

**ENGAGEMENT OF CONSULTANT (POWER) ON CONTRACT BASIS FOR THE
POWER DISTRIBUTION SYSTEM OF COCHIN SPECIAL ECONOMIC ZONE
AUTHORITY, KAKKANAD, COCHIN-682037**

Cochin Special Economic Zone Authority (CSEZA), Ministry of Commerce & Industry, Department of Commerce, Govt. of India, invites application for the post of Consultant (Power) for the Power Distribution System (Licensee) purely on contract basis for an initial period of 1 year. The terms and conditions of the engagement are as follows:

1. Minimum Eligibility Criteria:

- (i) The candidate shall be graduate in electrical engineering with minimum of 15 years experience in design, engineering, procurement, installation and Operation & Maintenance of EHT Electrical substation and distribution system.
- (ii) He shall be fully conversant with all statutory, rules and regulations of KSERC, CEA, Kerala State Electrical Inspectorate with respect to Substation and Power distribution system.
- (iii) He should have minimum six years professional Experience in Power distribution Licensee in matters connected with KSERC, ARR & ERC, truing up, and regulatory affairs connected with it.
- (iv) Preference shall be given to retired staffs of the rank of Dy. Chief Engineer and above from KSERC/KSEB or similar organization.

2. Selection Procedure:

- (i) The selection of Consultant shall be made in accordance with the provisions contained in GFR 2005 Rule 163,165, 166, 170 & 177 and Chapter 7 – Selection of individual Consultants (para 1.2.1, para 7.1 and para 7.2) of Manual of Policies and Procedure of Employment of Consultants.
- (ii) The applications received shall be placed before a screening committee.
- (iii) Shortlisted applications shall be placed before a Consultancy Evaluation Committee headed by the Chairman, CSEZA.
- (iv) The Committee shall prepare a panel of 3 names which will include 2 persons in the waiting list. The panel would be valid for a period of one year.

3. Entitlements of the Consultant (Power):

- (i) A monthly consolidated remuneration to be paid shall be fixed based on personal interview with selected candidate.

- (ii) The Consultant will not be eligible for Government Accommodation or House Rent Allowance, CGHS facility etc.
- (iii) No TA/DA shall be payable to the Consultant.
- (iv) The Consultant shall be entitled to leave of 8 days in a year on pro-rata basis. Additional leave without pay would be permitted upon approval by the reporting officer.

4. Broad Scope of Work/Scope of Services:

The Scope of Work/ Scope of Services of the Consultant to be engaged by CSEZA for Power Distribution System shall include the following:

Kerala State Electricity Regulatory Commission Matters

CSEZA is a Power Distribution Licensee functioning, meeting all the rules and Regulations of Kerala State Electricity Regulatory Commission and Indian Electricity Act 2003.

1. The candidate aspiring for the post of Consultant shall be fully familiar with all relevant KSERC and CERC Rules and Regulations, Indian Electricity Act 2003, Kerala Electricity Supply Code 2014 with amendments up-to-date, KSERC Standards of Performance Regulations, 2015 with its amendments thereof, KSERC Renewable Energy Regulations, MNRE Policy with its amendments thereof KSEB Rules and regulations, Central Electricity Authority Safety Regulations as well as metering Regulations. Kerala Electricity Duty Act 1963 etc.
2. Consultant shall be responsible for preparations of all statutory returns and petitions to KSERC from time to time which includes but not limited to Aggregate Revenue Requirements (ARR) and Expected Revenue from Charges (ERC) as well as Truing Up petitions fully meeting and Complying with the latest KSERC (Terms and Conditions for Determination of Tariff) Regulations on behalf of the CSEZA. He shall be capable of interpreting the regulations and correctly filing the formats and petitions to KSERC and furnish necessary clarifications to KSERC and attend hearings called by KSERC in this regard. He shall make power point presentations supporting the petitions and for hearings on behalf of the CSEZA.
3. Consultant shall be proficient in computer skills for preparation of the above documents on his own and should be able to submit and explain the draft document to CSEZA for finalization.
4. Consultant shall furnish necessary comments/ observation of CSEZA on the draft Regulations of KSERC and attend hearings and present CSEZA's interest before the KSERC.

5. Consultant shall check the representative monthly bills auto-generated through prepaid-energy metering system of CSEZA for correctness of the prepaid energy management system.
6. Consultant shall prepare/scrutinize the periodic Returns to be furnished to KSERC based on the Standards of performance Regulations.
7. Consultant shall review the periodic reports prepared by O&M Agency of CSEZA for sending to statutory Agencies like Central Electricity Authority, ANERT, and Kerala State Electrical Inspectorate etc for correctness.
8. Consultant shall liaison with KSEB Ltd for matters connected with Power Purchase agreement between CSEZA and KSEBL. Consultant shall review and verify the monthly EHT Bill raised by KSEBL to CSEZA for correctness and get necessary revisions if required and certify the same for payment.
9. Consultant shall review the electricity Duty amount to be paid by CSEZA to Kerala State Electrical Inspectorate and certify the same for payment.
10. Consultant shall liase and coordinates with accounts section of CSEZA for compiling the data in the prescribed proforma of KSERC for filing ARR & ERC petitions and Truing Up petitions.
11. Consultant shall monitor the Repair & maintenance as well as capital expenditure of CSEZA in Power distribution system, for compliance and limiting to KSERC approved norms.
12. Consultant shall prepare and submit necessary separate petitions as required, to KSERC for capital expenditure proposals and Electricity metering system.
13. Consultant shall liase with O & M agency for matters connected Service connections, disconnections, metering and billing etc as per Kerala Electricity Supply Code and KSERC tariff orders from time to time.
14. Consultant shall be responsible for inspection and preparation of mahasar report for any illegal activity related to power like energy theft, resale of energy etc. under the jurisdiction of CSEZA.
15. Consultant shall be responsible for review of the estimate and scheme for any modification/repair or capital works for CSEZA and subsequent monitoring of the project till commissioning.
16. Consultant shall advise CSEZA in matters related to CGRF and other aspects of power distribution as a licensee, which may arise from time to time.

17. Consultant shall be responsible for verification of asset register for the power supply and distribution system of CSEZA and Electrical system in Estate.

Other matters connected with CSEZA's Power distribution system

CSEZA receives 110 KV power supply from KSEBL and has a 110/11 kV Substation and associated 11 kV ring main system and Distribution transformers system. The consultant shall be able to review and oversee the various O & M works and capital expenditure proposals for feasibility and necessity.

Consultant shall supplement/oversee the O & M activities and review the planning of Preventive and Shut down maintenance works.

5. Procedure to Apply & General Conditions:

1. The interested candidates may send their application in the prescribed format (Provided as Annexure) to **“The Chairman, CSEZ Authority, CSEZ Admn Building, Kakkanad, Cochin-682037”**. The envelope should be superscripted as “Application for Consultant (Power)” in CSEZ Authority.
2. The candidates may also send their application by e-mail in the prescribed format (Provided as Annexure) to the email ID: office@csez.gov.in or authority@csez.gov.in
3. **Last date of receipt of application (hard copy or soft copy) in CSEZA shall be 09th October, 2020.**
4. CSEZA reserves the right to restrict the number of candidates for interview to a reasonable limit.