

**ANDHRA PRADESH STATE ENERGY EFFICIENCY
DEVELOPMENT CORPORATION
GOVERNMENT OF ANDHRA PRADESH**

**REQUEST FOR PROPOSAL (RFP) FOR SELECTION OF
AGENCY/FIRM FOR ANNUAL MONITORING OF ENERGY
SAVINGS FOR DOMESTIC EFFICIENT LIGHTING PROGRAM
(DELP) IN THREE DISTRICTS i.e VIZIANAGARAM,
VISAKHAPATNAM, EAST GODAVARI IN**

EASTERN POWER DISTRIBUTION COMPANY OF AP. LTD:



1. Introduction:

- a. In order to give utmost support to the energy conservation & efficiency activities for realizing huge energy savings potential available in the Domestic sector, the State Government has launched Domestic Efficient Lighting Programme (DELP) (presently known as Unnat Jyothi Affordable Lighting For All(UJALA)) in the State of Andhra Pradesh. As part of the scheme, two LED bulbs of 7W capacity have been distributed to each household as a replacement for two 60W capacity Incandescent Lamps (ICLs). The scheme has taken up as a pilot project in four districts- Srikakulam & West Godavari from APEPDCL & Guntur, Anantapur under APSPDCL Region, wherein around 60 Lakh LED Bulbs are distributed by 31st March 2015 under phase-I of program.
- b. Going by huge response from consumers & energy savings to be resulted, the scheme is extended to the remaining 9 districts i.e Krishna, Prakasam, Nellore, Chittoor, Kadapa, Kurnool of APSPDCL Region and Vizianagaram, Visakhapatnam, East Godavari of APEPDCL Region, wherein around 127Lakh of 9W LED Bulbs are distributed by March 2016.
- c. **Eastern Power Distribution Company of Andhra Pradesh Limited (hereinafter referred to as the "APEPDCL"), having its office at P&T Colony, Seethammadhara, Vishakhapatnam has entered into an Energy Savings Agreement (for short the Agreement) with M/s Energy Efficiency Services Limited, a company incorporated under companies Act 1956, having its Corporate Office at A-13, IWAI Building, 4th Floor, Sector-1, Noida- 201301 and Registered Office: at 4th Floor, Sewa Bhawan, R.K Puram, New Delhi-110 066.**
- d. As per the terms & provisions of the said Agreement M/s EESL has undertaken to distribute 9W LEDs at a subsidized price of Rs 10/- per LED in the Three circles of operation, namely Vizianagaram, Visakhapatnam, East Godavari of APEPDCL. LED bulbs proposed to be distributed will conform to the mandatory minimum technical specifications stipulated by Bureau of Indian Standards and supported with a test certificate from NABL accredited lab.

- e. Whereas the cost of LEDs and its distribution will be borne by EESL upfront, and APEPDCL has to reimburse the amount in three(3) years, on monthly installment basis as per the Agreement and the Annual-SOP price determined by the Hon'ble APERC.
- f. As per the Energy Savings Agreement entered between M/s EESL & M/s APEPDCL, about 53.34 Lakh LED Bulbs are to be distributed to the consumers in Vizianagaram, Visakhapatnam & East Godavari Districts.
- g. As per Clause 1.1 of the Agreement the Annual SOP Payments due to EESL will be determined as per below mentioned formula:**
 - a) Annual SOP Payments= Number of LED distributed * Energy Savings (per LED per Annum) * DELP-SOP Price for the corresponding Financial Year.
 - b) Clause 1.5 of the Agreement stipulates that the EESL will undertake the annual monitoring of Energy Savings for selected sample of Households through any Independent Party. Based on the proportion of LED bulbs not working, the payment to EESL will be adjusted.
 - c) Clause 1.16 of the Agreement specifies that, the APEPDCL, if so desires, may associate itself either during the process of Distribution, Joint inspection or Testing of LEDs, Crushing of ICLs, and Monitoring of Energy Savings.
- h. The APSEEDCO has intended to facilitate EESL in conducting 3rd party survey for monitoring the annual Energy Savings through the scheme.**

TERMS OF REFERENCES (TOR):

2. Objective:

- A. The objective of this study is to do the third party Survey and quantify actual energy savings accrue due to the distribution of LED Bulbs under Domestic Efficient lighting programme (DELP) in Vizianagaram, Visakhapatnam & East Godavari Districts.
3. The study is to ascertain the proportion of LED bulbs which are intact and in good working condition, out of the quantum of total bulbs distributed in all the three Districts of Vizianagaram, Visakhapatnam & East Godavari, for once in every year during the tenure of the Agreement of three(3) years.

4. Scope of the Work:

The scope of work that is expected to be carried out by the interested parties would be as following.

- a. The agency/firm would verify the number of LED Bulbs distributed and number of bulbs in working condition, based on a statistical sampling under a sample verification of the actual LED bulbs distributed to households. The agency/firm shall conduct stratified random sampling for 2% of households covered under the scheme, as detailed below.

Phase - II LED Bulbs Distrubution under APEPDCL				
Particulars	Vijayanagaram	Vishakapatnam	East Godavari	Total
Number of House holds	4,93,000	954000	1220000	26,67,000
Sample size covering 2% of House holds	9860	19080	24400	53,340

- b. Conduct the survey of working condition of Bulbs, so that the sample includes all sections of Domestic Consumers in different slabs of consumption for urban, rural areas ,, different demographic factors, covering each & every village in all three districts (i.e., Vizianagaram, Visakhapatnam & East Godavari Districts.) in proportion of Bulbs distributed. Sampling must be statistically robust and relevant, i.e the survey shall involve a random selection of distributed Households located at various geographical locations of the Project's target population (including size & location)
- c. Approval of the sample from the authorities of the APSEEDCO.
- d. Preparation of a simple Questionnaire in Telugu to elicit appropriate information from the sampled consumers, with regard to working condition of Bulbs, location of Bulbs in the house, No. of Hours of Usage, time taken for replacement of defective Bulbs, grievances if any with regard to complaint lodged at Electricity Departments.
- e. Conduct the survey in three Districts, collect & collate the information. The survey must be conducted by actual site visits.
- f. Formulate an appropriate methodology with the approval of the DISCOM & EESL for extrapolation of sample results to the entire quantum of bulbs

distributed for ascertaining the proportion of LED Bulbs which are not working.

5. Periodicity of the Study:

- The study is to be conducted once in every year, for the entire tenure of the Agreement which extends for three (3) years.
- Overall there are three studies to be conducted as per the above scope, with change of design of sample & methodology of extrapolation, if felt necessary, by M/s APEPDCL and / or M/s EESL.
- The above study should be in the same month of the above three years

6. Eligibility Criteria for the Firm/Agency:

- a) Must be an agency /Academic or Educational Firm or Institute/ firm / company registered/ incorporated in India.
- b) Must be in active in similar business for a minimum period of 5 years and profitable for a minimum of 3 of last 4 years.
- c) The agency / firm must have minimum annual turnover of INR 15 Lakhs or its equivalent in foreign currency in at least two (2) of the last three (3) years i.e. FY2014-15, 2015-16, 2016-17.
- d) Must have the capability to deploy adequate personnel, if required (Minimum employees should be 20). (Self-declaration and a detailed list of employees shall be provided indicating the name, age, designation, pay scale etc. or any other relevant documentary evidence.)
- e) Must not be involved in any major litigation that may have an impact of affecting or compromising the delivery of services as required under this contract.
- f) Must not be black-listed by any Central / State Government / Public Sector Undertaking in India.
- g) Must provide approach and methodology for the activities mentioned in the RFP(Request for Proposal)
- h) The agencies which are having experience in similar business will be given preference.

7. Qualification and Experience of the Firm/Agency

- a) Must have experience of 2 projects in sample survey/monitoring survey related to energy sector.
(Documentary proof – Letter of Award / Work Order Copy / Completion Certificate /Final Payment Received or other documentary evidence.)
- b) The agency must have one knowledge expert having experience at least 10 years in the field of Energy Efficiency related activities to lead the assignment and must be BEE certified Energy Auditor. (Necessary documents along with CV of the official and photocopy of the certificates of BEE Certified Energy Auditor should be enclosed as proof.)
- c) The agency must have 4 knowledge experts having experience at least 3 years in the field of Energy Efficiency related activities.(Necessary documents along with CV of the officials should be provided to substantiate the claim.)

8. Cost of Proposal & Bid Validity Period:

The agency/firm shall bear all costs associated with the preparation and submission of its RFP, including cost of any clarifications / queries sought. DISCOM/APSEEDCO will in no case be responsible or liable for those costs, regardless of the conduct or outcome of the bidding process. The bids offered shall remain valid for a period of thirty days from the date of scheduled tender opening.

9. Time period of the Study:

Study is to be finished within one month from the date of award of work.

10. Special Condition:

The successful bidder of the above three districts will not be awarded for the other tenders floated for other districts. However the all the bidders can quote for all districts.

10. Terms of Payment:

Commencement of the Study:	15% of the Amount of Letter of Intent (LOI)
Approval of the design of the sample, Questionnaire, extrapolation methodology	15% of the Amount of Letter of Intent (LOI)

After collection of base line information of the sampled consumers and furnishing the same to the DISCOM	20% of the Amount of Letter of Intent (LOI)
After submission of final report	40% of the Amount of Letter of Intent (LOI)
After certification of satisfactory performance	10% of the amount of LOI

The invoices shall be raised on M/s.EESL, GoI after completion of each mile stone as detailed above.

11.Liquidated damage

Delay at any stage in execution of the contract due to reasons solely attributed to successful agency/firm beyond the time schedule as agreed or any extension thereof granted by the DISCOM/APSEEDCO shall attract Liquidated Damages at the rate of 5 % of the total contract value per month of delay subject to maximum of 50 % of the total contract value.

12. Performance Guarantee:

The agency to whom the task is entrusted is required to pay 5% of the Contract value in the form of bank guarantee as Contract Performance Guarantee, within 15 days of award of contract failing which the contract is deemed to be terminated.

13. Termination of Contract

APSEEDCO/DISCOM shall have the right to terminate the contract of the agency at any time during the tenure of the work, if the performance of the agency is found to be unsatisfactory or violation of any clause of the RFP pertaining to execution of the work. For termination of the contract, DISCOM/APSEEDCO shall provide the agency a notice of minimum of 15 days, to allow the agency to clarify its position of unsatisfactory performance observed by the DISCOM/APSEEDCO. If the clarification provided by the agency is not up to the satisfaction of the competent authority of DISCOM/APSEEDCO, the contract of the agency will be terminated.

14. Earnest Money Deposit (EMD)

- a) All bids must be accompanied by a EMD of INR 64,000 (INR Sixty Four Thousand only) in the form of a crossed demand draft drawn on any nationalized/ scheduled

Proforma for EOI & Price Quotation:

Sl.No	Item	<u>Details/Price Quote</u>
1	Name of the Agency /Academic or Educational Institute/ Firm / Company:	
2	Full Address	
3	Nature of Business/Activity of the firm : (provide a brief Note)	
4	Name & Designation of the Authorized Representative	
5	Period in years of active business/operations	
6	Turnover of the firm (Rs Crs) in last Five Years (FY 2011-12, 2012-13, 2013-14 2014-15 & FY2016-17)	
7	Profitability of the firm in last three years.	
8	Whether involved in any major litigation that may have an impact of affecting or compromising the delivery of services as required under this contract. (Yes/No)	
9	Must not be black-listed by any Central / State Government / Public Sector Undertaking in India. (Yes/No)	
10	Estimated statistical sample (as per the TOR) No. of Bulbs --- No. of Households	
11	Price Quotation for each Year	(Rs Lakhs)
		Year-I
		Year-II
		Year-III
12	Details of Payment of Bid Application Fees: Bank Name & Branch: Date of Cheque/DD:	

Date:
Place:

Signature of the Authorized
Representative with seal.