

**FORUM OF REGULATORS (FOR)**  
**C/o Central Electricity Regulatory Commission**  
**Ground Floor, Chanderlok Building**  
**36, Janpath, New Delhi - 110 001**  
**Tele: 23353503, Fax :23752957**

No.FOR-11011(13)/1/2020-CERC

Dated: 22-12-2020

**Subject: Engagement of Individual Consultant and Staff Consultant in FOR**

**[LAST DATE: 11-01-2021]**

## **1. Background**

1.1 The Forum of Regulators (FOR) was constituted vide Notification dated 16th February, 2005 in pursuance of the provision under section 166(2) of the Electricity Act, 2003. The Forum consists of Chairperson of Central Electricity Regulatory Commission (CERC) and Chairpersons of State Electricity Regulatory Commissions (SERCs). The Chairperson of CERC is the Chairperson of the Forum. The Secretary to the Central Commission is the ex-officio Secretary to the Forum. Secretarial assistance to the Forum is provided by the Central Commission. The headquarters of the Forum is located at New Delhi.

1.2 The following are the functions of the Forum of Regulators (FOR):

- a. Analysis of the tariff orders and other orders of Central Commission and State Commissions and compilation of data arising out of the said orders, highlighting, especially the efficiency improvements of the utilities;
- b. Harmonization of regulation in power sector;
- c. Laying of standards of performance of licensees as required under the Act;
- d. Sharing of information among the members of the Forum on various issues of common interest and also of common approach;
- e. Undertaking research work in-house or through outsourcing on issues relevant to power sector regulation;
- f. Evolving measures for protection of interest of consumers and promotion of efficiency, economy and competition in power sector; and
- g. Such other functions as the Central Government may assign to it, from time to time.

1.3 The Forum has been contributing significantly to the process of regulatory reforms in the electricity sector in India. It has conducted studies on wide ranging issues. The activities of FOR and consequently of FOR Secretariat have been increasing over the period and include inter alia conducting in-house research, studies by engaging external agencies, conducting capacity building programs, organising meetings, managing the administrative and establishment matters of FOR.

1.4 The Forum has also been actively involved in working on various power sector issues related to Open Access, Demand Side Management, Power Quality, Tariff related issues etc through its Task Force and Working Groups. In addition, issues are also referred to the Forum by the Ministry of Power where opinion of the Regulators on technical and State specific issues are sought.

1.5 The Forum meets regularly every year and discusses various issues in the power sector and gives its recommendation. It also undertakes various studies, examination of emerging power sector issues, data collection

and analysis work to enable Forum to give its recommendations.

1.6 In view of the above set of tasks in addition to the ever increasing mandated activities towards achieving the specific objectives, the Forum proposes to engage an Individual Consultant at the level of Advisor and a Staff Consultant at the level of Research Associate , as per CERC (Appointment of Consultants) Regulations, 2008 (as amended from time to time).

**2. Scope of work:**

**A) Individual Consultant(Advisor):**

- a. Research & Analysis of policy & regulatory issue relating to power sector keeping track of national and international trends in power sector
- b. Policy issues relating to renewable energy / power sector and collection of relevant energy statistics
- c. Assisting the Forum and its committees in discharging its mandate
- d. Assisting the Forum in evolving model guidelines and handholding in rolling out such guidelines / regulations at the State level;
- e. Preparation of various reports on issues relating to electricity policy & regulations from time to time and close monitoring of relevant developments in the sector;
- f. Legal and Parliament matters including compliance of specific directions by the Superior Courts, Parliamentary Standing Committee; ;
- g. Providing interface between the Regulatory Affairs wing of CERC and FOR Secretariat; and
- h. Any other work assigned from time to time.

**B) Staff Consultant (Research Associate):**

- a. Research & Analysis of policy & regulatory issue relating to power sector;
- b. Preparation of various reports on issues relating to electricity policy & regulations from time to time and close monitoring of relevant developments in the sector;
- c. Compiling/analyzing regulatory data in the power sector;
- d. Examining and processing various references related to power sector issues;
- e. Follow up with the State Regulatory Commissions for assigned works;
- f. Preparation of Presentations on power sector issues;
- g. Coordinating various meetings of the Forum and related activities thereof;
- h. Coordinating various Working Group meeting and Report preparation thereof
- i. Drafting FOR newsletters;
- j. Drafting Terms of Reference for studies to be undertaken by FOR , co-ordination and related works thereof;
- k. The consultant will provide interface between the Regulatory Affairs wing of CERC and FOR Secretariat; and
- l. Any other works assigned from time to time.

**3. Qualifications and experience required:**

Category of consultants	No. of Posts	Qualifications and Experience	Consolidated professional fee
Advisor	01	<b>Essential Qualifications:</b> Post Graduation/MBA(Finance/Power Management) / Regulatory governance or equivalent from recognized	Rs. 1,50,000/- (Excluding GST, any other tax if applicable) per month.

		<p>Institutes/ Universities</p> <p><b><u>Experience:</u></b>  <b>Essential:</b>  Minimum ten years of experience, out of which at least five years of experience and exposure to policy / regulation in electricity / renewable energy sector, preferably in Central / State Electricity Regulatory Commissions etc.; and  <b>Desirable:</b>  *Knowledge of Indian / Global energy scenario, concept of regulations, Electricity Act, 2003, Tariff Policy, National Electricity Policy, various legislations, Government policies etc.  *Aspects related to regulation of renewable energy in India  <b>Competencies:</b>  *Excellent written and communication skills.  *Strong analytical skills and ability to strategize , plan and execute studies on power sector issues  *Adept in working on computers including MS Office.</p>	
Research Associate	01	<p><b><u>Essential Qualifications:</u></b>  (i) Graduate Degree in Engineering (preferably electrical/Mechanical)/ Sciences/ Economics/ Public policy / Commerce  (ii)MBA(Finance/PowerManagement) / Regulatory governance or equivalent from recognized Institutes/ Universities</p> <p>Desirable: Computer proficiency with good communication skills.</p> <p><b><u>Experience and Competencies:-</u></b>  Zero to three years experience in Power Sector with  (i) Regulatory Expertise  (ii) Good understanding of power sector.  (iii) Working knowledge of MS-Excel, MS-Word &amp; Power Point.  (iv) Dynamism to work in a fast-paced, high-change environment, Analytical approach to problem-solving, Good communication skills, Team player having demonstrated initiative and leadership.</p>	<p>Rs. 45,000-59,000 per month  (dependent on the qualification and experience) excluding GST, if applicable.</p> <p>Consolidated salary shall be fixed taking into account the experience and salary drawn in immediate previous employment</p>

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

4.1 Normal working hours would be 9.30 A.M to 6.00 P.M (05 days week) including half-hour lunch

break. The personnel may be called on a Saturday, Sunday and other gazetted holidays, and asked to sit beyond normal working hours in case of exigencies.

4.2 The Staff consultant shall be eligible for 15 days leave in a calendar year which will be credited in advance on quarterly basis as per details given below-

- (i) 1st Quarter (Jan to Mar) - 04 leaves credit in the month of January
- (ii) 2nd Quarter (Apr to Jun) - 04 leaves credit in the month of April
- (iii) 3rd Quarter (Jul to Sep) - 04 leaves credit in the month of July
- (iv) 4th Quarter (Oct to Dec) - 03 leaves credit in the month of October.

4.3 The intervening Saturday/ Sunday/ holiday shall not be counted as leave only upto the credit limit of leave. Benefit of intervening Saturday/ Sunday/ holiday shall not be allowed for the period of absence which is not due. No fee shall be paid to the Individual Consultant/Staff Consultant for the period of his/her absence beyond the credit limit.

4.4 Leave shall be availed with prior approval of the competent authority, except in case of emergency, where approval of the competent authority should be obtained immediately after joining.

4.5 In case the Individual Consultant/Staff Consultant remains absent for more than 15 days beyond the entitled leave in a calendar year, without any prior intimation/prior sanction, except in case of emergency, FOR would be free to terminate the services of the said Individual Consultant/Staff Consultant.

4.6 In the event of absence on the ground of sickness, the Individual Consultant/Staff Consultant shall be required to submit a proper medical and fitness certificate. However, any leave including the leave on medical grounds beyond the cumulative period of 15 days shall be without any professional fees.

4.7 Station leave permission shall be mandatory before leaving the station, even on a holiday.

4.8 The Consultant shall not be entitled to any of the allowances/facilities which are admissible to employees/officials working on regular basis in FOR.

4.9 Un-utilized leave during any quarter will be carried forward to next quarters within same calendar year only. However, un-utilized leave shall not be carried forward to the next calendar year and is not encashable. Leave of any other nature is not admissible.

4.10 During the contract period, in case of tour outside Delhi undertaken for official works, the consultants will be reimbursed the expenses for such journey as per the following entitlement:-

<b>Name of the Post</b>	<b>Entitlement</b>
Advisor & Research Associate	(i) By air- Economy class/by Train (AC_II) (iii) Local travel - non A/C taxi

4.11 The consultant will also be reimbursed conveyance charges as per admissible rules/practice in CERC for attending meetings/conferences etc within Delhi as per directions of this office only.

5. **Age Limits:-**The age of the applicant as on 01<sup>st</sup> January of the year of advertisement would be in accordance to CERC (Appointment of Consultants) (Third Amendment) Regulations, 2017 and amendments thereafter.

## **6. Duration of contract:**

6.1 The contract will be initially for a period of two years which can be extended for up to one year on each occasion, limited to a total period of four years. In deserving cases an annual escalation upto 10% on the fee may be given with the approval of the competent authority based on the performance during preceding year.

6.2 Applications are to be submitted in prescribed format only. The applications which are not in prescribed format are liable to be rejected. Incomplete applications or those received after due date will not be entertained and will be summarily rejected without any communication. The candidature of such candidates who are subsequently found ineligible according to the terms and conditions laid down in this tender notice will be cancelled. The decision of the Consultancy Evaluation Committee regarding eligibility of the candidate shall be final.

## **7. Termination of contract:-**

FOR and the Consultant would both have option to terminate the contract by giving a notice of three months (for the post of Advisor) and one month (for the post of Research Associate) or the equivalent remuneration in lieu thereof. Provided, in case of disciplinary action, the notice period shall not apply to FOR.

## **8 Evaluation Criteria:**

The Consultants will be engaged in accordance with the terms and conditions laid down in CERC (Appointment of Consultants) Regulations, 2008 (as amended from time to time) (available on CERC's website [www.cercind.gov.in](http://www.cercind.gov.in)).

## **9 Other Terms & Conditions**

9.1 Appointment under this assignment shall be purely on contract basis for a limited period only. Such appointment shall not vest any right to claim for regular appointment or continued contractual appointment in FOR.

9.2 Applications complete in all aspects would only be accepted.

9.3 Relaxation in essential qualifications/experience can be considered in deserving cases.

9.4 FOR reserves the right not to fill up all or any of the above-mentioned position.

9.5 FOR reserves the right either to increase or decrease the number of posts in the said category.

9.6 Only short-listed candidates will be called for written test/interaction with the Consultation Evaluation Committee.No TA shall be admissible for appearing either for the written examination or interaction.

Interested and eligible candidates may send their applications, in the prescribed format to the **Assistant Secretary (FoR), Forum of Regulators , 1<sup>st</sup> Floor, Chanderlok Building, 36, Janpath, New Delhi-110 001 by 11-01-2021.**

**(Arun Kumar)**  
**Assistant Secretary, FOR**

**Encl.: Annexure**

**BIO-DATA**

**POST APPLIED FOR :** \_\_\_\_\_

**I. GENERAL INFORMATION:**

- 01. Name of the Candidate
- 02. Date of Birth
- 03. Father's Name
- 04. Permanent Address
- 05. Contact address
- 06. Tel No.  
Mobile No.  
Email id

**II. DETAILED RESUME:**

**Photocopies of all Degrees and Certificates, Document proof of Work experience and Photo copy of last pay drawn must be attached (all self attested), without which the candidature will not be considered.**

**(a) Academic/Professional Qualifications:-**

Degree	University	Institute	Field/Specialization	Year of Passing

**(b) Experience:-**

Details of employment, in chronological order. Enclose a separate sheet, duly authenticated by your signature, if the space below is insufficient				
Office/Institute/ Organisation	Post held	From	To	Nature of duties in brief

**(c) Enclosures:**

- (i) Statement of Purpose.
- (ii) Copies of research publications or published writings. ( if any)
- (iii) Letters of recommendation. (if any) -
- (iv) Additional information, (if any) which you would like to mention in support of your suitability for the post.
- (v) Separate sheets for Education/Experience, if the space is insufficient.

**Signature of the Candidate**