UTTARAKHAND ELECTRICITY REGULATORY COMMISSION

Terms of Reference (ToR)

for

Engagement of Consultants for assistance to the Commission

30th September, 2026

Uttarakhand Electricity Regulatory Commission (UERC) a statutory body discharging its functions under the provisions of the Electricity Act, 2003, invites applications from eligible candidates for engagement as Consultant for assisting the Commission/office of the Commission on engagement basis in various wings:

1. Consultant (Tariff)

a) No. of Consultants for engagement – 01

b) Assignment name

Hiring a Consultant (Tariff) for assisting in various works related to Tariff wing.

c) Background

The Tariff wing of the Commission is broadly assisting the Commission in following:

i. Examination/Analysis of techno-commercial reports/submissions of distribution/ generation utilities & other stakeholders.

ii. In examination/analysis of Tariff Petitions of UPCL, Greenko, Gama, Sravanthi & other RE generators.

iii. In Drafting of Regulations namely MYT Regulation, RE Regulation etc.

Therefore, in order to expedite the works of Tariff Wing, the Commission intends to engage a Consultant who shall assist the officers of Tariff Wing for timely disposal/ execution of the assigned works.

d) Qualifications

The applicant must hold a CA (Inter)/CMA(Inter)/MBA(Finance) degree. A candidate having professional experience in the power sector will be considered as an added advantage. The candidate should have demonstrated experience in drafting & compilation of various reports and should possess strong proficiency in MS Office applications.

e) Scope of Works

The Consultant (Tariff) shall assist the officers of Tariff wing in performing the following works during the consultancy period:

1. Monitoring of compliance of the directions given by the Commission to the utilities.
2. Monitoring the matters related to the power procurement planning and process of the State discom and other communication with the utilities in a time bound manner.
3. Monitoring the compliance with respect to the RPO obligation to be fulfilled by the obligated entity ensuring the timely availability of the required data.

4. Compilation of newly issued polices by MoP/MNRE, GoI.
5. Compilation of comparison of regulations notified by other SERCs related to tariff wing.
6. Assistance in compilation of financial & technical data of RE projects.
7. Assistance in determination of capital cost/tariff of RE based plants.
8. Drafting of notes/letters on the various issues that come up for consideration of the Commission and assigned to the Consultant through concerned officer.
9. Communication with the respective utilities for seeking information on the various matters as assigned from time to time.
10. Making record notes of meetings of the Commission based on the direction issued by the Commission.
11. Collection and compilation of the various data required for submitting with the concerned authority as per the specific directions by the concerned officer.
12. Any other work assigned by the Commission through its Secretary/Directors related to the Tariff/Finance wing of the Commission.

2. Consultant (Legal)

a) No. of Consultants for engagement – 01

b) Assignment name

Hiring a Consultant (Legal) for assisting the Commission in legal, regulatory, quasi-judicial and litigation related matters.

c) Background

The Law Wing of the Commission assists the Commission in discharge of its statutory and quasi-judicial functions under the Electricity Act, 2003 and the Regulations, Rules, Codes, Orders and other instruments issued thereunder. The Law Wing is also required to examine petitions and other matters placed before the Commission, undertake legal research, assist in drafting of orders, notices, communications and other documents, monitor matters pending before Courts/Tribunals and coordinate with standing counsel/engaged counsel in matters relating to the Commission.

The Law Wing also assists the Commission in examination and drafting of Regulations, amendments thereto, Statements of Objects and Reasons, legal notes, affidavits, replies, written submissions and other documents required in proceedings before the Commission, High Court, Appellate Tribunal for Electricity (APTEL), and Supreme Court.

Therefore, in order to expedite the works of the Law Wing and to provide timely legal

assistance in regulatory and quasi-judicial matters, the Commission intends to engage a Legal Consultant who shall assist the officers of the Law Wing for timely disposal/execution of the assigned works.

d) Qualifications

The applicant must hold a Bachelor's Degree in Law (LL.B.) from a recognized University/Institution.

A Master's Degree in Law (LL.M.) and/or professional experience in the electricity/power sector will be considered as an added advantage.

e) Scope of Works

The Consultant (Legal) shall assist the officers of Law Wing in performing the following works during the consultancy period:

i. Legal examination, analysis and research in respect of petitions, applications, representations, references and other matters placed before the Commission, including examination of the Electricity Act, 2003, Rules, Regulations, Codes, Orders, Government policies and other applicable laws, as well as relevant judgments/orders of the Supreme Court, High Courts, APTEL, CERC and other SERCs; and assistance in examination of legal issues arising in tariff, licensing, open access, power procurement, renewable energy, transmission, distribution, consumer-related and other regulatory matters, including preparation of briefs, legal notes, comparative statements and reports for consideration of the Commission.

ii. Assistance in drafting and vetting of draft orders, notices, communications, affidavits, replies, written submissions, rejoinders, legal opinions, agenda notes, record notes and other documents relating to proceedings before the Commission; assistance in drafting/amendment of Regulations, Codes, Guidelines and other regulatory instruments, including Statements of Objects and Reasons (SoR); and assistance in monitoring and conducting matters relating to the Commission before the High Court, APTEL, Supreme Court and other judicial/quasi-judicial forums, including coordination with Standing Counsel/engaged Counsel and preparation and compilation of briefs, records, instructions and factual/legal inputs.

iii. Assistance in examination of judgments/orders and preparation of notes regarding their implications for the Commission; maintenance and systematic compilation of legal records, case files, pleadings and judgments/orders; collection and compilation of information/ documents from utilities, licensees, generating companies and other stakeholders; and such other legal/regulatory works as may be assigned by the Commission through the concerned officer of the Law Wing.

3. General Terms & Conditions for all Consultants :

(a) The tenure of engagement will be for a period of **11 months** initially. However, the Commission shall have the right to curtail the period of engagement or extend the tenure.

(b) A lump-sum consultancy fee of **Rs. 40,000/-** (Rupees Forty Thousand only) per month shall be payable to each consultant. In case the extension is granted, an escalation up to **5%** on the fee may be given with the approval of the Commission based on the performance during the preceding year.

(c) TDS shall be deducted as per Income Tax Rules.

(d) In case of Consultant is unable to perform the assigned work or the work undertaken by them is not to the satisfaction of the controlling officer/Competent authority in UERC, the services of the Consultant shall be liable to be terminated after giving one month notice in writing.

(e) The Commission may review the performance of the Consultant, as and when needed.

(f) The consultant shall not utilize or publish or disclose or part with any statistics, data/proceeding or information collected during discharge of his function, without the express written consent of the Commission. In case of breach, the consultant shall be liable for legal action under the prevailing law. The Consultant shall be duty bound to hand over the entire record of assignment in soft and hard copy to the Commission before the expiry of the contract.

(g) Normal working hours will be 9.30 a.m. to 6.00 p.m. (5 days a week) including half an hour lunch break. The consultant may also be called on a Saturday, Sunday and other gazetted holidays, and required to sit beyond normal working hours in case of exigencies of work.

(h) Leaves for Consultants shall be governed by the UERC (appointment of consultants) Regulations 2004 and the amendment issued from time to time.

(i) In case of tour outside Dehradun, the Commission will reimburse the expenses for journey undertaken for official work by the Consultants as per the entitlement of the post of Assistant Director level.

(j) The assignment may be terminated earlier by either employer or employee by giving one month's notice or one month's salary in lieu thereof. Provided, in case of disciplinary action, the notice period shall not apply to UERC.

(k) Appointment under this assignment shall be on purely contractual basis for a limited period only. Such appointment shall not vest any right to claim for regular appointment or continued contractual appointment in UERC.

(l) Only short-listed candidates will be called for an interaction with the Selection Committee.

(m) The Commission reserves the right not to fill up all or any of the above positions, without assigning any reasons, whatsoever.

(n) Interested and eligible candidates may send their applications, in the prescribed attached format given in Annexure-I along with requisite documents/certificates to the Dy. Director (Administration), Uttarakhand Electricity Regulatory Commission (UERC), Vidyut Niyamak Bhawan, Near ISBT, PO- Majra, Dehradun-248171 by **21.10.2026** through speed post only. Incomplete applications or applications received after the due date will be rejected.

Secretary

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