



Chhattisgarh State Renewable Energy Development Agency
(Department of Energy, Govt. of Chhattisgarh)



Notice No. CREDA/EC/F-113/1577

Date: 30.04.2016

EMPANELMENT OF MANUFACTURERS OF LED LIGHTING PRODUCTS

NOTICE FOR EMPANELMENT

Applications for empanelment of manufacturers, as **Empanelled Vendor (EmpVen)**, for **Phase IV** are invited from interested firms / companies who are in the business of manufacturing LED lights.

Application for Empanelment (**EmpDoc**) duly filled in shall be submitted by **31st August 2016 up-to 05.00PM** at the following address:

Chief Engineer
CREDA
VIP Road (Airport Road)
Near Energy Education Park
Raipur – 492015 (Chhattisgarh)

Any changes in the empanelment shall be published only in our website: www.creda.in

For further information, may contact as stated below:

Shri Rajeev Gyani (Executive Engineer, CREDA)
Mobile: 8370008627

Shri Kamran Shaikh (Assistant Engineer, CREDA)
Mobile: 8370008628

(1) Introduction: CREDA has been constituted on 25th May 2001 under the Department of Energy, Government of Chhattisgarh for implementation of various schemes pertaining to Renewable Energy sources and Energy Conservation activities. The Government of Chhattisgarh has notified CREDA as the State Designated Agency (SDA) to coordinate, regulate and enforce the provision of the Energy Conservation Act-2001 and implement schemes under the said Act within the State of Chhattisgarh.

(2) Objective: CREDA has implemented energy efficient LED lighting projects in the State of Chhattisgarh in the areas of outdoor & indoor lightings. Due to the initiatives of CREDA, many State Govt. departments have implemented LED lighting projects. In many cases, the departments require assistance from CREDA for implementation of such projects. The main objective of empanelment of manufacturers is to have a broad based panel of technically capable, financially sound and reliable sources of supply to which enquiries can be addressed for projects. This would ensure that the required products are readily available so that the projects can be initiated timely.

(3) Scope: The manufacturers meeting the minimum requirements of CREDA shall be empanelled with CREDA as Empanelled Vendor (**EmpVen**). As and when any project is implemented by CREDA for energy efficient LED lighting, only EmpVen shall be permitted to participate in projects. The projects shall range from supply and / or installation of LED lighting products C.I.P. anywhere in Chhattisgarh.

(4) Instructions to the Applicants:

(i) The applicant will have to submit his application through registered / speed post / in person after carefully examining the documents/conditions etc. CREDA shall not be responsible for any delay or non - receipt of application in time.

(ii) The applicant shall submit the Power of Attorney duly authorized & notarized for the person signing and submitting the application on behalf of the applicant. The authorized person of the firm/company shall sign all the pages of this Empanelment Document (**EmpDoc**) with seal of the company/firm.

(iii) All cost incurred by applicants for preparing and submitting the application, providing clarification or any other expenses whatsoever shall be borne by applicants themselves.

(iv) The applicant may modify, substitute or withdraw his original application for empanelment after its submission, but in any case before the specified deadline for submission. For doing so, a written notice of the modification or substitution or withdrawal has to be submitted by the applicant to Chief Engineer, CREDA.

(v) Any information/data furnished by the applicant found to be incorrect or false or misleading at any point of time shall be liable to be debarred from empanelment. CREDA shall take suitable action against such applicant.

(vi) CREDA reserves the right to cross check and confirm the information /details furnished by the applicant.

(vii) Even though an applicant may satisfy the above requirements, he would be liable for disqualification if he has made misleading or false representation or deliberately suppress the information in the forms, statements and enclosures required in the application.

(viii) CREDA reserves the right to delete, modify, rename, etc. any conditions in the EmpDoc, withhold the issue of application for empanelment and also subsequently the tender documents to any EmpVen and also annul the empanelment process without assigning any reasons whatsoever.

(ix) The empanelment of manufacturer shall be cancelled by CREDA & necessary action can be taken by CREDA if:

(a) The EmpVen is non-responsive against three consecutive enquiries of CREDA

(b) After placement of order, EmpVen fails to execute the order as per terms & conditions of order

(c) Tampers with empanelment / tendering procedure affecting ordering process or commits any misconduct which is contrary to business ethics

(d) Found to be involved in cartel formation

(e) Indulges in malpractices or misconduct such as bribery, corruption and fraud, pilferage etc which are contrary to business ethics

(f) Found to be guilty by any court of law for criminal activity/ offences involving moral turpitude

(g) Performance or activities detrimental to the interest of CREDA.

