

Terms of Reference
For
Hiring of Energy consultants/ Sr. Energy Consultants for SDAs

1. Background

33 State Designated Agencies (SDAs) have been notified by the State governments under Energy Conservation Act, 2001 by assigning additional responsibilities. In accordance to the XII plan most SDAs have hired additional manpower to carry out aforementioned additional responsibilities. However, SDAs in the states of Gujarat, Delhi, Jharkhand, Rajasthan, Tamil Nadu, Uttar Pradesh, Himachal Pradesh, Puducherry, Andhra Pradesh, Telangana and Bihar are yet to hire additional manpower. In this regard, Energy Efficiency Services Limited (EESL) has been retained to support these SDAs by providing required manpower for carrying out various activities under PAT, Buildings, AgDSM, MuDSM and other schemes of BEE. Hence, EESL seeks to hire suitable Energy / Sr. Energy Consultants to be deployed at concerned 10 SDAs.

2. Terms Of Reference

Role	Energy Consultant
Scope of Work	<p>A. Support various activities under the Strengthening of State Designated Agencies scheme of BEE</p> <p>The roles expected from the manpower are:</p> <ul style="list-style-type: none"> ➤ Preparation of annual action plans including budget estimation ➤ Preparation of annual reports ➤ Interaction with other Govt. Dept. / Organizations and Industries ➤ Conduct state level awards ➤ Identification of demonstration projects ➤ Preparation of schemes for promoting energy conservation ➤ Implementation and monitoring support for different energy efficiency projects ➤ Verification and documenting capacity avoidance and energy savings realized ➤ Exploring new areas for implementation of energy conservation measures in the state ➤ Finalization and vetting of Detailed Project Reports (DPRs) for energy efficiency projects ➤ Conduct field visits for implementation and monitoring of different energy conservation activities ➤ Organizing awareness campaigns, workshops, seminars for different sectors and general public ➤ Facilitating energy audit and investment Grade Energy Audit of industries and industry clusters, Urban and local bodies, irrigation and

water pumping systems, sewage systems, street lighting systems, buildings etc.

- Undertake activities as per the requirement of BEE as prescribed from time to time and extend necessary support for achievement of projected capacity avoidance as prescribed by SDA and any other activities which is felt necessary for fulfillment of the role of SDA as prescribed under EC Act 2001

B. Facilitate smooth and timely implementation of other schemes of BEE

The roles expected from the manpower are:

Standards & Labelling Scheme:

- Facilitate in contributing to the capacity building of the retailers and showroom salesman activities
- Facilitate in conduct of consumer awareness programs to spread awareness
- Facilitate in ensuring larger penetration for voluntary products

Buildings Scheme:

New Commercial Buildings

- Facilitate in amendment of ECBC to suit local climatic conditions
- Facilitate in incorporation of amended ECBC in municipal building bye-laws
- Facilitate in capacity building of architects, designers and verifiers for ECBC compliant buildings.
- Facilitate in imparting training to building owners on submission of required data as per prescribed format once buildings are notified as DCs.

Existing Commercial Buildings

- Facilitate retrofit through ESCO route or by building owners themselves.
- Facilitate promotion of star labeling scheme of BEE.

Municipal DSM:

- Facilitate in selection of ULBs for implementation of DPRs.
- Facilitation in actual implementation in the ULBs.

Agricultural DSM:

- Facilitate issue of regulations / notifications by the State Govt. to mandate the use of BEE star labeled pump sets for new connections.

	<ul style="list-style-type: none"> ➤ Facilitate in setting up of monitoring mechanism to quantify the outcome <p>In addition to the above, the manpower provided will be required to do any other task pertaining to schemes of BEE as per direction provided by CEO of SDA.</p>
Qualification and Experience	AICTE / Govt. approved Bachelor Degree in Engineering with minimum of 60% marks or equivalent grade in the engineering degree examination and a minimum of three (03) year work experience in energy efficiency or its conservation and energy auditing. The maximum age limit may be 35 years.
Emoluments	Consolidated amount – Rs.40,000/- per month , with a provision of maximum annual increment of 10% upon renewal of contract, subject to satisfactory performance.
Workplace	The consultant will be provided a working area in the SDA premises along with all the necessary office requirements to discharge the work.
Contract Term	The initial term of contract will be one (01) year which can be extended further subject to satisfactory performance. The candidate will have no claim whatsoever for regular employment in BEE/ EESL or SDA during or after completion of tenure.
Role	Senior Energy Consultant
Scope of Work	<p>The manpower will be accountable to perform the following roles for smooth implementation of PAT in consultation with the concerned officer-in-charge of Bureau of Energy Efficiency:</p> <ul style="list-style-type: none"> ➤ Rule 5 - Form, manner and time for preparation of scheme for implementation of efficient use of energy and its conservation: Guidelines may be provided to SDAs detailing the actions to be undertaken on the action plan submitted by the DC. ➤ Rule 6 – Assessment of performance: For sub-rule (7) under rule (6), format and guidelines may be provided to SDAs for furnishing comments on Form 'A' to BEE. ➤ Rule 8 – Check Verification: For sub-rule (2a) & (11) under rule (8), format and guidelines may be provided to SDAs for furnishing comments to BEE. ➤ Rule 8 – Check Verification: For sub-rule (14) under rule (8), guidelines specifying the procedure to be adopted and the official responsible to initiate penalty proceedings may be provided to SDAs. ➤ Rule 8 – Check Verification: For sub-rule (15a) under rule (8), guidelines may be provided to SDAs detailing the actions to be undertaken to

	<p>recover from the DC the loss to the Central Govt. by way of unfair gain to the DC.</p> <p>➤ Rule 13 – Compliance of energy conservation norms and standards: Guidelines detailing the action to be taken by the SDA regarding submission of compliance as per Form ‘D’ by DC.</p>
Qualification and Experience	<p>AICTE / Govt. approved Bachelor Degree in Engineering with minimum of 60% marks or equivalent grade in the engineering degree examination, possessing a certificate of Energy Manager from the Bureau of Energy Efficiency and having experience of handling activities related to Designated Consumers. The incumbent should also possess a minimum of five year work experience in energy efficiency or its conservation and energy auditing. The maximum age limit may be 45 years.</p>
Emoluments	<p>Consolidated amount – Rs. 60,000/- per month, with a provision of maximum annual increment of 10% upon renewal of contract, subject to satisfactory performance.</p>
Workplace	<p>The consultant will be provided a working area in the SDA premises along with all the necessary office requirements to discharge the work.</p>
Contract Term	<p>The initial term of contract will be one (01) year which can be extended further subject to satisfactory performance. The candidate will have no claim whatsoever for regular employment in BEE/ EESL or SDA during or after completion of tenure.</p>
How to Apply	<p>Applicants have to log in to EESL’s website www.eeslindia.org and fill in the application form online. Shortlisted candidates would be sent interview letters on their email ids.</p>

STATE WISE DETAILS OF MANPOWERS REQUIRED

S. No	Name of State	Name of the concerned State Designated Agency	Name & No. of manpower required		
			Energy Consultant	Senior Energy Consultant	Total
1.	Gujarat	Gujarat Energy Development Agency (GEDA)	2	2	4
2.	Delhi	Energy Efficiency And Renewable Energy Management Centre	2	1	3
3.	Jharkhand	Jharkhand Renewable Energy Development Agency(JREDA)	2	2	4
4.	Rajasthan	Rajasthan Renewable Energy Corporation Ltd (RRECL)	2	2	4
5.	Tamil Nadu	Electrical Inspectorate Department, Government of Tamil Nadu	2	2	4
6.	Uttar Pradesh	Uttar Pradesh Power Corporation Ltd (UPPCL)	2	2	4
7.	Himachal Pradesh	Directorate of Energy, Government of Himachal Pradesh	2	2	4
8.	Puducherry	Renewable Energy Agency of Pondicherry	2	1	3
9.	Andhra Pradesh	New & Renewable Energy Development Corporation of A.P. Ltd.,(NREDCAP)	2	2	4
10.	Telangana				
11.	Bihar	Bihar Renewable Energy Development Agency	2	1	3