

Provincial Government
Province No. 5
Ministry of Physical Infrastructure Development
Butwal Nepal

**Listing of Competent Company/Firm
For Supply and Installation of
Solar Home System**

November 2019

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**A. Notice for Listing Recognized Competent Company/Firm
For Supply and installation of Solar Home System
Notice**

प्रदेश सरकार
भौतिक पूर्वाधार विकास मन्त्रालय
प्रदेश नं. ५
बुटवल रुपन्देही

घरेलु सौर्य ऊर्जा प्रणाली जडान कार्यको लागि कम्पनी/संस्थाहरुको सूची दर्ता सम्बन्धी
सूचना

सूचना प्रकाशित मिति: २०७६/०७/२९

चालु आर्थिक वर्ष २०७६/०७७ को लागि घरेलु सौर्य ऊर्जा प्रणालीको आपूर्ति तथा जडान कार्यका लागि प्रदेश नं. ५ घरेलु सौर्य ऊर्जा प्रणाली अनुदान कार्यविधि, २०७५ कार्यविधिको परिच्छेद १ को दफा १० बमोजिमको मान्यता प्राप्त सूचीमा दर्ता हुन र उक्त कार्यविधिको अधिन रही कार्य गर्नको लागि इच्छुक इजाजत प्राप्त कम्पनी/संस्थाहरुले यस मन्त्रालयले तयार गरेको ढाँचामा सूचना प्रकाशित भएको मितिले १५ (पन्ध्र) दिन भित्र यस मन्त्रालयमा आइपुग्ने गरी निवेदन दर्ता गराउनु पर्नेछ । यसको लागि आवश्यक योग्यता सहितको निवेदन फारम ढाँचा तथा माथि उल्लेखित कार्यविधि मन्त्रालयको वेबसाइट www.mopid.p5.gov.np बाट डाउनलोड गरि वा मन्त्रालयमा सम्पर्क गरी लिन सकिनेछ । रित नपुगी वा म्याद नाघी आएको वा अन्य ढाँचामा पेश गरिएको निवेदन यस प्रकृत्यामा समावेश गरिने छैन ।

B. Background

Grant to the alternative source for home energy system is a financial intervention in the policy of Province Government to promote Solar Energy technology to increase access in electricity. Ministry of Physical Infrastructure Development, Province 5 (MoPID 5) has priorities towards improving rural living standard through installation of Solar Home System (SHS) in the locality where electricity from grid is not accessible. Province government has approved solar home system subsidy working procedure 2075 for subsidy to solar home system to the households not accessed through any means of electricity.

For the installation of solar home system, MoPID 5 intends to prepare list of competent solar home system Supplier Company for the supply and installation of the system within the Province 5. For this purpose a detailed indicators are set in this documents based upon which competent supplier will be listed as competent supplier for MoPID 5 to work as per solar home system subsidy working procedure 2075. Demand will be collected through local level by MoPID 5 and the competent suppliers will be assigned for the supply and installation of the system. The listed recognized competent company/firm will be responsible for supply, installation and after sales service of Solar Home System (SHS) as per the requirement of household following solar home system subsidy working procedure 2075.

C. Criteria for Listing of Recognized Competent Company/Firm

Eligibility Criteria:

Company/Firm must be fulfilled the following Eligibility Criteria:

1. A Copy of Company/Firm Registration Certificate with updated renewed. The company/Firm must have general experience of minimum five years.
2. A Copy of VAT Registration Certificate.
3. A Copy of Tax Clearance Certificate of F.Y. 075/76 or Tax submission evidence of 075/76 and tax clearance certificate of 074/75
4. Commitment letter from the company/firm mentioning that they will agree and work as per Solar Home system subsidy working procedure 2075 and regulation of MoPID5.
5. Document demonstrating scope of work in renewable energy/solar energy sector. In case of addition of renewable energy/solar energy in company/firm memorandum, the addition must be done at least three years before on the date of submission of application.

Self-Declaration letter along with the Application as per the attached format.

Qualification Criteria:

S.N.	Criteria	Qty	Verification Document Required
1	Head Office	1	a. Copy of Company/firm Registration Document b. Copy of PAN or VAT Registration Document c. Copy of Company/firm Memorandum d. Photograph showing office building, company board and facility available
2	Dealer Network	1	a. In case of dealer, VAT of the dealer firm and agreement between Company/Firm and dealer b. The Branch or dealer must have After Sales Service Facility. c. The dealer must have be within Province 5. d. Photograph of each branch or dealer showing branch/dealer office and after sales service facility available.
3	Solar Technician Level I	2	b. CV in the format provided by MoPID5 signed by person b. Copy of solar technician level I certificate c. Copy of Contract of Job/ Appointment Letter

S.N.	Criteria	Qty	Verification Document Required
			d. Copy of PAN certificate.
4	Company/Firm Experience of system installation (SHS)		a. A copy of evidence of three years' experience in supply and installation of solar home system.
5	Average Annual turnover (sales) in best three Fiscal Year out of last five years in NRs.	3 million	a. Tax clearance certificate of all three relevant years b. Company must have at least one year positive net worth in last three years.
6	Paid Up Capital in NRs.	2 million	a. Company/Firm Memorandum
7	Line of Credit from Bank	2 million	a. Authentic Document from Bank
8	Bank Guarantee	0.5 million	<p>Company qualifying as competent companies has to submit unconditional performance guarantee (bank guarantee) of 0.5 million in the name of MoPID 5 from Class A commercial bank with the validity period of 12 months from the date of signing of agreement.</p> <p>The proceeds of the Performance Security shall be payable to the MoPID5 or beneficiary nominated by the MoPID 5 as compensation for any loss resulting from the Competent Company's (CC) failure to complete its obligations under the Contract.</p> <p>The Performance Security shall be discharged by the MOPID and returned to the CC not later than thirty (30) days following the date of completion of the CC's performance obligations under the Contract, including any warranty obligations under performed tasks as per the contract.</p>

Application Submission Form

(The Applicant shall accomplish the Application Submission Form in its Letter Head clearly showing the Applicants Complete name and address)

Date: _____

To: Ministry of Physical Infrastructure Development
Province 5, Butwal
Rupandehi

We, the undersigned, declare that:

- (a) We have examined and have no reservations to the Application Document for Listing of competent Companies for solar home system.
- (b) We offer to supply, install and provide after sales service to households in conformity with solar home system subsidy working procedure 2075 and Nepal Photovoltaic Quality Assurance (NEPQA) Rev. 1 and other guidelines of MoPID5/AEPC and GON.
- (c) We declare to abide by MoPID5's/GoN's policy of zero tolerance to corruption.
- (d) We declare that, we have not been blacklisted and no conflict of interest in the proposed procurement proceedings and we have not been punished for an offence relating to the concerned profession or business.
- (e) We declare that we have never been involved in any case of bankruptcy or suspension of payments.
- (f) We declare that, till date, no dispute has raised in any contract executed or under execution. No civil or criminal case against us has been raised or currently being raised or being dealt with in court, not ineligible to participate in this job; have no Conflict of Interest in the proposed proceedings and have not been punished for the profession or business related offence and not blacklisted.
- (g) We do not have any conflict of interest on the listing procedure for recognized competent companies for supply, install and provide after sales service
- (h) We agree to permit GoN, MoPID5 or its representative to inspect our accounts and records and other documents relating to the transaction carried out under the subsidy programme.

Name

In the capacity of

Signed

Duly authorized to sign the application for and on behalf of

Date

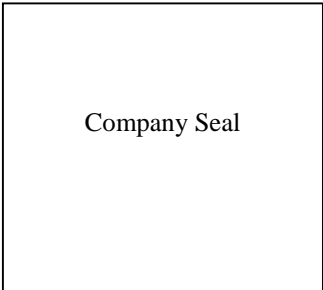
E. Application Form for Solar Home System

Company/Firm Information:	
Name of Company/Firm:	
Address:	District: Metro/Sub Metro/Municipality:
	Ward No.: Street: Phone: Fax:
	Post Box: Email:
Contact Person	Name: Designation: Phone: Mobile Phone: Email:
Company/Firm Details	PAN or VAT No. Year of Registration: Registered mainline Business:
Bank Details for subsidy programme	Bank Name: Branch: Account Number:
Dealer Information	Name: Address: PAN or VAT No. Contact Person Name: Contact Number:
Solar Technician Level I 1 No.	<u>Technician- 1:</u> Name: Contact Number: Copy of PAN certificate <u>Technician- 2:</u> Name: Contact Number: Copy of PAN certificate

Average Annual Turn Over	Annual Turnover Data for the best Three years out of Last Five Years	
	Sl	Year
	1	Amount (in NPR)
	2	
	3	
	4	
	5	
	Average Annual Turnover	
Total Turnover in best Three Years		
Line of Credit (Bank Facility)	Name of the Bank providing facility: Line of Credit Amount (NRs):	

I/We hereby certify that information filled up in the application form is correct and duly updated and understand that any information provided if proved to be false or manipulated, company will be recommended for blacklisting from working in program of Province no 5.

(Should be signed by higher level authority like Managing Director/President/CEO etc)



(Owner Signature)

Name:

Position:

Date:

F. Curriculum Vitae

A recent passport
size photo

Name:

Contact details

District:.....City:.....

Street:.....House no:.....

Phone (office):.....Phone (Home):.....

Phone (Cell).....

P O Box:..... E mail:.....

Qualification (Highest degree first)

- 1.
- 2.
- 3.

Experience:

- 1.
- 2.
- 3.
- 4.
- 5.

Declaration: If required, upon a week time notice I can produce the proof certificate of above mentioned experiences and also acknowledge the fact that if any information provided or it is proved that I have submitted this CV without actually being appointed with this company, I will be blacklisted from working in MoPID 5 or MoPID 5 related program or consultancy work or any other activity of MoPID 5.

Signature:

Hand written name:

Date: