



Assam Power Distribution Company Limited

Annexure E

Application Form for High Tension Service Connection (Only for Telecom Tower)

To

The Nodal Officer
Single Window Platform, H T Service Connection
(Only for Telecom Tower), LAZ/CAZ/UAZ
Bijulee Bhawan
Assam Power Distribution Company Ltd.
Paltanbazar, Guwahati - 781001

Ref: **Registration no.**

1. Name of the applicant (In block letter):
2. Name of the organization (with designation of the applicant):
3. Address of the premises where service connection is applied for:
 House No. /Plot No:Road:
 Lane:Area/Colony:
 Town/Village:Post office:
 District:Pin:
4. Voltage at which supply is required (KV):
5. Type of supply : Permanent/Temporary
 (Please strike-off category not applicable and tick the category applicable)
6. If temporary, specify period: From:..... to:.....
7. Present status of progress electrical installation works:

8. Proposed connected load:
9. Purpose for which electricity is required:
10. Category of tariff opted for:

I/We declare that the information given above and the information given in registration form are true to the best of my knowledge and belief. In case of any wrong information furnished by me/us intentionally or unintentionally, the licensee will be at liberty not to release service connection and forfeit the money if deposited.
 Further,

I/we will provide right of way for laying 11 KV line and service connection wire/cable.

I/We have read the Assam Electricity Supply Code and Related matters Regulations and agree to abide by the conditions mentioned therein.

I/We agree to deposit additional amounts from time to time as, may be due from me, against demand raised by the licensee within specified time.

I/We shall deposit electricity dues, every month, as per the applicable tariff and other charges.

I/We shall owe the responsibility of security and safety of the meter, MCB and other appliances within my/our premises after release of service connection.

Date

Signature of the Applicant

Place

Name

The following documents shall be attached with application form.

- a. Proof of legal occupation of the premises (Holding No. /Lease agreement/Rent Agreement/sale deed.)
- b. Valid address proof document
- c. Affidavit from land owner indicating no objection to give connection to the applicant if he is not the owner of the land and INDEMNITY BOND (Optional).
- d. Valid municipality/town committee permission.
- e. List of equipments proposed to be installed along with the required load.
- f. Two Crossed Demand drafts/banker's cheques
 - i. No..... dated..... for Rs..... towards payment for construction of HT line and sub-station (as per provisional estimate) in favour of CGM(F&A), APDCL.
 - ii. No..... dated..... for Rs..... towards payment of LT service connection charge in favour of CGM(F&A), APDCL.
- g. Agreement for H.T. Categories of Consumer at requisite stamp paper duly signed by the consumer and two witnesses.
- h. Test Report from Electrical contractor. This may not be submitted with the application but must be submitted immediately after completion of electrical installation.**

Appendix 3: TEST REPORT

(For Internal wiring)

Name of Contractor with:

Full address and Phone No:

Sl. No.

Year:

Date:

License No. of Contractor:

Class and limit of competency:

License valid upto (copy of the license to be enclosed):

Whether license valid on the date of Test Report:

Yes / No.

Date of Commencement report:

Reference of work commencement report:

To

.....
.....

(Concerned officer of supplier)

We hereby certify that new / renewal / repair of electrical installation work in the
premise (full address)owned / occupied by
..... is duly completed and is ready for your Engineer for Test
and connection to mains.

Load	Phase 1		Phase 2		Phase 3	
	No. of points	Total Wattage	No. of points	Total Wattage	No. of points	Total Wattage
Light						
Fan						
Plug						
Other apparatus						
Total						

Note: Full details of apparatus other than light and fans to be given separately.

3. Test Result of test carried out by
The Licensed Electrical Supervisor /
Contractor on

Date of Test.....

Validity up to.....

5

For the use of Supplier:

Results of Tests arrived by Supplier under Rule 47 of the Indian Electricity Rules 1956

Test	Results	Remarks
(1) Insulation Resistance Test		
(2) Earth Test		
(3) Additional Remarks		

Tested by

Signature

Name

Designation

Date

Connection Order:

The above mentioned installation is inspected and tested and found to be safe for connection to this supplier's mains.

Authorised Officer of the Licensee

MODEL AGREEMENT FORM FOR H.T. CATEGORIES OF CONSUMERS

Special agreement

Agreement for the supply at High / Extra High Pressure Energy.

By

----- Electricity Distribution Company Ltd.

Memorandum of Agreement made on this ----- day of ----- (Month) -----
----- (Year) between the ----- electricity Distribution Company Ltd
constituted under the electricity Act, 2003 hereinafter referred to as the “ Company” on one
part and the ----- (shall include
his legal representative, successor in office and permitted assignees) hereinafter called the “
PURCHASER” on the other part. Whereas the “PURCHASER” has requested the company
to provide the purchaser with a supply of electricity of -----(KW / KVA)
for ----- purpose and the company has agreed to provide the power supply
on the terms and conditions hereinafter set-forth.

Now therefore, IT IS HEREBY AGREED BY and between the parties hereto as
follows:

Supply of Energy:

1. The “COMPANY” shall supply electricity to the “PURCHASER” and the
purchaser shall take the supply at points detailed in Schedule enclosed.

Points of Supply:

2. The points of supply and nature of supply in Schedule may be altered as mutually
agreed on receipt of three months notice from either side.

3. Connected load:

subject to the provisions of clause 20 hereinafter contained and during till continuance
of the agreement, the “ PURCHASER” shall be entitled for the said purpose to such supply
up to but not exceeding the maximum number of KW as mentioned in ANNEXURE – I
attached hereto hereinafter referred to as the ‘ connected Load” . This may, however, be
changed to in accordance with AERC (Supply Code and related matter) Regulation in force.

4. Contracted Demand:

100% of the connected load converted into KVA at 0.85 pf, shall be the contracted
demand unless separate contract demand agreement is executed as per provision of Tariff
Order in force.

5. Company's Apparatus:

At the supply point mentioned at Schedule ----- the company shall, to the conditions hereinafter contained, provide and erect such switch- gear and metering equipment (hereinafter referred to as the "Company's Apparatus") as may be necessary to afford control by the Company of the supply and to measure the same.

6. Purchaser's apparatus:

(i) All transformers, switch- gears and other electrical equipments belonging to the purchaser directly connected to the line drawn from the Company's ----- shall be of design approved by Company and be maintained to the reasonable satisfaction of the Company. The setting of fuses and relays on the purchaser's control gear as well as rupturing capacity of any of its circuit breakers shall be subject to the approval of the Company.

(ii) If the purchaser discovers any serious defect in any part of the installation, it should forthwith disconnect the same from the circuits of the supply.

(iii) The Company shall have no responsibility of any of defects in connection with the purchaser's installation or any apparatus or line on the Purchaser's side of the supply point.

(iv) If, after initial operational experience, it is found that installation of a shunt reactor or synchronous condenser is essential at the supply point (Sub- Station) for maintenance of Proper voltage and imparting stability to the Company's system and for better operation thereof ,the same shall be installed by the Purchaser at its own cost.

7. Right of entry to Purchaser's Substation:

The Company or any officer or person authorized in that behalf, shall be entitled to have access to the Purchaser's sub- stations, at all times for inspection and testing of the metering installation and other equipments installed therein. Company's officials will be allowed immediate entry on production of identity cards. In no case such officers shall be detained for more than 5 (Five) minutes at the entrance.

8. Failure of Supply:

The Company shall not be responsible for any failure, interruption or defect in the supply due directly or indirectly to War, Strike, Lock – out, Riot, Earth –quake, Tempest, Lighting Flood, Cyclone, non availability of power at source or any other force or accident or cause beyond its control, whether similar to the above or not.

9. Failure to draw Power:

The company shall not be responsible for failure of the purchaser to draw power due to reason attributable to the purchaser.

10. SEALING OF METERING SYSTEM OF SUPPLY:

(i) The meters referred to in clause (ii) below shall be properly sealed on behalf of both the parties and shall not be interfered with by either party except in the presence of the other party or its representative duly authorized in that behalf.

(ii) At company's option apart, from energy metering equipment shall include a device for registering the maximum demand occurring in the load connected. The integrating period of such maximum demand indicator shall be controlled by a time switch of a suitable type, one time switch being provided for each maximum demand indicator for each point of supply and shall be arranged to reset every 30 minutes so that the reading shall show the maximum demand during each such period.

11. Meter reading:

The reading of the said meters shall be taken by the authorized representative of the company on any day and the readings so taken shall be binding and conclusive.

In the event of any meter being found defective and check meter not having been installed, the power drawn during the period when the meter was defective shall be determined as per relevant provisions in the AERC (Terms and Conditions, for Supply Code & related matters) Regulation in force.

12. Load Security and Meter Security:

The purchaser shall pay to the company reasonable security as per provisions of Electricity Act 2003 and as may be determined by the regulation made there of and may be made from time to time.

13. Inspection:

The authorized officer of the company shall have the right to inspect the metering installation as well as take photograph of the same at any time with on the spot notice. The purchaser or his representative should be present during the inspection and shall provide all facilities to conduct the inspection. Any independent witness / witnesses from either side may also be present during the inspection if the Company or Purchaser so desires. The inspection report prepared at site shall be signed by both the company's officers and the purchaser or his representative present during the inspection. In case of non compliance of the above action will be initiated as per provision of relevant rules and regulations. The report such prepared at site shall be conclusive.

14. Charges of supply:

The purchaser shall pay to the company for electricity supplied under this agreement in accordance with the provisions and schedule of rates set forth in concerned category as Terms and conditions of supply and schedule of tariff. The purchaser shall be liable to pay

any statutory and / or other duty and / or taxes as existing as may from time to time be levied on the supply of electricity in addition to the TARIFF.

15. Bills:

The company shall as far as possible, within fifteen days of taking monthly meter reading deliver to the purchaser a bill stating the number of units supplied to the Purchaser by the company in accordance with the reading of the said meters and the amount payable thereon and also the amount payable in respect of the maximum demand charges if applicable and other charges, taxes and duties if any, payable by the purchaser, to the company and the purchaser shall pay the same within fifteen days from the date of issue of such bill. All bills will be sent by post / by Hand delivery unless otherwise mutually agreed and the company shall have no liability for non receipt of bills in time by the purchaser. In case of non receipt of a bill in time the purchaser should approach concern billing office and obtain duplicate copy of the bill for payment within due date. Non receipt of bill in time cannot be a plea for non payment.

16. Non- Payment of Bills:

If the purchaser fails to pay the full amount of any bill under this agreement within fifteen days from the date of issue of the bill, he shall pay surcharge as per relevant Tariff per month. The company reserves the right to discontinue power supply if the dues are not paid even after serving of disconnection notice. The power supply once disconnected will not be reconnected until full payments of all outstanding dues are made including charges for reconnection and disconnection.

17. Disputed bills:

No payment shall be withheld on the ground that a bill is disputed. Refund / recovery arising out of any disputed bill shall be adjusted from the bill issued after settlement of the dispute.

18. Duty to Give Information:

The purchaser shall have to furnish the following information to the company if asked for:

(i)Ownership details of the Company / Industry with name and address of the Proprietor / Director.

(ii)Production figures and data supplied to other Govt. Deptt. Such as industries Deptt/ Tax Deptt / Excise Deptt. etc. Data regarding purchase of raw materials etc.

iii) Energy generated by the purchaser's standby Captive Generator.

iv) Any charges of ownership of the Company / Industry.

19.Period of Agreement: The agreement shall remain in force till it is terminated/ cancelled/ either mutually or any other reasons. Even after termination cancellation of the

agreement, the right of the parties for settlement of accounts and disputes shall remain in force in respect of a claim arising during the currency of the Agreement so far as the Tariff is concerned, and the claim may be revised if there be any revision of Tariff, by the Company. Fresh agreement to be executed for any increase or decrease of connected load.

20. Revision of connected load / contracted demand:

In the event of company agreeing to supply any increased demand, the Purchaser shall, when called upon pay to the company any expense incurred by reason of alteration and / or extension in respect of any service line, switchgear, meters and other equipments necessitated to meet such increased Connected load / Contracted demand and also undertake to pay to the Company a minimum monthly charge as per relevant schedule of Tariff on the revised Connected load / contracted demand shall be allowed.

The purchaser shall have the option to reduce his contract demand at interval not less than two years or at interval as per provision stipulated in AERC (Supply Code and related matter) Regulations in force.

21. Damage of company's apparatus:

The Purchaser shall compensate the company for any damage to or loss of any apparatus or equipment of the company installed in the premises of the Purchaser due to the negligence on the part of the Purchaser by fire or accidents in the premises and / or causes not beyond his control.

22. Disconnection of supply:

In the event of the purchaser failing to comply with the provisions of the Terms and conditions of supply as set out herein or failing to observe and fulfill the terms and conditions of this agreement on its part, it shall be left to the company after giving thirty day's notice in writings to the purchaser to discontinue the supply of energy.

The company shall, however, on the cessation of such breach of non-observance or non-fulfillment of the terms and conditions of Agreement, and on payment by the Purchaser of the expenses incurred by the company in cutting off and reconnecting the supply, restore the supply with all reasonable speed.

23. Maintenance of lines:

The company undertakes to maintain free of cost the Purchaser's portion of the lines from its sub- station at -----

24. Tapping of lines:

The company consents that the Company shall, in tapping the lines between the substation and the supply points, will ensure that the supply to the purchaser is not thereby affected. The company shall inform the purchaser of all such tapping made from time to time.

The company undertakes to provide adequate device at such tapping points to enable disconnection of the loads should any fault develop in the feeder.

25. Saving clause as the company's rights:

The agreement shall be read and construed as subject in all respect, to the provisions of the electricity Act 2003 and all the rules for the time being in force there under so far the same respectively may be applicable. In respect of matters not specifically provided herein the Terms and Conditions, Regulation and the Schedule of Tariff of the company for the time being in force or as may be revised from time to time shall apply.

In witness there of -----(Name and designation of company authorized executive) acting for and behalf of the Distribution Licensee and -----
----- (consumer) have hereunto set their hands and seal on this ----- day of the month of ----- of the year -----

On behalf of Company	Consumer Name and Address
Signature	Signature
Seal	Seal
Place	Place
Witness (Name and Address)	Witness (Name and Address)
1	1
2	2

ANNEXURE –I

The particulars required from all Consumers, having load more than 20 KW:

1. The name of the Consumer
Full address and
Licence No (if any)
2. Name of Supplier:
3. Load applied for KW (0.85 power factor)

4. Load sanctioned KW

Vide Order No..... dated.....

5. Sanctioning Authority –

6. Date of sanction

7. Connected Load in K.W:

8. Contracted Demand in KVA (For category HT, Bulk Supply, HT-I & HT-II Industries, Tea, Coffee & Rubber, Oil & Coal).

9. Category of supply:

10. Sub- Station (if Company's Distribution Substation)

- a) Name of the Substation.
- b) Name of the Feeder with operating Voltage : (if Company's distribution feeder)
- c) Feeder no.
- d) Name of the feeder with operating Voltage: (if Dedicated feeder of the Purchaser).

11. Sub-Station (if special for the consumer)

- a) Name of the Substation.
- b) Capacity & Voltage Ratio:
- c) Transformer (Supplied by the owner / supplied by the COMPANY).

12. Maintenance Changes (if done by COMPANY).

Maintenance Chares (if done by the consumer).

13. Service Connection

(a) H.T (Voltage)

(b) L.T. (Voltage)

14. Meter or Meters

(a) H.T. capacity etc.

(b) L.T. single ph / 3- Ph.

(c) Meter No.

(d) Multiplying factor

(e) C.T Ratio.

(f) P.T Ratio.

15. Whether new / augmented / renewal.

16. Working period of the Industry.

- (a) Whether runs for.
 - (i) One shift.
 - (ii) Two shifts or
 - (iii) Three shifts
- (b) Whether restricted supply
- (c) Whether seasonal load
- (d) Minimum demand.
- (e) Maximum Demand:
- (f) Load Factor:
- (g) Demand factor:

17. Ratings of capacitors Installed

Signature of the consumer

With date

Signature and designation

of the authorized officer

of the company with date

N.B. The officer authorized to sign the agreement with the consumers shall maintain the original document in the guard file, which shall be made available, as and when necessary.