

## **Inquiry Specifications**

Research on EC Guideline implementation in Indian industrial sector

The Energy Conservation Center, Japan (ECCJ)

# Specifications for bidding

17 July 2019

## 1. Number

378-190717-0

## 2. Name

Research on EC Guideline implementation in Indian industrial sector

## 3. Background

Bureau of Energy Efficiency (BEE) decided to introduce EC Guideline which effectiveness as an energy management tool in industrial sector was proved in Japanese experience. In 2017 BEE started formulation of the Indian EC Guideline (ECG) and completed it with assistance from METI/ECCJ in September 2018. Same year BEE selected 9 Model Factories for trial implementation of ECG, where those model factories were instructed to create EM Manual (EMM) on their own facilities. ECCJ provided assistance to the model factories with creation of EMM.

## 4. Outline of 2019 Japan – India Cooperation Program

Main theme: Dissemination and institutionalization of ECG and EMM

1. Trial Implementation of ECG in additional 50 Model Factories as well as first 9 Model Factories.
2. Introduction of verification system to monitor compliance of ECG in Japan

2019 Japan –India cooperation program consists of 3 events which are shown below;

	Expert Dispatch(1)	Receive in Japan	Expert Dispatch(2)
Type of Activity	Meeting	Workshop	Meeting & Technical Meet
Timing	12 <sup>th</sup> September, 2019	18 <sup>th</sup> – 22 <sup>nd</sup> November, 2019	Early February, 2020
Target Person	Model Factories, Regulatory People	Regulatory People (SDAs, AEAs, SERCs etc.)	DCs, Model Factories
Contents	<ul style="list-style-type: none"><li>- ECCJ will join in kick-off meeting held by BEE to launch EMM creation project for additional 50 model factories.</li><li>- ECCJ will brief about status of ECG/EMM in Japan</li><li>- In a separate meeting with BEE, ECCJ will brief on the outline of verification system to monitor compliance of ECG (to BEE only)</li></ul>	<ul style="list-style-type: none"><li>- Introduction of verification system in Japan to monitor compliance of ECG</li><li>- Familiarization of Indian ECG</li></ul>	<ul style="list-style-type: none"><li>- A seminar “Technical Meet “ will be held to share lessons learned during EMM creation and to introduce excellent technologies for promotion of energy efficiency.</li></ul>

## **5. Scope of Services to be provided by Successful Bidder**

Successful Bidder shall assist ECCJ to complete the above mentioned program by providing the following services.

### **5.1 Monitoring and Research**

#### 1) Following-up and monitoring of first 9 model factories in creating EMM

Successful Bidder shall conduct interviews with 1<sup>st</sup> 9 model factories to research the following. In the course of interview, Successful Bidder may create appropriate questionnaire in consultation with ECCJ. As well as interviews through the questionnaire, in order to hear candid opinion from model factories, Successful Bidder shall conduct factory visits to 4 to 5 factories from the 9 model factories.

- Latest status of the EMMs on previous version of which ECCJ has reviewed and commented in the last workshop held in Tokyo 2019, and other EMMs created after that.
- Feed-backs from each model factory on lessons (strong points and weak points) learned in the course of creation and implementation of EMMs.
- Area of desired technologies to promote EE&C in Indian Industry sector.

The results of the interviews and questionnaire shall be presented by Successful Bidder in the Technical Meet described in article 5.3.

#### 2) Collection of information on additional 50 model factories

- List of model factories (name, address, Sector & Type, Outline of the factory)
- Energy Consumption
- Facilities selected for EMM creation
- Status of the progress of EMM creation

#### 3) Analysis

- Analysis of data and information obtained through above mentioned actions.

### **5.2 Workshop in Japan**

Successful Bidder shall take a role as the focal point of Indian side for such administrative matters relating to the workshop scheduled November 2019 in Japan that collecting necessary information of attendees and delivering necessary documents prepared by ECCJ to attendees relating VISA application, flight and hotel reservation and etc.

### **5.3 Technical Meet on excellent technologies of energy efficiency**

In the course of 2<sup>nd</sup> Expert Dispatch, a seminar of about 50 audiences named Technical Meet may be held to share lessons learned through EMM creation, namely the results of analysis detailed in the article 5.13), and to introduce excellent technologies for promotion of energy efficiency. The Location of the Technical Meet will be Mumbai unless otherwise advised not later than 3 months before the Technical Meet to be held. Successful Bidder shall be responsible for the arrangement of the seminar including the following;

- Invitation to envisaged audiences
- Arrangement of seminar place including standard meeting facilities such as presenter's podium, PC and projector t/w screen, audio equipment, etc.
- Receptionist and printed materials
- MC of the seminar
- Tea break set

## 5.4 Report

Successful Bidder shall submit ECCJ the report by 28<sup>th</sup> of February 2020. The report shall include the following as a minimum:

- a. Status on EM Manual development in 1<sup>st</sup> 9 Model Factories,
- b. List of additional 50 model factories,
- c. Summary of the workshop in Japan as well as the seminar in India,
- d. Result of research specified by article 3.1\_3) and
- f. Suggested tasks and actions towards dissemination of ECG and EMM in India

## 6. Terms of Payment

The payment to Successful Bidder from ECCJ is made against the invoices for the achievement of services mentioned in this Agreement, under the conditions specified below.

### 1) Interim Payment

Should Successful Bidder require any interim payment, Successful Bidder will inform ECCJ of the reason and required amount together with the interim report describing the activities have been done when the interim payment claimed. At a maximum, 50 % of the total contract amount will be paid against Successful Bidder's invoice submitted within 30 days.

### 2) Acceptance of the Work

ECCJ will review the final report submitted by Successful Bidder. If any questions or deficiencies are noticed in the report, ECCJ will send comments to Successful Bidder within 10 working days. Once the questions or deficiencies are clarified and the final report become acceptable, ECCJ will notify Successful Bidder of the acceptance of the work and advice to issue the final invoice for the payment

### 3) Final Payment

The payment is made against Successful Bidder's invoice submitted within 30 days.

### 4) Payment Procedure

The payment shall be executed in cash of Japanese Yen to a bank account designated by the Successful Bidder by means of telegraphic transfer (T/T) remittance. ECCJ shall be responsible for the banking charges necessary for the above remittance.

However, in case that the Successful Bidder pays some amount of money back ECCJ, Successful Bidder shall be responsible for the banking charges necessary for the above remittance.

## 7. Qualification

Bidder shall fulfil all the following criteria:

- a. Have minimum one active branch office operating five years or longer in Delhi.
- b. Have minimum three experiences to work with/for/under BEE.
- c. Have capable staffs well acquainted with Perform, Achieve and Trade scheme of India.
- d. Have capable staffs well acquainted with situation of Designated Consumers in Indian industrial sector.

The following table shows the items and score distribution to determine the successful Bidder.

Evaluation Items	Full Score
1. Organizational Capability in Delhi/India	10
2. Experience of working with/fir/under BEE	10

3. Knowledge on PAT scheme	10
4. Knowledge on Indian Industrial Sector	10
5. Knowledge on Indian EC Guideline and EM Manual creation	10
6. Price	50
<b><u>Overall Sum</u></b>	<b>100</b>

## 8. Quotation

The Bidder shall submit a quotation for lump-sum price for the work specified in article 5 in Japanese Yen or US Dollar whichever is convenient for Bidder by 3 PM in Japanese Standard Time on 5<sup>th</sup> of August 2019. When bided in US Dollar, the total amount of the contract shall be converted into Japanese yen by the exchange rate that a hundred and ten JPY is equal to one USD (110 JPY/USD).

Together with the price proposal Bidder is requested to submit documentary evidences to substantiate the claim for the criteria mentioned in article 7 which shall include CV of a chief person to be assigned for the work as well as the following;

- a. Company profile
- b. Major customers
- c. Financial statement (the last fiscal year)

In addition to the above, Bidder who has not been registered on the vendors' list of ECCJ shall submit the following with the quotation;

- e. Company brochure
- f. Trading performance for the last 3 years
- g. Financial statements