

# **PUBLIC UTILITIES COMMISSION OF SRI LANKA**

## **Guidelines for Expressions of Interest**

### **Updating the Supply Services Codes and Statement of Rights & Obligations of Electricity Consumers**

1. The Public Utilities Commission of Sri Lanka (PUCSL) commenced regulation of the electricity industry in Sri Lanka in April 2009 with the enactment of the Sri Lanka Electricity Act, No. 20 of 2009, amended by the Sri Lanka Electricity (Amendment) Act, No. 31 of 2013 (SLEA). Thereafter, key regulatory instruments required for regulating the electricity industry have been promulgated from time to time including licenses, regulations, rules, codes, methodologies, guidelines etc.
2. In terms of Section 13 (1) (c) (i) (c) of the SLEA, the PUCSL has issued five licenses for the distribution and supply of electricity - four to the Ceylon Electricity Board (CEB) and one to Lanka Electricity Company (Private) Limited (LECO). In terms of Section 18 (b) of the SLEA and Condition 33 of the electricity distribution and supply license, in 2013, the PUCSL has approved a generic Supply Services Code (SSC) for all the Distribution Licensees (DL). Further, in terms of Section 3 (1) (e) of the SLEA, in 2015, the PUCSL published a Statement of Rights & Obligations of Electricity Consumers (SRO).
3. Thereafter, certain annexes to the said SSC and connected regulatory instruments have been approved by the PUCSL from time to time. Therefore, in order for consumers to better avail themselves of the services provided by DLs, the SSCs of each DL and the SRO of the Commission need to be updated so as to be consistent with such regulatory instruments.
4. In view of the above, the PUCSL hereby invites eligible consultancy firms to indicate their interest in providing the consultancy services (“the Services”) described below:
  - a. Obtaining an understanding of the envisaged legal and regulatory framework of the electricity distribution and supply business, including a review of the following:
    - i. Sri Lanka Electricity Act, No. 20 of 2009, Sri Lanka Electricity (Amendment) Act, No.31 of 2013, Public Utilities Commission of Sri Lanka Act, No. 35 of 2002, Ceylon Electricity Board Act, No. 17 of 1969 and any other relevant laws;
    - ii. Distribution & Supply Licenses issued by the PUCSL;
    - iii. Approved Supply Services Codes;
    - iv. Approved Statement of Rights and Obligations of Electricity Consumers;
    - v. Electricity (Dispute Resolution Procedure) Rules;
    - vi. Distribution Code;
    - vii. Guidelines issued by PUCSL including those that are being drafted; and
    - viii. Other relevant regulatory instruments.
  - b. Identifying the deficiencies in the SSCs and SRO taking into consideration the envisaged legal and regulatory framework and approved regulatory instruments;
  - c. Updating the SSCs to be consistent with the envisaged legal and regulatory framework and approved regulatory instruments;

- d. Updating the SRO to be consistent with the envisaged legal and regulatory framework, approved regulatory instruments and updated SSC.
- e. Conduct consultations with and make presentations to the PUCSL and relevant stakeholders including Distribution Licensees, Consumer Consultative Committee.
- f. Translate the updated SSCs and SRO into Sinhala and Tamil.

Note: the consultants are expected to obtain acceptance of the updated SSC and SRO from Distribution Licensees and facilitate approval of same by the PUCSL.

5. Interested consultancy firms must provide information indicating that they have the required qualifications and relevant experience to perform the Services. Consultancy firms may associate with other firms or individuals in the form of a joint venture or a sub-consultancy to enhance their qualifications. Expressions of interest should include the following information:
  - a. Status of the firm and availability of appropriate skills (technical and managerial), indicating the business registration as well as names and qualifications of the key staff etc. (Please use the format given in **Annex 1**);
  - b. Description of similar assignments carried out within the last five years indicating knowledge of and experience in preparation of SSCs and SROs along with name of the client with references, nature of the assignment, location, contract value, date and duration of the assignment etc. (Please use the format given in **Annex 2**);
  - c. Any intention to associate with another firm(s)/ individual(s), including the information identified in item a) and b) above relating to other firm(s)/ individual(s)(Please use the formats given in **Annex 1, Annex 2 and Annex 3** as applicable); and
  - d. Brochure(s) and any other information.
6. The Expressions of Interest received will be evaluated and only the shortlisted firms will be invited to submit detailed technical and financial proposals to provide the Services. The shortlisting criteria shall include:
  - a. Qualifications in the field of assignment;
  - b. Extensive experiences with similar assignments conducted
  - c. Technical and managerial capabilities of the organization;
  - d. Core business and years of business;
  - e. Qualifications of key staff;
  - f. Client references; and
  - g. Administrative and financial strength
7. Interested consultancy firms may obtain clarifications vide the contact details indicated below, from 9.00 am to 4.30 pm (Sri Lanka standard time) during weekdays excluding public holidays, and are requested to notify their contact details to receive any updates to the guidance herewith.

8. Expressions of Interest must be delivered in a written form to the address below (in person, by post, facsimile or e-mail) by 4.00 pm (Sri Lanka standard time) on 8<sup>th</sup> September 2020. The envelope containing the EOI shall bear the title of the Procurement.

Chairman  
Department Consultants Procurement Committee  
Public Utilities Commission of Sri Lanka  
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Telephone: (+94 11)2392607/8  
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E-mail: [regulate@pucsl.gov.lk](mailto:regulate@pucsl.gov.lk) , with copy to [pucsl.regulate@gmail.com](mailto:pucsl.regulate@gmail.com)

**Annex 1**

**Status of the Firm**

[Using the format given below, please provide all the requisite information in respect of the status of your firm and each associate for this assignment; Any associated Individuals are required to complete only item 1, 2 and 7 below.]

- 1) Name and address of the firm/ individual: .....
- 2) Nature of association (joint venture, sub- consultancy etc.): .....
- 3) Business registration no: .....
- 4) Core business: .....
- 5) Years of business: .....
- 6) Annual turnover (US\$), in 2019: ..... , in 2018: ....., in 2017: .....
- 7) Qualifications of key staff/ individual:

	Name	Area of expertise	Education	Technical & managerial experiences with the firm indicated under item 1 above (refer the assignments mentioned in Annex 1, if any)	Technical & managerial experiences outside the firm indicated under item 1 above
1					
2					
3					

## Annex 2

### Similar assignments carried out within the last 5 years

[Using the format given below, please provide all the requisite information in respect of each assignment for which your firm, and each associate for this assignment, was legally contracted, either individually as a corporate entity or as one of the major companies within an association, for carrying out consulting services similar to the ones requested under this assignment.]

Name of the Firm <sup>1</sup>			
Name and address of client with references:			
Name of assignment:			
Approximate value of contract (USD):		Duration of assignment (months):	
Location:		Total No of staff-months of the assignment	
No of professional staff-months provided by you:		Approx. value of the services provided by firm (USD):	
Start date (month/year):		Completion date (month/year):	
Name of associated consultants, if any:			
Name of senior professional staff of your firm involved and functions performed (indicate most significant Director/ Coordinator, Team Leader):			
Narrative description of assignment (including international experiences and experience in similar conditions, knowledge in electricity sector, regulation and regulatory accounting, experience in and/or knowledge of Sri Lankan accounting standards or access to same etc.):			
Description of actual services provided by your staff within the assignment:			

<sup>1</sup> Indicate the firms' name or associate firms' / individuals' name

**Annex 3**

**Details of Associations**

Associates name	Nature of association	Role	Responsibility