



## **Guideline for filling Willingness Form and providing technical details for Willingness Form**

The **Energy Conservation Act (EC Act)** was enacted in 2001 with the goal of reducing energy intensity of Indian economy. **Bureau of Energy Efficiency (BEE)** was set up as the statutory body on 1st March 2002 at the central level to facilitate the implementation of the EC Act.

**BEE**, has initiated a number of **Energy Efficiency (EE)** initiatives in the areas of household lighting, commercial buildings, standards and labelling of appliances, demand side management in agriculture/ municipalities, SME's and large industries including the initiation of the process for development of energy consumption norms for industrial sub sectors, capacity building of SDA's etc.

For uptake of various EE schemes of BEE and develop an ecosystem for easy access to commercial financing for EE project, BEE has appointed **M/s Darashaw & Company Private Limited** to set up a **Facilitation Centre (FC)** for promotion of BEE Financing Schemes. The ultimate objective of the FC is to promote and spread the awareness of BEE's financing schemes among various stakeholders like industries, MSME, building, ESCO, Financial Institutions, Municipalities, Corporations, commercial establishment etc.

FC will play important role in promoting EE financing. Promotion would be done with the help of workshops/ seminars/ stakeholders' consultation/ meeting with various beneficiaries/ meeting with potential borrowers. **FC will facilitate borrower and the financial institutions the basic requirement for funding of any potential EE project.** FC will conduct due diligence before recommending for EE loan.

In order to achieve this objective, **FC is reaching out to Hosts/ beneficiaries/ borrowers for their willingness to participate for EE financing.** A template of willingness form is provided herewith for your reference. If your facility/ unit has potential for energy saving by implementation of EE technologies, then you can fill attached willingness forms to avail EE loan from banks. Kindly update and submit the form duly completed in all respect on your company letter-head. A guideline for filling willingness form (Annexure I) and technical details (Annexure II) is provided below.

### **A. Guideline for filling Willingness Form (Annexure I)**

1. Please provide the filled willingness form on Company/ Organization Letter Head.
2. **Company Related Information:** Please provide company related details in the given format.
3. **Nature of project proposal:** Please select nature of project from below:
  - Procurement of new Energy Efficiency appliances/equipment/technologies
  - Replacement of old energy intensive appliances with EE appliances
  - Others, please specify
4. **Name and contact details (phone number and email id) of Nodal Officer for this EE Loan:** Please provide contact details of official appointed for the above mentioned project.
5. **Signature of Authorized representative:** Please provide the details of authorized representative of the organization along with the signature and company seal.



**B. Guideline for providing Technical Details for Willingness Form (Annexure II)**

1. Please provide the filled willingness form on Company/ Organization Letter Head.
2. **Sector and location of the project site:** Please mention the sector such as Textile, Cement, Steel, Building, Pharma etc. along with location of the project.
3. **Details of Energy Efficiency Measure/ Technologies:** Please provide brief description of energy efficiency component (Equipment/ Technology/ Process) in the project.
4. **Baseline Scenario:** Please provide information about baseline scenario (scenario in the absence of EE measures).
5. **Fuel Saving (%):** Estimated saving in fuel consumption due to EE measures.
6. **Electricity Saving (%):** Estimated saving in electricity consumption due to EE measures.
7. **Project Cost (Rs.):** Please mention the total project cost of the proposed project.
8. **Loan Amount (Rs.):** Please mention the loan required for the project.
9. **Status of Project:** Please mention brief status of the project in terms of feasibility report budgetary approval, inviting quotations, placing order etc.
10. **Signature of Authorized representative:** Please provide the details of authorized representative of the organization along with the signature and company seal.
11. List of documents to be enclosed:

S No	Documents	Remarks
i	Certificate of Incorporation or Udyog Aadhar Memorandum (UAM) Certificate	This is mandatory
ii	Energy Audit Report	Optional
lii	DPR	Options

(To be printed on Letter Head of the Company/Establishment)

**Annexure-II**

To,  
The Secretary,  
Bureau of Energy Efficiency,  
4<sup>th</sup> Floor, Sewa Bhawan  
R.K. Puram,  
New Delhi-110066

**Sub: Submission of Technical Details for Willingness Form submitted to BEE.**

Dear Sir,

This is in continuation to the willingness form submitted to BEE on \_\_\_\_\_ (dated). Technical details of the Energy Efficiency measures/project(s) for \_\_\_\_\_ sector.

Sl. No	Sector and location of the project site	Details of Energy Efficiency Measure /Technologies	Baseline Scenario (Optional, if available)	Fuel Saving (%) (Optional, if available)	Electricity Saving (%) (Optional, if available)	Project Cost (Rs.)	Loan Amount (Rs.)	Status of Project
1								
2								
3								
4								

Thus, for the implementation of above mentioned energy efficiency measures/project(s) there would be tentative loan requirement of **Rs. \_\_\_\_\_ (Rs. in Words).**

Name:  
Designation:  
Name of Company/Establishment:  
Phone Number:  
Address:  
Date:  
Place:

Thanking you,  
Yours faithfully

(Signature of Authorized representative)

Enclosed:

- i. Copy of **Certificate of Incorporation /Udyog Aadhar Memorandum (UAM) Certificate - Mandatory**
- ii. Energy Audit Report - Optional
- iii. DPR – Optional

**Annexure I****Willingness to seek Financing to implement Energy Efficiency Measures /Project(s)**

(To be printed on Letter Head of the Company /Establishment)

To,

The Secretary,  
Bureau of Energy Efficiency  
4<sup>th</sup> Floor, Sewa Bhawan,  
R. K. Puram, Sector-1  
New Delhi - 110066

**Sub: Submission of Willingness Form for implementation of Energy Efficiency Measures/Project(s)**

Sir,

The undersigned express our willingness to avail a bank financing /loan for the implementation of energy efficiency measures in our unit. Details of company/industry are as follows: -

<b>Name of the Company</b>	
<b>Type of Industry /Sector</b>	
<b>Address</b>	
<b>Name of Authorized Representative</b>	
<b>Telephone /Mobile Number of Authorized Representative</b>	
<b>Email ID of Authorized Representative</b>	
<b>Nature of Project proposal</b> (please tick)	<input type="radio"/> Procurement of new Energy Efficiency appliances/equipment/technologies <input type="radio"/> Replacement of old energy intensive appliances with EE appliances <input type="radio"/> Others, please specify_____

Details of Nodal Officer authorized by company /industry for this willingness form: -

<b>Name</b>	<b>Designation</b>	<b>Email Id</b>	<b>Mobile No.</b>

Thanking you,

Yours faithfully

(Signature of Authorized Representative)

Name:

Designation:

Seal:

Date:

Place: