

**No. 318/63/2021- Grid Connected Rooftop
Government of India
Ministry of New and Renewable Energy**

Block No. 14, CGO Complex,
Lodi Road, New Delhi-110 003
Dated: 21.12.2021

Subject: Invitation for Expression of Interest (EOI) for conducting evaluation of Phase – II of Grid Connected Rooftop Solar Programme.

Ministry of New and Renewable Energy (MNRE) intends to engage reputed consultants/experts to undertake evaluation of Phase – II of Grid Connected Rooftop Solar Programme as per Terms of Reference (TORs)/ Scope of Work given in the Annexure.

(a) Background of Evaluation

Administrative approval of Phase – II of Grid Connected Rooftop Solar Programme was issued on 08.03.2019. The Scheme consists of following two Components:

- Component A: Setting up of 4000 MW of grid connected rooftop solar projects in residential sector with Central Financial Assistance (CFA)
- Component B: Incentives to Electricity Distribution Companies (DISCOMs) based on achievement towards initial 18000 MW of grid connected rooftop solar plants.

Guidelines for implementation of programme were issued on 20.08.2019 and amendments/clarifications thereof issued from time to time.

(b) Purpose of the Evaluation Study

Grid connected rooftop solar program is a part of National Solar Mission having a target of 40 GW capacity with grid connected rooftop solar projects by the year 2022. Ministry is implementing Phase-II of grid connected rooftop solar program, wherein, installed capacity of 4 GW RTS projects has been targeted to be achieved in residential sector by the year 2022. Ministry has already allocated targets of around 3.3 GW capacity to state implementing agencies and over 1 GW capacity has been reported to be installed under the program.

The purpose of the study is to evaluate the implementation of component A and component B of the program by collecting information from state implementing agencies, beneficiaries and other stakeholders, evaluate filed performance of installed projects, identify bottlenecks in existing implementation process, assess performance of these components for different stakeholders and provide recommendation on further scale-up of the program along with required modification in implementation process of the scheme.

2. Eligibility Criterion

Reputed consultants or consulting organizations having an experience of at least 5 years in conducting similar assignments and an average annual turnover of at least Rs. 1.5 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. Organizations which are already working with Central/State Governments in implementation of the Phase-II of rooftop solar program, whether directly or indirectly, are not eligible.

3. Criteria for shortlisting of consulting firms

The consulting firms 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	
		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 ◆ Studies carried out in the region		20 % 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%
	Totals	100%	

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 and years in business of the firms.
- ii. Documents in support of eligibility criterion and qualification in the field of assignment.
- iii. General profile of technical and managerial organization of the firm indicating qualification, experience and number of key staff.

iv. Details of major assignments undertaken of a similar nature, including but not limited to number of year's of 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 against the RFP. The interested parties shall be willing and ready for field visit to any number of states and all such details will be provided in RFP.

6. 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 fulfilment of terms and conditions stipulated in this document and as per GFR-2017 and Manual for Procurement of Consultancy and Other Services. The interested bidders are advised to familiarize themselves with the provision of **GFR-2017 and Manual for Procurement of Consultancy and Other Services** to avoid any confusion at a later stage. On acceptance of terms and conditions and negotiated price, if required, formal award letter will be issued to successful bidder.

7. 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 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.

8. 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 MNRE, will invite penalties decided by MNRE. Penalties may include reduction of consultancy fee, forfeiture of bank guarantee, termination of contract or any other penalty as decided by Consultancy Evaluation Committee (CEC) constituted by MNRE.

9. Payment terms and conditions

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

- 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);
- 75% to be paid on submission of final report and acceptance of the same by MNRE.

10. Data, services and facilities to be provided by the MNRE

Data and services available with MNRE will be provided to the consultant by MNRE. 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.

11. Deliverables

- (i) Inception report;
- (ii) Soft Copy of the data and information;
- (iii) 5 copies of final report in colour printing.
- (iv) Soft copy of colour photographs of the consultation meetings and project sites visited/evaluated.

12. 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 (EOI) for the evaluation. The EOI shall be submitted through mail to Sh. Manish Singh Bisht, Scientist-C, Ministry of New and Renewable Energy by 5 pm on 10th January 2022 at manish.mnre@gov.in. All the relevant documents shall be in the form of secured PDF file and the subject of the e-mail shall be mentioned as “Expression of Interest for evaluation of Grid Connected Rooftop Solar Program, Phase-II”. For any clarification, please contact at Tele: 011-24360707 (1011, 1054), e-mail: hiren.borah@nic.in, manish.mnre@gov.in

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

Annexure

Terms of Reference for the Evaluation of Rooftop Solar Programme Phase – II are as follow:

- (a) Evaluate the present status of the Programme and achievements against the objectives the Programme.
- (b) Collect and evaluate feedback of stakeholders on various aspects of the Programme.
- (c) Assess the implementation process and performance of the installed projects (sample) along with roles and responsibilities of agencies involved and including the barriers and constraints, if any, of the Programme and recommend modifications required.
- (d) Assess the impact of COVID-19 pandemic on implementation of the Programme.
- (e) Assess the impact of the Programme on RTS sector and overall solar energy sector of the country including on domestic manufacturing of solar PV equipment.
- (f) Conduct a techno-economic analysis of the components and indicate whether intended objectives have been accomplished.
- (g) Assess the need for continuation of the Programme beyond 2022 with modifications required.
- (h) Any other related activity/task assigned by Ministry.