



रूरल इलेक्ट्रीफिकेशन कारपोरेशन लिमिटेड

RURAL ELECTRIFICATION CORPORATION LTD.

भारत सरकार का उद्यम A Government of India Enterprise

Regd. Office Core-4 SCOPE Complex 7 Lodi Road New Delhi 110003

Tele. 4365161 Fax 4360644 E-mail reccorp@recl.nic.in Gram RECTRIC

LIMITED TENDER ENQUIRY

REC/ER&A/Studies/2007-08/

Dated: 12.07.2007

To M/s

1	The Director, Winrock International India, 1, Navjeevan Vihar, <u>New Delhi-110017</u>	2	The Director, TATA Consulting Services Ltd. SDF Building, 3 rd floor Block EP&GP, Sector-V Salt lake Electronics Complex, <u>Kolkata</u>
3	The Director, Consulting Engineering Services (I) Pvt. Ltd., Nehru Place, <u>New Delhi</u>	4	The Director, Power & Energy Consultants, Shakarapur, Delhi, 22432182
5	The Director, Development Alternatives Pvt. Ltd., Safdarjung Enclave, <u>New Delhi</u>	6	The Director, Social & Rural Research Institute, Khan Makt., <u>New Delhi</u>
7	The Director, Pricewaterhouse Coopers (P) Ltd. Trade World, 9 th floor, `C' Wing Kamaala Mills Compound, Senzpati Bapat Marg, Lower Parel, Mumbai-400 013	8	The Director, Development & Research Services A-1/19, Safdarjung Enclave, <u>New Delhi-110029</u>
9	The Associate Director, Ernst & Young Pvt. Ltd. Earnest & Young Tower, B-26, Qutab Institutional Area, New Delhi-110016	10	The Director, Consultancy Development Centre Zone 4, East Court, 2 nd floor India Habitat Centre, Lodi Road, <u>New Delhi</u>
11	The Director, Indian Institute of Public Administration, Indra Prastha Estate Ring Road, <u>New Delhi-2</u>	12	The Director, Institute of Economic Growth, University of Delhi Enclave, North Campus, <u>Delhi</u>
13	The Director, National Productivity Council,	14	The Director, Council for Social Development,

	Utpadakta Bhavan, 5-6, Institutional Area, Lodhi Road, <u>New Delhi-110003</u>		Sangha Rachna, 53, Lodhi Estate, <u>New Delhi-110003</u>
15	The Director, Indian Statistical Institute 7, SJS, Sansand Marg, <u>New Delhi-110016</u>	16	The Director, National Council of Applied Economic Research, Parsila Bhavan, 11, Indraprastha Estate, <u>New Delhi-110002</u>
17	The Director, Indian Institute of Management, Bannerghatta Road, <u>Banagalore</u>	18	The Director, The Energy Research Institute, Darban Seth Block, India Habitate Centre, Lodhi Road, <u>New Delhi-11003</u>
19	The Director, Administrative Staff College of India, Bellavista Raj Bhavan Road, <u>Hyderabad</u>	20	The Director, Centre for Research Planning and Action, 10, Dakshineswar, 10, Haily Road, <u>New Delhi</u>
21	The Director, ORG Centre for Social Research, D-24, South Extension Part I, <u>New Delhi-110049</u>		

**Invitation for Bids on Limited Tender Basis
(Only above addressees are eligible for responding)**

Letter of Invitation

Dear Mr./Ms.:

You are aware that the Rural Electrification Corporation is engaged in financing and promoting projects for extending the transmission and distribution networks across the country.

As a part of this mandate, the Corporation is required to undertake the Evaluation & Impact Studies to assess the effectiveness of its programmes.

REC is planning to initiate the series of such Research Studies during the current financial year. As a part of this programme, the first two Studies to be undertaken by the REC are as follows:

- (1) Gap analysis of Rural Distribution System and;
- (2) Implementation challenges and Evaluation of RGGVY projects;

The broad and indicative details of studies, terms of reference and their scope is enclosed for your ready reference. The indicative time schedule for completing these studies is 3 months from the date of award of these studies.

REC invites expressions of interests from your organisation for undertaking these Studies. In case your organisation is interested in participating in the research programmes, you may kindly forward the technical and financial proposal(s) in separate envelopes within 15 days from the date of issue of this letter. The separate proposals should be submitted for each of the studies.

The technical proposal should contain detailed methodology, work plan, human resource allocation for the said studies, expected time lines for completing various activities (Inception Report, Completion of Survey, first draft, final report etc.). Likewise, break down of cost under different heads (remuneration: professional fee, travel expenditure, documentation expenses etc.) may be provided in the financial proposal to be sent to this Office in a sealed envelopes within 15 days of issue of this letter. Technical and Financial Forms are enclosed with this letter.

In case of any further clarifications you may get in touch with Shri. V.K.Lakhanpal, General Manager (Economics), (Tele.No.41757042). Kindly note that REC reserves its right to call the short-listed participants for the detailed presentations as well as well as negotiations regarding cost of the studies.

Yours sincerely,

(Vijay Lakhan Pal)
General Manager (Eco)

Enclosed:

1. Terms of Reference
2. Information Form,
3. Technical Forms-I,II,III,IV , V,VI
4. Financial Forms-I,II,III

Terms of Reference for study on Gap analysis of Rural Power Distribution System

Background:

Since its inception, REC has been funding T&D projects almost for four decades. It has funded electrification of around two-third of all villages and energisation of more than 50% of the country's pumsets. REC also provides funds to state power utilities to meet their short-term and long-term financial needs. To assess the socio-economic impact of RE funding in upliftment of rural poor and to examine how much we have succeed in meeting our social obligation and also to strategise the future approach for growing REC's business in T&D field, typical field research based work is needed to be conducted. With this aim, study of 'Gap analysis in T&D' works is proposed below;

Gap analysis of Rural Distribution System in selected districts/Divisions in Uttar Pradesh, Andhra Pradesh, Maharashtra, Karnataka and Punjab and Haryana.

Coverage:

For the purpose of study, one district each in 6 States as listed below have been identified:

- a) Haryana – Panchkula
- b) Punjab - CMC Division Ludhiana
- c) Andhra Pradesh – Chittoor
- d) Maharashtra – .Pune (Rural)
- e) Karnataka - Dhawalgiri
- f) Uttar Pradesh – Rai Bareilly

Objective: The objective of the study is to evaluate sufficiency of electrical infrastructure being built in terms of demand and supply of electricity and to assess efficiency, effectiveness and impact of the investments for achieving sustainable electrical infrastructure and economic development.

Scope of study:

- a) Status of existing transmission, sub-transmission and distribution system in the study area' with specific focus on rural areas;
- b) Pattern of investment made in the past 10 years to develop electrical infrastructure by governmental agencies /private participants;
- c) Existing level of availability of power and its quality and reliability;
- d) Envisaged investment in the 11th plan to ensure electricity to 'All' by 2012;
- e) Impact of investments made during last 10 years in terms of system efficiency, improvement of load profile, quality of power,

- f) Assessment of the load mix required to make power supply revenue sustainable;
- g) Economic impact of the T&D investments in terms of increase in productive uses of electricity, income generation, employment opportunities and poverty reduction;
- h) Identification of hindrances in implementation of various developmental projects dependent upon electricity and measures for removal of such hindrances/barriers;
- i) Identification of opportunities and constraints for developing synergies between rural energy services and social development outcome;
- j) Problems associated with electricity access to various stake holders-both existing and new entrants;
- k) Evaluation of project formulation, execution and project monitoring practices and quality of expenditure

Deliverables:

1. Prepare District/Division level power distribution & sub-transmission map;
2. Prepare Term Investment Plan;
3. Document best practices in Project Management;
4. Prepare strategy for decentralisation and commercial viability of the rural distribution programme based on the quantitative and qualitative information including discussions held with different stakeholders;
5. Prepare strategy for 'Rural Electricity Access and Social Development' centring around linkages/convergence of various programs/plans/schemes;

Suggested Team Composition:

The team for this study should include at least two Doctorate/ post graduates in Social Sciences, preferably economist with experience in socio-economic studies. Preference will be given for relevant experience i.e. experience in the field of power sector. One team member should be i.e. Electrical Engineers with experience in field execution research studies.

Schedule for completion of study:

The study is to be completed within 3 months time from the date of entering into agreement. Pre-draft report to be submitted within 4 weeks from the date of signing of agreement. Draft report to be submitted within 3 weeks from the date of acceptance of pre-draft report. Draft Final report to be submitted within 3 weeks of acceptance of draft final report and Final report to submit within 2 weeks from the date of acceptance of draft final report.

Study Coordination:

REC would coordinate the study activity. The key staff and other resources would be provided by the agency appointed for execution of study.

Review Committee:

Expert Committee, if necessary, would review the progress of the work and the various reports received for acceptance

-----x-----

Terms of Reference for study on Evaluation of RGGVY Projects and Challenges/Barriers in Implementation

Background:

As a part of the efforts of Govt. of India to achieve the goal “Electricity for All by 2012”, Rural Electrification has been identified as a major thrust area. With this aim, Rajiv Gandhi Grameen Vidyutikaran Yojana (RGGVY) was launched in April 2005. Rural Electrification Corporation (REC) has been designated as the nodal agency. During the last two years, electricity distribution infrastructure has been created in more than 40,000 un-electrified villages. In another 16,000 already electrified villages, the infrastructure has been augmented. More than 8 lakh BPL families have been provided electricity connections under the scheme.

REC proposes to commission conceptual-cum-evaluation study to:

- Evaluate whether the schemes have been designed in optimal and most economical manner and to ensure that the projects are socially acceptable to the local community;
- Identify the critical success factor and;
- Assess and determine the challenges/barriers in the implementation of the scheme.

Objective: Objective of the study is to assess the economy and efficiency of the projects funded under RGGVY and implementation constraints for timely completion of RGGVY project as mandated by Govt. of India.

Coverage:

For the purpose of study, two districts each in 6 States as listed below have been identified:

- g) Uttar Pradesh – Basti, Gonda
- h) Karnataka - Hassan, Bagalkot.
- i) Bihar – Rohtas, Bhagalpur.
- j) Rajasthan – Dholpur, Jodhpur.
- k) Uttarakhand- Rudraprayag, Tehri, Garwhal.
- l) West Bengal- Purulia, Dakshin Dinajpur.

Sampling Criteria:

Assessment shall be done for electrification of villages completed during 2005-06 and shall cover random and representatives of the sample size should be a minimum of 130 villages uniformly spread over the selected districts. The household sample size should be not less than 1000 households.

Scope of study

- a) Whether the electrified villages meet the new definition of villages.

- b) Assess the quality and quantity of availability of power in the electrified villages including habitations and basties.
- c) Assess the quality of infrastructure, sub-stations, lines, both equipment and workmanship.
- d) What is the extent of redundant capacity of the transformers to meet the future growth?
- e) What is the percentage of domestic to non-domestic connections in the village?
- f) Ascertain the deviation in terms of design, scope and coverage from the original proposal;
- g) Assess and analyse reasons for delays/timely implementation of projects as per time-lines set for various stages of the project;
- h) Examine the cost, expected benefits and assess whether the grid connectivity was the least cost option;
- i) Study the commercial viability of the project and expected revenue deficits;
- j) Examine and analyse the cost overrun and identify reasons thereof;
- k) Assess the requirements for additional investments to achieve the objective of Electricity for All by 2012.
- l) Identify policies & procedures in place to take over the assets from the contractor ;
- m) Identify the constraints in implementation i.e. Manpower constraints, Administrative constraints, Technical constraints, Financial constraints, Social constraints, Market constraints etc.;
- n) Critically evaluate franchisee development and the proposed model for adoption and its weakness;
- o) Identify issues related to tariff, with special reference to BPL house holds.
- p) Assess the impact of rural electrification on social and economic life with specific reference to the employment generation, health, education etc.

Deliverables

- a) Assess & evaluate the design, implementation strategies and project implementation practices.
- b) Formulate strategy for successful completion of RGGVY project so as to ensure 'electricity for all' by 2012 as mandated in Electricity Act 2003;
- c) Identify the gaps in planning, design and implementation;
- d) Establish whether the completed programmes will be commercially viable;
- e) Assessment report on impact on rural life, on their income, health, education, etc. due to availability of power
- f) Prepare strategies for complementary policies and investment to maximise the impact of the programme;

Suggested Team Composition:

The team for this study should include at least two Doctorate/ post graduates in Social Sciences, preferably economist with experience in socio-economic studies. Preference will be given for relevant experience i.e. experience in the field of power sector. One team member should be i.e. Electrical Engineers with experience in field execution research studies.

Schedule for completion of study:

The study is to be completed within 3 months time from the date of entering into agreement. Pre- draft report on each of the state to be submitted within 4 weeks from the date of signing of agreement. Draft report to be submitted within 3 weeks from the dated of acceptance of pre-draft report. Draft Final report to be submitted within 3 weeks from the date of acceptance of the draft report. And final report to be submitted within 2 weeks of acceptance of draft final report.

Study Coordination:

REC would coordinate the study activity. The key staff and other resources would be provided by the agency appointed for execution of study.

Review Committee:

Expert Committee, if necessary, would review the progress of the work and the various reports received for acceptance

-----X-----

INFORMATION FORM

1. Name of the consultant:

Address :
Telephone No. :
Fax No. :
E-mail address :
Registered office Address :

2. Description of consulting firm :

3. Number of years of experience in handling relevant projects:

4. Name and address of associate consultants and subsidiaries to be involved in the assignment and a short description of their role in the assignment.

5. Organization chart.

6. Financial highlights along with financial statements for the last three years (including that of subsidiaries and associates if any).

7. Details of professional staff available for the assignment.

8. Name of the Team leader, designation, contact No.

9. Brief details of relevant projects/assignment handled.

10. Additional information if any.

RPF: TECH-1 Technical Proposal Submission Form

[Location, Date]

To: [Name and address of Client]

Dear Sir:

The undersigned, offer to provide the consulting services for [Insert title of assignment] in accordance with your Request for Proposal dated [Insert Date] and our Proposal. We are hereby submitting our Proposal, which includes this Technical Proposal, and a Financial Proposal sealed under a separate envelope¹.

We are submitting our Proposal in association with: [Insert a list with full name and address of each associated Consultant, if required]

We hereby declare that all the information and statements made in this Proposal are true and accept that any misinterpretation contained in it may lead to our disqualification.

If negotiations are held during the period of validity of the Proposal, i.e., before the date indicated, we undertake to negotiate on the basis of the proposed staff. Our Proposal is binding upon us and subject to the modifications resulting from Contract negotiations.

We undertake, if our Proposal is accepted, to initiate the consulting services related to the assignment.

We understand you are not bound to accept any Proposal you receive.

We remain,

Yours sincerely,

Authorized Signature [In full and initials]: _____

Name and Title of Signatory: _____

Name of Firm: _____

Address: _____

RPF: TECH-2 CONSULTANT'S ORGANIZATION AND EXPERIENCE

A - Consultant's Organization

[Provide here a brief description of the background and organization of your firm/entity and each associate for this assignment.]

RPF : TECH-3 Description of Approach, Methodology and Work Plan for Performing the Assignment

[Technical approach, methodology and work plan are key components of the Technical Proposal. You are suggested to present your Technical Proposal divided into the following three chapters:

- a) Technical Approach and Methodology,*
- b) Work Plan, and*
- c) Organization and Staffing,*

a) Technical Approach and Methodology. In this chapter you should explain your understanding of the objectives of the assignment, approach to the services, methodology for carrying out the activities and obtaining the expected output, and the degree of detail of such output. You should highlight the problems being addressed and their importance, and explain the technical approach you would adopt to address them. You should also explain the methodologies you propose to adopt and highlight the compatibility of those methodologies with the proposed approach.

b) Work Plan. In this chapter you should propose the main activities of the assignment, their content and duration, phasing and interrelations, milestones (including interim approvals by the Client), and delivery dates of the reports. The proposed work plan should be consistent with the technical approach and methodology, showing understanding of the TOR and ability to translate them into a feasible working plan.

c) Organization and Staffing. In this chapter you should propose the structure and composition of your team. You should list the main disciplines of the assignment, the key expert responsible, and proposed technical and support staff.]

1. **Proposed Position** [*only one candidate shall be nominated for each position*]: _____
2. **Name of Firm** [*Insert name of firm proposing the staff*]: _____

3. **Name of Staff** [*Insert full name*]: _____
4. **Date of Birth:** _____ **Nationality:** _____
5. **Education** [*Indicate college/university and other specialized education of staff member, giving names of institutions, degrees obtained, and dates of obtainment*]: _____
6. **Languages** [*For each language indicate proficiency: good, fair, or poor in speaking, reading, and writing*]: _____
7. **Employment Record** of last 10 Years [*Starting with present position, list in reverse order every employment held by staff member since graduation, giving for each employment (see format here below): dates of employment, name of employing organization, positions held.*]:

From [Year]: ____ To [Year]: _____

Employer: _____

Positions held: _____

8. **Detailed Tasks Assigned** [*List all tasks to be performed under this assignment*]

9. **Work Undertaken that Best Illustrates Capability to Handle the Tasks Assigned**

[*Among the assignments in which the staff has been involved, indicate the following information for those assignments that best illustrate staff capability to handle the tasks listed under point 11.*]

Name of assignment or project: _____

Year: _____

Location: _____

Client: _____

Main project features: _____

Positions held: _____

Activities performed: _____

10. Certification:

I, the undersigned, certify that to the best of my knowledge and belief, this CV correctly describes myself, my qualifications, and my experience. I understand that any wilful misstatement described herein may lead to my disqualification or dismissal, if engaged.

Date: _____
[Signature of staff member or authorized representative of the staff] Day/Month/Year

Full name of authorized representative: _____

RPF: TECH-6 WORK SCHEDULE

N°	Activity	Weeks												
		1	2	3	4	5	6	7	8	9	10	11	12	N
1														
2														
3														
4														
5														
n														

Note: 1 Indicate all main activities of the assignment, including delivery of reports (e.g.: inception, interim, and final reports), and other benchmarks such as Client approvals.
 2. Duration of activities shall be indicated in the form of a bar chart.

RPF: FIN-1 FINANCIAL PROPOSAL SUBMISSION FORM

[Location, Date]

To: [Name and address of Client]

Dear Sirs:

I/We, the undersigned, offer to provide the consulting services for [Insert title of assignment] in accordance with your Request for Proposal dated [Insert Date] and our Technical Proposal. Our attached Financial Proposal is for the sum of [Insert amount(s) in words and figures¹]. This amount is exclusive of the local taxes, which if any, shall be identified during negotiations and shall be added to the above amount.

Our Financial Proposal shall be binding upon us subject to the modifications resulting from Contract negotiations, up to expiration of the validity period of the Proposal.

We understand you are not bound to accept any Proposal you receive.

We remain,

Yours sincerely,

Authorized Signature [In full and initials]: _____

Name and Title of Signatory: _____

Name of Firm: _____

Address: _____

1 Amounts must coincide with the ones indicated under Total Cost of Financial proposal in Form FIN-2.

PF: FIN-2 SUMMARY OF COSTS

	Costs
<i>Item</i>	<i>[Indicate Local Currency]</i>
Total Costs of Financial Proposal ¹	

1. Indicate the total costs, net of local taxes. Such total costs must coincide with the sum of the relevant Subtotals indicated in all Forms FIN-3 provided with the Proposal.

RPF: FIN-3 Breakdown of Costs by Activity¹

S.No.	Cost of component	Cost (Amount in Rs)	
		Amount in Figures	Amount in Words
1.	Remuneration 1. Professional Staff: 2. Field Staff: 3. Total:		
2.	Travel Expenditure(Professional + field staff)		
3.	Documentation expenses (including report writing, communication expenses etc.)		
4.	Other expenses if any.		
5.	Total		

- 1 Form FIN-3 shall be filled for the whole assignment. The sum of total of the relevant sub-totals of all cost component of Forms FIN-3 must coincide with the Total Costs of Financial Proposal indicated in Form FIN-2.