



DAKSHIN HARYANA BIJLI VITRAN NIGAM LIMITED

(A Power Distribution & Retail Supply Utility, Govt. of Haryana)
An ISO 9001:2006 Complaint Utility, CIN: U99999HR1999SGCO34165
O/o Chief Engineer/Commercial, DHBVN, Hisar
Regd. Office Vidyut Sadan, Vidyut Nagar, Hisar-125005 (Haryana)
Phone No.01662-223093

www.dhbvn.org.in E-mail: cecommercial@dhbvn.org.in

To

All SEs/OPs,
Under DHBVN

Memo. No. CH-190/SE/50-1066

Dated: 21/12/2022

Subject: Simplification of Procedure—Rooftop Solar Program Phase-II (MNRE)

Reference: MNRE Office Memorandum titled "Simplification of Procedure—Rooftop Solar Program Phase-II", dated June 10, 2022

The Ministry of Renewable and New Energy simplified the procedure for increasing solar energy through rooftop solar (MNRE Office Memorandum titled "Simplification of Procedure—Rooftop Solar Program Phase-II", dated June 10, 2022), is placed at **Annexure-I**.

National Portal, www.solarrooftop.gov.in launched by the MNRE for processing RTS applications and releasing subsidies into residential consumers' (beneficiaries') bank accounts following plant installation and inspection.

In view of the guidelines issued by MNRE under the simplification procedure for registration of vendors, Agenda Item No. 302.03 was put up before the WTDs of Nigam & the same after being considered has been approved by the WTDs of Nigam. In this regard, the following have been resolved:-

1. The vendors willing to empanel/register have to submit an application at Circle level along with a declaration, **Annexure-II** in the DISCOM.
2. The vendors have to deposit a PBG of Rs. 2,50,000/- (Rs Two Lakh Fifty Thousand only) valid for at least five years in the format placed at **Annexure-III**.
3. The registration of vendors will be initially for one year from the date of empanelment and can be renewed thereafter on a yearly basis.
4. The vendors who are empanelled through EOI No. 2/CE/C/2022 & have submitted their PBG with the validity of 5 years will be considered automatically empanelled for the simplified procedure. The list of such eligible vendors is attached as **Annexure-IV**.
5. The subsidy available under the simplified procedure will be the same for beneficiaries all over the country. The CFA/Subsidy available for applications registering till 31.12.2022 in the National Portal is placed at **Annexure-V**.
6. Under the National Portal, MNRE has clarified (**Annexure-VI**, FAQs) that the project cost would be mutually decided between the vendors and consumers and DISCOM has no role in terms of rate discovery and finalization of project cost.
7. To protect the beneficiaries' interests and ensure that the vendors installing the RTS plant have the requisite expertise, they must adhere to the MNRE's minimum specifications and standards.

To guarantee uniformity and safeguarding the interests of the beneficiaries, aforementioned eligibility conditions along with following prerequisites criteria for the vendors shall be sacrosanct:-

- (i) Bidder should not be 'Black Listed / suspended /barred' by any Utility / any State / Central Govt., Department / PSUs, nor should have any pending 'Litigation' proceedings. An affidavit to this effect by the authorized signatory, on NJSP of minimum denomination of Rs. 100, duly attested & registered by the NOTARY shall be required to be submitted along with the application.
 - (ii) The minimum capacity of a grid-connected RTS installed and successfully commissioned by the vendor at the time of application shall be 100 kWp.
8. SE/Ops of each circle shall be the nodal for the empanelment of the vendors under Simplified Procedure for RTS. Vendor shall submit the application to the respective Circle Offices with the required documentation addressing the nodal in-charge, and the Circle Offices will review the applications in accordance with the minimum eligibility requirements and as stated in the MNRE Office Memorandum titled "Simplification of Procedure—Rooftop Solar Program Ph-II and shall further notify the empanelment of the vendors. Thereafter, the PBG of Rs. 2,50,000/- (Rupees Two Lakh Fifty Thousand Only) shall be submitted by such vendors to the respective SE/OPs for each circle and accordingly empanelled vendors shall be allowed to work in their respective circle.
9. On receipt of the valid PBG, the Circle Offices will immediately notify the same to the S.E./I.T., DHBVN, Hisar and SE/SO, DHBVN, Hisar (Nodal office for RTS) for updating the name of the vendor for its respective circle on the National Portal/e-solar portal.

The validity of the above scheme is upto 31.03.2026 or until further notification from MNRE. However, the CFA/subsidy applicable for projects installed through the National Portal would be subject to annual revision (calendar year).

SEs/Operations are requested to ensure wide publicity of above notification "Simplification of Procedure-Rooftop Solar Program".

According, compliance of above may be please ensured in a meticulous manner in letter & spirit.

DA: Annexure I- VI


21-12-22
**Chief Engineer/Commercial
DHBVN, Hisar**

CC to:

1. SPS to MD, DHBVN, Hisar for kind information of worth MD please.
2. PS to Director/OPs, DHBVN for kind information of Director please.
3. Chief Engineer /OPs, DHBVN, Hisar & Delhi.
4. SE/IT, DHBVN, Hisar for information of the matter & action necessary wherever required.
5. SE/SO, DHBVN, Hisar for information & further necessary action.
6. ALL XENs/ OPs, Divn. under DHBVN.
7. ALL SDOs/ OPs, S/Divn. under DHBVN.

F. No. 318/6/2022-GCRT
Government of India
Ministry of New and Renewable Energy

Block No. 14, C.G.O Complex,
Lodhi Road, New Delhi-110003
Dated 10 June 2022

Office Memorandum

Subject: Simplification of Procedure - Rooftop Solar Programme Ph-II.

This is in continuation of this Ministry's OM of even no. dated 02.02.2022, vide which simplification of procedure for installation of residential grid connected rooftop solar plants was conveyed.

2. In this regard, a National Portal, www.solarrooftop.gov.in, is being designed and will be launched soon. The process for installation of rooftop solar plants, starting from registering the applications to release of subsidy in residential consumers' (beneficiaries') bank account after installation and inspection of plant, can be tracked online at the national portal.

3. In order to protect the interests of beneficiaries and ensure that the vendors installing the rooftop solar plants have the requisite expertise, follow minimum specifications and standards specified by the Ministry and maintain the plant for at least five years from the date of installation, it has been decided that such vendors have to register/empanel themselves with the beneficiaries' Distribution Utility (DISCOM).

4. The vendors currently empanelled with the beneficiaries' DISCOM through tendering process under RTS Programme Ph-II will be considered as empanelled vendors for this purpose. Other vendors willing to register/empanel themselves in the Programme under simplified procedure may get themselves registered with the consumers' DISCOM by submitting an application along with declaration (as per Annexure) and depositing a PBG of Rs. 2,50,000/- (Rupees Two Lakh Fifty Thousand only) valid for at least five years. The vendors can submit the application at the Division/Circle level and the name of the vendor will be included in the list of registered/empanelled vendors within a period of one month from the date of submission of the application. Registration/empanelment of vendors will be valid initially for one year from the date of empanelment and can be renewed thereafter on yearly basis. The DISCOM will notify the registered/empanelled vendors on its website for information of residential consumers and update the same every month.

5. The registered/empanelled vendor selected by the beneficiaries will conduct the physical survey to assess the RTS capacity and guide the beneficiary on the RTS capacity that can be installed in the beneficiary's premises considering technical and financial parameters. The vendor shall also provide assistance to the beneficiary in getting necessary approvals, installing the net-meter and facilitating inspection by the DISCOM.

6. In case of any misleading information is provided by any vendor or conditions mentioned in the declaration are not met, the DISCOM will take action against the registered/empanelled vendor including blacklisting and forfeiture of PBG.

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7. The subsidy available under the simplified procedure will be the same for beneficiaries all over the country. The rates of subsidy will be notified for each calendar year and will be applicable for all beneficiaries who have registered their application on the national portal during the calendar year.

8. This issues with the approval of competent authority.



(J.K Jethani)

Sr. Director/ Scientist 'F'

To

1. ACS/ Principal Secretary (Renewable Energy/Energy/Power), all States/UTs
2. Secretary, all SERCs/JERCs
3. CMD/MD/CEO, all DISCOMs
4. Electricity Departments of Arunachal Pradesh/Nagaland/Mizoram/Sikkim/UTs
5. NIC, MNRE – for uploading on MNRE website and National Portal for Solar Rooftop.

Annexure

Format of Declaration from vendor

1. Name of the Firm _____
2. Legal status of the Firm (Ltd/Pvt/Proprietary/Partnership/LLP) _____.
3. GSTIN number of the Firm _____
4. PAN number of the Firm _____.
5. Provident Fund number of the Firm (if applicable) _____
6. The Firm has sufficient (at least three) technical manpower trained in the skills required to execute the work of installation of rooftop solar plants.
7. The Firm fulfils all statutory requirements, for example those relating to electrical safety, to install rooftop solar plants.
8. The Firm will install rooftop solar plants fulfilling minimum technical standards and specifications issued by the MNRE.
9. The Firm will provide comprehensive maintenance of the rooftop solar plant installed by the Firm for at least 5 years.
10. The Firm will provide all necessary information related to installation of rooftop solar plants and Do's and Don'ts to the beneficiary.
11. The Firm will also provide name, contact number and e-mail of the person where the beneficiary can register a complaint related to rooftop solar plants installed by the Firm. This details will also be made available to the State authorities and MNRE.
12. In case of any discrepancy in terms of quality and services provided by the Firm, the concerned distribution company/Electricity Department can blacklist the Firm and encash the performance bank guarantee, apart from taking other legal actions.
13. The signatory of this declaration is authorised by the Firm and the Firm will abide by all the conditions mentioned above. In case of any misinformation or concealment of facts, appropriate legal action may be taken against the Firm by the affected parties.
14. Along with this declaration, the Firm is submitting a performance bank guarantee of Rs. 2.5 lakh valid for five years.
15. The Firm is willing to work in urban/rural areas of _____, _____, (name of districts).

Authorised Signatory
 Name: _____
 Designation: _____
 Name of the Firm: _____

(To be on non-judicial stamp paper of appropriate value as per Stamp Act relevant to place of execution.)

Ref:

Bank Guarantee No:

Date:

xx.xx.2022

To,

[Insert the name and complete Address of the State Implementing Agency]

In consideration of the **[Insert name and address of the Bidder]** (hereinafter referred to as 'Bidder') submitting the response to Request for Proposal (RfP) inter alia for selection of the Project in response to the RFP No. **[Insert the NIT No of Tender]** dated **[Insert the Date of issuance of RfP]** issued by the **[Insert the name of Implementing Agency]** (hereinafter referred to as _____) and considering such response to the RFP (if applicable) of **[insert the name of the Bidder]** as per the terms and conditions of the RFP and amendments, the **[insert name & address of Bank]** hereby agrees unequivocally, irrevocably and unconditionally to pay to **[Insert the name of Implementing Agency]** at **[Insert the complete Address of Implementing Agency]** forthwith on demand in writing from **[Insert the name of Implementing Agency]** or any Officer authorized by it in this behalf, any amount upto and not exceeding Rs. 2,50,000/- (Rs. Two Lakh Fifty Thousand only), on behalf of M/s. **[Insert name of the Bidder]** .

This guarantee shall be valid and binding on this Bank up Five (05) Years from date of issuance of the BG and shall not be terminable by notice or any change in the constitution of the Bank or the term of contract or by any other reasons whatsoever and our liability hereunder shall not be impaired or discharged by any extension of time or variations or alternations made, given, or agreed with or without our knowledge or consent, by or between parties to the respective agreement.

Our liability under this Guarantee is restricted to **Rs. 2,50,000/- (Rs. Two Lakh Fifty Thousand only)**.

Our Guarantee shall remain in force until **[Insert the Exact Date, completing on 5 Years counting from Date of signing of BG]** and **[Insert the name of Implementing Agency]** shall be entitled to invoke this Guarantee till **[Insert the Exact Date, completing on 5 Years counting from Date of signing of BG]**.

The Guarantor Bank hereby agrees and acknowledges that the **[Insert the name of Implementing Agency]** shall have a right to invoke this BANK GUARANTEE in part or in full, as it may deem fit.

The Guarantor Bank hereby expressly agrees that it shall not require any proof in addition to the written demand by **[Insert the name of Implementing Agency]**, made in any format, raised at the above-mentioned address of the Guarantor Bank, in order to make the said payment to **[Insert the name of Implementing Agency]**.

The Guarantor Bank shall make payment hereunder on first demand without restriction or

conditions and notwithstanding any objection by [Insert name of the Empanelled Bidder] and/or any other person. The Guarantor Bank shall not require [Insert the name of Implementing Agency] to justify the invocation of this BANK GUARANTEE, nor shall the Guarantor Bank have any recourse against [Insert the name of Implementing Agency] in respect of any payment made hereunder.

This BANK GUARANTEE shall be interpreted in accordance with the laws of India and the courts at [Insert the name of City/State] shall have exclusive jurisdiction. The Guarantor Bank represents that this BANK GUARANTEE has been established in such form and with such content that it is fully enforceable in accordance with its terms as against the Guarantor Bank in the manner provided herein.

This BANK GUARANTEE shall not be affected in any manner by reason of merger, amalgamation, restructuring or any other change in the constitution of the Guarantor Bank.

This BANK GUARANTEE shall be a primary obligation of the Guarantor Bank and accordingly [Insert the name of Implementing Agency] shall not be obliged before enforcing this BANK GUARANTEE to take any action in any court or arbitral proceedings against the Bidder, to make any claim against or any demand on the Bidder or to give any notice to the Bidder or to enforce any security held by [Insert the name of Implementing Agency] or to exercise, levy or enforce any distress, diligence or other process against the Bidder.

Notwithstanding anything contained hereinabove, our liability under this Guarantee is restricted to **Rs. 2,50,000/- (Rs. Two Lakh Fifty Thousand only)** and it shall remain in force until [Insert the Exact Date, completing on 5 Years counting from Date of signing of BG] with an additional claim period of **thirty (30) days** thereafter. We are liable to pay the guaranteed amount or any part thereof under this Bank Guarantee only if [Insert the name of Implementing Agency] serves upon us a written claim or demand.

Signature _____

Name _____

For

**[Insert Name of the Bank]
Banker's Stamp and Full Address.**

Dated this ___ day of ___, 20__

(Bank Contact Details & E Mail ID is to be provide)

Witness:

1. Signature Name and Address	2. Signature Name and Address
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Note: The DISCOMs can modify this format as per their requirements.

Annexure-IV

Sr. No.	Name of Firm	Bank Name	PBG No.	PBG Amount	PBG Issue date / Expiry Date
1.	M/s Goldy Inverter and Stablizer	Union Bank of India, Tohana	25011IGL0000122	200000/-	14.12.2022/ 13.03.2028
2.	M/s Ramji Dass Om Parkash	Union Bank of India, Tohana	25011IGL0000222	500000/-	15.12.2022/ 14.03.2028
3.	M/s Lohia Sales	HDFC Bank, Rewari	250GT02223430001	500000/-	09.12.2022/ 05.03.2028
4.	M/s Suntrik Solutions	HDFC Bank, Sirsa	E33GT02223420001	700000/-	08.12.2022/ 31.03.2029
5.	M/s Vats Solar Pvt. Ltd.	SBI, Bhiwani	5076622BG0000005	700000/-	09.12.2022/ 31.03.2028
6.	M/s Universal Solar	HDFC Bank, Gurugram	191GT02223460002	500000/-	12.12.2022/ 14.03.2028
7.	M/s Maven Solar Private Limited	ICICI Bank, Rohtak	0168NDDG00011023	500000/-	13.12.2022/ 12.03.2028
8.	M/s TSE Renewables Pvt. Ltd.	HDFC Bank, Hisar	E33GT02223500002	500000/-	16.12.2022/ 14.03.2028
9.	M/s Divvy Solar Power and Solutions Pvt. Ltd.	HDFC Bank, Hisar	E33GT02223500003	1000000/-	16.12.2022/ 13.03.2029
10.	M/s Aggarwal Traders	Punjab National Bank, Bhiwani	00530ILG000522	1000000/-	09.12.2022/ 08.03.2028

Frequently Asked Questions on Simplified procedure for installation of rooftop solar (RTS) projects

Q. Basic information of grid connected rooftop solar PV system and MNRE scheme?

A. Refer FAQs at https://solarrooftop.gov.in/pdf/faq_new.pdf

Q. What is simplified procedure for installation of rooftop solar PV system?

A. In addition to the existing procedure of tendering/empanelment by the state electricity distribution companies (DISCOMs), MNRE has introduced a simplified procedure through which the beneficiaries can install the rooftop solar project either by themselves or through any vendor of their choice. Under this procedure, it will not be mandatory for the beneficiary to install the project only through the vendors empanelled by the DISCOMs. The beneficiary will have to apply online at the National Portal for installing the RTS system and the subsidy/CFA will be transferred to the bank account of the beneficiary directly after successful installation of RTS project.

Q. What is the National Portal (NP)?

A. MNRE has developed a 'National Portal (NP)' for the registration of applications under the simplified procedure. The whole process from submission of application to the release of subsidy/CFA would be implemented in online mode through this portal. The portal can be accessed through the link

Q. How can I register on National Portal (NP)?

A. For registration at NP, the applicant will need electricity bill, an active 10-digit Mobile number and an active E-mail ID. The consumer will also be required to download SANDES App on his mobile. First, the applicant has to visit the registration page of national portal and select the state and the concerned DISCOM. Then the applicant has to enter consumer account no. mentioned in the electricity bill, mobile number and mail id. After entering this details, an OTP will be sent through SANDES App for mobile number verification. On successful verification of the mobile number, an account activation link will be received on the mail-id provided. The activation link will also include the details of the simplified procedure. After clicking on the activation link received in the email, the account would be activated and the beneficiary will be redirected to NP for submission of application.

Q. Is there any application fee for applying on NP?

A. No, there is no application fee for submission for application on national portal. However, there may be fees for net-metering which may be charged by the respective DISCOMs.

Q. Is there any difference in subsidy/CFA in both modes i.e. DIY or DISCOM empanelled Vendors?

A. Yes there can be difference in subsidy/CFA. The subsidy/CFA available for the applicant under respective modes would be displayed to the applicant during the application stage.

Q. Can I apply for net-metering through NP?

A. Yes. An applicant can apply for net-metering and inspection through the national portal. The application process of NP has been uploaded on the portal.

Q. What bank details are required for the release of subsidy through NP?

A. After receipt of the online commissioning/completion report from DISCOM, the applicant will have to enter following details for claiming subsidy/CFA:

- Name of the beneficiary
- Account number
- Bank Name
- IFS Code
- Copy of cancelled cheque to be uploaded on the portal

Q. How can I raise a complaint/ grievance, in case of non-receipt of subsidy amount in a given time?

A. You need to raise a complaint under the grievance section on NP.

Q. What would be the cost of the system charged by the vendor under simplified procedure?

A. Under simplified procedure, the cost of the system would be mutually decided by the consumer and the vendor. However, the consumer can get idea of the prevailing market rates of the RTS system through benchmark cost issued by MNRE and the cost discovered in the different states.

Q. How can I ensure quality of the system installed by the vendor?

A. MNRE has issued technical standard and specification for various components of RTS plant. The consumer shall sign an agreement with the vendor that the installation and commissioning of the RTS system would be in accordance with the technical standards and specifications issued by MNRE. MNRE has prepared a model agreement and the same can be adopted by the consumer.

**Ministry of New and Renewable Energy
Rooftop Solar Division**

**Central Financial Assistance (CFA)/ Central Government Subsidy for rooftop solar
plant installed by a residential consumer under simplified procedure**

Plant Capacity	Applicable Subsidy
Up to 3 kW	Rs. 14588/- per kW
Above 3 kW and up to 10 kW	Rs. 14588/- per kW for first 3 kW and thereafter Rs. 7294/- per kW
Above 10 kW	Rs. 94822/- fixed

Note: The CFA/subsidy will be available only for applications registered till 31.12.2022 in the National Portal and will be released after clearance by inspecting authority (DISCOM) on successful commissioning and installation of metering system as per specified procedure. The CFA/subsidy will not be applicable with retrospective effect.

Calculation of CFA/subsidy: The CFA/subsidy would be calculated on the basis of total solar module capacity/solar inverter capacity/capacity approved by DISCOM, whichever is lower.

Illustration for calculation of central Government subsidy

Rooftop Solar System Capacity (lowest of total solar module capacity or solar inverter capacity/ capacity approved by DISCOM)	Applicable Subsidy
2.5 kW	Rs. 14588/- X 2.5 = Rs. 36,470/-
3 kW	Rs. 14588/- X 3 = Rs. 43,764/-
4 kW	Rs. 14588/- X 3 + Rs. 7294/- X 1 = Rs. 51,058/-
6.5 kW	Rs. 14588/- X 3 + Rs. 7294/- X 3.5 = Rs. 69,293/-
10 kW	Rs. 94822/-
15 kW	Rs. 94822/-