

Notice Inviting Bid (NIB)

For

"Agencies Empanelment for Implementation, Execution, Capacity Building and Comprehensive Project Report Preparation for Demand-Side Management Schemes by the Bureau of Energy Efficiency (BEE) in the State of Jharkhand."

Tender Reference No.: 46/JREDA/EE/23-24



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

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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.
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e-Procurement Notice

Tender reference no.: 46/JREDA/EE/23-24

Dated: 05.02.2024

Online bids are invited for Notice Inviting Bid (NIB) for Agencies Empanelment for Implementation, Execution, Capacity Building, and Comprehensive Project Report Preparation for Demand-Side Management Schemes by the Bureau of Energy Efficiency (BEE) in the State of Jharkhand. The details are as follows:

1	Name of the work	Agencies Empanelment for Implementation, Execution, Capacity-Building and Comprehensive Project Report Preparation for Demand-Side Management Schemes by the Bureau of Energy Efficiency (BEE) in the State of Jharkhand.
2	Date of publication of NIT on the website: http://jharkhandtenders.gov.in	06.02.2024 (Tuesday)
3	Date & Time of Pre-bid queries (online)	21.02.2024 (Wednesday) up to 05:00 P.M.
4	Last date & time for receipt of online bids	30.04.2024 (Tuesday) up to 05:00 P.M.
5	Submission of Bid fee (Online mode via SBI payment gateway.)	30.04.2024 (Tuesday) up to 05:00 P.M.
6	Publishing date of Qualified Agencies under mentioned category no.-1 to 10 as per NIB	Updated on Jharkhand Tenders http://jharkhandtenders.gov.in
7	Submission of Experience Document at JREDA office in a storage device in a separate envelope as mentioned in clause-13 in the NIB document.	30.04.2024 (Tuesday) up to 05:00 PM
8	Name & address of office inviting tender	Director, Jharkhand Renewable Energy Development Agency (JREDA) 3rd Floor, SLDC Building, Kusai, Doranda, Ranchi- 834002 (Jharkhand)
9	Contact no. of procurement officer	0651-2491163/67/61/ 7903935514
10	Helpline no. of e-procurement	0651-2491163/67/61

Note: - Tender Fee is to be paid through online mode only as per instruction of IT Dept. Govt. of Jharkhand.

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

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

SECTION-I

Tender Reference No.: 46/JREDA/EE/23-24

INVITATION FOR BIDS (IFB)

Sub: Agencies Empanelment for Implementation, Execution, Capacity Building, and Comprehensive Project Report Preparation for Demand-Side Management Schemes by the Bureau of Energy Efficiency (BEE) in the State of Jharkhand.

Jharkhand Renewable Energy Development Agency (JREDA) is the State Designated Agency under the administrative control of the Energy Department, Government of Jharkhand. JREDA invites bids for Agencies Empanelment for Implementation, Execution, Capacity Building, and Comprehensive Project Report Preparation for Demand-Side Management Schemes by the Bureau of Energy Efficiency (BEE) in 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)
- Section IV: Scope of Work (SOW)
- Section V: Technical Bids with formats

The "Notice Inviting Bid" for **Agencies Empanelment for Implementation, Execution, Capacity Building, and Comprehensive Project Report Preparation for Demand-Side Management Schemes by the Bureau of Energy Efficiency (BEE) in the State of Jharkhand** is available on the <https://jharkhandtenders.gov.in/> and www.jreda.com for downloading.

The agency needs to submit the amount of ₹.11,800/- (Inclusive of GST@ 18%) online mode via SBI payment gateway on <https://jharkhandtenders.gov.in> which consist of cost of the NIB document (Non-refundable).

The JREDA will publish the names of agencies Qualified for the empanelment under the category no. 1 to 10 mentioned under JREDA NIB at Jharkhand Tenders. Meanwhile, JREDA will also issue the engagement/empanelment certificate to the potential qualified bidders under the category no. 1 to 10 mentioned Scope of Work in the NIB.

SECTION – II

List of important dates & details of Bids Tender Reference No.: 46/JREDA/EE/23-24

List of important dates & details of Bids		
1.	Name of work	Agencies Empanelment for Implementation, Execution, Capacity-Building, and Comprehensive Project Report Preparation for Demand-Side Management Schemes by the Bureau of Energy Efficiency (BEE) in the State of Jharkhand.
2.	Engagement period	24 (Twenty Four) Months + Extendable up to 12 (Twelve) Months.
3.	Tender Fee / Bid Fee (Non-Refundable) should be deposited Online mode via SBI payment gateway.	₹. 11,800/- (Inclusive of GST@ 18%) ₹.(Eleven Thousand Eight Hundred Rupees only) by online mode via SBI payment gateway on https://jharkhandtenders.gov.in
4.	Mode of submission of tender	Online through https://jharkhandtenders.gov.in/ up to 30.04.2024 (Tuesday) up to 05:00 PM
5.	Publishing on website	06.02.2024 (Tuesday)
6.	Tender Documents can be Filled from the Jharkhand Tenders https://jharkhandtenders.gov.in in all working Days.	Start date: 06.02.2024 Time: 10.00 AM End date: 30.04.2024 Time: 05.00 PM
7.	Last Date & time for Submission of Pre-Bid Queries (through e-mail Only)	21.02.2024 (Wednesday) Time: 05.00 PM
8.	Technical Bid Opening Date	03.05.2024 (Friday) at 02:00 P.M.
9.	Authority inviting bids	Director, Jharkhand Renewable Energy Development Agency (JREDA)
10.	Address	Jharkhand Renewable Energy Development Agency (JREDA) 3rd Floor, SLDC Building, Kusai, Doranda, Ranchi- 834002. Ph. No: 0651-2491161/63/67 Mob. No: +91-7903935514 Website: www.jreda.com E-mail: info@jreda.com

Note: The agency needs to submit the amount of ₹. 11,800/- (Inclusive of GST@ 18%) online mode via SBI payment gateway on <https://jharkhandtenders.gov.in> for the participation in the NIB in between all working days from **Date: 30.04.2024 up to 05:00 PM.**

SECTION-III
INSTRUCTIONS TO BIDDERS (ITB)
Tender Reference No.: 46/JREDA/EE/23-24

Sub: Agencies Empanelment for Implementation, Execution, Capacity-Building, and Comprehensive Project Report Preparation for Demand-Side Management Schemes by the Bureau of Energy Efficiency (BEE) in 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 a committee constituted for evaluation of the NIB.
- e. "Consultant" means an Agency that was doing said work under the 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 Energy Development Agency (JREDA)

Introduction Jharkhand Renewable Energy Development Agency (JREDA) is a State Nodal Agency (SNA) under the administrative control of the Energy Dept., Gov. of Jharkhand established for the execution of programs 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 the 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. Right to accept Bid

JREDA reserves the right to accept or reject any Bid, and to annul the Tender process and reject all Bids at any time prior to the signing of the agreement, without thereby incurring any liability to the affected Bidders or any obligation to inform the affected Bidders of the grounds for such decision.

4. Fraud and Corruption

JREDA requires that the Consultant selected through this NIB must observe the highest standards of ethics during the performance and execution of such agreement. In pursuance of this policy, JREDA:

- a) Defines, for the purpose of this provision, the terms set forth as follows:
 - I. **"Corrupt practice"** means the offering, giving, receiving or soliciting of anything of value to influence the action of JREDA or any personnel of consultant in contract executions.
 - II. **"Fraudulent Practice"** means a miss-presentation of facts, in order to influence a procurement process or the execution of a contract, to JREDA, and includes collusive practice among Bidders (prior to or after Bid submission) designed to establish Bid prices at artificially high or non-competitive levels and to deprive JREDA of the benefits of free and open competition.
 - III. **"Unfair trade practices"** means the supply of services different from what is ordered on, or change in the Scope of Work which was given by the JREDA in Section IV.
 - IV. **"Coercive Practices"** means harming or threatening to harm, directly or indirectly, persons or their property to influence their participation in the execution of contract
- b) JREDA shall reject a Bid for award, if it determines that the bidder recommended for award, has been determined by JREDA to have been engaged in corrupt, fraudulent or unfair trade practices.
- c) JREDA Shall declare a bidder ineligible, either indefinitely or for a stated period of time, for awarding the contract, if it at any time determines that the Bidder has engaged in corrupt, fraudulent and unfair trade practice in competing for or in executing the contract.

5. Clarifications and Amendments of NIB Document

• NIB Clarifications

During the technical evaluation of the Bids, JREDA may, at its discretion, ask Bidders for Clarifications on their Bids. The Bidders are required to respond within the time frame prescribed by JREDA.

- **Amendments in NIB**

At any time prior to the deadline for submission of Bid, JREDA may for any reason, modify the NIB. The prospective Bidders having received the NIB shall be notified of the amendments through the JREDA website and such amendments shall be binding on them.

6. Process for Engagement of Bidders for NIB

JREDA intends to the Agencies Empanelment for Implementation, Execution, Capacity Building, and Comprehensive Project Report Preparation for Demand-Side Management Schemes by the Bureau of Energy Efficiency (BEE) in the State of Jharkhand. The scope of work is indicated in Section IV.

7. Eligibility Criteria

The Bidder must meet the following eligibility criteria:

1. The Bidder should be a registered Company/firm/Corporation/Proprietor/Society/LLP/ Multilateral/ Funding Agencies/ Research Institute etc. in India.
2. Consortiums, associations and sub-contracting are not allowed for this tender
3. **Bidders may claim the benefit of (MSEs/New MSEs) of Jharkhand under the Jharkhand procurement policy 2014 and their recent amendment. MSEs should be functional and running in Jharkhand and should fulfill all the criteria as fixed in Jharkhand Procurement policies 2014 and their recent amendment without compromising on the quality and specification of the product/service and the department has a complete right to decide on the quality and specification.**

4. Turnover Requirement:

For General Bidder and MSME/new MSME of Jharkhand: The Bidder needs to submit average Annual turnover during the last three Financial Years (i.e FY 2020-21, 2021-22, 2022-23, 2023-24).

(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. 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)

6. **Income Tax Return:** The 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 right to extend the timeline for the NIB.
9. The tender other than the 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. In the case of New MSMEs not completed 3 years they submitted the documents as per their establishment date. MSMEs established after 1 April 2023 will also be eligible for Bid.

11. JREDA reserves the right to revise the submission of experience in the individual category of the applicable category. In case the experience is not meet the criteria the agency will not empaneled for the said category.
12. JREDA reserves the right to add/subtract the agency in the existing tenure of the NIB as per the requirements and needs by doing the proposed review as per work provided by BEE.

13. Experience Requirement:

For General Bidder as it is required for the subject-specific operational and execution for the work that comes under the scope of work mentioned in NIB, all vendors must have the experience as mentioned below in the table for specific categories and subcategories in the BID.

Bidder must have the **Experience of completing at least 05 Nos. (Five)** similar nature works of activity as mentioned in individual categories in any Government (State/Central/PSU/Multilateral funding agency/International Organization and their Nodal Agency SNA/SDA/Govt. Autonomous Body/PSU/Schools or College or University (Govt.) during last 7 Years ending the last day of the month previous to the one in which applications are invited should be either of the following:

Note: Assignments carried out on behalf of multilateral/Donor funding agencies like ADB/World Bank/DFID/GIZ/KFW etc. shall also be considered where the beneficiary is central/state government or their designated companies or their nodal agencies.

For MSEs/New MSEs: Bidders may claim the benefit of (MSEs/New MSEs) of Jharkhand under the Jharkhand procurement policy 2014 and their recent amendment. MSEs should be functional and running in Jharkhand and should fulfill all the criteria as fixed in Jharkhand Procurement policies 2014 and their recent amendment without compromising on the quality and specification of the product/service and the department has a complete right to decide on the quality and specification.

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 **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. If 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.

Mandatory Note: - Bidder needs to submit a detailed work order along with the final report submitted against the said work order. The final report is indicative of report/video/DPR/media/synopsis/project report etc.in the suitable (Pen drive) storage device at JREDA office mandatorily within the date and time provided in the NIB in separate Envelope.

Tender Name: - Agencies Empanelment for Implementation, Execution, Capacity-Building, and Comprehensive Project Report Preparation for Demand-Side Management Schemes by the Bureau of Energy Efficiency (BEE) in the State of Jharkhand, at JREDA office mentioned below:

Jharkhand Renewable Energy Development Agency (JREDA) 3rd Floor, SLDC Building, Kusai, Doranda, Ranchi- 834002.

Sl. No.	Category no.	Requirements
1	Category-1	State Partnership for Energy Efficiency Demonstrations (SPEED):
	Sub Category: 1:	<p>Demonstration Project and Implementation of EE activities in Govt. schools/Degree/Diploma Govt. educational institutes: The agency is well-known for its scope of work and Energy efficiency-related activities Retrofitting, Energy Audit, Energy Analysis, Implementation and execution activities and also has experience in similar kinds of activities and the agency must be having the Should have a minimum of 02 nos. BEE Certified Energy Manager/Auditors (CVs to be attached). Refer to Section IV: Scope of Work for Essential relevant experience criterion.</p>
	Sub Category: 2:	<p>Model Energy Efficient Village Campaign: The agency was well known about the scope of work related to the Model Energy Efficient Village Campaign along with new capacity building and support with various innovative concepts with similar kinds of work which will utilized and implemented under the said head and Energy efficiency related activities related Model Energy Efficient Village Campaign and also having the experience in similar kind of activities and the agency must have prior experience in similar kind of work for implementing the same for the state. The agency must have a minimum of 02 nos. BEE Certified Energy Manager/Auditors (CVs to be attached). Refer to Section IV: Scope of Work for Essential relevant experience criterion.</p>
	Sub Category: 3	<p>State Energy Efficiency Research & Outreach Programme and Institutionalization of Enforcement machinery at the state level: The agency was well-known about the scope of work related to State Energy Efficiency Research & Outreach Programme and the Institutionalization of Enforcement machinery at state level along with new capacity-building concepts (i.e. Print media solution, Radio, Digital Media, Nukkad Natak, Media Support, Hoardings for awareness , etc.) and support with various innovative concept of awareness and outreach with similar kind work related which will be utilized and implement under the said head and Energy efficiency related activities related State Energy Efficiency Research & Outreach Programme and Institutionalization of Enforcement machinery at the state level and also have the experience in similar kind of activities and the agency must have prior experience in similar kind of work for implementing the same for the implementation of Research, Outreach and Enforcement Mechanism in the state. The agency must have the Should have a minimum of 02 nos. BEE Certified Energy Manager/Auditors (CVs to be attached). Refer to Section IV: Scope of Work for Essential relevant experience criterion.</p>
2	Category-2	Energy Efficiency and Energy Conservation:
	Sub Category-1:	<p>Workshops / Capacity Building of energy professionals: The agency was well known for the scope of work related to Workshops / Capacity Building of energy professionals along with new capacity-building concepts and energy professional support with various capacity-building courses and software related to innovative technology development with similar kinds of work-related which will utilized and implement under the said head and Energy efficiency related activities related to analysis and survey guidelines by BEE and also having the experience in similar kind of activities and the agency must have prior experience in similar kind of work for implementing the same. The agency must have the Should have a minimum of 02 nos. BEE Certified Energy Manager/Auditors (CVs to be attached). Refer to Section IV: Scope of Work for Essential relevant experience criterion.</p>

	Sub Category: 2:	<p>Analysis and survey of the impact of energy conservation activities by SDAs:</p> <p>The agency was well known about the scope of work related to the Analysis and survey of the impact of energy conservation activities by SDAs along with innovative technology development and setup of similar kinds of work-related which will be utilized and implemented under the said head and Energy efficiency related activities related to analysis and survey guidelines by BEE and also having the experience in similar kind of activities and the agency must have prior experience in similar kind of work for implementing the same. The agency must have the Should have a minimum of 02 nos. BEE Certified Energy Manager/Auditors (CVs to be attached).</p> <p>Refer to Section IV: Scope of Work for Essential relevant experience criterion.</p>
	Sub Category: 3:	<p>Maintenance and updation of internet platform and other databases created:</p> <p>The agency was well known about the scope of work related to the Maintenance and updation of the internet platform and other databases created along with innovative technology, app development, setup of IT infrastructure, and work-related similar kind work which will be utilized and implemented under the said head and Energy efficiency related activities related to Buildings conducted by BEE and also having the experience in similar kind of activities and the agency must have prior experience in similar kind of work for implementing the same.</p> <p>Refer to Section IV: Scope of Work for Essential relevant experience criterion.</p>
	Sub Category: 4:	<p>Student Capacity Building Programme (SCBP)/Energy Club:</p> <p>The agency was well-known for the scope of work related to the Student Capacity Building Programme (SCBP)/Energy Club and Energy efficiency-related activities related to Buildings conducted by BEE and also has experience in similar kinds of activities and the agency. The agency must have the Should have a minimum of 02 nos. BEE Certified Energy Manager/Auditors (CVs to be attached).</p> <p>Refer to Section IV: Scope of Work for Essential relevant experience criterion.</p>
3	Category-3	National Mission for Enhanced Energy Efficiency (NMEEE).
	Sub Category: 1:	<p>Perform, Achieve & Trade (PAT):</p> <ol style="list-style-type: none"> 1. Energy Efficiency in Govt. Hospitals for demonstration. 2. Proposal for electric cooking. 3. Industrial Energy Efficiency Programme (Demonstration Project). 4. Workshops/Capacity Building of Stakeholders. 5. Mandatory Energy Audit (MEA) DISCOM. <p>The agency must have the Should have a minimum of 02 nos. BEE Certified Energy Manager/Auditors (CVs to be attached).</p> <p>Refer to Section IV: Scope of Work for Essential relevant experience criterion.</p>
	Sub Category : 2:	<p>EEFP (Energy Efficiency Financing Platform):</p> <ol style="list-style-type: none"> 1. Capacity building of financial institutions and ESCOs. 2. Investment Bazar. <p>The agency must have the Should have a minimum of 02 nos. BEE Certified Energy Manager/Auditors (CVs to be attached).</p> <p>Refer to Section IV: Scope of Work for Essential relevant experience criterion.</p>
4	Category-4	Building Energy Efficiency Programme Inclusive of Demonstration Project:
		<p>The agency was well-known about the scope of work related to the Building Energy Efficiency Programme and Energy efficiency activities related to Buildings conducted by BEE and also has experience in similar kinds of activities. The agency must be having the Should have a minimum of 02 nos. BEE Certified Energy Manager/Auditors (CVs to be attached).</p> <p>Refer to Section IV: Scope of Work for Essential relevant experience criterion.</p>

5	Category-5	Agriculture Demand Side Management:
		The agency was well known for the scope of work related to Agriculture Demand-side Management (AgDSM) and Energy efficiency-related activities conducted by BEE and also has experience in similar kinds of activities the agency must have the Should have a minimum of 02 nos. BEE Certified Energy Manager/Auditors (CVs to be attached). Refer to Section IV: Scope of Work for Essential relevant experience criterion.
6	Category-6	Municipal Demand Side Management.
		The agency was well known for the scope of work related to Municipal Demand-side Management (MuDSM) and Energy efficiency-related activities conducted by BEE also having experience in similar kinds of activities the agency must Should have a minimum of 02 nos. BEE Certified Energy Manager/Auditors (CVs to be attached). Refer to Section IV: Scope of Work for Essential relevant experience criterion.
7	Category-7	Small & Medium Scale Enterprises.
		The agency was well-known for the scope of work-related above sad category and similar kind scope of work and must have experience in executing similar kinds of activities for State/Central Government departments in the past with multiple awareness campaigns and energy-efficiency-related activities conducted by BEE and also having the experience in similar kind of activities under the head of SMSE for the Jharkhand (i.e. Energy Audit, Energy Survey, New Scheme Implementation, Capacity Building, Training and Upgradation, Best practices and implementation strategies for the enforcement activities for execution. The agency must have the Should have a minimum of 02 nos. BEE Certified Energy Manager/Auditors (CVs to be attached). Refer to Section IV: Scope of Work for Essential relevant experience criterion.
8	Category-8	General Awareness: consists of Capacity Building.
		The agency was well-known for the scope of work related above sad category and similar kind scope of work and must have experience in executing similar kinds of activities for State/Central Government departments in the past with multiple awareness campaigns and Energy efficiency activities conducted by BEE and also having the experience in similar kind of activities like Painting and Graffiti creation, Go Electric campaign, Print media, Radio outreach, Outdoor media and awareness, PVR and other media outreach solution in DAVP/IPRD Price, Amination awareness film along with Energy conservation week activities arranged by BEE in regular intervals. The agency must have the Should have a minimum of 02 nos. BEE Certified Energy Manager/Auditors (CVs to be attached). Refer to Section IV: Scope of Work for Essential relevant experience criterion.
9	Category-9	HRD Head.
		The agency was well-known about the scope of work related to the Human Resource Development Fund and Energy efficiency activities conducted by BEE and also has experience in similar kinds of activities the agency must having the Should have a minimum of 02 nos. BEE Certified Energy Manager/Auditors (CVs to be attached). Refer to Section IV: Scope of Work for Essential relevant experience criterion.
10	Category-10	Standards & Labeling Program with activity and mechanism
		The agency was well-known for the scope of work and Energy efficiency-related activities conducted by BEE also having experience in similar kinds of activities the agency must having the Should have a minimum of 02 nos. BEE Certified Energy Manager/Auditors (CVs to be attached). Refer to Section IV: Scope of Work for Essential relevant experience criterion.

8. 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.

9. 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 can apply the NIB from the Jharkhand tenders during the mentioned in NIB by submitting the Nonrefundable Bid fees in the form of Demand Draft (DD).

10. 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 interlineations, 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.

11. Submission of Bids

The bidder shall submit the proposal through online mode only and the agency needs to submit the amount of **₹. 11,800/- (Inclusive of GST@ 18%)** online mode via SBI payment gateway on <https://jharkhandtenders.gov.in> which consist of cost of the NIB document (Non-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 for Notice 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.

12. 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

13. 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 ₹. 11,800/- (Inclusive of GST@ 18%) online mode via SBI payment gateway on <http://jharkhandtenders.gov.in> which consist of cost of the NIB document.
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) 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.
- VIII. Annexure-T2: Authorization letter.
- IX. Annexure-T3: Checklist for technical bid
- X. Annexure-T4: Information about the bidding firm.
- XI. Annexure-T5: Format for Financial Requirement - Average Annual Turnover
- XII. Annexure-T6: Contact Person for the NIB
- XIII. Annexure-T7: Assignments of Similar Nature
- XIV. Annexure-T8: Declaration by the bidder
- XV. Annexure-T9: Declaration of Net Worth certificate
- XVI. Annexure-T10: Technical Summary Bid Check List for NIB

- 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.
- **The 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.

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 on Jharkhand tenders also with necessary documents. The agency needs to submit the amount of ₹.11,800/- (Inclusive of GST@ 18%) online mode via SBI payment gateway on <https://jharkhandtenders.gov.in>, which consist of cost of the NIB document (Non-refundable) (Inclusive of GST@ 18%). The Agency need to pay online via SBI Payment Gateway for 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

Technical Bid – details

Form II: Technical Bid – details

Bidders shall submit the technical Bid in the formats (T-1 to T-11) 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.

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 by keeping eejharkhand@gmail.com in CC for their pre-BID query till 21.02.2024 (Wednesday).

15. Submission of Bids by Bidders

Bidder shall upload the Bids (Technical bids) on website www.jharkhandtenders.gov.in and submit the Bid fee in original in the office of JREDA on scheduled date & time.

16. Bid Opening

Bids will be opened in the presence of the Bidders, who choose to be present, in front of JREDA Purchase Committee at 02.00 P.M. on 03.05.2024 (Friday) at the address indicated in the Short Notice Inviting Bid notice. The publishing date of Qualified Agencies under the mentioned categories no.-1 to 10 as per NIB is Updated on the Jharkhand Tenders.

17. 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.

Mandatory Note: - Bidder needs to submit a detailed work order along with the final report submitted against the said work order. The final report is indicative of the report/video/DPR/media/synopsis/project report/ etc.in the suitable storage device (i.e. Pen drive) at the JREDA office mandatorily within the date and time provided in the NIB in a separate Envelope as mentioned in Annexure 11.

Note: JREDA will publish a list of potential qualified bidder name on JREDA website who was Empaneled under the category no. 1 to 10 mentioned in JREDA NIB. JREDA will issue an Empanelment certificate to the qualified bidder. The qualified bidders will be only eligible for appearing in the tender floated by the JREDA under the said category. The only empaneled Bidder will be eligible to apply for the future tenders of Bureau of Energy Efficiency (BEE) published by JREDA.

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 the rejection of its Bid.

19. Engineer-in-Charge

The 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 the successful execution of the work.

20. 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.

21. 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.

22. 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, lightning, 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 cancelling this contract in whole or part thereof, at its discretion. The Consultant shall not claim for compensation for force majeure conditions.

23. 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.

24. 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.

25. 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. 46/JREDA/EE/23-24 will be the integral part of this contract.

26. 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.

27. 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.: 46/JREDA/EE/23-24

SCOPE OF WORK (SOW)

Sub: Agencies Empanelment for Implementation, Execution, Capacity Building, and Comprehensive Project Report Preparation for Demand-Side Management Schemes by the Bureau of Energy Efficiency (BEE) in the State of Jharkhand.

The scope of work for **Agencies Empanelment for Implementation, Execution, Capacity Building, and Comprehensive Project Report Preparation for Demand-Side Management Schemes by the Bureau of Energy Efficiency (BEE) in the State of Jharkhand.** Will be mentioned below:

Category-1: State Partnership for Energy Efficiency Demonstrations (SPEED):

SubCategory-1: Demonstration Project and Implementation of EE activities in Govt. schools/Degree/Diploma Govt. educational institutes.

Scope of Work: The agency is well-known for its scope of work and Energy efficiency-related activities Retrofitting, Energy Audit, Energy Analysis, Implementation and execution activities and also has experience in similar kinds of activities and the agency must be having the Should have a minimum of 02 nos. BEE Certified Energy Manager/Auditors (CVs to be attached).

1. Agency support to showcase the effectiveness of energy-efficient devices/technologies through practical demonstrations.
2. The agency facilitates JREDA in replicating these demonstration projects through various departments/agencies. These demonstration projects can be implemented by the SDAs in the areas of street lighting, water pumping (drinking water supply systems, agricultural water pumping systems, etc.), retrofitting of electrical equipment/appliances in buildings, installation of smart meters in municipalities, Government buildings, etc., waste heat recovery, heating, ventilation, and air conditioning, etc.
3. The agency will support the Replacement of existing old inefficient water pump sets with energy-efficient pump sets of drinking water supply systems in municipalities and rural areas. Retrofitting of appliances viz. luminaries, fans, air conditioners, etc. in iconic govt. buildings like Legislative Buildings, the Secretariat, buildings of fire stations, monuments, heritage sites (preferably those identified by Archaeological Survey of India, UNESCO), govt. hospitals, District GPOs, Office of District Collectors, etc. This may also be accompanied by the installation of smart meters for the building complexes/premises
4. Support in the identification and Replacement of existing inefficient agricultural pump sets with energy-efficient ones. Installation of smart meters in municipalities, government buildings, government residential colonies, PSU townships, Defense stations, etc. Demonstration projects on LED street lighting shall not be undertaken in the regions where these projects are already being implemented on a commercial basis. If LED Street lighting-based pilot projects are to be undertaken, these can be taken up in places of cultural or tourism importance within cities, Gram Panchayats, Talukas, Hats, etc. where such projects are not commercially viable.
5. Support to JREDA in audit and potential assessment along with the retrofitting and replacing all existing conventional luminaries with at least BEE 5-star rated LED fixtures and conventional fans with super-efficient fans in schools across the country, initiating with the Govt. schools.

6. Disseminating awareness amongst school children by way of establishing energy clubs, organizing debates, quiz programs, etc. thereby encouraging participation of young ambassadors in energy efficiency movement.
7. Selection / Identification of Government Schools
8. A walk-through energy audit/survey may be carried out in all the selected schools to identify the quantity and rating of luminaries and fans that need to be replaced with energy-efficient luminaries and fans.
9. Support in accessing the Requirement of energy-efficient lighting solutions viz. timer controls, photo sensor controls (for street lighting in schools), occupancy sensor controls, etc. may be determined.
10. Support in Best practices formation and Report of case studies of these projects may be published and distributed amongst concerned departments across the State. Documentary videos on these projects may be prepared and forwarded to concerned authorities/departments within the State and BEE.
11. State-level workshops having representation from the education department, other concerned authorities, DISCOMs, ESCOs, Financial Institutions, Energy Auditors / Managers, etc. and BEE may be convened. A hoarding/display board indicating the name of the Energy Efficient project implemented, the name, logo & slogan of the funding organization (Bureau of Energy Efficiency) and the name, logo & slogan of the implementing organization (State Designated Agency) needs to be provided at the premises of schools where the project is implemented.
12. Any other work under this category and scope of work that comes under the same segment will also be included under the above head as per requirement.

Sub Category-2: Model Energy Efficient Village Campaign.

Scope of work: The agency was well known about the scope of work related to the Model Energy Efficient Village Campaign along with new capacity building and support with various innovative concepts with similar kinds of work which will be utilized and implemented under the said head and Energy efficiency related activities related Model Energy Efficient Village Campaign and also having the experience in similar kind of activities and the agency must have prior experience in similar kind of work for implementing the same for the state. The agency must have a minimum of 02 nos. BEE Certified Energy Manager/Auditors (CVs to be attached).

1. The agency will support in identification and potential assessment for the identification of model energy-efficient villages by replacing existing equipment like household lamps, street lights, fans and water pumps (agriculture, drinking water, etc.) with energy-efficient BEE star-labeled equipment/ appliances.
2. The agency will support the JREDA to identify the villages located within the state. While selecting the villages, preference should be given to progressive villages like those identified under Aspirational Districts (identified by NITI Aayog), Aadarsh Gram, Swachh Gram, etc.
3. Agency support Walk-through audit may be undertaken to identify the energy-saving potential with a comparative statement which may include the specifications of the energy-efficient electrical equipment/appliances to be procured by the agency and the feasibility report may be submitted to the SDA. Provision of proper switching arrangements for street lights and other places should be ensured.
4. A hoarding/display board indicating the name of the Energy Efficient project implemented, the name, logo & slogan of the funding organization (Bureau of Energy Efficiency) and the name, logo & slogan of the implementing organization (State Designated Agency) needs to be provided at prominent places in villages including the entrance of the village, Panchayat Bhawan, Community Centers, Healthcare Centers, schools, temples, monuments, hats / mandis, etc.

Sub Category-3: State Energy Efficiency Research & Outreach Programme and Institutionalization of Enforcement machinery at the state level.

Scope of work: The agency was well-known about the scope of work related to State Energy Efficiency Research & Outreach Programme and the Institutionalization of Enforcement machinery at state level along with new capacity-building concepts (i.e. Print media solution, Radio, Digital Media, Nukkad Natak, Media Support, Hoardings for awareness , etc.) and support with various innovative concept of awareness and outreach with similar kind work related which will be utilized and implement under the said head and Energy efficiency related activities related State Energy Efficiency Research & Outreach Programme and Institutionalization of Enforcement machinery at the state level and also have the experience in similar kind of activities and the agency must have prior experience in similar kind of work for implementing the same for the implementation of Research, Outreach and Enforcement Mechanism in the state.

- 1.The agency needs to strengthen the partnership between policymakers and educational institutions to forward the energy efficiency drive.
- 2.The agency needs to enhance the outreach activities undertaken by JREDA. Through key experts and can undertake extensive stakeholder engagement, comprehensive analysis and focused technical assistance to enhance clean energy policy implementation in the State.
- 3.The agency needs to suggest innovative projects and research proposals on energy efficiency from educational institutions, college students and individual researchers and take support from various private organizations, educational institutions and laboratories for know-how efficiency practices across various sectors. Further, SDAs can propagate energy conservation values and promote energy efficiency programs amongst school children, Government officials and various other sections of society through promotional material like pamphlets, booklets, banners, hoardings, brochures, posters, etc., awareness campaigns and electronic media like radio, television, etc.
- 4.The agency needs to facilitate collaboration with various private organizations, educational and research institutions & laboratories for know-how on various energy efficiency practices across various sectors. In order to encourage innovative projects and research in energy efficiency, financial assistance for research proposals may also be provided to these Institutions, Colleges and Individual researchers in the field of energy studies. The financial assistance will be given on the basis of a detailed evaluation of the research proposals by an expert committee comprising of BEE and SDA officials.
- 5.Support JREDA may collaborate with Institutes of National Importance (INIs) like NITs, IIMs, IITs, etc. for developing projects based on Internet of Things (IoT)/Energy Efficiency research and innovation. The following implementation strategies can be adopted by the SDAs to enhance outreach activities undertaken by them among the masses about the benefits of energy efficiency and energy conservation
- 6.Content for promotional material like pamphlets, booklets, banners, brochures, posters, etc. may be developed/compiled in English and local dialects.
7. Awareness campaigns on energy-efficient products and services may be conducted.
- 8.Awareness/capacity-building workshops to save energy and to encourage the use of BEE star-rated agricultural appliances may be conducted for farmers. Hoardings may be installed at the Collectorate, District Court, Block, various govt. offices, monuments, etc. to disseminate information on the promotion of efficient use of energy and its conservation for the general public. Support in association with DISCOMs for conducting Nukkad Natak's/ skits/ dramas/ plays to create awareness on the importance of energy conservation.

9. Awareness workshops for Self Help Groups to promote various energy conservation tips may be organized in villages. Stalls of BEE may be set up in Kisan Melas, for creating awareness among farmers through Krishi Vigyan Kendra's (KVKs). Stalls of BEE may be set up in Regional Melas, National and international fairs. Awareness hoardings at various prominent locations like Bus stands, Railway Stations, entrance of airports, etc.
10. Energy Conservation Day and week shall be celebrated every year on district and block levels to create awareness among rural and urban people. Awareness workshops for school teachers, women, school children and the general public on energy conservation & its efficient use shall be organized.
11. Promoting the ideas on energy conservation through stories and ads on TV and Radio jingles may be undertaken. Awareness through social media platforms like Facebook, Twitter, etc.
12. Support JREDA may visit DCs to understand various industrial processes and energy efficiency measures adopted by Designated Consumers. SDA officials may carry out visits to markets for carrying out surveillance to check integrity/ deviation from the star labels approved by BEE.

Category-2: Energy Efficiency and Energy Conservation

Sub Category: 1: Workshops / Capacity Building of energy professionals.

Scope of work: The agency was well known for the scope of work related to Workshops / Capacity Building of energy professionals along with new capacity-building concepts and energy professional support with various capacity-building courses and software related to innovative technology development with similar kinds of work-related which will be utilized and implemented under the said head and Energy efficiency related activities related to analysis and survey guidelines by BEE and also having the experience in similar kind of activities and the agency must have prior experience in similar kind of work for implementing the same.

1. The agency needs to organize workshops to disseminate information regarding energy efficiency to energy professionals like Accredited / Certified Energy Auditors, Energy Managers, Designated Consumers, Financial Institutions, Energy Service Companies (ESCOs), building professionals, architects, ECBC Master Trainers, equipment/appliance manufacturers and retailers, DISCOM officials, etc. The target audience may include Accredited / Certified Energy Auditors / Energy Managers, Designated Consumers (DCs), Energy Service Companies (ESCOs), building professionals, architects, ECBC Master Trainers, equipment/appliance manufacturers and retailers, Financial Institutions, Urban Local Bodies, DISCOMs, etc.
2. Any other work related to Workshops / Capacity Building of energy professionals shall also be done under the same head as per guidelines and instructions provided by BEE along with shop Planning, Curriculum Development, Trainer Selection and Training, Participant Recruitment/Empanelment of experts, Logistics and Venue Arrangements, Workshop Delivery, Assessment and Evaluation, Certificates and Recognition, Documentation and Reporting followed by Continuous Improvement with the feedback to enhance future workshops and stay updated on industry trends.

Sub Category-2: Analysis and survey of the impact of energy conservation activities by SDAs.

Scope of work: The agency was well known about the scope of work related to the Analysis and survey of the impact of energy conservation activities by SDAs along with innovative technology development and setup of similar kinds of work-related which will be utilized and implemented under the said head and Energy efficiency related activities related to analysis and survey guidelines by BEE and also having the experience in similar kind of activities and the agency must have prior experience in similar kind of work for implementing the same

1. The agency needs to address the outcome of the various energy conservation activities undertaken by the SDAs needs to be documented. This should be in the form of an annual yearbook where the benefits can be quantified on dimensions including the monetary benefits based on the reduction in the number of units consumed by this sector, generation capacity that can be avoided by the generation utility because of the reduction in demand in this sector or can be used to satisfy the peak demands, emissions avoided by reducing the generation requirements, etc. which shall be submitted to BEE for maintaining its record and subsequent reporting to Ministry of Power (MoP).
2. The year-wise energy savings achieved by the SDAs from energy efficiency activities/ endeavors undertaken by the SDAs shall be documented in the form of a report used for ascertaining the energy savings achieved vis-à-vis the target achieved also work as an independent agency to perform the above-mentioned impact assessment annually and prepare annual reports which can be submitted to BEE which will facilitate in enhanced awareness among various departments of the State Governments about the benefits of energy efficiency.

Sub Category: 3: Maintenance and updation of internet platform and other databases created.

Scope of work: The agency was well known about the scope of work related to the Maintenance and updation of the internet platform and other databases created along with innovative technology, app development, setup of IT infrastructure, and work-related similar kind work which will be utilized and implemented under the said head and Energy efficiency related activities related to Buildings conducted by BEE and also having the experience in similar kind of activities and the agency must have prior experience in similar kind of work for implementing the same.

1. The agency needs to work for the SDAs towards the establishment of an internet platform through the creation of a separate website on energy efficiency and regularly updating its contents.
2. Support JREDA to create a dedicated app/website /tab for Energy Conservation/ Efficiency and provide. The dedicated tab may hold the following information for public reference: EC Act, 2001 Document, About BEE, the respective SDA and details of the contact persons, List of EAs/EMs of the State, List of Demo Projects taken up and planned by the State, Details of Model EE Village Campaigns completed and planned by the SDA, Details regarding workshops/seminars/conferences/capacity building programs completed and upcoming training programs in the State and learnings/outcomes of the training, State Energy Conservation Fund and projects undertaken from it, Information related to State Energy Conservation Awards, List of Designated Consumers in the State.
3. Web portal established by SDAs shall comprise the links of the website of BEE and all the portals of BEE viz. S&L, PATNET, GEF-BEE-World Bank, UNDP-GEF-BEE, Indo-Swiss Building Energy Efficiency Programme (BEEP), Knowledge Exchange Platform (KEP), Facility for Low Carbon Technology Deployment (FLCTD), etc.
4. Infrastructure for video conferencing may be established.

5. BEE is under preparation of a web portal for SDAs where requisite data/ information and documents related to the physical and financial progress of respective SDAs are required to be uploaded. These documents are required to be updated every month.
6. Support to innovative and upcoming technology for the implementation to facilitate the energy efficiency work and its implementation along with the provision of e-filing/ paperless office technology support and other IT-based upgradation for the state.

Sub Category: 4: Student Capacity Building Programme (SCBP)/Energy Club.

Scope of work: The agency was well-known for the scope of work related to the Student Capacity Building Programme (SCBP)/Energy Club and Energy efficiency-related activities related to Buildings conducted by BEE and also has experience in similar kinds of activities and the agency.

Scope of Work for Student Capacity Building Programme (SCBP)/Energy Club

1. Program Development: Establish Energy Clubs in educational institutions, create an energy curriculum, and organize meetings and workshops.
2. Awareness Campaigns: Promote the program through various channels and host events and competitions.
3. Training: Provide students with training on energy efficiency, conservation, and practical skills.
4. Project Support: Help students develop and implement energy efficiency projects within their schools.
5. Industry Collaboration: Facilitate connections with energy experts, professionals, and mentors.
6. Research and Innovation: Encourage student-led research and innovation in energy efficiency.
7. Competitions: Organize energy-related competitions and awards to motivate participation.
8. Monitoring and Evaluation: Assess and report on program progress and effectiveness.
9. Documentation: Maintain records of activities and submit reports to BEE.
10. Sustainability: Develop a plan for program sustainability and explore expansion opportunities.
11. Any other work related to the Student Capacity Building Programme (SCBP)/Energy Club and innovation work that enhances the optimization and energy conservation potential along with its awareness.

Category-3: National Mission for Enhanced Energy Efficiency (NMEEE).

Sub Category: 1: Perform, Achieve & Trade (PAT).

1. Energy Efficiency in Govt. Hospitals for demonstration.
2. Proposal for electric cooking
3. Industrial Energy Efficiency Programme (Demonstration Project).
4. Workshops/Capacity Building of Stakeholders.
5. Mandatory Energy Audit (MEA) DISCOM

Sub Category No: 2: EEFP (Energy Efficiency Financing Platform)

1. Capacity building of financial institutions and ESCOs.
2. Investment Bazar.

Scope of Work: The agency was well known for the scope of work related to the National Mission for Enhanced Energy Efficiency (NMEEE) and its sub category 1: Perform, Achieve & Trade (PAT) and Sub Category 2: EEFP (Energy Efficiency Financing Platform) and Energy efficiency related activities related to Buildings conducted by BEE and also having the experience in similar kind of activities and the agency must have minimum 02 nos. BEE Certified Energy Manager/Auditors (CVs to be attached).

Sub Category No.1: Scope of Work: Perform, Achieve & Trade (PAT)

1. Energy Efficiency in Govt. Hospitals for Demonstration

- Conduct an energy audit of selected government hospitals to identify energy-saving opportunities.
- Develop a comprehensive energy efficiency plan for each hospital, including recommendations for improvements.
- Implement energy-saving measures, such as upgrading lighting, HVAC systems, and appliances.
- Monitor and evaluate the energy consumption and savings achieved through these improvements.
- Prepare a detailed report on the energy efficiency measures implemented and their impact on energy consumption.

2. Proposal for Electric Cooking

- Assess the feasibility and potential benefits of transitioning to electric cooking in selected establishments or communities.
- Develop a proposal outlining the technical and financial aspects of the electric cooking project.
- Identify suitable locations and partners for pilot projects.
- Create a roadmap for the implementation of electric cooking, including the procurement of necessary equipment and infrastructure.
- Monitor and evaluate the energy consumption and environmental impact of electric cooking compared to traditional methods.

3. Industrial Energy Efficiency Programme (Demonstration Project)

- Identify and engage with industrial facilities willing to participate in energy efficiency demonstration projects.
- Conduct energy audits and assessments to determine areas for improvement in the selected industrial units.
- Develop and implement energy-saving strategies, which may include process optimization, equipment upgrades, and renewable energy integration.
- Monitor and evaluate the energy savings achieved in the demonstration projects.
- Share best practices and lessons learned with the broader industrial community.

4. Workshops/Capacity Building of Stakeholders

- Organize workshops and training sessions for various stakeholders, including government officials, industry representatives, and the general public.
- Create educational materials and presentations on energy efficiency and the PAT program.
- Foster awareness and understanding of energy efficiency practices and their benefits.
- Provide guidance on compliance with energy efficiency regulations.
- Evaluate the effectiveness of the workshops and gather feedback for continuous improvement.

5. Mandatory Energy Audit (MEA) DISCOM

- Work closely with distribution companies (DISCOMs) to implement mandatory energy audits for designated consumers.
- Develop audit protocols, checklists, and guidelines to ensure consistency and compliance.
- Assist DISCOMs in identifying designated consumers and conducting energy audits.
- Verify and validate the audit reports submitted by designated consumers.
- Maintain a record of compliance and non-compliance with MEA requirements.

Sub Category No.2: Scope of work: EEFP (Energy Efficiency Financing Platform)

1. Capacity Building of Financial Institutions and ESCOs

- Identify financial institutions and Energy Service Companies (ESCOs) interested in participating in the EEFP.
- Provide training and capacity-building programs to enhance the understanding of energy efficiency financing among these entities.
- Offer guidance on the development of energy efficiency financing products, underwriting standards, and risk assessment.
- Facilitate partnerships between financial institutions and ESCOs to create innovative financing solutions.

2. Investment Bazar

- Organize an Investment Bazaar event to connect energy efficiency project developers with potential investors.
- Promote energy efficiency projects in various sectors, such as industry, buildings, and transportation.
- Create a platform for project developers to showcase their projects and seek funding.
- Facilitate matchmaking between investors and project developers.
- Monitor and track the progress of projects funded through the Investment Bazaar and report on their outcomes. JREDA may collaborate with various private organizations, educational and research institutions & laboratories for know-how on various energy efficiency practices across various sectors.

Category-4: Building Energy Efficiency Programme Inclusive of Demonstration Project

Scope of Work: The agency was well-known about the scope of work related to the Building Energy Efficiency Programme and Energy efficiency activities related to Buildings conducted by BEE and also has experience in similar kinds of activities and the agency must have the Should have minimum of 02 nos. BEE Certified Energy Manager/Auditors (CVs to be attached).

1. Conduct a comprehensive feasibility study to identify potential buildings for ECBC implementation.
2. Develop and implement a demonstration project to showcase the benefits of ECBC compliance, including energy savings and reduced environmental impact.
3. Provide technical assistance and guidance to selected building owners and stakeholders to ensure successful ECBC compliance.
4. Monitor and evaluate the performance and energy efficiency of the ECBC-compliant buildings.
5. Create case studies and documentation to disseminate knowledge and best practices for wider adoption.
6. Establish and manage a dedicated fund for ECBC compliance and promotion.
7. Capacity building and stakeholder consultation related to the building sector for the effective optimization and implementation of energy efficiency activities in the state along with additional other work comes in the building sector for the implementation and capacity building.
8. Another work related to Energy efficiency in the building sector/ Stakeholder consultation under the work and guidelines issued by BEE.

Category-5: Agriculture Demand Side Management(AgDSM).

Scope of Work: The agency was well known for the scope of work related to Agriculture Demand-side Management (AgDSM) and Energy efficiency-related activities conducted by BEE and also has experience in similar kinds of activities the agency must have the Should have a minimum of 02 nos. BEE Certified Energy Manager/Auditors (CVs to be attached).

1. Facilitate the issue of regulations/notifications by the State Govt. to mandate the use of BEE star-labeled pump sets for new agricultural connections.
2. Facilitate in setting up of monitoring mechanisms to quantify the outcome
3. Facilitation the conduct of capacity building programs for imparting training on energy & water conservation and energy efficient pump sets to farmers through Krishi Vigyan Kendras.
4. In addition to the above, the manpower provided will be required to do any other task about schemes of BEE as per the direction of the Competent Authority of BEE.
5. Capacity building and Facilitating in preparation of DPRs on pilot projects identified under AgDSM.
6. Facilitate in selection of ULBs for implementation of DPRs.
7. Facilitation in actual implementation in the ULBs.
8. Facilitation in training/ capacity building of officials and stakeholders under AgDSM.
9. Any other works related to AgDSM activities related to implementation, execution and assessment of the same
10. Facilitation of any other energy efficiency activities implementation and guidelines released from time to time from BEE for the implementation of AgDSM activities in the concerned stakeholders.

Category 6: Municipal Demand Side Management (MuDSM).

Scope of Work: The agency was well known for the scope of work related to Municipal Demand-side Management (MuDSM) and Energy efficiency-related activities conducted by BEE also having experience in similar kinds of activities the agency must Should have a minimum of 02 nos. BEE Certified Energy Manager/Auditors (CVs to be attached).

1. Capacity building and facilitating in preparation of DPRs on pilot projects identified in ULBs.
2. Facilitate in selection of ULBs for implementation of DPRs.
3. Facilitation in actual implementation in the ULBs.
4. Facilitation in training/ capacity building of officials of ULB.
5. Facilitation of any other energy efficiency activities implementation and guidelines released from time to time from BEE for the implementation of MuDSM activities in the concerned stakeholders.

Category-7: Small & Medium Scale Enterprises

Scope of Work: The agency was well-known for the scope of work-related above sad category and similar kind scope of work and must have experience in executing similar kinds of activities for State/Central Government departments in the past with multiple awareness campaigns and energy-efficiency-related activities conducted by BEE and also having the experience in similar kind of activities under the head of SMSE for the Jharkhand (i.e. Energy Audit, Energy Survey, New Scheme Implementation, Capacity Building, Training and Up-gradation, Best practices and implementation strategies for the enforcement activities for execution.

Category-8: General Awareness: consists of Capacity Building:

Scope of Work: The agency was well-known for the scope of work-related above sad category and similar kind scope of work and must have experience in executing similar kinds of activities for State/Central Government departments in the past with multiple awareness campaigns and Energy efficiency activities conducted by BEE and also having the experience in similar kind of activities like Painting and Graffiti creation, Go Electric campaign, Print media, Radio outreach,

Outdoor media and awareness, PVR and other media outreach solution in DAVP/IPRD Price, Animation awareness film along with Energy conservation week activities arranged by BEE in regular intervals

1. Capacity Building Workshops:

- Organize capacity-building workshops and training sessions focused on energy conservation and efficiency for various target groups, including government officials, industry professionals, and the general public, by BEE guidelines.

2. Awareness Campaigns and Media Outreach:

- Develop and implement a comprehensive awareness campaign that includes activities such as painting and graffiti creation to convey energy conservation messages.
- Plan and execute awareness campaigns through print media, radio outreach, outdoor media, and other communication channels to disseminate energy conservation information and promote the "Go Electric" campaign.

3. PVR and Other Media Outreach Solutions:

- Utilize modern media outreach solutions, including partnerships with cinemas like PVR and other media outlets, to promote energy conservation and raise public awareness in line with BEE guidelines.

4. IPRD and DAVP Price Advertisements:

- Create and manage advertisements by the guidelines of the Directorate of Advertising and Visual Publicity (DAVP) and Information & Public Relations Department (IPRD) prices and standards, ensuring that energy conservation messages are effectively communicated. Painting and Graffiti creation, Go Electric campaign, Print media, Radio outreach, Outdoor media and awareness, PVR and other media outreach solutions

5. Energy Conservation Week Activities:

- Organize and coordinate various activities during Energy Conservation Week, including awareness events, workshops, and the production of an animation awareness film to highlight the importance of energy conservation, all in alignment with BEE's energy conservation initiatives.

Category-9: HRD Head

Scope of Work: The agency was well-known about the scope of work related to the Human Resource Development Fund and Energy efficiency activities conducted by BEE and also has experience in similar kinds of activities the agency must have a minimum of 02 nos. BEE Certified Energy Manager/Auditors (CVs to be attached).

1. Capacity Building: The HRD Fund focuses on building the capacity and skills of professionals in energy efficiency and conservation through training and development programs.
2. Research and Development: It supports research activities that advance energy-efficient technologies and practices.
3. Awareness and Outreach: The fund initiates awareness campaigns to educate the public, industries, and government agencies about the importance of energy efficiency.
4. Collaboration: The HRD Fund collaborates with industry associations, educational institutions, and other stakeholders to leverage their expertise and resources.
5. Financial Management and Reporting: It efficiently manages financial resources, allocates funds, and provides regular reports on the outcomes and impact of its initiatives.
6. The target audience may include Accredited / Certified Energy Auditors / Energy Managers, Designated Consumers (DCs), Energy Service Companies (ESCOs), building

professionals, architects, ECBC Master Trainers, equipment/appliance manufacturers retailers, Financial Institutions, Urban Local Bodies, DISCOMs, etc.

7. The training module, approach and methodology, all the printed materials shall be shared by Agency with JREDA and BEE in soft copies before the commencement of the training programme. Any amendment required by JREDA/BEE shall be done by the Agency.
8. The agency shall prepare a training kit containing printed training material in English and Hindi, with prior approval from JREDA. The agency will be responsible for coordinating and inviting BEE officials to the training programme keeping JREDA in the loop.
9. The agency shall arrange the mementos, boarding, lodging and local travels of the officials from BEE, JREDA & trainer.
10. The agency shall analyze the stakeholder feedback received. The feedback will be taken from each participant through suitable forms for further improvement of the Retailer Training Programme.

Category-10: Standards & Labeling Program with activity and mechanism.

Scope of Work: The agency was well-known for the scope of work and Energy efficiency-related activities conducted by BEE also having experience in similar kinds of activities the agency must have a minimum of 02 nos. BEE Certified Energy Manager/Auditors (CVs to be attached)

1. The agency shall coordinate with reputed authorized Retailers/Stakeholders of Jharkhand for their participation in the Retailer Training Programme along with the prior approval of JREDA on the selection of invites/participants before finalization.
2. The agency shall ensure that a minimum number of participants attend each training program.
3. The training should cover complete Retailers/Stakeholders from the state of Jharkhand, which should only cover the provisions like Consumer Electronics appliances included by BEE under the S&L program, Heavy Electronics, Distribution Transformer and any other Heavy electronics appliances included by BEE under the S&L program.
4. The agency needs to cover the training module of Mandatory and Volunteer electrical appliances in their training module along with the enforcement of the S&L Program.
5. The agency shall design and develop of interactive training module, approach and methodology, training material, Pamphlets/leaflets (in English and Hindi), attendance sheets, feedback forms, quizzes, certificate of participation, posters for display at outlets, etc.
6. The interactive training module should cover the following areas: (The format of the interactive training module may be provided to the Agency by JREDA/BEE)
 - Introduction to S&L
 - Description of Star Label and how to make the right choice of a particular product with different star ratings.
 - Awareness about the BEE star label website, mobile application and S&L in print media.
 - Enforcement of S&L programme.
7. The training module, approach and methodology, all the printed materials shall be shared by the Agency with JREDA and BEE in soft copies before the commencement of the training program. Any amendment required by JREDA/BEE shall be done by the Agency.
8. The agency shall prepare a training kit containing printed training material in English and Hindi, with prior approval from JREDA. The agency shall conduct a post-training quiz regarding the S&L program.
9. The agency will be responsible for coordinating and inviting BEE officials to the training programme keeping JREDA in the loop.

10. The agency shall arrange the mementos, boarding, lodging and local travels of the officials from BEE, JREDA & trainer.
11. The agency shall analyze the stakeholder feedback received. The feedback will be taken from each participant through suitable forms for further improvement of the Retailer Training Programme.
12. Facilitate in building capacity of the manufacturers and retailers of BEE star-labeled appliances and conduct consumer awareness programs to spread awareness in ensuring larger penetration for voluntary products along with the enforcement of provisions about appliances under the EC Act.
13. Market surveillance activity under standard & labelling program.

Period of Engagement

The agency shall be engaged for **24 (Twenty-Four) Months + Extendable up to 12 (Twelve) Months** with JREDA from the date of the Agreement signing which may be extended as per the requirement of JREDA. However, the Empanelment of the agency is valid for **24 (Twenty Four) Months + Extendable up to 12 (Twelve) Months**.

SECTION V:

Tender Reference No.: 46/JREDA/EE/23-24

TECHNICAL PROPOSAL (TP) – FORMATS

Sub: Agencies Empanelment for Implementation, Execution, Capacity Building, and Comprehensive Project Report Preparation for Demand-Side Management Schemes by the Bureau of Energy Efficiency (BEE) in the State of Jharkhand.

The following are the response formats to be used by Bidders for Agencies Empanelment for Implementation, Execution, Capacity Building, and Comprehensive Project Report Preparation for Demand-Side Management Schemes by the Bureau of Energy Efficiency (BEE) in the State of Jharkhand.

S. No	FORM	DETAILS
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.: 46/JREDA/EE/23-24

FORM I Covering Letter (on Bidder's letterhead)

Date:

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

Sub: Agencies Empanelment for Implementation, Execution, Capacity-Building, and Comprehensive Project Report Preparation for Demand-Side Management Schemes by the Bureau of Energy Efficiency (BEE) in 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.: 46/JREDA/EE/23-24

Covering Letter

(On bidder's letterhead)

From:

To:
The Director,
Jharkhand Renewable Energy Development
Agency (JREDA) 3 rd Floor, S.L.D.C. Building,
Kusai Colony,
Doranda, Ranchi -
834002.

Sub: Agencies Empanelment for Implementation, Execution, Capacity-Building and Comprehensive Project Report Preparation for Demand-Side Management Schemes by the Bureau of Energy Efficiency (BEE) in the State of Jharkhand.

Dear Sir,

The hiring of Consultant for _____regarding, I/we_____consultancy/ firm herewith enclose Technical Proposal for **Agencies Empanelment for Implementation, Execution, Capacity-Building and Comprehensive Project Report Preparation for Demand-Side Management Schemes by the Bureau of Energy Efficiency (BEE) in the State of Jharkhand.**

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

Tender Reference No.: 46/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 **Agencies Empanelment for Implementation, Execution, Capacity-Building and Comprehensive Project Report Preparation for Demand-Side Management Schemes by the Bureau of Energy Efficiency (BEE) in 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 g

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.: 46/JREDA/EE/23-24**

S. No	Particulars	Uploaded or Not	Page No. in the Technical Bid
1	Receipt of online payment for participation in NIB of ₹.11,800/- (Inclusive of GST@ 18%) (Non- 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.: 46/JREDA/EE /23-24

Information about the Bidding Firm

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

SL. No.	Particulars	
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.: 46/JREDA/EE/23-24

Format for Financial Requirement – Annual Turnover

[On the letterhead of Bidding Company]

To,

The Director,
Jharkhand Renewable Energy Development Agency (JREDA)
3rd Floor, S.L.D.C. Building,
Kusai Colony, Doranda, Ranchi – 834002.

Sub: Agencies Empanelment for Implementation, Execution, Capacity-Building, and Comprehensive Project Report Preparation for Demand-Side Management Schemes by the Bureau of Energy Efficiency (BEE) in the State of Jharkhand.

Dear Sir,

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

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

Authorized Signatory (Power of Attorney holder)

(Stamp & Signature)

Statutory Auditor

(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.: 46/JREDA/EE/23-24

Contact Person for the NIB

[On the letterhead of Bidding Company]

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

(Signature of Authorized Signatory)

Name:

Designation:

Company Seal:

Tender Reference No.: 46/JREDA/EE/23-24

ASSIGNMENTS OF SIMILAR NATURE DURING THE LAST 7 YEARS

Sub: Agencies Empanelment for Implementation, Execution, Capacity-Building, and Comprehensive Project Report Preparation for Demand-Side Management Schemes by the Bureau of Energy Efficiency (BEE) in the State of Jharkhand.

S. No	Category	Sub-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	Sub category-1								
		Sub category-2								
		Sub category-3								
				Sub category-1						
Sub category-2										

2	Category-2							
		Sub category-3						
	Sub category-4							
	3	Category-3	Sub category-1					
Sub category-2								
4	Category-4							

5	Category-5						
6	Category-6						
7	Category-7						
8	Category-8						
9	Category-9						
10	Category-10						

Full Name & Address

Signature & Seal

Note: Please attach documentary proof.

Tender Reference No. 46/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:
Designation:
Company
Seal:

Tender Reference No. 46/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**

Sub: Agencies Empanelment for Implementation, Execution, Capacity-Building, and Comprehensive Project Report Preparation for Demand-Side Management Schemes by the Bureau of Energy Efficiency (BEE) in the State of Jharkhand.

Dear Sir,

This is to certify that Net worth of _____ {insert the name of Bidding Company}, as of 31st March 2023 is Rs. _____ the details are appended below.

Particulars Amount	Amount (In Rs.)
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	

UID No.:

Authorized Signatory Statutory

Auditor

(Power of Attorney holder)

(Stamp & Signature)

Tender Reference No. 46/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 proprietary/ partnership/LLP/Society/NGO		
12	Date of establishment of the firm		
13	Contact Details and Address of the Firm/ Company's Office in Jharkhand		
14	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: https://www.mca.gov.in/mcafoportal/findCIN.do		
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: https://udin.icai.org/search-udin Check & Verify UDIN No. in this website and attach Screenshot.	UDIN No.:- CA Membership No.: -	
18	Networth Certificate Check UDIN No. in this website: - https://udin.icai.org/search-udin Check & Verify UDIN No. in this website and attach the Screenshot.	UDIN No.: - CA Membership No.: -	

Mentioned the Category & Sub category Applied for NIB		Status of Application	Enclosed Experience Certificate Page No.
19	Category-1: State Partnership for Energy Efficiency Demonstrations (SPEED) (Relevant experience for Individual category & Sub category enclosed separately)	Sub Category: 1	Yes/No
		Sub Category: 2	Yes/No
		Sub Category: 3	Yes/No
20	Category-2: Energy Efficiency and Energy Conservation (Relevant experience for Individual category & Sub category enclosed separately)	Sub Category: 1	Yes/No
		Sub Category: 2	Yes/No
		Sub Category: 3	Yes/No
		Sub Category: 4	Yes/No
21	Category-3: National Mission for Enhanced Energy Efficiency (NMEEE) (Relevant experience for Individual category & Sub category enclosed separately)	Sub Category: 1	Yes/No
		Sub Category: 2	Yes/No
22	Category-4: Building Energy Efficiency Programme Inclusive of Demonstration Project	Yes/No	
23	Category-5: Agriculture Demand Side Management	Yes/No	
24	Category 6: Municipal Demand Side Management	Yes/No	
25	Category-7: Small & Medium Scale Enterprises	Yes/No	
26	Category-8: General Awareness: consists of Capacity Building	Yes/No	
27	Category-9: HRD Head	Yes/No	
28	Category-10: Standards & Labelling Program with activity and mechanism	Yes/No	

[To be Pasted On the Separate Envelope by the Bidding Company]

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Tender Reference No. 46/JREDA/EE/23-24

[On the Separate Envelope by Bidding Company]

“Agencies Empanelment for Implementation, Execution, Capacity-Building, and Comprehensive Project Report Preparation for Demand-Side Management Schemes by the Bureau of Energy Efficiency (BEE) in the State of Jharkhand”

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

From:

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