

Delhi Electricity Regulatory Commission



Tender
For
Appointment of Consultants for Capex Review and Capitalization
of Assets for Power Utilities in NCT of Delhi

January 2012

Viniyamak Bhavan
C-Block, Shivalik
Malviya Nagar
New Delhi 110017

Bid For Appointment of consultants

(January 2012)

Terms and Conditions

1.	<p>DELHI ELECTRICITY REGULATORY COMMISSION invites bids for Appointment of Consultants for Capex Review, Capitalization and Physical Verification of Assets created on execution of Capital Expenditure Schemes and various deposit schemes of the consumers by Power Utilities i.e. BSES Rajdhani Power Limited (BRPL), BSES Yamuna Power Limited (BYPL), North Delhi Power Limited (NDPL) & Delhi Transco Limited (DTL) in NCT of Delhi.</p> <p>Method of selection: QCBS (Quality & Cost Based System)</p>
2.	<p>Delhi Electricity Regulatory Commission (hereinafter referred to as the DERC or the Commission) is a body corporate set up by the Government of National Capital Territory of Delhi under the Delhi Electricity Reforms Act, 2000. Some of the major responsibilities assigned to the Commission are:</p> <ul style="list-style-type: none">(a) To determine tariff for electricity including wholesale, bulk or retail and for the use of transmission facilities in the National Capital Territory of Delhi(b) To regulate power purchase and procurement process of the distribution licensees including the price at which the power shall be procured from generating companies/stations etc. in the National Capital Territory of Delhi(c) To issue and regulate the licences for transmission, bulk supply, distribution or supply of electricity in the National Capital Territory of Delhi(d) To promote competition efficiency and economy in the activities of the electricity industry in the National Capital Territory of Delhi(e) To regulate the operation of power system in the National Capital Territory of Delhi
3.	<p>The Commission is in the process of hiring of consultancy services for under taking review of capital expenditure for (2006-07 to 2010-11), capitalization and physical verification of assets of distribution utilities(BRPL,BYPL,NDPL) and transmission Utility(DTL) for the ongoing MYT Period(2007-08 to 2010-11). The Commission in its MYT order dated 23-02-2008 has approved capital expenditures and subsequent capitalization. Further, the tentative nos. of schemes claimed for capitalization by Utilities year-wise is enclosed as <u>Annexure-I</u>.</p>

	<p><u>Scope of Work / Terms of Reference</u> : The scope of work/terms of reference for capitalization of assets of utility shall be as under:</p> <ol style="list-style-type: none"> i. The Consultant would be required to verify the year-wise capitalization during FY 2006-07 to FY 2010-11 reflected in the books of Distribution Companies. ii. While verifying the year-wise capitalization as above, the Consultant may: <ol style="list-style-type: none"> i) consider the Electrical Inspector's Certificate in respect of HV schemes; and ii) undertake a sample survey of high value items which represent at least 80% of the total amount capitalized in respect of LV schemes. iii. The Consultant shall examine procurement/turn-key contracts representing at least 80% of the amount capitalized and comment on compliance with the competitive bidding guidelines of the Commission as well as reasonableness of costs at which the equipment have been procured. iv. The Consultant shall comment on the reasonableness of quantities procured vis-a-vis the quantities in various schemes for which the Commission has granted 'In-principle' approval. v. If more than (say) 25% of sample schemes verified indicate significantly higher costs, the entire set of schemes may need to be verified in detail.
4.	<p>Submission of Report: The consultant shall prepare the report indicating year-wise details including the following;</p> <ol style="list-style-type: none"> i. Verification of year-wise capitalization. ii. Assessment regarding compliance with Competitive Bidding Guidelines of the Commission. iii. Reasonableness of quantities procured/utilized vis-à-vis quantity approved for various schemes accorded 'In-principle' approval by the Commission. iv. Any other information necessary to verify year-wise capitalization as reflected in the books of the utilities.
5.	<p>Completion of Assignment :- The consultant shall complete the assignment within three months from the date of award . The Commission shall review the progress every fortnight. The Commission may relax completion period, if there are reasons beyond the control of consultant to complete the assignment; however no extra payment shall be granted for such delay.</p>

6.	<p>The address for submission of proposal and requesting clarifications is:</p> <p>The Secretary, Delhi Electricity Regulatory Commission, Viniyamak Bhawan, C-Block, Shivalik, Malviya Nagar, New Delhi – 110 017. Telefax: 011-26673608, E-mail: secyderc@nic.in</p>
7.	<p>The Consultant should possess expertise in the following areas:</p> <ul style="list-style-type: none"> • Proven experience of third party inspection work preferably with Electricity Regulatory Commissions and/or physical verification of assets in power sector etc., estimation of cost and BOQ of Capital Expenditure Schemes (Capex), Capitalisation, Procurement process etc. for last three years. The relevant documents of such experience shall also be submitted alongwith Technical Bid. Consultant will have to demonstrate experience in the above field. • Consultant must demonstrate expertise in costing of both electrical and civil works including the engineering aspects.
8.	<p>For this assignment, consultants shall set up a project office in Delhi and deploy adequate resources during the course of this assignment and endeavour to ensure completion as per schedule.</p>
9.	<p>Consultants who can commit full time manpower on regular employment exclusively for the assignment of the Commission will be eligible for consideration. The Commission will require firm assurance in the Technical bids itself that the professional staff committed for the assignment will be actually working and dedicated for the task. The key professional staff shall be the same as proposed in the Form 2 of the TOR and normally not be changed during the course of the assignment unless both parties agree.</p>
10.	<p>Bidder can either be a consultant firm or consortium, with one lead consultant for submitting the proposals. Where the bid is submitted by a consortium, the written consent of each member of the consortium to participate in the bid on the basis of joint and several liabilities to the DERC for the performance of the services shall be provided along with the bid. There should be a written, binding agreement between the members of the consortium.</p> <p>The bid shall be submitted by the lead consultant alongwith the copy of the arrangement/agreement. Change in consortium shall not be permitted unless approved by the Commission.</p>
11.	<p>The Consultant shall have an obligation to disclose any situation of actual or potential conflict that impacts their capacity to serve the best interest of the Commission or that may reasonably be perceived as having this effect.</p>

	<p>Bidders shall furnish whether they have undertaken any such work for the Utilities in Delhi. Wherever any party is currently undertaking any of the above work or has undertaken the same over the last two years for any Utility in Delhi, the bidder may not to be assigned the work related to that particular Utility.</p> <p>The Consultants shall not be hired for any assignment that would be in conflict with their prior or current obligations to their other clients or that may place them in a position of not being able to carry out the assignments objectively and impartially.</p> <p>The Commission's decisions in these matters will be final and binding on all parties.</p>																		
12.	<p>i. Proposals, all related documents and subsequent reports (in case of selection as Consultant) shall be submitted in ENGLISH only.</p> <p>ii. Consultants are required to quote the prices in Indian currency only exclusive of taxes and other statutory levies.</p> <p>Proposals must remain valid for 3 calendar months from the date of opening of the bids. The bids valid for a period shorter than the specified period shall be rejected as being non-responsive.</p>																		
13.	<p>The Bid Schedule shall be as under:</p> <table border="1" data-bbox="352 1010 1493 1339"> <tr> <td>1</td> <td>Pre-bid meeting with prospective bidders</td> <td>20-01-2012 at 1500 hrs.</td> </tr> <tr> <td>2</td> <td>Last Date of Receipt of Bid Proposals</td> <td>07-02-2012 at 1500 hrs</td> </tr> <tr> <td>3</td> <td>Opening of Technical Bids</td> <td>07-02-2012 at 1600 hrs</td> </tr> <tr> <td>4</td> <td>Evaluation results of Technical Bids</td> <td>10-02-2012 at 1500 hrs</td> </tr> <tr> <td>5</td> <td>Opening of Financial Bids</td> <td>10-02-2012 at 1600 hrs</td> </tr> <tr> <td>6</td> <td>Selection and Award of Assignment</td> <td>15-02-2012</td> </tr> </table> <p>Note : The time line for S.no. 4, 5 & 6 may be changed in the interest of expediting the work.</p>	1	Pre-bid meeting with prospective bidders	20-01-2012 at 1500 hrs.	2	Last Date of Receipt of Bid Proposals	07-02-2012 at 1500 hrs	3	Opening of Technical Bids	07-02-2012 at 1600 hrs	4	Evaluation results of Technical Bids	10-02-2012 at 1500 hrs	5	Opening of Financial Bids	10-02-2012 at 1600 hrs	6	Selection and Award of Assignment	15-02-2012
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14.	<p>i. Separate Technical and Financial proposals are required to be submitted for the assignment. Separate sealed cover shall be submitted for the Financial and Technical Bids and the same sealed in a large envelope. The Bidder shall submit only one original set of the Bid. The envelopes shall mention name of assignment and nature of Bid (Technical/Financial) at the top and the name of the submitting bidder at the left hand corner of the envelope. The bids shall be submitted in the enclosed formats (Form 1 to 6).</p> <p>ii. The technical offer(s) shall be accompanied by an Earnest Money Deposit of Rs. 25000/- (Rupees Twenty Five Thousand only) in form of a Pay Order/Demand Draft in favour of the Secretary, DERC, payable at New Delhi, in a separate sealed envelope. This must be placed in the sealed cover containing the technical bid.</p>																		

	<p>iii. The bidder shall meet the following minimum criteria:-</p> <p>(a) Minimum Annual Turnover (MAT) of the bidder for the last five financial years as annualized should be more than One Crore.</p> <p>(b) The bidders shall submit copies of Annual Financial Report (Balance Sheet and profit & Loss A/c) of last three years, PAN/TIN No. and filing of Income Tax return for last three years.</p> <p>iv. The Technical bids shall not indicate particulars of the Financial bids otherwise the bids shall be liable to be rejected. All Technical documents like literature, catalogues, etc. shall be placed in the same sealed cover.</p> <p>v. The proposal shall clearly indicate the names and designations of the persons who shall be available to the Commission on full time basis along with the time schedule of availability of other team members showing the exact times of their availability for in accordance with Form 4.</p> <p>vi. Each page of bid should be numbered and signed by the authorized signatory with the seal of the firm and the forwarding letter must indicate the details of the enclosures attached.</p> <p>v. A Power of Attorney duly notarised by the Notary Public, indicating that the person(s) signing the bid has the authority to sign the bid and that the bid is binding upon the Bidder during the full period of its validity, shall be submitted.</p>
15.	<p>Criterion for Technical evaluation-</p> <ul style="list-style-type: none"> • <u>Specific experience of the Consultants</u> relevant to the similar assignment with preference being given to projects of Regulatory Commission and Utility in Power Sector. • <u>Adequacy of the proposed methodology and work plan</u> - The qualifying proposal should qualify under all the sub-criteria, viz. <p>(a) Technical approach & methodology – The consultants shall explain their understanding of the objectives of the Assignment/job, approach to the Assignment/job, methodology for carrying out the activities and obtaining the expected output. They shall highlight the issues being addressed and their importance, and explain the technical approach they would adopt to address them. They shall also explain the methodologies proposed to be adopted and highlight the compatibility of those methodologies with the proposed approach.</p> <p>(b) Work plan - The proposed work plan shall be consistent with the technical approach and methodology, showing understanding of the TOR and ability to translate them into a feasible working plan. A list of the final documents, including reports, drawings, and tables to be delivered as final output, shall be included here. The work plan shall be consistent with the Work Schedule.</p>

	<p>(c) Organisation & Staffing - The consultant shall propose and justify the structure and composition of their team. They shall list the main disciplines of the Assignment/job, the key expert responsible, and proposed technical and support staff.</p> <ul style="list-style-type: none"> • <u>Qualification and competency of the Key professional staff</u> will be evaluated giving due preference to the man-weeks committed by the Team Leader and other professionals, who will be actually working on the project. The sub-criterion to be followed for evaluation of the key professionals shall be (a). Educational Qualifications and (b). Adequacy for the assignment/job (i.e. experience in carrying out similar assignments/Jobs). <p>(d) The Commission reserves the right to reject the candidature of one or more bidders at the stage of evaluation of the Technical Bid if the Commission is of the opinion that the participation of such bidder(s) in this sensitive exercise of prudence check would be detrimental to public interest.</p>
16.	<p>The minimum qualifying total score, for the technical bid shall be 70. The financial bids of only those bidders shall be opened whose score shall be 70 or above in technical bids. After completion of the technical evaluation, the Commission shall inform those consultants whose proposals do not meet the minimum qualifying mark or are considered non-responsive to the Technical requirement and the financial proposal etc. of such non-responsive bids shall be returned un-opened on completion of the selection process. The list of bidders whose offers have been selected after technical evaluation shall be displayed at the website and notice board of the Commission's Office Such selected bidders may attend the opening of financial bids at the office of the Secretary, DERC on scheduled date or as intimated by the Commission.</p>
17.	<p>Financial Evaluation:</p> <p>The financial proposals of the pre-qualified Consultants shall be opened by the Evaluation Committee in presence of those consultants or their representatives whose bids are short listed for financial evaluation.</p> <ol style="list-style-type: none"> The proposal with lowest evaluated cost shall be given a financial score of 100 and other proposals shall be given financial scores that are inversely proportional to their prices. Evaluation of financial bids shall entail selection of consultant after adding scores of technical and financial proposals with respective weight-age, which shall be 0.70 for technical bid and 0.30 for financial bid. In case, number of qualified bidders are less, the Commission may award work of

	<p>two or more utilities to one bidder. However, the Commission will prefer awarding only work of one utility to a qualified lowest bidder in the interest of expediting the work,</p> <p>iv. If one of the qualified bidders is L1 in more than one utility, he will have to convince the Commission that he has adequate resources to do the work of another utility in scheduled time. Otherwise, Commission will have the right to award the tender to other bidders as per rules.</p>
18.	<p>The Commission will discuss with the selected bidder (i.e. bidder with the highest score) and discuss the detailed work plan with them. Any suggestions that the bidder has, related to staff details, activities to be undertaken by the consultants, reporting, etc. as also the inputs required from the DERC to ensure satisfactory implementation of the assignment, shall be discussed with the bidder and finalized. These discussions will be on the strict understanding that the amount quoted in the Bid document will not be increased for any reason whatsoever.</p>
19.	<p>Having selected the Consultant, DERC shall award a contract on the basis of the staff named in the proposal and, prior to the award of contract, shall require an assurance that the staff mentioned in the Form 2 of the Bid document will be actually available and deployed for this assignment. DERC will not consider substitutions during the contract period except in cases of genuine hardship subject to the satisfaction of the Commission.</p> <p>DERC may hold review meetings fortnightly, or more frequently if so needed, with the Consultant during which senior/key personnel of Consultant shall be present.</p>
20.	<p>i. The successful bidder shall enter into a contract agreement with the Commission in the prescribed format as per Annexure 'III' and shall commence the assignment as per schedule assigned by the Commission.</p> <p>ii. The successful bidder shall furnish a "Performance Bank Guarantee" equal to 10% of the value of contract, which shall be valid for 60 days after the completion of the assignment.</p> <p>iii. If the Consultant, finally selected for award of contract on basis of above procedure, fails to enter into a contract within the seven working days from the award of work, the Commission shall invite the consultant who has obtained the second highest score on consideration of Financial and Technical bids for award of the contract for carrying out the assignment.</p>

21.	The consultant shall not utilize or publish or disclose or part with any statistics, data or information collected for the purpose of Commission, without the written consent of the Commission. The consultant shall be duty bound to hand over the entire records of assignment to the Commission before the expiry of the contract.										
22.	The Commission reserves the right to award the total assignment or to delete any part of assignment or reject any bid without assigning any reasons for the same. Failure to provide all information or conceal any information material to award of contract shall be at bidder's own risk and may result into rejection of the proposal.										
23.	The financial proposal submitted in Form 6 shall be a firm and unconditional proposal for the execution of the scope of assignment given in the contract.										
24.	<p>Deliverables and timelines as per Annexure 'II': The Consultant shall deliver the following to DERC for above scope of work:-</p> <ul style="list-style-type: none"> • The methodology and work plan of the assignment. • Back-up data/information/documents to justify the physical verification of assets. • Any other report/data incidentally required. • Soft copy of all the documents alongwith source codes 										
25.	The Consultant shall submit separate financial bids in respect of the Scope of work in Form 6. The evaluation shall be made based on the total value of contract.										
26.	Other Issues: The above description of scope of consultancy is purely indicative and not exhaustive. Changes/additions can be made by DERC as a better understanding develops, to enhance the value of the study, without changing its basic nature.										
27.	<p><u>Terms of payment</u></p> <p>Consultant shall be paid Consultancy charges on completion of milestones as under :</p> <table border="1" data-bbox="328 1328 1501 1592"> <thead> <tr> <th data-bbox="328 1328 1171 1417">Milestones as per which invoices for fees shall be raised by consultant</th> <th data-bbox="1171 1328 1501 1417">% of contract value</th> </tr> </thead> <tbody> <tr> <td data-bbox="328 1417 1171 1458">Mobilization fees</td> <td data-bbox="1171 1417 1501 1458">10%</td> </tr> <tr> <td data-bbox="328 1458 1171 1500">Submission of Draft Report</td> <td data-bbox="1171 1458 1501 1500">30 %</td> </tr> <tr> <td data-bbox="328 1500 1171 1543">submission of final Report to the Commission</td> <td data-bbox="1171 1500 1501 1543">40%</td> </tr> <tr> <td data-bbox="328 1543 1171 1592">After acceptance of Report on by the Commission.</td> <td data-bbox="1171 1543 1501 1592">20%</td> </tr> </tbody> </table> <ul style="list-style-type: none"> ○ Consultancy charges in respect of analysis, discussion, support, presentation before the Commission during the meeting etc shall be inclusive in total contract value. ○ No other charges shall be payable . The consultant shall furnish lump sum remuneration / cost including all expenditure such as travelling, stationary, telephone etc. The service charges/taxes shall be quoted separately. ○ All payments as indicated above shall be released within Thirty (30) days of the receipt of invoice subject to terms and conditions as per the agreement executed between the consultant and DERC 	Milestones as per which invoices for fees shall be raised by consultant	% of contract value	Mobilization fees	10%	Submission of Draft Report	30 %	submission of final Report to the Commission	40%	After acceptance of Report on by the Commission.	20%
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PROPOSAL SUBMISSION LETTER

