



**ASSAM ELECTRICITY REGULATORY COMMISSION**  
**A.S.E.B. Campus, Dwarandhar,**  
**G. S. Road, Sixth Mile, Guwahati – 781 022**

No. AERC. 641/2017/1

Dated Guwahati the 18<sup>th</sup> August, 2017

**EoI No.1/2017**

**Expression of Interest (EoI)**

**Engagement of Agency for Conducting Energy Audit of some of the circles of the Distribution Company of Assam**

Assam Electricity Regulatory Commission (AERC) invites offers from reputed Firms by 12.09.17 upto 13:00 hrs to provide Services to AERC for conducting Energy Audit of some of the circles of the Distribution Company of Assam. The broad scope of work is (not limited to):

- Assessment of input energy injected at 33 kV level of Grid Sub-station to the Circle.
- Computation of variations in the energy billed across various customer segments.
- Computation of net energy sales for various categories of consumers.
- Computation of collection efficiency against the net units billed.
- Assessment of voltage wise Distribution Losses upto DT level.
- Segregation of Technical and Commercial loss of the LT lines under some selected DTs.
- Computation of AT&C losses for HT sale, LT sale and total sales wise.
- Computation of variation of AT&C losses vis-à-vis as reported in the MIS of the Distribution Company.
- Recommendations for improving AT&C losses by the Discom

The interested parties may submit their proposal in the enclosed formats. Date of holding discussion with the interested parties will be intimated separately after receipt of the EoI.

Sd/-

**Secretary**

**Assam Electricity Regulatory Commission**

**Expression of Interest**

**To,**

**The Secretary,**  
Assam Electricity Regulatory Commission  
A.S.E.B. Campus, Dwarandhar,  
G. S. Road, Sixth Mile, Guwahati – 781 022

Sub: Engagement of Agency for Conducting Energy Audit

**Dear Sir,**

This is in response to your public notice published in [.....] on [.....], inviting Expression of Interest for Energy Audit of some of the circles of the Distribution Company of Assam, we hereby submit our Expression of Interest. We have attached necessary information according to the standard form. The information furnished by us in this Expression of Interest is correct to the best of our knowledge. Based on these information, we understand you would be able to evaluate our proposals in order to per-qualify for the above mentioned assignment. We, however, understand that the Assam Electricity Regulatory Commission reserves the right to decide whether or not to pre-qualify our firm without disclosing the reason whatsoever.

We remain  
Sincerely yours,

On behalf of the firm:

Signature: .....

Name of signatory: Designation:

Company Seal

## Details of the Firm

- 1. Name & Address of the Firm:**
- 2. Core Area of Expertise (based on number of projects handled):**
- 3. Detail of the Contact person to whom all references shall be made:**
  - a) Name:
  - b) Address:
  - c) Telephone No. (With STD code) Mobile No:
  - d) E-mail of the contact person Fax No (With STD code)
- 4. VAT/Pan registration:** VAT No: Pan No:
- 5. Proposed lead person:**
  - a) Name:
  - b) Education:
  - c) Experience year:
  - d) Area of Expertise:
- 6. Staff of the firm:**
  - a) No of regular staff:
  - b) Total Professional staff with technical background:
  - c) Professional staff with other background:
  - d) Administrative/support staff
- 7. Supporting documents:**
  - a) Company Profile, if any
  - b) Legal documents (Provide copy of the legal registration, VAT and PAN registration certificates of the firm; with their latest renewals where applicable)
  - c) Work Experience certificate:
- 8. Provide supporting document for the completed contract assignment, especially indicating those which are relevant to proposed assignment and completed within last five years**
- 9. Experience of the Firm**
  - a) General experience of the firm
  - b) List all experiences of the firm during the last five years (Ref: table 1)
  - c) Relevant experience of the firm that best fit with proposed assignment (List relevant experiences related to this assignment of the firm mainly during the last five years (Ref: table 2))
  - d) Relevant experience of Firm's professional staff in reference to the proposed assignment (Describe experience of professional staff relevant to the proposed assignment (Ref: table 3))
  - e) Pool of human resources available to the firm with relevant experience to the proposed assignment
    - Describe experience of external professional staff relevant to the proposed assignment (Ref: table 4)
- 10. Proposal of Firm:** The Firm is required to submit a detailed proposal for conducting the project, which may include (not limited to):
  - a) Brief write-up on Approach
  - b) Basic milestones
  - c) Time-frame for the milestones



