

# **Odisha Electricity Regulatory Commission**

**Appointment of Auditor to assist the commission in performance review of the Tata Power Central Odisha Distribution Ltd. (TPCODL), Tata Power Southern Odisha Distribution Ltd. (TPSODL), Tata Power Northern Odisha Distribution Ltd. (TPNODL) & Tata Power Western Odisha Distribution Ltd. (TPWODL)**

**REVISED REQUEST FOR PROPOSAL (RFP)**

**October 2025**

## 1 **Background**

The Commission vide its order in case No. 11/2020 dated 26.05.2020 vested the utility of CESU into a newly formed company, TPCODL with effect from 01.06.2020 after a successful bidding process. TPCODL took over the responsibility of management of Distribution system of Central part of Odisha Covering four (4) Districts and four(4) distribution circles of Bhubaneswar, Cuttack, Paradeep & Dhenkanal and part of Jajpur catering to a population of about 135 lakhs and consumer base of about 33 lakhs. Tata Power Company Limited (TPCL) acquired 51% of the shares of TPCODL and balance 49% shares are held by the Government of Odisha represented by GRIDCO, the state designated entity to facilitate power procurement of the State. In the RFP and in the said vesting order there is provision for the review of the performance of the company (TPCODL) with respect to various performance parameters after completion of fifth year of operations i.e. at the end of FY 2025. These conditions are binding on the Distribution licensee including the commitments made in its business plan.

The Commission, vide its order in case No. 83/2020 dated 28.12.2020, vested the utility of SOUTHCO into a newly formed company, TPSODL with effect from 01.01.2021 after a successful competitive bidding process. TPSODL took over the responsibility of management of Distribution System of Southern part of Odisha covering eight (8) district and six (6) distribution Circles namely Berhampur, Berhampur City, Aska, Jeypore, Bhanjanagar & Rayagada catering to a population of about 95 lakhs and consumer base of about 23 lakhs. In the RFP and in the said vesting order there are provisions for the review of the performance of the company with respect to various performance parameters after completion of fifth year of operations i.e. after December, 2025. These conditions are binding on the Distribution licensee including the commitments made in the business plan.

The Commission, vide its order in case No. 9/2021 dated 25.3.2021, vested the utility of NESCO into a newly formed company, TPNODL with effect from 01.04.2021 after a successful competitive bidding process. TPNODL took over the responsibility of management of Distribution System of Norther part of Odisha covering (5) district and five (5) distribution Circles namely Keonjhar, Baripada, Balasore, Bhadrak & Jajpur catering to a population of about 97 lakhs and consumer base of about 19 lakhs. In the RFP and in the said vesting order there are provisions for the review of the performance of the company with respect to various performance parameters after completion of fifth

year of operations i.e. after March, 2026. These conditions are binding on the Distribution licensee including the commitments made in the business plan.

The Commission, vide its order in case No. 82/2020 dated 28.12.2020, vested the utility of WESCO into a newly formed company, TPWODL with effect from 01.01.2021 after a successful competitive bidding process. TPWODL took over the responsibility of management of Distribution System of Western part of Odisha covering (9) district and five (5) distribution Circles namely Rourkela, Sambalpur, Bargarh, Bolangir & Kalahandi catering to a population of about 95 lakhs and consumer base of about 27 lakhs. In the RFP and in the said vesting order there are provisions for the review of the performance of the company with respect to various performance parameters after completion of fifth year of operations i.e. after December, 2025. These conditions are binding on the Distribution licensee including the commitments made in the business plan.

- 1.1 Tata Power Company Limited (TPCL) acquired 51% of the shares of the company TPCODL/TPSODL/TPNODL/TPWODL and balance 49% shares are held by the Government of Odisha through its entity GRIDCO responsible for power procurement of the State and sale to distribution licensees of the State.
- 1.2 This Request for Proposal (RFP) is being made to assist the commission in performance review of the four (4) DISCOMs (TPCODL, TPSODL, TPNODL & TPWODL) after completion of five (5) years of their operation as per the terms and conditions of the vesting order The copy of vesting order is enclosed as an **Annexure**.
- 1.3 The Notice Inviting Tender (NIT) dated 16/08/2025 and the corrigendum to said NIT dated **13.10.2025** is for four (4) separate RFPs for review of Performance of four DISCOMs (TPCODL/TPSODL/TPNODL/TPWODL). The Auditing firm can submit RFP for review of performance of more than one DISCOMs. Each RFP shall be evaluated separately and the same will be awarded to the successful bidder. After evaluation of the tender, in case a bidder is found to be emerging successful in more than one (1) RFP, then in that case, awarding the assignment for Review of Performance of more than one DISCOM will be based on the preference provided by the bidder in the **Format-2**. However, awarding the assignment for Review of Performance of more than one DISCOM to any bidder will be decided by the Commission and decision of the Commission shall be final and binding.

- 1.4 If any bidder submits RFP for review of performance of more than one DISCOM, then the bidder shall mandatorily identify and provide separate set of manpower for each assignment as mandated in this RFP. If the bidder replaces any manpower on the ground of sickness or remaining unavailable during that time in the country then on the approval of the Commission the bidder will replace the manpower by equivalent manpower. RFP along with Bid Security for each DISCOMs are to be submitted separately.

**2 Schedule for bidding process**

SL. NO	Particulars	Date/Time	1 <sup>st</sup> corrigendum to NIT	2 <sup>nd</sup> corrigendum to NIT
1	Date of publication of RFP and other documents in the website of OERC	18.08.2025		
2	Closing date for submission of bid/proposal	11.09.2025	13.10.2025	<b>17.11.2025</b>
3	BID Opening date for technical bids/proposals	12.09.2025	14.10.2025	<b>18.11.2025</b>

**3 Language of RFP**

The offer must be submitted in English language. All documents, correspondences or any other written material in connection with this work/assignment shall be in English language.

**4 Scope of work**

- 4.1 Auditing firm would evaluate the performance of all four(4) Discoms (TPCODL, TPSODL, TPWODL & TPNODL) for a period of five (5) years with respect to financial, operational, and regulatory aspects for the period from June 2020 to June 2025 for TPCODL, for the period from January 2021 to December 2025 for TPSODL & TPWODL and for the period from April 2021 to March 2026 for TPNODL clearly indicating the financial, operational, and regulatory performance at the end of three (3) years and at the end of five(5) years. The objective is to ensure that the Distribution licensee is operating efficiently and effectively in compliance with RFP conditions, Vesting order and applicable regulations. The auditing firm/consulting firm shall have to visit site as and when required in consultation with the Distribution Licensee.

SL. No	DISCOM	Years of Performance Review Audit	Period
1	TPCODL	5	June 2020 to June 2025
2	TPSODL	5	January 2021 to December 2025
3	TPWODL	5	
4	TPNODL	5	April 2021 to March 2026

4.2 The responsibility of the Auditing firm/consulting firm shall include analysis of the data (with reference vesting order of Distribution Licensee) pertaining to

**A. Capex & financing plan (minimum & cumulative capex investment)**

- i. Assess the Capex Investment made by DISCOMs vis-à-vis Commission's approval and utilisation of such Capex towards Loss Reduction.
- ii. Assess the utility's infrastructure, including distribution networks, substations, transformers, and meters, to ensure reliability, adequacy, and compliance with technical standards with objective to provide (24\*7) quality power supply to all consumers.
- iii. Prioritisation of investment under Capex: Focus should be on strengthening/augmentation and expansion of existing distribution system network based on long term (at least for 5 year period) load growth.
- iv. Examine the documents relating to tendering, evaluation, purchase orders, store documents, invoice & payments etc. relating to various work executed by the DISCOMs, and comment/observation on compliance with respect to the competitive bidding guidelines of the Commission/ State Govt./ Govt. of India and reasonableness of price at which the equipment/materials have been procured
- v. Analyze various components of capitalization such as labour expense, material expense, Administrative & General (A&G) and employee expense, IDC etc. with respect to approvals, guidelines and direction issued by the Commission from time to time. The Consultant shall also examine various sources of funding for investment under Capex such as Equity, Debt & Consumer contribution, rates & timings of borrowings, etc.
- vi. Comment on the reasonableness of quantities procured/utilized, capitalization claimed vis-à-vis quantity and estimate 'in-principle' approved by the Commission.
- vii. Checking linkage of various schemes with procurement, store and location of that equipment at site, in the SAP system and/or through GIS mapping.
- viii. Amount capitalised by DISCOMs on account of replacement/repair of exiting assets and to comment/qualify whether the amount booked by the DISCOMs on account of replacement/repair of exiting assets under capitalisation is correct or should form part of O&M expenses.
- ix. Assess the process of Decapitalisation of assets and replacement of the same.

- x. Comment on Inter-linking of GFA with GIS mapping of assets and further linking GFA-GIS to ERP.
- xi. Broad list of items covered under Capex and Repair & Maintenance (R&M), observation on segregation of items under these heads.

**B. Aggregate Technical & Commercial (AT&C) loss target (with and without past arrears)**

- i. Evaluate the utility's measures to minimize technical and commercial losses in the distribution system.
- ii. Verify the category wise revenue billed and revenue collected.
- iii. Review the accuracy and integrity of energy consumption measurements and billing processes.
- iv. Assess the utility's initiatives for curtailment of theft, tampering, and unauthorized use of electricity.
- v. Evaluate the effectiveness of metering including smart metering, monitoring, and control systems to manage distribution losses.
- vi. Practice of energy audit.

**C. Financial Auditing:**

- i. Review of financial statements including balance sheets, Profit & Loss statements, Cash flow statements and asset register to assess the financial performance and stability of the utility.
- ii. Verify the accuracy and completeness of financial records, transactions, and disclosures.
- iii. Evaluate the utility's revenue recognition practices, cost allocation methods, and compliance with accounting standards.
- iv. Assess internal controls related to financial operations and safeguarding of assets.
- v. Evaluate the utility's revenue collection mechanism and measures to minimise outstanding receivables.
- vi. Comment and evaluate the actual O& M expenses on different heads.
- vii. Assessment of the Additional Serviceable Liabilities (ASL) and year wise determination of the same of the DISCOMs as per the Commission's Segregation Order.

**D. Recovery/Collection of past arrears and sharing of incentives as per Vesting Order**

**E. Customer Service and Billing:**

- i. Review the utility's customer service processes, registration of consumer mobile numbers, complaint handling procedures, response time and management monitoring.
- ii. Assess the new service connection procedure and its adherence to Supply Code.
- iii. Assess the accuracy and timeliness of customer billing, meter reading, and invoicing.
- iv. Verify the utility's procedures for addressing billing disputes and metering complaints.
- v. Reliable power supply to consumers as per Guaranteed Standard of Performance under power supply reliability Indices.
- vi. Sanitisation of Consumer data.

**F. Infrastructure and Network Operations:**

- i. Review maintenance and repair practices to determine if they are performed adequately and in accordance with industry best practices.
- ii. Assess the utility's metering infrastructure at various voltage level and accuracy of meter readings and funding the same.
- iii. Assess the operation of Suraksha Kavach for tripping data.
- iv. Assess the status of distribution asset mapping and consumer indexing on GIS platform.
- v. Assess the implementation of all modules of SAP system in Discom.
- vi. Assess the load flow study and effective energy audit.

**G. Human resources deployment as per the Commission's approval**

- i. Manpower deployment with regard to regular employees as per commissions directions and engagement of contractual manpower in various operations, number of BAs for various activity, total number of BA employees and norms for such engagement for various activities.

**H. Regulatory Compliance:**

- i. Examine the utility's performance with respect to various regulatory requirements, including compliance of various regulations, licensing agreements, tariffs structures, and service quality standards set by regulatory authorities.

**I. Additional commitments – Customer engagement/Service, CSR, any other parameter as specified by the Commission**

4.3 The assignment also includes preparation of report and analysis of comprehensive future roadmap basing on the current performance.

4.4 The auditing firm would assist the Commission in any other matter specifically asked by the Commission within the scope of work.

**5 Qualification requirement of the Audit firm and supporting documents:**

5.1 **The Audit firm shall be a Chartered Accountant (CA) firm, Cost Accountant Firm or a Consulting firm having CAs and must have adequate technical experts to execute the assignment in a effective manner as elaborated in previous paragraphs.**

5.2 Chartered Accountant (CA) partnership firms/Consulting firm/ **Cost Accountant Firms** should preferably have working knowledge of SAP module and Technical capability/ expertise for evaluation of various Technical/ commercial/financial parameters related to a Power Distribution System.

5.3 The Audit firm shall be responsible for examining and evaluating financial records, statements, and other relevant documents of DISCOMs to ensure their accuracy and compliance with applicable laws & regulations. Auditors should have a strong understanding of accounting principles, auditing standards, financial reporting, and relevant laws and regulations; Practical experience in compliance-related roles in different organizations, regulatory agencies, or consulting firms, a thorough understanding of compliance frameworks, risk management, and effective auditing techniques.

5.4 The Audit firm must have **successfully completed at least five (5) assignments primarily related to Power Distribution Sector or of similar nature as on the last date of submission of bid** and list of successful completion of such work shall be submitted with the Bid.

5.5 The document in support of qualifying requirement shall be as follows:

S.N.	Criteria	Particulars	Supporting Documents
1	<b>Eligible Entity</b>	Firms of Chartered Accountants/ Cost Accountant Firm/ Consulting firm having CAs.	Certificate of Registration

2	<b>Tenure of Establishment</b>	Minimum 10 Years	Certificate of Registration
4.	<b>No . of Partners</b>	Minimum 3 full time/whole-time working partner in last five financial years up to 31.03.2025	Certificate of Incorporation / Certificate of Practice of Partners (in case of Chartered Accountant)/ Firm Registration Number.
5	<b>Experience</b>	Experience of the firm in conducting Audits in PSU/Govt. Companies including concurrent audits, IFC audits in PSU and large companies during the last 10 years	List of references of completed assignments, broad scope of work/nature of work or audit.
6	<b>Other</b>	Valid PAN, Valid GSTIN Registration No, any Criminal Proceedings pending w.r.t the Firm and/or Partner in any Court of Law in India or before any Disciplinary Committee of ICAI/ICAI (Erstwhile ICWAI)/ICSI or any other professional institutes/ Govt. body.	Copy of PAN Card Copy of Registration Certificate GSTIN Certificate Affidavit

5.6 The RFP/Bid of any Audit firm will not be considered under any of the following condition:

- If the Firm/Consultant or any partner thereof has been cautioned or any disciplinary action has been taken against the Firm or any partner by the Chartered Accountants/ Cost Accountants / Company Secretaries Institutes or any other professional institutes / bodies.
- If any court case or arbitration relating to disciplinary case is pending against the firm or any of its partners/ designated partner.
- If any disciplinary action has been taken by any Government Company / Govt. Body / Govt. Authority / State or Central govt. relating to any ground.

## 6 General Requirement

- a) Language of the Bid shall be English only
- b) Bidders shall mention the name of the team leader & contact person(s) and complete address along with contact details, telephone numbers and email of the Bidder in the covering letter.
- c) Any deviation from the conditions of RFP shall be clearly mentioned in the offer.

6.1 The Proposals should be in two parts, namely technical proposal and financial proposal.

- (a) Bids are to be submitted in two envelopes separately: Envelope-1 super scribing “Technical Bid” and Envelope-2 super scribing “Financial Bid”
- (b) Envelope-1: Technical Bid (as per the prescribed Format-1). Envelope-2: Financial Bid (as per the prescribed Format-2) shall be submitted duly signed by an Authorized Signatory.

### 6.2 Technical Bid/ Proposal

- (a) The technical proposal/bid should contain details of the methodology to be adopted in carrying out the assignment addressing issues enumerated in the Scope of work.
- (b) The technical proposal should also contain details of the organization structure, number of offices, manpower, financial status, details of similar works carried out in the past.
- (c) Detailed Resumes of the personnel to be associated with the assignment shall be furnished mentioning their years of experience, qualification, experience details, task assigned to be incumbent etc.
- (d) The Criteria for evaluation of technical bid shall be based on criteria listed in following Table given below:-

Sl.No.	Attributes	Score
<b>1</b>	<b>Organisation Setup</b>	<b>4</b>
(a)	Organisation Structure	4
<b>2</b>	<b>Financial Status</b>	<b>24</b>
(ii)	Annual turnover for last three years (minimum 5 crores)	4
<b>3</b>	<b>Presentation</b>	
(i)	Quality of Presentation	15
(ii)	Response to Queries	5
<b>4</b>	<b>Details of similar transactions/assignments carried out with special emphasis on power sector including</b>	<b>24</b>

	<b>distribution sector</b>	
(a)	No. of assignments/works executed for Regulatory organisation	10
(b)	No. of similar works in power sector	
(i)	Generation	2
(ii)	Transmission	2
(iii)	Distribution	10
5	<b>Manpower (Professional to be associated with the work)</b>	<b>28</b>
(a)	<u>Team Leader (Finance): 1 No.</u> Qualified Chartered Accountant/Cost Accountants with minimum 10 years of relevant experience post qualification	6
	<u>Team Members (Finance): 2 nos.</u> Qualified Chartered Accountant/ Cost Accountants with minimum 5 years of relevant experience post qualification	8
(b)	<u>Team Leader (Engineer): 1 No.</u> Graduate in Engineering (BTech/BE) with minimum 10 years of relevant experience post qualification	6
	<u>Team Members (Engineer): 2 nos.</u> Graduate in Engineering (BTech/BE) with minimum 5 years of relevant experience post qualification	8
6	<b>Methodology for execution of assignment</b>	<b>20</b>
(a)	Understanding of the project and Strategies & Options specified	15
(b)	Timelines in form of bar chart to complete various activities of the assignment	5
<b>Total Technical Score</b>		<b>100</b>

### 6.3 **Financial Bid/ Proposal:**

The bidder has to quote their price on lump sum basis for each DISCOMs separately for carrying out the assignment exclusive of applicable taxes, but inclusive of all other expenses in the Format-2. No TA/DA shall be admissible to the bidder for any journey in connection with assignment.

6.4 Prospective Auditors will be required to make a presentation to OERC to explain their Technical & Financial Proposal and their capability to execute the work.

### 7 **Opening of Bids:**

Envelope-1 (Technical Bid) and Envelope-2 (Financial Bid) will be opened in the presence of representative(s) from each Bidders present physically or participating in virtual mode and date of bid opening shall be communicated to all Bidders.

### 8 **Bid Security**

One percent (1%) of bid value shall be submitted as Bid security which shall be submitted in a separate sealed envelope superscribing 'Bid Security' by way of a Demand Draft from any scheduled bank drawn in favour of OERC payable at Bhubaneswar. Bid security shall be returned to successful bidder within one month of completion of assignment and other bidders within one month of award of contract to successful bidder.

### 9 **Validity of the Bid**

Bids shall remain valid for a period of **180 (One hundred & eighty) days** from the date of bid opening. OERC reserves the right to reject the Bid, which does not meet the aforementioned validity requirement. In exceptional circumstances, prior to the expiry of Bid validity period, OERC may request Bidders to extend Bid validity period. The request and response, in this regard, shall be in writing. A Bidder, accepting OERC's request for validity extension shall not be permitted to modify its Bid and such Bidder shall, accordingly, extend the validity of Bid Security as requested by OERC within seven (7) working days of such request, failing which Bid shall not be considered for evaluation. In the event any Bidder refuses to extend its Bid validity as requested by OERC, such bid(s) will not be considered for evaluation.

### 10 **Bid evaluation; Quality and Cost Based System (QCBS)**

- a) The bidder/audit firm must possess **minimum score of 70 to qualify technically** based on various qualification criteria. The Financial Bids of only the responsive and technically qualified bidders/audit firm will be opened for further processing.
- b) Financial Evaluation

The lowest Financial offer will be allotted highest Score of 100 marks. The Financial Score of other Bidder(s) will be computed with reference to lowest financial offer in following manner.

The formula for determining the Financial Score (Fp) of other bidder is as below:

$$F_p = 100 \times F_m / F$$

Where, F<sub>m</sub>: Price of lowest (L-1) bidder &

F: Price of the concerned bidder

- c) Computation of Combined score (“T1-F1”) :

**80%** weightage would be assigned to the Technical Bid and **20%** weightage would be assigned to the Financial Bid.

$$‘T1-F1’ = 0.80 \times T_p + 0.20 \times F_p$$

Where, ‘T1-F1’ = Combined Final Score

T<sub>p</sub> = Technical Score as per technical bid evaluation.

F<sub>p</sub> = Financial Score as per Financial Proposal evaluation.

Where T<sub>p</sub> = 100 x T/T<sub>m</sub>

T<sub>m</sub> = Highest Technical score among the bidders

T = Technical score of concerned bidders

- d) The bidder, who scores the highest in combined score (T1-F1) as computed above will be ranked as successful bidder for award of assignment/contract and other bidders will be ranked according to their scores in descending order. If the successful bidder does not accept the offer or his offer is cancelled due to some reason, then other bidder in the ranking list in sequence will be considered for award of the assignment/contract provided the auditing firm agrees to execute the work at the awarded price of the successful bidder.
- e) In the event of two or more Bidders achieve the same Combined score, OERC’s decision based on certain principle will be final for selection of the bidder.

## 11 ISSUE OF LETTER OF INTENT (LOI)

After evaluation of all bids, a Letter of Intent (LOI) shall be issued, in duplicate, by OERC to the Selected Bidder/Audit firm and the Selected Bidder/Audit firm shall, within seven (7) days of the receipt of the LOI, sign and return the duplicate copy of the LOI as acknowledgement for acceptance of offer thereof. In the event, the duplicate copy of the LOI duly signed by the Selected Bidder is not received by the stipulated date, the offer is likely to be rejected and the next eligible Bidder may be considered by OERC and the Bid security deposit will be forfeited. However, the bidder may request OERC for an extension

of time for submission LOI duly signed. After acknowledgment of the LOI by the Selected Bidder, any deviation, modification or amendment to any of the RFP Documents shall not be allowed.

- 12 The successful bidder shall furnish a “Performance Bank Guarantee” equal to 10% of the value of contract within 7 days from the date of acceptance of LOI, which shall be valid for 150 days from issue of LOI. In case the successful bidder fails to furnish “Performance Bank Guarantee” of required value within stipulated time period, the Commission reserves the right to terminate the contract and forfeit the Bid Security.
- 13 The Commission may hold a kick off meeting with the Auditor to discuss the detailed work plan.

**14 Timeline for Completion of assignment and Termination of assignment**

The Selected Bidder would be required to execute the assignment as per the timeline given below:

<b>SL. No</b>	<b>DISCOM</b>	<b>Years of Performance Review Audit</b>	<b>Timeline for Completion of assignment</b>
1	TPCODL	5	<b>Sixty (60) days from the date of issue of the LOI</b>
2	TPSODL	5	<b>Sixty (60) days from the date of issue of the LOI</b>
3	TPWODL	5	
4	TPNODL	5	<b>Sixty (60) days from the date of issue of the LOI</b>

Under exceptional circumstances the period of execution of assignment may be extended subject to adequate justification. During this period of engagement, if the Commission finds that the services provided by the audit firm is not up to the expectation of the Commission, the competent authority may terminate this engagement by giving seven days’ Notice to the audit firm. The audit firm shall not be allowed to transfer/engage a third party for execution of the assignment. In such case the engagement of the firm will be terminated immediately giving notice to the firm.

## 15 Submission of Report

The report shall cover the scope of work defined in the RFP along with recommendations/ suggestions and future road map. Before submission of the final report, draft report will be submitted and discussed with the Commission. The final report shall be submitted in Triplicate.

## 16 Release of payment

The payment for the work will be made in phases. The schedule of payment of fees shall be based on achievement of specific milestones as follows:

Sl.No.	Milestone	Percentage of overall Fees
1	Mobilization Advance against submission of BG from any Schedule Bank	10%
2	Submission of draft report and discussion with the Commission	60%
3	Submission of final report in triplicate and acceptance by the Commission	30%
	<b>Total (A+B)</b>	<b>100%</b>

## 17 The Proposal should be furnished to the following address so as to reach latest by 5.00 PM of 17<sup>th</sup> November 2025.

The Secretary, Odisha Electricity Regulatory Commission, Plot No.4 Chunokoli, Sailashree Vihar, Bhubaneswar-751021.

Any other communication shall be sent in above address and should also be mailed to [orierc@gmail.com](mailto:orierc@gmail.com).

## 18 Rejection of RFP

- The Commission will examine the RFP of audit firm as per various provision of this RFP documents and any incomplete offer shall not be entertained and is liable for rejection without assigning any reason thereof.
- Any application received by the Commission after the scheduled closing date and time will not be accepted.

19 The Commission reserves the right to cancel the bidding process at any time without assigning any reason thereof.

20 **Dispute Resolution**

In case any dispute arises regarding the Services provided by the audit firm and/or payment of fees/charges, the same shall be referred to Commission whose decision will be final and binding upon the parties.

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**Format-1**  
**Technical Bid**

Sl.No.	Particular	Details
<b>1</b>	<b>Organization Setup</b>	
(a)	Name of the bidder	
(b)	Single Firm/Consortium, details to be provided (copy to be attached)	
(c)	Pan No. (Copy to be attached)	
(d)	GST Registration No. (Copy to be attached)	
(e)	TIN No. (Copy to be attached)	
(f)	Address of the Bidder (Head Office/Registered Office /Local Office in Bhubaneswar)	
(g)	Phone No.& Fax No.	
(h)	Organisation Structure	
<b>2</b>	<b>Financial Status</b>	
(a)	Networth & Profitability	
(b)	Annual turnover for the last three years (Copy to be attached)	
<b>3</b>	<b>Details of assignment/works executed in the power sector including distribution sector in particular (enclose reference list of completed assignments/work order along with broad scope of work)</b>	
(a)	No. of works executed for Regulatory Organisation	
(b)	No. of similar works executed in power sector	
(i)	Generation	
(ii)	Transmission	
(iii)	Distribution	

<b>Sl.No.</b>	<b>Particular</b>	<b>Details</b>
4	<b>Manpower (Professional to be associated with the work)</b>	
	<u>Team Leader (Finance): 1 No.</u> Qualified Chartered Accountant /Cost Accountant with minimum 10 years of relevant experience post qualification	
	<u>Team Members (Finance): 2 nos.</u> Qualified Chartered Accountant/Cost Accountant with minimum 5 years of relevant experience post qualification	
	<u>Team Leader (Engineer): 1 No.</u> Graduate in Engineering (BTech/BE) with minimum 10 years of relevant experience post qualification	
	<u>Team Members (Engineer): 2 nos.</u> Graduate in Engineering (BTech/BE) with minimum 5 years of relevant experience post qualification	
5	Presentation	
6	Timelines specified	
7	Order of Preference among three DISCOMs for performance review (example 1- TPWODL, 2-TPSODL, 3- TPNODL, 4- TPCODL)	1- 2- 3- 4-

**(Signature of authorized representative of Audit Firm)**

**Format-2**

**Financial Bid**

<b>SI. No.</b>	<b>Particular</b>	<b>Amount (in Rs)</b>	<b>Taxes (in Rs)</b>	<b>Total Amount (Rs. in Words)</b>
1	Performance review of TPCODL/ TPSODL/ TPWODL/TPNODL			

\*The Financial Bid shall remain valid for a period of 180 (One hundred eighty) days from the Bid opening date. A Bid valid for a shorter period shall be rejected by OERC as considering non-responsive bid. In exceptional circumstances, prior to the expiry of the Bid validity period, OERC may request Bidders to extend the Bid validity period.

\* Along with the technical bid and financial bid, the BIDDER is required to submit Bid Security, with the Authorized Representative of OERC (Secretary OERC). The Bid Security shall be valid & retained by the Authorized Representative of OERC (Secretary OERC) till the completion of the assignment.

**(Signature of authorized representative of Audit Firm)**

**APPLICATION AND DECLARATION FORMAT:**

INVITATION FOR REQUEST FOR PROPOSAL FROM REPUTED PROFESSIONAL CHARTERED ACCOUNTANTS FIRM(S)/ CONSULTING FIRM FOR EMPANELMENT FOR CONDUCTING PERFORMANCE REVIEW OF TPSODL, TPWODL and TPNODL

[on the letterhead of the firm]

Request For Proposal No.:

DATED:

(1) Name of the Firm/Consultant:

(2) Nature of the Firm/Consultant

(3) Registered Address with Contact Telephone No. and email\*

(4) Name of the contact person and designation:

(5) Contact no. of the contact person with email:

\*If the firm has registered address outside Odisha, then they are also required to provide the address and contact details of the branch office located at Odisha with contact details of the partner-in-charge of Odisha branch.

**(Signature of authorized representative of Audit Firm)**

