

PFC CONSULTING LIMITED

(A wholly owned subsidiary of Power Finance Corporation Limited)

Empanelment of Consulting Organizations

PFC Consulting Limited (PFCCL) is a Consulting Organization providing consultancy services to the power sector since Oct.'99, making available expertise to various entities in order to strengthen the power sector and thereby bring about improvements in financial, technical and institutional management.

The services have been categorized as under:

Area Code	Particulars
1	Strategy and Policy
1(a)	Business plan
1(b)	Human Resources Plan
1(c)	Organisational Development Plan
1(d)	Preparation of systems/rules/procedures/manuals
2	Financial Services
2(a)	Drafting, vetting, reviewing and evaluation of RFQ, RFP and Agreements for PPP projects
2(b)	Drafting, vetting, reviewing and evaluation of RFQ, RFP and Agreements for other projects
2(c)	Commercial support and due diligence
2(d)	Logistics and Supply Chain
2(e)	Transaction Services
2(f)	Financial Restructuring of Entities
2(g)	Resource Mobilization (Domestic and Foreign currency)
2(h)	Mergers and Acquisition
2(i)	Asset Valuation
2(j)	Taxation
2(k)	Insurance Advisory
2(l)	Actuarial Valuation
2(m)	Accounts Function
2(n)	Internal Audit
3	Project planning/structuring/ /conducting technical studies/preparation of Pre Feasibility Report/Detailed Project Report
3(A)	Conducting Technical studies and preparation of PFR/DPR for obtaining, inter-alia, Environmental clearance for Thermal Power Projects
3(B)	Conducting Technical studies and preparation of DPR/ Feasibility Report for obtaining, inter-alia, Environmental clearance for Hydro Power Projects
3(C)	Conducting Technical studies and preparation of DPR/ Feasibility Report for obtaining inter-alia Environmental clearance for New and Renewable Energy
(i)	Site selection
(ii)	Preparation of Pre-feasibility Report
(iii)	Preparation of plant layout
(iv)	Geo Technical Studies
(v)	Socio-economic Studies/ Corporate Social Responsibility Plans/ Resettlement and

Area Code	Particulars
	Rehabilitation plans
(vi)	Topographical Survey
(vii)	Area Drainage Studies
(viii)	Hydrographical Surveys
(ix)	Environment Impact Assessment Studies / Environment Management Plans
(x)	Preparation of DPR
(xi)	Studies related to Forest and for obtaining clearance
(xii)	Marine and Port Studies
(xiii)	Conducting Public hearing
(xiv)	Survey and Land Acquisition
(xv)	Water availability and transportation (Coal and POL) Studies
(xvi)	Any other activities/ studies (please mention)
Note	Organisations qualified to be empanelled and have in-house expertise in any of the three area codes from 3(A/B/C)(iv) to 3(A/B/C)(x), will be empanelled either with main area code i.e. 3A/3B/3C; otherwise, they will be empanelled in the respective sub-area codes for which they have in-house expertise, subject to fulfilling eligibility criteria.
3(D)	Power System Planning and Forecasting
(i)	Demand Supply Analysis and Forecasting
(ii)	Short, Medium and Long term
3(E)	Transmission
(i)	Power Transmission - Route Survey, analysis and DPR preparation
(ii)	Power Transmission – Obtaining Clearances/Approvals
(ii)	Network studies and load flow studies
3(F)	Distribution
(i)	Network studies and load flow studies
(ii)	Project monitoring
(iii)	Audit , inspection of materials and workmanship
(iv)	Preparation of DPR
(v)	Any other activities/ studies (please mention)
3(G)	Coal Block/ Mines Studies
(i)	Topographical survey, DGPS, exploration & GR preparation
(ii)	Preparation of Mining plan, feasibility report and cost of production of coal
(iii)	EIA/EMP studies
(iv)	Forest land diversion
(v)	Any other activities/ studies (please mention)
3(H)	Engineering , Procurement and Construction for
(i)	Thermal Power Projects
(ii)	Hydro Power Projects
(iii)	New and Renewable Energy Projects
(iv)	Transmission Projects
(v)	Distribution Projects
4	Corporate Communications
4(a)	Corporate film making and Audio visual publicity
4(b)	Event management

Area Code	Particulars
5	Information Management System
5(a)	Website/software design and maintenance
6	Legal and contracts related services
6(a)	Drafting, vetting, reviewing and evaluation of RFQ, RFP and Agreements for PPP projects
6(b)	Drafting, vetting, reviewing and evaluation of RFQ, RFP and Agreements for other projects
6(c)	Legal opinion on Land Acquisition Act, Electricity Act 2003, FEMA, rules/procedures/documents of PFCCL etc.

Consultancy firms desirous of empanelling with PFCCL in one or more of the above mentioned 6 main areas and sub-areas may apply giving the particulars as per forms I to V. Each and every page of the application should be stamped and signed by the authorized person on behalf of the organization.

Firms already empanelled with PFC Consulting Limited vide letter no. 08/Org/12/HR/Empanel/Firms/14 dated 18.05.2012 also **need to re –apply.**

The application for empanelment/re-empanelment should be accompanied with a Demand Draft or Banker's Cheque of Rs.10,000/- towards **non-refundable processing fee**, payable to "**PFC Consulting Limited**" at New Delhi.

Foreign firms not having an office in India may also apply with payment of Processing Fee in Indian Rupees through their respective Embassy – Trade / Commerce wing.

The last date for receipt of the requests is 1st July, 2014.

Please note:

1. Firms not having Service Tax Registration or not having applied for Service Tax Registration before the last date of Receipt of the requests will be rejected.
2. PFCCL reserves the right to accept or reject any other request for empanelment also without assigning any reason. Firms empanelled will be informed suitably.

Note: The Application in Hard Copy along with Bank Draft/ Banker's Cheque should be sent by Hand/Post/Courier. A soft copy should also be sent by e-mail or in a compact disc.

Apply to :

**EVP (U#1)
PFC Consulting Limited
First Floor, Urja Nidhi,
1, Barakhamba Lane,
Connaught Place,
New Delhi - 110 001**

**Tel : (011) 2345 6138
Fax : (011) 2345 6170
(011) 23456111
Email: pfcconsulting@pfcindia.com**

FORM - I

APPLICATION :

To,

**EVP (U#1)
PFC Consulting Limited
First Floor, Urja Nidhi,
1, Barakhamba Lane,
Connaught Place
New Delhi - 110 001**

Dear Sir,

We wish to apply for empanelment/re-empanelment with PFCCCL as a consulting Organisation as per details enclosed.

1	Name of the Organisation			
2	Address, Contact Nos. & E-Mail with Name and Mobile No. of Contact Person			
3	Year of Establishment			
4	Total Personnel (Professionals only)	Number _____		
5	Annual Turnover (last 3 financial years)	Year 2013-14 (Rs. In lakhs)	Year 2012-13 (Rs. In lakhs)	Year 2011-12 (Rs. In lakhs)
6	Latest Audited Annual Accounts	: To be enclosed		
7	Service Tax Registration (copy of certificate or proof of application submitted)	: To be enclosed		
8	Registration with SEBI for Merchant Banking Firms / With ICAI for CA Firms or other statutory registrations with a copy of the same, as applicable for the services offered	: To be enclosed		
9	Specific Area of Expertise with Code(s), applied for empanelment.	: To be enclosed as per Form - II		

10	Range of Services offered	: To be enclosed separately in not more than two pages.
11	Key Personnel (Professionals only)	Number (Brief of qualifications / experience of each of the key personnel to be enclosed as per Form - III).
12	Summary of Professional Experience of the Organisation , Separately for each Area Code Applied For	:To be enclosed as per Form – IV
13	Brief of Major Consultancy Assignments Undertaken, in last three financial years for each Area Code Separately. Assignments should be chosen to highlight diversity of experience , and highlighting multiple assignments with similar experience should be avoided	: To be enclosed as per Form – V

We affirm that the information provided is true, correct, complete and nothing has been concealed thereof. We undertake that in case any information provided is found incorrect at any time hereafter, our application/empnelment stands rejected/terminated as the case may be.

**(Signature of authorised person on
Behalf of the organization)**

FORM - II

Specific Area of expertise with Code(s) applied for empanelment

Area Code	Particulars	Areas Applied for (Please tick the one applied for)		
1	Strategy and Policy			
1(a)	Business plan			
1(b)	Human Resources Plan			
1(c)	Organisational Development Plan			
1(d)	Preparation of systems/rules/procedures/manuals			
2	Financial Services			
2(a)	Drafting, vetting, reviewing and evaluation of RFQ, RFP and Agreements for PPP projects			
2(b)	Drafting, vetting, reviewing and evaluation of RFQ, RFP and Agreements for other projects			
2(c)	Commercial support and due diligence			
2(d)	Logistics and Supply Chain			
2(e)	Transaction Services			
2(f)	Financial Restructuring of Entities			
2(g)	Resource Mobilization (Domestic and Foreign currency)			
2(h)	Mergers and Acquisition			
2(i)	Asset Valuation			
2(j)	Taxation			
2(k)	Insurance Advisory			
2(l)	Actuarial Valuation			
2(m)	Accounts Function			
2(n)	Internal Audit			
3	Project planning/structuring/ /conducting technical studies/preparation of Pre Feasibility Report/Detailed Project Report	3A	3B	3C
3(A)	Conducting Technical studies and preparation of PFR/DPR for obtaining, inter-alia, Environmental clearance for Thermal Power Projects	(Please specify 'Y' for 'Yes' and 'N' for 'No' for in-house expertise against each area code)		
3(B)	Conducting Technical studies and preparation of DPR/ Feasibility Report for obtaining, inter-alia, Environmental clearance for Hydro Power Projects			
3(C)	Conducting Technical studies and preparation of DPR/ Feasibility Report for obtaining inter-alia Environmental clearance for New and Renewable Energy			
(i)	Site selection			
(ii)	Preparation of Pre-feasibility Report			

Area Code	Particulars	Areas Applied for (Please tick the one applied for)		
(iii)	Preparation of plant layout			
(iv)	Geo Technical Studies			
(v)	Socio-economic Studies/ Corporate Social Responsibility Plans/ Resettlement and Rehabilitation plans			
(vi)	Topographical Survey			
(vii)	Area Drainage Studies			
(viii)	Hydrographical Surveys			
(ix)	Environment Impact Assessment Studies / Environment Management Plans			
(x)	Preparation of DPR			
(xi)	Studies related to Forest and for obtaining clearance			
(xii)	Marine and Port Studies			
(xiii)	Conducting Public hearing			
(xiv)	Survey and Land Acquisition			
(xv)	Water availability and transportation (Coal and POL) Studies			
(xvi)	Any other activities/ studies (please mention)			
Note	Organisations qualified to be empanelled and have in-house expertise in any of the three area codes from 3(A/B/C)(iv) to 3(A/B/C)(x), will be empanelled either with main area code i.e. 3A/3B/3C; otherwise, they will be empanelled in the respective sub-area codes for which they have in-house expertise, subject to fulfilling eligibility criteria.			
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(i)	Power Transmission - Route Survey, analysis and DPR preparation			
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(ii)	Network studies and load flow studies			
3(F)	Distribution			
(i)	Network studies and load flow studies			
(ii)	Project monitoring			
(iii)	Audit , inspection of materials and workmanship			
(iv)	Preparation of DPR			
(v)	Any other activities/ studies (please mention)			
3(G)	Coal Block/ Mines Studies			
(i)	Topographical survey, DGPS, exploration & GR preparation			
(ii)	Preparation of Mining plan, feasibility report and cost of production of coal			

Area Code	Particulars	Areas Applied for (Please tick the one applied for)
(iii)	EIA/EMP studies	
(iv)	Forest land diversion	
(v)	Any other activities/ studies (please mention)	
3(H)	Engineering , Procurement and Construction for	
(i)	Thermal Power Projects	
(ii)	Hydro Power Projects	
(iii)	New and Renewable Energy Projects	
(iv)	Transmission Projects	
(v)	Distribution Projects	
4	Corporate Communications	
4(a)	Corporate film making and Audio visual publicity	
4(b)	Event management	
5	Information Management System	
5(a)	Website/software design and maintenance	
6	Legal and contracts related services	
6(a)	Drafting, vetting, reviewing and evaluation of RFQ, RFP and Agreements for PPP projects	
6(b)	Drafting, vetting, reviewing and evaluation of RFQ, RFP and Agreements for other projects	
6(c)	Legal opinion on Land Acquisition Act, Electricity Act 2003, FEMA, rules/procedures/documents of PFCCCL etc.	

**(Signature of authorised person on
Behalf of the organization)**

FORM - III

BRIEF CVs OF KEY PERSONNEL (NOT MORE THAN 5)

Name :

Date of Birth :

Educational Qualifications :

Total experience in Number of years :

Years with the organisation applying
for empanelment :

Experience (Last 10 years)
(list of positions held, giving dates/
duration, names of organisations,
and brief responsibilities) :

Consultancy assignments worked on in the Power Sector and in Infrastructure sector along with, title of assignment, clients name, location & scope of work in not more than two lines each.

**(Signature of authorised person on
Behalf of the organisation)**

FORM - IV

SUMMARY OF PROFESSIONAL EXPERIENCE OF THE FIRM
(Enclose Details Separately for Each Area Code Applied For)

In years :

Collaborations/JVs (if any)* :

Areas of Professional experience :

Experience in India :

- No. of Assignments undertaken in Power Sector :
- List of assignments with clients name & location against each assignment, Duration in Months. :
- No. of assignments undertaken in Infrastructure sector (Excluding Power) :
- List of assignments with clients name & location of assignment, :
Duration in months

Experience in Abroad :

- No. of Assignments undertaken in Power Sector :
- List of assignments with clients name & location against each assignment, Duration in Months. :
- No. of assignments undertaken in Infrastructure sector :
(Excluding Power)
- List of assignments with clients name & location of assignment, :
Duration in months

Summary:

- Total No. of assignments undertaken in India in all sectors. :
- Total No. of assignments undertaken Abroad in all sectors. :

**(Signature of authorised person on
Behalf of the organisation)**

*Please Enclose Details of the Collaboration Agreement

FORM - V

MAJOR CONSULTANCY ASSIGNMENTS UNDERTAKEN:
(Enclose Details Separately for Each Area Code Applied For)

Not more than a total of 6 assignments undertaken in last 3 financial years (fill separately for each of the 6 assignments). Assignments should be chosen to highlight diversity of experience. Highlighting multiple assignments with similar experience should be avoided.

Name of assignment :

Name of Client :

Location of Assignment :

No. and Names of personnel deployed :

Originally agreed time to complete the assignment in months :

Actual time taken to complete the Assignment in Months :

Scope of work of assignment in detail (may attach sheets) :

Deliverables of the assignment. :

**(Signature of authorised person on
Behalf of the organisation)**