



**JOINT ELECTRICITY REGULATORY COMMISSION
FOR MANIPUR AND MIZORAM
AIZAWL : MIZORAM**

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No.H.37017/3/16-JERC

Dated Aizawl, the 14th September, 2022

TENDER NOTICE

{Request for proposal (RFP) for Engagement of Consultancy Firms}

The Joint Electricity Regulatory Commission for Manipur & Mizoram (JERC M&M) invites a bid for consultancy job from eligible and experienced consultancy firms to assist the Commission in Tariff determination and other technical issues in regulatory matters. The Request for Proposal (RFP) documents, eligibility criteria and other details are available on Commission's website www.jerc.mizoram.gov.in and may also be obtained from the office of the Commission.

The last date for submission of bid is 07.10.2022 by 05:00 p.m.

Sd/-RICHARD ZOTHANKIMA
Secretary

JOINT ELECTRICITY REGULATORY COMMISSION FOR MANIPUR AND MIZORAM

TBL Bhawan, 2nd –5th Floor, E-18, Peter Street, Khatla, Aizawl, Mizoram - 796001



REQUEST FOR PROPOSAL (RFP)

Engagement of Consultant for assisting the Commission in processing, assessing, evaluating and determination of Multi Year ARR for the control period of FY 2023-24 to FY 2027-28 and Tariff Order for FY 2023-24 for the Utilities namely MSPCL, MSPDCL and P&EDM and assisting the Commission in various technical issues as assigned to them from time to time.

1. INTRODUCTION:

1.1 **The Joint Electricity Regulatory Commission for Manipur and Mizoram (herein referred to as "Commission" or "JERC M&M")**, a statutory body corporate has been established under Section 17 of the Electricity Regulatory Commission Act, 1998 (now under Section 82 of the Electricity Act, 2003). The Electricity Distribution, transmission and Generating Companies of the State of Manipur and Mizoram are the regulated entities of the Commission.

1.2 Functions of JERC

As per Section 86 of the Electricity Act, 2003, the State Commission shall discharge the following functions, namely:

- a) Determine the tariff generation, supply, transmission and wheeling of electricity, wholesale, bulk or retail, as the case may be, within the State. Provided that where open access has been permitted to a category of consumers under Section 42, the State Commission shall determine only the wheeling charges and surcharge thereon, if any, for the said category of consumers;
- b) Regulate electricity purchase and procurement process of distribution licensees including the price at which electricity shall be procured from the generating companies or licensees or from other sources through agreements for purchase of power for distribution and supply within the State;
- c) Facilitate intra-state transmission and wheeling of electricity;
- d) Issue licenses to persons seeking to act as transmission licensees, distribution licensees and electricity traders with respect to their operations within the State;
- e) Promote co-generation and generation of electricity from renewable sources of energy by providing suitable measures for connectivity with the grid and sale of electricity to any person, and also specify, for purchase of electricity from such sources, a percentage of the total consumption of electricity in the area of a distribution licensee;
- f) Adjudicate upon the disputes between the licensees, generating companies and to refer any disputes for arbitration;
- g) Levy fee for the purpose of this Act;

- h) Specify State Grid Code consistent with the Indian Electricity Grid Code specified with regard to grid standards;
- i) Fix the trading margin in the intra-state trading of electricity, if considered necessary; and
- j) Discharge such other functions as may be assigned to it under the Act.

Section 181 also empowers the Commission to make Regulations to discharge the above functions, to carry out the provisions of the Act and to safeguard the interests of the consumers in the State. In this regard, the Commission intends to appoint technically qualified and professionally managed Consultancy Firms to assist the Commission in respect of tasks listed under Section 2 of this document.

2. SCOPE OF WORK:

The work has been divided into two parts, namely – Part-A and Part-B. The scope of work is detailed below but not limited to;

2.2 Part-A: Finalization of Truing-up, APR, ARR and Tariff determination:

The consultant shall assist the Commission in processing, assessing, evaluating, determination and issuance of Tariff order consisting of Truing up of past year(s), Annual Performance Review (APR) of FY 2022-23, determination of ARR for the control period FY 2023-24 to 2027-28 of Manipur State Power Company Limited (MSPCL), Manipur State Power Distribution Company Limited (MSPDCL) and Power & Electricity Department of Mizoram (P&EDM) and for the determination of transmission tariff & SLDC charges and Tariff for retail sale of electricity by the MSPDCL and P&EDM for FY 2023-24 as per applicable Regulations. The Consultant shall also work out the Cross subsidy surcharge, additional surcharges, charges for wheeling of electricity and other charges at different voltage levels for long term and short term open access customers in the State for FY 2023-24.

The Consultant shall also consider the True up, APR, and Tariff petition as per provision of the applicable regulations and the directives given by the Commission in its tariff order for FY 2022-23. In case of any difficulties in fixation of norms etc. the same shall be discussed with the Commission.

2.2.1 Deliverables:

Detailed analysis of the Tariff petition(s) and evaluation of Aggregate Revenue Requirement (ARR) filed for Truing up of previous year(s), Annual Performance Review (APR) of FY 2022-23, determination of ARR for FY 2023-

24 to 2027-28 of MSPCL, MSPDCL and P&EDM, determination of transmission tariff & SLDC charges and tariff for retail sale of electricity by the MSPCL, MSPDCL and P&EDM for FY 2023-24 in accordance with applicable Regulations, inter-alia include the following duties:

- a. Examination of petition of each utility for its compliance with the Act, Rules and Regulations and accepted accounting principles and its completeness and prepare abridged form of the petition to be published in newspapers inviting suggestions/objections from stakeholders and general public.
- b. Study, verification, analysis and authentication from the documents in respect of the data and information submitted by the petitioner(s) in its tariff petition(s) and further information as may be required, including but not limited to the following:-
 - i) Income and Expenditure Statements
 - ii) Demand and Sales Forecasts
 - iii) Generation and power purchase/sale plans with details of grants and consumer contribution
 - iv) Investment and financing plans
 - v) Aggregate Revenue Requirement (ARR)
 - vi) Value of fixed assets, depreciation, consumers' contribution, interest charges on working capital and other related expenses
 - vii) Computation of cost of power purchased (with details of capacity charges and energy charges), transmission and distribution costs and cost to serve
 - viii) Computation of cross subsidies
 - ix) Tariff design (with details of fixed/demand charge and energy charge) and cost allocation issues
 - x) Verification of Energy Audit results and interface wise power purchase and circle/division wise energy sold to consumers
 - xi) Verification of Regulatory Accounts
 - xii) Transmission charges, wheeling charges and cross subsidy charge etc for Open Access consumers
 - xiii) Resource gap grants from the State Government and its utilization
 - xiv) Capital grants from the State Government and its utilization

- xv) Availability of Transmission system elements in accordance with prevailing regulations.
- c. Checking and authentication of information/data submitted by the petitioner(s) in the tariff petition(s) and listing of shortcomings, additional information required, if any, for ARR and Tariff setting.
- d. Examining whether the expenditure has been prudently and judiciously incurred/estimated and to indicate to the Commission the items which should be disallowed along with reasons thereof.
- e. Examining whether the actuals/estimates for Revenue Requirements with reference to existing tariff are reasonable and accurate, analysis of aggregate revenue requirement on the basis of the norms specified by the Commission in Tariff Regulations for MYT, and to point out areas of deficiency, if any, in this regard.
- f. Analysis of present level of tariff of the petitioners and comparison with the tariffs of other transmission companies including SLDC and Discoms of the various states in the neighbouring and other similarly situated States and to be submitted to the Commission.
- g. Scrutiny and analysis of the information/data relating to transmission and Distribution utilities for five financial years to be submitted by the petitioner(s), verification and validation of the same and on the basis of that estimate the data for the FY 2023-24.
- h. Estimation of energy losses in the network of the Transmission company and Discoms for each voltage level i.e. 220KV, 132KV, 33KV, 11KV and L.T. Comparison with neighboring/other similarly situated States.
- i. Determination of voltage-wise cost of supply to all categories of consumers connected at the same voltage level and also to determine the cross subsidy based on cost of supply of different voltage levels.
- j. Review of Cost allocation methodologies being followed by other States and recommend the approach appropriate in the present context.
- k. Analysis of the suggestions/objections received in response to publication of tariff petition in newspaper and to attend the public hearings at all levels in the State and to analyze the suggestions/objections made during the public hearings and replies

submitted by the petitioner thereon. Preparation of analysis and observation on behalf of the Commission on all the suggestions/objections.

- l. Verification of Energy Audit/Energy Accounting Results and validation, scrutiny and analysis of data used in the Tariff petition by the Distribution licensees to be submitted to the Commission at least fifteen days before issue of the tariff order.
- m. Summarising the suggestions of the State Advisory Committee/Coordination Forum and analyze them with respect to the tariff proposal(s)
- n. Working-out year-wise Aggregate Revenue Requirement for FY 2021-22 on the basis of audited annual accounts/audited regulatory accounts and for FY 2022-23 on the basis of revised estimated (RE) and for the control period of FY 2023-24 to 2027-28, taking into account information supplied by the petitioner, objections received, replies submitted by the petitioner in accordance to provision/guidelines/rules of the Electricity Act, 2003 and JERC M&M Regulations and as per scrutiny and analysis of data used in the tariff petition authenticated from record. The calculation sheet of ARR should be invariably in excel so that with change in any figure the ARR should change automatically.
- o. Determination of category-wise tariffs for consumer for FY 2023-24 and working out revenue on excel sheet on the existing tariff and proposed tariff. Preparation of detailed draft tariff order and tariff schedules of the petitioner(s).
- p. Fixation of wheeling charges for different categories of consumers.
- q. Examination of expenses and revenues of transmission utilities along with SLDC and Distribution utilities for the past financial year(s) on the basis of audited regulatory accounts/audited annual accounts or adopted annual accounts, compared to the data considered in the tariff order and truing up exercise of the expenses and revenue approved by the Commission.
- r. Review of the cost and expenditure and revenue for carrying out Annual Performance Review (APR) in terms applicable MYT Regulations.

- s. The Consultant will participate in discussions with the Commission or its officials / consultants in connection with the exercise with determination of Multiyear ARR and tariff.
- t. Finalization of tariff order by the Commission. Submission of six copies of final tariff order duly bound hard copy and also in the softcopy.
- u. Clarification on tariff order if sought by the petitioner or any other stakeholder after the issue of tariff order.
- v. In case of filing of any review petition before the Commission or appeal/ writ by any person against tariff order to Appellate Tribunal or in any Court of law; the consultant shall assist and furnish the materials to the Commission for preparing reply on the points of review/appeal/writ, as the case may be.
- w. Any other job incidental to the tariff determination process as per the Electricity Act, 2003; Rules there under and JERC M&M Regulations.
- x. Any other related work deemed necessary by the Commission for determination of ARR and Tariff setting.

2.2.2 Time Schedule for completion of the Assignment:

1.	Report on shortcomings and information gaps in the tariff petition and getting clarifications and additional information.	Within 7 days of handing over the Tariff petitions filed by the licensee to the consultant.
2.	Assistance and feedback in the tariff hearing and suggestions and objections received from stakeholders.	As scheduled by the Commission.
3.	Draft Tariff Order (5 hard copies and a softcopy).	As scheduled by the Commission.
4.	Submission of the final Tariff order on the basis of the comments of Commission on the draft report (5 hard copies and a soft copy on CD/Pen-drive).	Within one week of the communication of comment by Commission.
5.	Follow up and assistance in the Appellate Tribunal/ Supreme Court/ High Court/ Commission or any other court of law in the event of review/appeal filed, if any, by any stakeholder	"As and when required" basis.

2.3 Part-B: Assisting the Commission in various technical issues as assigned to them from time to time:

The Commission wants to appoint a reputed consultancy firm to support the Commission for a year, for assistance in various activities of the Commission as detailed below, but not limited to;

- i) Assisting the Commission in various technical issues related to tariffs, distribution, generation, transmission, trading, open access, renewable etc. for a year.
- ii) As desired by Commission, the consultant shall formulate new Regulations and review of existing Regulations and amendment thereof in view of Electricity Act, 2003, various policies and guidelines, etc.
- iii) Compliance of various functions/provisions/parameters under Electricity Act, 2003.
- iv) To help in monitoring of all the Licensees of the states on various parameters, such as compliance to Act, directives of the Commission, compliances to Rules, Regulations of Commission and compliance to State /Central policies and rules. Analysis of the compliance report on various directives given to the Licensees/Utilities in Commission's tariff order and assist in formulating consolidated fresh directives (considering the true up and APR tariff orders) suggesting ways and means to improve the functioning of the Petitioner(s) and consumer services.
- v) Consultation on other issues related to value chain of power sector keeping dynamism of sector in mind and new policies of the State/Central Governments.
- vi) Capacity buildings and any other matters as specified by the Commission.

3. ELIGIBILITY AND QUALIFICATION REQUIREMENT:

The bidder must possess expertise in the following areas:-

- a. Must have sound understanding, adequate technical knowledge and practical experience of the engineering, legal, commerce and economics of transmission and distribution of electricity and financial analysis and accounting.
- b. A clear understanding of Electricity Act, 2003, rules and regulations made under the Act and the applicable policies, legal and regulatory framework, developments and reforms at Central and State levels.

- c. Proven experience of providing assistance to various States/Joint/Central Electricity Regulatory Commissions for formulation of distribution, transmission and other related Regulations and analysis of regulatory process and policies.
- d. Proven experience in providing consultancy services in the area of preparation or analysis and evaluation of petitions for determination of Multi Year ARR and tariff for transmission/SLDC and distribution of electricity in accordance with the provisions of the Electricity Act, 2003

The bidder should have experience of analysis and evaluation of tariff petitions for transmission and retail sale of electricity on behalf of any State or Joint Electricity Regulatory Commission/ preparation of petition for determination of ARR and tariff for transmission and distribution on behalf of utility for filing before State Electricity Regulatory Commission/ Joint Electricity Regulatory Commission. Those having experience of analysis of financial and technical data and evaluation of tariff petition on MYT principle for determination of the tariff for transmission and retail sale of electricity on behalf of the State Electricity Regulatory Commission/Joint Electricity Regulatory Commission will be given preference.

- e. The bidder should have minimum average audited annual turnover of Rs. 2 (two) crores during the three financial years 2019-20 to 2021-22 and it should have adequate financial capability and status to meet the financial obligations pursuant to the services covered in the Bid document.
- f. The bidder should have Permanent Account Number (PAN) & Goods and Service Tax Number (GST).
- g. The consultant should have manpower with required skills to carry out the works as per terms of reference.
- h. The Consultant appointed by the Commission, shall in no case represent or give opinion or advice on the specific matters covered in the RFP simultaneously or concurrently to any regulated entity of the Commission. The Consultants shall inform the Commission their existing assignments with the regulated entities which may have bearing on the regulatory advice covered by this RFP.
- i. If the Consultant is also working with the MSPCL, MSPDCL and P&EDM whose tariff is determined by the Commission, the consultant will not be eligible. The bidder shall be required to disclose conflict of interest if any in the bid

clearly. The Commission shall be at liberty to reject the bid or terminate the contract at any stage without any liability, if such conflict of interest comes to its knowledge.

4. INFORMATION TO BE FURNISHED BY THE BIDDERS:

- 4.1 Manpower details:
 - a. Manpower details for Part A and Part B to be provided separately. Manpower details of the Team / Group indicating the name of the team leader who will remain associated with work and would devote considerable time (not less than four weeks for Part-A) during the consultancy period to execute the consultancy job should be submitted as per Annexure-T-1. The maximum age of the team leader shall not exceed 65 years as on the last date of submission of the bid.
 - b. Details of other personnel (key personal and others) who will undertake each item of work given under Scope of Work along with curriculum vitae should be given as per Annexure-T-1.
- 4.2 Details of experience of consultancy relating to works as mentioned under 'Scope of Work' particularly with Electricity Regulatory Commission or transmission/distribution utility with documentary proof in the prescribed format (Annexure-T-2) as well as in summary of experience in prescribed format (Annexure-T-3). The experience should clearly indicate, with supporting documents whether voltage wise cost of supply have been computed in the past orders.
- 4.3 Details of Resources available and Tie-up with experts/professional organizations to handle the consultancy work (Annexure-T4).
- 4.4 Documentary evidences in support of requirements under clause 3(c) to 3(f) above and all other information mentioned in various clauses of RFP document.

5. INFORMATION AND INSTRUCTIONS TO BIDDERS:

- 5.1 Bidders are required to furnish all required information and documents in English as specified in the RFP document.
- 5.2 Bid documents shall be printed/ typed in three copies. Every page of the bid documents should be signed by the authorized signatory with seal. Additions,

alterations and over-writings, if any, in the bid document or accompanying documents must be initialed by the person(s) who signs the bid.

- 5.3 The bidder shall properly check the documents before submission to ensure that all information / documents required are included. In this context a check list is given at Annexure-T 7. The bidder shall give a list of enclosures / documents enclosed with the Bid.
- 5.4 Details of all assignments / contracts, if any, in the Power Sector in the States of Manipur and Mizoram, if any, shall be submitted by the bidder. The bidder shall ensure that there is no clash of interest of its contract with other parties in the power sector in Manipur and Mizoram.
- 5.5 All work related to part A&B, preferably be allotted to the single bidder.
- 5.6 Bid shall be liable for rejection on the following grounds:
 - a. Incomplete Bid.
 - b. Bid not meeting the technical / commercial conditions laid down in the RFP documents.
 - c. Terms and conditions / technical response / quoted price are vague and ambiguous.
 - d. Bid not accompanying bid security deposit and the required documents.
 - e. Bid not valid for the specified period.
 - f. Bidder should furnish only the relevant information /documents as received in this RFP document only in this regard and not unnecessary/irrelevant information /documents.
- 5.7 JERC M&M reserves the right to reject Bid process without assigning any reason at any time.
- 5.8 Bidder may be required to give a presentation before the Commission for the purpose of clarification on their bid proposal at their own cost, if so desired by the JERC M&M.

6. CLARIFICATION AND AMENDMENT OF RFP DOCUMENT:

- 6.1 Bidders who require clarifications on any aspect of the RFP documents should send their queries in writing or through email on or before 30.09.2022, JERC M&M will respond by fax or e-mail at jerc.mm@gmail.com to such queries and will send copies of the clarifications to all prospective bidders. Such clarifications will be treated as part of Bid documents.

- 6.2 At any time prior to deadline for submission of bid or extended date, if deemed necessary, JERC M&M reserves the right to add/delete/modify any portion of the bid documents by issuing an amendment. Such amendment(s) shall be put on the website of the Commission and informed to all prospective bidders by Fax or e-mail. However, in such a case clear time of 15 days will be given for submission/modification of the bid documents. The modification shall be binding on all bidders.
- 6.3 Although details included in RFP document have been compiled with all reasonable care, it is bidders' responsibility to satisfy themselves that the information/ documents submitted with the bid documents are adequate and that there is no conflict between the bid documents and stipulations given in the RFP. In case of any such conflict in any document after signing of agreement with JERC M&M, interpretation of JERC M&M shall be final.

7. EXCEPTION/DEVIATION FROM RFP DOCUMENT:

Exceptions/deviations, if any, to any clause of the RFP document must be properly spelt out in the Schedule of exception and deviations as per Annexure- T-8 to be submitted along with the Bid. JERC M&M reserves the right to accept or reject any deviation. In the absence of such schedule, it will be assumed that there is no exception or deviation and the Bid is entirely in line with the RFP document.

8. PROCEDURE FOR SUBMISSION OF BID:

- 8.1 The consultant firms shall bid for all Part A & Part B. The bidder shall submit the bid in two parts,

Part I – Technical Bid

Part II – Financial Bid

In separate sealed envelopes one for Part-I (Technical Bid) and the other for Part- II (Financial Bid) with the covering letter in the format annexed at Annexure–T 9 (Proposal submission form) and in Annexure–F 1 (Financial Proposal submission form).

- 8.2 The Technical Bid shall be placed in a sealed envelope super scribed as “**Part I–TECHNICAL BID**” on the top of the envelope.
- 8.3 The Financial Bid shall be placed in a separate second sealed envelope super scribed as “**PART II – FINANCIAL BID**” for the work as stated in scope of works on the top of the envelope.

- 8.4 The bidder shall submit two crossed Demand Drafts, along with the bid. One demand draft of Rs.10,000/- (Rupees Ten thousand only) (non-refundable) towards cost of RFP Document and the second demand draft towards Earnest money as 'Bid Security' amounting to Rs. 50,000/- (Rupees fifty thousand only). Both DDs shall be in favour of "**Joint Electricity Regulatory Commission for Manipur & Mizoram**" payable at Aizawl and placed in a third separate sealed envelope clearly marked 'BID SECURITY' on the top of it.
- 8.5 All the three sealed envelopes '**Part I – Technical Bid**', '**Part II –Financial Bid**' and '**Bid Security**' should be placed in a single sealed packet clearly super scribed on top of the packet "**Bid for Engagement of Institutional Consultant for assisting the Commission in processing, assessing, evaluating and determination of Multi Year ARR for the control period of FY 2023-24 to 2027-28 and Tariff order for FY 2023-24 for the Utilities namely MSPCI, MSPDCL and P&EDM and assisting the Commission in various technical issues as assigned to them from time to time**"

9. EARNEST MONEY:

- 9.1 The bidder shall furnish along with the bid, earnest money of Rs. 50,000/- (Rupees Fifty thousand) as Bid Security in the form of Demand Draft payable to Joint Electricity Regulatory Commission for Manipur & Mizoram payable at Aizawl as referred in Clause 8.4.
- 9.2 Earnest money of unsuccessful Bidders shall be returned within 30 days of finalization of Bid.
- 9.3 Earnest money will be forfeited, if:
- (i) A Bidder withdraws his Bid during its validity period specified in the proposal.
 - (ii) A successful Bidder fails to sign contract agreement within the date specified by the JERC M&M.
 - (iii) A successful Bidder fails to furnish performance security as mentioned under clause 21 herein after.

10. TECHNICAL BID:

- 10.1 The Technical Bid (Part-I) shall comprise the following:
- i) Detailed Proposal.

- ii) Manpower details along with qualifications, experience and curriculum vitae of key personnel/personnel for the proposed assignment (Annexure-T-1).
- iii) Details of relevant experience in prescribed format(Annexure- T-2).
- iv) Copies of Company's Registration / Partnership Deed and Copies of Memorandum of Association and Articles of Association in case of Company for the purpose of this Bid.
- v) Details of resources and tie-up in prescribed format (Annexure-T-4).
- vi) Proposed Methodology/Approach: - (Annexure-T5).

Approach and Methodology

- The Consultants shall propose a structured approach and methodology for analysis of Multi Year ARR and Tariff including all calculations, workings, complete with all models and preparation of detailed Draft and Final Orders under the scope of assignment for which they have expressed their interest to participate.
 - They shall make presentations to the Commission, if felt necessary, to be intimated by the Commission, on details of their approach and the methodology to be adopted for the particular assignment.
 - They may also present previous experience including a specific case study if available.
 - They shall specify the time line with different stages of the assignment, name(s) of the expert Consultant(s) to be assigned at different stages of the assignment, content or index of deliverables (presentations or reports containing their analysis, comments and recommendations) to be submitted to the Commission at different stages of the assignment.
- vii) Copy of PAN.
 - viii) Copy of GST registration certificate.
 - ix) Activity Schedule (Annexure-T-6).
 - x) Details of exceptions and deviations from Terms and Conditions of RFP in prescribed format as per Annexure-T-8.\
 - xi) Letter of authorization for authorized signatory from a person not less than the rank of Director of the Company.
- 10.2 Indication of price in Technical Proposal shall lead to outright rejection of Bid.

11.FINANCIAL BID:

- 11.1 The Financial Bid shall include consultancy fees for the work as mentioned under "Scope of work".
- 11.2 The Bidder should quote the cost of work including all Taxes, separately in respect of MSPCL, MSPDCL and P&EDM for scope of work under part-A. The break-up of manpower and other costs as well as summary costs for the work under Scope of Work in Indian Rupees as per Annexure-F2, F3 & F4 shall be submitted separately for each company.
- 11.3 Tax deduction at source as per Income Tax, GST Act and other statutory deductions shall be made from the amount payable to the consultant.

12.VALIDITY OF BID:

The Bid Proposal shall be valid for a period of 120 days from the last date of Bid submission.

13.PREPARATION COST:

The Bidder shall be responsible for all the costs associated with the preparation of the bid and participation in discussions and negotiations.

14.DUE DATE:

- 14.1.1 The Bidder shall submit the Bid proposals latest by 5 PM of 07.10.2022 at the following address:

Secretary,
Joint Electricity Regulatory Commission for Manipur & Mizoram,
TBL Bhawan, 2nd – 5th Floor, E-18, Peters Street,
Khatla, Aizawl, Mizoram – 796001.

JERC M&M may at its discretion, extend the deadline for submission of BID.

- 14.1.2 The Bidder has the option of sending Bid by registered post/courier or submits it in person. Bid submitted by telex/telegram/fax/other mode shall not be considered under any circumstances. JERC M&M takes no responsibility for any delay, loss or non- receipt of bids sent by post/courier/or other means.
- 14.1.3 Bids received after the due date and time shall not be considered.

15.OPENING OF TECHNICAL BID:

The Part-I i.e. Technical Bids shall be opened at 2:00 p.m. on 12.10.2022 in the Office of Commission by a Committee constituted by the Commission for this purpose in presence of the Bidders or their authorized representatives, whosoever may be present.

16.EVALUATION CRITERIA:

16.1 Proposals will be evaluated on the basis of the technical and financial bids. Technical bids shall be evaluated first. The financial bids of bidders who have secured minimum qualifying score in the evaluation of technical bids shall only be opened which will be considered as responsive bids.

16.2 Responsive Bids shall only be taken up for evaluation of financial bids.

Technical Bid Evaluation

16.3 The Commission shall constitute the Consultancy Evaluation Committee (CEC) comprising the Secretary, the Chief (Engineering), an Officer from finance, an Officer having knowledge in the area of work for which the consultancy services are to be obtained and, if considered necessary, an external expert, as may be nominated by the Chairman.

16.4 The CEC shall evaluate the bids through "Combined-Quality-Cum- Cost-Based System" based on predetermined-weight ages allocated for each of the parameters.

Provided that the CEC shall not proceed with evaluation of bids, unless at least three bids have been received.

Provided further that the condition of three bids may be relaxed with the prior approval of the Commission in case adequate numbers of bids are not received.

16.5 Evaluation of technical bids will be done by the CEC taking into account the criteria fixed by the Commission. Each criterion shall be marked on a scale of 1 to 100 and then the marks for each criterion shall be weighted to arrive at weighted average technical scores. Marks as under will be used by the CEC to calculate the weighted average technical score for each proposal.

Criterion	Marks
Consultant's Relevant experience for the assignment (in terms of length of experience and no. of assignments)	25

Adequacy/quality of the proposed work plan and its methodology proposed.	10
Qualification, competence and experience in the relevant field of the key personnel proposed for the assignment. General qualification - 25 Adequacy for assignment (no. of relevant assignments handled) - 25 Indian experience - 5	55
The extent of transfer of knowledge to staff of the Commission	10
TOTAL	100

16.6 The proposal shall be evaluated on the following basis:-

16.6.1 Consultant's (Consultancy Firm/Agency/Institution) relevant experience for the assignment: Experience in the relevant field and number of relevant completed assignment within specified period only.

16.6.2 General qualification of the individual proposed to be engaged: General education/ Higher education/ Special education

16.6.3 Adequacy for the assignment: Experience in the relevant field and number of relevant completed assignment within specified period only.

16.6.4 Indian experience: Knowledge of the administrative system, organization and culture (in India)

16.6.5 The bidders who have secured minimum 60 (sixty) Marks in technical evaluation as per criteria laid down above shall be shortlisted.

16.6.6 After the technical evaluation is completed, the Commission shall inform those consultants who did not obtain the minimum qualifying marks in technical evaluation or whose technical bids were considered non-responsive to the terms of reference and their financial proposal will be returned unopened after completing the selection process.

16.6.7 The detailed criteria fixed by the Commission for evaluation of technical bids is also enclosed as Annexure-E for information to the bidders.

17.FINANCIAL EVALUATION:

17.1 Those consultants who secure the minimum qualifying marks in the technical evaluation shall be informed about the date and time of opening of financial

proposals giving time of not less than 7 days for the consultant to be present at the opening, if they so desire.

17.2 The financial proposals of technically qualified consultants will be opened by CEC in the presence of consultants or their representatives who are present. The proposed prices shall be read aloud and recorded in the proceedings.

17.3 The proposal with lowest quoted total price will be given a financial score of 100 and other financial proposals shall be given financial scores that are inversely proportional to their quoted prices.

e.g. Financial score of firm A = $100 \times \text{LQP}/(\text{QP})_A$

Where LQP = Lowest quoted price and $(\text{QP})_A$ = Quoted price of firm A

18.EVALUATION OF FINANCIAL AND TECHNICAL SCORES:

18.1 The total score shall be obtained by weighting the technical and financial scores and adding them. The weight given to the technical and financial proposals are

Technical Proposal : 0.7

Financial Proposal : 0.3

19.NEGOTIATION:

19.1 The bidder scoring the highest combined score shall be invited for negotiation. The aim is to reach an agreement on all points and finalize the draft contract.

19.2 Negotiation will include discussion on the proposed methodology, work plan, staffing, activities chart, period to be spent in the field and in the home office, staff and material logistics, and reporting as also the inputs required to ensure satisfactory implementation of the assignment, but will not include negotiation on financial bid.

19.3 In the event of the successful bidder not responding to negotiation/clarification as required for the finalization of the bid, the Commission shall reserve the right to reject the proposal and forfeit the security.

19.4 The Commission may require specific assurances from the consultant that the key member mentioned in the proposal will be actually available for the assignment and no member of the team can be changed without prior consent of the Commission and in case Commission is not satisfied with the

working of any member of the team he shall be replaced by the consultancy firm with the approval of the Commission. At least one member of team of Part A shall remain available with Commission at JERC M&M office Aizawl after fifteen days from the date of receipt of the petition and till the pronouncement of orders.

20.AWARD OF CONTRACT:

- 20.1 The successful consultant shall be required to execute a Contract Agreement within the time limit specified in the RFP.
- 20.2 The consultant shall be engaged after obtaining approval of the Commission.
- 20.3 Failure on the part of successful bidder to execute Contract Agreement within the time schedule as specified by the Commission may lead to cancellation of the bid and forfeiture of bid security.

21.PERFORMANCE SECURITY:

The successful bidder shall have to deposit performance security in shape of irrevocable Bank Guarantee for 10% of the total value of work valid for a period from the date of contract agreement till six months after completion of the contract, after which it shall be released.

22.TERMS OF PAYMENT:

- 22.1 The terms of payment shall be as under:

(A) For Part A:

Payment for the consultancy services rendered related to work shall be made in five (5) installments as detailed under:

- a. First instalment of 20% will be payable after completion of verification of the petition(s) filed by the petitioners namely MSPCL, MSPDCL and P&EDM for Multi Year ARR, truing up of the ARR for previous years and Annual Performance Review (APR) of FY 2022-23 and tariff petition for the FY 2023-24. Further the information/data included in the petition has been examined and shortcomings/deficiencies identified and additional information/data required are submitted.
- b. Second instalment of 20% will be payable after completion of verification/validation of data/parameters in case of Multi Year ARR, Tariff petitions, power purchase bills of True up (previous year(s)) and

half year of current year have been checked and verified in respect of power purchase cost and quarterly claim and the suggestions/objections on the petition(s) received from stakeholders and public have been categorized, analysed and processed before public hearings at field levels of the State.

- c. Third instalment of 10% on submission of the separate report as mentioned in contract agreements in respect of verification of energy audit results circle wise/division wise input and energy sold, scrutiny and analysis of data used in the Multiyear ARR/Tariff petition and assessment of unmetered categories including Agriculture consumers in case of Distribution Company.
- d. Fourth instalment of 40% will be payable after the draft report on particulars of petitions, public hearings at various field levels and comments/objections, assessment of aggregate revenue requirement of the relevant years and recommendations/suggestions on various aspects for Multi Year ARR/ tariff setting submitted to the Commission and ARR for FY 2023-24 and tariff structure for FY 2023-24 is approved by the Commission.
- e. The fifth and last instalment of 10% will be payable after one hundred twenty (120) days from the date of issue of the Multi Year Tariff/ tariff order (s) if there is no appeal is pending pertaining to such consultancy services.
- f. Tax deduction at source as per Income Tax, GST Act and other statutory deductions shall be made from the amount payable to the consultant.

(B) For Part B:

Payment for the period of engagement of consultancy services rendered related to Part B works shall be made on quarterly basis.

- a. First three instalments of 20% each (Twenty percent) of the total payment shall be made after the satisfactory completion of the work of each quarter for Q1, Q2 & Q3.
- b. Fourth instalment of 30% will be payable for the last quarter after satisfactory completion ascertain by the Commission.

- c. The fifth and last instalment of 10% will be payable after one hundred twenty (120) days from the end of fourth quarter if there is no appeal is pending pertaining to such consultancy services.
- d. Tax deduction at source as per Income Tax, GST Act and other statutory deductions shall be made from the amount payable to the consultant.

23.CONFIDENTIALITY:

The successful bidder(s) shall maintain secrecy of all sources/information/ data connected with the project. The successful BIDDER shall furnish bond of confidentiality of data/information handed over to them or processed by them for undertaking the consultancy job.

24.MISCELLANEOUS:

- 24.1 The successful bidder shall have to submit the required papers / reports / studies in hard copy as well as soft copy in six copies.
- 24.2 The successful bidder shall be required to open a temporary office in Aizawl for the duration of the consultancy or for a period as may be mutually agreed and all the key personnel should be available during the Meeting/ Hearing/ analysis etc. The Commission will provide space in the Commission office for working of the Consultant but all logistics support will be borne by the consultant.
- 24.3 From the time of opening of Bid and till its finalization, no correspondence of any type shall be entertained, unless called for by JERC M&M. Any type of uncalled clarifications on prices and / or rebates shall not be accepted. Unilateral correspondence / clarification / rebate / additions etc. from bidder side may lead to cancellation of bid.
- 24.4 In the event of failure of consultant to execute the work under contract agreement within the specified time schedule, JERC M&M may consider to get the work done at the risk and cost of the consultant and may also impose penalty as the Commission may deem fit in the matter.
- 24.5 The team leader with his supporting staff at least one member shall have to be present in JERC M&M as and when called for interaction.
- 24.6 The term of the assignment may be extended up to one more year by the Commission on same terms and conditions as mentioned in RFP.

- 24.7 The consultant shall have to provide assistance in case of review petition and/ or appeal on the said order(s) until final order is issued.
- 24.8 The consultant shall have to engage as many teams as numbers of petitions for Part A if a single team shall not be able to complete various tasks or assignment within the specified time schedule to the satisfaction of JERC M&M.

25.PENALTY:

- 25.1 In case of failure to complete various tasks listed in the RFP or failure to complete the assignment in time to the satisfaction of JERC M&M or for not making available the services of any individual professional committed by the Consultant and /or any contravention of the covenants of the Contract, an amount proportionate to the incomplete work and /or an amount as determined by the Commission for delay in completion of the assignment, or such contravention shall either be recovered from the payable professional fee or by invoking Bank Guarantee.
- 25.2 Non-compliance of Para 19.4 of RFP shall also attract following penalty:
- 25.2.1 If the team member who is supposed to be available before the Commission for the completion of scope of work is not available at JERC M&M office Aizawl then a proportionate amount as computed below would be deducted:
- a) Part A:
Deductible amount= Average manpower cost per member as per RFP proposal X Number of days of absence / Seventy five days.
- b) Part B:
Deductible amount= Average manpower cost per member as per RFP proposal X Number of days of absence / no. of working days of the one year period.
- 25.2.2 If suitable replacement of team member is not made available by Consultancy Firm with prior approval of the Commission then manpower cost of that member as per RFP proposal shall be deducted from the total contract value.
26. Any dispute in connection with the BID is subject to Aizawl jurisdiction only.

I. TEAM COMPOSITION AND TASK SCHEDULE PROPOSED FOR ASSIGNMENT

To be submitted for each Part (i.e Part A and Part B separately)

(Team Composition should only include the names of the team leader, supportive expert member and person engaged for petitions of each utility in case of Part A, and person engaged for Part B, who would actually execute the work. The names of administrative person such as Director etc. who will not provide considerable working days in the Commission should not be indicated.

A. Team Leader

Name	Age	Position	Task proposed	Committed Time Schedule at JERC M&M office (in days/week)

B. Details of supportive expert members (Technical/Finance/Legal)

Name	Age	Position	Task proposed	Committed Time Schedule at JERC M&M office (in days/week)

C. Details of person engaged with respect to petitions of each Companies for Part A and Details of person engaged for Part B works

Name	Age	Position	Task proposed	Committed Time Schedule at JERC M&M office (in days/week)

II. (i) DETAILS OF EXPERIENCE OF THE TEAM LEADERS IN RESPECT OF ANALYSIS AND EVALUATION OF ARR AND TARIFF PETITION ON BEHALF OFCERC/SERCs/JERC OR UTILITIES. AND DETAILS OF EXPERIENCE OF THE PERSONS IN RESPECT OF PREPARATION OF REGULATIONS/REGULATORY WORK.

Sl. No	Designation / post	Name	Key Qualification & Membership in Professional Societies	*Experience in SERC / JERC / power utility in India	Details of task assigned	Date of start and completion of work

* Curriculum Vitae should be attached

(ii) Summary of experience of Team Leader as elaborated in point II (i) of Annexure T-1

Particulars	Assignment related to petition for determination of ARR and Tariff for retail sale of electricity either on behalf of distribution utility or on behalf of SERC/JERC on MYT principle	Assignment related to Preparation of petition for Transmission tariff on behalf of utility or CERC/ SERC/ JERC	Assignment related to Preparation of regulations or regulatory work on behalf of CERC/ SERC/ JERC	Remarks
Number of job experience during financial year 2018-19 to 2021-22				
Page no. of document submitted in compliance of point no. II (i) of Annexure T-1				
Time with consulting firm (in Year)				

III. (i) DETAILS OF EXPERIENCE OF THE SUPPORTIVE EXPERT MEMBERS (TECHNICAL/ FINANCE/LEGAL) IN RESPECT OF ANALYSIS AND EVALUATION OF ARR AND TARIFF PETITION AND PREPARATION OF REGULATIONS/ REGULATORY WORK ON BEHALF OF CERC/ SERCs/ JERC OR UTILITIES WHO WILL UNDERTAKE THE JOB.

Sl No	Designation/ post	Name	Key Qualification & Membership in Professional Societies	Experience in SERC/ JERC/ power utility in India	Details of task assigned	Date of start and completion of work

Curriculum Vitae of each supportive expert member should be attached

(ii) Summary of experience of supportive expert members (technical/finance/legal) of the team who will undertake the job as elaborated in point III (i) of annexure T-1

Particulars	Assignment related to petition for determination of ARR and Tariff	Assignment related to Preparation of petition for	Assignment related to Preparation of regulations	Remarks
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	for retail sale of electricity either on behalf of distribution utility or on behalf of SERC/ JERC on MYT principle	Transmission tariff on behalf of utility or CERC/ SERC/ JERC	or regulatory work on behalf of CERC/ SERC/ JERC	
Number of job experience during financial year 2018-19 to 2021-22				
Page no. of document submitted in compliance of point no. II (i) of Annexure T-1				
Time with consulting form (in Year)				

IV. (i) DETAILS OF PERSON ENGAGED FOR PETITIONS OF EACH COMPANIES AND DETAILS OF PERSON ENGAGED FOR REGULATIONS/REGULATORY WORKS

Sl No	Designation/ position	Name	Key Qualification & Membership in Professional Societies	Experience in SERC/ power utility in India	Details of task assigned	Years with firm

Curriculum Vitae of each person engaged for petitions of each company should be attached

(ii) Summary of experience of person engaged who will undertake the job as elaborated in point IV (i) of annexure T-1

Particulars	Assignment related to petition for determination of ARR and Tariff for retail sale of electricity either on behalf of distribution utility or on behalf of SERC/ JERC on MYT principle	Assignment related to Preparation of petition for Transmission tariff on behalf of utility or CERC/ SERC/ JERC	Assignment related to Preparation of regulations or regulatory work on behalf of CERC/ SERC/ JERC	Remarks
Number of job experience during financial year 2018-19 to 2021-22				
Page no. of document				

submitted in compliance of point no. IV (i) of Annexure T-1				
Time with consulting firm (in Year)				

Note: 1-Only five personnel shall be considered for evaluation of bids submitted by Agency which includes team leader, expert members and first member out of other person engaged for petitions of each company who will undertake the job. Note 2-Only date of start and completion of work mentioned within the financial year 2018-19 to 2021-22 shall be considered for evaluation of bids.

Signature of Personnel

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

Annexure: T-2

SERVICES CARRIED OUT IN THE FINANCIAL YEAR 2018-19 TO 2021-22
(Using the format below, provide information on each reference assignment for which your firm/entity, either individually or as a corporate entity or as one of the major companies within an association, was legally contracted)

1. Name of Firm/Consultant with address : _____

- (a) Name of assignment :

I	II	III	IV
---	----	-----	----
- (b) Location within the Country :
- (c) Name of client and address :
- (d) Name of associated consultants/ firms employed, if any :
- (e) Duration of assignment :
(i) Start (Month/Year) :
(ii) Completion (Month/Year) :
- (f) Approx. value in Indian Rupees :
- (g) Name of senior staff
(Project Director/Coordinator/ team leader involved and functions performed.
(i) :
(ii) :
(iii) :
- (h) Professional staff employed :
(Give profile in brief)
- (i) Narrative description of the Project clearly indicating whether work carried out on MYT framework and analysis of voltage wise cost of supply done (in brief):
- (j) Description of methodology & work plan for performing the assignment:

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

Note : (1) The services carried out and completed before 01.04.2018 should not be included.

Note : (2) Documentary evidence in respect of work completion such as certificate issued by the clients and the work order or contract's copy to be enclosed.

ANNEXURE: T-3**Summary of services carried out in the financial year 2018-19 to 2021-22**

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

Particulars	Assignment related to petition for determination of ARR and Tariff for retail sale of electricity either on behalf of distribution utility or on behalf of SERC/ JERC on MYT principle	Assignment related to Preparation of petition for Transmission tariff on behalf of utility or CERC/ SERC/ JERC	Assignment related to Preparation of regulations or regulatory work on behalf of CERC/ SERC/ JERC	Remarks
Number of job experience during financial year 2018-19 to 2021-22				
Page no. of document submitted in compliance of Annexure T-2				

(Authorized Signatory)
(Name & Title of Signatory)
Name & Address & Seal of the Firm with seal

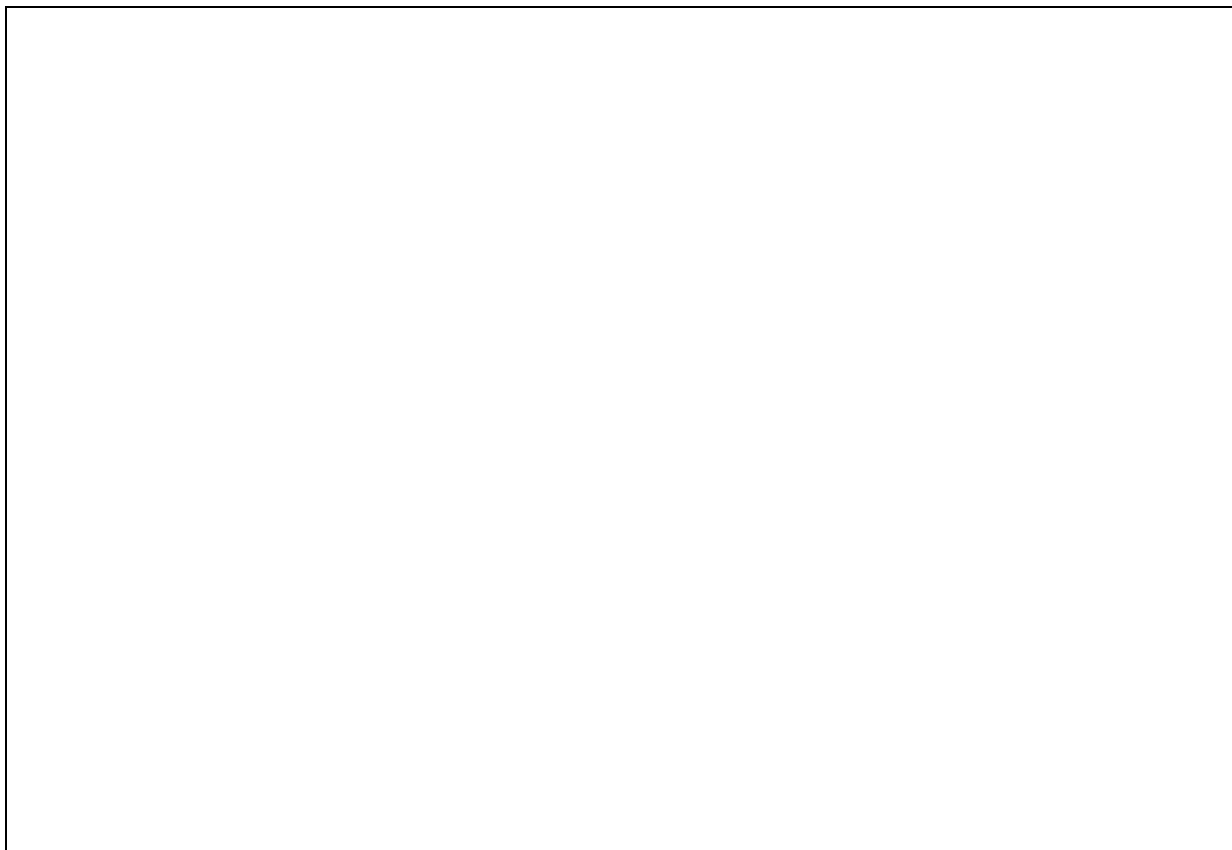
ANNEXURE –T-4

DETAILS OF RESOURCES AVAILABLE AND TIE UP WITH EXPERT AND OTHER PROFESSIONAL BODIES.

Sl.No.	Item of work	Details of Resources /tie up

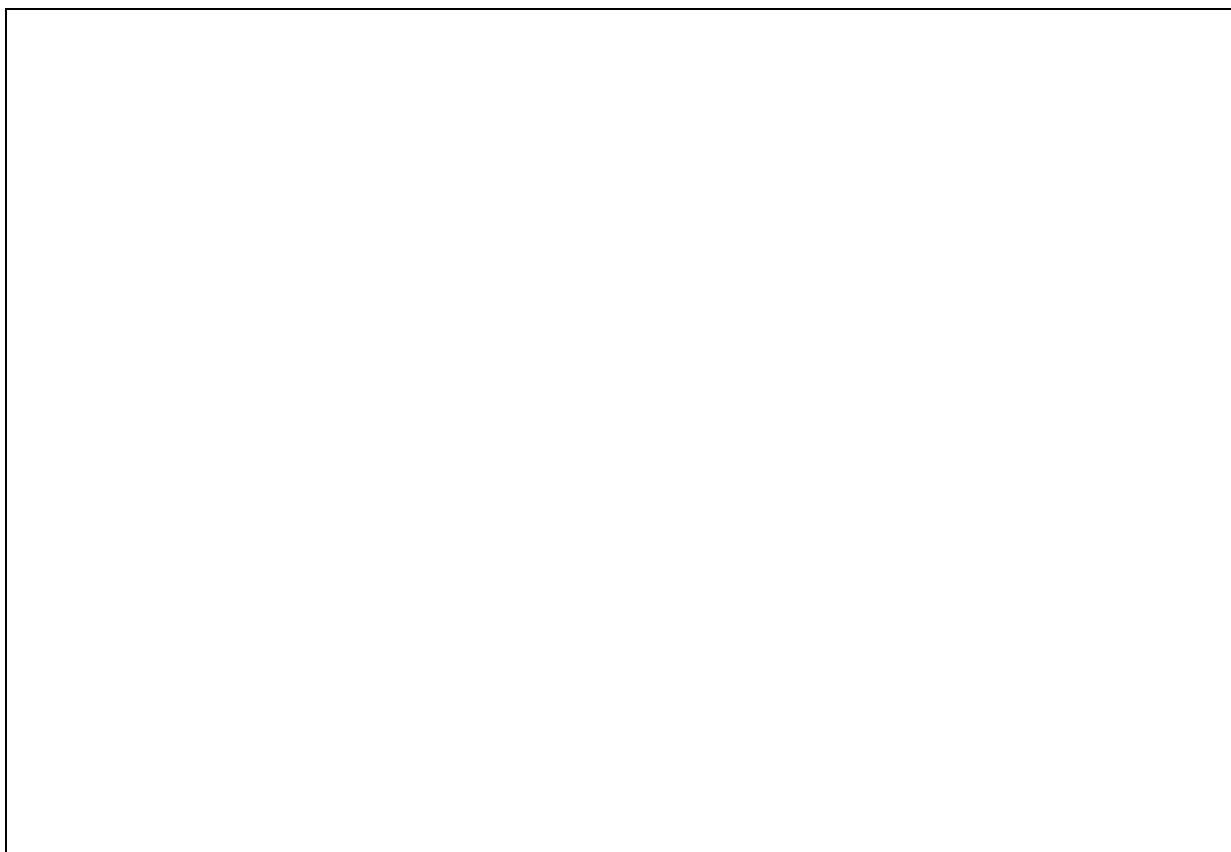
(Authorized Signatory)
(Name & Title of Signatory)
Name & Address & Seal of the Firm with seal

