



## GUIDELINES / PROCEDURE FOR AVAILING NEW POWER SUPPLY

### PROCEDURE FOR AVAILING SUPPLY FOR HT CONSUMERS:

1. Applicant to submit the online New Power Supply Application Form and submit the other applicable documents as mentioned in Annexure 1 & Annexure 4 to TUCO's Consumer Relations Department in person.

OR

Applicant can download the form from the TUCO website: [www.tuco.in](http://www.tuco.in) and submit the duly filled form along with the other applicable documents as mentioned in Annexure1 and Annexure 4 to TUCO's Consumer Relations Department in person.

2. TUCO will conduct the technical feasibility after the submission of duly completed form and other necessary documents and subject to the feasibility, will intimate the charges payable by the Applicant for every new connection based on Schedule of Charges / Rates as approved by MERC for TUCO from time to time.
3. Consumer to pay the necessary charges as intimated by TUCO as per Schedule of Charges / Rates as approved by MERC from time to time.
4. TUCO will initiate the process of provision of power supply / last mile connectivity as per MERC (Standard of Performance of Distribution Licensee , Period for Giving Supply and Determination of Compensation )Regulations, 2014, only after receipt of charges approved by MERC from time to time.
5. TUCO will commence substation erection and commissioning activity wherever applicable. Consumer to erect the equipment in their scope wherever applicable & comply as per Annexure 4 (ex: HT consumers).

### PROCEDURE FOR AVAILING LT CONNECTION:

1. Applicant to submit the online New Power Supply Application Form and submit the other applicable documents as mentioned in Annexure 1 & Annexure 4 to TUCO's Consumer Relations Department in person.

OR

Applicant can download the form from the TUCO website: [www.tuco.in](http://www.tuco.in) and submit the duly filled form along with the other applicable documents as mentioned in Annexure1 and Annexure 4 to TUCO's Consumer Relations Department in person.

2. TUCO will conduct the technical feasibility after the submission of duly completed form and other necessary documents and subject to the feasibility, will intimate the charges payable by the Applicant for every new connection based on Schedule of Charges / Rates as approved by MERC for TUCO from time to time.
3. Consumer to pay the necessary charges as intimated by TUCO as per Schedule of Charges / Rates as approved by MERC from time to time.
4. TUCO will initiate the process of provision of power supply / last mile connectivity as per MERC Standard of Performance, Regulations 2005, only after receipt of charges approved by MERC from time to time.

#### **TUCO Office Address:**

Consumer Relations Centre,  
Nidar Utilities Panvel LLP,  
23 / 24, First Floor, Sector-A Retail,  
Hiranandani Fortune City,  
Bhokarpada, Panvel - 410206,  
Raigad, Maharashtra

## ANNEXURE 1

- a. Proof of Ownership OR Occupation of Premises (As per Annexure 2):
- b. Proof of Identity (As per Annexure 3).
- c. Location Map of the site. (For HT Consumers).
- d. Plot plan / layout Plan. (For HT Consumers).
- e. Detailed Load Breakup for the project (as per TUCO Format).
- f. Substation lease deed if substation to be created. (For HT Consumer).
- g. Power Supply Agreement for the load of 50KW / 63kVA and above as per TUCO format (to be submitted before energization).

<b>ANNEXURE 2</b>		<b>ANNEXURE 3</b>	
<b>Proof of ownership or occupation of premises</b>		<b>Proof of Identity</b>	
(Copy of any of the following documents to be submitted duly self - attested)		(Copy of any of the following documents to be submitted duly self - attested)	
(i)	Aadhar Card (for residential Consumers only).	(i)	Aadhar Card.
(ii)	Ration Card (for residential Consumers only).	(ii)	Voter's Identification Card.
(iii)	Voter ID card (for Residential Consumers only).	(iii)	Passport.
(iv)	Passport (for Residential Consumers only).	(iv)	Driving License.
(v)	Purchase / Sale agreement with builder / previous Owner.	(v)	Photo Pass (Recognized Organization Photo Identity Card).
(vi)	Owners NOC with Leave & License / Lease (Agreement if applicant is not premises owner).	(vi)	Sr. Citizens Identity Card issued by Government.
(vii)	Society Share Certificate / Maintenance Bill or Receipt / Society Letter.	(vii)	Collector / Govt. Authorized Photo ID.
(viii)	Property Tax Bill / Receipt.	(viii)	Photo ID in Purchase / Sale Agreement.
(ix)	Government issued Property Card or 7/12 Extract (Issued within 6 months).	(ix)	Pan Card.
(x)	MIDC/ SEZ order / Letter of Allotment / Approval Lease Agreement.		
(xi)	Society Registration Certificate for Common Services like Lift, Staircase, Water pump, etc.		
(xii)	IOD / CC.		



**ANNEXURE - 4**

**LIST OF COMPLIANCES**

Following documents need to be submitted by the prospective consumers as per applicability

<b>From Which Authority</b>	<b>Compliances</b>	<b>Remarks</b>
LEC	Work Completion & Test Report (As per TUCO Pre - printed format).	Duly certified by Licensed Electrical Contractor.
EI	Submission of EI clearance for HT arrangement.	HT consumers to comply.
EI	Submission of DG set permission.	In cases where DG set of above 5 kVA capacity is installed by consumer.
Directorate of Industries	NOC for establishment of Industries from Directorate of Industries for Industry.	Applicable in case of industrial load.
PCB	NOC from Pollution Control Board for industry if applicable.	For applicable industries only.