No. CGM (PP&D)/APDCL/IPDS/T-152/PMA/2016/4147 Date: 23/02/2016

To

M/s BIECCO LAWRIE Limited, (A Govt. of India Undertaking)
6, Mayurbhanj Road, Naptani Bagan,
Mominpore, Kolkata-700023
West Bengal
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Fax: +91-33-24491797

Sub: Letter of Award for engagement as Project Management Agency (PMA) for the works under IPDS.

Sir(s),

This has references to the following:

1.0 Reference:

1.1 EOI vide letter Nos. (i) CGM (PP&D)/APDCL/T-152/PMA/2015-16/4119 dated 16.02.2016
(ii) APDCL/IPDS/2016/01 dated 16.02.2016


2.0 AWARD OF CONTRACT

2.1. Assam Power Distribution Company Ltd. (APDCL) is pleased to place this Letter of Award (LOA) on you accepting your aforesaid offer for engagement as Project Management Agency (PMA) for the works of IPDS in 88 towns under 19 Electrical Circles of APDCL as sanctioned by PFC Ltd. subject to fulfillment of the following:-

a. Confirmation in writing of Acceptance of this Letter of Award within 7 (Seven) days from the date of issue of this order.

b. Signing of the Contract Agreement with Assam Power Distribution Company Ltd. (APDCL) within 10 (ten) days from the date of issue of this LOA.

3.0 SCOPE OF WORK:

Scope of services of PMA shall be as under:
i. Monitoring and coordination of Bidding Process (Mandatory):
   a) Assist APDCL in preparation of tender documents for appointment of turnkey contractor.
   b) Assist APDCL in bidding process (including pre bid meetings etc.) and technical & commercial evaluation of bids.
   c) Assist APDCL for placement of Letter of Award and related other activities.

ii. Project Planning and Implementation (Mandatory):
   a) Assisting APDCL in preparation of detailed work implementation schedule (PERT) in association with turnkey contractor.
   b) Coordination & monitoring of project implementation activities.
   c) To monitor DPR wise monthly physical & financial progress of the scheme, prepare a consolidated report & submit to APDCL for onward submission to PFC Ltd.
   d) Identification of anticipated bottlenecks in project implementation & preparation of remedial action plan in consultation with APDCL & contractor.
   e) To assist APDCL to verify creation of assets from asset register of APDCL.
   f) Recommend the claim of APDCL for fund release from PFC Ltd. The recommendation is to be supported by a report on expenditure, progress and constraints if any for timely completion of project.
   g) Submit a report to PFC Ltd., regarding Project Completion and expenditure incurred alongwith recommendation in accordance with the guidelines.
   h) To assist APDCL in supervision of flow of funds in dedicated bank account of projects.

iii. Quality Monitoring (Mandatory):
   a) To prepare a Quality Assurance (QA) Plan with the approval of APDCL
   b) Field quality inspection of ongoing/completed works
   c) Joint inspection (along with representative of APDCL) of material at site on sample basis i.e. 10% of major materials (Poles, Conductor, Meters, Transformers, Cable).

iv. MIS & Web Portal up-dation (Mandatory):
   a) Assisting utilities in timely updation of information on APDCL / PFC Web portal.
   b) Periodic reporting to the Project Management Cell (R-APDRP Cell) in the office of the CGM (PP&D) of APDCL.
   c) Compilation & analysis of utility level AT&C data on quarterly basis.
   d) Any other works as may be required to achieve the objectives of the scheme (IPDS).

v. Coordination with Nodal Agency (PFC Ltd.),/ MoP and any other works as may be required to achieve the objectives of the scheme.

The circle wise details of works & parameters will be furnished on receipt of your acceptance of this LOA.
3.1. Tenure of appointment:

The term of appointment of the PMA shall be for \((6+24+3=33)\) months i.e. 6 months for project formulation and award, 24 months for completion of works under the scheme plus 3 months for associated activities after completion of works.

4.0 CONTRACT PRICE:

Award value of the contract is (Rs. 1,20,00,000.00 + taxes & duties amounting to Rs.17,40,000.00) i.e. Rs. 1,37,40,000.00 only including taxes & duties.

The prices are FIRM in all respects and shall remain unchanged throughout the currency of the contract and inclusive of TA, DA, Accommodation, Conveyance and all other travelling expenses to be incurred by the Agency.

5.0 TERMS OF PAYMENT:

Terms of payment shall be as under:

<table>
<thead>
<tr>
<th>Sl. No.</th>
<th>Terms of Payment</th>
<th>Percentage of total PMA charges</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>To be released as Mobilization Advance</td>
<td>10%</td>
</tr>
<tr>
<td>2</td>
<td>To be phased on the basis of achievement of project milestones (Max.3 installments)</td>
<td>80%</td>
</tr>
<tr>
<td>3</td>
<td>Remaining to be released after 3 months of completion of works and release of final installment of grant to the utility by Nodal Agency.</td>
<td>10%</td>
</tr>
<tr>
<td></td>
<td><strong>Total</strong></td>
<td><strong>100%</strong></td>
</tr>
</tbody>
</table>

5.1 Payment shall be made only on receipt of sanctioned fund from the Nodal Agency, PFC Ltd.

6.0 Establishment and Coordination:

PMA has to establish their offices including deployment of requisite manpower, vehicles and other infrastructure at APDCL HQ on continuous basis & at circle/district level on requirement to oversee the project in the entire circle/district and ensure smooth interface with utility and contractor for day to day affairs.

7.0 PROGRESS REPORT:

Monthly progress reports will have to be submitted to the Controlling officer, Nodal Officer and District Level Project In-charge in both soft copy and hard copy.

8.0 CONTRACT AGREEMENT:

8.1 The Contract Agreement will be executed between authorized officers of M/s BIECCO LAWRIE LIMITED and APDCL within 10 days from the issue of this LOA. The Contract Agreement shall be a part of this LOA.

8.2 The acceptance of the LOA should be submitted within 7 days.
9.0 NODAL CO-ORDINATING OFFICER OF PROJECT, CONTROLLING OFFICER AND CORRESPONDENCES:

9.1 Controlling Officer:- Chief General Manager (PP&D), APDCL

9.2 Nodal Officer of the Utility : Nodal Officer, R-APDRP, APDCL

9.2 District Level Project In-Charge:- Chief Executive Officer of Electrical Circles under APDCL.

9.3 District Level Monitors: Assistant General Manager of concerned Electrical Divisions of APDCL

9.4 All correspondences shall be made to the Controlling Officer and all documents shall be addressed and submitted to him.

Please acknowledge receipt of the LOA and convey your acceptance within 7 (Seven) days from the date of issue of this Letter of Award (LOA).

Yours faithfully,

[Signature]

Chief General Manager (PP&D), APDCL

Memo No.: CGM (PP&D)/APDCL/T-152/PMA/2016/4147(A)

Copy to:-

1. P.S to MD, APDCL for kind appraisal of the MD, APDCL.
2. The Executive Director(IPDS), PFC Limited, Urjanidhi,1, Barakhamba Lane, New Delhi – 110001
3. The Nodal Officer (GM), R-APDRP, APDCL : for information and necessary action.
4. All Chief Executive Officers of Electrical Circles under APDCL for information and necessary action.

[Signature]

Chief General Manager (PP&D), APDCL