PUNJAB STATE POWER CORPORATION LTD.
(Regd. Office: PSEB Head Office, The Mall, Patiala)
OFFICE OF CHIEF ENGINEER /COMMERCIAL (Dy.CE/SALES-II)
Tel. No. 0175-2214495, Fax: 0175- 2210320, e-mail: sesalestwo@gmail.com,

Commercial Circular No. 20 **/2026**

To

All Engineer-in-Chief/Chief Engineers (DS),
Under Punjab State Power Corporation Limited.

Memo No. 568/573 **/S-3/8/Open Access** Dated: 01/4/2026

Subject:-Model Application & Agreement form to be signed by Open Access Customer (Including Green Energy Open Access Consumer) requiring Standby Power Supply.

Ref: Secretary PSERC letter no. PSERC/tariff/207 dated 19.02.2026.

With reference to the subject cited above and in continuation to Commercial Circular No. 42/2019 dated 30.07.2019, it is intimated that the Hon'ble PSERC has approved the amended Model Application & Agreement form to be signed by Open Access Customers (Including Green Energy Open Access Consumer) requiring Standby Power Supply. A copy of the amended Model Application & Agreement form is enclosed herewith for information and necessary action.

Meticulous compliance of this circular be ensured. This circular can be downloaded from PSPCL website www.pspcl.in.

This issues with the approval of competent authority.

DA/As above

Dy.CE/Sales-II,
for EIC/Commercial,
PSPCL, Patiala.

ਪਿੱਠ ਅੰਕਣ ਨੰ. 574/616 **/S-3/8/Open Acess** ਮਿਤੀ: 01/4/26

ਉਪਰੋਕਤ ਦਾ ਉਤਾਰਾ ਹੇਠ ਲਿਖਿਆਂ ਨੂੰ ਸੂਚਨਾ ਤੇ ਲੋੜੀਂਦੀ ਕਾਰਵਾਈ ਲਈ ਭੇਜਿਆ ਜਾਦਾ ਹੈ:

1. ਮਾਨਯੋਗ ਬਿਜਲੀ ਮੰਤਰੀ, ਕਮਰਾ ਨੰ24 ., 7th ਮੰਜਿਲ, ਪੰਜਾਬ ਸਿਵਲ ਸਕੱਤਰੇਤ-1-, ਚੰਡੀਗੜ੍ਹ।
2. ਚੇਅਰਮੈਨ-ਕਮ-ਮਨੈਜਿੰਗ ਡਾਇਰੈਕਟਰ,ਪੰ:ਰਾ:ਪਾ:ਕਾ:ਲਿਮ.,ਪਟਿਆਲਾ।
3. ਸਾਰੇ ਨਿਰਦੇਸ਼ਕ, ਪੰ:ਰਾ:ਪਾ:ਕਾ:ਲਿਮ.,ਪਟਿਆਲਾ।
4. ਵਿੱਤ ਕਮਿਸ਼ਨਰ/ਫਾਇਨੈਸ ਟੂ ਗੌਰਮਿੰਟ ਪੰਜਾਬ ਐਕਸ-ਆਫਿਸੋ ਮੈਂਬਰ, ਪੰ:ਰਾ:ਪਾ:ਕਾ:ਲਿਮ.,ਪਟਿਆਲਾ।
5. ਸਕੱਤਰ /ਬਿਜਲੀ ਵਿਭਾਗ,ਪੰਜਾਬ ਸਰਕਾਰ,ਚੰਡੀਗੜ੍ਹ।

6. ਸਕੱਤਰ/ਪੰਜਾਬ ਸਰਕਾਰ/ਇੰਡ: ਅਤੇ ਕਾਮਰਸ ਵਿਭਾਗ,ਪੰਜਾਬ ਸਰਕਾਰ,ਚੰਡੀਗੜ੍ਹ।
7. ਸਕੱਤਰ/ਪੰਜਾਬ ਰਾਜ ਬਿਜਲੀ ਰੈਗੂਲੇਟਰੀ ਕਮਿਸ਼ਨ, ਸਾਇਟ ਨੰ: 03, ਸੈਕਟਰ-18 ਏ, ਮੱਧ ਮਾਰਗ ਚੰਡੀਗੜ੍ਹ।
8. ਪ੍ਰੈਜੀਡੈਂਟ,ਸਟੇਟ ਡਿਸਪਿਊਟ ਰਿਡਰੈਸਲ ਕਮਿਸ਼ਨ (ਪੰਜਾਬ) ਐਸ.ਸੀ.ਓ ਨੰ: 3009-10, ਸੈਕਟਰ-22, ਚੰਡੀਗੜ੍ਹ।
9. ਮੁੱਖ ਇੰਜੀਨੀਅਰ/ਚੇਅਰਮੈਨ(ਫੋਰਮ),220 ਕੇ.ਵੀ.ਏ. ਸਬ-ਸਟੇਸ਼ਨ, ਫਿਰੋਜ਼ਪੁਰ ਰੋਡ, ਸਾਹਮਣੇ ਵੇਰਕਾ ਮਿਲਕ ਪਲਾਂਟ, ਲੁਧਿਆਣਾ।
10. Ombudsman, Electricity Punjab 66 KV Grid Sub Station,Plot No. A-2, Industrial Area,Phase 1, SAS Nagar (Mohali) -160055.
11. ਨਿੱਜੀ ਸਕੱਤਰ ਟੂ ਬਿਜਲੀ ਮੰਤਰੀ, ਪੰਜਾਬ ਸਿਵਲ ਸਕੱਤਰੇਤ, ਪੰਜਾਬ, ਸਰਕਾਰ,ਚੰਡੀਗੜ੍ਹ।
12. ਚੀਫ-ਕੋ-ਆਰਡੀਨੇਟਰ, ਉਦਯੋਗ ਸਹਾਇਕ ਡਾਇਰੈਕਟਰ ਆਫ ਇੰਡੀਸਟਰੀਜ਼ ਪੰਜਾਬ ਸੈਕਟਰ-17, ਚੰਡੀਗੜ੍ਹ।
13. ਮੁੱਖ ਬਿਜਲੀ ਇੰਸਪੈਕਟਰ, ਪੰਜਾਬ ਸਰਕਾਰ, ਪਟਿਆਲਾ।
14. Finance Advisor, PSPCL, Patiala.
15. Chief Auditor, PSPCL, Patiala.
16. CE/ARR &TR, PSPCL, Patiala.
17. CE/PP&R, PSPCL, Patiala.
18. CE/IT, PSPCL, Patiala: For ensuring the strict compliance of the instructions.
19. Dy.CE, Billing, PSPCL, Patiala: For ensuring the strict compliance of the instructions.
20. ਉੱਪ ਮੁੱਖ ਇੰਜ:/ਸੇਲਜ਼-1,ਨਿਗਰਾਨ ਇੰਜ:/ਸੇਲਜ਼-2,ਉੱਪ ਮੁੱਖ ਇੰਜ:/ਰੈਗੂਲੇਸ਼ਨ ਪੰ:ਰਾ:ਪਾ:ਕਾ:ਲਿਮ. ਪਟਿਆਲਾ।
21. All Addl.SEs/Sr.Xens/AEEs/Sales under PSPCL / Commercial Organization.
22. CAO/TR (Finance), PSPCL, Patiala.

01/04/16

ASE/Sales-3,
PSPCL, Patiala

PCL –STANDBY-OA

Annexure-I

Passport size photograph of the applicant/ authorized signatory

PUNJAB STATE POWER CORPORATION LIMITED (PSPCL)

STANDBY POWER SUPPLY AGREEMENT WITH OPEN ACCESS CUSTOMER (INCLUDING GREEN ENERGY OPEN ACCESS CONSUMER)

(TO BE COMPLETED AND SIGNED BY APPLICANT)