To:

**The Secretary,
Delhi Electricity Regulatory Commission
Viniyamak Bhawan,
C-Block, Shivalik,
Malviya Nagar,
New Delhi – 110 017**

Madam,

We, the undersigned, offer to provide the consultancy services for undertaking the assignments relating to in accordance with your bid (ref. No.)

We are hereby submitting our proposal for assignment in one Original and two copies marked as "Original" and Copy no.-1 and Copy no.-2 respectively in the prescribed formats, which includes the Technical Proposal and the Financial Proposal sealed under separate envelopes. Each page of the proposal has been numbered and signed by the Authorized Signatory.

A Power of Attorney duly notarised by the Notary Public, indicating that the person(s) signing the bid has the authority to sign the bid and that the bid is binding upon the Bidder during the full period of its validity is enclosed.

It is also confirmed that presently we are not handling any assignment that would be in conflict with this assignment or place us in a position of not being able to carry out this assignment objectively and impartially.

If negotiations are proposed by the Commission at any stage we undertake to negotiate as per the requirement of the assignment. Our Proposal is binding upon us and subject to the modifications resulting from contract negotiations.

A demand draft/pay order no. _____ dt. _____ for Rs. 25,000/- in favour of Secretary, DERC payable at New Delhi is enclosed herewith.

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

Yours sincerely,

Encl. As above

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

Technical Proposal**Relevant services carried out in the last five years
that best illustrate qualifications**

(Using the format below, provide information on each reference/assignment for which your firm/entity, individually as a corporate entity or as one of the major companies within an association, was legally contracted)

1. Assignment Name:	
2. Name & address of the client:	
3. (i) Professional Staff including Senior Staff (Project Director/Coordinator, Team Leader) Provided by Your Firm/entity (attach profiles) (ii) No. Of Staff-weeks; duration of assignment	
4. Start Date and Completion Date (Month/Year):	
5. Details of Associated Consultants, if any:	
6. No. Of Months of Professional Staff Provided by Associated Consultants	
7. Approx. Value of Services (in Current Indian Rs.)	
8. Experience Certificate (whether provided or not)	

Note: Please provide documentary evidence (i.e. copy of the work order, contract for each assignment etc.) in the absence of which, the experience shall not be considered for evaluation.

Authorized Signatory

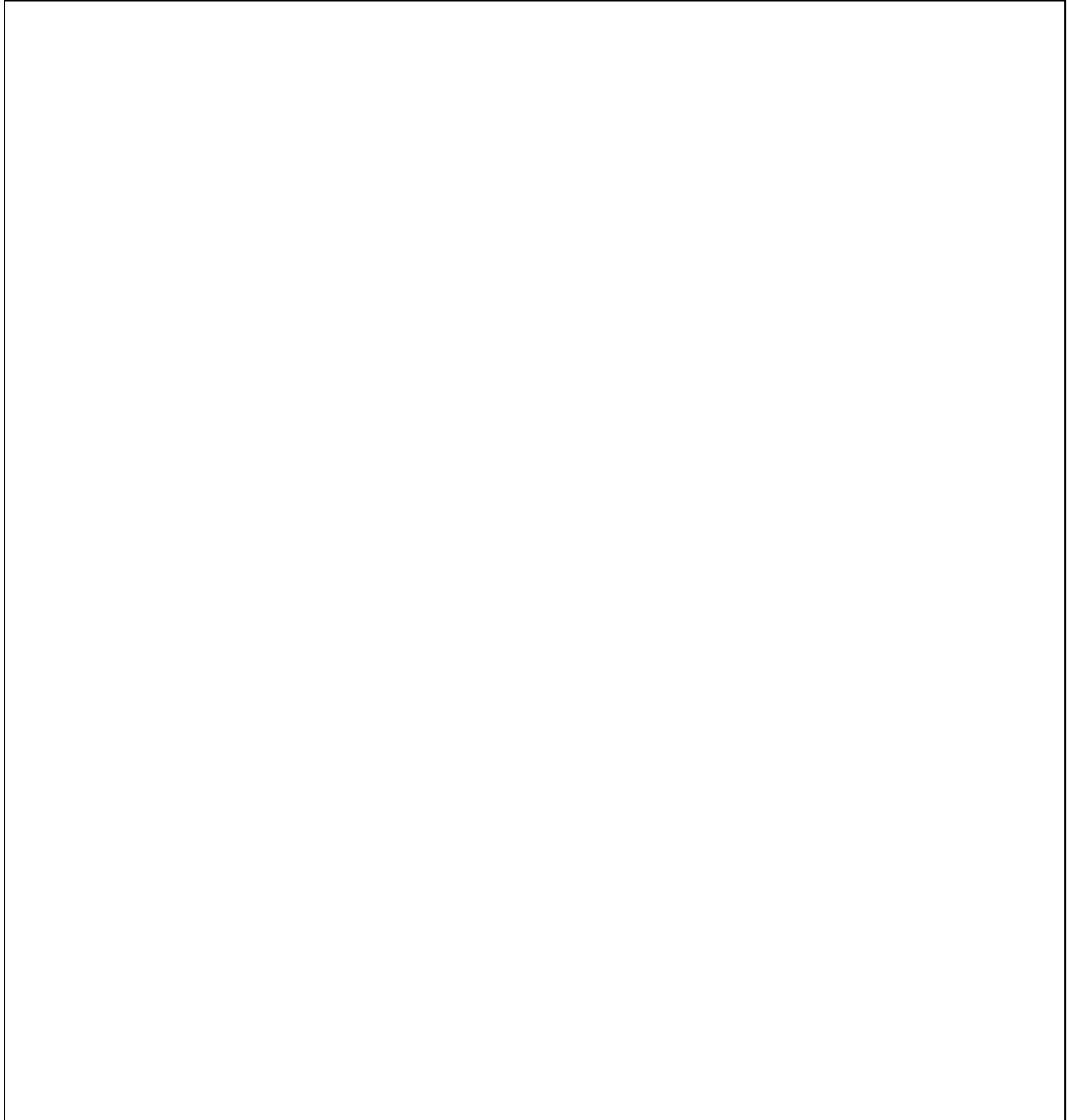
Technical Proposal
Format of Curriculum Vitae (CV) for proposed
Professional Staff/Key experts

1. Proposed position	
2. Name of Firm	
3. Name of Staff and Nationality	
4. Profession	
5. Date of Birth	
6. Years with Firm/entity	
7. Membership in Professional Societies	
8. Details of task Assigned	
9. Educational Qualifications	
10. Work undertaken that best illustrates capability to handle the task assigned (mention name of assignment, year, location, employer, main projects, features, position held and activities performed.	

Authorized Signatory

Technical Proposal

**Description of the proposed methodology and
Work plan for performance of the assignment**



Authorized Signatory

Technical Proposal

Format of Task Schedule for Professional Staff proposed for assignment

Name	Position	TASK	Committed Time schedule (in days/week)
1.			
2.			
3.			
4.			
5.			
6.			
7.			
8.			
9.			

Authorized Signatory

FINANCIAL PROPOSAL SUBMISSION FORM

To:

**The Secretary,
Delhi Electricity Regulatory Commission
Viniyamak Bhawan,
C-Block, Shivalik,
Malviya Nagar,
New Delhi – 110 017**

Sir,

We, the undersigned, offer to provide the consultancy services for undertaking the assignment relating to in accordance with your bid.

We hereby submit our Financial Proposals in Form 6 for the assignment.

We hereby confirm that the financial proposal in Form no.-6 is unconditional and we acknowledge that any condition attached to financial proposal shall result in rejection of our financial proposal.

Our Financial Proposal shall be binding upon us subject to the modification resulting from Contract negotiations, with by the Commission. Each page of the proposal has been signed by the Authorized Signatory.

We understand that you are not bound to accept any Proposal you receive. We further understand that these costs are all inclusive which include manpower cost, establishment cost, travel expenses and other overheads etc.

Encl. Form 6

Yours sincerely,

Authorized Signatory:
Name and Title of Signatory:
Name of the Firm:
Address:

Financial Proposal

Summary of cost

Name of Utility	Bid amount Excluding all taxes & statutory levies (Rs.)
BRPL	
BYPL	
NDPL	
DTL	

Authorized Signatory

• **Deliverables and Timelines as per the following WORK PLAN AND ACTIVITY SCHEDULE for the Physical verification of Assets**

S. No.	Description	Time schedule
1	Placement of consultants	Date of award of order
2	Presentation on Methodology by Consultants	
3	Presentation on Progress of work to the Commission	
4	Submission of Draft Report	
5	Presentation on Draft Report to the Commission	
6	Submission of comments/approval of Commission.	
7	Submission of final Report to the Commission.	

Note:- The consultant shall fill-up deliverables and timelines as per his proposed activity schedule to complete the assignment within two months.

(Contract Agreement to be signed by Consultant with DERC)

This ARTICLES OF AGREEMENT made on this day of2011

BETWEEN:

Delhi Electricity Regulatory Commission a statutory Body set up by the Government of NCT of Delhi under the Delhi Electricity Reform Act, 2000 and having its office at Viniyamak Bhawan, C-Block, Shivalik, Near Malviya Nagar, New Delhi – 110 017, hereinafter referred to as the "Commission' (Which expression shall unless excluded by or repugnant to the context or meaning thereof, include its successors and permitted assigns) of the FIRST PART

AND

_____ Company registered under the Companies Act, 1956 and having its office at _____, herein after referred to as the _____ or the Consultant (which expression shall unless excluded or repugnant to the context or meaning thereof include its successors and permitted assigns) of the SECOND PART.

(The Commission and the _____ are individually referred to as the "Party" and collectively as the "parties").

WHEREAS the Commission has awarded the contract on the basis of open bid to the party of the SECOND part as a Consultant for work of Physical Verification of Assets of the Distribution licensees, viz. BSES Rajdhani Power Limited (BRPL), BSES Yamuna Power Limited (BYPL), North Delhi Power Limited (NDPL) explained in the 'Terms of reference' contained in the bid document dated_____".

M/S _____ has agreed to provide consultancy services to the Commission on the terms and conditions hereinafter contained.

NOW THESE PRESENTS WITNESS and the parties hereto respectively agree as follows:

1. _____ is appointed as consultant of the Commission for the aforementioned assignment. _____ shall commence the assignment from zero date, which is mutually agreed between the Commission and the Consultants as _____. The Consultant shall execute and complete the assignment as per the work plan and activity schedule mentioned herein: -

WORK PLAN AND ACTIVITY SCHEDULE

S. No.	Description	Time
1	Placement of consultants	
2	Presentation on Methodology by Consultants	
3	Presentation on Progress of work to the Commission	
4	Submission of Draft Report	
5	Presentation on Draft Report to the Commission	
6	Submission of comments/approval of Commission on draft report	
7	Submission of final Report to the Commission	

2. **Scope of Work / Terms of Reference** : The scope of work/terms of reference for capitalization of assets of utility shall be as under:

- i. The Consultant would be required to verify the year-wise capitalization during FY 2006-07 to FY 2010-11 reflected in the books of Distribution Companies.
- ii. While verifying the year-wise capitalization as above, the Consultant may:
 - i) consider the Electrical Inspector's Certificate in respect of HV schemes; and
 - ii) undertake a sample survey of high value items which represent at least 80% of the total amount capitalized in respect of LV schemes.
- iii. The Consultant shall examine procurement/turn-key contracts representing at least 80% of the amount capitalized and comment on compliance with the competitive bidding guidelines of the Commission as well as reasonableness of costs at which the equipment have been procured.
- iv. The Consultant shall comment on the reasonableness of quantities procured vis-a-vis the quantities in various schemes for which the Commission has granted 'In-principle' approval.
- v. If more than (say) 25% of sample schemes verified indicate significantly higher costs, the entire set of schemes may need to be verified in detail.

3. **Submission of Report:** The consultant shall prepare the report indicating year-wise details including the following;

- i. Verification of year-wise capitalization.
- ii. Assessment regarding compliance with Competitive Bidding Guidelines of the Commission.
- iii. Reasonableness of quantities procured/utilized vis-à-vis quantity approved for various schemes accorded 'In-principle' approval by the Commission.
- iv. Any other information necessary to verify year-wise capitalization as reflected in the books of the utilities.

4. **Completion of Assignment :-** The consultant shall complete the assignment within three months from the date of award . The Commission shall review the progress every fortnight. The Commission may relax completion period, if there are reasons beyond the control of consultant to complete the assignment; however no extra payment shall be granted for such delay.

5. The _____ agrees and undertakes that the respective tasks shall be performed & completed only by the personnel hereinabove and that if any change in the composition of the said team is necessitated, the second party shall seek prior permission of the Commission to effect the changes.

S. No.	Description	Time schedule
1	Placement of consultants	Date of award of order
2	Presentation on Methodology by Consultants	
3	Presentation on Progress of work to the Commission	
4	Submission of Draft Report Physical verification of Assets	
5	Presentation on Draft Report to the Commission	
6	Submission of Physical verification of Assets for comments/approval of Commission.	
7	Submission of final Report to the Commission.	

6. Consultant shall be paid as under:

- (1) Consultancy charges of Rs. _____ (Rupees _____ only) including all taxes & statutory levies, as applicable in respect of milestone achieved for completion of assignment shall be as under:

Milestones as per which invoices for fees shall be raised by consultant	% of contract value
Mobilization fees	10%
Submission of Draft Report	30 %
submission of final Report to the Commission	40%
After acceptance of Report by the Commission.	20%

- (2) a) The Consultant shall within one week of signing of this agreement provide performance security by way of Performance Bank Guarantee @ 10% of the total contract value in a format acceptable to the Commission from any scheduled Bank which shall be valid for a period of six months beyond the scheduled completion date, extendable suitably in case of extension of period of contract.
- b) The payment of fee to Consultant the consultant shall be made by the Commission after the deduction of tax at source in accordance with law for the time being in force.
- c) The Commission shall be entitled to evaluate the reports submitted by the consultant at any stage and the Consultant shall incorporate / restructure the report as per the recommendations of the Commission within such reasonable time as may be prescribed by the Commission.
- d) The Commission shall make payments to the consultant within 30 days of the date of receipt of Invoice in the Commissions' office subject to acceptance of deliverables wherever required unless prevented by reasons beyond its control and in the latter case the Consultant shall not be entitled to claim any interest or damages on account of such delay.

7. No TA/DA shall be admissible for the Consultant for local journey in connection with the Consultancy.

8. The Commission reserves its right to foreclose, terminate or cancel the engagement of the Consultant without assigning any reasons. In such cases consultant shall be paid remuneration after taking into consideration the part of work completed prior to such foreclosure, termination or cancellation of the engagement as may be decided by the Commission, and the decision of the Commission shall be conclusive and binding. The remuneration so fixed and paid shall be deemed to be the final payment in such cases.

9. In case of any differences or disputes between the parties arising out of this AGREEMENT, the matter shall be dealt with in accordance with the provisions of the Arbitration and Conciliation Act, 1996.

10. Any information of confidential nature, which may be so marked by the Commission, which comes to the knowledge or in the possession of the Consultant or of any of its employees by virtue of their engagement on subject matter of this contract; shall not be disclosed by the Consultant or its employees to any unauthorized person in any manner. Any breach of this clause without prejudice to any other action that may be initiated as per law, shall also subject the Consultant to a liability to pay to the Commission such compensation as may be decided by the Commission keeping in view the nature, manner and motive of the information disclosed and the extent of the damage caused by such unauthorized disclosure.

Provided that any information that was (a) rightfully already known to Consultant at the time of its disclosure, (b) independently developed by Consultant without referring to the Commission's confidential information, (c) known to the public through a source other than Consultant, or (d) disclosed to Consultant by a third party not having an obligation of non disclosure to the proprietor of the information, shall not be deemed to be confidential information for the purposes of this agreement. Provided further that the obligation of confidentiality on Consultant shall not apply where such confidential information is required to be disclosed under any law.

11. The Consultant undertakes that this assignment shall not be in conflict with its prior or current obligation to other clients nor shall it place him in a position of not being able to carry out the assignments objectively and impartially.

12. A team constituted by the Commission shall evaluate the deliverables submitted by the Consultant. The team shall finalize the deliverables within 15 days of receipt of the same from the Consultant. The Consultant shall within a reasonable time incorporate/restructure the deliverables as per the recommendations of the said team.

13. It is mutually agreed between the parties that the time will be the essence of this CONTRACT/AGREEMENT. The Consultant, the party of the second part, shall adhere to the time schedule as prescribed in this AGREEMENT and complete the work within the stipulated time frame, failing which the party of the second part would be liable for a penalty which may go upto Rs.5000/- per day, for each day of delay beyond the time with maximum amount to 10% of total contract value stipulated in this AGREEMENT, provided that each day of delay beyond time schedule is attributable solely to the CONSULTANTS. The Commission's decision in this matter will be binding on all parties.

14. In case the party of the second part fails to fulfil its obligations, the Commission would be entitled to invoke the performance Bank Guarantee as furnished by party of the second part and the amount mentioned in the Performance Bank Guarantee shall stand forfeited.

15. In respect of any matter for which no provision has been made in this agreement, the provisions contained in the general instructions of the Government on the subject of engagement of CONSULTANT shall apply. All the letters issued by the Commission and the proposal and clarifications submitted by the CONSULTANT shall form part of this agreement.

IN WITNESS WHEREOF the Consultant and Secretary to the Commission on behalf of the Commission have hereto put their hands on the day and the year first above written.

()

Executive Director

Consultant

Witness :

1.

2.

()

Secretary

DERC

SCHEMES SUBMITTED BY BRPL & APPROVAL STATUS FOR FY 07-08

S. No.	Budget Head	DERC Approval	Capitalization submitted/claim after execution of respective schemes
		No. of schemes	No. of schemes
1	EHV Capex Schemes	12	10
2	Distribution Capex Schemes	780	993
3	Meters & Accessories	0	NA
4	SCADA & DMS	1	
5	GIS	1	
6	AMR & DT Metering	0	
7	IT & Communication	0	NA
8	Land & Buildings	0	
9	Test Equipments, Tools & Tackles	0	
	Vehicles		
10	EHV Deposit Schemes	13	5
11	11 kV Deposit Schemes	3	472
12	KCC Schemes	3	
13	Common wealth games-2010	5	NA
Grand Total		818	1480

SCHEMES SUBMITTED BY BRPL & APPROVAL STATUS FOR FY 08-09

S. No.	Budget Head	Approved	Capitalization submitted/claim after execution of respective schemes
		No. of schemes	No. of schemes
1	EHV Capex Schemes	55	34
2	Distribution Capex Schemes	1229	1323
3	Meters & Accessories	0	
4	IT & Communication	0	
5	SAP-ISU / CCS	1	
6	Land & Buildings	1	
7	Test Equipments, Tools & Tackles	1	
8	Vechile	1	
9	EHV Deposit Schemes	5	27
10	Distribution Deposit schemes	0	497
11	SCADA adaptation works	1	
Grand Total		1294	1881

SCHEMES SUBMITTED BY BRPL & APPROVAL STATUS FOR FY 09-10

S. No.	Scheme	Approved	Capitalization submitted/claim after execution of respective
		No. of schemes	No. of schemes
1	EHV Capex Schemes	23	6
2	Distribution Capex Schemes	1328	1012
3	Meters & Accessories	0	
4	AMR & DT Metering	0	
5	IT & Communication	0	
6	Land & Buildings	0	
7	Test Equipments, Tools & Tackles	0	
8	Vechile	0	
9	Door Step Services	1	
10	Advance Energy & Revenue Management System (AERMS).	0	
11	Demand side Management	0	
12	Sub-station Automation system	0	
13	Pilot Project on Advance Metering in Jaffarpur Division	0	
14	EHV Deposit Schemes	6	11
15	Distribution Deposit Schemes	9	501
Grand Total		1367	1530

SCHEMES SUBMITTED BY BRPL & APPROVAL STATUS FOR FY 10-11

S. No.	Scheme	Approved	Capitalization submitted/claim after execution of respective schemes
		No. of schemes	No. of schemes
1	EHV Capex Schemes	11	32
2	Distribution Capex Schemes	579	950
3	Meters & accessories	NA	NA
4	Street Light Metering System	NA	
	IT & Communication		NA
5	Land & Buildings and Offices	NA	NA
6	Vehicles	NA	NA
7	Test Equipment & Tackles	NA	NA
8	Installation of Solar Plant	NA	
9	SCADA adaptation works	NA	NA
10	DPR for Roof Top Solar Plant installation on DERC Building	0	
11	Renovation of office Building at CGRF, Pushp Vihar	0	
12	Installation of Shunt Capacitors in BRPL Network.	0	
13	Intelligent AMR on KCC/MLCC	0	
14	Repairing/Reconditioning of DT's received from DTL.	1	
15	EHV Schemes	7	20
16	Distribution Schemes	2	382
Grand Total		600	1384

SCHEMES SUBMITTED BY BYPL & APPROVAL STATUS FOR FY 07-08			
S.No.	Scheme Category	Approved by DERC	Capitalization submitted/claim after execution of respective schemes**
		No of Schemes	No. of schemes
1	EHV Schemes	6	13
2	11KV & Below Distribution Schemes	801	865
3	Meters & Accessories	NA	NA
4	IT & Communication	NA	NA
5	Land & Buildings	NA	NA
6	Test Equipments, Tools & Tackles	NA	NA
7	SCADA & DMS	NA	NA
8	GIS	NA	NA
9	Deposit Schemes	21	93
10	Vehicles	NA	NA
11	Capital Repairs	NA	NA
Grand Total		828	971

**** Including Capitalization Spill over Schemes**

SCHEMES SUBMITTED BY BYPL & APPROVAL STATUS FOR FY 08-09			
S.No.	Scheme Category	Approved by DERC	Capitalization submitted/claim after execution of respective schemes**
		No of Schemes	No. of schemes
1	EHV Schemes	11	26
2	Capacitor bank Schemes	7	6
3	11KV & Below Distribution Schemes	1235	1277
4	Meters & Accessories	NA	NA
5	IT & Communication	NA	NA
6	Land & Buildings	NA	NA
7	Test Equipments, Tools & Tackles	NA	NA
8	SCADA change management	NA	NA
9	Vehicles	NA	NA
10	Deposit Schemes	2	146
11	Capital Repairs	NA	NA
Grand Total		1255	1455
** Including Capitalization Spill over Schemes			

SCHMES SUBMITTED BY BYPL & APPROVAL STATUS FOR FY 09-10			
S.No.	Scheme Category	Approved by DERC	Capitalization submitted/claim after execution of respective schemes**
		No of Schemes	No. of schemes
1	EHV Schemes	22	5
2	11KV & Below Distribution Schemes	834	924
3	Capacitor bank Schemes	0	4
4	Meter & Accessories and AMR DT Metering	NA	NA
5	Land & Building	NA	NA
6	Test Equipments, Tools & Tackles	NA	NA
7	IT & Communication	NA	NA
8	Segregation of SCADA & IT	NA	NA
9	Demand Side Management	NA	NA
10	Vehicle	NA	NA
11	Deposit Schemes	2	140
12	Capital Repairs	0	NA
Grand Total		858	1073

**** Including Capitalization Spill over Schemes**

SCHEMES SUBMITTED BY BYPL & APPROVAL STATUS FOR FY 10-11			
S.No.	Scheme Category	Approved by DERC	Capitalization submitted/claim after execution of respective schemes**
		No of Schemes	No. of schemes
1	EHV Schemes	9	18
2	Distribution Schemes:	369	569
3	Meters & Accessories& AMR & DT Metering	NA	NA
4	Capacitor Banks	0	4
4	IT & Communication	NA	NA
5	Land & Building and Offices	NA	NA
6	Vehicle	NA	NA
7	Test Equipment & Tackles	NA	NA
8	SCADA & GIS	NA	NA
8	Expansion of data center and upgradation of Hardware at BYPL	0	NA
9	Replacement of Oil Filled Transformer in to Dry Type Transformer in Residential /Commercial complex	155	0
10	DPR for Installation of Digital RTCC Panels in BYPL Receiving Grid Station	0	NA
11	Creating Proper BCC of SCADA	1	NA
12	Deposit Schemes	0	111
13	Proposal for Repairing of Distribution Transformer received from DTL	1	0
14	Capital Repirs	NA	NA
Grand Total		535	702

** Including Capitalization Spill over Schemes

SCHEMES SUBMITTED BY NDPL & APPROVAL STATUS FOR FY 07-08		
ITEM DESCRIPTION		Capitalisation submitted
S. No	Description	No. of Schemes
1	Metering Systems	
2	HVDS	135
3	LT ABC	
4	Replacement of old/weak 11 kV Cables	59
5	Auto Reclosures	
6	Automation Implementation	
7	Last Mile & LT Miscellaneous Works	
8	AMR for DTs	
8.0	EHV Works	
8.1	New Grid Substations (Nos)	44
8.2	Addition/Augmentation of Bays/Transformers (Nos)	
8.3	33 & 66 kV Lines & Cables	
8.3	Others (Like 33 kV/11 kV SWGR, 11 kV Capacitors, Batteries etc.,)	
9	11kV System Augmentation Works	59
10	Deposit Works	281
11	Information Technology	
12	Civil Projects	
Total		578

SCHEMES SUBMITTED BY NDPL & APPROVAL STATUS FOR FY 08-09

ITEM DESCRIPTION		Capitalisation submitted
S. No	Description	No.
1	Metering Systems	
2	HVDS	137
3	LT ABC	
4	Replacement of old/weak 11 kV Cables	47
5	Auto Reclosures	
6	Automation Implementation	
7	Last Mile & LT Miscellaneous Works	
8	AMR for DTs	
8.0	EHV Works	
8.1	New Grid Substations (Nos)	51
8.2	Addition/Augmentation of Bays/Transformers (Nos)	
8.3	33 & 66 kV Lines & Cables	
8.3	Others (Like 33 kV/11 kV SWGR, 11 kV Capacitors, Batteries etc.,)	
9	11kV System Augmentation Works	118
10	Deposit Works	381
11	Information Technology	
12	Civil Projects	
13	Admn Support	
Total		734.00

Annexure-I/11

SCHEMES SUBMITTED BY NDPL & APPROVAL STATUS FOR FY 09-10

ITEM DESCRIPTION		No.
S. No	Description	
1	Metering Systems	
2	HVDS	67
3	LT ABC	
4	Replacement of old/weak 11 kV Cables	49
5	Auto Reclosures	
6	Automation Implementation	
7	Last Mile & LT Miscellaneous Works	
8	AMR for DTs	
8.0	EHV Works	
8.1	New Grid Substations (Nos)	
8.2	Addition/Augmentation of Bays/Transformers (Nos)	69
8.3	33 & 66 kV Lines & Cables	
8.3	Others (Like 33 kV/11 kV SWGR, 11 kV Capacitors, Batteries etc.,)	
9	11kV System Augmentation Works	207
10	Deposit Works	291
11	Information Technology	
12	Civil Projects	
Total		683

Annexure-I/12

SCHEMES SUBMITTED BY NDPL & APPROVAL STATUS FOR FY 10-11

ITEM DESCRIPTION		Capitalisation submitted
S. No	Description	No.
1	Metering Systems	
2	HVDS	14
3	LT ABC	
4	Replacement of old/weak 11 kV Cables	67
5	Auto Reclosures	
6	Automation Implementation	
7	Last Mile & LT Miscellaneous Works	
8	AMR for DTs	
8.0	EHV Works	
8.1	New Grid Substations (Nos)	
8.2	Addition/Augmentation of Bays/Transformers (Nos)	
8.3	33 & 66 kV Lines & Cables	37
8.3	Others (Like 33 kV/11 kV SWGR, 11 kV Capacitors, Batteries etc.,)	
9	11kV System Augmentation Works	157
10	Deposit Works	508
11	Information Technology	
12	Civil Projects	
Total		783

Annexure-I/13

Schemes submitted for Capitalization by DTL

	No. of schemes
FY2007-08	49
FY2008-09	39
FY2009-10	33
FY2010-11	60