



आरईसी पावर डिस्ट्रीब्यूशन कम्पनी लिमिटेड
REC POWER DISTRIBUTION COMPANY LIMITED

(A wholly owned subsidiary of REC Ltd., a 'Navratna CPSE' under Ministry of Power, Govt. of India)

CIN No. RECPDCL-U40101DL2007GOI165779

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NOTICE INVITING TENDER

(Tender invited through e-Tendering mode only)

For

ENGAGEMENT OF AGENCY FOR CAPTURING METER READING AND OTHER CONSUMER ASSOCIATED DATA ON REAL TIME BASIS BY USING SMRD(ANDROID BASED SMART METER READING DEVICE) FOR CONSUMERS IN THE JAMMU REGION COVERING 38 TOWNS UNDER RAPDRP/IPDS AND ADJOINING AREAS FOR A PERIOD OF FIVE (05) YEARS.

No. RECPDCL/TECH/JKPDD/e-Tender/2017-18/1714 Dated: 16.08.2017

REC Power Distribution Company Limited

(A wholly owned subsidiary of REC, a 'Navratna CPSE' Under the Ministry of Power, Govt. of India)

Corporate office

A10, 4th Floor, Kribhco Bhawan, Sector-1, Noida – 201301, Telephone: 0120-4383783

Website: www.recpdcl.in

Description of task, Pre-qualifying criteria, e-tender submission format and procedure is available on RECPDCL website (www.recpdcl.in), REC website (www.recindia.nic.in), Central Publication Portal (www.eprocure.gov.in) e-tendering website (www.tenderwizard.com/REC)

Important Dates for E- Tendering mode	
Date of Release of NIT	16.08.2017
Last date for queries / seeking clarification	29.08.2017 at 1100 Hours
Pre Bid Meeting	29.08.2017 at 1130 Hours
Last date of submission of Tender	15.09.2017 at 1430 Hours
Date of Opening of Technical bid	15.09.2017 at 1500 Hours
Date of Opening of Financial bid	To be intimated later

Note:

Online registration shall be done on e-tendering website i.e. www.tenderwizard.com/REC & in general, activation of registration may takes 24 hours subject to the submission of all requisite documents required in the process.

**-Sd-
(Salil Kumar)
Addl. CEO**

[This document is meant for the exclusive purpose of Agencies participating against this bid and shall not be transferred, reproduced or otherwise used for purposes other than that for which it is specifically issued]

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SECTION-I
TENDER INFORMATION

Name of the assignment:

ENGAGEMENT OF AGENCY FOR CAPTURING METER READING AND OTHER CONSUMER ASSOCIATED DATA ON REAL TIME BASIS BY USING SMRD(ANDROID BASED SMART METER READING DEVICE) FOR CONSUMERS IN THE JAMMU REGION COVERING 38 TOWNS UNDER RAPDRP/IPDS AND ADJOINING AREAS FOR A PERIOD OF FIVE (05) YEARS.

Important information

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6	Date of Opening of Financial bid	To be intimated later		
7	Pre- Bid Meeting Address	REC Power Distribution Company Limited, A10, 4th Floor, Kribhco Bhawan, Sector-1, Noida – 201301 Tele : 0120-4383783		
8	Tender Document	The details can be downloaded free of cost from the websites www.recpdcl.in (or) www.recindia.nic.in (or) www.eprocure.gov.in (or) www.tenderwizard.com/REC		
9	EMD #	Rs.7,30,000.00/- (Rupees Seven Lakhs Thirty Thousands Only)		
10	Address for Bid submission	Shri. Salil Kumar, Addl. Chief Executive Officer, REC Power Distribution Company Limited, A10, 4th Floor, Kribhco Bhawan, Sector-1, Noida – 201301 Tele : 0120-4383755 Fax: 0120-4383768 Email- jkpdd.projects@recpdcl.in / salil.kumar@recpdcl.in		
11	Contact Person	<table border="0"> <tr> <td style="vertical-align: top;"> Shri Ajay Kr. Chief Technical Officer REC Power Distribution Company Limited (RECPDCL) Phone:0120-4383759/ Email- jkpdd.projects@recpdcl.in/ jay.kumar@recpdcl.in </td> <td style="vertical-align: top;"> Shri Dheeraj Anand, Manager (Technical) REC Power Distribution Company Limited (RECPDCL) Phone:0120-4383775 Email- jkpdd.projects@recpdcl.in/ dheeraj.anand@recpdcl.in </td> </tr> </table>	Shri Ajay Kr. Chief Technical Officer REC Power Distribution Company Limited (RECPDCL) Phone:0120-4383759/ Email- jkpdd.projects@recpdcl.in / jay.kumar@recpdcl.in	Shri Dheeraj Anand, Manager (Technical) REC Power Distribution Company Limited (RECPDCL) Phone:0120-4383775 Email- jkpdd.projects@recpdcl.in / dheeraj.anand@recpdcl.in
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The EMD (Earnest Money Deposit) is to be submitted by all the participating bidders in the form of demand draft or Bank Guarantee of an amount of Rs.7,30,000.00/- (Rupees Seven Lakhs Thirty Thousands Only) of any schedule Indian bank in favor of REC Power Distribution Company Limited, Payable at New Delhi . DD/BG needs to be submitted in hard form along with other copies submitted in soft form. The EMD of unsuccessful bidder will be returned within 180 days from the contract and

EMD of successful bidder will also be returned after acceptance of work order and submission of PBG (Performance Bank Guarantee) i.e. 10% of the Contract Value.

The bid shall remain valid for a period of 180 days from the last date of bid opening and shall be extended for further period upto another 180 days on sole discretion of RECPDCL.

Note: It is mandatory for the bidder to deploy minimum 50% manpower from Jammu and Kashmir State only.

SECTION-II
PREFACE

Jammu & Kashmir strategically located in the north-west corner of India, comprising of Ladakh, Jammu and Kashmir valley and shares international boundaries with Pakistan, Tibet and China and borders the states of Punjab and Himachal in the south and south-east. The State is spread over an area of about 2, 22,236 sq. km. making it the 10th largest state in the country in terms of area. The population density per sq. km. is about 56 which is fairly below the national average, mainly due to the presence of snow covered hills and mountain ranges in the majority part of the state.

The Jammu & Kashmir Power Development Department (JKPDD) was earlier responsible for generation, transmission & distribution of electricity in the state for the J&K. Subsequently, the Power Development Corporation (PDC), a fully State Government Owned Company, was established in 1999, when the operation and maintenance of existing generating stations and future generating stations were entrusted to this corporation.

JKPDD, viz. Power Development Department, Government of Jammu & Kashmir is the sole transmission and distribution utility in the State. JKPDD is presently distributing electricity to 20, 77,275 urban (5, 83,564) and rural (14, 93,711) household consumers across 22 districts of the State.

The proposed capacity additions by JKPDD will add 238 substations having 2,827 MVA capacity in FY19. Similarly, the addition in lines is expected to improve the HT: LT ratio which will result in reduction of technical losses.

The JKPDD will undertake significant initiative in improving the extent and quality of metering and ensure 100% consumer metering and deployment of the most modern techniques including prepaid/ smart metering etc. by FY19. These investments along with additional necessary actions to curb commercial losses will facilitate the utility to achieve the targeted AT&C loss level of 25% by FY19 from existing losses of 64% (FY15).

Profile

Sr. No	Attribute	Unit	Value
1	No. of Districts	Nos.	22
2	Total Consumers	Nos.	1,707,639
3	Input Energy (2015-16)	MUs	13,298
4	Revenue Billed (2015-16)	In Rs.Crs.	2011
5	Billing Efficiency (2015-16)	%	46.22%
6	Collection Efficiency (2015-16)	%	83.22%
7	AT&C Loss (2015-16)*	%	58.82%
8	Geographical Spread	Sq. Km	222,236 (6.76% of Country)
9	Total Population (2011 Census)	In Lacs	125.41 (72.6 % Rural)
10	No. of Villages	Nos.	6700
11	Urban Households (2011 Census)	Nos.	507030
12	Rural Households (2011 Census)	Nos.	1208527
13	Peak Load (2015-16)	MW	2650

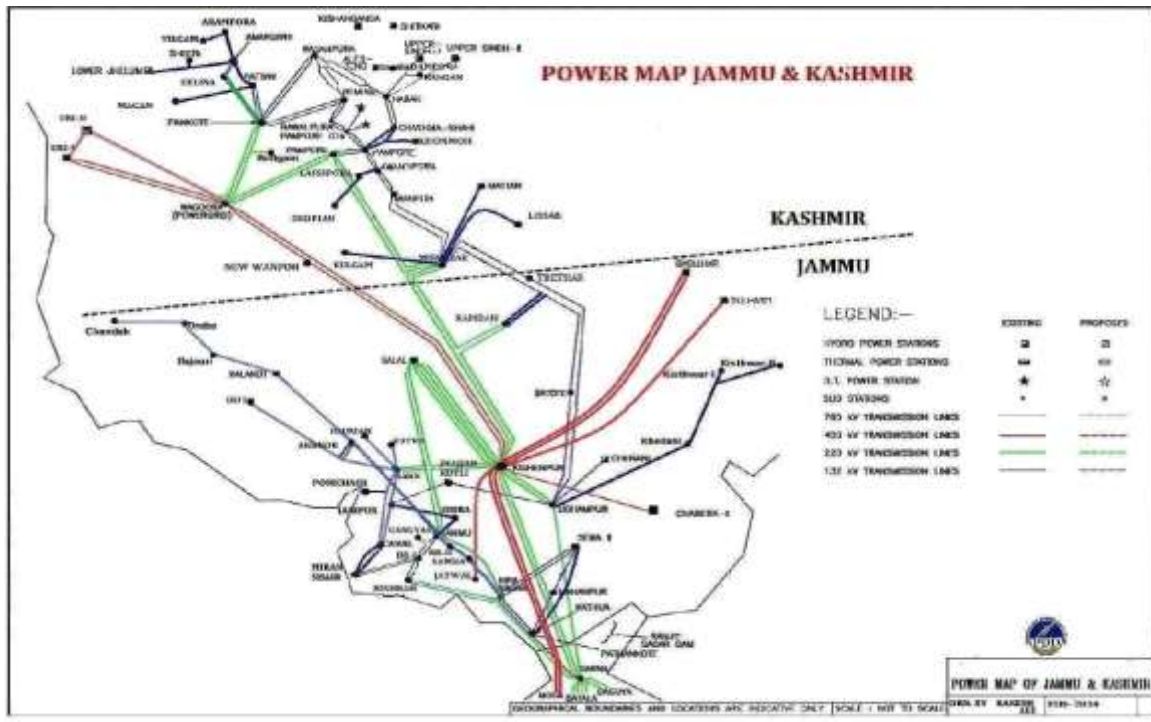


Figure 1

SECTION-III
INSTRUCTIONS TO BIDDERS

3.1 Submission of Bid

Agency shall submit their responses online through e-tendering website www.tenderwizard.com/REC

A. The submission and opening of Bids will be through e-tendering process.

Agency can download Bid document from the RECPDCL web site i.e. <http://www.recpdcl.in> or portal.recpdcl.in or www.recindia.nic.in or eprocure.gov.in and e-tendering regd. link is given in RECPDCL website i.e. www.tenderwizard.com/REC

(Note: To participate in the e-Bid submission, it is mandatory for agency to have user ID & Password. For this purpose, the agency has to register them self with REC PDCL through tender Wizard Website given below. Please also note that the agency has to obtain digital signature token for applying in the Bid. In this connection vendor may also obtain the same from tender Wizard.)

Steps for Registration

- (i) Go to website <http://www.tenderwizard.com/REC>
- (ii) Click the link 'Register Me'
- (iii) Enter the details about the E-tendering as per format
- (iv) Click 'Create Profile'
- (v) E-tender will get confirmation with Login ID and Password

Note- Online registration shall be done on e-tendering website i.e. www.tenderwizard.com/REC & in general, activation of registration may takes 24 hours subject to the submission of all requisite documents required in the process. It is sole responsibility of the bidder to register in advance.

B. Steps for application for Digital Signature from Bid Wizard:

Download the Application Form from the website <http://www.tenderwizard.com/REC> free of cost. Follow the instructions as provided therein. In case of any assistance you may contact RECPDCL officers whose address is given at the Bid.

Bid to be submitted through online mode on website www.tenderwizard.com/REC in the prescribed form.

C. The Agency qualifying the criteria mentioned should upload Bid document with duly signed scanned soft copy of all the annexures & forms mentioned in in this NIT & GCC documents for the prequalifying response:

Financial bid to be submitted in the specific format designed same may be downloaded from website www.tenderwizard.com/REC and after filling the form it is to be uploaded through digital signature. The all document should be addressed to.

Addl. Chief Executive Officer REC Power Distribution Company Ltd., 4th Floor, Kribhco Bhawan, A-10, Sector-1, Noida-201301, U.P.

(Note: All papers that comprise the Bid document of the concerned Bid must be numbered. An index of each page should also be provided)

SECTION-IV
SCOPE OF WORK

BRIEF SCOPE OF WORK

RECPDCL envisages engaging an external agency with sufficient experience, technical competence & expertise, financial strength and related infrastructure facilities for carrying out Meter reading and other consumer/meter related data capturing activities using Android based SMRD (Smart Meter Reading Device) so as to establish an efficient Meter reading, Billing and Revenue cycle for approx. 4.5 Lakhs consumers of various categories under Jammu region as specified in the bid document.

DETAILED SCOPE OF WORK

1. The scope of the Meter Reading Agency covers carrying out Meter Reading and associated activities related to Consumer using Android based SMRD (Smart Meter Reading Device) and send the processed data to billing software installed at Data Centre.
2. Meter Reading Agency shall adhere to schedule provided by RECPDCL/JKPDD for downloading Meter Reading and Billing data (Monthly/Weekly/ Daily).
3. Agency will have to use SMRD reading application provided by RECPDCL/JKPDD to capture the required data of meter reading and other related information.
4. Meter reading agency shall ensure to capture the Meter reading data electronically in SMRD by using Communication cable from meter communication port to SMRD to avoid human intervention. In case of non-availability of above communication, manual data capturing may be allowed as per guidelines issued by RECPDCL. This may require to capture clear photograph of the meter ensuring required details i.e. reading display, meter serial number both in same photograph.
5. The Meter Reading Agency has to work in such a way and in a cohesive manner with other agencies so that human intervention through manual entry may be eliminated on month on month basis.
6. Billing data will be submitted/uploaded back to meter reading and billing application through the intermediate server/Web portal on each day in the evening or on real-time basis (as the case may be) without fail.
7. The Meter Reading Agency shall ensure and make provision to access internet to sync the data captured through Meter Data capturing device or Computer System (Desktop/Laptop) to the intermediate server(Meter reading and Billing application) once every evening or the scheduled prescribed by RECPDCL case to case basis.
8. During the meter reading if any discrepancy such as consumer exists at site but not in data base, consumer does not exist but available in data base, meter no. other than available in data base is found etc., must be reported in prescribed format to RECPDCL. The prescribed format for reporting of such case in Web Portal or/ and in the mobile application itself will be filled in by the Agency.
9. Ensure timely, regular and prompt submission of meter reading data / reports / follow up reports and supporting forms and documents to RECPDCL, for a particular area/Distribution transformer/cycle/sub cycle of connections as per schedule and as desired by RECPDCL.
10. Meter reading activity is to be undertaken at Monthly/Bimonthly intervals, cycle wise/Portion (Area) wise/ DT wise / Sub cycle / group of DT's as per schedule specified/required by RECPDCL.
11. Meter Reading Agency shall optimize route sequencing to get better productivity and shall keep RECPDCL informed of such changes in system. Meter Reading Agency shall provide to RECPDCL finalized route sequence for existing consumers initially within two reading cycles and thereafter for new connections, changes in the route sequencing on cycle / Sub cycle basis shall be submitted after every reading cycle. All such data shall be submitted to RECPDCL along with Meter Reading Data/Report as per schedule.
12. RECPDCL may adopt any other technology as per the direction of JKPDD if found suitable and technological viable, Meter Reading Agency shall not use its discretion in this matter.
13. Meter Reading Agency has to procure adequate number of Smart Metering Reading Device (SMRD) according to specification given in this NIT. The SMRD must meet the minimum requirement of Offline/online reading/billing criteria as prescribed by RECPDCL.

14. Procurement & Maintenance of SMRD shall be the sole responsibility of the Meter Reading Agency without affecting minimum performance standard requirement as specified by RECPDCL. Meter Reading Agency will be solely responsible for any insurance, loss/ damage/ theft/ defect of SMRD during operation/use of the same by employees of Meter Reading Agency and same shall not be liable for any claim from JKPDD/RECPDCL. Further, Meter Reading Agency will ensure to replenish the lost data within 1 day (24hrs).
15. Integration with the Meter Reading & Billing solution will be the sole responsibility of the Meter Reading Agency.
16. CMRI/SMRD data shall be downloaded/uploaded from/to RECPDCL Prescribed Meter Reading and Billing solution only. Meter Reading Agency will not create any interface for transfer or amendment of data without written permission of RECPDCL.
17. Meter Reading Agency shall hereby undertake to bring in force a rotation policy whereby it shall rotate its concerned meter reader within their allocated area tentatively after every 6-8 billing cycle or as may be decided by RECPDCL.
18. Meter Reading Agency shall hereby undertake to bring in force a rotation policy whereby it shall rotate its concerned supervisor / district in-charge within their allocated area as may be decided by the RECPDCL.
19. The Meter Reading Agency shall extend all reasonable support to RECPDCL/JKPDD in a drive for collecting any other statutory information required which RECPDCL/JKPDD deems necessary from the consumer premises as instructed from time to time to enrich database such as reporting of Earth leakage indicator 'ON' or any other parameter required for meter reading and billing performance improvement.
20. Meter Reading Agency should not only record correct reading from the meters installed in the consumer premises but also record, report meter status, seal condition and site conditions in order to facilitate necessary corrective actions, if any, which can be initiated by RECPDCL/JKPDD.
21. The accuracy of meter reading is of utmost responsibility of Meter Reading Agency and necessary follow up reading and correction shall be carried out by the Meter Reading Agency and shall form part of Meter Reading Agency's Scope, i.e., 100 % checking of exception list generated by RECPDCL/JKPDD database within the stipulated time (as decided by RECPDCL/JKPDD), including attending to the exception list, reporting of address and meter mismatch cases required for correction and updation of the database.
22. Meter Reading Agency will attempt all Premise Lock (PL)/Temporary Lock (TL) cases in odd hours/holiday/by appointment through phone to ensure that meter reading is obtained against these cases and PL cases are continuously reduced. In case if reading could not be taken after all the necessary efforts by agency, Meter Reading Agency shall report permanent premise locked (PPL) cases along with final data submission of every cycle. Meter Reading Agency will ensure that Meter Readers also call the consumers from site in PL/TL cases to capture meter reading. PL/TL cases shall be submitted to RECPDCL.
23. Meter Reading Agency will bring clear & visible photographs for exceptional cases like Meter Faulty, Abnormal reading, Disconnected or any other remark as defined by RECPDCL.
24. Meter Reading Agency shall arrange meter reading through ladder where meter is installed at height.
25. Meter Reading Agency will read/report all meters in a premise and report cases, which were not given in the downloaded data and report these as extra connections and assist RECPDCL/JKPDD to correct database to start billing of such consumers which are not being billed presently.
26. Meter Reading Agency shall prudently report the cases wherever meter tampering or direct theft of electricity is noticed by them at the consumer premises. Meter Reading Agency shall also notify/specify the connections / meters noticed by them which are not included in the billing database of the RECPDCL/JKPDD.
27. Meter Reading Agency shall carryout special meter reading/special Site Verification Report of a consumer or a group of consumers at specific requisition / instance of RECPDCL in addition to normal meter reading on the instructions of RECPDCL.
28. Meter Reading Agency shall assist RECPDCL/JKPDD to resolve and reduce the number of exceptions brought in by meter readers as per performance standards.

29. Meter Reading Agency shall assist RECPDCL/JKPDD and ensure that Consumer's complaints regarding Meter Reading are gradually reduced and brought to the level of best in the industry or as per the benchmark decided by RECPDCL.
30. Since the Meter Reading depends on the quality of manpower employed, the meter readers shall maintain absolute integrity and shall not adapt to any unfair means for understating, overstating or misrepresenting the meter reading or causing any harassment to the Consumer of JKPDD.
31. Meter Reading Agency shall assist RECPDCL/JKPDD in all its endeavours to reduce provisional Billing, curb theft of electricity, reduction in reading and billing time, reduction in reading or billing errors and percentage improvement of normal reading in first attempt during schedule meter reading.
32. Meter Reading Agency shall provide all necessary support in implementing new/ innovative technology and conducting pilot project and require to provide a least one innovative idea related to Meter Reading.
33. No of consumers as on date under 38 RAPDRP/IPDS Towns and adjoining areas for which meter reading to be done, are approx. 4.5 Lac. However, this number will increase in due course of time during project duration
34. ***It is mandatory for the bidder to deploy minimum 50% manpower from Jammu and Kashmir State only.***
35. Conduct Special Meter Reading / Special Site Verification Report – New / Existing Consumers as may be prescribed by RECPDCL.
36. Reading agency has to prepare daily MIS as per requirement RECPDCL.
37. Reading agency has to fulfil statutory compliance like having a valid ESIC, PF etc.
38. Meter Reading Agency has to ensure Daily/ weekly/ monthly performance parameters as set by RECPDCL for meter reading agency for improvement of performance. Further if performance criteria not met, penalty is to be levied as mentioned in the tender document.
39. Reading agency shall assist to RECPDCL for "No Meter" cases where meter existed earlier at site as per records of RECPDCL/JKPDD. In case of false reporting/remarks, meter reading agency shall be penalized on case to case basis and payment for such cases will not payable.

Region and Towns to be covered:

S. No	Name of Town	Name of Sub Division	Name of Division	Circle	Region
1	Jammu (----SDOs)	Parade I / II / III / IV	ED-I & II	Circle Jammu	Jammu
2	RS Pura	(Miran Sahib) RS Pura	ED-II Jammu		
3	Akhnoor	Akhnoor	ED-III Jammu		
4	Jammu Cantt	Greenbelt	ED-II Jammu		
5	Bishnah	Bishnah	ED-II Jammu		
6	Arnia	Bishnah	ED-II Jammu		
7	Jourian	Jourian	ED-III Jammu		
8	Khour	Jourian	ED-III Jammu		
9	Gho Manhasan	Canal	ED-III Jammu		
10	Kathua	Kathua	Kathua	Kathua	
11	Samba	Samba	ED-IV Jammu		
12	Billawar	Billawar	Kathua		
13	Basohli	Basohli	Kathua		
14	Lakhanpur	Kathua	Kathua		
15	Parole	Kathua	Kathua		
16	Hiranagar	Hiranagar	Kathua		
17	Bari Brahamana	Bari Brahamana	ED-IV Vijaypur		

18	Vijaypur	Vijaypur	ED-IV Vijaypur	
19	Ramghar	Ramghar	ED-IV Vijaypur	
20	Poonch	Poonch	Poonch	Rajouri
21	Rajouri	Rajouri	Rajouri	
22	Nowshera	Nowshera	Rajouri	
23	Sunderbani	Sunderbani	Rajouri	
24	Surankote	Surankote	Poonch	
25	Thanamandi	Rajouri-II	Rajouri	
26	Udhampur	Udhampur	Udhampur	
27	Ramnagar	Ramnagar	Udhampur	
28	Chenani	Chenani	Udhampur	
29	Kud	Chenani	Udhampur	
30	Batote	Batote	Batote	
31	Ramban	Ramban	Batote	
32	Banihal	Banihal	Batote	
33	Katra	Katra	Katra	
34	Reasi	Reasi	Katra	
35	Draroor	Katra	Katra	
36	Kishtwar	Kishtwar	Kishtwar	Kishtwar
37	Doda	Doda	Doda	
38	Bhaderwah	Bhaderwah	Doda	

Proposed Specification for SMRD – Mobile Device:

Features	Requirement
General	
Weight (g)	Max 250 g
Battery capacity (mAh)	Min 3000 mAh (Suitable for 08-18 HRS backup on Internet/GPS and Mobile usage and should get charged in 04 HRS to its full capacity)
Removable battery	Yes
Display	
Screen size (inches)	Min =>5.5 inches (diagonal)
Touchscreen	Yes, Gorilla Glass (Hi Quality)
PPI pixel density	>=300 and above
Hardware	
Processor	1.5 GHz Octa Core
RAM	>= 4 GB
Internal storage	>=64 GB
Expandable storage	YES
Camera	
Rear camera	Minimum 13 Megapixel with Image Stabilization & auto focus with LED flash and Geotagging
Flash	Yes. LED flash

Operating System	Android (Upgradable to latest)
Connectivity	
Wi-Fi	Yes
Wi-Fi standards supported	802.11 b/ g/ n/ ac
GPS	Yes, 3-5 meter accuracy GPS coordinate locking within 60 seconds
Bluetooth	Yes, v 4.00, for connectivity to mobile printer
Wi-Fi Direct	Yes
SIM	GSM Single Sim
3G	Yes
4G/ LTE/ VoLTE	Yes
Supports 4G in India (Band 40)	Yes
Carry Case	Handy carry case with multiple strapping options (arm-mount) to be provided with each mobile
USB PORT	Yes - Mini USB Port for data download /upload through PC/Laptop

Delivery Schedule

S.no.	Particulars	Duration
Monthly activities		
1	Downloading of SMRD, Bill generation	By 22 to 29 of every month
2.	Bill generation and report generation and submission with respective divisions	By 2 nd day of every month
3	SMRD data analysis & generation of related reports & submission with Discom.	By 23 to 29 of every month
4	Loading of consumer bills and billing data on the website	On daily basis till 2 nd of every month
5	Email submission of report of details of bills generated and payments details through cheque to respective division	On daily basis till 2 nd of every month
6	Uploading of SMRD & billed data to division	By 29 th of every month
7	Sending of the consumer bills through email	On daily basis till 2 nd of every month
8	SMS to consumer and Discom persons	On daily basis till 2 nd of every month
9	Reminder SMS to consumer and Discom persons	After due date

The above mentioned duration is tentative and may be changed by RECPDCL as the case may be as per Utility –JKPDD requirement in due course.

Penalty Clause:-

The following penalties shall be levied on the contractor on case to case basis:

1. Delay in monthly activity by each day shall be penalized @ Rs.100 per activity per day.
2. Error in creation/processing/updation of a bill/report/database shall be penalized @ Rs.100/- per error.
3. In the event of departmental enquiry or consumer's complaint that the meter reading has been recorded incorrectly is established to the satisfaction of RECPDCL, a

penalty of Rs.100/- per incorrect reading shall be debited to the account of the contractor.

4. The consumer which are permanent disconnected/Temporary Disconnection and not using electricity, such consumers should be sorted out for permanent disconnection/stop of billing. A list of such consumers shall have to be submitted to concerned distribution division office in each month with suitable remarks.
5. If at any time, it has been established that the meter reading is accumulated in the consumer meter due to wrong meter reading by the Meter Reading Agency, in such cases difference of bill of such units shall be debited in Meter Reading Agency's account, irrespective of the fact whether the bill of such unbilled unit is paid by the consumer. In case, it has been established that the meter reader is involved in malpractices, the Meter Reading Agency has to remove the meter reader from service and FIR against the meter reader shall be lodged by the Meter Reading Agency.



Payment Criteria

The payment terms for Application and related services milestones in sequence are given below:

S. No.	Milestone	Payment
1	Meter reading cost per consumer basis shall be paid on monthly/bimonthly basis	Subdivision wise Monthly/Bimonthly basis i.e. after completion of billing cycles.

Note:

1. All required cost of hardware and all the software's shall be borne by the contractor & no extra payment shall be made on this account.

Bills & Invoices

All invoices/claims shall be raised by the Bidder in the name of Jammu & Kashmir Power Development Department (JKPDD), (owner) C/O RECPDCL. All the payment shall be released directly to the bidder by RECPDCL within 30 days of submission of invoices on receipt of funds from JKPDD. Further tax will be deducted as per applicable law by RECPDCL from the payment made on behalf of JKPDD.

SECTION-V

GENERAL CONDITIONS OF TENDER

1. The bidder must fulfil the above eligibility criteria/pre-qualifying conditions for evaluation of their bids. Bids of bidders fulfilling the above eligibility/pre-qualifying conditions will only be evaluated by the duly constituted evaluation committee. Bids of the bidders not fulfilling the eligibility/pre-qualifying conditions given above may be summarily rejected. Undertaking for subsequent submission of any of the above documents will not be entertained under any circumstances.
2. RECPDCL reserves the right to conduct the reverse auction (if required) for the products/ services being asked in the tender. The terms and conditions for such reverse auction event shall be as per the Acceptance Form attached as GCC Annexure - C of this document. The bidders shall mandatorily submit a duly signed copy of the Acceptance Form along with the tender document as a token of acceptance.
3. RECPDCL reserve the right to verify/confirm all original documentary evidence submitted by the bidder in support of above mentioned clauses of eligibility criteria, failure to produce the same within the period as and when required and notified in writing by RECPDCL shall result in summarily rejection of the bid.
4. Engagement with RECPDCL does not confer any right to the agencies to be invited for participating in any bids, tender etc. floated by RECPDCL. RECPDCL reserves the right to call bids/assign work/associate the agency/agencies in any area as may be deemed fit by RECPDCL depending upon the profile provided by the agencies and requirement of assignment.
5. RECPDCL reserves the right to accept or reject any or all requests for engagement without assigning any reason or to accept in parts and engage more than one agencies at its sole discretion.
6. Acceptance of the application(s) constitutes no form of commitment on the part of RECPDCL. Furthermore, this acceptance of the application confers neither the right nor an expectation on any application to participate in the proposed project.
7. RECPDCL reserve the right to waive off any shortfalls; accept the whole, accept part of or reject any or all responses to the Tender.
8. RECPDCL reserve the right to call for fresh tenders at any stage and /or time as per the present and /or envisaged RECPDCL requirements even if the tender is in evaluation stage.
9. RECPDCL reserve the right to modify, expand, restrict, scrap, and re-float the tender without assigning any reason for the same.
10. The responder shall bear all costs associated with the preparation and submission of its response, and RECPDCL will in no case be responsible or liable for these costs, regardless of the conduct or the outcome of the tender process.
11. RECPDCL reserves the right to increase or decrease the quantity of Consumer to be read (on same rate and terms and conditions) by another $\pm 20\%$ if required.
12. Sub-contracting shall be permitted subject to RECPDCL prior approval.
13. **Performance Security:** The agency need to deposit within fifteen (15) working days from the date of acceptance of work order, a Performance Security in the form of Bank Guarantee or Demand Draft (DD), for an amount of 10% (Ten per cent) of the Tender value for the due performance and fulfilment of the contract by your firm which is valid for 24 months and the same will be extendable year on year basis for another 3 years plus 6 month claim period on the reducing amount of ordered value per year on the sole discretion of RECPDCL in the format placed at Annexure – B.
 - a The Performance Bank Guarantee may be drawn from a scheduled commercial bank in favour of The “REC Power Distribution Company Ltd”, New Delhi.

- b The Performance Bank Guarantee may be discharged/ returned by the RECPDCL after the completion of the contract upon being satisfied for the performance of the obligations of your firm under the contract.
- c Failing to comply with the above requirement, or failure to enter into contract within 30 days or within such other extended period, as may be decided by the CEO, RECPDCL shall constitute sufficient grounds, among others, if any, for the annulment of the award of the tender.
- d In the event the firm being unable to provide the services, during the engagement period as per the contract for whatever reason, the Performance Bank Guarantee would be invoked by RECPDCL.
- e No Bank Charges/ interest shall be payable for the Performance Bank Guarantee.

14. Rates and Prices

- a Bidders should quote item-wise rates/ prices including all taxes and duties as mentioned in Form-III by explicitly mentioning the breakup of basic prices and applicable taxes.
 - b Price quoted by bidder shall be firm for entire contract period.
 - c Price quoted shall be firm and any variation in rates, prices or terms during validity of the offer shall lead to forfeiture of the EMD of said bidder.
 - d The quoted prices shall be for Services delivery at J&K. The prices shall be FOR destination and shall include all charges, levies and duties for delivery and installation at the specified locations in J&K. The exact details of location address etc. shall be provided (if Applicable) along with the release order.
 - e If it is found that the tax quoted is higher than the applicable tax, in that case only applicable taxes will be paid by RECPDCL and if the tax quoted is lower than the applicable tax, in that case only the quoted taxes will be paid by the RECPDCL and difference shall be on part of bidder.
 - f In case of implementation of GST/New taxation policy etc. difference arises due to such taxes will be payable as per prevailing laws.
 - g Rate quoted by the bidder shall remain firm & fixed and shall be binding on the Successful Bidder till completion of work irrespective of actual cost of execution of the project.
 - h No escalation in rate quoted by the bidder will be granted on any reason whatsoever. The bidder shall not be entitled to claim any additional charges, even though it may be necessary to extend the completion period for any reasons whatsoever.
 - i The offer must be kept valid for a period of 180 days from the last date of bid submission. No escalation clause would be accepted. The validity can be further extended as per requirement of RECPDCL.
15. In case of default in services or denial of services, RECPDCL, at its sole discretion, will be free to avail services of other service providers at your "Risk & Cost".
16. All other terms and conditions of the GENERAL CONDITIONS OF CONTRACT shall be applicable.

17. Bidders are advised to refrain from taking any deviations on this TENDER. Still in case of any deviations, all such deviations from this tender document shall be set out by the Bidders, Clause by Clause in the format as mentioned in Form IV and submit the same as a part of the Technical Bid. Please note that in case of deviations to the tender terms, bids may be liable for rejection.
18. The equipment related drawings, manuals and other related document to be submitted and will remain the exclusive property of the RECPDCL, even after the termination or expiry of the contract. The ownership shall also remain with the RECPDCL in case the selected vendor fails to execute tasks to the satisfaction of the RECPDCL.
19. All Post implementation support period shall start from the date of Operational Acceptance and taking over of the project Work by RECPDCL.
20. The above mentioned general terms and conditions will be integral part of detailed SCC attached as Annexure-SCC.
21. **INTEGRITY PACT (Annexure-E)**:-The bidders have to submit integrity pact as per prescribed format on a non-judicial stamp paper of Rs.100/- in 2 copies duly signed by the person signing the bid. The bidder shall not change the contents of "Integrity Pact".

SECTION-VI
ELIGIBILITY CRITERIA

PRE QUALIFYING REQUIREMENT For Bidder			
TECHNICAL QUALIFYING REQUIREMNT			
Sr. No.	Description	Qualification Criteria	Evaluation/Documents Required
1	Firm/Company Registration	Bidders can be a company incorporated under Companies Act, 1956 or 2013 including any amendment thereto or a Proprietorship Firm registered with competent authorities.	Certificate of Incorporation issued under Indian Companies Act 1956 or 2013 from Registrar of Companies to be submitted and/or firm registration certificate. In addition to above, copy of PAN card should also be submitted.
2	Quality Certification	The Bidder should be an ISO 9001:2008 certified.	A valid ISO certificate on or before the date of publication of the tender.
3	Financial Strength	The minimum average annual turnover of the bidder shall be a minimum of ₹ 1.5Crores during last 03 FYs ending 31st March of the previous financial year.	Auditor certified Annual financial statements, Audited Balance Sheet and P&L Account for the respective financial years to be submitted in this regard
4	Workforce Capability	Bidder should have at least 10 employee with the relevant experience of meter reading, billing, generation, distribution in the power distribution utilities sector.	Supporting documents establishing working with the company need to be submitted.
5		i. The bidder must have successfully completed one (01) project covering meter reading / bill distribution or other similar nature in any power distribution utilities having value of Rs.1.68 cr. Or the consumer base not less than 2.16 lakhs in last 7 years, Or ii. The bidder must have successfully completed Two (02) project each covering meter reading / bill distribution or other similar nature in any power distribution utilities having value of Rs.1.16 cr. Or the consumer base not less than 1.35 lakhs in last 7 years, Or iii. The bidder must have successfully completed Three (03) project each covering meter reading / bill distribution or other similar nature in any power distribution utilities having value of Rs.0.84 cr. Or the consumer base not less than 1.08 lakhs in last 7 years,	Client's PO / WO / LOA / Contract agreement along with satisfactory completion certification on client letterhead specifying the number of consumers dealt. Contact details of the clients are also to be provided for further verifications.

SECTION-VII
TENDER EVALUATION METHODOLOGY

OPENING OF e-BID:

The Bidder or his authorized representative may be present at the time of opening of e-bid on the specified date, but a letter in the form annexed at (Form – I) hereto must be forwarded to this office along with bid and a copy of this letter must be produced in the office by the person attending the opening of e-bid. Unless this letter is presented by him, he may not be allowed to attend the opening of bid.

In case of unscheduled holiday on the closing/opening day of e-bid, the next working day will be treated as scheduled prescribed day of closing/opening of bid; the time notified remaining the same.

EVALUATION OF e-BID

PRE-QUALIFYING CRITERIA

Evaluation and comparison of bids will be done as per provisions of Pre-Qualifying Criteria supporting documents as proof of pre-qualifying criteria at section – VI. RECPDCL reserves the right to verify the site of operation for above activity and list of persons provided as per qualifying criteria and accordingly decide upon meeting the requirement.

The RECPDCL will examine the bids to determine whether they are complete, whether any computational errors have been made, whether required sureties have been furnished, whether the documents have been properly signed and whether the bids are generally in order qualifying to which bids shall be summarily rejected.

PRICE EVALUATION CRITERIA

- 1.1 Bidders should quote their rates/prices in Indian Rupees only which shall be inclusive of all applicable taxes, duties, levies, insurance, transportation etc., applicable for entire scope of work as per Price Schedule included to Form - III of this tender document.
- 1.2 Bids shall be evaluated on the basis of the total evaluated value as per the quoted rates for the services mentioned in Scope of Work. The total evaluated price as per the evaluation methodology mentioned as under at Form - III of this tender document and the other details mentioned therein will be the basis for the evaluation purposes and for arriving at inter-se ranking of the various bidders of the tender.
- 1.3 Bid shall be evaluated as per the “Total Price of the Bidder for this tender” as mentioned in Form-III, which shall be filled by the bidder as a Financial Bid.

AWARD CRITERIA

The purchaser will award the contract to the successful bidder whose bid has been determined to be in full conformity to the bid documents and has been determined as the lowest evaluated bid.

However, RECPDCL on its sole discretion may split the work tentatively in ratio of 60:40 between L-1 & L-2 bidder (only if L-2 bidder matches rate with L-1 bidder) considering the operational convenience of the bidders & utility.

In case L-2 bidder not agreeing within stipulated period to match L-1 rate, the opportunity to match the L-1 rate will be given to L-3 & so on.

The allocation of circles between L-1 & L-1 matched bidder shall be done through a draw monitored under videography in presence of constituted committee of RECPDCL.

After the draw, bidders may mutually exchange the circles as per their respective operational convenience and shall confirm the same in writing to RECPDCL at the time of draw itself.



SECTION-VIII

TENDER FORMATS

< REFER ANNEXURE-1-SPECIAL CONDITIONS OF THE CONTRACT (SCC) AND DETAILED FORMS TO BE SUBMITTED BY THE BIDDER>