



Expression of Interest Document for Empanelment of Companies for Design, Supply, Installation, Testing and Commissioning of Grid Connected Rooftop Solar Photovoltaic Projects in Sikkim Under Capex and RESCO Mode



EOI Notice No:

Expression of Interest

for

Empanelment of Companies for Design, Supply, Installation, Testing and Commissioning of Grid Connected Rooftop Solar Photovoltaic Projects in Sikkim Under Capex and RESCO Mode

(EOI No. xxxxx dated xxxxx)

Sikkim Renewable Energy Development Agency

SREDA Bhawan, DPH Road,

Gangtok, East Sikkim - 737 101

Tel: 03592-202711; Fax: 03592-202711

Email: sreda.sik@nic.in

Website: www.sreda.gov.in



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Detailed Notice Inviting Expression of Interest for Empanelment of Companies for Design, Supply, Installation, Testing and Commissioning of Grid Connected Rooftop Solar Photovoltaic Projects in Sikkim Under Capex and RESCO Mode

EOI Reference No.:

Dated XX.08.2018

The Sikkim Renewable Energy Development Agency (SREDA) is a State Nodal Agency for implementation and development of Renewable Energy Programme in the state. SREDA invites application from interested companies for “Empanelment of Companies for Design, Supply, Installation, Testing and Commissioning of Grid Connected Rooftop Solar Photovoltaic Projects in Sikkim Under Capex and RESCO Mode” under the following categories.

Categories	Plant Capacity (in kWp)	Technical Eligibility	Financial Eligibility
A	1-10	Minimum 5 kilowatt (kW) cumulative capacity in the field of off-grid or Grid Connected Rooftop Solar Photovoltaic (GRPV) systems in the last two years.	Capital Expenditure (Capex) Mode Minimum Average Annual Turnover (MAAT) or Net Worth of Rs. 10 Lakhs as on FY 2017-18 Renewable Energy Service Company (RESCO) Mode MAAT or Net Worth of Rs. 20 Lakhs as on FY 2017-18
		For new entrepreneur having registered office in Sikkim, no prior experience is required	Capex Mode MAAT or Net Worth of Rs. 5 Lakhs as on FY 2017-18 RESCO Mode MAAT or Net Worth of Rs. 10 Lakhs as on FY 2017-18
B	11-100	Minimum 25 kW cumulative capacity in the field of off-grid or GRPV systems in the last two years and at least one system having capacity more than or equal to 10 kW	Capex Mode MAAT or Net Worth of Rs. 50 Lakhs as on FY 2017-18 RESCO Mode MAAT or Net Worth of Rs. 100 Lakhs as on FY 2017-18
C	>100	Minimum 50 kW cumulative capacity in the field of off-grid or GRPV systems in the last two years, and at least one	Capex Mode MAAT or Net Worth of Rs. 500 Lakhs as on FY 2017-18 RESCO Mode



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Categories	Plant Capacity (in kWp)	Technical Eligibility	Financial Eligibility
		system having capacity more than or equal to 25 kW.	MAAT or Net Worth of Rs. 1,000 Lakhs as on FY 2017-18

PARTICULARS OF EXPRESSION OF INTEREST

Sr. No.	Particulars	Details
1.	Particulars of Work	Empanelment of Companies for Design, Supply, Installation, Testing and Commissioning of Grid Connected Rooftop Solar Photovoltaic Projects in Sikkim Under Capex and RESCO Mode
2.	EOI Notice No.	<to be added by SREDA>
3.	EOI Inviting Authority and Designation	Mr. Sangay P. Khazi Director, SREDA
4.	Validity of Empanelment	Up to March 31, 2020
5.	Cost of EOI Document	<ul style="list-style-type: none">Rs. 10,000/- (Rupees Ten Thousand Only) plus applicable GST per category of empanelment;For New Entrepreneurs, Cost of EOI document is nil.
6.	One Time Registration Fee	A non-refundable one-time registration fees applicable is as below: <ul style="list-style-type: none">Category A: Rs. 25,000/- (Rupees Twenty-Five Thousand Only)Category A and B: Rs. 75,000/- (Rupees Seventy-Five Thousand Only)Category A, B and C: Rs. 1,75,000/- (Rupees One Lakh Seventy Five Thousand Only)
7.	Date of Publication of EOI on Website	
8.	Last Date and Timelines for Submission of EOI	Dd/mm/yyyy till 4.00 pm
9.	SREDA's Contact Person for EOI Related Queries	Director, SREDA Phone No: Fax No: Email ID:
10.	Address for Submission of Application	Director, Sikkim Renewable Energy Development Agency SREDA Bhawan, DPH Road, Gangtok, East Sikkim - 737 101 Phone No.: 03592-202711



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Sr. No.	Particulars	Details
		Fax No.: 03592-202711 Email: <to be added by SREDA> Website: www.sreda.gov.in

The cost of EOI document and one-time registration shall be deposited in the form of demand draft issued from any Nationalized/Scheduled Bank, or its subsidiary banks in favour of the Director, Sikkim Renewable Energy Development Agency payable at Gangtok.

The detailed EOI document can be downloaded from www.sreda.gov.in, or e-procurement portal www.sikkimtender.gov.in or available at SREDA Office, SREDA Bhawan, DPH Road, Gangtok, East Sikkim - 737 101.

S/d-

Director
SREDA
Signature and Stamp



DETAILED EXPRESSION OF INTEREST NOTICE

1. INTRODUCTION

- 1.1 The Ministry of New and Renewable Energy (MNRE), Government of India (GoI) has set 50 megawatt (MW) GRPV target for the State of Sikkim to be achieved by 2022. SREDA is the nodal agency for implementation of GRPV projects in the state. The solar power generated from these GRPV projects may be utilised for captive application and the surplus power may be fed to the grid as per the SSERC (Grid Interactive Distributed Solar Energy Systems) Regulations, 2014.
- 1.2 The Government of Sikkim is in the process of issuing Grid Connected Rooftop Solar Photovoltaic System Policy for the State of Sikkim through Gazette notification. The draft policy emphasises on needs for adoption of innovative business models and create market ecosystem to accelerate the deployment of GRPV program both in market mode subsidy driven programs. The World Bank and State Bank of India through Sustainable Partnership for Solar Acceleration in Bharat (SUPRABHA) Technical Assistance (TA) Program, under the aegis of MNRE is providing TA to the Government of Sikkim in creating an enabling framework for large scale deployment of GRPV projects.
- 1.3 SREDA, with the support from SUPRABHA TA Program is presently undertaking the aggregation of demand to facilitate market development for large scale deployment of GRPV systems in Sikkim.
- 1.4 SREDA is keen to empanel technically qualified and eligible companies for creating an enabling ecosystem to accelerate the GRPV deployment in the State of Sikkim. In this regard, SREDA invites applications for Empanelment of Companies for Design, Supply, Testing, Installation and Commissioning of Grid Connected Rooftop Solar Photovoltaic Projects in Sikkim Under Capex and RESCO Mode.
- 1.5 The selected companies shall have the opportunity to execute the projects for which the sites can be identified by the firms themselves or on the sites identified and allocated by SREDA.
- 1.6 The GRPV plants should confirm to the technical specification and various other requirements as per the latest directions/guidelines of MNRE/CEA/SSERC.
- 1.7 The validity of empanelment will be till March 31, 2020. The list will be published on the SREDA website for the information of proponents for installation of GRPV systems.
- 1.8 The Companies listed by this process shall only be eligible for the implementation of projects with Central Financial Assistance (CFA) and other state specific incentives. The



beneficiary consumer can select any Company of their choice from the list published by SREDA for installation of GPRV systems.

- 1.9 SREDA shall provide applicable CFA to the registered firms based on the approved benchmark costs and subject to the release of funds by MNRE.
- 1.10 Under the scheme of MNRE vide notification no. 30/11/2012-13/NSM dated June 26, 2014 and subsequent amendments vide notification no. 03/88/2015-16/GCRT dated March 04, 2016 and September 03, 2016, the GOI, provides 70% CFA in following categories.

Sr. No.	Category	Coverage of Buildings
(i)	Residential	All types of residential buildings
(ii)	Institutional	Schools, health institutions including medical colleges and hospitals, universities, educational institutions etc. (including those registered under The Societies Registration Act, 1860 and The Indian Trust Act, 1882)
(iii)	Social Sector	Community centers, welfare homes, old age homes, orphanages, common service centers, common workshops for artisans or craftsman, facilities for use of community, Trusts/NGOs/voluntary organisations/training institutions, any other establishments for common public use etc. (including those registered under The Societies Registration Act, 1860 and The Indian Trust Act, 1882)

- 1.11 Government buildings and government institutions, which are eligible for achievement linked incentives and all commercial and industrial sector consumers are not eligible for any CFA by MNRE, GoI.
- 1.12 The interested companies are advised to read carefully all instructions and conditions mentioned in this EOI document. All the relevant information and documents required as per this EOI document must be duly furnished. Failure to provide the same may render the application to be rejected.
- 1.13 The EOI document is available and can be downloaded from www.sreda.gov.in, or e-procurement portal www.sikkimtender.gov.in. The document can be purchased from SREDA office by paying Rs. 10,000/- only in the form of demand draft drawn in favour of the Director, SREDA, Gangtok from ----- to ----- between 10:00 am to 4:00 pm.



2. CATEGORIES OF EMPANELMENT

2.1 The interested companies will be empanelled under the following categories:

Sr. No.	Category	Solar Plant Capacity
1	Category A	1-10 kWp
2	Category B	11-100 kWp
3	Category C	>100 kWp

3. ELIGIBILITY CRITERIA

The interested Company must meet the following criteria to participate and qualify in EOI and shall enclose documentary proof for fulfilling the same.

- 3.1 The Company should be System Integrator, Manufacturers of Modules and Inverters, Project Developers or RESCO Company. The Company should be incorporated in India and registered under the Company Act, 1956 or 2013, including any amendments thereto. Certificate of Incorporation issued under the Indian Companies Act, 1956 or 2013 from the Registrar of Companies must be submitted. In addition, copy of Permanent Account Number (PAN), applicable Central Goods and Service Tax (CGST) and State Goods and Service Tax (SGST) Certificate should also be submitted.
- 3.2 The Company may have the option to submit EOI with other consortium partner, provided at least one of the consortium partners must have a registered office in the State of Sikkim. Further, in case of joint venture (JV)/consortium, all members of the JV/consortium must be individually registered in India under the Companies Act, 1956 or 2013 including any amendment thereto. Further, in case of consortium, the lead Company must submit the letter of association along with the EOI document. Non-submission of letter of association from consortium partner shall lead to disqualification. Further, proof of the office in Sikkim must be submitted along with the EOI.
- 3.3 The Company or companies (all members in case of consortium) must not be currently debarred/blacklisted by any of the State or Central Government or organisations of the State or Central Government or Union Territories of India. The Company must furnish a duly signed Letter of Undertaking.

4. TECHNICAL ELIGIBILITY CRITERIA



The technical eligibility criteria for experienced companies as well as new entrepreneurs are as follows.

4.1 Experienced Companies

- 4.1.1 The Company must have minimum work experience of two years in design, supply, installation, testing and commissioning of off-grid or GRPV projects in India to be technically eligible.
- 4.1.2 The minimum cumulative capacity of GRPV/off-grid projects implemented under different categories of projects for experienced companies shall be:
- **Category A – 1 to 10 kW:** Minimum 5 kW cumulative capacity in the field of GRPV or off-grid systems in the last two years.
 - **Category B – 11 to 100 kW:** Minimum 25 kW cumulative capacity in the field of GRPV or off-grid systems in the last two years, and at least one system having capacity more than or equal to 10 kW.
 - **Category C – >100 kW:** Minimum 50 kW cumulative capacity in the field of GRPV or off-grid systems in the last two years, and at least one system having capacity more than or equal to 25 kW.
- 4.1.3 The list of projects commissioned in the last two years indicating whether the project is grid connected/off-grid, along with a scanned copy of the Commissioning Certificate and Work Order/Contract/Agreement from the Client/Owner shall be submitted along with the EOI.

4.2 New Entrepreneurs

- 4.2.1 For new entrepreneurs having their registered office in Sikkim, prior experience in the implementation of GRPV system is not required for empanelment under Category A (1 kW to 10 kW).
- 4.2.2 The new entrepreneurs should have at least one graduate engineer as a full-time employee and submit proof of the same along with EOI document.

5. FINANCIAL ELIGIBILITY CRITERIA

The financial eligibility criteria for experienced companies as well as new entrepreneurs are as follows.



5.1 Experienced Companies

- 5.1.1 The Company must have a financial capability and minimum work experience of two years. Necessary supporting documents must be submitted along with the EOI document.
- 5.1.2 Financial eligibility shall be evaluated based on MAAT or Net Worth of last two financial years as defined under for different categories of empanelment in capex and RESCO Mode.

Financial Eligibility Criteria for Empanelment in Capex Mode:

- **Category A: 1 to 10 kW:** MAAT or Net worth of Rs. 10 Lakhs as on FY 2017-18
- **Category B: 11 to 100 kW:** MAAT or Net Worth of Rs. 50 Lakhs as on FY 2017-18
- **Category C: >100 kW:** MAAT or Net Worth of Rs. 500 Lakhs as on FY 2017-18

Financial Eligibility Criteria for Empanelment in RESCO Mode:

- **Category A: 1 to 10 kW:** MAAT or Net worth of Rs. 20 Lakhs as on FY 2017-18
- **Category B: 11 to 100 kW:** MAAT or Net Worth of Rs. 100 Lakhs as on FY 2017-18
- **Category C: >100 kW:** MAAT or Net Worth of Rs. 1000 Lakhs as on FY 2017-18

5.2 New Entrepreneurs

- 5.2.1 New entrepreneurs are eligible for empanelment under Category A (1 kW to 10 kW).
- 5.2.2 New entrepreneurs should have MAAT of Rs. 5 Lakhs or Net worth of Rs. 10 Lakhs, as on FY 2017-18 for empanelment in capex or RESCO mode under Category A.
- 5.2.3 For newly incorporated Company having no audited accounts statement, MAAT shall not be applied. In such scenario, Net Worth criteria shall be applied based on the Performa Balance Sheet as on date at least seven days before the closing date of the EOI, duly certified by the Statutory Auditor of the Company.
- 5.3 The participating Company must furnish mandatory supporting documents such as Balance Sheet, Profit & Loss Account Statements or a certificate issued by the Statutory Auditor in support of fulfilment of their financial eligibility criteria.

6. LOCAL OFFICE REQUIREMENT

- 6.1 The Company must have local office cum sales and service centre in the State or establish a local office within three months of empanelment. Appropriate documentary evidence of the same must be furnished.



6.2 In case the empanelled Company fails to set up local office cum sales and service centre and furnish appropriate documentary evidence within three months of empanelment, its empanelment shall be deemed cancelled.

7. COST OF EOI, EMPANELMENT FEE, BANK GUARANTEE AND SERVICE FEE

7.1 Cost of EOI Document and Processing Fees

The Company shall bear all costs associated with the preparation and submission of its EOI, including cost of presentation for clarification of the documents. SREDA will not be responsible or liable in any case for those costs, regardless of the conduct or outcome of the selection process. The Company must submit only one EOI Application for empanelment in one or multiple categories. The cost of EOI document including processing fee is as follows:

- Experienced Company: Rs. 10,000/- (Rupees Ten Thousand Only) plus applicable Good and Service tax (GST).
- New Entrepreneurs: Rs. 5,000/- (Rupees Five Thousand Only) plus applicable GST.

7.2 One Time Registration Fees

The Company must pay following registration fees based on the category/categories of empanelment sought. Category/Categories wise non -refundable one-time registration fees are as follows:

- Category A: Rs 25,000/- (Rupees Twenty-Five Thousand Only) plus applicable GST.
- Category A and B: Rs. 75,000/- (Rupees Seventy-Five Thousand Only) plus applicable GST.
- Category A, B and C: Rs 1,75,000/- (Rupees One Lakh Seventy-Five Thousand Only) plus applicable GST.

7.3 Bank Guarantee

7.3.1 For projects receiving CFA, a refundable bank guarantee is applicable for five years.

7.3.2 The amount of bank guarantee is set at 10% of the applicable MNRE benchmark cost for the allocated project capacity.

7.3.3 The Company shall be responsible for annual renewal of the bank guarantee. Penalty charges set by SREDA shall apply in case the bank guarantee is not renewed within the grace period of two months from the expiry date.



7.4 Service Charge

7.4.1 In case SREDA allocates the projects that are eligible for CFA/achievement linked incentive under capex and RESCO mode, following service charges shall be paid to SREDA:

- @3% of project cost for projects to be implemented in capex mode.
- @3% of MNRE benchmark cost for projects to be implemented in RESCO mode.

8. SCOPE OF WORK (INDICATIVE ONLY)

The scope of work includes identification of Energy and Power Department of Sikkim's (EPDS) consumer (or beneficiary) having buildings/leasing rooftop of buildings for 25 years, obtaining No Objection Certificate (NOC) from distribution company (DISCOM) for grid connectivity, entering into appropriate contract with the identified consumer (or beneficiary), complete design, engineering, manufacture, supply, storage, civil work, erection, testing and commissioning of the GRPV projects including operation and maintenance (O&M) of the project for a period of five years for capex mode and O&M of the project for a period of 25 years for RESCO mode after commissioning of the projects as per SREDA's acceptance. The detailed work (indicative only) would involve following major activities:

- The Company shall identify buildings and obtain necessary approval from EPDS (DISCOM) on behalf of the beneficiary for installation of GRPV system.
- The Company shall conduct awareness activities in the state through various means including door to door campaign, adding canopies, camps distributing pamphlets, etc. to attract identified consumer categories for setting up the GRPV systems under capex/RESCO mode.
- The Company shall submit project sanction documents to SREDA such as feasibility Report of identified building/project, joint agreement signed with beneficiary and NOC from concerned EPDS's office for grid connectivity etc. to receive approval for the project.
- The Company shall prepare route profile drawing along with an electrical connection to the consumer(s).
- Bill of material shall include PV plant, inverter, distribution boards (alternating current [AC] and direct current [DC]), cable, combiner box and associated work including protection and monitoring arrangements etc.



- Design, supply, installation, testing and commissioning at site and O&M of the power plant for five years after commissioning in capex mode and O&M for 25 years in RESCO mode.
- The Company must obtain all permits, approvals and licenses, insurance etc., provide training and such other items and services required to complete the scope of work mentioned above.
- The Company shall provide Technical Manual, User Manual and O&M Manual of the plant to the beneficiary in English language.
- The Company shall provide training (General/Technical/Safety) to the beneficiary's nominated persons for daily operation, cleaning, monitoring and maintenance of power plant. The Company shall provide maintenance schedule of the plant to the beneficiary.
- Any other work though not specifically mentioned but are required to finish the project in all respects for its safe, reliable, efficient and trouble-free operation shall also be included and the same shall be supplied and installed by the bidder without any extra cost.
- The Company shall establish "After sales service centres" in concerned areas to address the maintenance needs.

9. INSTRUCTIONS TO THE INTERESTED COMPANY

- 9.1** Interested Company should examine all Instructions, Technical and Financial Eligibility Criteria etc. as given in the EOI document.
- 9.2** Interested Company must strictly submit the application as specified in the EOI, failing which the application will be held as non-responsive and will be rejected.
- 9.3** Failure to furnish information as required in the EOI will be at the interested Company's risk and may result in rejection of Empanelment Application.
- 9.4** The interested Company may participate for both capex and RESCO mode. The interested Company must submit single application for both capex and RESCO mode.
- 9.5** The cost of EOI document including processing fee is Rs. 10,000/- and Rs. 5,000/- for experienced Company and new entrepreneurs respectively.
- 9.6** The application shall be submitted in English language only.
- 9.7** The application Envelope should contain:
 - EOI Document Fee in the form of demand draft payable to SREDA.



- One-time application fee in the form of demand draft payable to SREDA.
 - EOI Application: This should contain the EOI document in the Annexure, duly signed and stamped on each page of the document. The envelope must include all the required documents for proof as mentioned in the EOI.
- 9.8 The list of successful companies will be communicated to all government departments/agencies and published in SREDA's website.
- 9.9 The applications shall be submitted as per the instructions and shall be addressed to the Director, Sikkim Renewable Energy Development Agency, SREDA Bhawan, DPH Road, Gangtok, Sikkim, India.
- 9.10 SREDA reserves the right to postpone and or extend the date of receipt/opening of EOI Application or to withdraw the EOI notice, without assigning any reason thereof. In such cases, the Company shall not be entitled to any form of compensation from SREDA.

10. AUTHORIZED SIGNATORY OF COMPANY

- 10.1 All certificates and documents (including any clarifications sought and any subsequent correspondences) received hereby, shall, as far as possible, be furnished and signed by the Authorized Representative of the interested Company.
- 10.2 The power or authorisation or any other document consisting of adequate proof of the ability of the signatory shall be submitted along with the application. SREDA has the right to reject any proposal submitted without adequate proof of authorised signatory.

11. EVALUATION OF EOI APPLICATIONS

- 11.1 "EOI Application" shall be opened at the time and date mentioned by SREDA in the EOI document. If required, the Company may be called for technical presentation of their product as per the time intimated by SREDA.
- 11.2 If the due date of opening EOI Application happens to be a holiday, the EOI shall be opened on the next working day.
- 11.3 Evaluation process comprises of the following three steps:
- Step I - Responsive Check of EOI Applications
 - Step II - Evaluation of Company's Fulfilment in Eligibility Criteria
 - Step III - Selection of Companies for Empanelment

11.4 Step I - Responsive Check of EOI Applications



11.4.1 The EOI Application submitted by Companies shall be scrutinised to analyse the response received for the requirements laid down in the EOI document. Any of the following may cause the EOI Application to be considered “Non-responsive” at the sole discretion of SREDA:

- Incomplete applications, i.e., not accompanied by any of the applicable formats inter alia covering letter, power of attorney supported by board resolution etc.
- Application not signed by the authorised signatory and/or stamped in the manner indicated in this EOI document.
- Inconsistencies in the information/documents submitted by the Company affecting the eligibility criteria.
- Information not submitted in the formats specified in the EOI document.
- Application received after deadline.
- Delay in submitting additional information or clarifications sought by SREDA as applicable.
- Any misrepresentation made by the Company.

