

# ଓଡ଼ିଶା ବିଦ୍ୟୁତ୍ ଶକ୍ତି ସଂଚାରଣ ନିଗମ ଲିଡ.

ODISHA POWER TRANSMISSION CORPORATION LIMITED

(A Govt. of Odisha undertaking)

CIN – U40102OR2004SGC007553

REGD. OFFICE: JANPATH, BHUBANESWAR-751022,

OFFICE OF THE GENERAL MANAGER (Elect)

EHT (O&M) CIRCLE, BHUBANESWAR

AT-Grid Sub-Station, Chandaka, PO-KIIT

Bhubaneswar-751024

E-mail - [ehm.cle.bbs@optcl.co.in](mailto:ehm.cle.bbs@optcl.co.in)



=====

**EXPRESSION OF INTEREST FOR THE YEAR:2020-21 FROM ELIGIBLE VENDORS TO PREPARE A VENDOR LIST FOR EHT(O&M),CIRCLE,BHUBANESWAR FOR EXECUTION OF DIFFERENT TYPES OF CIVIL, ELECTRICAL WORKS AND SUPPLY OF DIFFERENT MATERIALS IN DIFFERENT GRID SUB-STATIONS AND OFFICES UNDER EHT(O&M),CIRCLE ,BHUBANESWAR**

**COST OF DOCUMENT : Rs.200/- ( by cash )**

Money Receipt No.....

Date:.....

GSTIN:.....

**GENERAL MANAGER (ELECT)**  
EHT (O&M) CIRCLE, BHUBANESWAR

# ଓଡ଼ିଶା ବିଦ୍ୟୁତ୍ ଶକ୍ତି ସଂଚାରଣ ନିଗମ ଲିଡ.

ODISHA POWER TRANSMISSION CORPORATION LIMITED

(A Govt. of Odisha undertaking)

CIN – U40102OR2004SGC007553

REGD. OFFICE: JANPATH, BHUBANESWAR-751022,

OFFICE OF THE GENERAL MANAGER (Elect)

EHT (O&M) CIRCLE, BHUBANESWAR

AT-Grid Sub-Station, Chandaka, PO-KIIT, Bhubaneswar-751024

E-mail - [ehm.cle.bbs@optcl.co.in](mailto:ehm.cle.bbs@optcl.co.in)

**EXPRESSION OF INTEREST FOR THE YEAR: BBS /2020-21**  
**OF EHT (O&M) CIRCLE, BHUBANESWAR**



1. SECTION-I Instruction to tenderers
2. COMMENCEMENT OF SALE OF DOCUMENTS Dt.04.03.2020 (11:00AM to 5:00 P.M.)
3. LAST DATE & TIME OF RECEIPT OF DOCUMENTS Dt.23.03.2020 (Up to 3:00P.M.)

GENERAL MANAGER (ELECT)  
EHT (O&M) CIRCLE, BHUBANESWAR

**INFORMATION TO VENDORS**

The interested vendors must read in detail the instruction and submit their relevant documents along with Vendor Enlistment Form in a closed envelop and kept in an outer envelope super-scribed as:

- **EXPRESSION OF INTEREST FOR THE YEAR: BBS /2020-21**

- From (Name of the Company) with detail address

1. General Manager EHT (O&M), Circle, OPTCL, Bhubaneswar intends to prepare a vendor list for EHT (O&M) Circle, Bhubaneswar for execution of different Civil and Electrical Works and supply of different materials in different Grid sub-stations and offices under the jurisdiction of EHT (O&M) Circle, Bhubaneswar for estimated value of up to Rs 1(one) lakh as mentioned below:-

- a) For execution of different Civil, Electrical works through Civil contractors and MV & HT Electrical license holders respectively.
- b) For procurement of different electrical consumable materials like different types of fuses, Electrical contractors, wires, Ferrules, lighting materials , Panel indicators, insulation boards, Switch yard light fittings, LEDs. etc from reputed manufacturers , Company distributors , authorized dealers, reputed suppliers, etc.
- c) For procurement of sanitary/ hardware materials like nuts, bolts, markin cloth, paints, grease, mobil, cotton waste, silica gel, Rustolene, CRC , oil leakage arrestors, clamps and connectors, chequered plates, Petroleum jelly, Aluminum binding tapes, M-seal compound, PH and sanitary materials, cutting tools, T & P materials etc.
- d) Printing & supply of stationary materials, flex printing materials by reputed suppliers and printers.
- e) For repair of electrical fans, motor pumps etc by reputed repairing units.
- f) For procurement of Bay marshalling Kiosks, ACDB, DCDB panels, console boxes, Chairs, tables, Almirahs, racks etc, from manufacturers, authorized dealers, reputed suppliers, SSI units, DGS&D, EPM Rate Contracts Holders etc.
- g) Supply of different IT consumables like catridge, ribbon, chords etc and repair of computer, printer, UPS, FAX etc from reputed suppliers, authorized dealers.
- h) Supply of different chemicals and gases for oil testing equipments of laboratory.
- i) Arrest of Transformer oil leakage/ hydraulic oil leakages etc.
- j) Fire Extinguishers:-Refilling
- k) Painting of equipments & Transformers

2. Those who are interested to get empanelled in the vendor list should furnish their willingness along with the following documents to the office of the undersigned on or before Dt. ....../...../2020 in person/by Registered post/ speed post. The list so finalized after scrutiny shall be displayed in the OPTCL website and Notice Board of this office.

**3. Documents Required**

**I. For Civil and Electrical works.**

1. Valid Contractor License.
2. Up to date GST/VAT Clearance certificate, PAN Card.
3. GST Registration certificates, Income tax return, turnover of last 3years.
4. Present address for communication, telephone numbers (land and mobile), E-mail id is compulsory for correspondence
5. Past experiences( along with copy of Orders) of execution of similar works if any, Mention the nature of works capable of executing in OPTCL.

**II. For Supply of Materials and repairing works.**

1. Firm registration certificates.
2. GST Clearance & PAN Card.
3. **Authorized Dealership Certificate**, Manufacturer's license, if any.
4. Present address for communication, Phone numbers (Landline and Mobile), E-mail id is compulsory for future correspondence
5. Mention the types of materials capable of supplying/rep[airing

4. **CONDITIONS**

- a) Vendor Enlistment Form will be collected from the EHT(O&M) Circle, OPTCL,BBSR by submission of application form and cost of Rs.200/- by cash *during office hours i.e 10AM to 5:30PM in all working days before the date and time notified for sale of documents.*
  - b) Documents shall be submitted either in Person or by Registered post with A.D/Courier service at the office of the EHT (O&M) Circle, OPTCL,BBSR. Any other means of delivery shall not be accepted.
- 5. The EXPRESSION OF INTEREST shall be outright rejected if they do not comply with the following requirements.**
- a) Vendor should have purchased the Vendor Enlistment Form from the office of the General Manager, EHT (O&M) Circle, OPTCL, Bhubaneswar and submit the same with enclosed original money receipt of this Office.
  - b) Documents shall be submitted in person or by Registered post with A.D/Courier service which should be received before closing date .
  - c) Documents shall not be submitted by E-mail.
  - d) Non submission of Xerox copies of self-attested documents.
  - e) The Vendor shall submit duly filled up Vendor Enlistment Form
- 6. The final vendor list shall be displayed in OPTCL web site and notice board in the office of the undersigned which will be intimated through their mail id.**

**GENERAL MANAGER (ELECT)**  
EHT (O&M) CIRCLE, BHUBANESWAR

# ଓଡ଼ିଶା ବିଦ୍ୟୁତ୍ ଶକ୍ତି ସଂଚାରଣ ନିଗମ ଲି.ଟି.

ODISHA POWER TRANSMISSION CORPORATION LIMITED  
EHT(O&M)CIRCLE,BHUBANESWAR  
VENDOR ENLISTMENT FORM-2020-21

- 1 Name of the Firm .....
- 2 Type of Business Firm  
( Proprietorship/Company/Partnership) .....
- 3 Place of Business:  
( with detailed address) .....
  
- 3 Telephone/Mobile No. ....
- 4 E-mail ID .....
- 5 PAN No. ....
- 6 GSTIN .....
- 7 Type of License:  
( Civil/Electrical/Transport/others if any ) .....
- Regd. No. and Validity Period: .....
- 8 Nature of Business: .....
- 9 Whether the firm is Manufacturer/Channel  
Partner/Distributor/Authorised Dealer  
( Details should be Furnished ) .....
- 10 Past Experience in executing Orders of OPTCL  
or any Government organisation .....
- ( Details to be Furnished) .....
- 11 Sales/Turnover of last three Years  
( Year wise Break up to be submitted ) .....
- 12 Details of enlisted in vendor at other units of  
OPTCL .....

I/We solemnly declare that the information furnished by me / our firm are true to the best my/our knowledge and belief. If anything found false the name my /our firm may be deleted from the vendor listing of EHT(O&M), Circle, Bhubaneswar

Dat.....

Authorised Signatory

Place:.....

with seal of the Firm