

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:

Nature of Short Term Open Access transaction to be applied	Type of Format/Form	Attachment Reference
Interstate STOA purchase of power through Power Exchange, for consumers of PSPCL	Form – IA (PE)	Appendix IIA
Interstate STOA purchase of power through Bilateral Arrangement 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 Arrangement	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 application fee (non-refundable), specified as under:-

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

1. Through Demand Draft in favour of Accounts Officer/SLDC, payable at Patiala.
2. Through RTGS/ NEFT to the account of Accounts Officer/ SLDC.
3. The application fee can also be deposited through Cash/ Cheque into bank account of Accounts Officer/ SLDC. In such cases, applicant will be required to submit copy of bank receipt, clearly specifying the name and Open Access ID of the applicant, to SE/ Open Access, PSTCL, Patiala.

In case of deposit/ receipt of less amount than the prescribed fee, the application shall not be processed until full payment is received in the account. Bank Charges, if any, shall be borne by the Open Access Customer.

The present account details of Accounts Officer/ SLDC are State Bank of India A/c No. 65111588221 (IFSC Code: SBIN0050012).

Any change in these account details or procedures will be conveyed to the Open Access Customers through uploading on Punjab SLDC website.

ii) Self-attested documents:

- a) Copy of A&A form showing Account No., sanctioned Load and CD.
- b) Copy of 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) PEDA 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.
- h) Copy of Board Resolution/ Power of Attorney/ Authorization Letter of the applicant certifying Name & Signatures of the Authorized Signatory (preferably in the format attached at Appendix-VIII).
- i) Copy of Registrar of Companies (ROC) letter certifying name of the Industrial Open Access Customer, in case the applicant is not a consumer of distribution licensee.
- j) In case of wheeling of power from one unit to another unit of same company, proof of being units of same company.
- k) In case of Captive Power Plants (CPPs), Certificate from the competent authority, regarding captive status, in line with Electricity Act, 2003 & Electricity Rules, 2005.

iii) **Undertakings by the applicant regarding**

- a) Undertaking regarding having not been declared insolvent or bankrupt
- b) Undertaking having no outstanding dues against the applicant 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 Category II mixed industrial feeders.

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 of 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/- duly attested by Notary Public) (2 copies in original) towards acceptance of the terms and conditions for short term Purchase/sale of Power through Open Access, as per **Form V (Appendix-V)**.

- f) In case of wheeling of power from one unit to another unit of same company, undertaking having no financial transaction or internal sale/ purchase agreement involved in the wheeling of power.

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

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.