



MADHYA PRADESH URJA VIKAS NIGAM LIMITED
(A Govt. of M.P. Undertaking) (ISO 9001:2008 Certified)
Urja Bhawan, Link Road No.2,
Shivaji Nagar, Bhopal (M.P.) INDIA
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MPUVN/BEE-Manpower/2020-21/1049

Date: 05.08.2020

Notice for RFP

MP Urja Vikas Nigam Ltd. (SDA) invites applications for engaging the consultants with outstanding record to join its team on contractual basis, to assist in implementation of various energy efficiency programmes and activities launched under the Energy Conservation Act 2001 in the State of MP.

The interested applicants may forward their curriculum along with 2 passport size photographs and attested copies of certificates/mark sheets, giving complete details of their qualifications and experience with two references, up to **04.09.2020**, to **MANAGING DIRECTOR MP Urja Vikas Nigam Ltd. Urja Bhawan Shivaji Nagar Bhopal**. Candidates from Government Departments/PSUs/ Autonomous bodies etc. should send their application through proper channel. State Designated Agency MP (MPUVN Ltd) reserves the right to relax the eligibility and other criteria in case of exceptionally outstanding candidates. The decision of MD, MPUVN shall be final and binding. Please super scribe the envelop with “**Application for Consultant under Energy Management Program**”

Details given in our website i.e. www.mprenewable.nic.in

MANAGING DIRECTOR

Introduction

Energy Conservation Act

Considering the vast potential of energy savings and benefits of energy efficiency, the Government of India enacted the Energy Conservation Act, 2001 (52 of 2001). The Act provides for the legal framework, institutional arrangement and a regulatory mechanism at the Central and State level to embark upon energy efficiency drive in the country. Five major provisions of Energy Conservation (EC) Act related to Designated Consumers, Standard and Labelling of Appliances, Energy Conservation Building Codes, Creation of Institutional Set up Bureau of Energy Efficiency (BEE) and Establishment of Energy Conservation Fund.

The Energy Conservation Act became effective from 1st March 2002 and BEE operationalized from 1st March 2002.

Bureau of Energy Efficiency

The Bureau of Energy Efficiency is an agency of the Government of India, under the Ministry of Power created in March 2002 under the provisions of the Energy Conservation Act. The agency's function is to develop programs which will increase the conservation and efficient use of energy in India. The mission of Bureau of Energy Efficiency is to "institutionalize" energy efficiency services, enable delivery mechanisms in the country and provide leadership to energy efficiency in all sectors of the country. The primary objective would be to reduce energy intensity in the economy.

MPUVNL

Government of Madhya Pradesh has designated MPUVNL as State Designated Agency (SDA) in 2004 and setup Energy Management Cell (presently under Department of New and Renewable Energy- GoMP) to give impetus on promotion and popularization of energy efficient technologies.

Energy Management Cell has chosen to focus on efficient game changer technology transformations and shift in policy framework to move towards a clean-green future. The cell is mandated to foster research, development, demonstration and popularization of sustainable, equitable and energy efficient systems suitable for our developing economy. Besides implementing all Government sponsored programs and projects in this sector, MPUVNL also creates awareness about the benefits of energy conservation and renewable energy among users of various forms of energy. MPUVNL is also committed to reducing energy intensity in the Indian economy & have identified following thrust areas: Energy Conservation in Industry, Demand-side Management, Standards and Labeling for Electrical Products, Energy Efficiency in Buildings, Energy Conservation Building Codes, Energy Audits and Management Certification, Manuals and Codes, Energy Efficiency Policy Research, Incorporating Renewable Energy in

School Education, Delivery Mechanism for Efficiency Services. MPUVNL's scope of activities also includes implementing various schemes for meeting the energy needs of rural areas and promoting industrial and commercial projects for using non-conventional power. It is required to strengthen delivery mechanism for energy efficiency services in the state and provides the much-needed coordination between the various entities.

Energy saving is a national cause and all of us will have to join hands and make all out efforts in making India an energy efficient economy and society so that not only we remain competitive within our own market but also are able to compete in the international market.

Details on Qualification Requirement for Engagement of Manpower

1. Manpower Type 1:

1.1. Minimum Educational Qualification Required

AICTE / Govt. approved Bachelor's Degree in Engineering with minimum of 60% marks or equivalent grade in the engineering degree examination and a minimum of three years' work experience in energy efficiency or its conservation and energy auditing. The maximum age limit may be 45 years.

OR

Retired officers of Central Govt. or Autonomous Bodies who had served as Deputy Secretary / Equivalent posts subject to possessing a graduate degree and having a minimum of five years' work experience in energy efficiency or its conservation and energy auditing. The maximum age limit may be 65 years.

Preference should be given to BEE Certified Energy Auditor/ Manager and person having master's degree in Energy / Power having work experience with any SDA (State Designated Agency) for similar activities.

1.2. Contract Amount: Consolidated amount – Rs.40,000/- per month(Including tax), with a provision of maximum increment of 10% upon renewal of contract, subject to satisfactory performance and **ceiling of Rs.50,000 per month.**

1.3. Scope of work

A. **Support various activities under the Strengthening of State Designated Agencies scheme of BEE**

In order to kick start the energy conservation activities at the state level with an emphasis on building institutional capacities of the SDAs, Government of India had approved the scheme of Providing Financial Assistance to the State Designated Agencies for strengthening their institutional capacities and capabilities. Madhya Pradesh Urja Vikas Nigam Limited Bhopal (State Designated Agency for Madhya Pradesh State) has carried out capacity building activities like Workshops / training programmes involving the Energy Managers / Energy Auditors and Designated Consumers appraising about their roles as per the mandate of the EC Act 2001. Media / awareness campaign in MP has been undertaken by the SDAs. The major focus area of promotion through electronic and print media, translation of BEE materials to local languages, awareness campaign in schools / colleges, and through brochures, banners etc. Apart from the above, SDAMP has undertaken demonstration projects in the area of energy efficiency and LED Village Campaign was successfully commissioned. Under IGEA of the Govt. Buildings, many Govt. buildings have been taken up for energy audit. The implementation of the Energy Conservation measures in buildings has been taken up. A separate website highlighting energy efficiency measures undertaken in the State has been established. The roles expected from the manpower provided by the agency are:

- Preparation of annual action plans including budget estimation

- Preparation of quarterly and annual reports indicating the achievements realized for submission to BEE
- Interaction with other Govt. Dept. / Organizations and Industries
- Conduct state level awards
- Implementation of all programmes run by BEE
- Preparation of schemes/policies for promoting energy conservation
- Implementation and monitoring support for different energy efficiency projects
- Verification and documenting capacity avoidance and energy savings realized
- Exploring new areas for implementation of energy conservation measures in the state of MP
- Finalization and vetting of Detailed Project Reports (DPRs) for energy efficiency projects
- Conduct field visits for implementation and monitoring of different energy conservation activities
- Organizing awareness campaigns, workshops, seminars for different sectors and general public
- Facilitating energy audit and investment Grade Energy Audit of industries and industry clusters, Urban and local bodies, irrigation and water pumping systems, sewage systems, street lighting systems, buildings etc.
- Undertake activities as per the requirement of BEE as prescribed from time to time and extend necessary support for achievement of projected capacity avoidance as prescribed by SDA and any other activities which is felt necessary for fulfillment of the role of SDA as prescribed under EC Act 2001
- Update list of designated consumers including in the State.

B. Facilitate smooth and timely implementation of other schemes of BEE

BEE has initiated a number of energy efficiency initiatives in the areas of household lighting, commercial buildings, standards and labelling appliances, demand side management in agriculture/municipalities, SME's and large industries including the initiation of the process for development of energy consumption norms for industrial sub sectors, capacity building of SDA's etc. BEE envisages that the role of SDA – MP in various schemes will be extremely crucial to facilitate achievements of the national targets set by the Govt. of India. The roles expected from the manpower provided by the agency are:

1.4. Standards & Labelling Scheme:

- Facilitate in contributing to the capacity building of the retailers of BEE star labeled appliances
- Facilitate in conduct of consumer awareness programs to spread awareness
- Facilitate in ensuring larger penetration for voluntary products
- Facilitate in enforcement of provisions pertaining to appliances under the EC Act

1.5. Buildings Scheme:

New Commercial Buildings/Residential Buildings

- Facilitate in amendment and notification of ECBC to suit local climatic conditions
- Facilitate in incorporation of amended ECBC in municipal building byelaws
- Facilitate in capacity building of architects, designers and verifiers for ECBC compliant buildings.
- Facilitate in imparting training to building owners on submission of required data as per prescribed format once buildings are notified as DCs.

Existing Commercial Buildings

- Facilitate retrofit through ESCO route or by building owners themselves.
- Facilitate promotion of star labeling scheme of BEE.

1.6. Municipal DSM:

- Facilitate in selection of ULBs for implementation of DPRs.
- Facilitation in actual implementation in the ULBs.
- Facilitation in training/capacity building of officials of ULBs
- Facilitate in preparation of DPRs on pilot projects identified in ULBs

1.7. Agricultural DSM:

- Facilitate issue of regulations / notifications by the State Govt. to mandate the use of BEE star labeled pump sets for new agricultural connections.
- Facilitate in setting up of monitoring mechanism to quantify the outcome
- Facilitate in conduct of capacity building programmes for imparting training on energy & water conservation and energy efficient pumpsets to farmers through Krishi Vigyan Kendras

In addition to the above, the manpower provided will be required to do any other task pertaining to schemes of BEE as per direction provided by CEO of SDA.

2. Manpower Type 2:

2.1. Minimum Educational Qualification Required

AICTE / Govt. approved Bachelor's Degree in Engineering with minimum of 60% marks or equivalent grade in the engineering degree examination with 2 years MBA / Post Graduate Diploma in Energy Management/ Post Graduate Diploma in Business Administration or equivalent with specialization in Finance (AICTE/ Govt. approved). The incumbent should also possess a minimum of three years' work experience in energy efficiency or its conservation and energy auditing. The maximum age limit may be 45 years. Preference should be given to BEE Certified Energy Auditor/ Manager and person having master's degree in Energy / Power having work experience with SDA (State Designated Agency).

2.2. Contract Amount: Consolidated amount – Rs. 40,000/- per month (Including tax), with a provision of maximum increment of 10% upon renewal of contract, subject to satisfactory performance and **ceiling of Rs. 50,000 per month.**

2.3. Scope of Work

A. Managing State Energy Conservation Fund (SECF)

Clause 16 (1) of the Energy Conservation Act 2001 requires State Governments / U.T. Administrations to constitute a fund called SECF for the purpose of promotion of efficient use of energy and its conservation within the State. In this context, a scheme titled Contribution to SECF by the Government of India is in place from the XI plan with SDA being the implementing agency for the scheme. The SECF is proposed to be utilized to facilitate market transformation through implementation of energy efficiency projects by the SDAs. The most viable market transformation strategy for implementation of energy efficiency projects is through the ESCO route. Structuring of successful ESCO model is being pursued over a time by various organizations in different countries compared to India where it is still in nascent stage. Many endeavors to develop policies on energy efficiency in India have been undertaken which would cement the confidence of ESCOs but unfortunately not many investors have shown interest in investing for energy efficiency projects. This is primarily because investment is to be recouped through the accrued energy savings, process for which still needs to be streamlined and could not be done till now.

The SECF should not include energy efficiency projects to be executed on grants-in-aid basis (except for few demonstration projects on waste heat recovery). It should be used

as an instrument to facilitate implementation of energy efficiency projects through market transformation. For undertaking energy efficiency projects major part of the funds disbursed under SECF should be earmarked separately as Revolving Investment Fund (RIF). The roles expected from the manpower provided by the agency are:

- Identification of sectors for preparation of sector-specific energy savings plan
- Preparation of sector-specific energy savings plan
- Finalization of the plan in consultation with the SDA
- Strategizing implementation of the plan
- Utilizing and overall management of SECF as RIF
- Identification of other areas for utilizing SECF as RIF

3. Manpower Type 3 :

3.1 Minimum Educational Qualification Required

AICTE / Govt. approved Bachelor's Degree in Engineering with minimum of 60% marks or equivalent grade in the engineering degree examination, possessing a certificate of Energy Auditor / Energy Manager from the Bureau of Energy Efficiency and having experience of handling activities related to Designated Consumers. The incumbent should also possess a minimum of five years' work experience in energy efficiency or its conservation and energy auditing. The maximum age limit may be 45 years.

3.2 Contract Amount: Consolidated amount – Rs. 50,000/- per month, with a provision of maximum increment of 10% upon renewal of contract, subject to satisfactory performance and ceiling of **Rs.65,000 per month**

3.3 Scope of Work

A. Facilitate smooth and timely implementation of Perform, Achieve and Trade (PAT) scheme of BEE

PAT is a market based mechanism under the National Mission for Enhanced Energy Efficiency (NMEEE) to enhance cost effectiveness of improvements in energy efficiency in energy-intensive large industries and facilities in 8 energy intensive industrial sectors (including Thermal Power Stations), through certification of energy savings that could be traded.

During the first cycle of PAT scheme i.e. from 2012-13 to 2014-15, eight energy intensive sectors such as Thermal Power plants, Iron & Steel, Cement, Fertilizer, Aluminum, Textile, Pulp & Paper, Chlor-alkali have been included. There are about 478 numbers of Designated Consumers in these 8 sectors and they account for about 165-million-ton oil equivalent of energy consumption annually. It is expected to save around 6.686 million ton of oil equivalent of energy from the first cycle of the PAT scheme. This accounts for a saving of 3.4 mtoe from the seven energy intensive industries (DCs) and 3.2 mtoe from thermal power stations sector.

The scheme is unique in many ways, particularly from a developing-country's perspective since it creates a market for energy efficiency through tradable certificates, called Energy Saving Certificate (ESCerts) by allowing them to be used for meeting energy reduction targets. These certificates can be issued to any of the designated consumers who are able to exceed their respective notified target, the value of the certificate being the excess achievement, more than the target set. The beneficiary

industry could trade this certificate to any of the other designated consumers that is unable to meet its target, as buying ESCerts has been allowed as enough fulfilment of compliance requirement without any penal action. The agency will be responsible for providing appropriate manpower who will be accountable to perform the following roles for smooth implementation of PAT in consultation with the concerned officer-in-charge of Bureau of Energy Efficiency:

- Rule 5 - Form, manner and time for preparation of scheme for implementation of efficient use of energy and its conservation: Guidelines may be provided to SDAs detailing the actions to be undertaken on the action plan submitted by the DC.
- Rule 6 – Assessment of performance: For sub-rule (7) under rule (6), format and guidelines may be provided to SDAs for furnishing comments on Form ‘A’ to BEE.
- Rule 8 – Check Verification: For sub-rule (2a) & (11) under rule (8), format and guidelines may be provided to SDAs for furnishing comments to BEE.
- Rule 8 – Check Verification: For sub-rule (14) under rule (8), guidelines specifying the procedure to be adopted and the official responsible to initiate penalty proceedings may be provided to SDAs.
- Rule 8 – Check Verification: For sub-rule (15a) under rule (8), guidelines may be provided to SDAs detailing the actions to be undertaken to recover from the DC the loss to the Central Govt. by way of unfair gain to the DC.
- Rule 13 – Compliance of energy conservation norms and standards: Guidelines detailing the action to be taken by the SDA regarding submission of compliance as per Form ‘D’ by DC.
- Any other data/information sought by BEE as and when required.

4. Terms of Employment:

- 4.1. Services of the hired manpower will be purely on contract basis and initially **applicant will have to undergo a three months’ probation period and on successful completion of the same, final** contract would be for a period of one year. The contract may be renewed on yearly basis based on the performance of the hired manpower and subject to approval from competent authority.
- 4.2. Consultants already hired under this scheme and working with MPUVNL would have the opportunity to apply under this advertisement. In case they are hired again, they would be hired under this scheme at the last drawn monthly contract value from MPUVNL.
- 4.3. Maximum increment of 10% upon renewal of contract, subject to satisfactory performance and approval of competent authority would be given subject to ceiling limit

specified on category wise basis. Efforts are being made at department level for revision of ceiling limit.

4.4. Hired Manpower will be stationed at Head Office of Madhya Pradesh Urja Vikas Nigam, Bhopal. Hired Manpower will bring his own Laptop for day to day work to office.

4.5. Deliverables expected from the manpower are:

- i. Preparation of annual action plans including budget estimation
- ii. Preparation of annual reports
- iii. Interaction with other Govt. Dept. / Organizations and Industries
- iv. State level awards: Scheme & Implementation.
- v. Identification of demonstration projects
- vi. Preparation of schemes for promoting energy conservation
- vii. Implementation and monitoring support for different energy efficiency projects
- viii. Verification and documenting capacity avoidance and energy savings realized
- ix. Exploring new areas for implementation of energy conservation measures in the state
- x. Finalization and vetting of Detailed Project Reports (DPRs) for energy efficiency projects
- xi. Conduct field visits for implementation and monitoring of different energy conservation activities
- xii. Organizing awareness campaigns, workshops, seminars for different sectors and general public
- xiii. Facilitating energy audit and investment Grade Energy Audit of industries and industry clusters, Urban and local bodies, irrigation and water pumping systems, sewage systems, street lighting systems, buildings etc.
- xiv. Undertake activities as per the requirement of BEE as prescribed from time to time and extend necessary support for achievement of projected capacity avoidance as prescribed by SDA and any other activities which is felt necessary for fulfillment of the role of SDA as prescribed under EC Act 2001.
- xv. Coordination for State Energy Efficiency Index activity.

5. General Terms and Condition

- 5.1. Applicant will furnish declaration that he is not involved in any litigation that may have an impact of affecting or compromising the delivery of services as required under this assignment. The declaration should be verified by the Notary Public.
- 5.2. Direct or indirect canvassing on the part of the applicant or his representatives will be a disqualification.
- 5.3. If an applicant imposes conditions which are in addition to /or in contravention with the conditions mentioned herein, his application is liable for summary rejection.
- 5.4. If any dispute arises out of the contract regarding the interpretation, meaning and the breach of the terms of the contract, the matter shall be referred to by the parties to the MD, MPUVNL, Bhopal whose decision shall be final and binding.
- 5.5. Legal proceeding, if any, arising out of the contract shall have to be lodged in courts situated in Bhopal, Madhya Pradesh and not outside.
- 5.6. Remuneration (Monthly Contract value) for the individuals is inclusive of the conveyance charges, Dearness allowance, Income tax applicable, etc. The individual shall arrange for his/her accommodation etc. at his/her own cost. Travel outside Bhopal, on the direction of MPUVNL, would be paid by MPUVNL on rates as admissible in MPUVNL. Tax deduction at source shall be done as per the applicable rules.
- 5.7. Payment for a month shall be made in the first week of the subsequent month, except for the payment of last month of the contract. In case of last month of the contract, the payment shall be made in the form of final settlement as applicable.
- 5.8. Working hours and holidays applicable shall be as per GoMP policies. However, it may be noted that the selected individual shall be available and work for the required duration without any additional remuneration in case of work exigencies, which may include working on weekdays and holidays.
- 5.9. Evaluation of application
 - 5.9.1. Evaluation of application would involve screening of the profiles of the applicants on the basis of the area of the expertise showcased by the application. The profile of the applicant shall be gauged by the selection committee constituted by MPUVNL with respect to the qualification requirement and minimum experience requirement mentioned. The committee may seek any further supporting documents as may be required by the Committee from the applicants, which shall be provided by the applicant in the limited timeline provided by the Committee. Those applicants who meet the qualification requirements as mentioned above shall be considered as qualified applicants.
 - 5.9.2. Not more than 10 qualified applicants for each position shall be shortlisted for the presentations based on their total years of relevant experience.

- 5.9.3. Shortlisted candidates shall be asked to make a presentation regarding their understanding of their role in MPUVNL and how they would justify their employment towards achieving those goals. This presentation shall be followed by a Question & Answer session. The time and venue for the presentation shall be intimated to the applicant. Presentation may be held online depending on the prevailing condition
- 5.10. Confidentiality of Data and Documents- All Intellectual Property Rights (IPR) of data collected as well as the deliverables produced shall remain with the MPUVNL. All knowledge and information, which may be acquired during the assignment, shall be for all times and for all purposes, regarded as strictly confidential and held in confidence, and shall not be directly or indirectly disclosed to any person whatsoever, without the explicit written permission of the MPUVNL.
- 5.11. Conflict of Interest
- 5.11.1. The selected candidate shall not engage in any personal, business or professional activity, which conflicts or could conflict with any of his/ her obligations in relation to this engagement.
- 5.11.2. The selected candidate shall notify MPUVNL immediately of any actual or potential conflict, along with recommendations as to how the conflict can be avoided or mitigated.
- 5.11.3. In case of failure to comply with any of the above, the office reserves the right to terminate the contract immediately, without any financial obligations or liabilities.
- 5.12. Rights of MPUVNL- MPUVNL reserves the right to cancel this notice, and not to proceed in the matter, at any stage accept or reject any or all applications, without giving any explanations, whatsoever.
- 5.13. Termination of Contract-
- MPUVNL may, by way of written notice, terminate the contract under the following conditions:
- 5.13.1. The selected candidate is consistently unable to address the assigned works;
- 5.13.2. Quality of the assigned work is not to the satisfaction of the MPUVNL
- 5.13.3. The selected candidate fails to meet the prescribed timelines assigned under the prescribed time period from time to time; and
- 5.13.4. The selected candidate commits any material or persistent breach of its obligations under the contract.
- 5.13.5. The selected candidate fails to meet the requirements of the position for site visits, etc. as may be required from time to time.