11.4.2 SREDA will review each application as per the submission requirements set forth in the EOI document before evaluating the Company’s fulfilment in eligibility criteria.

11.4.3 SREDA will examine the applications to determine whether they are complete or any computational errors have been made, whether required sureties have been furnished, the documents have been properly signed and stamped and the applications are in order.

11.4.4 Rectification of arithmetical errors will be carried out such that if there is a discrepancy between the amount mentioned in words and figures, then the amount mentioned in words shall be undertaken.

11.4.5 The Company must have minimum work experience of two years in design, supply, installation, testing and commissioning of off-grid or GRPV projects in India to be technically eligible.

11.5 Step II – Evaluation of Company’s Fulfilment in Eligibility Criteria

11.5.1 Evaluation of Company’s eligibility shall be carried out based on the information furnished by the Company as per the prescribed format and related documentary evidence in support of meeting the eligibility criteria as specified in the EOI document.

11.5.2 Non-availability of information and related documentary evidence for the satisfaction of eligibility criteria may cause the Bid to be non-responsive.



11.6 Step III - Selection of Companies for Empanelment

11.6.1 SREDA will select the Companies satisfying the eligibility criteria and issue an empanelment for the category/categories for which empanelment has been sought for.

11.6.2 SREDA will upload/publish the list of successful companies as per the applicable category/categories on SREDA's website. Further, SREDA will also share the list of successful companies to all government departments/agencies in the State of Sikkim.

12. Validity of Empanelment

12.1 The empanelment shall be valid up to March 31, 2020. However, SREDA deserves the right to cancel the empanelment of any of the empanelled Company at any time if the Company fails to confirm to any of the clauses mentioned in this EOI document or if the deliverables are not as per the scope of work.

13. PERFORMANCE EVALUATION OF EMPANELLED COMPANIES

13.1 SREDA reserves the right to evaluate the performance of empanelled companies and blacklist any Company based on poor performance.

14. AMENDMENT OF EOI DOCUMENT

14.1 Prior to the last date for receipt of application, SREDA, may, for any reason, whether at its own initiation or in response to a clarification requested by an interested Company, has the right to modify the EOI Document by issuing an amendment.

14.2 To provide interested Companies reasonable time in preparing their application document taking the amendment, if any, into account, SREDA may, at its discretion, extend the last date for the receipt of application and/or make other changes in the requirements set out in the EOI document.



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Annexure I

COVERING LETTER FOR SUBMISSION OF APPLICATION

(To Be Submitted on Company's Letterhead Duly Signed by Authorized Person)

To,
The Director
Sikkim Renewable Energy Development Agency
SREDA Bhawan, DPH Road,
Gangtok, East Sikkim - 737 101

Subject: Application for Empanelment of Companies for Design, Supply, Installation, Testing and Commissioning of Grid Connected Rooftop Solar Photovoltaic Projects in Sikkim Under Capex and RESCO Mode

Sir,

We, the undersigned.... (insert name of the 'Bidder') have read, examined and understood in detail the EOI Document issued by the Sikkim Renewable Energy Development Agency (SREDA) on the captioned subject matter. We wish to submit our Application for Empanelment against SREDA's NIT No: dated for "Design, Supply, Installation, Testing and Commissioning of Grid Connected Rooftop Solar Photovoltaic Projects in Sikkim Under Capex and RESCO Model" as under:

1. Categories of Empanelment

Sr. No.	Category	Project Category	Tick (✓)
1	Capex Mode	Specify one category from Category A, Category A and B and Category A, B and C	
2	RESCO Mode	Specify one category from Category A, Category A and B and Category A, B and C	

2. Cost of EOI Document and Processing Fees

We have enclosed the EOI Document and Processing Fees of Rs. (insert Amount), in the form of demand draft No. (insert number of the demand draft) dated (insert date of demand draft) from (insert name of bank providing demand draft) in terms of Clause of this EOI document.

3. Cost of Registration Fees

We have enclosed the Registration Fees of Rs. (insert Amount), in the form of demand draft No. (insert number of the demand draft) dated (insert date of demand draft) from (insert name of bank providing demand draft) for



seeking empanelment under (a) Category A; (B) Category A and B; (C) Category A, B and C (Please select one category of Empanelment) in terms of Clause of this EOI document.

4. Acceptance

We hereby unconditionally and irrevocably agree and accept that the decision made by SREDA in respect of any matter regarding or arising out of the EOI document shall be binding on us. We hereby expressly waive any and all claims in respect of the empanelment process.

5. We hereby submit our Application in full compliance with the terms and conditions of the attached EOI document. It is confirmed that our Application is consistent with all the requirements of submission as stated in the EOI Document and subsequent communications from SREDA.
6. The information submitted in our Application is complete, strictly as per the requirements stipulated in the EOI Document and is correct to the best of our knowledge and understanding. We would be solely responsible for any errors or omissions in our Application.
7. We also declare that our Company is not blacklisted by any of the State or Central Government and organisations of the State or Central Government or union territories of India.
8. We confirm that all the terms and conditions of our Applications are valid for acceptance for a period of 120 days from the date of EOI document submission.
9. We confirm that we have not taken any deviation to be deemed as non-responsive.

(Signature and Seal of Authorized Signatory)

Name:

Designation:

Date:

Place:

Seal of Company:



Annexure II

GENERAL PARTICULARS OF COMPANY

(To Be Submitted on Company's Letterhead Duly Signed. In Case of Consortium/JV, Details of Both the Lead Member and Consortium Partner to Be Furnished.)

Sr. No.	Particulars	Interested Company
1.	Name of the Company	
2.	Year of Incorporation	
3.	Type of Company (Please Tick)	Private Ltd./Public Ltd./ Joint Venture Company
4.	Registered Office	
	Address	
	Office Telephone Number	
	Fax Number	
	Contact Person	
	Name	
	Telephone Number	
	Mobile Number	
	Email ID	
5.	Local Office(s) in Sikkim	
	Address	
	Office Telephone Number	
	Fax Number	
6.	EOI Signing Authority	
	Name	
	Address	
	Telephone Number/Mobile No.	
	Email ID	
	Please Enclose Authorisation or Power of Attorney to Sign and Submit the EOI	
7.	Address for Communications Under the Current EOI	
8.	Registration Details	
	Permanent Account Number	
	GST Registration Number	

(Signature and Seal of Authorised Signatory)

Name:

Designation:

Date:

Place:

Seal of Company:



Annexure III

FINANCIAL ELIGIBILITY CRITERIA

(In case of Consortium/JV, Annual Turnover and Net Worth of all the members to be furnished along with Certificate Statutory Auditor’s / Practising Chartered Accountant)

To,
The Director
Sikkim Renewable Energy Development Agency
SREDA Bhawan, DPH Road,
Gangtok, East Sikkim - 737 101

Dear Sir,

We wish to submit our Application against your EOI document (EOI No: dated) for Empanelment of Companies for Design, Supply, Installation, Testing and Commissioning of Grid Connected Rooftop Solar Photovoltaic Projects in Sikkim Under Capex and RESCO Mode to Sikkim Renewable Energy Development Agency (SREDA). The financial details of the Company/ Consortium as per the eligibility criteria mentioned in Section 2 is provided below:

Name of Bidding Company	Financial Year	Annual Turnover (as per the Audited Balance Sheets)	Average Annual Turnover*	Net Worth (as per the Latest Audited Accounts)

*Average Annual Turnover is for the last three financial years as per the audited balance sheets

(Signature and Seal of Authorized Signatory)

Name:
Designation:
Date:
Place:

(Signature and Seal of Chartered Accountant)

Name:
Date:
Place:
Membership No.:



Annexure IV

TECHNICAL ELIGIBILITY CRITERIA

(In Case of Consortium/JV, Experience of All the Members to Be Furnished Along With the Supporting Documents Such as Scanned Copy of the Commissioning Certificate and Work Order/Contract/Agreement From the Client/Owner as Specified in the EOI Document)

To,
The Director
Sikkim Renewable Energy Development Agency
SREDA Bhawan, DPH Road,
Gangtok, East Sikkim – 737 101

Dear Sir,

We wish to submit our Application against your EOI document (EOI No.: dated) for Empanelment of Companies for Design, Supply, Installation, Testing and Commissioning of Grid Connected Rooftop Solar Photovoltaic Projects in Sikkim Under Capex and RESCO Mode to Sikkim Renewable Energy Development Agency (SREDA). We hereby confirm that we have minimum work experience of two years in design, supply, installation, testing and commissioning of off-grid or GRPV projects in India. The technical eligibility criteria mentioned in Section 2 is provided below:

Name of Customer/Client and Location of Installation	Solar Plant Capacity, kWp	Date of Award of Work	Date of Commissioning	Off-Grid/ Grid Connected	Mode of Implementation (Capex/RESCO)

(Signature and Seal of Authorized Signatory)

Name:

Designation:

Date:

Place:



Annexure V

POWER OF ATTORNEY

(To Be on Non-Judicial Stamp Paper of Appropriate Value as per the Stamp Act Relevant to the Place of Execution)

Power of Attorney to be provided by the Company in favour of its representative as evidence of authorised signatory.

Know all men by these presents, We _____ (name and address of the registered office of the Company as applicable) do hereby constitute, appoint and authorise Mr./Ms. _____ (name and residential address) who is presently employed with us and holding the position of as our true and lawful attorney, to do in our name and on our behalf, all such acts, deeds and things necessary in connection with or incidental to submission of our Application for Empanelment of Companies for Design, Supply, Installation, Testing and Commissioning of Grid Connected Rooftop Solar Photovoltaic Projects in Sikkim Under Capex and RESCO Mode in response to the EOI No. dated issued by Sikkim Renewable Energy Development Agency (SREDA) including signing and submission of the Application and all other documents related to the Application, including but not limited to the undertakings, letters, certificates, acceptances, clarifications, guarantees or any other document which SREDA may require us to submit. The aforesaid Attorney is further authorised for making representations to SREDA and representing us in all matters before SREDA and generally dealing with SREDA in all matters in connection with the Application till completion of the Empanelment process as per the terms of the above mentioned in the EOI document.

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

All the terms used herein, but not defined, shall have the meaning ascribed to such terms under the EOI.

Signed by the within named _____ (insert the name of the executant Company) through the hand of Mr. _____ duly authorised by the Board to issue such Power of Attorney dated on _____ day of _____ and accepted on _____.

Signature of Attorney



(Name, Designation and Address of the Attorney)

Attested

Signature of the Executant

(Name, Designation and Address of the Executant)

Signature and Stamp of Notary of the Place of Execution

Common Seal of has been affixed in my/our presence pursuant to the Board of Directors.

Resolution dated

WITNESS

1.

(Signature)

Name:

Designation:

2.

(Signature)

Name:

Designation:

Notes

The mode of execution of the Power of Attorney should be in accordance with the procedure, if any, laid down by the applicable law and the charter documents of the executant(s) and the same should be under the Common Seal of the Executant affixed in accordance with the applicable procedure. Further, the person whose signatures are to be provided on the Power of Attorney shall be duly authorised by the Executant(s) in this regard.

The person authorised under this Power of Attorney, in case of the Company/Lead Member being a Public Company, or a Private Company which is a Subsidiary of a Public Company, in terms of the Companies Act, 1956 with a paid-up share capital of more than Rs. 5 Crores, should be the Managing Director/whole time Director/Manager appointed under Section 269 of the Companies Act, 1956. In all other cases, the person authorised should be a Director authorised by a Board resolution and duly passed by the Company.

Furthermore, wherever required, the executant(s) must submit an extract of the chartered documents for verification such as Board resolution/Power of Attorney, in favour of the person executing the Power of Attorney for delegation of power hereunder on behalf of the executant(s).



Annexure VI

**LETTER OF UNDERTAKING TOWARDS NOT BEING BLACKLISTED
(For Individual Company)**

I, _____ the authorised signatory of M/s _____ hereby provide an undertaking stating that we, as a Company is not blacklisted by any Central/State Government/Semi-Government Organisation/Public Sector/Private Institution in India.

Further, if the information furnished above stands false at any stage, we shall be completely liable for the actions taken by SREDA as per the terms and conditions of the tender including disqualification and exclusion from future contracts/assignments.

(Signature of Authorised Signatory)

Name*:

Designation*:

Seal:

*Please provide the name and designation of each signatory.

**LETTER OF UNDERTAKING TOWARDS NOT BEING BLACKLISTED
(For Consortium/Joint Venture Firm)**

We, a Consortium/Joint Venture (JV) Firm of M/s _____ and M/s _____ hereby provide an undertaking that neither this Consortium/Joint Venture Firm nor each of the member companies of this Consortium/Joint Venture Firm are blacklisted by any Central/State Government/Semi-Government Organisation/Public Sector/Private Institution in India.

Further, if the information furnished above stands false at any stage, we shall be completely liable for actions taken by SREDA as per the terms and conditions of the Tender including disqualification and exclusion from future contracts/assignments.

(Authorised Signatory of Lead Member) (Authorised Signatory of Consortium/JV Partners)

Name*:

Name*:

Designation*:

Designation*:

Signature and Seal:

Signature and Seal:

* Please provide the name and designation of each signatory.

