



ଓଡ଼ିଶା ବିଦ୍ୟୁତ ଶକ୍ତି ସଂଚାରଣ ନିଗମ ଲିଡ.
ODISHA POWER TRANSMISSION CORPORATION LTD.

(A Government of Odisha Undertaking)

CIN – U40102OR2004SGC007553

REGD. OFFICE: JANPATH, BHUBANESWAR – 751022,
OFFICE OF THE DEPUTY GENERAL MANAGER (ELECT.)

EHT (O&M) DIVISION, DHENKANAL

At/Po- Gundichapada, PIN-759025, Dhenkanal (Odisha)

[CIN: U4102OR2004SGC007553](#)

[/ GSTN: 21AAACO7873L1Z6](#)

[Email: ehtm.div.dkl@optcl.co.in](mailto:ehtm.div.dkl@optcl.co.in)

TENDER SPECIFICATION

No. 03/2024-2025

for

**“Procurement of different types of Identification Boards required for GSS
under EHT (O&M) Division Dhenkanal”**

SALE OF TENDER SPECIFICATION

STARTS FROM:

DT. 14-10-2024 (From 10:00AM)

LAST DATE FOR SALE OF TENDER

SPECIFICATION:

DT. 29-10-2024 (Up to 01:00 P.M.)

LAST DATE OF SUBMISSION OF

TENDER:

DT. 29-10-2024 (Up to 02:00 P.M.)

DATE OF OPENING OF TENDER:

DT. 29-10-2024 (At 03:00 P.M.)

COST OF TENDER PAPER:

Rs. 2000.00+18%GST extra)

EMD:

Rs 5000.00 only

Estimated Amount :

Rs 498810.00 (Inclusive GST @18%)

ISSUED TO

M/S.....

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TENDER SPECIFICATION FOR TENDER CALL
NOTICE No. -03/2024-25
of EHT (O&M) DIVISION, DHENKANAL
INDEX

1.	SECTION – I	Instruction to Bidders
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3.	SECTION – III	Technical Specifications
4.	SECTION – IV	List of Annexures
	ANNEXURE – I	Schedule of Price
	ANNEXURE – II	Detail Data Sheet
5.	COST OF TENDER PAPER (Non-refundable)	Rs. 2000/- + 18%GST=Rs.2360/- (Rupees Two thousand three hundred sixty) only by Bank Draft only drawn in favour of General Manager, EHT(O&M) Circle, Chainpal OPTCL, payable at UCO bank, TPS Talcher Branch, Thermal Power Station, Talcher, Odisha.
6.	EMD	Rs. 5000.00 (Rupees Five Thousand) only
7.	SALE OF TENDER PAPER	From 14-10-2024 (10:00AM) to Dt. 29-10-2024 (01:00PM) , during office hours available in the office of the Deputy General Manager (Ele.), EHT (O&M) Division, OPTCL, Dhenkanal.
8.	LAST DATE OF RECEIVING OF TENDER PAPER	Dt. 29-10-2024 up to 02:00 PM.
9.	DATE & TIME OF OPENING OF TENDER	Dt. 29-10-2024 at 03:00 P.M.
Tender posted by the registered post should be reached at:		Odisha Power Transmission Corporation Ltd., Office of the Deputy General Manager, EHT (O&M) Division, Dhenkanal, At/Po- Gundichapada, Dhenkanal-759025, Odisha

Lifeline of Odisha

INSTRUCTION TO BIDDERS

The Bidders must read in detail the “Instruction to Bidders” and “General terms and conditions” before filling the tender documents.

1. TENDERS:

- A) Bidders must submit their bids with original signature. Only those who have purchased the Tender specification from this office can submit their Tender. Tenders submitted by other will be rejected.
- B) Tender must be submitted in sealed cover super-scribed as **“Tender call Notice No. 03/2024-25: Procurement of different types of Identification Boards required for GSS under EHT (O&M) Division Dhenkanal on or before Dt. 29-10-2024 (02.00PM) & opening at 03:00PM on same day and addressed to the Deputy General Manager, EHT (O&M) Division, Dhenkanal.**
- C) Tender shall be submitted either in person or by registered post & any other means of delivery shall not be accepted. Detailed postal address with PIN No., Phone / Fax/Email of bidder must be mentioned in the application requesting for tender document and on the tender bid. The authority is not responsible for receipt of tender after due date due to postal delay or any other reasons. The tender should be posted by the registry post to reach at **Odisha Power Transmission Corporation Ltd., Office of the Deputy General Manager, EHT (O&M) Division, Dhenkanal, At/Po- Gundichapada, Dhenkanal, Odisha-759025.** Tenders received after due date due to postal delay or any other reason will not be considered. The tenderer who wants to receive the tender paper by post have to deposit additional Rs 100.00 along with the tender paper cost.

2. (i) Bid Documents:-

- (a) **Tender Papers-01 Set (all pages signed by bidder)**
- (b) **Money receipt of Tender paper Purchased (original & a Photocopy)**
- (c) **Self attested Photocopy of PAN-01no**
- (d) **Self attested Photocopy of GST-01no**

Bid Documents are compulsory otherwise bid will be treated as cancelled.

(ii) Experience: - The bidders may submit a copy of past experience if any regarding supply of similar materials to GRIDCO/ OPTCL or any other state or central PSUs/Govt.

3. INFORMATION ON COMPETITORS:

Bidders have right to know information on competitors only at the time of opening of the bids. No further information on competitors shall be provided at any other point / stage of the tender without prejudice to Right to Information Act – 2005.

4. OPENING OF TENDERS:

- A. Copy of PAN card/ GSTIN/ GST certificate must be enclosed with the tender bids.
- B. Bidders themselves or their authorized representatives (possessing authorization letter in original) shall be allowed to attend opening event of the tenders.

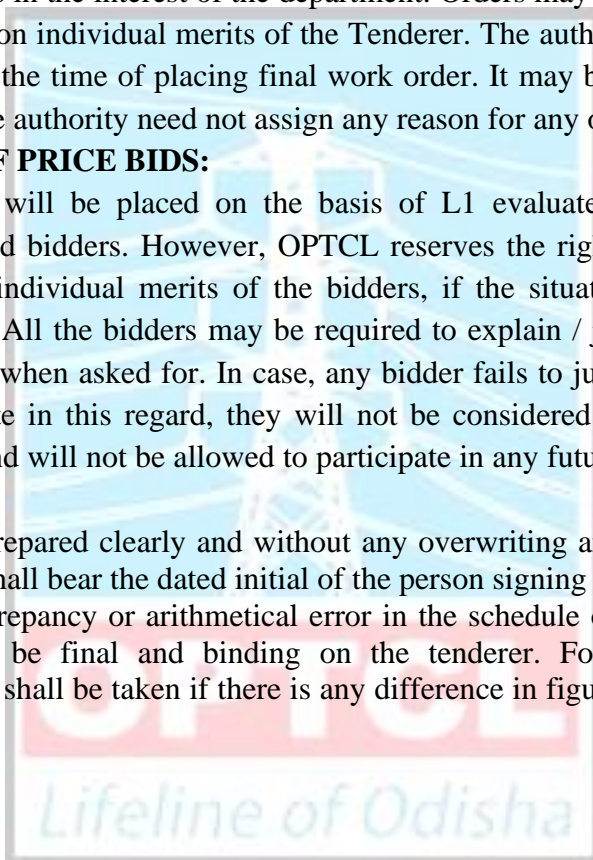
5. RIGHT TO REJECT /ACCEPT ANY TENDER:

The authority reserves the right either to reject or to accept any or all tenders if the situation so warrants in the interest of the department. Orders may also be split up between different Tenderers on individual merits of the Tenderer. The authority has exclusive right to alter the order at the time of placing final work order. It may be clearly understood by the Tenderer that the authority need not assign any reason for any of the above action[s].

6. EVALUATION OF PRICE BIDS:

Order on the firm will be placed on the basis of L1 evaluated price of the techno-commercial qualified bidders. However, OPTCL reserves the right to split up the orders among bidders on individual merits of the bidders, if the situation so warrants, in the interest of OPTCL. All the bidders may be required to explain / justify the basis of their quoted rates as and when asked for. In case, any bidder fails to justify his quoted rates or refuses to co-operate in this regard, they will not be considered for participating in the tendering process and will not be allowed to participate in any future tender for a period of (3) three years.

- 7. Tender should be prepared clearly and without any overwriting and corrections. Erasures and other changes shall bear the dated initial of the person signing the Tender.
- 8. In the event of discrepancy or arithmetical error in the schedule of price, the decision of the authority shall be final and binding on the tenderer. For evaluation, the price mentioned in words shall be taken if there is any difference in figure and word in the price bid.



GENERAL TERMS AND CONDITIONS

1. **Validity:** Tenderers are requested to keep the validity of their offer for a period of 03 months from the date of opening of tender.
2. **Price:** The bidders are advised to quote their rate as per the price schedule in **Annexure-I, Section IV**. The unit rate and the total amount should be entered in figures and words. Any correction should be attested under the seal of the Firm/ Contractor. In case of any difference between figure and words in the price schedule the price mentioned in words should be taken into consideration for evaluation.
3. **Taxes:** Taxes, if any shall be mentioned extra.
4. **Terms of Payment:** 100% payment with taxes etc shall be made after completion of work and due verification thereof by the consignee and approval of Guarantee Certificate from the competent authority. The bills in triplicate should be submitted to the paying officer along with completion report duly verified by the concerned inspecting officer.
5. **Destination:** As per delivery schedule in Section-III.
6. **Delivery:** The material should be supplied within 45 days from the date of order. If the supply 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 order is not completed within the stipulated period, then the penalty should be imposed as per clause No.06 of SECTION-II. Order shall be liable for cancellation with forfeiture of Earnest money/ Security Deposit.
7. **Penalty:** Penalty @ ½ % (half per cent) per week up to a maximum of 5% of the total value of the purchase order will be imposed and recovered from dues admissible if the order is not completed within the scheduled period.
8. **Extension of time:** If the supply of the material is delayed due to reason beyond the control of agency, the agency shall without delay give justification. The authority on receipt of such notice may agree to extend the contract due date if reasonable but without prejudice to other terms and conditions of this contract.
9. **Earnest Money Deposit:** The bidder is to deposit EMD @Rs 5000.00 (Rupees Five Thousand) only in shape of bank draft only, drawn in favour of **General Manager, EHT (O&M) Circle, Chainpal, OPTCL, payable at UCO Bank, TPS Talcher Branch, Angul**. The EMD of successful tenderers will be refunded after deposit of security-cum performance deposit. The EMD of all unsuccessful tenderers shall be refunded on written request after finalization of tender. No interest shall be paid on EMD. No adjustment towards EMD shall be permitted against outstanding amount, if any, remain with the OPTCL.
10. **Security Deposit:** The tenderers whose offer qualifies for acceptance will be awarded Supply Order and the contractor shall have to deposit Security-cum-performance guarantee equal to **10% (Ten percent)** of contract value in shape of Bank Draft only, in favour of **General Manager, EHT (O&M) Circle, Chainpal, payable at UCO Bank, TPS Talcher Branch, Angul**. If the security deposit is not submitted, 10% of the contract value will be deducted from the bill. The Security deposit will be released after

two months of completion of the guarantee period subject to fulfillment of guarantee stated under clause-10 on a receipt of application for this purpose. No interest shall be paid to the agency towards the security deposit so deposited by the agency. If Security Deposit not claimed for refund within a period of three years after completion of order, it will be forfeited.

- 11. Guarantee:** The material supplied by the agency shall be guaranteed for satisfactory operation against defects a period of 12 months from the date of delivery. In case of any defects noticed during this period, the same shall be replaced/ rectified by the contractor free of cost provided such defects are due to fault design / bad workmanship or bad materials used upon written notice from the engineer-in-charge. The supplier on receipt of such notification shall either rectify or replace the defective equipment/material free of cost within 15 days from the date of issue of such notification. The replaced material should also have similar guarantee. The above guarantee certificate shall be furnished in triplicate to the undersigned for approval. In the event of any breach on default in all or any condition of order, Security Deposit will be forfeited.
- 12. Consignee:** The **SDO (Elect.), 132/33KV Grid S/S Dhenkanal** is the consignee & verifying officer for the work.
- 13. Paying Officer:** The **DGM (Elect.), EHT (O&M) Division, Dhenkanal** is the paying officer for this contract.
- 14. Jurisdiction of Court:** Dispute if any, arising against the work order issued to the contractor shall be filed by either party in any court of law to which the jurisdiction of Odisha High Court extends.

The Authority reserves the right to reject the notice/ award the contract among any responsive bidders against this tender or without assigning any reason thereof. All other terms and conditions will be governed by OPTCL as per Rules.

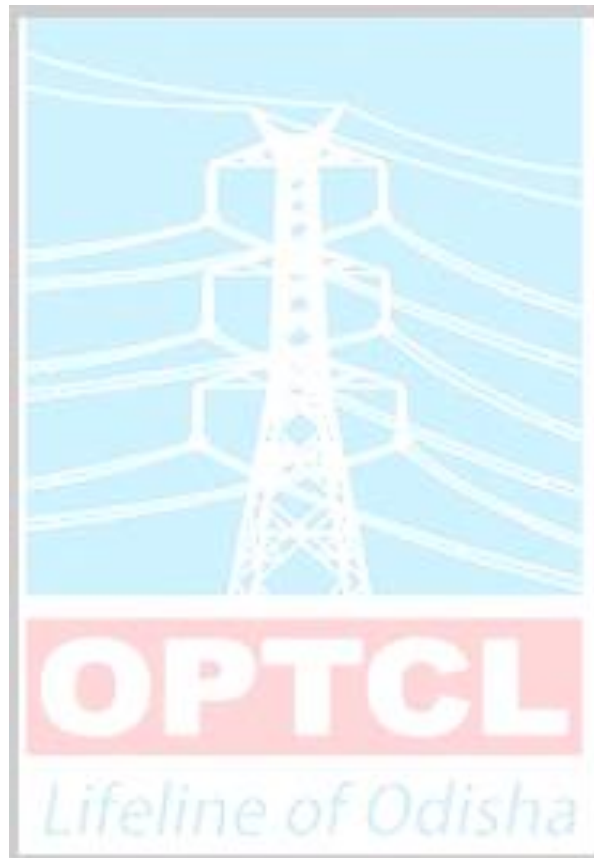


SECTION - III**A. TECHNICAL SPECIFICATIONS****Procurement of different types of Identification Boards required for GSS under EHT (O&M) Division Dhenkanal**

Board: ACP (Aluminium Composite Panel) 4 mm thickness, Sticker: Vinyl with Radium					
Sl. No.	Description of Item (HSN Code: 83100090)	Unit	Quantity	L (IN CM)	B (IN CM)
1	Board showing SAFETY SLOGANS of radium sticker & Logo in Vinyl print in separate board for English language, Odia language, size 90 cm x 60 cm [Blue back-ground & White letter] in 4mm thick ACP sheet.	No.	70	90	60
2	DANGER BOARD made of 4mm ACP sheet with provision of radium sticker in both English & Odia language, size 30 cm x 20 cm [Red back-ground & White letter]				
i	220kV Danger Board	No.	5	30	20
ii	132kV Danger Board	No.	66	30	20
iii	33kV Danger Board	No.	69	30	20
3	Supply of SAFETY POLICY BOARD (5ft*4 ft), heading letter size 100mm, content letter size- 55mm, made of 4mm ACP sheet with provision of vinyl print and radium sticker in English language.	No.	6	150	120
4	GRID LAY OUT , made of 4mm ACP sheet with provision of radium sticker in English & Odia language, size 4FT x 3 FT As per specification and instruction of Engineer in charge.	No.	7	120	90
5	Board showing CMD ORDER made of 4mm ACP sheet with provision of vinyl print and radium sticker in English language, size 2.5' x 2.0' [White back-ground & Red letter]	No.	7	75	60
6	Board showing PROHIBITION OF MOBILES/ USE OF PPE made of 4mm ACP sheet with provision of radium sticker in English language, size 2.5' x 2.0' [Red back-ground & White letter]	No.	14	75	60
7	Board showing FIRE EXINGUISHERS USE/ FIRE EXTINGUSHER CLASS/ EMERGENCY CONTACT NO./ ELECTRIC SHOCK TREATMENT CHART made of 4mm ACP sheet with provision of radium sticker in English language, size 4FT x 3FT.	No.	28	120	90
8	PUSH/PULL with arrow provision of radium sticker in English language, size 30 cm x 15 cm [Red letter]	No.	88	30	15
9	Board showing SWITCHYARD IDENTIFICATION (132kV & 33kV Switchyard) with arrow mark, ACP sheet with provision of vinyl print and radium sticker radium sticker in English language size 40cm *15cm [Blue back-ground & White letter]	No.	2	40	15
10	STANDARD OPERATING PROCEDURE FOR LINE CLEARANCE (SOP for L/C) in Odia language of size made of 4mm ACP sheet with provision of radium sticker on vinyl print in English language, size 200 cm x 100 cm [White back-ground & Blue letter], As per instruction of site engineer.	No.	6	200	100

11	Board showing PROHIBITED AREA made of 4mm ACP sheet with provision of radium sticker on vinyl print in both English & Odia language, size 60 cm x 20 cm [Red back-ground & White letter]	No.	28	60	20
12	Board showing DIFFERENT ROOM made of 4mm ACP sheet with provision of radium sticker on vinyl print in English language, size 30 cm x 10 cm [Blue back-ground & White letter]	No.	74	30	10
13	Radium Sticker for Bay Equipment Identification [Blue back-ground & White letter]	No.	110	30	10

N.B. Details of Design & Writing shall be provided in the PO.



B. DELIVERY SCHEDULE

Sl. No.	Description of Boards	Unit	Desination for Supply of Boards						Total Qty	
			GSS Dhenkanal	GSS Khajuriakata	GSS Kharagprasad	GSS Kamakhyanagar	GSS Kalarangi	GSS Goda		GSS Gondia
1	Board showing SAFETY SLOGANS of radium sticker & Logo in Vinyl print in separate board for English language, Odia language, size 90 cm x 60 cm [Blue back-ground & White letter] in 4mm thick ACP sheet.	No	10	10	10	10	10	10	10	70
2	Danger board made of 4mm ACPsheet with provision of radium sticker in both English & Odia language, size 30 cm x 20 cm [Red back-ground & White letter]	No								
i	220kV Danger Board	No						5		5
ii	132kV Danger Board	No	12	5	11	7	9	7	15	66
iii	33kV Danger Board	No	16	8	5	11	10	9	10	69
3	Supply of SAFETY POLICY BOARD (5ft*4 ft), heading letter size 100mm, content letter size- 55mm, made of 4mm ACPsheet with provision of vinyl print and radium sticker in English language.	No	1		1	1	1	1	1	6
4	GRID LAY OUT , made of 4mm ACPsheet with provision of radium sticker in English & Odia language, size 4FT x 3 FT As per specification and instruction of Engineer in charge.	No	1	1	1	1	1	1	1	7
5	Board showing CMD Order made of 4mm ACPsheet with provision of vinyl print and radium sticker in English language, size 2.5' x 2.0' [White back-ground & Red letter]	No	1	1	1	1	1	1	1	7
6	Board showing Prohibition of mobiles/ Use of PPE made of 4mm ACPsheet with provision of radium sticker in English language, size 2.5' x 2.0' [Red back-ground & White letter]	No	2	2	2	2	2	2	2	14

7	Board showing FIRE EXTINGUISHERS USE/ FIRE EXTINGUISHER CLASS/ EMERGENCY CONTACT NO./ ELECTRIC SHOCK TREATMENT CHART made of 4mm ACPsheet with provision of radium sticker in English language, size 4FT x 3FT.	No	4	4	4	4	4	4	4	28
8	Push/pull with arrow provision of radium sticker in English language, size 30 cm x 15 cm [Red letter]	No	12	10	4	20	10	20	12	88
9	Board showing switchyard identification (132kV & 33kV Switchyard) with arrow mark ACPsheet with provision of vinyl print and radium sticker radium sticker in English language size 40cm *15cm [Blue back-ground & White letter]	No	2							2
10	STANDARD OPERATING PROCEDURE FOR LINE CLEARANCE (SOP for L/C) in odia language of size made of 4mm ACPsheet with provision of radium sticker on vinyl print in English language, size 200 cm x 100 cm [White back-ground & Blue letter], As per instruction of site engineer.	No	1		1	1	1	1	1	6
11	Board showing PROHIBITED AREA made of 4mm ACPsheet with provision of radium sticker on vinyl print in both English & Odia language, size 60 cm x 20 cm [Red back-ground & White letter]	No	4	4	4	4	4	4	4	28
12	Board showing DIFFERENT ROOM made of 4mm ACPsheet with provision of radium sticker on vinyl print in English language, size 30 cm x 10 cm [Blue back-ground & White letter]	No	12	10	10	10	10	10	12	74
13	Radium Sticker for Bay Equipment Identification [Blue back-ground & White letter]	No.	110							110

SECTION - IV
Annexure –I

SCHEDULE OF PRICE

Sl. No.	Description of Item (HSN Code: 83100090)	Unit	Quantity	Unit Rate (Rs)	Amount (Rs)
1	Board showing SAFETY SLOGANS of radium sticker & Logo in Vinyl print in separate board for English language, Odia language, size 90 cm x 60 cm [Blue back-ground & White letter] in 4mm thick ACP sheet.	No.	70		
2	DANGER BOARD made of 4mm ACP sheet with provision of radium sticker in both English & Odia language, size 30 cm x 20 cm [Red back-ground & White letter]				
i	220kV Danger Board	No.	5		
ii	132kV Danger Board	No.	66		
iii	33kV Danger Board	No.	69		
3	Supply of SAFETY POLICY BOARD (5ft*4 ft), heading letter size 100mm, content letter size- 55mm, made of 4mm ACP sheet with provision of vinyl print and radium sticker in English language.	No.	6		
4	GRID LAY OUT , made of 4mm ACP sheet with provision of radium sticker in English & Odia language, size 4FT x 3 FT As per specification and instruction of Engineer in charge.	No.	7		
5	Board showing CMD ORDER made of 4mm ACP sheet with provision of vinyl print and radium sticker in English language, size 2.5' x 2.0' [White back-ground & Red letter]	No.	7		
6	Board showing PROHIBITION OF MOBILES/ USE OF PPE made of 4mm ACP sheet with provision of radium sticker in English language, size 2.5' x 2.0' [Red back-ground & White letter]	No.	14		
7	Board showing FIRE EXINGUISHERS USE/ FIRE EXTINGUISHER CLASS/ EMERGENCY CONTACT NO./ ELECTRIC SHOCK TREATMENT CHART made of 4mm ACP sheet with provision of radium sticker in English language, size 4FT x 3FT.	No.	28		
8	PUSH/PULL with arrow provision of radium sticker in English language, size 30 cm x 15 cm [Red letter]	No.	88		
9	Board showing SWITCHYARD IDENTIFICATION (132kV & 33kV Switchyard) with arrow mark, ACP sheet with provision of vinyl print and radium sticker radium sticker in English language size 40cm *15cm [Blue back-ground & White letter]	No.	2		

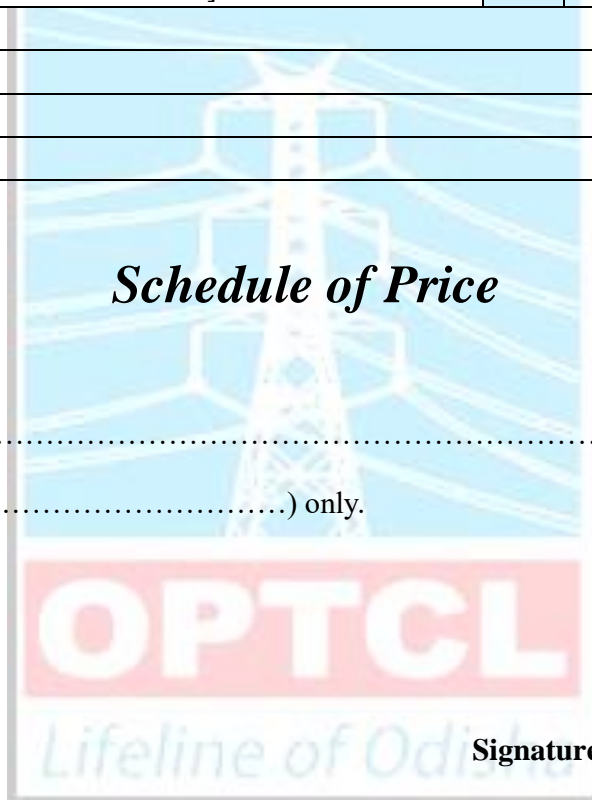
10	STANDARD OPERATING PROCEDURE FOR LINE CLEARANCE (SOP for L/C) in Odia language of size made of 4mm ACP sheet with provision of radium sticker on vinyl print in English language, size 200 cm x 100 cm [White back-ground & Blue letter], As per instruction of site engineer.	No.	6		
11	Board showing PROHIBITED AREA made of 4mm ACP sheet with provision of radium sticker on vinyl print in both English & Odia language, size 60 cm x 20 cm [Red back-ground & White letter]	No.	28		
12	Board showing DIFFERENT ROOM made of 4mm ACP sheet with provision of radium sticker on vinyl print in English language, size 30 cm x 10 cm [Blue back-ground & White letter]	No.	74		
13	Radium Sticker for Bay Equipment Identification [Blue back-ground & White letter]	No.	110		
				Sub-Total	
				GST @18%	
				Total	
				Rs.	

Schedule of Price

(Rupees.....) only.

Date

Place



Signature of the Tenderer

with seal.

Dy. General Manager

EHT (O&M) Division, OPTCL

Dhenkanal

**DETAILED DATA SHEET
TO BE FURNISHED BY THE TENDERERS**

1	Name of the Agency/ Contractor with detailed Postal Address: Contact No.: Email Address:	
2	Cost Tender Paper- Rs. 2000/- + 18% GST=Rs.2360/- (Rupees Two thousand three hundred sixty) only	BD/MR No-
3	EMD-Rs.5000.00 (Rupees Five Thousand only)	BD/MR No-
4	Attested copy of GST Certificate furnished	GST No.....
5	Attested copy of PAN Card	PAN No.....
6	Agreed to furnish Contract security deposit	Yes / No
7	Agreed to accept payment terms as per the tender specification	Yes / No
8	Agreed to adhere to completion of order as per the tender specification	Yes / No
9	Agreed to accept penalty clause as per the tender	Yes / No
10	Attach past experience certificate for similar job in OSEB/ GRIDCO/ OPTCL or any other agencies	Yes / No
11	Agreed to keep validity of the offer 03 months from the date of tender opening without any variation in tender clause.	Yes / No

Date

**Signature of the Tenderer
with seal**