

SI No. _____

UTTARAKHAND ELECTRICITY REGULATORY COMMISSION

**Bid for engagement of Technical Consultants
for assistance in
Analysis of Schedule of Rates (SoR) of other State Transmission
Utilities and Central Transmission Utilities
w.r.t.
Power Transmission Corporation of Uttarakhand Ltd. (PTCUL)**

Terms of Reference (ToR)

June, 2025

TERMS AND CONDITIONS

1 The Client

- 1.1 The name of the client is **Uttarakhand Electricity Regulatory Commission (Commission or UERC)**.
- 1.2 The **Uttarakhand Electricity Regulatory Commission** discharges its duty under the provisions of Electricity Act, 2003. Some of the responsibilities assigned to the Commission under section 86 (1) of the Electricity Act, 2003 are: -
- a) determine the tariff for generation, supply, transmission and wheeling of electricity, wholesale, bulk or retail, as the case may be, within the State;
 - b) regulate electricity purchase and procurement process of distribution licensees including the price at which electricity shall be procured from the generating companies or licensees or from other sources through agreements for purchase of power for distribution and supply within the State;
 - c) facilitate intra-state transmission and wheeling of electricity;
 - d) issue licences to persons seeking to act as transmission licensees, distribution licensees and electricity traders with respect to their operations within the State;
 - e) promote co-generation and generation of electricity from renewable sources of energy by providing suitable measures for connectivity with the grid and sale of electricity to any person, and also specify, for purchase of electricity from such sources, a percentage of the total consumption of electricity in the area of a distribution licence;
 - f) adjudicate upon the disputes between the licensees, and generating companies and to refer any dispute for arbitration;
 - g) levy fee for the purposes of this Act;
 - h) specify State Grid Code consistent with the Grid Code specified under clause (h) of sub-section (1) of section 79;
 - i) specify or enforce standards with respect to quality, continuity and reliability of service by licensees;
 - j) fix the trading margin in the intra-State trading of electricity, if considered, necessary; and
 - k) discharge such other functions as may be assigned to it under this Act.

2 The Assignment

- 2.1 The name, objectives, and description of the assignment is:

“Analysis of schedule of rates (SoR) issued for purchase of various articles and for carrying out different works by Power Transmission Corporation of Uttarakhand Limited and its comparison with similar schedule of rates issued by other State Transmission Utilities and Central Transmission Utility”, as per the scope of work.

2.2 Background

The Power Transmission Corporation of Uttarakhand Ltd. (PTCUL) was given the ‘The Uttaranchal Transmission and Bulk Supply Licence (Licence No. 1 of 2003)’ for transmission activities within the State of Uttarakhand vide, Clause 11 of the License agreement stipulates as follows:

“

11. Investments

- 11.1 *The Licensee shall not make any investment under any scheme or schemes except in an economical and efficient manner and in terms of this Licence and in accordance with the Regulations, guidelines, directions and orders the Commission may issue from time to time.*
- 11.2 *The Licensee shall promptly notify the Commission, schemes pertaining to the Transmission System which the Licensee from time to time proposes to implement together with relevant details, including the estimated cost of such schemes, with requisite break-up and proposed investment plans. The Licensee shall furnish to the Commission such further details and clarifications as to the schemes proposed, as the Commission may require from time to time. The schemes proposed may be implemented by Licensee, subject to the following conditions:*
- a) If the scheme does not involve major investment as defined hereunder, without the need for any specific approval from the Commission but subject however to any reasonable direction or condition which the Commission may give or impose during the implementation of the scheme;*
 - b) If the scheme involves major investment, after taking specific prior approval of the Commission as provided in Paragraph 11.3.*
- 11.3 *The Licensee shall make an application to the Commission for obtaining prior approval of the Commission for schemes involving major investments as per the procedure which the Commission may specify from time to time and demonstrate to the satisfaction of the Commission that:*
- a) there is a need for the major investments in the Transmission System, which the Licensee proposes to undertake;*
 - b) the Licensee has examined the economic, technical, system and environmental aspects of all*

viable alternatives to the proposal for investing in or acquiring new Transmission system assets to meet such need; and

- 11.4 *The Licensee's contracts for major investments shall be awarded only pursuant to a transparent and competitive procurement process acceptable to the Commission. The Licensee shall follow the Practice Guidelines regarding major investments issued by the Commission from time to time. The Licensee shall invite and finalize tenders for procurement of equipment, materials and/or services relating such investment, consistent with the above.*
- 11.5 *For the purpose of Paragraph 11, the term "Major Investment" means any planned investment in or acquisition of Transmission facilities, the cost of which, when aggregated with all other investments or acquisitions (if any) forming part of the same overall transaction, equals or exceeds Rs. 1000 Lakhs.*
- 11.6 *The Licensee shall submit to the Commission along with the "Expected Revenue Calculation" filed in terms of Paragraph 23, the annual investment plan for the ensuing financial year and shall make investment in the said financial year in accordance with the said investment plan. Provided, however, if any unforeseen contingencies required reallocation of funds within the schemes listed in the annual investment plan, the Licensee may do so provided further that such reallocation in respect of individual projects does not exceed Rs. 1000 Lakhs, after intimating the Commission. If on account of unforeseen circumstances the Licensee is required to make investment in a scheme which does not find a place in the annual investment plan, the Licensee may do so upto the limit of Rs. 1000 Lakhs after intimating the Commission."*

As per the aforesaid clause, for every major investment of Rs. 1000 lakhs and more, PTCUL seeks investment approval from the Commission. While preparing the estimates of DPR PTCUL relies upon the rates mentioned in their Schedule of Rates (SoR). SoR are approved by the Board of Directors (BoD) of PTCUL from time to time.

From FY 2022-23 to FY 2024-25, the PTCUL has revised its SoR various times and significantly increased the rates of most of the items, citing the reason that the rates determined in previous SoRs were such that they were unable to get the bidders for the various works.

With this background and considering the substantial increase in rates in relatively smaller span of time, it seems important to analyse the revisions in light of rates issued by some other States and the PGCIL. For the purpose, the Commission intends to engage the Consultancy Firm to assist the Commission in the analysis of SoR of different State Transmission Utilities and Central Transmission Utility w.r.t. SoR of the PTCUL and also to provide assistance in works as mentioned in the scope of work below.

2.3 Scope of Work

The Scope of work envisaged for the assignment is as follows:

- a) Preparation of Report specifying the Schedule of Rates (SoR) of different State transmission Utilities and PGCIL with thorough comparison with Uttarakhand State Transmission Utility. The Report should include:
 - Compilation of Schedule of Rates (SoR) of atleast three State Transmission Utilities (STUs) adjacent or are similar to Uttarakhand as well as of Central Transmission Utility for FY 2022-23 to FY 2024-25.
 - Details of methodology/approach adopted by these STUs for preparation of SoR for the respective financial years.
 - Details of methodology/approach adopted by Uttarakhand STU for preparation of SoR for the respective financial years.
 - Comparison of the methodology/approach for preparation of SoRs by considered STUs and CTU w.r.t. Uttarakhand STU.
 - Comparison of rates of similar items that are crucial for estimation.
 - Critical view and opinion upon the rates in SoRs of PTCUL with regard to justness and methodology adopted in light of other similar utilities that are considered for comparison together with corrective measures and suggestions on steps to be taken by the Commission in the matter.
- b) Discussions on the Preliminary Draft Report with the Commission.
- c) Analysis of comments/suggestions received from the Commission on Draft Report. Inclusion of any other factors in analysis and determination of parameters or calculations consequently as guided by the Commission which may come up later or as may be required for arriving at the just, effective and competitively reasonable Schedule of Rates and methodology for determining the same.
- d) Preparation and submission of Revised Final Report to the Commission together with the true and authentic copies of all the documents referred and relied upon for preparation of the report.

2.4 Timelines and Deliverables

The total time frame envisaged for the assignment is around 02 months (60 days) from the date of Letter of Award (LoA). The Consultant shall submit the following deliverables during the course of the assignment:

- a) Preliminary analysis within 3 weeks from the date of LoA.

- b) Discussion with Commission and its officials on preliminary analysis and submission of revised analysis based upon discussion/suggestions be completed within 1 week thereupon.
- c) Draft of the Preliminary Report within 1 week from the date of submission of the revised analysis.
- d) Revised and Final Report on analysis of comments/suggestions received from the Commission within 2 weeks from the date of receipt of comments on the draft Report.
- e) Final Report to be submitted to the Commission after incorporation of suggestions within 08 weeks from the date of LoA.

3 Qualification/eligibility of bidder for consultancy services

- 3.1 The bidder must have a sound understanding of:
 - a. Technical aspects of Transmission Lines and Power Sector,
 - b. Technical aspects pertaining to design of Transmission Lines,
 - c. Transmission Line elements and BoQ of Transmission Projects,
 - d. Schedule of Rates (SoR) preparation of State Utilities (preferably Hilly State) and Central Utility,
 - e. Linkages of the assignment with analysis of regulatory policies, CEA, CERC Notification etc.,
 - f. Legal framework governing the Power Sector.
- 3.2 The bidder should possess the following experience specifically between FY 2020-21 to FY 2024-25:
 - a) Determination of SoR or its analysis for any State Transmission Licensee or Distribution Licensee, or
 - b) Validation of DPR based on the SoR for any State Transmission Licensee or Distribution Licensee.
 - c) Experience of consultancy for determination of Tariff/ARR for any State Transmission Licensee or Distribution Licensee or for State Electricity Regulatory Commission.
- 3.3 The bidder for compliance with the above requirement/experience will have to submit the copies of agreement for the works having minimum contract value of Rs. 15 lakhs and signed between FY 2020-21 to FY 2024-25.
- 3.4 The bidder for establishment of performance will have to submit the copies of work orders with work completion/performance certificate by client for works of atleast Rs. 5 lakhs

value completed in past 10 years.

- 3.5 The bidder should have an annual turnover of Rs. 10 Crores and above.
- 3.6 The bidders who can commit full time manpower deployment exclusively for the assignment of the Commission, as and when required, will be eligible for consideration.
- 3.7 Bidders can either be a technical consulting firm or a consortium of consulting firms (i.e. two or more firms can join together and submit the proposals) or a company. Where the bid is submitted by a consortium, the written consent of each member of the consortium to participate in the bid on the basis of joint and several liabilities to the Commission for the satisfactory performance of the services shall be provided along with the bid.
- 3.8 **The bidders shall not be working on any assignment with Power Transmission Corporation of Uttarakhand Limited (PTCUL) that could be in conflict with their obligations under the current assignment or that may place them in a position of not being able to carry out the assignments objectively and impartially. The bidder shall have to give an undertaking to this effect.**
- 3.9 The majority (80%) of the key professional staff proposed must be regular employees of the firm(s)/company. No alternative to key professional staff may be proposed.
- 3.10 The bidder mandatorily has to visit the Commission for a minimum of 4 nos. during the work cycle as per the call of the Commission.

4 Procedure for bidding

4.1 Collection and submission of bid documents

4.1.1. Collection of bid document

A set of bid-documents and terms and conditions of bid may be obtained by any interested eligible Bidder from the Commission's office free of cost during working hours, i.e. from 10:00 hrs. to 17:00 hrs. on days specified below in Para 4.2.1 and may also be downloaded from Commission's website www.uerc.gov.in.

4.1.2. Tender/Processing Fee

A non-refundable tender/ processing fee of Rs. 500.00 (Rupees Five Hundred) only, shall be submitted in the form of bank draft in favour of Secretary, UERC, Dehradun, with the Technical Bid.