The above guidelines are not exhaustive but enunciate broad principles governing action against EmpVen. The decision of CREDA in this regard shall be final and binding on the EmpVen.

(x) Notwithstanding anything contained in this application for empanelment, CREDA reserves the right to accept or reject any application and annul the process and reject all applications at any time without any liability or any obligation for such acceptance, rejection or annulment without assigning any reasons.

(xi) Applicants interested for empanelment with CREDA should meet the technical and financial qualification as mentioned in this EmpDoc.

(xii) Applications should be submitted at CREDA Head Office, Raipur. Covers / Envelopes should invariably be super-scribed "**Empanelment of LED Lights Manufacturers**" and sealed. Do not include any promotional material along with the application like products brochures, pamphlets, catalogues, etc.

(xiii) Submission of application document does not indicate that applicant is qualified for empanelment with CREDA and / or awarding of work or contract.

(xiv) **The applicant meeting the requirements of CREDA shall be empanelled with CREDA till 31st March 2017.** However, CREDA reserves the right to cancel the empanelment of any of the empanelled applicant at any time if they are found to not confirming to any of the clauses mentioned in this EmpDoc or if the deliverables are found to be not as per the satisfaction of CREDA or activities detrimental to the interest of CREDA. CREDA may also extent the time period of empanelment with mutual consent.

(xv) The EmpVen should abide by all rules and regulations, terms and conditions of the work awarded to him. CREDA reserves the right to suspend business with him for any particular period / debar him / remove his name from empanel list, after issue of a notice, as the case may be, for violation of any terms of EmpDoc or work awarded. Decision of CREDA shall be final and binding.

(xvi) CREDA may remove the EmpVen from empanelled list and / or take necessary suitable action if - it fails to execute a contract or has executed it unsatisfactorily or persistently violates any important conditions of contract or furnishes false particulars at time of empanelment or indulges in any type of forgery or falsification of records, etc.

(xvii) Any dispute arising out of the empanelment shall be subject to the jurisdiction of court at Raipur

5. Disclaimer:

(i) CREDA and/or its officers, employees disclaim all liability from any loss or damage, whether foreseeable or not, suffered by any person acting on or refraining from acting because of any information including statements, information, forecasts, estimates or projections contained in this document or conduct ancillary to it whether or not the loss or damage arises in connection with any omission, negligence, default, lack of care or misrepresentation on the part of CREDA and/or any of its officers, employees.

(ii) Empanelment with CREDA does not make them automatically eligible for any Govt. work. The empanelment with CREDA shall only entitle the manufacturer to be considered for issue of work documents subject to the conditions laid down in each individual work requirements. It shall not confer any right on him to be necessarily awarded work.

(iii) Applicants are advised to arrange all the documents required for empanelment in a systematic manner and relevant to the requirement of EmpDoc. CREDA shall not be held responsible for any error due to missing / ineligible documents while evaluating.

6. Fees: The following fees are to be submitted through Demand Draft (DD) / Banker Cheque (BC) in favor of "CREDA" payable at Raipur:

(i) For new empanelment request, non-refundable empanelment fee of Rs. 1,00,000/- (Rupees One Lac only)

(ii) For manufacturers which were empanelled with CREDA till 31st March 2016, non-refundable empanelment fee of Rs. 2000/- (Rupees Two Thousand only)

(iii) No application shall be considered without requisite fees and would be treated as invalid proposal. No exemption will be permitted for empanelment fees under any circumstances / conditions and no claim/request shall be made by any applicant.

7. Eligibility Criteria

Sr. No.	Criteria	Documents to be Submitted
(i)	Applicant should be manufacturer of LED lamps fixtures / luminaries (JVs / Consortium / Dealers are not eligible)	Certificate issued by competent Govt. authority certifying the manufacture of LED lights / lamps
(ii)	Applicant should be a company registered under Companies Act 1956 (Company should be Ltd / Pvt. Ltd. Co.)	Company Incorporation Certificate to be submitted
(iii)	(a) Applicant should have in-house testing facility approved by the competent Govt. authority (b) If Applicant does not have in-house testing facility, they shall get the required product/s tested from any Govt. approved or accredited labs as required by CREDA at their own cost. (c) CREDA may also get the required product/s tested before project implementation and / or during the project implementation at the cost of the Applicant	For in-house testing facility, copy of the letter approved by the Govt. Authority
(iv)	The Applicant should have a Dealer or Service Centre in Chhattisgarh State	Details to be submitted as per Annexure - B

(v) The applicant should have undertaken works in Government Departments / Public Sector Undertakings / Central Autonomous Bodies / State Autonomous Bodies / Financial Institutions and other reputed Private Firms (based in India only).

(vi) The applicant should have capability to supply LED lighting products with LED make of Nichia / Osram / Philips Lumileds / Cree / Epistar / Lumenmax or of equivalent superior quality with the LED products complying with superior relevant standard technical specifications.

(vii) The Applicant should not have been debarred from any Central / State Govt. Departments / Agencies / Boards / Corporations / PSUs. The applicant should not be involved in any major litigation.

8. Average Turnover & Project Completion Criteria

<p>Applicant should have the experience of executing works of various LED lighting systems in the last 3 years i.e. 2013-14, 2014-15 & 2015-16 as follows: Completed single order of minimum Rs. 60.00 Lacs OR Completed two orders of minimum Rs. 30.00 Lacs each OR Completed three orders of minimum Rs. 20.00 Lacs each</p>	<p>Order copies with completion certificates duly verified by the facility owners of LED lights to be submitted as stated in Annexure - E</p>
<p>The Applicant should have average financial turnover minimum Rs. 5.00 crores in the area of Lighting Only including minimum Rs. 0.50 crore in the area of LED Lighting Only (For FY 2013-14, 2014-15 and 2015-16)</p>	<p>Details to be submitted as per Annexure - D</p>

-- Works of LED Lights means supply and / or installation of AC powered LED lights like bulbs, tube-lights, street lights, high mast lights & flood lights only. The following documents shall not be considered:

- Any supply / work related to DC LED lighting
- Any products supplied to distributors, dealers, stockiest, etc.
- Any LED parts supplied like LED chips, board, drivers, etc.
- LED lighting products exported to other countries

9. For New Manufacturers

(A) New Manufacturers, not meeting Average Turnover and / or Project Completion Criteria stated in Point (8), may be considered for empanelment subject to fulfilling the following requirements & submitting documents to the satisfaction of CREDA:

- (i) Should have in-house manufacturing of Driver as well as SMT Line
- (ii) Should have capability of PCB designing
- (iii) Manufacturing facility should have the following machines – SMT Machine, PCB Printing Machine, Reflow Oven & Assembly Line

(B) CREDA may visit the facility to verify the claims of the applicant & the cost of the visit including boarding-lodging & transportation has to be arranged by the applicant.

DECLARATION

1. I/We have read carefully and examined the empanelment and other terms, conditions & information referred to in the notice for empanelment.
2. All the information furnished by me / us here above is correct to the best of my knowledge and belief.
3. I/We have no objection if enquiries are made about the work listed by me / us in the accompanying sheets / Annexures.
4. I/We agree that the decision of CREDA in selection of manufacturer for empanelment will be final and binding to me / us.
5. I/We shall not claim any relaxation/exemption in Empanelment Fee at any stage of the empanelment process.
6. I/We have read the instructions and I/we understand that if any false information is detected at a later date the empanelment shall be cancelled at the discretion of the CREDA.
7. I/We shall abide to all the laws and shall be responsible for making payments of all the taxes, duties, levies and other Govt. dues etc. to the appropriate Govt. departments.
8. I/We shall be responsible for the payment of the respective taxes to the appropriate authorities and should I/we fail to do so, I/we hereby authorize CREDA to recover the taxes due from us and deposit the same with the appropriate authorities on their demand.
9. I/W hereby give undertaking that I/we are not black-listed by any Central/State Government/Semi-Government Organization/Public Sector Undertaking/ Private Institution in India.

Place : (Signature of Authorized Person for this Application)

Date : Name & Designation

Seal of Organization

ANNEXURE – A

GENERAL INFORMATION

(Please submit **ALL INFORMATION** clearly **TYPED** on **Manufacturer's Letterhead**)

Name of Manufacturer	
<u>Head Office Details:</u> - Name of Contact Person - Designation - Address - Mobile No. - Tel. No. with STD Code - Email ID	
<u>Registered Office Details:</u> - Name of Contact Person - Designation - Address - Mobile No. - Tel. No. with STD Code - Email ID	
Address where all communication related to empanelment / order is to be sent	Head Office / Registered Office
<u>Factory Details:</u> - Address of Factory - Year of Starting Manufacturing - LED Products Manufactured/Assembled	
<u>Registration Details:</u> - PAN Number - VAT / CST Number - Service Tax Number <i>(Enclose Copy of Above)</i>	
<u>Information for NEFT/RTGS:</u> - Name of the Company - Name of Bank & Branch - Account Number - Account Type - IFSC Code of Bank - MICR Code of Bank <i>(Enclose cancelled cheque / photocopy of cheque)</i>	

(Signature of Authorized Person for this Application)

Name:

Designation:

Stamp of Company/Firm:

Date:

ANNEXURE - B

(Please submit **ALL INFORMATION** clearly **TYPED** on **Manufacturer's Letterhead**)

DETAILS OF SERVICE CENTRE / AUTHORIZED DEALER IN CHHATTISGARH

Sr. No.	Description	Details
1	Service Centre (SC) / Authorized Dealer (AD)	SC / AD (Tick whichever applicable)
2	Name of SC / AD	
3	Head of SC / AD	
4	Address of SC / AD	
5	Mobile Number	
6	Tel. No.	
7	Email ID.	
8	Validity of AD.	

I/we hereby confirm to up-date CREDA on a quarterly basis the above stated information OR as soon as any up-date is required on the above

(Signature of Authorized Person for this Application)

Name:

Designation:

Stamp of Company/Firm:

Date:

ANNEXURE - C

(Please submit **ALL INFORMATION** clearly **TYPED** on **Manufacturer's Letterhead**)

FEES DETAILS

Description
<p>New Empanelment Fee of Rs. 1.00 Lac (Rupees One Lac Only), submitted in the form of Demand Draft / Banker's Cheque, drawn on _____ Bank, _____ Branch, bearing DD/BC No. _____ dated _____ is attached herewith.</p> <p>OR</p> <p>Empanelment Renewal Fee of Rs. 2,000/- (Rupees Two Thousand Only), submitted in the form of Demand Draft / Banker's Cheque, drawn on _____ Bank, _____ Branch, bearing DD/BC No. _____ dated _____ is attached herewith.</p>

(Signature of Authorized Person for this Application)

Name:

Designation:

Stamp of Company/Firm:

Date:

ANNEXURE – D

(Please submit **ALL INFORMATION** clearly **TYPED**)

FINANCIAL DETAILS

(a) Annual Turn Over in the area of Lighting Only (Based on the audited balance sheet and profit & loss account statement) (In Rs. Lacs)

FY2013-14	
FY2014-15	
FY2015-16	

(b) Annual Turn Over in the area of LED Lighting Only (Based on the audited balance sheet and profit & loss account statement) (In Rs. Lacs)

FY2013-14	
FY2014-15	
FY2015-16	

Signature of the CA with seal

Name _____

Membership No. _____

ANNEXURE – E

(Please submit **ALL INFORMATION** clearly **TYPED** on **Manufacturer's Letterhead**)

PAST EXPERIENCE DETAILS

Sr. No.	Item	Purchaser's Name & Address	Order No. & Date	Ordered Quantity	Quantity Supplied (Nos.)	Value of Purchase Order (Rs.)	Date of Completion

- (i) Purchase Order Copies / Invoice Copies / Work Order Copies and Completion Certificates to be submitted
- (ii) Please include copies of relevant items as stated in the EmpDoc executed in India only
- (iii) The above copies should be in the name of applicant manufacturer only
- (iv) Please include credentials related to those conforming to EmpDoc requirements only

(Signature of Authorized Person for this Application)

Name:

Designation:

Stamp of Company/Firm:

Date:

FINAL CHECKLIST

Sr. No.	Description	Applicants Confirmation (Yes / No / Not Applicable)
1	Applicable Empanelment EMD	
2	EmpDoc Signed & Stamped on Each Page	
3	Power of Attorney as per Clause 4(ii)	
4	Certificate issued by competent Govt. authority certifying the manufacture of LED lights / lamps	
5	Company Incorporation Certificate	
6	Copy of the letter approved by the Govt. Authority for In-house Testing Facility	
7	Declaration	
8	General Information (Annexure – A)	
9	Details of Service Centre / Authorized Dealer (Annexure – B)	
10	Fees Details (Annexure – C)	
11	Financial Details (Annexure – D)	
12	Past Experience Details (Annexure – E)	