



# ଓଡିଶା ବିଦ୍ୟୁତ୍ ଶକ୍ତି ସଂଚାରଣ ନିଗମ ଲି.ଟି. ODISHA POWER TRANSMISSION CORPORATION LIMITED

(A Government of Odisha Undertaking)  
CIVIL WORKS CIRCLE, BHUBANESWAR

PO: Bhoinagar, Dist: Khordha-751022

Telephone: (0674)2540917 E-mail: cvl.cle.bbs@optcl.co.in

NO.-SE-CWC-WK-36/

Date:

**EOI TENDER NOTICE NO- 06 /26-27**

## **EXPRESSION OF INTEREST (EOI) FOR ARCHITECTURAL/CONSULTANCY SERVICES**

1. On behalf of OPTCL, Superintending Engineer( Civil) , Civil Works Circle, OPTCL, BBSR ,invites Expression Of Interest (EOI) from interested reputed Consultant firms for providing Engineering services to carry out "**Construction of two additional floors on existing G +4 MS Building, OPTCL, Bhoinagar, Bhubaneswar**" in two parts i.e. Technical bid and Price Bid.
2. Interested service providers who meet the pre-qualification criteria may furnish their Expression of Interest with all the necessary documents in a sealed cover.
3. The EOI documents can be downloaded from the official website of OPTCL i.e. ([www.optcl.co.in](http://www.optcl.co.in)) from the date **21.08.2026/11.00 am** to **31.08.2026/3.00 PM**. The techno-financial bid for the above mentioned work should reach Superintending Engineer( Civil) , Civil Works Circle, OPTCL, BBSR latest by on or before **31.08.2026** up to **4.00 P.M.** by Person / Registered Post / Speed Post only. The tender will be opened on **31.08.2026 at 5:00PM**. The Techno-Commercial bid should consist of documents as required in the bid document. Corrigendum if any shall be published in the website ([www.optcl.co.in](http://www.optcl.co.in)) only.
4. Other details can be seen in instruction to bidders.
5. The authority reserves the right to cancel any or all bids without assigning any reason and also not bound to accept lowest tender. Tenders in which any of the prescribed conditions are not fulfilled or found incomplete in any respect are liable to rejection. For details please visit our website, "[www.optcl.co.in](http://www.optcl.co.in)"

**SUPERINTENDING ENGINEER (CIVIL),  
CIVIL WORKS CIRCLE, BBSR**



ଓଡିଶା ବିଦ୍ୟୁତ୍ ଶକ୍ତି ସଂଚାରଣ ନିଗମ ଲି.ଟି.

ODISHA POWER TRANSMISSION CORPORATION LIMITED

(A Government of Odisha Undertaking)

CIVIL WORKS CIRCLE, BHUBANESWAR

PO: Bhoinagar, Dist:Khordha-751022

Telephone: (0674)2540917 E-mail: [civil.cle.bbs@optcl.co.in](mailto:civil.cle.bbs@optcl.co.in)

EOI NOTICE NO 06 /2026-27

EOI SPECIFICATION

FOR

PROVIDING CONSULTANCY SERVICE

FOR

***Construction of two additional floors on existing G +4 MS Building, OPTCL,  
Bhoinagar, Bhubaneswar***

Name of the Consultancy Firms firms.....

.....

Corresponding Address with Contact No. & E-mail Id.....

.....

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## IMPORTANT DATES

| SL No. | E V E N T                                                  | D a t e                        |
|--------|------------------------------------------------------------|--------------------------------|
| 1.     | Start Date of Downloading of documents from OPTCL website. | <b>21/08/2026</b> from 11:00am |
| 2.     | End Date of Downloading of documents from OPTCL website.   | <b>31/08/2026</b> from 03:00pm |
| 3.     | End Date of receipt of bid documents                       | <b>31/08/2026</b> up to 4:00pm |
| 4.     | Opening of Technical bid                                   | <b>31/08/2026</b> at 5:00 pm   |

### **NB:**

- The date for Power Point Presentation shall be informed to the bidders in due course.
- The Office of Superintending Engineer (Civil), Civil Works Circle, OPTCL shall not be responsible for any postal delay, whatsoever bids received after the due date and time will be rejected.

If any of the above dates fall on holiday(s), the next working day will be treated as the effective date.

## **BID DOCUMENT DETAILS**

For and on behalf of Odisha Power Transmission Corporation Limited, Superintending Engineer, Civil Works Circle, OPTCL, Bhubaneswar invites Expression of Interest from renowned & experienced Consultancy firms for carrying out “**Construction of two additional floors on existing G +4 MS Building,OPTCL,Bhoinagar,Bhubaneswar**”

### **1. PROJECT BRIEF:**

**Construction of two additional floors on existing G +4 MS Building,OPTCL,Bhoinagar,Bhubaneswar”**

### **2. PROPOSAL :**

- The existing Multi-Storeyed (MS) Building at OPTCL Colony, Bhoinagar, Bhubaneswar is presently a G+4 structure accommodating various offices of OPTCL. OPTCL has witnessed a significant increase in administrative and operational activities over the years, resulting in additional office space requirements for various departments. At present, several offices are functioning from dispersed locations, leading to operational inconvenience, increased maintenance expenditure, and lack of administrative coordination. In order to optimize the utilization of the existing infrastructure and accommodate the growing space requirements, it is proposed to construct two additional floors over the existing G+4 MS Building. The proposed expansion will provide adequate office accommodation for various OPTCL offices under a common administrative complex, thereby improving coordination, operational efficiency, and effective utilization of available land and infrastructure. The project also includes extension of all existing essential building services to the newly constructed floors. The existing Fire Fighting System, Electrical Distribution System, Internal Water Supply and Plumbing System, Data and Networking Infrastructure, Public Address System, CCTV Surveillance System, Access Control System, and other allied utility services shall be suitably extended similar to the existing system.

### **3. PRE-QUALIFICATION CRITERIA:**

**3.1** The firm must be a **registered consulting firm** having valid **GSTIN and PAN**. Firms registered under MSME shall have added advantage.

**3.2** The firm must have on its roll a minimum of five **(5) qualified professionals**, including architects and/or structural engineers, duly registered with the Council of Architecture / Institution of Engineers (India) / equivalent statutory bodies, having similar work experience.

**3.3** The firm must have a minimum **experience of five (5) continuous** years as on date of opening of tender in providing consultancy services for similar infrastructure projects.

**3.4** The firm must have satisfactorily executed consultancy work, as the main consultant (and not as an associate), for at least one (1) **similar nature project of value not less than Rs 5.00 crore** during the last five (5) years. The value of work shall be clearly indicated in the Experience Certificate and duly certified by the

Client.

**3.5** The firm must have an **average annual turnover of at least ₹20.00 lakhs per year** from professional consultancy fees only during the last three financial years..

**3.6** The firm should have an established organisational structure comprising qualified architects/engineers with adequate expertise in civil, structural, electrical, mechanical, and safety engineering, supported by technical staff and computer-aided design facilities, along with access to specialised associates/consultants for execution of similar works.

#### **4. DOCUMENTS TO BE SUBMITTED (Will be considered for Technical evaluation):**

For technical evaluation of the Expression of Interest (EOI), the participants shall submit self-attested copies of the following documents:

**4.1** Credentials of the firm, including year of establishment, major consultancy projects completed, and major projects currently in hand.

**4.2** Details of completed works for which architectural, engineering, and design consultancy services were provided by the firm that are **similar in nature to the work for which EOI is called**. Completion certificates (if available) issued by the Employer shall be furnished in support of the same. **Submission of copy of work order alone shall not be treated as “work experience certification.”**

**4.3** Details of human resources, including number of architects, structural engineers, and other technical staff employed in the firm along with their years of experience in relevant fields. The information shall be furnished as per **Proforma-II and Proforma-III**.

**4.4** Turnover for the last three (3) financial years derived from architectural/engineering consultancy services only, duly certified by a Chartered Accountant with valid UDIN.

**4.5** Copy of PAN and GSTIN of the firm.

**4.6** Submission of an affidavit certifying the genuineness of the documents submitted, as per **Proforma-VII**, is mandatory.

**4.7** Copy of experience certificates and relevant work orders in support of consultancy experience of the last five (5) consecutive years in the field of Architectural Consultancy / Engineering Consultancy as on date of opening of tender, to be furnished as per **Proforma-IV and Proforma-V**.

**4.8** The firm should have an establishment of at least **five (5) years**, and the principal partner / proprietor / key professional employee should possess requisite professional qualifications with relevant experience in the field of architecture, planning, or engineering consultancy. The following details shall be furnished:

- a) Name of the Firm:
- b) Year of establishment of the firm:

c) Bio-data of principal partners / key professionals / employees:

**4.9** The participant should not have been blacklisted by any Central Government / State Government / PSU / Government Institution in India during the last three (3) years, and a declaration to this effect shall be submitted in the form of an affidavit.

OPTCL shall carry out preliminary scrutiny of all applications/bids based on the qualifying eligibility criteria and other essential conditions stipulated in the EOI document. Applications not meeting any of the qualifying eligibility criteria shall be rejected outright. After scrutiny, bidders meeting the stipulated criteria shall be shortlisted.

The documents submitted by the shortlisted firms may be verified with the originals by the office of the SE (Civil), OPTCL, Bhubaneswar, on a date to be intimated in due course.

## **5. SCOPE OF WORK :**

The scope of work broadly includes the following:

**5.1** Preparation, finalisation, and submission of soil investigation/exploration report, site layout plans, internal road network with cross-sections, drainage system, water supply and sewerage systems, waste disposal system, site development plans, and detailed architectural drawings for the said project, in consultation with the Superintending Engineer (Civil), OPTCL, Bhubaneswar.

**5.2** Submission of structural design calculations and drawings for all structures duly prepared by a qualified structural engineer and vetted by a Government Engineering Institute. The vetting fees shall be borne by the awarded firm.

**5.3** Submission of final architectural and structural drawings suitable for tendering purposes.

**5.4** Preparation and submission of detailed project estimates, including civil works, internal and external roads, site development, drainage, water supply (internal and external), sanitary installations (internal and external), electrical works (internal and external), area lighting, fire-fighting systems, HVAC/ventilation (wherever applicable), and allied services, based on the prevailing Odisha Schedule of Rates, along with detailed rate analysis for approval.

**5.5** Preparation and submission of detailed Bills of Quantities (BOQ) for obtaining technical sanction and for inviting tenders.

**5.6** Facilitation for obtaining necessary statutory clearances, approvals, or go-ahead certificates from concerned local authorities as required for the project. Statutory fees payable to the concerned authorities shall be borne by OPTCL.

**5.7** Modification and updating of drawings, designs, and documents during execution, as required by the Client to suit site conditions and operational requirements.

**5.8** Submission of final as-built drawings after completion/commissioning of the works, along with facilitation for obtaining completion/occupancy certificates from the competent authority, wherever applicable.

**5.9 Periodic site visits and supervision** during the construction phase for coordination, clarification, and resolution of issues related to drawings, designs, and other technical matters and quality, as required during execution of the works.

## **6.0 SUBMISSION OF BID**

- 6.1 The last date of receipt of the bid document by speed post/Regd. Post/in person in the office of S.E(Civil ) as mentioned in first page. SE(Civil), OPTCL, Bhubaneswar, will not be responsible for any postal delay, whatsoever bids received after the due date and time will be rejected. If any of the above dates fall on holiday(s), the next working day will be treated as the effective date.
- 6.2 The finally selected bidder has to submit an **Initial Security Deposit (ISD) of Rs.10,000.00** (Rupees Ten Thousands Only) in shape of NSC/KVP/TDR /BG(Annexure1) of any nationalised Bank drawn and duly pledged in favour of “ The SE(Civil),Civil Works Circle,OPTCL,Bhubaneswar” valid till the end of the project before drawl of agreement.
- 6.3 The bidders are to submit the hard & soft copy of the conceptual plan of the project.
- 6.4 The bidders are to sign all the pages of the bid document with their seal.
- 6.5 Conditional offers from bidders will not be entertained.
- 6.6 OPTCL will not pay any charges, whatsoever for the proposals for the above scope of work up to its power point presentation/preparation of drawings/ detailed proposal etc. and will not carry commitment to its acceptance.
- 6.7 The Tender will be opened on the scheduled date at 5:00Pm in the Chambers of SE (Civil).
- 6.8 Corrigendum if any shall be published in the OPTCL website only, ie. [www.optcl.co.in](http://www.optcl.co.in).

## **7. INSTRUCTION TO THE BIDDER**

- 7.1 The bidders are required to submit the technical and financial bids in two separate sealed packets, repacked in one sealed packet so as to reach to Office of the Superintending Engineer (Civil), Civil Works Circle, OPTCL, Bhubaneswar, Bhoinagar, Unit-9, Pin-751022 within the stipulated time as mentioned above.
- 7.2 The technical bid should contain all documents as mentioned in (Technical Evaluation).**Proforma I & Proforma VIII** duly filled. Non submission of any of the document will lead to technical disqualification.



- 7.3 The financial offer should be only in percentages basis of total project cost **Proforma VI** . The sanctioned estimated cost of the project based on completion drawing will be treated as the total project cost .However the GST applicable will be paid extra.
- 7.4 The bidders are required to submit the partnership deed in case of partnership firms and Articles of Association in case of Limited Company.
- 7.5 EOI submitted by participants shall remain valid for acceptance for a minimum period of 120 days from the date of the opening of the tenders.
- 7.6 Corporation does not bind itself to accept the lowest tender.
- 7.7 It will be obligatory on the part of the tenderer to sign the tender documents for all the components & parts. After the work is awarded he will have to enter into an agreement with Executive Engineer (Civil), Civil Works Division-I, OPTCL, Bhubaneswar for the awarded work within 07 days of receipt of acceptance of the tender.

## 8. Terms of Payment

Payments shall be released proportionately against completion of respective milestones as defined under Clause 5, subject to certification by the Superintending Engineer (Civil), OPTCL, Bhubaneswar.

| Sl. No. | Milestone (Reference Clause) | Detailed Description of Activity                                                                                                                                                                                                                                                                                                                                           | Percentage of Fee Payable |
|---------|------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------|
| 8.1     | Clause 5.1                   | 1-Preparation, finalization, and submission of <b>soil investigation/exploration report</b> , site layout plan along with detailed plans of services associated with the work and <b>detailed architectural drawings</b> in consultation with the Superintending Engineer (Civil).                                                                                         | 10%                       |
| 8.4     | Clause 5.4 and 5.5           | Preparation and submission of <b>detailed estimates , BOQs , technical specification</b> covering civil works, roads, site development, drainage, water supply, sanitary installations, electrical works, area lighting, fire-fighting systems, HVAC/ventilation, and all allied services, based on prevailing Odisha Schedule of Rates along with detailed rate analysis. | 15%                       |
| 8.2     | Clause 5.2                   | Preparation and submission of <b>vetted structural design</b> calculations and detailed structural drawings for all components, duly certified by a qualified Structural Engineer and vetted by a Government Engineering Institute, including compliance with all relevant codes and standards.                                                                            | 15%                       |
| 8.3     | Clause 5.3                   | Submission of <b>final architectural, structural drawings and services drawings</b> , complete in all respects, incorporating all revisions and suitable for tendering purposes.                                                                                                                                                                                           | 20%                       |
| 8.6     | Clause 5.6                   | Assistance in obtaining all necessary statutory clearances, approvals, permissions, and no-objection certificates from concerned authorities, including submission of required drawings / documents and coordination with statutory bodies.                                                                                                                                | 10%                       |
| 8.7     | Clause 5.7                   | Carrying out minor modification / revision of <b>architectural, structural,</b>                                                                                                                                                                                                                                                                                            | 20%                       |

| Sl. No. | Milestone (Reference Clause) | Detailed Description of Activity                                                                                                                                                                                                         | Percentage of Fee Payable |
|---------|------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------|
|         |                              | <b>services drawings and material specification as and when required by client</b> complete in all respects, incorporating all revisions during execution of work.                                                                       |                           |
| 8.8     | Clause 5.8                   | Preparation and submission of complete <b>as-built drawings</b> after completion/commissioning of the project, along with facilitation for obtaining completion/occupancy certificates from competent authorities wherever applicable.   | 5%                        |
| 8.9     | Clause 5.9                   | Conducting <b>periodic site visits</b> during construction, providing technical guidance, clarifications, and supervision support for resolving design-related issues and ensuring adherence to approved drawings and quality standards. | 5%                        |

#### **EVALUATION OF BID: QCBC Method (As per TABLE 1 to 5)**

The Consultants will be selected through Quality and Cost based Selection (**QCBC**) method. Bid evaluation will be done out of 100 marks as detailed below.

#### **9.1. EVALUATION OF TECHNICAL BID :-( Maximum- 30 mark)**

##### **A. As per Experience of the firm :- (Maximum marks 10)**

Work experience of the firm in terms of providing Consultancy services @ 1.0 Mark per year.

##### **B. Work experience in terms of work done: - (Maximum Marks 10)**

1 mark for providing Engineering services for @ One Crore of project value in last five years ending March-2025.

##### **C. Technical staff of the firm :- (Maximum Mark-5)**

One B Tech /B Arch –1 Mark /person

##### **D. Minimum average Turnover - (Maximum Mark -5 )**

##### **E. Local Presence**

Firms for providing consultancy services **must have an** office in Odisha and copy of IT return must be Submitted for last 3 years.

#### **9.2 Concept Plan (PowerPoint presentation): – (Maximum mark 50)**

The bidder who have secured above **22.5 mark** on Technical evaluation will be called to make power point presentation on the project concept plan before the Technical evaluation committee. The bidder shall be intimated by OPTCL through e mail/letter regarding date, time & venue of power point presentation. The tentative date of power point presentation will be communicated to the eligible bidders by mail. The Project concepts submitted by the bidder as a part of the technical proposal and the presentation made there on shall be evaluated by the Technical Evaluation Committee. Based on the proposal score the maximum 3 (three) bidder shall be considered for financial bid opening. Marks will be awarded as per the observation of the Technical Committee.

#### **9.3 FINANCIAL BID :- (Maximum- 20 marks)**

Financial proposals of the bidders short listed by the Technical Evaluation Committee shall be opened and evaluated in presence of such bidders.

The Financial score shall be computed as follows:

☐ Financial score of L1 bidder = 20

☐ Financial Score of L2 bidder = (Rates quoted by L1/Rates quoted by L2) x 20

Combined Scoring (Total score out of 100 marks)

The Financial Bids of Firms will be opened out of a maximum of three (03) best short listed firms from the Technical Bid Evaluation & Presentation.

The date and time of opening of financial bid will be intimated to the qualified Architects/firms by post or email in due course.

SE (Civil) reserves the right to accept or reject any or all the EOI without assigning any reasons thereof.

The Firm getting highest combined score (Credential score +Proposed Score (Power Point Presentation) + Financial Score) will be identified as the preferred bidder and work will be awarded to the firm.

## 10. TIME SCHEDULE MILE STONE

The time schedule for completion of various activities under the scope of work shall be as follows:

| Sl. No. | Activity (as per Scope of Work) | Time Schedule                                                                        |
|---------|---------------------------------|--------------------------------------------------------------------------------------|
| 1       | Item No. 5.1                    | Within <b>2 (two) weeks</b> from the date of issue of LOA                            |
| 2       | Item No. 5.2 to 5.5             | Within <b>2 (two) weeks</b> from the date of communication of acceptance of drawings |

## Liquidated Damages (LD)

This being a **prestigious and time-bound project**, strict adherence to the above schedule is mandatory.

- In case of delay in submission of drawings, designs, estimates, or other deliverables, **Liquidated Damages (LD) @ ₹2,000 per week of delay** shall be levied.
- The LD amount shall be **recovered from the consultancy fees** payable to the firm.
- The **maximum LD shall be limited to 10% of the total consultancy fees**.

For any clarification, **Office of the SE civil, civil works circle** OPTCL,Bhubaneswar, may be contacted on any

working day during office hours. Mob-**9438907267**.

**11. OTHER DETAILS:**

- **Arbitration**: Dispute Resolution: Any dispute arising out of the agreement shall be settled as per the arbitration act and rules framed there under.
- **Jurisdiction of Court**: Suits and/ or legal proceedings if any arising, out of the contract shall be filed by either party in a court of law within the jurisdiction of Hon'ble High Court of Odisha.
- **Clarifications**: Any verbal clarifications or information given by OPTCL or its employee or its representatives shall not be binding on the management. Any clarifications / correspondences should be made SE (Civil), OPTCL, Bhubaneswar.

While EOIs are under consideration, Firms/Bidders and their representatives or other interested parties should refrain from contacting any OPTCL personnel or representatives consultants on matters relating to the EOIs under study.

**SUPERINTENDING ENGINEER (CIVIL),  
CIVIL WORKS CIRCLE,BBSR**

## PROFILE OF THE FIRM

### PROFORMA- 1

|    |                                                                                                                            |  |
|----|----------------------------------------------------------------------------------------------------------------------------|--|
| 1  | Name of Firm                                                                                                               |  |
| 2  | Address                                                                                                                    |  |
| 3  | Name of the contact person and contact number (Mobile & Landline)                                                          |  |
| 4  | Email & website if an                                                                                                      |  |
| 5  | Constitution of the firm                                                                                                   |  |
| 6  | Year of establishment                                                                                                      |  |
| 7  | No. of technical person employed<br>(Details are given in enclosed proforma- II)                                           |  |
| 8  | Name of other person employed<br>(Details are given in enclosed proforma- III)                                             |  |
| 9  | Consultancy for major similar nature work completed during the last 5 years (details are given in the enclosed proforma-V) |  |
| 10 | Banker's name                                                                                                              |  |
| 11 | Income Tax, PAN                                                                                                            |  |
| 12 | GSTIN                                                                                                                      |  |
| 13 | List of registration with other                                                                                            |  |

|    |                        |         |  |
|----|------------------------|---------|--|
|    | organization           |         |  |
| 14 | Annual turnover during |         |  |
|    |                        | 2023-24 |  |
|    |                        | 2024-25 |  |
|    |                        | 2025-26 |  |

Place:

Date:

Signature of the Authorized signatory

### Technical Personnel Employed PROFORMA – II

| Sl. No. | Name | Designation | Qualification | Nature of Experience | Year with this firm |
|---------|------|-------------|---------------|----------------------|---------------------|
| 1       |      |             |               |                      |                     |
| 2       |      |             |               |                      |                     |
| 3       |      |             |               |                      |                     |
| 4       |      |             |               |                      |                     |
| 5       |      |             |               |                      |                     |

Place:

Date:

Signature of the Authorized signatory

### Other Personnel Employed

### **PROFORMA – III**

| <b>Sl. No.</b> | <b>Name</b> | <b>No</b> | <b>Year with this firm</b> | <b>Remarks, if any</b> |
|----------------|-------------|-----------|----------------------------|------------------------|
| 1              |             |           |                            |                        |
| 2              |             |           |                            |                        |
| 3              |             |           |                            |                        |
| 4              |             |           |                            |                        |
| 5              |             |           |                            |                        |

**Place:**

**Date:**

**Signature of the Authorized signatory**

**Consultancy experience similar nature of work completed during last 5 years**

### **PROFORMA –IV**

| <b>Sl. No.</b> | <b>Name of the organization</b> | <b>Name of the Project/work</b> | <b>Cost of the project</b> | <b>Cost of the project for interior work executed</b> | <b>Period of the contract</b> | <b>Supporting enclosure reference</b> |
|----------------|---------------------------------|---------------------------------|----------------------------|-------------------------------------------------------|-------------------------------|---------------------------------------|
| 1              |                                 |                                 |                            |                                                       |                               |                                       |
| 2              |                                 |                                 |                            |                                                       |                               |                                       |
| 3              |                                 |                                 |                            |                                                       |                               |                                       |
| 4              |                                 |                                 |                            |                                                       |                               |                                       |

|   |  |  |  |  |  |  |
|---|--|--|--|--|--|--|
| 5 |  |  |  |  |  |  |
|---|--|--|--|--|--|--|

**Place:**

**Date:**

**Signature of the Authorized signatory**

**List of other major similar works in hand**  
**PROFORMA –V**

| <b>Sl. No.</b> | <b>Name of the organization</b> | <b>Name of the Project/work</b> | <b>Cost of the project</b> | <b>Cost of the interior work of the Project</b> | <b>Period of the contract</b> | <b>Supporting enclosure reference</b> | <b>Remarks</b> |
|----------------|---------------------------------|---------------------------------|----------------------------|-------------------------------------------------|-------------------------------|---------------------------------------|----------------|
| 1              |                                 |                                 |                            |                                                 |                               |                                       |                |
| 2              |                                 |                                 |                            |                                                 |                               |                                       |                |
| 3              |                                 |                                 |                            |                                                 |                               |                                       |                |



|   |  |  |  |  |  |  |  |
|---|--|--|--|--|--|--|--|
| 4 |  |  |  |  |  |  |  |
| 5 |  |  |  |  |  |  |  |

**Place:**

**Date:**

**Signature of the Authorized signatory**

### **PROFORMA-VI**

#### **PRICE BID**

**PRICE BID SUBMISSION FORM TO BE SUBMITTED IN ENEVELOPE 'B'  
ODISHA POWER TRANSMISSION CORPORATION LTD.  
(A Govt. of Odisha Under Taking)**

**NOTICE NO:**

**DATE:**

**NAME OF THE WORK:** *Construction of a G +4 MS Building for functioning of various offices of OPTCL inside TTS Colony, OPTCL, Jajpur Road"*

#### **PART-II**

|                                                                                    |      |     |      |                 |    |               |    |
|------------------------------------------------------------------------------------|------|-----|------|-----------------|----|---------------|----|
| <div>PRICE BID</div> <div>NOTICE NO: <span style="float: right;">DATE</span></div> |      |     |      |                 |    |               |    |
| RATE SCHEDULE                                                                      |      |     |      |                 |    |               |    |
| SL<br>NO                                                                           | ITEM | QTY | UNIT | RATE<br>FIGURES | IN | RATE<br>WORDS | IN |

|                                                                                                           |                                                                                                                           |            |     |                                                                                 |                                                                                                 |
|-----------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------|------------|-----|---------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------|
| 1                                                                                                         | <b>Construction of a G +4 MS Building for functioning of various offices of OPTCL inside TTS Colony,OPTCL,Jajpur Road</b> | PERCENTAGE | JOB | _____ %<br>Percentage on the actual cost of the completed works of the project. | .....<br>.....<br>.....<br>Percentage on the actual cost of the completed works of the project. |
| Note: The above rate is excluding GST. GST as applicable at the time of payment shall be paid separately. |                                                                                                                           |            |     |                                                                                 |                                                                                                 |
| We have read and understood all tender documents and then have quoted the above rate                      |                                                                                                                           |            |     |                                                                                 |                                                                                                 |
| Date:                                                                                                     |                                                                                                                           |            |     |                                                                                 |                                                                                                 |
| Place: _____ Signature of the Tenderer with seal                                                          |                                                                                                                           |            |     |                                                                                 |                                                                                                 |

**N.B: This is a sample form of Price Bid. Rate shall not be quoted in Technical Bid.**

**PROFORMA – VII**

**AFFIDAVIT**

(To be sworn before the Notary Public)

I/We, \_\_\_\_\_ (Name of the bidder) a company incorporated under the provisions of the Indian Companies Act / Proprietorship Firm registered under Indian Partnership Act./ Sole Proprietor having its Registered office / Corporate Office / at \_\_\_\_\_ and represented through Sh \_\_\_\_\_ duly authorized person ( \_\_\_\_\_ Designation) hereby solemnly declare & affirm as under :-

1. That we, \_\_\_\_\_ (Name of the bidder) have not been blacklisted / debarred / disqualified by any Govt. of India or any of its agencies, any State Govt. of the country or any of its agencies, State or Central PSUs etc. from the date of its inception till date

**DEPONENT**

Place:

Date:

**VERIFICATION**

I/We, \_\_\_\_\_ (Name of the bidder), the above named deponent, do hereby verify that the contents of Paragraph-1 of this affidavit is true to my personal knowledge and nothing has been concealed and no part of it is false.

Verified at \_\_\_\_\_ this \_\_\_\_\_ day of \_\_\_\_\_.

**DEPONENT**

**PROFORMA- VIII**

(Declaration Form)

(To be attached along with the tender paper)

To

Superintending Engineer (Civil),  
Civil Works Circle,  
OPTCL, Bhubaneswar.

Sub : - Submission of tender paper against EOI Notice No.....

Sir,

Having examined the above EOI we hereby offer to take up the Consultancy work & complete in all aspects at the rate(s) entered as mentioned in our EOI enclosed herewith.

1. We hereby undertake to complete the whole consultancy work within the time specified in EOI as per the terms and conditions mentioned in the EOI Specification.
- 2 We certify to have downloaded a copy of the EOI paper from the OPTCL Corporate Office / OPTCL website.

Yours faithfully,

Encl:-

(Signature of the tenderer with seal)

Date .

Address :

M/S.....

# ANNEXURE –I

## PROFORMA OF BANK GUARANTEE FOR BID SECURITY (ISD)

(To be Stamped in accordance with Stamp Act and the Non-Judicial Stamp Paper of appropriate value should be in the name of Issuing Bank)

Ref No: .....

Bank Guarantee No. ....

Date:.....

BG Amount:.....

Validity Period:.....

This Guarantee Bond is executed this..... day of ..... by us the..... Bank at ..... , P.O..... , Dist....., State..... and Code No.....

Whereas the ODISHA POWER TRANSMISSION CORPORATION Limited, Janpath, Bhubaneswar, a company constituted under the Companies Act-1956 (hereinafter called OPTCL) has invited Tender vide e-NIT No..... Dated..... for the purpose of ..... work under Package(s) No...../ purchase of - .....

1. Now, therefore, in accordance with Notice Inviting Tender (e-NIT) No..... Dated ..... of OPTCL, Ms/Shri.....Address..... Wish / wishes to participate in the said tender and as a Bank Guarantee for the sum of Rs..... [ Rupees in **words**----- ] valid for a period of .....days is required to be submitted by the bidder, as per Tender Specification, we the ..... ) [indicate the name, Address & Code of the bank] [hereinafter referred to as "Bank"] at the request of Ms/Shri..... [hereinafter referred to as "Bidder"] do hereby unequivocally and unconditionally guarantee and undertake to pay during the above said period on written request by the <Tender Issuing Authority, EXECUTIVE ENGINEER, CIVIL WORKS DIVISON-I, ODISHA POWER TRANSMISSION CORPORATION Ltd. , Bhubaneswar an amount not exceeding Rs..... to OPTCL., without any reservation. The guarantee would remain valid up to ..... [Date] and if any further extension to this is required, the same will be extended on receiving instruction from ----- on whose behalf this Bank Guarantee has been issued.
2. We, the ..... [indicate the name of the Bank, Address, Code] do hereby further undertake to pay the amounts due and payable under this guarantee without any demur, merely on a demand from OPTCL. Any such demand made on the Bank shall be conclusive as regards the amount due and payable by the Bank under this guarantee. However, our liability under this guarantee shall be restricted to an amount not exceeding Rs..... (Rupees in words.....)
3. We undertake to pay to OPTCL any money so demanded notwithstanding any dispute or disputes so raised by the bidder in any suit or proceeding instituted/pending before any court or tribunal relating thereto, our liability under this present being absolute and unequivocal. The payment so made by us under this bond shall be a valid discharge of our liability for payment thereunder and the bidder shall have no claim against us for making such payment.
4. We, the ..... Bank further agree that the guarantee herein contained shall remain in full force and effect during the aforesaid period of ..... days [in words]..... (as per Tender Specification) and it shall continue to be so enforceable till all the dues of OPTCL under or by virtue of the said Bid have been fully paid and its claims satisfied or discharged or till OPTCL certifies that the terms and conditions of the said Bid have been fully and properly carried out by the said bidder and accordingly

discharges this guarantee. Unless a demand or claim under this guarantee is made on us or our Branch Office at Bhubaneswar <Mention Name, Address & Code of the Branch Office at Bhubaneswar of Issuing Bank> in writing on or before \_\_\_\_\_ we shall be discharged from all liability under this guarantee thereafter.

5. We the \_\_\_\_\_ Bank further agree with OPTCL that OPTCL shall have the fullest liberty without our consent and without affecting in any manner our obligations hereunder to vary any of the terms and conditions of the said Bid or to extend time of performance by the said Bidder from time to time or to postpone for any time or from time to time any of the powers exercisable by OPTCL against the said Bidder and to forbear or enforce any of the terms and conditions relating to the said Bid and we shall not be relieved from our liability by reason of any such variation, postponement or extension granted to the Bidder or for any forbearance, act or omission on the part of OPTCL or any indulgence by OPTCL to the said Bidder or by any such matter or thing whatsoever which under the law relating to sureties would, but for this provision, have the effect of so relieving us.

6 This guarantee will not be discharged due to the change in the name, style and constitution \_\_\_\_\_ of the Bank and/or of the Bidder.

7 We \_\_\_\_\_ [indicate the name of Bank, Address & Code] lastly undertake not to revoke this guarantee during its currency except with the previous consent of OPTCL in writing.

8. We, the \_\_\_\_\_ Bank (Name, Address & Code) further agree that this guarantee shall also be invokable at our place of business at ----- Branch of **Bhubaneswar** (indicate Name, Address & Code of the Branch at Bhubaneswar) in the State of Odisha."

**"Notwithstanding anything contained herein"**

a) Our liability under the bank guarantee shall not exceed Rs.------(Rupees in words-----) only.

b) This Bank guarantee shall be valid up to -----.

c) We or our Branch at Bhubaneswar <Mention Name, Address & Code.....> shall be liable to pay guaranteed amount or any part thereof under this guarantee only if you serve upon us at----- Branch of Bhubaneswar a written claim or demand on or before \_\_\_\_\_,

The Bank Guarantee is issued in paper form and Advice transmitted through SFMS with required details to the beneficiary's advising bank (ICICI Bank Bhubaneswar, IFSC Code ICIC0000061).

Dated, the \_\_\_\_\_ Day of \_\_\_\_\_

For \_\_\_\_\_ [Indicate name of Bank]

Signature .....  
Full name .....  
Designation .....  
Power of Attorney No. ....  
Date.....  
Seal of the Bank.....

**WITNESS: (SIGNATURE WITH NAME AND ADDRESS)**

(1)

Signature .....

Full name .....

(2)

Signature .....

Full name .....

N.B.:

1. Name of the Bidder.: .....
2. BG No & Date :.....
3. Amount (In Rs.):.....
4. Validity up to :.....
5. E-NIT No.....
6. Package/Works No.....
7. Name, Address & Code of Issuing Bank:.....
8. Name, Address & Code Bhubaneswar Branch of the Issuing Bank:.....
9. The Bank Guarantee shall be accepted after getting SFMS advice as per details below.

## Format for SFMS details

**(The Unique Identifier for field 7037 is “OPTCL541405793”)**

| Sl. No | PARTICULARS                                             | TYPE      | DETAILS                                                                                                                            |
|--------|---------------------------------------------------------|-----------|------------------------------------------------------------------------------------------------------------------------------------|
| 1      | Type of Bank Guarantee                                  | Mandatory | EMD                                                                                                                                |
| 2      | Currency & Amount                                       | Mandatory |                                                                                                                                    |
| 3      | Validity Period(from—to --)                             | Mandatory |                                                                                                                                    |
| 4      | Effective Date                                          | Mandatory |                                                                                                                                    |
| 5      | End date of lodgement of Claim                          | Mandatory |                                                                                                                                    |
| 6      | Place of lodgement of claim                             | Mandatory | Bhubaneswar,<br>Branch Name----- of<br>Bhubaneswar<br>Branch code----- of<br>Bhubaneswar<br>Branch Address ----- at<br>Bhubaneswar |
| 7      | Issuing Branch IFSC Code                                | Mandatory |                                                                                                                                    |
| 8      | Issuing Branch name & address                           | Mandatory |                                                                                                                                    |
| 9      | Name of applicant and its details                       | Mandatory |                                                                                                                                    |
| 10     | Name of Beneficiary and its details                     | Mandatory |                                                                                                                                    |
| 11     | Beneficiary's Bank/Branch and IFSC Code                 | Mandatory | ICICI Bank Ltd<br>IFSC Code-ICIC0000061                                                                                            |
| 12     | Beneficiary's Bank/Branch name and address              | Mandatory | ICICI Bank Ltd<br>Bhubaneswar Main<br>Branch, Bhubaneswar                                                                          |
| 13     | Sender to receiver information                          | Mandatory |                                                                                                                                    |
| 14     | Purpose of Guarantee                                    | Mandatory | EMD                                                                                                                                |
| 15     | Reference/Description of the underlined tender/contract | Mandatory | NIT No                                                                                                                             |



**TEMPLATES FOR EVALUATION ( TABLE 1 to 5)****TABLE 1 - PRE QUALIFICATION EVALUATION SHEET**

| Sl. No. | Qualification Parameter | Eligibility Requirement                                                                                       | Documents to be Submitted               | FIRM A | FIRM B |
|---------|-------------------------|---------------------------------------------------------------------------------------------------------------|-----------------------------------------|--------|--------|
| 1       | Legal Status            | Registered Consultancy Firm with valid PAN & GSTIN (MSME preferred)                                           | Copy of PAN & GSTIN                     |        |        |
| 2       | Professional Strength   | Minimum 5 qualified professionals (Architects / Structural Engineers) registered with CoA / IEI or equivalent | Proforma-II & III                       |        |        |
| 3       | Experience              | Minimum 5 years continuous experience as on Date of opening of EOI in consultancy                             | Experience certificates                 |        |        |
| 4       | Similar Work Experience | Should have at least one similar nature of work having value $\geq$ ₹ 5.00 cr in last 5 years                 | Client-certified experience certificate |        |        |
| 5       | Financial Capacity      | Average annual turnover $\geq$ ₹20 lakh per year (consultancy fees only) during last 3 FYs                    | CA-certified turnover with UDIN         |        |        |
| 6       | Organisational Setup    | In-house expertise in civil, structural, electrical, mechanical & safety engineering with CAD facilities      | Firm credentials / declaration          |        |        |
| 7       | Establishment           | Firm established for minimum 5 years; key professional with $\geq$ 5 years' experience                        | Firm details & bio-data                 |        |        |
| 8       | Local Presence          | Office established in Odisha                                                                                  | Address proof / declaration             |        |        |
| 9       | Blacklisting Status     | Not blacklisted by any Govt./PSU during last 3 years                                                          | Affidavit (Proforma-VII)                |        |        |

**Place:****Date:****Signature of the Authorized signatory**

**TABLE 2-TECHNICAL EVALUATION SHEET**

| Maximum Marks - 30 Marks |                                 |               |                                                               |        |        |         |
|--------------------------|---------------------------------|---------------|---------------------------------------------------------------|--------|--------|---------|
| Sl. No.                  | Evaluation Criteria             | Maximum Marks | Evaluation Basis                                              | FIRM A | FIRM B | Remarks |
| A                        | Experience of the Firm          | 10            | 1 mark per completed year of consultancy experience           |        |        |         |
| B                        | Work Experience (Project Value) | 10            | 1 mark per ₹1 crore of project value executed in last 5 years |        |        |         |
| C                        | Technical Staff Strength        | 5             | 1 mark per B.Tech / B.Arch professional on roll               |        |        |         |
| D                        | Average Annual Turnover         | 5             | Marks based on average turnover (minimum ₹20 lakh)            |        |        |         |
|                          | <b>Total Technical Score</b>    | <b>30</b>     | Qualifying mark <b>22.5</b>                                   |        |        |         |

**Place:****Date:****Signature of the Authorized signatory**

**TABLE 3- POWER POINT PRESENTATION EVALUATION SHEET**

| Maximum Marks - 50 Marks   |                                                             |           |               |               |
|----------------------------|-------------------------------------------------------------|-----------|---------------|---------------|
| Sl.no.                     | Criteria                                                    | Weightage | FIRM A        | FIRM B        |
|                            |                                                             |           | Marks Secured | Marks Secured |
| 1                          | Architectural and Site planning                             | 10        |               |               |
| 2                          | Space planning                                              | 10        |               |               |
| 3                          | Cost Effectiveness                                          | 10        |               |               |
| 4                          | Selection of material / Equipment / Energy efficiency       | 10        |               |               |
| 5                          | Planning of services , Landscaping and exterior Development | 10        |               |               |
| <b>Total Marks secured</b> |                                                             |           | <b>0</b>      | <b>0</b>      |

**Place:****Date:****Signature of the Authorized signatory**

**TABLE 4- FINANCIAL EVALUATION SHEET**

|                                   |               |               |
|-----------------------------------|---------------|---------------|
| Maximum Marks :- 20 Marks         |               |               |
| Financial evaluation              |               |               |
| <b>Criteria</b>                   | <b>FIRM A</b> | <b>FIRM B</b> |
| Percentage quoted                 |               |               |
| Marks secured<br>( L1 / L2 x 20 ) |               |               |

**Place:****Date:****Signature of the Authorized signatory****TABLE 5- FINAL EVALUATION SHEET**

| Maximum Marks - 100 Marks  |                                                    |               |               |
|----------------------------|----------------------------------------------------|---------------|---------------|
| Sl.no.                     | Criteria                                           | FIRM A        | FIRM B        |
|                            |                                                    | Marks Secured | Marks Secured |
| 1                          | Technical Evaluation<br>( Maximum marks 30 marks ) |               |               |
| 2                          | PPT Evaluation<br>( Maximum marks 50 marks )       |               |               |
| 3                          | Financial Evaluation<br>( Maximum marks 20 marks ) |               |               |
| <b>Total Marks secured</b> |                                                    |               |               |

**Place:****Date:****Signature of the Authorized signatory**

If any bonafide mistake or omission in the wording, description of item and any clause in TCN / Tender paper document is left unnoticed & inadvertently the same is detected later on , then the Tender inviting authority i.e. the Superintending Engineer, Civil Works Circle, OPTCL, Bhubaneswar reserves every right to correct that and all bidders will abide by that correction

**SUPERINTENDING ENGINEER (CIVIL),  
CIVIL WORKS CIRCLE,BBSR**