

Detailed Expression of Interest Document

Expression of Interest (EOI) from Individuals for Empanelment with MERC for Assisting in various tasks

1. INTRODUCTION

Maharashtra Electricity Regulatory Commission (MERC) was established on August 5, 1999 under the Electricity Regulatory Commission Act, 1998, a Central Act which was superseded by Electricity Act, 2003 (EA 2003). The Commission under Section 86 of the EA 2003 undertakes various functions, such as, determination of tariff for generation, transmission and wheeling of electricity; bulk or retail supply of electricity, as the case may be, within the State of Maharashtra; regulate electricity purchase and procurement process of Distribution Licensees; issue Licences for Transmission, Distribution, and Trading and promote cogeneration and generation of electricity from renewable sources of energy.

MERC intends to empanel technically qualified and experienced individuals including employees working with/retired from Private/Public Power Sector Utilities /Government of India/Government of Maharashtra to assist the Commission for discharging its functions effectively for the various tasks listed under Section 2.

2. List of Tasks to be undertaken by MERC

List of the tasks proposed to be assigned to the individuals is as under:

TASK-I: Tariff Determination

- a) Vetting of levy of Fuel Adjustment Cost (FAC) Charge by Distribution Licensees/ Generating Companies.

TASK-II: Review & Amendment of Regulations

- a) Evaluation of Capital Expenditure (Capex) schemes submitted by Generating Companies, Transmission and Distribution Licensees based on the guidelines stipulated in the relevant Regulations.
- b) Review and amendment of various existing Regulations (Other than Tariff Regulations) notified by the Commission, if required.

TASK-III: Energy Efficiency and Demand Side Management

- a) Framing of Guidelines for Demand Side Management/Energy Efficiency measures in respect of use of electricity in the Rural and Agricultural Sectors.

- b) Framing of Regulations/Initiation of Regulatory measures to facilitate / nudge the implementation of the Guidelines/Programmes of the Bureau of Energy Efficiency in the State of Maharashtra.
- c) Framing of Guidelines for Demand Side Management/Energy Efficiency measures for water pumping, sewerage and street lighting by Urban Local Bodies of Maharashtra with ESCO arrangement

TASK-IV: Issuing Licences for transmission, distribution and trading of electricity

- a) Processing of application for new Transmission, Distribution and Trading Licence
- b) Framing and resolving of technical and legal issues related to deemed Distribution Licence status and conditions of licence applicable to Appropriate Government companies defined under Section 14 of EA 2003.

TASK-V: To Discharge other functions assigned under Electricity Act 2003 and specify standards for quality of service by licensees

- a) Framing of Methodology for Demand Forecasting for Distribution Licensee's supply area in the State of Maharashtra
- b) Compliance Monitoring of directives issued by the Commission in various Orders, Tariff Orders on Monthly, Quarterly basis inclusive of all interactions and feedback discussions regarding the same.
- c) Review of new issues and revisions of Scheduling and Despatch Code, Metering Code and any other Codes and Procedures brought out by STU and State level bodies.
- d) Review of performance of Generation, Transmission and Distribution Licensees against standard criteria and setting of performance indices.

TASK-VI: Capacity Building in Electricity Regulation

- a) Training and capacity building for permanent employees of the MERC

3. Eligibility & Qualification criteria

The interested individual seeking empanelment for such above mentioned tasks shall fulfill the following eligibility conditions:

- a) Shall have wide experience, of which minimum TWO years work experience in the similar areas of tasks listed under Section 2 or minimum FIFTEEN years work experience in the power generation/transmission/distribution. The Individual should be well acquainted with the working with Power Utility/ Central /State Electricity Companies and familiar with present regulatory frame work of power sector.
- b) The Individual should have relevant qualifications in Engineering or Graduate/Post Graduate in the relevant disciplines and additionally may have MBA/ICWA/CA or Law qualifications related to tasks which are to be performed. He should be technically sound and have practical knowledge in performing various prescribed tasks
- c) Should have adequate technical and financial capability to undertake such tasks as per terms of reference provided to him considering various steps to be performed from the inception to the completion within the time frame prescribed by MERC.

4. Submission of EOI Bid and Bidding Procedure

4.1. The interested individuals under the above criteria shall submit only technical pre-qualification bid in the sealed cover containing documents in support of the eligibility conditions as mentioned above along with the following documents:

- a) Expression of Interest Proforma-Form-I
- b) Details of similar task areas performed –Form-II
- c) Details of Educational Qualification and Experience –Form III
- d) Income Tax registration

4.2. EOI Bid

- a) Documents in support of the eligibility criteria mentioned above
- b) Detailed C.V.s of the interested individuals for the selected task areas should be made available for assessment.

4.3. Evaluation of EOIs

MERC will identify the suitable bidders based on evaluation of the technical bid and if considered necessary, may also call the identified bidders for technical discussions. Based on the discussions and other technical factors including methodology in respect of transfer of knowledge to the staff of the Commission, the bidders will be short listed.

The Evaluation Committee nominated by the Commission shall evaluate the technical bids on the basis of the response of the bidders taking into account the following criteria. The technical pre-qualification bid will carry maximum marks/weight-age of 100

Sr No	Particulars	Weight-age
1	Assignment related educational qualification of the bidder	40%
2	Assignment related professional experience of the bidder	30%
3	Feedback of technical discussion on Qualification and Competency of the assignment to be performed	20%
4 A	Methodology in respect of transfer of knowledge to the staff of the Commission	10%

After scrutiny and evaluation of technical pre-qualification bids, reasonable number of bidders, as approved by MERC from amongst those who have scored minimum 60 marks as per the criteria laid down above, shall be shortlisted for Request for Proposal (RFP) bid.

- 4.4. MERC reserves the right to reject any/all the bids (EOI) in part/or in full without assigning any reason.
- 4.5. The validity of empanelment of individuals shall be minimum for 1 year which can be extended for subsequent year on the basis of evaluation of the tasks performed by the individuals during the year. Those individual interested in empanelment for any of the above referred tasks may apply any time during the year.
- 4.6. MERC reserves right to empanel other individuals/consultant firms based on the tasks that may arise in the mid-term and outside of the purview of this EOI.
- 4.7. Without the express written consent of the Commission, an Individual appointed by the Commission shall not utilize, publish, disclose, or part with any information collected for the Commission and the Individual shall be duty bound to hand over the entire record of the assignment to the Commission before the expiry of the contract.
- 4.8. The selected individuals for the task to be performed shall also be required to render assistance the Commission, as a part of the laid down procedures of the task, such as preparation of MoM of Technical Validation Session, preparation of internal note,

preparation of Public Notice, Preparation of Check-List and framing of issues,
Preparation of Draft and Finalization of the Order etc.

5. Last date for submission of EOIs:

The empanelment as above, for “Individuals” will be an on-going process.

(P.B. Patil)
Secretary, MERC
June 1, 2009

FORM-I
EOI Letter Proforma

To,
Secretary
Maharashtra Electricity Regulatory Commission
13th floor, Centre No.1, World Trade Centre,
Cuffe Parade, Mumbai-400 005

Sub: Empanelment of Individuals for Assisting MERC in its various tasks

Sir,

The undersigned individuals, having read and examined in detail all the EOI documents for empanelment of various tasks to be undertaken

1. Correspondence details:
 - Name of Individual
 - Address
 - Name of contact person to whom all references shall be made
 - Address of the person to whom all references shall be made regarding this tender
 - Telephone (with STD code)
 - Mobile No. of the contact person
 - Email of the contact person
 - Fax No (with STD code) if any

2. Documents forming part of EOI

We have enclosed the followings;

- a. Details of similar task areas performed –Form-II
- b. Details of Educational Qualification and Experience –Form III
- c. Income Tax registration and income tax clearance

We hereby declare that our EOI is made in good faith and the information contained is true and correct to the best of our knowledge and belief.

Thanking you,

(Signature)

Name

Address & Date

FORM-II
Details of Similar Tasks Performed IN TWO YEARS

(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 Individual _____
Address _____

(a) Name of assignment:

(b) Location within the Country:

(c) Name of Company:

(d) Name of associated company/consultants/ firms employed, if any:

(e) Duration of assignments:

(i) Start (Month/Year):

(ii) Completion (Month/Year) :

(f) Narrative description of the assignment (in brief)

(Authorized Signatory)
(Name & Title of Signatory)

FORM-III
Details of Educational Qualification and Experience

Proposed Task:

Name of Individual:

Name of Organization worked earlier:

Profession/Designation:

Date of Birth:

Years with Firm:

Membership of Professional Societies:

Detailed Tasks Assigned/performed:

Key Qualifications:

Education:

(Summarize College/University and other specialized education of each staff member, giving names of schools, dates attended and degrees obtained. Use up to a quarter page).

Employment Record:

(Starting with present position, list in reverse order every employment held. List all positions held by the staff members since graduation, giving dated, name of employing organization, title of positions held and location of assignments. For experience in the last ten years, also give types of activities performed and Client references, where appropriate.)

Certification:

I, the undersigned, certify that, to the best of my knowledge this bio-data correctly describes myself, my qualifications and my experience.

Date:

(Authorized Signatory)
(Name & Title of Signatory)



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MERC for Assisting in various tasks**

Maharashtra Electricity Regulatory Commission (MERC) under Section 86 of the Electricity Act, 2003 (EA 2003) undertakes various functions, such as, determination of tariff for generation, transmission and wheeling of electricity; bulk or retail supply of electricity, as the case may be, within the State of Maharashtra; to regulate electricity purchase and procurement process of Distribution Licensees and issue Licences to persons seeking to act as Transmission Licensee, Distribution Licensee, and electricity Traders, and promote cogeneration and generation of electricity from renewable sources of energy.

MERC intends to empanel technically qualified and experienced individuals including employees working with/retired from Private/Public Power Sector Utilities /Government of India/Government of Maharashtra to assist the Commission for discharging its functions effectively for the various tasks listed under Section 2. The task areas for which **MERC** is seeking empanelment are as under;

- TASK-I:** Tariff Determination
- TASK-II:** Review & Amendment of Regulations
- TASK-III:** Energy Efficiency and Demand Side Management
- TASK-IV:** Issuing Licences for transmission, distribution and trading of electricity
- TASK-V:** To discharge other functions assigned under EA 2003 and specify standards for quality service by licensee
- TASK-VI:** Capacity Building in Electricity Regulations

Description of each tasks under each of the above mentioned work areas, qualifications required, EOI submission format and procedure as well as EOI evaluation methodology is provided in the “Detailed Expression of Interest Document” available on **MERC**’s website www.mercindia.org.in A hard copy of the “Detailed Expression of Interest Document” can be collected from **MERC** official address as mentioned above on payment of Rs **50/-** by Demand Draft (drawn in favour of “Maharashtra Electricity Regulatory Commission, Mumbai”).

Empanelment of Individuals shall be an on-going process.

(P.B. Patil)
Secretary, MERC
June 1, 2009