

**File No. 5/22/2013-14/RT**  
**Ministry of New and Renewable Energy**  
**Grid Connected Rooftop Solar Power Division**  
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**Block 14, CGO Complex**  
**Lodhi Road, New Delhi-110003**

**Dated: 09.05.2016**

**Subject: Documents to be uploaded for Empanelment as Channel Partners/ New Entrepreneur/Govt. Agency under 'Grid Connected Rooftop and Small Solar Power Plants Programme'.**

**A. Documents required for empanelment as Channel Partner :**

1. **Documents of Registration (anyone from (a) to (f)) :**
  - (a) Company registered under the company act 1956/2013 (CIN no.)
  - (b) Company registered with Central/State government authority (SIDC, DIC EM NO.) (Manufacturer/services)
  - (c) Incorporation of Limited Liability Partnerships (LLPs) under companies act 2013 (LLPIN)
  - (d) Partnership firm registered (under partnership Act.1932)
  - (e) SSI (Small Scale Industries)
  - (f) Reputed National Level NGO working in the field of renewable energy registered under society Act. 1860.
2. Solar/Power related experience (Experience of company/Owner/Person working in company) (Manufacturer/Supplier/Integrator/dealers etc.)
3. Rating Certificate from Rating agency who are registered with RBI or SEBI in the country for technical and financial strength.
4. Three year audited statement of accounts (profit-Loss statement, M.no./FRN. No. along with the proper stamp of Chartered Accountant)
5. PAN Card of Company – Company registered under the company act 1956/2013 (CIN no.)  
PAN card of Owner/Shareholder/Proprietor – Company registered with Central/State government authority (SIDC, DIC EM NO.) (manufacturer)
6. TIN/VAT documents of Company

**B. Documents required for empanelment as New Entrepreneur :**

1. (a) Documents of Registration: Company registered under the company act 1956/2013 (CIN no.)  
(b) Partnership firm registered (under partnership Act.1932)
2. Solar/Power related experience (Experience of company/Owner/Person working in company) (Manufacturer/Supplier/Integrator/dealers etc.)
3. Engineering Background Data of Owner/Person working in company (Degree/Diploma Certificate).
4. PAN Card of Company – Company registered under the company act 1956/2013 (CIN no.)
5. TIN/VAT documents of Company

**C. Documents required for empanelment as Govt. Agency :**

1. Documents of Registration: Company registered under the company act 1956/2013 (CIN no.) **OR** Regulated under Society Acts **OR** State Government Registration etc.
2. Solar/Power related experience (Experience of company/Agency)
3. PAN card/TIN/VAT documents of Agency

**Note: Govt. PSUs, Agencies, Technical institutions are exempted from the accreditation by Rating agency and submission of Audited statement documents.**

To ensure speedy approval, kindly upload the above requisite along with your Application in SPIN.