

MANGALORE ELECTRICITY SUPPLY COMPANY LIMITED

(A Government of Karnataka Undertaking)

Corporate Identification Number(CIN):U40109KA2002SGC030425

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No: MESCOM/TECH/DSM/1/2023-TECH/I/36618/2023
Encl: 2 sheet

Date: 09/02/2023

Letter of Enquiry

Sub: Availing services of Energy Manager in MESCOM - reg

- Ref:**
1. Gazette of Notification dated: 06.10.2021 of Bureau of Energy Efficiency, New Delhi.
 2. PAT notification no: S.O.4552 (E) dated:26.09.2022

MESCOM requires services of an **Energy Manager** for conducting Periodic Energy Accounting, preparation & submission of reports under PAT VII cycle and other works which are to be mandatorily verified and certified by Energy Manager as specified below; Please quote your lowest offer (FIRM prices) inclusive of GST duly indicating the breakup of the same. If GST is not mentioned, the rates will be treated as inclusive of GST in case of registered firms. **You are also requested to submit the self-attested acceptance for the General Terms and Conditions/Scope of Work attached with this letter.**

Particulars	Last date of receipt of quotation	Desired Delivery	Consignee details
Services of an Energy Manager for conducting Periodic Energy Accounting, preparation & submission of reports under PAT VII cycle and other works for the attached scope of work.	16.02.2023	As per the Time Schedule in General Terms and Conditions/Scope of Work	Superintending Engineer (Ele) (Tech), Corporate Office, MESCOM, Mangaluru Contact person: 9448289406 Email id: semescom@gmail.com

- **EMD: Rs.10,000/-** shall be furnished along with the quotation without fail, EMD in the form of D.D drawn in favour of Chief Financial Officer, MESCOM, Mangaluru. Quotation without EMD is liable for rejection without further notice.
 - ✓ EMD paid by the unsuccessful Bidders will be returned as soon as possible after finalization of contract.
 - ✓ EMD of the successful Bidder will be refunded on award of contract and after security deposit is furnished.
 - ✓ The deposit towards EMD shall not carry any interest.

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- **EMD will be Forfeited:**
 - ✓ If a Bidder withdraws/modifies its bid during the period of contract;
 - ✓ In case of a successful Bidder, if the Bidder fails to sign the Contract or if the Bidder fails to furnish the Security Deposit.
- **Security Deposit:** 3% of the contract value by Demand Draft/Bank Guarantee shall be submitted by successful bidder.
 - ✓ In case the bidder fails to furnish the required Security Deposit within the prescribed time, MESCOM reserves the right to cancel the LOI/Work Award, forfeit the EMD.
 - ✓ Security deposit will be refunded without any interest after successful completion of the Contract and acceptance of reports by BEE.
- The offers of such firms who do not meet the requirements of General Terms and Conditions/Scope of Work will be rejected without any correspondence.

- Note:**
1. Vendors belonging to SC, ST, OBC and minority categories are required to furnish certificate issued by Revenue Authorities for considering purchase preference as per the Govt Order No: SWD34BCA 2004, Bangalore date 10.03.2005.
 2. Please provide GSTIN number along with the quotation. The firms which are not registered under GST, shall furnish the self declaration for the same.


Superintending Engineer (Ele)(Tech),
MESCOM, Mangaluru

General Terms and Conditions / Scope of Work

MESCOM requires services of an Energy Manager for conducting Periodic Energy Accounting, preparation & submission of reports under PAT VII cycle and other works which are mandatorily verified and certified by Energy Manager. **However, this does not constitute any form of employment/obligation on MESCOM to give employment. It is merely service of Energy Manager which shall be provided**

The detailed scope of work and General Terms and Conditions are as below;

