

318/17/2024-Grid Connected Rooftop - Part (5)

Ministry of New and Renewable Energy

Rooftop Solar Division

07<sup>th</sup> May, 2024

Office Memorandum

The Government of India has approved the PM Surya Ghar: Muft Bijli Yojana on 29<sup>th</sup> February, 2024 to increase the share of solar rooftop capacity and empower residential households to generate their own electricity. The scheme has an outlay of Rs 75,021 crore and is to be implemented till FY 2026-27. The administrative approval was granted to the scheme vide Order No. 318/17/2024-Grid Connected Rooftop dated 16<sup>th</sup> March, 2024.

2. The scheme is to be implemented through the National Portal. The National Portal has been receiving applications from DISCOM consumers for installation of rooftop solar since the date of launch of the scheme viz. 13<sup>th</sup> February, 2024. These installations are to be done by vendors registered on the National Portal.
3. The process for Vendor Registration on the National Portal is enclosed for necessary action.
4. This has the approval of the competent authority.



Divyanshu Jha

Deputy Secretary, MNRE

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To,

All ACS/Principal Secretary (Renewable Energy/Energy/Power) all States/UTs

Secretary All SERCs/JERCs

CMD/MD/CEO of all DISCOMs

## PM Surya Ghar: Muft Bijli Yojana

### Vendor Registration and Management Process

1. The National Portal has been receiving applications from DISCOM consumers for installation of rooftop solar since the date of launch of the scheme viz. 13<sup>th</sup> February, 2024. In order for consumers to be eligible for CFA, the installation of rooftop solar plants have to be undertaken by vendors who have been registered on the National Portal.
2. The process and terms of state level registration for vendors shall be unchanged as under the Phase II scheme outlined in OM No. 318/6/2022-GCRT dated 10th June, 2022 and 17th May 2023 and all vendors who have been registered under the guidelines of the GCRT Phase II scheme shall ab initio be deemed to be registered for PM Surya Ghar Scheme and their documents with the respective registering authorities (including Bank Guarantees) shall be considered for the purposes of the new scheme.
3. There shall, in addition, be a national registration and REC Limited shall be the Registering Authority at the national level. The vendors shall have to submit a bank guarantee of Rs 25 lakh for national registration. The PBG submitted by the vendor shall be valid for at least 5 years from the date of registration or renewal of registration/empanelment, as the case may be.
4. National Registration of vendors will be valid for five years from the date of inclusion in the National Portal and can be renewed thereafter for five years, without any additional charges, provided the vendor has extended the previous submitted PBG of for another five years or has submitted a new PBG, whichever is convenient to the vendor.
5. Vendors who have been registered at the national level shall be eligible to install rooftop solar plants under the scheme in any district of any state. However, the vendors may indicate the states and districts where they will be operational so that they can be displayed in consumer search list accordingly.
6. In case of delay in readiness of process flow for National registration, the NPIA shall follow the process of registration through physical means as required until the process flows have been adapted in the National Portal.
7. Detailed process flow for National Registration shall be implemented in the National Portal.

Atal Akshay Urja Bhawan,  
Opposite C.G.O Complex,  
Lodhi Road,  
New Delhi-110003  
Dated: 17 May 2023

**Office Memorandum**

**Subject: Empanelment of vendors under simplified procedure of Rooftop Solar Program Phase-II**

This has reference to this Ministry's OM of even no. dated 10.06.2022 vide which the registration procedure of vendors for National Portal was conveyed.

2. As part of the vendor registration procedure for National Portal, Ministry has earlier notified that the vendors willing to register/empanel themselves in the National Portal may get themselves registered with the respective DISCOMs by submitting an application along with declaration (as per Annexure) and depositing a PBG of Rs. 2,50,000/- (Rupees Two Lakh Fifty Thousand only) valid for at least five years.

3. Based on the request received from various stakeholders, it has now been decided that vendors shall have to submit only a single PBG of 2.5 Lakhs for the entire state. Some of the suggested options that can be exercised by the DISCOMs in this regard are as follows:

- a) The state government may authorize a specific DISCOM of the state to collect the PBG from the vendors on behalf of all DISCOMs. The DISCOM collecting the PBG will register the vendors and provide a list of registered vendors (updated periodically) to other DISCOMs for uploading the same on their respective National Portal accounts.
- b) The State government may authorize a separate agency (for e.g., SNAs) to collect the PBG from the vendors on behalf of all DISCOMs and provide a list of registered vendors (updated periodically) to all DISCOMs for uploading the same on their respective National Portal accounts

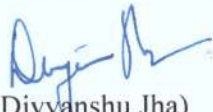
4. As the initial vendor registration was valid for only one year, requests have been received in the Ministry regarding process for renewal of vendor registration. In this regard, it has been decided that the registration of vendors shall be extended on year-on-year basis, without any additional charges, provided the vendor has extended the previous submitted PBG of 2.5 Lakh for another year or has submitted a new PBG, whichever is preferable to the vendor. In any case, the PBG of minimum Rs. 2.5 Lakh submitted by the vendor shall be valid for at least 5 years from the date of registration/renewal of registration.

5. In cases, wherein, PBG of Rs. 2.5 Lakhs have already been submitted by the vendor in more than one DISCOM of a state, only a single PBG amount of Rs. 2.5 Lakhs should be retained by any of the designated DISCOM/agency as indicated in para 3 above and remaining PBGs shall be released/returned to the vendor, within 3 months from the issuance of this letter or at

the time of renewal of registration, whichever is earlier. However, the registered vendor shall be asked to extend the retained PBG for another year at the time of renewal.

6. The state governments/DISCOMs shall notify these changes in their website along with the revised procedure, within a month of issuance of this notification.

7. This issues with the approval of competent authority.

  
(Divyanshu Jha)  
Deputy Secretary

To,

All DISCOMs under Phase-II of the RTS Programme for compliance

F. No. 318/6/2022-GCRT  
Government of India  
Ministry of New and Renewable Energy

Block No. 14, C.G.O Complex,  
Lodhi Road, New Delhi-110003  
Dated 10 June 2022

**Office Memorandum**

Subject: Simplification of Procedure - Rooftop Solar Programme Ph-II.

This is in continuation of this Ministry's OM of even no. dated 02.02.2022, vide which simplification of procedure for installation of residential grid connected rooftop solar plants was conveyed.

2. In this regard, a National Portal, [www.solarrooftop.gov.in](http://www.solarrooftop.gov.in), is being designed and will be launched soon. The process for installation of rooftop solar plants, starting from registering the applications to release of subsidy in residential consumers' (beneficiaries') bank account after installation and inspection of plant, can be tracked online at the national portal.

3. In order to protect the interests of beneficiaries and ensure that the vendors installing the rooftop solar plants have the requisite expertise, follow minimum specifications and standards specified by the Ministry and maintain the plant for at least five years from the date of installation, it has been decided that such vendors have to register/empanel themselves with the beneficiaries' Distribution Utility (DISCOM).

4. The vendors currently empanelled with the beneficiaries' DISCOM through tendering process under RTS Programme Ph-II will be considered as empanelled vendors for this purpose. Other vendors willing to register/empanel themselves in the Programme under simplified procedure may get themselves registered with the consumers' DISCOM by submitting an application along with declaration (as per Annexure) and depositing a PBG of Rs. 2,50,000/- (Rupees Two Lakh Fifty Thousand only) valid for at least five years. The vendors can submit the application at the Division/Circle level and the name of the vendor will be included in the list of registered/empanelled vendors within a period of one month from the date of submission of the application. Registration/empanelment of vendors will be valid initially for one year from the date of empanelment and can be renewed thereafter on yearly basis. The DISCOM will notify the registered/empanelled vendors on its website for information of residential consumers and update the same every month.

5. The registered/empanelled vendor selected by the beneficiaries will conduct the physical survey to assess the RTS capacity and guide the beneficiary on the RTS capacity that can be installed in the beneficiary's premises considering technical and financial parameters. The vendor shall also provide assistance to the beneficiary in getting necessary approvals, installing the net-meter and facilitating inspection by the DISCOM.

6. In case of any misleading information is provided by any vendor or conditions mentioned in the declaration are not met, the DISCOM will take action against the registered/empanelled vendor including blacklisting and forfeiture of PBG.

7. The subsidy available under the simplified procedure will be the same for beneficiaries all over the country. The rates of subsidy will be notified for each calendar year and will be applicable for all beneficiaries who have registered their application on the national portal during the calendar year.

8. This issues with the approval of competent authority.



(J.K Jethani)  
Sr. Director/ Scientist 'F'

To

1. ACS/ Principal Secretary (Renewable Energy/Energy/Power), all States/UTs
2. Secretary, all SERCs/JERCs
3. CMD/MD/CEO, all DISCOMs
4. Electricity Departments of Arunachal Pradesh/Nagaland/Mizoram/Sikkim/UTs
5. NIC, MNRE – for uploading on MNRE website and National Portal for Solar Rooftop.

**Format of Declaration from vendor**

1. Name of the Firm\_\_\_\_\_
2. Legal status of the Firm (Ltd/Pvt/Proprietary/Partnership/LLP) \_\_\_\_\_.
3. GSTIN number of the Firm\_\_\_\_\_
4. PAN number of the Firm\_\_\_\_\_.
5. Provident Fund number of the Firm (if applicable) \_\_\_\_\_
6. The Firm has sufficient (at least three) technical manpower trained in the skills required to execute the work of installation of rooftop solar plants.
7. The Firm fulfils all statutory requirements, for example those relating to electrical safety, to install rooftop solar plants.
8. The Firm will install rooftop solar plants fulfilling minimum technical standards and specifications issued by the MNRE.
9. The Firm will provide comprehensive maintenance of the rooftop solar plant installed by the Firm for at least 5 years.
10. The Firm will provide all necessary information related to installation of rooftop solar plants and Do's and Don'ts to the beneficiary.
11. The Firm will also provide name, contact number and e-mail of the person where the beneficiary can register a complaint related to rooftop solar plants installed by the Firm. This details will also be made available to the State authorities and MNRE.
12. In case of any discrepancy in terms of quality and services provided by the Firm, the concerned distribution company/Electricity Department can blacklist the Firm and encash the performance bank guarantee, apart from taking other legal actions.
13. The signatory of this declaration is authorised by the Firm and the Firm will abide by all the conditions mentioned above. In case of any misinformation or concealment of facts, appropriate legal action may be taken against the Firm by the affected parties.
14. Along with this declaration, the Firm is submitting a performance bank guarantee of Rs. 2.5 lakh valid for five years.
15. The Firm is willing to work in urban/rural areas of \_\_\_\_\_, \_\_\_\_\_, (name of districts).

Authorised Signatory  
Name: \_\_\_\_\_  
Designation: \_\_\_\_\_  
Name of the Firm: \_\_\_\_\_