

## REQUEST FOR PROPOSAL (RFP)

Proposal/bids invited from consultancy firms to provide assistance to Gujarat Electricity Regulatory Commission (GERC) in the:

- **Truing up of FY 2015-16, Approval of Aggregate Revenue Requirement for each year of the third control period i.e. from FY 2016-17 to FY 2020-21 and Determination of Tariff for FY 2017-18 for:**
  - **Gujarat State Electricity Corporation Ltd. (GSECL)**
  - **Gujarat Energy Transmission Corporation Ltd. (GETCO)**
  - **State Load Dispatch Centre (SLDC)**
  - **Dakshin Gujarat Vij Company Ltd. (DGVCL)**
  - **Madhya Gujarat Vij Company Ltd. (MGVCL)**
  - **Paschim Gujarat Vij Company Ltd. (PGVCL)**
  - **Uttar Gujarat Vij Company Ltd. (UGVCL)**
  - **Torrent Power Ltd. – Generation (APP) (TPL-G (APP))**
  - **Torrent Power Ltd. – Distribution (Ahmedabad) (TPL-D(A))**
  - **Torrent Power Ltd. – Distribution (Surat) (TPL-D(S))**
  - **Torrent Power Ltd. – Distribution (Dahej) (TPL-D (D))**
  - **MPSEZ Utilities Private Ltd. (MUPL)**
  - **Kandla Port Trust (KPT)**
  - **Aspen Infrastructure Ltd. (AIL)**

### 1. Introduction

**Gujarat Electricity Regulatory Commission (GERC)** was constituted in November 1998 under the provisions of the Electricity Regulatory Commission Act, 1998 which was repealed by the Electricity Act, 2003. It is deemed Commission under sub-section (1) section 3 of the Gujarat Electricity Industry (Reorganisation and Regulation) Act, 2003 and in terms of Section 82 of the Electricity Act, 2003. The Commission undertakes various functions under Section 86 of the Electricity Act 2003 (EA 2003), such as, determination of tariff for generation, transmission and wheeling of electricity; bulk or retail supply of electricity, as the case may be, within the State of Gujarat; regulate electricity purchase and procurement process of Distribution Licensees; issue Licenses for Transmission, Distribution, and Trading and promote cogeneration and generation of electricity from renewable sources of energy.

### 2. Terms of Reference

Assisting the Commission in processing the petitions or applications filed by the Licensees for Truing up, Approval of Aggregate Revenue Requirement for each year of the 3<sup>rd</sup> control period and Determination of Tariff as shown below in each task.

The Truing up for the FY 2015-16 shall be based on the GERC (MYT) Regulations, 2011. Approval of ARR for each year of the 3<sup>rd</sup> control period and Determination of Tariff for the FY 2017-18 shall be based on GERC (Multi-Year Tariff) Regulations, 2016.

The entire task is divided into the following three parts for assignment of consultancy work:

#### **TASK A:**

**Assistance to the Commission in the work of Truing up of the FY 2015-16, Approval of ARR for each year of the 3<sup>rd</sup> control period and Determination of Tariff for the FY 2017-18 on the applications to be submitted by Gujarat State Electricity Corporation Ltd. (GSECL), Gujarat Energy Transmission Corporation Limited (GETCO) and Truing up of the FY 2015-16, Approval of ARR for each year of the 3<sup>rd</sup> control period and Determination of fees and charges for FY 2017-18 for State Load Dispatch Centre (SLDC)**

- Validation of the petitions filed by the GSECL, GETCO & SLDC as per the provisions under the applicable rules, regulations and Acts, for the data sufficiency and identify further data requirement.
- Analysis and segregation of deviations in cost, revenue and other performance parameters due to controllable and uncontrollable factors for FY 2015-16 and calculation of aggregate gain or loss for the FY 2015-16 on account of Controllable factors, Uncontrollable factors and mechanism of sharing.
- Approval of Aggregate Revenue Requirements for each year of the third control period of FY 2016-17 to FY 2020-21.
- Approval of Generation Tariff, Transmission Tariff and SLDC Fees and Charges for FY 2017-18.
- Assistance in public hearing including analysis of the objections / rejoinders etc.
- Assist in critical analysis and assist in case of review / clarificatory petition or appeal in the matter.

#### **TASK B:**

**Assistance to the Commission in the work of Truing up of FY 2015-16, Approval of ARR for each year of the 3<sup>rd</sup> control period and Determination of Tariff for the FY 2017-18 on the applications to be submitted by the four State Owned distribution licensees (viz. Dakshin Gujarat Vij Co. Ltd. (DGVCL), Madhya Gujarat Vij Co. Ltd. (MGVCL), Paschim Gujarat Vij CO. Ltd. (PGVCL), Uttar Gujarat Vij Co. Ltd. (UGVCL)), Torrent Power Limited (TPL) for its (i) Distribution business in**

**Ahmedabad-Gandhinagar Licensed area (TPL-D (A)) (ii) Distribution business in Surat Licensed area (TPL-D (S)), (iii) Distribution business in Dahej SEZ Licensed area (TPL-D (D)) and (iv) Generation business (TPL-G (APP))**

- Validation of the petitions filed by DGVCL, MGVCL, PGVCL, UGVCL, TPL-D (A), TPL-D (S), TPL-D (D) and TPL-G (APP) as per the provisions under the applicable rules, regulations and Acts, for the data sufficiency and identify further data requirement.
- Analysis and segregation of deviation in cost, revenue and other performance parameters due to controllable and uncontrollable factors for FY 2015-16 and calculation of aggregate gain or loss for the FY 2015-16 on account of Controllable factors, Uncontrollable factors and mechanism of sharing.
- Approval of Aggregate Revenue Requirements for each year of the third control period of FY 2016-17 to FY 2020-21.
- Approval of Distribution Tariff for FY 2017-18.
- Assistance in public hearing including analysis of the objections / rejoinders etc.
- Assist in critical analysis and assist in case of review / clarificatory petition or appeal in the matter.

**TASK C:**

**Assistance to the Commission in the work of Truing up of the FY 2015-16, Approval of ARR for each year of the 3<sup>rd</sup> control period and Determination of Tariff for the FY 2017-18 on the application to be submitted by MPSEZ Utilities Private Ltd. (MUPL), Kandla Port Trust (KPT) and Aspen Infrastructure Ltd. (AIL)**

- Validation of the petitions filed by the MUPL, KPT and AIL as per the provisions under the applicable rules, regulations and Acts, for the data sufficiency and identify further data requirement.
- Analysis and segregation of deviation in cost, revenue and other performance parameters due to controllable and uncontrollable factors for FY 2015-16 and calculation of aggregate gain or loss for the FY 2015-16 on account of Controllable factors, Uncontrollable factors and mechanism of sharing.
- Approval of Aggregate Revenue Requirements for each year of the third control period of FY 2016-17 to FY 2020-21.
- Approval of Distribution Tariff for FY 2017-18.
- Assistance in public hearing including analysis of the objections / rejoinders etc.
- Assist in critical analysis and assist in case of review / clarificatory petition or appeal in the matter.

The **Schedule** of delivery for all the above three tasks (**TASK A to TASK C**) shall be as under:

### **SCHEDULE I**

1	Award of work and signing of Agreement (Copy of the agreement attached herewith as Annexure I)	Date of signing the agreement
2	Submission of details of additional data requirement, if any.	Within 10 days of handing over of the copies of the petitions filed by utilities.
3	Submission of preliminary analysis report(s) - flagging the major issues	10 days after the submission as per Sr. No. 2 above
4	Submission of first draft report(s)	30 days from the submission as per Sr. No. 3 above
5	Submission of final report(s)	15 days from the submission as per Sr. No. 4 above

The Consultants shall extend the assistance till the finalization and issuance of the orders.

### **3. Eligibility & Qualification criteria**

The Consultancy Firms / Institutions intending to assist GERC for the above mentioned tasks should fulfil the following eligibility criteria and shall provide satisfactory evidence towards the same:

- a) Shall be Consultancy Firm / Institutions (including educational institution such as IIT, IIM etc.) which has key personnel on its payroll, having proven records of accomplishment in the above field with minimum five years' experience in the similar task areas.
- b) The Consultancy Firm / Institutions shall be well acquainted with the Regulatory environment in the power sector, and functioning of licensees / generating companies of Central or State Companies / Central or State Regulatory Commissions and possess experience in dealing with such similar matters on a wide range.
- c) The personnel concerned of the Consultancy Firm / Institutions should have completed at least four assignments in the past, of preparation or determination of tariff proposals on behalf of licensees / generating companies, or should have experience of analysing the tariff proposal filed with the CERC / SERC in respect of petitions filed by the Utilities.
- d) Personnel of Consultancy Firm / Institutions should be a Graduate or Post Graduate of relevant disciplines and additionally may have MBA / ICWA / CA

and/or Law qualifications related to tasks which are to be performed and shall be technically sound with practical knowledge in performing various assigned tasks.

The desired profile is as under:

- A. Project Director** – at least 10 years of experience in power sector (preferably BE & MBA)
- B. Regulatory Expert** – at least 8 years of experience in power sector (preferably BE & MBA)
- C. Financial & Accounting Expert** – at least 5 years of experience in power sector (preferably CA or MBA)
- D. Commercial Expert** – at least 5 years of experience in power sector (preferably BE or MBA)
- E. Legal Expert** – at least 5 years of experience in power sector (preferably LLB or CS or any Law degree)
- F. Team Leader** – at least 5 years of experience in power sector (preferably BE or CA or MBA)

The team members having at least 2 years of experience in power sector shall support these experts. However, the firm may strengthen its team with additional manpower as per requirement of the assignment.

- e) The Consultancy Firm / Institutions should have adequate technical and financial capability to undertake such tasks as per terms of reference provided to them considering various steps to be performed from the inception to the completion within the time frame prescribed by the GERC.
- f) Shall have an appropriate team or individuals, with majority of the proposed key resources being full time employees with requisite skills to carry out the tasks within the time frame prescribed by the GERC.
- g) Consultancy Firm / Institutions should furnish copies of certificates of registration as services firm if applicable and PAN, and service tax registration.

#### **4. Submission of RFP Bid and Bidding Procedure**

**4.1** The consultancy firms shall submit a consolidated technical bid and task-wise financial bids for Task A and B and licensee-wise financial bids for Task C, as per attached Form IV (a), IV (b) and IV (c) respectively, on the letterhead of the firm bearing authorized signature. The financial bids in a sealed cover (**separate sealed covers for financial bids for each Task**) along with the following documents:

- a) Request for proposal Proforma Form I.
- b) Details of Similar Tasks Proforma Form II.

- c) Details of the key personnel proposed to handle the tasks with their Bio-data in brief mentioning their experience in **similar tasks done earlier and presently on hand**. Details of external experts, with complete qualification and experience profile, if required - Form III (Required to submit task wise).

The bidder in addition to furnishing complete information as above shall also furnish a complete document on the proposed approach; methodology and work plan for rendering the tasks as per the scope of work. The work plan shall include full justification for procedures to be adopted. An indicative time schedule for carrying out each element of the tasks should be submitted.

#### 4.2 Evaluation of Bids

GERC will identify suitable bidders based on evaluation of the technical competency as well as the quoted financial fee.

Technical evaluation will be done, taking into account the criteria mentioned below by the Committee to be nominated by the Commission. Each criterion shall be marked on a scale of 1 to 100 and then the mark for each criterion shall be weighted to calculate average technical scores. Weights in the following ranges will be used by the Committee appointed by the Commission to calculate the weighted average technical score for each proposal:

Criteria	Weight
The consultant's relevant experience for the assignment	30
The quality of the methodology proposed	30
The qualification and experience of the key staff proposed	30
The extent of transfer of knowledge to the staff of the Commission	10

The mix of weights approved by the Commission will total 100. The minimum qualifying technical score is 60 out of 100. The consultants securing the minimum qualifying marks shall be informed about the date and time of opening of the financial proposal. The financial bids of those consultants who fail to obtain minimum qualifying marks shall not be opened.

The proposed sub-task wise prices shall be read and recorded in the minutes of the opening of bids. The least cost financial bid for a group will be given a financial score of 100 and other bids will be given the financial scores that are inversely proportional to their costs. The total score shall be obtained as the weighted average of technical score (60%) and financial score (40%).

- 4.3 GERC reserves the right to reject any / all the bids (RFP) in part / or in full without assigning any reason. GERC also reserves right to place order with more than one bidder(s) for each / all the Groups mentioned in Para 4.1 of this document.

**4.4** Without written consent of the Commission, the Consultants and their employees involved in the assignment shall not utilize, publish, disclose, or part with any information collected for the Commission and they shall be duty bound to hand over the entire record of the assignment to the Commission on completion of the assignment.

**5. Signing the Agreement and Terms of payment:**

The successful bidder shall sign the agreement with GERC, a sample copy of which is attached herewith. The schedule of payment to the bidder is as under;

- 1) 10% on award of contract & execution of agreement.
- 2) 25% on submission of the preliminary analysis report
- 3) 25% on submission of the draft report
- 4) 40% on submission of the final report

**6. Last date of submission of RFP:**

The final bids complete in all respect are required to be submitted latest by, on or before **22/08/2016** up to **1800 hours IST**.

**Sd/-**  
**(Roopwant Singh, IAS)**  
**Secretary**  
**Gujarat Electricity Regulatory Commission**  
**Gandhinagar**

**Place: Gandhinagar**

**Date: 20/07/2016**

## FORM I

### RFP Letter Proforma

To,  
**The Secretary,  
Gujarat Electricity Regulatory Commission,  
6th Floor, GIFT ONE, Road 5C, Zone 5,  
GIFT City, Gandhinagar,  
Gujarat - 382355.**

**Sub: Providing assistance to GERC in the work of Truing up of the FY 2015-16, Approval of Aggregate Revenue Requirement for each year of the 3<sup>rd</sup> control period and Determination of Tariff for the FY 2017-18 for various utilities of Gujarat**

Sir,

We, (name of the firm), having read and examined in detail all the RFP documents for providing assistance to GERC in the above mentioned work, express our desire to undertake the work as mentioned in the RFP document.

#### **1. Correspondence details:**

- a) Name of consultancy firm
- b) Address
- c) Name of contact person to whom all references to be made.
- d) Address of the person to whom all references to be made regarding this bid.
- e) Telephone No. (With STD code)
- f) Mobile No. of the contact person
- g) Email of the contact person
- h) Fax No (With STD code)

#### **2. Documents forming part of RFP:**

We have enclosed the following:

- a) Request for proposal Proforma-Form-I.
- b) Details showing similar tasks performed during last five years – Form II
- c) Details of the key personnel proposed to handle the tasks with their Bio-data in brief mentioning their experience in similar tasks done earlier and presently on hand. Details of external experts, with complete qualification and experience profile, if required – Form-III

- d) Financial Bid as per Proforma IV (a), IV (b) and IV (c).
- e) A complete document on the proposed approach; methodology and work plan for rendering the tasks as per scope of work.

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

Thanking you,

(Signature)

Name, Address & Date

**FORM II**

**Details of Similar Tasks Performed**

**(IN LAST FIVE YEARS)**

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

**1. Name of Consultancy Firm/Institution:** \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

- (a) Name of assignment:
  
- (b) Location within the Country:
  
- (c) Name of client and address:
  
- (d) Name of associated consultants/ firms employed, if any:
  
- (e) Duration of assignment:
  - (i) Start (Month/Year):
  - (ii) Completion (Month/Year):
- (f) Approx. value in Indian Rupees:
- (g) Name of senior staff (Project Director/Coordinator/Team Leader involved and functions performed).
  - (i)
  - (ii)
  - (iii)

- (h) Professional staff employed (Give profile in brief):
- (i) Description of the project (in brief)
- (j) Description of methodology & work plan for performing the assignment.

(Authorized Signatory)

(Name & Title of Signatory)

Name and Address of the Firm/Institution

**N.B.:** Attach a copy of certificate issued by the respective organization for whom the assignment was carried out.

## FORM III

### Details of Educational Qualification and Experience of Key Personnel

**Name of the Key Personnel:**

**Proposed Position:**

**Name of Firm/Institution:**

**Profession:**

**Date of Birth:**

**Years with Firm:**

**Membership of Professional Societies:**

**Detailed Tasks Assigned:**

**Key Qualifications:**

(Give an outline of key personnel experience and training most pertinent to the tasks on assignment. Describe Degree of responsibility held by each key personnel on relevant previous assignment and give dates and locations. Use up to half a page)

**Education:**

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

**Employment Record:**

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

**Certification:**

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

Date:

Signature of key personnel

Signature of authorized Official from the firm/Institution

**Composition of the Key Personnel in the Consultancy Firm for the proposed work**

<b>Sr. No.</b>	<b>Name</b>	<b>Position</b>	<b>Responsibility</b>	<b>Proposed duration on the task (days)</b>
1				
2				
3				
4				
5				

(Authorized Signatory)

(Name & Title of Signatory)  
Name and Address of the Firm

FORM IV (a)

**Financial Bid for work of providing assistance to the Gujarat Electricity Regulatory Commission (GERC) in the work of Truing up of the FY 2015-16, Approval of ARR for each year of the 3<sup>rd</sup> control period and Determination of Tariff for the FY 2017-18 on the applications to be submitted by Gujarat State Electricity Corporation Ltd. (GSECL), Gujarat Energy Transmission Corporation Limited (GETCO) and Truing up of the FY 2015-16, Approval of ARR for each year of the 3<sup>rd</sup> control period and Determination of fees and charges for FY 2017-18 for State Load Dispatch Centre (SLDC)**

<b>Task</b>	<b>Amount in Rs. (without tax)</b>	<b>Amount in Rs. (with tax)</b>
Task A		

(Authorised Signature)

(Name and Title of the Signatory)  
Name and address of the Firm

FORM IV (b)

**Financial Bid for work of providing assistance to Gujarat Electricity Regulatory Commission (GERC) in the work of Truing up of FY 2015-16, Approval of ARR for each year of the 3<sup>rd</sup> control period and Determination of Tariff for the FY 2017-18 on the applications to be submitted by the four State Owned distribution licensees (viz. Dakshin Gujarat Vij Co. Ltd. (DGVCL), Madhya Gujarat Vij Co. Ltd. (MGVCL), Paschim Gujarat Vij CO. Ltd. (PGVCL), Uttar Gujarat Vij Co. Ltd. (UGVCL)), Torrent Power Limited (TPL) for its (i) Distribution business in Ahmedabad-Gandhinagar Licensed area (TPL-D (A)) (ii) Distribution business in Surat Licensed area (TPL-D (S)), (iii) Distribution business in Dahej SEZ Licensed area (TPL-D (D)) and (iv) Generation business (TPL-G (APP))**

<b>Task</b>	<b>Amount in Rs. (without tax)</b>	<b>Amount in Rs. (with tax)</b>
Task B		

(Authorised Signature)

(Name and Title of the Signatory)  
Name and address of the Firm

FORM IV (c)

**Financial Bid for work of providing assistance to Gujarat Electricity Regulatory Commission (GERC) in the work of Truing up of the FY 2015-16, Approval of ARR for each year of the 3<sup>rd</sup> control period and Determination of Tariff for the FY 2017-18 on the application to be submitted by MPSEZ Utilities Private Ltd. (MUPL), Kandla Port Trust (KPT) and Aspen Infrastructure Ltd. (AIL)**

<b>Task</b>	<b>Licensee</b>	<b>Amount in Rs. (without tax)</b>	<b>Amount in Rs. (with tax)</b>
Task C	MUPL		
	KPT		
	AIL		
<b>Grand Total of Task C</b>			

(Authorised Signature)

(Name and Title of the Signatory)  
Name and address of the Firm