



**Request for Selection (RfS)  
of  
Solar Power Developers for setting up of 3850 kW  
Grid-Connected Rooftop Solar PV Projects under  
RESCO Mode through Tariff-based Competitive  
Bidding (RTSPV-Tranche-I)**

**RfS No. SECI/C&P/IPP/11/0002/25-26 dated 25.06.2025**

**Tender Search Code on ISN-ETS: SECI-2025-TN000013**

***Solar Energy Corporation of India Limited  
(A Government of India Enterprise)  
6th Floor, Plate-B, NBCC Office Block Tower-2,  
East Kidwai Nagar, New Delhi – 110023  
Tel: 011 - 24666200, e-mail : contracts@seci.co.in***

## **DISCLAIMER**

- I. Though adequate care has been taken while preparing the RfS document, the bidder(s) shall satisfy themselves that the document is complete in all respect. Intimation regarding any discrepancy shall be given by the Prospective Bidders to the office of SECI immediately. If no intimation is received from any bidder within **20 (Twenty) days from the date of issuance of RfS documents**, it shall be considered that the document is complete in all respect and has been received/ acknowledged by the bidder(s).
- II. Solar Energy Corporation of India Limited (SECI) reserves the right to modify, amend or supplement this document.
- III. This RfS document has been prepared in good faith, and on best endeavor basis. Neither SECI nor their employees or advisors make any representation or warranty, express or implied, or accept any responsibility or liability, whatsoever, in respect of any statements or omissions herein, or the accuracy, completeness or reliability of information, and shall incur no liability under any law, statute, rules or regulations as to the accuracy, reliability or completeness of this document, even if any loss or damage is caused by any act or omission on their part.
- IV. In case of any discrepancy in the documents uploaded on the websites of SECI, ISN-ETS and CPPP, the documents uploaded on the ISN-ETS website will prevail.

Place: New Delhi

Date: 25.06.2025

## **BID INFORMATION SHEET**

The brief details of the RfS are as under:

<b>(A)</b>	<b>NAME OF WORK/ BRIEF SCOPE OF WORK/ JOB</b>	Selection of Solar Project Developers for setting up of 3850 kW Grid-Connected Rooftop Solar PV Projects under RESCO mode					
<b>(B)</b>	<b>RfS NO. &amp; DATE</b>	SECI/C&P/IPP/11/0002/25-26 dated 25.06.2025					
<b>(C)</b>	<b>TYPE OF BIDDING SYSTEM</b>	<table border="1"> <tr> <td>SINGLE BID SYSTEM</td> <td><input type="text"/></td> </tr> <tr> <td>TWO BID SYSTEM</td> <td><input type="text" value="Yes"/></td> </tr> </table>	SINGLE BID SYSTEM	<input type="text"/>	TWO BID SYSTEM	<input type="text" value="Yes"/>	
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<b>(D)</b>	<b>TYPE OF RfS/ TENDER</b>	<table border="1"> <tr> <td>E-TENDER</td> <td><input type="text" value="Yes"/></td> </tr> <tr> <td>MANUAL</td> <td><input type="text"/></td> </tr> </table>	E-TENDER	<input type="text" value="Yes"/>	MANUAL	<input type="text"/>	
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<b>(E)</b>	<b>COMPLETION/ CONTRACT PERIOD</b>	As mentioned in RfS Document					
<b>(F)</b>	<b>BID PROCESSING FEE</b>	<table border="1"> <tr> <td>APPLICABLE</td> <td><input type="text" value="Yes"/></td> </tr> <tr> <td>NOT APPLICABLE</td> <td><input type="text"/></td> </tr> </table>	APPLICABLE	<input type="text" value="Yes"/>	NOT APPLICABLE	<input type="text"/>	<p>Amount: INR 6,000/- (Indian Rupees Six Thousand Only) including GST, to be submitted either through NEFT/RTGS transfer in the account of SECI, or in the form of DD/Pay Order along with the response to RfS in favor of “Solar Energy Corporation of India Limited”, payable at New Delhi.</p>
APPLICABLE	<input type="text" value="Yes"/>						
NOT APPLICABLE	<input type="text"/>						

(G)	<b>EARNEST MONEY DEPOSIT (EMD)</b>	APPLICABLE	<input type="text" value="Yes"/>
		NOT APPLICABLE	<input type="text"/>
		In line with Clause 15 of the RfS, to be submitted in the form of Bank Guarantee/Payment on Order Instrument/ Insurance Surety Bond, along with the Response to RfS.	
(H)	<b>PERFORMANCE BANK GUARANTEE</b>	APPLICABLE	<input type="text" value="Yes"/>
		NOT APPLICABLE	<input type="text"/>
(I)	<b>DATE, TIME &amp; VENUE OF PRE-BID MEETING</b>	To be scheduled as per NIT on ISN-ETS portal and/or information provided on SECI website.	
(J)	<b>OFFLINE &amp; ONLINE BID-SUBMISSION DEADLINE</b>	As per NIT on ISN-ETS portal	
(K)	<b>TECHNO-COMMERCIAL BID OPENING</b>	As per NIT on ISN-ETS portal	
(L)	<b>e-REVERSE AUCTION (e-RA)</b>	Not Applicable	
(M)	<b>CONTACT DETAILS OF ISN-ETS PORTAL</b>	<b>M/s Electronic Tender.com (India) Pvt. Ltd.</b> Contact Person: ISN-ETS Support Team Customer Support: +91-124-4229071,4229072 (From 10:00 Hrs to 18:00 Hrs on all working Days i.e. Monday to Friday except Govt. Holidays) Email: support@isn-ets.com	
(N)	<b>NAME, DESIGNATION, ADDRESS AND OTHER DETAILS (FOR SUBMISSION OF RESPONSE TO RfS)</b>	Sh. Atulya Kumar Naik Executive Director (Contracts & Procurement)  Solar Energy Corporation of India Limited 6 <sup>th</sup> Floor, Plate-B, NBCC Office Block Tower-2, East Kidwai Nagar, New Delhi - 110023 Contact No.: 011 24666200 Email: <a href="mailto:contracts@seci.co.in">contracts@seci.co.in</a>	
(O)	<b>DETAILS OF PERSONS TO BE CONTACTED IN CASE OF ANY ASSISTANCE</b>	1) Sh. Pratik Prasun Senior Manager (C&P) Ph: 011-24666237 <a href="mailto:pratikpr@seci.co.in">pratikpr@seci.co.in</a>	

	<b>REQUIRED</b>	<p>2) Sh. Abhisekh Srivastav Manager (C&amp;P) Ph: 011-24666260 <a href="mailto:abhisekhsri@seci.co.in">abhisekhsri@seci.co.in</a></p> <p>3) Sh. Swapnil Gandhi Senior Engineer (C&amp;P) Ph: 011-24666359 <a href="mailto:swapnil.gandhi@seci.co.in">swapnil.gandhi@seci.co.in</a></p>
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- Bids must be submitted strictly in accordance with Section-2 and 3 of the RfS, depending upon Type of Tender as mentioned at Clause no. (D) of Bid Information Sheet.
- Bidders are required to quote strictly as per terms and conditions of the RfS documents and not to stipulate any deviations/ exceptions.
- Any bidder, who meets the Qualifying Requirement and wishes to quote against this RfS, may download the complete RfS document along with its amendment(s) and clarifications if any, from ISN-ETS Portal (<https://www.bharat-electronictender.com>) and/or SECI website ([www.seci.co.in](http://www.seci.co.in)) and submit their Bid complete in all respect as per terms & conditions of RfS Document on or before the due date of bid submission.
- Clarification(s)/ Corrigendum(s) if any shall also be available on the above referred websites.

**Bidders are requested to remain updated for any notices/ amendments/ clarifications etc. to the RfS document through the websites <https://www.bharat-electronictender.com> and [www.seci.co.in](http://www.seci.co.in). No separate notifications will be issued for such notices/ amendments/ clarifications etc. in the print media or individually. Intimation regarding notification on the above shall be updated on [www.seci.co.in](http://www.seci.co.in) and the details only will be available from <https://www.bharat-electronictender.com>**

## **SECTION 1.      INTRODUCTION & INVITATION FOR BIDS**

### ***1      Background & Introduction***

- 1.1 Solar Energy Corporation of India Limited (hereinafter called “SECI”) is a Government of India Enterprise under the administrative control of the Ministry of New & Renewable Energy (MNRE). One of the main objectives of the Company is to assist the Ministry and function as the implementing and facilitating arm of the National Solar Mission (NSM) for development, promotion and commercialization of solar energy technologies in the country.
- 1.2 One of the targets enshrined by the Government under the “Panchamrit” announced by Hon’ble Prime Minister at the COP 26 summit in Glasgow, is meeting 50% of total energy requirements from renewable energy by 2030. As part of these initiatives, SECI has been approached by various Ministries and Government organizations to carry out the bidding and selection of Project developers through a competitive bidding process, to set up Projects under RESCO mode.
- 1.3 In line with the above, SECI, on behalf of following 06 (Six) Organizations/Departemnts (Hereinafter referred as “Client(s)”), hereby invites proposals for setting up of around 3850 kW Grid Connected Rooftop and/or Ground mounted Solar PV (RTSPV) Projects on Build Own Operate (B-O-O) basis/RESCO mode.
- i. Indian Institute of Technology (IIT), Indore
  - ii. Indira Gandhi Rashtriya Manav Sangrahalaya (IGRMS), Bhopal
  - iii. Indira Gandhi National Open University (IGNOU), New Delhi
  - iv. Inter University Accelerator Centre (IUAC), New Delhi
  - v. National Institute of Technology (NIT), Puducherry
  - vi. Indian Institute of Management (IIM), Shillong
- 1.4 SECI shall be the bidding agency for selection of Project Developers for setting up of RTSPV projects on various buildings.
- 1.5 The Bidders will be free to avail fiscal incentives like Accelerated Depreciation, Concessional Customs and Excise Duties, Tax Holidays etc. as available for such Project. The same will not have any bearing on comparison of bids for selection. As equal opportunity is being provided to all Bidders at the time of tendering itself, it is up to the Bidders to avail various tax and other benefits. No claim shall arise on SECI for any liability if Bidders are not able to avail fiscal incentives and this will not have any bearing on the applicable tariff. SECI does not however, give a representation on the availability of fiscal incentive and submission of bid by the Bidder shall be independent of such availability or non-availability as the case may be of the fiscal incentives.
- 1.6 No separate Central Financial assistance is envisaged for implementation of the Project selected under this RfS.

## 2 *Invitation for Bids*

- 2.1 A Single Stage, Two-Envelope Bidding Procedure will be adopted and will proceed as detailed in the RfS Documents. Bidding will be conducted through the competitive bidding procedures as per the provisions of this RfS. The respective rights of SECI, clients and the Bidder/SPD shall be governed by the RfS Documents/Agreement signed between Client and the SPD for the Project.
- 2.2 Interested bidders have to necessarily register themselves on the portal <https://www.bharat-electronictender.com> (“ETS portal”) through M/s Electronic Tender.com (India) Pvt. Limited to participate in the bidding under this invitation for bids. It shall be the sole responsibility of the interested bidders to get themselves registered at the aforesaid portal for which they are required to contact M/s Electronic Tender.com (India) Pvt. Limited, New Delhi to complete the registration formalities. Contact details of ISN-ETS is mentioned on the Bid Information Sheet. All required documents and formalities for registering on ISN-ETS are mentioned in the subsequent RfS documents.

They may obtain further information regarding this RfS from the registered office of SECI at the address given on the Bid Information Sheet from 10:00 hours to 17:00 hours on all working days.

For proper uploading of the bids on the ETS portal, it shall be the sole responsibility of the bidders to apprise themselves adequately regarding all the relevant procedures and provisions as detailed in the portal as well as by contacting M/s Electronic Tender.com (India) Pvt. Limited (ETI) directly, as and when required, for which contact details are also mentioned on the Bid Information Sheet. SECI in no case shall be responsible for any issues related to timely or properly uploading/ submission of the bid in accordance with the relevant provisions of the Bidding Documents.

- 2.3 For the implementation of above-mentioned work, Bidders should submit their Techno-Commercial & Price Bid proposals complete in all aspect through ISN-ETS Portal (<https://www.bharat-electronictender.com>) on or before last date and time of Bid Submission as indicated in the Bid Information Sheet. Bid documents will be sent directly to the invited Bidders through ISN-ETS bidding portal/email by SECI. Any amendment(s)/corrigendum/clarifications with respect to this Limited Tender shall be shared with Bidder through ISN-ETS bidding portal only.
- 2.4 Bidder shall submit its proposal along with non-refundable Bid Processing Fees and Earnest Money Deposit (EMD) (if applicable) complete in all respect as per the Bid Information Sheet. Techno-Commercial bids will be opened as per the Bid Information Sheet in online presence of authorized representatives of bidders who wish to be present online. Bid proposals received without the Bid Processing Fees and/or Earnest Money Deposit (EMD) (as applicable) will be rejected. **In the event of any date indicated being declared a holiday, the next working day shall become operative for the respective purpose mentioned herein.**

RfS documents which include Eligibility Criteria, Technical Specifications, various Conditions of Contract, and Formats etc. can be downloaded from the ISN-ETS Portal or from SECI's website. It is mandatory to download official copy of the RfS Document from Electronic Tender System (ISN-ETS) Portal to participate in the Tender. Any amendment(s)/ corrigendum(s)/ clarification(s) with respect to this RfS shall be uploaded on ISN-ETS website. The Bidder should regularly check for any Amendment(s)/ Corrigendum(s)/ Clarification(s) on the above mentioned ISN-ETS website. The same may also be uploaded on SECI website also. However, in case of any discrepancy, the information available on ISN-ETS website shall prevail.

2.5 SECI reserves the right to cancel/withdraw/defer this invitation for bids without assigning any reason and shall bear no liability whatsoever consequent upon such a decision.

## 2.6 INTERPRETATIONS

- Words comprising the singular shall include the plural & vice versa.
- An applicable law shall be construed as reference to such applicable law including its amendments or re-enactments from time to time.
- A time of day shall save as otherwise provided in any agreement or document be construed as a reference to Indian Standard Time.
- Different parts of this contract are to be taken as mutually explanatory and supplementary to each other and if there is any differentiation between or among the parts of this contract, they shall be interpreted in a harmonious manner so as to give effect to each part.
- The table of contents and any headings or sub headings in the contract has been inserted for case of reference only & shall not affect the interpretation of this agreement.



## SECTION 2. SPECIAL CONDITIONS OF CONTRACT

### **3** *Scope of Work*

- 3.1 Under this RfS, the Solar Power Developer (SPD) shall be required to set up a Grid-Connected Rooftop Solar PV (RTSPV) Project, with the primary objective of supplying solar power to Client Organization, as per the provisions of the RfS and draft standard Power Purchase Agreement (PPA).
- 3.2 The Project shall be set up under the RESCO Mode, as defined by MNRE. The scope of work of the SPD, inter alia, includes but is not limited to, obtaining No Objection Certificate (NOC) from the Distribution Company (DISCOM) for grid connectivity, complete design, engineering, supply, storage, civil work, erection, testing & commissioning of the RTSPV Project including Operation and Maintenance (O&M) of the project for the term of the PPA. The O&M of the Project may include wear, tear, overhauling, machine breakdown, insurance, and replacement of defective modules, invertors/ Power Conditioning Unit (PCU), spares, consumables & other parts for the PPA term.
- 3.3 Obtaining Net-metering and grid connectivity of the Project under this tender would be the responsibility of the SPD in accordance with the prevailing guidelines of the respective State Regulators (SERC) or Central Electricity Authority (CEA) or the DISCOM in the respective area. The respective Government Organization (**“Client Organization”**), could facilitate connectivity and necessary approvals, however, the entire responsibility lies with the SPD only.
- 3.4 The SPD shall take all necessary permits, approvals and licenses, insurance etc., provide training and such other items and services required to complete the scope of work mentioned above.
- 3.5 The Project to be selected under this scheme provide for deployment of Solar Photovoltaic Technology. However, the selection of Project would be technology agnostic.

### **4** *Total capacity offered*

- 4.1 The estimated cumulative Project capacity envisaged for the Client Organizations is around **3850 kW**. The project wise buildings under the Client Organizations have been annexed at **Annexure-C**. The final capacity to be installed will be determined at the time of signing of PPA between the SPD and the Client Organization. The tentative project capacities for each client are as follows:

S. No./ Project No.	Name of the Client Organization	State/ UT	Tentative Project Capacity (kW)	Ceiling Tariff (INR/kWh)
<b>Category A</b>				
Project-1	IIT, Indore*	Madhya Pradesh	1000	4.50
Project-2	IGRMS, Bhopal	Madhya Pradesh	240	5.00
Project-3	IGNOU, New Delhi	Delhi	700	5.00
Project-4	IUAC, New Delhi	Delhi	150	5.00
Project-5	NIT, Puducherry	Puducherry	760	4.70
<b>Category B</b>				
Project-6	IIM, Shillong	Meghalaya	1000	5.00

***\*Note: The Project capacity installed under Project-1 (IIT, Indore) shall be Ground mounted only.***

## **5 Maximum Eligibility for Contracted Capacity Allocation for a Bidder**

Following conditions shall be applicable to the Bidders for submission of bids against this RfS:

- 5.1 A Bidder, including its Parent, Affiliate or Ultimate Parent or any Group Company shall submit a single bid offering a minimum cumulative capacity of 1 project and maximum of all 06 projects offering a cumulative quantum of Contracted Capacity of 3850 kW.

**Note:** In case a common Company/Companies directly or indirectly hold(s) more than 10% but less than 26% shareholding in more than one Bidder participating in the RfS, each one of such Bidders will be required to submit the Disclosure as per Format 7.8A. In all other cases, Format 7.8 will be applicable.

- 5.2 The maximum no. of projects to be allocated to a Bidder including its Parent, Affiliate or Ultimate Parent or any Group Company shall be limited to 06 Projects. The total capacity to be allocated to a Bidder including its Parent, Affiliate or Ultimate Parent or any Group Company shall be up to **3850 kW**.
- 5.3 The evaluation of bids shall be carried out as described in Section-5 of the RfS. The methodology for Allocation of Project is elaborated in Section-5 of the RfS.
- 5.4 Subject to the exception as per Clause 5.1 above, multiple bids from same company including its Parent/ Ultimate Parent/Affiliates/Group Companies shall make all the bids submitted by the group invalid.

## **6 Project Location**

- 6.1 The Project shall be installed at various locations in campus of the Client Organizations. To facilitate the Bidders, an indicative list of possible rooftops and ground area has been enclosed as **Annexure-C**. Prospective Bidders will be required to visit the respective

sites and assess the feasibility of space including installation capacity in consultation with respective site in charge/ rooftop owner. However, the entire responsibility of identifying the roofs and ground will be of the Successful Bidder. **SECI shall not bear any responsibility in this regard.**

## 6.2 **Project Configuration:**

The term “Project” shall have the meaning as defined in Section 6 of the RfS. A single Project shall refer to one or multiple Grid-connected RTSPV systems installed on a single/group of buildings, connected to the grid through a single or multiple meter for a particular client organization.

A single PPA shall be signed separately for each Project. Configuration of each Project shall be decided mutually between Client Organization and Successful Bidder/SPD. Projects shall be allocated in single configuration as per the capacity defined in clause 4 above.

## ***7 Connectivity with the Grid***

- 7.1 The Project should be designed for interconnection with the grid in accordance with prevailing CERC/SERC/DISCOM regulations in this regard. For interconnection with the grid and metering, the SPD shall abide by applicable Grid Code, Grid Connectivity Standards, Regulations on Communication System for transmission of electricity and other regulations/procedures (as amended from time to time) issued by Appropriate Commissions and Central Electricity Authority (CEA), and any other regulations of the concerned DISCOM where the Project is located. Minimum voltage level for interconnection with the grid shall be as determined by the respective DISCOM.
- 7.2 The responsibility of getting connectivity and necessary approvals for grid connection and net-metering shall entirely be with the SPD and shall be at the risk and cost of the SPD. The transmission of power up to, and including at the point(s) of interconnection where metering is done for energy accounting, shall be the responsibility of the SPD at its own cost. The maintenance of transmission system up to and including at the Interconnection Point shall be responsibility of the SPD, to be undertaken entirely at its risk and cost.
- 7.3 Metering arrangement of each Project shall have to be adhered to in line with relevant clauses of the PPA. The entire cost of transmission (if applicable) including cost of construction of line, wheeling charges, SLDC/Scheduling charges, SOC, MOC, maintenance, losses etc. and any other charges from the Project up to and including at the Interconnection Point will be borne by the SPD.
- 7.4 Note: The SPD shall apply for Net-metering approval with the respective DISCOM within 90 days of signing of PPA, failing which, the PPA will be liable to be terminated by the Client Organization, along with encashment of PBG for the respective Project.

## 8 *Energy Supply by the Solar Power Developer*

### 8.1 **Criteria for Energy Supply**

The Bidders shall declare the annual CUF of the Project at the time of submission of response to RfS, and the SPDs shall be allowed to revise the same once within first year after COD. Thereafter, the CUF for the Project shall remain unchanged for the entire term of the PPA. The declared annual CUF shall in no case be less than **15%** for **Category A** Projects and **13.5%** for **Category B** Projects under this RfS. It shall be the responsibility of the SPD, entirely at its cost and expense to install such number of Solar panels and associated equipment as may be necessary to achieve the required CUF. The SPD shall maintain generation so as to achieve annual energy supply corresponding to CUF within + 10% and - 15% of the declared value till the end of 10 years from COD, subject to the annual CUF remaining minimum of 15% or 13.5% (as applicable), and within +10% and -20% of the declared value of the annual CUF thereafter till the end of the PPA term. The lower limit will, however, be relaxable to the extent of Force Majeure events and non-availability of grid during solar generation hours, for evacuation which is beyond the control of the SPD. The annual CUF will be calculated every year from 1<sup>st</sup> April of the year to 31<sup>st</sup> March next year. Relaxation to the non- availability of grid beyond the control of SPD need to be certified by Client. Further, duly signed hindrance register shall be maintained during the time of execution and O&M.

### 8.2 **Shortfall in Energy Supply**

Subsequent to Project commissioning, if for any Contract Year, except for the first year after Project commissioning, it is found that the SPD has not been able to supply minimum energy corresponding to the value of annual CUF within the permissible lower limit of CUF declared by the SPD, the SPD shall be levied penalty @50% of the PPA tariff for the shortfall in energy terms, in accordance with terms of the PPA.

## 9 *Commissioning of Project*

When the SPD fulfils its obligation under the PPA, he shall be eligible to apply for completion/commissioning certificate. SECI shall normally issue to the SPD the completion certificate within one month after receiving any application therefore from the SPD, subject to verification of the documents as per the PPA. For the issuance of commissioning/completion certificate, the following documents will be deemed to form the completion documents:

- a. At least 15 days' prior intimation to SECI and the Client Organization for witnessing the Project's inspection/performance.
- b. Project Completion Report (PCR) containing the detailed checklist for inspection of Rooftop SPV power plants as per SECI's format. (Annexure-I)
- c. Photographs of the Project.

## 9.1 **Early Commissioning:**

The SPD shall be permitted commission the project even prior to SCD. Early commissioning of the Project will be allowed solely at the risk and cost of the SPD, however, procurement of such energy from such early commissioned Project will be based on mutual agreement between all the parties i.e. SPD and Client Organization. In case the Client agrees to purchase energy from such early commissioned Project prior to SCD, such energy will be purchased by Client Organization at PPA tariff.

Such intimation regarding consent to procure energy from early commissioned project shall be provided by Client Organization within 30 days of intimation by the SPD, beyond which it would be considered as deemed refusal.

## 9.2 **Commissioning Schedule and Penalty for Delay in Commissioning**

- a. For Category A Projects, the **Scheduled Commissioning Date (SCD)** for commissioning of full capacity of the Project shall be the date as on **9 months** from the Effective Date of PPA (for e.g. if Effective Date of the PPA is 07.01.2026, then SCD shall be 07.10.2026).

For Category B Projects, the **Scheduled Commissioning Date (SCD)** for commissioning of full capacity of the Project shall be the date as on **12 months** from the Effective Date of PPA (for e.g. if Effective Date of the PPA is 07.01.2026, then SCD shall be 07.01.2027).

- b. The maximum time period allowed for commissioning of the full Project Capacity with applicable penalty shall be limited to the date as on **6 months** from the SCD or the extended SCD (if applicable) (for e.g. if SCD of the Project is 07.10.2025, then the above deadline for Project commissioning shall be 07.04.2026).
- c. In case of delay in commissioning of the Project beyond the SCD until the date as per Clause 9.1.b above, as part of the penalty, the total PBG amount for the Project shall be encashed on pro-rata basis and proportionate to the balance capacity not commissioned.
- d. In case Commissioning of the Project is delayed beyond the date as per Clause 9.2.b above, the PPA capacity shall stand reduced/amended to the Project Capacity commissioned and the PPA for the balance capacity will stand terminated.

## ***10 Operation & Maintenance (O&M) Guidelines to be mandatorily followed by the SPD***

- 10.1 The SPD shall be responsible for all the required activities for successful O&M of the Rooftop Solar PV systems during the entire PPA term from the date of commissioning of the Project.

10.2 Following guidelines shall be followed in this regard. In addition, following O&M practices shall be strictly followed.

- i. O&M of the Project shall be compliant with grid requirements to achieve committed energy generation/CUF.
- ii. Deputation of qualified and experienced engineer/ technicians till the O&M period at project site.
- iii. Periodic cleaning of solar modules. The modules shall be cleaned with a periodic interval of 15 days or as and when required as per actual site conditions. It's the responsibility of the SPD to get the modules cleaned during O&M Period.
- iv. A "hindrance register" shall be maintained to record any issues affecting Project O&M. The same shall be duly signed by both parties of the PPA, recording
- v. Periodic checks of the Modules, PCUs and BoS shall be carried out as a part of routine, preventive and breakdown maintenance.
- vi. Replacement of defective Modules, Invertors/PCUs and other equipment, as and when required, will be carried out within 15 working days from the date of reporting of defect which can be extended based on the site accessibility, etc. as mutually agreed by the two parties.
- vii. Supply of all spares, consumables and fixtures as required. Such stock shall be maintained for all associated equipment and materials as per manufacturer's / supplier's recommendations.
- viii. All the testing instruments required for Testing, Commissioning and O&M for the healthy operation of the Plant shall be maintained by the SPD. The testing equipment must be calibrated once in a year from NABL accredited labs and the certificate of calibration must be kept for reference as required.
- ix. If negligence/ mal-operation on part of the SPD's operator results in failure of equipment, such equipment should be repaired/ replaced by the SPD free of cost.
- x. Co-ordination with Owner/ DISCOM/ CEIG as per the requirement for Joint Meter Reading (JMR) Report. The person-in-charge present at site from the SPD's side shall take a joint meter reading in the presence of rooftop owner on a monthly basis.
- xi. Online Performance Monitoring, controlling, troubleshooting, maintaining of logs & records. A maintenance record register is to be maintained by the operator with effect from Commissioning to record the daily generation, regular maintenance work carried out as well as any preventive and breakdown maintenance along with the date of maintenance, reasons for the breakdown, duration of the breakdown, steps taken to attend the breakdown, etc.

- xii. For any issues related to operation & maintenance, a toll-free number shall be made available to the rooftop owner to resolve the same within 72 hours.
- xiii. If any jobs covered in O&M Scope as per RfS are not carried out by the SPD during the O&M period, the Client Organization shall take appropriate action as deemed fit. SECI reserves the right to make surprise checks/ inspection visits at its own or through authorized representative to verify the O&M activities being carried out by the SPD. Failure to adhere to above guidelines may result in penal action including debarring from participation in next tender.
- xiv. It is up to SPD and Client to mutually decide on the source and amount of water to be supplied for module cleaning during O&M period.

## SECTION 3. STANDARD CONDITIONS OF CONTRACT

### 11 *Obtaining RfS Documents*

Interested Bidders have to download the official copy of RfS & other documents after login into the ISN-ETS portal by using the Login ID & Password provided by ISN-ETS during registration (Refer Annexure-B of the RfS). The Bidder shall be eligible to submit/upload the bid document only after logging into the ISN-ETS portal and downloading the official copy of RfS. The Bidding documents are available free of cost.

### 12 *Bid Processing Fees*

Prospective Bidders are required to submit their Project proposals in response to this RfS document along with a non-refundable processing fee as mentioned in the Bid Information Sheet. A Bidder will be eligible to participate in the bidding process only on submission of entire financial amounts as per the Bid Information Sheet. In case the Bidder chooses to submit the Bid Processing Fees through NEFT/RTGS (electronic transfer), the Bidder shall submit the transaction receipt instead of the corresponding DDs, as part of the offline bid submission.

The bank details of SECI are available on [www.seci.co.in](http://www.seci.co.in) under the “Financials” Tab. In case of making an online payment, the prospective Bidders shall immediately write to SECI (mailing to [finance@seci.co.in](mailto:finance@seci.co.in)), providing the payment details along with name and registered address of the Bidder (with GSTIN of the paying entity), to enable seamless issuance of payment invoices for taxation purpose. SECI will not be liable for any delay in issuing necessary invoices in this regard.

In case a Bidder chooses to deduct TDS while making the payments against Bid Processing Fee, such TDS details shall be submitted by the Bidder along with the transaction details, as part of online bid submission.

**Bids submitted without Bid Processing Fee and/or Bank Guarantee against Earnest Money Deposit (EMD) (as applicable) (including partial submission of any one of the respective amounts), may be liable for rejection by SECI.**

MSEs (Micro and Small Enterprises) having valid UDYAM registration as on the last date of bid submission only are exempted from submission of Cost of the RfS document, Bid Processing Fee & Earnest Money Deposit (EMD). For a Consortium to be eligible for exemption from submission of Cost of RfS document, Bid Processing Fee & Earnest Money Deposit, all the members of the Consortium shall be registered as MSE.

Note: In all cases, a Bidder (including all the members in case of a Consortium) shall be allowed to avail the above exemptions provided to MSEs only in case the Bidder (including all the members in case of a Consortium) meets the financial eligibility criteria as per Clause 32 on its own financial credentials or the financial credentials of the Affiliates who are an MSE. In case the Bidder (including any member in case of a