ଓଡ଼ିଶା ଶକ୍ତି ସଂଚାରଣ ନିଗମ ଲିଃ.
ODISHA POWER TRANSMISSION CORPORATION LTD.
(A Govt.of Odisha Undertaking)
CIN-U40102OR2004SGC007553
Office of the Superintending Engineer (Civil) Bhubaneswar
CIVIL WORKS CIRCLE,BHOI NAGAR,BHUBANESWAR-751022
Phone no.-06742-545489(O),***Email:cvl.cle.bbs@optcl.co.in***

NO. 1382 **Date** 31/8/26

EMPANELMENT OF CONTRACTORS (C&D CLASS)

Superintending Engineer(Civil),Civil Works Circle, Bhubaneswar on behalf of OPTCL,invites application from reputed and experienced contractors(C & D) for empanelment for a period of (one year),extendable for further period as decided by competent authority to execute landscaping works under Civil Works Circle for an amount up to Rs.5.00 lakh in the following fields:-

ABOUT:

Civil Works Circle, Bhubaneswar of OPTCL looks after the civil maintenance requirements of over 200 Grid sub-Stations and different office building complexes across Odisha.

QUALIFICATION CRITERIA:

For Landscaping Works:

I. The agency must be registered with Govt. of Odisha having a valid **C or D class** civil contractor licence with minimum validity of at least up to 31/03/2027.
II. The agency must be possessing a valid GST & PAN.
III. The agency should have nursery registration under his name or agreement with a registered nursery.
IV. Labour Licence for nursery.
V. Valid contractor license (C&D Class only).
VI. PAN Card with last 3 years IT return acknowledgement copy (For FY 2022-23, 2023-24, 2024-25).
VII. GST Registration Certificate.
VIII. EPF & ESI Certificate (if any) with last 3 months challan (JUNE-2026 TO AUGUST-2026).
IX. Copy of nursery registration or agreement copy with a registered nursery for Landscaping Works.

DOCUMENTS REQUIRED:-

I. Valid contractor license (C&D Class only).
II. PAN Card
III. Last 3 years IT return acknowledgement copy (For FY 2022-23, 2023-24, 2024-25).
IV. GST Registration Certificate.
V. EPF & ESI Certificate (if any) with last 3 months challan (JUNE-2026 TO AUGUST-2026).
VI. AFFIDAVIT (Original to be submitted) which is attached in ANNEXURE- I
VII. Copy of nursery registration or agreement copy with a registered nursery for Landscaping Works.

SUBMISSION OF APPLICATION:

I. Application form can be obtained from office of undersigned. The bidders must fill in the forms in Annexure I & II along with the required documents filled in all shape in an envelope super scribing **"EMPANNELMENT APPLICATION FOR CIVIL WORKS CIRCLE, OPTCL: " FOR LANDSCAPING WORKS"**. The filled in application form along with all requisite documents will be **received from 03.09.2026 to 19.09.2026 up to 5.00P.M, in the office of the undersigned except on holidays.**

II. **The application will be opened on 24.09.2026 at 11.00A.M** in the office of the undersigned in the presence of the bidders or their authorised agent who wish to attend. If the office happens to be closed on the last date of receipt and opening the document will be receive and opening will be done on the next working day at the same time and venue.

III. The documents may be submitted to the office of the undersigned **physically or by post (speed post/registered post only) from 11.00 Hours on dated 21.09.2026 to 17.00 Hours on dated**

23.09.2026. The undersigned shall not be responsible for any postal delay.

IV. The bidders are to submit an affidavit certifying the documents & information furnished by them are genuine and they agree to all the terms and condition of the empanelment.

V. The Authority reserves the right to reject any or all applications without assigning any reason thereof.

VI. The submission of application shall be deemed as bidders acceptance to work anywhere in Odisha.

SELECTION OF BIDDERS:

I. The bidders shall be invited for individual work from the empanelled list having valid GST & License based on the discretion of the undersigned.

II. Preference will be given to those contractors, who have successful records of completing & executing Qualitative works under OPTCL.

III. Time being essence of each project, the bidders with good on-time completion track record will be preferred over others.

IV. The bidders having EPF & ESI certificate will be preferred for 'higher risk' works based on the risk assessment of the divisional heads. The bidders not possessing the same shall only be considered for general repair works.

V. A bidder can ordinarily have maximum of 2 nos. of running work orders at any given time. However the undersigned reserves the right for change of criteria as and when required in case of emergency.

VI. For Landscaping works, bidders with prior experience in Govt. / PSU shall be preferred.

VII. Empanelment alone doesn't guarantee invitation for works and the discretion of selection of bidders lies solely with the undersigned.

VIII. Complaints received against any bidder in any form regarding quality, late completion or any such reason thereof shall make the bidder liable for rejection from any future consideration.

IX. The bidder can be invited for works outside his preferred section and the choice of preferred section is not abiding. The empanelment list

being a state-wide list, the bidders agree to work in any place across Odisha.

X. Multiple application from single bidder for same category work shall be rejected.

DELISTMENT OF BIDDERS:

We may delist the Contractor due to following reasons.

I. Job not started in time.

II. Job not completed within stipulated time.

III. Certification of poor workmen ship.

IV. Non-submission of documents.

V. Submission of wrong information during empanelment.

VI. Sublet and/or transfer the contract to the other party.

SUPERINTENDING ENGINEER (CIVIL) I/C

31/08

Memo No. 1383 (5) / Date. 31/8/26

Copy submitted to Director(Operation)/ CGM(F)CFO/ CGM(F)B&C/ Company Secretary/ GM(F)B&C,OPTCL,Bhubaneswar for kind information and necessary action.

SUPERINTENDING ENGINEER (CIVIL) I/C

31/08

Memo No. 1384 / Date. 31/8/26

Copy submitted to C.G.M (IT), OPTCL, Bhubaneswar for favour of information and publication of the same in the OPTCL website www.optcl.co.in.

SUPERINTENDING ENGINEER (CIVIL) I/C

31/08

Memo No. 1385 (2) / Date. 31/08/26

EPF

Copy to the Executive Engineer, Civil Works Division No.I, OPTCL, BBSR/ Executive Engineer, Civil Works Division No.II, OPTCL, BURLA for information with a request to publish in their notice board for wide circulation of all concerns.

SUPERINTENDING ENGINEER(CIVIL) I/C

31/08

Memo No. 1386 (21) / Date. 31/8/26

Copy to all Sub Divisional Officer (Civil) of all subdivision/all Junior Manager (Civil) of all section under this circle for information with a request to publish in their notice board for wide circulation of all concern.

SUPERINTENDING ENGINEER(CIVIL) I/C

31/08

Memo No. 1387 (4) / Date. 31/08/26

Copy to DY.Manager (F)/TA to SE (Civil)/Estimator/Notice Board of Civil Works Circle, OPTCL, BBSR for information and necessary action.

SUPERINTENDING ENGINEER(CIVIL) I/C

31/08

FORM-A

GENERAL DETAILS

NAME OF THE BIDDER	
REGD.AUTHORITY	
REGD.TYPE-GENERAL/SC/ST/PH	
REGD.LICENSE VALID UPTO	
REGD.NO.	
CLASS OF REGD. NO.	
GST REGD.NO.	
PAN NO.	
EPF	
ESI	
A) Nursery Licence Reg. No. / Agreement. (Only to be filled by agencies interested for Land-Scaping works)	

ADDRESS FOR CORRESPONDENCE

AT		PIN	
PO		STATE	
PS		MOBILE NO(COMPULSORY)	
DIST		E-MAIL ID(COMPULSORY)	

Declaration:-All the above statements are correct and finding false will be liable for rejection of the application

Signature of Bidder

FORM-B

LIST OF SECTIONS UNDER CIVIL WORKS CIRCLE.

A. CIVIL WORKS DIVISION-I,BHUBANESWAR.

1. Section under Civil works Sub-Division, Bhubaneswar.
   a)C.W.Section-I,BBSR
   b) C.W.Section-II,BBSR
   c) C.W.Section-III,BBSR
   d) C.W.Section-Cuttack
   e) C.W.Section-Choudwar

2. Section under Civil works Sub-Division, Balasore
   a)C.W.Section-Balasore
   b) C.W.Section-Jajur road
   c) C.W.Section-Anugul

3. Section under Civil works Sub-Division, Berhampur
   a)C.W.Section-Berhampur
   b) C.W.Section-Raygada
   c) C.W.Section-Jeypore

B. CIVIL WORKS DIVISION-II,BURLA.

1. Section under Civil works Sub-Division, Burla
   a)C.W.Section-Burla
   b) C.W.Section-Rourkela
   c) C.W.Section-Bolangir

PREFERRED CHOICE OF SECTION(See Clause-IX of Selection of Bidder) (Only One):	

Signature of Bidder

ANNEXURE- I
(Original to be submitted)

AFFIDAVIT

1. The undersigned do hereby certify that all the statements made in the required attachments are true and correct.

2. The undersigned also hereby certifies that neither **I / our** firm M/s _____ nor any of its constituent partners have abandoned any road/ bridge/Irrigation /Buildings or other project work in India nor any contract awarded to us for such works have been rescinded during the last five years prior to the date of this bid.

3. The undersigned hereby authorised and request (s) any bank, person, firm or Corporation to furnish pertinent information as deemed necessary and as requested by the Department to verify this statement or regarding my (our) competency and general reputation.

4. The undersigned understands and agrees that further qualifying information may be requested and agree to furnish any such information at the request of the Department.

5. The undersigned agrees to work anywhere in Odisha.

6. The undersigned have no known competing financial intrest, or personal relationships that could have appeared to influences the work on reported.

Signature of Bidder

ANNEXURE – II

WORKING EXPERIENCE IN OPTCL(If Any)

LIST OF PROJECTS EXECUTED

[As per ITB Clause No.2.5 (Special Criteria) with Experience Certificate from competent authority]

Name of Employer	Name of location and name of work	Contract price in Indian Rupees	Items of works	Date of starting the work as per Agreement	Stipulated date of completion of the work as per Agreement	Actual date of completion of the work	Reasons for delay in starting/ completion, if any
1	2	3	4	5	6	7	8

Note:

***Documents in support of Work experience certified by the Engineer in Charge not below the rank of Executive Engineer Must be furnished**

Signature of the Bidder