

An initiative of



Ministry of
Power,
Government
of India

**Restructured Accelerated Power Development and Reforms
Programme (R-APDRP) of Govt. of India**

**Request For Qualification (RFQ) - dated 26th Sep 2009
2nd Empanelment of IT Implementation Agencies (ITIA)**

to assist the State Electricity Distribution Utilities in India for
implementation of IT infrastructure

For further details, please visit the website

www.apdrp.gov.in OR www.pfcindia.com

Nodal Agency



**Power Finance
Corporation
Ltd.**

**Global Request for Qualification
for Update to Empanelment or
2nd Empanelment of ITIA Roles
Under GoI's R-APDRP**

Nodal Agency: Power Finance Corporation Limited

**RfQ Identification No: 02:10: R-APDRP: I: 2009: ITIA Update
Single Stage – Single Envelope Selection Procedure**

The last date for submission of RfQ is 20th October 2009

(This document is meant for the exclusive purpose of RfQ and shall not be transferred reproduced or otherwise used
for purposes other than that for which it is specifically issued)



Restructured Accelerated Power Development and Reforms Programme



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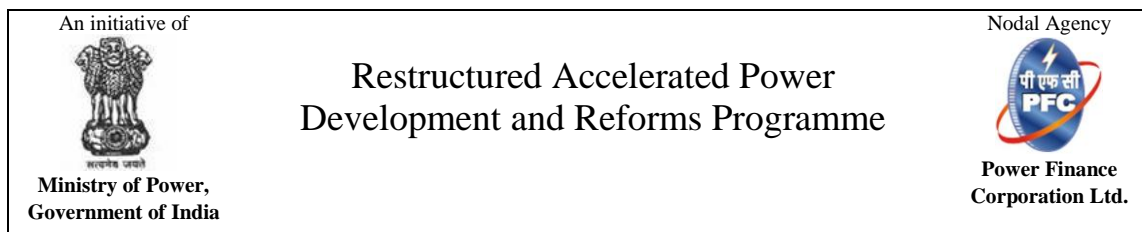
Restructured Accelerated Power Development and Reforms Programme

Nodal Agency



Power Finance
Corporation Ltd.

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1 Introduction

1.1 About this document

The purpose of this document is to update the empanelment of System Integrator (SI), Network Solution Provider (NSP), GIS Solution Provider (GSP), and Meter Data Acquisition Solution Provider (MDASP) for the Restructured Accelerated Power Development and Reforms Programme (R-APDRP) - An Initiative of Ministry of Power, Govt. of India.

This is only an Update to the existing panel for IT Implementation Agency (ITIA) roles and the agencies that were already empanelled with the Nodal Agency, during the earlier round of empanelment for ITIA roles, need not apply for re-empanelment in that particular role under this round.

Henceforth in this document, ITIA shall refer to the appointed SI (by utility) and its sub-contractors.

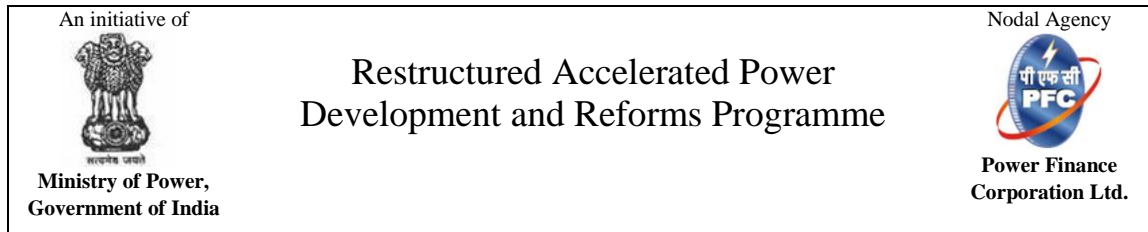
Separate empanelment shall be done for the roles of SI, NSP, GSP, and MDASP. Bidders may simultaneously apply for empanelment for more than one role and they will be allowed to take up only those roles at the time of RfP (by utility) for which they get empanelled. The utilities will float RfP to the empanelled SIs, for appointment of ITIA and will award the contract to the successful bidder at a later date. The SI may sub-contract activities; however the sub-contractors shall be from the empanelled NSP, GSP, and MDASP only.

Bidders are advised to study this document carefully. Submission of RfQ shall be deemed to have been done after careful study and examination of this document with full understanding of its implications. This RfQ document is not transferable. This document must be read in its entirety. Please verify that you have a complete copy.

1.2 The Opportunity

Ministry of Power, Govt. of India, has launched the Restructured Accelerated Power Development and Reforms Programme (R-APDRP) in the XI Five year Plan. Power Finance Corporation Limited (PFCL) has been designated by GoI as the Nodal Agency for the programme. The programme spans from data acquisition at distribution level till monitoring of results of steps taken to provide an IT backbone and strengthening of the Electricity Distribution system across the Country under the programme. The objective of the programme is reduction of AT&C losses to 15% in project areas. The program is divided into 2 parts Part-A and Part-B. Part-A will include projects for establishment of baseline data and IT applications like Meter Data Acquisition, Meter Reading, Billing, Collections, GIS, MIS, Energy Audit, New Connection, Disconnection, Customer Care Services, Web self service, etc. to get verified baseline AT&C losses and for SCADA/DMS implementation. Part-B will include distribution strengthening projects.

The ITIA would supply, install and commission one integrated solution within the broad framework provided in the SRS (System Requirement Specification) document. SRS Committee under the guidance of Ministry of Power has finalized a detailed SRS document



which covers all the components of the project including hardware, software, networking, GIS among others which shall help the utilities improve their performance.

1.3 The Programme

The size of the programme is to the tune of Rs. 500 billion. The programme consists of Part-A (to the tune of around Rs. 10,000 crore) covering Information Technology application and SCADA/DMS Implementation, in the electricity distribution system and Part B (to the tune of around Rs. 40,000 crore) covering the System strengthening, Improvement and augmentation of distribution system capacity. Both parts entail planning of measures to be taken under the programme, implementation of such measures to be taken and monitoring / evaluation of results / impact of the programme as a whole and of its various components across the Country. The focus of the programme shall be on actual, demonstrable performance in terms of loss reduction. Establishment of reliable and automated systems for sustained collection of accurate base line data, and the adoption of Information Technology in the areas of energy accounting will be essential for the success of the R-APDRP.

- The Programme is proposed to be implemented on all India basis covering Towns and Cities with a population of more than 30,000 (10,000 in case of Special Category States) as per population data of 2001 Census. In addition, in certain high-load density rural areas with significant loads, works of separation of agricultural feeders from domestic and industrial ones, and of High Voltage Distribution System (11kV) will also be taken up.
- Towns / areas for which projects have been sanctioned in X Plan APDRP shall be considered for the XI Plan only after either completion or short closure of the earlier sanctioned projects. Projects under the scheme shall be taken up in Two Parts. Part-A shall include the projects for establishment of baseline data and IT applications for energy accounting/auditing & IT based consumer service centers. Part-B shall include regular distribution strengthening projects. The activities to be covered under each part are as follows:

Part – A: Preparation of Base-line Data System for the project area covering Consumer Indexing, GIS Mapping, Automatic Metering (AMR) on Distribution Transformers and Feeders, and Automatic Data Logging for all Distribution Transformers & Feeders and SCADA / DMS system for big cities only. It would include Asset Mapping of the entire distribution network at and below the 11kV transformers and include the Distribution Transformers and Feeders, Low Tension lines, poles and other distribution network equipment. It will also include adoption of IT applications for meter reading, billing & collection; energy accounting & auditing; MIS; redressal of consumer grievances and establishment of IT enabled consumer service centres etc.

Part – B: Renovation, modernization and strengthening of 11 kV level Substations, Transformers/Transformer Centres, Re-conductoring of lines at 11kV level and below, Load Bifurcation, Feeder segregation, Load Balancing, Aerial Bunched Conductoring in thickly populated areas, HVDS, installation of capacitor banks and mobile service

centres etc. In exceptional cases, where sub-transmission system is weak, strengthening at 33 kV or 66 kV levels may also be considered.

1.4 Intent of the RfQ

PFC as the Nodal Agency intends to update the list of empanelled bidders for the role of SI, NSP, GSP and MDASP for the R-APDRP which shall establish IT enabled infrastructure under part A of the R-APDRP for the various Power Utilities.

RfQ is invited from National and International Organizations only as a single entity for taking up one or more role(s). A bidder may choose to apply for empanelment for more than one role.

Please note that the issuance of RfQ document or qualifying in the final empanelled lists would not mean that the bidder has been awarded any project. The utility shall follow bidding process to select and appoint the System Integrator for project area(s). The SI may choose to sub-contract work under other ITIA roles. However the sub-contractors for other ITIA roles shall only be from the empanelled list of NSP, GSP, and MDASP.

1.5 Calendar of Events

Any failure to meet a deadline in the submission or evaluation phases and any objection to the scope of work may result in the Nodal Agency refusing to consider the RfQ.

Event	Date	Time
Begin Sale of RfQ Document	29 th September 2009	-
Clarifications on the RfQ document	08 th October 2009	-
End Sale of RfQ Document	20 th October 2009	3:00 PM
Deadline for submission	20 th October 2009	3:00 PM
RfQ Opening Date	20 th October 2009	3:30 PM

2 Instructions to Bidders

2.1 Purpose of the RfQ

Empanelment for the role of SI, NSP, GSP and MDASP for Part-A of R-APDRP

2.2 Name of the Empanelling Authority

Power Finance Corporation Ltd. (PFCL), Urja Nidhi, 1, Barakhamba Lane, Connaught Place, New Delhi-110001.

Contact Email: apdrp_business@pfc.delhi.nic.in

2.3 Website of the Empanelling Authority

www.apdrp.gov.in

www.pfcindia.com

2.4 Address for Submission of Bids

SM (APDRP), PFC Urja Nidhi, 1, Barakhamba Lane, Connaught Place, New Delhi-110001
Telephone: 011- 23456000 (O)

2.5 Venue for Pre-Bid Conference

Not Applicable

2.6 Period of Empanelment

3 years from the date of Empanelment.

2.7 Empanelment

- i) There shall be separate empanelment for each ITIA role i.e. System Integrator, Network Solutions Provider, GIS Solutions Provider, and Meter Data Acquisition Solution provider. At RFP stage, SI shall have flexibility to subcontract MDASP services, as per his requirement. In case SI decides to subcontract MDASP services, the MDASP subcontractor shall only be selected from the empanelled list of MDASPs
- ii) Consortiums (of not more than 2 members) shall be allowed for empanelment only for the role of System Integrator. For all other roles (Network Solutions Provider, GIS Solutions Provider, and Meter Data Acquisition Solution Provider) empanelment of consortium is not allowed.

- iii) In case bidders apply for the role of SI as a consortium, the Lead member needs to be mentioned and the Lead member is required to meet all the requirements as per the QR (Section 3.0)
- iv) Nodal Agency intends to empanel bidders for 4 roles, and categorize the empanelled list of System Integrators.
- v) The utility shall issue RfP to suitable category of empanelled SIs based on their estimated cost of project
- vi) The SI may sub-contract services for other ITIA roles as required only to the empanelled members
- vii) All empanelled members (except SI) may provide sub-contractual services to any number of SI
- viii) Mandatory requirements for OEMs shall also be provided by the utilities at the time of RfPs. SI needs to ensure that these requirements are met for the products supplied.
- ix) Credentials, Financial strengths, CVs, etc. of the parent/subsidiary company shall not be considered. Turnover (of the company) which is attributable to its own business operations only shall be considered for evaluation by the Nodal Agency
- x) The nodal agency intends to evaluate the SIs on the following parameters:
 - a. Financial strength
 - b. Sectoral experience (Power Sector experience)
 - c. Project experience
 - d. Size and number of projects executed
 - e. Submission of performance certificates from clients
 - f. Strength of personnel with relevant experience and educational qualification
 - g. Certifications (ISO, CMM/CMMI), etc.

SI need to submit all relevant documents supporting the above mentioned evaluation.
- xi) The calculated scores may be used for evaluation at the time of RfP. The bidders applying for empanelment as SI should ensure that only relevant documents are provided for evaluation.

2.8 Cancellation of Empanelment

Empanelment is subject to cancellation (de-listing) due to any of the reasons (but not limited to) mentioned hereunder

- a) If the empanelled members are found to have submitted false particulars / fake documents for securing enlistment.
- b) The performance on the job of the empanelled members will be constantly monitored for quality, commitment to delivery period and timelines mentioned in contract with the utility, adherence to the guidelines, Statutory regulations, Conduct / Discipline etc., while executing jobs. Any deviations from stated conditions mentioned in this RfQ (floated by Nodal Agency), RfP (floated by utility), Contract (with the utility) can lead to appropriate deterrent action as deemed fit by Nodal Agency including delisting with immediate effect.
- c) If the IT Implementation Agency (SI and its sub-contractors) refuses to execute the job at his agreed scope/quoted rates, after the utilities issue the letter of intend (LoI)
- d) Manipulation of rates by cartelization shall be viewed very seriously by Nodal Agency. If such a situation comes to the notice of Nodal Agency and/or there are reasons / circumstances for Nodal Agency to believe so, the concerned ITIA and/or empanelled members will be called in to give justification of proposal/rates quoted by them. If they are

not able to give a proper or satisfactory justification of their quoted proposal/rates, their empanelment may be cancelled without prior notice.

- e) In case of a non-performance (slippage in milestones, scope & quality of work, discipline, etc. as assessed by utility) and/or bankruptcy of the empanelled members, the empanelment is liable to be cancelled by Nodal Agency
- f) In case of replacement of submitted CV(s), empanelled member shall submit fresh CV(s) with equal or more educational qualifications and relevant professional experience. The same shall be duly approved by Nodal Agency. If the empanelled member fails to submit requisite fresh CVs, Nodal agency may cancel empanelment of such member.
- g) Any other reason deemed fit by Nodal Agency for cancellation

Such empanelled members, whose empanelment is cancelled due to any of the above reasons, will not be considered for subsequent empanelment for a further period of three years and will also be debarred/barred from all other process of empanelment including cancellation of existing panels under R-APDRP by Nodal Agency as well as all future MoP works.

2.9 Updates to Empanelment

Henceforth till further advice, final empanelled lists will be updated once in a year unless as deemed necessary by the Nodal Agency. Existing empanelled members need not submit any fresh RfQ for revalidation of empanelment till expiry of validity of their empanelment i.e. three years from date of empanelment order. Nodal Agency will also conduct periodic review of the empanelled members every six months and may seek required clarifications/documents at any point of time.

2.10 Re-Empanelment

After the expiry of empanelment validity period, all the empanelled members are required to re-register submitting all the necessary documents. Members should apply for Re-empanelment at least 3 months prior to expiry of validity.

2.11 Indicative Time Period

The indicative timelines for the project (as per the RfP floated by utility) are provided for the bidders. The ITIA is expected to complete the pilot implementation within 12 months from the date of award of contract by the utility. Pilot is the first project area (consisting of the data centre) that goes live in a utility. The ITIA is expected to complete the enterprise-wide implementation for all the other identified project areas with-in 18 (eighteen) calendar months, from the date of award of contract by the utility.

Provision of Facilities Management Services post successful completion of acceptance tests for a period of five years from the date of completion of acceptance test.

2.12 Language of RfQ

English

2.13 Number of Copies of RfQ

2 Hard copies and 1 Softcopy (in softwares which are easily available in the market) in CD. Each technical proposal should be marked "Original" or "Copy" as appropriate. If there are any

discrepancies between the original and the copies of the Proposal, the original governs. In the event of any discrepancy between the hard copy and soft copy, the hard copy shall prevail.

2.14 Purchase of RfQ

A demand draft amounting to Rs. 50,000/- or USD1000 in favour of “Power Finance Corporation Ltd” payable at New Delhi, as cost of the document shall be furnished at the time of purchase of document or at the time of submission of RfQ document, if downloaded from website. Only sold RfQ document will be accepted. This cost also includes the cost of RfP document that may be issued by the utility.

2.15 Eligible Bidders

A Bidder may be a Public Limited Company/ Private Limited Company/ Government Owned Company or any combination of them, subject to them fulfilling the qualifying requirements as mentioned in this document. Consortiums (of not more than two members) shall be allowed only for the role of SI. However combination shall have to execute a binding Memorandum of Understanding (MOU) to enter into a Consortium.

In the case of a Consortium for the role of SI:

- (a) All members of the Consortium shall be jointly and severally liable; and
- (b) Consortium shall nominate a Lead Member who shall have the authority to conduct all businesses for and on behalf of any and all the parties of the Consortium during the bidding process and, in the event the Consortium is awarded the Contract, during contract execution.

Financial capability of the consortium members and their role and responsibility for the above assignment should be submitted by the lead member. Firms can submit RfQ for empanelment for multiple roles; however, no firm can submit more than one RfQ (either individually or as a member of any other consortium).

2.16 Limitation of liability

Except in cases of gross negligence or willful misconduct

- 1) Neither party shall be liable to the other party for any indirect or consequential loss or damage, loss of use, loss of production, or loss of profits or interest costs, provided that this exclusion shall not apply to any obligation of the successful bidder to pay liquidated damages to the utility; and
- 2) The aggregate liability of the successful bidder to the utility, whether under the Contract (in tort or otherwise) shall not exceed the amount specified in the Contract Price. Provided that this limitation shall not apply to the cost of repairing or replacing defective equipment, or to any obligation of the successful bidder to indemnify the utility with respect to patent infringement

2.17 Conflict Of Interest

2.17.1) The ITIA (System Integrator (single bidder or consortium) and its sub-contractors if any):

- Cannot bid for the role of ITIA for a project area in a utility, if the SI (single bidder or consortium) or any of its sub-contractors is/are part of IT Consultant appointed by that utility
- Cannot get associated as Consultant/Advisor/Third party independent evaluating agency with any of the agencies taking part in the bid process of the concerned utility under R-APDRP

2.17.2) Nodal Agency considers a conflict of interest to be a situation in which a party has interests that could improperly influence that party's performance of official duties or responsibilities, contractual obligations, or compliance with applicable laws and regulations, and that such conflict of interest may contribute to or constitute a prohibited corrupt practice.

2.17.3) The sole bidder or member of the consortium applying for role of SI in one RfQ bid cannot participate in any other RfQ bid for the role of SI. However, a bidder may be a part of a consortium (of not more than 2 members) for the role of SI and bid individually for other ITIA roles (i.e. GSP, NSP, MDASP). Participation by a bidder in more than one RfQ for a single role (SI or NSP or GSP or MDASP) will result in the disqualification of all RfQs in which it is involved

2.17.4) For any given project area, the IT consultant and the IT implementation agency cannot be the same. An IT Consultant and IT implementation agency (SI and/or its subcontractors if any) agency may be considered to be in a conflict of interest with one or more parties in this process if they have controlling shareholders in common;

2.17.5) Participation by Bidder(s) with a conflict of interest situation will result in the disqualification. Further more, the Nodal Agency reserves the right to debar/bar bidders from all other process of empanelment including cancellation of existing panels under R-APDRP.

2.18 Subcontracting

The detailed terms and conditions for sub-contracting shall be mentioned in the RfP which shall be released by the utility.

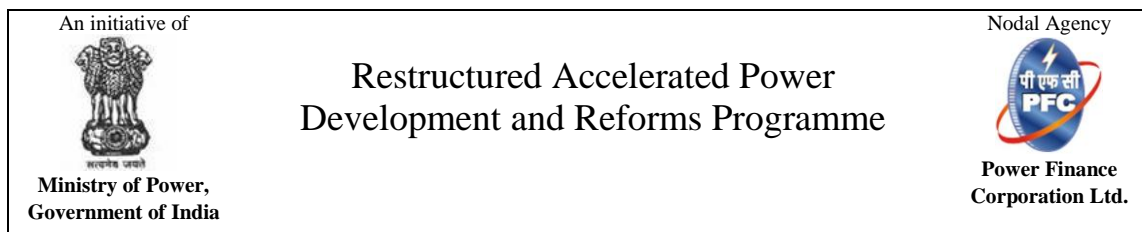
2.19 Clarifications on the RfQ document

A prospective bidder requiring any clarification of the RfQ Document shall contact the Nodal Agency in writing at the address indicated in this document. Nodal Agency will respond in writing to any request for clarification, provided that such request (letter, fax, email, etc.) is received upto 12 days prior to the conclusion of the last date of submission of RfQ whichever is later. Nodal Agency shall forward copies of its response to all bidders who have acquired the RfQ Document directly from it, including a description of the inquiry but without identifying its source. Replies to such queries will form a part of the RfQ.

Any pending/unanswered queries will be addressed subsequently. All resolved queries shall be uploaded in the website and such clarifications issued by the nodal agency will form a part of the RfQ.

2.20 Corrigendum

Should the Nodal Agency deem it necessary to amend the RfQ Document as a result of a clarification, it shall do so by uploading the corrigendum/clarification in the website. At any time prior to the deadline for submission of the RfQ, Nodal Agency may amend the RfQ Document by issuing corrigenda.



In order to provide prospective bidders reasonable time in which to take the amendment into account in preparing their bids, Nodal Agency may, at its discretion, extend the last date for the receipt of RfQs.

Any corrigendum issued shall be part of the RfQ Document and shall be communicated in writing to all who have obtained the RfQ Document directly from Nodal Agency.

2.21 Cost of preparation of RfQ

The bidder shall bear all costs associated with the preparation and submission of its RfQ and Nodal Agency shall not be responsible or liable for those costs, regardless of the conduct or outcome of the RfQ process.

2.22 Submission of RfQ

The Bidder shall submit the RfQ using the appropriate Submission Sheets provided in Section 5 – Response Formats. These forms must be completed without any alterations to their format, and no substitutes shall be accepted. All blank spaces shall be filled in with the information requested. All formats/ schedules given in the Section 5 – Response Formats duly filled along with supporting documents shall be page numbered and stitched, book bound as one volume. **Each page of the bid (along with the supporting documents including CVs) should be signed by the authorised signatory of the bidder.** Spiral/ Spico bound documents with end sealed may also be accepted. The documents submitted in any other way is liable to be rejected.

The RfQ must be submitted in a separate sealed envelope with covering letters as per the Form No.F-1 (with respective markings in bold letters) in accordance with the formats/ schedules given in the Section 5 – Response Formats. The envelope shall be marked as “RfQ for Update to Empanelment of IT Implementation Agency for R-APDRP under XI Plan”.

The sealed envelope should be placed in a sealed cover, duly signed, and dropped in the RfQ box in the Office of the SM (APDRP), PFC, Urja Nidhi, 1, Barakhamba Lane, Connaught Place, NEW-DELHI-110001. Refer Clause 1.5 (Calendar of Events) for information on deadline for submission of RfQ. RfQs received late, on any account and for any reason whatsoever, will not be considered.

2.23 RfQ Opening

Nodal Agency shall conduct the opening of RfQs in the presence of bidders’ representatives who choose to attend, at the address, date and time specified in this document.

All other envelopes holding the RfQ shall be opened one at a time, and the following read out and recorded:

- (a) the name of the bidder, Demand Draft details
- (b) whether there is a modification or substitution (if any and within the deadline for submission);
- (c) any other details as Nodal Agency may consider appropriate.

Only RfQs read out and recorded at opening stage shall be considered for evaluation. No RfQ shall be rejected at the opening stage, except for late bids or bids not accompanied with proof of having purchased the document and/or required Empanelment Guarantee (in the form of Bank Guarantee).

2.24 Rights of Use

The details shall be mentioned in the RfP which shall be released by the utility.

2.25 Intellectual Property

The details shall be mentioned in the RfP which shall be released by the utility.

2.26 Area of Work

Any area within the State/Union Territory in India

2.27 Confidentiality

The details shall be mentioned in the RfP which shall be released by the utility

2.28 Empanelment Guarantee (EG)

An EG in the form of unconditional, unequivocal and irrevocable Bank Guarantee (BG) in favour of “Power Finance Corporation Ltd.” shall accompany the Bid. The BG should be issued from any Scheduled Bank as notified by Reserve Bank of India (RBI) and shall be valid for three (3) years period from the date of empanelment and applicable extension periods as mutually applicable. Bids received without EG will be rejected. The EG will be released to the Bidder, after three years of empanelment or after such extended period of empanelment as mutually agreed. In the event of cancellation/De-listing (Refer Clause 2.8) of the Empanelled bidder the Nodal Agency reserves the right to forfeit the Empanelment Guarantee.

The EG for the various roles is as follows:

System Integrator: INR 1, 00, 00,000 (Indian Rupees One Crore) or USD 200,000 (US Dollar Two Hundred Thousand)

Network Solution Provider: INR 20, 00,000 (Indian Rupees Twenty Lakh) or USD 40,000 (US Dollar Forty Thousand)

GIS Solution Provider: INR 20, 00,000 (Indian Rupees Twenty Lakh) or USD 40,000 (US Dollar Forty Thousand)

Meter Data Acquisition Solution Provider: INR 20, 00,000 (Indian Rupees Twenty Lakh) or USD 40,000 (US Dollar Forty Thousand)

Bidders need to submit EG for each of the roles applied.

2.29 Deviations/Comments/Suggestions

All Deviations/comments suggestions by the bidders to this document should be submitted along with this document in the required form (Form no. F-6). The decision of the Nodal Agency with regard to any deviations/comments/suggestions as given by the bidder shall be final and binding. No objections/deviations/comments or suggestions of any kind whatsoever will be entertained after the submission of the RfQ

2.30 Jurisdiction

The terms and conditions of this empanelment shall be construed and interpreted in accordance with the laws of India and the courts of New Delhi shall have the exclusive jurisdiction in all matters arising there under.

3 Qualifying Requirements

Mandatory requirements for the OEM shall be provided by the utilities at the time of RfP process. SI needs to ensure that these mandatory requirements are met in all respects, at the time of bidding in the RfP process of utilities.

3.1 QR for System Integrator

The Lead member (referred as SI-Lead) and the 2nd consortium member (in case of a consortium; referred as SI-2nd) should meet the QR as mentioned below:

For all bidders (except power sector utilities)
<p>i. The SI must have implemented atleast one system integration project covering IT applications, Servers and PCs, WAN with connectivity between atleast 10 locations, during the last three financial years. In case of a consortium, this requirement needs to be met by the SI-Lead. <i>(Proof: Necessary PO/LOI/Contract/Certification on client letterhead/Performance certificate as proof of services provided for the last 3 financial years needs to be submitted)</i></p>
<p>ii. The SI should have cumulative turnover of atleast Rs. 300 crore for the last three audited financial years. In case of a consortium, the consortium as a whole (SI-Lead and SI-2nd combined) should have cumulative turnover of atleast Rs. 300 crore for the last three audited financial years. The SI-Lead should have a turnover of atleast Rs. 270 crore for the last three audited financial years. <i>(Proof: Annual Audited Financial Statements for last 3 applicable financial years)</i></p>
<p>iii. The SI should have a positive net worth not less than paid-up equity, in each of the last three audited financial years. In case of a consortium, both the SI-Lead and SI-2nd should have positive net worth not less than paid-up equity in each of the last three audited financial years. <i>(Proof: Annual Accounts for last 3 applicable financial years)</i></p>
<p>iv. The SI should have been in the IT / Software services for the last 3 years. In case of a consortium, this requirement needs to be met by the SI-Lead. <i>(Proof for which to be submitted in the form of Incorporation Certificate alongwith Memorandum & Articles of Association)</i></p>
<p>v. The SI should have implemented a turnkey Systems Integration project in the last three financial years involving atleast 5 of the following modules: GIS, MIS, Web Self Service, Asset Management, Maintenance Management, Billing, Metering, Energy Auditing/Accounting, Customer Care, Network, Hardware in any Utility (Power/Gas/Water/Telecom sectors) or infrastructure sector (rail/road/port/airport). The total consumer base covered by the SI for such project in the any Utility should not be less than 50,000. This requirement is not applicable for infrastructure sector (rail/road/port/airport) projects as these cater to mass consumers. In case of a consortium, the requirement of atleast 5 modules is distributed as follows: SI-Lead needs to meet the above requirement for atleast 4 modules, and the SI-2nd for atleast 1 module. <i>(Proof: Necessary Purchase order/LOI/Contract/Certification on client letterhead/Performance certificate as proof of services provided for the last 3 financial years needs to be submitted)</i></p>

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| <p>vi. The SI should have worked with atleast one utility (Power/Gas/Water/Telecom sectors) or infrastructure sector (rail/road/port/airport) in implementing turnkey Systems Integration projects. The total worth of projects executed in this domain for the last three financial years should be atleast INR 50 crore (USD10 million).
In case of a consortium, this requirement needs to be met by the SI-Lead.
<i>(Proof: Necessary Purchase order/LOI/Contract/Certification on client letterhead/Performance certificate as proof of services provided for the last 3 financial years needs to be submitted)</i></p> |
| <p>vii. The SI should be ISO 9001:2000 or have atleast CMM/CMMI level 4 certification.
In case of a consortium, this requirement needs to be met by the SI-Lead.
<i>(Proof: Copy of certification from authorized certification body)</i></p> |
| <p>viii. The SI should have atleast 20 personnel on its rolls with a minimum experience of 5 years (either in his/her own or other organization). The roles & responsibilities of the personnel should include system integration of IT applications or software or hardware or network.
In case of a consortium, the requirement of atleast 20 personnel is distributed as follows: SI-Lead needs to meet the above requirement for atleast 15 CVs, and the SI-2nd for atleast 5 CVs
<i>(Proof: Signed resume of employees need to be submitted. Scanned signatures shall be accepted)</i></p> |

In case of a power sector utility being the bidder for the role of SI, the following qualifying requirements will be applicable to the utility:

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| For power sector utility as bidder (no consortium allowed under this category) |
| <p>i. The SI must have implemented, within its own organisation, atleast one system integration project covering IT applications, Servers and PCs, WAN project with connectivity between atleast 10 locations during the last three financial years.</p> |
| <p>ii. The SI should have cumulative turnover of atleast Rs.2,500 crore for the last three audited financial years.
<i>(Proof: Annual Audited Financial Statements for last 3 applicable financial years)</i></p> |
| <p>iii. The SI should have a positive net worth not less than paid-up equity in each of the last three audited financial years.
<i>(Proof: Annual Audited Financial Statements for last 3 applicable financial years)</i></p> |
| <p>iv. The SI should have implemented a turnkey Systems Integration project involving atleast any 5 of the following modules: GIS, MIS, Web Self Service, Asset Management, Maintenance Management, Billing, Metering, Energy Auditing / Accounting, Customer Care, Network, hardware. The total consumer base covered by the SI for such project in the any Utility should not be less than 50,000. This requirement is not applicable for infrastructure sector (rail/road/port/airport) projects as these cater to mass consumers. The total worth of turnkey Systems Integration projects implemented by the SI in above domain should be atleast INR 50 crore (USD10 million).</p> |
| <p>v. The SI should have atleast 20 personnel on its rolls with a minimum experience of 5 years (either in his/her own or other organization). The roles & responsibilities of the personnel should include system integration of IT applications or software or hardware or network.
<i>(Proof: Signed resume of employees need to be submitted. Scanned signatures shall be accepted)</i></p> |

Proof of credentials for experience (refer i and iv above) should be either of the following:

- The ARR/DPRs which have been approved by respective Regulatory Commission, with clear mention of the project details and its value. The same should be supported by an undertaking from the Company Secretary
- Auditor's certification along with Undertaking by Company Secretary with clear mention of the project details and its value (including module wise go-live dates and the current status of the project)

3.2 QR for Network Solution Provider

For all bidders (except power sector utilities)
<p>i. The Network Solution Provider should have implemented atleast 5 multi location WAN projects (installation, integration, maintenance & management) during the last three financial years out of which atleast two projects should have involved Leased Lines or ISDN or VSAT or RF or DSL or VPN /MPLS or Fibre Optics or a combination of these technologies for a customer having a minimum of 10 WAN locations. <i>(Proof: Necessary Purchase order/LOI/Contract/Certification on client letterhead/Performance certificate as proof of services provided for the last 3 financial years needs to be submitted)</i></p>
<p>ii. The Network Solution Provider should have been in the Network installation/maintenance services for the last 3 years. <i>(Proof for which to be submitted in the form of Incorporation Certificate alongwith Memorandum & Articles of Association)</i></p>
<p>iii. The Network Solution Provider should have cumulative turnover of atleast Rs. 60 crore for the last three audited financial years. <i>(Proof: Annual Audited Financial Statements for last 3 applicable financial years)</i></p>
<p>iv. The Network Solution Provider should have a positive net worth in each of the last three audited financial years. <i>(Proof: Annual Audited Financial Statements for last 3 applicable financial years)</i></p>
<p>v. Network Solution Provider should be an ISO 9001:2000 certified company. <i>(Proof: Copy of certification from authorized certification body)</i></p>
<p>vi. The Network Solution Provider should have atleast 10 personnel on its rolls with a minimum experience of 5 years. The roles & responsibilities of the personnel should include installation or integration or maintenance or management of network systems. <i>(Proof: Signed resume of employees need to be submitted. Scanned signatures shall be accepted)</i></p>

In case of a power sector utility being the bidder for the role of Network Solution Provider, the following qualifying requirements will be applicable to the utility:

For power sector utility as bidder
<p>i. The Network Solution Provider should have implemented, within its own organisation, atleast one project involving Leased Lines or ISDN or VSAT or RF or DSL or VPN /MPLS or Fibre Optics or a combination of these technologies having a minimum of 10 WAN locations during last three financial years.</p>
<p>ii. The Network Solution Provider should have cumulative turnover of atleast Rs. 2500 crore for the last three audited financial years.</p>



<p><i>(Proof: Annual Audited Financial Statements for last 3 applicable financial years)</i></p>
<p>iii. The Network Solution Provider should have a positive net worth in each of the last three audited financial years. <i>(Proof: Annual Audited Financial Statements for last 3 applicable financial years)</i></p>
<p>iv. The Network Solution Provider should have atleast 10 personnel on its rolls with a minimum experience of 5 years. The roles & responsibilities of the personnel should include installation or integration or maintenance or management of network systems. <i>(Proof: Signed resume of employees need to be submitted. Scanned signatures shall be accepted)</i></p>

Proof of credentials for experience (refer i above) should be either of the following:

- The ARR/DPRs which have been approved by respective Regulatory Commission, with clear mention of the project details and its value. The same should be supported by an undertaking from the Company Secretary
- Auditor's certification along with Undertaking by Company Secretary with clear mention of the project details and its value (including module wise go-live dates and the current status of the project)

3.3 QR for GIS Solution Provider

<p>All bidders (except power sector utilities)</p>
<p>i. The GIS Solution Provider should have executed atleast two GIS projects (software development & customization & mapping and digitization) in utility (Power/Gas/Water/ Telecom sectors) or infrastructure sector (rail/road/port/airport) during the last three financial years. <i>(Proof: Necessary Purchase order/LOI/Contract/Certification on client letterhead/ Performance certificate as proof of services provided for the last 3 financial years needs to be submitted)</i> Additional Note: In case a company has implemented GIS systems in the last 5 years, and has been maintaining the same system since commissioning till date, such maintenance contracts for the last three years, shall be acceptable as proof</p>
<p>ii. The GIS Solution Provider should have cumulative turnover of atleast Rs.10 crore for the last three audited financial years. <i>(Proof: Annual Audited Financial Statements for last 3 applicable financial years)</i></p>
<p>iii. The GIS Solution Provider should have a positive net worth not less than paid-up equity in each of the last three audited financial years. <i>(Proof: Annual Audited Financial Statements for last 3 applicable financial years)</i></p>
<p>iv. The GIS Solution Provider should have been in the GIS Software development & customization or mapping or digitization services for the last 3 years. <i>(Proof for which to be submitted in the form of Incorporation Certificate alongwith Memorandum & Articles of Association)</i></p>
<p>v. GIS Solution Provider should be an ISO 9001:2000 certified company. <i>(Proof: Copy of certification from authorized certification body)</i></p>
<p>vi. The GIS Solution Provider should have atleast 10 personnel on its rolls with a minimum experience of 5 years (either in his/her own or other organization). The roles &</p>

<p>An initiative of</p>  <p>Ministry of Power, Government of India</p>	<h2 style="margin: 0;">Restructured Accelerated Power Development and Reforms Programme</h2>	<p>Nodal Agency</p>  <p>Power Finance Corporation Ltd.</p>
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responsibilities of the personnel should include GIS software development & customization or mapping or digitization.
(Proof: Signed resume of employees need to be submitted. Scanned signatures shall be accepted)

In case of a power sector utility being the bidder for the role of GIS Solution Provider, the following qualifying requirements will be applicable to the utility:

For power sector utility as bidder
<p>i. The GIS Solution Provider should have executed, within its own organisation, atleast one GIS project (software development & customization & mapping and digitization). <i>Additional Note: In case a company has implemented GIS systems in the last 5 years, and has been maintaining the same system since commissioning till date, such maintenance contracts for the last three years, shall be acceptable as proof</i></p>
<p>ii. The GIS Solution Provider should have cumulative turnover of atleast Rs. 2500 crore for the last three audited financial years. <i>(Proof: Annual Audited Financial Statements for last 3 applicable financial years)</i></p>
<p>iii. The GIS Solution Provider should have a positive net worth not less than paid-up equity in each of the last three audited financial years. <i>(Proof: Annual Audited Financial Statements for last 3 applicable financial years)</i></p>
<p>iv. The GIS Solution Provider should have atleast 10 personnel on its rolls with a minimum experience of 5 years (either in his/her own or other organization). The roles & responsibilities of the personnel should include GIS software development & customization or mapping or digitization. <i>(Proof: Signed resume of employees need to be submitted. Scanned signatures shall be accepted)</i></p>

Proof of credentials for experience (refer i above) should be either of the following:

- The ARR/DPRs which have been approved by respective Regulatory Commission, with clear mention of the project details and its value. The same should be supported by an undertaking from the Company Secretary
- Auditor's certification along with Undertaking by Company Secretary with clear mention of the project details and its value (including module wise go-live dates and the current status of the project)

3.4 QR for Meter Data Acquisition Solution Provider

All bidders (except power sector utilities)
<p>i. The Meter Data Acquisition Solution Provider must have successfully implemented atleast one AMR project or data logging system or served a power distribution utility providing services using meter reading instrument (MRI) in the last 3 financial years. # <i>(Proof: Necessary PO/LOI/Contract/Certification on client letterhead/Performance certificate as proof of services provided for the last 3 financial years needs to be submitted)</i> <i>In case a company has implemented MDA systems in the last 5 years, and has been maintaining the same system since commissioning till date, such maintenance contracts</i></p>

<p><i>for the last three years, shall be acceptable as proof</i></p>
<p>ii. The Meter Data Acquisition Solution Provider should have been in the business of Meter Data Acquisition (development and customization of software, and/or commissioning AMR/Data logging system/MRI) for the last 3 financial years. <i>(Proof for which to be submitted in the form of Incorporation Certificate alongwith Memorandum & Articles of Association)</i></p>
<p>iii. The Meter Data Acquisition Solution provider should have cumulative turnover of atleast Rs. 10 crore for the last three audited financial years. <i>(Proof: Annual Audited Financial Statements for last 3 applicable financial years)</i></p>
<p>iv. The Meter Data Acquisition Solution Provider should have a positive net worth not less than paid-up equity in each of the last three audited financial years. <i>(Proof: Annual Audited Financial Statements for last 3 applicable financial years)</i></p>
<p>v. Meter Data Acquisition Solution Provider should be an ISO 9001:2000 certified company. <i>(Proof: Copy of certification from authorized certification body)</i></p>
<p>vi. The Meter Data Acquisition Solution provider should have atleast 10 personnel on its rolls with a minimum experience of 5 years (either in his/her own or other organization). The roles & responsibilities of the personnel should include development and/or customization of Meter Data Acquisition System. <i>(Proof: Signed resume of employees need to be submitted. Scanned signatures shall be accepted)</i></p>

In case of a power sector utility being the bidder for the role of Meter Data Acquisition Solution Provider, the following qualifying requirements will be applicable to the utility:

<p>For power sector utility as bidder</p>
<p>i. The Meter Data Acquisition Solution Provider must have successfully implemented atleast one AMR project or data logging system or served a power distribution utility providing services using meter reading instrument (MRI) in the last 3 financial years. # <i>Additional note: In case a company has implemented MDA systems in the last 5 years, and has been maintaining the same system since commissioning till date. Such maintenance contracts for the last three years, shall be acceptable as proof</i></p>
<p>ii. The Meter Data Acquisition Solution provider should have cumulative turnover of atleast Rs. 2500 crore for the last three audited financial years. <i>(Proof: Annual Audited Financial Statements for last 3 applicable financial years)</i></p>
<p>iii. The Meter Data Acquisition Solution Provider should have a positive net worth not less than paid-up equity in each of the last three audited financial years. <i>(Proof: Annual Audited Financial Statements for last 3 applicable financial years)</i></p>
<p>iv. The Meter Data Acquisition Solution provider should have atleast 10 personnel on its rolls with a minimum experience of 5 years (either in his/her own or other organization). The roles & responsibilities of the personnel should include development and/or customization of Meter Data Acquisition System. <i>(Proof: Signed resume of employees need to be submitted. Scanned signatures shall be accepted)</i></p>

At RFP stage, SI shall have flexibility to subcontract Meter Data Acquisition Solution provider services, as per his requirement. In case SI decides to subcontract Meter Data Acquisition Solution provider services, the Meter Data Acquisition Solution provider subcontractor shall only be selected from the empanelled list of Meter Data Acquisition Solution providers

Proof of credentials for experience (refer i above) should be either of the following:

- The ARR/DPRs which have been approved by respective Regulatory Commission, with clear mention of the project details and its value. The same should be supported by an undertaking from the Company Secretary
- Auditor's certification along with Undertaking by Company Secretary with clear mention of the project details and its value (including module wise go-live dates and the current status of the project)

SPECIFIC NOTE ON INCORPORATION OF BIDDERS

The bidders for non-SI role (i.e. NSP, GSP & MDASP) need not necessarily be incorporated for the last 3 financial years.

In case the duration of incorporation is less than 3 financial years, then the conformance to respective Qualifying Requirements shall be with respect to such incorporation period only.

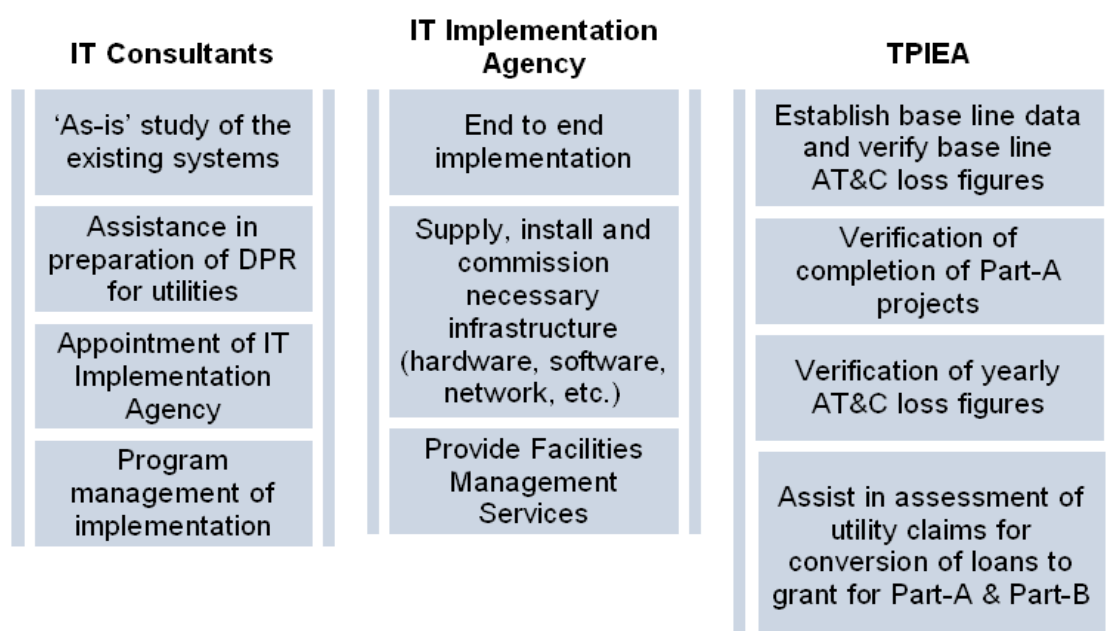
4 Role of IT Implementation Agency

RfQs are invited for the IT implementation assignment such as to cover the objectives and Roles as defined below to carry out GoI's Restructured APDRP (for XI Plan) in Part A and any other relevant task that may be assigned by the utility for fulfillment of objectives of R-APDRP. The scope of work mentioned below is indicative in nature; the final scope of work will be issued by the utilities in their RfP document.

Broad Role Definition for IT Implementation Agencies

- Supply, installation, testing & commissioning of IT applications (including modules on metering, billing, collection, meter data acquisition, energy audit, new connection, disconnection & dismantling, GIS based consumer indexing and asset mapping, GIS based integrated network analysis, centralized customer care, services, management information system, web self service, identity & access management system, system security requirement, asset management, maintenance management), hardware (including PCs, Servers, Routers, Switches, Kiosks, Token Dispenser Machine, Intelligent Display System, Modems for Automated meter reading system etc), software (including operating system, databases, network management system), Field survey for consumers and assets, and network (LAN, WAN) in the identified project areas of the utility
- Integration of the entire IT implementation under the scope of work as well as the identified legacy systems of the utility
- Facilities management services for maintaining infrastructure, post successful completion of acceptance tests for a period of five years from the date of completion of acceptance test.

The following diagram provides the high level role of all the supporting agencies that will be involved in the R-APDRP program.



4.1 Outline of Tasks to be carried out

ITIA (System Integrator and its sub-contractors if any) shall be appointed by the utilities from the list of empanelled members, through a bidding process. The ITIA are encouraged to have a high-level understanding of the 'as-is' IT infrastructure as well as future preparedness levels of utilities, prior to submitting their proposal.

The role of the ITIA shall be as per the scope of work detailed in the SRS document. However, the same shall be suitably modified by the utility during its RfP Process. The indicative excerpts from the same are provided below:

- 1) **Hardware:** Supply, Installation and Commissioning of all necessary hardware and networking equipments and its connectivity, as specified in the detailed specifications. The ITIA shall take the responsibility to install the servers, switches, routers, backup and tape devices, Workstation PCs and other necessary hardware/software at the sites. The ITIA shall provide the time frame for procuring and delivering all the necessary hardware. Though the scope covers establishment of a common data center along with associated hardware and software for selected towns, the ITIA shall design and provide the hardware at data center with suitable expandability for covering the entire utility area at a later date (Utility will specify the total consumer and asset base) along with a 7.5% per annum growth in consumer and asset base for next five years
- 2) **Networking:** The scope of work covers creation of LAN at datacenter, customer care centers, sub-division, division, circle, head-quarter and any other office of the utility, as per their requirement, along with creation of VPN/MPLS based WAN solution. The ITIA shall provide the necessary drawings and plan for installation, sizing, cabling and connectivity and the bill of material for the networking of all the locations
- 3) **GIS Implementation:** Supply, installation and commissioning of GIS software and latest satellite imagery maps for GIS based customer indexing and asset mapping in the identified locations. The ITIA shall carry out the necessary **DGPS survey** and creation of GIS based customer indexing and asset database as specified in detailed specification. ITIA shall provide the maps along with the certificate and rights in favour of owner from the source that these are the latest as on date of purchase which should be later to award date. The ITIA should specify clearly the licensed software he proposes to use for the package
- 4) **Meter Data Acquisition:** Supply, installation and commissioning of necessary hardware, software and communication equipment in the sub stations, DTR and select consumers in the identified towns, for the purpose of centralized meter data acquisition
- 5) **Software:** Supply, installation and commissioning of operating systems at servers/desktops, database and application software along with source code (only for customized software solutions) and functionalities covering application modules like Energy Audit, Data Acquisition, New Connection, Disconnection and Dismantling, MIS, GIS network management module with electrical network diagram of system. The ITIA has to supply necessary software solution for meter reading, billing, collection (MBC) if the same is not available with the utility. In case the required MBC and other standalone software solutions are already in place, the ITIA has to integrate the same with the offered solution including

design and supply of necessary middleware. Moreover, the ITIA has to link/map the GIS based customer index created by him to the existing customers and assets.

6) **Customer Care:**

- a. Development of *web portal* of utility for real time customer services
- b. Supply, installation and commissioning of *automatic token dispenser machine and intelligent display management system* at customer care centers
- c. Supply, installation and commissioning of *touch panel based kiosk* for furnishing information on billing, payment, duplicate bills, etc at customer care centers
- d. Supply, installation and commissioning of *cash/cheque collection kiosk* for automatically accepting cash and cheque payments from customers, to be installed at utility offices, customer care centers and any other location as per the requirement
- e. Supply, installation and commissioning of *point of sale (PoS) terminals* along with suitable cheque reader and bar code reader and application software to be deployed at payment collection centers

7) Facilities management services for maintaining infrastructure, post successful completion of acceptance tests for a period of five years from the date of completion of acceptance test..

The FMS provider shall be responsible for service delivery management for the complete project including project management and transition management. The FMS provider shall create and maintain a dedicated centralized online Help Desk, provide asset tracking services for the IT assets created for utility by ITIA, Scheduling/performing IMAC (Install, Move, Add and Change) services, maintenance and monitoring of IT equipment (Servers, Desktops, Laptops & Printers) including preventive and predictive support as well as repair and/or replacement/upgradation activity, network monitoring and management, database administration services, back-up/restore, server management, data center operations, anti-virus management, mail/messaging system management, performance monitoring and reporting, etc.

8) The proposed solution must also consider the following overarching functional requirements, analytical tools and capabilities:

- a. Workflow Management
- b. Document Management
- c. Data Warehousing
- d. Business Intelligence

e. Integration Middleware

- 9) **System Design And Engineering:** The ITIA shall be responsible for detailed design and engineering of overall system, sub-systems, elements, system facilities, equipments, services, including systems application software, etc. It shall include proper definition and execution of all interfaces with systems, equipment, material and services of utility for proper and correct design, performance and operation of the project.

ITIA shall provide complete engineering data, drawings, reports, manuals and services offered etc. for Utility's review, approval and records

- 10) **Supply of Equipment and Material:** The ITIA shall also be responsible for manufacture, inspection at manufacturer's works, supply, transportation, insurance, delivery at site, unloading, storage, complete supervision, installation and successful commissioning of all the equipment, systems and application software.

Any item though not specifically mentioned, but is required to complete the project works in all respects for its safe, reliable, efficient and trouble free operation shall also be taken to be included, and the same shall be supplied and installed by the ITIA without any extra cost unless it is explicitly excluded.

- 11) **Special Tools and Accessories:** The ITIA shall provide the special tools, testing equipments and accessories required during development stage, for day to day operation and maintenance of the system. All such tools shall be supplied by the ITIA.

12) **Testing and Commissioning:**

The ITIA shall be responsible for the testing processes such as planning (includes preparing test plans and defining roles and their responsibilities), preparation (consists of preparing test specification, test environment and test data) and successful commissioning (includes testing at various levels like unit level, integration level, system level and production)

13) **Geographical Scope**

The Locations where the systems shall be implemented shall be detailed by the particular utility in the RfP

14) **Data Migration Scope**

Data shall be migrated from its identified legacy systems as per requirement. The utilities' Consumer database and MBC database if available shall be migrated in the system. Data to be migrated will be cleansed, rationalized, transformed (if required) and reconciled. Conversion programs may need to be written to handle this task. The total data migration scope will be finalized by the utility with successful bidder

15) **Integration Scope**

ITIA should ensure that legacy systems and the new solutions lined up by them are tightly integrated and do not remain stand-alone and perform on real time basis as envisaged in specifications. All required external systems shall be integrated on a continuous basis using an integration middleware layer. The scope of integration of external systems includes IT systems already existing and functional internal to the utility, but outside the present scope of work. The integration is expected to be on-line real time or batch where appropriate and shall operate in an automated fashion without manual intervention.

ITIA shall make necessary provisions/software linkages in the proposed solution so that the state of the art SCADA/DMS system may be integrated seamlessly.

16) **Training for Employees:**

The ITIA shall organize training to the core Group of implementation team of the utility as well as end user training. Representatives from the successful bidder, Purchaser's implementation project and change management teams will be involved throughout in the development of training strategy, training material design and development, standards and training delivery to ensure that change management issues are incorporated, and that training strategies and materials are aligned to the requirements of the project and as business-specific as possible

17) **Assist Utility and IT Consultant for responding to queries to Nodal Agency:**

ITIA may be responsible for preparing responses to the queries raised by the Nodal Agency. Adequate support will be provided by the utilities to the ITIA

18) **Progress Update:**

The ITIA may also provide periodic status update reports highlighting critical issues to the utility. Further, any information (progress report, etc.) as and when sought by the Nodal Agency/Ministry of Power shall be furnished by the ITIA

19) **Other Services and Items:**

The scope also includes, but not limited to the following services/items described herein and elsewhere in specification:

a) Project Management and Site Supervision:

The bidder shall be responsible for the overall management and supervision of works, including the implementation of risk management as well as change management initiatives. He shall provide experienced, skilled, knowledgeable and competent personnel for all phases of the project, so as to provide the utility with a high quality system.

b) Interface Coordination:

The bidder shall identify all interface issues with utility and other agencies if any, and shall be responsible for such interfacing, coordination and exchange of all necessary information.

c) Scope Change Management:

Utility to finalize the scope change management procedure during development/Implementation stage.

20) Specific Exclusions

- 1 All civil & architectural works, internal and external electrification, special electronic earthing for Server system, Air conditioning and ventilation, fire fighting system and Access control system required for Data center, Customer care centers, Sub Station buildings and various utility premises are outside the scope of the ITIA, however vender has to indicate the space requirement for Data center, customer care centers, various server rooms and other equipments, heat load of servers & UPS etc, any other specific requirement, power supply requirement including standby supply requirement, so that the utility can provide the same as per bidder's requirement
- 2 Manpower required for managing Collection centers and Customer care centers
- 3 Collection of cash from customers
- 4 Supply of meters at sub station and DT Location
- 5 The ITIA is not expected to address the following:
 - Prove and execute a disaster recovery plan
 - Plan for business continuity
 - Reframe or establish IT processes within Utility
 - Train on subjects other than that relevant for Utility's system implementation
 - Address IT organization and governance related issues

4.1.1 Broad evaluation methodology that will be adopted by Utilities in RfP

The following is the evaluation methodology that will be adapted by utilities for appointment of ITIA:

- RfPs will be circulated only to the IT Implementation Agencies empanelled by Nodal Agency
- Single Stage – Two Envelope Procedure will be adapted (one envelope for technical proposal, the other for price bid). In the Single-Stage: Two-Envelope bidding procedure, Bidders should submit two sealed envelopes simultaneously, one containing the Technical

Proposal and the other the Price Proposal, enclosed together in an outer single envelope. Initially, only the Technical Proposals are opened at the date and time advised in the Bidding Document. The Price Proposals remain sealed and are held in custody by the utility. The Technical Proposals are evaluated by the utility. No amendments or changes to the Technical Proposals are permitted. The objective of the exercise is to allow the utility to evaluate the Technical Proposals without reference to price for transparency. Following the approval of the technical evaluation, and at an address, date and time advised by the utility, the Price Proposals will be opened. The Price Proposals are evaluated and, following approval of the price evaluation, the Contract is awarded to the Bidder whose Bid has been determined to be successful based on the formula given below.

- Alternate bids will not be allowed. Alternate technical modules, methodologies, approach, project plan or timelines that deviate from the defined scope and the SRS document will be considered as alternate bid and will be considered as non responsive.
- Since the bids are floated only to empanelled SIs, no further technical disqualification is permitted.
- Preliminary Evaluation: The technical proposals will be reviewed for deviations, acceptance of terms and conditions, adherence to scope of work, formats required, purchase of bid document, empanelment guarantee etc., In case of non compliance on any of the above, bids will be considered as technically non-responsive.
- Technical Evaluation: Technical Evaluation shall be carried out on the basis of conformity of the offered solution to specifications, the strength and experience of supplier's team, ability to provide support in software and hardware post implementation in required response time, expertise with a recognized work methodology, quality of proposed approach plan, approach to quality control, track record of successful completion of similar projects, professional credentials, project management and process re-engineering experience, quality of knowledge transfer program, etc. Suitable weightage shall be assigned for each of the criteria mentioned above and overall technical score would be calculated (out of 100).
- Price Bid Evaluation: Financial Proposals of only such firms will be opened whose offers have been declared Technically Responsive. The Financial Proposals of Technically Responsive Bidders in separate sealed envelope will be opened after evaluation of the Technical Proposals. Financial Proposal of un-successful Bidders will be returned back unopened. Financial proposal should be un-conditional, failing which the bid shall be summarily rejected.
- For comparison of the combined Technical and Price Score of all Firms, following formula may be used: $\text{Total Score} = (\text{Technical Score} \times 0.70) + (\text{LP/FP} \times 100) \times 0.30$. Where LP is the lowest price offer and FP is the price offer of the firm being evaluated.
- Contracts shall be awarded only to the bidder with the highest Total Score

5 Response Formats

5.1 Form No F-1: RfQ Submission Sheet

From:

To:

Sir,

Empanelment for IT Implementation Agency Roles, reference number R-APDRP/ITIA/2008/11

I _____ (Bidder/Lead member of consortium only for SI) herewith enclose RfQ for empanelment of my firm against RfQ reference number R-APDRP/ITIA/2008/11 for the following ITIA roles:

No.	ITIA Role	Yes/No
1	System Integrator	
2	Network Solution Provider	
3	GIS Solution Provider	
4	Meter Data Acquisition Solution Provider	

.I hereby accept and abide by the scope & terms and conditions of RfQ document unconditionally.

I _____ also undertake that I and/or my sub-contractors (if any) will not be eligible to be part of the IT Implementation Agency for the utility for which I and/or my sub-contractors (if any) have been appointed as IT Consultant solely or as a part of consortium. I also undertake that, I and any of our sub-contractors (if any), will not be eligible to work as TPIEA with the same utility during the currency of the R-APDRP.

I undertake to open office in the state of the contract awarding utility.



Yours faithfully,

Signature : _____

Full Name : _____

Address : _____

Email : _____

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5.2 Form No F-2: Certificate as to Corporate Principal

CERTIFICATE AS TO CORPORATE PRINCIPAL

(To be signed by any of Board Directors or Co. Secy.)

(To be accompanied along with requisite copy of the board resolution)

I _____ certify that I am _____ of the Company under the laws of _____ and that _____ who signed the above tender is authorized to bind the Company / Firm by authority of its governing body.

Signature: _____
Full Name: _____
Address : _____
Email : _____

5.3 Form No F-3: Credentials

Assignments of similar nature successfully completed during the last 3 financial years

The Firm's relevant past experience should be provided clearly for each of the ITIA role the bidder wishes to apply.



Details should be submitted against each of the qualifying requirements as mentioned against each ITIA role and in the prescribed format given in the table below.

Bidders need to submit the details as per the format in the table provided.

Table: The details of the same should be included in the following format and necessary supporting documents should be attached with RfQ:

Sl. No	Name of project	Brief Scope necessarily including role played by ITIA, modules implemented, sector classification	Owner of Project assignment (Client name)	Cost of assignment	Date of Awarded commencement	Date of completion	Was assignment satisfactorily completed
1.	2.	3.	4.	5.	6.	7.	8.

In case of utility applying for ITIA role, necessary documents as mentioned in the qualifying requirement for utility need to be submitted.

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5.4 Form No F -4: Company Information

Please provide brief write-up of your firm (and consortium member if any only in case of SI role) with details on turnover, sales, profit, etc. All necessary documents including audited balance sheet, profit & loss statement should be provided as mentioned in the qualifying requirement.

Signature : _____
Full Name : _____
Address : _____

5.5 Form No F-5: CVs

Suggested format for Curriculum Vitae for members of team



1. Name: _____
2. Profession/Present Designation: _____
3. Years with firm: _____ Nationality: _____
4. Area of Specialization: _____
5. Proposed Position on Team: _____
6. Key Qualification/Experience: _____

(Under this heading give outline of staff members experience and training most pertinent to assigned work on proposed team. Describe degree of responsibility held by staff member on relevant previous assignments and give dates and locations. Use up to half-a-page.)

7. Education :
(Under this heading, summarize college/ university and other specialized education of staff member, giving names of colleges, dates and degrees obtained. Use up to quarter page.)
8. Experience :
(Under this heading, list of positions held by staff member since graduation, giving dates, names of employing organization, title of positions held and location of assignments. For experience in last ten years also give types of activities performed and Owner references, where appropriate. Use upto three quarters of a page.
9. Language :
(Indicate proficiency in speaking, reading and writing of each language by 'excellent', 'good' or 'poor').

Signature : _____
Full Name : _____
Address : _____

Date: _____

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**5.6 Form No F-6: Deviations/No Deviations Confirmation,
Comments & Suggestions**

DEVIATIONS/COMMENTS/ SUGGESTIONS OF IMPLEMENTATION AGENCY

On the Scope of Work, or any related area:

- 1.
- 2.
- 3.
- 4.

(In case of no deviations, a statement to that effect must be given)

Signature : _____
Full Name : _____
Address : _____

5.7 Form No F-7: Memorandum of understanding (MoU)

[This MoU is only in case of consortium bidding for the role of SI and needs to be entered into on or after 29th September 2009. In case of existing consortiums (if the agreement was entered into before 29th September 2009), the existing MoU can be submitted]

This Memorandum of Understanding (MoU) entered into this ____ day of _____ 200__ at _____

Among _____ (hereinafter referred as “_____”) and having office at _____, India **Party of the First Part**

And _____ (hereinafter referred as”_____”) and having office at _____, India **Party of the Second Part**

Whereas Power Finance Corporation Limited has invited RfQ for empanelment for the Role of IT Implementation Agency in assist state utilities in preparation of project level bid documents and implementation of base line data collection system from concept to commissioning.

And whereas a combination of entities who, have executed a binding Memorandum of Understanding (MOU) in the prescribed format, to enter into a Consortium, and meeting the requirements stipulated in the RfQ document may submit a RfQ signed by the Lead Member, which shall legally bind all the Members of the Consortium who will be jointly and severally liable for the performance and all obligations there under to the Nodal Agency or any other utility which appoints us as their IT Implementation Agency.

And whereas the Parties have had discussions for formation of a Consortium for empanelment and have reached an understanding on the following points with respect to the Parties’ rights and obligations towards each other and their working relationship.

It is hereby as mutual understanding of the parties agreed and declared as follows:

1. M/s. shall act as Lead Member for and on behalf of Consortium Members. The said Consortium Members further declare and confirm that we shall jointly and severally be bound and shall be fully responsible unto Nodal Agency and/or appointing utility for the successful performance of the obligations under the RfQ and resulting Contract(s) submitted / executed by the Lead Member in the event of the selection of Consortium.

2. The Lead Member is hereby authorized to:

- (i) Sign and submit the RfQ for the role of System Integrator on behalf of consortium members pursuant to the RfQ initiated

- (ii) In the event, the SI (single bidder/consortium) along with its sub-contractors being selected as the IT Implementation Agency to the utility, to enter into the resulting Contract with the utility, including negotiation of the terms thereof
- (iii) To receive all payments behalf of the consortium from the utility.

3. In case of any breach of the stipulations of the RfQ Document by the Lead Member, Consortium Members along with the lead Member do hereby agree to be fully responsible to carry out all the obligations and responsibilities under the RfQ and resulting Contract.

4. It is further agreed by the Members that the sharing of responsibilities and obligations shall not in any way be a limitation of joint and several responsibilities and liabilities of the Members to the Purchaser.

5. It is clearly understood that the Lead member shall ensure performance under the agreements and if one or more Consortium Members fail to perform its /their respective obligations under the agreement(s), the same shall be deemed to be a default by all the Consortium Members.

6. This Consortium agreement shall be construed and interpreted in accordance with the laws of India and the Courts of New Delhi or the court of the state capital of the contract awarding utility, shall have the exclusive jurisdiction in all matters arising there under.

In witness whereof, the Members to the Consortium agreement have through their authorized representatives executed these presents and affixed common seal of their companies, on the day, month and year first mentioned above.

(Party of the first part) (Party of the second part)

Name*:

Designation*:



Seal:

Witness:

1.

2.

* Please provide the name and designation of each signatory.

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5.8 Form No. F-7A: Power of Attorney



In case of consortium only for the role of SI, Power of Attorney in the name of lead SI in original should be submitted on a stamp paper of atleast Rs.100 duly notarised.

5.9 Form No. F-8: Financial Statements

Details of turnover, networth & paid-up equity for the past three audited financial years need to be provided in the following format:

Details	FY...	FY...	FY...
Turn-Over			
Networth			
Paid-up Equity			

Proof: Audited Annual Reports/Financial Statements including Notes & Schedules, for last three applicable financial years)

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5.10 Form No. F-9: Certificate of Incorporation

Bidders need to enclose Certificate of Incorporation, Memorandum and Articles of Association along with the RfQ.

[The non-SI providers need not necessarily be incorporated for 3 financial Years]

6 Checklist - Mandatory forms that need to be submitted

The proposal should be presented concisely, should demonstrate the applicants capabilities & core competencies to manage and implement the program, and to deliver/achieve the objectives of the program.

The proposal should be typed in “Times New Roman” font, size 11 with single line spacing. The document should be precise to requirements and concise in nature.

S. No.	Item	Furnished
1	RfQ Submission Sheet in prescribed format (Form F1)	Yes/ No
2	Proof of purchase of RfQ (Draft/Receipt)	Yes/ No
3	Proof of turnover, networth & paid-up equity for the last three audited financial years (Form F8)	Yes/ No
4	Proof of experience against qualifying requirement (Form F3)	Yes/ No
5	Mandatory CVs (Form F5) of employees meeting the minimum count against qualifying requirement along with undertaking by the company secretary	Yes/ No
6	Three hard copies of the RfQ	Yes/ No
7	1 Soft copy of the RfQ in CD	Yes/ No
8	Certificate as to Corporate Principal (Form F2) along with board resolution	Yes/ No
9	Company information (Form F4)	Yes/ No
10	MoU (Form F7),	
11	Power of Attorney (Form F7A)	Yes/ No
12	Deviations/No Deviations Certificate (Form F6)	Yes/ No
13	Empanelment Guarantee	Yes/No
14	Proof of certification (ISO 9001:2000, CMM/CMMI Level 4)	Yes/No
15	Incorporation certificate along with Memorandum and Articles of Association (Form F9)	Yes/No