



**ଓଡ଼ିଶା ବିଦ୍ୟୁତ ଶକ୍ତି ସଂଚାରଣ ନିଗମ ଲି.ସି.  
ODISHA POWER TRANSMISSION CORPORATION LIMITED**

(A Government of Odisha Undertaking)

Regd. Office: OPTCL Tech. Tower, Janpath, Saheed Nagar Bhubaneswar - 751007

**OFFICE OF THE GENERAL MANAGER (EL.)**

**E.H.T (O & M) CIRCLE, JEYPORE**

MULTISTOREYED BUILDING, 1<sup>ST</sup> FLOOR, POWERHOUSE SQUARE

P.O.- JEYPORE, DIST-KORAPUT (ODISHA) PIN- 764001

**TENDER SPECIFICATION FOR OPEN TENDER CALL NOTICE NO: 02/2024-25**

**HIRING OF COMMERCIAL REGISTERED AIR CONDITIONED LIGHT MOTOR  
VEHICLE(BOLERO OR EQUIVALENT) ON MONTHLY BASIS WITH DAILY HIRING  
RATE FOR EHT(O&M) DIVISION, JAYANAGAR**

ISSUED TO:-.....  
.....  
.....

**Cost of tender paper Rs.4,000/- + 18% GST = Rs.4,720/-**

**EMD: Rs 7000/-**



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**TENDER SPECIFICATION FOR TENDER CALL NOTICE NO. 02/2023-24**  
**OF EHT (O&M) CIRCLE, JEYPORE**

- |   |   |
|---|---|
| 1. SECTION-I                                      | Instruction to tenderers  |
| 2. SECTION-II                                     | General Terms and Conditions of Contract  |
| 3. SECTION-III                                    | Price Schedule  |
| 4. SECTION-IV                                     | Annexures   |
| 5. Price of tender document                       | Rs. 4000/-+ 18% GST =Rs.4720/-<br>by CASH /Demand draft to be drawn in favour of EHT<br>(O&M) Circle, OPTCL, Jeypore payable at Jeypore<br>(Non-Refundable) |
| 6. COMMENCEMENT OF<br>SALE OF TENDER PAPER        | 24.06.2024 (10:00hrs)   |
| 7. LAST DATE OF SALE OF<br>TENDER PAPER           | 08.07.2024 (12:00hrs)   |
| 8. LAST DATE & TIME OF<br>RECEIPT OF TENDER PAPER | 08.07.2024 (up to 15:00hrs)   |
| 11. DATE & TIME OF OPENING                        | 08.07.2024 (at 16:00hrs)  |

## SECTION - I

### INSTRUCTION TO TENDERERS

1. The bidders must read in detail the "Instruction to Bidder", "General terms and conditions" and all other sections carefully before filling the Tender documents. There are seven sections in this Tender Specification.
2. **TENDERS:**
  - A) Registered Travel agencies/ Vehicle owners having PAN card and GST registration fulfilling other criteria as per the tender document are only eligible to quote.
  - B) **The bidder must mention the name of the station/office for which the offer is submitted.**
  - C) **The vehicle proposed for engagement on hire basis should be NEW.**
  - D) **The vehicle shall comply with minimum mileage of 13 km/ litre and consumption of Engine oil minimum of 750km/ltr. However, tenderer quoting for more mileage and less consumption of lubricants may be given preference.**
  - E) **The vehicle should have commercial registration, valid road permit for all Odisha jurisdiction, valid fitness certificate, valid 1st party insurance, non-pollution certificate, Fast Tag and must comply to the relevant clauses issued by State or central Govt Time to Time.**
  - F) **Though the normal headquarter of the vehicle shall be as specified in the tender document, OPTCL may re fix the headquarter in case of exigencies.**
  - G) **The bidder must agree to operate the vehicle in any part of Odisha**
  - H) **In the event of being declared as the successful bidder, the bidder shall be required to provide vehicle along with a driver having valid driving license.**
  - I) **Tender must be submitted in sealed envelopes superscripted as "HIRING OF COMMERCIAL REGISTERED AIR CONDITIONED LIGHT MOTOR VEHICLE(BOLERO OR EQUIVALENT) ON MONTHLY BASIS WITH DAILY HIRING RATE FOR EHT(O&M) DIVISION, JAYANAGAR against Tender Call Notice No.02/2024-25.**
  - J) **Tender shall be submitted either in person or by Registered post with A.D/courier service. Any other means of delivery shall not be accepted. Detailed postal address with PIN, phone No./FAX No. must be mentioned in the application requesting for Tender document and on the Tender Bid. The Tender submitted in person is to be dropped in the Tender Box. Tender received after due date and time will not be considered. The authority will not be responsible for receipt of Tender after due date and time due to postal delay or any other reasons.**
  - K) **Conditional offers will not be accepted.**


- L) If the last date of receipt of tender and its opening happens to be a holiday, it will be received and opened on the next working day at the same time.
3. **INFORMATION OF 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) All necessary documents as per requirement of the tender specification should be Enclosed with the tender. **The documents must be self-attested.**
- b) Bidders themselves or their authorized representatives (possessing authorization letter in original) shall be allowed to attend opening event of the tender.
5. The purchaser reserves the right to reject the lowest or any other tender or all tenders without assigning any reason what so ever.
6. Tenders should be prepared neatly and without any overwriting and corrections. Erasures and other changes shall bear the dated initial of the person signing the tender.
7. In the event of discrepancy or arithmetical error in the schedule of price, the decision of the purchaser shall be final and binding on the tenderer.
8. For evaluation, the price mentioned in words shall be taken if there is any difference in figure and words in the price bid.
9. All other Terms and Conditions of OPTCL purchase rules shall be applicable
10. **The tenders shall be out rightly rejected if they do not comply with the following requirements.**
- a) Tenderers should have purchased the relevant specification from the office of the General Manager, EHT (O&M) Circle, Jeypore.
- b) Tenders shall be submitted in person or by Registered post with A.D/Courier service which should be received before the opening of tender as specified in the tender call notice.
- c) Tenders shall not be submitted telegraphically or by e-mail.

- d) Tenders shall be accompanied with prescribed earnest money deposit.
- e) Tenders shall be kept **valid for a minimum of 180 days** from the date of opening of the tender.
- f) The tender shall not be conditional.
- g) There must not be any violation to the terms & conditions set forth and provided in the tender specification.
- h) Non submission of the following documents:
  - a. Copies of I.T. Pan card
  - b. Valid GST registration certificate
  - c. Abstract of Terms & conditions in prescribed proforma as per **Annexure-I**.
  - d. Declaration Form as per **Annexure-II** (duly signed)
  - e. Bidder's Information as per **Annexure III**
  - f. General Terms & Conditions of contract as per Section-II of the Specification. (All the required documents are to be submitted)

11. Contact Number: In case of any tender related query please contact on these numbers during office hours.

i. 9438907074(GM)

ii 9438908277(Estimator)

  
General Manager (Elect)  
EHT (O&M) Circle, Jeypore