

**No. 32/6/2020-SPV Division**  
**Government of India**  
**Ministry of New and Renewable Energy**  
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**14, CGO Complex, Lodi Road,  
New Delhi-110 003**

**Dated : 23.09.2020**

**Call for Expression of Interest**

**Subject: Invitation for Expression of Interest (EOI) for conducting evaluation of Off-grid and Decentralised Solar PV Applications Programme Phase-III.**

The Ministry of New and Renewable Energy (MNRE) intends to engage reputed consultants/experts to undertake evaluation of Off-grid and Decentralised Solar PV Applications Programme Phase-III as per Terms of Reference (TORs)/ Scope of Work given in the Annexure-I. Detailed Guidelines of the Scheme are placed at Annexure-II.

**(a) Background of Evaluation**

Administrative Approval and Guidelines of Off-grid and Decentralised Solar PV Applications Programme Phase-III was issued on 07.08.2018. The Scheme consists of following three components:

- (i) Installation of 3,00,000 numbers of solar street lights throughout the country, with special emphasis on areas where there is no facility for street lighting systems through grid power, North Eastern States and Left Wing Extremism (LWE) affected districts.
- (ii) Installation of aggregate capacity of 100 MW of off-grid solar power plants of individual size up to 25 kWp in areas where grid power has not reached or is not reliable. Such plants are mainly aimed at providing electricity to schools, hostels, panchayats, police stations and other public service institutions.
- (iii) Providing 25,00,000 numbers of solar study lamps in North Eastern States and LWE affected districts to school going children, up to level of SSC, in backward and remote areas in North Eastern states and LWE affected districts.

The scheme was initially applicable till 31.03.2020. Subsequently, in line with instruction of the Ministry of Finance, extension has been provided till 31.03.2021. Further, it has also been decided that the solar power projects will be installed in RESCO mode during the extended period.

## (b) Purpose of the Evaluation Study

Off-grid and Decentralized Solar PV Applications Programme is part of National Solar Mission with a target of 2 GW capacity with off-grid solar applications by the year 2022. While Phase-III is ongoing in the current financial year, a large number of systems have already been installed or are under installation.

The purpose of the study is to evaluate the implementation of the Programme by collecting information from state implementing agencies, beneficiaries and other stakeholders, assess performance of the applications for different stakeholders and recommend on continuation of the Programme along with required modifications in implementation process of the scheme.

### 2. Eligibility

Reputed consultants or consulting organizations having an experience of at least 5 years in conducting similar assignments and an annual turnover of at least Rs. 1.50 Crore per year during the last three years will be eligible. Having sector specific experience and in-house capability to manage the assignment, will be an added advantage.

### 3. Criteria for shortlisting of consulting firms

The consultants shall be short listed inter-alia based on their past experience of handling similar type of studies, strength of their manpower and financial strength of the consultancy firms. The firms will be evaluated/ assessed based on the following criteria:

Sl.No.	Criteria	Weightage	
	Sub-criteria	Criteria	Sub-criteria
1	Past experience of the consultant (track record)	60%	
	• Number of years' relevant experience		20%
	• Past experience of studies of similar nature		50%
	• Past experience in carrying out		
	◆ Studies in the related sector		20%
	◆ Studies carried out in the region		10%
2	General profile of qualification, experience and number of key staff (not individual CVs)	25%	
	• Qualifications		30%
	• Relevant experience		70%
3	Overall financial strength of the consultant in terms of turnover, profitability and cash flow (liquid assets) situation	15%	
	Turnover figure for last three years.		50%
	Net profit figure for last three years		50%
	<b>Totals</b>	<b>100%</b>	

Bidders scoring at least 75% marks as per above marking scheme will be shortlisted and invited to submit technical and financial proposals.

**4. Submission of Expression of Interest:**

Together with the Expression of Interest, the following details are to be sent:

- i. Full particulars of the Constitution, ownership, organizational structure and main activities of the bidders, including details of full time professionals.
- ii. Unabridged annual reports or audited financial accounts for the last three years.
- iii. General profile of qualification, experience and number of key staff.
- iv. Details of major assignments undertaken of a similar nature, including number of years' relevant experience; Past experience of studies of similar nature; Past experience in carrying out studies in the related sector and studies carried out in the region.

**Note: Technical and price bids shall not be submitted with response to EOI. Further, no rates or cost estimate should be indicated in the EOI document. Consultancy firms doing so will invite instant disqualification.**

**5. Request for Proposal (RfP)**

After evaluation of the responses to EoI and subsequent shortlisting, the shortlisted consultancy firms will be invited to submitted detailed proposal. The proposal shall contain the following:

**a. Technical bid**

The technical bid shall have details of the approach and methodology for undertaking the study and the task-wise activities to be involved as per the terms of reference (TOR) for the study as given in the **Annexure**. Assessment criteria for Technical bids will be as given below:

Rated Criteria	Percentage for Score	
	Criteria	Sub-criteria
Consultancy Firm's specific experience	10%	
Methodology & Work Plan	50%	
Understanding of ToR		30%
Detailed methodology and work plan		50%
Innovation		20%
Qualification and relevant experience of key staff	40%	
Educational qualifications		20%
Professional experience in the required area of assignment		80%
<b>Total</b>	<b>100%</b>	

To assess the technical bids on above criteria, following documents shall be submitted with the bids:

- (a) A gist of projects completed by bidder firm, along with evidences such as award letters and Completion/appreciation certificates.
- (b) Write-up on understanding of ToR.
- (c) Detailed methodology and work plan including innovative method(s), if any, proposed to be used.
- (d) Names and short CVs, including field of specialization of each of the proposed key personal to be deployed on the assignment (the CVs would need to be backed by written commitment of the person of availability of his/ her service). The CVs must be accurate, complete and signed by an authorized official of the consultant/consulting firm and the individual proposed.

**b. Financial bid (in a separate sealed cover)**

Financial bid shall be submitted in a separate sealed covers duly superscribed. Financial bid shall provide task-wise price for the tasks mentioned in the technical bid with full details/instructions. All prices shall be shown in Indian Rupees.

The financial bids of only those firms will be opened who have scored 75% marks in the evaluation/ presentation of the respective technical bids as per the criteria provided above.

**c. Earnest Money Deposit (EMD):**

EMD through a Demand Draft/Banker's Cheque of Rs.50,000/- in name of DDO, MNRE payable at New Delhi. The EMD would be forfeited if the bidder withdraws his/ her bid during the validity period. EOI/ Bid received without EMD shall not be considered.

EMD should remain valid for a period of 45 (Forty Five) days beyond the validity period for the proposal. EMD will be released to unsuccessful bidders once the contract has been signed with the winning consultant at the earliest after expiry of final bid validity and latest on or before the 30th day after the award of the contract.

Proposals without earnest money, unsigned and incomplete (i.e. when the required bid formats have not been submitted), not responding to the ToR fully and properly and those with lesser validity than that prescribed in the RfP will be summarily rejected as being non-responsive, before taking up the appraisal of the technical proposal for evaluation of quality.

**Note: Only the shortlisted bidder invited by the MNRE in RfP will require to submit bids, EMD and related documents.**

## **6. Presentation**

Shortlisting candidates would be required to make a presentation on their credentials and the proposal before a Consultancy Evaluation Committee (CEC) constituted by the Ministry. The exact date, time and venue for the discussion and presentation would be communicated separately.

## **7. Period of validity of Bids**

Bid shall remain valid for a period of not less than six (6) months after the deadline date for bid submission. A bid valid for a shorter period shall be rejected by the Ministry as non-responsive. The MNRE may request the bidder to extend the period of validity for a specified additional period in exceptional circumstances. During this time/period the Bidders will maintain without change, the personnel proposed for the assignment and the proposed price.

## **8. Award of Work**

Quality and Cost Based Selection (QCBS) method will be used for ranking of bidders and selection of winning bid.

Under QCBS selection, the technical proposals will be allotted weightage of 70% (Seventy per cent) while the financial proposals will be allotted weightages of 30% (Thirty per cent). Proposal with the lowest cost may be given a financial score of 100 (Hundred) and other proposals given financial scores that are inversely proportional to their prices w.r.t. the lowest offer. Similarly, proposal with the highest technical marks (as allotted by the evaluation committee) shall be given a score of 100 (Hundred) and other proposals be given technical score that are proportional to their marks w.r.t. the highest technical marks. The total score, both technical and financial, shall be obtained by weighing the quality and cost scores and adding them up. On the basis of the combined weighted score for quality and cost, the consultant shall be ranked in terms of the total score obtained.

The proposal obtaining the highest total combined score in evaluation of quality and cost will be ranked as H-1 followed by the proposals securing lesser marks as H-2, H-3 etc. The proposal securing the highest combined marks and ranked H-1 will be invited for negotiations, if required and shall be recommended for award of contract.

Bidder successful in the technical round and financial round based on above methodology will be awarded contract subject to fulfillment of terms and conditions stipulated in this document and as per GFR-2017. On acceptance of terms and conditions and negotiated price, if required, formal award letter will be issued to successful bidder.

## **9. Ethic, Integrity and Quality**

Selected consultancy firm shall carry out the work as per terms and conditions mentioned herein and any additional requirement indicated by the MNRE. Consultancy firm shall demonstrate highest level of ethics, integrity and quality of service. The bidders/ service providers shall undertake to abide by a Code of Integrity for Public Procurement (CIPP) specified in Manual for Procurement of Consultancy & Other Services 2017 and, in case of any transgression of this code, its name is not

only liable to be removed from the list of registered suppliers/contractors/consultants/service providers, but it would be liable for other punitive actions such as cancellation of contracts, banning and blacklisting or action in Competition Commission of India and so on. Deviation from terms and conditions and in-ordinate delays in carrying out the awarded work would also lead to penal actions including termination of contract.

#### **10. Time Schedule**

The final report of the study is to be submitted within 60 days' time from the award of work (extendable by the MNRE at its discretion depending upon the requirements/ justification). The following schedule needs to be adhered:

- i. By the end of 15 days, the consultancy firm shall make a presentation of the inception report of the study to the MNRE.
- ii. The first draft report of the study shall be submitted to the MNRE within 45 days' from the date of award of the study after taking note of the points raised during the presentation.
- iii. The final report shall be submitted within 60 days' from the date of award.
- iv. Any delay, unless approved by the MNRE, will invite penalties decided by the MNRE. Penalties may include reduction of consultancy fee, forfeiture of bank guarantee, termination of contract or any other penalty as decided by Consultancy Monitoring Committee (CMC) constituted by the MNRE.

#### **11. Payment terms and conditions**

The normal payment terms for the consultancy are scheduled as follows, unless agreed otherwise:

- i) 25% of the total consultancy to be paid upon submission / presentation of an inception report (To be released against the Bank Guarantee for equal amount valid up to 02 months beyond the contracted time for the submission of final report);
- ii) 75% to be paid on submission of final report and acceptance of the same by the MNRE.

#### **12. Data, services and facilities to be provided by the MNRE**

Data and services available with the MNRE will be provided to the consultant. Any facilities like office space, rest house, transport, computer, photocopying facilities and typing/ stenographic assistance etc. would not be provided by the Ministry to the consultancy firm.

#### **13. Deliverables**

- i. Inception report;
- ii. Soft Copy of the data and information;

- iii. 5 copies of final report in colour printing along with soft copy in word and PDF format.
- iv. Soft copy of Colour photographs of the consultation meetings and project sites visited/evaluated.

#### **14. Submission of Expression of Interest**

Reputed consultants/ consulting firms with adequate and specific expertise in conducting such assignments are invited to submit Expression of Interest to **Ministry of New and Renewable Energy, Room No. 1015-A, Antyodaya Bhawan, CGO Complex, Lodi Road, New Delhi-110003** by **1800 hours on 14.10.2020**, in a sealed cover super-scribing “**Expression of Interest for evaluation of Off-grid and Decentralized Solar PV Applications Scheme**”. For any clarification, please contact at e-mail: [shobhit.srivastava@nic.in](mailto:shobhit.srivastava@nic.in).

Technical and price bids shall **not** be submitted with response to EOI.



**(Shobhit Srivastava)**  
**Scientist-D**

**Terms of Reference for the Evaluation of Off-grid and Decentralized Solar PV Applications Programme Phase-III**

The Evaluation Study will cover the followings:

- i. Assess status of implementation of projects sanctioned under the Scheme.
- ii. Collect and assess feedback of stakeholders on implementation of the Scheme.
- iii. Assess the barriers, constraints, if any and possible remedial measures. Also the impact of the scheme on living conditions, livelihoods and solar energy sector shall be assessed.
- iv. Conduct a cost-benefit analysis of the applications supported and indicate whether intended objective is accomplished.
- v. The study will be done on sample basis. It will include interaction with Implementation Agencies, manufacturers/ installers, beneficiaries, MNRE officials, any other organization in consultation with MNRE. The consulting firm shall collect field data from at least 5 States for each of the three applications. States will be finalized in consultation with MNRE.
- vi. To assess efficacy of implementation models introduced by MNRE in the Guidelines and recommend modifications, if any.
- vii. To suggest any other modification in the scheme.