



**Solar Energy Corporation of India Limited
(A Government of India Enterprise)**

CIN: U40106DL2011GOI225263

1st Floor, D-3, Wing A, Prius Platinum Building,
District Centre, Saket, New Delhi – 17

**NOTICE INVITING TENDER FOR GAP ASSESSMENT OF SECI'S
PROJECT MANAGEMENT PRACTICES AS PER PROJECT
MANAGEMENT MATURITY MODEL (PMMM)-LEVEL 3**

**NIT No. SECI/C&P/NIT/PMMM/082018
Dated: 08.08.2018**

DISCLAIMER

1. Though adequate care has been taken while issuing this bid Document, Applicant Firm should satisfy himself that the document is complete in all respects. Intimation of any discrepancy shall be given to this office (as mentioned below) immediately. If no intimation is received by this office within 3 days from the date of issue of the Offer Document, then this office shall consider that the document received by the Applicant Firm is complete in all respects and that the Applicant Firm is satisfied that the Offer Document is complete in all respect.
2. SECI reserves the right to change any or all of the provisions of this Offer Document before date of submission. Such changes would be intimated to all parties procuring this Offer Document before date of submission.
3. SECI reserves the right to reject any or the entire offer without assigning any reasons whatsoever. No correspondence will be entertained on this account.

BID INFORMATION SHEET

The brief details of the Bid are as under:

(A)	NAME OF WORK/ BRIEF SCOPE OF WORK/ JOB	For Gap Assessment of SECI's Project Management Practices as per Project Management Maturity Model (PMMM)-Level 3				
(B)	EOI NO. & DATE	SECI/C&P/NIT/PMMM/082018 Dated: 08.08.2018				
(C)	TYPE OF BIDDING SYSTEM	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; text-align: center;">SINGLE BID SYSTEM</td> <td style="width: 50%; text-align: center;"><div style="border: 1px solid orange; padding: 2px; display: inline-block;">YES</div></td> </tr> <tr> <td style="text-align: center;">TWO BID SYSTEM</td> <td style="text-align: center;"><div style="border: 1px solid orange; height: 20px; width: 100%;"></div></td> </tr> </table>	SINGLE BID SYSTEM	<div style="border: 1px solid orange; padding: 2px; display: inline-block;">YES</div>	TWO BID SYSTEM	<div style="border: 1px solid orange; height: 20px; width: 100%;"></div>
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(D)	TYPE OF NIT/ Bid	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; text-align: center;">E-TENDER</td> <td style="width: 50%; text-align: center;"><div style="border: 1px solid orange; padding: 2px; display: inline-block;">YES</div></td> </tr> <tr> <td style="text-align: center;">MANUAL</td> <td style="text-align: center;"><div style="border: 1px solid orange; height: 20px; width: 100%;"></div></td> </tr> </table>	E-TENDER	<div style="border: 1px solid orange; padding: 2px; display: inline-block;">YES</div>	MANUAL	<div style="border: 1px solid orange; height: 20px; width: 100%;"></div>
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MANUAL	<div style="border: 1px solid orange; height: 20px; width: 100%;"></div>					
(E)	PERIOD OF COMPLETION	Time period of Completion is 12 (twelve) weeks from the date of LoA.				
(F)	DOCUMENT FEE/ COST OF NIT DOCUMENT (NON- REFUNDABLE)	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; text-align: center;">APPLICABLE</td> <td style="width: 50%; text-align: center;"><div style="border: 1px solid orange; height: 20px; width: 100%;"></div></td> </tr> <tr> <td style="text-align: center;">NOT APPLICABLE</td> <td style="text-align: center;"><div style="border: 1px solid orange; padding: 2px; display: inline-block;">YES</div></td> </tr> </table>	APPLICABLE	<div style="border: 1px solid orange; height: 20px; width: 100%;"></div>	NOT APPLICABLE	<div style="border: 1px solid orange; padding: 2px; display: inline-block;">YES</div>
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(G)	BID PROCESSING FEE (NON-REFUNDABLE)	<table border="1"> <tr> <td data-bbox="762 159 1074 271">APPLICABLE</td> <td data-bbox="1074 159 1316 271"><input type="text"/></td> </tr> <tr> <td data-bbox="762 271 1074 383">NOT APPLICABLE</td> <td data-bbox="1074 271 1316 383"><input type="text"/></td> </tr> </table> <p>Amount: INR 6,000/- (Indian Rupees Six Thousand) inclusive of GST @ 18% to be submitted either through NEFT/RTGS transfer in the account of SECI, or in the form of DD/Pay Order along with the response to NIT in favour of “Solar Energy Corporation of India Ltd”, payable at New Delhi.</p>	APPLICABLE	<input type="text"/>	NOT APPLICABLE	<input type="text"/>
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(H)	EARNEST MONEY DEPOSIT (EMD)	<table border="1"> <tr> <td data-bbox="738 752 1054 902">APPLICABLE</td> <td data-bbox="1054 752 1370 902"><input type="text"/></td> </tr> <tr> <td data-bbox="738 902 1054 1095">NOT APPLICABLE</td> <td data-bbox="1054 902 1370 1095">Yes</td> </tr> </table>	APPLICABLE	<input type="text"/>	NOT APPLICABLE	Yes
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NOT APPLICABLE	Yes					
	CONTRACT PERFORMANCE SECURITY	<table border="1"> <tr> <td data-bbox="738 1234 1054 1384">APPLICABLE</td> <td data-bbox="1054 1234 1370 1384"><input type="text"/></td> </tr> <tr> <td data-bbox="738 1384 1054 1576">NOT APPLICABLE</td> <td data-bbox="1054 1384 1370 1576">Yes</td> </tr> </table>	APPLICABLE	<input type="text"/>	NOT APPLICABLE	Yes
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NOT APPLICABLE	Yes					
(I)	OFFLINE AND ONLINE BID-SUBMISSION DEADLINE	29.08.2018 (16:00 hrs)				
(J)	TECHNO-COMMERCIAL BID OPENING	29.08.2018 (17:00 hrs)				

(K)	Pre Bid Meeting Date and Venue	17.08.2018 (11:00 hrs)
(K)	Name, Designation, Address and other details (For Submission of Response to NIT)	GM (C&P) Solar Energy Corporation of India Limited 1st Floor, D-3, A-Wing, District Centre, Prius Building, Saket, New Delhi-110017 Tel No. 011-71989256 Email – contracts@seci.co.in
(L)	Details of persons to be contacted in case of any assistance required	1) Mr. Sanjay Sharma GM (C&P), Ph: 011-71989256 2) Mrs. Anandita Nandy Dy. Manager (CP) Ph: 011-71989249

Note:

- 1.0 Bidder(s) are advised to quote strictly as per terms and conditions of the bid documents and not to stipulate any deviations/ exceptions.
- 2.0 Clarification(s)/ Corrigendum(s) if any shall be intimated to bidders vide email/SECI website.
- 3.0 Prospective Bidders are requested to remain updated for any notices/amendments/clarifications etc. to the bid document through the email/websites www.seci.co.in. No separate notifications will be issued for such notices/amendments/clarifications etc. in the print media.
- 4.0 The Bidders/Consultants shall be deemed to have examined the bid Document, to have obtained his own information in all matters whatsoever that might affect carrying out the works in line with the scope of work specified elsewhere in the document and to have satisfied himself to the sufficiency of his bid. The Bidder shall be deemed to know the scope, nature and magnitude of the works and requirement of materials, equipment, tools and labour involved, wage structures and as to what all works he has to complete in accordance with the bid documents irrespective of any defects, omissions or errors that may be found in the bid documents

- 5.0 The Bidders/Consultants are advised to read carefully all instructions and conditions appearing in this document and understand them fully. All information and documents required as per the bid Document must be furnished. Failure to provide the information and/ or documents as required may render the bid technically unacceptable.
- 6.0 **MSMEs (Micro, Small and Medium Enterprises) registered under NSIC/ Udyog Aadhar/DIC Only are exempted from submission of EMD and tender processing fee. In order to avail the exemption in EMD and tender processing fee in case of Consortium/ JV, all the members of the Consortium/ JV should be registered as MSME Vendors under NSIC/ Udyog Aadhaar Category/DIC.**

SOLAR ENERGY CORPORATION OF INDIA LTD.

(A Government of India Enterprise)

1st Floor, Wing A, Prius Building, D – 3, District Centre, Saket, New Delhi – 17

Tel: 011 – 71989200, Fax: 011 – 71989241

Invitation of bids under two Bid System for Selection of Consultant for Gap Assessment of SECI's Project Management Practices as per Project Management Maturity Model (PMMM)-Level 3

1. Background

1.1. Solar Energy Corporation of India Ltd. (SECI) has been established under the administrative control of the Ministry of New and Renewable Energy, Government of India with a vision to build 'Green India' through harnessing abundant solar radiation and to achieve energy security for the country. Mandate of SECI allows wide ranging activities to be undertaken with an overall view to facilitate implementation of Jawaharlal Nehru National Solar Mission (JNNSM) and achieving the targets set therein. SECI aspires to become the leader in development of large scale solar installations, solar plants and solar parks and to promote and commercialize the use of solar energy to reach remotest corner of India.

1.2. In order to tap the huge Renewable Energy (RE) potential, the government of India has drafted the 175 GW RE target, of which 100 GW has been targeted from solar energy. In the present business environment, SECI has a major role to play in the sector's development. In all the domains of centralized and decentralized projects, as well as off-grid projects, SECI can impact the solar sector's growth. SECI now has some important assignments in hand, several of which have also seen substantial work happening. Year on year, there has been a marked expansion of SECI in terms of the revenue generated and the overall portfolio of projects handled.

1.3. The present state of the Indian Solar sector presents good investment opportunities and prospects which can be leveraged by SECI owing to its in-house strength and superior engineering capabilities. SECI has already been engaged in project development, power trading, project Management Consultancy (PMC), MNRE scheme implementation, solar park development, solar Roof Top projects, off-grid solar applications including solar lanterns, street light systems, etc. As a project developer, SECI has committed to setting up 1000 MW of its own solar projects by the end of FY 2020. SECI also has MOUs signed with various PSUs to develop their portfolio in solar energy sector. With solar energy occupying increasing share in the overall energy mix in the country, it is important that maximum share of value addition in the entire supply chain takes place within the country, where SECI is poised to play the pivotal role.

1.4. The World Bank is engaging with SECI on US\$200 million project to promote innovative technologies such as floating solar, solar-wind hybrid systems and energy storage solutions. Given the challenge of massive deployment of renewable energy by

2022 and specifically solar energy, SECI's organizational and institutional practices need to be re-aligned and strengthened further.

1.5. The major strength of SECI comes with its in-house technical expertise in handling affairs of non-conventional energy. SECI also has excellent working relationship with government utilities but faces a challenge owing to its relatively low experience and limited manpower. Apart from project development, SECI is set to expand as new avenues of solar business open and more revenues start flowing in. In this regard, and in order to execute new projects, there is a requirement to assess the existing maturity of the organization in project management. SECI intends to engage a reputed consultant for Gap Assessment of SECI's Project Management Practices as per Project Management Maturity Model (PMMM)-Level 3 with other activities as provided in the scope of work.

2. Objectives of the Assignment

1. Detail the requirements for PMMM Level-3 with respect to the RE projects under SECI's ownership and the projects developed by SECI for clients under Project Management Consultancy (PMC).
2. Review the existing processes and practices followed in SECI for management of projects in the project life-cycle and identify the areas where the same can be improved upon vis-a-vis the requirements of the model.
3. Develop a plan of action required for strengthening and improvement of project processes, including capacity enhancement, IT-integration, resource requirements etc. with timelines.

3. Scope of Work

- i. Sensitization: Consultant would detail the requirements of project management process as per the identified maturity model in areas such as management of cost, time/schedule, quality, risks etc. as well as procurement and communication processes etc.
 - i. This would primarily comprise of sensitizing the Solar/Projects team about the areas on consideration of the model, scope of assessment/review, methodology and schedules etc. to foster holistic understanding of the objectives and focussed cooperation from the team.
- b. Process-Mapping: Consultant would identify the processes/practices followed in SECI on the above-mentioned areas during the project life-cycle, for own projects and Project Management Consultancy (PMC) assignments. Assessment would be undertaken for 3 projects (1 project under SECI's ownership and two projects developed by SECI for other clients).
 - i. Consultant would review the present capabilities, processes for internal and external communication, recording and reporting, responsiveness to controllable/ uncontrollable factors etc. through document reviews, one-to-one interaction with key team members, group discussions etc.

- c. Gap assessment: On the basis of the previous step's findings, consultant would bring out areas of improvement in the existing processes vis-à-vis best practices in other large CPSUs and industry, in line the principles of the model. Detailed questionnaires and interactions with the team would be undertaken to establish the findings.
- d. Recommendations: Consultant would recommend the steps required for strengthening of SECI's processes, based on the areas identified in the previous step.
 - i. Consultant should suggest ways for improvement of processes in line with the current business requirements and these should be compatible with the practices of SECI, business projections, statutory and legal compliances.
 - ii. Case studies of corresponding processes followed in 2-3 other large CPSUs/organizations in related domains may be cited in support of best practices/recommendations.
 - iii. The timelines for implementation of the recommendations should be graded in respect of timelines, as immediate, medium-term and long-term.
 - iv. Consultant would develop a comprehensive improvement plan including implementation strategy, action plan including assessment of resource requirements, such as capabilities, IT, company policy-framework etc. for implementation of the above recommendations. Performance indicators for each step should also be given. Cost-benefit analysis of implementing the recommendations should also be given.
 - v. Consultant would submit a draft report of their findings and recommendations and present the same to SECI management. After the consultative process within the company, the report would be finalized and presented to SECI's Board of Directors.
 - vi. After approval for SECI's Board, the recommendations of the consultant would be presented to SECI's employees.

4. Deliverables and expected time-lines

The deliverables of the consultant would be as follows:

Deliverables	Expected Time-Lines (from date of award)
1. Kick-off meeting	1 week
(a) Prioritized activities plan	1 week
2. Sensitization workshop with solar/projects team	2 weeks

3. Map of project management processes	5 weeks
4. Gap assessment report	6 weeks
5. Draft plan of action	9 weeks
6. Final plan of action	12 weeks
7. Presentation to Board of Directors	After approval of draft report
8. Presentation to SECI's employees	1 week after Board approval

5. Eligibility Criteria

5.1. The Bidder submitting proposal for this project must fulfill the following criteria:

- a) Must be an Autonomous body, Institution or a Government body or a firm/company incorporated in India. A joint bid/consortium/sub-consultant is not allowed.
- b) Must have done PMMM assessments of level 3 or above /equivalent assignment of similar nature within the last three financial years, i.e. FY 2015-16, 2016-17 and 2017-2018.
- c) The Minimum Average Annual Turnover (MAAT) of the bidder in the last three financial years (i.e. FY 2015-2016, 2016-2017 and 2017-18) should be Rs. 40 Lakhs.
- d) Must have at least 50 employees on permanent payrolls as on 31st March, 2018.
- e) Must not be black-listed by any Central / State Government / Public Sector Undertaking in India.

5.2. The decision regarding adequacy of the work experience/capacity of the organization, etc. will solely be at the discretion of SECI.

6. METHOD OF BID SUBMISSION

Submission of Technical Proposal

6.1. Interested consulting firms/organizations, companies are invited to submit detailed proposals indicating, inter alia, their background including description of similar assignments completed successfully, availability of appropriate professional skills, etc.

6.2 The interested parties are required to prepare and submit the proposed plan, which among other things, must include (i) proposed methodology to complete the work in a time bound manner with quality checks in place, (ii) inputs required to undertake the job from stakeholders, (iii) Minimum number of trained staff which will be full time engaged for this job, (iv) Details of the core technical staff of the agency/organization, which is submitting the offer.

6.3 Interested applicants are advised to study the NIT document carefully. Submission of proposal shall be deemed to have been done after careful study and examination of the NIT Document with full understanding of its implications.

6.4 The period of assignment will be 12 (twelve) weeks from the date of awarding the work.

The Bidder have the option of sending their Offline Documents either by registered post; or speed post; or courier; or by hand delivery, so as to reach SECI by the Bid Deadline. Documents submitted by telex/telegram/fax/e-mail shall not be considered under any circumstances. SECI shall not be responsible for any delay in receipt of the Bid. Any Bid received after the Bid Deadline shall be returned unopened.

The Techno Commercial & Price Bids in response to this bid Document shall be submitted by the Bidder in the manner as provided below.

(A) ENVELOPE- I (TECHNO COMMERCIAL ENVELOPE)

DOCUMENTS LISTED BELOW ARE TO BE SUBMITTED IN OFF-LINE MODE AS HARD COPIES ONLY

The Bidder shall submit Techno Commercial Proposal as per the Eligibility documents asked in the Bid Document. Envelope shall be super scribed as “Gap Assessment of SECI’s Project Management Practices as per Project Management Maturity Model (PMMM)-Level 3” comprising of following Documents:

- i. Bid Processing Fee as prescribed in the bid document
- ii. Covering Letter as per Format I.
- iii. General particulars of the Bidder as per the Format II
- iv. Experience Details as per Format VI & complete set of Experience
- v. Annual reports along with a certification of turnover of last 03 years as per Format VII*
- vi. No Deviation Confirmation as per Format VIII
- vii. E Banking Mandate Form as per Format IX
- viii. Power of Attorney as per Format X along with board resolution for such authorization
- ix. Copy of GST registration No , PAN Card and Income Tax Registration,
- x. An undertaking that the agency has not been blacklisted by any Government Department/Autonomous bodies or any of its branch as on the date of submission of the bid.

* In case where audited results for the last preceding financial year are not available, certification of financial statements from a practicing Chartered Accountant shall also be considered acceptable, provided the bidder provides the detailed Financial Statements certified by the Management of the company.

For Technical Bid: The interested organization/Firms should also submit the following details along with the above mentioned documents together with the Technical Proposal, without which the Applications shall be summarily rejected: -

(i) Minimum number of trained staff which will be engaged full-time for this study. This staff is expected to spend approximately 80% of their time on this engagement either in SECI office or at project sites (if required).

The Technical Proposal shall not include any financial information relating to the Financial Proposal. The Bidder shall submit Bids in the given Format only.

BIDS NOT ACCOMPANIED WITH THE REQUISITE BID PROCESSING FEE MAY BE LIABLE FOR REJECTION.

(B) ENVELOPE- II (FINANCIAL ENVELOPE)

The bid for Second Envelope (Price - Part), shall be duly filled. Envelope shall be super scribed as “Financial Bids for Gap Assessment of SECI’s Project Management Practices as per Project Management Maturity Model (PMMM)-Level 3”.

The Price Quotes shall be submitted in a separate sealed envelope as per Format V of the NIT. Funds requirements with break-up and justification for manpower, documentation and other major requirements etc. should be mentioned in the price quote. The applicable taxes, if any, will also be indicated separately. The Price Quote will be opened only if the technical bid is found satisfactory.

7. Presentations

All incoming Technical Proposals will be examined thoroughly. Eligible applicants would be required to personally discuss and make presentations on their credentials and the proposal before a Committee of Officers constituted by SECI. The exact date, time and venue for the discussions and presentations would be communicated separately. The technical and financial bids of only those firms would be accepted which are found suitable to undertake the above task/job and short-listed by the Committee on the basis of the discussions and presentations.

8. Deliverables

Renewable energy sector is a rising sector in the country and timelines of the various jobs undertaken by SECI is fixed based on GOI/Clients’ requirement. There may be occasions to complete tasks quite speedily as compared to timelines available normally. Submission of the reports as mentioned in the scope of work and strictly adhering to the timelines on the items mentioned in the Scope of Work will be the key deliverables.

9. PROPOSED METHODOLOGY AND WORK PLAN

A detailed approach for undertaking the task should consist of proposed methodology, schedule, milestones; and Plan indicating how to carry out the task.

The proposed methodology and work Plan shall be described as follows:

The bidder will submit its methodology for carrying out the work outlining its approach toward achieving the objectives as per the scope of work. The bidder will submit a brief write up on its proposed team along with equipment and organization of personnel explaining how different areas of expertise needed for the assignment have been fully covered by its proposal. The bidder should specify the sequence of important activities, and provide a quality assurance plan for carrying out the work.

Technical proposal should include the following: -

- a) Brief description about the consultant/ agency.
- b) Approach
- c) Methodology
- d) Work plan and schedule
- e) Team size
- f) Detailed resume of the team leader and team members of the consultant (with copies of certificates to support qualifications)

10. Terms of Payment:

100% of Total Project Cost after Completion and submission of Presentation to Board of Directors of SECI and approval of the report presented by the Board of Directors.

