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**Request for Proposal  
for  
Consultancy services for support in  
Setting up of solar PV and Wind power projects for  
Captive Utilization of Power Under Group Captive  
Mechanism by Madhya Pradesh Jal Nigam**

**Tender Specification No:**

**Bhopal dated 14/03/2024**

MARCH 14, 2024

**Issued by:-**

**MADHYA PRADESH JAL NIGAM MARYADIT**

(A Govt. of Madhya Pradesh Undertaking)

08, Arera Hills, Jail Road, Bhopal-462004

[www.mpjalnigam.mp.gov.in](http://www.mpjalnigam.mp.gov.in), E-mail: [mpjalnigam@mp.gov.in](mailto:mpjalnigam@mp.gov.in)

Ph: 0755-2579034-35-36

CIN. No. U41000MP2012SGC028798

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## SHORT NOTICE

### MADHYA PRADESH JAL NIGAM

(A Govt. of Madhya Pradesh Undertaking)

8 Arera Hills, Bhopal - 462004

Web: mpjalnigam.mp.co.in, E-mail: mpjalnigam@mp.gov.in

CIN - U41000MP2012SGC028798

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NIT No. 191/Proc./MPJN/2023-24

Bhopal, Date 14/03/2024

#### **Selection of Consultancy services for support in Setting up of solar PV and Wind power projects for Captive Utilization of Power Under Group Captive Mechanism by Madhya Pradesh Jal Nigam**

NIT No.	Tender Name	EMD (Rs.)	Cost of Tender Document (Rs.)
191	Selection of Consultancy services for support in Setting up of solar PV and Wind power projects for Captive Utilization of Power Under Group Captive Mechanism by Madhya Pradesh Jal Nigam	50,000	5,000

1. Detailed tender document can be seen and downloaded from the Madhya Pradesh Government E-Procurement Portal (<https://mptenders.gov.in>).
2. Cost of Tender Document and EMD of required amount is to be submitted online on Madhya Pradesh Government E-Procurement Portal.
3. The pre-bid meeting will be held on the date and time specified in critical dates.
4. Due date of tender: As per critical dates on MP Procurement E-government portal.
5. The time for completion will be reckoned from the date of start of work, which is 21<sup>st</sup> day from the date of issue of LOA.
6. MPJN will not be responsible for any delay in submission of bid due to any reason.
7. MPJN reserves the right to accept or reject any bid, cancel the bidding process, and reject all bids, at any time prior to the award of contract, without incurring any notice and answerability to the affected bidder or bidders or any obligation to inform the affected bidder or bidders regarding the grounds for the discretion.
8. For any queries related to bid document, please call Madhya Pradesh Jal Nigam Phone No. – 0755 -2579874, 0755-2579034-35-36.
9. For any queries related to bid submission, please call M.P. Government E-Procurement Cell Help Desk Number 0120-4001002, 0120-4200462, 0120-4001005, 0120-6277787.

**Managing Director  
Madhya Pradesh Jal Nigam  
Bhopal**

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# **Request for Proposal for “Engagement of consultant for support in setting up of solar PV and Wind Power projects for Captive Utilization of Power under Group Captive Mechanism by Madhya Pradesh Jal Nigam”**

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## **1. Background**

Madhya Pradesh Jal Nigam (MPJN) caters water requirement and has obligation of handling water treatment for the citizens under the Jal Jeevan Mission of Government of India. For the purpose MPJN has various water pumping stations/ Water treatment plants having electrical connections at 33 kV Voltage at various locations within the state. MPJN is interested to supplement the electrical energy requirement in these connections with solar energy to the maximum extent possible within the prevailing regulations.

MPJN is in its commitment to utilise renewable energy resources for the maximum benefit and initiated process of setting up 100 MW Solar PV project and 60 MW of Wind power project for captive utilisation of power under group captive mechanism. Bid Process Consultant have been engaged. In this context, MPJN is desirous of engaging consultant for support in setting up of Solar PV and Wind projects for Captive Utilization of Power under Group Captive Mechanism and to support in all the related regulatory provisions as required to be handled from MPERC, MP New and Renewable Energy Department (MPNRED), MP Transmission Co. Ltd, MP Concerned Discoms, MP Power Management Co. Ltd or any other such controlling authorities and to assist MPJN on various terms as per RfP document. Consultant will assist MPJN for services as required by Bid Process Consultant, formulation of contract documents etc.

## **2. Objective**

To engage the services of a consultant for support in setting up of Solar PV and Wind power projects and related regulatory matters to supply power under group captive mode to various MPJN's electricity connections.

## **3. Conditions of Eligibility of Bidder**

- 3.1. Bidders must read carefully the minimum conditions of eligibility (the “**Conditions of Eligibility**”) provided herein. Proposals of only those Bidders who satisfy the Conditions of Eligibility will be considered for evaluation.
- 3.2. **Eligibility of Criteria:** To be eligible for evaluation of its Proposal, the Bidder shall fulfil the following Minimum Criteria:

### **Technical and Financial Bidding Parameters:**

- I. The Bidder shall be a legally registered entity in India under Indian Companies Act, 1956/2013, LLP Act, 2008 or Partnership Act, 1932. Bidding by consortium is not accepted.
- II. The Consultant must have the following experience:
  - Average annual turnover of not less than Rs. 5.0 Crores in previous three financial years i.e., 2021-22, 2022-23 and 2023-24. For the year 2023-24 if accounts are not finalised then provisional balance sheet as certified by bidder's auditor is to be submitted. The documentary evidence in the form of certificate

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from the Statutory Auditor of the Consultant, certifying the revenues during each of the last three (3) financial years (FY20, FY 21 and FY22) shall need to be provided.

- The bidder should have positive net worth in the FY 2022-23.
- The bidder must have experience of at least one consultancy assignment from any Government entity for setting up and substantial completion of minimum 20 MW solar PV or 15 MW of Wind power project for utilisation of power under open access mechanism. Substantially completion shall mean at least 50% financial completion of the power project.

#### **4. Schedule of Selection Process**

<b>A</b>	Issue of RFP Document	As per Critical Dates on Portal
<b>B</b>	Time and date for submission of application online	As per Critical Dates on Portal
<b>C</b>	Time and date for opening of the Technical Bids.	As per Critical Dates on Portal
<b>D</b>	Time and date for opening of the Financial Proposal.	To be intimated to technically qualified bidders.
<b>E</b>	Validity of Proposal	Minimum 180 calendar days from Proposal submission deadline.

*The submission of bids and opening of the bids will be online as per the e-tendering portal.*

#### **5. Scope of Consultancy**

**I. Regulatory Support** - The key areas of support would include following:

- a. Regulatory support related with Hon'ble MPERC as required.
- b. Regulatory support for associated approvals from MP Transmission Company Ltd, Jabalpur.
- c. Regulatory support for associated approvals from MP Discoms as per jurisdiction as applicable.
- d. Regulatory support for associated approvals from MP Power Management Co. Ltd, Jabalpur.
- e. Regulatory support for formation of generating company as per the provision of group captive regulations.
- f. Regulatory support for Open access approvals.
- g. Any other regulatory support as required.

**II. Project assessment** - The key areas of support would include following:

- a. Based on electricity connections to identify Solar PV and Wind power capacity to prioritise power utilisation of projects to be setup.
- b. To group the solar and Wind capacity so as to optimise the project commissioning.
- c. Assist in land related matters regarding revenue land identified for solar PV project.
- d. To carry out solar study for the identified land parcels
- e. Power evacuation suitability thereby identify the suitable electrical substations identified for Solar PV project.
- f. Support in regulatory approvals
- g. Any other support required in project assessment.

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- III. Assist MPJN to support Bid Process Consultant for Solar and Wind Power projects:** The key areas of support would include following.
- Assist in RfPs as required.
  - Assist in answering bidders' queries
  - Assist in bid formulation as required.
  - Assist in placement of work order to successful bidders.
  - Any other support required in successful completion of bid
- IV. Assist MPJN in development of RfP related Contract documents:**
- Assist in documentation of generating Company and share holding agreement, share subscription agreement, power supply and operation agreement and other related documents.
  - Assist in management contract of bidder with the generating company to be formed for supply of power.
- V. Support in Projects Execution:** The key areas of support would include following:
- General supervision of project work
  - Assist in any technical requirement to MPJN during construction.
  - Shall conduct regular site visits during project execution.
  - Conduct technical review, provide technical inputs and vetting of all documents and plans of the generating company.
  - Responsible for quality control and monitoring in project execution.
  - Any other support required in successful commissioning of projects.
- VI. Support in Strategizing Power Scheduling:**
- Assist in power scheduling at power injection point for both the projects as per MPSLDC requirement.
  - Provide a digital solution for energy consumption, monitoring & scheduling analytics.
  - Assist in power scheduling at various demand points.
  - Assist in banking of power.
  - Assist in scheduling of banked power.

## **6. Duration of the Contract**

The duration of the consultancy assignment would be for the period till one year after commissioning of solar and Wind power projects.

## **7. Earnest Money Deposit**

- 7.1 The bidder shall submit the earnest money as the Bidder shall furnish as part of its Qualification Proposal as EMD (the **Bid Security**). The Bid Security shall be for an amount of INR 50,000/- (Indian Rupee Fifty thousand only), to be paid online as per the provisions made under E-tendering portal (<http://www.mptenders.gov.in>).
- Any bid not accompanied with EMD will be treated as non-responsive and rejected by the MPJN. The EMD of the unsuccessful Bidders will be discharged/ returned after an agreement is entered into with the successful bidder whose tender has been accepted or after expiry of bid validity period whichever is earlier.
  - The EMD of successful bidders shall be discharged when the Bidders has signed the Agreement and furnished the required performance security as per the clause 8.
- 7.2 The **EMD shall be forfeited-**
- If a bidder modifies or withdraws their tender during the period of bid/bid validity.

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- (ii) In the event of bidder withdrawing their offer before the expiry of the period of the validity of offer or failing to execute Contract Agreement as required by Condition of NIT, they will not be entitled to bid for this work in case of recall in addition to forfeiture of their Earnest Money.

## **8. Performance Security**

The selected bidder under the terms of this RFP shall submit a Performance Guarantee, of an amount mentioned in the Schedule of RFP, in the form of Performance Bank Guarantee (PBG) from scheduled commercial bank (excluding co-operative banks) having operational branch in Bhopal in favour of “Managing Director, Madhya Pradesh Jal Nigam”, for the entire duration of this engagement (including Annual Maintenance Service period) plus three (3) months. All charges with respect to the Performance Security shall be borne by the bidder. The amount of Performance Security shall be 10% (ten percent) of the Contract Price. After such event of deposition of Performance Security, the EMD of the successful consultant shall be released. The Performance Security shall be returned upon being satisfied that there has been due performance of the obligations of the bidder under the contract. However, no interest shall be payable on the performance security. The successful bidder’s EMD will be returned after submission of performance security.

## **9. Financial Proposal**

The consulting support charges shall be quoted in Rs. per MW for a total of 160 MW (100 MW Solar and 60 MW wind) project. The price shall be inclusive of all taxes, duties and levies except GST (if applicable), which will be paid separately on prevailing rates. The Consultant shall quote the prices for the contract period for carrying out the entire work as specified in in this bid document. All activities or items described in this bid document are deemed to be included in the prices provided for in the Financial Proposal. The Financial Proposal of the bidder shall include the prices for travel and lodging and boarding and any other incidental expenses.

During the period of contract, MPJN shall have the right to plan, implement or maintain any other similar projects. Successful bidder and MPJN shall, upon mutual agreement, decide to increase the scope of work of the successful bidder to act as consultant for any future similar projects. The increase in quantum of work shall be governed by the quoted rate of Rs. per MW as per the Financial Proposal of the successful bidder.

Payment towards currency of contract: The payment during the period of contract shall be separately for solar PV and wind power project at various stages. The charges shall be payable for solar and Wind power project to be executed. The stages shall be as under:

<b>S. No.</b>	<b>Stage</b>	<b>Percentage payment by developer</b>
1	After formation of respective Generating Company	10% of quoted amount
2	After Execution of Contract Agreements with Generating Company and MPJN	10% of quoted amount
3	After finalisation of management contract of project developer with generating company	10% of quoted amount
4	After Commissioning of 50% of capacity	20% of quoted amount
5	After commissioning of the project	20% of the quoted amount.

<b>S. No.</b>	<b>Stage</b>	<b>Percentage payment by developer</b>
6	At completion of 6 months of commissioning of project	10% of quoted amount
7	At completion of 12 months of commissioning of project	20% of quoted amount

## **10. Criteria for Evaluation**

### **10.1. Evaluation of Technical Proposals**

10.1.1. In the first stage, the Technical Proposal will be evaluated on the basis of Bidder's experience and financial eligibility as per clause 3.0. The bidders are required to score minimum 70 technical points to qualify the technical bid on the following criteria:

<b>S. No.</b>	<b>Parameters</b>	<b>Maximum Marks</b>
1.	<p>Bidder shall average annual turnover of not less than Rs. 5.0 Crores in previous three financial years i.e., 2021-22, 2022-23 and 2023-24. For the year 2023-24 if accounts are not finalised then provisional balance sheet as certified by bidder's auditor is to be submitted. The documentary evidence in the form of certificate from the Statutory Auditor of the Consultant, certifying the revenues during each of the last three (3) financial years (FY20, FY 21 and FY22) shall need to be provided.</p> <p>Less than Rs. 5 Cr. – 0 marks  Rs. 5 Cr. to Rs. 7.5 Cr. – 10 marks  Rs. 7.5 Cr. to Rs. 10 Cr. – 15 marks  Rs. 10 Cr. and above – 20 marks</p>	20
2.	Bidder shall have experience (in years) in the field of renewable energy. 5 points for each year of experience.	20
3.	<p>Bidder shall have experience of consulting assignment to any Government entity in open access project with substantial completion of 20 MW and above solar power project.</p> <p>Minimum 1 assignment - 20 marks  2 assignments – 30 marks  3 or more assignments – 40 marks</p> <p>Note: Substantial completion shall mean at least 50% financial progress of the solar power project.</p>	40
4.	The designated team member of bidder's proposed consulting team should have work experience of minimum 10 years in Renewable energy-based power projects, out of which minimum 7 years should be in both Solar PV systems and Wind power based power projects.	20



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S. No.	Parameters	Maximum Marks
	For each year of experience in renewable energy-based power projects, 1 point shall be given.	
	<b>TOTAL</b>	<b>100</b>

#### 10.2. Short Listing of Bidders

Only those Bidders whose Technical Proposals score 70 marks or more out of 100 shall qualify for further consideration and shall be short-listed with ranking from highest to the lowest on the basis of their technical score ( $S_T$ ).

#### 10.3. Evaluation of Financial Proposal

10.3.1. In the second stage, the financial evaluation will be carried out as per this Clause 10.3.3. Each Financial Proposal will be assigned a financial score ( $S_F$ ).

10.3.2. For financial evaluation, the cost quoted in the Financial Proposal will be considered for total of 160 MW combined capacity.

10.3.3. MPJN will determine whether the Financial Proposals are complete, unqualified, and unconditional. The rate quoted in the Financial Proposal shall be deemed as final and reflecting the total cost of services. Omissions, if any, in costing any item shall not entitle the firm to be compensated and the liability to fulfil its obligations as per the Scope within the total quoted price shall be that of the Consultant. The lowest financial proposal ( $F_M$ ) will be given a financial score ( $S_F$ ) of 100 points. The financial scores of other proposals will be computed as follows:

$$S_F = 100 \times F_M / F \text{ (F = amount of Financial Proposal of the Bidder).}$$

#### 10.4. Combined and Final Evaluation

Proposals will finally be ranked according to their combined technical ( $S_T$ ) and financial ( $S_F$ ) scores as follows:

$$S = S_T \times 0.70 + S_F \times 0.30$$

Where S is the combined score. Bidder scoring highest combined score shall be the successful bidder.

The tiebreaker, in case two or more bidders have same financial proposal, shall be in the following order:

- i. the bidder with higher/highest technical score
- ii. the bidder with higher/ highest turnover in preceding year
- iii. Draw of lots

#### 11. Confidentiality of Data and Documents

All Intellectual Property Rights (IPR) of data collected as well as the deliverables produced shall remain with the office of Managing Director, MPJN. All knowledge and information, which may be acquired during the assignment, shall be for all times and for all purposes, regarded as strictly confidential and held in confidence, and shall not be directly or

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indirectly disclosed to any person whatsoever, without the explicit written permission of MD, MPJN.

## **12. Conflict of Interest**

Neither the Consultant nor any of the personnel engaged by the Consultant shall engage in any personal, business or professional activity, which conflicts or could conflict with any of their obligations in relation to this consultancy engagement.

The Consultant and the Consultant's personnel shall notify MPJN immediately of any actual or potential conflict, together with recommendations as to how the conflict can be avoided or mitigated.

The Consultant shall observe, in competing for and executing a contract, the laws against fraud and corruption (including bribery). The Consultant shall also furnish information on commissions, gratuities and fees, if any, paid or to be paid to agents or any other party relating to this Proposal and, if awarded, Contract execution.

In case of failure to comply with any of the above, the office reserves the right to terminate the contract immediately, without any financial obligations or liabilities and may also forfeit the Bid Security/Performance Guarantee provided by the Consultant.

## **13. Rights of MPJN:**

MPJN reserves the right to cancel this notice, and not to proceed in the matter, at any stage accept or reject any or all applications, without giving any explanations, whatsoever.

## **14. Termination of Contract**

MPJN may, by way of written notice, terminate the contract under the following conditions:

- The consultant is unable to address the assigned works;
- Quality of the assigned works is not to the satisfaction of the MPJN;
- The consultant fails to meet the prescribed timelines assigned under the prescribed time period; and
- The consultant commits any material or persistent breach of its obligations under the contract.

## **15. Application Submission**

Application containing all the relevant documents shall be submitted online as per the e-tendering portal.

15.1. The Main bid shall contain the following documents:

- In the Cover 1 of online submission, Consultants are required to submit the detail of tender document fee and EMD
- In the Cover 2, Technical Proposal must have
  - Covering letter as per attached format
  - Technical Experience as per the attached format
  - Application as per format
  - Financial criteria support as per the formats
- In the Cover 3, Consultants are required to submit Financial Bid in Portal as specified below:
  - Financial quote as per format online.

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**16. Validity**

The proposal shall remain valid for the period of 180 days from the last date of submission of the proposal as specified in this RFP. The proposal with validity of less than 180 days may be rejected as non-responsive.

**17. Amendments to the RFP**

At any time prior to the deadline for submission of the proposal, MPJN may for any reason, modify the RFP. Any amendments to the bid documents shall be published only through the Portal and such amendments shall be binding.

**18. Fee**

The financial proposal by the Consultant shall be inclusive of all taxes except GST (if applicable) which will be paid separately on prevailing rates. The Consultant shall quote the prices for the contract period for carrying out the entire work as specified in in this bid document. All activities or items described in this bid document are deemed to be included in the prices provided for in the Financial Proposal. The Financial Proposal of the bidder shall include the prices for travel and lodging and boarding and any other incidental expenses.

**19. Payment Terms**

The payments shall be made Clause 9 above under “Financial Proposal”.

**20. Liability of the Consultant**

Except where there is proven misconduct, gross negligence, dishonesty or fraud on behalf of the Consultant of the personnel deployed by the Consultant, the Consultant’s liability under the Consultancy contract shall be limited to the amount of the contract value.

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## **Formats for Response to RFP**

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The following formats are required to be included in the Applicant's Response to RFP.

1. Format for the Covering Letter
2. Format for Details of Applicant
3. Format for Statement of Legal Capacity
4. Format for Experience of the Firm
5. Format for Turn Over
6. Format for Net worth
7. Format for Team Composition
8. Format for Curriculum Vitae
9. Format for the Financial Proposal
10. Format for Affidavit
11. Format for Additional Affidavit
12. Format for Power of Attorney

Applicant may use additional sheets to submit the information for its detailed Response.

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## 1. Format for Covering Letter

*(To be printed on letterhead of Applicant)*

Date: (\_\_\_\_\_)

Letter Ref. No.:

To  
Managing Director  
Madhya Pradesh Jal Nigam  
8, Arera Hills, Bhopal

**Sub:** Selection of Consultancy services for support in Setting up of solar PV and Wind power projects for Captive Utilization of Power Under Group Captive Mechanism by Madhya Pradesh Jal Nigam

**Ref:** RFP No \_\_\_\_/ /2024 Dated: \_\_\_\_\_.\_\_\_\_.2024

Dear Sir,

Having reviewed and fully understood in detail all the information provided in the RfP document, hereby submit application in full compliance with the provisions specified in the RfP document for consultancy services for support in setting up of solar PV and Wind Power projects under captive utilisation of power to various MPJN electricity connections.

We are enclosing herewith the following information with duly signed formats as desired by you for your consideration:

#	Documents as required under RFP document	Enclosed (Yes/No)
<b>1</b>	Applicant Details Checklist of supporting documents - _____ - _____ - _____	(Yes/No)
<b>2</b>	- Price Bid	(Yes/No)

We understand that the selection shall be as per the details mentioned in the RFP document. We agree to abide by the provisions laid down under the RFP document issued by the office of Madhya Pradesh Jal Nigam, Bhopal.

