



ଓଡ଼ିଶା ସରକାର

GOVERNMENT OF ODISHA
OFFICE OF THE ENGINEER-IN-CHIEF, ELECTRICITY-CUM-
PRINCIPAL CHIEF ELECTRICAL INSPECTOR: ODISHA
UNIT-V, POWER HOUSE SQUARE, BHUBANESWAR
PH:-0674-2394873/FAX-2391255/2391014
Email: sdaorissa@nic.in, eic-epcei@nic.in

Engagement of Consultants

Reference Advt No. Tech-EC-900(Vol-III)/5862(WE) Dated 18.10.2024

The office of the Engineer In Chief (Electricity) –cum– Principal Chief Electrical Inspector has been declared as State Designated Agency (SDA) under Energy Conservation Act-2001. SDA, Odisha invites applications for engagement of consultants purely on temporary basis. The period of engagement shall be initially up to **31.03.2025** and may be extended up to **31.09.2025** or till further period as approved by Bureau of Energy Efficiency, Govt of India or SDA as necessary based on satisfactory performance. Minimum Educational qualifications, experience and expectations are given in the table below as per the guideline of Bureau of Energy Efficiency (BEE), Government of India:

Sl. No.	Name of the Post	Educational qualification / Experience	Consolidated Emoluments
1	Manpower-1 Energy Consultant (02 posts)	AICTE / Govt. approved Bachelor Degree in Engineering with minimum of 60% marks or equivalent grade in the engineering degree examination and a minimum of three (03) years work experience in energy efficiency and its conservation, energy auditing etc. Preference will be given to BEE certified Energy Auditor/Manager.	50,000/- per month
2	Manpower-2 Energy Consultant (01 post)	AICTE / Govt. approved Bachelor Degree in Engineering with minimum of 60% marks or equivalent grade in the engineering degree examination with 2 years MBA/Post Graduate Diploma in Energy Management/Post Graduate Diploma in Business Administration or equivalent with specialization in Finance (AICTE/Govt. approved). The incumbent should also possess a minimum of three years' work experience in energy efficiency or its conservation, energy auditing etc. Preference will be given to BEE Certified Energy Auditor /Manager.	50,000/- per month
3	Manpower-3 Senior Energy Consultant (02 post)	AICTE / Govt. approved Bachelor Degree in Engineering with minimum of 60% marks or equivalent grade in the engineering degree examination, possessing a certificate of Energy Auditor / Energy Manager from the Bureau of Energy Efficiency and having experience of handling activities related to Designated Consumers. The incumbent should also possess a minimum of five years' work experience in energy efficiency or its conservation and energy auditing	65,000/- per month

B. General Conditions:

- a) This position is purely on temporary basis under the scheme guidelines of Bureau of Energy Efficiency, Ministry of Power, Govt. of India to support states in carrying out work related to Energy Efficiency. The scheme is known as **Manpower support to SDAs**.
- b) Positions under the scheme will exist as per direction of Bureau of Energy Efficiency, Ministry of Power, Govt. of India and will cease to exist when funding under the scheme will end from Bureau of Energy Efficiency, Ministry of Power, Govt. of India.
- c) After completion of the period if the scheme is continued, the selected candidates may be allowed to continue their work upon satisfactory performance. During the contract period the contract may be terminated at any time by giving one month notice by either party or on mutual arrangement acceptable to employer.
- d) Candidates will have to produce the proof of details furnished in their applications, in original at the time interview, if called. Failure to produce proof of details may lead to rejection of the candidate.
- e) Incomplete applications or applications received after the due date in any respect will not be considered and will be outrightly rejected.
- f) Only Indian national needs to apply.
- g) Canvassing in any form will lead to disqualification.
- h) It may be noted that if, at any stage, it is observed that an attempt has been made by the applicant to will-fully conceal or misrepresent the facts or submit false information, his/her candidature will be rejected or his/her employment will be terminated.
- i) The applications must be typed neatly and sent in prescribed form in A-4 size paper, if submitted in hard copy through postal address. Persons working in Government/Public Sectors undertakings/ Autonomous Organizations should submit their applications through proper channel.
- j) Candidates should be well versed with working on the computer including internet, MS Office applications (Word, Excel, Power Point, etc).
- k) Maximum age of the applicant shall not be more than 65 years during the proposed period of engagement up to 31.09.2025. The engagement shall be automatically terminated on attaining the age of 65 years.
- l) The applicant should be of good moral character and there must not be any departmental enquiry or any criminal case pending against the applicant in any court of law.
- m) There should not be any vigilance case or any pending departmental proceedings or any criminal case pending in any court of law against the applicant and an undertaking has to be submitted by the applicant in this regard.
- n) The shortlisted candidates will go through a selection process by a selection committee constituted by the EIC (Elecy), comprising of experts from various organisations on the fields of Energy Conservation and allied fields. The committee will recommend the names of the deserving candidates in order of merit for the relevant posts for approval of SDA along with a merit list of selected consultants as empanelled for engagement by SDA in case of vacancies arising out of non-reporting, attrition or termination of consultants or in case of new requirements of the SDA. The empanelment may remain valid for a period up to 31.09.2025 which is at the sole discretion of the SDA.
- o) The Consultant who is selected for the work will have to maintain the confidentiality of the information compiled. In no case the Consultant would be allowed to use the data or share the information with anyone else, except for the SDA. SDA shall hold the copyrights over any of the data collected or compiled during the course of the work.

- p) Disclaimer : SDA and/or its officers, employees disclaim all liability from any loss or damage, whether foreseeable or not, suffered by any person acting on or refraining from acting because of any information including statements, information, contained in this document or conduct ancillary to it whether or not the loss or damage arises in connection with any omission, negligence, default, lack of care or misrepresentation on the part of SDA and/or any of its officers, employees.
- q) At any time prior to the last date for receipt of applications, SDA, may, for any reason, whether at its own initiative or in response to a clarification requested by a prospective Consultant, modify the Document by an amendment. In order to provide prospective Consultants reasonable time in which to take the amendment into account in preparing their offers, SDA may, at their discretion, extend the last date for the receipt of offers and/or make other changes in the requirements set out in this advertisement.
- r) The No. of consultants proposed to be engaged may be amended or dropped if felt necessary by SDA in the interest of work.
- s) Applicants may apply for one or more of the advertised consultant positions, along with their order of preference for a position, provided they meet the required criteria for each. If an applicant is found suitable for more than one position after selection, the final offer will be made for the highest-preferred available position for which the applicant has submitted preference. Separate application has to be submitted for each post failing which it may not be considered.
- t) Authority reserves the right to cancel or withhold this recruitment process or to take any decisions in the interest of SDA, Odisha, if required.

NOTE:

1. For performa and detailed terms & conditions, please visit EIC (Elec)-cum-PCEI website: <http://eicelectricityodisha.nic.in/>
2. All applications must reach through e-mail or by Registered Post by **02.11.2024 (till 11:00 AM)** addressed to the **Engineer In Chief (Electricity) –cum- Principal Chief Electrical Inspector, Unit-V, Power House Square, Bhubaneswar-751001. The authority will not be responsible for any delay in receipt of applications and all applications received after the due date shall be rejected.**



EIC (E)-cum-PCEI & SDA, (O).

Terms of Reference

1. Post title: (Manpower-1) Energy Consultant (Two posts).

Area of Work: To enable SDA to coordinate, regulate, and enforce various provisions of the EC Act 2001.

Roles and responsibility of the manpower are:

- Preparation of annual action plans including budget estimation.
- Preparation of quarterly and annual reports indicating the achievements realized for submission to BEE or Govt..
- Interaction with other Govt. Dept. / Organizations and Industries.
- Facilitation in state level awards.
- Facilitation in implementation of all programmes run by BEE.
- Preparation of schemes/policies for promoting energy conservation.
- Facilitation in carrying out impact assessment study through a third-party at the end of plan period.
- Exploring new areas for implementation of energy conservation measures in the state.
- Finalization and vetting of Detailed Project Reports (DPRs) for energy efficiency projects.
- Conduct field visits for implementation and monitoring of different energy conservation activities as per the direction of the SDA as and when necessary. Attend workshops, seminars or review meetings etc. as and when necessary inside and outside the State as per the direction of SDA.
- Organizing awareness campaigns, workshops, seminars for different sectors and general public.
- Facilitating energy audit and investment Grade Energy Audit of industries and industry clusters, Urban and local bodies, irrigation and water pumping systems, sewage systems, street lighting systems, buildings etc.
- Undertake activities as per the requirement of BEE as prescribed from time to time.
- Submission of monthly and other periodical progress report to BEE by 5th of every month and any other data/information sought from BEE or Govt. as and when required.
- Submission of updated Utilization Certificate from time to time.

Facilitate smooth and timely implementation of other schemes of BEE.

Standards & Labelling Scheme:

- Facilitate in building capacity of the manufacturers and retailers of BEE star labelled appliances.
- Facilitate in conduct of consumer awareness programs to spread awareness.
- Facilitate in ensuring larger penetration for voluntary products.
- Facilitate in enforcement of provisions pertaining to appliances under the EC Act.

Buildings Scheme:

New Commercial Buildings/Residential Building:

- Facilitate in amendment and notification of ECBC to suit local climatic conditions.
- Facilitate in incorporation of amended ECBC in municipal building byelaws.

- Facilitate in capacity building of architects, designers and verifiers for ECBC compliant buildings.
- Facilitate in imparting training to building owners on submission of required data as per prescribed format once buildings are notified as DCs.

Existing Commercial Buildings/Residential Building:

- Facilitate retrofit through ESCO route or by building owners themselves.
- Facilitate promotion of star labelling scheme of BEE.

Municipal DSM:

- Facilitate in preparation of DPRs on pilot projects identified in ULBs.
- Facilitate in selection of ULBs for implementation of DPRs.
- Facilitation in actual implementation in the ULBs.
- Facilitation in training/capacity building of officials of ULBs.

Agricultural DSM:

- Facilitate issue of regulations / notifications by the State Govt. to mandate the use of BEE star labelled pump sets for new agricultural connections.
- Facilitate in setting up of monitoring mechanism to quantify the outcome.
- Facilitate in conduct of capacity building programmes for imparting training on energy & water conservation and energy efficient pump sets to farmers through Krishi Vigyan Kendras,

In addition to the above, the manpower provided will be required to do any other task pertaining to schemes of BEE as and when necessary per direction provided by SDA

2. Post title: (Manpower-2) Energy Consultant (One post).

Area of Work: Management of State Energy Conservation Fund (SECF)

Roles and responsibility of the manpower are:

- Identifying sectors where pilot projects can be implemented on Revolving Investment Fund (RIF) mode.
- Facilitate in implementation of the energy efficiency demonstration projects by utilizing major portion SECF as RIF, in accordance with the guideline for utilization of SECF.
- Overall management, monitoring and accounting of SECF.
- Providing any other data/information sought by BEE / Govt. from time to time.
- Conduct field visits for implementation and monitoring of different energy conservation activities as per the direction of the SDA as and when necessary. Attend workshops, seminars or review meetings etc. as and when necessary, inside and outside the State as per the direction of SDA.
- In addition to the above, the manpower provided will be required to do any other task pertaining to schemes of BEE as and when necessary per direction provided by SDA

3. Post title: (Manpower-3) Senior Energy Consultant (Two post).

Area of Work: Facilitate smooth and timely implementation of activities under Perform, Achieve and Trade (PAT) scheme of BEE.

Roles and responsibility of the manpower are:

- Rule 5 – Form, manner and time for preparation of scheme for implementation of efficient use of energy and its conservation: Guidelines may be provided to SDAs detailing the actions to be undertaken on the action plan submitted by the DC.
- Rule 6 – Assessment of performance: For sub-rule (7) under rule (6), format and guidelines may be provided to SDAs for furnishing comments on Form ‘A’ to BEE.
- Rule 8 – Check Verification: For sub-rule (2a) & (11) under rule (8), format and guidelines may be provided to SDAs for furnishing comments to BEE.
- Rule 8 – Check Verification: For sub-rule (14) under rule (8), guidelines specifying the procedure to be adopted and the official responsible to initiate penalty proceedings may be provided to SDAs.
- Rule 8 – Check Verification: For sub-rule (15a) under rule (8), guidelines may be provided to SDAs detailing the actions to be undertaken to recover from the DC the loss to the Central Govt. by way of unfair gain to the DC.
- Rule 13 – Compliance of energy conservation norms and standards: Guidelines detailing the action to be taken by the SDA regarding submission of compliance as per Form ‘D’ by DC.
- Any other data/information sought by BEE or Govt. as and when required.
- Conduct field visits for implementation and monitoring of different energy conservation activities as per the direction of the SDA as and when necessary. Attend workshops, seminars or review meetings etc. as and when necessary inside and outside the State as per the direction of SDA.
- In addition to the above, the manpower provided will be required to do any other task pertaining to schemes of BEE as and when necessary per direction provided by SDA

Note: Any other work related to Energy Efficiency & Conservation not limited to above will be part of ToR and need to be considered as part of the roles and responsibility.

Application Form

1. Post applied for:
2. Name of Applicant:
3. Sex:
4. Category:
5. Educational Qualification:

Affix recent
passport size self
attested
photograph

Sl. No.	Degree(s)/Diploma(s) obtained (starting from latest)	Specializations / Subjects	Name of passing Institution	Passing Year	Percentage of Marks
1					
2					
3					
4					
5					

6. Training / Certifications:
7. Energy Manager / Energy Auditor Certificate Details:
8. Achievements:
9. Employment Records: Total Experience:YrsM

Please provide details of all positions held- starting with your present employment including copies of experiences.

Sl. No.	Designation	Organization	Responsibilities Handled
1			
2			
3			
4			
5			

10. Personal Details:

Fathers Name:

Religion:

Nationality:

Date of Birth:

Age as on 31.09.2025:

Present address / Correspondence address:

Permanent address:

Email Id:

Mobile No:

Marital Status:

(Self-certified certificates in support of Date of Birth/Address/Nationality and Pending Cases Clause B (m) of General Conditions need to be furnished)

11. Certification:

I, the undersigned, certify that to the best of my knowledge and belief, the provided information correctly describes me, my qualifications, and my experience. I understand that if any of the information furnished is found to be incorrect or misleading, I shall be liable for disqualification.

Signature:

Full Name:

Date:

Place: