



ODISHA POWER TRANSMISSION CORPORATION LTD.
OFFICE OF THE GENERAL MANAGER: ELECT.
EHT (O&M) CIRCLE: CHAINPAL
AT/PO: CHAINPAL COLONY, PIN-759104, and DIST: ANGUL (ODISHA)
Email: ehtm.cle.chp@optcl.co.in
CIN:U40102OR2004SGC007553

TENDER SPECIFICATION
NO.30/2015-2016

FOR

FOR ONE TIME GRASS CLEANING INSIDE 400/220/132/33KV GRID SUB-
STATION, MERAMUNDALI
UNDER EHT (O&M) CIRCLE CHAINPAL

SALE OF TENDER SPECIFICATION:	DT. 04-02-2016
LAST DATE SALE OF TENDER SPECIFICATION:	DT. 17-02-2016
LAST DATE OF SUBMISSION OF TENDER:	DT. 18-02-2016
DATE OF OPPENING OF TENDER:	DT. 18-02-2016
COST OF TENDER PAPER:	RS 2000.00+05% VAT (Rs 2100.00)

NO.EHT (O&M)/CPL/...../DT.....

ISSUED TO,

M/S.....

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SECTION-1



ODISHA POWER TRANSMISSION CORPORATION LTD.
(A Government of ODISHA Under Taking)
Regd. Office: Janpath, Bhubaneswar-751022, Odisha
OFFICE OF THE GENERAL MANAGER: ELECT.
EHT (O&M) CIRCLE: CHAINPAL, AT/PO: CHAINPAL COLONY,
DIST: ANGUL (ODISHA), Pin-759104, Email-ehm.cle.chp@optcl.co.in
CIN:U40102OR2004SGC007553

TENDER CALL NOTICE NO. 30/ 2015-16

The General Manager (Elect.), E.H.T. (O&M) Circle, Chainpal invites sealed Tenders in duplicate from intending Bidders Having valid CIVIL Contract License with PAN and VAT CC for One time grass cleaning inside 400/220/132/33KV Grid sub-station, Meramundali under EHT (O&M) Circle, Chainpal.

The tender specification can be obtained from the office of The GM EHT (O&M) CIRCLE, CHAINPAL on payment of **Rs. 2000/- (Two Thousand only) + VAT @ 5% (Non Refundable)** in shape of Cash/Bank Draft in favor of EHT (O&M) CIRCLE, CHAINPAL payable at , TTPS, Talcher on any working day upto **01.00PM** from **Dt.04-02-2016 to Dt.17-02-2016**. In case the B.D made any other nationalized bank payable at any clearing branch at Talcher/Angul will be allowed, But the bidders have to deposit the collection fee (Bank transaction fee) along with the paper cost. The collection fee & Paper cost is Nonrefundable. Additional amount of Rs.100/- (One Hundred only) may be paid extra for postal delivery of the tender specification. The undersigned shall not be held responsible for any postal delay.

The Tender shall be received Up to 01.00 PM of dated 18.02.2016 & will be opened at 03.30 Hours of same day in the Office of the undersigned in the presence of the Bidders (or) their Authorized Representatives present if any. If any of the above date happens to be a holiday, the next working day will be the corresponding effective date. One Tender paper shall be issued to one Bidder. E.M.D @ 1% of the total quoted value should be deposited in shape of Demand Draft / Cash in favour of E.H.T. (O&M) Circle, Chainpal & payable at "UCO Bank", TTPS Branch along with Self Attested Copy of PAN and Service Tax Registration Certificate failing which the tender will be liable for rejection.

The bidder should superscribe only the "Tender Call Notice No. & Date of Opening of the tender on the body of the Sealed Envelope". Bidder should not write their name or any other information on the body of the sealed envelope. Super scribing any other information on the body of the envelop, Conditional tender, Incomplete tender, Telegraphic / Fax / E-mail (etc.) Tenders & Tenders not accompanied with requisite amount of E.M.D. will be rejected. The authority reserves all rights to reject any, all or part of the Tender, alter/modify the requirement/ delete any part of the tender without assigning any reason thereof.

N.B:- Tender Paper must be purchased from this office only within stipulated period. No other mode like downloaded paper from website will be accepted.

GENERAL MANAGER
EHT (O&M) Circle, Chainpal

Energy is precious. Save it.

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SECTION-II

INSTRUCTIONS TO BIDDER

1. The contract shall be valid only for a period of 06 (Six) months from the date of opening of tender. The department reserves the right also to terminate the contract at any time during the contract period without assigning the reasons thereof.
2. The authority reserves the right to award the contract among any responsive bidders against this tender. Besides this, the authority reserves the right to accept or reject any or all tenders without assigning any reason thereof.
3. **The bidder has to submit all the documents as mentioned in Clause No.11 of SECTION-III. Also the documents must valid on the date of opening of tender should be submitted along with tenders, failing which the tender will be rejected. The bidder or their authorized representatives should produce the original documents mentioned in Clause No.11 of SECTION-III for verification at the time of opening of the tender. Those who fail to produce the same and found not to be valid on the date of opening of tender not matching with the Xerox copy submitted by the bidder; their tenders will be out rightly rejected. In case if only one bidder participate in the tender process or nature of urgency of work (decided by this office), then undersigned may consider the case (*but not mandatory) & he will be given a chance to produce original documents in this office within one week from the date of opening of the tender.**
4. In case of any dispute arising either in supply of material or any clause of agreement/ work order, the decision of the Unit Head, will be final and binding on the Bidder.
5. Tender with over writing, erased, illegible rates or rates not shown in figures and words in English will be liable for rejection. In case of discrepancy between words and figures noted against each item of the tender and between unit rates and total amount, the decision of the Competent Authority (Committee or Unit Head) accepting the tender will be final and binding on the bidders. Total of item and grand total of whole tender be clearly written. Correction in the tender, if un-avoidable, should be made by re-writing with dated initial of the bidder after scoring out wrong entries, clerical and arithmetical mistakes may result in the rejection of the tender.
6. The bidders shall sign on all pages of the tender document as a token of acceptance of all terms and conditions thereof and submit his quotations therein.
7. The schedule of prices should be filled up fully to indicate the break-up of the prices including taxes and duties. Incomplete submission of this schedule will make the tender liable for rejection.
8. Request from the bidder in respect of additions alternations, modifications, corrections of either terms or conditions or rates after opening of the tender will not be considered.
9. All correspondence relating to the tender shall be made with General Manager (El.), E.H.T. (O&M) Circle, OPTCL, Chainpal.

N.B:-

- i) *The Bill must be submitted with the video recording of the area to be cleaned before commencement of work & after completion of work in presence of Divisional & Sub-Divisional head.*
- ii) *The Rate quoted by the bidder will be judged as per the recent OPWD code.*

SECTION-III

GENERAL TERMS & CONDITIONS OF CONTRACT

Sealed tenders are invited in duplicate from intending Bidders having valid CIVIL Contract with Labour License, PAN and Service Tax registration for One time grass cleaning inside 400/220/132/33KV Grid sub-station, Meramundali under EHT (O&M) Circle, Chainpal.

1. SUBMISSION & OPENING OF TENDER:-

Tender shall be submitted with other documents in duly sealed envelope super scribed on the body of envelope "Tender for One time grass cleaning inside Grid sub-station, Meramundali". The bidder should write only Tender Specification No, the name of work and date of opening of the tender on the body of the sealed envelope. Bidder should not write their name or Agency name on the body of the sealed envelope which may make the offer liable for rejection.

2. RIGHT & AUTHORITY FOR REJECTION:- Tenders received after due date and time will be summarily rejected. The General Manager (Electrical), E.H.T. (O&M) Circle, Chainpal reserves the right to reject any or all of the tenders without assigning any reason thereof.

3. VALIDITY OF OFFER:- The offer should be firm and valid for a period of at least 120 days from the date of opening of tenders, Unless the tender will be rejected.

4. EARNEST MONEY DEPOSIT:- The tender should be accompanied with 1% of the total quoted amount towards Earnest Money Deposit (EMD) in shape of **Cash/ Bank Draft** in favour of EHT (O&M) CIRCLE, CHAINPAL payable at UCO Bank, TTPS, Talcher otherwise tender will be out rightly rejected. In case the B.D made any other nationalized bank payable at any clearing branch at Talcher/Angul will be allowed, But the bidders have to deposit the collection fee (Bank transaction fee) along with the EMD. The collection fee is Nonrefundable & It can't be taken into account of EMD deposit. The EMD of the unsuccessful bidders will be returned after finalization of tender. The EMD of the successful bidders will be returned only after the Security money deposited as per the clause No.(6) in Section (III). In case of successful bidder fails to execute the order satisfying all terms & conditions or also fails to commencement of work within stipulated date mentioned in the date of order, the Earnest Money Deposit will be forfeited. No interest will be paid on the EMD to any participator. No other mode than above for EMD Deposit will be accepted & bidder will be out rightly rejected.

5. PRICE:- The bidders are advised to quote their rate as per the price schedule in Section-V with break up prices including of all Taxes & Duties and shall remain upto the validity of tenders.

6. SECURITY DEPOSIT:- The bidders whose offer qualifies for acceptance will be awarded work order for execution of the works and the bidder shall have to deposit security amount equal to 10% (ten percent) of contract value in shape of cash/bank draft drawn in favour of respective paying officer, of OPTCL, The security deposit shall be released after completion of work (Completion Certificate & submission of Video Recording) on receipt of application for this purpose. No Interest shall be paid to the bidder towards the security deposit so deposited by the Bidder. The security deposit shall be deposited with the respective paying officer of OPTCL prior to commencement of work. In case of Non fulfillment of contractual obligation by the supplier, the same so deposited shall be forfeited.

7. COMMENCEMENT & COMPLETION OF WORK:- The works awarded should be commenced from 15 days of the award of the contract and completed within 60 days. If the work could not be completed within scheduled date due to any valid reason, then completion period may be extended on written request by the Bidder. If the work will not commence & complete within the stipulated period, then the penalty should be imposed as per clause No.08 of SECTION-III.

8. PENALTY: - Penalty @ ½%(half per cent) per week up to a maximum of 5% of the total value of the work order will be imposed and recovered from dues admissible if the work will not completed within the specified date in SECTION –III, clause-7. However imposition of penalty clause is subject to force majeure condition.

9. TERMS OF PAYMENT: - 100 % (one hundred percent) payment along-with full taxes and duties (if any) shall be made after successful completion of the work in all respect and verification reports (Video recording & JMC) thereof by respective consignee and Paying Officer and on receipt of funds from Head Office in this regard. After complete execution of work, the bidder shall produce the printed bills to the respective consignee/Paying Officer for effecting payment.

10. VIDEO RECORD: - The video recording of the area to be cleaned before commencement of work & after completion of work in presence of Divisional & Sub-Divisional head must be done submit the same in triplicate to the undersigned for approval. Video recording must be done by the bidder from his own cost.

11. DOCUMENTS:- The following Xerox copy should be submitted with the tender paper & the same will be verified with original documents at the time of opening of tender.

- i) **Civil Contract License (D class & above) with Labour License.**
- ii) Service Tax Registration Certificate from the Central Excise Deptt.
- iii) Valid PAN/ TIN.
- iv) VAT Regtd. & VAT CC (Optional)
- v) Experience Certificate (optional but priority will be given in tie condition)

12. ADDITION OR DELETION OF CONTRACT:- The Contract may be altered in quantum as per exigencies of work. The bidder shall accordingly provide services as may be required by the Officer- in -Charge on being given a notice of 15 days

13. ARBITRATION:- In the event of any dispute arising out his contract. The same shall be referred for arbitration to the Director (HRD) OPTCL, Bhubaneswar or any arbitrator appointed by the Chairman- Cum- Managing Director, OPTCL after due notice of claim and such appointment and the award of the arbitrator shall be final and binding arbitration and conciliation Act. 1996 shall apply. The venue of arbitration will be Bhubaneswar.

14. CONSIGNEE:- The AGM, Grid S/S Meramundali is the consignee for the contract..

15. VERIFYING/PAYING OFFICER:- The DGM, EHT(O&M) Division, Meramundali is the verifying Officer for the contract and DDO, EHT (O&M) Circle, Chainpal is the paying Officer for the contract.

16. JURISDICTION OF COURT:- Suits if any, arising against the work order to be issued to the Bidder shall be filled by either party in any court of law to which the jurisdiction of Odisha High Court extends.

17. SAFETY PRACTICE:- The Bidder must be followed the OPTCL safety Rule while performing the work. The workmen must provided Safety equipment by the contractor while performing the works .No deviation will be allowed and the Divisional head has got any power to stop the work at any time on the breach of safety practice after getting intimation from consignee.

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SECTION-IV
SCOPE OF WORK & PRICE SCHEDULE

The Scope of Work-The scope of works must cover the followings:-

1. First the video record of all the quantum of work, which has to execute by the Firm should be done in presence of consignee & DGM Meramundali.
2. The Firm must up-rooting and cleaning of grass including cutting of wild shrubs, plants, trees in the metal/Bolder and barren areas of switch yard completely and application of anti weed chemicals in metal area.
3. The contractor will have his own T&P, other materials required for cleaning and supply anti weed chemicals.
4. After Completion of cleaning work the video record must be done by the Firm of cleaning area in presence of consignee, DGM Chainpal & DGM Meramundali.

MANNER OF EXECUTING THE WORKS:-

1. Metal Area:- Cleaning of switch yard spreads with H.G. metal/Bolder and having equipment and their structures is to be taken up without any damage to the equipment and their foundation. The grass should be up rooted completely. No grass or weeds should be seen at the time of preparing JMC.
Anti weed chemical should be sprayed in the metal/Bolder area as per proportion specified by the manufacturer. The contractor shall procure the chemicals as per recommendation of the Engineer-in-charge/ paying officer.
The area should be made clear from wild shrubs/ unwanted plants and grasses etc., completely.
3. All the grass/ wild shrubs and unwanted plants so removed shall be dumped in a place and then lifted from the switch yard area as per the instruction of consignee.

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PRICE SCHEDULE

FOR ONE TIME GRASS CLEANING INSIDE 400/220/132/33KV GRID SUB-STATION, MERAMUNDALI UNDER
EHT (O&M) CIRCLE CHAINPAL

N.B:- The Firm may inspect the area to be cleaned at Grid S/S before quoting the price.

SN	Description	Area in Sq.mtr.	Rate per Sq.mtr in RS.	Amount in Rs.
1	400KV Switchyard Metal/Bolder/Non Metal Area area (Grass Cleaning & anti weed treatment)	72660		
A	Sub Total			
B	Taxes if any (Service Tax)			
C	Grand Total (Sl.A+ Sl.B)			

In words: (.....
.....) Only

Signature of the Bidder with date

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SECTION-V

DECLARATION BY THE BIDDER

1. Name of the bidder with Detailed postal address with Contact Number.
2. Earnest money deposited vide Cash receipt/ Bank Draft No.....Dated..... Amount in Rs.....(Rupees.....) only.
3. Tender Paper Purchased vide Cash receipt/ Bank Draft No.....Dated..... Amount in Rs.....(Rupees.....) only.
4. Xerox copy of PAN/TIN: Furnished/ not furnished
5. CIVIL Contract License Furnished/ not furnished
6. Xerox copy of VAT Registration certificate: Furnished/ not furnished
7. Xerox copy of VAT clearance certificate: Furnished/ not furnished
8. Xerox copy of Service Tax Registration No. Furnished/ not furnished
9. Agreed to furnish & accept Contract Security deposit clause: Yes/ No.
10. Agreed to accept payment terms as per Tender Specification. Yes/ No.
11. Agreed to adhere time period as per the contract: Yes/ No.
12. Agreed to accept penalty clause as per the tender: Yes/ No.
13. Attach past experience certificate for the similar jobs in OSEB/ GRIDCO or any other agencies. Yes/ No.
14. Agreed to keep validity of the offer for one year from the Date of tender opening without any variations in tender clause: Yes/ No.
15. Agreed to obtain labour contract license on event of work order from the competent authority (if required): Yes/ No.

Date:
Place:

Signature of the Bidder
with seal

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