.
- ❖ Estimated energy generation of Solar PV system with expected Performance Ratio (PR) and Capacity Utilization Factor (CUF) estimation.
- ❖ Preparation of detail schedule for Project execution and Annual Maintenance schedule with demarcation of milestones.
- Estimated budget for the entire Project with breakup of each section like Solar, Civil, Mechanical, Electrical and Electronic subsystems including supply of materials, installation and commissioning and maintenance and operation costs.

#### 4. Schedule of Work:

Sl No.	Activity	Timeline	Remarks
1		Date on which LoA	Intimation by Email
	Award of LoA	is awarded will be	and/or by Post. Email
		considered as Zero	date will be considered
		Date	as zero date
2	Completion of SURVEY by	Within 10 days	
	successful consultant/bidder	from day of award	
		of LoA by EESL	
3	Submission of Pre-feasibility	Within 15 days	Report to be submitted
	Study report by successful	from Zero date	in MS word and Pdf
	consultant/bidder		format
4	Comments on Pre-feasibility	Within 18 days	
	report, if any, by EESL	from Zero date	
5	Submission of revised report, if	Within 21 days	
	required, by consultant/bidder	from Zero date	

#### 5. Payment to Consultant

100% payment to the consultant will be made within 30 days from the date of acceptance of the pre-feasibility report and receipt of invoice by EESL.

#### 6. **Technical Bid**

Applicant should submit their technical bid under envelope which should super scribe "Enrollment of Consultants for Survey, Preparation & Submission of Report for Solar PV based Projects- Envelop II".

Technical bid should include following documents:

## **Qualifying Requirements:**

S.No.	Criteria	Documents to submit
1	Bidder should be a Single Entity means a limited company (as defined in the Companies Act, 1956),  OR  a registered partnership firm (registered under section 59 of the Partnership Act, 1932)  OR  a limited liability partnership (under the Limited Liability Partnership Act, 2002)/  OR  a Proprietorship firm  Consortiums are not allowed	Copy of certificate of incorporation/ Memorandum of Association/Article of Association/ Partnership Deed GST No., PAN No. or any other relevant document(s) may be furnished along with the bid.
2	Bidder should have valid GST Registration & PAN No.	GST registration certificate, Valid PAN No.
3	Bidder should submit proof of execution of 'similar works' experience for survey of  Either  minimum 500 KW (cumulatively) for Roof-Top Solar PV in at least 5 different sites in past three (3) years.	Bidders to submit the proof of Work Orders/LoAs along with accepted DPR reports against each of the work orders/LoAs.  Similar Work means: Surveying or Assessing or Planning for solar PV system with Energy consumption assessment or efficiency measurement
	Or  Minimum of 1.5 MW (cumulatively) in atleast 3 different sites for ground mounted/canal top/canal bank/floating or any other similar nature Solar Power Plants	Different sites will mean sites geographically separated by at least 10 Kms from each other

S.No.	Criteria	Documents to submit
4	"The bidder should be not have suffered any financial loss in any two of the previous three (3) completed financial years (2016-17, 2017-18 and 2018-19) as on date of techno-commercial bid opening. If the company is registered for only one or two years, then the company should be profitable for entire duration after incorporation."	Duly authorized copy of audited annual report is to be submitted by respondent along with CA certificate.  Profit means profit after tax.
5	The Agency/ Bidder must be of sound financial health to execute the work on his own capability.  The net worth of the bidder in immediate last financial years should not be less than 100% of paid up share capital.  Net Worth of Proprietor/ Partnership Net Worth may be considered Negative in case Closing capital of immediately preceding year is less than average closing capital of previous 3 financial years.	Self-undertaking must be given by the bidder along with duly authorized copy of audited annual report is to be submitted by respondent along with CA certificate. Bidder should clearly mention net worth as on 01/04/2020.  Duly authorized copy of audited balance sheet for preceding last three financial years or for the duration of company's existence is to be submitted by the bidder.
6	Bidders should have an Average Annual Turnover of minimum 3 Lacs for preceding last three financial years.	Duly authorized copy of audited balance sheet for preceding last three financial years is to be submitted by the bidder.
	If the company is registered for only one or two years, then the company should have ATO of minimum 3 Lacs in each financial year	In case of proprietorship/partnership, ITR along with management signed accounts to be submitted if audited is not available.  ATO means revenue from operations.
7	The bidder should have registered with either ESIC or comply with Employees Compensation Act, 1923 (providing for Compensation against injury and medical, disablement, dependent benefits during the course of employment).(If applicable)	Bidder shall submit the ESIC registration proof/ self-declaration on letter head for compliance of Employees Compensation Act (whichever applicable).
8	The bidder should register with Employees Provident Fund and Miscellaneous Provisions Act, 1952 (providing for PF contributions,	Bidder shall submit the EPFO registration proof. (If applicable)

S.No.	Criteria	Documents to submit
	Employee pension and Deposit Link Insurance). (If applicable)	
9	Bidder should provide undertaking of submitting the labour license under Contractor Labour (Regulation & Abolition) Act, 1970 within 1 month of issuance of LoA (if applicable).	Self-undertaking must be given by the bidder (if applicable)
10	The bidder will comply with Minimum wages Act, 1948 (providing for minimum wages for various employments).	Bidder must submit self-declaration on letter head.
11	The bidder shall submit all necessary documentary evidence to establish that the Bidder meets the above qualifying requirements along with an undertaking to this effect on Rs. 100 non judicial stamp paper.	Undertaking on Rs. 100 non judicial stamp paper for Meeting the all mentioned qualifying requirements.

### 7. Validity for Enrolled Consultants

Validity for enrolled Consultants will be 12 months from the date of enrollment. The enrollment may be extendable by another 12 months at EESL discretion.

- 8. EESL reserves right to accept or reject any or all "Expression of Interest" without assigning any reasons thereof during the enrollment period.
- 9. The total number of Empaneled agency will be based on the requirement of EESL

#### Annexure-1

## **FORMAT FOR SITE SURVEY**

### **Table of Contents**

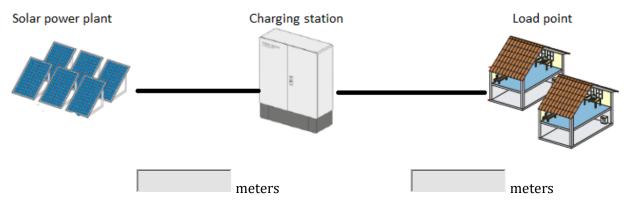
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Customer Name				
Order Number & Date				
Survey Conducted By				
Date of Survey				
Contact/Nodal Official				
Designation				
E-Mail				
Telephone/Mobile				
Fax				
	1			
<b>2. Site Data</b> City				
City				
Address				
Latitude and Longitude				
Nearest Railway Station				
Nearest Airport				
Location Type	☐ Residential	☐ Commer	cial 🗆 Indust	trial
	□ Defence	☐ Governn	nent 🗆 Under	-construction
	□ Rural			
Type of Area available	□ Roof	☐ Ground	□ Roof & Gro	und
Power Plant Type	☐ Off-grid	☐ Grid-tied	☐ Grid-interactive (Hyl	orid)
Type of Power Available	☐ Grid (Utility)	☐ Diesel Gen	erator $\square$ Wind	
Inverter/Spare Room Availability	☐ Available	□ Not availab	le	

required					
B. Climate Data Parameters		Sui	nmer	W	inter
1 drameters		Max	Min	Max	Min
		Max	IVIIII	Max	IVIIII
Temperature (deg C)					
Wind velocity (m/s)					
Average rain fall per annum (m	mWC)				
<b>l. Roof Data (for Roof top inst</b> Roof surface area (sq. m)	allations)				
Available shadow free roof surface area for Solar (sq. m)	1				
Roof Type	☐ Flat Roo	of	☐ Pitched Ro	oof	
Roof Construction Material used	RCC	Metal Shee	t 🗆 Asbesto	s 🗆 Others	
Tilt Angle of Roof			1		
Roof Access	☐ Yes		□ No		
Orientation of building					
Designed roof live load (as per IS875)	□ 175 kg /	sq. m	□ 150 kg. / se	q. m	
Age of roof (Years)					
Height of roof from ground (m)					
Height of parapet wall (m)	•				
Height of parapet wall (m)  No. of floors					

Land Access		☐ Yes	□ No			
Soil type						
Soil Bearing Capaci	ity					
Is available area sh	adow free?	☐ Yes	☐ Partial			
		Any obstruct	tions nearby			
Water availability						
Bore wells		Numbers				
Water supply						
Security of the plan	nt					
Clearance / develo	pment of					
Is fencing available complete project si						
Type of fencing ava	nilable					
Availability of perige to the project site	phery road					
Any trees need to be project site (also me height of the trees, Enclose pictures	ention the					
Details of any over transmission line of project site - Enclo	rossing the					
6. Battery Bank						
Power Back-up Red	qd.	☐ Yes	□ No			
No. of hours						
Autonomy days						
Loads to be fed by	battery (kW)					
Diesel consumed () month wise details			Lts (in last 1	2 months)		
kWh generated fro	m DG set		kWh in last	12 months (month v	wise data)	
7. Electrical data						
Grid (Utility)	Voltage (V):		□ 1 Phase	□ 3 Phase		
	Frequency [l	Hz]:				
Grid Feeding System	☐ Gene		☐ Wind	□ Bio	☐ Online UPS	

Energy Details	Daily	M	Ionthly	Yearly	
Energy Consumed (kWh)					
Min. Load (kW)	kW				
Max. Load (kW)	kW				
Average Load (kW)	kW				
Minimum load During holidays or Weekends (kW)					
Tariff Paid (Rs.)					
Sanctioned Load (kW)					
Power cut hours					
Dools b	hours/m	onth;	De -1-1-	_ hours/year	
Peak hour Duration			Peak hour	time range	
Peak hour Charges					
Rating & Capacity of each Transformer, if any					
No. of transformer					
Total Capacity of Transformer					
3. Power House da	ata				
LT panel location					
LT panel operating	voltage, V				
Availability of Spar	e feeder for evacuation	☐ Yes	ſ	No	
Space availability in	n existing LT room	☐ Yes	ı	No	
			cation : stance :		



Note:

a. Charging Station may considered as PCU/Inverter

b. Load point may be considered as LT room wherein LT Panel is situated

**10.**Customer requirement

**11.**Drawings

SI. No.	Drawing	Attached
1	Master plant layout	
2	Single Line Diagram (SLD)	
3	Roof layout/Ground drawing	
4	Substation layout, If available	

Dated:		
Place:		
Signature of Consultant Customer		

Signature of

#### **Additional Points**

- 1. Attach photographs of roof or installation area facing south side
- 2. Give the details of obstruction for solar power plant
- 3. Provide other consideration factors in roof weight capacity bearing etc. If available.
- 4. Provide photographs of Distribution board, in which power evacuation need to be done.
- 5. Last 12 months electricity bill copies
- 6. Month wise energy consumption data of the facilities (for 12 months)

	Anno	exure-2	
	<u>FORMA</u>	T FOR DPR	
	IMPLEMENTATION OF SOLAR PV	BASED PROJECTS AT	
Cl	J D		
Submitte			
Consulta	nt Company name, logo and other conta	ct details with date	

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## 1. Salient Features

S No	Particulars	Details
I	General	
1	Name of the Project	
2	Project Area	
3	Name of the DISCOM	
II	Project details	
4	Estimated Project capacity (approx.)	
5	Proposed capacity (approx.)	
III	Energy Generation	
6	Estimated Capacity Utilization Factor (CUF)	
7	Estimated annual energy generation for the proposed system	

## 2. Background

Notes

#### 2.1 **About the Customer**

Notes

## 3. Project Area

3.1 **About project site** 

Notes.

S No	Particulars	Details
1	Name	
2	Latitude and longitude	
3	Altitude	
4	Time zone	GMT +5.5
5	Type of area available	
6	Type of power available	

### 3.2 **Climate Data**

Sl No.	Description	Unit	Remarks
1.	Temperature		
a)	Average Maximum		Source:
b)	Average Minimum		
2.	Wind		
a)	Wind speed		Source:
3.	Rainfall		
a)	Winter		Source:
b)	Pre-Monsoon		
c)	Monsoon		
d)	Post-Monsoon		
e)	Annual		

## 3.3 Accessibility to project site

Notes

#### 3.4 **Solar insolation details**

Notes

## **4.** System details

AUTOCAD, PVSYST REPORT

SUMMARY AND PVSYST ANALYSIS REPORT

TECHNICAL SPECIFICATIONS FOR SPV MODULES, INVERETERS AND BOS OF SOLAR PV POWER PLANT INCLUDING MODULE MOUNTING STRUCTURE, CABLES and WIRES, EARTHING, LIGHTNING PROTECTION, CLEANING, METERING, INSTALLATION LAYOUT, SLD OF ELECTRICAL SYSEM.

**OPERATION AND MAINTENANCE** 

<b>5.</b>	Solar PV projects at
Notes	
5.1	Estimated solar PV projects capacity (summary)
Notes	
5.2	Estimated energy generation (summary)
Notes 6.	Single Line Diagram (Electrical)
Notes 7.	Electricity bills
Notes	
<b>8.</b> Notes	Net Metering Policy and other regulatory requirements for the state
9.	Annexures

9.3 Photographs

**Tentative Layout of the Project Sites** 

Please mention the distance from main road, directions, landmark etc

9.2

#### Annexure-3

## **Willingness declaration**

## Name of States (Bidder can select multiple states)

Sl No.	Name of the State	Willingness for doing survey (Yes/No)
1	West Bengal	
2	Bihar	
3	Jharkhand	
4	Arunachal Pradesh	
5	Assam	
6	Manipur	
7	Meghalaya	
8	Mizoram	
9	Nagaland	
10	Sikkim	
11	Tripura	

## **BID/ APPLICATION FORM**

To,		
General Manager - Regional Cluster Head , Kolkata Regional Head Office DN-53, WECS Building 1st Floor, Salt Lake Sector- V, Kolkata-700091 Contact: 033-46022678		
Subject:-Empanelment No		
Dear Sir,		
With Reference to your subject Empanelment, we are pleased to submit our bid for "" in a sealed cover as detailed below:		
Envelope I: Bid Form, Certificate regarding acceptance of important terms and conditions, Form of acceptance of EESL fraud prevention policy, Copy of incorporation certificate, Valid empanelment document(s) and/or other supporting document (s), Undertaking regarding non blacklisting/debarment by Govt./CPSU/CPSE/Co-operative unit, Detailed proposal indicating background; experience in solar PV energy, including description of similar assignments completed successfully, availability of appropriate professional skills etc. and NEFT/RTGS Bank details.		
We, hereby, declare that only the persons or firms interested in this proposal as principals are named here and that no other persons or firms other than those mentioned herein have any interest in this proposal or in the contract to be entered into, if the award is made on us, that this proposal is made without any connection with any other person, firm or party likewise submitting a proposal, is in all respects for and in good faith, without collusion or fraud.		
Dated		
NAME/S &AUTHORISED SIGNATORIES		
ADDRESS:		
MOBILE NO.:		
LAND LINE NO.:		

## Our correspondence details are:

1	Name of the bidder	
2	Address of the bidder	
3	Name of the contact person to whom all references shall be made regarding this tender	
4	Designation of the person to whom all references shall be made regarding this tender	
5	Address of the person to whom all references shall be made regarding this tender	
6	Telephone (with STD code)	
7	E-Mail of the contact person	
8	Fax No. (with STD code)	
9	GST no. of the bidder	
10	HSN code for goods offered/ SAC code for services rendered	

Tender Document No/Package No:

Dated:

## (CERTIFICATE REGARDING ACCEPTANCE OF IMPORTANT CONDITIONS)

Bidder's N Γο,	ame& Address	
Kolkata Re DN-53, WE Kolkata-70	anager - Regional Cluster Head , egional Head Office ECS Building 1st Floor, Salt Lake Sector- V, 00091 33-46022678	
Sub:		
clauses an	, -	following provisions of the following stated elsewhere to the contrary, the
	Payment Terms	
	Timelines	
	Scope of Work	
	We further confirm that any deviation to the abore proposal, implicit or explicit, shall stand unconditional implication to EESL.	<del>_</del>
	Date:	Signature:
	Place:	Printed Name:
		Designation:
		Common Seal:

Note: In the absence of this certificate, the bid shall be rejected and shall be returned unopened. Bidder can take a print out of it and sign.

# FORM OF ACCEPTANCE OF EESL FRAUD PREVENTION POLICY (On the letter head)

To:

General Manager - Regional Cluster Head, Kolkata Regional Head Office DN-53, WECS Building 1st Floor, Salt Lake Sector-V, Kolkata-700091 Contact: 033-46022678	
Sub: Letter of Acceptance of EESL Fraud Policy Ref: NIT/RFP No.	
Dear Sir/Madam,	
We have read the contents of the Fraud Prevention Po our associate / collaborator /sub-contractors / sub- strictly abide by the provisions of the Fraud Prevention	o-vendors / bidders/ service providers shall
Thanking You,	Yours faithfully,
	Signature
	Printed Name
	Designation
	Common Seal
Date: Place:	

FOR DETAILED POLICY, PLEASE VISIT OUR WEBSITE www.eeslindia.org

## REAL TIME GROSS SETTELMENT (RTGS)/ NATIONAL ELECTRONIC FUND TRANSFER (NEFT)

From: M/s\_\_\_\_\_

Sub: RTGS/NEFT Payments		
	e payments through electronic mode viz RT	
this, we are providing the requisite informates informates. It is informates that the from	ation here in below. The RTGS/NEFT charges our admissible payment.	s for the above
Name Of City		
Bank Code No.		
Branch Code No.		
Bank's Name		
Branch Address		
Branch Telephone/ Fax No.		
Supplier Account No.		
Type of Account		
IFSC Code for NEFT		
IFSC Code for RTGS		
Supplier's name as per Account		
Telephone No. of Supplier		
Supplier's E-mail ID		
A cancelled cheque against above h	bank account number is also being enclosed.	
Encl: As above:-		
Confirmed by Banker With Seal	Signature of supplier With stamp & Address	