

## **Notice Inviting Bid (NIB)**

**For**

**Engagement of Agencies for Conducting Implementation and Capacity Building Activities and Preparation of Detailed Project Reports for various schemes of Demand-side Management for the state of Jharkhand.**

**Tender Reference No.: 36/JREDA/EE/23-24**



### **Jharkhand Renewable Energy Development Consultant (JREDA)**

3rd Floor, S.L.D.C. Building, Kusai Colony, Doranda, Ranchi-834002.

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Govt. of Jharkhand  
Energy Department  
**Jharkhand Renewable Energy Development Agency (JREDA)**  
3rd Floor, S.L.D.C. Building, Kusai Colony, Doranda, Ranchi-834002.  
Ph.: 0651-2491161, Fax: 0651-2491165,  
E-mail: info@jreda.com; Website: [www.jreda.com](http://www.jreda.com)

**e-Procurement Notice**

**Tender reference no.: 36/JREDA/EE/23-24**

**Dated: 13.01.2024**

Online bids are invited for Notice Inviting Bid (NIB) for Engagement of Agencies for Conducting Implementation and Capacity Building Activities and Preparation of Detailed Project Reports for various schemes of Demand-side Management for the state of Jharkhand. The details are as follows:

1	Name of the work	Engagement of Agencies for Conducting Implementation and Capacity Building Activities and Preparation of Detailed Project Reports for various schemes of Demand-side Management for the state of Jharkhand
2	Estimated cost (in Rs.)	<b>₹74,20,000/- inclusive of GST</b>
3	Completion period	<b>06 (Six) Months</b>
4	Date of publication of NIT on website: <a href="http://jharkhandtenders.gov.in">http://jharkhandtenders.gov.in</a>	<b>13.01.2024 (Saturday)</b>
5	Date & time of Pre-bid queries (online)	<b>17.01.2024 (Wednesday) up-to 05:00 P.M.</b>
6	Last date & time for receipt of online bids	<b>31.01.2024 (Wednesday) up-to 05:00 P.M.</b>
7	Submission of original copies of Bid fee & EMD (Online via SBI Payment Gateway of Jharkhand Tenders)	<b>31.01.2024 (Wednesday) up-to 05:00 P.M.</b>
8	Technical Bid Opening Date	<b>05.02.2024 (Monday) at 3:00 P.M.</b>
9	Name & address of office inviting tender	Director, Jharkhand Renewable Energy Development Agency (JREDA) 3 <sup>rd</sup> Floor, SLDC Building, Kusai, Doranda, Ranchi- 834002 (Jharkhand)
10	Contact no. of procurement officer	0651-2491163/67/61/7903935514
11	Helpline no. of e-procurement	0651-2491163/67/61

**Any corrigendum/addendum can be seen on website:** <http://jharkhandtenders.gov.in> & [www.jreda.com](http://www.jreda.com). **Further details can be seen on website:** <http://jharkhandtenders.gov.in> & [www.jreda.com](http://www.jreda.com).

**Sd/-  
Director,  
JREDA, Ranchi**

## **SECTION-I**

**Tender Reference No.: 36/JREDA/EE/23-24**

### **INVITATION FOR BIDS (IFB)**

**Sub: Engagement of Agencies for Conducting Implementation and Capacity Building Activities and Preparation of Detailed Project Reports for various schemes of Demand-side Management for the state of Jharkhand.**

Jharkhand Renewable Development Agency (JREDA) is the State Designated Agency under the administrative control of the Energy Department, Government of Jharkhand. JREDA invites bids for Engagement of Agencies for Conducting Implementation and Capacity Building Activities and Preparation of Detailed Project Reports for various schemes of Demand-side Management for the state of Jharkhand.

The NIB includes the following documents:

- Section I: List of Important dates and details of Bid
- Section II: Invitation for Bids (IFB)
- Section III: Instructions to Bidders (ITB)

The "Notice Inviting Bid" for Engagement of Agencies for Conducting Implementation and Capacity Building Activities and Preparation of Detailed Project Reports for various schemes of Demand-side Management for the state of Jharkhand is available on the <https://jharkhandtenders.gov.in/> and [www.jreda.com](http://www.jreda.com) for downloading.

The agency needs to submit the amount of ₹.1,60,200/- online mode via SBI payment gateway on <https://jharkhandtenders.gov.in> which consist of cost of the NIB document (Non-refundable) is ₹. 11,800/- (Inclusive of GST@ 18%) and Earnest Money Deposit (EMD) of ₹. 1,48,400/- (Refundable). The Agency need to pay online via SBI Payment Gateway of ₹.1,60,200/- for the participation in the NIB.

The Successful Bidder shall submit a Security deposit @ 10% of the work order value at the time of the agreement,online mode via SBI payment gateway on <https://jharkhandtenders.gov.in> on or before 15 days from issuing work order.

If Security deposit is not submitted within stipulated period from the date of issue of work order, then JREDA shall cancel the work order.

## **SECTION – II**

### **List of important dates & details of Bids**

**Tender Reference No.: 36/JREDA/EE/23-24**

<b>List of important dates &amp; details of Bids</b>		
1.	Name of work	Engagement of Agencies for Conducting Implementation and Capacity Building Activities and Preparation of Detailed Project Reports for various schemes of Demand-side Management for the state of Jharkhand.
2.	Estimated Cost of NIB	<b>₹74,20,000/- (Seventy-Four Lakh Twenty Thousand Rupees only /-) inclusive of GST.</b>
3.	Engagement period	<b>06 (Six) Months</b>
4.	Tender Fee / Bid Fee (Non-Refundable) and Earnest Money Deposit (Refundable) should be deposited Online mode via SBI payment gateway.	<b>₹.1,60,200/- (One lakh sixty thousand two hundred rupees only/-)</b> by online mode via SBI payment gateway on <a href="https://jharkhandtenders.gov.in">https://jharkhandtenders.gov.in</a> , which consist cost of the NIB document (Non-refundable) is ₹. 11,800/- (Inclusive of GST@ 18%) and Earnest Money Deposit (EMD) of ₹. 1,48,400/- (Refundable).
5.	Mode of submission of tender	Online through <a href="https://jharkhandtenders.gov.in/">https://jharkhandtenders.gov.in/</a> up to <b>31.01.2024 (Wednesday)</b> till <b>05:00 P.M.</b>
6.	Publishing on website	Date: <b>13.01.2024 (Saturday)</b>
7.	Tender Documents can be filled from the Jharkhand tender <a href="https://jharkhandtenders.gov.in">https://jharkhandtenders.gov.in</a> in all working days.	<b>Start date: 13.01.2024      Time: 03:00 P.M.</b> <b>End date: 31.01.2024      Time: 05:00 P.M.</b>
8.	Last Date & time for Submission of Pre-Bid Queries (through e-mail Only)	<b>17.01.2024 (Wednesday)      Time: 05:00 P.M.</b>
9.	Technical Bid Opening Date	<b>Date:05.02.2024 (Monday)      Time: 03:00 P.M.</b>
10.	Authority inviting bids	Director, Jharkhand Renewable Energy Development Agency (JREDA)
11.	Address	Jharkhand Renewable Energy Development Agency (JREDA) 3rd Floor, SLDC Building, Kusai, Doranda, Ranchi- 834002. Ph. No: <b>0651-2491161/63/67</b> <b>Mob. No: +91-7903935514</b> <b>Website: www.jreda.com   E-mail: info@jreda.com</b>

**Note:** The agency needs to submit the amount of ₹. 1,60,200/- online mode via SBI payment gateway on <https://jharkhandtenders.gov.in> which consist cost of the NIB document (Non-refundable) is ₹. 11,800/- (Inclusive of GST@ 18%) and Earnest Money Deposit (EMD) of ₹. 1,48,400/- (Refundable). The Agency need to pay online via SBI Payment Gateway of ₹ 1,60,200/- for the participation in the NIB in between all working days from **Date: 31.01.2024 (Wednesday) up to 05:00 PM.**

**SECTION-III**  
**INSTRUCTIONS TO BIDDERS (ITB)**  
**Tender Reference No.: 36/JREDA/EE/23-24**

**Sub: Engagement of Agencies for Conducting Implementation and Capacity Building Activities and Preparation of Detailed Project Reports for various schemes of Demand-side Management for the state of Jharkhand.**

**Definitions**

Unless the context otherwise requires, the following terms whenever used in this NIB and Agreement have the following meanings:

- a.** "Applicable Law" means the laws and any other instruments having the force of law in India as they may be issued and in force from time to time.
- b.** "Bids" means Bid submitted by Bidders in response to the NIB issued by Jharkhand Renewable Energy Development Agency (JREDA), on behalf of the Government of Jharkhand for engagement of Bidders.
- c.** "Competent Authority" means the Director or Management committee headed by Chairman-cum- Principal Secretary, Energy Department and Government of Jharkhand as the case may be.
- d.** "Committee" means committee constituted for evaluation of the NIB.
- e.** "Consultant" means an Agency that was doing said work under mentioned category, which will provide services to JREDA.
- f.** "Agreement" means the Agreement signed by the parties for engagement along with the entire documentation specified in the NIB.
- g.** "Day" means Calendar Day.
- h.** "Effective date" means the date on which the agreement comes into force and effect.
- i.** "ITB" means Instructions to Bidders, specified in Section III of NIB.
- j.** "IFP" means Invitation for Bids, specified in Section II of NIB.
- k.** "Government" means the Jharkhand State Government.
- l.** "JREDA" means Jharkhand Renewable Energy Development Agency.
- m.** "Personnel" means professional and support staff provided by the Consultant detailed to perform services to execute an assignment and any part thereof.
- n.** "SOW" means Scope of Work for the Bidders, specified in Section IV of NIB.
- o.** "Services" means the work to be performed by the Consultant pursuant to the engagement by JREDA and to the agreement to be signed by the parties in pursuance of any specific assignment awarded to them by JREDA.
- p.** "BEE" means Bureau of Energy Efficiency.

**Introduction Jharkhand Renewable Development Agency (JREDA)**

Introduction Jharkhand Renewable Development Agency (JREDA) is a State Nodal Agency (SNA) under the administrative control of the Energy Dept., Govt. of Jharkhand established for execution of programmes and promotion of schemes on non-conventional energy sources. JREDA shoulders responsibility as a State Nodal Agency for the Ministry of New & Renewable Energy Sources and also has been appointed as a State Designated Agency for Bureau of Energy Efficiency (BEE).

## **1. Conflict of Interest**

JREDA requires that the Consultants should provide professional, objective, and impartial advice purely based on standard and accepted technical norms and at all times hold the JREDA's interest's paramount, strictly avoid conflicts with other assignments/jobs or their own corporate interests and act without any consideration for future work. The norms should be based on sound engineering principles guided by all connected codes and guidelines issued from time to time by central and state authorities.

## **2. Validity of Bids**

Bids shall remain valid for the period of engagement as prescribed in NIB. A Bid valid for shorter period may be rejected as non-responsive.

## **3. Process for Engagement of Bidders for NIB**

JREDA intends to the Engagement of Agencies for Conducting Implementation and Capacity Building Activities and Preparation of Detailed Project Reports for various schemes of Demand-side Management for the state of Jharkhand. The scope of work is indicated in Section IV.

## **4. Eligibility Criteria**

The Bidder must meet the following eligibility criteria:

1. The Bidder should be a registered Company/firm/Corporation/Proprietor/Society/LLP in India.
2. Consortiums, associations and sub-contracting are not allowed for this tender
3. **Turnover Requirement:** The Bidder needs to submit average Annual turnover during the last three Financial Years (i.e., FY 2020-21, 2021-22, 2022-23). **The average Annual turnover during last three year should be 30% of the estimated cost of the last three Financial (i.e., FY 2020-21, 2021-22, 2022-23). (The certificate should be issued by CA who has performed audit of accounts with UDI no. as per the Performa given at Annexure-T5).**

**Note: The Estimated Cost of NIB is ₹. 74,20,000/- (Seventy-Four Lakh Twenty Thousand Rupees only /-). The minimum requirement of Average Annual Turnover is ₹ 22,26,000 /- FY 2020-21, 2021-22, 2022-23**

**(The certificate should be issued by CA who has performed an audit of accounts with UDIN no. and Membership No. as per the Performa given at Annexure-T5)**

4. **Net worth Requirement:** Bidder should have a Positive Net worth.

**(The certificate should be issued by CA who has performed an audit of accounts with UDIN no. and Membership No. as per the Performa given at Annexure-T9).**

## **5. Experience Requirement:**

### **A. Category No. 1: Retailer Training Program(RTP)-**

**Experience:** The agency must be having experience of RTP/similar works activity as mentioned in said category scope of work for Government (State / Central/ SNA/SDA/Govt. Autonomous Body).

### **Category No. 2: Agriculture Demand Side Management (AgDSM)-**

**Experience:** The agency must be having experience of AgDSM Activity of capacity building/similar works activity as mentioned in said category scope of work for Government (State / Central/ SNA/SDA/Govt. Autonomous Body).

**B. Category No. 3: Municipal Demand Side Management (MuDSM)-**

Experience: The agency must be having experience of MuDSM Activity of capacity building /similar works activity as mentioned in said category scope of work for Government (State / Central/ SNA/SDA/Govt. Autonomous Body)

**C. Category No. 4: Investment Bazaar-**

Experience: The agency must be having experience of Investment Bazaar Activity of capacity building /similar works activity as mentioned in said category scope of work for Government (State / Central/ SNA/SDA/Govt. Autonomous Body).

Sl. No.	Category no.	Essential Requirements
1.	Category-1	<b>Retailer Training Program(RTP)</b>
		<ol style="list-style-type: none"><li>1. <u>Estimated Cost: ₹. 37,20,000 /- (Thirty-Seven Lakh Twenty Thousand Rupees only/-)</u></li><li>2. <u>No. of Programs: Approximately 14 Nos.</u></li><li>3. Location for Training: Finalization after the work allotment to the Agency within Jharkhand.</li><li>4. Minimum Lot Size of Training: 03 (Three) Nos.</li><li>5. Experience: <b><u>The agency must be having experience of</u></b> RTP/similar works activity as mentioned in said category scope of work for <b><u>Government (State / Central/ SNA/SDA/Govt. Autonomous Body).</u></b></li></ol>
2.	Category-2	<b>Agriculture Demand Side Management (AgDSM)</b>
		<ol style="list-style-type: none"><li>1. <u>Estimated Cost: ₹. 17,00,000 /- (Seventeen Lakh Rupees only/-)</u></li><li>2. <u>No. of Programs: Approximately 22 Nos.</u></li><li>3. Location for Training: Finalization after the work allotment to the Agency within Jharkhand.</li><li>4. Minimum Lot Size of Training: 05 (Five) Nos.</li><li>5. Experience: <b><u>The agency must be having experience of</u></b> AgDSM Activity of capacity building/similar works activity as mentioned in said category scope of work for <b><u>Government (State / Central/ SNA/SDA/Govt. Autonomous Body).</u></b></li></ol>



<b>3</b>	<b>Category-3</b>	<b>Municipal Demand Side Management (MuDSM)</b>
		<ol style="list-style-type: none"> <li>1. <u>Estimated Cost: ₹. 15,00,000 /- (Fifteen Lakh Twenty Thousand Rupees only/-)</u></li> <li>2. <u>No. of Programs: Approximately 05 Nos.</u></li> <li>3. Location for Training: Finalization after the work allotment to the Agency within Jharkhand.</li> <li>4. Minimum Lot Size of Training: 01 (One) Nos.</li> <li>5. Experience: <b><u>The agency must be having experience of</u></b> MuDSM Activity of capacity building /similar works activity as mentioned in said category scope of work for <b><u>Government (State / Central/ SNA/SDA/Govt. Autonomous Body)</u></b></li> </ol>
<b>4</b>	<b>Category-4</b>	<b>Investment Bazaar</b>
		<ol style="list-style-type: none"> <li>1. <u>Estimated Cost: ₹.5,00,000 /- (Five Lakh Rupees Only/-)</u></li> <li>2. <u>No. of Programs: Approximately 01 Nos.</u></li> <li>3. Location for Training: Finalization after the work allotment to the Agency within Jharkhand.</li> <li>4. Experience: <b><u>The agency must be having experience of</u></b> Investment Bazaar Activity of capacity building /similar works activity as mentioned in said category scope of work for <b><u>Government (State / Central/ SNA/SDA/Govt. Autonomous Body)</u></b></li> </ol>

**Work Experience:** Experience of having successfully completed similar works in any SNA/Govt. Organization / PSU during last 7 years ending last day of month previous to the one in which applications are invited should be either of the following: -

- a. Three similar completed works costing not less than the amount equal to 40% of the estimated Project cost/ Minimum lot size of trainings cost.  
Or
- b. Two similar completed works costing not less than the amount equal to 50% of the Estimated Project cost/ Minimum lot size of trainings cost.  
Or
- c. One similar completed work costing not less than the amount equal to 80% of the estimated Project cost/ Minimum lot size of trainings cost.

**Note:** - Copy of the Work order along with the copy of work completion certificate supporting the claim of work experience is a must to be enclosed by the Bidder/Agency as per the **Annexure – T7 and T10**. Non-provision of the same against the claim towards the work experience shall be counted as non-submission. In case the Work Completion Certificate is not available with the Applicant, proof of payment against the Work Order/ Purchase Order/ Letter of Award will be considered. 3rd Party Assignments carried out by a Bidder if submitted against this NIB shall not be counted towards proof of work experience. Copy of the Work Order with Work Completion Certificate/Performance Certificate/ payment against the Work Order/ Purchase Order/ Letter of Award / Work Completion Certificate supporting the claim of work experience is a must to be enclosed by the Bidder/Agency as per the Annexure – T7 and T10.

• **Bidder must have the experience to meet the Minimum lot size of individual category training mentioned in NIB for qualifying.**

6. **Income Tax Return:** Agency needs to submit ITR (i. e. AY 2021-22, 2022-23 and 2023-24).
7. The Bidder should be registered in India with appropriate statutory authorities as required under law. Copies of all such registration papers including PAN, GST, and ITR etc. must be enclosed.

8. The work as detailed in this tender shall be executed and completed in all respects in accordance with the tender document and to the complete satisfaction of JREDA. meanwhile, JREDA reserves the rights to extend the timeline for competition.
9. The tender other than prescribed form shall not be accepted by JREDA and each page of the tender document is sequined to be duly signed by the bidding agency.
10. JREDA reserve the right to increase or Decrease the number of training under category 1-4 subject to availability of fund and requirement of the JREDA for the capacity building of the stakeholders for the state for Jharkhand under the demand side management program. The NIB is the rate contract to execute the said training/Events in the multiple location in the Jharkhand.

## **5. Disqualifications**

JREDA may at its sole discretion and at any time during the evaluation of Bid, disqualify any bidder, if the bidder has:

- Submitted the Bid documents after the response deadline; or
- Made misleading or false representations in the forms, statements and attachments submitted in proof of the eligibility requirements; or
- Exhibited a record of poor performance such as abandoning works, not properly completing the contractual obligations, inordinately delaying completion or financial failures, etc. in any project in the preceding two years; or
- Submitted a Bid that is not accompanied by required documentation or is non-responsive; or
- Failed to provide clarifications related there to, when sought; or
- Submitted more than one Bid; or
- Declared ineligible by the Government of India/State/UT Government for corrupt and fraudulent practices or blacklisted; or
- Submitted a Bid with price adjustment/variation provision.

## **6. Request for Bid**

The Bidder is expected to examine all the instructions, guidelines, terms and conditions and formats in the NIB. Failure to furnish all the necessary information as required by the NIB on submission of a Bid not substantially responsive to all the aspects of the NIB shall be at Bidder's own risk and may be liable for rejection. The entire set of NIB is available at Jharkhand tenders/website of JREDA. Bidder can apply the NIB from the Jharkhand tenders during the mentioned Date and time in NIB.

## **7. Preparation of Bid**

The Bidders shall comply with the following related information during preparation of the Bid-

- a) The Bid and all associated correspondence shall **confirm to prescribe formats**. Any inter lineations, erasures or over writings shall be valid only if they are initialed by the authorized person signing the Bid.
- b) The Bid shall be typed or written in indelible ink (if required) and shall be signed by the Bidder or duly authorized person(s) to bind the Bidder. **The letter of authorization** shall be indicated by authenticated Power of Attorney and shall accompany the Bid.
- c) In addition to the identification, the covering letter (Form 1) shall indicate the **name and address of the Bidder** to enable the Bid to be returned in the case it is declared late, and for other purposes.
- d) Bids received by **facsimile shall be treated as defective, invalid and rejected**. Only detailed complete Bids in the form indicated above received prior to the closing time and date of the Bids shall be taken as valid.
- e) Bidders are not permitted to modify, substitute, or withdraw Bids after its submission.

## **8. Submission of Bids**

The bidder shall submit the proposal through online mode only and the agency needs to submit the amount of ₹.1,60,200/- online mode via SBI payment gateway on <https://jharkhandtenders.gov.in> which consist of cost of the NIB document (Non-refundable) is ₹. 11,800/- (Inclusive of GST@ 18%) and Earnest Money Deposit (EMD) of ₹. 1,48,400/- (Refundable). However, during the course of evaluation of Proposal, the competent authority has the right to carry out a due diligence in a fashion relevant to understand the facts.

### **Timeline for Submission of Bid:**

- Bids from Bidders, complete in all respects must be received by JREDA on or before the date mentioned in the Notice for Inviting Bid.
- JREDA may extend the deadline for submission of bids by issuing an agenda/corrigendum, in which case all rights and obligations of the JREDA and the bidders previously subject to the original deadline will subject to the new deadline.
- Detailed Instructions & Documents to be furnished for Bidding.

## **9. Cancellation of Tender: JREDA's Right to accept any Bid and to reject any or all Bids**

JREDA reserves the right to accept or reject any Bid, and to cancel the bidding process and reject all bids, at any time prior to the award of Contract, without thereby incurring any liability to the affected Bidder or bidders or any obligation to inform the affected Bidder or bidders of the grounds for the JREDA's action without any reason.

## **10. Instructions to Bidders**

Detailed instructions & documents to be furnished for bidding:

1. The guidelines to submit bid online can be downloaded from website <http://jharkhandtenders.gov.in>.
2. The interested bidders can download the bid from the website "<http://jharkhandtenders.gov.in>".
3. To participate in bidding process, bidders have to get 'Digital Signature Certificate (DSC)' as per Information Technology Act-2000 to participate in online bidding. This certificate will be required for digitally signing the bid. Bidders can get above mention digital signature certificate from any approved vendors (CCA). Bidders, who already possess valid Digital Certificates, need not to procure new Digital Certificate.
4. The bidders have to submit their bids online in electronic format with digital Signature. The bids without digital signature will not be accepted. No proposal will be accepted in physical form.
5. Bids will be opened online as per time schedule mentioned in section 1.
6. Bidder needs to submit the amount of ₹.1,60,200/- online mode via SBI payment gateway on <http://jharkhandtenders.gov.in> which consist of cost of the NIB document (Non-refundable) is ₹. 11,800/- (Inclusive of GST@ 18%) and Earnest Money Deposit (EMD) of ₹. 1,48,400/- (Refundable).
7. Uploaded documents of valid successful bidders will be verified with the original before signing the agreement. The valid successful bidder has to provide the originals to the concerned authority. The department will not be responsible for delay in online submission due to any reason.
8. All the required information for bid must be filled and submitted online. If the bid is not found to be uploaded online in the website (<http://Jharkhandtenders.gov.in>), bid shall be rejected.
9. The quoted rates should be in line with "Jharkhand P.W.D. Code, which is implemented by vide Sankalp letter no.2146 (s) Dated 09/09/2020".
10. Other details can be seen in the bidding documents.
11. The NIB is available at Jharkhand tenders and website of JREDA bidders can apply for the NIB from the Jharkhand tenders during the time period mentioned in NIB by submitting

the non-refundable Bid fees.

12. Bids will be opened as per time schedule mentioned in the Short Notice Inviting Bid notice.

13. The department will not be responsible for delay in submission due to any reason.

### **Details of documents to be furnished for bidding**

**Online Submission of Scanned copies of the following documents to be up-loaded in .pdf format on the website <http://Jharkhandtenders.gov.in>** of the following documents Annexure as per the enclosed formats should be submitted in online at Jharkhand Tenders while applying for the same.

I. Tender fee (Non- Refundable) and Earnest Money Deposit (EMD) (Refundable) for Bidder which should be submitted online mode via SBI payment gateway.

II. Service Tax Registration Certificate/ GST Certificate.

III. PAN Card.

IV. Audited Balance sheet of last three years issued by Chartered Accountant.

V. ITR: AY 2021-22, 2022-23 and 2023-24.

VI. Annexure-T1: Covering letter.

VII. Annexure-T2: Authorization letter.

VIII. Annexure-T3: Checklist for technical bid

IX. Annexure-T4: Information about the bidding firm.

X. Annexure-T5: Format for Financial Requirement - Average Annual Turnover

XI. Annexure-T6: Contact Person for the NIB

XII. Annexure-T7: Assignments Of Similar Nature

XIII. Annexure-T8: Declaration by the bidder

XIV. Annexure-T9: Declaration of Net Worth certificate

XV. Annexure-T10: Technical Summary Bid Check List for NIB

- Duly filled in & digitally signed Price Bid (.xls and .pdf). (Only Online accepted)
- Uploaded documents of valid successful bidders will be verified with the original before signing the agreement. The valid successful bidder has to provide the originals to the concerned authority on receipt of such letter, which will be sent though registered post and email.
- **Tender Document is not to be uploaded by the bidder.** The bidder has to give **undertaking stating agree/ disagree on the conditions in the NIB in Annexure – T8.** The bidders, who disagree on the conditions of NIB, cannot participate in the tender.
- Bidders must provide audited balance sheets and statements of profit and loss of the last three Financial Years to support their claim of Average Annual Turnover in Annexure- T5.
- Clarification on Bid Documents and Pre-bid Quarries a prospective Bidder requiring any clarification of the bid documents may inform to the JREDA in writing at the JREDA's address indicated in the Notice Inviting Tenders. JREDA's response will be uploaded in form of corrigendum on our website [www.jreda.com](http://www.jreda.com).

### **Amendment of Bidding Documents:**

- Before the deadline for submission of bids, the JREDA may modify the bidding documents by issuing an addendum/corrigendum.
- To give prospective bidders reasonable time in which to take an addendum into account in preparing their bids, the JREDA shall extend, if necessary, the deadline for submission of bids.
- Amendment of RfP.
- At any time prior to the last date for receipt of bids, JREDA, may, for any reason, whether at its own initiative or in response to a clarification requested by a prospective agency/ firm, modify the RfP Document by an amendment.
- In order to provide prospective agencies/firms reasonable time in which to take the amendment into account in preparing their bids, JREDA may, at their discretion, extend the

last date for the receipt of bids and/or make other changes in the requirements set out in the RfP.

#### **Deadline for Submission of Bids:**

- Complete Bids (including Technical and Financial) must be submitted only as Jharkhand tenders as specified in the Notice Inviting Bid not later than the date and time indicated in the Notice Inviting Bid.
- The JREDA may extend the deadline for submission of bids by issuing an amendment, in which case all rights and obligations of the JREDA and the bidders previously subject to the original deadline will then be subject to the new deadline.

#### **Submission of Bids:**

Bidder needs to submit the BID fees and EMD on Jharkhand tenders also with necessary documents. The agency needs to submit the amount of Rs. 1,60,200/- online mode via SBI payment gateway on <https://jharkhandtenders.gov.in>, which consist of cost of the NIB document (Non-refundable) is ₹. 11,800/- (Inclusive of GST@ 18%) and Earnest Money Deposit (EMD) of ₹. 1,48,400/- (Refundable). The Agency need to pay online via SBI Payment Gateway of ₹ 1,60,200/- for the participation in the NIB.

**Technical Bid: To be opened on (date and time of Technical Bid opening The JREDA will open the bids received (except those received late). In the event of the specified date for the submission of bids being declared a holiday for JREDA, the Bids will be opened at the appointed time and location on the next working day.**

**Financial Bid:** The contents of the Technical and Financial Bids shall be as specified in tender. All documents are to be signed by the bidder and uploaded on Jharkhand tenders only. Inclusive of financial BID in technical submission the vendor will disqualify if the provided financial part in technical submission do not submit the price part of NIB to the technical document submitted by the Bidder/Agency.

#### **Technical Bid – details**

##### **Form II: Technical Bid – details**

Bidders shall submit the technical Bid in the formats (T-1 to T-10) of Section V (the “Technical Bid”). While submitting the Technical Bid, the Bidder shall, in particular, ensure that:

JREDA reserves the right to verify all Statements, information and documents, submitted by the Bidder in response to the NIB. Failure of JREDA to undertake such verification shall not relieve the Bidder of its obligations or liabilities hereunder nor will it affect any rights of JREDA there under. In case it is found during the evaluation or at any time before signing of the Agreement or after its execution and during the period of subsistence thereof, that one or more of the eligibility conditions have not been met by the Bidder or the Bidder has made material misrepresentation or has given any materially incorrect or false information, the Bidder shall be disqualified forthwith if not yet appointed as the Consultant either by issue of the Work Order or entering into of the Agreement, and if the Bidder has already been issued the Work Order or has entered into the Agreement, as the case may be, the same shall, notwithstanding anything to the contrary contained therein or in this NIB, be liable to be terminated, by a communication in writing by JREDA without JREDA being liable in any manner whatsoever to the Bidder or Consultant, as the case may be.

In such an event, JREDA shall forfeit and appropriate the Bid Security as mutually agreed pre-estimated compensation and damages payable to JREDA for, inter alia, time, cost and effort of JREDA, without prejudice to any other right or remedy that may be available to JREDA.

## **Form II: Financial Bid – details**

**Bidders shall submit the Financial Bid in the prescribed BOQ (Excel sheet) online only clearly indicating cost of Consultant's service charges for "Engagement of Agencies for Conducting Implementation and Capacity Building Activities and Preparation of Detailed Project Reports for various schemes of Demand-side Management for the state of Jharkhand "in both figures and words, in Indian Rupees, and signed by the Bidder's authorized signatory.**

Note: - Maximum Bid Price allowed for conducting Capacity Building of Individual category in Jharkhand was mentioned in Clause 7 (Table). Meanwhile, JREDA reserve the rights for increase and decrease the no. of training subject to availability of fund and also change the location of the training as well for the capacity building of the demand side management scheme.

**Financial Bid shall be submitted online only. In case the financial submitted online the said bidder shall be disqualified for the NIB.**

While submitting the Financial Bid, the Bidder shall ensure the following:

- i. All the costs associated with the assignment shall be included in the Financial Bid, including taxes. The total amount indicated in the Financial Bid shall be without any condition attached or subject to any assumption, and shall be final and binding. In case any assumption or condition is indicated in the Financial Bid, it shall be considered non-responsive and liable to be rejected.
- ii. The Financial Bid shall take into account all expenses and tax liabilities including the GST / Service Tax. For the avoidance of doubt, it is clarified that all taxes as are applicable or may become applicable shall be deemed to be included in the costs shown under different items of the Financial Bid. Further, all payments shall be subject to deduction of taxes at source as per applicable laws.
- iii. Costs (including breakdown of costs) shall be expressed in INR.
- iv. Duly Quoted & digitally signed Bill of Quantity (BOQ) in the file supplied by JREDA in .xls.
- v. Declaration by Bidder in the format Annexure T3 form of Bid in .pdf format.

NOTE: - a) All the documents should be digitally signed.

### **14. Pre-BID Query**

The prospective bidders, requiring any clarification on RFP may notify the same in the form of query to JREDA in line with e-procurement notice for pre-bid through e-mail (info@jreda.com) only. JREDA response, if any, will be uploaded to the website for all the prospective bidders interested in submitting the Proposal. Pre-BID Query was addressed only by email. Bidder needs to submit their query to [info@jreda.com](mailto:info@jreda.com) by keeping [eejharkhand@gmail.com](mailto:eejharkhand@gmail.com) in CC for their pre-BID query till 17.01.2024 (Wednesday).

Submission of Bids by Bidders: Bidder shall upload the Bids (Technical bids) on website [www.jharkhandtenders.gov.in](http://www.jharkhandtenders.gov.in) and submit the Bid fee in original in the office of JREDA on scheduled date & time.

### **14. Bid Opening**

Bids will be opened in the presence of the Bidders, who choose to be present, in front of JREDA Purchase Committee at 03.00 P.M. on 05.02.2024 (Monday) at the address indicated in the Short Notice Inviting Bid notice.

### **15. Evaluation of Bids**

JREDA will evaluate the Bid receipt through JREDA purchase committee for a detailed scrutiny. During evaluation of Bids, JREDA, may, at its discretion, ask the Bidders for clarification of their Bids. A committee will evaluate the above proposals (technical and financial) based on the qualifications specified below:

- Past experience of carrying out the similar assignment inline to the detailed scope of work.
- No consortium is allowed.

## **16. Award of Contract and Emplacement procedure after opening of Financial Bid**

- The unit price of each training is the rate contract for the training as per NIB.
- JREDA reserves the rights to increase and decrease the scope and number of work as per their requirement and instruction along with guidelines received from BEE.
- JREDA Reserve the rights to increase or decrease the number of training subject to the availability of funds.
- JREDA Reserve the rights to allocate the work mentioned in NIB to multiple agencies in L1 price by taking their consent on L1 quoted price on prorata basis.

## **17. Notification of Award and Signing of Agreement**

- The bidders whose Bids have been accepted will be notified of the award by the JREDA prior to expiration of the Bid validity period by email and by registered letter. This letter called the "Letter of Award / Work Order" will state the sum that the JREDA will pay to the Consultants in consideration of the execution and completion of the Works (hereinafter and in the Contract called the "Contract Price").
- The notification of award will constitute the formation of the Contract, subject only to the furnishing of Security Deposit by the successful bidders in accordance with the provisions.
- The Agreement will incorporate NIB document, Work order & subsequent amendments between JREDA and the successful Bidders. It will be signed by the JREDA and the successful Bidders after the security deposit is submitted.
- Upon the furnishing of the Security Deposit by the successful Bidders, JREDA will promptly notify the other Bidders that their Bids have been unsuccessful.

## **18. Confidentiality**

Information relating to the examination, clarification and comparison of the Bids shall not be disclosed to any Bidders or any other persons not officially concerned with such process until the Tender process is over. The undue use by any Bidder of confidential information related to the process may result in rejection of its Bid.

## **19. Earnest Money Deposit (EMD)**

The agency needs to submit the amount of ₹.1,60,200/- online mode via SBI payment gateway on <https://jharkhandtenders.gov.in> which consist of cost of the NIB document (Non-refundable) is ₹.11,800/- (Inclusive of GST@ 18%) and Earnest Money Deposit (EMD) of ₹.1,48,400/- (Refundable). The Agency need to pay online via SBI Payment Gateway of ₹.1,60,200/- for the participation in the NIB.

For unsuccessful Bidders, the EMD shall be refunded after finalization of Tender. For successful Bidder, EMD shall be released on the submission of Security Deposit.

The following shall cause the forfeiture of EMD:

- If the Bidder modifies/ withdraws its Bid except as per the provisions specified in the Tender document; or
- If the Bidder withdraws its Bid before the expiry of the validity period of the Bid; or
- if any information or document furnished by the Bidder turns out to be misleading or untrue in any material respect; or
- If the selected Bidder does not accept the Letter of Award / Work Order unconditionally within fifteen (15) days of issue of Letter of Award / Work Order or the period as extended by JREDA.

## **20. Security Deposit**

The shortlisted Agency has to submit Security Deposit @10% of the work order value online mode via SBI payment gateway on <https://jharkhandtenders.gov.in> .The Security Deposit shall be released after expiry of 60 days from the actual date of successful completion of the work.

## **21. Agreement**

The Shortlisted Bidder / Consultant shall enter into an agreement within 15 days from the issue of the work order in the office of Director JREDA, Ranchi on non-judicial stamp paper of appropriate value after deposit of the security money, failing which the Work Order may be canceled. Uploaded documents by the shortlisted Consultant in NIB will be verified with the original before signing the agreement.

## **22. Engineer-in-Charge**

Concerned Electrical Executive Engineer of JREDA will be Engineer-In-Charge of the work. The shortlisted Consultant shall have to be in regular contact with the Engineer-In-Charge for successful execution of the work.

## **23. Process to be Confidential**

Information relating to the examination, clarification, evaluation, and comparison of bids and recommendations for the award of a contract shall not be disclosed to bidders or any other persons not officially concerned with such process until the award to the successful Bidder has been announced. Any attempt by a Bidder to influence the JREDA's process of bidding or award decisions may result in the rejection of his Bid.

## **24. Income Tax / GST**

Without prejudice to the obligation of the shortlisted Consultant under law, any income tax and GST which JREDA may be required to deduct by Law/Statute, shall be deducted at source and shall be paid to the concerned government departments on account to the Consultant. JREDA shall provide the Consultant documents or information for such deduction of tax.

## **25. Force Majeure Conditions**

In the event of either party being rendered unable by force majeure to perform any obligation required to be performed by them under this agreement, relative obligation of the party affected by such force majeure shall be treated as suspended during which force majeure condition last.

The term force majeure shall have herein mean riots (other than among the Consultant's employee), civil commotion, war (whether declared or not), invasion, act of foreign enemies' hostilities, rebellion, insurrection, military coup to usurp power, act of god such as earthquake, lightening, floods, fires not caused by Consultant's negligence and other cause which the Consultant has no control and accepted as such by the Director, JREDA, whose decision shall be final and binding.

If the work is suspended by force majeure conditions lasting for more than 45 days, the JREDA shall have the option of canceling this contract in whole or part thereof, at its discretion. The Consultant shall not claim for compensation for force majeure conditions.

## **26. Compliance with Regulations**

The shortlisted Consultant has to comply with all applicable laws or ordinances, codes, approved standards, rules and regulations and shall arrange all necessary municipal and/or other statutory bodies and government permits & licenses etc. wherever applicable, at its own cost.



## **27. Risk and Cost**

If the Shortlisted Consultant fail to complete the awarded work or any part thereof as per terms of order, then JREDA will be at liberty to cancel the said work order and will get full or part of left-over work completed by way of engaging alternate bidder at its risk & cost. Also, JREDA may take o of accident/damage of manpower occurs then the Consultant will only be responsible for that & in no case JREDA shall be accountable in such case.

## **28. Cancellation of Contract**

JREDA will be at liberty to terminate in part or full the awarded contract without prejudicing its rights and affecting the obligations of the Consultant by giving 15 (Fifteen) days' notice in writing in the following events:

- a) The term of Agreement expires; other appropriate action for non-compliance of the order. During the contract period if any type; or
- b) Termination of Agreement by JREDA due to non-performance during the execution of Work; or
- c) Performance is below expected level; or
- d) Non-adherence to the timelines of the project; or
- e) Quality of work is not satisfactory.

Other terms & condition enumerated in the said **JREDA NIB No. 36/JREDA/EE/23-24** will be the integral part of this contract.

## **29. Sub-Letting**

In no case sub-letting of the contract will be allowed. If the Consultant contravenes this condition, JREDA reserve the right to cancel the work contract.

## **30. Penalty terms**

Delay any stage in execution of the contract due to reasons solely attributed to successful agency/firm/bidder beyond the time schedule as agreed or any extension thereof granted by the JREDA shall attract penalty at the rate of 1% of the total contract value per week of delay subject to maximum of 10% of the total contract value.

## **31. Jurisdiction of Court**

All legal disputes between the parties shall be subjected to the jurisdiction of Jharkhand High Court, Ranchi only.

## **SECTION IV**

**Tender Reference No.: 36/JREDA/EE/23-24**

### **SCOPE OF WORK (SOW)**

**Sub: Engagement of Agencies for Conducting Implementation and Capacity Building Activities and Preparation of Detailed Project Reports for various schemes of Demand-side Management for the state of Jharkhand.**

The scope of work for Engagement of Agencies for Conducting Implementation and Capacity Building Activities and Preparation of Detailed Project Reports for various schemes of Demand-side Management for the state of Jharkhand will be mentioned below:

#### **Category 1: Scope of work for "Standards and Labelling Retailers Training Programme" in Jharkhand:**

The scope of work for Conducting "Standards and Labelling Retailers Training Programme" in Jharkhand and preparation of Detailed Project Report will be as below:

- Should have minimum 02 nos. BEE Certified Energy Manager/Auditors (CVs to be attached).

#### **Background**

The advent of Energy Conservation Act in 2001 and the establishment of Bureau of energy efficiency (BEE) as a statutory body at the central level to facilitate the act has led to the genesis of the state development agencies (SDA's). These agencies are set up to facilitate the implementation of the Act and promotion of energy efficiency in the states. The emphasized efforts to involve the stakeholders to ensure an accelerated and sustained adoption of energy efficiency measures in all sectors.

#### **Introduction about Standard & Labelling Programme**

The objectives of Standards & Labeling programme is to provide the consumer an informed choice about the energy saving and thereby the cost saving potential of the marketed household and other equipment. This is expected to impact the energy savings in the medium and long run while at the same time it will position domestic industry to compete in such markets where norms for energy efficiency are mandatory.

The scheme was launched by the Hon'ble Minister of Power in May, 2006 and is currently for Equipment/appliances Room Air Conditioner, Ceiling Fan, Colour Television, Computer, Direct Cool Refrigerator, Distribution Transformer, Domestic Gas Stove, Frost Free Refrigerator, General Purpose Industrial Motor, Monoset Pump, Open well Submersible Pump Set, Stationary Type Water Heater, Submersible Pump Set, TFL, Ballast, Solid State Inverter, Office Automation Products, Diesel Engine Driven Monoset pumps for Agricultural Purposes, Diesel Generator Set, LED Lamps, Chillers, Inverter AC etc.

#### **Objective of Retailer Training Programme**

JREDA has intended to conduct retailer training programme in Jharkhand State to reach out to a large consumer audience to spread awareness on the saving from star rated appliances. The main objective of this programme is to organize workshops and imparting training to the authorized trader/seller. A comprehensive awareness programme will support and reinforce the sales person to briefly explain and convince customers about benefits of Star Rated Appliances. It will also increase the penetration of star rated products in the market.

S&L is thus a critical cornerstone for India's energy efficiency initiatives. S&L along with other related policies and programmes will allow India to reduce the energy required to grow its economy over a period of time, resulting in enhanced social welfare for its citizens, less local and regional pollution, and lower carbon emissions. In the long run, it will lower energy bills of consumers.

## **Scope of Work**

- i. Agency shall organize and conduct/implementation "Standards and Labelling Retailers Training Programme" in Jharkhand.
- ii. Additionally, proposal is also sought to organize training programmes for Resident Welfare Societies (RWAs), Government educational institutions such as NITs, IITs, Government Engineering Colleges (GECs) & government institutes/offices. The objective of these training programmes is to reach out to associations and other user for spreading information about BEE's Star label programme and create demand for Star Rated Appliances.
- iii. The preferred location for organizing and conducting of "Standards and Labeling Retailers Training Programme" shall be finalized after work allotment and may vary depend up on requirement of JREDA.
- iv. Agency shall coordinate with reputed authorized retailers of Jharkhand for their participation in Retailer Training Programme. Agency shall take prior approval of JREDA on selection of invites/participants before finalization.
- v. Agency shall ensure that minimum 50 no. of participants attend in each training programme. The officials from JREDA, BEE and Agency Expert shall not be considered in the head count for the participants. The training should cover complete retailers from the state of Jharkhand, which should only cover the provisions mentioned below:

**Consumer Electronics-** Frost free (no-frost) Refrigerators, Tubular Fluorescent Lamps, Room Air Conditioners, RAC (cassette, floor standing tower, ceiling, corner AC), Direct Cool Refrigerator, Electric Geysers, Colour TV, Variable Capacity Air Conditioners, LED lamps and any other consumer electronics appliance included by BEE under S&L program.

**Heavy Electronics-** Induction Motors, Agricultural Pump Sets, Ceiling Fans, Domestic Liquefied Petroleum Gas(LPG) Stoves, Washing Machine, Ballast(Electronic/Magnetic), Diesel Engine Driven Mono set-Pumps for Agricultural Purposes, Solid State Inverter, Diesel Generator, Chillers, Microwave Ovens, Distribution Transformer and any other Heavy electronics appliance included by BEE under S&L program.

- vi. Agency shall design and develop of interactive training module, approach and methodology, training material, Pamphlet/leaflets (in English and Hindi), attendance sheets, feedback forms, quizzes, certificate of participation, posters for display at outlets, etc.
- vii. The interactive training module which should covers the following areas: (Format of interactive training module may be provided to the Agency by JREDA/BEE).
  - Introduction to S&L
  - Description of Star Label and how to make a right choice of a particular product of different star ratings.
  - Awareness about BEE star label website, mobile application and S&L in print media.
  - Enforcement of S&L programme.
- viii. The training module, approach and methodology, all the printed materials shall be shared by Agency with JREDA and BEE in soft copies before commencement of the training programme. Any amendment required by JREDA/BEE shall be done by the Agency.
- ix. The Boarding- Lodging and local travels may be provided for the two officials from BEE
- x. Informing the participants about the programme & continuous follow up to ensure good participation for the workshops.
- xi. Good Quality Training kit which shall include pen drive/ printed training material, notebook, pen and other necessary stationary items shall be provided to the participants during the workshops
- xii. Two times tea/coffee with snacks and lunch etc to all the participants.
- xiii. Photography with HD quality of the event.
- xiv. Event posters, banners, standees, etc if any.
- xv. Collecting feedback from participants.

- xvi. Agency shall prepare a training kit would containing printed training material in English and Hindi, with prior approval from JREDA. The soft-copy of training material shall provide to each participant in a Pen drive along with other entities such as notepad, pen, pencil, and other necessary items required for the training programme by the Agency. The number of training kit and all the other entities should be as per the number of participants.
- xvii. Agency shall conduct a post training quiz (simple multiple-choice questions, maximum 20 minutes duration) after conclusion of each training programme. The set of questionnaire for quiz should be developed and approved by the JREDA/BEE. 5-10 prizes may be awarded to the participants, whoever gives the correct answer. Prizes shall be provided by Agency to the winning participants. Prizes may include pen-drive (or) portable LED lamps (or) Power Banks etc.
- xviii. Agency would arrange the venue for conducting the training programme and venue should be at least 3/4 star hotel or above (in case of non-availability of starred hotels, the best available venue in the city may be considered with approval of JREDA). Working lunch, snacks and tea during the training shall be done by Agency.
- xix. The agenda, venue and dates, would be approved by JREDA/BEE before commencement of workshop. All these details would be shared by Agency via mail to JREDA for prior approval.
- xx. Agency will responsible for coordinating and inviting BEE officials to the training programme keeping JREDA in loop.
- xxi. Agency shall arrange the mementos, boarding, lodging and local travels of the 2 officials from BEE, 3 officials from JREDA & trainer (if any).
- xxii. Agency shall analyze the stakeholder feedback received. The feedback will be taken from each participant through suitable forms for further improvement of Retailer Training Programme. All the original copies of feedback forms and attendance sheets would be submitted by the agency to JREDA after completion of the each training programme. JREDA may revise the training programme as per the requirement / feedback.
- xxiii. Considering the pandemic situation, the Agency should ensure that all precautionary measures laid down by the Jharkhand State Administration are duly followed.
- xxiv. Agency need to provide the participation certificate to all of the participants in all S&L Program.
- xxv. Agency needs to submit the Complete Video recording of the event to SDA – JREDA of reputed make in Hard Disk (2TB).

#### **Submission of Report to JREDA:**

- i. Agency should submit a brief report to JREDA/BEE, on completion of each training programme along with the feedback forms, attendance sheets etc. in original.
- ii. On completion of of Retailer Training Programmes in the major cities of Jharkhand, Agency should submit Three (3) copies of detailed final report in hard copy to JREDA with covering the entire training programme. The detailed final report shall contain the list of the participants & their contact details, copy of training materials, Pamphlet/leaflets (in English and Hindi), assessment report, photographs, feedback report, attendance sheets etc.
- iii. Agency needs to submit the Complete Video recording of the event to SDA – JREDA of reputed make in Hard Disk (2TB).

#### **Photography of the event**

- i. Photography of the event will include a photograph of the participant's photograph of trainers (while delivering the lecture during the workshop).
- ii. Photograph for the inauguration of the workshop.

## **Category 2: Scope of work for AgDSM Programme in Jharkhand State:**

The **scope of work** for Agencies Shortlisted under **“Request of Proposal for conducting capacity building training programmes on AgDSM (Agriculture Demand Side Management) for farmers, technicians & various stakeholders in the state of Jharkhand and preparation of Detailed Project Report”** will be as below:

- Agency should have an arrangement of expert speakers in the field of AgDSM.
- Agency Should have arrangements of minimum 02 nos. BEE Certified Energy Auditors / Managers (CVs to be attached).
- The expert speakers should have provided at least 10 nos. of similar trainings on energy efficiency & energy conservation during the last Seven years.

The Agency is to organize an approximate 26 Nos. training programs for farmers with a focus on Energy & Water Conservation in the state of Jharkhand. List of Krishi Vigyan Kendra (KVK) mentioned below for reference:

### **Krishi Vigyan Kendra (KVK) Centre in Jharkhand:**

1. Birsa Agriculture University and other University of agriculture stakeholders.
2. Krishi Vigyan Kendra, Sahebganj, under Birsa Agricultural University, Established in 2004.
3. Krishi Vigyan Kendra, under Central Rice Research Institute (CRRI), Established in 2005.
4. Krishi Vigyan Kendra, Godda, under Gramin Vikas Trust, Established in 2006.
5. Krishi Vigyan Kendra, Seed Multiplication Farm, Gamharia Distt. Saraikela-Kharsawan.
6. Krishi Vigyan Kendra, Seed Multiplication Farm, Bano, Distt. Simdega.
7. Krishi Vigyan Kendra, Seed Multiplication Farm, Balumath, Distt. Latehar.
8. Krishi Vigyan Kendra, Agricultural Farm, Bena, Distt. Jamtara.
9. Krishi Vigyan Kendra, Jainagar, Distt. Koderma-825324.
10. Krishi Vigyan Kendra, Zonal Agricultural Research Station, PO. Khutabandh, Distt. Dumka.
11. Krishi Vigyan Kendra, PO. Maheshpur Farm Distt. Pakur-816 016.
12. Krishi Vigyan Kendra, Old D.K.G.K. Office, PO. Lohardanga Distt. Lohardanga-834006.
13. Krishi Vigyan Kendra, PO. Bengabad, Near Block Office, Distt. Giridih-815301.
14. Krishi Vigyan Kendra, PO. Petawar, (Near block) Distt. Bokaro-829121.
15. Krishi Vigyan Kendra, Darisai, Vill-Barakhurshi, PO. Giridhi, Distt. East Singhbhum-832 304.
16. Krishi Vigyan Kendra, Seed Multiplication Farm Kullu, Distt. Chatra.
17. Krishi Vigyan Kendra, Sub-Divisional Agricultural Farm, Distt. Garwah-822114.
18. Krishi Vigyan Kendra, Vikas Bharati, Bishunpur, Distt. Gumla-835331.
19. Krishi Vigyan Kendra, Daltonganj, Chianki, Distt. Palamau-822113.
20. Krishi Vidyan Kendra, Baliapur Farm, Sindri Road, Distt. Dhanbad-828201.
21. Krishi Vigyan Kendra, Sujani, PO. Ghorlash, Distt. Deoghar-814152.
22. Krishi Vigyan Kendra, Holycross, Near Kanari Hill, Distt. Hazaribagh-825 301.
23. Krishi Vigyan Kendra, Jagannathpur, Distt. West Singhbhum-833203.
24. Krishi Vigyan Kendra, PO. Morabadi, Distt. Ranchi-834008.
25. Krishi Vigyan Kendra, Diyankel Village, Torpa Block Distt. Khunti (Jharkhand).
26. Krishi Vigyan Kendra, Distt. Ramgarh (Jharkhand).

Capacity-Building training programs are to be completed within a period mentioned in NIB from the date of award of work order.

The following activities shall be part of the scope of work:

- District wise One-day capacity building training programmes to be organized on AgDSM through respective Krishi Vigyan Kendras.

- Arrangement of speakers/experts to make presentations on technical aspects of energy efficient products for the workshop related to the state of Jharkhand.
- Informing the participants regarding the training programs through email or social media platforms i.e., Facebook, Twitter, WhatsApp, LinkedIn & ensure participation of minimum 50 farmers/ individuals / stakeholders.
- The schedule of program should be finalized in consultation with JREDA.
- Submission of report of each program includes proceedings, list of participants, performance report of webinar, interaction from participants, locations of participants, & press clipping attached of each event in prescribed format along-with all event related documents to JREDA.
- Submission of summary report after completion of all training program including success factor of trainings, challenges faced, areas of improvement for future JREDA workshops.
- Photography of the event and publicity on social media must be done.
- The agency will submit detailed report (3 copies in hard and soft) of the workshop along-with all related documents i.e. press clippings etc. to JREDA.
- Any other requirement for the successful completion of the function should be met by the Agency.

### **Major Stakeholders:**

- Farmers / State Farmers Association/Sarpanch/Panch
- Senior / Mid-Level DISCOM Officials of the State.
- Officials of State Agriculture Department.
- State origin pump sets manufacturers
- Local Service Providers / Pump sets Dealers
- Horticulture Department
- State Electricity Regulatory Officials,etc.
- JREDA Official, Jharkhand DISCOMs Official, Rural Development Department.
- Pump manufacturers State origin pump sets manufacturers/ Local Service Providers (LSPs), Technology suppliers
- Indian Council of Agricultural Research (ICAR)
- Public Representatives like Gram Pradhan etc, Agricultural Technology Application Research Institute (ATARI), Krishi Vigyan Kendras (KVKs) etc.

Major Participants (About 50%) among the target audience will be Farmers. Total Participants will not be more than 70 in any case agency has to Contact the head/ contact person of the concern Krishi Vigyan Kendra(KVK), for seeking assistance for the invitation of farmers for the program, venue and other logistics for the successful organization of training workshops.

### **Focused areas for Training:**

- Financial benefits to stakeholders by adopting EE & water conservation techniques.
- Basics of the irrigation pumping system and operational practices.
- Overview of BEE Standard & Labelling program for Agriculture pump sets.
- Recommended practices for selection and installation of pump sets with related auxiliaries.
- State / Central Schemes for promotion of water conservation in irrigation methods.
- Recommended repair & Maintenance (Rewinding, impeller modifications etc.) practices.
- Technical sessions: pilot project case studies result and state specific pump operation analysis.
- Discussion on introducing policy / regulatory regimes for agriculture pump sets energy efficiency.

### **Professional for providing training in Workshops:**

Agency will have to provide services of a Certified Energy Auditor/Accredited Energy Auditor as Project Co-ordinator for training programs, whose CV will be provided in Bid documents. The Project Coordinator will not be replaced without prior approval of JREDA.

In case the Project Coordinator is needed to be replaced, CV of the proposed Project Coordinator should be sent to JREDA for approval. The person should be having equivalent or better qualifications and experience in comparison to the previous Project Coordinator.

## **Logo**

Use JREDA & BEE logo on the banners or any other documents prepared for the training workshop.

## **Period of Engagement**

Bidder shall be engaged for the time period mentioned in NIB with JREDA from the date of signing the agreement which may be extended as per requirement of JREDA

## **Topics to be covered & focused areas for Training**

- i. Energy Efficient Pumping System with electric motors, Motor and Pumping system with BEE 5-star rating and Energy Efficiency measures such as use of low friction valves, use of PVC pipes, reducing the discharge head considering the requirement etc.
- ii. Points to be considered while purchasing new motor or new pumping system. (BEE star rated motors and pumping system, Pumps with smart panels).
- iii. Energy Efficient uses of Diesel pumps.
- iv. Energy Efficiency tips for domestic (LED lights, 5 star fans including BLDC fans, energy efficient operation of fridge etc) and agriculture.
- v. Energy Efficient use of tractors.
- vi. Use of Solar PV system for water pumping
- vii. Jharkhand Govt. Scheme.
- viii. About JREDA Website
- ix. Any other topic suggested by BEE/JREDA.
- x. Financial benefits to stakeholders by adopting EE & water conservation techniques.
- xi. Basics of irrigation pumping system and operational practices.
- xii. Overview of BEE Standard & Labelling program for Agriculture pump sets.
- xiii. Recommended practices for selection and installation of pump sets with related auxiliaries.
- xiv. State / Central Schemes for promotion of water conservation in irrigation methods.
- xv. Recommended repair & Maintenance (Rewinding, impeller modifications etc.) practices.

## **Others Points for Scope of Work**

1. Finalization of agenda for the training programs in consultation with SDA.
2. Arrangement of minimum 02 speakers (well versed in subjects to be covered) for each training workshop.
3. Informing the participants about the training program and continuous follow up with them.
4. Seating arrangement for at least 50 Nos. and Max 70 Nos. personnel shall be required in each training workshop.
5. Registration and comparing during the training workshop.
6. Arrangement of good quality training kits which shall include a folder/bag printed training material, and necessary stationary items for the participants in consultation with SDA and 05 Nos. of Pen drive (64GB) along with hard and soft copy of all relevant details and background of training should be provided to delegates and other higher officials.
7. Basic facilities on the stage to be organized.
8. Agency should ensure availability of sound system with one fix mike and 01 cordless mikes (with spare battery), a projector for the presentation etc. Agency or its team members should have laptops for the Power point presentation during the training workshop.
9. A banner to be placed on wall of the hall. A small banner/standee may also be placed outside the KVK to guide the participants. It will be more appropriate that the agency arrange for a lamp with 4-5 wicks so as Chief Guest may light the lamp during inauguration of training workshop.
10. Organizing all logistics related to programme like Venue, Food Provide morning tea and snacks, lunch, and evening tea and snacks during the training with the consultation of JREDA (lunch packet, tea, high tea for chief guest, etc.), Stationery, Banners, Standees, Advertisements, press release, etc. duly approved by SDA.

### **Photography of the event**

Photography must include following as given below:

1. Photographs of participants.
2. Photographs of trainer (while delivering the lecture during the training workshop)
3. Photographs for inauguration of the training workshop. Some good photographs should be placed in the report. Agency should also submit all photographs in soft copy (in original format of photos) to JREDA immediately after the event along with details of Chief Guest & number of participants.
4. In order to engage the targeted audience throughout the training sessions, video contents finalized in consultation with the SDA to be included in the training programmes.
5. Collection of feedback from the participants and collection of feedback from coordinator.
6. KVK Submission of report on proceedings of each training workshop in hard and soft format at the end of each event covering with following related documents to SDA. The report covers background information.
7. Copy of attendance sheet comprise of name, village, contact details (mobile no. and email id), and Signature for farmers. For other participants, the sheet should also include designation and organization.
8. Some photographs (Photographs should include 2 photographs of participants, one or 2 photographs for inauguration of workshop by Chief Guest and photographs of trainer)
9. Outcome of the workshop.
10. Feedback from KVK on topics covered.
11. Important points of the feedback received from the participants should be included in the report. Other relevant information and conclusion etc.

### **Press Note publish in Newspapers**

Press note (In Hindi & English) is to be prepared by agency with 02-03 photographs highlighting the main event including the visibility of Chief Guest and agency has to ensure its publicity through JREDA. This press note should also be shared with JREDA head office through Email (info@jreda.com) at the same time. Template for the press note will be provided to JREDA head Office for publication.

### **Submission of a detailed combined report of all the training workshops**

The report contains the following related documents to SDA:

1. Executive Summary
2. Topic of the workshop
3. Details of PowerPoint presentation.
4. Summary of the programs organized.
5. Few important photographs of the events.
6. Consolidated list in tabular form {including date of the program, program venue, no of participants}.
7. Outcomes/leaning of every workshop and comparative analysis thereof.
8. Chief Guest for the program (Name and designation) other relevant information and conclusion.
9. Meeting any other requirement for the successful completion of the training programme.



### **Category 3: Scope of work for MuDSM Programme in Jharkhand State:**

It is planned to organize workshops for capacity building of target audience (Officers, Engineers, Junior Engineers and other employees of Nagar Nigam, Nagar Palikas & Nagar Panchayat and Jharkhand Jal Nigam & Jal Sansthan) at various Nagar Nigam of Jharkhand. Each workshop will have about 50 participants (Not less than 30) covering Nagar Nigam, Nagar Palikas and Nagar Panchayats of the district concern. Various facilities such as lunch and tea etc., banners and faculty for the workshop and other facilities such as projector, laptop, mike etc. are to be arranged by the agency. The venue should be conference hall of Nagar Nigam or other Government Department. Duration of each workshop will be of minimum 4 (four) hours.

**Agency will have to complete project with in time period mentioned in NIB. The detail scope of Work is given below:**

#### **Target Audience:**

Officers, Engineers, Junior Engineers of Nagar Nigam, Nagar Palikas, & Nagar Panchayat and Officers, Engineers & Junior Engineers of Jal Nigam, Jal Sansthan and other related stakeholders. Total no of participants should be around 40-50 but not less than 30.

#### **Location for training programme:**

Agency has to Contact concern Nagar Nigam, for invitation of officers for the program, venue and other logistics for successful organization of training workshops. The agency should contact Officer In-charge of all Nagar Palikas and Nagar Panchayat of the concern district (District of the Nagar Nigam) also Jal Nigam and Jal Sansthan.

The venue for the Training shall be prefer 3/ 4-star hotel available in said location along with the consultation with JREDA.

#### **Chief Guest:**

The workshops can be inaugurated by a honorable public representative of the area/district such as MLA/MLC/MP/Zila Panchayat Adhyaksh or Mayor of Nagar Nigam etc. However, in absence of public representative, the training workshop can be inaugurated by District Magistrate, Chief Development Officer, Municipal Commissioner or other Senior Officers of Nagar Nigam.

#### **Professional for providing training in Workshops:**

Agency will have to provide services of Certified Energy Auditor/Accredited Energy Auditor who will be overall in-charge of the project, who's CV will be provided in Bid documents. Project-In-charge will not be replaced without prior approval of JREDA. In case the Project In-Charge is needed to be replaced, CV of the proposed person should be sent to Jharkhand SDA for approval. The person should be having equivalent or better qualification and experience in comparison to the previous In-charge. Project In-Charge can also work as project coordinator. If the need arises the agency can nominate another person as project coordinator/ project supervisor.

#### **Logo:**

Use JREDA's & BEE's logo on the backdrop, banners or any other documents prepared for the workshop.

#### **Topics to be covered**

- i. Energy Efficient Street Lights with CCMS and lighting controls.
- ii. Energy Efficient Motors, Energy Efficient Pumping System with electric motors, Sewage Pumping System, Diesel Pumps and Energy Efficiency measures in pumping system etc.
- iii. Points to be considered while purchasing new motor or new pumping system (BEE star rated motors and pumping system).
- iv. Electric Vehicles (Cars, Buses etc.) and charging station facilities.
- v. Use of Solar PV system (Solar Rooftop Power Plant).

### **Other Points for Scope of Work:**

- i. Finalization of agenda for the workshops in consultation with SDA.
- ii. Arrangement of minimum 02 speakers (well versed in subjects to be covered) for each workshop.
- iii. Informing the participants about the workshop and continuous follow up with them.
- iv. Seating arrangement for about 50-60 personnel shall be required in each workshop.
- v. Registration and compeering during the workshop.
- vi. Arrangement of good quality training kits which shall include a Laptop folder/bag, training material, and necessary stationary items for the participants in consultation with SDA.
- vii. Basic facilities on the stage to be organized. Agency should ensure availability of sound system with one fix mike and 01 cordless mikes (with spare battery), a projector for the presentation etc. Agency or its team members should have laptops for the Power point presentation during the training workshop. A banner/backdrop to be placed on wall of the hall. A small banner/standee may also be placed outside the venue to guide the participants. It will be more appropriate that the agency arrange for a lamp with 4-5 wicks so as Chief Guest may light the lamp during inauguration of training workshop.
- viii. Organizing all logistics related to workshop like Venue 3 / 4-star hotel, Food (lunch, tea snacks, high tea for chief guest etc.), press release, etc. duly approved by SDA.
- ix. Photography of the event.

### **Photography must include following as given below:**

- photographs of participants,
- Photographs of trainer (while delivering the lecture during the workshop).
- Photographs for inauguration of the workshop, showing backdrop, venue and date etc.

Some good photographs should be placed in the report. Agency should also submit all photographs in soft copy (in original format of photos) to JREDA immediately after the event along with details of Chief Guest & number of participants.

