

EXPRESSION OF INTEREST (EOI)
FOR
**SELECTION OF CONSULTANT/BIDDER FOR PREPARATION OF DETAILED PROJECT
REPORT (DPR) FOR SETTING UP 50 MW GROUND MOUNTED GRID-CONNECTED SOLAR
POWER PLANT AT NARINGREUNDER EAST GARO HILLS IN THE STATE OF
MEGHALAYA**



EOI No. MePDCL/CE(P)/Grid-Connected/Solar Plant/2021-22/ 02 Dated Shillong 29th November, 2021.

Meghalaya Power Distribution Corporation Limited (MePDCL),
Short Round Road, Lumjingshai, Shillong -793001 (Meghalaya)

Website: <https://meecl.nic.in>

E-mail.: seprojects.mepdcl@gmail.com

SCHEDULE OF EOI PROCESS

MePDCL would endeavor to adhere to the following schedule from the date of issue of notification during the Process:

Events	Date
Issue Date of EOI	29th November, 2021.
EOI Submission Date & Time	12:00 Hours of 20th December, 2021
Pre-bid Meeting Date & Venue	There shall be no Pre- Bid meeting. Any query should be sent to the mail ID mentioned below on or before 17:00 Hours of 8 th December, 2021.
E mail ID:	E-mail: seprojects.mepdcl@gmail.com
Date , Time & Venue for Opening of Technical Bids	15:00 Hours of 20th December, 2021 at MeECL Conference Room, Short Round Road, Lumjingshai, Shillong – 793001 (Meghalaya)
Date of Opening of Financial Bids	<i>To be intimated later</i>
Address for communication & Submission of EoI.	Chief Engineer (Projects) Meghalaya Power Distribution Corporation Limited (MePDCL), Lumjingshai Short Round Road, Shillong -793001(Meghalaya).

- 1) If any date specified herein is a holiday, then the next working day shall be considered for the activity and the time shall remain the same.
- 2) The Schedule indicated above is tentative and MePDCL may change any or the entire schedule under intimation to all s through the website of MePDCL only.
- 3) If any Corrigendum and Addendum shall be issued further; the same shall be published through the website of MeECL only i.e. <https://meecl.nic.in/>.

**Chief Engineer (Projects)
MePDCL, Shillong-01**

SELECTION OF CONSULTANT/BIDDER FOR PREPARATION OF DETAILED PROJECT REPORT (DPR) FOR SETTING UP 50 MW GRID - CONNECTED GROUND MOUNTED SOLAR POWER PLANT AT NARINGRE UNDER EAST GARO HILLS DISTRICT IN THE STATE OF MEGHALAYA

For and on behalf of Meghalaya Power Distribution Corporation (MePDCL), the EOI for Engagement of Consultant/Bidder for preparation of Detailed Project Report (DPR) for development of 50 MW Grid-connected Ground Mounted Solar Project at Naringre under East Garo Hills District in the state of Meghalaya. The intended Bidders should quote the rate including all kind of taxes (Central and State taxes etc.) in Indian Currency.

1. **Objective of Engagement:** The firm shall prepare the Detailed Project Report (DPR) for development of 50 MWp Ground Mounted Solar Project including Transmission Network & Sub Station for evacuation of Solar power.
 - 1.1 The DPR is to be prepared as per the specific site and location of the project of Meghalaya Power Distribution Corporation Limited (MePDCL). Survey is to be mandatorily conducted by the successful bidder before preparation of detailed project report. The Ministry of New and Renewable Energy (MNRE), Government of India, State Policy (if any) and State Regulations issued by Meghalaya State Electricity Regulatory Commission (MSERC) should be followed during preparation of DPR.
 - 1.2 It shall be imperative on each to fully acquaint himself of all local conditions and factors, which may have any effect on the execution of the Contract covered under these documents and specifications. Employer shall not entertain any request for clarifications from the bidders, regarding such local conditions. It must be understood and agreed that such factors have properly been investigated and considered while submitting the Proposals. No claim for financial adjustment to the Contract, awarded under these specifications and documents, shall be entertained by Employer. Neither any change in the time schedule of the Contract nor any financial adjustments arising thereof shall be permitted by the Employer, which are based on the lack of such clear information or its effect on the cost of the Works.

2. **Eligibility Criteria:**
 - a. The bidder can either be a company registered in India under the Companies Act or a Limited Liabilities Partnership firm in India or PSU/ Govt agencies of India.
 - b. **The following are the minimum eligibility criteria:**
 - The Bidders must be a reputed consulting Company/ Firm with high degree of technical and financial capability with understanding and experience of multiple aspects of complete Solar System & Distribution System (11KV, 33KV & 132 KV Lines & Sub Stations) planning including engineering, Survey/ GIS mapping works, Socio- economic analysis & conducting technical studies as required for the project etc., and shall submit documented evidence to prove such experience.
 - The Bidders Consultant/Bidder should have prepared/assisted in at least one detailed report

- /study related to the project in the last four (04) years for the Government Department/Private Organizations/Ministries.
- The Consultant/Bidder should have carried out consultancy assignment/study for assistance on similar work in PSUs/Govt. Agencies/ Private Agencies for preparation of Detailed Project Report (DPR).
 - The average annual turnover of the bidder should be on the positive side over last three financial years.
 - The Bidders should have the requisite manpower as per requirement of the Project.
- c. Proposals of all the Bidders shall be evaluated based on appropriate marking system. The categories for marking and their respective weightage are as under:

Sl. No	Criteria	Break-up	Weightage
1	Past Experience of the Firm		35 Marks
1.a	Consultant/Bidder should have prepared at least one detailed report related to or any other Government Department/Organizations/Ministries/Agencies and shall be engaged with the State of Meghalaya on implementation of Solar Energy Projects in last One (1)/Two (02) years.	15 Marks	
1.b	The Consultant/Bidder should have carried out consultancy assignment for similar assignment for preparation of Detailed Project Report (DPR) in India.		
	1 project	10 Marks	
	2 Projects	15 Marks	
	More than 3 Projects	20 Marks	
2	Qualification of Technical Experts		30 Marks
	Team of qualified technical experts/specialists in the respective field with sound academic record and work experience		
	Team Leader – The Team Leader should be graduate / postgraduate in Renewable Energy / Solar Energy / Power System Management with experience of 15 years in Solar Energy.	10 Marks	
	Solar Energy Expert- Should be a Master’s degree in Solar Energy / Renewable Energy having experience of minimum 7 years	08 Marks	
	Financial Expert – A Postgraduate in Finance minimum 5 years of experience. He/ She should be a Bachelor of Engineering and MBA qualified. Legal background shall be preferred.	07 Marks	
	Civil Engineer – A Civil Engineer with at least 3 years of experience	5 Marks	
3	Financial Strength of the		15 Marks
	Average Annual turnover up to 5 Crore	5 Marks	
	Average Annual turnover between 5 Crore and 10 Crore	10 Marks	
	Average Annual turnover above 10 Crore	15 Marks	
	Understanding of Preparation of DPRs		20 Marks
	Adequacy of Methodology and the proposed workplan with respect to the scope of work		
	Total		100 Marks

3. **Selection of the Consultant/Bidder for Engagement:** Only top six bidders as per their score shall be qualified for technical bid and to be selected for opening of financial bid. The lowest quoted bidder (*In Financial Bid*) among the technical qualified bidders shall be engaged as Consultant/Bidder for preparation of DPRs.
4. **Indicative Scope of Services:** The scope of work for preparation of DPR for development of 50 MWp Ground Mounted Grid-connected Solar Project including Transmission Network & Sub Station for evacuation of Solar power at Naringre under East Garo Hills in the State of Meghalaya shall be as follows:
 - a. Site survey and data collection
 - b. Detailing of existing scenario
 - c. Suitable technology to be adopted
 - d. Preparation of Concept Plans/ Simulation Data with drawing etc.
 - e. Preparation of DPR including budget estimation and revenue generation module if any.
 - f. Any other Items/works, which are not mentioned above and required for the preparation of DPR.
5. **Deliverables and Schedule of Delivery:** The deliverables and schedule of delivery for DPR for development of 50 MWp Ground Mounted Solar Project including Transmission Network & Sub Station for evacuation of Solar power at Naringre under East Garo Hills in the State of Meghalaya are as under:
 - a. DPR preparation completion time for development of 50 MWp Ground Mounted Solar Project including Distribution Network & Sub Station for evacuation of Solar power at Naringre in the State of Meghalaya shall be 12 weeks from the date of signing the contract.
 - b. The Inception Report shall be due after 3 weeks, Draft Report after 8 weeks and the Final Project Report on or before completion of 12 weeks from the date of signing the agreement. The Consultant/Bidder shall provide three hard copies each of the draft report and final Detail Project Report.
 - c. The Consultant/Bidder shall also provide 2 DVDs/Pen Drive of the final Detailed Project Report and it shall be the property of MePDCL, which can be used for any other project also.
 - d. Presentation of the same may have to be carried out before the authority of MePDCL.
6. **Selection of Agency:**

The broad procedure for engagement of Consultant/Bidders constitutes as under:

 - a. **Submission of EOI:** Bidders shall submit its EOI in two forms; the technical proposal, and the financial proposal.
 - b. The bidder shall seal the technical proposal and the financial proposal in two separate envelopes, which shall be marked as “**TECHNICAL PROPOSAL**” and “**FINANCIAL PROPOSAL**”. These two envelopes shall than be sealed in a single outer envelope (**MAIN ENVELOPE**) and clearly mark as “**EXPRESSION OF INTEREST (EOI) FOR SELECTION OF CONSULTANT/BIDDER FOR PREPARATION OF DETAILED PROJECT REPORT (DPR) FOR SETTING UP 50 MWp GROUND**”

MOUNTED SOLAR POWER PLANT AT NARINGREUNDER EAST GARO HILLS DISTRICT IN THE STATE OF MEGHALAYA” as per the mentioned schedule through Speed Post/ Registered Post/Courier or By Hand at the address mentioned below:

Chief Engineer (Projects)
Meghalaya Power Distribution Corporation Limited (MePDCL), Lumjingshai Short
Round Road,
Shillong -793001(Meghalaya).

- c. **Scrutiny & Selection:** MePDCL shall scrutinize all the submissions received on the basis of eligibility criteria and selection to be made accordingly.
- d. **Cost of Bid Documents:** The cost of bid documents is Rs. 3,000/- (Rupees three thousand only) inclusive of GST in the form of demand draft /Bankers Cheque in favor of “**Principal Account, MeECL**” from any nationalized/ scheduled bank payable at Shillong.
- e. Another sealed envelope containing the HARD COPY of Cost of bid document of Rs. 3,000/- (Rupees three thousand only) inclusive of GST in the form of demand draft /Bankers Cheque in favor of “**Principal Account, MeECL**” from any nationalized/ scheduled bank payable at Shillong, shall be put in the “**Main Envelop, which contained Technical and Financial Bid**, failing which the bidder shall not be considered for evaluation.
- f. If the envelope is not sealed and marked as mentioned above, MePDCL shall not be responsible for any misplacement or premature opening. (Telex, cable or facsimile EOI shall be rejected).

7. Pre-Bid Meeting:

There shall be NO pre-Bid Meeting. However, queries may be sent to the E mail ID mentioned above on or before 17:00 Hours of 8th December, 2021.

8. Period of Engagement:

The engagement would be valid initially for twelve weeks. However, MePDCL may at its sole discretion can increase the validity of such engagement.

9. Termination of Engagement

If in the view of MePDCL, performance of a Consultant/Bidder is not satisfactory MePDCL may at its sole discretion, terminate the engagement of the Consultant/Bidder. In doing so, shall intimate the Consultant/Bidder through a written termination letter. The decision of MePDCL in this matter shall be final and binding.

10. Award of Work:

Letter of Award (LoA) shall be given to the selected Consultant/Bidder and an agreement shall be executed within 7 (seven) days of issuance of Letter of Award (LoA). The selected agency shall have to submit performance security @ 3% of the bid amount in form of Performance Bank Guarantee (PBG) for the contract period from any nationalized/ scheduled bank in India during signing of agreement MePDCL.

11. Payment Conditions

The terms of payment shall be as per the following conditions:

- i. 90% of payment shall be made on submission of DPR up to the satisfaction of authority (including three printed copies).
- ii. 10% of payment shall be made on completion of vetting procedure and final approval of the Competent Authority.

12. Final Decision of the Authority

MePDCL reserves the right to accept or reject any application and to annul the process and reject all/any application at any time without assigning any reason thereof.

13. Submission Requirements

To be eligible for engagement, the Bidders shall provide documentary evidence shall include the following information:

- a) Forwarding Letter.
- b) Copies of original documents defining the legal status, structure of organization, place of business of the company or corporation or firm or partnership in Schedule 'A';
- c) Reports on the financial standing of the Bidders in Schedule 'B';
- d) Details of the experience and past performance of the Bidders on works of a similar nature and details of current works in hand and other commitments in Schedule 'C';
- e) Photocopies of Income Tax return of the firm for the last 3 years;
- f) Audited balance sheet of last three years.

14. Language of Application

The language of the application as well as the supporting documents shall be in English.

15. Number of EOIs

A Bidders shall submit only one Application.

16. EOI Submission Date:

EOI submitted in all respect must reach at the specified address by the date as mentioned above.

17. Late Submission

EOI received after the deadline for submission prescribed by MePDCL shall be rejected. MePDCL shall not be responsible for postal delay

18. Modification and Withdrawal of EOI:

No modifications to the EOI or withdrawal shall be allowed once the EOI is received by MePDCL.

19. Date for Opening of EoI: Technical Bids of EoI shall be opened at 15:00 Hours of 20th December,

2021 as mentioned above, interested bidders/their authorized representatives may attend the same at Time, Date and Venue mentioned above.

20. Jurisdiction

All disputes arising shall be subject to the jurisdiction of the Meghalaya High Court at Shillong, and shall be governed by the laws of India.

Covering Letter

(ON BIDDERS OFFICIAL LETTER HEAD)

To

**Chief Engineer (Projects)
Meghalaya Power Distribution Corporation Limited (MePDCL),
Lumjingshai Short Round Road,
Shillong -793001(Meghalaya).**

Dear Sir,

Having examined the advertisement and application form, including the instructions for submission, scope of work etc., we hereby submit all the necessary information and relevant documents for our selection in the engagement of Consultancy Firm for preparation of Detailed Project Report (DPR) for setting up 50 MWp Ground Mounted Solar Power Plant including Distribution Network & Sub Station for evacuation of Solar power at Naringre under East Garo Hills in the State of Meghalaya.

We understand that Meghalaya Power Distribution Corporation Limited (MePDCL) reserves the right to reject any application without assigning any reason thereof.

(Signature of Authorized Person)Date:

[Name of the authorized person]

[Designation]

Enclosures:

Information of Bidders

1. Name of the Consultant/Bidder (In full):

2. Address:

3. Telephone/ Mobile No:

4. E-mail:

5. Website (if any):

6. Year of establishment:

(Copy of Certificate of Registration/Incorporation to be furnished by companies)

7. PAN:.....

(Photocopy of PAN Card to be furnished)8. GST

Registration No.

(Photocopy of GST Registration No. to be furnished)Place of

business:

9. Nature of relevant Assignments carried so far:

i. _____

ii. _____

iii. _____

iv. _____

v. _____

10. Nature of assignments in hand

i. _____

ii. _____

iii. _____

iv. _____

v. _____

(Signature of Authorized Person)Date:

Financial Status

A. Name of the Consultant/Bidder:

B. Annual Turnover along with audited balance sheets for last three years.
(Foreach of the last 3 years).

(Signature of Authorized Person)

Date:

Schedule 'C'

Bidders' Experience of Relevant Projects(Both finished and ongoing Projects)

(Give information in the following format)

Assignment Name:	Country:
Location within Country:	Professional Staff provided:
Name of Client:	No. of Staff:
Address:	No. of Man Months:
Start Date: Completion Date:	Approx. Value of service:
Name of Associated Firm(s) if any:	No. of months of ProfessionalStaff provided by Associated Firms(s):
Name of senior staff involved, and functions performed:	
Narrative Description of Project:	
Description of Actual Services Provided:	
Firm's Name:	

(Prepare a separate sheet for each similar assignment, but not more than 5).

(Signature of Authorized Person)

Date:

Financial Bid Format

Description of Work	Rate in Indian Currency	Time of Completion & Submission of final DPR
Preparation of Detailed Project Report (DPR) for Development of 50 MWp Ground Mounted Grid-Connected Solar Project including Distribution Network & Sub Station for evacuation of Solar power at Naringre under East Garo Hills in the State of Meghalaya as per Scope of Services of the EOI.		12 Weeks

(Signature of Authorized Person)Date:

[Name of the authorized person]

[Designation]