EXPRESSION OF INTEREST (EOI) FOR EMPANELMENT OF VENDORS FOR DESIGN, SUPPLY, INSTALLATION, TESTING AND COMMISSIONING AND COMPREHENSIVE MAINTENANCE OF OFF-GRID SOLAR INVERTER SYSTEMS AND HYBRID SOLAR HYBRID INVERTER SYSTEM UNDER CM SOLAR MISSION IN DIFFERENT DISTRICTS OF MEGHALAYA

Tender Reference No: MNREDA/EOI/2026/1987/100

Meghalaya New and Renewable Energy Development Agency
Near BSF Camp, PO-Nongmynsong,

Shillong, Meghalaya – 793019

E-mail: mnreda.dir@gmail.com | Website: www.mnreda.gov.in

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1. Notice Inviting Bids

Government of Meghalaya
CM Solar Mission
Tender Reference Number: MNREDA/EOI/2026/1987/100

MNREDA, Government of Meghalaya invites online open bids in Three (3) bid/cover system for Expression of Interest (EOI) For Empanelment of Vendors for Design, Supply, Installation, Testing and Commissioning and Comprehensive maintenance of Off-Grid Solar Inverter Systems and Hybrid Solar Hybrid Inverter System Under Cm Solar Mission in different district of Meghalaya.

The closing date and time for submission of bids is 06/07/2026, 03:00 PM. For details log on to MNREDA website - https://mnreda.gov.in/.

Inviting Authority

2. Definition and Abbreviations

2.1 Definitions

Unless the context otherwise requires, the following terms whenever used in this EOI and Agreement have the following meanings:

2.1.1 "Applicable Law" means the laws and any other instruments having the force of law in India as they may be issued and in force from time to time.

2.1.2 "Expression of Interest" means Expression of Interest submitted by respondents in response to the EOI issued by Meghalaya Renewable Energy Development Agency (MNREDA), on behalf of Government of Meghalaya for selection/empanelment of successful bidders.

2.1.3 "Competent Authority" means the Commissioner & Secretary, Power Department, Government of Meghalaya.

2.1.4 "Committee" means Empanelment Evaluation Committee constituted for evaluation of Technical EOI Documents.

2.1.5 "Bidder" means a person who:

a. has obtained the EOI Documents in accordance with the Notice Inviting Expression of Interest (EOI); and

b. submits a Bid in accordance with the EOI Documents;and the term Bidders shall be construed accordingly.

2.1.6 "Agreement" means the Agreement signed by the parties for empanelment/engagement along with the entire documentation specified in the EOI.

2.1.7 "Day" means Calendar Day.

2.1.8 "Effective date" means the date on which the agreement comes into force and effect.

2.1.9 "ITB" means Instructions to Bidders, specified in Section II of EOI.

2.1.10 "EOI" means Expression of Interest.

2.1.11 "Government" means the Government of Meghalaya.

2.1.12 "Member" means any of the entities that make up the joint venture / consortium /Association, in relation to responding to this EOI.

2.1.13 "MNREDA" means Meghalaya Renewable Energy Development Agency

2.1.14 "SOW" means Scope of Work for the Respondents, specified in Section III of EOI. "

2.1.15 "Scheme" shall mean the CM Solar Mission of the Government of Meghalaya.

2.1.16 "Selection Committee" means District Level Selection committee comprising of Deputy Commissioner, District Project Officer and District level Branch Manager of the concerned or nominated bank.

3. Fact Sheet

Sl.No.	Particulars	Details
1.	Tender reference no.	MNREDA/EOI/2026/1987/100
2.	Name of the work	Expression of Interest (EOI) For Empanelment of Vendors for Design, Supply, Installation, Testing and Commissioning and Comprehensive maintenance of Off-Grid Solar Inverter Systems and Hybrid Solar Hybrid Inverter System Under CM Solar Mission in different districts of Meghalaya
3.	Date of publication of NIT on website https://mnreda.gov.in/	10/06/2026
4.	Period of downloading of bidding documents	Start date & Time: 10/06/2026, 6.00 P.M End date and Time: 06/07/2026, 03.00 P.M
5.	Pre-bid queries submission date	Start date & Time: 10/06/2026, 6.00 P.M End date and Time: 17/06/2026, 3.00 P.M. Email Id:- mnreda.dir@gmail.com.
6.	Date & time of Pre-bid Meeting	18/06/2026, Time: 03.00 P.M.
7.	Bid submission	Start date: 10/06/2026, Time: 10.00 AM End date: 06/07/2026, Time: 03.00 PM (Physical submission at MNREDA office only)
8.	Opening of Bid and Bid Application Letters	Date: 07/07/2026, Time: 03.30 PM
9.	Submission of original copies of Bid fee & EMD	Date: 06/07/2026, Time: 03:00 PM (To be submitted along with bid in physical form before the deadline)
10.	Tender fee	Rs. 10,000/-
11.	Earnest Money Deposit	**General Bidders:** INR 5,00,000 (Rupees Five Lakhs Only) **Meghalaya ST Bidders:** INR 2,50,000 (Rupees Two Lakhs Fifty Thousand Only) **MSME :** As per Govt Rules and Regulations
12.	Contract Period	5 (five) years from date of LOA, however if work is awarded then 5years from the issuance of LOA till end of Comprehensive Maintenance period or Warranty
13.	No. Of Covers	**Three (3) cover systems:** 1) Pre-Qualification Cover (Document as per PQ Criteria, along with original Tender Fee, EMD, cover letter & Power of Attorney) 2) Technical Qualification Cover (Document as per Technical Criteria). 3) Financial Bid Cover (Financial Bid document in prescribed format)
14.	Name & address of office inviting tender	Director, Meghalaya New & Renewable Energy Development Agency, Near BSF Camp, PO-Nongmynsong, Shillong, Meghalaya – 793019. E-mail: mnreda.dir@gmail.com
15.	Contact no. of procurement officer	0364-2953755
16.	Helpline no. of e-procurement	0364-2953755
17.	Authority inviting bids	Director, Meghalaya Renewable Energy Development Agency (MNREDA)

18.	Address	Director, Meghalaya New & Renewable Energy Development Agency, Near BSF Camp, PO-Nongmynsong, Shillong, Meghalaya – 793019 E-mail: mnreda.dir@gmail.com
19.	Method of Selection	Least Cost Selection (L1)
20.	Pre-Bid Meeting Link	https://meet.google.com/sjt-tfby-zsa
21.	Mode of submission of tender	Physical Submission. Tender to

Note: In the bidding process, the bidder shall submit their "Pre-Qualification" and "Technical Qualification" Bids in two separate sealed envelopes, duly superscribed as "Pre-Qualification" and "Technical Qualification" respectively, along with the name of the bidder and NIT Reference No. These envelopes must be submitted on or before the last date of bid submission as specified in the Bid Information Sheet.

The bidder shall submit a "Financial Bid" in a separate sealed envelope, clearly superscribed as "Financial Bid" along with the name of the bidder and NIT Reference No. The Financial Bid envelope must not be enclosed within or combined with the Pre-Qualification or Technical Qualification envelopes.

Any Financial Bid found enclosed within the Pre-Qualification and/or Technical Qualification envelopes shall be liable for rejection, and such bids may be disqualified from further evaluation.

The tender fee and Earnest Money Deposit (EMD) along with bid cover letter in original must be submitted on any working day before the last date and time of submission of bids. If tender fee and EMD (In case of MSME, Notarized copy of MSME Document needs to be submitted) along with bid cover letter in original are not received before mentioned date and time, tender shall not be accepted.

Place for receiving of tender fee & EMD with cover letter:
Member Secretary-cum-Director,
Meghalaya New & Renewable Energy Development Agency,
Near BSF Camp, PO-Nongmynsong, Shillong, Meghalaya – 793019
E-mail: mnreda.dir@gmail.com.

Beneficiary Bank Details Address: State Bank evening branch, Shillong,
Bank Account Number - 30011696295, IFSC Code - SBIN0006729,
Account Beneficiary Name: Member secretary cum director, MNREDA.
BG Period (Expiry Date): 195 days
Claim Period: 195 days

A copy of the tender fee and EMD and cover letter will need to be submitted in original physical form only. No digital shall be permitted.

The EOI includes the following documents:

a. Section I: Invitation for Expression of Interest
b. Section II: Instruction to bidder (ITB)
c. Section III: Scope of Work (SOW)
d. Section IV: Technical EOI Documents
e. Section V: Opening and Evaluation of Bids
f. Section VI: Award of Contract

4. Introduction

Meghalaya, in the North-eastern part of India, has an area of 22,429 sq. km and a population of 29,66,889 as per the 2011 census. The projected population in 2021 is approximately 38 lakhs at a decadal growth rate of 27.9%. A majority (over 80%) of the state's population lives in rural areas, except for the East Khasi district, where only 58% lives in rural areas. The state has a highly mountainous terrain with 12 hill districts tucked away in the hills. The population density in the state is only 132 persons/ sq. km. far less than the national average. The state is mainly characterized by remote rural settlements and villages. This, when combined with the mountainous terrain, makes accessibility of facilities such as laying power distribution lines difficult and expensive.

Grid connectivity and access to electricity is a problem that impacts a majority of the predominantly rural population in state. Frequent power outages are also a cause of concern which impacts the population even when connected to the grid. The rough terrain and prevalence of rainfall in the state also makes operation and maintenance of power distribution lines difficult. Meghalaya is a highly resource rich state and is projected to grow at 11.52% as per the State Budget FY 2023-2024. However, access to electricity is a critical factor which will impact the economic growth. The state's power generation capacity has been insufficient to meet its growing demand, leading to frequent power outages in some areas. To compound the matter the vagaries of monsoon put the state power sector under great strain during the lean season when the water discharge in the rivers and reservoirs are all time low.

It is a cause of grave concern that the prevalent power poverty is a serious issue across the state. There is an urgent need to address this issue given its direct impact on social development parameters such as health, education, and livelihood. Renewable energy can address the issues of availability and accessibility of power to a significant extent. Meghalaya lies in an ecologically sensitive region, hence the sources of electricity, and power distribution should be such that it does not cause any adverse impacts on the ecology of the state. To promote clean and sustainable growth and access to power, the focus should thus be on renewable energy sources to cater to the energy needs of the state. Due to the hilly nature of the state's terrain and remote nature of villages and settlements, feasibility of Solar Power, is high and suitable for the energy needs of homes providing clean and affordable energy for a large section of Meghalaya's population. This would result in energy security, improved access to services and greater productivity for most of the state's population. Keeping these factors in mind, the state government has decided to launch the CM Solar Mission to provide energy security to the people.

The scheme aims to provide standalone power systems to beneficiaries with hybrid solar inverters and solar water heaters. A hybrid solar inverter combines the capabilities of a conventional inverter, a battery charger, and a solar charge controller in a single device. This kind of inverter functions with grid electricity and solar panels, making it possible to easily incorporate renewable energy into a household's power system. The inverter can convert to backup battery mode in the case of a power failure to keep vital loads powered. The CM Solar Mission offers a range of capacities to cater to diverse needs. For small households with lower electricity requirements and PMAY beneficiaries, 850 VA inverters are being offered. Also,1.7 kVA system will be available for small households and PMAY beneficiaries. Medium- sized households can benefit from the 3 kVA systems, while 5 kVA systems are being provided to large households. 25 kVA systems are being offered for schools, MSMEs, poultry farms, Khadi industries, hospitals, PM Employment Generation Programme (PMEGP) beneficiaries, and CSCs. 40 kVA systems are being provided to hospitals, hotels, clubs, large scale factories, offices, colleges. By providing this range of options, it is being ensured that every individual and institution can benefit from this sustainable solution. Additionally, 1.1 kVA and 2.2 kVA systems with fans and lighting are being provided to L.P. Schools.

Access to clean and affordable energy has direct correlation with MPI (Multi -Dimensional Poverty Index). The scheme is expected to have a multiplier effect on society. It will enable the state towards

green transition and is in alignment with Sustainable Development Goal- 7(Access to affordable and clean energy).

5. Section -I: Invitation for Expression of Interest (EOI)

Meghalaya New and Renewable Development Agency (MNREDA) is a state nodal Agency under the administrative control of the Power Department, Government of Meghalaya. Meghalaya New and Renewable Energy Development Agency was set-up on 14.09.87 as a State Nodal Agency for the Ministry of New and Renewable Energy Sources, Govt. of India. The Agency was registered under the Meghalaya Societies Registration Act 12 of 1983. The aims and objective of the Agency is to formulate and implement demonstration, experimental, promotional and extension projects and programs related to New and Renewable Energy. MNREDA invites Expression of Interest (EOI) for Empanelment of Vendors for Design, Supply, Installation, Testing, Commissioning and Maintenance Off-grid Solar Inverter Systems for LP Schools with Fans, LED Tube and other accessories in the state of Meghalaya on a Turnkey basis.

Firms having experience in execution of similar projects are eligible to participate in this empanelment process. The firm should have financial capability to undertake the assignment, and key personnel should have experience in executing eligible assignments as specified in the EOI document.

The "EOI Document" is available on the website www.mnreda.gov.in for downloading. Bidder shall submit Earnest Money Deposit (EMD) (In case of MSME, Notarized copy of MSME Document needs to be submitted) along with bid document fee amount in the form of Demand Draft/Bank Guarantee in Favor of Director cum Member Secretary, MNREDA payable at Shillong.

Expression of Interest must be submitted in physical (offline) mode only at the MNREDA office on or before the last date and time of submission as mentioned in the Fact Sheet. No online submission shall be accepted.

The Competent Authority reserves the right to reject any or all the Expression of Interest Documents in whole or part without assigning any reasons.

MNREDA intends to select in accordance with the selection procedure given in this EOI for empanelment of vendors. Time, Date and Place for opening of Expression of Interest as mentioned in the EOI.

Address for Communication:

Director, Meghalaya New and Renewable Energy Development Agency (MNREDA), Near BSF Camp, PO-Nongmynsong, Shillong, Meghalaya – 793019
E-mail: mnreda.dir@gmail.com | Website: www.mnreda.gov.in

6. Section II: Instructions to Bidders (ITB)

6.1 Detailed Instructions

6.1.1 The interested bidders can download the bid document from the website www.mnreda.gov.in.

6.1.2 The bidders must submit their bids in offline mode only at the MNREDA office as mentioned in this bid document. No bid or supporting documents shall be accepted through any other mode of submission.

6.1.3 The bids shall be submitted in three separate sealed envelopes as follows:
(i) Envelope 1: Superscribed as "Pre-Qualification Bid"
(ii) Envelope 2: Superscribed as "Technical Qualification Bid"
(iii) Envelope 3: Superscribed as "Financial Bid"

Each envelope shall clearly indicate the name of the bidder and the NIT Reference No..

6.1.4 The "Pre-Qualification Bid" and "Technical Qualification Bid" envelopes shall be submitted together. The "Financial Bid" must be submitted in a separate sealed envelope and must not be enclosed within or along with the Pre-Qualification or Technical Qualification envelopes.

6.1.5 Any Financial Bid found enclosed within the Pre-Qualification and/or Technical Qualification envelopes shall be liable for rejection, and such bid shall be disqualified from further evaluation.

6.1.6 Bids will be opened offline as per the time schedule mentioned in the Bid Information Sheet. The Pre-Qualification and Technical Qualification Bids shall be opened first, and the Financial Bid shall be opened only for those bidders who qualify in the earlier stages.

6.1.7 Bidders must submit the original Demand Draft towards Tender Fee and EMD (in case of MSME, notarized copy of valid MSME document) in approved form in favor of "Member Secretary cum Director, MNREDA payable at Shillong," along with the bid envelopes.

6.1.8 Submission should be completed on or before the date and time as mentioned in the bid document, failing which the bidder shall be disqualified. The details of Tender Fee and EMD submitted must strictly comply with the requirements specified in the bid document, failing which the bid shall be summarily rejected.

6.1.9 The successful bidder shall be required to produce original documents, if so required by the Authority, for verification prior to execution of the agreement. In case of any discrepancy between the submitted copies and the original documents, the Authority reserves the right to cancel the award.

6.1.10 The department shall not be responsible for any delay in submission of bids. Bidders are advised to ensure timely submission of complete bid documents.

6.1.11 All required information and supporting documents must be duly filled, signed, and enclosed in the respective envelopes. Incomplete submissions are liable for rejection.

6.2 Security Deposit/performance

6.2.1 The Successful bidders must submit Security Deposit of an amount of 10% in the form of Bank Guarantee within one week from the date of receipt of LOA.

6.2.2 The BG should be valid for a period of one month beyond the project completion date from the date of signing agreement and shall be extended up to:

a. The period of comprehensive maintenance period of Off-grid solar Inverter systems, hybrid solar Inverter Systems.

b. The BG must be renewed before the expiry date for a further period of one year and if not renewed prior to expiry, it will be forfeited. The BG shall be valid till the end of comprehensive maintenance contract.

6.3 Period of Bid Validity

6.3.1 Bids shall remain valid for 6 months from the date of opening of financial bid. A bid valid for a shorter period shall be rejected by MNREDA as non- responsive.

6.3.2 **Validity of EMD in the form of BG should be valid for 6 months from the date of opening of financial bid. In case of unqualified bidders, the same will be released immediately after the short listed successful bidders is completed. After the process of empanelment is completed the EMD of all empanelled list of bidders will be returned immediately after a formal application being submitted, however the same they will have to submit in near future in the form of bank guarantee equivalent to the EMD amount once the work order for implementation of the work has been allotted.**

6.3.3 In exceptional circumstances, where the process of selection of Empanelment got delayed due to any reasons beyond the control, MNREDA may solicit the Bidder's consent to extend the period of validity, without any modification of the bids already submitted. The request and the responses thereto shall be made in writing.

6.4 Details of documents to be furnished for bidding

6.4.1 The following documents shall be submitted in hard copy form as part of the "Pre-Qualification bid" envelope:

a. DD towards Tender fee
b. DD/BG towards EMD (In case of MSME, Notarized copy of MSME Document needs to be submitted)
c. Latest GST returns.
d. PAN Card
e. Audited Balance sheet of last three (3) years with Income Tax Return (ITR)
f. Notarized Power of Attorney / Authorization Letter

6.4.2 Duly filled and signed hard copies of the Annexures, as per the prescribed formats in the bid document, shall be submitted in the "Pre-Qualification Bid" envelope:

a. Annexure 1: Covering letter
b. Annexure 2: Agreement of engagement
c. Annexure 3: Details of the bidder
d. Annexure 4: Format of financial Bid
e. Annexure 5; Format of Technical bid
f. Annexure 5: General technical particulars and technical specifications
g. Annexure 6: Declaration of insolvency
h. Annexure 7: Declaration regarding blacklisting
i. Annexure 8: Undertaking For Corrupt & Fraudulent Practice
j. Annexure 9: Undertaking For Not Being Penalised in A Contract
k. Annexure 10: Undertaking For Financial Stability
l. Annexure 11: Undertaking For Purchase Of Tender Document
m. Annexure 12 - Assignments of Similar Nature during Last 5 years

6.4.3 The Financial Bid shall be submitted separately in a sealed envelope superscribed as "Financial Bid," containing Annexure 4 (Format of Financial Bid), duly filled and signed. Bidders shall not quote or mention any price information in the Pre-Qualification or Technical Qualification Bid documents. If any price information is found in those documents, the bid shall be rejected.

6.4.4 All documents must be properly signed and submitted in original hard copy in the respective sealed envelopes. Submission through electronic, online, or any other mode shall not be accepted.

6.4.5 The Authority reserves the right to verify the submitted documents with the originals at any stage. In case of any discrepancy, appropriate action, including cancellation of the bid/award, may be taken

6.5 Carbon Credit

6.5.1 The successful bidders cannot claim carbon credits for implementation of the project. MNREDA and Government of Meghalaya reserves the exclusive right to claim carbon credits from this project.

6.6 Conflict of Interest

MNREDA requires that the successful bidder should provide professional, objective, and impartial advice purely based on standard and accepted technical norms and always hold the MNREDA's interest's paramount, strictly avoid conflicts with other assignments/jobs or their own corporate interests and act without any consideration for future work. The norms should be based on sound engineering principles guided by all connected codes and guidelines issued from time to time by central and state authorities.

6.7 Validity of Expression of Interest(EOI)

Expression of Interest shall remain valid for the period of engagement as prescribed in EOI. A Expression of Interest valid for shorter period may be rejected as non-responsive.

6.8 Right to accept Expression of Interest(EOI)

MNREDA reserves the right to accept or reject any Expression of Interest, and to annul the Engagement process and reject all Expression of Interest at any time prior to the signing of the agreement, without thereby incurring any liability to the affected Respondent(s) or any obligation to inform the affected Respondent(s) of the grounds for such decision.

6.9 Fraud and Corruption

6.9.1 MNREDA requires that the successful bidder through this EOI must observe the highest standards of ethics during the performance and execution of such agreement. In pursuance of this policy, defines, for the purposes of this provision, the terms set forth as follows:

a. "Corrupt practice" means the offering, giving, receiving or soliciting of anything of value to influence the action of MNREDA or any personnel of Successful bidder(s) in contract executions.
b. "Fraudulent practice" means a miss-presentation of facts, to influence a procurement process or the execution of a contract, to MNREDA, and includes collusive practice among Respondents (prior to or after Expression of Interest submission) designed to establish Expression of Interest prices at artificially high or non-competitive levels and to deprive MNREDA of the benefits of free and open competition.
c. "Unfair trade practices" means supply of services different from what is ordered on or change in the Scope of Work which was given by the MNREDA in Section III.
d. " Coercive practices" means harming or threatening to harm, directly or indirectly, persons or their property to influence their participation in the execution of contract.

6.9.2 MNREDA shall reject a Expression of Interest for award, if it determines that the respondent recommended for award, has been determined by MNREDA to having been engaged in corrupt, fraudulent or unfair trade practices.

6.9.3 MNREDA shall declare a bidder ineligible, either indefinitely or for a stated period, for awarding the contract, if it at any time determines that the Successful bidder has engaged in corrupt, fraudulent and unfair trade practice during the empanelment process or execution of the contract.

6.10 Other Conditions

6.10.1 The successful bidder would be responsible for Expression of Interest (EOI) For Empanelment of Vendors for Design, Supply, Installation, Testing and Commissioning and Comprehensive maintenance of Off-Grid Solar Inverter Systems and Hybrid Solar Hybrid Inverter System Under

CM Solar Mission in different districts of Meghalaya during the contract period. No additional claims would be made by the successful bidder for logistics, freight, insurance etc.

6.10.2 The scheme envisions providing an end-to-end solution including supply, installation, maintenance, and effective grievance redressal.

6.11 System Break Up Details

Sl. No.	Component Name
1.	0.85 KVA Hybrid Inverter
2.	1.7 KVA Hybrid Inverter
3.	3 kVA Hybrid Inverter
4.	5 kVA Hybrid Inverter
5.	10 kVA Hybrid Inverter
6.	25 kVA Hybrid Inverter
7.	40 kVA Hybrid Inverter
8.	1.1 kVA Off grid Solar Inverter Systems
9.	2.2 kVA Off grid Solar Inverter Systems

6.12 Clarifications and amendments of EOI Documents

During technical evaluation of the Expression of Interest, MNREDA may, at its discretion, ask Respondents for clarifications on their Expression of Interest. The Respondents are required to respond within the time frame prescribed by MNREDA.

6.13 Amendments in EOI

At any time prior to deadline for submission of Expression of Interest, MNREDA may for any reason, modify the EOI. The prospective Respondents having received the EOI shall be notified of the amendments through website, and such amendments shall be binding on them.

6.14 Process for Engagements for Respondents

MNREDA intends to engage successful bidder for Design, Supply, Installation, Testing and Commissioning and Comprehensive maintenance of Off-Grid Solar Inverter Systems and Hybrid Solar Hybrid Inverter System Under CM Solar Mission in different districts of Meghalaya. The scope of work is indicated in Section III.

6.15 Pre-qualification/ Eligibility Criteria

Sl.No.	Criteria	Eligibility	Supporting documents
1.	Certificate of Incorporation/Registration	A company in corporate in India under the Companies Act, 1956 or 2013 including any amendment thereto. OR Partnership firm registered under Indian Partnership Act 1932.	A copy of certificate of incorporation shall be furnished along with the bid in support of above in case of company/LLP/JV and partnership deed/ agreement in Case of partnership/ LLP. Copy of Registration certificate firm Copy of PAN.

		OR Limited Liability Partnership registered under LLP Act 2008. OR Proprietorship Firm Registered under Shop and Establishment Act. OR A Joint Venture should be a company incorporated under the Companies Act. (Shareholders can be a combination of companies/ LLPs/ partnership-firms/ Proprietorships (individuals)). The person with the maximum shareholding should be designated as the leader. In case of equal share holding, the JV members shall nominate one of the members as the leader. The firm should be in the business form last 3 financial years	Copy of GST Registration Certificate of the State of Meghalaya. Copy of GST Last 3 Years Audited Accounts, copies of ITRs (All the tender documents should be signed by the authorized person nominated in the Power of Attorney in case of company/ LLP/ Partnership Firm/ JV and Proprietor in Case of Proprietorship firm)
2.	Trading license	The vendor shall possess valid and subsisting Trading License(s) issued by the competent Autonomous District Council(s), as applicable to the jurisdiction of execution of work, in accordance with the provisions of the United Khasi–Jaintia Hills District (Trading by Non-Tribals) Regulation, 1954 read with the United Khasi Jaintia Hills District (Trading by Non-Tribals) Rules, 1959, and the Garo Hills District (Trading by Non-Tribals) Regulation, 1957, framed under the Sixth Schedule to the Constitution of India, and must submit the same to MNREDA. • For works within the jurisdiction of the Khasi Hills Autonomous District Council (KHADC), the vendor shall mandatorily	A valid Trading License to be submitted.

		submit a valid Trading License issued exclusively by the Khasi Hills Autonomous District Council. • For works within the jurisdiction of the Jaintia Hills Autonomous District Council (JHADC), the vendor shall mandatorily submit a valid Trading License issued exclusively by the Jaintia Hills Autonomous District Council. • For works within the jurisdiction of the Garo Hills Autonomous District Council (GHADC), the vendor shall mandatorily submit a valid Trading License issued exclusively by the Garo Hills Autonomous District Council. Submission of a Trading License issued by any other District Council in substitution of the jurisdiction-specific requirement shall not be deemed compliant.	
3.	Annual Turnover	Average annual financial turnover should be **Rs.1.33 Crores** during last 3 financial years (2023-2024, 2024-25, 2025-26) ended on 31st March 2026	CA certificate clearly stating Annual Turnover & audited balance sheet
4.	Past Experience	In the last 7 years (2019-20 to 2025-26) Bidder should have Similar work experience of the bidders, quantified in terms of number of completed/Ongoing projects during last 7 years (till last day of month before the one in which applications are invited) (a) Completed/ongoing One (1) similar works with value of **Rs. 3.56 Crore** or more. (b)Completed/ongoing Two (2) similar works each with value not less than **Rs.2.22 Crores** Or (c)Completed/ongoing similar Three (3) works each with	Copy of work order /Completion certificate

		value not less than **Rs.1.78 Crores** for supply, installation & commissioning of solar inverter chargers, Solar Home Lighting Systems, Solar Standalone Street Lighting system, Solar water Pumps and Solar Power Plants in State Govt. organization or Central Govt. organization or any Govt. undertaking or any local bodies or any aided organizations or Govt. Universities or Corporations or autonomous bodies.	
5.	Valid Certificate	The Bidder must be in possession of the valid test certificates from MNRE,BIS & NABL authorized test laboratories only for the major components like, SPV Module, Inverter, Solar charge controller, cables, Earthing, LA etc. Such test certificates must have the IEC and IS / BIS standards from any valid MNRE,BIS & NABL accredited test labs.	Submit component wise data sheets and latest test certificates/reports (not more than 3 years old) in the name of OEM along with the authorization letter from Original Equipment Manufacturer (OEM).
6.	Non-blacklisting self-declaration	The Bidder should not have been debarred/blacklisted by any Govt. Depts/ organization/ PSUs / Institutions/agency/ autonomous Organizations.	As per Format provided
7.	No pending litigation in any court of law	The Bidder/Firm should not have any pending litigation on the subject matter in any court of law and a declaration to that effect has to be furnished for pre-qualification.	Declaration deed duly Notarized
8.	Manufacturer Authorization Form	Bidder shall submit a valid Manufacturer Authorization Form (MAF) on a Notarized Non-Judicial Stamp Paper.	Manufacturer Authorization Form (MAF) on a Notarized Non-Judicial Stamp Paper.

Note: *Cover Letter, Tender Fee, EMD, along with Power of Attorney, shall be submitted in hard copy as part of the "Pre-Qualification Bid" envelope along with the above-mentioned pre-qualification documents.*

6.16 Technical Qualification Criteria

Sl. No.	Criteria	Marks	Marks Obtained	Supporting Documents

1.	Similar work experience of the bidders, quantified in terms of number of completed/Ongoing projects during last 7 years (till last day of month before the one in which applications are invited) (a) Completed/ongoing One (1) similar works with value of **Rs. 3.56 Crore** or more. (30 marks for 1 such project) Or (b) Completed/ongoing Two (2) similar works each with value not less than **to Rs.2.22 Crore** (15 marks for each project capped at a maximum of 2 such projects) Or (c) Completed/ongoing similar Three (3) works each with value not less than **Rs.1.78 Crores** (10 marks for each project capped at a maximum of 3 such projects)	30		Work order/Completion Certificate/CA Certificate
2.	Prior work experience of the bidders in similar works in similar geographies (i.e., Northeast India, during last 7 years (till last day of month before the one in which applications are invited). Completed One (1) similar works with value of **Rs.3.56 Crores** or more. (20 marks capped at maximum of such project).	20		Work order/Completion Certificate/Part Completion certificate
3.	Bidder must have ongoing or completed projects having comprehensive Annual Maintenance Contract (AMC) component. Such project should be of value, not less than **Rs.44.55 Lakhs.** The following marking scheme will be applicable: - -AMC duration up to 2 Years – 2.5 marks -AMC duration above 2 Years -5 marks	5		Work order/Completion Certificate
4.	Average annual financial turnover should be **Rs.1.33** Crores during last 3 financial years **(2023-2024, 2024-25, 2025-26)** **ended on 31st March 2026**	15		CA certificate, P&L Statement
5.	Detailed implementation plan -Site survey demonstration & plan, digital system for approval and monitoring.	30		Work Plan

	Total	**100**		

Bidders who score a minimum of 75 marks shall be considered for financial bid evaluation.

6.16.1 Any Vendor allotted work under the CM Solar Mission who has failed to fulfill or has violated the terms and conditions of the Contract Agreement, and in respect of whom termination of contract has been ordered on grounds of poor performance, shall stand debarred from participating in future tenders, bids, or procurement activities undertaken by this implementing

6.17 Financial Bid

1. **Applicable Tax Rates**
   The Bidder acknowledges and agrees that the Goods and Services Tax (GST) applicable to the scope of work comprising Design, Supply, Installation, Testing, and Commissioning (DSTC) and Comprehensive Maintenance Services under this Contract shall be levied in accordance with the prevailing laws, rules, notifications, and circulars issued by the Government of India, as amended from time to time.
2. **Material Component**
   The GST applicable on the supply of solar materials and equipment forming part of the Contract scope shall be 5% (Five Percent), in accordance with the current Government of India norms.
3. **Service Component**
   The GST applicable on services related to solar projects, including but not limited to installation, testing, commissioning, and maintenance services, shall be 18% (Eighteen Percent), as per the prevailing statutory provisions.
4. **Compliance with Amendments**
   The above-mentioned tax rates are based on the existing Government of India regulations as on the date of submission of the bid. In the event of any revision, amendment, modification, or substitution in the applicable tax rates, structure, or classification by any competent authority, the same shall be binding on both Parties and shall be applied accordingly.
5. **Statutory Variations**
   Any increase or decrease in applicable taxes due to statutory changes after the due date of bid submission shall be adjusted to the Contract Price, subject to the production of documentary evidence and compliance with applicable laws.
6. **Bidder's Responsibility**
   The Bidder shall be solely responsible for correct classification of goods and services, payment of applicable taxes, filing of returns, and compliance with all statutory requirements under GST laws. Any liability arising due to misclassification, non-compliance, or incorrect tax treatment shall be borne entirely by the Bidder.
7. **Inclusive/Exclusive Pricing Declaration**
   The Bidder shall clearly indicate in the Financial Bid whether the quoted rates are inclusive or exclusive of GST. In case of ambiguity, it shall be deemed that the quoted price is inclusive of all applicable taxes and duties.

Evaluation under the Financial Bid

a) For each capacity i.e., 0.85 KVA, 1.7 KVA, 3 KVA, 5 KVA, 10 KVA, 25 KVA, 40 KVA, 1.1 KVA & 2.2 KVA , the rates should be mentioned separately in the financial bid for each capacity based on technical compliance, price, warranty and service request.

b) The evaluation of Financial Bids shall be conducted **separately for each specified capacity**. The determination of the lowest bidder (L1) shall be made **independently for each capacity** based on the rates quoted in the Financial Bid.

c) The rates finalized for a particular capacity shall be **offered exclusively to those bidder(s) who have submitted bids for the respective capacity in their Financial Bid**. Further, such rates shall also be **applicable to and offered only to the same bidder(s) for any other**

corresponding or related capacity segments, provided that such bidder(s) have explicitly submitted bids for those respective capacities.

d) It is expressly clarified that **no bidder shall be considered eligible for allocation or award of any capacity for which it has not submitted a Financial Bid**, and the benefit of finalized rates shall be **restricted solely to the participating bidder(s) for the relevant capacity(ies)**.

6.18 Disqualifications

MNREDA may, at its sole discretion and at any time during the evaluation process, disqualify any Respondent if the Respondent has:

6.18.1 Submitted the bid after the prescribed submission deadline.
6.18.2 Not submitted original DD/BG towards Tender Fee and EMD (in case of MSME, notarized copy of MSME document to be submitted).
6.18.3 Made misleading or false representations in the forms, statements, and attachments submitted in proof of the eligibility requirements.
6.18.4 Exhibited a record of poor performance such as abandoning works, not properly completing contractual obligations, inordinate delay in completion, or financial failures in any project in the preceding two years.
6.18.5 Submitted a bid that is not accompanied by required documentation or is non-responsive.
6.18.6 Failed to provide clarifications when sought by the Authority
6.18.7 Submitted more than one bid.
6.18.8 Been declared ineligible by the Government of India/State/UT Government for corrupt or fraudulent practices or has been blacklisted.
6.18.9 Submitted a bid with price adjustment/variation provisions.

6.19 Standard Bidding Document

The Respondent is expected to examine all the instructions, guidelines, terms and condition and formats in the EOI. Failure to furnish all the necessary information as required by the EOI on submission of a Expression of Interest not substantially responsive to all the aspects of the EOI shall be at Respondent's own risk and may be liable for rejection. The Respondent is expected to examine all instructions, guidelines, terms and conditions, and formats contained in this Bid Document. Failure to furnish all necessary information as required, or submission of a bid not substantially responsive to the Bid Document, shall be at the Respondent's own risk and may result in rejection. The complete set of bid documents can be downloaded from: www.mnreda.gov.in.

6.20 Pre-Bidding Queries

6.20.1 The prospective Respondent, requiring any clarification on the EOI document, may submit their queries to MNREDA at mnreda.dir@gmail.com within the timeline specified in the Bid Information Sheet. MNREDA's responses, along with the clarifications sought (without identifying the source of query), shall be made available on the official website for the benefit of all prospective Respondents.

6.20.2 Preparation of EOI Response:

The Respondents shall comply with the following during preparation of the EOI response:

a. The EOI response and all associated correspondence shall be written in English and shall conform to the prescribed formats. Any interlineations, erasures, or overwriting shall be valid only if initialled by the authorized signatory.
b. The EOI response shall be duly signed by the Respondent or a person duly authorized to bind the Respondent. The authorization shall be supported by a valid Power of Attorney, which shall be submitted in the "Pre-Qualification Bid" envelope.

c. The covering letter (Annexure-1) shall clearly indicate the name and address of the Respondent for correspondence purposes.
d. EOI responses submitted through facsimile, email, or any electronic mode shall be treated as invalid and shall be rejected. Only complete physical (hard copy) submissions received within the prescribed date and time at the MNREDA office shall be considered valid.
e. Respondents are not permitted to modify, substitute, or withdraw the EOI response after its submission.
f. Submission, receipt, and opening of EOI responses shall be carried out as per the provisions specified in this document.
g. The Respondent shall submit the Tender Fee and EMD with Bid cover letter in Original to MNREDA within the time stipulated in this EOI. EOI and all supporting documents shall be submitted strictly in physical (offline) mode only. No online submission shall be permitted. However, during evaluation of Expression of Interest, as well as during the period of agreement, the competent authority has the right to carry out due diligence..

6.21 List of Documents to be Submitted as Part of EOI

6.21.1 Pre-Qualification Bid

The following documents shall be submitted in physical form within the sealed envelope superscribed "Pre-Qualification Bid":

a. Covering Letter (Annexure-1)
b. Tender Fee and EMD in original (as applicable)
c. Power of Attorney / Authorization Letter
d. All documents as specified under Pre-Qualification Criteria (Clause 6.15)

6.21.2 **Technical Qualification Bid**

The following shall be submitted in physical form within the sealed envelope superscribed "Technical Qualification Bid":

i. Technical Bid in prescribed format.
ii. Details of past experience and project references.
iii. Technical data sheets and test certificates of components.
iv. Work plan, methodology, and implementation strategy.
v. Any other supporting documents as specified in the Technical Qualification Bid shall not contain any financial information. Inclusion of financial details in this envelope shall lead to rejection.
vi. MNREDA reserves the right to verify all Statements, information and documents, submitted by the Applicant in response to the EOI. Failure of MNREDA to undertake such verification shall not relieve the Applicant of its obligations or liabilities hereunder nor will it affect any rights of MNREDA there under. In case it is found during the evaluation or at any time before signing of the Agreement or after its execution and during the period of subsistence thereof, that one or more of the eligibility conditions have not been met by the Applicant or the Applicant has made material misrepresentation or has given any materially incorrect or false information, the Applicant shall be disqualified forthwith if not yet appointed as the successful bidder either by issue of the LOA or entering into of the Agreement, and if the Applicant has already been issued the LOA or has entered into the Agreement, as the case may be, the same shall, notwithstanding anything to the contrary contained therein or in this EOI, be liable to be terminated, by a communication in writing by MNREDA without MNREDA being liable in any manner whatsoever to the Applicant, as the case may be.

In such an event, MNREDA shall forfeit and appropriate the Bid Security as mutually agreed pre-estimated compensation and damages payable to MNREDA for, inter alia,

time, cost and effort of MNREDA, without prejudice to any other right or remedy that may be available to MNREDA.

6.21.3 **Financial Bid Document**

The Financial Bid shall be submitted separately in a sealed envelope superscribed "Financial Bid," containing the prescribed format (Annexure-5), duly filled and signed.

a. Bidder must clearly match the total cost of the work in both figures and words, in Indian Rupees, and should be signed by the Applicant's authorized signatory. In the event of any difference between figures and words, the amount indicated in words shall be considered. In the event of a difference between the arithmetic total and the total shown in the Financial Standard Bidding Document, the lower of the two shall be considered.
b. While submitting the financial bid Document, the Applicant shall ensure the following:
    I. All the costs associated with the assignment shall be included in the financial bid. The total amount indicated in the financial bid Document shall be without any condition attached or subject to any assumption and shall be final and binding. In case any assumption or condition is indicated in the Financial Bidding Document, it shall be considered non-responsive and liable to be rejected.
    II. The Financial bid document shall consider all expenses and tax liabilities including the GST. For the avoidance of doubt, it is clarified that all taxes as are applicable or may become applicable shall be deemed to be included in the costs shown under different items of the Financial Bidding Document. Further, all payments shall be subject to deduction of taxes at source as per applicable laws.
    III. Costs (including break down of costs) shall be expressed in INR.
    - The Bidders are required to quote the price up to two decimal points.
    - Submission of Bidding Documents by Respondents
    - Respondent shall submit responses (referred to as 'EOI' herein) only to the contact person mentioned in this EOI.

6.21.4 **General Conditions for Submission**

a. The Respondent shall submit the complete EOI response in physical (hard copy) form only, at the MNREDA office, within the stipulated deadline.
b. The EOI response shall be submitted in sealed envelopes as specified in this document, clearly indicating:
    - "Pre-Qualification Bid"
    - "Technical Qualification Bid"
    - "Financial Bid"
c. Submission through electronic, online, email, or any other mode shall not be accepted under any circumstances.
d. Bids received after the prescribed date and time shall be rejected.
e. The Empanelment process shall be conducted strictly based on the evaluation criteria and procedures defined in this document

The bidder shall follow all the instructions of the EOI document for empanelment and shall submit all the relevant documents as outlined in this EOI.

SUBMISSION OF DOCUMENTS

The bidder shall submit only the following documents in original hard copy at the office specified in the EOI, as part of the "Pre-Qualification Bid" envelope:

1. Cover letter and Power of Attorney
2. Original Demand Draft against Tender Fee
3. Original Demand Draft / Bank Guarantee against EMD (In case of MSME, Notarized copy of MSME Document needs to be submitted)

No other documents are required to be submitted separately outside the sealed bid envelopes. All

documents shall be submitted strictly in physical (offline) mode. Submission through electronic or online mode shall not be accepted.

The above documents shall be enclosed within the "Pre-Qualification Bid" envelope along with the relevant pre-qualification documents, duly sealed and superscribed as specified in this EOI.

A. For cover letter:

"EOI for Empanelment"

TENDER REFERENCE NO:……..

COVER LETTER & POWER OF ATTORNEY FOR EMPANELMENT OF VENDORS.

DO NOT OPEN BEFORE SPECIFIED TIME ON BID DUE DATE"

For Tender Fee:

"EOI for Empanelment"

TENDER REFERENCE NO:……..

TENDER FEE FOR EMPANELMENT OF VENDORS.

DO NOT OPEN BEFORE SPECIFIED TIME ON BID DUE DATE"

For EMD:

"EOI for Empanelment"

TENDER REFERENCE NO:……..

EMD FOR - EMPANELMENT OF VENDORS

DO NOT OPEN BEFORE SPECIFIED TIME ON BID DUE DATE"

The sealed envelopes containing the Cover letter, Tender Fee and EMD shall be placed in a sealed outer envelope that shall be super-scribed as follows:

"EOI for Empanelment"

TENDER REFERENCE NO:……..

COVERING LETTER, POA TENDER FEE AND EMD FOR EMPANELMENT OF VENDORS .

LAST DATE AND TIME OF BID SUMBISSION:……..

DO NOT OPEN BEFORE SPECIFIED TIME ON BID DUE DATE

BIDDERS NAME

ADDRESS

CONTACT DETAILS WITH EMAIL ID

B. PRE-QUALIFICATION BID ENVELOPE:

"EOI FOR EMPANELMENT OF VENDORS"

TENDER REFERENCE NO: _____

ENVELOPE - 1: PRE-QUALIFICATION BID

(Covering Letter, Power of Attorney, Tender Fee & EMD, and Pre-Qualification Documents)

LAST DATE AND TIME OF BID SUBMISSION: _____

DO NOT OPEN BEFORE THE SPECIFIED TIME AND DATE

NAME OF THE BIDDER: _____

ADDRESS: _____

CONTACT DETAILS (WITH EMAIL ID): _____

C. TECHNICAL QUALIFICATION BID ENVELOPE:

"EOI FOR EMPANELMENT OF VENDORS"

TENDER REFERENCE NO: _____

ENVELOPE - 2: TECHNICAL QUALIFICATION BID

(Technical Bid and Supporting Documents)

LAST DATE AND TIME OF BID SUBMISSION: _____

DO NOT OPEN BEFORE THE SPECIFIED TIME AND DATE

NAME OF THE BIDDER: _____

ADDRESS: _____
CONTACT DETAILS (WITH EMAIL ID): _____

D. FINANCIAL BID ENVELOPE:

"EOI FOR EMPANELMENT OF VENDORS"
TENDER REFERENCE NO: _____
ENVELOPE - 3: FINANCIAL BID
(Financial Bid – Annexure-5)
LAST DATE AND TIME OF BID SUBMISSION: _____
DO NOT OPEN BEFORE THE SPECIFIED TIME AND DATE
NAME OF THE BIDDER: _____
ADDRESS: _____
CONTACT DETAILS (WITH EMAIL ID): _____

1. Each envelope shall be separately sealed and superscribed as mentioned above.
2. The Financial Bid envelope shall not be placed inside the Pre-Qualification or Technical Bid envelopes.
3. All envelopes must be submitted physically at the MNREDA office before the due date and time.
4. Improper sealing or incorrect labeling may lead to rejection of the bid. The document properly sealed in envelope as described above shall either be hand delivered or sent by registered post acknowledgement due or courier to the address below:

Director,

Meghalaya New and Renewable Energy Development Agency,

PO- Nongmynsong, Mawpat, Near BSF Camp,

Shillong, 793019, Meghalaya

Email: mnreda.dir@gmail.com Phone: 0364-2953755

(Bids submitted by fax, telex, telegram, or e-mail shall not be entertained and shall be rejected).

5. MNREDA shall not be responsible for any delays, loss, or non-receipt of Bids.
6. The bidder shall follow all the instructions of the tender document for bidding and shall submit all the relevant documents as outlined on this EOI.

6.22 Expression of Interest Opening

Expression of Interest will be opened in the presence of the Respondents who choose to be present, on the date as mentioned in the Fact Sheet at the address indicated.

6.23 Evaluation Criteria and Evaluation of EOI Responses

6.23.1 MNREDA will evaluate the EOI responses received through its Evaluation Committee for detailed scrutiny. During evaluation, MNREDA may, at its discretion, ask the Respondents for clarifications on their EOI responses. The evaluation method will be as follows:

a. Least Cost Selection

*Abnormally high and low bids shall be rejected.

6.23.2 The process for evaluation of EOI responses is as follows:

a. Technical Evaluation: If a Technical Qualification Bid is found to be not substantially responsive, MNREDA shall reject it. Only those bids meeting the pre-qualification criteria shall be taken up for detailed Technical Evaluation.
b. The technical evaluation of bids will be carried out in two stages:
   i. The first stage shall involve verification of eligibility based on the Pre-Qualification Criteria specified in this EOI

ii. Only those bidders who meet the pre-qualification criteria shall be considered for Technical Qualification Evaluation.
iii. The Technical Qualification shall be evaluated based on the criteria specified. Bidders must score a minimum of 75 marks out of 100 to qualify for Financial Bid evaluation.
iv. During the Technical Evaluation stage, bidders may be required to make a presentation before the Evaluation Committee, if deemed necessary by MNREDA.
v. Only technically qualified bidders shall be considered for opening of Financial Bids

6.24 Evaluation Method

6.24.1 The selection shall be based on Least Cost Selection (LCS). Only those bidders who qualify in the Technical Evaluation (minimum 75 marks) shall be considered for Financial Bid evaluation. The bidder quoting the lowest price (L1) shall be selected.

6.24.2 In case two or more bidders quote the same L1 price, the bidder with the higher Technical Score shall be declared the successful bidder

6.25 Empanelment

The successful bidder(s) shall be empanelled with MNREDA for a period of one (1) year from the date of empanelment.

Any extension and/or renewal of the empanelment beyond the initial period shall be solely at the discretion of MNREDA and subject to such terms and conditions as may be prescribed by MNREDA at the time of such renewal.

Any ongoing assignments/projects as of the expiry of the empanelment period shall be completed by the empanelled vendor within a timeframe mutually agreed upon with MNREDA. In this regard, the decision of MNREDA shall be final and binding.

6.26 Timelines and Penalties

6.26.1 Timelines for implementation of the project:

Sl. No.	Particulars	Time Period	Days
	LOE issued to the successful bidders.		
1.	NOA/LOA issued to successful bidder		
2.	Kick-off meeting between stakeholders	T0	
3.	Distribution of sites and survey from DC/MNREDA/Power Department to be completed	T0+30	30
4.	Survey/Inspection done in batches and completion report submitted	T0+60	30
5.	Concurrence with MNREDA	T0+67	7
6.	Report Submission (BOM details site wise) and approval	T0+74	7
7.	Certification and Billing for supply part	T0+134	60
8.	Installation/ Testing/ Commissioning complete in all aspects	T0+194	60

6.26.2 Penalties

Sl.No.	Parameter	Deliverable	Penalty

1.	% System Availability per unit/plant =100%*{Y-(GF+FM+NOR+S+U)}/{Y-(GF+FM+NOR)} GF = Grid Failure FM = Force Majeure NOR = Non-Operational Y = Total available Hours in a year S = Scheduled Breakdown Hours U = Unscheduled Breakdown Hours	System Availability shall be at least 95%.	For every dip in percentage of MA below 95%, 0.5% of O&M charges shall be deducted from PBG and shall be limited up to a maximum of 2.5% of O&M charges for the year (O&M here is the CMC)
2.	Grievance redressal mechanism	The vendor will have a representative in all the districts to address maintenance related grievances from the beneficiaries. All written grievances should be responded in three days and resolved in 10 days.	Rs. 500/- per pending grievance from the Performance guarantee beyond the deliverable.
3.	Liquidated Damages	Shall be imposed @0.5% of the value of the delayed installation or of the unexecuted portion of the work for each week of the delay and part thereof subject to a maximum of 5% of the total value of the contract if the contractor does not successfully implement the project as per the implementation schedule and tender scope.	

Maximum penalty under the contract shall be 10% of the monthly/annual billing at any point of time. In case where the maximum penalty is breached, the authority can act including legal action against the bidder.

6.27 Confidentiality

Information relating to the examination, clarification, and comparison of EOI responses shall not be disclosed to any Respondent or any other person not officially concerned with the process until the empanelment process is completed.

Any undue use by a Respondent of confidential information related to the process may result in rejection of its EOI response.

During execution of the project, except with the prior written consent of MNREDA, the successful bidder and its personnel shall not disclose to any person or entity any confidential information acquired in the course of performance of the Agreement.

6.28 Amicable Resolution

a. In the event of any dispute between the Parties, either Party may require such dispute to be referred to the Director-cum-Member Secretary, MNREDA and the Chairman of the Board of Directors/governing body/competent authority of the successful bidder for amicable settlement. Upon such reference, the said persons shall meet no later than 7 (seven) days from the date of reference to discuss and attempt to amicably resolve the dispute.

b. If the dispute is not amicably settled within 15 (fifteen) days of the meeting for amicable resolution between the parties; either Party may refer the Dispute to arbitration in accordance with the provisions of subsequent clause.

6.29 Arbitration

a. Any dispute which is not resolved amicably shall be finally decided by reference to arbitration by a Board of Arbitrators
b. The provisions of the Arbitration and Conciliation Act, 1996 and Rules thereunder will be applicable, and the award made there under shall be final and binding upon the parties hereto, subject to legal remedies available under the law. Such differences shall be deemed to be a submission to arbitration under the Indian Arbitration and Conciliation Act, 1996, or of any modifications, Rules or re-enactments thereof. The seat and venue of such Arbitration proceedings will be held at Shillong, Meghalaya, India. Any legal dispute will come under the sole and exclusive jurisdiction of Shillong (Meghalaya), India. The language of arbitration proceedings shall be English.
c. The Board of arbitrators shall consist of 3 arbitrators, with each Party appointing one arbitrator and the third arbitrator being appointed by the two arbitrators so appointed. If the parties cannot agree on the appointment of the Arbitrator within a period of one month from the notification by one party to the other of existence of such dispute, then the Arbitrator shall be appointed by the High Court of Meghalaya, Shillong.
d. The Arbitrator shall make a reasoned award (the "Award"). Such award shall be implemented by the parties concerned within such time as directed by the Arbitrator in such Award.
e. The Successful Bidder and the State Nodal Agency (MNREDA) agree that an Award may be enforced against the Successful Bidder and/or the State Nodal Agency and their respective assets wherever situated as stated in Arbitration Award. Both the Parties to bear their own cost pertaining to the Arbitration Proceedings.

6.30 Exclusive Jurisdiction

The Courts of Meghalaya situated at Shillong shall have exclusive jurisdiction over all disputes arising under, pursuant to and/or in connection with the Bidding Process.

7. Section III: Scope of Work (SoW)

The scope of work includes end to end service comprising of the Design, Supply, Installation, Testing and Commissioning and Comprehensive maintenance of Off-Grid Solar Inverter Systems and Hybrid Solar Hybrid Inverter System Under CM Solar Mission in different districts of Meghalaya, at various locations as per the technical specifications and terms and conditions of the EOI Documen. The bidder shall also provide comprehensive maintenance for 5 years from the date of commissioning.

7.1 Scope of Work

7.1.1 Expression of Interest (EOI) For Empanelment of Vendors for Design, Supply, Installation, Testing and Commissioning and Comprehensive maintenance of Off-Grid Solar Inverter Systems and Hybrid Solar Hybrid Inverter System Under CM Solar Mission in different districts of Meghalaya

7.1.2 Delivery of all material to last mile shall be in the scope of the vendor without any additional claims.

7.1.3 The successful bidder shall have to make site survey in close coordination with MNREDA to identify a suitable location within the premises for the installation of the Hybrid Solar Inverter Systems, Off-grid Solar Inverter Systems, PCU, DCDB, ACDB, AJB, Earthing, LA including cable routing of PV Systems, cable routing for grid connectivity etc. The Scope of Work includes AC/DC cabling as per actual site requirement.

7.1.4 The successful bidder shall submit SITE SURVEY REPORT comprising of Single Line Diagram showing the position of components SPV Power Plant such as PV Module, PCU, DCDB, ACDB, AJB, Earthing, LA etc.) of each plant along with BOM for Off-grid Solar Inverter Systems and Hybrid Solar Inverter Systems.

7.1.5 The SITE SURVEY REPORT should be duly signed by the representative of successful bidder, User and representative of MNREDA and should get approved by MNREDA before execution of work.

7.1.6 The Scope of Work includes Warranty/ Guarantee of the Off-grid Solar Inverter Systems and Hybrid Solar Inverter Systems and Annual Maintenance Contract as detailed in the EOI.

7.1.7 All components and works shall adhere to relevant Indian Standards, State and Central policies and regulations and all statutory provisions under the Indian Law.

7.1.8 The successful bidder shall be entirely responsible for the execution of scope of work in accordance with this EOI including but not limited to its specifications, schedule and annexure. The successful bidder shall further provide guarantee and be responsible for the quality and workmanship of all materials and completed works, survey, correct designs and drawings, correct delivery of materials, erection, testing, commissioning and mandatory maintenance.

7.1.9 Any other works which is not mentioned but necessary for successful commissioning, Guarantee / Warranty and Annual Maintenance Contract for 5 (five) years would be in the scope of bidder. All approvals required for successful commissioning of the systems shall be in the scope of successful bidder.

7.1.10 The successful bidder shall repair at its own cost any damages caused to premises of installation during implementation of the work. MNREDA will not be liable for any such damages caused.

7.1.11 The successful bidder shall maintain an **active local office cum service centre** in each region where work is carried out under this empanelment to rectify faults within the stipulated timeframe described in the EOI document. **The details of local office cum service centre shall be submitted to MNREDA before signing of agreement.**

7.1.12 Systems installed under this scheme i.e., **Off-grid Solar Inverter Systems and Hybrid Solar Inverter Systems** shall meet technical specifications and construction standards as specified by MNRE/BIS/ISI/NABL/ISO/IEC/IS from time to time and standards specified in the EOI.

Non-compliance will be taken seriously to the extent of blacklisting of successful bidder apart from acting under any other law in force.

7.1.13 In line with maintenance and servicing report requirement, quarterly cleaning of dust from SPV panel shall be in the scope of successful bidder.

7.1.14 All final specifications (In line with MNRE specifications), bill of materials, quality assurance plan etc. shall be inspected, vetted and approved by MNREDA.

7.1.15 The successful bidder shall submit technical details of module, Inverter etc. and its test report, testing and commissioning report & handing over/taking over certificate of Plant, installed system photographs, and bill of material to MNREDA for future reference.

7.1.16 Operation manual containing the details of operation & maintenance practices, precautions, troubleshooting etc. and the details of service centres, particulars of service personnel shall be provided to each user / beneficiary and MNREDA in both the language i.e. English & local languages.

7.1.17 MePDCL may be consulted before finalization of voltage level and specification is made accordingly. The successful bidder will ensure the appropriate voltage connections before installation of the inverter. MNREDA will not be responsible for any damage caused due to voltage fluctuations or faulty installations by the vendor.

7.1.18 The system shall be deemed to be successfully installed & commissioned after 72 (seventy-two) hours of trouble-free operation of the system in compliance with IEC/BIS/MNRE standards.

7.1.19 Any kind of co-ordination including those regarding clearance, permits etc needed with various departments and authorities must be taken up by successful bidder itself and same shall be discussed with MNREDA beforehand.

7.1.20 After successful installation, commissioning, testing with User Acceptance Test (UAT) of complete systems, the asset is to be jointly handed over to the User. The Commissioning Certificate and Handing over Certificate covering the details of all the materials used and total work executed must be signed jointly by the authorized representative of User, representative of successful bidder and MNREDA District Project Officer. The format for commissioning certificate & handing over certificate will be provided by MNREDA.

7.1.21 User Acceptance Test (UAT) shall comprise of measurement and reporting of all technical parameters of the system jointly signed by successful bidder, representative of MNREDA and User. All BIS/MNRE technical standards shall be applicable for such UAT including inspection of support structures, modules, mounting, cabling, equipment levels, markings, placards, manufacturer identification, specifications and ratings. Relevant IEC/BIS/MNRE standards shall be guiding standards for such tests or inspections.

7.1.22 Taking over certificate & Operational Acceptance Certificate as well as completion certificates (As per approved formats of MNREDA) shall be issued accordingly on completion of requisite works and completion of Contract Period, if the complete scope of work is completed.

7.1.23 Commissioning and Handing over Certificate duly signed by User, MNREDA District Project Officer & the successful bidder.

7.1.24 Layout and as built drawings of the plant including distribution network.

7.1.25 Site test reports and operational parameters of the Plants.

7.1.26 All bidders must possess a valid Electrical Contractor's License and Wireman's License issued by the Inspectorate of Electricity, Government of Meghalaya, in compliance with Regulation 31(1) of the Central Electricity Authority (Measures relating to Safety and Electric Supply) Regulations, 2023; Rule 45(2) of the Indian Electricity Rules, 1956; and Sections 36 and 37 of the Government of Meghalaya Notification (Department of Power, Mining and Geology) dated 27th November 1973.

7.1.27 The Respective Autonomous District Council Trading License to be submitted by the Bidder at the beginning of their work. Delay in providing this license will invite cancellation of the work order.

7.1.28 All the equipment's submitted must be included in the ALMM (Approved list of Models and Manufacturers) as specified by Ministry of New and Renewable Energy (MNRE).

7.1.29 Levelled photographs of installed systems, minimum 10 (ten)levelled photographs of PV Modules etc. along with 3 (three) levelled photographs of sites (i) before installation, (ii) during installation and (iii) during imparting training to the user. The successful bidder shall not display the photograph of the work and shall not take advantage through publicity of the works without written permission of MNREDA.

7.1.30 Performance report for 3 (three) days after commissioning.

7.1.31 An undertaking by successful bidder certifying that the civil work will withstand the wind speed of 200-250 km/hr. in all weather conditions. (undertaking as well as STAAD report of structural design may require for approval before start of work).

7.1.32 Two sets of engineering, electrical drawings, Installation & O&M manuals are to be submitted by the successful bidder to MNREDA.

7.1.33 Successful bidder shall provide complete technical data sheets for each equipment giving details of technical specifications along with make / makes, basic design of the PV Installation setup along with protection equipment for approval before supply. The appropriate set of copies should be submitted to user / MNREDA after installation for future record.

7.1.34 For Capacities of 10 KVA, 25 KVA AND 40 KVA, the vendor shall obtain net-metering approval and ensure that the system complies with MSERC regulations for net metering, CEA safety standards, and DISCOM requirements for net metering, including submission of all technical documents, and completion of mandatory testing, inspection, and verification prior to grid synchronization. The system shall be interconnected and operated safely in parallel with the distribution network.

7.1.35 The vendor shall be fully responsible for end-to-end coordination for application, meter installation, inspection, testing, sealing, and commissioning with DISCOM. Where required, the vendor shall supply and install the solar generation meter, and ensure proper metering arrangement at the interconnection point until successful energization and operationalization of net metering.

7.2 Terms of Payment

MNREDA will release payment to the successful bidder as per the following schedule:

Installments	Fee Payable	Amount
1st Installment	The contractors shall be paid 10% of value of the contract value as Mobilization Advance against a Bank Guarantee in favor of Director, MNREDA from any Nationalized Bank or Scheduled valid for a period of 60 (Sixty) days from the date of acceptance of work order on submission of Factory approved Certificates, Delivery receipt to the site and submission of Pre-Dispatch Inspection report of the materials.	10%
2nd Installment	30% of the contract value of successful supply of the equipment complete in all aspects from supply point of view as per BOM approved by MNREDA in the designated on a good condition project site. This shall be subject to certification by the District Project Officer of MNREDA and Deputy Commissioner along with submission of Annexure A along with BOM and supply of equipment's at the site to Director, MNREDA.	30%

3rd Installment	50% of the contract's value on successful installation, testing and commissioning of the equipment, complete in all aspects. This shall be subject to certification by the District Project Officer of MNREDA and Deputy Commissioner along with submission of Annexure B, C, D & E to Director, MNREDA.	50%
4th Installment	10% of the remaining payment shall be released as retention payment @2% per year for the next 5 years from the date of commissioning.	10% (@ 2% per year for 5 years)

The beneficiary list may be provided in single lot or in multiple batches.

7.3 Force Majeure

The contractor shall not be considered default if delay in delivery occurs due to causes beyond his control such as acts of God, natural calamities, civil wars, strikes, fire, frost, floods, riot. Only those clauses which have duration of more than seven days shall be considered cause of force/calendar majeure. A notification to this effect duly certified by concerned statutory or competent authority shall be given by the contractor to MNREDA by registered/speed post later. In the event of delay due to such causes, the delivery schedule will be extended for the length of time equal to period of force majeure or at the option of MNREDA, the order may be cancelled. Such cancellations would be without any liability whatsoever on the part of MNREDA. In the event of such cancellation, the contractor shall refund any amount advanced/paid to it by MNREDA and deliver back any materials issued to it by the purchaser and release facilities if any provided by the purchaser.

7.4 Termination for Insolvency

MNREDA may at any instance/time may terminate the vendor/successful bidder from the contract by giving written notice if the vendor/successful bidder become bankrupt or otherwise insolvent. In this event, termination will be without compensation, provided that such termination will not prejudice or affect any right of action/remedy which has accrued or will accrue thereafter to MNREDA.

7.5 Completion Period

There shall be a completion period of 195 days as mentioned below in the clause 6.26.1

8. Section IV: Technical Bidding Document

The following are the response formats to be used by bidders for the Bidding Document related to the selection of bidders.

The documents shall be submitted in physical/offline mode only, in sealed envelopes, as specified in the tender document. No online submission shall be permitted.

Bidders are required to submit all documents in separate sealed envelopes clearly superscribed as per instructions provided in the tender document, including Tender Fee, EMD (where applicable), and all supporting documents.

In case of MSME bidders, a notarized copy of the MSME certificate shall be submitted along with the bid.

8.1 Bidding Document Form

Covering Letter for Selection of Bidders

The Respondents are required to submit the covering letter in the format provided in Annexure-1.
This form must be:

- Printed on the letterhead of the Respondent
- Duly signed and stamped by the authorized signatory
- Included in the appropriate envelope as prescribed in the bid submission instructions

8.2 Technical Bidding Document Formats

The Respondents are required to submit their Technical Bidding Documents in physical form, strictly in the formats given in this Expression of Interest (EOI).
All technical documents shall be:

- Placed in the designated sealed envelope
- Properly indexed and page-numbered
- Signed and stamped on each page by the authorized signatory

8.3 Substitution and Withdrawal of Bids

8.3.1 A Bidder may substitute or withdraw its Bid after submission but prior to the specified time on the Bid Due Date, provided that a written notice of substitution or withdrawal is submitted to MNREDA in physical form at the designated submission address.

8.3.2 If MNREDA receives a written substitution notice from a Bidder before the specified time on the Bid Due Date.

- The Bidder shall be allowed to submit a substituted Bid in a sealed envelope, clearly marked as “SUBSTITUTION”
- The original Bid shall be returned unopened to the Bidder.

8.3.3 If MNREDA receives a written withdrawal notice before the specified time on the Bid Due Date:

- The Bid shall be returned unopened to the Bidder
- The envelope shall be marked as “WITHDRAWN”.

8.3.4 No Bid may be substituted or withdrawn after the specified time on the Bid Due Date, under any circumstances.

8.3.5 All envelopes (Original, Substitution, Withdrawal) must be properly sealed and clearly superscribed with:

- Tender Name
- Tender Number
- Bidder’s Name and Address
- Type of Submission (Original / Substitution / Withdrawal)

9. Section V: Opening and Evaluation of Bids

9.1 Opening of Bids

9.1.1 MNREDA shall only open those Bids that are submitted on or before the specified time and place on the Bid Due Date.

9.1.2 MNREDA shall open the Bids at the time and on the date specified in the Bid Schedule and at the address set out below or any other address communicated to the Bidders:

Auditorium, MNREDA.

Near BSF Camp, PO-Nongmynsong, Shillong, Meghalaya – 793019

As the bid is physical submission, the Bids shall be opened physically in the presence of bidders or their authorized representatives, if they choose to attend, or as specified by MNREDA committee.

9.1.3 The names of all Bidders who have submitted Bids will be listed out with details as per MNREDA guidelines/ procedures, at its sole discretion, may consider appropriate, will be announced during the bid opening or communicated through appropriate mode as suitable.

9.1.4 The outer envelopes submitted physically will be opened to evaluate the cover letter as well as tender fee & EMD (In case of MSME, Notarized copy of MSME Document needs to be submitted). Other envelopes shall be opened/evaluated as per the prescribed envelope system.

9.1.5 Once all the Bid Application Letters have been opened, they will be evaluated for responsiveness and to determine whether the Bidders are qualified Bidders. The procedure for evaluation of the responsiveness of the Bid Application Letters and the eligibility of Bidders is set out in this EOI.

9.1.6 The qualified Bidders will be informed of a date, time and place (if required) for the opening and evaluation of their Financial Bids.

9.1.7 Bids of only the qualified Bidders will be considered for opening and evaluation on the intimated date. All qualified bidders will have their financial bid opened on the following day. The Financial Bids will be evaluated as per the condition mentioned in the EOI and MNREDA Committee acceptable norms for empanelment. The procedure for evaluation of the Financial Bids is set out in this EOI.

9.1.8 Bidders are advised that the qualification of Bidders and evaluation of the Bids will be entirely at the discretion of MNREDA. Bidders will be deemed to have understood and agreed that no explanation or justification on any aspect of the empanelment process or selection will be given.

9.1.9 Any information contained in a Bid will not in any manner be construed as binding on MNREDA, its agents, successors, or assigns; but will be binding on the Bidder, if the empanelment/Contract is subsequently awarded to it based on such information.

9.2 Responsiveness of the Bid Application Letters and Qualifications of Bidders

9.2.1 The Bid Application Letters will first be evaluated for responsiveness to the EOI. If any Bid is found

a. not to be complete in all respects; or
b. not duly signed by the authorized signatory of the Bidder; or
c. not to be in the prescribed formats; or
d. to contain material deviations or reservations, then such Bid will be deemed to be substantially non-responsive.

9.2.2 For the avoidance of doubt, a "material deviation or reservation" is one that:

a. affects in any substantial way, the scope or the terms and conditions of implementation of the contract; or
b. limits in any substantial way that is inconsistent with the Tender Documents, MNREDA's rights; or

c. Would affect unfairly the competitive position of other Bidders submitting substantially responsive bids.

9.2.3 A substantially non-responsive Bid Application Letter shall be liable to be rejected, unless MNREDA opts to seek clarifications from the Bidder or to construe information submitted by the Bidder in the manner that MNREDA deems fit.

9.2.4 MNREDA will evaluate only those Bid Application Letters that are found to be substantially responsive and to determine whether such Bidders satisfy the Eligibility Criteria.

9.2.5 To determine whether the Bidder satisfies the Eligibility Criteria, MNREDA will examine the documentary evidence of the Bidder's eligibility submitted by the Bidder and any additional information which MNREDA receives from the Bidder upon request by MNREDA.

9.2.6 After completion of the evaluation of the responsiveness of the Bid Application Letters and the eligibility of the Bidders, the subsequent stages of the bid evaluation process as outlined in this EOI shall take place as mentioned in the NIT (MNREDA reserves the right to change date or time if need arises)

9.2.7 The Technical Bids and the Financial Bids of those Bidders who are not declared as Qualified Bidders will be returned to them unopened.

9.3 Financial Bid Evaluation

9.3.1 Upon opening of the Financial Bids of the Bidders, they will first be evaluated for responsiveness to the EOI. If any Financial Bid is found:

a. not to be complete in all respects; or
b. not duly signed by the authorized signatory of the Bidder; or
c. not to be in the prescribed format; or
d. to contain any material deviations or reservations, then such Technical and Financial Bid shall be deemed to be substantially non-responsive.

9.3.2 A substantially non-responsive Financial Bid shall be rejected outright. MNREDA will only evaluate Financial Bids of those Qualified Bidders that have been found to be substantially responsive.

9.3.3 Once the Financial Bids of the Qualified Bidders have been opened and evaluated for substantial responsiveness:

a. MNREDA shall notify (through appropriate communication mode) the qualified bidder whose Bid has been found to be at par as per the stated bid evaluation methodology as outlined in this EOI and invite such Bidder to be present at the Selection Meeting.
b. MNREDA shall notify a Qualified Bidder (from technical stage) whose Financial Bid is found to be substantially non-responsive, that their Bid shall not be evaluated further.

9.3.4 For selecting the Bidder for award of the Contract, the objectives of MNREDA are two-fold:

a. to select a Successful Bidder for implementation CM SOLAR MISSION in the State of Meghalaya, and
b. To select Bidder that:
    i. is a Qualified Bidder.
    ii. has submitted a substantially responsive Technical and Financial Bid; and
    iii. is the successful bidder as per the methodology outlined in this EOI.
    iv. Bidder meeting these criteria shall be awarded the Contract.
c. MNREDA will follow the procedure set out below for selecting the Successful Bidder:
    i. MNREDA shall announce the bidders who have qualified the technical bid/bid application letter responsiveness as notified. MNREDA shall also notify the unqualified bidders that their financial bid shall not be evaluated further.
    ii. On the day of opening the Financial Bid, MNREDA shall evaluate and tabulate the price quoted by each qualified Bidder that has submitted substantially responsive Financial Bid.

iii. During tabulation, MNREDA shall check for arithmetical errors in each Financial Bid being evaluated. If any arithmetical errors are found, then they shall be rectified as follows:
   - If there is a discrepancy between words and figures in any or all the price quoted, then the amount in words shall prevail.
   - If there is a discrepancy between words and figures quoted for the total price, the amount in words shall prevail.

d. Once the Total Price quoted by each qualified Bidder in a substantially responsive Financial Bid has been opened, MNREDA shall be rank the qualified bidders as per the methodology and criteria set out in this EOI.

9.4 Clarification on Bids

9.4.1 In evaluating the Bid Application Letters, MNREDA may seek clarifications from the Bidders regarding the information in the Bid Application Letter by making a request to the Bidder. The request for clarification and the response shall be in writing. Such response(s) shall be provided by the Bidder to MNREDA within the time specified by MNREDA for this purpose. If a Bidder does not provide clarifications sought by MNREDA within the prescribed time, MNREDA may elect to reject its Bid. If MNREDA elects not to reject the Bid, MNREDA may proceed to evaluate the Bid by construing the particulars requiring clarification to the best of its understanding, and the Bidder shall not be allowed to subsequently question such interpretation by MNREDA.

9.4.2 MNREDA may not seek any clarifications from the Bidders regarding the information in the Financial Bids. No change in the prices quoted by the Bidder or any material change to the substance of any Financial Bid shall be sought, offered or permitted

10. Section VI: Award of Contract

10.1 Notification of Award

10.1.1 Upon selecting the Successful Bidder in accordance with the terms of this EOI, MNREDA shall send the proposal to Empanelment evaluation committee for its approval. After obtaining the approval of Empanelment evaluation committee, MNREDA shall issue 2 original copies of a Letter of Acceptance (the LOA) to the Successful Bidder:

a. declaring it as the Successful Bidder.
b. requesting it to fulfil the conditions specified in this EOI; and
c. Subject to fulfilment of the conditions specified in this EOI, requesting it to execute the Contract and to fulfil the conditions precedent to execution in accordance with terms of this EOI and the contract.

10.1.2 Within 3 days of receiving the LOA, the Bidder declared as the Successful Bidder shall: Sign and return 1 original copy of the LOA to MNREDA as acceptance thereof and in acceptance of the terms of the draft Contract issued by MNREDA in accordance with the terms of this EOI and it will be required to notify its acceptance of the terms of such further draft Contract; and

10.1.3 If the Bidder that is issued the LOA does not comply with the condition set out in the preceding clause, MNREDA may elect to grant such Bidders an extension of time for the completion of such condition(s) or to disqualify the Bidders selected as the Successful Bidder.

10.1.4 If MNREDA elects to disqualify such Bidder, then MNREDA may:

a. Evaluate the bids of the Qualified Bidders received in accordance with the procedure as set out in this EOI.
b. MNREDA may exercise this option only during the validity period of the Bids, as extended from time to time, and not thereafter.

10.2 Execution of the Contract

10.2.1 The Successful Bidder shall execute the Contract in the draft form published by MNREDA as set out in this EOI or in the further draft form issued by MNREDA, with minimal changes or amendments being made to reflect facts or to correct minor errors. MNREDA shall, before the date specified in the Bid Schedule for the execution of the Contract, provide the Successful Bidder with the final execution draft of the Contract.

10.2.2 MNREDA shall not entertain any request from the Successful Bidder for negotiations of or deviations to the final execution draft of the Contract provided by MNREDA under the preceding clause.

10.2.3 If the Successful Bidder seeks to materially negotiate or seeks any material deviations from the final execution draft of the Contract, MNREDA may elect to disqualify the Successful Bidder and revoke the LOA issued to the Successful Bidder. If MNREDA elects to disqualify such Bidder and revoke the LOA, then the consequences set out in this EOI shall follow.

10.2.4 Subject to the Successful Bidder complying with the terms set in this EOI, MNREDA and the Successful Bidder shall execute the Contract on the date specified in the Bid Schedule or such other date notified by MNREDA. The Contract shall be executed in the form of the final execution draft provided by MNREDA as set out in this EOU.

10.2.5 If MNREDA is ready and willing to execute the Contract, but the Successful Bidder does not agree to execute the Contract within the time period specified in the preceding clause or to fulfil the conditions precedent to the execution of the Contract that are specified in this SBD, MNREDA may elect to grant the Successful Bidder an extension of time for the execution of the Contract or to disqualify the Successful Bidder and revoke the LOA. If MNREDA elects to disqualify such Bidder and revoke the LOA, then the following consequences shall follow:

a. The Bidder shall forfeit its Earnest Money Deposit (EMD), if applicable, without any further notice;

b. The Bidder may be barred/blacklisted from participating in future bids/empanelment processes of MNREDA for a period as determined by MNREDA;
c. MNREDA shall be entitled to recover any direct losses, damages, or additional costs incurred due to the Bidder's failure to honour the LOA, in accordance with applicable laws;
d. MNREDA shall have the right to proceed with the selection/empanelment of another Bidder in accordance with the provisions of this EOI;
e. The Bidder shall have no claim whatsoever against MNREDA arising out of or in connection with such disqualification or revocation of the LOA; and
f. Such other actions as may be deemed appropriate by MNREDA in accordance with applicable rules, regulations, and legal provisions shall be taken.

11. Annexures

11.1 Annexure 1: Covering Letter

Covering Letter (on Bidder's letter head)

Date:

To,

Director,
Meghalaya New and Renewable Energy Development Agency,
Near BSF Camp, PO-Nongmynsong,
Shillong, Meghalaya – 793019

Sub: Expression of Interest (EOI) for Empanelment of Vendors for Design, Supply, Installation, Testing and Commissioning and Comprehensive Maintenance of Off-Grid Solar Inverter Systems and Hybrid Solar Hybrid Inverter System under CM Solar Mission in different districts of Meghalaya

Dear Sir,

1. Having examined the EOI, we, the undersigned, offer to propose for the selection of bidders with MNREDA, in full conformity with the said EOI.
2. We have read the provisions of EOI and confirm that these are acceptable to us. We further declare that additional conditions, variations, deviations, if any, found in our Bidding Document shall not be given effect too.
3. We agree to abide by this Bidding Document, consisting of this letter, the Pre- qualification and Technical Bidding Document, the duly notarized written power of attorney, and all attachments including the presentation to be made to the evaluation Committee, if required, it shall remain binding upon us and at any time before the expiration of the period of engagement.
4. Until the formal final Contract is prepared and executed between us, Standard Bidding Document, together with your written acceptance of the Bidding Document and your notification of award, shall constitute a binding contract between us.
5. We hereby declare that all the information and statements made in this Bidding Document are true and accept that any misinterpretation contained in it may lead to our disqualification.
6. We understand you are not bound to accept any Bidding Document you receive.

Signature……
In the capacity of……
Duly Authorized to sign Standard Bidding
Document for and on behalf of……..
Date……..
Place……

11.2 Annexure 2: Agreement for Engagement (Draft)

THIS UNDERTAKING CUM AGREEMENT ("Agreement") is executed on this [date] day of [month], [year], by and between:
M/s [Full Legal Name of Contractor], , having its registered/branch office at [full address], through its Authorized Signatory, Mr./Ms. [Name], [Designation] (hereinafter referred to as the "Contractor", which expression shall, unless repugnant to the context or meaning thereof, include its successors and permitted assigns).

IN FAVOUR OF
Meghalaya New and Renewable Energy Development Agency (MNREDA), having its office at [MNREDA office address], through its director or authorized representative (hereinafter referred to as the "Employer" or "MNREDA").

The Contractor hereby makes the following declarations, undertakings and covenants which shall be legally binding upon the Contractor:

1. DEFINITIONS AND INTERPRETATION

1.1 "ADC" means the competent Autonomous District Council having jurisdiction, namely Khasi Hills Autonomous District Council (KHADC), Jaintia Hills Autonomous District Council (JHADC), or Garo Hills Autonomous District Council (GHADC), as applicable.

1.2 "EOI" means Expression of Interest No. MNREDA/EOI/2026/1987/100, dated XXth May 2026, issued by MNREDA, including all addenda/corrigenda.

1.3 "Trading License" means a valid and subsisting license for trading issued by the competent ADC to a non-tribal, as required under the applicable Regulations.

1.4 "Working Day" means a day other than a Saturday, Sunday, or public holiday at Shillong, Meghalaya.

1.5 Unless defined herein, capitalized terms shall have the meanings assigned in the Contract between the Parties for the Works described in Clause 2 below. Headings are for convenience and do not affect interpretation.

2. SCOPE AND REFERENCE TO CONTRACT

2.1 The Employer has awarded/shall award to the Contractor the work titled: "**Expression of Interest (EOI) For Empanelment of Vendors for Design, Supply, Installation, Testing and Commissioning and Comprehensive maintenance of Off-Grid Solar Inverter Systems and Hybrid Solar Hybrid Inverter System Under CM Solar Mission in different districts of Meghalaya**" (the "Works").

2.2 This Agreement supplements and forms an integral part of the Contract documents between the Parties and shall prevail in case of any inconsistency concerning matters addressed herein.

3. UNIFORM TRANSPORTATION/LOGISTICS COST – STATEWIDE

3.1 The Contractor undertakes that the transportation/logistics cost quoted in its Price Bid/BoQ—comprising freight, loading/unloading, handling, last mile carriage, carriage to site, and transit insurance up to the point of installation/hand over—has been determined after due consideration of all applicable factors including distance, terrain, remoteness, accessibility, road conditions, and logistical constraints across various districts of Meghalaya.

3.2 The Contractor agrees that the quoted rates are inclusive of all such factors and shall remain firm and fixed during the entire contract period, including any extensions. No claim for escalation, variation, or additional compensation on account of distance, terrain, remoteness, or location-specific challenges shall be entertained by MNREDA after submission of the bid.

3.3 The Contractor confirms that its quoted item rates include the cost of transportation/logistics applicable across different project locations within the State. No separate line item or post-award request for additional transportation or differential logistics cost shall be admissible.

3.4 Any claim for additional or revised transportation/logistics charges, contrary to the provisions of this Agreement, shall be treated as a material breach of contract, entitling MNREDA, without prejudice to its other rights and remedies, to (i) reject such claims; (ii) withhold or set off payments

due; (iii) forfeit EMD/Performance Security/Bank Guarantee; and/or (iv) terminate the Work Order/Contract for default.

4. PAYMENT HOLD

4.1 Notwithstanding anything to the contrary, no payment shall be released to the Contractor until submission of the valid Trading License in accordance with Clause 4.

5. REPRESENTATIONS

5.1 The Contractor represents that: (i) this Agreement has been duly authorized and executed; (ii) the undersigned is competent to bind the Contractor; and (iii) the Contractor has read and understood the risks, legal implications, and consequences associated with this Agreement and the underlying statutory requirements.

6. GOVERNING LAW AND JURISDICTION

6.1 This Agreement shall be governed by and construed in accordance with the laws of India. Subject to the dispute resolution provisions of the Contract (if any), the courts at [Shillong, Meghalaya] shall have exclusive jurisdiction.

7. MISCELLANEOUS

7.1 Severability: If any provision is held invalid, the remaining provisions shall remain in full force and effect.

7.2 No Waiver: Failure or delay in exercising any right shall not operate as a waiver thereof.

7.3 Notices: All notices shall be served as per the Contract's notice clause, to the addresses stated above or as updated in writing.

7.4 Precedence: In case of conflict concerning matters herein, this Agreement shall prevail over other Contract documents, solely to the extent of such conflict.

IN WITNESS WHEREOF, the Contractor has executed this Undertaking-cum-Agreement on the date first written above.

Signed by	Signed by .....
for and on behalf of the Employer	for and on behalf the Contractor
Director Meghalaya New and Renewable Development Agency Meghalaya, Shillong	
in the presence of:	in the presence of:
Witness, Name, Signature, Address, Date	Witness, Name, Signature, Address, Date

Note: If the Bidders consists of more than one entity, all these entities should appear as signatories.

11.3 Annexure 3: Details of the Bidder

1. Details Of the Bidder
   a. Name:
   b. Address of the corporate headquarters and its branch office(s), if any:
   c. Date of incorporation and/or commencement of business:
   d. Corporation Identification Number:
   e. PAN:
   f. Name and contact details of Branch Head in the State.
   g. Address and contact number of its branch office in the State, if any.
2. Details of authorized signatory who will serve as the point of contact/communication for MNREDA:
   a. Designation: Assistant Director (Solar - I), MNREDA
   b. Department: Meghalaya New and Renewable Energy Development Agency,
   c. Department of Power, Government of Meghalaya
   d. Address: Meghalaya New and Renewable Energy Development Agency, Government of Meghalaya, PO-Nongmynsong, Mawpat, Near BSF Camp, Shillong, 793019,
   e. Telephone Number: 0364-2953755
   f. E-mail Address: mnreda.dir@gmail.com
3. Particulars of the Authorized Signatory of the Bidder:
   a. Name:
   b. Designation:
   c. Company:
   d. Address:
   e. Telephone Number:
   f. E-mail Address:
4. A statement by the Bidder disclosing whether it has been blacklisted by any other government entity and declared ineligible to bid for government sponsored schemes.
5. If the Bidder has been black-listed by any government entity, please provide brief details of such blacklisting, including the date on which the Bidder was black-listed, the term for which it was black-listed and the reasons for its black-listing (Attach extra sheets, if necessary): [Note. If this is not applicable, please state "Not applicable".]
6. A statement by the Bidder disclosing whether it has:
   a. failed to perform any contract for the implementation of a government sponsored scheme, as evidenced by the imposition of a penalty by an arbitral or judicial authority or an arbitral award or judicial pronouncement against it; or
   b. been expelled from a contract for the implementation of a government sponsored scheme by any government or government instrumentality; or
   c. had any contract for the implementation of a government sponsored scheme terminated by any government or government instrumentality for breach by it, In the 3 years immediately prior to the Bid Due Date.

If any of these Eligibility Criteria are breached by the Bidder, please provide brief details of such failure to perform, termination or its being expelled along with details of such contract(s) and the counterparties to such contract(s) (Attach extra sheets, if necessary): [Note. If this is not applicable, please state "Not applicable".]

11.4 Annexure 4: Format of Financial Bid

Bidder shall submit the Financial Bid separately in a sealed envelope in prescribed format (Annexure-4) as part of offline submission. Financial Bid shall not be submitted along with Pre-Qualification or Technical Bid envelopes.

From

[insert name of Bidder]
[Insert address of Bidder]

Date: [insert date] 2026

To,

Dr. Joram Beda, IAS,
Member Secretary cum Director, MNREDA Commissioner and Secretary, Government of Meghalaya
Meghalaya New and Renewable Energy Development Agency, Government of Meghalaya,
PO-Nongmynsong, Mawpat, Near BSF Camp, Shillong – 793019
Email: mnreda.dir@gmail.com, Phone: 0364-2953755

Sub: Financial Bid for EOI for Empanelment of Vendors for Design, Supply, Installation, Testing and Commissioning and Comprehensive Maintenance of Off-Grid Solar Inverter Systems and Hybrid Solar Hybrid Inverter System under CM Solar Mission in different districts of Meghalaya

Dear Sir,
With reference to your EOI dated_____we, [insert name of Bidder], wish to submit our Financial Bid for the award of the Contract for the implementation of CM Solar Mission in the State of Meghalaya.

We hereby submit our Financial Bid, which is unconditional and unqualified. We have examined the EOI, including all the Addenda.

We hereby acknowledge and confirm that all the undertakings and declarations made by us in our Pre-Qualification and Technical Qualification Bids are true, correct and accurate as on the date of opening of our Financial Bid.

We are quoting our prices in the prescribed Financial Bid format (Annexure-4), submitted separately in a sealed envelope as per the provisions of the EOI.:

Sl.No.	Item Description	Quantity	Unit rate in INR	Total amount in Figures to be entered By Bidder in INR	GST Amount in INR	Total Amount with Taxes in INR

1.	Design, supply, installation, testing, Comprehensive Maintenance Charges and commissioning of **0.85 kVA** Hybrid Solar Inverters on Turn-Key Basis.	1 no.				
2.	Design, supply, installation, testing, Comprehensive Maintenance Charges and commissioning of **1.7 kVA** Hybrid Solar Inverters on Turn-Key Basis.	1 no.				
3.	Design, supply, installation, testing, Comprehensive Maintenance Charges and commissioning of **3 kVA** Hybrid Solar Inverters on Turn-Key Basis.	1 no.				
4.	Design, supply, installation, testing, Comprehensive Maintenance Charges and commissioning of **5 kVA** Hybrid Solar Inverters on Turn- Key Basis.	1 no.				
5.	Design, supply, installation, testing, Comprehensive Maintenance Charges and	1 no.				

	commissioning of **10 kVA** Hybrid Solar Inverters on Turn- Key Basis.					
6.	Design, supply, installation, testing and commissioning of **25 kVA** Hybrid Solar Inverters on Turn- Key Basis.	1 no.				
7.	Design, supply, installation, testing, Comprehensive Maintenance Charges and commissioning of **40 kVA** Hybrid Solar Inverters on Turn- Key Basis.	1 no.				
8.	Design, supply, installation, testing, Comprehensive Maintenance Charges and commissioning of **1.1 kVA** Off-Grid Solar Inverters on Turn- Key Basis.	1 no.				
9.	Design, supply, installation, testing, Comprehensive Maintenance Charges and commissioning of **2.2 kVA** Off-Grid Solar Inverters on Turn- Key Basis.	1 no.				

[Note to Bidders: The Bidders are required to quote the price up to two decimal points.]

1. We acknowledge, confirm and undertake that:
    a. All of our representations, warranties and undertakings made in our Bid Application Letter are hereby reiterated and applied to this Financial Bid.
    b. The Price quoted by us, is inclusive of all costs, expenses, service charges, taxes, and overheads.
    c. The Price quoted by us shall apply across all locations for the State of Meghalaya.
    d. The terms and conditions of the EOI and the Price quoted by us for the implementation of the Scheme are determined on a technically sound basis, are financially viable and in accordance with our underwriting policy and are sustainable on the basis of information and experience available in our records.
    e. MNREDA shall select the Successful Bidder based on the L1 method as set out in the EOI and that MNREDA may also decide to annul the Empanelment Process.
    f. If we are declared as the Successful Bidder, we will be required to provide the goods and services in all the districts of the State of Meghalaya as per the terms of the EOI. Accordingly, the Price quoted by us by us shall apply across all locations in the State of Meghalaya for each system during the Term of the Contract. We shall not be entitled to seek or claim any change in the Prices for any district except in accordance with the express terms of the contract.

In witness thereof, we submit this Financial Bid under and in accordance with the terms of the EOI.

Dated this [insert] day of [insert month] 2024

Signature

_____

11.5 Annexure 5: General Technical Particulars and Technical Specifications

11.5.1 Requirements for Solar Inverter Systems

Technical requirements for 0.85 KVA Hybrid Solar Inverter System:

System Type	**0.85kVA**
PV Array	
Solar Panel Capacity	510Wp
Solar Panel Size	170W X 3
Solar module type	12V 170W Solar Panel (Poly)
Battery	
Battery Capacity	150Ah 12V Lead acid
Battery Sizing	150Ah X 1
Inverter	
Inverter	500VA
Inverter Type	PWM
Inverter Character	Pure Sine Wave
Comprehensive Maintenance Contract	5 years
Transportation and installation	Last mile delivery and installation at site
Accessories and installation fittings	
Module Mounting Structure (GI)	The components and accessories (including additional requirement) will be provided as per the system and site requirements.
DC and AC cables	
Conduit Pipe	
Connectors	
Earthing Equipment	
Earthing Cable	
Lighting Arrestor Spike type	
ACDB and DCDB	

Technical requirements for 1.7 KVA Hybrid Solar Inverter System:

System Type	**1.7 KVA**
PV Array	
Solar Panel Capacity	1050Wp
Solar Panel Size	350W X 3
Solar module type	24V 350W Solar Panel (Mono)
Battery	
Battery Capacity	150Ah 12V Lead Acid
Battery Sizing	150 Ah X 2
Inverter	
Inverter	1700 VA- 1800 VA
Inverter Type	MPPT
Inverter Character	Pure Sine Wave
Comprehensive Maintenance Contract	5 years
Transportation and installation	Last mile delivery and installation at site
Accessories and installation fittings	
Module Mounting Structure (GI)	The components and accessories (including additional requirement) will be provided as per the system and site requirements.
DC and AC cables	
Conduit Pipe	
Connectors	
Earthing Equipment	
Earthing Cable	
Lighting Arrestor Spike type	
ACDB and DCDB	

Technical requirements for 3 KVA Hybrid Solar Inverter System:

System Type	3kVA
PV Array	
Solar Panel Capacity	*3150Wp*
Solar Panel Size	350Wp X 9
Solar module type	24V 350Wp Solar Panel *(Mono)*
Battery	
Battery Capacity	200Ah 12V Lead acid
Battery Sizing	200Ah X 4
Inverter	
Inverter	3kVA
Inverter Type	MPPT
Inverter Character	Pure Sine Wave
Comprehensive Maintenance Contract	5 years
Transportation and Installation	Last mile delivery and installation at Site
Accessories and installation fittings	
Module Mounting Structure (GI)	The components and accessories (including additional requirement) will be in the scope of bidder and shall be supplied / provided as per the system and site requirements. **Note: Any extra material/equipment/ accessories consumed/required during the project implementation shall be in the scope of the Bidder. The same shall follow the terms outlined in this SBD. No extra payment shall be made for such items bought.**
DC and AC cables	
Conduit Pipe	
Connectors	
Earthing Equipment	
Earthing Cable	
Lighting Arrestor Spike type	
ACDB and DCDB	

Technical requirements for 5 KVA Hybrid Solar Inverter System:

System Type	5kVA
PV Array	
Solar Panel Capacity	5500Wp
Solar Panel Size	550Wp X 10
Solar module type	Mono Crystalline
Battery	
Battery Capacity	150Ah 12V c10 Lead Acid
Battery Sizing	150 Ah X 8
Inverter	
Inverter	5kVA
Inverter Type	MPPT
Inverter Character	Pure Sine Wave
Comprehensive Maintenance Contract	5 years
Transportation and installation	Last mile delivery and installation at site
Accessories and installation fittings	
Module Mounting Structure (GI)	The components and accessories (including additional requirement) will be in the scope of bidder and shall be supplied / provided as per the system and site requirements. **Note: Any extra material/equipment/ accessories consumed/required during the project implementation shall be in the scope of the Bidder. The same shall follow the terms outlined in this SBD. No extra payment shall be made for such items bought.**
DC and AC cables	
Conduit Pipe	
Connectors	
Earthing Equipment	
Earthing Cable	
Lighting Arrestor Spike type	
ACDB and DCDB	

Technical requirements for 10 KVA Hybrid Solar Inverter System:

System Type	10 kVA
PV Array	
Solar Panel Capacity	10000 Wp
Solar Panel Size	550 Wp X 19
Solar module type	Mono Crystalline
Battery	
Battery Capacity	200Ah 12V c10 Lead acid
Battery Sizing	10 batteries
Inverter	
Inverter	10kVA
Inverter Type	10 kW MPPT Inverter with Net Metering
Inverter Character	Pure Sine Wave
Comprehensive Maintenance Contract	5 years
Transportation and Installation	Last mile delivery and installation at Site
Accessories and installation fittings	
Module Mounting Structure (GI)	The components and accessories (including additional requirement) will be in the scope of bidder and shall be supplied / provided as per the system and site requirements. **Note: Any extra material/equipment/ accessories consumed/required during the project implementation shall be in the scope of the Bidder. The same shall follow the terms outlined in this SBD. No extra payment shall be made for such items bought.**
DC and AC cables	
Conduit Pipe	
Connectors	
Earthing Equipment	
Earthing Cable	
Lighting Arrestor Spike type	
ACDB and DCDB	

Technical requirements for 25 KVA Hybrid Solar Inverter System:

System Type	25 kVA
PV Array	
Solar Panel Capacity	25000 Wp
Solar Panel Size	550 Wp X 46
Solar module type	Mono Crystalline
Battery	
Battery Capacity	Solar Battery VRLA Gel Battery 2V DC 600 AH
Battery Sizing	Battery Bank of 120 batteries
Inverter	
Inverter	25kVA
Inverter Type	25 kW MPPT Inverter with Net Metering
Comprehensive Maintenance Contract	5 years
Transportation and Installation	Last mile delivery and installation at Site
Accessories and installation fittings	
Module Mounting Structure (GI)	The components and accessories (including additional requirement) will be in the scope of bidder and shall be supplied / provided as per the system and site requirements. **Note: Any extra material/equipment/ accessories consumed/required during the project implementation shall be in the scope of the Bidder. The same shall follow the terms outlined in this SBD. No extra payment shall be made for such items bought.**
DC and AC cables	
Conduit Pipe	
Connectors	
Earthing Equipment	
Earthing Cable	
Lighting Arrestor Spike type	
ACDB and DCDB	

Technical requirements for 40 KVA Hybrid Solar Inverter System:

System Type	**40 kVA**
PV Array	
Solar Panel Capacity	40000 Wp
Solar Panel Size	550 W X 73
Solar module type	Mono crystalline
Battery	
Battery Capacity	VRLA Gel Battery 2V Dc 800AH with Battery Rack
Battery Sizing	Battery rack of 120 batteries
Inverter	
Inverter	40 kVA
Inverter Type	40kW MPPT Inverter with Net Metering
Comprehensive Maintenance Contract	5 years
Transportation and installation	Last mile delivery and installation at site
Accessories and installation fittings	
Module Mounting Structure (GI)	The components and accessories (including additional requirement) will be provided as per the system and site requirements **Note: Any extra material/equipment/ accessories consumed/required during the project implementation shall be in the scope of the Bidder. The same shall follow the terms outlined in this SBD. No extra payment shall be made for such items bought.**

Technical Specifications for 1.1 KVA Off-grid Solar Inverter System:

Generation and Storage			
SI.NO	**Material**	**Capacity**	**Quantity**
1.	Solar Modules, 170Wp-180Wp with Junction Box as per MNRE standard	170Wp-180Wp, 12V	4
2.	Solar Power Conditioning Unit (MPPT)	1.1 KVA (Min 1100 VA) 12V, 30A-40A Solar Input	1
3.	Solar Battery, Tubular Battery Lead Acid C10 Rated as per applicable MNRE standard	12V,200Ah	1
4.	Solar Module Mounting Structure with nuts bolts and washers	4 Panels of 170Wp-180Wp	1
5.	MC 4 Connectors Male & Female	4 in 1out or as per requirement of design	1
6.	MC 4 Connectors Male & Female	single pin	2
7.	MC 4 Connectors Male & Female	2 in 1 out	2
8.	DC Distribution Box (DCDB) with 32A-40A DC MCB with SPD	32A-40A DCDB	1
9.	Grid Input Protection Box (GIPB) with SPD and 10AMCB (ACDB)	230Vac,1KW	1
10.	Copper Cable (R+B) Module to Module	6 Sq.mm	5m+5m
11.	Copper Cable (R+B) Module to DCDB & DCDB to Inverter	6 Sq.mm	20m+20m
12.	Copper Cable (R+B) Battery to Inverter with lugs	25 Sq.mm	2m+2m
13.	Copper Cable (R+B) Inverter to Distribution Board	2.5 Sq.mm, FR	3m+3m
14.	Earthing Kit	Pit cover, earthing compound & Earthing Electrode 1 meter	2 set
15.	Copper Earthing Cable (Green single core)	6 sq.mm	35m
17.	Lightning Arrestor set		1
18.	Consumables	Lugs, Electric tape, Cable Clip, Fasteners & Cable tie etc	1 lot
School Lighting and Fans			
SI.NO	**Material**	**Capacity**	**Quantity**
1.	LED Tube lights 20W, 230V	20W, 230V	6
2.	BLDC Fan	1200mm BLDC	3
3.	6A Socket with Switch	2 Socket with Switch	3
4.	Internal Wire from Distribution Board to Switchboard	2.5 sq.mm 3core	As per site
5.	Internal Wire from Switch Board to Fan and Tube light	1.5 sq.mm 3core	As per site

6.	Consumables (Wire Tape/C Clamps/ Nails/ Screws etc)		1 lot

Technical Specifications for 2.2 KVA Off-grid Solar Inverter System:

Generation and Storage			
SI.NO	**Material**	**Capacity**	**Quantity**
1.	Solar Modules 270Wp-280Wp Module with Junction Box and cables as per MNRE Standard	270Wp-280W, 24V	4
2.	Solar PCU (MPPT)	2.2KVA - 2.3KVA, 40A Solar Input	1
3.	Solar Battery, Tubular Battery Lead Acid C10 Rated	12V, 200AH	2
4.	Solar Module Mounting Structure with nut bolts and accessories	4 Panels of 270Wp-280Wp	1
5.	MC 4 connector single Male Female	2 in 1 out	2
6.	MC 4 connector 2 in 1 Male Female	2 in 1 out (suitable for design)	1
7.	DC Distribution Board (DCDB) with MCB and SPD	32A-40A DC MCB	1
8.	Grid Input Protection Box (GIPB) with SPD and MCB	230Vac,2KW wit 20A MCB	1
9.	Copper Cable (R+B) Module to Module	6 Sq.mm	5m+5m
10.	Copper Cable (R+B) Module to Inverter	6 Sq.mm	20m+20m
11.	Copper Cable (R+B) Battery to Inverter with lugs	25 Sq.mm	2m+2m
12.	Copper Cable (R+B) Inverter to Distribution Board	2.5 Sq.mm 3 core FR	3m+3m
13.	Earthing Kit	Pit cover, earthing compound & Earthing Electrode 1 meter	2
14.	Copper Earthing Cable, Green	6 sq.mm	35m
15.	Lightning Arrestor set		1 set
17.	Consumables Flexible Pipe 1 inch		1 lot
School Lighting and Fans			
SI.NO	**Material**	**Capacity**	**Quantity**
1.	LED Tube lights 20W, 230V	20W, 230V	14
2.	BLDC Fan	1200mm BLDC	6
3.	6A Socket Board with Switch	2 Socket	6
4.	Internal Wire from Distribution Board to Switch Board	2.5 sq.mm 3 Core	As per site
5.	Internal Wire from Switch Board to Fan and Tube light	1.5 sq.mm 3 Core	As per site
6.	Consumables (Wire Tape/C Clamps/ Nails/ Screws)		1

The proposed project shall be commissioned as per the technical specifications given below. Any shortcomings will lead to the cancellation of the Letter of Award & the Competent Authority's decision will be final and binding on the bidder.

a. Solar PV Module

The PV modules used must qualify to the latest edition of the IEC PV module qualification test and MNRE Guidelines:

i. The total solar PV array capacity should not be less than the allocated capacity and should comprise of solar crystalline modules of minimum Wp mentioned in the bill of materials/ above wattage. Module capacity less than minimum the mentioned Wp shall not be accepted.
ii. PV modules must be tested and approved by one of the IEC authorized test centres. The module frame shall be made of corrosion-resistant materials, preferably having anodized aluminium.
iii. The following information must be mentioned in the ID used on each module (This can be inside or outside the laminate but must be able to withstand harsh environmental conditions).
   - Name of the manufacturer of the PV module.
   - I-V curve for the module Wattage, Imax, Vmax, and FF (Fill Factor) for the module
   - Unique Serial No and Model No of the module Materials Warranty
   - Material Warranty is defined as: The manufacturer should warrant the Solar Module(s) to be free from the defects and/or failures specified below for a period not less than five (5) years from the date of sale to the original customer ("Customer")
   - Defects and/or failures due to manufacturing.
   - Defects and/or failures due to quality of materials
   - Non-conformity to specifications due to faulty manufacturing and/or inspection processes. If the solar Module(s) fails to conform to this warranty, the manufacturer will repair or replace the solar module(s), at the Owner's sole option.
iv. Performance Warranty: The predicted electrical degradation of power generated not exceeding 20% of the minimum rated power over the 25-year period and not more than 10% after first ten years period of the full rated original output.
v. Mono-crystalline panels are recommended for this project as per MNRE ALMM latest guidelines.
vi. Preferred Make: MNRE Approved

b. Mounting Structure

i. Hot dip galvanized MS / GI / Anodized aluminium of size not less than 40 mm x 40 mm x 5mm size shall be used for mounting the modules/ panels/arrays. Each structure should have an angle of inclination as per the site conditions to take maximum irradiation.
ii. The structures shall be designed to allow easy replacement of any module. The array structure shall be so designed that it will occupy minimum space without sacrificing the output from the SPV panels. Installation of solar structures should not damage the roof in any way. If any concrete or foundation is required, it should be precast type.
iii. South facing with 22 degrees inclined towards north should be followed despite whatever roofing type is. The structure also should be able to withstand wind speed of 200 - 250 km/h. STAAD report as well as chartered engineer certification required

c. DC Combiner Box/Array Junction Box

i. The junction boxes are to be provided in the PV array for termination of connecting cables. The Junction Boxes (JBs) shall be made of GRP/FRP/Powder Coated Aluminium /Cast aluminium alloy with full dust, water & vermin proof arrangement. All wires/cables must be terminated through cable lugs. The JBs shall be such that input & output termination can be made through suitable cable glands
ii. Suitable markings shall be provided on the bus bar for easy identification, and the cable ferrules must be fitted at the cable termination points for identification.

d. Battery

i. Solar tubular Lead acid
i. All the batteries should have a C/10 rate of discharge. The voltage of each battery should be of capacity mentioned in the above table.
ii. Battery should conform to the latest BIS/ International standards. A copy of the relevant test certificate for the battery should be furnished.
iii. The battery should be warranted for a minimum of 5 years.
iv. The battery should be installed inside the premises of consumers on a Battery rack of acid-resistant material to bear the required battery load. The non-reactive acid proof mat should be provided around the floor space of the battery bank.
v. Preferred make: MNRE Approved.

e. PCU/ Inverter

i. The power conditioning unit should be provided to convert DC power produced by SPV modules, into AC power. The power conditioning unit/inverter should be hybrid type. Typical technical features of the inverter shall be as follows:
ii. Power conditioning unit with inbuilt charge controller of capacity & ratings as specified in the below for various capacity of Solar Power Plants should convert DC power into AC power.
iii. The PCU will have the following features:
- Output voltage 230V, +/-3% Modified/ Pure sine wave for Single Phase.
- Output voltage 415V, +/-3% Modified/ Pure sine wave for Three Phase.
- Output frequency: 50 Hz, +/- 0.5 Hz.
- Capacity of PCU/ Inverter is specified at 0.8 lagging power factor.
- THD: less than 3% Efficiency: >85% at full load.
- Ambient Temp 50 degree Celsius (max.)
- Operating humidity 95% maximum Protections:
- Over voltage (automatic shutdown)
- Under voltage (automatic shutdown)
- Overload - Short circuit (circuit breaker & electronics protection against sustained fault)
- Over Temperature
- Battery, PV reverse polarity

iv. Indicators
- Solar Charging ON
- Battery connected, charging
- Inverter ON
- Load on solar/ battery
- Grid charger on
- Load on Grid
- Grid on
- Fault

v. Display Parameters
- Charging current
- Charging voltage
- Voltage of PV panels
- Output voltage
- Grid voltage
- Inverter loading (kW/kVA)
- Output frequency
- Fault / fault code Cooling: Air Cooled

vi. The PCU/ inverters should be tested from the MNRE approved test centres / NABL/BIS accredited testing- calibration laboratories. In the case of imported power conditioning units these should be approved by international test houses.

f. Remote Monitoring System

i. Remote monitoring is the ability to visualize, track, and control assets and facilities without having to be on- premises.
ii. The system should be able to monitor the Following Parameters
- Solar, Battery, Grid, Inverter voltages
- Battery Charging and Discharging, Solar, Grid and Load Current Recharge and Server charges for 1 year should be provided.

g. Protections

The system should be provided with all necessary protections like Earthing, Lightning, and grid islanding as follows:

i. Lightning Protection
- The main aim in this protection shall be to reduce the over voltage to a tolerable value before it reaches the PV or other sub system components. The source of over voltage can be lightning, atmosphere disturbances etc. The entire space occupying the SPV array shall be suitably protected against Lightning by deploying the required number of Lightning Arresters.

h. Cables

i. Cable size as mentioned in the bill of materials to be used in the Project shall have the following characteristics:
- Temp. Range: –10 oC to +80 oC
- Excellent resistance to heat, cold, water, oil, abrasion, UV radiation.
- Flexible
- Sizes of cables between array interconnections, array to junction boxes, junction boxes to Inverter etc. shall be selected to keep the voltage drop (power loss) of the entire Project to the minimum. The cables (as per IS) should be insulated with a special grade PVC compound formulated for outdoor use.
- The Cable should be so selected that it should be compatible up to the life of the solar PV panels i.e., twenty-five (25) Operational Years.

ii. Preferred Make: Any Reputed Make

FORMAT FOR BILL OF MATERIALS						
Sl. No.	**Item**	**Make (if any)**	**Model & Individual Capacity**	**Unit of Measure (UOM)**	**Quantity**	**Rating/Capacity**
1	PV Module					
2	PCU/Inverter					
3	DC Cables					
4	AC Cables					
5	AJB/SCB					
6	Module Mounting Structures					
7	DCDB					
8	ACDB					
9	Lightning Arrester					
10	Earthing System Details (No. of Earth Pits, Lightning Arrestor, Earthing etc.)					
11	Battery Bank					
	Nos of Battery in the battery bank					
12	Hardware Materials (Connectors, Conduit Pipe etc.)					
13	Consumables and other accessories: C-Clamps, Tape, Screws etc. (As per Site Requirement)					
14	Lights					
15	Fans					
16	Other materials as per GTP/ SBD requirements					

Important Points:

1. When the project is awarded, the vendor/Contractor should provide the bill of material mentioning the quantity of each of the item consisting in each system, for the projects they are undertaking.
2. Breakup for materials which generally appears in Bill of Quantities in form of Lots/Meters/LS etc must be furnished and the same should be shown in the Bill of Materials (BOM) and approval must be taken from MNREDA beforehand.
3. The BOM must be furnished for all the systems with respect to the tender as applicable for the successful bidder and same shall be submitted to MNREDA for approval.

4. Any other material/item/equipment/accessory deemed necessary for work completion which has not been mentioned on the above table shall be added by the vendor/contractor and same shall be in the scope of the contract without any extra cost implication. Such materials must be furnished in the BOM and approval for the same must be taken from MNREDA. The same shall follow all the applicable clauses of this SBD.
5. All relevant guidelines issued by MNRE must be adhered to.

11.6 Annexure 6 – Declaration of Insolvency

(On Letterhead of the company)

Project: [Project Name]

To: [Client Name and Address]

From: [Your Company Name and Address]
Date: [Date]

Subject: Declaration of Insolvency.

We, [Your Company Name], do hereby declare that we are not insolvent and that we have not been the subject of any insolvency proceedings under the Insolvency and Bankruptcy Code, 2016 (IBC) or any other law relating to insolvency in India, during the past [Number] years/since our incorporation.

We further declare that:

I. We are not currently in any financial distress that could materially affect our ability to fulfill our obligations under the CM Solar Mission in Meghalaya.
II. We have not defaulted on any material financial obligations, including dues to the Government, financial institutions, or operational creditors, in the past [Number] years/ since our incorporation.
III. We are not aware of any pending or threatened legal proceedings under the IBC or any other law relating to insolvency that could materially affect our solvency or our ability to perform under the proposed project.
IV. We understand that any misrepresentation or omission of material information in this declaration may constitute grounds for disqualification from the bidding process or termination of any contract awarded to us.
V. We have made this declaration to the best of our knowledge and belief based on the information available to us as of the date hereof.
VI. We are prepared to provide any further information or clarification that you may require in support of this declaration, including audited financial statements, board resolutions, or certificates from insolvency professionals.