- x. In order to engage the targeted audience throughout the training sessions, video contents finalized in consultation with the SDA to be included in the workshops.
- xi. Collection of feedback from the participants.
- xii. Submission of report on proceedings of each workshop in hard and soft format at the end of each event covering with following related documents to SDA:
  - The report to cover background information.
  - Copy of attendance sheet comprise of name, contact details (mobile no., email id), designation & organization and Signature of participants.
  - Some photographs (photographs of participants-1 or 2, for inauguration of workshop by Chief Guest -1 or 2 photographs and photograph of trainers during presentation, photograph during inauguration covering backdrop showing venue & date etc.).
  - Outcome of the workshop.
  - Feedback from Nagar Nigam on the format provided by JREDA.
  - Important points of the feedback received from the participants should be included in the report.
  - Other relevant information and conclusion etc. Press Note published in Newspapers.
- xiii. Submission of a detailed combined report of all the workshops. The report contains following related documents to SDA:
  - Executive Summery
  - Topic of the workshop
  - Details of power point presentation
  - Summary of the programs organized
  - Few important photographs of the events

- Consolidated list in tabular form {including date of the program, program venue, no of participants, Chief Guest of the workshop (Name & Designation)}
- Outcomes / leanings of every workshop and comparative analysis thereof.
- Other relevant information and conclusion
- Agency needs to submit the Complete Video recording of the event to SDA – JREDA of reputed make in Hard Disk (2TB)

**Press note (In Hindi & English):**

Press note (In Hindi & English) is to be prepared by agency, highlighting the main event including 02-03 photographs with the visibility of Chief Guest. Agency has to ensure its publication in newspapers through district officer of JREDA. This press note should also be shared with JREDA head office through Email (info@jreda.com) at the same time. Template for the press note will be provided by JREDA head Office.

**Category 4: Scope of work for Investment Bazaar Programme in Jharkhand State:**

The Agency must need to carry out the following activities:

- i. To organize the conference which includes arrangements for venue, projector and backdrop, and food. Venue should also cover exhibition area and stalls. However, cost of putting up material in stalls shall be borne by banks/NBFCs/OEMs.
- ii. SDA has to design Background note, Agenda and Proceedings.
- iii. SDA has to design of backdrop, podium stand, outside standee and name tags for printing.
- iv. To arrange for boarding and lodging which will also cover local conveyance for all the eminent speakers/experts.
- v. To reimburse all domestic (economy class ticket or second-class AC rail fare), local travel incurred by eminent speakers/experts.
- vi. To arrange for a projector and two laptops.
- vii. To arrange good quality conference kits which shall include good quality bag, printed conference material, notepad and pen.
- viii. To arrange mementos for speakers.
- ix. To arrange photographer to take at least 50 pictures and submit soft copies to BEE.
- x. To arrange for the Name Board for speakers (including dignitaries).
- xi. Printing of conference material-feedback forms, background note, final agenda, and Guidelines for Energy Efficiency financing.
- xii. Send invite letters to speakers, industries and banks/NBFCs for participation.
- xiii. Prepare Proceedings of the conference and submit soft copy to BEE.
- xiv. To keep sitting arrangement (in round tables) for at-least 50 participants and ensure COVID norms are followed during the events.
- xv. To invite, Industry Association, PAT industries and to showcase investment potential in their respective units/sectors. These speakers can also present successful case studies of implementing Energy Efficiency projects where financing was sought from Banks/NBFCs.
- xvi. To hire a knowledge partner for preparation of background papers, bringing industries as well as industry associations and Financial Institutions on EE for this conference, identify at least 5 bankable EE projects in industries that could be showcased in this conference. At least, 5 Willingness forms with technical details forms to be submitted to BEE's Facilitation Centre before organizing this event.
- xvii. Agency needs to submit the Complete Video recording of the event to SDA – JREDA of reputed make in Hard Disk (2TB)

**Please note:** The knowledge partner should at least have 1 financial expert and 1 Technical expert who will assist SDA in identifying the required bankable EE projects to be showcased during investment bazaar event.

1. Invite state government officials for inaugural session.
2. To give invitation to potential speakers from
  - Large Scale Industries, Industry Associations, OEMs, MSMEs, ESCOS, etc.
  - SIDBI.

- IREDA.
- PFC.
- MNCs such as World Bank, KFW, JICA, etc.
- Schedule Commercial banks and NBFCs.

**Mandatory Note: Agency must submit 5 Nos. Willingness forms with technical details forms to be submitted to BEE's Facilitation Centre before organizing this event**

**Period of Engagement**

Agency shall be engaged for 180 Days with JREDA from the date of the Agreement signing which may be extended as per the requirement of JREDA. However, the projects in hand at the time of completion of 180 Days period would have to be completed by the Agency within time period as may be mutually agreed, without any extra cost. It is suggested to complete the said work as mentioned in SOW under Categories 1, 2, 3 & 4 in NIB as mentioned in NIB for the further payment process is highly appreciate. The period of engagement to complete said work under the NIB mentioned below:

<b>S. No.</b>	<b>Event</b>	<b>Timeline</b>
1.	Date of Work order between JREDA and Selected Bidder through tendering process.	X Day
2.	Date of Agreement between JREDA and Selected Bidder through tendering process.	X+15 Days
3.	Submission of planning for Organizing and conducting/implementation of <b>"Engagement of Agencies for Conducting Implementation and Capacity Building Activities and Preparation of Detailed Project Reports for various schemes of Demand-side Management for the state of Jharkhand"</b> under Category 1,2,3,4	X+30 Days
4.	Submission of Three (3) copies of detailed final report in hard copy, with covering the entire training programme on completion of all <b>"Engagement of Agencies for Conducting Implementation and Capacity Building Activities and Preparation of Detailed Project Reports for various schemes of Demand-side Management for the state of Jharkhand"</b> (The report shall contain the list of the participants and their contact details, copy of training materials, assessment report, photographs, feedback report etc. in Hard disk (2TB) of individual categories 1,2,3,4.	X+180 Days

**Terms of Payment:**

- The following terms of payment in applicable for the overall project under this contract after successful completion of activities to be carried out as mentioned below, and against verifying bill by Engineer-In-Charge.
- As defined in the Scope of Work the minimum number of participants defined by each category the mentioned number of person in scope of work should attend in each training programme. JREDA may deduct the amount if the participants are less the mentioned participants. The total payment made to the Agency may vary on bases of actual number of participants attended to the program as mentioned in NIB.

<b>Sl.No</b>	<b>Milestone</b>	<b>% of the total fees</b>
1.	Payment shall be made the after successful completion each training as mentioned in scope of work under Category 1, 2,3,4, as per the scope of <b>NIB</b> and submission of brief Hard & Soft Copy detailed final report to JREDA. (The report shall contain the list of the participants and their contact details, a copy of training materials, assessment report, photographs, feedback report etc. on a storage device as mentioned in NIB)	100%

- The following terms of payment in applicable for the overall project under this contract after successful completion of activities to be carried out as mentioned below, and against verifying bill by Engineer-In-Charge.

## **SECTION V:**

**Tender Reference No.: 36/JREDA/EE/23-24**

### **TECHNICAL PROPOSAL (TP) – FORMATS**

**Sub: Engagement of Agencies for Conducting Implementation and Capacity Building Activities and Preparation of Detailed Project Reports for various schemes of Demand-side Management for the state of Jharkhand.**

The following are the response formats to be used by Bidders for Engagement of Agencies for Conducting Implementation and Capacity Building Activities and Preparation of Detailed Project Reports for various schemes of Demand-side Management for the state of Jharkhand.

<b>S. No</b>	<b>FORM</b>	<b>DETAILS</b>
A.	Form I	Proposal Form -Covering Letter for engagement of Bidders
B.	Form II	Technical Proposal formats (T1-T10)

#### **A. PROPOSAL FORM**

The Bidders are required to submit the covering letter in the Form I. This Form should be in the letter head of the Bidders, who are submitting the proposal.

**Tender Reference No.: 36/JREDA/EE/23-24**

**FORM I Covering Letter (on Bidder's letterhead)**

Date:

To,  
The Director,  
Jharkhand Renewable Energy Development Consultant  
3rd Floor, SLDC Building, Kusai Colony, Doranda, Ranchi-2Jharkhand.

**Sub: Engagement of Agencies for Conducting Implementation and Capacity Building Activities and Preparation of Detailed Project Reports for various schemes of Demand-side Management for the state of Jharkhand.**

Dear Sir,

1. Having examined the NIB, we, the undersigned, offer to propose for the Engagement of Consultants with JREDA, in full conformity with the said NIB.
2. We have read the provisions of NIB and confirm that these are acceptable to us. We further declare that additional conditions, variations, deviations, if any, found in our proposal shall not be given effect to.
3. We agree to abide by this Proposal, consisting of this letter, the Pre-qualification and Technical Proposal, the duly notarized written power of attorney, and all attachments including the presentation to be made to the evaluation Committee, if required, it shall remain binding upon us and at any time before the expiration of the period of engagement.
4. Until the formal final Contract is prepared and executed between us, this Proposal, together with your written acceptance of the Proposal and your notification of award, shall constitute a binding contract between us.
5. We hereby declare that all the information and statements made in this proposal are true & correct it will accept that any misinterpretation contained in it may lead to our disqualification.
6. We understand you are not bound to accept any proposal you receive.

Signature..... In the capacity of ..... Duly authorized to sign Proposal for and on behalf of.....

Date.....

Place.....

**B. Technical Proposal Formats**

The Bidders are required to submit their Technical Proposals in the formats given as Annexure T1 to T10.

**Tender Reference No.: 36/JREDA/EE/23-24**

**Covering Letter**

(On bidder's letterhead)

From:

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To:  
The Director,  
Jharkhand Renewable Energy Development  
Consultant 3rd Floor, S.L.D.C. Building,  
Kusai Colony,  
Doranda, Ranchi –  
834002.

**Sub: Engagement of Agencies for Conducting Implementation and Capacity Building Activities and Preparation of Detailed Project Reports for various schemes of Demand-side Management for the state of Jharkhand.**

The hiring of Consultant for \_\_\_\_\_ regarding, I/we consultancy/ firm herewith enclose Technical Proposal for **Engagement of Agencies for Conducting Implementation and Capacity Building Activities and Preparation of Detailed Project Reports for various schemes of Demand-side Management for the state of Jharkhand.**

Yours faithfully,  
Signature & Seal:  
Full Name & Address:



**Tender Reference No.: 36/JREDA/EE/23-24**

**Format of Power of Attorney for Signing Bid**

**Authorization letter**

**(To be on non-judicial stamp paper of appropriate value as per Stamp Act relevant to place of Execution)**

Know all men by these presents, we ..... (name and address of the registered office) do hereby constitute, appoint and authorize Mr. / Ms..... (name and residential address) who is presently employed with us and holding the position of.....

as our attorney, to do in our name and on our behalf, all such acts, deeds and things necessary in connection with or incidental to our bid for **Engagement of Agencies for Conducting Implementation and Capacity Building Activities and Preparation of Detailed Project Reports for various schemes of Demand-side Management for the state of Jharkhand.** Including signing and submission of all documents and providing information / Bids to Jharkhand Renewable Energy Development Agency, representing us in all matters before [Insert Name], and generally dealing with Jharkhand Renewable Energy Development Agency in all matters in connection with our bid for the said Project.

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

For

Signature

Accepted by

.....

(Signature)(Name, Title  
and Address of the  
Attorney)

**Note:** The mode of execution of the Power of Attorney should be in accordance with the procedure, if any, lay down by the applicable law and the charter documents of the executants (s) and when it is so required the same should be under common seal affixed in accordance with the required procedure.

**Check List of Technical bid****Tender Reference No.: 36/JREDA/EE/23-24**

<b>S. No</b>	<b>Particulars</b>	<b>Uploaded or Not</b>	<b>Page No. in the Technical Bid</b>
1	Receipt of online payment for participation in NIB of ₹.1,60,200/- inclusive of Tender fee (Non- Refundable) and Earnest Money Deposit (EMD) Fees (Refundable).		
2	Audited balance sheet of last three years (2020-21,2021-22, 2022-23) with ITR (2021-22, 2022-23, 2023-24).		
3	PAN Card		
4	Service Tax/ GST Certificate		
5	Covering letter (Annexure-T1)		
6	Authorization Letter (Annexure-T2)		
7	Checklist for technical bid (Annexure-T3)		
8	Information about the Bidding Firm (Annexure-T4)		
9	Average Annual turnover (Annexure-T5)		
10	Contact person for the NIB (Annexure-T6)		
11	Assignment of similar nature of work during last 7years (Annexure-T7)		
12	Declaration by the bidder (Annexure-T8)		
13	Net worth Certificate (Annexure- T9)		
14	Technical Summary Bid Check List for NIB (Annexure – T10)		

**\* Please write page number as in the box.**

**Please ensure:**

- I. That all information is provided strictly in the order mentioned in the check list mentioned above.
- II. Bidders are advised to strictly confirm compliance to bid conditions and not to stipulate any deviation/conditions in their offer. Subsequent to bid submission, JREDA may or may not be Confirmations/clarifications and any offer(s) not in line with Bid conditions shall be liable for rejection.

III. Any clarification/confirmation bidder may require shall be obtained from JREDA before submission of the bid. Bidder shall submit complete bidding document including subsequent amendment, modification and revision, duly signed and stamped as a token of having read, understood and accepted all the terms and condition mentioned therein.

(Signature of Authorized Signatory)

**Name:**  
**Designation:**  
**Company Seal:**

**Tender Reference No.: 36/JREDA/EE /23-24**

**Information about the Bidding Firm**

(To be submitted in the official letter head of the company)

<b>SL. No.</b>	<b>Particulars</b>	
1.	Name of the Bidder	
2.	Address of Bidder with Telephone, Fax, email	
3.	Address of the Registered Office	
4.	Other details and remarks, if any	

Yours faithfully,

**Name:**  
**Designation:**  
**Company**  
**seal:**

**Tender Reference No.: 36/JREDA/EE/23-24**

**Format For Financial Requirement – Annual Turnover**

[On the letterhead of Bidding Company]

To

' The Director,  
Jharkhand Renewable Energy Development Consultant  
3rd Floor, S.L.D.C. Building,  
Kusai Colony, Doranda,Ranchi – 834002.

Sir,

**Sub: Engagement of Agencies for Conducting Implementation and Capacity Building Activities and Preparation of Detailed Project Reports for various schemes of Demand-side Management for the state of Jharkhand.**

We certify that the Bidding Company had an average Annual Turnover of ₹ .\_\_\_\_\_Based on audited annual accounts of the last three years ending 31.03.2023

<b>Sl. No.</b>	<b>Financial Year</b>	<b>Turnover (in ₹ .)</b>
1	2020-21	
2	2021-22	
3	2022-23	

**Authorized Signatory (Power of Attorney holder)**

**Statutory Auditor**

**(Stamp & Signature)**

**(Stamp & Signature)**

**Date:**

**Membership No.-  
UDIN No.-**

**Note: a. Average Annual Turnover will be calculated on the basis of annual Turnover of Three Consecutive Years.  
b. This Certificate should be issued by the Chartered Accountant (CA) who has issued the Audited Account with UID no.**

**Tender Reference No.: 36/JREDA/EE/23-24**

**Contact Person for the NIB**

[On the letterhead of Bidding Company]

<b>1</b>	Contact Person name for the NIB	
<b>2</b>	Designation	
<b>3</b>	Contact No. (phone & mobile)	
<b>4</b>	Fax No.	
<b>5</b>	E-mail ID	
<b>6</b>	Corresponding address with pin code	
<b>7</b>	Remarks	

(Signature of Authorized Signatory)

**Name:**

**Designation:**

**Company Seal:**

**Tender Reference No.: 36/JREDA/EE/23-24**

**ASSIGNMENTS OF SIMILAR NATURE DURING THE LAST 7 YEARS**

**Sub: Engagement of Agencies for Conducting Implementation and Capacity Building Activities and Preparation of Detailed Project Reports for various schemes of Demand-side Management for the state of Jharkhand.**

S. No	Category	Scope of work	Name of the assignment and brief document	Work Order No. / LoA No. / Purchase Order No.	Assignment Awarded by	Cost of the Assignment	Date of completion
1	Category-1						
2	Category-2						
3	Category-3						
4	Category-4						

**Full Name & Address**

**Signature & Seal**

Note: Please attach documentary proof.

**Tender Reference No. 36/JREDA/EE/23-24**

**Declaration by the Bidder**

(To be submitted in the official letter head of the company)

I/We (here in after referred to as the Bidder) being desirous of tendering for the rate contract for work under the above-mentioned tender and having fully understood the nature of the work and having carefully noted all the terms and conditions, specifications etc. as mentioned in the tender document, Do Hereby Declare That

1. The Bidder is fully aware of all the requirements of the tender document and agrees with all provisions of the tender document.
2. The Bidder is capable of executing and completing the work as required in the tender.
3. The Bidder accepts all risks and responsibilities directly or indirectly connected with the performance of the tender.
4. The Bidder has no collusion with any employee of JREDA or with any other person or firm in the preparation of the bid.
5. The Bidder has not been influenced by any statement or promises of JREDA or any of its employees, but only by the tender document.
6. The Bidder is financially solvent and sound to execute the work.
7. The Bidder is sufficiently experienced and competent to perform the contract to the satisfaction of JREDA.
8. The information and the statements submitted with the tender are true and correct.
9. The Bidder is familiar with all general and special laws, acts, ordinances, rules and regulations of the Municipal, District, State and Central Government that may affect the work, its performance or personnel employed therein.
10. The Bidder has not been debarred from similar type of work by any SDA/ Government Dept. /PSU.
11. This offer shall remain valid for Six months from the date of opening of the tender.
12. The Bidder gives the assurance to execute the tendered work as per specifications terms and conditions.
13. The Bidder confirms the capability to supply and install required no. of systems per month.
14. The Bidder accepts that the earnest money be absolutely forfeited by JREDA if the Bidder fails to undertake the work or sign the contract within the stipulated period.

(Signature of Authorized Signatory)

**Name:**  
**Designatio:**  
**Company:**  
**Seal:**



**Tender Reference No. 36/JREDA/EE/23-24**

**Format for Financial Requirement - Net Worth Certificate**

[On the letterhead of Bidding Company]

**To,**

**The Director,  
Jharkhand Renewable Energy Development Agency  
3rd Floor, S.L.D.C. Building,  
Kusai Colony, Doranda, Ranchi -834502**

Dear Sir,

**Sub: Engagement of Agencies for Conducting Implementation and Capacity Building Activities and Preparation of Detailed Project Reports for various schemes of Demand-side Management for the state of Jharkhand.**

This is to certify that Net worth of \_\_\_\_\_ {Insert the name of Bidding Company}, as of 31st March 2023 is ₹. \_\_\_\_\_ the details are appended below.

<b>Particulars Amount</b>	<b>Amount (In ₹)</b>
Equity Share Capital	
Add: Reserves	
Subtract: Revaluation Reserve	
Subtract: Intangible Assets	
Subtract: Miscellaneous Expenditure to the extent not written off and carried forward losses	
Net Worth as on 31st March 2023	

**Membership No.-**

**UDIN No.-**

**Authorized Signatory Statutory**

**Auditor**

**(Power of Attorney holder)**

**(Stamp & Signature)**

**Tender Reference No. 36/JREDA/EE/23-24**  
**Technical Summary Bid Check List for NIB**

SI. No.	Documents Name	Details of Documents	Submitted Document Page No.
1	Name of the firm		
2	Office address of the firm		
3	Telephone No. of the firm		
4	Mobile phone No. of the firm		
5	E-mail address of the firm		
6	Name of Contact Person		
7	Mobile No. of Contact Person		
8	E-mail ID of contact Person		
9	GST/TIN/TAN no. of the Firm		
10	PAN No		
11	Whether the firm/ Company/Corporation/Proprietorship/ Society/LLP.		
12	Date of establishment of the firm		
13	Contact Details and Address of the Firm/ Company's Office in Jharkhand.		
14	Receipt of Tender fee(Non-refundable) and Earnest Money Deposit (Refundable)should be Deposited in online mode via SBI payment gateway.		
15	Name & Address of partner, in case of partnership firm please enclose a copy of partnership deed/power of attorney		
16	CIN No.-Check & Verify CIN No. in this website and attach the Screenshot: - <b><a href="https://www.mca.gov.in/mcafoportal/findCIN.do">https://www.mca.gov.in/mcafoportal/findCIN.do</a></b>		
17	Annual turnover for financial years. (ITR & Balance Sheet) (Audited financial statements, accounts and balance sheets of latest 3 years.) Check UDIN No. in this website: <b><a href="https://udin.icai.org/search-udin">https://udin.icai.org/search-udin</a></b> Check & Verify UDIN No. in this website and attached Screenshot	UDINNo.:-  CA Membership No.: -	
18	Networth Certificate Check UDIN No. in this website: - <b><a href="https://udin.icai.org/search-udin">https://udin.icai.org/search-udin</a></b> Check & Verify UDIN No. in this website and attach the Screenshot	UDINNo.:-  CA Membership No.: -	

Mentioned the Category Applied for NIB		Status of Application	Enclosed Experience Certificate Page No.
19	<b>Category 1:</b> Retailer Training Program (RTP)	Yes/No	
20	<b>Category-2:</b> Agriculture Demand Side Management (AgDSM)	Yes/No	
21	<b>Category-3:</b> Municipal Demand Side Management (MuDSM)	Yes/No	
22	<b>Category-4:</b> Investment Bazaar	Yes/No	

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**(SCHEDULE OF PRICE BID)**

**Tender Reference No.: 36/JREDA/EE/23-24**

**Sub: Engagement of Agencies for Conducting Implementation and Capacity Building Activities and Preparation of Detailed Project Reports for various schemes of Demand-side Management for the state of Jharkhand”.**

Sl.No	Description	Rate Contract For 01(One) Training Program Under The Categories Mentioned in NIB (in ₹.) inclusive of GST and all other Taxes.	
		In figures	In words
1	<b>Category 1:</b> Retailer Training Program (RTP)		
2	<b>Category-2:</b> Agriculture Demand Side Management (AgDSM)		
3	<b>Category-3:</b> Municipal Demand Side Management (MuDSM).		
4	<b>Category-4:</b> Investment Bazaar		

**Note:**

1. The price should include overhead /out of pocket expenses, travel, boarding, lodging, visits to site, all Taxes /Duties including Service Tax.
2. Bidder need to submit the Price bid separately in .XLS & .PDF format with digital signature.
3. The prices shall remain FIRM till completion of the Assignment.

**Note: DO not submit the Price bid (SCHEDULE OF PRICE BID) along with Technical submission else the bidder was disqualify for participation of the bid**

**Signature & Seal  
Full Name & Address**

-----End of Document-----