

From

By Email

Director General
New & Renewable Energy Department Haryana/ HAREDA
Akshay Urja Bhawan, Institutional Plot no. 1,
Sector 17, Panchkula-134109

To

All the Accredited Energy Auditors firms
Of Haryana and Chandigarh

Memo No. DNRE/HAREDA/EC/2025 / 8590

Dated **07.02.2025**

Subject: REGARDING SUBMISSION OF SEALED PROPOSAL FOR CONDUCT OF ENERGY AUDIT OF GOVT. AND SEMI GOVT. BUILDINGS.

The Department of New & Renewable Energy, Haryana has formulated a scheme to carry out the investment grade energy audit. Under the scheme, the State Govt., New & Renewable Energy Department, Haryana will facilitate to conduct Energy Audit of Govt. buildings (having connected load above 100 kW) free of cost as per scheme guidelines and implementation procedure. The guidelines and implementation procedure for this energy audit scheme are available at department/ HAREDA website www.hareda.gov.in.

Further, as per implementation procedure, maximum number of man-days and cost of energy audit allowed is as under:

| Sr. No | Connected load / <u>Contract Demand</u> of Building / establishment | Maximum Cap on Man-days / Unit for energy Audit | | Max. Cost of Energy Audit / Building inclusive of all taxes (Rs)* |
|--------|---|---|---------------------------|---|
| | | Energy Auditor | Accredited Energy Auditor | |
| 1 | From 10 kW upto 30 kW | 2 | 0 | 12000/- |
| 2 | From 31 kW upto 100 kW | 5 | 0 | 30000/- |
| 3 | From 101 kW upto 250 kW | 5 | 2 | 60000/- |
| 4 | From 251 kW upto 500 kW | 7 | 2 | 72000/- |
| 5 | From 501 kW upto 1000 kW | 8 | 3 | 93000/- |
| 6 | Above 1001 kW | 9 | 3 | 99,000/- |

*Refer Implementation procedure (Annexure A)

Accordingly, counter proposals are invited from BEE Accredited Energy Auditor firms on above man-days and maximum rates fixed as per implementation procedure for conduct of detailed energy audit of following buildings:

| Sr. No. | Name of Unit/ Building | Type | Connected Load/ Contract Demand | Annual Electricity Consumption | Max. energy audit cost on which counter proposals are invited |
|---------|-------------------------|-------|---------------------------------|--------------------------------|---|
| 1 | Govt. ITI Nissing | Govt. | 278 kW | 55,055 | 72,000 /- |
| 2 | BMCJ, GITI Karnal Govt. | Govt. | 272 kW | 2,07,991 | 72,000/- |
| 3 | ITI, Yamunanagar | Govt. | 477 kW | - | 72,000/- |

| | | | | | |
|---|--------------------------------|-------|--------|----------|----------|
| 4 | Govt. ITI Saraswati Nagar | Govt. | 250 kW | - | 72,000/- |
| 5 | Civil Hospital, Yamunanagar | Govt. | 244 kW | 7,11,848 | 60,000/- |

Other Terms and conditions:

- a. Scope of work shall be as per energy audit guidelines of HAREDA/BEE.
- b. Energy Auditor confirms that that have read and understood the energy audit guidelines and implementation procedure for the scheme.
- c. The proposals shall be submitted to HAREDA office within one week of issue of this notice in a sealed cover, super-scribed with “Sealed Proposal for conduct of energy audit of govt. buildings” with covering letter (Annexure I) and proposal format (Annexure II).
- d. Energy Audit for the building shall be conducted and reports for the same shall be submitted within one month from work order. Energy auditor shall depute sufficient team of energy auditors in order to cover the requisite man-days and conduct energy audit in time bound manner.
- e. 100% Payment shall be released on acceptance of report by the Committee as per scheme guidelines and implementation procedure, after submission of invoice and requisite documents.
- f. DNRE/HAREDA may allocate the buildings after reviewing the proposals, early commitments of the firm for conduct of energy audit.
- g. Max. four nos buildings can be allocated to one firm (including earlier) on lowest financial proposal.
- h. Decision of Director General, DNRE/ HAREDA regarding allocation of buildings for conduct of energy audit will be final and binding.

In view of the above, it is proposed that:

Accordingly, covering letter (Annexure 1), proposal format (Annexure 2), scheme guidelines and Implementation procedure are enclosed. Firm shall quote only for the building(s) that can be completed by them within one month. It is also advised to check connected load and building details, before submission of proposals. It is therefore requested to submit the sealed proposal for conduct of energy audit of above mentioned buildings within one week of issue of this letter to the office of Director General, DNRE/HAREDA, Sector 17, Panchkula. Firm (s) will be selected on counter proposal on man-days & maximum rates as per implementation procedure, for conduct of energy audit and early commitments for conduct of energy audit.

Enclosed as above;



(Sukhchain Singh)
Project Officer
For Director General, DNRE/ HAREDA

Annexure A

From

Name and Address of the Firm / Energy Auditor

To

Director General,
New and Renewable Energy Department & HAREDA,
Akshay Urja Bhawan, Sector-17,
Panchkula.

**SUBJECT: SUBMISSION OF SEALED PROPOSAL FOR CONDUCT OF ENERGY
AUDIT OF GOVT. AND SEMI GOVT. BUILDINGS.**

Sir,

The undersigned Firm/Energy Auditor, having read and examined in detail all the Terms of Reference, scope of work, implementation procedure and scheme guidelines in respect of energy audit of various buildings and do hereby express our interest to carryout Energy Audit, as specified in the scope of work. The details of Energy Auditor and Accredited Energy Auditor working with us are as under:

| Name of the Energy Auditor | AEA/ EA number |
|-----------------------------------|----------------|
| | |
| | |
| | |
| Name of Accredited Energy Auditor | |
| | |

G.S.T. No. _____

We accept all the terms & Conditions of the Department/HAREDA for this assignment and decision of HAREDA/ Department for allocation of buildings etc will be final. EA/AEA certificates enclosed.

Thanking you.

(Signature of the Firm/ EA)

Name :

Seal of the Firm

Designation and Address:

Date :

Format for submission of sealed proposals

Annexure B

| Sr. No. | Name of Unit/ Building | Maximum Cap on Man-days / Unit for energy Audit | | | Proposed Mandays/ Building (who will conduct the Audit) | | Proposed Cost of Energy Audit / Building inclusive of all taxes (Rs) |
|---------|-------------------------------------|--|-----|--------------------------------------|---|-----|--|
| | | Energy Auditor | AEA | Max. Allowed Energy Audit cost | Energy Auditor | AEA | |
| 1 | Govt. ITI Nissing | 7 | 2 | | | | |
| 2 | BMCJ, GITI Karnal Govt. | 7 | 2 | | | | |
| 3 | ITI, Yamunanagar | 7 | 2 | | | | |
| 4 | Govt. ITI Saraswati Nagar | 7 | 2 | | | | |
| 5 | Sub Divisional Hospital,Jagadhri | 5 | 2 | | | | |

- Our firm will able to conduct _____ nos of audit (Sr. No. _____) within one month of issue of work order.
- It is certified and confirmed that that we have read and understood the energy audit & its implementation scheme guidelines, implementation procedure and scope of work of the scheme.
- We will submit the energy audit report for the above quoted building (s) within one month of issuance of work-order, for which sufficient team of energy auditors will be deputed in order to cover the requisite man-days and will conduct energy audit in time bound manner. In case of delay for more than one month, HAREDA reserve right to cancel the work order and may allocate the buildings to other firms.
- The above quoted cost includes all the expenses related to energy audit including transportation, equipment's and all taxes etc.
- 100% Payment shall be released on acceptance of report by the Committee as per scheme guidelines and implementation procedure, after submission of invoice and requisite documents.
- We have registered office in Haryana / Chandigarh at _____.
- The energy audit shall be conducted and report shall be prepared as per BEE/ HAREDA guidelines.

(Signature of the Firm/ EA)

Name :

Designation and Address:

Seal of the Firm

Date :