Authorized Signatory: [Name] [Designation]

[Company Seal]

11.7 Annexure 7 – Declaration Regarding Blacklisting

(On Letterhead of the company)

Project: [Project Name]

To: [Client Name and Address]

From: [Your Company Name and Address]
Date: [Date]

Subject: Declaration of Blacklisting.

Dear Sir,

This is to notify you that our Firm/Company/Organization <provide Name of the Firm/Company/Organization> intends to submit a proposal in response to invitation for EOI No dated DD/MM/202y for providing goods and services for CM solar mission in. In accordance with the above we declare that:

a. We are not involved in any major litigation that may have an impact of affecting or compromising the delivery of services as required under this assignment.
b. We are not blacklisted by any Central/ State Government/ agency of Central/ State Government of India or any other country in the world/ Public Sector Undertaking/ any Regulatory Authorities in India or any other country in the world for any kind of fraudulent activities.

Sincerely,

Authorized Signatory: [Name] [Designation]

[Company Seal]

11.8 Annexure 8 - Undertaking for Corrupt & Fraudulent Practice

UNDERTAKING FOR CORRUPT & FRAUDULANT PRACTICE
(*To be on non-judicial stamp paper of appropriate value*)

It is confirmed and declared that we, or any of our associate, have not been engaged in any fraudulent and corrupt practice and that no agent, middleman or any intermediary has been, or will be, engaged to provide any services, or any other items of work related to the award and performance of this contract and no agency commission or any payment which may be construed as an agency commission has been, or will be, paid and that the tender price will not any such amount.

STAMP & SIGNATURE OF AUTHORIZED SIGNATORY

Note:

1. In case of Consortium, the undertaking shall be submitted by each member of Consortium.
2. The undertaking shall be signed by authorized signatory of the bidder or constituent member in case of Consortium.

11.9 Annexure 9 -UNDERTAKING FOR NOT BEING PENALISED IN A CONTRACT

(UNDERTAKING FOR NOT BEING PENALISED IN A CONTRACT)

(To be on non-judicial stamp paper of appropriate value)

We do hereby undertake that we have not paid liquidated damages of 10% (or more) of the contract value in a contract due to delay or penalty of 10% (or more) of the contract value due to any other reason during last five years

STAMP & SIGNATURE OF AUTHORISED SIGNATORY

11.10 Annexure 10- Undertaking for Financial Stability

UNDERTAKING FOR FINANCIAL STABILITY)
(To be on non-judicial stamp paper of appropriate value)

We do hereby undertake that we have not suffered bankruptcy/insolvency during the last 5 years.

STAMP & SIGNATURE OF AUTHORISED SIGNATORY

11.11 Annexure 11- Undertaking for Purchase of Tender Document

UNDERTAKING FOR PURCHASE OF TENDER DOCUMENT

We hereby confirm that; we have purchased the set of tender documents /addendum/clarifications along with the set of enclosures provided by MNREDA. We confirm that we have gone through the bid documents, addendums and clarifications for this work placed upto the date of opening of bids.

We confirm our unconditional acceptance for the same and have considered for these in the submission of our financial bid.

Signature of authorized signatory

11.12 Annexure 12 - Assignments of Similar Nature during Last 5 years

Sl.No.	Name of the assignment and brief Scope	Name of the Project	Client of Project assignment	Assignment Awarded By	Cost of the Assignment	Date of Commencement	Date of completion	Assignment satisfactorily completed
1	2	3	4	5	6	7	8	9

The above-mentioned work experience must be supported by documentary evidence and submitted in hard copy as part of the respective "Pre-Qualification & Technical Qualification Bid" envelope.

11.13 Annexure 13 – Bank Guarantee for EMD

(Format of Bank Guarantee for EMD)

{To be on non-judicial stamp paper of Rupees One Hundred Only (INR 100/-) or appropriate value as per Stamp Act relevant to place of execution, duly signed on each page.}

Reference No. Dated:

Bank Guarantee No……..

To:
Director,
Meghalaya New and Renewable Energy Development Agency (MNREDA),
Near BSF Camp, PO-Nongmynsong, Shillong, Meghalaya – 793019
Dear Sir/ Madam,

WHEREAS M/s "_____" with address",(Hereinafter, the "Bidder") wishes to participate in EOI No "_____" (the "EOI") issued by MNREDA (hereinafter, the "Employer" for "_____"

And WHEREAS a Bank Guarantee for "_____ valid till _____ is required to be submitted by the Bidder along with the SBD.

We, ...[Insert name of the Bank and address of the Branch giving the Bank Guarantee] having our Registered office at…[Insert address of the registered office of the Bank] here by give this Bank Guarantee No. ……..[Insert Bank Guarantee number] ……..[Insert the date of the Bank Guarantee], and hereby agree unequivocally and unconditionally to pay immediately on demand in writing from the Employer any officer authorized by it in this behalf any amount not exceeding [Amount] to the said Employer on behalf of the Bidder.

We..... [Insert name of the Bank] also agree that withdrawal of the Bid or part hereof by the Bidder within its validity or not signing the Contract Agreement or non-submission of Performance Security by the Bidder within the stipulated time of the Letter of Award to the Bidder or any violation to the relevant terms stipulated in the SBD would constitute default on the part of the Bidder and that this Bank Guarantee is liable to be invoked and encashed within its validity by the Employer in case of any occurrence of a default on the part of the Bidder and that the amount is liable to be forfeited by the Employer.

This Guarantee shall be valid and binding on this Bank up to and inclusive of "_____"and shall not be terminable by notice or by Guarantor for the reason of change in the constitution of the Bank or the firm of the Bidder or by any reason whatsoever and our liability hereunder shall not be impaired or discharged by any extension of time or variations or alternations made, given, conceded with or without our knowledge or consent by or between the

Bidder and the Employer., conceded with or without our knowledge or consent by or between the Bidder and the Employer.

NOTWITHSTANDING anything contained hereinbefore, our liability under this guarantee is restricted to _____ Our Guarantee shall remain in force till _____ Unless demands or claims under this Bank Guarantee are made to us in writing on or before "_____ all rights of the Beneficiary under this Bank Guarantee shall be forfeited, and we shall be released and discharged from all liabilities there under.

[Insert the address of the Bank with complete postal branch code, telephone and fax numbers, and official round seal of the bank]	[Insert signature of the Bank's Authorized Signatory]
Attested	
…….. [Signature] (Notary Public)	
Place:……..	Date: -……..

INSTRUCTIONS FOR SUBMITTING BANK GUARANTEE:

- Bank Guarantee to be executed on non-judicial stamp paper of appropriate value as per Stamp Act relevant to place of execution.
- The Bank Guarantee by Bidder shall be given from any Scheduled Commercial Bank.
- The full address along with the Telex/Fax No. and e-mail address of the issuing bank to be mentioned.

11.14 Annexure 14 - Power of Attorney

(Form for Power of Attorney)

To, Date:
Director,
Meghalaya New and Renewable Energy Development Agency (MNREDA),
Near BSF Camp, PO-Nongmynsong, Shillong, Meghalaya – 793019

EOI/Tender No:
Name of Work:

Know all these present that the undersigned _____ of M/s _____ a company organized and existing under the laws of India and having its principal place of business at {Company Address} does thereby make constitute and appoint Shri _____ of M/s _____ a Corporation organized and existing under the laws of India and having its principal place of business at {Company Address} its true and lawful attorney and to offer and submit bid to _____(tender name & no.) to make sign and deliver documents necessary for or incidental to the offering and submitting of such a quotation to negotiate, enter into, sign and deliver a contract with the said office based upon the said bid; and to do any and all other acts necessary for or incidental to the performance and execution of the powers herein expressly granted. Whereas the undersigned is fully authorized to deliver such power of attorney to above named person/company _____ in witness whereof, this power of attorney is duly signed on _____.

Yours faithfully,
Authorized Signatory (not below Director level)
{Company Name}

Attested

Signature of Executant

Accepted

Signature of the Acceptor

Notarized by appropriate authority.

11.15 Annexure 15 - Checklist

Sl. No.	Particulars/Criteria	Prequalification Document Submission	Technical Qualification	Page Number
Pre-Qualification				
1	Certificate of Incorporation/Registration			
2	Trading License			
3	Annual Turnover			
4	Past Experience			
5	Valid Certificate			
6	Non-blacklisting self-declaration			
7	No litigation in any court of law			
Technical Qualification				
1	Similar work experience of the bidders, quantified in terms of number of completed/Ongoing projects during last 7 years (till last day of month before the one in which applications are invited) (a) Completed/ongoing One (1) similar works with value of **Rs. 3.56 Crore** or more. (30 marks for 1 such project) Or (d) Completed/ongoing Two (2) similar works each with value not less than **to Rs.2.22 Crore** (15 marks for each project capped at a maximum of 2 such projects) Or (e) Completed/ongoing similar Three (3) works each with value not less than **Rs.1.78 Crores**			

	(10 marks for each project capped at a maximum of 3 such projects)			
2	Prior work experience of the bidders in similar works in similar geographies (i.e., Northeast India, during last 7 years (till last day of month before the one in which applications are invited). Completed One (1) similar works with value of **Rs.3.56 Crores** or more. (20 marks capped at maximum of such project).			
3	Bidder must have ongoing or completed projects having comprehensive Annual Maintenance Contract (AMC) component. Such project should be of value, not less than **Rs.44.55 Lakhs.** The following marking scheme will be applicable: - -AMC duration up to 2 Years – 2.5 marks -AMC duration above 2 Years -5 marks			
4	Average annual financial turnover should be **Rs.1.33** Crores during last 3 financial years **(2023-2024, 2024-25, 2025-26)** **ended on 31st March 2026**			
5	Detailed implementation plan - Site survey demonstration & plan, digital system for approval and monitoring.			

Note: *The bidder must submit the completed checklist at the beginning of the Pre-Qualification and Technical Qualification bid document. For each criterion, indicate "Yes" if the relevant document is provided, and specify the corresponding page number as per the bid document. If the document is not available, indicate "No."*

Annexure A

Project Commissioning Report

Summary of Project

Name of Beneficiary:
Date:
Address:
Latitude – Longitude of site:
Capacity and Type of Plant:
Technical Specification and details of Components, Bill of Materials:

Sl. No	Component	Specification	Make	Quantity & Unit
1	Solar PV Module			
2	Inverter			
3	Battery			
4	Module Mounting Structure			
5	Array Junction Box / DCDB			
6	MC 4 Connector			
7	AC Distribution Board			
8	DC Cable			
9	AC Cable / Wire			
10	Earthing Kit			
11	Lightening System			
12	Monitoring System			
13	Other Accessories	As per site requirements	IEC/BIS standard	As per site requirements

14	Any other components	As per tender & site requirements	IEC/BIS standard	As per site requirements

Note: Following details needs to be furnished by bidder along with above details

- Drawings of plant layout, structure drawing, electrical connections drawing, Earthing and components etc.
- Warranty certificate of major components e.g. Solar panel, inverter, battery and structure
- System warranty certificate by the bidder on letter head of company.

Name & Signature of MNREDA Official	**Name & Signature of Representative from Contractor**	**Name, Signature & Contact No. of Beneficiary**

Annexure B

Handing over/Taking over Certificate

This is to certify that <*Insert the Name of Contractor*> under Work Order No. <*Insert the Details of Work Order including Date*> has been successfully completed the <*Insert the Project including the detailed address*> and inspected by Meghalaya New and Renewable Energy Development Agency (MNREDA) Officials.

The system has been found in good working order and meets the specifications outlined in the project agreement.

This certificate is issued to <*Insert the name of beneficiary, including the detailed address*> upon successful completion, satisfactory working condition is taking over the system for further operation and maintenance.

Enclosed:

1. Project Completion Report
2. Manual for Do's and Don't

Name & Signature of MNREDA Official	Name & Signature of Representative from Contractor	Name, Signature & Contact No. of Beneficiary

Annexure C

Operational Acceptance Certificate / Commissioning Test Report

Name of Beneficiary:
Date:
Address:
Latitude – Longitude of site:
Contact details of beneficiary:
Capacity and Type of Plant:
Operational Testing of plant:

Sl. No of Inverter	**Capacity**	**String1 Voltage**	**String 2 Voltage**	**Remark**
Charging Current		Battery Voltage		
Charging PV voltage		Charging Power		
Load				
L-N Voltage				
N-E Voltage				
L-E Voltage				
Earthing Test	Conductivity (Y/N)		Resistance	
Protections (Fuse / SPD)	Ok			
Connectivity with Grid	Yes / No			

Note: A continuous plant operation test under load for a minimum of 72 hours shall be conducted. Upon successful completion, the plant will be deemed ready for handover to the user/MNREDA.

Name & Signature of MNREDA Official	Name & Signature of Representative from Contractor	Name, Signature & Contact No. of Beneficiary

Annexure D

Completion Certificate

TO WHOM IT MAY CONCERN

This is to certify that <*Insert the name of Contractor*> was awarded the work <*Insert the name of Work as per Work Order*> vide Work Order No. <*Insert the details of Work Order*>. The details of Work Order are as indicated below:

1. Quantity/ Capacity:
2. Work Order Amount (In INR):
3. Completion Period (in Months)
4. Start Date and End Date of Project:

<*Insert the name of Contractor*> has successfully completed the project and handed over to the beneficiaries as per the mandate of Tender document.

Name & Signature of MNREDA Official	Name & Signature of Representative from Contractor	Name, Signature & Contact No. of Beneficiary

Annexure E

Performance Certificate

TO WHOM IT MAY CONCERN

This is to certify that <*Insert the name of Contractor*> was awarded the work <*Insert the name of Work as per Work Order*> vide Work Order No. <*Insert the details of Work Order*> to be completed by <*Insert the Project completion deadline*>.

The ongoing progress of the project is satisfactory and issued to the contractor for their records.

Project Officer, MNREDA

Annexure F

Comprehensive Maintenance Contract (CMC) Format

Month and Year

Capacity of Project:

Address of Site:

Component	Activity	Description	Date	Name/ Signature	*Remarks
PV Module	Cleaning	Immediately clean any bird droppings/dark spots on module.			
	Cleaning	Clean PV modules with plain water or mild dishwashing detergent.			
PV Array	Inspection	Check the PV modules and rack for any damage.			
	Inspection	If any new objects, such as vegetation growth etc., are causing shading of			

		the array. Remove if any.			
	Vermin Removal	Remove bird nests or vermin from array and rack area.			
Junction Boxes	Inspection	Inspect electrical boxes for corrosion, intrusion of water or vermin. Check position of switches and breakers. Check status of all protection devices.			
Wiring	Inspection	Inspect cabling for signs of cracks, defects, lose connections, corrosion, overheating, arching, short or open circuits, and ground faults.			
Inverter	Inspection	Observe instantaneous operational indicators on the faceplate. Inspect Inverter housing or shelter for any physical maintenance. Check for connection tightness. Fan cleaning etc.			
Inverter	Service	Clean or replace any air filters, Fans etc.			
Battery	Service/ Replacement	Check for gravity, water level, other parameters as			

		suggested by the OEM			
Plant	Monitoring	Daily Operation and Performance Monitoring.			
Spare Parts	Management	Manage inventory of spare parts.			
Logbook	Documentation	Maintain daily log records.			

Note:

1. Provide details of any replacement of systems/components, damages, plant/ inverter shut down (planned/forced), breakdown, etc. under remarks.
2. Use the standard O&M manual practice of major components as supplied / suggested by OEM of components.

Name & Signature of MNREDA Official	**Name & Signature of Representative from Contractor**	**Name, Signature & Contact No. of Beneficiary**