

## **Procedure for Submission of Application:**

### **1 Application Format**

The application for approval of STOA shall be made in the prescribed appropriate format/form for applying Open Access which shall be submitted to the Nodal Agency in accordance with the Regulations and the procedures. The applicable formats as appended herein are listed as follows:

<b>Nature of Short Term Open Access transaction to be applied</b>	<b>Type of Format/Form</b>	<b>Attachment Reference</b>
Interstate STOA purchase of power through Power exchange, for consumers of PSPCL	Form – I A (PE)	Appendix IIA
Interstate STOA purchase of power through Bilateral for consumers of PSPCL	Form- IB ( PB)	Appendix IIB
Interstate STOA for sale of power through Power exchange	Form – IC (SE)	Appendix IIC
Interstate STOA sale of power through Bilateral	Form – ID (SB)	Appendix IID
Intrastate Sale/Purchase of Power by consumer of PSPCL (Bilateral)	Form – IE ( SPB)	Appendix IIE
Interstate Purchase of Power by non consumer of PSPCL through Power exchange	Form – IF (NPE)	Appendix IIF
Interstate/Intrastate Purchase of Power by non consumer of PSPCL (Bilateral)	Form – IG ( NPB)	Appendix IIG

### **2 Documents required:**

The application shall accompany the following documents:

**i) Application Fee:**

The application shall be accompanied by a non-refundable application fee, specified as under , through DD in favour of **Accounts Officer/SLDC**, payable at Patiala

<p>A) <u>Intrastate bi-lateral STOA</u></p> <p>i) When location of drawl &amp; injection point within same distribution licensee i.e. without involving STU.</p> <p>ii) When location of drawl &amp; injection point in the intrastate transmission system within the State i.e. involving STU.</p>	<p>Rs 2000/- (Two Thousand only)</p> <p>Rs 5000/- (Five Thousand only)</p>
<p>B) <u>Inter- state STOA</u> (Collective transaction/ bi-lateral )</p>	<p>Rs 10,000 (Ten Thousand only)</p>

**ii) Self-attested documents:**

- a) Copy of A&A form showing Account No., sanctioned Load and CD.
- b) Copy of Peak load exemption and/or continuous process industry letter
- c) Copy of latest energy bill issued by distribution licensee, in case customer is a consumer of distribution licensee.
- d) Copy of stay granted by the competent authority, in case of disputes regarding outstanding dues pending with any Forum or Court.
- e) PEDDA clearance in case of Power producers/ CPPs/Generators using NRSE fuel(s).
- f) Feasibility clearance and connectivity details with transmission/distribution licensee in case of generators or a customer who is not a consumer of the Distribution licensee.
- g) Single Line Diagram of the electrical system showing details of metering equipments installed.

**iii) Undertakings by the firm regarding**

- a) Undertaking regarding having not been declared insolvent or bankrupt
- b) Undertaking having no outstanding dues against the firm for more than two months billing of distribution/transmission licensee at the time of application.
- c) Undertaking to accept rostering restrictions imposed by the utility in case of Cat II mixed industrial feeder.

**d) Undertaking for Payment Security:**

In case of sellers/generators and Open Access customers (other than the consumers of the licensee), the applicant for open access will also be required to give an undertaking to open an irrevocable Letter of Credit in favour of the agency responsible for collection of various charges for the estimated amount of various charges for a period of two months in line with payment security mechanism guidelines as per Principal Regulations, as amended from time to time.

**e) Undertaking for Acceptance to Terms & Conditions:**

An Open Access Customer shall also be required to submit a signed undertaking cum self attested certificate on a legal paper (Non judicial stamp paper worth Rs 25/-) towards acceptance to the terms and conditions for short term Purchase/sale of Power through Open Access, as per **Form V (Appendix-V)**.

- 3** All applications for approval of Short term Open Access complete in all respects in duplicate, shall be submitted in the following office addressed to: -

State Load Despatch Centre,  
PSTCL, SLDC Building, 220KV Sub Station,  
Ablowal, Patiala-147001.

(E-mail: “se-opac @ pstcl.org”)

- 4** The application complete in all respect on receipt shall be duly acknowledged and shall be allotted application Sr No. indicating date of receipt. Date of receipt of application complete in all respects in SLDC, Ablowal, Patiala shall be considered as the date of application.
- 5** Incomplete applications shall be liable for rejection. The reasons for rejection shall be communicated to the applicant.