

**“Engagement of Staff Consultant (Engg.) 2 no. for Engineering Division, 1 no. Staff Consultant (Tariff-Engg.), 1 no. Staff Consultant (Tariff-Finance) in Tariff Division of DERC”**

**1. Introduction**

Delhi Electricity Regulatory Commission has felt the need of engaging Staff Consultants (Engg.) for in-house review of capitalization of assets by power utilities in NCT of Delhi. The review of capitalization of assets involves activities such as physical verification of assets and verification of documents related to competitive bidding, stores, purchase orders, payments, sources of funds, computation of IDC, capitalization of employee & A&G expenses, de-capitalization etc.

The spectrum of responsibilities of Delhi Electricity Regulatory Commission (DERC) has expanded significantly consequent since the enactment of the Electricity Act, 2003 (Act). The activities presently handled by the Tariff Division involve inter alia assisting the Commission in drafting of Orders, framing of Regulations, preparation of replies in connection with cases filed in the Appellate Tribunal for Electricity (APTEL), High Court and Supreme Court, attending hearings of external court cases, assisting the Commission in discharge of its proceedings as per the Conduct of Business Regulations etc., and defending /monitoring the cases in APTEL, High Courts and the Supreme Court where the Commission is a party.

Delhi Electricity Regulatory Commission has, therefore, felt the need of engaging Staff Consultants with Tariff Division and with Advisor (Finance) owing to increase in the quantum of work, in accordance with DERC (Appointment of Consultant) Regulations, 2014. The Staff Consultants supposed to be engaged by the Commission would assist and coordinate with the Tariff Division of the Commission in the matters related to preparation of Business Plan Order, Tariff Order and Petitions / Appeals in the Supreme Court / High Courts / Tribunals / DERC and would assist the Advisor (Finance) in Finance related matters.

Keeping in view the above, DERC invites application for engagement of 2 Staff Consultants (Engg.), 1 Staff Consultant (Tariff-Engg.), 1 Staff Consultant (Tariff-Finance) – as per provisions of DERC (Appointment of Consultant) Regulations, 2001 as amended.

**2. Scope of Work for Staff Consultant (Engg.):-**

The scope of work for the Staff Consultant would be as under:-

- (a) Site visits for physical verification of assets capitalized by the utilities.
- (b) Review of documentation related to Capex review.
- (c) Checking of tender documents
- (d) Checking of Fixed Asset Register
- (e) Store Entry Check
- (f) SAP system check
- (g) Other Engg. related works as may be assigned from time to time.
- (h) Review of decapitalization data.
- (i) Comparison of purchase order of distribution licensee for work related to CDB.
- (j) Comparison for broad technical specification for major equipment included in Cost Data Book.

: 2 :

**Scope of work for Staff Consultant (Tariff-Engg.)**

- a) Assistance in preparation of Tariff Orders pertaining to Tariff Petitions filed by GENCOs, STU & Discoms.
- b) Verification of Power Purchase Cost and Quantum, Sales, Distribution loss, PPAC etc.
- c) To assist in computing impact of CAPEX of past periods.
- d) Scrutiny and analysis of Review Petitions / Appeals.
- e) Data gathering, compilation of information of various issues in ongoing Civil Appeals before Hon'ble Supreme Court of India and Appeals before Hon'ble APTEL.
- f) Other Tariff related works as may be assigned from time to time.

**Scope of work of Staff Consultant (Tariff Finance):**

- a) True up of loan and interest for capex, working capital and regulatory asset.
- b) True up of subsidy and related matters.
- c) Licence fees related matters.
- d) Consumer contribution related matters.
- e) Miscellaneous correspondences with utilities.
- f) Other Tariff Finance related works as may be assigned from time to time.
- g) Subsidy related matters.
- h) Consumer contribution related matters.
- i) Miscellaneous correspondences with utilities.

**3. Qualifications and Experience required for Staff Consultants:**

<b>Name of the position and number of position</b>	<b>Essential Qualification</b>	<b>Desirable Qualification</b>	<b>Consolidated monthly fee</b>	<b>Maximum age limit</b>
Staff Consultant (Engg.)  02 (Two)	<b><u>Educational</u></b>  Bachelor Degree in Engineering or equivalent from a recognized Institution and MBA in Finance / Power / Energy / M.Tech.  <b><u>Post Qualification Experience</u></b>  Experience in regulatory function of the power sector including techno-commercial analysis, project planning and monitoring, feasibility analysis, excel modelling, data management, MIS report; having minimum experience of 3 years.	i. Experience in Regulatory Commission.  ii. Experience in Distribution, Transmission and Generation Sector.	Rs. 80,000/- p.m.	Maximum age 40 years.

Contd.3

<p>Staff Consultant (Tariff-Engg.)  (01 post)</p>	<p><b><u>Educational</u></b>  Bachelor Degree in Engineering from a recognized Institution and MBA in Finance / Power / Energy / M.Tech.  <b><u>Post Qualification Experience</u></b>  Minimum 3 years experience in Regulatory function of the Power Sector including Techno-Commercial Analysis, PPA, PSA, Tariff Modelling, Data Management, MIS reporting.</p>	<p>i. Experience in matters related to Power Purchase Agreements / Trading / Renewable Energy.  ii. Experience in Tariff Determination of Distribution Licensees, Transmission Licensees and Generation Companies.</p>	<p>Rs. 80,000/- p.m.</p>	<p>Maximum age 40 years.</p>
<p>Staff Consultant (Tariff-Finance) (01 post)</p>	<p><b><u>Educational</u></b>  Degree from ICAI/ ICWAI /MBA (Finance) or equivalent  <b><u>Post Qualification Experience</u></b>  Minimum 03 years experience in Infrastructure / Banking / Large Audit Firms /Consulting Firms.</p>	<p>i. Experience in analysing Books of Accounts / Cost Audit Records of Companies.  ii. Experience in Funding of Projects and analysing Loan Portfolio of Companies.  iii. Experience in Power Sector having understanding of the Regulatory Function and Policy framework.</p>	<p>Rs.80,000/- p.m.</p>	<p>40 years.</p>

- Age and Essential experience shall be considered as on last date for receipt of application.

**4. General terms and conditions:-**

- (a) The Staff Consultants shall regularly attend the office of the Commission during normal working hours from 9.30 AM to 6.00 PM (05 days a week).
- (b) There will be a provision of 15 days leave in a year in addition to the gazette holidays applicable in the Commission's office. Staff Consultant shall take and obtain prior written permission from the Commission in order to take leave / temporary leave from the assignment.

: 4 :

- (c) In case of tour outside Delhi, the Commission will reimburse the expenses for journey undertaken for official work by the Consultant as per following entitlement:-
- i. By Train (AC II or AC III).
- (d) Staff Consultants appointed shall be governed by the provisions of the Delhi Electricity Regulatory Commission (Appointment of Consultants) (Amendment) Regulation, 2014 as amended from time to time.
- (e) The number of Consultants may increase or decrease at the time of interview / formation of panel as per requirement of the Commission.

**5. Duration of contract:-**

The Staff Consultant will be initially engaged for a period of three years, which may be extended / renewed on yearly basis subject to maximum tenure of six years, at the discretion of the Commission based on performance of the individual.

**6. Payment Terms:-**

The consultants shall be paid lump sum monthly remuneration of Rs.80,000/- within seven days after completion of the month. Higher pay will be considered for deserving candidates as per discretion of Commission. TDS shall be deducted as per Income Tax rules. The remuneration may be increased by up to 10% on annual basis depending on the payment of the Consultant and the approval of the Commission.

**7. Termination of contract:-**

The assignment may be terminated earlier by either side by giving one month's notice or one month's fee in lieu thereof, provided in case of disciplinary action, the notice period shall not apply to DERC.

**8. Submission of Undertaking:-**

The candidates have to give Undertaking as mentioned below:-

The employees serving in Private Sector Organization / presently not working must submit Undertaking as per Annexure – I.

The employees serving in Government / PSU / Autonomous Body / Statutory Body / Local Body / Corporations etc. must submit Undertaking as per Annexure – II.

The employees who have retired / resigned from Government / PSU / Autonomous Body / Statutory Body / Local Body / Corporations etc. must give Undertaking as per Annexure – III.

**9. General Instructions**

- a) Relaxation in essential qualifications / experience can be considered in deserving cases at the discretion of Commission.
  - b) All candidates should have fulfilled the minimum eligibility on the date of application. Further, merely fulfilling the minimum qualifications or the eligibility criteria does not entitle a candidate to be necessarily considered or called for written examination / interview. More stringent criteria may be applied for short-listing the candidates to be called for interview.
  - c) Appointment under this assignment shall be on purely contract basis for a limited period only. Such appointment shall not bestow any rights whatsoever to claim for regular appointment or continued contractual appointment in DERC.
  - d) DERC reserves the right not to engage all or any of the above engagement proposals.
  - e) Only shortlisted candidates will be called for an interview with the Selection Committee.
  - f) Incomplete application or application submitted in a different format is liable to be summarily rejected.
  - g) Canvassing in any form shall result into disqualification for engagement.
- 10.** Interested and eligible candidates may kindly send their applications in the prescribed format, duly supported with attested copies of Degree / Certificate, age proof, work experience, last pay certificate, last three months Salary Slip, IT Statements, Form-16 (for verification purpose) etc. to the Secretary, DERC, Viniyamak Bhawan, C-Block, Shivalik, Malviya Nagar, New Delhi – 110 017 by\_\_\_\_\_.

**ANNEXURE – I**

**Application for Engagement of Staff Consultant (Engg.), Staff Consultant (Tariff-Engg.) and Staff Consultant (Tariff-Finance) in DERC**

**UNDERTAKING**

**Applicable in respect of employees serving in private organization / presently not working**

1. I certify that all statements made in this application are true, complete and correct to the best of my knowledge and belief.
2. I certify that I am eligible for engagement of Staff Consultant vis-à-vis the qualifications or experience / pay equivalence prescribed for the said post.
3. I certify that no prosecution for criminal charge is pending against me in any court of law.
4. I certify that no punitive action was taken against me for any misconduct during my present / previous employment in private sector organization / Govt. Organization.
5. I certify that I have never been convicted, charge sheeted or ever had a vigilance case/ punishment and major/ minor penalties imposed on me during my present / previous employment or otherwise .

Note: Please enclose copy of last relieving Order / Certificate from Private Sector.

SIGNATURE OF CANDIDATE

NAME OF THE CANDIDATE

PLACE:

DATE:

**ANNEXURE – II**

**Application for Engagement of Staff Consultant (Engg.), Staff Consultant (Tariff-Engg.) and Staff Consultant (Tariff-Finance) in DERC**

**UNDERTAKING**

**Applicable to serving employees of Government / PSU / Autonomous Body / Statutory Body / Local Body / Corporations etc.**

1. I certify that all statements made in this application are true, complete and correct to the best of my knowledge and belief.
2. I certify that I am eligible for engagement of Staff Consultant vis-à-vis the qualifications or experience / pay equivalence prescribed for the said post.
3. I certify that no vigilance / disciplinary case is pending against me.
4. I certify that no major or minor penalty was imposed on me during the last 10 years of my service in the Ministry / Department / Organization.
5. I certify that no prosecution for criminal charge is pending against me in any court of law.

SIGNATURE OF CANDIDATE

NAME OF THE CANDIDATE

PLACE:

DATE:

**Application for Engagement of Staff Consultant (Engg.), Staff Consultant (Tariff-Engg.) and Staff Consultant (Tariff-Finance) in DERC**

**UNDERTAKING**

**Applicable in respect of employees who have retired / resigned from Government / PSU / Autonomous Body / Statutory Body / Local Body / Corporations etc.**

1. I certify that all statements made in this application are true, complete and correct to the best of my knowledge and belief.
2. I certify that I am eligible for engagement of Staff Consultant vis-à-vis the qualifications or experience / pay equivalence prescribed for the said post.
3. I certify that no prosecution for criminal charge is pending against me in any court of law.
4. I certify that no vigilance / disciplinary case was either pending or contemplated against me in the Ministry / Department / Organisation at the time of my retirement / resignation. (Please enclose a copy of PPO (if applicable) and Order notifying your discharge from service on retirement / resignation).
5. I certify that I have never been convicted, charge sheeted or ever had a vigilance case/ punishment and major/ minor penalties imposed on me during my present / previous employment or otherwise.

SIGNATURE OF CANDIDATE

NAME OF THE CANDIDATE

PLACE:

DATE: