

GUJARAT ELECTRICITY REGULATORY COMMISSION

6th Floor, GIFT ONE,
Road 5-C, Zone 5, GIFT CITY,
District: Gandhinagar – 382050, Gujarat, India
Ph.: +91-79-2360 2000 | E-mail: gerc@gercin.org | Website: www.gercin.org

REQUEST FOR PROPOSAL (RFP)

Proposal/bids invited from consultancy firms to provide assistance to Gujarat Electricity Regulatory Commission (GERC) in Study on Rationalization of Retail Electricity Tariff Structure, Tariff Design, Cost of Supply, Time-of-Day Tariff and Roadmap for Progressive Tariff Reforms in Gujarat.

1. Introduction

The Gujarat Electricity Regulatory Commission (GERC) was constituted by the Government of Gujarat on 12th November, 1998 under provisions of Electricity Regulatory Commissions Act, 1998, and commenced functioning on 19th April, 1999. Subsequently, the Gujarat Electricity Industry (Re-organization and Regulation) Act, 2003, was passed almost concurrently with the Central Government's Electricity Act, 2003. Accordingly, the Commission has come under the purview of the Electricity Act, 2003, as the Electricity Regulatory Commissions Act, 1998 has since been repealed.

GERC is an autonomous quasi-judicial body responsible for regulation of the Power Sector in the State of Gujarat, consisting of generation, transmission, distribution, trading and use of electricity etc. Its primary objective includes taking measures conducive to the development of the electricity industry, promoting competition therein, protecting the interests of consumers and ensuring supply of electricity to all areas.

2. Terms of Reference

The Gujarat Electricity Regulatory Commission (GERC) intends to engage a Consultant to undertake a comprehensive study on rationalisation of retail electricity tariff structure, consumer categories, tariff design and related matters in the State of Gujarat. The study shall support the Commission in developing a simple, transparent, consumer-centric, cost-reflective and future-ready tariff framework, consistent with the provisions of the Electricity Act, 2003, the National Electricity Policy, the Tariff Policy, applicable Rules, Regulations and other policy directions issued by the Government of India from time to time. Accordingly, it has also become important to undertake such study considering the suggestions/views/observations from public/stakeholders.

The Consultant shall undertake detailed technical, financial, economic and regulatory studies relating to tariff rationalisation, including review of existing tariff categories, sub-categories, slabs, billing determinants, Time-of-Day (ToD) tariff framework, Cost of Supply, cross-subsidy levels, demand charges, consumer classification, tariff philosophy and other related tariff design parameters. The study shall also examine national and international best practices, emerging developments in the electricity sector, evolving consumer requirements, smart metering, digitalisation and policy initiatives relating to tariff reforms, with a view to recommending an appropriate roadmap for progressive tariff rationalisation in Gujarat.

The assignment shall include analytical studies, modelling, simulations and impact assessment of various tariff design alternatives to enable the Commission to take informed regulatory decisions. The Consultant shall also assist the Commission during the course of the assignment by participating in meetings, technical discussions and presentations, including interactions with Distribution Licensees, SLDC and other stakeholders, as may be directed by the Commission.

The Consultant shall perform such other incidental and allied studies relating to tariff rationalisation and tariff design, as may be assigned by the Commission during the the contract.

3. Objectives of the Assignment

The Consultant shall assist GERC in:

- i. Rationalising the existing retail tariff structure, consumer categories, sub-categories, tariff slabs and billing determinants with a view to simplifying tariff schedules and improving transparency, consistency and ease of implementation.
- ii. Developing a cost-reflective and consumer-centric tariff philosophy based on Cost of Supply principles, efficient tariff design, rationalisation of cross-subsidies and appropriate recovery of fixed and variable costs.
- iii. Reviewing and redesigning the existing Time-of-Day tariff, including demand-side management measures, smart meter-enabled tariff options and emerging tariff mechanisms.
- iv. Examining suitable tariff frameworks for emerging consumer segments, technologies and business models, including electric vehicles, distributed energy resources, battery

energy storage systems, prosumers, green energy initiatives, data centres and other evolving sectors.

v. Benchmarking tariff structures, tariff design principles and implementation practices adopted by leading State Electricity Regulatory Commissions and selected international jurisdictions with significant renewable energy integration, smart metering and advanced retail tariff mechanisms.

vi. Evaluating various tariff rationalisation alternatives through appropriate analytical models, simulations and impact assessment on consumers, Distribution Licensees and overall tariff structure.

vii. Recommending a phased roadmap for progressive tariff reforms in Gujarat, consistent with statutory provisions, policy directions and evolving requirements of the electricity sector.

viii. Providing technical assistance to the Commission in relation to studies, meetings, presentations, discussions and other activities connected with the assignment.

4. Scope of Work

The Consultant shall undertake the following activities:

(a) Baseline Study

Review the evolution of retail tariff structure, consumer categories, sub-categories, tariff slabs, applicability conditions, billing determinants, connected load, contract demand, power factor provisions, minimum charges, fixed charges, demand charges, energy charges, ToD tariff and other tariff components. Identify overlapping categories, inconsistencies, anomalies, unintended incentives, potential classification disputes and areas requiring rationalisation.

(b) Regulatory Review and Benchmarking

Review the existing tariff framework in the light of the Electricity Act, 2003, National Electricity Policy, Tariff Policy, applicable Rules, relevant policy directions and other statutory provisions. Undertake comparative benchmarking of tariff structures, tariff philosophy, tariff design principles and implementation practices adopted by selected State Electricity Regulatory Commissions and suitable international jurisdictions having significant renewable energy penetration, smart metering, advanced ToD tariffs, electric vehicle adoption and other comparable retail electricity market characteristics.

(c) Cost of Supply Study

Undertake detailed voltage-wise and category-wise Cost of Supply Study for the Distribution Licensees based on the latest available data. Develop appropriate allocation methodologies, identify data requirements and recommend suitable cost allocation principles. Undertake study on tariff frameworks that reduce revenue volatility and volume risk by aligning fixed charge recovery with actual fixed infrastructure costs (generation, transmission, and distribution).

(d) Time-of-Day Tariff Study

Review and redesign the existing Time-of-Day tariff framework including peak/off-peak determination based on consumer load profile, seasonal demand variation, renewable energy availability, smart meter capabilities, demand-side management objectives and evolving retail tariff mechanisms including dynamic pricing, wherever considered appropriate.

(e) Tariff Rationalisation

Examine various alternatives for rationalization of consumer categories, tariff slabs, billing determinants, demand charges, fixed and variable charges, cross-subsidy levels, tariff simplification and other tariff design parameters with a view to improving cost reflectivity, transparency, consumer equity, financial sustainability of Distribution Licensees and ease of implementation. The Consultant shall also recommend an appropriate roadmap for progressive reduction of cross-subsidies, wherever considered feasible and consistent with the applicable policy framework.

(f) Emerging Tariff Framework

Study tariff design requirements for emerging technologies, consumer categories and evolving electricity markets including, inter alia, electric vehicles, distributed energy resources, battery energy storage systems, prosumers, data centres, green energy initiatives, smart pre-paid metering, distributed storage, renewable energy-based supply arrangements, green hydrogen, automation for tariff rationalization, vehicle-to-grid integration, peer to peer transaction of energy and other similar developments, and recommend suitable tariff approaches, wherever required.

(g) Modelling, Simulation and Impact Assessment

Develop appropriate financial and tariff models to simulate various tariff rationalisation scenarios and evaluate their impact on different consumer categories, Distribution Licensees and overall tariff structure. The recommendations shall be supported by appropriate technical and financial analysis. The Consultant shall utilize appropriate analytical tools, data-driven modelling techniques and AI-assisted analytics, wherever considered appropriate, for tariff simulations, demand analysis, consumer segmentation,

impact assessment and evaluation of alternative tariff scenarios.

(h) Roadmap for Tariff Reforms

Recommend a phased implementation roadmap for tariff rationalization covering consumer category rationalization, tariff simplification, Time-of-Day framework, demand charge reforms, smart meter-enabled tariffs, cross-subsidy rationalization and other related measures, keeping in view statutory provisions, policy directions, consumer interest, financial sustainability of Distribution Licensees, integration of renewable energy, resource adequacy considerations and ease of implementation.

(i) Assistance to the Commission

Assist the Commission throughout the assignment by preparing presentations, participating in meetings and technical discussions, interacting with Distribution Licensees and other stakeholders, explaining methodologies, validating data, responding to queries raised by the Commission and providing such technical assistance as may be required for successful completion of the assignment.

5. Timelines, Deliverables and Terms of Payment

The Study shall be completed within a period of nine months. The Consultant shall submit progress reports at monthly intervals or at such other frequency as the Commission may determine. The timelines are strict. The Commission will not tolerate abnormal delays. Overlapping of assignments shall not be considered a valid reason for missing delivery deadlines. The schedule of delivery of work vis-à-vis payments for the Assignment shall be as under:

Sl. No.	Milestone / Delivery	Indicative Timeline	Payment
1	Execution of Agreement	Signing of the Agreement	5%
2	Inception Report containing detailed methodology, work plan, data requirements & templates, stakeholder engagement plan, study framework and implementation schedule.	Within 15 days of signing of the Agreement	5%
3	Benchmarking Report covering comparative analysis of retail tariff structures, tariff philosophy, tariff design, consumer categorization, Time-of-Day (ToD) tariff, demand charges, cross-subsidy trajectory,	Within 60 days of signing of the Agreement	10%

Sl. No.	Milestone / Delivery	Indicative Timeline	Payment
	smart meter enabled tariffs and other relevant practices adopted by selected State Electricity Regulatory Commissions and suitable international jurisdictions having significant renewable energy penetration, smart metering and advanced retail tariff mechanisms.		
4	Cost of Supply Study Report containing voltage-wise and category-wise Cost of Supply analysis for the identified Distribution Licensees, including cost allocation methodology, assumptions, data validation and analytical models.	Within 120 days of signing of the Agreement	20%
5	Tariff Rationalization & Tariff Design Report containing review of existing tariff categories, sub-categories, tariff slabs, billing determinants, fixed and demand charges, tariff simplification, demand charge reforms, cross-subsidy rationalisation roadmap, smart meter enabled tariff design, emerging consumer categories, tariff philosophy and recommended tariff design alternatives supported by analytical studies and simulations.	Within 180 days of signing of the Agreement	20%
6	Time-of-Day (ToD) Tariff Study Report containing detailed load research, consumer demand pattern analysis, seasonal variations, renewable energy	Within 180 days of signing of the Agreement	10%

Sl. No.	Milestone / Delivery	Indicative Timeline	Payment
	integration, smart metering capabilities, demand-side management considerations and recommendations for revised ToD tariff, including differential tariff at differential time blocks and implementation strategy.		
7	Tariff Modelling, Simulation and Impact Assessment Report containing simulation of alternative tariff scenarios, consumer-wise and licensee-wise impact assessment, revenue implications, sensitivity analysis, data-driven and AI-assisted analytical outputs (wherever adopted), and evaluation of implementation alternatives.	Within 180 days of signing of the Agreement	10%
8	Draft Final Report integrating findings of all studies, recommendations on tariff philosophy, tariff rationalization, phased implementation roadmap and supporting technical analysis. The Consultant shall present the findings before the Commission and revise the report, if required, based on observations of the Commission. The Consultant shall also submit an integrated tariff simulation model (preferably in MS Excel or equivalent editable format) capable of evaluating the financial and consumer impact of alternative tariff structures, tariff slabs, demand charges, cross-	Within 210 days of signing of the Agreement	10%

Sl. No.	Milestone / Delivery	Indicative Timeline	Payment
	subsidy levels, ToD tariffs and other tariff design parameters. Preparation of the Draft Final Report in the form of a Study/Discussion/Staff Paper in both English and Gujarati languages, suitable for publication by the Commission for inviting comments, views and suggestions from public/stakeholders, if so decided by the Commission.		
9	Final Report and Knowledge Transfer incorporating observations of the Commission, together with editable analytical models, datasets, presentations, working papers and all supporting documents developed during the assignment. The Consultant shall provide technical assistance, presentations and clarifications to the Commission and participate in discussions with the Distribution Licensees, as may be required during the assignment.	Within 30 days from the date of Public Hearing	10%

Note: Percentages refer to the quoted fee for the respective distribution licensees. Payment shall be released only after acceptance of deliverables by the Commission.

6. General Deliverable Requirements

All reports, databases, analytical models, spreadsheets, simulation tools, presentations, working papers, datasets, assumptions, methodologies and other documents prepared during the course of the assignment shall become the property of the Gujarat Electricity Regulatory Commission. The Consultant shall submit all deliverables in editable as well as PDF formats and shall not claim any intellectual property rights over the outputs developed exclusively for the Commission under this assignment.

7. Eligibility and Qualification Criteria

The Bidder must be a multidisciplinary expert in the Indian power sector regulatory framework, with adequate knowledge of the Electricity Act, 2003, Policies, Rules, Regulations and experience in undertaking similar Studies, framing MYT Regulations, Tariff Orders. The Bidder should have a proven track record of providing technical, financial, economic and regulatory consultancy support to regulatory authorities, governments, power utilities or sector entities within prescribed timelines.

Sr. No.	Eligibility Criteria (to be met as on date of bid submission)	Supporting Documents Required
1	The Bidder should be a company/LLP/partnership firm/institution registered in India and should be in the consulting/advisory/audit/professional services business for at least 10 years.	Certificate of Incorporation/ Registration, PAN, GST Registration and constitutional documents.
2	The Bidder should have at least 10 years of experience in providing consultancy services in power sector regulations, tariff, CoS studies, or similar assignments.	Copies of work orders / contracts / completion certificates.
3	The Bidder should have completed at least five assignments for Electricity Regulatory Commissions/Distribution Licensees in retail tariff preparation/determination.	Copies of work orders / contracts / completion certificates.
4	The Bidder should have completed at least one assignment involving cost of supply/cost of service/ tariff rationalization study for ERC/Distribution Licensee/Forum of Regulators/Government.	Copies of work orders / contracts / completion certificates with brief description.
5	The Bidder should have adequate multidisciplinary resources including electrical engineering, regulatory, finance, economic, and data analysis professionals.	Declaration by Authorised Signatory and CVs of proposed team members.
6	The Bidder should have at least 100 full-time professionals on its payroll in India, out of which at least 40 should have experience in the power sector / infrastructure sector.	Declaration by Authorised Signatory and employee list certified by HR / authorised signatory.
7	The Bidder should have annual turnover of at least INR 10 crore in each of the last three audited financial years.	CA Certificate along with audited financial statements.
8	The Bidder should have positive net worth in each of the last three audited financial years.	CA Certificate along with audited financial

Sr. No.	Eligibility Criteria (to be met as on date of bid submission)	Supporting Documents Required
		statements.
9	The Bidder, its leadership team and personnel proposed to be deployed should not have been blacklisted / debarred by any Electricity Regulatory Commission / Government Department / PSU / statutory authority in India in the past.	Undertaking by Authorised Signatory in prescribed form.
10	The Bidder should not have any assignment with any regulated entity under the jurisdiction of GERC that creates conflict of interest with this assignment. The Bidder shall disclose all ongoing assignments with Gujarat utilities / licensees.	Conflict of interest declaration in prescribed form.

8. Team Composition

The Consultant should provide a qualified and experienced team of experts who have experience of advising electricity regulators and distribution utilities and experience of undertaking similar studies in the power sector. The resource persons should have experience to handle the assignment related to tariff simulation, cost of supply studies, tariff rationalization studies, etc. These resource persons should be on the payroll of the Consultant as on date of bid submission and also during the execution of the assignment.

The Consultant shall provide a qualified and experienced team of experts. The proposed resources should be available for the assignment during the contract period. Key resources shall not be replaced without prior approval of the Commission.

Sr. No.	Resource Person	Minimum Requirements
1	Project Director (1 No.)	BE / B.Tech / M.Tech / MBA / CA / CMA / Ph.D. with minimum 20 years of experience in power sector, electricity regulations, tariff determination, regulatory economics, utility advisory or infrastructure sector. Experience of advising Electricity Regulatory Commissions or distribution utilities on tariff design, tariff modelling, cost of supply studies, ToD, Cross subsidy, business plan, project monitoring or regulatory matters is essential.
2	Project Manager / Team	BE / B.Tech / M.Tech / MBA / CA / CS / CMA with

Sr. No.	Resource Person	Minimum Requirements
	Leader (1 No.)	minimum 15 years of experience in power sector consultancy, tariff design, tariff modelling, cost of supply studies, ToD, Cross subsidy, business plan, project monitoring or regulatory matters is essential.
3	Tariff Design & Power Market Expert (1 No.)	BE/B.Tech/M.Tech (Electrical/Power/Energy) with MBA/Economics/Finance or equivalent having minimum 12 years' experience in electricity tariff design, retail tariff determination, Cost of Supply, tariff simulation, demand-side management, Time-of-Day tariffs, smart metering, electricity markets and regulatory advisory.
4	Distribution Planning & Load Research Expert (1 No.)	Electrical / Power Engineering graduate with minimum 10 years of experience in load research, load curves, smart metering, ToD, consumer load characteristics, connected load, contract demand, demand diversity, distribution system data, consumer segmentation.
5	Regulatory/Commercial Expert (1 No.)	BE / B.Tech / M.Tech / MBA / CA / CMA / CFA/CS or equivalent with minimum 10 years of experience in tariff philosophy, tariff design, cost of supply, retail tariff, cross-subsidy, open access, CSS, demand charges, ToD.
6	Economic Expert (1 No.)	Qualified Post-Graduate/Ph.D. in Economics with minimum 10 years of experience in tariff economics, price signals, consumer behaviour, demand elasticity, welfare economics etc. Power sector experience is preferable.
7	Data Analyst / MIS Expert (1 No.)	Graduate/Post-Graduate in Engineering, Statistics, Mathematics, Computer Science, Data Analytics or equivalent with minimum 5 years' experience in electricity sector data analytics, MIS, database management, dashboard development, tariff modelling, smart metering analytics, demand analysis and statistical modelling.

The Consultant may deploy additional subject matter experts or domain specialists, either on a full-time or need basis, for specialized studies relating to tariff design, smart metering, demand-side management, consumer behaviour, data analytics, electricity markets, renewable energy integration, resource adequacy or other allied areas. Deployment of such additional experts shall be at no additional cost to the Commission unless otherwise specifically approved by the Commission.

The team members / resource persons appointed by the Consultant shall report to the Commission or the officer(s) designated by the Commission. If the Commission finds performance of any resource to be unsatisfactory, such resource shall be replaced by the Consultant within one month with a resource having equivalent or higher qualification and experience.

9. Submission of RFP Bid and Bidding Procedure

The consultancy firm is required to submit one copy of technical offer along with a soft copy (in word format) and one copy of financial offer, duly sealed in separate envelopes in the Bid. The envelopes should be clearly marked as “Technical Bid” and “Financial Bid”. In case the financial offer is placed in the “Technical Bid” envelop or technical offer is placed in the “Financial Bid” envelop, the Bid of the participant shall be declared invalid and rejected.

The bid should contain the information as sought in the forms (given with this document) and the financial bid.

The bidder in addition to furnish complete information as above shall also furnish a complete document on the proposed approach; methodology and work plan for rendering the tasks as per the scope of work. The work plan shall include full justification for procedures to be adopted. An indicative time schedule for carrying out each element of the tasks should also be submitted.

10. Evaluation of Bids

- a) The technical bid or only the eligible bidder, decided as per clause 7 of this RfP, shall be evaluated for selection of successful bidder.
- b) The method of evaluation of bids will be Quality and Cost Based Selection (QCBS). Technical bid will carry 70% weightage, and financial bid will carry 30% weightage.
- c) Technical evaluation will be done, taking into account the criteria mentioned below by the Consultancy Evaluation Committee (CEC) to be nominated by the Commission. The shortlisted bidders will be called for interaction with the Committee (to be supplemented with a presentation) on below mentioned criteria. Each criterion shall be

marked on a scale of 1 to 100 and then the mark for each criterion shall be weighted to calculate average technical scores. Weights in the following ranges will be used by the Committee appointed by the Commission to calculate the weighted average technical score for each proposal:

Technical Parameters (Criteria)	Weight
The consultant's relevant experience for the assignment	35
The quality of the methodology proposed for the assignment (understanding of the issues and approach to be followed)	25
The qualification, competence and experience of the key staff (who would actually be working on the project) proposed.	
i. General Qualification	20
ii. Adequacy, competency and experience	20
Total Technical Score	100

- d) The mix of weights approved by the Commission will total to 100. The minimum qualifying technical score is 80 out of 100. The consultants securing the minimum qualifying marks shall be informed about the date and time of opening of the financial proposal. The financial bid of those consultants who fail to obtain minimum qualifying marks shall not be opened.
- e) The proposed prices and consolidated cost shall be read and recorded in the minutes of the opening of bids. The financial bid having least consolidated cost will be given a financial score of 100 and other bids will be given the financial scores that are inversely proportional to their prices. The total score shall be obtained as the weighted average of technical score (70%) and financial score (30%).
- f) The Commission reserves the right to reject any / all the bids (RFP) without assigning any reason. Furthermore, the Commission reserves the right to award the contract to a single eligible bidder who meets minimum technical score.
- g) Without written consent of the Commission, the Consultants and their employees involved in the assignment shall not utilize, publish, disclose, or part with any information collected for the Commission and they shall be duty bound to hand over the entire record of the assignment to the Commission on completion of the assignment.
- h) No contractual obligation whatsoever shall arise from the RFP / bidding process unless and until a formal contract is signed and executed between the Tendering Authority

and the successful bidder.

- i) GERC disclaims any factual / or other errors in this document [the onus is purely on the individual bidders to verify such information] and the information provided herein is intended only to help the bidders to prepare a logical bid proposal.

11. Acceptance:

By submitting a proposal, the consultancy firm acknowledge that they have read, understood, and agreed to these Terms and Conditions. The Commission may require further documentation or clarification from the successful bidder regarding the assignment.

12. Amendments:

The Commission reserves the right to amend these Terms and Conditions as necessary. Any changes will be communicated to all bidders in a timely manner.

13. Signing the Agreement:

The successful bidder shall sign the agreement with GERC, a sample copy of which is attached herewith.

14. Last date of submission of RFP:

The final bids complete in all respect are required to be submitted latest by, on or before **03/08/2026**, up to **1800 hours IST**. The address for submission of the proposal is given below:

The Secretary,
Gujarat Electricity Regulatory Commission,
6th Floor, GIFT ONE, Road 5C, Zone 5, GIFT City,
Dist.: Gandhinagar, Gujarat - 382350.

Sd/-

(Ranjeeth Kumar J., IAS)

Secretary

Gujarat Electricity Regulatory Commission

Place: GIFT City, Gandhinagar

Date: 13/07/2026

FORM I
RFP Letter Proforma

To,
The Secretary,
Gujarat Electricity Regulatory Commission,
6th Floor, GIFT ONE, Road 5-C, Zone 5, GIFT City,
District: Gandhinagar, Gujarat - 382050.

Sub: Providing assistance to GERC in Study on Rationalization of Retail Electricity Tariff Structure, Tariff Design, Cost of Supply, Time-of-Day Tariff and Roadmap for Progressive Tariff Reforms in Gujarat.

Sir,

We, (name of the firm), having read and examined in detail the RFP document for providing assistance to GERC in the above-mentioned work, express our desire to undertake the work as mentioned in the RFP document.

1. General Information:

- a) Name and address of the consultancy firm
- b) Name and address of the authorized signatory with contact details such as E-mail/Telephone & Mobile No.
- c) Name of contact person to whom all references to be made with contact details such as E-mail/Telephone & Mobile No.
- d) Turnover of the Firm/Organization/Institution for the last three audited FYs
- e) Net-worth of the Firm/Organization/Institution for the the last three audited FYs
- f) Certificates related to Company Incorporation, PAN No. & GST Registration No. of the Firm/Organization/Institution

2. Documents forming part of RFP:

We have enclosed the following:

- a) Request for proposal – Form I.
- b) Details showing similar tasks performed in the past – Form II
- c) Details showing completed consultancy assignments carried out in the Power Sector – Form III
- d) Biographical sketch of key personnel and manpower proposed - Form IV

- e) Financial Bid - Form V (separate sealed envelope)
- f) Declaration / Certification as per – Form VI.
- g) Declaration / Certification as per – Form VII
- h) Declaration / Certification as per – Form VIII
- i) A complete document on the proposed approach; methodology and work plan for rendering the tasks as per scope of work.
- j) Certificates by a practicing Chartered Accountant, certifying the criteria given at under 5) Eligibility and Qualification Criteria of the RfP document.

We hereby declare that the RFP is made in good faith and the information contained is true and correct to the best of our knowledge and belief.

Thanking you,

(Authorised Signatory)

(Name & Title of Signatory)

Name and Address of the Firm

FORM II

Details of Similar Tasks Performed as per the Scope of Work of RFP

Provide information on each reference assignment for which your firm can be legally contracted.

Particulars	Details
Name of assignment	
Location within the country	
Name of client and address	
Name of associated consultants / firms employed, if any	
Duration of assignment: Start and Completion	
Approximate value in Indian Rupees	
Name of senior staff involved and functions performed	
Professional staff employed (profile in brief)	
Description of project in brief	
Description of detailed approach, methodology and work plan adopted	
Relevance to present assignment	

N.B.: Attach copy of work order / contract / completion certificate / certificate issued by the respective organization for whom the assignment was carried out.

(Authorized Signatory)

(Name & Title of Signatory)

Name and Address of the Firm

FORM III

Details of Tasks Performed in Power Sector

Provide information on power sector / regulatory assignments completed by the firm.

Particulars	Details
Name of assignment	
Client and location	
Nature of assignment: tariff / capex / regulatory / technical / financial / audit	
Duration of assignment	
Approximate value	
Key personnel involved	
Description of outputs / deliverables	
Relevance to present assignment	
Completion certificate / client certificate attached	

N.B.: Attach copy of work order / contract / completion certificate / certificate issued by the respective organisation for whom the assignment was carried out.

(Authorised Signatory)

(Name & Title of Signatory)

Name and Address of the Firm

FORM IV

Biographical Sketch of the Team Deployed for the Assignment

Particulars	Details
Name	
Proposed Position in this assignment	
Name of Firm	
Profession	
Date of Birth	
Years with Firm	
Field of major interest	
Additional Information, if any	

Experience of the Professional:

Institution / Client	Title / Topic of Task or Study	Position in the Study	Period

Academic Qualification:

Degree	University / Board	Field(s) / Subject	Year

Employment Record:

Employer	Post Held	From	To	Nature of Duties

Certification: I, the undersigned, certify that, to the best of my knowledge, this bio-data correctly describes me, my qualifications and my experience.

Date:

(Authorised Signatory)

(Name & Title of Signatory)

Name and Address of the Firm

FORM V

Financial Bid

Financial Bid for work of providing assistance to GERC in **Study on Rationalization of Retail Electricity Tariff Structure, Tariff Design, Cost of Supply, Time-of-Day Tariff and Roadmap for Progressive Tariff Reforms in Gujarat.**

Sr. No.	Particulars	Basis	Total Amount without tax	Total Amount with tax
a	b	c	d	e = d x applicable GST rate
A	Study on Rationalization of Retail Electricity Tariff Structure, Tariff Design, Cost of Supply, Time-of-Day Tariff and Roadmap for Progressive Tariff Reforms in Gujarat	Lumpsum		

(Authorised Signatory)

(Name & Title of Signatory)

Name and Address of the Firm

FORM VI

Declaration / Certification (To be submitted on affidavit)

To,

The Secretary,

Gujarat Electricity Regulatory Commission,

6th Floor, GIFT ONE, Road 5C, Zone 5, GIFT City,

Dist.: Gandhinagar,

Gujarat - 382050.

Sir,

I have carefully gone through the Terms & Conditions contained in the Request for Proposal document regarding the work of providing assistance to GERC in Study on Rationalization of Retail Electricity Tariff Structure, Tariff Design, Cost of Supply, Time-of-Day Tariff and Roadmap for Progressive Tariff Reforms in Gujarat. I hereby declare and undertake that neither the firm nor the leadership nor any personnel proposed to be deployed for the purposes of this assignment are blacklisted / debarred for conducting studies or consultancy services by any Electricity Regulatory Commission of India/PSU/Government Department/Regulatory Authority in past or present nor there is any pending dispute in this regard. I am an authorized signatory of my firm and therefore competent to make this declaration.

(Authorized Signatory)

(Name & Title of Signatory)

Name and Address of the Firm

FORM VII

Declaration / Certification

To,

The Secretary,

Gujarat Electricity Regulatory Commission,

6th Floor, GIFT ONE, Road 5C, Zone 5, GIFT City,

Dist.: Gandhinagar,

Gujarat - 382050.

Sir,

I have carefully gone through the Terms & Conditions contained in the Request for Proposal document regarding the work of providing assistance to GERC in Study on Rationalization of Retail Electricity Tariff Structure, Tariff Design, Cost of Supply, Time-of-Day Tariff and Roadmap for Progressive Tariff Reforms in Gujarat. I hereby declare and confirm that:

1. As of the date of bid submission, our firm has at least 100 full-time professionals on our payroll in India, out of which at least 40 should have experience in the power sector / infrastructure sector.
2. The details and profiles of these professionals can be provided for verification upon request by the Commission.
3. We understand that any misstatement or false declaration regarding our staffing may lead to the rejection of our bid or termination of the contract.

I am an authorized signatory of my firm and therefore competent to make this declaration.

(Authorized Signatory)

(Name & Title of Signatory)

Name and Address of the Firm

FORM VIII

Declaration / Certification

To,

The Secretary,

Gujarat Electricity Regulatory Commission,

6th Floor, GIFT ONE, Road 5C, Zone 5, GIFT City,

Dist.: Gandhinagar,

Gujarat - 382050.

Sir,

I have carefully gone through the Terms & Conditions contained in the Request for Proposal document regarding the work of providing assistance to GERC in Study on Rationalization of Retail Electricity Tariff Structure, Tariff Design, Cost of Supply, Time-of-Day Tariff and Roadmap for Progressive Tariff Reforms in Gujarat. I hereby declare and confirm that:

1. As of the date of bid submission, we certify that there is no conflict of interest that would preclude us from participating in this assignment.
2. We acknowledge that if this declaration is found to be incorrect, the Commission reserves the right to disqualify our bid or take appropriate legal action.

I am an authorized signatory of my firm and therefore competent to make this declaration.

(Authorized Signatory)

(Name & Title of Signatory)

Name and Address of the Firm

AGREEMENT

Articles of Agreement made on this _____ day of _____ between _____ one (first) part (Consultant) and the **Gujarat Electricity Regulatory Commission** (herein after called “the Commission”) of the other (Second) part.

Whereas the Commission has engaged the party of the first part as a consultant and the party of the first part has agreed, to provide the consultancy services to the Commission, on the terms and conditions hereinafter contained.

Now both the parties hereto respectively agree in the presence of witness as follows -

- 1) The party of the first part (Consultant) shall submit himself to the orders of the Commission and of the officers and authorities under whom he may from time to time be placed by the Commission.
- 2) The party of the first part (Consultant) shall complete the assignments assigned to it by the Commission covered under the Scope of Work of the assignment from time to time *strictly* within the specified time period for the assignments.
- 3) In case of any default on the part of the party of the first part in completion of the assignment(s) under the Scope of Work within time schedule agreed to between the parties as herein above, the party of the second part (the Commission) shall be at liberty to get the work completed from any other agency at the risk and cost of the party of the first part (Consultant).
- 4) The party of the first part (Consultant) shall be paid Rs. _____ (Rupees in words) including tax for assignment.
- 5) The schedule of payments for the assignment shall be as per Clause 5 of RfP to provide assistance to GERC.
- 7) No TA/DA shall be admissible to the party of the first part for local journeys in connection with the consultancy assignment.
- 8) The payment of fee shall be made by the Commission after the deduction of tax at source in accordance with law for the time, being in force.
- 9) Any information of confidential nature, which comes to the knowledge or into the possession of the Consultant or of any of its employees by virtue of the engagement subject matter of this contract; shall not be disclosed by the Consultant or its employees to any person in any manner. Any breach of this clause without prejudice to any other action that may be initiated according to law, shall also

subject the Consultant to a liability to pay to the Commission such compensation as may be decided by the Commission keeping in view the nature, manner and motive of the information disclosed and the extent of damage caused by such unauthorized disclosure.

10) The party of the first part undertakes that this assignment shall not be in conflict with its prior or current obligations to other clients nor shall it place itself in a position of not being able to carry out the assignments objectively and impartially. In case of any default on the part of the party of the first part, the Commission shall be at liberty to get the work completed from any other agency at the risk and cost of the party of the first part (Consultant).

11) Notwithstanding anything contained elsewhere in this Agreement, the total aggregate liability of the Consultant arising out of or in connection with this Agreement, whether in contract, tort (including negligence), or otherwise, shall be limited to the total Contract Value of this Agreement.

Provided that this limitation shall not apply to liabilities arising out of:

- breach of confidentiality obligations;
- wilful misconduct or fraud; or infringement of intellectual property rights.

12) The party of the first part undertakes to render the required services to the full satisfaction of the Commission and in case of any default on the part of the party of the first part, the party of the second part (the Commission) shall be at liberty to get the work completed from any other agency at the risk and cost of the party of the first part (Consultant).

13) The Commission reserves its right to foreclose, terminate or cancel the engagement of the Consultant without assigning any reasons. In such cases party of the first part (Consultant) shall be paid remuneration after taking into consideration the portion of work completed prior to such foreclosure, termination or cancellation of the engagement as may be decided by the Commission, and the decision of the Commission shall be conclusive and binding. The remuneration so fixed and paid shall be deemed to be the final payment in such case.

14) The Commission reserves its right to foreclose, terminate or cancel the assignment at any time by giving 15 days' notice, in case the performance of the consultant found to be unsatisfactory at any point of time during the terms of consultancy assignment.

15) In case the consultant fails to perform the specific task given by the Commission within the specified timeframe or the task performed by the Consultant found to be unsatisfactory, the Commission reserves its rights to get it done from other agency / firms at the cost and risk of the Consultant.

- 16) In case of any differences or disputes between the parties arising out of this AGREEMENT, the same shall be referred to arbitration by a person nominated by the Commission. The proceedings shall be subject to the Arbitration and Conciliation Act 1996, as amended from time to time.
- 17) If the Commission finds that any of the personnel has either (1) committed serious misconduct or has been charged with having committed a criminal action or (2) have cause to be dissatisfied with the performance of any of the personnel, then the Consultant shall, at the Secretary's written request, forthwith provide as a replacement a person with qualification and experience acceptable to the Commission.
- The Consultants shall have no claim for additional costs arising out of or incidental to any removal and/or replacement of personnel.
- 18) Nodal Person of the party of the first part (Consultant) – _____.
- 19) The Secretary, Gujarat Electricity Regulatory Commission, shall be the Nodal Officer on behalf of the Commission.
- 20) Any other terms and conditions

In respect of any matter for which no provision has been made in this agreement, the provisions contained in the general instructions of the Government on the subject of engagement of consultants shall apply.

IN WITNESS WHERE OF the party of the first part (Consultant) _____ and Secretary to the Commission on behalf of the Commission have hereto put their hands on the day and the year first above written.

Signed by _____

the party of the first part

In the presence of _____

Signed by _____ to the Commission

For and on behalf of the Commission

In the presence of _____