

F. No. 318/6/2022-GCRT
Government of India
Ministry of New and Renewable Energy

Block No. 14, C.G.O Complex,
Lodhi Road, New Delhi-110003

Dated 10 June 2022

Office Memorandum

Subject: Simplification of Procedure - Rooftop Solar Programme Ph-II.

This is in continuation of this Ministry's OM of even no. dated 02.02.2022, vide which simplification of procedure for installation of residential grid connected rooftop solar plants was conveyed.

2. In this regard, a National Portal, www.solarrooftop.gov.in, is being designed and will be launched soon. The process for installation of rooftop solar plants, starting from registering the applications to release of subsidy in residential consumers' (beneficiaries') bank account after installation and inspection of plant, can be tracked online at the national portal.
3. In order to protect the interests of beneficiaries and ensure that the vendors installing the rooftop solar plants have the requisite expertise, follow minimum specifications and standards specified by the Ministry and maintain the plant for at least five years from the date of installation, it has been decided that such vendors have to register/empanel themselves with the beneficiaries' Distribution Utility (DISCOM).
4. The vendors currently empanelled with the beneficiaries' DISCOM through tendering process under RTS Programme Ph-II will be considered as empanelled vendors for this purpose. Other vendors willing to register/empanel themselves in the Programme under simplified procedure may get themselves registered with the consumers' DISCOM by submitting an application along with declaration (as per Annexure) and depositing a PBG of Rs. 2,50,000/- (Rupees Two Lakh Fifty Thousand only) valid for at least five years. The vendors can submit the application at the Division/Circle level and the name of the vendor will be included in the list of registered/empanelled vendors within a period of one month from the date of submission of the application. Registration/empanelment of vendors will be valid initially for one year from the date of empanelment and can be renewed thereafter on yearly basis. The DISCOM will notify the registered/empanelled vendors on its website for information of residential consumers and update the same every month.
5. The registered/empanelled vendor selected by the beneficiaries will conduct the physical survey to assess the RTS capacity and guide the beneficiary on the RTS capacity that can be installed in the beneficiary's premises considering technical and financial parameters. The vendor shall also provide assistance to the beneficiary in getting necessary approvals, installing the net-meter and facilitating inspection by the DISCOM.
6. In case of any misleading information is provided by any vendor or conditions mentioned in the declaration are not met, the DISCOM will take action against the registered/empanelled vendor including blacklisting and forfeiture of PBG.

7. The subsidy available under the simplified procedure will be the same for beneficiaries all over the country. The rates of subsidy will be notified for each calendar year and will be applicable for all beneficiaries who have registered their application on the national portal during the calendar year.

8. This issues with the approval of competent authority.



(J.K Jethani)
Sr. Director/ Scientist 'F'

To

1. ACS/ Principal Secretary (Renewable Energy/Energy/Power), all States/UTs
2. Secretary, all SERCs/JERCs
3. CMD/MD/CEO, all DISCOMs
4. Electricity Departments of Arunachal Pradesh/Nagaland/Mizoram/Sikkim/UTs
5. NIC, MNRE – for uploading on MNRE website and National Portal for Solar Rooftop.

Format of Declaration from vendor

1. Name of the Firm _____
2. Legal status of the Firm (Ltd/Pvt/Proprietary/Partnership/LLP) _____.
3. GSTIN number of the Firm _____
4. PAN number of the Firm _____.
5. Provident Fund number of the Firm (if applicable) _____
6. The Firm has sufficient (at least three) technical manpower trained in the skills required to execute the work of installation of rooftop solar plants.
7. The Firm fulfils all statutory requirements, for example those relating to electrical safety, to install rooftop solar plants.
8. The Firm will install rooftop solar plants fulfilling minimum technical standards and specifications issued by the MNRE.
9. The Firm will provide comprehensive maintenance of the rooftop solar plant installed by the Firm for at least 5 years.
10. The Firm will provide all necessary information related to installation of rooftop solar plants and Do's and Don'ts to the beneficiary.
11. The Firm will also provide name, contact number and e-mail of the person where the beneficiary can register a complaint related to rooftop solar plants installed by the Firm. This details will also be made available to the State authorities and MNRE.
12. In case of any discrepancy in terms of quality and services provided by the Firm, the concerned distribution company/Electricity Department can blacklist the Firm and encash the performance bank guarantee, apart from taking other legal actions.
13. The signatory of this declaration is authorised by the Firm and the Firm will abide by all the conditions mentioned above. In case of any misinformation or concealment of facts, appropriate legal action may be taken against the Firm by the affected parties.
14. Along with this declaration, the Firm is submitting a performance bank guarantee of Rs. 2.5 lakh valid for five years.
15. The Firm is willing to work in urban/rural areas of _____, _____, (name of districts).

Authorised Signatory
Name: _____
Designation: _____
Name of the Firm: _____