



MANIPUR STATE POWER DISTRIBUTION COMPANY LIMITED

(Regd. Office : 3rd Floor, New Directorate Building, near 2nd MR Gate

Imphal – Dimapur Road, Imphal, Manipur)

CIN: U40101MN2013SGC008343

EXPRESSION OF INTEREST (EOI)

Imphal, Dated: ... 20th ... May, 2022

No. 2/204(TUTP-MYTP)/2022-MSPDCL-TECH/265-70 : Manipur State Power Distribution Company Limited (MSPDCL), a Government of Manipur entity / Public Sector Undertaking, invites sealed EOI from the reputed Consultancy Firm / Agencies to provide “**Professional Services for preparation of true-up tariff petition and Multi Year Tariff Petition**”, to be filed before JERC-MM, and corresponding support to MSPDCL. The Tender documents and Price Bids Formats are available on the website www.manipurenders.gov.in. The Technical bid is to be submitted in hard copy (for verification) in sealed covered envelope at MSPDCL Corporate office and the Technical and Financial/Price bids are required to be uploaded on-line in e-tender website www.manipurenders.gov.in before the last date of submission of tender. The summary of the important dates is given below.

Tender specification No: 215/2/2022

Particulars:

(A) EOI for Engagement of Consultants for providing Assistance to the Company in preparation of True up proposal (FY 2015-16 to FY 2020-21) to be filed before Hon’ble JERC M&M

(B) EOI for Engagement of Consultants for providing Assistance to the Company in preparation of Multi Year Tariff proposal (FY 2023-24 to FY 2025-26) to be filed before Hon’ble JERC M&M

Details	Date	Time
Late Date for submission of Technical & Financial Bids (online) and also submission of Technical Bids in Hard Copy (for verification)	10/06/2022	11.00 AM
Date of opening of Technical Bids	10/06/2022	2.00 PM
Date of opening of Financial Bids	15/06/2022	2.00 PM



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The Intending Tenderers / Firms should satisfy the following conditions:

1. Eligibility & Qualifying Criteria

1.1 This tender is open to reputed Consultancy Firm / Agencies having a valid Pan Number and valid GST registration, who meet the requisite qualifying requirements stipulated hereunder subject to submission of satisfactory evidences thereof. However, Consortiums of Firms are not eligible.

1.2. TECHNICAL QUALIFYING REQUIREMENTS:

- 1.2.1 The bidder must have adequate Technical and financial aspects of power sector -generation, transmission and distribution and have the capabilities to carry out the task as per scope of work.
- 1.2.2 The bidder shall be well acquainted with the working of State Distribution Licensees, State Electricity Regulatory Commissions.
- 1.2.3 Linkage of assignment with financial analysis & accounting and tariff determination of public utilities and analysis of regulatory policies / present regulatory framework and keep itself informed on the amendment/guidelines of the commission/government.
- 1.2.4 The bidder shall be well versed with Central/State Govt. Statute, regulations relating to power sector, tax, finance and cost related aspects, and possesses considerable experience in development of retail tariffs for Electricity Utilities.
- 1.2.5 The bidder shall have experience of 3 (three) ARR and tariff petition preparation for Power Distribution Companies in last 3(Three) years. The experience is to be supported by Work Orders along with Completion Certificates. The Consultant shall also have experience of review of three ARR and tariff applications from SERC side for power distribution companies in last three years. The experience is to be supported by Work Orders along With Completion Certificates
- 1.2.6 The majority of the key professional staff proposed must be regular employees of the firm(s). No alternative of key professional staff may be proposed.
- 1.2.7 Minimum Average Annual Turnover (MAAT) of the Firm/ Consultancy Organisation from consultancy operation in India should be at least Rs.10 Crores over the past 3years. Audited balance sheet duly certified by the chartered accounts shall invariably be furnished with the tender documents.



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- 1.2.8 The Bidder should be registered in India with appropriate statutory authorities as required under law. Copies of all such registration papers including PAN, GST, Certificate of Incorporation etc. must be enclosed.
- 1.2.9 The Bidder should not have any conflict of interest in carrying out any part of scope of work as per the RFP at the time of bidding (submission date of bids).
- 1.2.10 Preference will be given to bidders having experience in working in power sector related projects in the state of Manipur for Central / state Government.

2. PROPOSAL SHOULD BE ACCOMPANIED BY :

- 2.1 **Cost of Tender : Rs. 10,000/- (non refundable)** for NIT in the form of Bank Draft/Banker Cheque payable at a branch of Nationalised/Scheduled Bank in Imphal in favour of the **Managing Director, MSPDCL** and should be submitted along with Tender.
- 2.2. **Earnest Money** of Rs.50,000/- in the form of Fixed Deposit Receipt/Bank Draft/ Banker Cheque payable at a branch of Nationalised / Scheduled Bank in Imphal duly pledged in favour of the **Managing Director, MSPDCL**. Original copies of Cost of Tender should be submitted on or before the date of opening of Tender. Offers without cost of Tender paper & required Earnest Money will be rejected.

Information for Bidders

3. The Client

- 3.1 The name of the client is : Manipur State Power Distribution Company Ltd. (MSPDCL)
- 3.2 Manipur State Power Distribution Company Limited (MSPDCL), is a deemed distribution licensee in terms of section 14 of the Electricity Act 2003 (hereinafter referred to as the Act), engaged in the business of distribution of electricity in the state of Manipur. In pursuance to the Act, the erstwhile State Electricity Department of Manipur was unbundled into 2 (two) state owned



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functionally independent successor entities: (i) Manipur State Power Company Ltd (MSPCL) a deemed transmission licensee and (ii) Manipur State Power Distribution Company Ltd (MSPDCL) a deemed distribution Licensee w.e.f 1st Feb 2014, by a Gazette notification of the Government of Manipur vide Manipur State Electricity Reforms Transfer Scheme 2013 dated 31st December 2013.

3.3 In exercise of the powers conferred by the Act, the Government of India constituted Electricity Regulatory Commission for the States of Manipur and Mizoram to be known as “Joint Electricity Regulatory Commission for Manipur and Mizoram” (JERC-MM) vide GOI. Gazette (Extra Ordinary) Notification No. 23/3/2002 R&R dated 18/01/2005.

3.4 In exercise of the powers vested under section 62 read with section 64 of the Electricity Act 2003 and Regulation 16 JERC for M&M (Multi Year Tariff) Regulations, 2014 (hereinafter referred to as Tariff Regulations) and other enabling provisions in this behalf, the Commission (JERC-MM) issues tariff orders approving of the ARR and tariffs for supply of electricity in the state of Manipur.

3.5 Further, as per Regulation 10.6(ii) of Tariff Regulations, 2014, the Commission has to undertake true up based on audited accounts and pass an order recording approved aggregate gain or loss on account of controllable factors and the amount of such gain or loss may be shared in accordance with Regulation 13 of Tariff Regulations 2014 and the components of approved cost pertaining to uncontrollable factors which were not recovered during previous years shall pass through as per Regulations 12 of Tariff Regulations 2014. The Commission had issued several ARR and tariff orders time to time. Also, with the tariff orders the Commission has reviewed the provisional true-up and annual performance review.

3.6 In previous tariff petitions, as MSPDCL has not finalised the audited accounts and submitted provisional data with respect to true-up, the Commission had carried out provisional true up as requested by MSPDCL without passing on profit/ loss.

3.7 In this context, MSPDCL intends to engage the reputed Consultancy Firm / Agencies to provide professional services for preparation of true-up tariff petition, to be filed before JERC-MM, and corresponding support to MSPDCL. The details are covered under scope of work.



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4. SCOPE OF WORK

A. True up of past years of MSPDCL (FY 2015-16 to FY 2020-21)

- Study the audited account statements of MSPDCL from FY 15-16 to FY 20-21
- Study the relevant JERC regulations for truing up and past orders for provisional true ups and Annual Performance Reviews for the past years
- Prepare the truing up petitions in line with the JERC regulations and past orders for past years based on present availability of audited account statements
- Preparation of financial models for computation of ARR and true up gaps
- Preparation of draft true up petitions of past years for approval from MSPDCL for further filing to JERC
- Support in providing additional information or clarification sought by JERC on the true up petitions
- Support in providing responses to the objections raised by consumers/stakeholders on the true up petitions
- Support to MSPDCL staff during public hearing and admission hearing conducted by JERC on queries of JERC and for making presentations on petitions
- Analysis and review of order passed on true up petition by JERC

B. MYT PETITION OF FY 2023-24 to FY 2027-28

- Study the relevant JERC regulations and past orders for business plan and MYT tariff determination
- Collection of relevant data for past years and plan for future years from an assigned nodal officer of MSPDCL
- Prepare the MYT petitions in line with the JERC regulations and past orders for past years based on the actual of past years and business plan of MSPDCL and other suitable assumptions in discussion with MSPDCL
- Preparation of financial models for computation of ARR of FY 23-24 to FY 25-26 which includes making projections for future years expenditure and revenue



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- Preparation of draft MYT petitions for approval from MSPDCL for further filing to JERC
 - Support in providing additional information or clarification sought by JERC on the MYT petitions
 - Support in providing responses to the objections raised by consumers/stakeholders on the MYT petitions
 - Support to MSPDCL staff during public hearing and admission hearing conducted by JERC on queries of JERC and for making presentations on petitions.
5. The Bids submitted without the Cost of Tender and EMD shall be summarily rejected and the EMD of the successful Bidder will be discharged upon the bidder's acceptance of the award of work satisfactorily and furnishing of the Security Deposit.
6. Security Deposit : Within 25(twenty five) days of the notification of contract award, the Firm should furnish Security Deposit of 3% of the Contract value from a Nationalized Bank/Schedule Bank having its branch at Imphal in favour of the Managing Director, MSPDCL. The Security Deposit would be valid till the completion of the assignment or any such extended period as decided by the MSPDCL.
7. The Firm shall submit only one proposal. If a Consultant submits or participates in more than one proposal, such proposals shall be disqualified.
- 8. TASK OUTPUTS AND DELIVERABLES:**
- 8.1 The following physical outputs for True-up petition to be delivered to the MSPDCL
- (a) Draft True up Petition to be submitted by within 20 days after receive of work order along with soft copy and also model of the soft copy in Excel format
 - (b) Queries/Clarifications/Additional Information/ Data required by the Commission on the true-up proposal till JERC finalises its Order.
 - (c) Preparation of the response to the objections from consumers and support during the public hearing process.
 - (d) Note & Presentation on the tariff Order passed by JERC
- 8.2 The following physical outputs for MYT petition to be delivered to the MSPDCL
- a) Draft MYT Petition to be submitted by 1st Nov, 2022 along with soft copy and also model of the soft copy in Excel format
 - b) Queries/Clarifications/Additional Information/ Data required by the Commission on the MYT proposal till JERC finalises its Order.



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- c) Preparation of the response to the objections from consumers and support during the public hearing process.
- d) Note & Presentation on the tariff Order passed by JERC

9. METHOD OF SELECTION OF THE BIDDERS :

- i. The method of selection is: QCBS (Quality & Cost Based System).
- ii. The evaluation of bids shall be done by a committee as may be constituted by the corporate.
- iii. **Technical Evaluation:** The Technical evaluation will be done on criteria with maximum marks of 100 for each factor of the criteria shall be as follows: -

Sr. No	Particulars	Marks
1	Relevant credentials of the firm in MYT / true up tariff determination in the last 5 years by power distribution companies (Filing of MYT tariff petitions or true up petitions) 2 marks for each relevant assignment subject to maximum of 40 marks	40
2	Experience of the firm in working with power sector in North Eastern India 3 marks for 1 assignment successfully completed in last 5 years subject to maximum of 15 marks	15
3	Experience of the firm working on regulatory aspects in power sector in Manipur in the last 10 years 5 mark for 1 relevant assignment successfully done in the last 10 years subject to a maximum of 10 marks	10
4	Suitability of CVs proposed for the assignment The CVs of 1 project manager and 1 key team members responsible for project delivery, to be considered for evaluation. Project Manager – 25 marks Team Member – 10 marks (30% marks for educational background, 50% marks for relevant, experience in tariff filing/MYT and related regulatory work and 20% marks for experience in Manipur and North East India) The project manager should be a B.Tech in Electrical Engineering and preferably M.Tech in	35



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	<p>Electrical Engineering or MBA in Power Management with at least 12 years of experience in power sector consulting in related areas of regulatory and tariff work</p> <p>The team members should be a B.Tech in Electrical Engineering with MBA in Power Management or M.Tech in Electrical Engineering or CA with at least 5 years of experience in power sector consulting in related areas of regulatory and tariff work</p>	
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- iv. The minimum qualifying total score, for the technical bid shall be 70. The financial bids of only those bidders shall be opened whose score is 70 or above in technical bids. After technical evaluation is completed, the Corporation shall inform those consultants whose proposals did not meet the minimum qualifying mark or were considered non responsive to the terms of reference and the financial proposals will be returned unopened after completing the selection process. Selected bidders, who have scored more than qualifying score, shall be informed about the date of opening of financial bids and they may attend the opening of financial bids at the office of MSPDCL.
- v. **Financial Evaluation:** The financial proposals of the technically qualified Consultant will be opened by the Evaluation Committee in presence of those consultants or their representatives whose bids are shortlisted for financial evaluation.
- vi. The proposal with lowest evaluated cost will be given a financial score of 100 and other proposals given financial scores that are inversely proportional to their prices.
- vii. Evaluation of financial bids will lead to selection of consultant after adding of scores in technical and financial proposals with respective weightages, which shall be 80% for technical bid and 20% for financial bid.



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10. TERMS OF PAYMENT :

A. True up of past years of MSPDCL (FY 2015-16 to FY 2020-21)

Sl.No	Payment Milestones	% (percentage of the total amount)
1.	On preparation of the True-up of FY 2015-16 to FY 2017-18 and filing the same before the JERC M&M	15%
2.	On preparation of the True-up of FY 2018-19 to FY 2020-21 and filing the same before the JERC M&M	15%
3.	On acceptance of the True-up of FY 2015-16 to FY 2017-18 and filing the same before the JERC M&M	20%
4.	On acceptance of the True-up of FY 2018-19 to FY 2020-21 and filing the same before the JERC M&M	20%
5.	On conclusion of Public hearing and submission of replies to objection/queries of public & Government	20%
6.	On Issuance of Final Orders & On submission of review report on the Order passed by JERC M&M	10%

B. MYT PETITION OF FY 2023-24 to FY 2025-26

Sl.No	Payment Milestones	% (percentage of the total amount)
1.	On preparation of the MYT Petition of FY 2023-24 to FY 2025-26 and filing the same before the JERC M&M	30%



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2.	On acceptance of the MYT Petition of FY 2023-24 to FY 2025-26 and filing the same before the JERC M&M	20%
3.	On conclusion of Public hearing and submission of replies to objection/queries of public & Government	20%
4.	On Issuance of Final Tariff Order FY 2023-24	20%
5.	On submission of review report on the Order passed by JERC M&M	10%

11. PAYING AUTHORITY :

The **Managing Director**, Manipur State Power Distribution Company Ltd. Shall be the Paying Authority. Bill should be submitted in quadruplicate to the concerned authority for necessary payment.

12. SUBMISSION OF DOCUMENTS :

- (a) The Consultant shall furnish documentary evidence in support of the qualifying requirement stipulated as above.
- (b) Techno-Commercial Bids should be submitted in Hard copy in sealed envelope along with cost of Tender and requisite EMD at MSPDCL Corporate office and Technical and Financial Bids/offer of the Firm should be uploaded on-line at the required bid format available at the website www.manipurtenders.gov.in on or before the last date of submission of Tender.
- (c) The technical bid should be submitted in sealed envelope.
- (d) The technical bid should contain detailed description of the firm, necessary supporting document, previous work experience as per the requirement of the tender, and brief biodata of proposed staffs.
- (e) The Financial bid of Group A (True up of past years of MSPDCL) and Group B (MYT Petition of FY 2023-24 to 2025-26) should be submitted separately in price bid format available in the website www.manipurtenders.gov.in.
- (f) Techno-Commercial Bids should be submitted super scribing Notice Inviting Tender, Tender Specification No., subject of the tender and description of items



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distinctly at the Envelope and addressed to the Executive Director (Tech)/
General Manager(Purchase), MSPDCL

- (g) Contact Person : The address for collecting tender documents, submission of proposal and requesting clarifications is:

General Manager (Purchase)

Manipur State Power Distribution Company Ltd

Secured Building, 3rd Floor, North AOC

Imphal – Dimapur Road, Manipur - 795001

- (h) The Price Bids would not be opened if the Cost of Tender and EMD are not submitted along With the Technical Bids.
- (i) The technical proposal shall not contain any indication about the bid prices in any manner whatsoever. Non-compliance of this provision shall result in the rejection of the bid.
- (j) Clarification of Bids: To assist in the examination, evaluation and comparison of bids, MSPDCL may at its discretion ask any bidder for clarification of his bid including break-up of rates. The request for clarification and the response shall be in writing by Fax or Electronic Mail.
- (k) The available Techno Commercial Bid will be opened and scrutinized by Tender Opening Committee and Financial Bid will be opened for only the eligible Firms. The decision of the Tender Opening Committee will be final.
- (l) Each page of the bid should be numbered and signed by the authorized signatory with the seal of the firm and the forwarding letter must indicate the details of the enclosures attached.
- (m) Proposal and all connected documents and subsequent reports (in case of selection as consultant) should be submitted in ENGLISH only.
- (n) OPENING OF FINANCIAL BID: The shortlisted/ technically qualified bidders will be intimated the time and date of opening of Financial BIDs. The financial bids of the short listed bidders will be opened in presence of the bidders or their authorized representative(s) who wish to be present.
- (o) The financial offer rate shall be "Firm" inclusive of all applicable taxes & GST for completion of the work covered under this tender and the rate offer by the Firm/Company shall be valid for 1 (one) year.



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- (p) If the last date for opening of tenders happens to be a holiday, it will be open on the next working day at the same stipulated time. The Company reserves the right to postpone the date of opening of tender on a situation so arises to warrant its postponement.
- (q) Failure for submission of the completed offer due to poor communications or any other reasons, whatsoever shall not be the responsibility of the Company and no time extension on these grounds shall be allowed.

13. OTHER CONDITIONS :

- (a) The Contract period with the Firm may be extended accordingly as per the requirement of MSPDCL and the rate shall be firm for the whole contract period including the extended period.
- (b) MSPDCL reserves the right to cancel the tender or re-tender or accept/reject the lowest or any other offer without assigning any reason whatsoever and to split the order if required to meet urgency of the work.
- (c) FORFEITURE OF EARNEST MONEY & PERFORMANCE GUARANTEE : It should be clearly understood that in the event of the bidders failing to accept and execute the work order, if it is placed within the validity period of the offer, then the full amount of Earnest Money or Performance Guarantee as applicable will be forfeited and the decision of MSPDCL in this respect will be final and binding on the Bidder.
- (d) Legal Jurisdiction: All disputes relating to this EOI/NIT Will be settled within the legal Jurisdiction of Imphal only..

14. CORRESPONDENCE:

- i) Correspondences subsequent to the placement of this order for any other technical / Commercial points / Clarification should be addressed to the General Manager (Comml), Manipur State Power Distribution Company Ltd. (MSPDCL), Secure Office Complex, 3rd Floor, North AOC, Imphal with a copy to the Managing Director, MSPDCL.
- ii) Nodal Officer for this project monitoring & verification shall be General Manager (Comml), MSPDCL.



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15. AGREEMENT :

An agreement shall be entered into in writing between you and the MSPDCL within 15 (fifteen) working days from the date of receipt of the technically & financially clear order without which no payment shall be made.

16.ACCEPTANCE :

Acceptance of this order implies and includes acceptance of all terms and conditions enumerated in this order. Complete scope of work and the consultant and company contractual obliged are strictly limited to the terms set out in the order. No amendment to the concluded order shall be binding unless agreed to in writing for such amendment by both the parties.

17.DATE OF COMMENCEMENT OF CONTRACT :

The date of commencement of contract shall be effective from the date of acceptance of Order. You are requested to confirm the acceptance of this order at the earliest.

Yours faithfully

(M. Rabi Singh)
General Manager (Purchase)
MSPDCL.

Copy to:

1. The Secretary (Power), GoM for favour of kind information
2. The Managing Director, MSPDCL
3. The Executive Director Tech / Comml, MSPDCL
4. The General Manager (F&A), MSPDCL for inforⁿ & necessary payment
5. The General Manager (Comml), MSPDCL
6. CF & GF