

West Bengal Renewable Energy Development Agency
(An organization of Department of Power and NES Government of West Bengal)
BIKALPA SHAKTI BHAVAN, Plot – J1/10, Block – EP & GP,
Sector – V, Salt Lake City, Kolkata – 700 091

(Domestic competitive bidding)

DETAILED NOTICE INVITING TENDER

NIT No: WBREDA /NIeT-08 /18-19 DTD: 27-11-2018

1.1 Introduction

West Bengal Renewable Energy Development Agency herein after referred to as **WBREDA** invites e-tender (Submission of Bid through **online**) to empanel vendors for setting up of Roof Top Grid Connected Solar PV (GCRTSPV) systems of cumulative capacity 2 MWp in residential, institutional, and social sector as per eligibility in accordance to the Guidelines of MNRE, Government of India and Regulations in the State.

1.1.1 Title of the Work

Empanelment for setting up of Grid Connected Roof Top Solar PV (GCRTSPV) systems of cumulative capacity 2MWp at the customers' premises under Residential/Institutional/ Social sector in West Bengal

1.2 Brief Scope of the Work

Setting up of Grid Connected Roof Top Solar PV (GCRTSPV) systems including five (5) years warranty and comprehensive maintenance in residential, institutional, and social sector on turnkey basis. The scope of work shall include but not limited to the followings:

- (a) Site visit and technical feasibility study at the premises of the prospective beneficiaries
- (b) Preparation of Project Proposal with feasibility study report for individual PV Project on behalf of the customer
- (c) Designing of the system.
- (d) Supply and installation of system
- (e) Final check-up of equipment, installation, testing and commissioning of power plant and putting the system into successful functional operation.
- (f) Providing Project documents and training to the customer
- (g) Preparing commissioning certificate , SoE and documentation as per MNRE GoI.
- (h) Assisting necessary inspection to be carried out by WBREDA official or his any authorized person / organization and MNRE officials as and when required.
- (i) Handing over of power plant in operating and functional condition to the customer
- (j) Providing of post installation services for trouble free operation of the system.

- (k) Fulfilment of warranty obligation as may arise.
- (l) Assisting Customer in the process for obtaining Net Metering Facility from DISCOM.

1.3 Project category

The estimated project costs for the two Project Categories is in accordance with the prevailing Benchmark Costs for the year 2018-19 as notified by MNRE, GoI, vide no. 318/38/2018-GCRT dated 15 June 2018 as follows:

Project Category	System Size Range	Bench Mark Cost (Rs./Wp)
A	5 – 10 kW	60
B	>10 – 100 kW	55

The Central Financial Assistance (CFA) of MNRE Government of India will be provided @ 30 % of the accepted L1 price or the Benchmark Cost mentioned above; whichever is lower, as may be available from the ministry for each Project Category. The CFA may, however, be altered, if MNRE Government of India revises the same.

1.4 Category of customer and extent of CFA

The Category of customer for this project shall be under residential, institutional and social sector, as per eligibility in accordance to the Guidelines of MNRE, Government of India and Regulations in the State.

Category	Coverage of Buildings	Level of Subsidy
Residential	All types of residential buildings	CFA up to 30% of MNRE benchmark capital cost or 30% of the price discovered under the bid – whichever is lower subjected to satisfy the clause no 1.5
Social	Community centers, welfare homes, old age homes, orphanages, common service centers, common workshops for artisans or craftsmen, facilities for use of community, Trusts / NGOs / Voluntary organizations / Training institutions, any other establishments for common public use etc. (applicable to not-for-profit registered organizations only)	CFA up to 30% of MNRE benchmark capital cost or 30% of the price discovered under the bid – whichever is lower subjected to satisfy the clause no 1.5
Institutional	Schools, health institutions including medical colleges & hospitals, universities, educational institutions etc. (applicable to not-for-profit registered organizations only)	CFA up to 30% of MNRE benchmark capital cost or 30% of the price discovered under the bid – whichever is lower subjected to satisfy the clause no 1.5

1.5 Minimum capacity of the PV Power Plant

Minimum capacity of power plant shall be guided by the regulation of West Bengal Electricity Regulatory Authority. However as per the West Bengal Electricity Regulatory Commission (Cogeneration and Generation of Electricity from Renewable Sources of Energy) Regulations, 2013, the minimum capacity of GCRTSPV systems shall be 5 kWp.

1.6 Qualifying Requirement for Bidders

1.6.1 General Qualification Requirement

The Bidder must have to meet the following minimum qualification as follows:

- a) Bidder must be Individual / Partnership Firm / Company / Limited Liability Partnership having legal entities and engaged in the business of Solar Power.
- b) For “**Project Category A** ” Bidder must have a local maintenance setup for at least last one year ending last day of the month previous to the one in which NIEt are invited anywhere in West Bengal¹. However for “**Project Category B**” if the bidder does not have maintenance setup in West Bengal, they have to establish a maintenance set up in West Bengal within two months from the date of issuance of ‘**Letter of Allotment**’.
- c) Bidder must have valid PAN, GST Registration Number, P.F. Registration Number as per statutory requirement.

1.6.2 Technical Qualification Requirement

- a) **Bidder Quoted for Project Category A Only:**
Bidder must have experience of design, engineering, supply, erection, testing and commissioning of GCRTSPV systems under CAPEX or RESCO model of minimum a single project **capacity of 5 kW** in a single contract within past 7 (seven) years ending last day of the month previous to the one in which NIEt are invited.
- b) **Bidder Quoted for Project Category B Only**
Bidder must have experience of design, engineering, supply, erection, testing and commissioning of GCRTSPV projects under CAPEX or RESCO model minimum a single project **capacity of 25 kWp** in a single contract within past 7 (seven) years ending last day of the month previous to the one in which NIEt are invited.
- c) **Bidder Quoted for Project Category A and B both**
Bidder must have experience of design, engineering, supply, erection, testing and commissioning of GCRTSPV projects under CAPEX or RESCO model minimum a single

¹ Copy of trade licenses or any other documents to be furnished along with the bid

project **capacity of 25 kWp** in a single contract within past 7 (seven) years ending last day of the month previous to the one in which NIE T are invited.

1.6.3 Financial Qualification Requirement

a) Bidder Quoted for Project Category A Only

Minimum Annual Turnover (MAT) in any year within **last 3 (three) financial years** ending on 31st March 2017 shall be at least **Rs. 18,00,000 (Rupees eighteen lac only)**

b) Bidder Quoted for Project Category B Only

Minimum Average Annual Turnover (MAAT) of the Bidder for **last 3 (three) financial years** ending on 31st March 2017 shall be at least **Rs. 50,00,000.00 (Rupees fifty lac only)**

c) Bidder Quoted for Project Category A and B both

Minimum Average Annual Turnover (MAAT) of the Bidder for **last 3 (three) financial years** ending on 31st March 2017 shall be at least **Rs. 50,00,000.00 (Rupees fifty lac only)**

1.7 Cost of Bidding Document (Tender Fee)

Cost of Tender document is **Rs 5000.00 (Two Thousand only)**. The cost of tender document is non-refundable. The tender fee may be remitted through online <https://wbtenders.gov.in>

1.8 Bid Security (Earnest Money Deposit -EMD)

The Bid Security / EMD is Rs 3,30,000.00 (Rupees three lac thirty thousand only). Necessary Earnest Money (EMD) shall be remitted online through e-tendering portal (<https://wbtenders.gov.in>).

1.9 Other Details of Tender fees and Bid Security

In the event of e-filling, intending bidder shall download the tender documents from the website <http://wbtenders.gov.in> directly with the help of Digital Signature Certificate (DSC). Necessary cost of tender documents (tender fees) and Bid Security (EMD) shall have to be paid online through e-tendering portal (<https://wbtenders.gov.in>). If the offer is submitted without or inadequate Tender Fees and Bid Security, the bid shall be considered as rejected.

1.10 Validity of offer

The bids submitted by the bidder remain valid for a minimum period of **180 days** from the next day of the opening of Techno-Commercial bid (online). However, it may be extended in case of exigencies with consent from the successful bidder(s).

1.11 Schedule of Dates for e-Tendering

SL. NO.	PARTICULARS	DATE & TIME
1.	Documents download start date (Online)	30-11-18 From 10.00 PM
2.	Last date of uploading Pre-bid Query	07-12-18 upto 4.00 PM
3.	Pre- bid Meeting	10-12-18 at 3.00 PM
4.	Bid proposal submission start date (Online)	13-12-18 From 10.00 AM
5.	Bid proposal Submission end date (Online)	27-12-18 up to 4.00 PM.
6.	Bid opening date for Techno - Commercial proposal (Online)	31-12-18 at 3:00 PM
7.	Date of Opening of financial bid	Intimated later

1.12 Place of Predid Meeting

West Bengal Renewable Energy Development Agency
Bikalpa Shakti Bhavan, J1/10, EP&GP Block,
Sector – V, Salt Lake, Kolkata – 700 091

1.13 Bidding GCRTSPV capacity

Bidder shall submit their offer for different categories of project as follows:

- a) For Project Category A - Cumulative capacity 100 kW
- b) For Project Category B - Cumulative capacity 300 kW

1.14 Procedure of Empanelment

- i) After opening of the Price Bids, offer will be given to all technically qualified bidders except L-1 Bidder (**under Project Category A and Project Category B**), to match their price to L-1 price under respective Project Category without permitting any deviation other than quoted rate.
- ii) The bidders, who will agree to accept the L-1 price, shall be empanelled under **‘Project Category A’ and ‘Project Category B’ as the case may be.**

iii) **Maximum number of vendors to be empanelled:**

- a) Project Category A : Initially 9 Nos.
- b) Project Category B : Initially 7 Nos.
- c) Same vendor may be empanelled under both Project Category A and Project Category B
- d) The number of empanelled vendors may however be increased under both the project categories, considering the progress of the achievement. The selection will be done from the list of technically qualified vendor who have to give consent to match L1 price as under clause no.1.14 as approved by WBREDA.

1.15 Procedure of allotment

WBREDA shall not award any work to any vendor. Instead, WBREDA shall provide allotment to execute work against order directly receivable from the eligible and intending customers. The eligible customers, who will intend to avail CFA, have to get the work done through the empanelled vendors only.

Allocation of project capacity under different project categories:

Table -1

Project Category	Allocation of project capacity
Project Category A	500 kW
Project Category B	1500 kW
Total Capacity	2000 kW

The allotment shall be given to the empanelled vendor separately under ‘**Project Category A**’ and ‘**Project Category B**’ within the allocation of capacity as in **Table:1**

Procedure of allocation of project capacity to the empanelled vendors shall be as follows:

A) Project Category A :

- i) The cumulative allocation for ‘**Project Category A**’ is **500 kW**
- ii) L1 bidder shall be allotted for project capacity **100 kW**
- iii) Balance capacity shall be allotted among the other empanelled vendors under ‘**Project Category A**’ with an allotment of cumulative project capacity of **50 kW** as per bid ranking till capacity allocation under the Category is exhausted.
- iv) If the performance of any empanelled vendor is not found satisfactory toward achievement, the allotment of the said vendor shall be reduced and shall be reallocated to the well performing vendors.
- v) If the capacity allocation under ‘**Project Category A**’ as mentioned at **Table-1 (500 kW)** is not exhausted after allotment to all the Empanelled Vendors under ‘**Project Category A**’ or progress is not found satisfactory toward achievement of the target, the allocation under ‘**Project Category A**’ may be revised and allocation capacity for ‘**Project Category B**’ may be increased after reviewing the progress

carefully. This capacity reallocation for the ‘**Project Category A**’ and ‘**Project Category B**’ may be decided by WBREDA.

B) Project Category B

- i) The cumulative allocation under ‘**Project Category B**’ is **1500 kW**
- ii) L1 bidder shall be allotted for capacity **300 kW**
- iii) Balance capacity shall be allotted among the other empanelled vendors under ‘**Project Category B**’ with an allotment of cumulative project capacity of **200 kW** as per bid ranking till capacity allocation under the Category is exhausted.
- iv) If the performance of any empanelled vendor is not found satisfactory toward achievement, the allotment of the said vendor may be reduced and shall be reallocated to the well performing vendors.
- v) If the capacity allocation under ‘**Project Category B**’ as mentioned at **Table-1 (1500 kW)** is not exhausted after allotment to all the Empanelled Vendors under ‘**Project Category B**’, the undistributed capacity may be allotted equally to the all Empanelled vendors under ‘**Project Category B**’.

1.16 Procedure of Implementation of Project:

- Step-1. WBREDA shall issue Letter of Allotment to the eligible vendors with a capacity in kWp.
- Step-2. The eligible vendor shall submit the performance security in form of DD along with the acceptance of the allotment letter
- Step-3. WBREDA shall upload the list of empanelled vendors in the website of WBREDA
- Step-4. The Intending Customer / Applicant shall enter into an agreement with the enlisted vendor for installation of GCRTSPV system with a copy to WBREDA.
- Step-5. The customer shall apply to WBREDA as per prescribed format along with the copy of the Agreement between vendor and customer, Project proposal, copy of the electricity bill and other desired documents with the assistance of the vendor.
- Step-6. WBREDA shall provide the necessary approval of the project based on the document submitted by the intending customer / applicant.
- Step-7. After obtaining approval, the work shall be completed within the stipulated time period.
- Step-8. After completion of the project (GCRTSPV system at customer’s Premises) in all respect, the Customer shall submit the project completion report along with the desired documents as per **clause no: 3.11** and the claim along with

copy of tax invoice, bill of material and the Statement of Expenditure (SOE) on the letter head of a Chartered Accountant with the assistance of the vendor for release of CFA.

- Step-9. WBREDA or their authorised representative shall carry out the inspection at site.
- Step-10. WBREDA shall upload the information of the project (GCRTSPV system at customer's Premises) through the SPIN Portal of MNRE GoI after inspection if it is found satisfactory.
- Step-11. Once the Central Financial Assistance (CFA) as released by MNRE, WBREDA shall transfer the same to the Customer's Bank Account on reimbursement basis through **RTGS/ NEFT**.

The intending customers shall have to be eligible for having CFA and net-metering connectivity in accordance to the Guideline of MNRE GoI and West Bengal Electricity Regulatory Commission (Cogeneration and Generation of Electricity from Renewable Sources of Energy) Regulations, 2013 including its subsequent amendment, if any.

However, any departure from the guidelines, specifications, terms & conditions shall result summarily rejection of the project and also the project shall not be entitled for CFA.

1.17 Completion Time

The completion time is 180 days from the date of issuance of **Allotment Letter**.
The Completion time schedule of various activity of the project shall be as follows:

Sl No	Description
	Zero Day shall be reckoned from the date of issuance of Allotment Letter
1.0	Agreement with the Customer
1.1	20% of the allotment within 30 days from Zero Day
1.2	50% of the allotment within 60 days from Zero Day
1.3	100% of the allotment within 90 days from Zero Day
2.0	Installation and testing and completion of formalities with DISCOM on behalf of customer and commissioning of Power Plant and submission of project Completion document to WBREDA through the customer.
2.1	Within the stipulated time period as to be specified in the individual project approval letter.

1.18 Review Meeting

The progress of the project shall be closely monitored and reviewed by WBREDA on regular basis. Time span between two consecutive meetings shall not exceed 45 days. However, the 1st Review meeting shall be hold within 30 days from Zero Day.

The empanelled vendors shall discuss and submit the Work Implementation Schedule.

1.19 Other Information

- 1.19.1 Detailed NlET may be seen & downloaded from WBREDA website (www.wbreda.org). Interested bidders may obtain the complete bidding documents by registering themselves to the e-tendering portal (<https://wbtenders.gov.in>)
- 1.19.2 WBREDA is not bound to accept the lowest tender. WBREDA reserves the right to accept or reject any bid partly or fully or cancel the bidding without assigning any reason thereof and in such case no bidder/ intending bidder shall have any claim arising out of such action.
- 1.19.3 If the offer is submitted without or inadequate Earnest Money (Bid Security), the bid shall be considered as rejected. Incomplete offer will be liable for rejection.
- 1.19.4 A prospective bidder requiring any clarification on bidding documents may notify the WBREDA by uploading the same in the e-tendering portal, which shall be available to all the participant bidders, as per Standard Format enclosed with this document **Form -3 and Form-4** not later than the date and time specified in NlET. The soft copy of the same must be sent in spread sheet at the mail address : **cewbredagedcl@wb.gov.in**
- 1.19.5 The WBREDA will issue clarification(s) as they may think fit after pre-bid meeting prior to the deadline/ extended deadline for submission of bids prescribed by the WBREDA. Written copies of the WBREDA's response (including an explanation of the query but without identifying its source) will be uploaded in the e-tendering portal in the corrigendum folder which shall be available to all the participant bidders.
- 1.19.6 Any queries sent by the bidders after the date and time notified in NlET or any extended date, if any, shall not be entertained.
- 1.19.7 Any evidence of unfair Trade Practices including over charging, price fixing, cartel etc. as defined in various statutes, will automatically disqualify the bidders.
- 1.19.8 If the dates of any offline activity (Pre-bid meeting, etc) and opening of Technical Bid and Financial Bid fall on holidays or on days of strike or natural calamity, the dates get deferred to next working days at same hours without any further notice.
- 1.19.9 The Tender Inviting Authority reserves the right to modify, amend or supplement the Tender Document. Any corrigendum, notification concerned to this tender will be published in the e- tender portal **<https://wbtenders.gov.in>** and it will be part & parcel of the tender. The bidders are therefore advised to follow the e-tender portal **<https://wbtenders.gov.in>** for such corrigendum, notification etc.
- 1.19.10 Consortium and Joint Venture for this work will not be considered as a bidder.
- 1.19.11 Other information as well as terms and conditions, which are not covered in the NlET, have been incorporated in **Instructions to Bidders (Section II), Terms & Conditions (Section-III) Technical specification (Section IV)** of this e-tender.

1.21 Help desk communication for NIC Assistance

You may contact with NIC help-desk for any assistance between 10:30 am to 5:30 pm in any working days (Monday to Friday). The contact details are as follows:

1. Sri. Bhaskar Rao : 9051172998
2. Md. Habbibulla Rahaman : 9874961136

1.22 Address for communication

The Chief Engineer
West Bengal Renewable Energy Development Agency
Bikalpa Shakti Bhavan, J1/10, EP&GP Block,
Sector – V, Salt Lake, Kolkata – 700 091
Website : www.wbreda.org
Contact No. +913323575038 / +913323575037
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Email id : cewbredagedcl@wb.gov.in

Sd/-
Chief Engineer
WBREDA