

**CHHATTISGARH STATE  
ELECTRICITY REGULATORY COMMISSION**

**Tender Specification**

**NO. T- 02/2017**

**Appointment of Consultant for assistance to Commission  
in Scrutiny, Analysis and Disposal of Petitions filed by Bhilai Steel  
Plant (TEED) a distribution licensee for Bhilai Town Area  
for  
Truing up of previous years ARR and approval of Annual Revenue  
Requirement from FY 2017-18 and determination of retail tariff for  
FY 2017-18**

**Last date of submission of tender : 28/09/2017 15:00 Hrs.  
Date of opening of bids : 28/09/2017 15:30 Hrs.**

**CHHATTISGARH STATE  
ELECTRICITY REGULATORY COMMISSION  
IRRIGATION COLONY, SHANTI NAGAR,  
RAIPUR (C.G.) 492001  
FAX NO. 0771-2445857  
Website : [www.cserc.gov.in](http://www.cserc.gov.in)  
e-mail : [cserc.sec.cg@nic.in](mailto:cserc.sec.cg@nic.in)**

**Cost of Tender: Rs. 1000/-  
(Non-refundable)**



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Note: All the above documents are to be submitted by the tenderer duly signed by the authorized signatory along with the bids.



# CHHATTISGARH STATE ELECTRICITY REGULATORY COMMISSION

## Section-1: Instructions to Bidders

### TERMS AND CONDITIONS

#### 1. INTRODUCTION

In accordance with the sections 61 and 62 of the Electricity Act 2003 and CERC (Terms and Conditions for determination of tariff according to Multi-Year Tariff principles and Methodology and Procedure for determination of Expected revenue from Tariff and Charges) Regulations, 2015, M/s Bhilai Steel Plant (TEED) has filed petition for true up of previous years, approval of ARR for MYT control period from FY 2016-17 to FY 2020-21 and determination of retail tariff for FY 2017-18 along with true up for previous years.

In view of the above, the Commission has decided to obtain the services of competent consultants for the tasks listed in Section-2 of this document.

The Commission wishes to select reputed consultancy firm by inviting bids from interested parties, who will be required to submit financial bids, quoting for tasks listed in Section-2. These proposals will form the basis for any contract between the firm and the Commission. The cost of preparation of bid including the visits to this Commission for such purposes shall be borne by the bidders themselves.

The bidders must fully acquaint themselves with local conditions and take these into account in preparation of their bids.

The Commission is not bound to accept any of the bids submitted and reserves its right to cancel any or all of the bids without assigning any reasons, whatsoever it may be.

#### 2. INSTRUCTIONS TO THE BIDDERS: -

The Firms, who have been awarded or is being awarded consultancy service by BSP-TEED for assisting in above mentioned petition, are advised not to participate in the bid as same shall not be considered.

Only one bid shall be accepted from one firm. In case of multiple bids from the same person/firm, all such bids shall be rejected.

Firm should submit self attested copies of all the necessary documents as required in this tender.

Bidders, who require clarification on any aspect of this request for proposal, should send their queries in writing by **22<sup>th</sup> Sept 2017**. Clarification will be issued in writing and shall be posted on the website of the Commission for information to all interested parties. Such clarifications will be treated as part of the Bid Documents

It shall be responsibility of the bidders to keep themselves updated about all new developments such as clarifications/ additions/ deletions/ amendments etc. .

The financial bids should specify the amount quoted along with the total cost, covering all costs, fees, taxes, etc. as stipulated in Section-4 of this document. No amount other than overall total cost will be payable. Taxes shall be deducted at source in accordance with the applicable rules. No variation in the rates shall be allowed except for the change of rate of GST. GST shall be paid in accordance to prevailing rules

### **3. ELIGIBILITY & QUALIFICATION REQUIREMENT**

- (a) The invitation of bid is open to the consultancy firms who have minimum average annual turnover of Rs 5 Crores of last 3 years from consultancy business. The bidder should submit self attested copy of audited Profit and Loss statement of FY 14-15, FY 15-16 and FY 16-17 as a proof of the same. A copy of firm's PAN card is also required.
- (b) Firm, should have completed at least 3 jobs of preparation of tariff petition on behalf of distribution licensee or disposal of tariff petitions of distribution licensee on behalf of Commission or combination thereof.

### **4. BID SCHEDULE: -**

Bid schedule shall be as mentioned on the cover page. The Commission reserves the right to extend any schedule date, if deemed necessary. Bids received after the aforesaid date and time shall not be entertained.

### **5. AMENDMENT IN DOCUMENT: -**

At any time prior to the deadline for submission of the bid proposals or extended date, if deemed necessary, CSERC reserves the right to add/modify/delete any portion of this document issue of an amendment on Commission's website. The amendment shall be binding on all bidders. It shall be responsibility of the bidders to keep themselves updated about all new developments such as clarifications/ additions/ deletions/ amendments etc.

**6. CORRESPONDENCE ADDRESS: -**

Interested parties may submit their offer to the following address:

Secretary,  
Chhattisgarh State Electricity Regulatory Commission,  
Irrigation Colony, Shanti Nagar,  
Raipur (C.G) - 492 001.

**6. SUBMISSION OF BID: -**

The bidders are requested to submit price (financial) bids in duly super-scribed sealed envelopes. The bids shall be printed/typed or written in indelible ink and each page shall be initialed by the bidder. Any corrections / overwriting must be initialed by the person signing the bids.

The proposals must be valid for 180 days from the date of submission.

**7. DOCUMENTS COMPRISING THE BID**

Bid form duly completed and signed by the bidder shall have the following attachments:

Bidder shall furnish as part of its bid, Earnest Money of Rs.50,000/- (Rupees Fifty Thousand) in the form of crossed bank draft payable at Raipur in favour of "Chhattisgarh State Electricity Regulatory Commission, Raipur". This EMD shall be kept with Commission as performance guarantee security till release of final payment of the work.

Processing fee of Rs. 2500/- (Rupees Two Thousand and Five Hundred Only) in the form of crossed bank draft payable at Raipur in favour of "Chhattisgarh State Electricity Regulatory Commission, Raipur". The processing fee is not refundable.

In case the tender document is downloaded from the Commission's website, the cost of document of Rs. 1,000/- (Rupees One thousand only) shall also be payable through crossed bank draft.

**Any bid not accompanied with Earnest Money Deposit and processing fee and cost of document (if applicable) in accordance with the above stipulation shall be rejected as being non-responsive.**

**8. SUBMISSION AND EVALUATION OF BIDS: -**

**8.1 SUBMISSION OF BIDS: -**

The Bid must be delivered in the Commission's office on or before due date and time. Any bid received after due date and time shall not be considered. Financial bids shall be opened on the date and time specified at cover page.

CSERC reserves its right to extend the bid opening date if situation so warrants.

**8.2 EVALUATION OF BID:-**

The bid shall be evaluated for the lowest aggregate price and bidder who quoted lowest is likely to be given chance to execute the job.

**9. CLARIFICATION OF BIDS:-**

To assist in the examination, evaluation and comparison of bids, the CSERC may, at its discretion, ask any bidder for clarification of his bid including break-up of unit rates.

**10. CONTRACT AGREEMENT: -**

The successful bidder or his authorized representative shall enter into a contract agreement with CSERC within 15 days of placement of order by the Commission. Until a formal contract is prepared and executed, this bid, together with written acceptance thereof shall constitute a Bid contract.

**11. TERMS OF PAYMENT: -**

The payment shall be made as under:-

- (i) 30% after Technical Validation Session.
- (ii) 30% on the submission of draft order.
- (iii) 35% on successful completion of the task to the satisfaction of the Commission and issuance of order.
- (iv) 5% after 180 days from the date of tariff order issued by the Commission.

**12. PENALTY**

Time is essence for completion of the job. As per provisions of Electricity Act 2003, the tariff petitions are to be disposed of within 120 days. The successful bidder shall have to submit a time plan to the satisfaction of the Commission for execution of the work well within the time limit prescribed in the Act.

Delay on part of the bidder in completion of work within stipulated time as mentioned in terms of reference will lead to levy penalty of 1% per week delay on entire value of contract amount maximum up to 10%.

**Secretary  
CSERC, Raipur**



## **Section-2: Terms of Reference**

### **TASK FOR CONSULTANCY TO CSERC**

Name of task : Assistance to Commission in Scrutiny, Analysis and Disposal of petitions filed by Bhilai Steel Plant (TEED) a distribution Licensee in Bhilai Town Area.

Duration : 120 days.

### **Scope of work**

Assistance to Commission in Scrutiny, Analysis and Disposal of petitions filed by Bhilai Steel Plant (TEED) a distribution Licensee in Bhilai Town Area for truing up of previous years and approval of ARR from FY 2016-17 to FY 2020-21 and determination of retail tariff for FY 2017-18.

**Detailed scope of work regarding above is given below. It may also include any work, which may not be mentioned below, but incidental for successful completion as per requirement of applicable act and regulations.**

- (a) Study, verification, analysis and validation of the data and information submitted by the petitioner and further information as may be required, particularly the following:
  - i) Income and Expenditure Statements.
  - ii) Demand and Sales Forecasts.
  - iii) Power purchase plans.
  - iv) Proposed Annual Revenue Requirements.
  - v) Value of fixed assets, depreciation, consumers' contribution, interest charges on working capital and other related expenses.
  - vi) Cost of power purchase, transmission charges and distribution costs and cost to supply.
- (b) Review of available data and identification of data gaps and preparation for Technical Validation Session.
- (c) Study and analysis of operational norms.

- (d) Examination of costs and expenses in detail.
- (e) Analysis of the compliance given by BSP-TEED on various directives given to it in Commission's last tariff order and suggesting ways and means to improve the functioning and consumer services.
- (f) Participation in detailed discussions with licensees and their consultants and others, if any and validation of data submitted by licensee.
- (g) Analysis of the issues raised in response to publication of tariff filing by BSP-TEED and in the public hearings and counter replies submitted by the BSP-TEED. Preparation of comments on behalf of the Commission.
- (h) Participation in public hearing.
- (i) Resetting/Finalization of ARR for relevant financial years. Determination of HT and LT category-wise tariffs for FY 2017-18 and preparation of detailed draft tariff order and various schedules.
- (j) Preparation of final tariff order after discussion with and approval of the Commission.
- (k) The bidder shall be liable to provide assistant to the Commission till 180 days after issuance of order for the following:-
  - (a) Assistance in preparation of reply regarding clarification of the order desired by BSP-TEED, if any.
  - (b) Assistance in disposal of review petition, if any, against the order.
  - (c) Assistance in preparation of submission / pleading before Hon'ble Appellate Tribunal for Electricity / Court of Law, in case the appeal is filed against the tariff order by any party
- (l) Any other job incidental to the tariff determination process as per the Electricity Act, 2003; CSERC (Conduct of Business) Regulations, 2009; CSERC (Details to be furnished by licensee and generating company for determination of tariff and manner of making application) Regulations, 2004; CSERC (Terms and Conditions of determination of tariff) Regulations, 2006, CSERC (Terms and Conditions of determination of tariff according to Multi-year tariff principles) Regulations, 2010, CSERC (Terms and Conditions for determination of tariff according to Multi-Year Tariff principles and methodology and procedure for determination of expected revenue from Tariff and Charges) Regulations, 2012 and any other regulation/rule as may be applicable.

## Section-3

### Technical Proposal Formats

#### PROPOSAL SUBMISSION FORM

No.

Date:

To

The Secretary  
Chhattisgarh State Electricity Regulatory Commission,  
Irrigation Colony, Shanti Nagar,  
Raipur-492001

Sir,

With reference to the Bid documents forwarded to us vide your letter No. \_\_\_\_\_ dated \_\_\_\_\_ we, the undersigned, having examined the Bid Documents, hereby offer to provide the consultancy services as per the detailed scope of work and other conditions mentioned in the bid document..

#### 2.0 Attachments to the Proposal Submission Form:

In line with the requirement of the Bid Documents, we enclose herewith the following attachments to the Bid Form:

- (i) Tender document fee Rs. 1000/- (Rs one thousand only). Demand draft No..... dated..... Drawn in favour of Chhattisgarh State Electricity Regulatory Commission, Raipur; (in case the tender document is downloaded from the website of the Commission, strike out if tender document purchased from Commission's office).
- (ii) Processing Fee Rs. 2500/- (Rs Two Thousand Five Hundred only). Demand Draft No. \_\_\_\_\_ dated \_\_\_\_\_ drawn in favour of the Chhattisgarh State Electricity Regulatory Commission, Raipur.
- (iii) Earnest Money Rs. 50,000/- (Rupees fifty thousand only). Demand Draft No. \_\_\_\_\_ dated \_\_\_\_\_ drawn in favour of the Chhattisgarh State Electricity Regulatory Commission, Raipur.

3.0 We are also submitting the "Financial Proposal" in sealed envelopes. Authorized signatory has signed each page of the proposal.

4.0 We certify that we are not in any way engaged in above petition from BSP-TEED side.

- 5.0 We certify that we have gone through the tender document carefully and commit our-self to abide by the terms and conditions laid therein.
- 6.0 Until a formal contract is prepared and executed between us, this bid, together with our written acceptance thereof shall constitute a Bid contract between us.
- 7.0 We understand that you are not bound to accept the lowest or any bid, you may receive.
- 8.0 We, hereby, declare
- (i) that only the persons or firm interested in this proposal as Principals are named here and that no 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,
  - (ii) that this proposal is made without any connection with any other person, firm or party
  - (iii) that submitting a proposal is in all respects for and in good faith, without collusion or fraud.

Thanking you,

Dated this .....day of.....

Yours' faithfully,

(Authorized Signatory)  
(Name & Title of Signatory)  
Name and Address of the Firm

## Section-4

### Financial Proposal Formats

#### FINANCIAL PROPOSAL SUBMISSION FORM

No.

Date:

To,

The Secretary  
Chhattisgarh State Electricity Regulatory Commission,  
Irrigation Colony, Shanti Nagar,  
Raipur-492001

Sir,

We, the undersigned, offer our financial proposal to provide the consultancy services for the scope of work mentioned in this bid document and also considering other terms and conditions mentioned therein. . Our Financial Proposal in respect of various items is as under:

Sr. No.	Item	Amount
1.	True-up for FY 13-14	
2.	True-up for FY 14-15	
3.	True-up for FY 15-16	
5.	Approval of ARR for FY 2016-17 to FY 2020-21 and determination of retail tariff for FY 2017-18	
6.	Sub-Total	
7.	GST	
8.	Grand Total	

Grand total in words \_\_\_\_\_

This amount is firm and all inclusive (including but not limited to professional fee, logistics, profits and all taxes and levies). No price variation and extra payment

will be claimed in excess of this amount. I understand that Tax Deduction at Source shall be made as per applicable rules.

We also understand that the evaluation of bid shall be on aggregate value (mentioned as 'Grand Total') only and we agree that the break up given above shall be applicable for the purpose of item wise payment as per the payment terms mentioned in **clause 11 of section 1** for the consultancy work.

Our Financial Proposal shall be binding upon us subject to the modifications resulting from Contract negotiations, up to expiration of the validity period of the proposal. Each page of the proposal has been signed by the authorized signatory.

We understand you are not bound to accept any proposal, you receive.

Thanking you,

Yours' faithfully,

(Authorized Signatory)  
(Name & Title of Signatory)  
Name and Address of the Firm