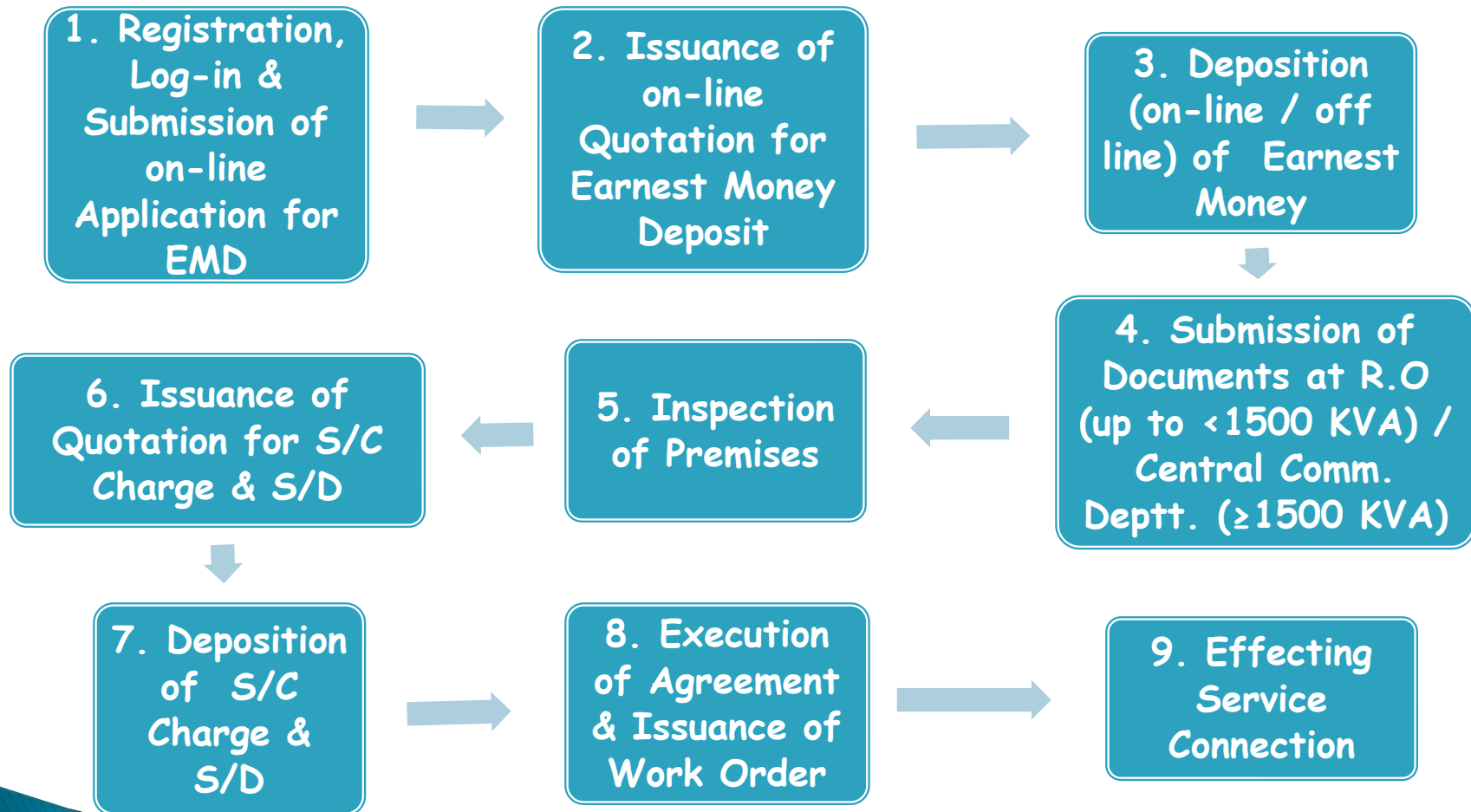


Steps to be followed for Industrial (Bulk) connection through on-line application having connected load 50 KVA & above



Step wise brief procedures to be followed for Industrial (Bulk) Connection through On-line application having connected load 50KVA & above

1) Registration, Log-in & Submission of on-line Application for EMD

User Registration :-

Applicant / User has to register himself / herself through a simple self registration process by giving Name, user ID (of his/her choice), email ID and mobile No. The system generated password will be displayed in the screen and as well as mailed to the user at the given mail id.

Log-in and Onward Process :-

Applicant / User needs to log in the system with user ID and password. After successful login, applicant may change his / her password. In the application page, applicant needs to select the area/district where he/she belongs. After selection, the list of the Customer Care Centre will be displayed from where user need to select the right Customer Care centre. User is requested to click on the link provided here as tips.

Application submission for EMD Quotation:-

Applicant / User needs to fill up all the details provided in the application page and submit the same.

Tips :

➤ Region Office (R.O) :

User can check nearby locality and get their Region Office in case of Contract Demand (C.D) 50 KVA and upto less than 1500 KVA. For Contract Demand 1500 KVA & above application to be made before Central Commercial Department only. For more information, user can contact toll Free Numbers (available in website).

➤ Rural / Urban :

Generally locality covered under Municipality are considered as Urban area.

N.B: Following documents can be downloaded by the applicant for use in future:

- i) The Guideline and applicable Tariff for future Electricity Bill, after effecting the connection.
- ii) The Application Form / Booklet [to be submitted subsequently at R.O / Central Commercial Deptt. after fill-up]. The Booklet will be available at free of cost from the R.O or Central Commercial Department depending on C.D

Step wise brief procedures to be followed for Industrial (Bulk) Connection through On-line application having connected load 50KVA & above (continued)

2) Issuance of on-line Quotation for Earnest Money Deposit (EMD):

On submission of application (on-line), instant quotation for EMD will be generated from system for the intending consumer having Application No. and he/she may download the quotation letter.

3) Deposition of Quotation amount:

The Quotation amount may be paid through e-payment gateway in net-banking/debit/credit card mode in the WBSEDCL Web portal and may download the payment receipt or alternatively applicant may deposit payment at concerned Region Office / Central Commercial Department, as the case would be depending upon the C.D.

The quotation amount with the jurisdiction of power connection is appended below:

| Category of Consumer depending on Contract Demand (C.D) | Amount of Earnest Money | Jurisdiction of connection |
|--|--------------------------------|---|
| L& MV, C.D upto 125 KVA | Rs 2,000/- | Region Office |
| 11 KV, C.D above 125 KVA but less than 1500 KVA | Rs 5,000/- | Region Office |
| 33 KV, C.D above 1500KVA but less than 15 MVA | Rs 20,000/- | Central Commercial Department, Vidyut Bhavan |
| 132 KV, C.D above 15 MVA | Rs 1,00,000/- | Central Commercial Department, Vidyut Bhavan |

Step wise brief procedures to be followed for Industrial (Bulk) Connection through On-line application having connected load 50KVA & above (continued)

4) Submission of required documents by Applicant:

After payment of Earnest Money and downloading/collecting the application Form / Booklet from concerned Office, the form to filled up and submit with all of the following documents to concerned office (R.O / Central Com. Deptt.):-

- a) One passport size photograph
- b) Passport/Voter ID/Telephone Bill
- c) Pollution certificate [Consent to Establish (at least) / Operate]
- d) Valid document for Govt. sponsored scheme
- e) Land ownership document (Property Paper / Purchase Deed / Tenancy Deed / Tax Receipt of Panchayet/Municipality)

5) Inspection of premises by WBSEDCL:

On receipt of above documents, an Inspection will be conducted by the Commercial Officer of Region / Central Commercial Department for Techno-Commercial Feasibility study and also will enquire:

- a) Whether any connection already exists (live / disconnected)?

If exists, then he/she will enquire:

(I) is the particular premises (new one) is physically separated from the existing premises (old one) along with electrical wiring?

(II) is there any outstanding dues against the old connection?

- b) Whether the existing system is capable to deliver the load demand?
- c) Whether the Intending Consumer has completed his portion of work for readiness of premises.

If any deviation is found, it will be intimated in due course with provision of execution by Turnkey mode, if necessary.

A Separate Meter Room, as per specification of WBSEDCL, is to be provided.

Step wise brief procedures to be followed for Industrial (Bulk) Connection through On-line application having connected load 50KVA & above (continued)

6) Issuance of Quotation:

During the inspection, if above stated conditions have found to be satisfied well, a Quotation for Service Connection and Security Deposit will be issued.

7) Deposition of Service Connection Charge & Security Deposit:

The Service Connection Charge & Security Deposit, either in cash or in the form of Bank Guarantee shall have to be deposited at concerned Office (R.O / Central Com. Deptt.) during cash hours within 90 days from the date of issuance of quotation.

8) Execution of Agreement & Issuance of Work Order:

An Agreement is to be executed for which draft standard Agreement would be handed over to the prospective consumer along with the Application form. On compliance of above formalities, Authorization letter about engagement of the entrusted outside agency for executing the new installation/ augmentation job on TURNKEY basis as per Guideline of WBSEDCL is to be submitted. The Work Order will, then be issued for execution of the TURNKEY job from Region / Dist. HQ end.

9) Effecting Service Connection:

After completion of new installation / augmentation job related to the Bulk connection, the completion report will be submitted by the agency to the concern Division office which will in turn be communicated to Region / Central Commercial Office. The Division Office will simultaneously arrange to place proposal before Electrical Inspector for their approval against WBSEDCL portion of installation.

a) In case of C.D < or = 125 KVA, connection will then be effected from concern Region office without the E.I approval

b) In case of C.D > 125 KVA, on receipt of E.I approval from the intending consumer (for Consumer's installation), Commercial Clearance will be issued from concerned Region / Central Commercial Department.

Thereafter in presence of DTD & concerned Region / Division officers, the connection will be effected.

10) Construction Power if necessary:

If needed, after deposition of Earnest money quotation, the intending bulk consumer may approach to concern Customer Care Center with the consent letter from concern Region / Central Commercial office for Construction Power separately, observing all necessary formalities as applicable for intending industrial consumer.