



DAMODAR VALLEY CORPORATION
COMMERCIAL DEPARTMENT
DVC TOWERS; V. I. P. ROAD
KOLKATA: 700 054.

Affix Pass Port
Size photograph
of the applicant

Application format for new connection from Damodar Valley Corporation

Four copies of the application along with enclosure and complete in all respect addressed to Chief Engineer(Commercial), DVC Towers, DVC, VIP Road Kolkata-54 to be submitted along with an application fee (as mentioned in the following table) by account payee Cheque/demand draft drawn in favour of Chief Accounts Officer, DVC on any nationalized/Scheduled bank at Kolkata Branch(payable at par at Kolkata)

Projected final contract demand	Up to 2 MVA	Above 2 MVA & up to 5 MVA	Above 5 MVA & up to 10 MVA	Above 10 MVA & up to 20 MVA	Above 20 MVA
Application fee (non refundable & non adjustable)	Rs. 5,000/-	Rs. 10,000/-	Rs.20,000/-	Rs. 30,000/-	Rs. 50,000/-

Note: Application format can also be downloaded from DVC website:www.dvcindia.org & www.dvc.gov.in under Sub menu "Commercial link" and the downloaded application format after duly filled to be submitted to the above mentioned address.

Please note that downloaded format must match with the master copy for the application kept in the office , else it will be rejected. Please also note that incomplete application will be rejected

1. DETAILS OF THE INTENDING CONSUMER

Sr. No	Description	
(a)	Name of the Firm	
(b)	Entity: (Whether Public Ltd. Co/Pvt. Ltd. Co. /Partnership/Govt. organization/JV/Consortium etc.	
(c)	Whether registered under Statutory Authority: (if so, photo copy of the Registration certificate is to be enclosed)	
(d)	Registered office address, Telephone no with STD code, Fax No., e-mail ID	

(Name of the applicant)
Dated signature of applicant with seal
Contd. P-2

Sr. No	Description	
(e)	Complete postal address of the Head Office, FAX, e-mail ID & Telephone no. with STD code	
(f)	Name, Designation, Complete postal address, Telephone no. with STD code, FAX no. e-mail ID no. of the contact person	
(g)	Complete billing address, Telephone no. with STD code, FAX No. E-Mail ID	

2. DETAILS OF THE APPLICANT

Sr. No	Description	
(a)	Name in full	
(b)	Designation	
(c)	Complete postal address, telephone no. with STD code, FAX no. e-mail ID	

3. DETAILED OF PROJECT/UNIT

Sr. No	Description	
(a)	Type of Industry	
(b)	Name of the Product	
(c)	Production Capacity	
(d)	Present Status of the Project/Unit	
(e)	Status of clearance of Pollution Control Authority	

(Name of the applicant)
Dated signature of applicant with seal
Contd. P-3

4. DETAILS OF LOCATION

Sr. No	Description	
(a)	Name of the village/place	
(b)	Plot no./Khata No./House No.	
(c)	Dag No./Khesra No.	
(d)	Mouza Name & No.	
(e)	J.L. No./Municipal Holding No.	
(f)	Police station name & No.	
(g)	District:	
(h)	Postal address of the plant/unit site	

5. DETAILS OF THE REQUIREMENT OF ELECTRICITY AND ALLIED MATERS:

(a)	Whether application for new connection / Temporary connection / Shifting of service/additional load/ Change of name/ change of type (category) of service (tariff).	
(b)	Voltage at which power supply is required in KV: (33KV/132KV/220KV)	
(c)	Total requirement of power in MVA	

(Name of the applicant)
Dated signature of applicant with seal
Contd. P-4

(d)	Requirement of power in MVA in phases with time schedule.	
(e)	Name plate rating of different drives proposed to be commissioned at your factory premises	
(f)	Steps to be taken (details specification of equipment to be installed) for improvement of Power Factor of consumed load	
(g)	Agreeable to install star/delta starter/switch for any drive (LT) size more than 3 H.P. and suitable starter for any HV drive	YES
(h)	Expected level of total Harmonics generation in % at proposed plant	
(i)	Agreeable to install suitable harmonics suppressor to minimize harmonics generation	YES
(j)	In the event of noncompliance of Sr. no. (g) & (i), DVC may disconnect the supply with a prior notice of 1 month	AGREED
(k)	Name of DVC substation from where supply is desired.	
(l)	Option for type of Tariff Meter (either TOD or Non-TOD) TOD: Time of the Day	
(m)	Confirmation for construction of the service line i.e. that the line is to be constructed by the applicant as per specification and under supervision of DVC.	YES
(n)	Name & address of the licensed electrical contractor through whom the wiring/lines/installation will be/ have been carried out.	
(o)	Purpose for use of DVC power and load for each such usage.	
(p)	Whether having power supply from other utility/source, if yes, name of the utility/source with quantum of power and voltage level to be mentioned.	

(Name of the applicant)
Dated signature of applicant with seal
Contd. P-5

6. Enclosures to be submitted with 4 copies of the application (All pages of documents to be self attested by the applicant)

(a) One photocopy of the Registration Certificate of the company:
(b) Proof of legal occupancy in the form of copies of sale deed or partition deed or succession certificate or power of attorney or leased/rented agreement or allotment order
(c) In case of partnership firm, partnership deed, authorization in the name of the applicant for signing the requisition form and agreement.
(d) In case of Public or private Limited Company, Memorandum and Articles of Association and Certificate of Incorporation together, with an authorization in the name of the applicant for signing requisition form and agreement.
(e) 4(four) copies of legible Mouza map demarcating the location of plant and signed by the applicant.
(f) 4(four) copies of sketch/site plant duly signed by the applicant and showing the Project/Unit location nearby DVC Substation from where supply is proposed to be taken.
(g) i) One attested photocopy of the clearance of Pollution Control Authority for existing plant. ii) For upcoming plant/proposed plant, attested copy of receipt of submission of application for “NOC” to Pollution Control authority.
(h) i) For new consumer outside the Valley area, “NOC” from Concerned State Govt./SEB. ii) For new consumer within Valley area, having existing power supply from other utility, No Dues Certificate/NOC from the existing utility.

N.B:

DVC reserves the right to ask for the original documents from the prospective consumer for verification.

(Name of the applicant)
Dated signature of applicant with seal

Instructions for prospective consumers :-

- a) Documents as mentioned in sl. no.- 6 of application format for new power supply connection are to be scanned and uploaded during online submission of application. Cheque / DD drawn in favour of Chief Accounts officer, DVC on any nationalized/Scheduled bank at Kolkata Branch (payable at par at Kolkata) for depositing requisite application fee (as mentioned in Application Form) for new power supply connection is to be scanned and uploaded also.

- b) Application Fee for new power supply connection will be deposited by the prospective consumer in the respective Sub-Station of DVC from where the prospective consumer prefers supply of power.

- c) One set of hard copy of the application along with all documents including application fee payment receipt is to be forwarded to the Chief Engineer (Commercial), Commercial Department, DVC, DVC Towers, VIP Road, Kolkata-700054 by the applicant immediately after online submission of application form for new power supply connection / enhancement of Contract Demand.