**METHODOLOGY FOR EVALUATION OF AGGREGATE REVENUE REQUIREMENT FOR
FY 2023-24 OF DISTRIBUTION UTILITY (MSPDCL AND P&EDM) AND ITS IMPACT
ON TARIFF FOR RETAIL SALE OF ELECTRICITY TO THE CONSUMER FOR
FY 2023-24.**



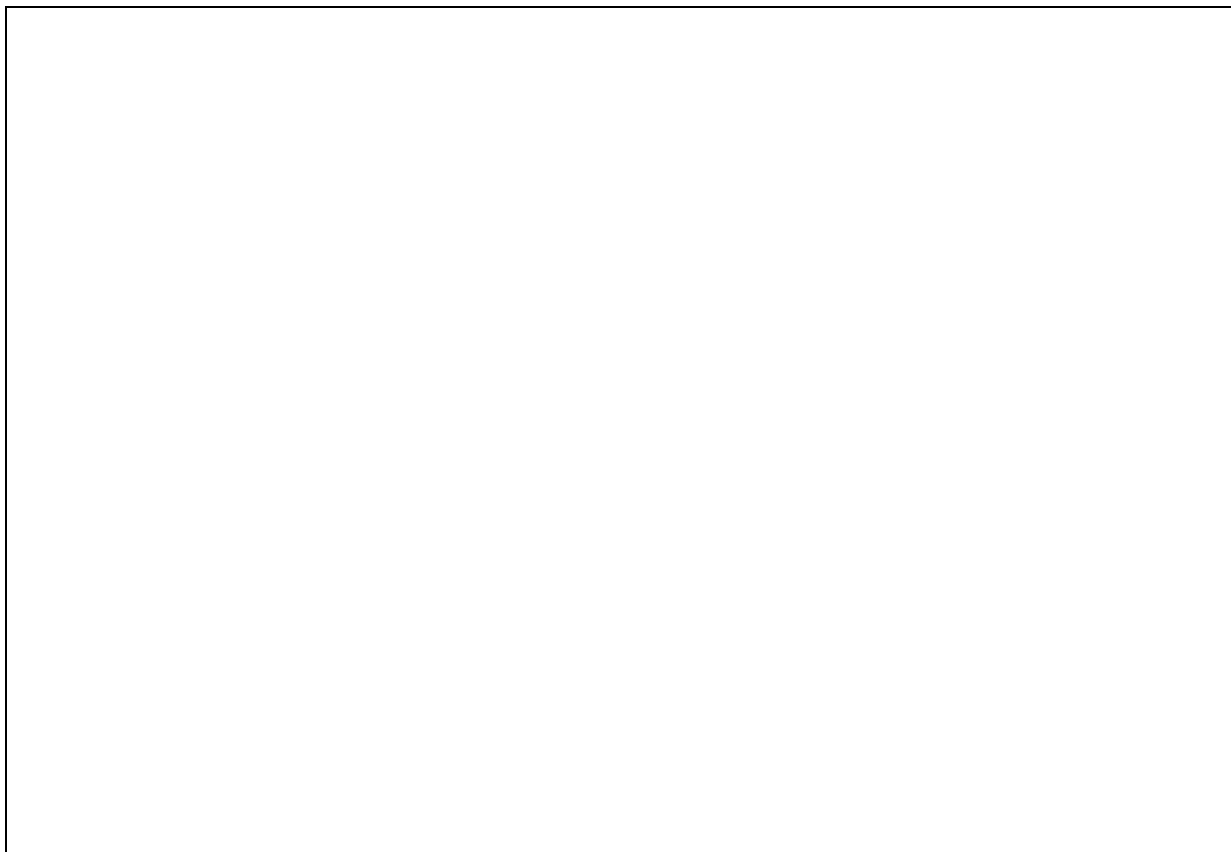
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(Name & Title of Signatory)
Name & Address & Seal of the Firm with seal

**METHODOLOGY FOR ANNUAL PERFORMANCE REVIEW (APR) FOR FY 2022-23 OF
DISTRIBUTION UTILITY (MSPDCL AND P&EDM)**



(Authorized Signatory)
(Name & Title of Signatory)
Name & Address & Seal of the Firm with seal

METHODOLOGY FOR TRUING UP OF ARR OF DISTRIBUTION UTILITY (MSPDCL AND P&EDM) AND ITS IMPACT ON TARIFF FOR RETAIL SALE OF ELECTRICITY TO THE CONSUMER FOR FY 2023-24.

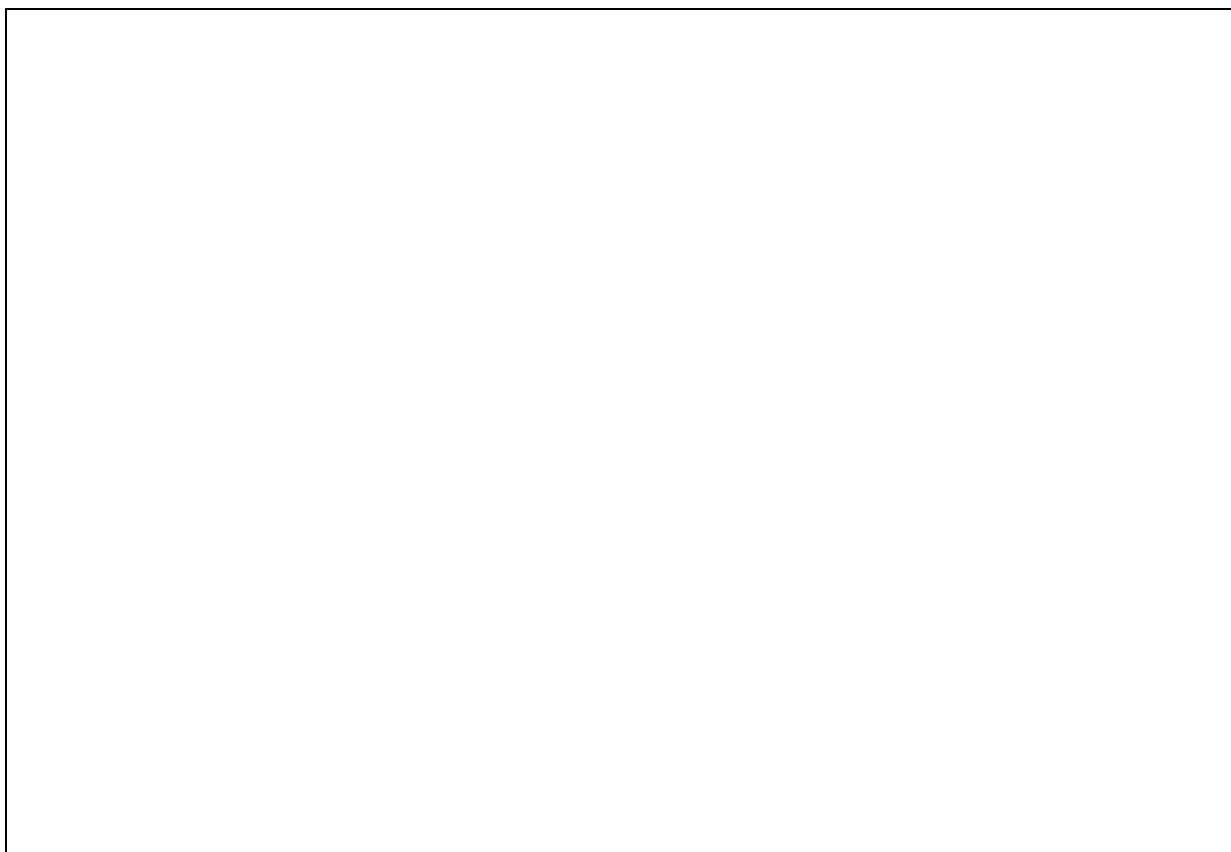


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(Name & Title of Signatory)
Name & Address & Seal of the Firm with seal

THE BIDDER SHOULD EXPLAIN THE METHODOLOGY FOR RETAIL TARIFF, RATIONALIZATION, PRINCIPLE AND DESIGN FOR TARIFF SETTING FOR DIFFERENT CATEGORIES OF CONSUMER INDICATING EXTENT OF CROSS SUBSIDY

(Authorized Signatory)
(Name & Title of Signatory)
Name & Address & Seal of the Firm with seal

**METHODOLOGY FOR DETERMINATION OF WHEELING CHARGES FOR DIFFERENT
VOLTAGE LEVEL.**

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(Authorized Signatory)
(Name & Title of Signatory)
Name & Address & Seal of the Firm with seal

**METHODOLOGY FOR DETERMINATION OF OPEN ACCESS CHARGES. IT SHOULD
BE RATIONAL SO THAT COST OF DELIVERED POWER (FROM SOURCE OTHER
THAN WITHIN THE STATE) IS COMPARABLE TO RETAIL TARIFF**

(Authorized Signatory)
(Name & Title of Signatory)
Name & Address & Seal of the Firm with seal

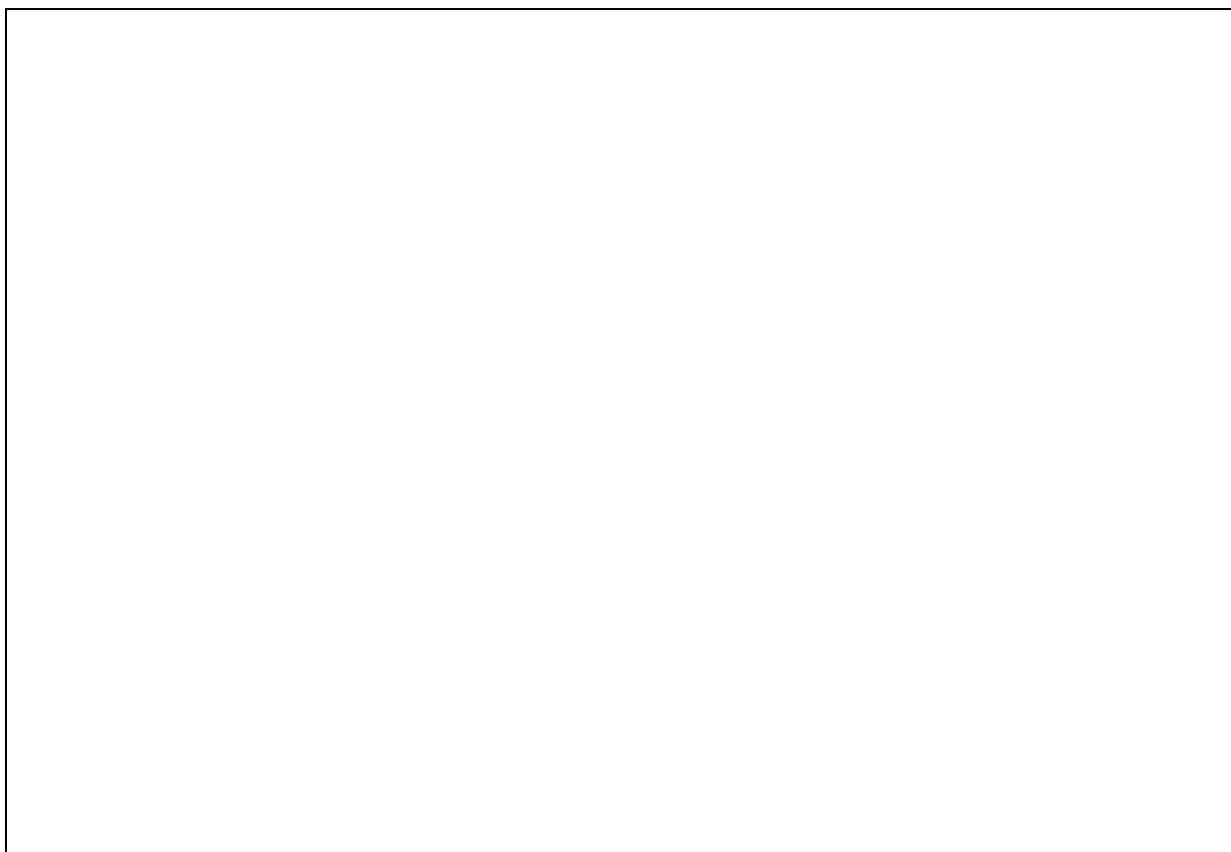
**METHODOLOGY FOR VERIFICATION OF VOLTAGE WISE COST OF SUPPLY AND
COMPUTATION INCLUDING UNMETERED SALES AND REVENUE FROM SALE OF
ENERGY**

(Authorized Signatory)
(Name & Title of Signatory)
Name & Address & Seal of the Firm with seal

**THE BIDDER SHOULD EXPLAIN THE METHODOLOGY FOR VERIFICATION OF
ENERGY ACCOUNTING/ENERGY AUDIT RESULTS OF THE NBPDCI AND SBPDCL
AND SCRUTINY AND ANALYSIS OF DATA SUBMITTED IN THE TARIFF
PETITION(S)**

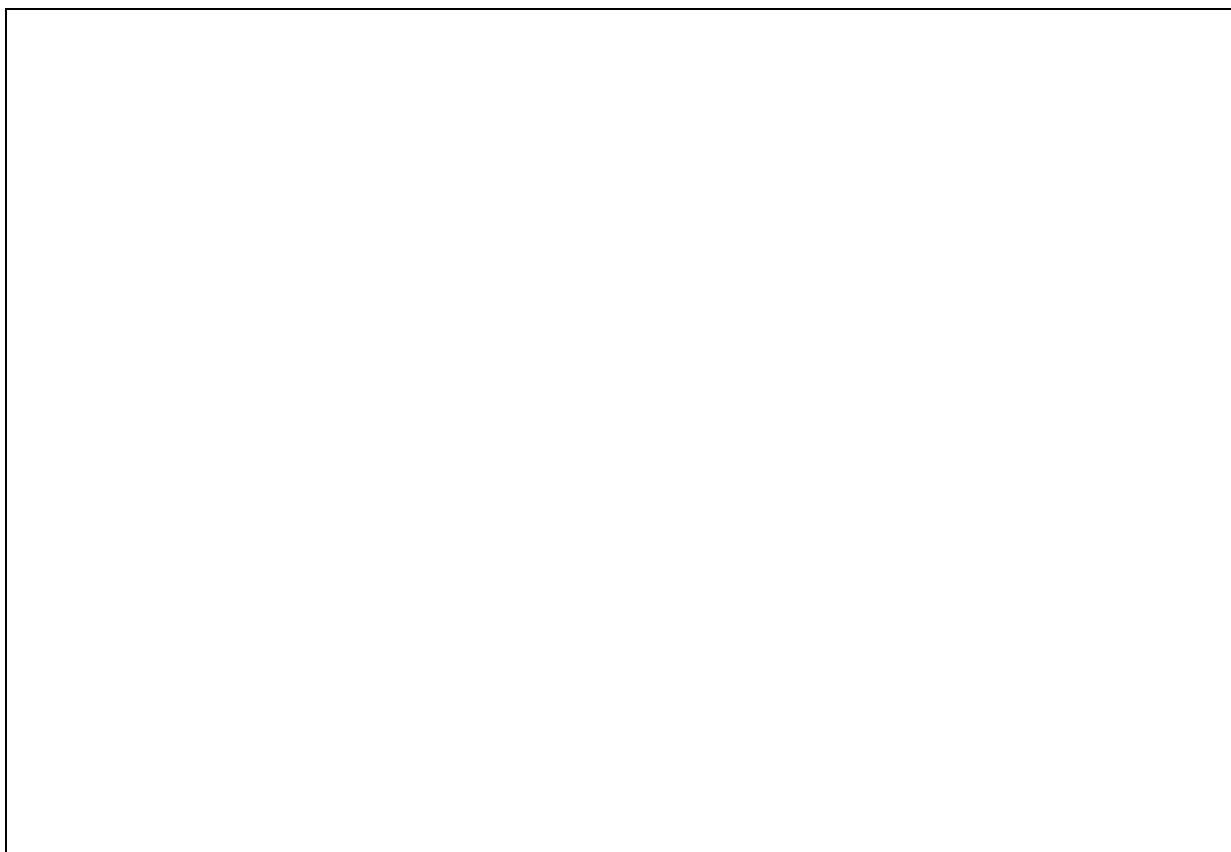
(Authorized Signatory)
(Name & Title of Signatory)
Name & Address & Seal of the Firm with seal

**METHODOLOGY FOR EVALUATION OF AGGREGATE REVENUE REQUIREMENT FOR
FY 2023-24 OF TRANSMISSION UTILITY (MSPCL AND P&EDM)**



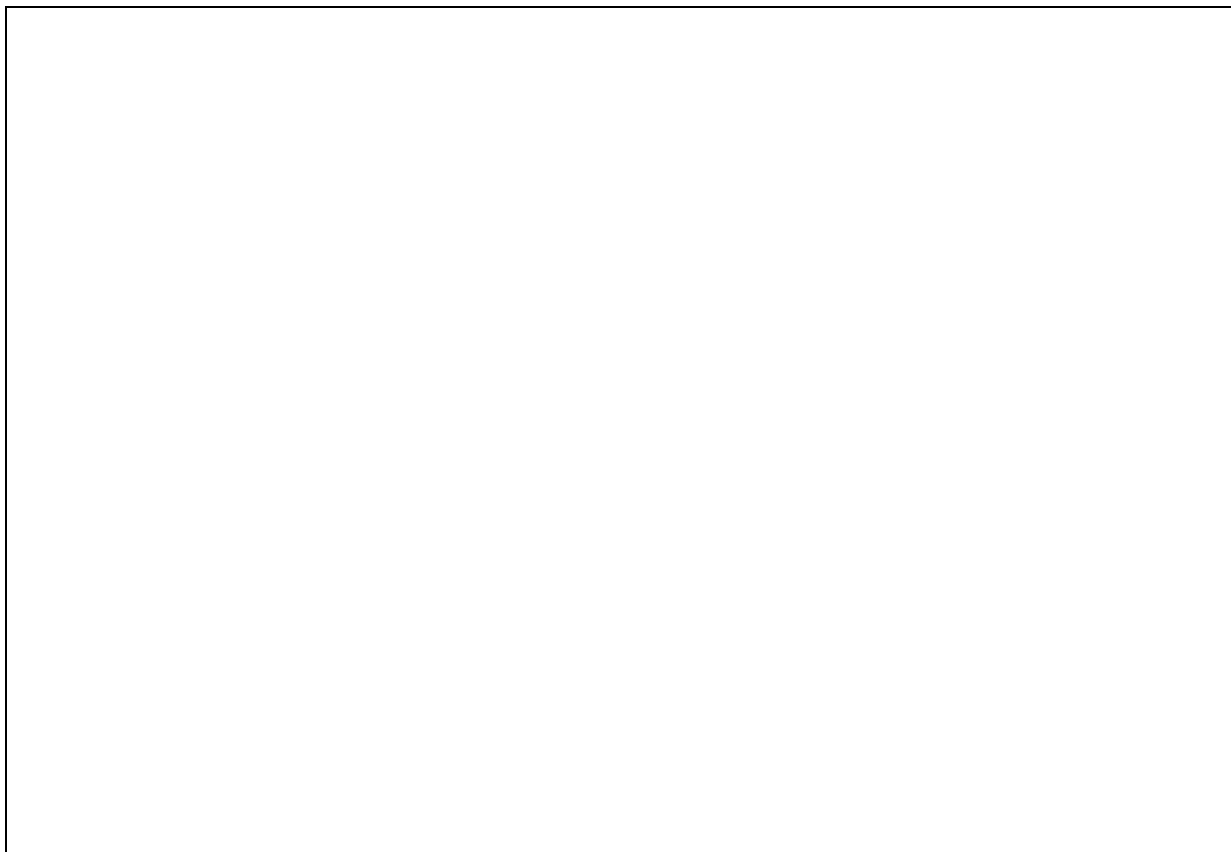
(Authorized Signatory)
(Name & Title of Signatory)
Name & Address & Seal of the Firm with seal

**METHODOLOGY FOR ANNUAL PERFORMANCE REVIEW (APR) FOR FY 2022-23 OF
TRANSMISSION UTILITY (MSPCL AND P&EDM)**



(Authorized Signatory)
(Name & Title of Signatory)
Name & Address & Seal of the Firm with seal

**METHODOLOGY FOR TRUING UP OF ARR FOR FY 2021-22 OF TRANSMISSION
UTILITY (MSPCL AND P&EDM) AND ITS IMPACT ON TRANSMISSION CHARGES
FOR FY 2023-24**



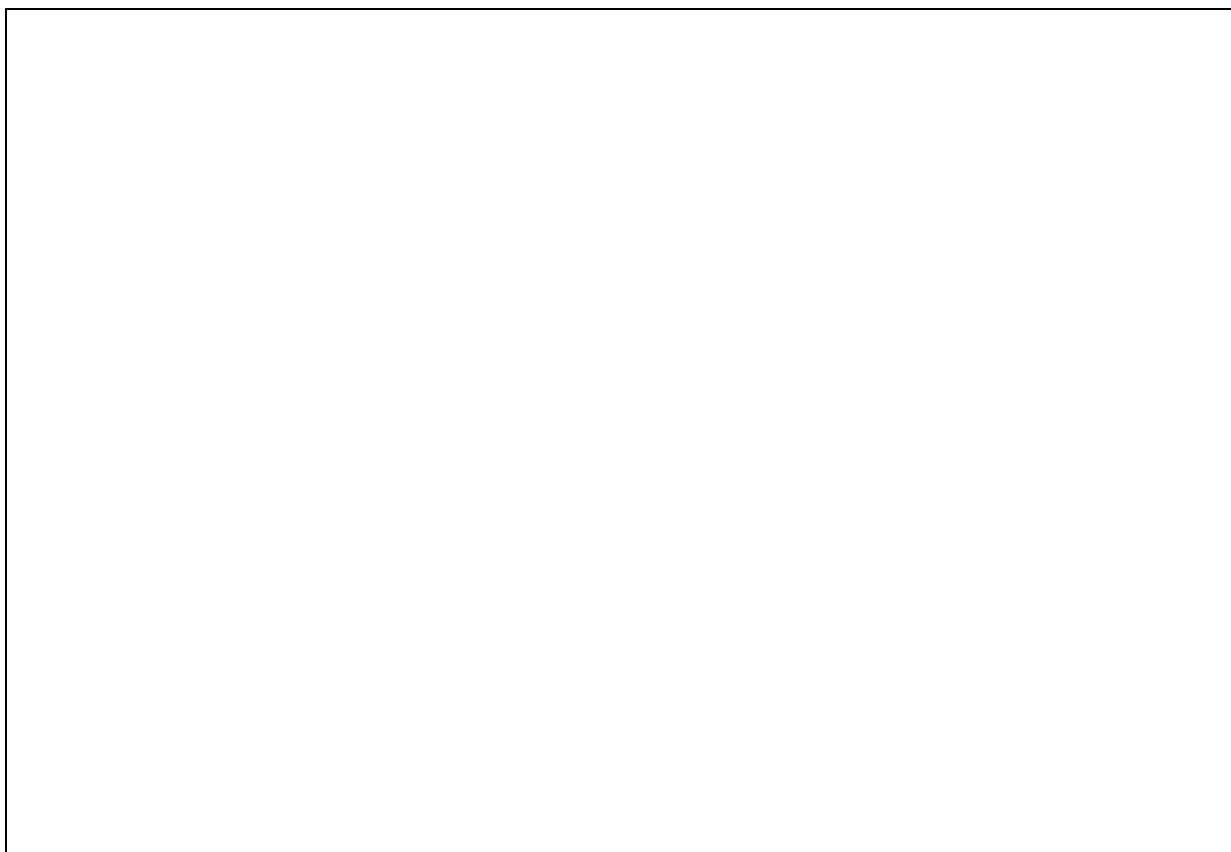
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(Name & Title of Signatory)
Name & Address & Seal of the Firm with seal

METHODOLOGY FOR SHAIRING OF TRANSMISSION CHARGES

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(Authorized Signatory)
(Name & Title of Signatory)
Name & Address & Seal of the Firm with seal

**METHODOLOGY FOR EVALUATION OF AGGREGATE REVENUE REQUIREMENT FOR
FY 2023-24 OF SLDC**



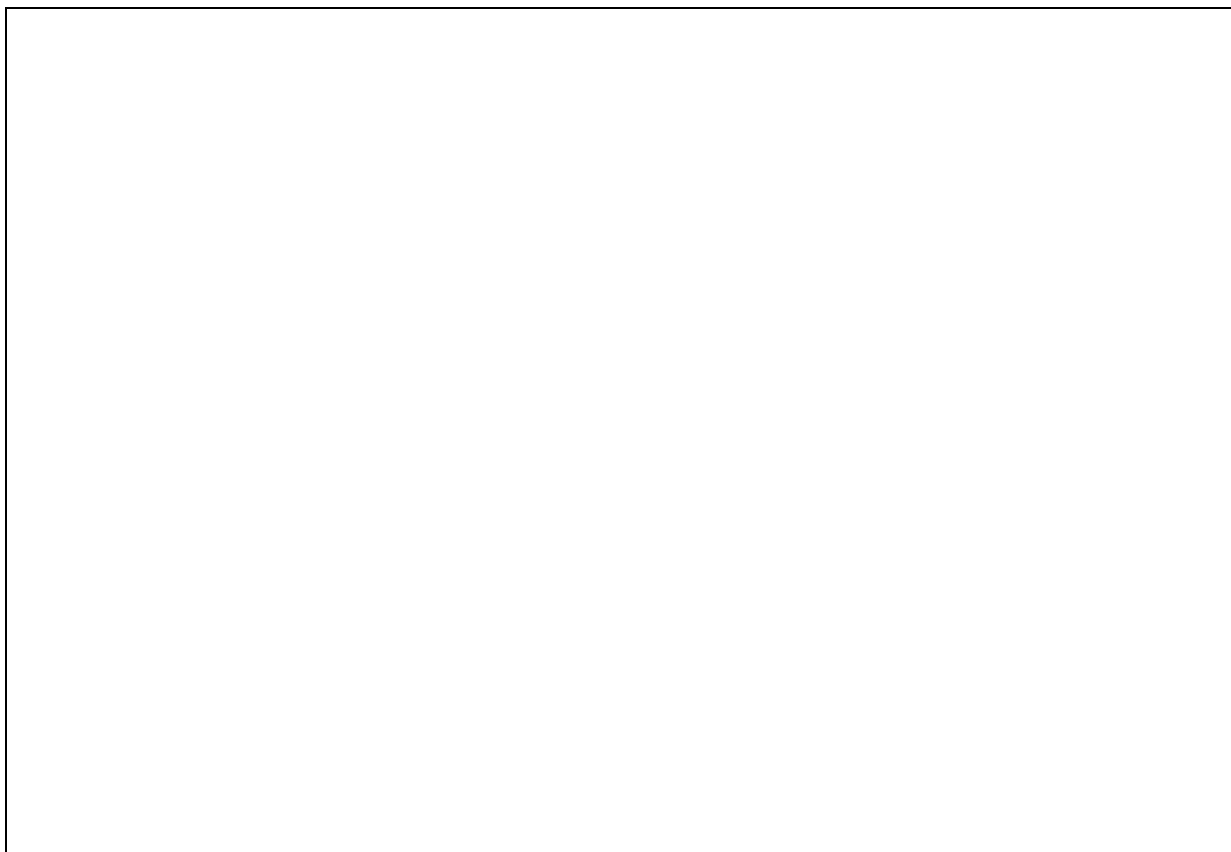
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(Name & Title of Signatory)
Name & Address & Seal of the Firm with seal

METHODOLOGY FOR SHAIRING OF SLDC CHARGES

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(Authorized Signatory)
(Name & Title of Signatory)
Name & Address & Seal of the Firm with seal

METHODOLOGY FOR PART B WORK

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(Authorized Signatory)
(Name & Title of Signatory)
Name & Address & Seal of the Firm with seal

ACTIVITY (WORK) SCHEDULE (PART A and B)

Assumed Zero Point: _____

Task	Completion date with reference to assumed zero date
1.	
2.	
3.	
4.	
5.	
6.	
7.	
8.	
9.	

(Authorized Signatory)
 (Name & Title of Signatory)
 Name & Address & Seal of the Firm with seal

CHECK LIST

This check list is only to assist the bidder in preparing the bid document and covers only certain important items required for evaluation of proposal and is not exhaustive. It is the responsibility of the bidder to ensure submission of all necessary data / information as called for in the RFP document. Please attach index for the important information sought in RFP to locate easily.

Please tick to ensure compliance.

1. Whether Mode of participation by the bidder is as a single bidder?
2. Whether the Bid Document is in English language?
3. Whether requisite cost towards RFP document and bid security for proposal in appropriate form has been enclosed?
4. Has the Bid been submitted in three sets?
5. Whether the following documents have been submitted with the proposal?
 - a) Exception and Deviation Schedule (Annexure –T-8)
 - b) Experience of company and its team and man days proposed (Annexure T - 1, T-2 and T-3)
 - c) Profile of the Company
 - d) Details of the structure of the company for implementation of the task under reference as well as Memorandum of Association and Articles of Association, Certificate of Incorporation.
6. Whether the following details have been submitted?
 - a) Note indicating approach work plan and methodology for determination of Truing up, APR, ARR, Tariff determination, wheeling charges, open access charges & showing transmission charges (Annexure T-5A to T-5N).
 - b) Note indicating approach work plan and methodology for Part A (Annexure T - 5Q).
 - c) Schedule of Activities (Annexure T-6)
 - d) Services that shall be available for a period of six months after the completion of work
7. Whether Technical Proposal and Financial Proposal for part-B work and for the transmission companies, SLDC and the two Distribution companies have been placed in a separate sealed envelopes with proper subscription
8. Whether the three sealed envelopes of Bid have been placed in a sealed packet with subscription as per RFP.
9. Whether a list of document, data, brochures etc. submitted in support of the claims mentioned in the BID has been enclosed?
10. Whether the authorized signatory has signed each page of the Bid?

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

SCHEDULE OF EXCEPTIONS AND DEVIATIONS

The bidder is required to submit list of Exception and Deviations, if any, in the Proforma given below:-

Sl. No.	Description	Clause to RFP document	Exception/ Deviation desired

In case this Schedule is not submitted, it shall be assumed that the proposal submitted by the bidder meets the terms and conditions of the RFP document in all respects.

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

PROPOSAL SUBMISSION FORM

No.

Date:

To,

The Secretary
Joint Electricity Regulatory Commission for Manipur & Mizoram,
TBL Bhawan, 2nd – 5th Floor,
E-18, Peters Street, Khatla,
Aizawl, Mizoram – 796001.

Sub: For providing consultancy services to JERC M&M for (Part A) (Part B).

Sir,

With reference to the Bid documents we, the undersigned, having examined the Bid Documents (insert numbers.....), including Addenda (Nos.....), hereby offer to provide the consultancy services for providing services to JERC M&M for Part A and Part B.

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:

a. Attachment 1:

- (i) Tender document fee Rs. 10,000/- (Rupees ten thousand) (Demand draft No..... dated..... Drawn in favour of Joint Electricity Regulatory Commission for Manipur & Mizoram, payable at Mizoram.
- (ii) Earnest Money of Rs. 50,000/- (Rupees Fifty thousand) in the shape of Demand Draft No.....dated drawn in favour of the Joint Electricity Regulatory Commission for Manipur & Mizoram, payable at Mizoram.

b. Attachment 2:

Power of attorney duly notarized by a Notary indicating that the person(s) signing the bid document have the authority to sign the bid and that the bid is binding upon us during the full period of its validity.

3.0 We are also submitting our proposal, which includes the "Technical Bid" and the "Financial Bid" in separate sealed envelopes. Authorized signatory has signed each page of the proposal.

4.0 We certify that during the course of this assignment we shall not take up any assignment with the following – MSPCL, MSPDCL, SLDCs (in Manipur & Mizoram) and P&EDM or with any other organizations working or work with which would constitute conflict of interest.

5.0 Until a formal contract is prepared and executed between us, this bid, together with your written acceptance thereof shall constitute a Bid contract between us.

6.0 We understand that you are not bound to accept any bid, you may receive.

7.0 We, hereby, declare

- (i) that only the persons or firms 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 thisday of.....

Yours faithfully,

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

(Bidders may note that no prescribed proforma has been enclosed for Power of Attorney and Bidders may use their own proforma for furnishing the required information with the Bid.)

ANNEXURE – T-10

**COMMENTS AND SUGGESTIONS OF BIDDERS ON THE SCOPE OF WORK AND ON
DATA, SERVICES AND FACILITIES TO BE PROVIDED BY THE CLIENT**

(A) On the Scope of work

- 1.
- 2.
- 3.
- 4.
- 5.

(B) On the data, services and facilities to be provided by the client.

- 1.
- 2.
- 3.
- 4.
- 5.

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

FINANCIAL PROPOSAL SUBMISSION FORM

No.

Date:

To,

The Secretary
Joint Electricity Regulatory Commission for Manipur & Mizoram,
TBL Bhawan, 2nd – 5th Floor,
E-18, Peters Street, Khatla,
Aizawl, Mizoram – 796001.

Sub: FOR PROVIDING CONSULTANCY SERVICES TO JERC M&M FOR PART A & B.

Sir,

We, the undersigned, offer our financial proposal to provide the consultancy services as per tender No... dt..... in accordance with your Bid Documents (RFP) and our Technical Proposal. Our attached Financial Proposal is

(i) Rs._____ for approval of Truing up for past years, Annual Performance Review for FY 2022-23, determination of ARR for the control period of FY 2023-24 to 2027-28 and transmission tariff and SLDC charges for FY 2023-24 of MSPCL taking into accounts the impact of truing up exercise as mentioned in scope of work for PART A of the RFP.

(ii) Rs._____ for approval of Truing up for past years, Annual Performance Review for FY 2022-23, determination of ARR for the control period of FY 2023-24 to 2027-28 and tariff for retail sale of electricity for FY 2023-24 of MSPDCL taking into accounts impact of Truing up exercises, wheeling charges and open access charges for the consumers for FY 2023-24 as mentioned in scope of work for PART A of the RFP.

(iii) Rs._____ for approval of Truing up for FY 2021-22, Annual Performance Review for FY 2022-23, determination of ARR for the control period of FY 2023-24 to 2027-28 and tariff for retail sale of electricity and Transmission tariff and SLDC charges for FY 2023-24 of P&EDM, taking into accounts impact of Truing up exercise of FY 2021-22 of P&EDM, wheeling charges and open access charges for the consumers for FY 2023-24.

(iv) Rs._____ for one year for assisting the Commission in various technical issues as per scope of work for PART B of the RFP.

The indicated amount for each work is firm and inclusive of our professional fee, profits and all taxes and levies. No price variation and extra payment will be claimed in excess of this amount.

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.

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

BREAKUP OF MANPOWER COSTS (in Rupees)

Person's Name	No. of weeks	Equivalent months	Rate/ person month	Total
1.				
2.				
3.				
4.				
5.				
6.				
7.				
8.				
9.				
10.				
TOTAL (A)				

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

(Separately for part B and each utility of Part-A)

BREAKUP OF OTHER COSTS

Expense Type	Amount (in Rs.)
Establishment Expenses	
Travel Expenses	
Communication Expenses	
Other Overheads (give details)	
(i)	
(ii)	
(iii)	
(iv)	
Total (B)	

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

(Separately for part B and each utility of Part-A)

SUMMARY OF COSTS

Sl. No.	Costs	Amount(s) Rs.
1	Total Man Power Cost (A)	
2	Total other cost (B)	
3	Profit	
4	Total Fee (excluding taxes) (1+2+3)	
5	Applicable Taxes (Provisional details) (i) (ii) (iii)	
6	Total Amount of the Bid Proposal (4+5)	

Total Amount (in words) Rupees _____

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

(Separately for part B and each utility of Part-A)

For information to the bidders

Criteria for Evaluation of Technical Bids invited for providing consultancy services to JERC M&M.

In the light of para no. 16 of RFP, evaluation criteria in detail to be decided and approved by the Commission for evaluation of technical bids.

The eligibility criteria Para 3 of the RFP states as under:-

"3. ELIGIBILITY AND QUALIFICATION REQUIREMENT: - The bidder must possess expertise in the following areas:-

(a) Must have sound understanding, adequate technical knowledge and practical experience of the engineering, legal, commerce and economics of transmission and distribution of electricity and financial analysis and accounting.

(b) A clear understanding of Electricity Act, 2003, rules and regulations made under the Act and the applicable policies, legal and regulatory framework, developments and reforms at Central and State levels.

(c) Proven experience of providing assistance to various States/Joint/Central Electricity Regulatory Commissions for formulation of distribution, transmission and other related Regulations and analysis of regulatory process and policies.

(d) Proven experience in providing consultancy services in the area of preparation or analysis and evaluation of petitions for determination of Multi Year ARR and tariff for transmission/SLDC and distribution of electricity in accordance with the provisions of the Electricity Act, 2003

The bidder should have experience of analysis and evaluation of tariff petitions for transmission and retail sale of electricity on behalf of any State or Joint Electricity Regulatory Commission/ preparation of petition for determination of ARR and tariff for transmission and distribution on behalf of utility for filing before State Electricity Regulatory Commission/ Joint Electricity Regulatory Commission. Those having experience of analysis of financial and technical data and evaluation of tariff petition on MYT principle for determination of the tariff for 13 transmission and retail sale of electricity on behalf of the State Electricity Regulatory Commission/Joint Electricity Regulatory Commission will be given preference."

Further, Para 3 of RFP provide as follows:-

"(e) The bidder should have minimum average audited annual turnover of Rs. 2 (two) crores during the three financial years 2019-20 to 2021-22 and it should have adequate financial capability and status to meet the financial obligations pursuant to the services covered in the Bid document.

(f) The bidder should have Permanent Account Number (PAN) & Goods and Service Tax Number (GST). "

The Committee will analyze the above eligibility criteria specified in different sections of para 3 of RFP document along with following technical evaluation criteria for each of the Bidders as per para no.16.5 of RFP document.

Technical Evaluation

Para 16.5 (i) of RFP :- As per clause 16.5, the evaluation of technical bids will be done taking into account the criterion fixed as detailed below. Each criterion shall be marked on a scale of 1 to 100 and then the marks for each criterion shall be weighted to arrive at a weighted average technical scores.

Sl. No.	Criteria	Marks
(i)	Consultant's relevant experience for the assignment (In terms of length of experience and no. of assignment)	25

(ii)	Adequacy/quality of the proposed work plan and its methodology proposed	10
(iii)	Qualification, competence and experience in the relevant field of the key personnel proposed for the assignment (Total marks 55 distributed below)	
	(a) General qualification	25
	(b) Adequacy for assignment (no. of assignments handled)	25
	(c) Indian experience	10
(iv)	The extent of transfer of knowledge to staff of the Commission	10
	Total full marks	100

Note: If two or more than two bidders get equal marks then those having experience of analysis of financial and technical data and evaluation of tariff petition on MYT principle for determination of the tariff for transmission and retail sale of electricity on behalf of the State Electricity Regulatory Commission will be given preference. In this regard decision of Commission will be final.

The Evaluation Committee will evaluate the bids in respect of each criterion mentioned above as detailed below:-

16.5 Evaluation Criteria for Marking Consultant's Relevant Experience for the assignment-Full Marks-25

As per the clause 16.5 of RFP evaluation of bids for the consultant's relevant experience for the assignment, 25 marks will be spread to hundred (100) marks on the basis of nos. of completed jobs as detailed below:

For Part A

No. of assignments started and completed during FY 2018-19 to 2021-22	Assignment related to petition for determination of ARR and Tariff for retail sale of electricity either on behalf of distribution utility or on behalf of SERC/ JERC on MYT principle		Assignment related to preparation of petition for Transmission Tariff on behalf of utility or CERC/ SERC/ JERC		Full marks
	On behalf of SERC/ JERC	On behalf of distribution utility	On behalf of CERC/ SERC/ JERC	On behalf of transmission utility	
(a) One	20	18	14	12	100
(b) Two	40	36	28	24	
(c) Three and above	60	54	40	36	

* Preference will be given for experience in Commission work

For Part B

No. of assignment started and completed during FY 2018-19 to 2021-22	Assignment related to preparation of regulations or regulatory work on behalf of CERC/ SERC/ JERC		Full marks
	Assignment related to preparation of regulations beside	Assignment related to either preparation of regulations or	

	other regulatory work	other regulatory work	
(a) One	34	30	100
(b) Two	68	60	
(c) Three and above	100	90	

The bids of eligible firms received in response to the Request for Proposal (RFP) for the consultant's relevant experience for the assignment in respect of each bidder will be analyzed on the basis of the evaluation criteria and the method stated above including the allocation of marks relevant to the assignment.

16.5 (ii) The Adequacy / Quality of the Proposed Work Plan and its Methodology

Full Marks - 10

As per clause 16.5 of the RFP evaluation of bids for the adequacy/quality of the proposed work plan and its methodology is to be done for a score of 10 marks.

As per the method fixed in the RFP the above 10 marks shall be spread to 100 (Hundred) marks for the purpose of marking as detailed below in table and then the marks allotted would be reduced to weighted average of 10 marks.

For Part A

Sl. No.	Particulars of Adequacy/Quality of the proposed work plan and its methodology	Full marks
(a)	Methodology for evaluation of aggregate revenue requirement for FY 2022-23 of distribution utility (MSPDCL & P&EDM) and its impact on tariff for retail sale of electricity to the consumer for FY 2023-24.	16
(b)	Methodology for annual performance review (APR) for FY 2022-23 of distribution utility (MSPDCL & P&EDM).	10
(c)	Methodology for truing up of ARR of distribution utility (MSPDCL & P&EDM) and its impact on tariff for retail sale of electricity to the consumer for FY 2023-24.	9
(d)	The bidder should explain the methodology for retail tariff, rationalization, principal and design for tariff setting for different categories of consumer indicating extent of cross subsidy	9
(e)	Methodology for determination of wheeling charges for different voltage level.	6
(f)	Methodology for determination of open access charges. it should be rational so that cost of delivered power (From source other than within the state) is comparable to retail tariff.	6
(g)	Methodology for verification of voltage wise cost of supply and computation including unmetered sales and revenue of sale of energy.	6
(h)	The bidder should explain the methodology for verification of energy accounting/ energy audit results of the MSPCL, MSPDCL and P&EDM and scrutiny and analysis of data submitted in the tariff petition(s).	6
(i)	Methodology for evaluation of aggregate revenue requirement for FY 2023-24 of Transmission utilities.	6
(j)	Methodology for annual performance review (APR) for FY 2022-22 of Transmission utilities.	6
(k)	Methodology for truing up of ARR for FY 2021-22 of Transmission utilities	6

	and its impact on transmission charges for FY 2023-24.	
(l)	Methodology for sharing of transmission charges.	6
(m)	Methodology for evaluation of aggregate revenue requirement for FY 2023-24 of SLDC.	5
(n)	Methodology for Sharing of SLDC charges.	3
	Total:-	100

For Part B

Sl. No.	Particulars of Adequacy/Quality of the proposed work plan and its methodology	Full marks
(a)	Methodology for Part B work	100

The Evaluation Committee will peruse and examine the information furnished by all the bidders in Annexure- T5 of the Bids, regarding proposed approach/work plan and methodology for each item of work. Considering the adequacy/quality of the proposed work plan and its methodology the Evaluation Committee will award the marks as mentioned above.

16.5(iii) Qualification, competence and experience in the relevant field of the personnel proposed for the assignment. (For Part A&B)

Full Marks-55

As per clause 16.5 (iii) of the RFP document fifty-five (55) marks is assigned for "Qualification competence and experience in the relevant field of the personnel proposed for the assignment." The above fifty-five (55) marks shall be spread to hundred (100) for purpose of marking as detailed below and then reduced to weighted average of 55 marks.

Sl.	Particulars	Full Marks	Spreaded Marks
(a)	General Qualification	25	45
(b)	Adequacy for assignment (No. of assignment handled)	25	45
(c)	Indian Experience	5	10

(a) General Qualification:

The 25 marks assigned to general qualification is spread to 45 marks as below for allotting marks.

(i)General education

Marks assigned - 20

(a) General Graduate	4
(b) General Post Graduate	6
(c) Graduate in Economics/Commerce/Maths/Statistics/LLB	10
(d) PG (Economics/Commerce/Maths/Statistics.)/ B.Tech/MCA	14
(e) M.Tech. (Elect, Computer, Electronics/Power System)/MBA/CA/CS/ICWA/LLM	16
(f) B.Tech or M.Tech. or Masters in Maths/Commerce/Economics+MBA(Fin)	20
(g) Ph. D in (Elect./Power System/Electricity tariff/Gen/transmission/distribution/ operation of electricity)	20

(ii) Length of experience & position held

Marks assigned-20

(a) Upto five years	10
(b) 6-9 Years	16
(c) Ten & More Years	20

(iii) Time with consulting firm as staff in relevant field

Marks assigned- 5

(a) One Year	3
(b) Two Years	4
(c) Three & more Years	5

(b) Adequacy for assignment

The 25 marks assigned to adequacy of assignment is spread to Part A 45 marks as below for allotting marks.

Part A

No. of assignment started and completed during FY 2016-17 to 2021-22	Assignment related to petition for determination of ARR and Tariff for retail sale of electricity either on behalf of distribution utility or on behalf of SERC/ JERC on MYT principle		Assignment related to preparation of petition for Transmission Tariff on behalf of utility or CERC/ SERC/ JERC		Full marks
	On behalf of SERC/ JERC	On behalf of distribution utility	On behalf of CERC/ SERC/ JERC	On behalf of transmission utility	
(a) One	8	7	6	5	45
(b) Two	16	15	12	11	
(c) Three and above	25	24	20	19	

* Preference will be given for experience in Commission work

For Part B

No. of assignment started and completed during FY 2016-17 to 2021-22	Assignment related to preparation of regulations or regulatory work on behalf of CERC/ SERC/ JERC		Full marks
	Assignment related to preparation of regulations beside other regulatory work	Assignment related to either preparation of regulations or other regulatory work	
(a) One	14	12	45
(b) Two	28	26	
(c) Three and above	45	43	

(c) Indian Experience- (For Part A&B)

The 05 marks assigned for the Indian experience is spread to 10 marks as below for allotting marks

	Marks assigned-5
(i) Knowledge of Administrative system , Organization & culture at the local/regional level	10
(a) Experience of one year	4
(b) Experience of Two Years	8
(c) Experience of three & more years	10

16.5 (iv) Marks allotted in the extent of transfer of knowledge to staff of the Commission (For Part A&B)

As per clause 16.5(iv) of the RFP evaluation of bids for the extent of transfer of knowledge to staff of the Commission is to be done for a score of 10 marks. As per the method fixed in the RFP the above 10 marks shall be spread to 100 for the purpose of marking as detailed below in table and then the marks allotted would be reduced to weighted average of 10 marks.

Particular	Full Marks	Marks Allotted to				
		Name of bidder	Name of bidder	Name of bidder	Name of bidder	Name of bidder
Spread Marks	100					
Reduced to weighted average of 10 Marks	10					

Chart showing criteria wise total marks allotted to each bidder after evaluation of Technical Bid(For Part A&B)

SI No.	Criterion of Para 16.5 of RFP	Full Marks	Total marks obtained by Bidder	Total marks obtained by Bidder
(i)	Marks for consultant's relevant experience for the assignment (In terms of length of experience and no. of assignment)	25		
(ii)	Marks for adequacy/ quality of the proposed work plan and its methodology proposed	10		

(iii)	Marks for qualification, competence and experience in the relevant field of the key personnel proposed for the assignment	55		
(iv)	Marks for the extent of transfer of knowledge to staff of the commission.	10		
(v)	Total marks	100		
(vi)	Status on the basis of marks obtained in technical bids			

Joint Electricity Regulatory Commission for Manipur & Mizoram

Annexure – I

Reference 16.5 of RFP

Comparative Statement of Manpower details based on information submitted by the bidders in Annexure T1 of RFP.

(For Part A)

Sl. No.	Particulars	Name of Bidders					
		Name and educational qualification	Length of experience (No. of year)	Time with consulting firm as staff in relevant field (No. of year)	No. of assignment related to petition for determination of ARR and Tariff for retail sale of electricity either on behalf of distribution utility or on behalf of SERC on MYT principle during FY 2018-19 to 2021-22	No. of assignment related to either preparation of Truing-up, APR and ARR for Transmission Tariff on behalf of utilities or evaluation & analysis on behalf of CERC/ SERC/ JERCs during FY 2018-19 to 2021-22	Indian experience (No. of year)
1	Team Leader						
2	Supportive Expert as Technical Member						
3	Supportive Expert as Financial Member						
4	Supportive Expert as Legal Member						
5	First member out of other person						

(For Part B)

Sl. No.	Particulars	Name of Bidders					Indian Experience (No. of year)
		Name and educational qualifications	Length of Experience (No. of year)	Time with consulting firm as staff in relevant field (No. of year)	No. of assignment related to preparation of regulations beside other regulatory work	No. of assignment related to either preparation of regulations or other regulatory work	
1	Team Leader						
2	Supportive Expert as Technical Member						
3	Supportive Expert as Financial Member						
4	Supportive Expert as Legal Member						
5	First member out of other person						