1)	Name of applicant / organization/ institution (identity proof to be submitted)	
	a) Aadhaar Card No.	
2)	Address (Proof to be submitted)	
	a) House/Premises no	
	b) Street no.	
	c) Area/colony	
	d) City/ Village	
	e) Tel no. /Mobile no.	
	f) E-mail Address	
3)	Category / Purpose of supply	
4)	Standby Demand applied (kVA)	
	a) Name of Division/Sub Division/Circle, PSPCL under whose jurisdiction point of drawl falls.	
	b) Drawal Voltage Level in KV	
5)	Details of Open Access Availed:	
	a) Time Period & Category in which Open Access is allowed	
	b) Quantum of Open Access allowed	
	c) Category of feeder	
6)	Permanent Application No.	
7)	Processing fee receipt no. & date	
8)	Security (consumption) receipt no. & date	
9)	Security (meter) receipt no. & date	
10)	Indicate if works are to be carried out by you for the service connection	
11)	Indicate if you want to install your own meter of approved make	
12)	Any electricity dues outstanding in PSPCL's area of supply in consumer's name	Yes/ No
13)	Any electricity dues outstanding for the premises for which Standby Demand has been applied for	Yes/ No
14)	Any electricity dues outstanding of PSPCL, against any firm/company with which the consumer is associated as an Owner, Partner, Director or Managing Director	Yes/ No

NOTE:(i) Applicant shall submit the list of all connections of firm(s) / company(ies) with which the consumer is associated as an Owner, Partner, Director or Managing Director in PSPCL's area of supply

ii) For questions 12, 13 & 14 if the answer is 'Yes' in any case please provide details on a separate sheet)

VERIFICATION:

I/we also declare that the above information is true to my /our knowledge and in case I/We violate any undertaking/instructions or any other information is found to be false at any stage, Standby power may not be permitted, if permitted, may be discontinued without prior notice and all charges deposited by me/us be forfeited.

Signature of the applicant(s)

15) TERMS OF AGREEMENT FOR AVAILING STANDBY POWER SUPPLY

THIS AGREEMENT MADE THIS___day of_____20__ between the Punjab State Power Corporation Limited (hereinafter called the 'PSPCL' which expression shall where the context so requires include its successors in office and assignees) having its Head Office at Patiala of the one part and_____(hereinafter called 'Consumer' which expression where the context so requires shall include his /her heirs, executors, administrators, legal representatives successors in business and assignees) of the other part.

Whereas the consumer has requested the PSPCL to supply him with electricity at his/her premises situated (address)_____ _____ and indicated in red ink in the map attached hereto for the purpose of availing standby power and the PSPCL has agreed to supply to the consumer such electricity upon the terms and conditions hereinafter contained.

Now, therefore, in consideration of the premises & mutual agreements, covenants set forth herein, it is hereby agreed by and between the parties as follows:-

i) AND WHEREAS the Open Access Customer, whose details are as above, is willing to avail Standby Power up to ____ (MVA) on "As and when required and available basis" for meeting the power requirement for their load centers / Drawal points /Traction sub-stations (TSS) located in Punjab from PSPCL.

ii) The electricity so supplied shall be of single/ two / three phase, alternating current, at a declared voltage of _____ thousand volts between phases and at a frequency of 50 cycles per second at the terminals. The frequency and voltage of the electricity at the point of supply shall be subject to fluctuations that are ordinary, usual and incidental to the generation and transmission of electricity but such fluctuations shall not, except owing to extraordinary reasons beyond the control of the PSPCL, exceed the tolerance limits permitted under Regulations notified by CEA/PSERC.

iii) AND WHEREAS PSPCL agrees to provide standby power out of its pool of various generating sources for the period from _____ to _____ within PSPCL's license area, subject to load shedding as is applicable to the embedded consumers of the PSPCL.

iv) AND WHEREAS Standby power shall be made available at 11 kV or higher voltage as specified in the 'Supply Code 2024', as amended from time to time and applicable voltage surcharge/ rebate shall be levied /allowed.

v) AND WHEREAS Open Access Customer, who is not a consumer of PSPCL, shall have to establish, operate and maintain the required interconnecting infrastructure at his cost.

vi) AND WHEREAS Standby power shall be admissible for the maximum period of 42 days in a financial year. The drawl of Standby power during any time block(s) of a day shall be counted as one day. Provided further that Green Energy Open Access consumer may opt to avail standby power beyond 42 days and upto 80 days by paying commitment charges as specified.

vii) AND WHEREAS the maximum demand that can be contracted under Standby power shall not exceed the capacity allowed under the Open Access.

viii) The Standby Power shall be allowed as per provisions of Punjab State Electricity Regulatory Commission (Terms & Conditions for Intra State Open Access) Regulations, 2011 as amended from time to time.

ix) The consumer shall not, without the previous consent/approval and execution of a new agreement, assign, transfer or part with the benefit of this agreement and shall not in any manner part with or create any partial or separate interest in it.

x) Unless otherwise agreed upon the point of supply shall be the outgoing terminals of the metering equipment/circuit breaker or the control switch gear of the PSPCL/PSTCL installed at the consumer's premises from which electricity is supplied to the consumer.

xi) The consumer shall provide and maintain at his own cost an accommodation suitable as per requirement (both in size and construction) of the PSPCL/PSTCL for the purpose of housing PSPCL's/PSTCL's metering equipment (including measuring devices and other equipment as may be considered necessary) in close proximity to the main gate with independent access to the PSPCL/PSTCL.

xii) The meter shall be properly sealed by the authorized representative of the PSPCL/PSTCL in the presence of the consumer or his representative and shall not be interfered with by the consumer.

xiii) Balancing of the load on the three phases of supply under the agreement shall be maintained in accordance with the CEA/PSERC Regulations.

xiv) The duly authorized employees of the PSPCL shall be entitled at all reasonable times, to enter the premises of the consumer for the purpose of inspecting and testing his (Consumer) installation and /or for reading meter and inspecting and testing any of apparatus belonging to the PSPCL on the consumer's premises or for doing all things necessary or incidental to the proper maintenance of electricity supply to the consumer.

xv) The consumer shall be solely responsible for and shall pay for any loss or damage to any supply lines, main fuses, meters and/or other apparatus belonging to the PSPCL on the premises of the consumer whether caused maliciously or through culpable negligence or default on the part of the consumer or any of his employees.

xvi) The PSPCL shall not be liable for any claim for loss, damage or compensation whatsoever arising out of failure or shortage of supply when such failure or shortage is either directly or indirectly due to war, mutiny, civil commotion, riot, strike, lockout, fire, flood, tempest, lightning, earthquake or other force majeure causes or occurrences beyond the control of the PSPCL.

xvii) The consumer shall agree to the supply of electricity under this agreement being curtailed, staggered or cutoff altogether by the PSPCL if the power position or any other emergency in power system warrants such a course of action.

xviii) The PSPCL would have the right to temporarily discontinue power to the consumer at any time with prior notice, whenever it becomes necessary for the purpose of testing plant, equipment's etc. and for this no compensation will be payable to the consumer.

xix) The consumer shall comply with the Supply Code-2024 Regulations as amended from time to time, which shall be deemed to be a part of the agreement and shall govern the parties hereto in so far as same are applicable.

16) EFFECTIVE DATE AND DURATION OF CONTRACT:
Notwithstanding anything to the contrary contained in this Agreement, the Agreement shall be deemed to have come into force with effect from _____ for all purpose. The Agreement shall remain valid till _____.

17) QUANTUM: The quantum for Standby Power to be made available by PSPCL within its license area/ is indicated in the following table:-

Contract Period	Quantum in **(MVA)**	**Time duration**
_____ to _____	up to _____(MVA)	" As and when required and available basis"

18) DELIVERY POINT:

Point of Drawal of _____ connected to the Transmission/Distribution System (as the case may be) of Punjab.

19) CHARGES FOR STANDBY POWER:

Charges for Standby Power shall be payable in accordance with the provisions of the PSERC (Terms and Conditions for intra-State Open Access), 2011 as amended from time to time and General Condition of Tariff & Schedule of Tariff applicable for the relevant year. As per existing provisions, the charges for availing standby power are as under:

i) The Customer shall be required to pay to PSPCL a charge equal to Rs. 35 per kVA per month or part thereof or as may be decided by the Commission from time to time, towards commitment charges on the capacity (in kVA) contracted as Standby Demand from PSPCL. The Green Energy Open Access consumer may opt to avail standby power upto 60 days in a financial year by paying commitment charges equal to Rs. 50 per kVA per month or part thereof and upto 80 days in a financial year by paying commitment charges equal to Rs. 60 per kVA per month or part thereof. The option shall be exercised by the Green Energy Open Access Customers at the time of entering in to standby agreement with the PSPCL. The commitment charges shall apply every month commencing from the date of applicability of the agreement, irrespective of whether the Open Access Customer avails Standby power or not.

ii) For actual drawl of Standby Power, in addition to commitment charges, the Open Access Customer shall also require to pay charges (including demand surcharge on daily basis, whenever chargeable) as specified in the Schedule of Tariff for Temporary Supply of the relevant category corresponding to the demand slab of total of Standby contract demand and Sanctioned CD (if any). In case where Temporary Supply schedule of relevant category is not available, the Standby power shall be provided on payment of charges as per Schedule of Tariff for Temporary Supply applicable to LS (General) category.

iii) In case of Green Energy Open Access consumers, the Fixed Charges and Energy Charges shall be 1.25 times of that applicable to relevant consumer tariff category corresponding to the demand slab of total of Standby contract demand and Sanctioned CD (if any);

iv) In case Green Energy Open Access Consumers have given notice, in advance at least a day in advance before gate closure in DAM on 'D-1' day, 'D' being the day of delivery of power, for standby arrangement to the PSPCL, standby charges shall be applicable at the same rate applicable to relevant consumer tariff category corresponding to the demand slab of total of Standby contract demand and Sanctioned CD (if any);"

v) Further, for billing during the period of availing Standby power, the demand for Standby Power shall be calculated on daily basis considering the highest quantum of power scheduled in any particular time block of the day.

vi) In addition to the applicable Energy Charges, Fuel Cost Adjustment (FCA) charges shall be payable in accordance with the General Conditions of Tariff. However, ToD tariff shall not be applicable on the standby power.

vii) The electricity supply taken from the PSPCL by the consumer under this agreement shall be measured by the meter or meters installed by the PSPCL at suitable point or points. The PSPCL shall be entitled to charge rent on account of such metering equipment at such rates as prescribed in the Schedule of General Charges.

viii) Any levy such as GST, Electricity Duty, Infrastructure Development Fund, cess etc imposed by the State Government or any other competent authority on electricity purchased by the consumer from the PSPCL shall be payable by the consumer.

ix) The charges for drawal of power during the period of availing Standby power shall be computed as under:

(a) Open Access Customer who is a consumer of PSPCL

1) For the demand availed up to the admissible demand (i.e. sanctioned CD or the admissible drawal whenever applicable as per Regulation 28(3)) or 28(3)(A), billing shall be as a regular consumer of the PSPCL.
2) For the Standby power availed (i.e. demand recorded in excess of the admissible demand), the charges shall be computed as under:

- **Energy charges**

  Energy charges shall be levied on the energy consumption calculated in proportion of the Standby power availed to the total demand recorded.

- **Fixed charges and/or Demand surcharge**

  Fixed charges upto 42 days in a financial year or for the number of days as may be opted by Green Energy open access consumer in a financial year, shall be levied on daily basis on the Standby power availed upto the limit of Standby contract demand. In case, Standby power is drawn for more than number of days specified in the standby agreement for a financial year or if the Standby power availed exceeds the Standby contract demand, demand surcharge on daily basis shall be chargeable on the same."

(b) Open Access Customer who is not a consumer of PSPCL

- **Energy charges** shall be levied on the total energy consumed during the period of availing Standby power.
- **Fixed charges and/or Demand surcharge**

  Up to 42 days in a financial year, fixed charges on daily basis shall be levied on the maximum demand recorded up to the limit of Standby contract demand.

  In case, Standby power is drawn for more than 42 days in a financial year or if the recorded drawl exceeds the Standby contract demand, demand surcharge shall be chargeable on the same.

20) Accounting/Billing Agency:

In cases where the Captive Generating Plant (CGP) is availing Open Access & opting for standby power, the accounting shall be done by the State Load Dispatch Centre (SLDC) & billing shall be carried out by the concerned CBCs (PSPCL) based on the accounts issued by SLDC, In all other cases, accounting as well as billing shall be carried out by the concerned CBCs (PSPCL).

21) SCHEDULING AND DISPATCH:

In the event of outage of generator(s)/ reduced generation/or otherwise, the Customer shall immediately intimate PSPCL/SLDC, Punjab regarding their quantum of requirement.

Depending upon the availability of Power, PSPCL/SLDC Punjab shall schedule the power from the 4th time block from the time block in which the Customer has intimated PSPCL/SLDC Punjab about its power requirement.

22) PAYMENT OF SECURITY CONSUMPTION AND SECURITY METER (APPLICABLE ONLY FOR CUSTOMER WHO IS NOT A CONSUMER OF PSPCL)

The consumer shall, when required by the PSPCL, pay Security (consumption) and Security (meter) for the performance of the terms and conditions of this agreement as per Regulation No. 6(13),6(14) & 24 of the Supply Code,2024 on the rates approved by PSERC in Schedule of General Charges.

23) COMPLIANCE OF GRID CODE AND OPEN ACCESS REGULATIONS:

Both the parties agree to comply with the provisions of Punjab State Grid Code, Indian Electricity Grid Code, PSERC and CERC Open Access Regulations in force from time to time for use of Transmission and Distribution System of PGCIL/PSTCL/PSPCL. The compliance of these documents shall remain supreme, over and above any other guidelines, procedures and agreements.

24) DISPUTE RESOLUTION

All disputes arising under this agreement or touching or concerning any covenant or conditions of this agreement shall be dealt with in accordance with the provisions of Supply Code-2024 and EA-2003 (amended upto date) and shall be referred to the Dispute Settlement Committee / Forum for Redressal of Grievances / Ombudsman & Appellate Authority/Special Court/PSERC as the case may be.

25) NOTICES

All notices required or referred to under this Agreement, shall be in writing and signed by the respective authorized signatories of the parties, mentioned herein under, unless otherwise notified, Such notice(s) shall be deemed to have been duly given, if delivered or served by Registered Post / Speed Post of department of Posts or by Courier Service with an acknowledgement due to the other party. All Notices for scheduling shall be delivered by registered post / facsimile / email mode to the following addresses:-

For Customer*	For PSPCL
Address	Address: Chief Engineer/PP&R, D-3 Shed, Shakti Vihar, PSPCL, Patiala-147001
Contract Details Phone No:_____ Mobile No: _____ Email: _____	Contract Details Phone No. _____ Mobile No: _____ Email: _____

*** Any other nomination of authorized representative(s) and / or changes in designation shall be informed in writing to / by the party within 15 days of such nomination or change.**

Notwithstanding any nominations, the _____ shall be authorized to act for and on behalf of _____. Any changes in designations / registered office address shall be intimated in writing to all concerned Parties.

IN WITNESS WHEREOF the parties have executed these presents through their authorized Representatives on the _____ at Patiala, Punjab.

For and on behalf of Punjab State Power Corporation Limited	For and on behalf of Customer
Authorized Signatory	Authorized Signatory
Witness: 1. _____ 2._____	Witness: 1. _____ 2. _____

IN WITNESS WHEREOF, I_____(Name and designation) of the PSPCL representative on behalf of the PSPCL and the consumer _____ _____have here to set their signatures and the common seals the day, month, and year first written above.

Signed by the above named in the presence of

Signature of consumer or his Authorized Representative

Name:_____
Designation:_____

Authorized vide Resolution No._____or

Power of Attorney No._____