

INSTRUCTION SHEET FOR INTENDING HT CONSUMERS - CESC

- On down loading CESC's application form (Annexure – A) from the website of WBIDCL the same has to be duly filled in and produced for payment of Earnest Money Deposit (EMD) by Demand Draft, Pay Order or cash at the designated counters of CESC Limited, CESC House, Chowringhee Square, Kolkata 700 001. At present, the applicable EMD is:

for 11 kV or 6 kV supply	R 5,000.00 only
for 33 kV supply	R 20,000.00 only
for 132 kV supply	R 1,00,000.00 only

- The filled in Annexure A Form along with the receipt of payment of EMD is to be submitted at the office of Manager Mains (Power), CESC Limited, Poddar Court, 2nd Floor, 18, Rabindra Sarani, Kolkata 700 001 when an acknowledgement slip will be issued intimating the date of inspection at site, which is usually within 7 days from the date of application.
- Under normal circumstances, the offer for providing supply of electricity will be forwarded after carrying out necessary inspection within the time frame stipulated by the West Bengal Electricity Regulatory Commission (WBERC) for different voltage grades.
- The offer letter contains:
- The estimate of expenditure to be borne by the intending consumer.
 - Amount of Security Deposit payable by the intending consumer. Bill for the same will be separately issued by the Sr Manager (Commercial - HT), CESC Limited having his office at CESC House, Chowringhee Square, Kolkata 700 001.
 - Bill for the above estimated charges less EMD paid.
 - Application Form for connection of new service (Annexure B Form).
 - Specification for the switch room to house CESC's terminal switchgears and equipments depending on the load requisitioned and the supply voltage. The switch room is to be constructed according to the specification by the intending consumer at his own cost.
 - A general list of compliances to be met with by the intending consumer:
 - Construction of switch room and cable duct as required.
 - Installation of Capacitor Bank of adequate capacity.
 - Submission of Test Form.
 - Approval from the Chief Electrical Inspector, Govt. Of West Bengal.
 - Approval from the West Bengal Pollution Control Board.
 - Power supply agreement with CESC Limited.
- On receipt of payment of estimated charges, Security Deposit commensurate with the load requisitioned & applicable tariff and all requisite compliances along with clearance of dues if any, the supply will be provided within the time frame stipulated by the WBERC for different voltage grades.