✓ **General Terms and Conditions;**

1. Energy Manager having professional experience of not less than five years and shall furnish relevant document for having experience of five years. Shall furnish the certificate issued by BEE for being an Energy Manager which shall be valid throughout the contract.
2. Contract period: **1 year** from the date of award which may be extended further for a period not exceeding 1 year at the discretion of MESCOM on need basis and on mutual consent.
3. Energy Manager will be the part of the Central Energy Accounting and Audit Cell of MESCOM as per Gazette Notification dated 06.10.2021.
4. **Manner of submission of reports as per BEE gazette notification dated:06.10.2021**
 - a) Periodic energy accounting reports: **3rd quarter and 4th quarter of FY-23 and 1st quarter, 2nd quarter and 3rd quarter of FY-24.** The said reports (signed copy) shall be submitted within the stipulated timeframe given by BEE with due verification as per the BEE guidelines.
 - b) Annual Energy Audit Report: Shall assist Accredited Energy Auditor in Annual Energy Audit for FY-23.
5. **Verification and submission of certified reports related to PAT VII and all the other works which are mandatorily to be verified and certified by Energy Manager.**
6. **Cost of services:** Proposal to be submitted in Indian Rupees inclusive of all taxes duties and any other charges (Breakup of cost i.e. quoted amount, taxes etc., to be mentioned)
7. **Payment Clause:** MESCOM will arrange payment on prorata basis against submission of certified periodic energy accounting report. However, if any clarification/modification intimated by BEE shall be taken into consideration and shall submit the revised reports without any extra cost to MESCOM. For arranging payment, the following document will have to be furnished by the bidder:
 - i. Tax Invoice comprising of "MSME UNIT" tag line if applicable, GSTIN of the Bidder and MESCOM (29AADCM7029H1ZA) duly indicating the IGST, SGST & CGST separately in duplicate, stamped and pre-receipted.
 - ii. The arrangement for payment of "Tax Amount" will be made only after the Invoice details of the respective month are uploaded in GSTR-1 by the Bidder.
8. **Penalty:** In case the work is not completed within the period stipulated in the award, BIDDER shall be liable to pay at the discretion of the MESCOM as the case may be, penalty to the MESCOM at ½ % per week, subject to a maximum of 10% reckoned on the contract value of such complete portion or section of the work which could not be brought into commission due to any part thereof not

having been completed in time, subject to force majeure condition. Otherwise it should be as specifically noted in the time schedule.

✓ **Scope of Works:**

1. Works as per Gazette notification dated:06.10.2021

- **Intervals of time for conduct of Periodic Energy Accounting:** ensure that all feeder wise, circle wise and division wise periodic energy accounting shall be conducted by the energy manager of the electricity distribution MESCOM for each quarter of the financial year.
- **Manner of annual energy audit and periodic energy accounting:**
Every annual energy audit and periodic energy accounting under the regulations of Gazette Notification shall be conducted in the following manner, namely;
 - a) Verification of existing pattern of energy distribution across periphery of electricity distribution MESCOM; and
 - b) Verification of accounted energy flow submitted by electricity distribution MESCOM at all applicable voltage levels of the distribution network
 - i. Energy flow between transmission and 66kV/33kV/11kV incoming distribution feeders;
 - ii. Energy flow between 66kV/33kV outgoing and 11kV/6.6kV incoming feeders;
 - iii. Energy flow between 11kV/6.6kV feeders and distribution transformers, or high voltage distribution system;
 - iv. Energy flow between distribution transformers, or high voltage distribution system to end-consumer, including ring main system;
 - v. Energy flow between Feeder to end-consumer and
 - vi. Energy flow between 66/33/11kV directly to consumer.
- **Prioritization and preparation of action plan: -**
 - 1) The annual energy audit report submitted by accredited energy auditor in consultation with the nodal officer and periodic energy accounting report submitted by energy manager of the electricity distribution MESCOM shall include following activities, namely:-
 - I. Data collection and verification of energy distribution-
 - a) Monthly energy consumption data of consumers and system metering from electricity distribution MESCOM at following voltage levels-
 - i. 33/66/110kV levels, including 33/66/110kV feeders and sub-stations;
 - ii. 11kV levels, including 11kV feeders and distribution sub-station;
 - iii. 440 V level, including Distribution Transformers and low tension consumers;
 - b) Input energy details, for all metered input points;
 - c) Boundary meter details;
 - d) Source of energy supply (e.g. electricity from grid or self-generation), including generation from renewables.
 - e) Review of the current consumption practices in order to identify the energy loss in the system;
 - II. Data verification, validation and correction-
 - a) A monitoring and verification protocol to quantify on annual basis the impact of each measure with respect to energy conservation and cost

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- reduction for reporting to Bureau and the concerned State designated agency;
- b) Verification and correction of input energy, taking into account the following-
 - i. Recorded system meter reading by metering agency;
 - ii. All the input points of transmission system;
 - iii. Details provided by the transmission unit;
 - iv. Relevant records at each electricity test division for each month;
 - v. Recorded meter reading at all export points (where energy sent outside the State is from the distribution system); and
 - vi. System loading and corresponding infrastructure
 - c) Energy supplied to Open Access Consumers which is directly purchased by Open Access Consumers from any bidder other than electricity distribution MESCOM; and
 - d) Verify and validate the system metering data provided by metering agency through random field visit (particularly for data irregularity)

Further, Energy Manager shall abide to requirement as per Gazette of Notification dated 06.10.2021 of BEE or any further amendments, directions and shall coordinate with BEE, KREDL and PCKL in submitting the Energy Accounting reports. Also shall assist Accredited Energy Auditor in submission of Annual Energy Audit report.

- 2. All the works related to PAT VII as per notification no: S.O.4552 (E) dated:26.09.2022 and submission of submission of certified formats as per PAT guidelines.
- 3. All other works which are mandatorily to be verified and certified by Energy Manager.