5.13.6. This engagement is on a contract basis and in case that MPUVNL does not feel the need of the personnel in contention, MPUVNL shall serve a notice for discontinuation of service.

5.14. Application Submission

The application is to be submitted in a sealed envelope transcribed in the following manner:

“Application for Consultant under Energy Management Program”

To,

MANAGING DIRECTOR,

MP Urja Vikas Nigam Ltd.,

Shivaji Nagar, Bhopal – 462016

{Name of the Individual Consultant}

The application shall contain the following documents:

- o Application as per format
- o Details of the Applicant
- o C.V in the prescribed format
- o Self-attested copies of supporting documents substantiating the C.V
- o Desired undertakings / declaration.

5.14.1. The Covering Letter and application form should be submitted in a sealed envelope to the Managing Director, MPUVNL, Bhopal, within the specified time limit;

5.14.2. The candidate has the option of sending his application by courier/registered post/speed post or submitting in person so as to reach at the designated address by the time and date stipulated in this RfP. Application submitted by telex/ fax/ email shall not be considered under any circumstances. The MPUVNL shall not be responsible for any delay in receipt of Response. Any application received after the time and date for submission stipulated in the RfP shall not be opened and returned unopened;

5.14.3. No change or supplemental information to the response to RfP already submitted will be accepted after the scheduled date and time of submission of response to RfP. Notwithstanding the above, the MPUVNL reserves the right to seek additional information from the applicant, if found necessary, during the course of evaluation of response; and

5.14.4. If the envelope is not closed and not superscripted as per the requirement, the MPUVNL will assume no responsibility for its misplacement or premature opening.

- 5.15. Validity- The application shall be valid for the period of 90 days from the last date of submission of the application as specified in this RfP. The application with validity of less than 90 days may be rejected as non-responsive.
- 5.16. Amendments to the RfP- At any time prior to the deadline for submission of the proposal, MPUVNL may for any reason, modify the RfP. The prospective respondents having expressed interest shall be notified of the amendments and such amendments shall be binding upon them.
- 5.17. Code of Conduct- In case of proven misconduct, gross negligence, dishonesty or fraud on behalf of the candidate, the engagement may be suspended / terminated.

6. Selection Process

For all the positions the below mentioned scoring system will be followed.

- 6.1. There will be Technical eligibility round of 65 (Technical Eligibility Criteria (A)-50 mark and Technical Eligibility Criteria (B) -15 mark) marks which will be evaluated based on the documents submitted.
- 6.2. The presentation cum personal interview round which is 35 marks can be held online or face to face depending on the prevailing condition.
- 6.3. A candidate can apply only to one of the consultant positions. Applying to more than one position will be ground of rejection for the candidate.
- 6.4. The below marking is over and above the minimum eligibility criteria as laid down under each position qualification

Technical Eligibility Criteria (A) (50 marks)					
1	Education Qualification		Max Score 10		
	BTech				
	I. Above 80%	10			
	II. > 70% up to 80%	6			
	III. 60% up to 70%	3			
2	Manpower 1 & 2	Work Experience in Energy Efficiency and its conservation, energy auditing etc		20	
		Above 6 years	20		
		> 5 years up to 6 years	15		
		> 4 years up to 5 years	10		
		3 years up to 4 years	5		
	Manpower 3	Work Experience in Energy Efficiency and its conservation, energy auditing etc			
		Above 7 years	20		
		>6 years up to 7 years	15		
5 years up to 6 years		10			
3	Relevant experience at the Central/State level working including working with Nodal Agency, working level fluency in local language(s), knowledge of local culture or administrative system, government organization, etc.		20		
	> 3 years	15			
	> 2 years up to 3 years	10			
	1 up to 2 years	5			
	Additional 5 marks for experience in Madhya Pradesh, at least 1 year (this will check Exp. in local language, local culture, administration, etc.)	5			

Presentation cum Personal Interview (35 marks)			
1	Relevant experience as per the requirement of the concerned position		10
2	Implementable Work Plan		10
3	Innovative ideas and suggestions presented		15
Technical Eligibility Criteria (B) (15 marks)			
Manpower 1	MBA/Post Graduate Diploma in Business Administration or Equivalent (AICTE/Govt. Approved)	5	15
	Above 80% (5 mark)		
	> 70% - 80% (3 mark)		
	60% - 70% (1 mark)		
	BEE Certified Energy Auditor/Manager	10	
Manpower 2	MTech/MBA//Equivalent with Specialization in Finance/PGDM in Power Management/Energy Management/Renewable Energy Management from (AICTE/Govt. Approved)	5	15
	Above 80% (5 mark)		
	> 70% - 80% (3 mark)		
	60% - 70% (1 mark)		
	BEE Certified Energy Auditor/Manager	10	
Manpower 3	MTech/MBA/PGDM in Power Management/Energy Management (AICTE/Govt. Approved)		15
	Above 80%	15	
	> 70% - 80%	10	
	60% - 70%	5	
Total Score (Technical Eligibility(A) + Technical Eligibility(B) + Presentation cum Personal Interview)			100

7. Key Dates

Serial No	Stage	Date & Time
1.	Requirement publishing on portal	05.08.2020 by 5.00 PM
2.	Last date of Application submission	04.09.2020 by 5.00 PM
3.	Interview Round	To Be Communicated
4.	Result Declaration	To Be Communicated

Annexure 2: Formats & instructions for Response to RfP

The following formats are required to be included in the Applicant's Response to RfP.

1. Format for the Covering Letter
2. Format for Details of Applicant
3. Format for Curriculum Vitae

Applicant may use additional sheets to submit the information for its detailed Response.

1. Format for Covering Letter

Date: (dd-mm-yyyy)

To

Managing Director,

Madhya Pradesh Urja Vikas Nigam Ltd.,

Near - 5 no. Bus Stop, Shivaji Nagar, Bhopal – 462016

Sub: Application for Consultant under Energy Management Program for MPUVNL.

Dear Sir,

Having reviewed and fully understood in detail all the information provided in the RfP document, I hereby submit application in full compliance with the provisions specified in the TOR document for “Application for Consultant under Energy Management Program for MPUVNL (Manpower Type 1,2,3) ”

I am enclosing herewith the following information with duly signed formats as desired by you for your consideration:

Serial No.	Documents as required under RfP document	Enclosed (Yes/No)
1	Applicant Details	(Yes/No)
	Checklist of supporting documents	
	1.	
	2.	
	3.	
	4.	

I understand that the selection shall be as per the details mentioned in the RfP document. I agree to abide by the provisions laid down under the RfP document issued by MPUVNL, Bhopal.

I declare that the information as submitted in this application is true to the best of my knowledge. In case any information given in this application or attached documents is found to be incorrect at any point of time, I understand that MPUVNL may reject my response to RfP, and cancel the order, if issued.

Yours truly

(Signature)

(Address)

(Contact details: telephone no. ,)

2. Format for Details of Applicant

Serial No.	Description	Details
1.	Position Applying for	
2.	Name of the Applicant	
	Correspondence address:	
	Telephone no.:	
	Fax no.:	
	e-mail:	
3.	Detail of experience in working for / assisting government departments in renewable energy sector (use separate sheet if required)	
4.	Any other information (use separate sheet)	

3. Format of Curriculum Vitae

(Two Recent Photographs)

1. Name:
2. Position Applying for:
3. Latest Employer:
4. Date of Birth
5. Nationality:
6. Education:

School, college and/or University Attended	Degree/certificate or other specialized education obtained	Year Obtained

7. Languages
8. Employment Record
From [Year]: _____ To [Year]: _____
Employer: _____
Positions Held: _____
9. Work Undertaken that Best Illustrates Capability to Handle the Tasks defined in the scope of work (Enlist all that may seem relevant)
Name of assignment or project:
Year:
Location:
Main project features:
Positions held:
Activities performed:
References: _____
10. Master references- (Name, affiliation, position, contact number, email etc.)
 - 1.
 - 2.

11. Why you found yourself suitable for such assignment (limit: 100 words)

12. A note on Implementation of Energy Conservation act-2001 (Limit: 200 words)

Declaration: All the details provided in this CV are true to the best of my knowledge and if found erroneous, my candidature may be deemed invalid and the engagement may be terminated.

Date:

Place:

Signature: