

MAHARASHTRA ENERGY DEVELOPMENT AGENCY

Government of Maharashtra - Undertaking
2nd Floor, MHADA Commercial Complex,

Opp. Tridal Nagar,
Yerwada, Pune – 411 006.
Telephones: (020) 2661 4393 / 403
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MEDA/ECN-015/2008-09/

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CIRCULAR

To all Energy Planner & Energy Audit Firms / Agencies

Sub: Empanelment of Energy Planner & Energy Audit Firms/Agencies

In order to continue it's ongoing programme of "Save Energy" and also in the capacity of designated agency for State of Maharashtra under the Energy Conservation Act, 2001, MEDA invites the applications from interested Audit firms / Agencies for temporary empanelment / registration for a limited period of three years on the following criteria:-

- i) Empanelment will be given to Energy Planner & Energy Auditing Firms / agencies and individual auditors it will be treated as "**Energy Planner & Energy Auditor**"
- ii) The energy auditing firms / agencies may be autonomous bodies, societies, industry associations, NGOs, Government departments, registered companies, partnership firms, Energy Service companies, academic institutions, individuals etc. working in India in the similar field.
- iii) Temporary empanelment up to 3 years may be awarded to those successful energy planner & energy auditing firms / agencies which have been in the energy auditing business. The Energy Auditing Firms / agencies should have to fulfill the following eligibility criteria for registration.

Category A :

Sr. No.	Class A	Value
1.	Minimum Experience of Energy Auditing firm	1 year
2.	Minimum basic measuring clip -on-type instruments, power parameters measuring instruments, flue gas analyzer, load analyzer, power manager, R H Meter and temperature measuring instruments.	
3.	Full-time energy auditors, (Should have the temporary certificate of EA issued by NPC on behalf of BEE)	1 No
4.	Number of Completed energy audit studies in industrial sector. (Undertaking in this regards should be submitted);	10 No

Category B

Sr. No.	Class B	Value
1.	Minimum Experience of Energy Auditing firm	0-1 year
2.	Minimum basic measuring instrument, portable power analyzer and temperature measuring instruments.	
3.	Full-time energy auditors, (Should have the temporary certificate of EA issued by NPC on behalf of BEE)	1 No
4.	Number of Completed energy audit studies carried out in industrial sector. (Undertaking in this regards should be submitted);	3 No

- v) If required, MEDA may ask the applicant to make detailed presentation of their work in the field of Energy Audit before issuing empanelment certificate.
- vi) During empanelment period, if any sort of guidelines, rules & regulations laid by Central or State government, then it will be applicable to empanelled consultants and are abide by the same.
- viii) Director General reserves the right to modify the any of terms & conditions for empanelment as well as accept or reject any of the application at any given time.
- ix) MEDA may withdraw accreditation of an energy audit firm / agency if it is found on verification that the firm is indulging in unprofessional / unethical practices.

Please write to the MAHARASHTRA ENERGY DEVELOPMENT AGENCY, 2nd Floor, MHADA Commercial Complex, Opp. Tridal Nagar, Yerwada, Pune – 411 006. Telephones: (020) 26614393 /403 Fax: (020) 2661 5031 for Application Form for Temporary Empanelment of Energy Audit Firms / Agencies. You may also download the Application Format from our Website: www.mahaurja.com. Please send the filled-in Application Format at the above address along with a bank draft of Rs.1000/- drawn in favour of 'Maharashtra Energy Development Agency', payable at 'Pune'.

Director-General
MEDA



MAHARASHTRA ENERGY DEVELOPMENT AGENCY
(Government of Maharashtra – Undertaking)

APPLICATION FOR ENERGY AUDIT FIRM/AGENCY
TEMPORARY EMPANELLEMENT for (Class A) & (Class B)

(Wherever necessary, please enclose attachments)

(Note: Applications not found attached with a bank draft of Rs.1000/-as processing fee will not be considered)

1	Institutional Name and address	
2	Telephone no. with STD code Fax No. Email	
3	Chief Executive Name & designation	
4	Energy Chief Name & designation	
5	Type of organization (whether government institution, industry association, private, society etc.)	
6	Company profile with list of branch offices (Please attach details)	
7	Annual turnover (please attach copies of the Annual Report / Income Tax Returns if applicable)	
8	a) Year of establishment b) Year of commencement of Energy Auditing activities (Please attach copies of the proof for (b)).	
9	No. of resource person(s) in energy auditing a) Full time b) Part-time / on panel (please attach CV for (a) & (b))	
10	No. of detailed energy audit studies completed in the last year (Should have completed a minimum of 3 detailed energy audit from industry and 01 from commercial / Government building	(This is a sample format, details to be attached separately).

Note:

- The empanelment will continue only if all the condition is satisfied and if MEDA found the audit is in-correct or not followed the correct procedure as laid down by MEDA, then MEDA has reserve right to cancel the empanelment of respective firm / agency.
- 1) The temporary accreditation will be awarded for a maximum of 3 years.
 - 2) In case of any instance of unprofessional / unethical practices being adopted, the temporary empanelment would automatically be revoked.
 - 3) The empanelled energy audit firm / agency will be required to submit to MEDA a copy of the report on energy audit, as and when conducted and completed by the firm/agency at the Consumer premises.
 - 4) Empanelment will be given as and when received the application & there will be no cutoff date for application.
 - 5) For upgradation of Class firm can submitted the application complete in all respect with the list of equipments.
 - 6) Director General, MEDA reserves all rights to accept or reject any or all applications without assigning any reasons and his decision will be final and binding to the party.