



### Process for NEW/ Load Enhancement (HT)

- Applicants have to create account on IFP/GUVNL / PGVCL and get their applications registered through IFP/GUVNL/PGVCL portal through following URL link with required documents as per GERC & under EoDB concept listed in Annexure- B:
  - i) For New load demand:  
<https://ifp.gujarat.gov.in/DIGIGOV> OR and
  - ii) For addition of load:  
<https://www.pgvcl.in> OR <https://portal.guvnl.in>
- On portal, unique application number will generated.
- Service request (SR) will be prepared within 7 days of scrutinized application and reservation charge letter will be issue to the applicant.
- The registration charges @Rs 10-/ per KVA and Maximum Rs 25000/-+ GST is to be paid
- On payment of registration charges PGVCL will process application as below :

Division Office will conduct site survey and obtain GETCO concurrence report and submit Technical feasibility Report (TFR) for approval to competent authority Directly.
↓
On receipt of approval, Division Office will issue estimate for according to load demand. Timeline for issue of estimate is 15 Days from the date of registration.
↓
After payment and execution of agreement in prescribe form, work will be carried out as per the scope of work. On completion of work Division, office will issue TMN / Release Order. Time line for completion of work is 45 days from the date of execution of agreement
↓
Applicant has to submit test report for their installation signed by approved electrical supervision with CEI charging permission with in Two month of date of release Order. List of approved electrical supervisors is available at web site of EPD url: <a href="http://guj-epd.Gujarat.gov.in/uploads/5.pdf">guj-epd.Gujarat.gov.in/uploads/5.pdf</a> . Actual Power supply will be released only after submission of the test report and CEI certificate.
↓
If Test Report is not submitted in specified time limit, minimum billing will be started even if actual power supply is not released.
↓
Final Bill will be prepared for actual work done and account will be finalized.

Disclaimer: Issue of Estimate is subject to GETCO's Concurrence report and time line mention above for work completion may very incase of RoW issue OR any other circumstances on which PGVCL has no control over it .



**Process for NEW/Load Enhancement (EHT)**

1. Applicant has to submit application with required documents as per EoDB as listed in Annexure – B
2. Application will be is registered at corporate office after verified by legal and commerce section. Letter for registration of application will be issued to scrutinized application. Applicants can register online application by creating account on IFP/GUVNL / PGVCL and get their applications registered through IFP/GUVNL/PGVCL portal through following URL link :
  - i) <https://ifp.gujarat.gov.in/DIGIGOV> in case of New application and on
  - ii) <https://www.pgvcl.in> , <https://portal.guvnl.in>.for additional load demand application.
3. The registration charges @Rs 10-/ per KVA and Maximum Rs 25000/-+ GST is to be paid
4. After registration of application it will be processed as below

Application will be submitted to ACE ( R&C) , GETCO, Vadodara with intimation to SE and EE of concerned PGVCL and GETCO office
↓
Joint Survey will be carried out by GETCO and PGVCL Officers for site survey and technical feasibility report.
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ACE (R&C) GETCO, Vadodra will convey GETCO estimate for work involved according to Work Option adopted for execution of EHT line & Substation PGVCL.
↓
PGVCL will issue estimate to applicant including GETCO charges & PGVCL charges. Over all time line for issue of estimate is 45 days from date of registration
↓
Work to be executed according to Work Option adopted and after completion of work, GETCO will issue work completion certificate to PGVCL, PGVCL will issue two-month notice / Release Order to the applicant. Overall timeline for completion of work is 180 days from the date of agreement
↓
Applicant has to submit test report for his installation signed by approved electrical supervision with CEI charging permission within two months of date of release order. List of approved electrical supervisors is available at web site of EPD url: <a href="http://guj-epd.Gujarat.gov.in/uploads/5.pdf">guj-epd.Gujarat.gov.in/uploads/5.pdf</a> . Actual power supply will be released by Concerned Division office of PGVCL & GETCO only after submission of the test report and CEI certificate.
↓
If Test Report is not submitted in specified time limit, minimum billing will be started even if actual power supply is not released.
↓
Final Bill will be prepared for actual work done and account will be finalized.

Disclaimer: Issue of Estimate is subject to GETCO’s feasibility report. Time line mentioned above for work completion may vary in case of RoW issue OR any other circumstances on which GETCO/ PGVCL has no control over it.



**Process for Load Reduction (HT)**

- Applicants have to create account on GUVNL / PGVCL portal and get their applications registered through GUVNL/PGVCL portal through following URL link with required documents of authorized signatory as per EoDB along with test report & CEI charging permission if required at division office.

<https://www.pgvcl.in> OR <https://portal.guvnl.in>

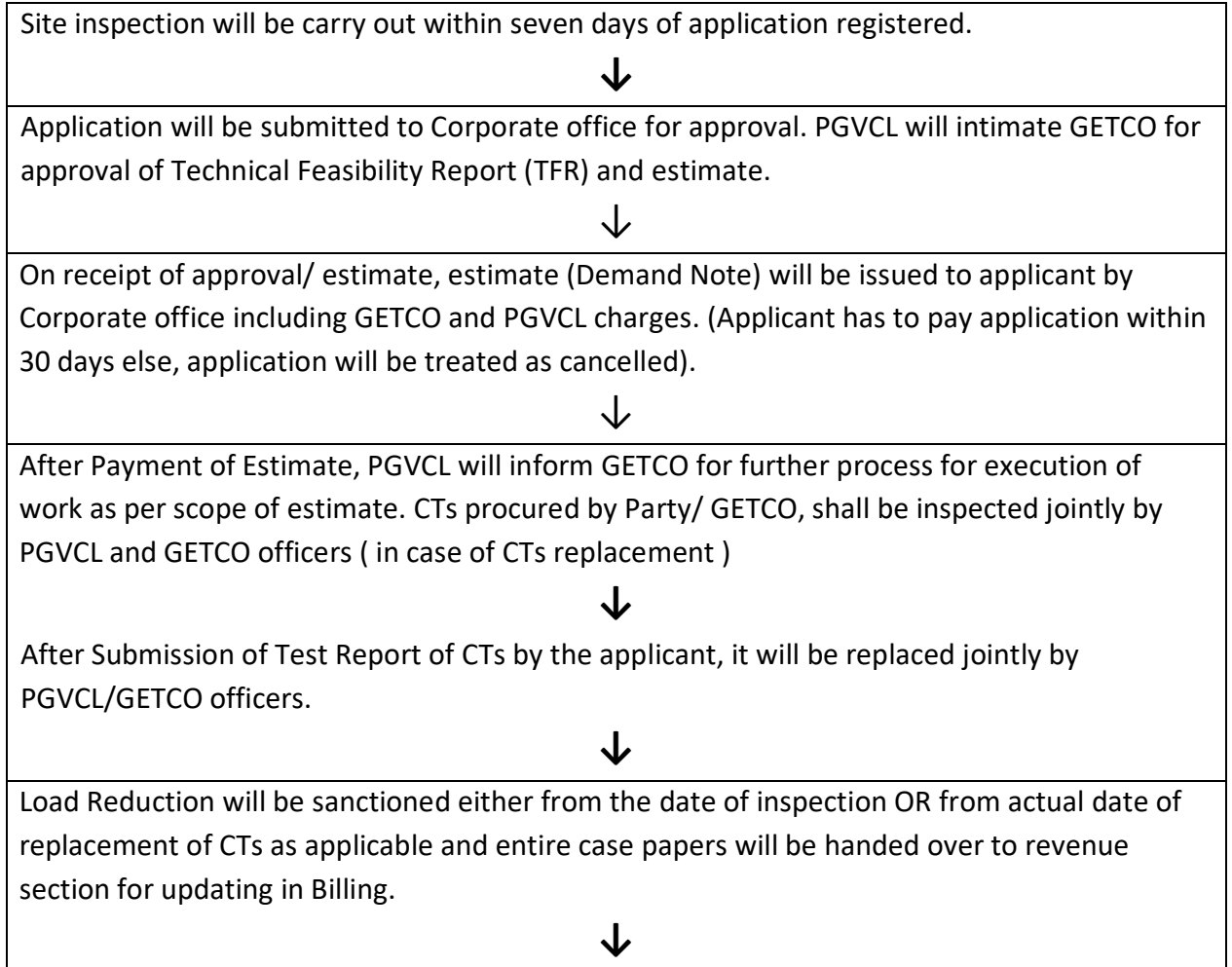
- The registration charges Rs 2000 + 18 % GST is to be paid
- After registration of application, it will be processed as below :

Site inspection will be carried out within seven days of application registered. ↓
Application will be submitted for approval to competent authority directly as per DoP. ↓
On receipt of approval, estimate (Demand Note) will be issued to the applicant by division office (applicant has to pay application within 30 days else application will be treated as cancelled). ↓
After Payment of Estimate, work will be executed and intimated to applicant accordingly. ↓
Load Reduction will be sanctioned from date of inspection and entire case papers will be handed over to revenue section for updating in Billing.



**Process for Load Reduction (EHT)**

- Applicants have to create account on GUVNL / PGVCL portal and get their applications registered through GUVNL/PGVCL portal through following URL link with required documents of authorized signatory as per EoDB along with test report & CEI charging permission if required at division office. ,  
<https://www.pgvcl.in> OR <https://portal.guvnl.in>
- The registration charges Rs 2000 + 18 % GST is to be paid
- After registration of application, it will be processed as below :





**List of documents to be submitted by applicant:**

Ref: - (1) PGVCL/Comm/2607/21.03.2016

**1.0 Prescribed A-2 application Form**

**1 Identity Proof of applicant**

**(a) For identity proof in case of Proprietor ( Individual/HUF )**

Any one of following valid documents

- (i) PAN Card
- (ii) Driving License
- (iii) Passport
- (iv) Electoral Identity card
- (v) Aadhar Card
- (vi) Photo Identity Card issued by any Government Agency

**(b) For Identity proof (with authorization) in case of Firm(Partnership/Limited Liability Partnership):-**

- (i) PAN Card
- (ii) List of Partners as per Registration of Firm
- (iii) Power of Attorney to sign/execute papers /agreement along with his attested specimen signature

**(c) For Identity proof ( with authorization ) in case of Company :-**

- (i) PAN Card
- (ii) List of Directors
- (iii) Board Resolution for signatory
- (iv) Certificate of Incorporation from registrar of Companies

**(d) For Identity proof ( with authorization ) in case of Trust:-**

- (i) PAN Card
- (ii) Trust Registration Certificate issued by Charity Commissioner

**(e) For Identity proof ( with authorization ) in case of Co-Operative Society**

- (i) PAN Card
- (ii) Registration Certificate issued by registrar of Society
- (iii) List of members of Society
- (iv) Resolution regarding assigning authorized signatory

**2 Proof Of Ownership/Occupancy of premises as per Layout Plan**

- (a) (1) Approved Layout Plan
- (b) (1) Copy of Registered Sale deed /lease deed ( Min for 3 years ) OR Allotment / possession letter of GIDC/ Competent Govt. authority
- (2) Hakk Patrak-6/ Gamna Namuna no 2 ( not older than six months )
- (3) If the applicant is tenant then owner's NOC

**3 GPCB consent to Establishment ( CTE) whenever applicable or undertaking for submission of the same before release of the connection with copy of application to GPCB**

- Survey No/Plot No mentioned in application form and mentioned in Layout plan shall be considered for Power Boundary

**Above documents to be submitted in 1 (Original) +3 (True copy)**