

**Solar Energy Corporation of India
New Delhi**

Ref: SECI/GM/ELE/CONS

Date: 27.05.2015

Appointment of consultant for Electrical domain and Civil Domain

SECI Intent to appoint one consultant for works related to electrical systems and one consultant for works related to civil works of various Solar Projects/ Schemes implemented by Solar Energy Corporation of India.

The terms of reference (TOR) for the above mentioned assignment shall be as follows:

1) Scope of assignment:

The selected persons (One for Electrical and one for Civil) shall assist SECI team in finalization of electrical schemes/ Civil works for Solar Power Projects/ Solar parks etc. The persons shall be associated during finalization Project conceptualization, Project feasibility studies, Project Design, Preparation of implementation plans, Technical inputs for Finalization of Bid documents, Detailed Engineering, Project execution, Commissioning, Project performance monitoring etc. The Projects may be owned by SECI and/or Projects undertaken by SECI on Project management assignment (PMC) basis and/or Projects taken up by SECI on consultancy services basis. The person will also be responsible for capacity building and standardization of systems and preparation of Quality systems. The selected persons will be also required to undertake any other assignments apart from the above, related to electrical/ civil works as entrusted by SECI time to time.

2) Eligibility:

The incumbent should be a graduate in Electrical engineering for Electrical Domain and a graduate in Civil Engineering for Civil domain and should have worked in various fields related to large Projects preferably Power Projects/ Power Transmission systems, having a minimum experience of 20 years. The persons should have worked in various areas like Project planning, Project design, Project detailed engineering, Project execution, O&M management etc. Experience in large public sector companies, Power sector in particular will have added advantage.

3) Appointment period

An initial appointment period shall be 1 year from the date of appointment with a provision to extend further.

4) Compensation:

The method of employment will be on retainer-ship basis. The compensation shall be calculated on Man-day basis @ Rs. 5000/ Man Day (Plus Service Tax as applicable), paid on monthly basis. Monthly payment shall be made after deduction of applicable taxes. The maximum Man-days/ Month shall be limited to 20 days in a month, unless otherwise agreed by SECI. The selected persons shall have to report to SECI Office as and when required by SECI and should report a minimum of 3 Days/ Week in SECI Office. The selected

persons shall submit the invoice every month supported with details of the assignments carried out. The selected persons shall have to take up outstation assignments as and when required by SECI. The selected persons will be entitled to travel by flight wherever required in economic class and the Tickets for such assignments shall be arranged by SECI or reimbursed based on production of documentary evidence. The man-days spent by the selected persons during outstation assignments shall be included in overall monthly man-days calculated and no separate payment will be made for this. However for outstation assignments, SECI shall pay Accommodation charges/Travelling allowance/ Daily allowance as per the entitlement at GM level, in line with the policy of SECI.

5) How to apply:

Interested persons may submit their applications in sealed envelope with the complete resume indicating the Qualifications and experience relevant to the assignment. The envelope may be super scribed as "Appointment of consultant for Electrical & Civil domain"

The application may be submitted preferably by speed post/ Courier in the address given below

General Manger (Solar)
Solar energy Corporation of India
D-3, 1st Floor, Wing-A
Religare building
District Centre
Saket
New delhi-11017

The last date for acceptance of application by SECI shall be: 10.06.2015 (3 pm). No application shall be entertained thereafter.

6) Selection process:

After receipt of application SECI scrutinize the application based on the qualification and relevant experience of the person and the selected person shall be intimated through registered post. No separate intimation shall be made to the unselected persons. The decision of SECI management shall be final and binding.