Our Proposal shall be valid and remain binding upon us for the 180 days from the last date of bid submission.

We, declare that the information as submitted in this application is true to the best of our knowledge. In case any information given in this application or attached documents are found to be incorrect at any point of time, we understand that MPJN may reject my response to RFP/Bid, and/or cancel the order, if issued.

Yours truly

*(Signature)*

*(Address)*

*(Contact details: telephone no. , fax no.)*

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## 2. Format for Details of Applicant

1	Details of Consultant
(a)	Name of the Consultant
(b)	Address
(c)	Date of incorporation and / or commencement of business
(d)	PAN
(e)	GSTIN
2	Details of Authorised Signatory
(a)	Name
(b)	Designation
(c)	Mobile Number
(d)	E-Mail Address

**Note:**

*\* Attested copies of (if applicable):*

- *Registration certificate/Incorporation proof*
- *Partnership deed, in case of partnership firm*
- *Enclose attested copy of Power of Attorney as per attached Format*
- *Enclose Affidavit on non-judicial stamp paper of relevant value certifying that Applicant/Promoter(s)/Director(s) of Applicant are not blacklisted.*

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### **3. Format for Statement of Legal Capacity**

**(To be forwarded on the letterhead of the Applicant)**

Date: *(dd-mm-yyyy)*

To  
The

Dear Sir,

We hereby confirm that we satisfy the terms and conditions laid out in the RFP document.

We have agreed that ..... (insert individual's name) will act as our representative and has been duly authorized to submit the application in response to the RFP. Further, the authorised signatory is vested with requisite powers to furnish such letter and authenticate the same.

Thanking you,

Yours faithfully,  
(Signature, name and designation of the authorised signatory)

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#### 4. Format for Technical Experience of the Firm

##### Abstract of Eligible Assignments

No	Name of Project	Name of Client	Fees (Rs. crore)	Sector
(1)	(2)	(3)	(4)	(5)
1				
2				
3				
4				
5				

**Note:** The details on the above projects should be provided in the format below along with supporting document.



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*[Using the format below, provide information on each assignment for which your firm for this assignment, was legally contracted either individually as a single firm or as a lead firm or one of the member of a JV, for carrying out services similar to the ones requested under this assignment. The experience of affiliated entities (such as the parent company(ies), group company(ies), subsidiary(ies) or other affiliate(s)) shall not be included.]*

Assignment name:	Approx. value of the contract (in Rs. Lakh):
Country:	Duration of assignment (months):
Location within country:	
Name of Client:	Total No. of man-months of the assignment:
Address:	
Start date (month/year):	Completion date (month/year):
Narrative description of Project:	
Description of actual services provided by the firm in the assignment:	

**Note:** Certificate from Principal Employer (Executive Engineer or above) regarding experience should be furnished.

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## 5. Format for Turn Over of the Firm

<b>Format for Certificate for Annual Turnover</b> (To be submitted on the letterhead of Statutory Auditor / Chartered Accountant)				
We have verified the relevant statutory and other records of _____ [Name of the Applicant], and certify that the annual turnover from Media Management and equivalent works with similar nature scope of work for any three consecutive financial years of the last four financial years is as follows:				
(Rs Crore)				
Bidder Name	Annual Turnover from Consultancy Services			
	2023-24	2022-23	2020-21	Average
This certificate is being issued to be produced before <b>Managing Director, Madhya Pradesh Jal Nigam, Bhopal.</b>				
Date & Signature and Seal of the Statutory Auditor / Chartered Accountant (clearly indicating membership number)				
Date: _____				
Place: _____				

### Note:

1. Receipts from other works, including but not limited to, Event Management, Ticket Booking, Ground / Hotel Booking, and any other works that do not have a similar aspect of scope of work shall not be considered in turnover calculation.
2. Along with the above format and information, the Bidders for demonstrating the Financial Capacity shall attach copies of the audited annual reports for 4 (four) years preceding the Bid Due Date. The financial statements shall:
  - a. reflect the financial situation of the Bidder.
  - b. be complete, including all notes to the financial statements. and
  - c. correspond to accounting periods already completed and audited (no statements for partial periods shall be requested or accepted).

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## 6. Format for Net Worth of the Firm

Financial information in Rs. <b>Crores</b>	Financial year 23-24
<b>Net worth</b> (Paid up share capital + reserves & surplus)	

1. *The statement of Net Worth is to be certified by a Chartered Accountant.*

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**7. Format for Solar and Power Industry Experience and respective detailed Curriculum Vitae**

**A. Summary of Team Composition**

Name of Person	Position Assigned	Education / Degree (Year / Institution)	No. of years of relevant experience

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## 8. Format of Curriculum Vitae (for clause 3.2 (II))

[The Consultant shall prepare the CV of each Team Member it proposes, using the format below (about 5 pages for each Key Expert).]

### 1. General

<b>Position Title and No.</b>	[e.g., K-1, TEAM LEADER] [ <b>Note:</b> only one candidate shall be nominated to each position.]
<b>Name of Key Expert</b>	[Insert full name]
<b>Name of the Firm proposing the Key Expert</b>	
<b>Date of Birth</b>	[day/month/year]
<b>Nationality</b>	
<b>Country of Citizenship/Residence</b>	

### 2. Education

[list college/university or other specialized education, giving names of educational institutions, dates attended, degree(s)/diploma(s) obtained]

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### 3. Employment record relevant to the assignment

[Starting with present position, list in reverse order. Please provide dates, name of employing organization, titles of positions held, types of activities performed and location of the assignment, and contact information of previous clients and employing organization(s) who can be contacted for references. Past employment that is not relevant to the assignment does not need to be included.]

Period	Employing organization and your title/position. Contact information for references*	Country	Summary of activities performed relevant to the Assignment

\*Contact information for references is required only for assignments during the last 3 years.

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**4. Membership in Professional Associations and Publications:**

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**5. Language Skills (indicate only languages in which you can work):**

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**6. Adequacy for the Assignment:**

**Detailed Tasks Assigned on Consultant's Team of Experts:**

[list major deliverables/tasks as in which the Expert will be involved]

**Reference to Prior Work/Assignments that Best Illustrates Capability to Handle the Assigned Tasks**

[insert Name of Project No. 1]

Country :  
Period :  
Client :  
Funding Source :  
Type of Service :  
Position :  
Description of :  
work/ Assignment

[insert Name of Project No. 2]

Country :  
Period :  
Client :  
Funding Source :  
Type of Service :  
Position :  
Description of :  
work/ Assignment

[insert Name of Project No. 3]

Country :  
Period :  
Client :  
Funding Source :  
Type of Service :  
Position :

Description of work/ Assignment	:	
[insert Name of Project No. ____]		
Country	:	
Period	:	
Client	:	
Funding Source	:	
Type of Service	:	
Position	:	
Description of work/ Assignment	:	

## 7. Certification:

I, the undersigned, certify to the best of my knowledge and belief that:

- (a) this CV correctly describes my qualifications and my experience.
- (b) In the absence of medical incapacity, I will undertake this assignment for the duration and in terms of the inputs specified for me in the proposal provided team mobilization takes place within the validity of this proposal or any agreed extension thereof.
- (c) I am committed to undertake the assignment within the validity of Proposal.
- (d) I am not part of the team who wrote the terms of reference for this consulting services assignment.
- (e) I am, pursuant to Clauses 3 and 4 of the Instructions to Consultants, eligible for engagement.

I understand that any misstatement described herein may lead to my disqualification or dismissal, if engaged.

Date: \_\_

[Signature of Key Expert or authorized representative of the firm]<sup>1</sup> Day/Month/Year

Full name of authorized representative: \_\_\_\_

### Notes for the Consultants

1. This CV can be signed by an authorized representative of the Consultant. If the Consultant's proposal is ranked first, a copy of the CV signed by the Key Expert must be submitted to the Client prior to signing of contract.

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## 9. Format for Affidavit

### **|| AFFIDAVIT ||**

***(On Non-Judicial Stamp Paper of value Rs. 1,000)***

I/we

\_\_\_\_\_ who is/ are \_\_\_\_\_ (status in the firm/  
company) and competent for submission of the affidavit on behalf of M/S  
\_\_\_\_\_ do solemnly affirm an oath and state that:

I/we am/are fully satisfied for the correctness of the  
certificates/records submitted in support of the following information in bid  
documents which are being submitted in response to notice inviting tender  
No. \_\_\_\_\_ for \_\_\_\_\_ (name of  
work) dated \_\_\_\_\_ issued by the \_\_\_\_\_ (name of the  
department).

I/we am/ are fully responsible for the correctness of following self-  
certified information/ documents and certificates:

1. That the self-certified information given in the bid document is fully true and authentic.
2. That:
  - a. Term deposit receipt deposited as earnest money, demand draft/ payment made online for cost of bid document and other relevant documents provided by the Bank are authentic.
  - b. Information regarding financial qualification is correct.
  - c. Information regarding various technical qualifications is correct.
3. No close relative of the undersigned and our firm/company is working in the department. OR

Following close relatives are working in the department:

Name \_\_\_\_\_ Post \_\_\_\_\_ Present Posting  
\_\_\_\_\_

#### **Signature with Seal of the Deponent (bidder)**

I/ We, \_\_\_\_\_ above deponent do hereby  
certify that the facts mentioned in above Para 1 to 3 are correct to the best of  
my knowledge and belief.

Verified today \_\_\_\_\_ (dated) at \_\_\_\_\_ (place).

Signature with Seal of the Deponent (bidder)

***Note: Affidavit duly notarized.***



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## 10. Format for Additional Affidavit

### **|| ADDITIONAL AFFIDAVIT ||**

**(On Non Judicial Stamp paper of Rs. 1,000/-)**

I/we \_\_\_\_\_ who is/ are  
\_\_\_\_\_ (status in the firm/ company) and competent for submission of the  
affidavit on behalf of M/s \_\_\_\_\_ (Consultant) do solemnly  
affirm an oath and state that:-

- (a) I/we am/are fully satisfied for the correctness of the certificates/records submitted in support of the following information in bid documents which are being submitted in response to notice inviting e-tender No. \_\_\_\_\_ for \_\_\_\_\_ (name of work) dated \_\_\_\_\_ issued by the \_\_\_\_\_ (name of the department).
- (b) We have not made any untrue or false representations nor hidden the material information in the forms, statements and attachments required in the pre-qualification documents.
- (c) **Any government department of Madhya Pradesh including but not limited to Madhya Pradesh Jal Nigam, Bhopal (MP)** or any other department or any undertaking or any other Municipal Corporation or any other Corporation/ Board / Society under the administrative control of these departments or state of Madhya Pradesh has, in consequences of some penal action, during the last five years:-
- (i) Not Cancelled or suspended the registration of the firm.
  - (ii) Cancelled or suspended the Registration before five years and has revoked Registration up to the date of bid submission.
  - (iii) Not Blacklisted us
  - (iv) Not Debarred us from participating in future tendering.
  - (v) Not terminated any contract due to default of developer.
- (d) Any details related to above mentioned disclosures (a)  
to (d) \_\_\_\_\_

#### **Signature with Seal of the Deponent (bidder)**

*Note: In case of JV all the partners shall be required to submit an affidavit giving full information of above facts.*

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## 11. Format for Power of Attorney

### POWER OF ATTORNEY

Know all men by these presents, We.....(*name and address of the registered office*) do hereby constitute, appoint and authorise Mr / Ms.....(*name and residential address*) who is presently employed with us and holding the position of ..... as our attorney, to do in our name and on our behalf, all such acts, deeds and things necessary in connection with or incidental for the project including signing of all documents in our Response to our application for consultancy services for support in setting up of solar PV and Wind Power projects under captive utilisation of power to various MPJN electricity connections, including submission of all documents and providing information / Responses to office of MPJN, representing us in all matters before MPJN/State Government or as required, and generally dealing with MPJN/State Government or as required in all matters in connection for the said support.

We hereby agree to ratify all acts, deeds and things lawfully done by our said attorney pursuant to this Power of Attorney and that all acts, deeds and things done by our aforesaid attorney shall and shall always be deemed to have been done by us.

**For (Insert name of the Applicant on whose behalf PoA is executed)**

\_\_\_\_\_  
(Signature)  
(Name)  
(Designation)  
(Accepted)

### ***Specimen signatures of attorney attested***

\_\_\_\_\_  
(Signature of Notary Public)  
(Name)  
(Designation)  
(Address of the Attorney)  
Place: \_\_\_\_\_  
Date: \_\_\_\_\_

### **Note:**

1. The mode of execution of the Power of Attorney should be in accordance with the procedure, if any, laid down by the applicable law and the charter documents of the executants(s) and when it is so required the same should be under common seal affixed in accordance with the required procedure.
2. In case the applicant is individual then separate declaration to this effect shall be required to be submitted.