

ODISHA POWER TRANSMISSION CORPORATION LIMITED



**OFFICE OF THE DEPUTY GENERAL MANAGER (ELECTRICAL)
E.H.T.(C)DIVISION, ANGUL, SIMILIPARA CHHACK,ANGUL – 759122
Telephone No. 06764-231773 (O)
mail id:ehc.div.ang@optcl.co.in CIN:U40102OR2004SGC007553**

TENDER SPECIFICATION
TENDER CALL NOTICE NO. EHT (C) / T / 05 / 2014-15 Dated 03.12.2014

FOR

**BID DOCUMENT
FOR
Procurement of**

1. 16x40 mm G.I nut & Bolts
2. 16x45 mm G.I nut & Bolts
3. 16x50 mm G.I nut & Bolts

START OF SALE OF TENDER SPECIFICATION : 05.12.2014
LAST DATE OF SALE OF TENDER SPECIFICATION : Upto 1.00 P.M. Of 15.12.2014
LAST DATE OF SUBMISSION OF TENDER : Upto 3.00 P.M. of 15.12.2014
DATE & TIME OF OPENING OF TENDER : At 4.00 P.M. of 15.12.2014

PRICE : Rs.630/-



ODISHA POWER TRANSMISSION CORPORATION LIMITED
(Government of Odisha Undertaking)
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mail id:ehhc.div.ang@optcl.co.in CIN:U40102OR2004SGC007553

No.

/ dated, Angul

TENDER CALL NOTICE NO. EHT (C) / T / 05 / 2014-15 Dated 03.12.2014

For and on behalf of the Odisha Power Transmission Corporation Limited, the undersigned invites sealed tender from the Manufacturers/Authorised Dealers/ Reputed Registered Firms having IT/ PAN/ VAT clearance and experience in similar type of materials given below.

Sl. No.	Description	unit	Qty
1	16x40 mm G.I nut & Bolts	KG	550
2	16x45 mm G.I nut & Bolts	KG	600
3	16x50 mm G.I nut & Bolts	KG	200

so as to reach this office on or before **15.12.2014 (MONDAY)** upto 3.00 PM which will be opened on the same day at 4.00 PM in presence of the tenderers or their authorised representatives, if any. The prescribed format of Tender Specification can be obtained from the office of the undersigned on payment of non-refundable cost of Tender Specification of **Rs. 600/- +5 % VAT** thereon, total amounting to **Rs. 630 /-** (Rupees Six Hundred Thirty) only in shape of Cash on any working day from 05.12.2014 to 15.12.2014 up to 1.00 PM.

The tender should accompany E.M.D. @ 1% of the tendered value in shape of Bank Draft / Banker's Cheque / Pay Order drawn in favour of **"E.H.T. Construction Division, OPTCL, Angul"** on any Nationalized Bank payable at Angul. VAT Registration Number / TIN Number & Income-Tax Permanent Account Number are to be submitted along with the tender.

The undersigned reserves the right to accept or reject any or all tenders, increase or decrease the quantity without assigning any reason thereof if situation warrants and OPTCL shall not be responsible for any postal delay at any stage.

**Dy.General Manager, Elec.
EHT(Constn.) Division, Angul**

CC:

- 1 .The G.M EHT(C) Circle,Jajpur Road/Bhubaneswar for favour of kind information.
- 2.Senior General Manager (Constn.)Zone-1, OPTCL, Bhubaneswar for favour of kind information.
- 3.Chief General Manager (Constn.), OPTCL, Bhubaneswar for favour of kind information.
- 4.SDO EHT (Constn.) Sub-Division, Angul. He is requested to display the tender Notice in their Notice Board.
- 5.The DGM,EHT(O&M)) Division OPTCL, Chainpal for kind information and wide circulation.
- 6.The DGM,EHT(O&M)) Division OPTCL,400/220/132 KV grid S/S Meramandali for kind information and wide circulation.
- 7.Notice Board / Cashier, EHT(Constn.) Division, Angul for information.



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Tender Specification

TENDER CALL NOTICE NO. EHT (C) / T / 05 / 2014-15 Dated 03.12.2014

Contents:

1. SECTION – I : Instruction to Tenderers.
2. SECTION – II : General Conditions of Contract.
3. SECTION –III : Technical Specification
4. ANNEXURES : I to V

No. _____ / dated, Angul the

Issued to:

M/s.....
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.....

**Dy.General Manager, Elec.
EHT (Constn.)Division, Angul**

SECTION – I

INSTRUCTION TO TENDERERS

1. Sealed quotations in duplicate (each complete with all details in the manner here-in-after specified) with drawings, descriptive literature, if any, tender form duly signed along with the tender and in doubled sealed covers superscribed on each of the cover with Tender Specification No. EHT (C) / T / 05 / 2014-15 to be received on 15.12.2014 are invited from reputed manufacturers / suppliers by the Dy.General Manager(Elect.), E.H.T. Construction Division, Angul up to 3.00 PM in accordance with Tender Specification No. EHT (C) / T / 05 / 2014-15 which can be obtained from the office of the Dy.General Manager(Elect.), EHT Construction Division, Angul on payment of Rs.600/- plus 5% VAT thereon amounting to Rs 630/-(Rupees Six Hundred Thirty) only by Cash up to 1.00 PM.
2. The purchaser may alter the quantities of material at the time of placing order.
3. Tenders will be opened in the office of the Dy.General Manager(Elect.), EHT Construction Division, At: Similipada Chhack, Angul, P.O.: Angul, Via: Angul, Dist.: Angulr-759122 at 4.00 PM on date prescribed in the Tender Call Notice in the presence of the tenderers or their authorized representatives who may be required to produce their letter of Authorization, failing which they may not be allowed.
4. Only those who have purchased the relevant specification can only submit their tenders, failing which the tenders submitted will be rejected.
5. The purchaser reserves the right to accept or reject any or all the tenders without assigning any reason whatsoever.
6. A) Tenders shall be submitted in person or by Registered post with A.D or by Courier Service. Any other means of delivery shall not be accepted. When submitted by post / Courier Service, postal delay shall not be entertained. When delivery in person, the tenders shall be received by a responsible officer of the office of the purchaser who shall officially acknowledge the receipt of the same. Tenders received after due date & time shall be returned un-opened.
B) Telegraphic tenders will not be entertained.
7. i) The tender shall be accompanied with 1% of the tendered value as Earnest Money deposit Bank Draft / Banker's Cheque / Pay Order drawn in any Nationalized Bank payable at Angul in favour of "**E.H.T. Construction Division, OPTCL, Angul**" failing which the tenders will be summerarily rejected.
ii) Small Scale Industries within the State of Orissa holding permanent Registration Certificate issued by Director Export Promotion and Marketing, Govt. of Odisha are exempted from payment of Earnest money deposit, if documentary proof of

registration with Director of E.P.M. for manufacturer of materials include in the specification accompanies the tender documents and registration is valid on the date of opening. On specific recommendation of the Director Industries, Orissa Small Scale Industries registered with Director of Industries may also be exempted from payment of Earnest Money.

The tender will be rejected REPEAT REJECTED if the authenticated proof of registration is not furnished.

Authenticated proof used in the above clause means Photostat copy of registration or copy of registration attested by the District Industries Officer. This should specifically show that they are registered to manufacture the item covered in the specification as the end product.

iii) Firms registered under D.G.S and D for the materials covered in the specification are exempted from payment of earnest money provided authenticated proof of such registration accompanies the tender documents and the registration is valid on the date of opening.

The Tender will be rejected REPEAT REJECTED if the proof of registration is not furnished.

Authenticated proof used in this clause means Photostat copy of registration only.

iv) The self-employed entrepreneurs registered with (N.S.I.C.) National Small Industries Corporation and who are in receipt of assistance either from the Government or Nationalized Banks or Institutions under the administrative control of the Govt. are exempted from payment of earnest money on submission of following documents alongwith their tenders.

a) Photostat copy of the valid N.S.I.C Certificate of Registration, which should cover the item of which they submit tender.

b) Documentary proof of assistance received by a self-employed entrepreneur from the authorities concerned.

iv) All Government undertakings are exempted from payment of earnest money deposit. They should submit authentic proof in support of the same.

v) In the case of unsuccessful tenderer, the Earnest Money will be refunded only after the tender is decided. In the case of the successful tenderer the Earnest Money will be taken into account in arriving at the Security Money referred to in clause (9) of Section - II General Condition of Contract.

vi) Earnest Money will be forfeited if the tenderer fails to execute the purchase order issued in his favour for the quantities decided in his favour in full or part.

8. The tenders should be valid for a period of 120 days from the date of opening of the tender, failing which the tenders will be summarily, rejected REPEAT REJECTED.

9. Tenderers are expected to be fully conversant with the meaning of all the clauses of the specification before submitting their tenders. In case of doubt regarding the meaning of any clause the tenderer may ask for clarification from the Dy.General Manager, EHT Construction Division , Angul. This should be done before the due date fixed for receipt of tender.

10. Tenderers are required to submit the tender in duplicate in separate sealed covers superscribed as "Tender Specification No" EHT (C) / T / 05 / 2014-15

The above two sealed covers should be placed in an outer sealed cover duly superscribed as tender Specification No EHT (C) / T / 05 / 2014-15 due to be opened on date 15.12.2014 at 4.00 PM.

The tender shall contain the following documents.

- i) Declaration Form duly filled-in.
- ii) Earnest Money / Documents in support of exemption from Earnest Money deposit, if any.
- iii) Technical Specification.
- iv) Photostat copy of Type Test certificate of material offered (Conducted within last 5 years from any Govt. of India approved laboratory. Xerox copy of the proof of this should be furnished along with the tender).
- v) List of orders executed for similar material during recent three years.
- vi) Abstract of terms & conditions in the prescribed proforma.
- vii) General Terms and Conditions of offer.
- viii) Bio-data of bidders.

11. Overwriting shall be avoided and each page of tender document shall be signed and sealed with official rubber stamp by the tenderer.

SECTION -II

GENERAL CONDITIONS OF CONTRACT.

1. **Scope:** The specification covers for the item mentioned in the tender notice and covers the design, manufacturer, testing of materials before despatch and delivery at Destination within Orissa State (Place will be mentioned in the Purchase order).
2. **Drawings & Descriptive Literatures:** Out line drawings and descriptive literatures of materials should accompany the tender giving full details of the stores from where materials are to be supplied.
3. **Test Certificates :** Test Certificates of the material shall accompany the tender other wise the tender is liable to be rejected. The tenderer is required to furnish a Xerox copy showing list of similar orders executed earlier and the current orders in hand for execution.
4. **Standard :** The materials shall confirm to the latest publications of relevant I.S.S.
5. **Guarantee :** The stores covered by this specification should be guaranteed for satisfactory operation for period of at least 18 months from the date of supply or 12 months from the date of use which ever is earlier. Any defect noticed during the period should be rectified by the supplier free of cost provided such defects traced out due to faulty design, bad workmanship or bad materials used.

The tenderer should guarantee the following among other things.

 - i) Quality and strength of materials used.
 - ii) Safe mechanical and electrical strength of all parts of materials as required under relevant I.S.S.
 - iii) Satisfactory operation during guarantee period.
6. **Price:** The price should be firm for delivery at **EHT (C) Sub-Division, Angul** inclusive of Packaging & forwarding, freight and insurance charges and exclusive of excise duty and other taxes and duties. However the tenderer shall also furnish the break up prices, giving ex-factory price, packing and forwarding charges, excise duty, Railway freight assumed, Insurance premiums assumed and other charges so that in case the tender has assumed any in-correct figures regarding freight etc. the same can be suitably altered for a further comparison of his offer with other offers. The rate of Sales Tax (C.S.T. or VAT/O.S.T.) payable at concessional rate should be clearly indicated.

Any price other than F.O.R. destination price as described above shall not be considered.
7. **Terms of Payment :**The terms of payment for the stores covered by the specification are :-

90% of the total contract value of the material delivered with the Sales Tax and other Taxes shall be paid within one month after receipt of materials with relevant documents at site in good condition. Balance 10% payment will be made after due approval of Guarantee Certificate and Test Certificates.
8. **Delivery and Penalty :** Delivery of materials covered under this specification shall be completed within 30 (Thirty) days from the date of issue of purchase order.
 - a) If the delivery is delayed beyond the stipulated period as incorporated in purchase order, penalty @ half percent of the contract value per week subject to a maximum of 5% of the contract price shall be levied.
 - b) The supplier shall give notice to the consignee of his intention of making delivery of materials and on the materials being accepted at destination a receipt shall be issued by the consignee. No materials should be considered as delivered until issue of a receipt to that effect.
 - c) On completion of the delivery of materials, the supplier shall be furnished with a certificate to that effect. But the delivery will not be considered complete until the supplier removed all rejected materials from site after replacement.

9. **Security Deposit :** The successful tenderers will be required to deposit a sum amounting to 10% of the contract value in any of the approved forms viz: Cash / Bank Draft / Bank Guarantee / State Government Securities, Security Deposit offered in shape of Bank Draft and should be made payable to the " Dy.General Manager, EHT Construction Division, OPTCL, Angul" and Security Deposit offered in cash and other forms of securities should be paid in favour of **E.H.T. Construction Division, OPTCL, Angul.**
Small scale Industries of Orissa registered with the Director of E.P.M. Orissa shall be exempted from payment of Security Deposit.
All Government undertakings whether of Central or State shall be exempted from Security Deposit.
10. No interest is payable either in case of Earnest Money or Security Deposit. Security Deposit will be forfeited if the successful, tenderer fails to execute the order placed on him.
11. **Test Report:** The supplier shall conduct all tests as required under relevant I.S.S. in his factory. If the purchaser has reasons to doubt the adequacy of the suppliers testing facilities, the test may be conducted at any other test house approved by the purchaser, test reports shall be furnished in triplicate for approval of the purchaser.
12. **Insurance:** The Insurance of stores covered by this specification should normally be done with your own insurance. The responsibility of delivery of the Stores at destination in good condition rests with the suppliers. Any claim with the insurance company or Railway authorities arising due to loss or damage in transit has to be settled by the supplier. The Supplier shall undertake free replacement of materials damaged or lost which shall be reported by the consignee within 30 (thirty) days of receipt of the materials at destination.
13. **Inspection :** The Stores will be inspected by the Inspecting Officer authorised by this office from time to time prior to their despatch to destination. Intimation about readiness to despatch of Stores should be sent at least 15 days in advance. The supplier shall offer all facilities to the Inspecting Officer for such inspection at their works.
14. **Jurisdiction of Court:** Suits, if any, arising out of this contract shall be filed by either party in a court of law to which the jurisdiction of High Court of Orissa extends.
15. **Sales and Income Tax Clearance:** PAN, Sales Tax and Income Tax Clearance Certificates valid on the opening date of tender should be enclosed with the tender.
16. **Right to Reject /Accept any Tender:** The purchaser reserves the right either to reject or accept any or all tenders. The purchaser has exclusive right to alter the quantities of material at the time of placing final purchase order. After placing of order the purchaser may defer the delivery of materials. It may be clearly understood by the tenderer, that the purchaser need not assign any reasons for the above actions.
17. **Suppliers Responsibility :** Notwithstanding any thing mentioned in the specification or subsequent approval or acceptance of the purchase, the ultimate responsibility of the design materials used and satisfactory performance shall rest with the tenderer.
18. The Suppliers shall treat the details of the specification and other tender documents as private and confidential and they shall not be reproduced without the written authorization of the purchaser.
19. **Cancellation:** In case the supply is delayed partly or fully by more than 4(Four) weeks, the purchaser shall have right to cancel the purchase order without further notice to the supplier and the supplier shall have no claim to compensation in any ground.
20. **Consignee:** Sub-Divisional Officer, EHT(Constn.) Sub-Division, Angul will be informed through purchase order.
21. **Despatch Instruction:** The materials shall be despatched to the Consignee only with proper packing as per I.S.S. as per despatch instruction mentioned in the purchase order.
22. **Paying Officer:** Bills in triplicate cleared marked as "**Original**", "**Duplicate**", "**Triplicate**" shall be furnished to the paying Officer, whose address will be informed through Purchase Order.

SECTION - III

TECHNICAL SPECIFICATION

Sl. No.	Description	unit	Qty
1	16x40 mm G.I nut & Bolts	KG	550
2	16x45 mm G.I nut & Bolts	KG	600
3	16x50 mm G.I nut & Bolts	KG	200

Tenderers are advised to meet the SDO, EHT(Constn.)Sub- Division, Angul and collect the samples of the above items to clear the doubts and acquaint themselves with materials before tendering.

ANNEXURE – I
DECLARATION FORM

TENDER CALL NOTICE NO. EHT (C) / T / 05 / 2014-15 Dated 03.12.2014

To

The Dy.General Manager,
E.H.T. Construction Division,
OPTC Ltd., Angul.

Sir,

After careful examination of the above specification together with the general conditions referred therein we hereby offer to supply the material

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covered there on complete in all respect at the rate quoted in attached schedule of price in the tender. Our offer is valid upto 120 days from the date of opening of tender.

2. We hereby undertake to have the materials delivered within the time specified in the tender and to adhere to the quantity to be supplied at destinations to be prescribed.
3. We hereby guarantee the technical particulars given in the tender, supported with necessary test reports from concerned authorities.
4. We certify to have purchased a copy of the tender papers by remitting Rs 600/- plus VAT @ 5% thereon amounting to Rs 630/-(Rupees Six Hundred Thirty only) by cash and this has been acknowledged by you in your receipt No..... Dated
5. We agree to furnish the security deposit in the manner to be decided by the competent authority.

We remain.

Yours faithfully,

Signature :
Date:

Note: The form should be duly filled by the tenderer and returned to the Dy.General Manager(Elect.), E.H.T. Division, OPTC Ltd., Angul along with tender.

ANNEXURE - II

ABSTRACT OF TERMS & CONDITIONS

(This proforma should be filled in with all information by the tenderer and should be furnished alongwith the Tender)

1. i) Name & address of the firm _____
ii) Earnest Money Furnished _____
 - a) Cash _____
 - b) Bank Guarantee _____
 - c) Bank Draft _____
 - d) Proof in support of _____
E.P.M. Registration _____
D.G.S & D/N.S.I.C. _____
2. Validity: _____
3. Price Basis:- F.O.R. _____
4. Rate of Insurance Charges _____

5. Rate of Freight Charges _____
6. Rate of Excise Duty _____
7. Rate of Sales Taxes _____
8. Rate of other Charges _____
9. Nature of Price: Firm/ Variable _____
10. In case the price is variable _____
whether base price & P.V.
formula furnished or not _____
11. Price Variation Ceiling _____
12. Terms of Payment :
 - a) Whether agreeable to OPTCL _____
terms or not ? _____ Yes / No _____
13. Delivery : _____
Date of commencement _____
14. Guarantee : _____
Whether agreeable to OPTCL _____
terms ? _____ Yes / No _____
15. Penalty : _____
Whether agreeable to OPTCL _____
terms ? _____ Yes / No _____

16. Whether agreed to furnish 10% composite Bank Guarantee _____
(In case of out State firms / 8.5% of contract value in case his tender becomes successful.
17. Whether Guaranteed Technical particulars are furnished ? _____
18. Whether dimensional design drawing furnished or not ? _____
19. Whether recent type test certificate from any Government approved laboratory furnished within 5 years ? _____
20. Whether material bear I.S.I marks _____
21. Manufacture's Names & it's _____
Trade Mark. _____

Signature of Tenderer

Name :

Designation (Seal)

ANNEXURE-III

List of orders executed for similar materials during recent three years.

(Schedule of Installations)

Sl. No.	Description of Material	Qty.	Place of Installation & complete postal address	Year of Commissioning
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Place :

Signature :

Date:

Name:
Designation:
(Seal)

ANNEXURE - IV

BIO-DATA OF THE BIDDER

1. Name of the Schedule (s) :
(for which quotation being submitted)
2. Specification No. :
3. Name of Firm :
4. Address of Registered Office :
5. Fax No. :
6. Name of sister concern of :
Associated company if any
7. Status of the Firm : Manufacturers/Dealer/Distributor /
(in case of dealer or distributor : Stockist / General Order Supplier /
furnish the certificate) Importer.
8. In case of Manufacturer furnish the
following details.
 - a) Factory Address :
 - b) Details of Plant & Machineries :
installed.
 - c) Production capacity per month :
 - d) Number of Employees :
9. Sales Tax Registration No. :
10. I.T. Account Number :
11. Name of Banker :
12. Details of hypothecation :
13. Sales as per last Financial Year's record :
14. Name of the Important Customer :
(Enclose a Photostat of P.O. received :
from the mentioned customer recently)
15. Are you capable of supplying the total :
package.
16. In case you intend to supply a part of the :
package name the items for which you are
submitting your offers.
17. Maximum time required for delivery of :
total package offered quantities in case
order is placed on you.
18. Details of Certificate/ Membership Awards / :
Letter of appreciation etc., if any received
by you.
19. Have you received any P.O. from OSEB/ :
GRIDCO / OPTCL earlier. (If yes, mention
Order No(s).)
20. Mention the brand name of quoted item :
21. Special features of the offered product, if any :

**Signature of the Tenderer
with Seal & Date:**