11. Evaluation of Technical bids

11.1. The consultancy firm's Technical Proposal (TP) will be evaluated by the Consultancy Evaluation Committee (CEC) to be set up by SECI for the purpose. While evaluating the proposals, the CEC will allot weightage for the technical evaluation as under:-

SNo	Parameter	Marks	
1	Preparation/Review and assessment of PMMM level 3 or above/equivalent assignment of similar nature in last three years (no. of projects) (Requires experience details documents to be submitted for validation)	No of Projects	Marks
		Upto 10	5
		11-20	10
		More than 20	15
2	Minimum Average Annual Turn Over in last 03 Preceding Financial Years {Requires documents in line with documents mentioned in Clause 6}	MAAT in Crs	Marks
		0.4 to 0.8	5
		0.8 to 1.2	10
		1.2 to 1.6	15
		> 1.6	20
3	Experience of Key Manpower experts on Payroll presently working on Preparation/Review and assessment of PMMM level 3 or above/equivalent assignment of similar nature {Attach certificate from client}	Experience in Years	Marks
		Upto 5	5
		6-10	10
		11-15	15

		>15	20
4	Experience of working with Govt. Agencies /PSUs/JVCs of PSUs/Subsidiaries of PSUs { Attach relevant certificates }	Projects	Marks
		YES	5
		NO	0
5	No. of Years of Preparation/Review and assessment of PMMM level 3 or above/equivalent assignment of similar nature. (Requires experience details documents to be submitted for validation)	Experience in Years	Marks
		Upto 5	5
		6-10	10
		11-15	15
		>15	20
6	Presentation		Marks
	Approach and Methodology adopted		10
	Subject Understanding of the Work		10
	<u>Maximum Marks</u>		<u>100</u>

Further, the Presentations presented shall be evaluated by the Consultancy Evaluation Committee (CEC).

The Consultant shall employ a support team consisting of such number of members with relevant qualifications and experience as necessary, to assist the Key Professional Staff in the execution of the assignments.

11.2 The minimum cut off for the marks in Technical Proposal above will be **60% (Sixty Percent)**. **Bidders scoring less than 60% will not be considered for further evaluation process.**

11.3 The CEC will adopt a Quality & Cost based Selection (QCBS) approach for evaluating technical and financial bids. Under QCBS, the technical proposals will be allotted weightage of 70% while the financial proposals will also be allotted weightages of 30%. Proposal with the lowest cost will be given a financial score of 100 and other proposals given financial scores that are inversely proportional to their prices. 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 for quality and cost, the consultant shall be ranked in terms of the total score obtained. The proposal obtaining the highest total combined Technical & Financial score (CTFS) 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 total combined Technical & Financial score (CTFS) and ranked H-1 shall be recommended for Award.

An illustrative Example of Evaluation in Quality & Cost based Selection (QCBS) is given below:

STAGE 1: TECHNICAL BIDS EVALUATION

Bidder details	Technical Marks Obtained
Bidder 1	80
Bidder 2	70
Bidder 3	25
Bidder 4	65

STAGE 2: CONVERSION OF TECHNICAL MARKS TO TECHNICAL SCORES

Bidder details	Technical Score
Bidder 1	80
Bidder 2	70
Bidder 3	Rejected*
Bidder 4	65

*Since the eligible technical score should be 60 & above, bidder 3 is rejected

STAGE 3: FINANCIAL BID EVALUATION

Bidder details	Total financial proposal (inclusive of all taxes)
Bidder 1	200
Bidder 2	100
Bidder 4	75

Stage 4: CONVERSION OF FINANCIAL BID AMOUNT TO SCORE

Bidder details	Total financial proposal (inclusive of all taxes)	Financial Score (LFB/F*100)
Bidder 1	200	$75/200 \times 100 = 37.5$
Bidder 2	100	$75/100 \times 100 = 75$
Bidder 4	75	100

LFB = Lowest Financial Bid in %, F = Quoted Financial Bid in %,

CONSOLIDATED TECHNICAL & FINANCIAL SCORE

Bidder Details	Technical Score	Financial Score
Bidder 1	80	37.5
Bidder 2	70	75
Bidder 4	65	100

Stage 5: COMBINED TECHNICAL AND FINANCIAL SCORE (CTFS)
With Weightage 70:30

Bidder details	Applying weights for the Technical Score & Financial Score	CTFS	Rank of the Bidder
Bidder 1	$80*(70/100) + 37.5*(30/100)$	$56+11.25=67.25$	H3
Bidder 2	$70*(70/100) + 75*(30/100)$	$49+22.5=71.5$	H2
Bidder 4	$65*(70/100) + 100*(30/100)$	$45.5+30=75$	H1

11.4. The CEC will adopt a QCBS approach for evaluating technical and financial bids. Under QCBS, the technical proposals will be allotted weightage of 70% while the financial proposals will be allotted weightages of 30%. Proposal with the lowest cost will be given a financial score of 100 and other proposals given financial scores that are inversely proportional to their prices. 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 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.

11.5. SECI shall make seating arrangement for one member of the Consultancy Team at SECI's premises for the purpose of co-ordination. The responsibility for ensuring the availability of all paraphernalia including laptop, computer software, internet connection, office stationery etc. shall lie with the Consultant.

11.6. Contract for the Consultant for Gap Assessment of SECI's Project Management Practices as per the scope of Work mentioned in the tender document will be awarded to the Bidder, whose **“proposal has secured the highest total combined Technical & Financial score (CTFS) and is ranked H-1 (As per clause 11.3 above)”** after evaluating the Techno Commercial & Financial Bids.

11.7. Prices must be filled in Format for the Financial Bid enclosed as part of Tender documents. If quoted in separate typed sheets and any variation in item description, unit or quantity is noticed, the Bid is liable to be rejected.

11.8. Prices quoted by the Bidder, shall remain firm and fixed and valid until completion of the Contract and will not be subject to variation on any account.

11.9. The Bidder shall quote the prices in 'figures' & words. There should not be any discrepancy between the prices indicated in figures and the price indicated in words.

11.10. Bidders are required to ascertain the correctness of amount related to all the applicable taxes/ duties/ levies as mentioned in the Price Bid while submitting the Price Bids as it will largely impact during the Price assessment at the time of evaluation of price bid.

12. The Technical and Financial Proposals complete in all respect along with detailed proposals, technical and financial bids, in separate sealed covers, super-scribed: “Selection of Consultant for Gap Assessment of SECI’s Project Management Practices as per Project Management Maturity Model (PMMM)-Level 3”, should be sent to the SECI at the following address so as to reach on or before 16.00 Hrs on 29th August, 2018 positively:-

Sh. Sanjay Sharma,
General Manager (C&P/Solar),
Solar Energy Corporation of India Limited,
1st floor, Wing A, Prius Building, D – 3,
District Centre, Saket, New Delhi – 17,
Tel: 011 – 71989200
Fax: 011 – 71989241

13. The technical bid will be opened on the same day at 1700 hours at SECI office. However, financial bids will be opened only of those bidders whose technical bids would be complete in all respect as per NIT and found by the CEC as technically qualified to be shortlisted.
14. SECI reserves right to accept or reject any or all Technical and Financial Proposal without assigning any reasons thereof.

15. CLARIFICATIONS

- 15.1 SECI will not enter into any correspondence with the Bidder, except to furnish clarifications on Bid Document, if necessary. The Bidder may seek clarifications or suggest amendments to Bid Document online through E Mails or in the form of Letters addressed at the Email ID & registered office address as mention in the bidding document.
- a. SECI is not under any obligation to entertain/ respond to suggestions made or to incorporate modifications sought for.

16. AMMENDMENTS TO THE BID DOCUMENTS.

- 16.1. At any time prior to the deadline for submission of Bids, the SECI may, for any reason, whether at its own initiative or in response to a clarification requested by a prospective Bidder, modify the bid Document by issuing clarification(s) and/or amendment(s).
- a. SECI will not bear any responsibility or liability arising out of non-receipt of the information regarding amendments in time or otherwise. Bidder must check the website for any such amendment before submitting their Bid.
- b. In case any amendment is notified after submission of the Bid (prior to the opening of Techno-Commercial Bid due date /time shall be extended and it will be for the Bidder to submit fresh Bids/supplementary bids as the date notified by the SECI for the purpose.

17. VALIDITY OF BID

17.1. The validity of the bid should be for a period of 150 days from the last date of bid submission.

17.2. In exceptional circumstances when Notification /Empanelment is not issued, the SECI may solicit the Bidder's consent to an extension of the period of validity. The request and the responses thereto shall be made in writing. A Bidder granting the request will neither be required nor permitted to modify its Bid in any manner.

18. DEFAULT IN CONTRACTS OBLIGATION

In case of any default or delay in performing any of the contract obligation, SECI reserves the right to recover the actual damages/loss from the successful bidder.

In addition to above clause, SECI may, without prejudice to any other remedy for breach of contract, by written notice of default sent to the Successful Bidder, terminate the Contract in whole or part as following.

- if the Successful Bidder fails to deliver any or all of the Work as required by SECI.
- if the Successful Bidder fails to perform any other obligation(s)/duties under the Contract

If the Successful Bidder, in the judgment of SECI has engaged in corrupt or fraudulent practices in competing for or in executing the Contract.

19. DEVIATIONS

The bidder should clearly read and understand all the terms and conditions, specifications, etc. mentioned in the original bid documents. If the bidder has any observations, the same may be indicated in his forwarding letter along with the bid. Bidders are advised not to make any corrections, additions or alterations in the original bid documents. If this condition is not complied with, bid liable to be rejected.

20. WITHDRAWAL OF BIDS

No bid can be withdrawn after Techno commercial Bid Opening date during bid validity period. Submission of a bid by a bidder implies that he had read all the bid documents including amendments if any, and has made himself aware of the scope and specifications of the job to be done, local conditions and other factors having any bearing on the required job.

21. CLARIFICATIONS OF THE BIDS

To assist the examination, evaluation and comparison of the bids, SECI may at his discretion ask the bidders for any clarifications as considered essential. All such correspondence shall be in writing and no change in price or substance of the bid shall be either sought or permitted. Above clarification and their response shall form part of the bid and shall be binding on the bidder.

22. RIGHT TO WITHDRAW THE BID DOCUMENT AND TO REJECT ANY TECHNO COMMERCIAL BID/PRICE PROPOSAL

22.1 This Bid Document may be withdrawn or cancelled by the SECI at any time without assigning any reasons thereof. The SECI further reserves the right, at its complete discretion,

to reject any or all of the Bids without assigning any reasons whatsoever and without incurring any liability on any account.

22.2 The SECI reserve the right to interpret the Bid submitted by the Bidder in accordance with the provisions of the bid Document and make its own judgment regarding the interpretation of the same. In this regard the SECI shall have no liability towards any Bidder and no Bidder shall have any recourse to the SECI with respect to the selection process. SECI shall evaluate the Bids and its decision in this regard shall be final and binding on the Bidder.

22.3 SECI reserves its right to vary, modify, revise, amend or change any of the terms and conditions of the Bid before submission. The decision regarding acceptance of bid by SECI will be full and final.

23. ZERO DEVIATION

This is a ZERO Deviation Process. Bidder is to ensure compliance of all provisions of the Bid Document and submit their Techno Commercial and Price Proposal accordingly. Bids with any deviation to the bid conditions shall be liable for rejection.

24. CANVASSING

No bidder is permitted to canvass to SECI on any matter relating to this bid. Any bidder found doing so may be disqualified and his bid may be rejected.

25. RIGHT OF ACCEPTANCE/REJECTION OF BIDS

SECI reserves the right to accept, split, divide, cancel or reject any bid or to annul and reject all bids at any time prior to the notification/intimation to the successful bidders without incurring any liability to the affected bidders or any obligation to inform affected bidder, the grounds of such action. If the bid of the bidder, as individual or as a partner of partnership firm, expires after the submission of his bid but before intimation of empanelment, the SECI shall deem such bid as invalid.

26. TERMINATION OF CONTRACT

- 26.1 If it is found that the quality of works carried by the bidder and /or the services rendered are unsatisfactory or that the bidder has violated any terms and conditions of the contract and agreement, then in that event, the SECI will be entitled to terminate this contract at any time without assigning any reasons whatsoever.
- 26.2 If at any stage during the period of the contract any case involving moral turpitude is instituted in a Court of Law against the contractor or his employees. The Corporation reserves the exclusive and
- 26.3 Special right to the outright termination of the contract and the contractor shall not be entitled to any compensation from the company whatsoever.

27 APPLICABLE LAW

The Contract shall be interpreted in accordance with the laws of the Union of India. **Only Delhi Courts shall have exclusive jurisdiction in all matters pertaining to this Bid related to all Legal/Arbitration matters.**

28 SETTLEMENT OF DISPUTES

All disputes and differences of any kind whatsoever arising out of or in connection with the contract, whether during the progress of the works or after their completion and whether before or after the determination of the contract shall be referred by the Contractor to the owner and the owner shall within a reasonable time after their presentation made and notify decisions thereon in writing. The decisions, directions, classification, measurements, drawings and certificates with respect to any matter the decision of which is specially provided for by these or other special conditions, given and made by the owner or by the Controlling Officer/Officer-in-charge on behalf of the owner, are matters

which are referred to hereinafter as accepted matters and shall be final and binding upon the Contractor and shall not be set aside on account of any infirmity, omission, delay or error in proceedings, in or about the same or any other ground or for any other reasons and shall be without appeal.

In the event of any dispute or difference between the parties hereto as to the operation of this contract or the respective rights and liabilities of the parties on any matter in question, dispute or difference on any account, or as to the withholding by SECI of any certificate to which the Contractor may claim to be entitled to or if the owner fails to make a decision within a reasonable time, then and in any such case, the Contractor after 30 days of presenting his final claim on disputed matter may demand in writing that the dispute or differences be referred to arbitration. Such demand for arbitration shall specify the matters which are in question, dispute or differences and only such disputes or differences of which the demand has been made and no other, shall be referred to arbitration. Obligations during pendency of arbitration work under the contract, shall unless otherwise directed by the owner/Engineer, continue during the arbitration proceedings and no payment due or payable by the owner shall unless withheld on account of such proceeding, provided however, it shall be open for the arbitrator or arbitrators to consider and decide whether or not such work should continue during arbitration proceedings.

29 ARBITRATION

Matters in question, dispute or differences to be arbitrated upon shall be referred to for decision to a sole arbitrator who shall be nominated person appointed by Management of SECI, whose decision shall be final and binding on the Contractor. The work shall be continued as per programme during the pendency of arbitration.

30 TIME IS ESSENCE OF CONTRACT

Time is essence of contract and no variation in the completion time/Submission of the Reports as per project specific details specified in the bid Document shall be allowed, unless permitted in writing by SECI.

31 FORCE MAJEURE

31.1 For purpose of this clause, "Force Majeure" means an event beyond the control of the contractor and not involving the contractor's fault or negligence and not foreseeable, either in its Sovereign or contractual capacity. Such events may include but are not restricted to Acts of God, wars or revolutions, fires, floods, epidemics, quarantine restrictions and fright

embargoes etc. Whether a “Force majeure” situation exists or not, shall be decided by SECI and its decision shall be final and binding on the contractor and all other concerned.

31.2 In the event that the contractor is not able to perform his obligations under this contract on account of force majeure, he will be relieved of his obligations during the force majeure period. In the event that such force majeure extends beyond six months, SECI has the right to terminate the contract.

31.3 If a force majeure situation arises, the contractor shall notify SECI in writing promptly, not later than 14 days from the date such situation arises. The contractor shall notify SECI not later than 3 days of cessation of force majeure conditions. After examining the cases, SECI shall decide and grant suitable additional time for the completion of the work, if required.

32 LANGUAGE

All documents, drawings, instructions, design data, calculations, operation, maintenance and safety manuals, reports, labels and any other data shall be in English Language. The contract agreement and all correspondence between the SECI and the Bidder shall be in English language.

33. INTIMATION OF CONSULTANT

33.1 SECI will intimate the selected bidder for “Gap Assessment of SECI’s Project Management Practices as per Project Management Maturity Model (PMMM)-Level 3” whose bid have been determined to be successfully qualified after evaluating the laid down Techno Commercial Eligibility Criteria of the Bid document and as demonstrated based on documentary evidence submitted by the Bidder in the Bid.

33.2 SECI will Intimate/notify the successful bidder in writing, through Notification of Award (NOA)"/ “Letter of Intent (LOI)” that his bid has been accepted. The NOA/LOI would be sent in duplicate to the successful bidder who will return one copy to SECI duly acknowledged, signed and stamped by the authorized signatory of the bidder, as an unconditional acceptance of the notification/intimation, **within 14 (fourteen) days** from the date of issue of the notification/intimation letter. The date of commencement of services will be notified to the successful bidder in the NOA/LOI letter issued. No correspondence will be entertained by SECI from the unsuccessful bidders.

33.3 In case the successful bidder fails to acknowledge the acceptance of “Notification of Award (NOA)"/ “Letter of Intent (LOI)” as mentioned above vide above clause, same will be treated as a case of non-responsiveness & default and Owner may take suitable action to get the project successfully executed.

In case of Non-response/acceptance to the NOA by the successful bidder, SECI at its sole discretion may take appropriate actions by annulling the entire Tendering process & further can successfully execute the Tender by Re tendering.

Covering Letter

(The covering letter should be on the Letter Head of the Bidding Company)

Date: _____

Reference No: _____

From: _____ (Insert name and address of Bidding Company)

Tel.#: _____

Fax#: _____

E-mail address# _____

To _____

**Solar Energy Corporation of India Limited
1st Floor, D-3, Wing A, Prius Platinum Building,
District Centre, Saket, New Delhi – 17**

Sub: Response to Bid Document No-----dated ---- for Bid document for
..... at SECI.

Dear Sir,

We, the undersigned [*insert name of the 'Bidder'*] having read, examined and understood in detail the Bid Document hereby submit our response to Bid Document. We confirm that in response to the aforesaid Bid Document, we including have not submitted more than one response to Bid Document including this response to bid Document. We are submitting application for Agency for at SECI.

1. We give our unconditional acceptance to the Bid Document, dated [*Insert date in dd/mm/yyyy*], issued by SECI. In token of our acceptance to the Bid Document, the same have been initialled by us and enclosed with the response to bid Document.
2. We have enclosed Bid Processing Fees of Rs....., in the form of DD/ Bankers Cheque[*Insert DD/Bankers Cheque number*] dated [*Insert date of DD/Bankers Cheque*].
3. We have submitted our response to Bid Document strictly as per (Forms & Formats) of this Bid Document, without any deviations, conditions and without mentioning any assumptions or notes in the said Formats.
4. We hereby unconditionally and irrevocably agree and accept that the decision made by SECI in respect of any matter regarding or arising out of the bid Document shall be binding on us. We hereby expressly waive and withdraw any deviations and all claims in respect of this process.
5. Familiarity with Relevant Indian Laws & Regulations:

We confirm that we have studied the provisions of the relevant Indian laws and regulations as required to enable us to submit this response to Bid Document, in the event of our selection as Successful Bidder.

6. We are enclosing herewith our response to the bid Document with formats duly signed as desired by you in the Bid Document for your consideration.
7. It is confirmed that our response to the Bid Document is consistent with all the requirements of submission as stated in the Bid Document and subsequent communications from SECI.
8. The information submitted in our response to the Bid Document is correct to the best of our knowledge and understanding. We would be solely responsible for any errors or omissions in our response to the Bid Document.
9. We hereby declare that our company has not been debarred / black listed by any Central/State Govt. Ministry or Department/Public Sector company/Government autonomous body.
10. We confirm that all the terms and conditions of our Bid are valid up to _____ (*Insert date in dd/mm/yyyy*) for acceptance (i.e. a period of one hundred fifty (150) days from the last date of submission of tender).
11. Contact Person

Details of the representative to be contacted by SECI are furnished as under:

Name :
Designation:
Company :
Address :
Phone Nos.:
Mobile Nos.:
Fax Nos. :
E-mail address:

12. We have neither made any statement nor provided any information in this Bid, which to the best of our knowledge is materially inaccurate or misleading. Further, all the confirmations, declarations and representations made in our Bid are true and accurate. In case this is found to be incorrect after our selection as Successful Bidder, we agree that the same would be treated as a Seller's event of default.

Dated the _____ day of _____, 20...

Thanking you,

Yours faithfully,

(Name, Designation and Signature of Authorized Person)

Format-II**GENERAL PARTICULARS OF THE BIDDER**

Name of the Consulting Agency/Firm (Bidder)	
Registered Office Address	
Address of the Bidder	
E-mail	
Web site	
Authorized Contact Person(s) with name, designation Address and Mobile Phone No., E-mail address/ Fax No. to whom all references shall be made	
Year of Incorporation	
Have the Bidder/Company ever been debarred By any Govt. Dept. / Undertaking for undertaking any work.	
Bank Details (Name, Account No, IFSC Code)	
PAN No	
Whether the bidder/company is having any conflict of interest from participating in the proposed empanelment	Yes No
GST ID (Proof to be submitted – GST No acknowledgement OR Email from GoI)	
GSTN Address	

(Signature of Authorized Signatory)

FORMAT-V**Format for Financial Bid****“Selection of Consultant Gap Assessment of SECI’s Project Management Practices as per Project Management Maturity Model (PMMM)-Level 3”**

To

**Sh. Sanjay Sharma, General Manager (C&P/Solar), Solar Energy Corporation of India,
1st floor, Wing A, Prius Building, D – 3, District Centre, Saket, New Delhi – 17,**

Dear Sir,

We have understood the instructions and the terms and conditions mentioned in the RFP Document and have thoroughly examined the RFP Document and are fully aware of the scope of work required. We are hereby submitting our “Financial Proposal” as per prescribed format.

Sl. No.	Category	Total in Rupees	Remarks																								
1.	Remuneration to Experts/staff justified for the proposed manpower																										
	<table> <tr> <th>Expert</th><th>Manday Input (days)</th><th>Manday Rate (Rs./day)</th><th>Total (Rs.)</th></tr> <tr> <td>Team – Leader</td><td></td><td></td><td></td></tr> <tr> <td>Policy & Regulatory</td><td></td><td></td><td></td></tr> <tr> <td>Technical</td><td></td><td></td><td></td></tr> <tr> <td>Financial</td><td></td><td></td><td></td></tr> <tr> <td>Total</td><td></td><td></td><td></td></tr> </table>	Expert	Manday Input (days)	Manday Rate (Rs./day)	Total (Rs.)	Team – Leader				Policy & Regulatory				Technical				Financial				Total					
Expert	Manday Input (days)	Manday Rate (Rs./day)	Total (Rs.)																								
Team – Leader																											
Policy & Regulatory																											
Technical																											
Financial																											
Total																											
2.	Documentation Cost																										
3.	Tax Liabilities GST (as applicable)																										
	Total in Figures																										
	Total Financial Proposal inclusive of all taxes in Figures																										
	Total Financial Proposal inclusive of all taxes in Words																										

For and on behalf of:

Signature:

(Authorized Signatory) Name of the Person:

Designation:

NOTE

- a) The bidder has to quote in the prescribed price bid format only. Quoting in any other manner will summarily be liable for rejection.
- b) Tender with over written or erased, illegible rate or rates not shown in figures and words will be liable for rejection.
- c) The offer should be valid for a period of 150 days from the last date of submission of tender, failing which the tender will be liable for rejection.
- d) All Goods & Service Tax (GST) components [applicable for both Centre and state] payable by the Contractor under the Contract, or for any other cause, shall be mentioned as per the Price bid format mentioned at Format-V.
- e) Prices quoted by the Bidder, shall remain FIRM and Fixed and valid until completion of the Contract and will not be subject to variation on any account.
- f) In case of any variation (positive/ negative) in existing rates of taxes/ duties/ levies or a new tax/ duty/ levy is introduced or any existing tax/ duty/ levy is abolished or application of any Tax in the course of the performance of this Contract, which will/ may impact the overall pricing in connection with performance of the Contract, an equitable adjustment of the Contract Price shall be made to factor any such change by addition to the Contract Price or deduction therefrom, as the case may be.
All these adjustments would be carried out by considering the base price of taxes equivalent to the amount mentioned under taxes and duties column of the price bid format.
- g) Payment will be made against Invoice on completion of the Certification Audit and no advance payment will be allowed.
- h) Variation in taxes, duties, levies etc. after award of job but within the Time schedule as mentioned in TENDER shall be to the account of SECI. Any variation in taxes, duties, levies etc. beyond Time schedule shall be to BIDDER's account. In case of statutory variation in GST during currency of the Contract, the Contractor shall submit a copy of the 'Government Notification' to evidence the rate as applicable on the date of submission of Bid and on the date of revision. Claim for payment of GST / Statutory variation in GST, should be raised within two [02] months from the date of issue of 'Government Notification' for payment of differential (in %) GST, otherwise claim in respect of above shall not be entertained for payment of arrears.

Format for Technical Bid

“Selection of Consultant Gap Assessment of SECI’s Project Management Practices as per Project Management Maturity Model (PMMM)-Level 3”,

To

Sh. Sanjay Sharma, General Manager (C&P/Solar), Solar Energy Corporation of India Limited, 1st floor, Wing A, Prius Building, D – 3, District Centre, Saket, New Delhi – 17,

Dear Sir,

We have understood the instructions and the terms and conditions mentioned in the RFP Document and have thoroughly examined the RFP Document and are fully aware of the scope of work required.

We are hereby submitting our “Technical Bid” as per prescribed format:-

S.NO.	ITEMS	PARTICULARS
1	NAME OF THE CONSULTANT	
	NAME OF THE AUTHORISED REPRESENTATIVE OF THE CONSULTANT	
	TELEPHONE NUMBER	
	FAX No.	
	EMAIL	
	ADDRES OF THE CONSULTANT/ FIRM	
	STATUS OF THE FIRM, OWNERSHIP, IF REGISTERED SOCIETY, ENCLOSE MEMORANDUM OF ASSOCIATION	
2	MAN POWER AVAILABLE (GIVE DETAILS) QUALIFICATION AND EXPERIENCE ETC OF KEY PERSONNEL.	
3	AVAILABLE INFRASTRUCTURE	
4	AREA OF CORE COMPETANCE (If needed attach separate sheet)	
5	DETAILS OF MAJOR ASSIGNMENTS UNDERTAKEN OF A SIMILAR NATURE IN THE BROAD CATEGORIES:	
	<ul style="list-style-type: none">• Experience of working with Govt. Agencies /PSUs/JVCs of PSUs/Subsidiaries of PSUs• Preparation/Review and assessment of PMMM level 3 or above/equivalent assignment of similar nature in last three years.	

6	<p>ACTION PLAN & METHODOLOGY OF PROPOSED WORK (If needed attach separate sheets) WHICH INCLUDES THE FOLLOWING:-</p> <ul style="list-style-type: none"> (i) INPUTS REQUIRED FOR UNDERTAKING STUDY FROM STAKEHOLDERS. (ii) MINIMUM NUMBER OF TRAINED STAFF, WHICH WILL BE FULL TIME ENGAGED FOR THIS STUDY AT THE FIELD LEVEL. (iii) NUMBER OF SUPERVISORY AND OTHER TECHNICAL STAFF, WHICH WILL BE ENGAGED IN THE DESIGN OF THE STUDY AND ANALYSIS OF DATA. 	
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For and on behalf of:

Signature:

(Authorized Signatory)

Name of the Person:

Designation:

Any additional information not mentioned hereinabove but seems relevant with respect to development of solar PV project

Format-VII

Format for Turnover for last 03 (Three) financial years

(i.e. Current financial year up to date of submission of bid & 3 preceding financial years)

S No	Financial Year	Turnover	Remarks
1	2015-16		
2	2016-17		
3	2017-18		

In addition to the above, the Bidder has to submit the following documents / information:

- i) Copy of audited balance sheet(s) for last 3 Financial Years ending on 31st March 2018
- ii) In case where audited results for the last preceding financial year are not available, certification of financial statements from a practicing Chartered Accountant shall also be considered acceptable, provided the bidder provides the detailed Financial Statements certified by the Management of the company

Date:

Signature of Chartered
Accountant with Seal

Seal and Signature of Bidder

Witnesses:

"NO DEVIATION" CONFIRMATION

To,

M/s SOLAR ENERGY COPORATION OF INDIA LIMITED

SUB:

BID NO:

Dear Sir,

We understand that any 'deviation / exception' in any form may result in rejection of Bid. We, therefore, certify that we have not taken any 'exception / deviation' anywhere in the Bid and we agree that if any 'deviation / exception' is mentioned or noticed, our Bid may be rejected.

Place:

Date:

[Signature of Authorized Signatory of Bidder]

Name:

Designation:

Seal:

E-Banking Mandate Form
(To be issued on Bidder letter head)

1. Vendor/customer Name :
2. Vendor/customer Code:
3. Vendor /customer Address:
4. Vendor/customer e-mail id:
5. Particulars of bank account
 - a) Name of Bank
 - b) Name of branch
 - c) Branch code:
 - d) Address:
 - e) Telephone number:
 - f) Type of account (current/saving etc.)
 - g) Account Number:
 - h) RTGS IFSC code of the bank branch
 - i) NEFT IFSC code of the bank branch
 - j) 9 digit MICR code

I/We hereby authorize Limited to release any amount due to me/us in the bank account as mentioned above. I/We hereby declare that the particulars given above are correct and complete. If the transaction is delayed or lost because of incomplete or incorrect information, we would not hold the SECI responsible.

(Signature of vendor/customer)

POWER OF ATTORNEY

(To be on non-judicial stamp paper of appropriate value as per Stamp Act relevant to place of execution.)

Power of Attorney to be provided by the Bidding Company in favour of its representative as evidence of authorized signatory's authority.

Know all men by these presents, We
(name and address of the registered office of the Bidding Company as applicable) do hereby constitute, appoint and authorize Mr./Ms. (name & residential address) who is presently employed with us and holding the position of as our true and lawful attorney, to do in our name and on our behalf, all such acts, deeds and things necessary in connection with or incidental to submission of our Bid in response to the NIT No dated issued by **Solar Energy Corporation of India Limited (SECI), New Delhi** including signing and submission of the Bid and all other documents related to the Bid, including but not limited to undertakings, letters, certificates, acceptances, clarifications, guarantees or any other document which the SECI may require us to submit. The aforesaid Attorney is further authorized for making representations to the Solar Energy Corporation of India Limited, New Delhi and providing information / responses to SECI, New Delhi representing us in all matters before SECI, New Delhi and generally dealing with SECI, New Delhi in all matters in connection with Bid till the completion of the bidding process as per the terms of the above mentioned NIT.

We hereby agree to ratify all acts, deeds and things done by our said attorney pursuant to this Power of Attorney and that all acts, deeds and things done by our aforesaid attorney shall be binding on us and shall always be deemed to have been done by us. All the terms used herein but not defined shall have the meaning ascribed to such terms under the NIT.

Signed by the within named

..... **(Insert the name of the executant company)**

through the hand of Mr.duly authorized by the Board to issue such Power of Attorney

Dated this day of

Accepted

Signature of Attorney

(Name, designation and address of the Attorney)

Attested

.....

(Signature of the executant)

(Name, designation and address of the executant)

.....

Signature and stamp of Notary of the place of execution

Common seal of has been affixed in my/our presence pursuant to Board of Director's Resolution dated.....

WITNESS

1.

(Signature)

Name.....

Designation

2.

(Signature)

Name.....

Designation

Notes:

The mode of execution of the power of attorney should be in accordance with the procedure, if any, laid down by the applicable law and the charter documents of the executant(s) and the same should be under common seal of the executant affixed in accordance with the applicable procedure. Further, the person whose signatures are to be provided on the power of attorney shall be duly authorized by the executant(s) in this regard.

The person authorized under this Power of Attorney, in the case of the Bidding Company / Lead Member being a public company, or a private company which is a subsidiary of a public company, in terms of the Companies Act, 1956, with a paid up share capital of more than Rupees Five crores, should be the Managing Director / whole time director/manager appointed under section 269 of the Companies Act, 1956. In all other cases the person authorized should be a director duly authorized by a board resolution duly passed by the Company. Also, wherever required, the executant(s) should submit for verification the extract of the chartered documents and documents such as a Board resolution / power of attorney, in favour of the person executing this power of attorney for delegation of power hereunder on behalf of the executant(s)

List of Banks

1. SCHEDULED COMMERCIAL BANKS	2. OTHER PUBLIC SECTOR BANKS
SBI AND ASSOCIATES	1. IDBI Bank Ltd.
1. State Bank of India	3. FOREIGN BANKS
2. State Bank of Indore	1. Bank of America NA
	2. Bank of Tokyo Mitsubishi UFJ Ltd.
	3. BNP Paribas
	4. Calyon Bank
	5. Citi Bank N.A.
	6. Deutsche Bank A.G
NATIONALISED BANKS	7. The HongKong and Shanghai Banking Corpn. Ltd.
1. Allahabad Bank	8. Standard Chartered Bank
2. Andhra Bank	9. Societe Generale
3. Bank of India	10. Barclays Bank
4. Bank of Maharashtra	11. Royal Bank of Scotland
5. Canara Bank	12. Bank of Nova Scotia
6. Central Bank of India	13. Development Bank of Singapore (DBS, Bank Ltd.)
7. Corporation Bank	14. Credit Agricole Corporate and Investment Bank
8. Dena Bank	4. SCHEDULED PRIVATE BANKS
9. Indian Bank	1. Federal Bank Ltd.
10. Indian Overseas Bank	2. ING Vysya Bank Ltd.

11. Oriental Bank of Commerce	3. Axis Bank Ltd.
12. Punjab National Bank	4. ICICI Bank Ltd.
13. Punjab & Sind Bank	5. HDFC Bank Ltd.
14. Syndicate Bank	6. Yes Bank Ltd.
15. Union Bank of India	7. Kotak Mahindra Bank
16. United Bank of India	8. IndusInd Bank Ltd
17. UCO Bank	9. Karur Vysya Bank
18. Vijaya Bank	10. IDFC
19. Bank of Baroda	11. RBL
	12. South Indian Bank

The Bank Guarantees (PBG/ EMD) issued by any Scheduled Commercial Banks as per RBI shall be acceptable