4.1.3. Earnest Money

Earnest Money of Rs. 50,000.00 (Rupees fifty thousand) only, shall be submitted in the form of FDR/CDR of a scheduled bank duly pledged in favour of Secretary,

UERC, Dehradun, with the Technical Bid.

4.1.4. Contact Person

The address for collecting tender documents, submission of proposal and requesting clarifications is:

Sh. Gaurav Sharma,
Director (C&L),
Uttarakhand Electricity Regulatory
Commission, Vidyut Niyamak Bhawan, Near
ISBT, P.O. Majra,
Dehradun - 248171. Phone-07533967111

4.1.5. Submission of bids

- i. Proposals must be submitted not later than 11:00 hrs. on 30.07.2025. Separate Technical and Financial proposals are required for the assignment. One Separate sealed cover each shall be submitted for the Financial (3 Copies) and Technical Bids (3 Copies). The envelopes should mention name of assignment and nature of Bid (Technical/Financial) at the Top and the name of the submitting bidder at left hand corner of the envelope. The bids shall be in the enclosed formats (Form 1 to 9) only.
- ii. The Technical bids shall not indicate any particulars of the Financial bids otherwise the bids shall be liable to be rejected. All Technical documents like literature, catalogues etc. shall be placed in the same sealed cover alongwith a copy of GST Registration Certificate & Copy of PAN of firm/company.
- iii. The proposal shall clearly indicate the names and designations of the persons who shall be available to the Commission on full time basis alongwith the time schedule of availability of other team members showing the exact times of their availability for each assignment.
- iv. Each page of bid should be numbered and signed by the authorized signatory with the seal of the firm and the forwarding letter must indicate the details of the enclosures attached.
- v. Proposals and all connected documents and subsequent reports (in case of selection as Bidder) should be submitted in ENGLISH only.
- vi. Bidders are required to state local cost in the Indian currency only.
- vii. Proposals must remain valid upto 90 days after the last date for submission.

4.2 The Bid Schedule

4.2.1 The Bid Schedule shall be as under:

1.	Sale of bid-documents	17.06.2025 to 29.07.2025 between 10:00 hrs. to 17:00 hrs. on all working days
2.	Last Date of Receipt of Bid Proposals	30.07.2025 upto 11:00 hrs.
3.	Opening of Technical Bids	30.07.2025 at 15:00 hrs.
4.	Opening of Financial Bids	to be intimated later.

4.2.2 The technical bids shall be opened at 15:00 hrs. on 30.07.2025 at the Commission's office by the Evaluation Committee in the presence of bidders or their representative, who wish to participate.

5 Method of Selection of bidder

5.1. The evaluation of bids shall be done by an Evaluation Committee as may be constituted by the Commission.

5.2. Technical Evaluation

a. The Technical evaluation will be done on the basis of the following criteria with maximum marks of 100. The weights for each factor of the criteria shall be as follows:-

S. No.	Description	Max. Marks	Classification of Marks
a	Experience in Technical Assessment	40	20 Marks for each SoR related works.
			10 Marks for each ARR/Tariff related works.
b.	Diversity in Experience	10	05 Marks for experience in 2 states.
			10 Marks for experience in 03 or more states.
c.	Qualifications of the key staff for the assignment	20	20 Marks for certified CA/CMA/B. Tech
			10 Marks for Post-Graduate.

			5 Marks for Graduate other than CA/CMA/B. Tech.
d.	Experience of the key staff for the assignment.	20	5 Marks for experience upto 3 yrs.
			10 Marks for experience from 3 to 6 yrs.
			15 Marks for experience from 6 to 10 yrs.
			20 Marks for experience above 10 yrs.
e.	Visit to the Commission.	10	5 Marks for agreeing upon 5 nos. of visits.
			10 Marks for agreeing upon 6 nos. and more visits.
	Total	100	

Note:

- 1. If more than one employee is appointed for the assignment, then qualifications and years of experience will be considered separately and marks will be added in the qualification and experience criteria.*
- 2. Minimum 04 nos. of visits are mandatory during the project duration and there should be flexibility for more visits as per the call of UERC.*

- b. The minimum qualifying total score for the technical bid shall be 75. The financial bids of only those bidders shall be opened whose score is 75 or above in technical bids. After the technical evaluation is completed, the Commission shall inform those bidders whose proposals did not meet the minimum qualifying mark or were considered non responsive to the Terms of Reference (ToR) and the Financial proposals will be returned unopened after completing the selection process. Qualified bidders, who have scored qualifying score of 75 or more, shall be informed about the date and time of opening of financial bids and they may attend the opening of financial bids at the Commission's office on the specified date.

5.3. Financial Evaluation

- a. The financial proposals of the technically qualified Bidders will be opened by the Evaluation Committee in presence of those bidders or their representatives whose bids are shortlisted for financial evaluation.
- b. The proposal with lowest evaluated cost will be selected as L1 Bidder.

- c. Evaluation of financial bids will lead to selection of consultant.

5.4. Engagement of Consultant

- a. The Commission will discuss the detailed work plan with the L1 bidder. Any suggestions that the bidder has made to improve the ToRs, staffing details, activities to be undertaken by the consultants, reporting etc., as also the inputs required from the Commission to ensure satisfactory implementation of the assignment will then be discussed with this bidder and finalized. These discussions will be on the strict understanding that the amount quoted in the Bid document will not be increased for any reason whatsoever.
- b. Having selected Consultants, amongst other things, on the basis of an evaluation of the proposed key professional staff, the Commission shall award a contract on the basis of the staff named in the proposal and, prior to the award of contract, will require assurances that this staff will be actually available. The Commission will not consider substitutions during the contract period except in cases of genuine hardship subject to the satisfaction of the Commission.
- c. The successful bidder shall enter into a contract with the Commission in the prescribed format and shall commence the assignment as per schedule assigned by the Commission.
- d. The successful bidder shall furnish a "Performance Guarantee" equal to 10% of the value of contract in the form of FDR/CDR/Bank Guarantee of the Scheduled Bank, which shall be valid for 60 days after the completion of the assignment.
- e. If the Bidder, finally selected for award of contract on basis of above procedure, fails to enter into a contract within the time limit as may be prescribed by the Commission, the deposited EMD of the said Bidder shall be forfeited by the Commission. Further, the Commission will invite the bidder who is L2 i.e. with second lowest rates for award of the contract.

6 Other conditions

- 6.1. The Commission may hold weekly review meetings fortnightly, or more frequently if so needed, with the Consultant during which senior/key personnel of Consultancy firm shall be present.
- 6.2. The consultant shall not utilize or publish or disclose or part with any statistics, data/ proceeding or information collected for the purpose of Commission, without the express written consent of the Commission. The consultant shall be duly bound to hand over the entire record of assignment to the Commission before the expiry of the contract.

- 6.3. The Commission reserves the right to award the assignments to one or more bidders on the basis of the selection criterion or reject any bid or to cancel the assignment(s) without assigning any reasons for the same. Failure to provide all information or conceal any information material to award of contract shall be at bidders own risk and may result into rejection of the proposal.

(Neeraj Sati)

Secretary to the Commission

TECHNICAL PROPOSAL SUBMISSION FORM

(To be placed alongwith Form 2 to 7 in the sealed cover containing technical bid)

To,

**Uttarakhand Electricity Regulatory Commission,
Vidyut Niyamak Bhawan, Near ISBT, P.O. Majra,
Dehradun- 248171, Uttarakhand.**

Sir,

We, the undersigned, offer to provide the consulting services for the following assignment in accordance with your advertisement/letter dated:

“

”

We are hereby submitting our proposal for the assignment, which includes the Technical Proposal and the Financial Proposal sealed under separate envelopes. Each page of the proposal has been signed by the Authorized Signatory.

If negotiations are proposed by the Commission at any stage we undertake to negotiate on the basis of the proposed staff and others. Our Proposal is binding upon us and subject to the modifications resulting from contract negotiations.

We understand that you are not bound to accept any Proposal you receive.

Yours sincerely,

Encl.:As above.

Authorized Signatory:
Name and Title of Signatory:
Name of the Firm:
Address:

Technical Proposal**FIRM'S REFERENCES****Relevant services carried out in the last five years
that best illustrate qualifications**

(Using the format below, provide information on each reference/assignment for which your firm/entity, either individually as a corporate entity or as one of the major companies within an association, was legally contracted.)

1. Assignment Name:	
2. Name & address of the client:	
3. (i) Professional Staff including Senior Staff (Project Director/Coordinator, Team Leader) Provided by Your Firm/entity (attach profiles). (ii) No. of Staff-weeks; duration of assignment	
4. Start Date and Completion Date (Month/Year):	
5. Details of Associated Consultants, if any:	
6. No. of Months of Professional Staff Provided by Associated Consultants	
7. Approx. Value of Services (in Current Indian Rs.):	

Technical Proposal**Format of Curriculum Vitae (CV) for proposed
Professional staff**

1. Proposed Position	
2. Name of Firm	
3. Name of Staff and Nationality	
4. Profession	
5. Date Of Birth	
6. Years with Firm/ entity	
7. Membership in Professional Societies	
8. Details of task Assigned	
9. Key Qualifications & experience: (a) Degree/diploma (with specialization if any) (b) Year of passing (c) Institute/College (d) Area of expertise (e) Details of Relevant experience.	

Technical Proposal

Description of the methodology and Work plan for performing the assignment
(Also mention any specific support required from the Commission)

Technical Proposal**Activity (work) schedule**

(May include flow-diagram and/or PERT Chart for details)

Assumed Zero Point: _____

TASK	Completion Date with reference to assumed zero point
1.	
2.	
3.	
4.	
5.	
6.	
7.	
8.	
9.	

Technical Proposal
TEAM COMPOSITION AND TASK ASSIGNMENTS
Technical/Managerial Staff

Name	Position	Task	Availability schedule (in weeks of the assignment)					
			1	2	3	4	5	...
1.								
2.								
3.								
4.								
5.								
6.								
7.								
8.								
9.								

Technical Proposal

Description of extent of transfer of knowledge and Documents / workings to
Commission staff

FINANCIAL PROPOSAL SUBMISSION FORM

(To be placed alongwith Form 9 in the sealed cover containing financial bid)

To,

**Uttarakhand Electricity Regulatory Commission,
Vidyut Niyamak Bhawan, Near I.S.B.T., PO-Majra,
Dehradun-248171,
Uttarakhand.**

Sir,

We, the undersigned, offer to provide the consulting services for the following assignment in accordance with your advertisement/letter dated.....:

“

”

We are hereby submitting our Financial Proposals (Form 9) sealed under separate envelope for the above assignment. Our attached Financial Proposal is for the sum of

..... (Amount in words and figures) for this assignment.

This amount is inclusive of our professional fee, profits and all taxes & levies which we have estimated at

..... (Amount in words and figures) for the assignment.

Our Financial Proposal shall be binding upon us subject to the modification resulting from Contract negotiations, made by the Commission at its discretion. Each page of the proposal has been signed by the Authorized Signatory:

We understand that you are not bound to accept any Proposal you receive.

Encl. Form 9

Yours sincerely,

Authorized Signatory:
Name and Title of Signatory:
Name of the Firm/Company:
Address:

**Financial proposal Summary of
costs**

Costs	Amount(s) Rs.
Total (A+B) (in figures and words)	
Taxes Payable	
Total Amount of the Proposal (in figures and words)	

Break-up of manpower costs

Person's Name	No. of Weeks	Equivalent Months	Rate/ Person/ month	Total
Total (A)				

Break-up of other costs

Expense Type	Total
Establishment Expenses*	
Travel Expenses*	
Communication Expenses*	
Other Overheads*	
Total (B)	

* Please provide full details.