



Government of Nepal
Ministry of Energy, Water Resources and Irrigation
Alternative Energy Promotion Centre
Tahachal, Kathmandu, Nepal

**Listing of Recognized Competent Company/Firm
For
Application of Solar Thermal System (Solar Dryer and
Cooker)**

September 2024

**A. Notice for Listing of Recognized Competent Company/Firm for
Application of Renewable Energy Technologies**

B. Background of the Program

Subsidy is a key financial intervention in the policy of Government of Nepal to promote rural and renewable energy technologies and is executed through AEPC. AEPC with support from various Donor Partners has been continuously working towards improving Rural Living Standard through dissemination of Solar Home System (SHS), Small Solar Home System (SSHS) and Solar Thermal Systems (Solar Dryer and Cooker). Government of Nepal has approved Renewable Energy (RE) subsidy policy and RE subsidy delivery mechanism for implementation of subsidy programme.

As per the approved prevailing RE subsidy policy and RE subsidy delivery mechanism, subsidy for Solar Dryer and Cooker can be implemented by demand driven model through recognized competent company/firm. Under this modality of improvised demand driven model through recognized competent company/firm, the procurement of goods and services will be done by the households themselves. For this purpose AEPC intends to prepare list of recognized competent company/firm. The listed recognized competent company/firm will be responsible for design, supply and installation and after sales service of Solar Cooker and Solar Dryer as per the requirement of household following subsidy policy and subsidy delivery mechanism.

This recognized competent company/firm will be eligible for promotion and implementation of Solar Thermal System (Solar Dryer and Solar Cooker).

C. Criteria for Listing of Recognized Competent Company/Firm

Eligibility Criteria:

Company/Firm must be fulfilled the following Eligibility Criteria:

1. A Copy of Company/Firm Registration Certificate with updated renewal. The company/Firm must have experience of minimum one year.
2. A Copy of PAN or VAT Registration Certificate.
3. A Copy of Tax Clearance Certificate of F.Y. 2079/80.
4. Commitment letter from the company/firm mentioning that they will agree and work as per prevailing RE subsidy policy, RE Subsidy Delivery Mechanism and rules and regulation of AEPC.
5. Self Declaration Letter along with the Application as per the attached format.
6. A Copy of Memorandum of Association-Renewable Energy/Solar Energy must be mentioned in document. In case of addition of renewable energy/solar energy in company/firm memorandum, the addition must be done at least one year before the date of submission of application.
7. Company/Firm qualifying as Competent Company has to submit a Copy of Tax Clearance Certificate of F.Y. 2080/81 B.S. and Copy of Renewed Company/Firm Registration Certificate within end of Poush, 2081 BS.

Note: Each Joint Venture (JV) partner (s) including lead partner must fulfill all the above eligibility criteria with JV agreement, In case of JV application submission.

Qualification Criteria:

S.N.	Criteria	Quantity (Minimum)	Verification Document Required
1	Head Office	1	a. Copy of Company/firm Registration Document b. Copy of PAN or VAT Registration Document c. Copy of Company/firm Memorandum d. Photograph showing office building, company board and facility available
2	Outstanding Liabilities with AEPC	-	The applicant company must not have any outstanding liability with AEPC older than one year. <i>(The applicant must submit no outstanding liabilities letter from AEPC account section and CREF)</i>
3	Outstanding Liabilities with other Public institutions	-	Company qualifying as competent company will be provided list of complaint from other government institutions registered at AEPC against the company regarding non-functioning of installed system if any. Company must submit no objection letter from those institutions before signing of agreement.
4	Blacklisting situation	-	Not blacklisted by PPMO and DP's associated with AEPC

Note: Evaluation method will be either "YES" or "NO" for each criteria. For the company/Firm to be listed as recognized competent company/firm, all the criteria must be met.

D. Application Submission Form

(The Applicant shall accomplish the Application Submission Form in its Letter Head clearly showing the Applicant's complete name and address)

Date:

To:
Alternative Energy Promotion Center
Mid Baneshwor, Kathmandu, Nepal

We, the undersigned, declare that:

- (a) We have examined and have no reservations to the Application Document for Listing of Recognized competent Companies for Solar Thermal System (Solar dryer and Solar Cooker).
- (b) We offer to design, integrate, supply, install and provide after sales service to households in conformity with prevailing RE Subsidy Policy, RE Subsidy Delivery Mechanism, and other guidelines of AEPC and GoN.
- (c) We declare to abide by AEPC's/GoN's policy of zero tolerance to corruption.
- (d) We declare that, we have not been blacklisted and no conflict of interest in the proposed procurement proceedings and we have not been punished for an offence relating to the concerned profession or business.
- (e) We declare that we have never been involved in any case of bankruptcy or suspension of payments.
- (f) We declare that, till date, no dispute has raised in any contract executed or under execution. No civil or criminal case against us has been raised or currently being raised or being dealt with in court, not ineligible to participate in this job; have no Conflict of Interest in the proposed proceedings and have not been punished for the profession or business related offence and not blacklisted.
- (g) We do not have any conflict of interest on the listing procedure for recognized competent companies for design, integrate, supply, install and provide after sales service
- (h) We agree to permit GoN/DP or its representative to inspect our accounts and records and other documents relating to the transaction carried out under subsidy programme and to have them audited by auditors appointed by the GoN/DP.

Name: _____

In the capacity of: _____

Signed: _____

Duly authorized to sign the application for and on behalf of : _____

Date: _____

E. Application Firm for Solar Thermal system

Company/Firm Information:			
Name of Company/Firm:			
Address:	District:	Metro/Sub Metro/Municipality:	
	Ward No.:	Street:	
	Phone:	Fax:	
	Post Box:	Email:	
Contact Person	Name: Designation: Phone: Mobile Phone: Email:		
Company/Firm Details	PAN or VAT No. Year of Registration: Registered mainline Business:		
Bank Details for subsidy programme	Bank Name: Branch: Account Number:		

I/We hereby certify that information filled up in the application form is correct and duly updated.
(Should be signed by higher level authority like Managing Director/President/CEO)

Company Seal

(Owner Signature)

Name: _____

Position:

Date: