



ଓଡ଼ିଶା ବିଦ୍ୟୁତ ଶକ୍ତି ସଂଚାରଣ ନିଗମ ଲିମିଟେଡ.

ODISHA POWER TRANSMISSION CORPORATION LIMITED

(A Government of Odisha Undertaking)

OFFICE OF THE DEPUTY GENERAL MANAGER (ELECT.),

EHT (O&M) DIVISION, PARADEEP

AT-GRID COLONY, PO-PARADEEP GARH,

DIST-JAGATSINGHPUR, PIN-754141

CONTACT NO. 9438908046, EMAIL-ehm.div.prdeep@optcl.co.in

CIN-U401020OR2004SGC 007553,GSTIN-21AAACO7873L1Z6

TENDER SPECIFICATION NO.

OTCN No. 02/ PDP / 2024-25

FOR

“CONSTRUCTION OF 45FT. X 18FT. METAL ROOM PARTITION OF ALLUMINIUM MAKE IN THE CONTROL ROOM OF PARADEEP FOR SAS HMI ,GATE WAY & EMERGENCY PANEL WITH DISMANTLING ,REPAIRING AND INSTALLATION OF EXISTING 6 NOS AIR CONDITIONERS AT 220/132/33KV GRID SUBSTATION PARADEEP UNDER E.H.T (O&M) DIVISION PARADEEP”.

SALE OF TENDER SPECIFICATION

DT.13/06/2024(10.00AM)

LAST DATE SALE OF TENDER SPECIFICATION:

Dt. 04/07/2024 (01:00 PM)

LAST DATE OF SUBMISSION OF TENDER:

Dt.04/07/2024 (03:00 PM)

DATE OF OPENING OF TENDER:

Dt.04/07/2024(04:30 PM)

COST OF TENDER PAPER: RS 2000.00+18% GST (Rs.2360.00)

ISSUED TO,

M/s.....

.....

.....

CONTENTS

1. SECTION -I: TENDER CALL NOTICE
2. SECTION -II: INSTRUCTIONS TO THE BIDDER
3. SECTION -III: GENERAL TERMS & CONDITIONS OF CONTRACT
4. SECTION -IV: TECHNICAL SPECIFICATION
5. SECTION -V: PRICE SCHEDULE
6. SECTION -VI: DECLARATION BY THE BIDDER



ଓଡ଼ିଶା ବିଦ୍ୟୁତ ଶକ୍ତି ସଂଚାରଣ ନିଗମ ଲିଃ.
ODISHA POWER TRANSMISSION CORPORATION LIMITED
(A Government of Odisha Undertaking)
OFFICE OF THE DEPUTY GENERAL MANAGER (ELECT.),
EHT (O&M) DIVISION, PARADEEP
AT-GRID COLONY, PO-PARADEEP GARH,
DIST-JAGATSINGHPUR, PIN-754141
CONTACT NO. 9438908046, EMAIL-ehtm.div.prdeep@optcl.co.in
CIN-U401020OR2004SGC 007553,GSTIN-21AAACO7873L1Z6

SECTION-1
OTCN No. 02/ PDP / 2024-25

The Deputy General Manager (Elect.), E.H.T. (O&M) Division Paradeep invites sealed Tenders from intending Bidders having valid CIVIL Contract License with PAN & GST Registration for the following work :

SL. NO	DESCRIPTION	COST OF TENDER PAPER	COMPLETION PERIOD
01	"CONSTRUCTION OF 45FT. X 18FT. METAL ROOM PARTITION OF ALLUMINIUM MAKE IN THE CONTROL ROOM OF PARADEEP FOR SAS HMI ,GATE WAY & EMERGENCY PANEL WITH DISMANTLING ,REPAIRING AND INSTALLATION OF EXISTING 6 NOS AIR CONDITIONERS AT 220/132/33KV GRID SUBSTATION PARADEEP UNDER E.H.T (O&M) DIVISION PARADEEP".	Rs.2000/- +18% GST	60 days from the issue of work order.

The tender specification can be obtained from the office of The DGM EHT (O&M) Division, Paradeep on payment of **Rs. 2000/-(Two Thousand only) + GST @ 18%**(Non Refundable) in shape of Bank Draft in favour of **EHT (O&M) Circle, Cuttack** payable at Cuttack on any working day from **Dt.13/06/2024 to Dt. 04/07/2024**. In case the Bank Draft made at any other nationalized bank payable at any clearing branch at Cuttack will be allowed, but the bidders have to deposit the collection fee (Bank transaction fee) along with the paper cost. The collection fee & Paper cost is Non-refundable. Additional amount of **Rs.100/- (One Hundred only)** may be paid extra for postal delivery of the tender specification. The undersigned shall not be held responsible for any postal delay.

The Tender shall be received Up to 03:00 PM of dated 04/07/2024 & will be opened at 04:00PM on same Date on the Office of the undersigned in the presence of the Bidders (or) their Authorized Representatives present if any. If any of the above date happens to be a holiday, the next working day will be the corresponding effective date. One Tender paper shall be issued to one Bidder. The price bid must be accompanied with **EMD of 5000/-** in shape of Bank Draft in favour of **EHT (O&M) Circle, Cuttack** payable at Cuttack along with Self Attested Copy of PAN, and GST Registration Certificate, Experience certificate in OPTCL or any other Govt.Organisation failing which the tender will be liable for rejection. The tender documents will be opened in the office of the undersigned in the presence of the Bidders (or) their Authorized Representatives present if any on **Dt-04/07/2024 at 04.30pm**. If the last date of receipt or the date of opening of Tender falls in holiday, then the Tender paper will be Received /opened in the next working days.

- Date of Sale of Tender Paper: Dt. 13/06/2024 to Dt.04/07/2024 up to 01.00 PM (During Office Hours)
- Last Date of Receipt of Tender Paper: Dt. 04/07/2024 up to 03:00 PM.
- Date of Opening of Price Bid of Tender Paper: Dt.04/07/2024, 04:30PM.
- The undersigned reserves the right to accept or reject all tenders without assigning any reason thereof. For details please visit our web site: www.optcl.co.in. Corrigendum if any will be published in the web site only.

SECTION-II
INSTRUCTIONS TO THE BIDDER

1. The contract shall be valid only for 180 days from the date of opening of tender. The department reserves the right also to terminate the contract at any time during the contract period without assigning the reasons thereof.
2. The authority reserves the right to award the contract among any responsive bidders against this tender. Besides this, the authority reserves the right to accept or reject any or all tenders without assigning any reason thereof.
3. **The bidder has to submit all the documents as mentioned in Clause No.11 of SECTION-III. Also the documents must be valid on the date of opening of tender and should be submitted along with tenders, failing which the tender will be rejected. The bidder or their authorized representatives should produce the original documents mentioned in Clause No.11 of SECTION-III for verification at the time of opening of the tender. Those who fail to produce the same and found not to be valid on the date of opening of tender not matching with the Xerox copy submitted by the bidder; their tenders will be out rightly rejected. In case if only one bidder participate in the tender process or nature of urgency of work (decided by this office), then undersigned may consider the case (*but not mandatory) & he will be given a chance to produce original documents in this office within one week from the date of opening of the tender.**
4. In case of any dispute arising either in execution of work or any clause of agreement/ work order, the decision of the Unit Head, will be final and binding on the Bidder.
5. Tender with over writing, erased, illegible rates or rates not shown in figures and words in English will be liable for rejection. In case of discrepancy between words and figures noted against each item of the tender and between unit rates and total amount, the decision of the Competent Authority (Committee or Unit Head) accepting the tender will be final and binding on the bidders. Total of item and grand total of whole tender be clearly written. Correction in the tender, if un-avoidable, should be made by re-writing with dated initial of the bidder after striking out wrong entries. Arithmetical mistakes may result in the rejection of the tender.
6. The bidders shall sign on all pages of the tender document as a token of acceptance of all terms and conditions thereof and submit his quotations therein.
7. The schedule of prices should be filled up fully to indicate the break-up of the prices including taxes and duties. Incomplete submission of this schedule will make the tender liable for rejection.
8. Request from the bidder in respect of additions alternations, modifications, corrections of either terms or conditions or rates after opening of the tender will not be considered.

.All correspondence relating to the tender shall be made with Dy. General Manager (El), E.H.T. (O&M) Division, OPTCL, Paradeep.

SECTION-III

GENERAL TERMS & CONDITIONS OF CONTRACT

Sealed tenders are invited from intending Bidders having both valid CIVIL Contract License with PAN & GST Registration for ““CONSTRUCTION OF 45FT. X 18FT. METAL ROOM PARTITION OF ALLUMINIUM MAKE IN THE CONTROL ROOM OF PARADEEP FOR SAS HMI, GATE WAY & EMERGENCY PANEL WITH DISMANTLING, REPAIRING AND INSTALLATION OF EXISTING 6 NOS AIR CONDITIONERS AT 220/132/33KV GRID SUBSTATION PARADEEP UNDER E.H.T (O&M) DIVISION PARADEEP”.”.

1. SUBMISSION & OPENING OF TENDER:-

Tender shall be submitted with other documents in duly sealed envelope super scribed on the body of envelope “CONSTRUCTION OF 45FT. X 18FT. METAL ROOM PARTITION OF ALLUMINIUM MAKE IN THE CONTROL ROOM OF PARADEEP FOR SAS HMI, GATE WAY & EMERGENCY PANEL WITH DISMANTLING, REPAIRING AND INSTALLATION OF EXISTING 6 NOS AIR CONDITIONERS AT 220/132/33KV GRID SUBSTATION PARADEEP UNDER E.H.T (O&M) DIVISION PARADEEP”.

The bidder should write only Tender Specification No, the name of work and date of opening of the tender on the body of the sealed envelope. Bidder should not write their name or Agency name on the body of the sealed envelope which may make the offer liable for rejection.

2. RIGHT & AUTHORITY FOR REJECTION:- Tenders received after due date and time will be summarily rejected. The Dy. General Manager (Electrical), E.H.T. (O&M) Division, Paradeep reserves the right to reject any or all of the tenders without assigning any reason thereof.

3. VALIDITY OF OFFER:- The offer should be firm and valid for a period of at least 180 days from the date of opening of tenders. Unless the tender will be rejected.

4. EARNEST MONEY DEPOSIT:- The tender should be accompanied with **EMD of Rs.5000/-** in shape of Demand Draft in favour of **EHT (O&M) Circle, Cuttack** payable at Cuttack. The EMD of the unsuccessful bidders will be returned after finalization of tender. The EMD of the successful bidders will be returned only after the Security money deposited as per the clause no. (6) In Section (III). In case of successful bidder fails to execute the order satisfying all terms & conditions or also fails to commencement of work within stipulated date mentioned in the date of order, the Earnest Money Deposit will be forfeited. No interest will be paid on the EMD to any participator. No other mode than above for EMD Deposit will be accepted & bidder will be out rightly rejected.

5. PRICE:- The bidders are advised to quote their rate as per the price schedule with break up prices and shall remain up to the validity of tenders.

6. SECURITY DEPOSIT:- The bidders whose offer qualifies for acceptance will be awarded work order for execution of the works and the bidder shall have to deposit security amount equal to 10% (ten percent) of contract value in shape of BG/Bank Draft drawn in favour of the paying officer, of OPTCL, The security deposit shall be released after two months of the guarantee period as stated under clause-10 of SECTION-III on receipt of application for this purpose. No Interest shall be paid to the bidder towards the security deposit so deposited by the Bidder. The security deposit shall be deposited with the respective paying officer of OPTCL prior to commencement of work. The security deposit shall be released after expire of Guarantee period. In case of Non fulfilment of contractual obligation by the supplier, the same so deposited shall be forfeited.

7. COMMENCEMENT & COMPLETION OF WORK:- The work awarded should be commenced from **5**days of the award of the contract and completed within **60** days. If the work 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 work will not commence and complete within the stipulated period, then the penalty should be imposed as No.08 of SECTION-III.

8. **PENALTY:** - Penalty @ ½% (half per cent) per week up to a maximum of 5% of the total value of the work order will be imposed and recovered from dues admissible if the work will not completed within the specified date in SECTION –III, clause-7. However imposition of penalty clause is subject to force majeure condition.
9. **TERMS OF PAYMENT:** - 100 % (one hundred percent) payment along-with GST As Applicable after deduction of statutory duties & taxes (if any) shall be made after successful completion of the work in all respect and verification reports thereof by respective consignee and Paying Officer and on receipt of funds from Head Office in this regard and against deposit of 03% security cum performance guarantee, otherwise the same will be deducted from the final bill which will be released after completion of Guarantee period. After complete execution of work, the bidder shall produce the printed bills to the respective consignee/Paying Officer for effecting payment.
10. **GUARANTEE:** The work should be guaranteed for a period of 12 month from the date of completion. Any defect if noticed during this period shall be rectified/replaced free of cost by you. The guarantee certificate in duplicate may be furnished to this office for approval before release of payment.
11. **DOCUMENTS:** - The following Xerox copy should be submitted with the tender paper & the same will be verified with original documents at the time of opening of tender.
 - i. Civil Contract License (**D Class & above**)
 - ii .GST Registration Certificate
 - iii. Valid PAN .
 - iv. Experience Certificate (Same nature of work in OPTCL or any other Govt. Organisation).
12. **ADDITION OR DELETION OF CONTRACT:** - The Contract may be altered in quantum as per exigencies of work. The bidder shall accordingly provide services as may be required by the Officer- in - Charge on being given a notice of 7days.
13. **ARBITRATION:** - In the event of any dispute arising out his contract. The same shall be referred for arbitration to the Director (HRD) OPTCL, Bhubaneswar or any arbitrator appointed by the Chairman-Cum- Managing Director, OPTCL after due notice of claim and such appointment and the award of the arbitrator shall be final and binding arbitration and conciliation Act. 1996 shall apply. The venue of arbitration will be Bhubaneswar.
14. **CONSIGNEE:** - The SDO (Elect.), EHT (O&M) Sub-Division Paradeep is the consignees and verifying officer.
15. **PAYING OFFICER:** - The DDO, EHT (O&M) Circle, Cuttack is the paying Officer for contract. The DGM (Elect.) EHT (O&M) Division, Paradeep is paying officer for verifying and checking of bills.
16. **JURISDICTION OF COURT:-** Dispute if any, arising against the work order to be issued to the Bidder shall be filed by either party in any court of law to which the jurisdiction of Odisha High Court, CTC 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.

17. EXTENSION OF TIME: If the completion of work is delayed due to reason beyond the control of supplier, the supplier shall without delay give justification. The competent authority on receipt of such notice may agree to extend the contract completion date if reasonable but without prejudice to other terms and conditions of this contract.

18. LANGUAGE AND MEASURES: All documents pertaining to the contract including specifications, schedule, notices, correspondence, or any other writing shall be written in English language. The metric system of measurement shall be used exclusively in this contract unless otherwise any other measuring system is mentioned.

19. SAFETY PRACTICE: The Bidder must follow the OPTCL safety Rule while performing the work. No deviation will be allowed and the consignee has got absolute power to stop the work at any time on the breach of safety.

20. CONTRACTOR'S RESPONSIBILITY

(A) Notwithstanding anything mentioned in the Specification or subsequent approval or acceptance by the competent authority, the ultimate responsibility for satisfactory performance shall rest with the Bidders.

(B) **Clear-cut instructions to be issued to the persons deployed regarding their working place which is EHV premises.**

(C) **The contractors should be completely responsible for any Electrical accident met by the deployed personnel's due to their negligence during execution of work as per the prevailing Labour Act, Odisha.**

21. FORFEITURE OF SECURITY/EMD: The EMD not claimed for refund within a period of one year from the date of issue of our Work Order and security deposit not claimed for refund within a period of Three years after completion of contract, will be forfeited.

22. OUTRIGHT REJECTION OF TENDERS: - The tenders shall be liable for outright rejection if the following have not been complied.

a) Tenderers should have purchased the tender specification from the office of the D.G.M., EHT (O&M) Division, Paradeep in his own or Firm's name.

b) Tenders shall be submitted in person or by Registered post with A.D. and received before the time fixed for receipt of tender.

c) Tenders shall not be submitted telegraphically or by FAX.

d) Tenders shall be accompanied with the prescribed bid security Declaration form.

e) Tenders shall be kept valid for a minimum of 180 days from the date of opening of the tender.

f) Tenders shall be accompanied with original money receipt, clear valid attested Xerox copy of PAN No, GST Registration Certificate and CIVIL Contract License which must be valid on the date of opening of the tender. All copies of documents and each page of the tender must be signed by the authorized representative of the bidders.

23. Evaluation of Price Bid: Order on the firm will be placed on the basis of L1 evaluated price of qualified bidders and if required negotiation will be held with L1 Bidder (In case of tie Order will be placed as per lottery system).The bid value will be taken up to Two decimal point .In case of mismatching of unit price and total price the bid will be rejected. Equal to 14.99% or less from estimated price rejection criteria will be imposed here as the estimated price calculated in schedule rate.

SECTION-IV

PRICE SCHEDULE

Sl.No	Description of Materials	Quantity	Rate per Unit	Amount
1	Supply of Single group 12" of Make- Hindalco	88kg/22pc		
2	Supply of Double group 12" of Make-Hindalco	35kg/10pc		
3	Supply of Double group 14" of Make-Hindalco	102.5kg/25pc		
4	Supply of Door Vertical of Make-Hindalco	11kg/2pc		
5	Supply of Door Middle of Make-Hindalco	6.8kg/1pc		
6	Supply of Door Top of Make-Hindalco	6.8kg/1pc		
7	Supply of Door Bottom of Make-Hindalco	6.8kg/1pc		
8	Supply of Tapper Clip 12ft	200pc		
9	Supply of Tapper Clip Rom	125pc		
10	Supply of Hilex Screw	1000pc		
11	Supply of PVC foam	1000pc		
12	Supply of ND	100pc		
13	Supply of PVC wall plug	2pkt		
14	Supply of Steel hinges	6pc		
15	Supply of Door Handle	4pc		
16	Supply of Door Stopper	2pc		
17	Supply of Cock	2pc		
18	Supply of 12mm Glass of Make- Saint Golbain	300sqft		
19	Supply of ACP of Make-Hindalco	474sqft		
20	Supply of Door lock	2pc		
21	Service Charges / Fitting Charges	820sqft		
22	Dismantling and Installation of 2TON Split AC in the Proposed Room	3nos		
23	Supply & Fitting of Condenser 22"/32" (Copper) suitable for 2TON Split AC (As per Design)	4nos		
24	Supply & fitting of Compressor suitable for 2TON Split AC of GMCC make (As per Design)	3nos		
25	Supply and fixing of Running Capacitor	6nos		
26	Supply and fixing of Fan Motor Capacitor of 60mfd	6nos		
27	Supply and fixing of Contactor	6nos		
28	Full Gas Charging (R22) for 2TR Spac unit	6nos		
29	Sub-Total (from Sl.No.1 to 28)			
30	GST @ 18% of Sl.No.29			
31	Grand Total (Sl.No.29 + Sl.No.30)			
32	Or Say			

(Rupees

) Only

Signature of bidder with Seal.

ANNEXURE – II

THE BIDDERS ARE REQUIRED TO FURNISH THE FOLLOWING DETAILS AS PER THE FORMAT GIVEN BELOW WHICH IS A MANDATORY REQUIREMENT FOR EVALUATION OF BIDS

SL NO	DETAILS	TO BE FILLED BY THE BIDDER
1	BIDDER'S NAME	
2	BIDDER'S SITE NAME (NAME OF THE PLACE)	
3	ADDRESS	
4	CITY	
5	STATE	
6	COUNTRY	
7	PIN CODE	
8	PHONE NUMBER	
9	FAX NUMBER	
10	CIVIL LICENSE	
11	GST REGISTRATION NUMBER	
12	PAN NUMBER	
13	TAN NUMBER	
14	CONTACT PERSON'S NAME	
15	POSITION/DEPARTMENT OF CONTACT PERSON	
16	CONTACT PERSON'S E-MAIL ID	
17	CONTACT PERSON'S PHONE NO.AND MOBILE NO.	
18	CONTACT PERSON'S FAX NUMBER	

Signature of Bidder with Sea