





## Guidelines for Filling Merit Order Details: Monthly/Daily

Sl. No.	Column Ref. No.	Data to be Filled
<b>Monthly Format</b>		
1	(B)	In case more than one DISCOM, details of plants for each DISCOM shall be provided separately.
2		Fixed and Variable costs shall be provided in Rs/kWh only.
3		Fixed Cost shall be provided considering 85% annual PLF.
4		Variable Cost shall be provided at State periphery. Inter State transmission losses are to be considered for ISGS and other projects located outside state.
5		(D) & (E)
6		In case of 'Other ISGS', there could be single part tariff in Power Purchase Agreement. In this case, the same may be indicated under 'Fixed Cost'
7	(H)	Ownership of plants shall be mentioned in following three heads only: 1. State Generation (Generation within the state scheduled by SLDC including state GENCOs as well as IPPs) 2. Central ISGS (where there is an allocation) 3. Other ISGS (where there could be Long Term Access/Medium Term Open Access)
8	(I)	Total Installed capacity of the plant (in MW) shall be provide and in case of multi-stages, stage-wise details shall be provided.
9	(J)	Only Capacity allocated to the State in that plant shall be provide and in case of multi-stages, stage-wise details shall be provided.
<b>Daily Format -I</b>		
1	(A)	In case more than one DISCOM, details of plants for each DISCOM shall be provided separately.
2	(C)	Only Capacity (in MW) allocated to the State in that plant shall be provide and in case of multi-stages, stage-wise details shall be provided.
3	(D)	Allocation/Entitlement (in MWh) of State in that plant for a specified day shall be only mentioned (not total declared capacity of plants).
4	(E)	Scheduled energy generation of plant for the state portion shall be mentioned.
5	(F)	In case, scheduling has been done outside the Merit Order, same shall be mentioned.
	(G)&(H)	In case of Deviation from Merit Order, quantum of deviation (in MW) and reason for the same shall be filled properly.
<b>Daily Format-II</b>		
1	(A)	Power purchased under Short Term (Bilateral only) and from Power Exchange shall be provided separately as per FORMAT-II in daily sheet.
2	(B)	Total Energy Purchased during the day in MWh shall be provided.
3	(C),	Maximum, Minimum and Average prices of power purchased under Bilateral

	(D)&(E)	and from Power Exchange during the specified days shall be provided.
4	(F)	Quantum of Power (in MW) purchased under Bilateral and from Power Exchange at maximum price (under each category) during the day shall be mentioned for Bilateral and Power Exchange.

**General Guideline for Filling Information:**

1. Monthly file to be updated on 10<sup>th</sup> of every month and shall be valid from 15<sup>th</sup> of current month to 14<sup>th</sup> of next month.
2. Data shall be filled in the desired format as per the units specified in header of each column and all the field shall be filled properly. Do not insert/delete row column of the format, it may lead to wrong mapping of values due to automated process. Merging of cells may also be avoided.
3. Special Character/text (comment) could not be filled along-with numeric number, as it affects the database entry and automated system will not consider such values, shall be treated as non-availability of data. Comment shall be filled in remark column.