



OFFICE OF THE MANAGING DIRECTOR
ASSAM STATE TRANSPORT CORPORATION
PALTANBAZAR, PARIBAHAN BHAWAN, GUWAHATI-781038

Assam State Transport Corporation

Progress through Partnership for better Services

Expression of Interest (EOI)

For

**For Lease cum Installation and Development of Solar Rooftops at
ASTC owned buildings/ properties in Assam**



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DISCLAIMER

1. Though adequate care has been taken in the preparation of this Expression of Interest Document (Eoi document), the Bidder should satisfy themselves that the Document is complete in all respects.
2. Neither ASTC nor their employees make any representation or warranty as to the accuracy, reliability or completeness of the information in this EOI document. Each prospective Bidder should conduct their own investigations and analysis and check the accuracy, reliability and completeness of the information in this EOI document and obtain independent advice from appropriate source before submission of this EOI document.
3. Neither ASTC nor their employees will have any liability to any prospective Bidder or any other person under the law of contract, for any loss, expense or damage which may arise from or be incurred or suffered in connection with anything contained in this EOI document.
4. ASTC reserves the right, without any obligation or liability, to accept or reject any or all of the Eols, at any stage of the process, to cancel or modify the process, or any part thereof, or to vary any of the terms and conditions, at any time, without assigning any reason whatsoever.
5. ASTC reserves the right to modify or amend or add to any or all of the provisions of this EOI document or cancel the present Invitation and call for fresh Invitations.
6. Neither ASTC nor their employees will have any liability in case of non-receipt of any correspondence from them to the bidders due to the postal delays.
7. The applicable laws for the purpose are the laws of India. Courts of Guwahati will have jurisdiction concerning or arising out of this EOI document.
8. The Pre-RFP Meeting being conducted by ASTC is to disseminate information about the project and exchange ideas; and is not a pre-qualification for participating in the bid. The bidding for the project will take place through a single-stage system which will include a public advertisement inviting Technical and Financial proposals with the Request for Proposal document being downloadable from the ASTC website.
9. The bidders are expected to know the relevant rules and regulations of the respective local authorities concerning the site and building-byelaws and City Development Plan.

ABBREVIATIONS

- EOI: Expression of Interest document
- GoA: Government of Assam
- GoI: Government of India
- ASTC: Assam State Transport Corporation
- LM: Lead Member
- RFP: Request for Proposal
- Allottee: Final Contract winner

SCHEDULE OF EOI PROCESS

The indicative timetable for development of this project is as follows:

Activity	Scheduled Date
Date of issue of EOI	09 Aug, 2018
Last date for downloading EOI	27 Aug, 2018
Last date for receiving the queries / requests for clarification	20 Aug, 2018
ASTC's response to the queries	27 Aug, 2018
Submission of EOI document	Till 5 PM on 28 Aug, 2018
Pre-RFP meet	11:30 AM on 4 Sep, 2018 at the Meeting Hall, ASTC, Parivahan Bhawan.

PROJECT INFORMATION

1.1 Objective

ASTC intends to lease out the Rooftops of its buildings/ properties in Assam to interested bidders/developers in the business of Solar Energy Power generation for installing Rooftop Solar Power Plants. Hence, ASTC hereby invites interested firms/ consortiums who have the required experience in developing and installing Rooftop Solar Power Plants to come forward and present their ideas for development of the project. ASTC expects the bidders to propose and give a presentation on the various benefits that ASTC will be getting out of this project.

ASTC in this context, invites the EOI from interested bidders/developers, having inline experience, with an intention to prepare the detailed feasibility report along with cost estimates for Rooftop solar power generation(Solar PV) Project (Grid connected or off grid) and finalize a model for development. The project is planned to be executed on BOOT basis (build–own–operate–transfer method). However bidder may suggest any other model as well though ASTC has preference for BOOT model.

1.2 Project

Assam State Transport Corporation offers Reliable, Safe, Dependable and Comfortable public transport service. Bus Services of ASTC covers rural and hilly roads, highways as well as city roads across the state. Apart from providing public transport service, ASTC also owns a lot of other assets like land, buildings at prime locations across the state of Assam.

ASTC is willing to provide the below locations across the State of Assam for this project.

SL. No.	Location	Available Rooftop space (sq. ft.)
1	ASTC HQ, Paltan Bazaar, Guwahati	5000
2	Multi-Level car parking, Paltan Bazaar, Guwahati	4000
3	ISBT Guwahati	21175
4	Machkhowa, Guwahati	1500
5	Rupnagar, Guwahati	9000
6	ISBT Silchar	5525
7	ISBT Jorhat	6300
8	ASTC North Lakhimpur	3500
9	Dhekiajuli	3000

10	Nagaon	4500
11	Yatri Niwas Sivasagar	4115
12	ASTC Tinsukia	5500
13	ASTC Golaghat	1500
14	Chowkidingee Dibrugargh	2000
15	Tezpur	3500
16	Old Station Jorhat	2000

Number of Locations could change at RFP stage

INSTRUCTIONS TO APPLICANTS

2.1 General Instructions

- i. This EOI is issued for short listing of Applicants for Installation of Rooftop Solar Power Generation Plants at ASTC owned buildings/ properties across the state of Assam .
- ii. The developer selected through bid process is required to undertake Planning, detailed Engineering & Designing, Financing, Construction, Marketing and Operation & Maintenance (O&M) of the proposed project.
- iii. ASTC intends to undertake this project in RESCO/ BOOT model but the bidder is encouraged to suggest other better alternatives if any during the EOI presentation.
- iv. The allottee will be allowed to sell the excess energy to the discom (Grid Connected).
- v. The allottee has the option of either going for Net-metering or Gross-metering.
- vi. Apart from the fixed monthly lease rental for the space provided, the allottee shall also provide certain services to reduce the electricity bill of ASTC (More details to be given at RFP stage).
- vii. The allottee shall be responsible for availing certain subsidies if available from the Ministry of New and Renewable Energy (MNRE).
- viii. The allottee is responsible for entering into a Power Purchase Agreement (PPA) with the discom and other concerned stakeholders including ASTC.
- ix. The bidder(s) is/ are expected to inspect the buildings/ properties etc. to determine feasibility for installation of solar panels. The operator shall undertake a proper feasibility study for the available spaces at all the mentioned ASTC office locations, estimate the total power requirements of ASTC etc. Necessary documentary support shall be provided by ASTC.

- x. Applicants are required to read carefully contents of this document and to provide required information, as per the checklist so that capabilities of the Applicants can be fully appreciated and assessed.
- xi. The Authority shall receive Applications pursuant to this EOI in accordance with the terms set forth herein as modified, altered, amended and clarified from time to time by the Authority, and all Applications shall be prepared and submitted in accordance with such terms on or before the date specified in the Schedule of EOI Process for submission of Applications (the "Application Due Date").
- xii. All EOI submissions would be evaluated in terms of financial and technical capability of the Applicants, Individual or Consortium, as the case may be.
- xiii. Pre-qualified Bidders/Consortium will be informed by ASTC through registered post/fax/e-mail.
- xiv. The EOI and all related correspondence and documents should be written in English language only.
- xv. In case the applicant intends to give additional information for which specified space in the given format is not sufficient, it can be furnished in an enclosed sheet.
- xvi. Subsequent process of RFQ and RFP need not remain confined only to the persons who respond to this EOI.
- xvii. Interested persons / companies/ firms who have reasonable technical experience and financial resources in terms of size of the Project, are invited to submit their EOI as per this format available on the web site.
- xviii. All costs incurred by the respondent in the preparation and presentation of the proposal shall be absorbed entirely by the respondent. All supporting document submitted by the respondent in response to this EOI shall become the property of ASTC.
- xix. This EOI does not constitute an offer by ASTC. No commercial quotes shall be submitted along with the EOI. If found any the proposal shall be rejected.
- xx. Duration of the lease period will be for 25 years.
- xxi. ASTC shall purchase 90% of the solar energy generated by the operator.

2.2 Eligible Applicants

- i. The Applicant for pre-qualification may be a single entity or a group of entities (the "**Consortium**"), coming together to implement the Project. However, no applicant applying individually or as a member of a Consortium, as the case may be, can be member of

another Applicant Consortium. The term Applicant used herein would apply to both a single entity and a Consortium.

- ii. Be preferably accredited by MOEF / ECBC/ GBC / any Govt. body/local authority(lead promoter in case of consortium)
- iii. Bidder or Lead Partner of Consortium should have registered office in India.
- iv. An Applicant shall not have a conflict of interest (the "Conflict of Interest") that affects the Bidding Process. Any Applicant found to have a Conflict of Interest shall be disqualified. An Applicant shall be deemed to have a Conflict of Interest that affects the Bidding Process, if a constituent of such Applicant is also a constituent of another Applicant;
- v. In case the Applicant is a Consortium, it should comply with the following additional requirements:
 - Number of members in a consortium should be limited to 2 members
 - The Application should contain the information required for each member of the Consortium
 - Members of the Consortium shall nominate one member as the lead member (the "Lead Member").
 - Members of the Consortium shall enter into formal understanding vide a Memorandum of Association (MoA) for the purpose of making the Application for the project.
- v. Change in the composition of a Consortium will not be permitted by the Authority during the Qualification Stage.
- vi. Where the Applicant is a Consortium, change in the composition of a Consortium may be permitted by the Authority during the Bid Stage, only where:
 - The Lead Member continues to be the Lead Member of the Consortium
 - The substitute is at least equal, in terms of Technical Capacity and Financial Capacity, to the Consortium Member who is sought to be substituted and the modified Consortium shall continue to meet the prequalification and short-listing criteria for Applicants
 - The new Member(s) expressly adopt(s) the Application already made on behalf of the Consortium as if it were a party to it originally, and is not an Applicant/Member/Associate of any other Consortium bidding for this Project
- vii. Approval for change in the composition of a Consortium shall be at the sole discretion of the Authority and must be approved by the Authority in writing.
- viii. The modified/ reconstituted Consortium shall be required to submit a revised Memorandum of Association before the Bid Due Date.

2.3 Evaluation Criteria

The Applicant's competence and capability will be established by the following parameters:

- i. Financial Capability
Applicant should have a minimum average Annual Turnover of **Rs. 5 crore** for the last three financial years. Audited annual accounts for last three financial years to be attached.
- ii. Technical Experience
The Applicant /Consortium should have a minimum related experience of 3 years and
 - a) Should have executed/ commissioned at least 2 Solar Power Generation Plant projects with at least one project which has a minimum output capacity of 1 MWp (to be supported by documentary evidence).

OR

- b) Should have executed/ commissioned Rooftop Solar Power Plant of minimum 500 kWp (Total Capacity) in the last 3 years (to be supported by documentary evidence).

The bidder should have post- installation experience in maintenance of solar power stations in India or shall have established tie up with experienced Solar Power Plant maintenance agency (Supported by documentary evidence) during the last 3 years.

2.4 Marking Scheme

Criteria	Sub Criteria	Marking Scheme	Marks out of 100
Financial Capability	Average Annual turnover in the last 3 years	≥5 crore and <10 crore	20
		≥10 crore and <20 crore	30
	Minimum marks required = 20	>20 crore	40
Technical Experience	Projects Executed/ Commissioned	≥1 project and ≤2 projects	20
		≥3 projects and ≤5 projects	30
	Minimum marks required = 20	>5 projects	40
	Years of Experience	≥3 years and ≤5 years	5
		>5 years	10

	Minimum marks required = 5		
Approach & Methodology for the project	Presentation of the proposed approach and methodology	Benefits to be provided to ASTC	10
		Implementation Plan	
		Approach & Methodology	
		Sustainable power model	
		Success stories & Client testimonials	
	Suggestions		
	Minimum marks required = 5		

The bidder needs to secure minimum sectional cut off for each individual section as well as it needs to score a minimum overall score of 60 marks to qualify for the RFP stage.

2.5 Award of Work

- a) The work will be awarded to the Operator on the following basis:
- i. The Operator will pay a monthly rental of Rs. 3 per Square Feet of the space estimated with a provision of increasing the rates every 2 years as per a mutually agreed rate.
 - ii. The operator has to provide the rate at which he shall supply power to ASTC. The work shall be awarded to the bidder which quotes the lowest rate.

PRERATION AND SUBMISSION OF EOI

3.1 Correspondence/ Enquiries

All correspondence / enquiries should be submitted to the following in writing by email /post / courier:

Managing Director
Assam State Transport Corporation (ASTC)
Paltanbazar, Guwahati-781008
Phone: 0361-2739552
Email id: astc2009@gmail.com

3.2 Sealing and Marking of EOI

The envelope shall indicate the name, address and contact phone number of the Bidder (or the Lead Member in case of a Consortium). The envelope shall clearly bear the following identification:

Expression of Interest
For
Leasing out of Rooftops at ASTC owned buildings/ properties in Assam for
Installation of Rooftop Solar Power Plants

The envelope shall be addressed to:

Managing Director
Assam State Transport Corporation (ASTC)
Paltanbazar, Guwahati-781008
Phone: 0361-2739552;

3.3 EOI Due Date

EOI should be submitted on or before the EOI due date as set out in the Schedule for Bidding Process, at the address provided in Section 3.2 in the manner and form as detailed in this EOI Document. EOI submitted by either facsimile transmission or telex or e-mail will not be acceptable. EOI should be submitted only by Registered post/Courier only. No drop box facility is available.

Any EOI received by ASTC after the due time and date will be returned unopened to the Bidder.

3.4 Pre-RFP meet

Interested entities are invited to attend a Pre-RFP Meeting on 4 Sep 2018 at 11:30 A.M. at **Meeting Hall, ASTC Office, Paribahan Bhawan, Paltan Bazar, Guwahati – 781008**. The meeting will review the various options/ issues in the development of the project in consultation with the prospective Bidders.

3.5 Checklist for Submission of EOI

SL. No.	Enclosures to the EOI
1	Letter of Application
2	General Information
3	Financial Information
4	Audited Financial Statements/ Annual Reports
5	Memorandum of Association (In case of a Consortium)
6	Experience Certificates
7	Incorporation and Commencement of Business Certificate attested by the concerned Authority

ANNEXTURES

ANNEXURE 1

FORMAT FOR LETTER OF APPLICATION (ON LETTER HEAD OF APPLICANT)

To,

Date:

**Managing Director
Assam State Transport Corporation (ASTC)
Paltanbazar, Guwahati-781008
Phone: 0361-2739552;**

Subject: Expression of Interest for Leasing out of Rooftops at ASTC owned buildings/ properties in Assam for Installation of Rooftop Solar Power Generation Plants

Sir,

Being duly authorized to represent and act on behalf of _____ (hereinafter referred to as "the Bidder"), and having reviewed and fully understood all of the requirements and information provided, the undersigned hereby express our interest for participating in Lease cum Installation and Development of Solar Rooftops at ASTC owned buildings/ properties in Assam.

We confirm that we have examined the terms and conditions published in the EOI advertisement and accordingly submitting the proposal for the captioned project.

(In case of Consortium add the following paragraph)

This proposal is submitted on behalf of a Consortium comprising
(Applicant to site the name of each member).....and of which (Insert the name of lead member of Consortium) has agreed to act as lead member.

We are enclosing our EOI in Original with the details as per the requirements of the document for your evaluation.

The undersigned hereby also declares that the statements made and the information provided in the EOI is complete, true and correct in every detail and unconditional.

Yours faithfully,

(Signature of Authorized Signatory)

(Name, Title and Address of the Bidder)

ANNEXURE 2

DETAILS OF THE BIDDER(S)

1. (a) Name
(b) Country of Incorporation
(c) Address of the corporate headquarters and its branch office (s), if any, in India
(d) Date of incorporation and / or commencement of business

2. Brief description of the Firm including details of its main lines of business and proposed roles and responsibilities in this Project

3. Name, Designation, Address and Phone Nos. of Authorized Signatory of the Bidder:
 - (a) Name:
 - (b) Designation:
 - (c) Name of the firm:
 - (d) Address:
 - (e) Telephone No:
 - (f) E-mail Address:
 - (g) Fax No:

4. Details of individual (s) who will serve as the point of contact / communication for ASTC within the Company
 - (a) Name:
 - (b) Designation:
 - (c) Address:
 - (d) Telephone No.
 - (e) E-mail address:
 - (f) Fax No.

- 5 **In case of Consortium:**
 - a) The information above (1-4) should be provided by all the Members of the Consortium.
 - b) Information regarding role of each Member should be provided as per table below

SI. No.	Name of Member	Role of the Member
1		

ANNEXURE 3

FINANCIAL TURNOVER

I. Annual Turnover of the Bidder (Lead Member)

Year	2015 – 2016	2016 – 2017	2017 – 2018
Amount (Rs.)			

II. Annual Turnover of the Partner (in case of Consortium)

Year	2015 – 2016	2016 – 2017	2017 – 2018
Amount (Rs.)			

Note:

1. Audited Balance sheet and Profit & Loss account statement of the Bidder (Lead Bidder in case of Consortium) for each of the last 3 audited financial years shall be submitted as supporting evidence.
2. Applicants shall also enclose certificate from its Statutory Auditors stating its total revenue during each of the past 3 years. In case the applicant does not have a Statutory Auditor, it shall provide the requisite certificate from Chartered Accountant Firm/Chartered Accountant that ordinarily audits the annual account of the party.

ANNEXURE 4

DETAILS OF DEVELOPMENT/ INSTALLATION EXPERIENCE

SL. No.	Client Name	Location	Project Type (Rooftop/ On Grid/ Off Grid etc.)	Project Capacity (MW)	Status of Construction (Commissioned/ under construction)	Operational / Commissioned since (year)	Value in INR	Start Date	Completion Date
1									
2									
3									

Note:

List of experiences should be supported by documentary evidence i.e. Completion certificates, Commissioning certificates, Work Orders etc.