



ODISHA POWER TRANSMISSION CORPORATION LTD.  
(A Government of ODISHA Under Taking)  
Regd. Office: Janpath, Bhubaneswar-751022, Odisha  
OFFICE OF THE GENERAL MANAGER: ELECT.  
EHT (O&M) CIRCLE: CHAINPAL  
AT/PO: CHAINPAL COLONY, PIN-759104, and DIST: ANGUL (ODISHA)  
[CIN:U40102OR2004SGC007553/GSTIN-21AAACO7873L1Z6](#)  
Email: ehtm.cle.chp@optcl.co.in

TENDER SPECIFICATION NO. CHP-14/2017-2018

FOR

ONE TIME GRASS CLEANING INSIDE 400/220/132KV GRID SUB-STATION,  
MERAMUNDALI UNDER EHT (O&M) CIRCLE, CHAINPAL

Request for online tender documents:-	<b>From dt-09.10.2017 (10.00 Hrs) to dt-19.10.2017 (12.30 Hrs)</b>
Last date of submission of online tender: -	<b>up to dt-19.10.2017(17.00 Hrs)</b>
Date of opening of Tender: -	<b>20.10.2017(11.30 Hrs)</b>

## CONTENTS

### PART-1

1. SECTION –I : TENDER CALL NOTICE
2. SECTION –II : INSTRUCTION TO THE BIDDER
3. SECTION –III : GENERAL TERMS & CONDITION OF CONTRACT
4. SECTION –IV : TECHNICAL SPECIFICATION & PRICE SCHEDULE
5. SECTION –V : LIST OF ANNEXURE

# [SECTION-1]

## TENDER CALL NOTICE



**ODISHA POWER TRANSMISSION CORPORATION LTD.**  
(A Government of ODISHA Under Taking)  
Regd. Office: Janpath, Bhubaneswar-751022, Odisha  
**OFFICE OF THE GENERAL MANAGER: ELECT.**  
**EHT (O&M) CIRCLE: CHAINPAL, AT/PO: CHAINPAL COLONY,**  
DIST: ANGUL (ODISHA), Pin-759104, [Email-ehm.cle.chp@optcl.co.in](mailto:Email-ehm.cle.chp@optcl.co.in)  
**CIN:U40102OR2004SGC007553**

### **e-TENDER NOTICE NO. CHP-14 / 2017-18**

For and on behalf of ODISHA POWER TRANSMISSION CORPORATION LTD General Manager, EHT (O&M) Circle, Chainpal, invites Tenders from reputed Bidders in **One part** bidding system for **“One time grass cleaning inside 400/132/33KV Grid Sub-station, Meramundali under EHT (O&M) Circle, Chainpal”**. The interested bidders would be required to enroll themselves on the tender portal [www.tenderwizard.com/OPTCL](http://www.tenderwizard.com/OPTCL). Complete set of bidding documents are available at [www.tenderwizard.com/OPTCL](http://www.tenderwizard.com/OPTCL) from **09.10.2017 (10.00 Hrs) up to 19.10.2017 (12.30 Hrs)**. Interested Bidder may visit OPTCL's official web site <http://www.optcl.co.in> and [www.tenderwizard.com/OPTCL](http://www.tenderwizard.com/OPTCL) for detail specification.

**Submission of Bids: -A.** The bidder shall submit the bid in Electronic Mode only i.e [www.tenderwizard.com/OPTCL](http://www.tenderwizard.com/OPTCL). The bidder must ensure that the bids are received in the specified website of the OPTCL by the date and time indicated in the Tender notice. Bids submitted by telex/telegram will not be accepted. No request to collect the Bids in physical form will be entertained by the OPTCL. The OPTCL reserves the right to reject any bid, which is not submitted according to the instruction, stipulated above. The participants to the tender should be registered under IT Act / Service tax Act. So the interested bidder followed the above website for registration. **For any e-tendering assistant contact help desk number mentioned below. (Bangalore – 080- 40482000.) & (Odisha-MR.Satya-09937140591)**

N.B:- All subsequent addendums/corrigendum to the tender shall be hosted in the OPTCL's official web site <http://www.optcl.co.in> and [www.tenderwizard.com/OPTCL](http://www.tenderwizard.com/OPTCL) only.

### **NOTICE INVITING TENDER**

For and on behalf of the ODISHA POWER TRANSMISSION CORPORATION LTD., the undersigned invites bids under **One-part** bidding system in e- tendering mode only as per the following details. The bidders can view the tender documents from website free of cost. The bidders who want to submit bid shall have to pay a nonrefundable amount **including GST @ 12%) towards Tender Paper** cost, in the form of DD only, drawn in favour of EHT (O&M) Circle Chainpal, Payble at UCO Bank, TTPS Branch **(In case the D.D made from any other nationalized bank payable at any clearing branch at Talcher/Angul 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 Nonrefundable)** at the office of the undersigned on or before the opening of tender.

The bidders shall have to pay EMD amount as above & submit the copy of proof/payment documents at the office of the undersigned on or before the opening of tender.

The bidders shall have to pay a nonrefundable amount in the table below to K.S.E.D.C.Ltd, towards the tender processing fee through e-payment gateway.

Sl. No	Description of work/Item	Estimated Cost	Earnest Money Deposit.	Cost of Tender Paper+ GST@12%	Tender Processing Fee.
1	One time grass cleaning inside 400/132/33KV Grid Sub-station, Meramundali under EHT (O&M) Circle, Chainpal	₹ 13,50,233.00	₹ 13,503.00 (DD)	₹ 6720.00 (6000+720) (DD)	₹ 1594.00 (E-payment)

The prospective bidders are advised to register their user ID, Password, company ID from website [www.tenderwizard.com/OPTCL](http://www.tenderwizard.com/OPTCL) by clicking on hyper link "Register Me".

Any clarifications regarding the scope of work and technical features of the tender can be had from the undersigned during office hours.

**Detail Documents of bidders required: AS STIPULATED IN SECTION-II, OF THE TENDER SPECIFICATION.**

**N.B:-**

- i) All the materials required for work shall be of good quality relevant to concern IS. Engineer in charge shall ensure the quality of material supplied.
- ii) The Rate quoted by the bidder will be judged as per the recent OPWD code.
- iii) The Bidder must fill the price bid for the work as above. So the bidder has to submit the bid, deposit the EMD, Paper cost & Tender processing fee separately as described above.
- iv) Additional performance security shall be obtained from the bidder when the bid amount is less than the estimate cost put to tender, in such an even the bidder who have quoted less bid price/rates than the estimate cost put to tender shall have to furnish the exact amount of differential cost i.e. estimate cost put to tender minus the quoted amount as Additional Performance Security in Shape of Demand Draft in favour of EHT (O&M) Circle Chainpal, Payble at UCO Bank, TTPS Branch in the sealed envelope along with the Tender Cost & EMD. Failing which the bid will be rejected.
- v) The EMD not claimed for refund within a period of one year from the date of issue of Purchase/Work orders and the security deposit not claimed for refund within a period of Three years after completion of contract, will be forfeited.

GENERAL MANAGER (Ele)  
EHT (O&M) CIRCLE, CHAINPAL

---

Energy is precious. Save it.

## [SECTION-II]

### INSTRUCTION TO BIDDER

#### 1. Submission of Bids: -

A. The bidder shall submit the bid in Electronic Mode only i.e [www.tenderwizard.com/OPTCL](http://www.tenderwizard.com/OPTCL). The bidder must ensure that the bids are received in the specified website of the OPTCL by the date and time indicated in the Tender notice. Bids submitted by telex/telegram will not be accepted. No request to collect the Bids in physical form will be entertained by the OPTCL.

The OPTCL reserves the right to reject any bid, which is not submitted according to the instruction, stipulated above. The participants to the tender should be registered under IT Act / Service tax Act. So the interested bidder followed the above website for registration.

**For any e-tendering assistant contact help desk number mentioned below.(Bangalore – 080- 40482000.) & (Odisha-MR.Satya-09937140591)**

#### 2. Division of Specification.

- |                 |  |
|-----------------|--|
| 1. SECTION –I   | :TENDER CALL NOTICE                    |
| 2. SECTION –II  | :INSTRUCTION TO THE BIDDER             |
| 3. SECTION –III | :GENERAL TERMS & CONDITION OF CONTRACT |
| 4. SECTION –IV  | :TECHNICAL & PRICE BID                 |
| 5. SECTION –V   | :LIST OF ANNEXURE                      |

#### 3. Purchaser's Right Regarding Alteration of Quantities Tendered.

The Purchaser may alter the quantities of work at the time of placing orders. Initially the purchaser may place orders for lesser quantity with full freedom to place extension orders for further quantity under similar terms and conditions of the original orders. Orders may also be split among more than one bidder for any particular item, if considered necessary in the interest of the OPTCL.

#### 4. Purchaser's right to accept/reject bids:

The purchaser reserves the right to reject any or all the tenders without assigning any reasons what so ever if it is in the interest of OPTCL, under the existing circumstances.

#### 5. Mode of submission of Tenders.

[A] Tenders shall be submitted in electronic mode only. ([www.tenderwizard.com/OPTCL](http://www.tenderwizard.com/OPTCL)).

[B] **Telegraphic or FAX tenders** shall not be accepted under any circumstances.

#### 6.A Earnest money deposit:

The Tenders shall be accompanied by Earnest Money deposit of value specified in the notice inviting tenders. Tenders without the required EMD will be rejected out rightly

The earnest money deposit shall be furnished in shape of

- (i) **DD** in favour of EHT (O&M) Circle, Chainpal, (In case the DD made from any other nationalized bank payable at any clearing branch at Talcher/Angul 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 Nonrefundable)

**NOTE:-**

- (i) No adjustment towards EMD shall be permitted against any outstanding amount with the **ODISHA POWER TRANSMISSION CORPORATION LTD.**
- (ii) In the case of un- successful bidder, the EMD will be refunded after finalization of the tender. In the case of successful Bidder, this will be refunded only after award of contract & on submission of BG/DD as security deposit.
- (iii) Suits, if any, arising out of this clause shall be filed in a Court of law to which the jurisdiction of High Court of ODISHA extends.
- (iv) EMD will be forfeited if the bidder fails to accept the purchase order and/or work order issued in his favour or to execute the order, placed on them.
- (iv) Tenders not accompanied by Earnest Money shall be disqualified.

**6.B Additional Performance Security:-**

Additional performance security shall be obtained from the bidder when the bid amount is less than the estimate cost put to tender, in such an even the bidder who have quoted less bid price/rates than the estimate cost put to tender shall have to furnish the exact amount of differential cost i.e. estimate cost put to tender minus the quoted amount as Additional Performance Security in Shape of Demand Draft in favour of EHT (O&M) Circle Chainpal, Payble at UCO Bank, TTPS Branch in the sealed envelope along with the Tender Cost & EMD. Failing which the bid will be rejected.

**7. Validity of the Bids: -**

The tenders are requested to keep the validity of their offer for a period of **180** days from the date of opening of the tender, failing which the tenders will be rejected.

**8. PRICE: -**

The bidders are advised to quote their rate as per the price schedule attached with this specification and shall remain firm inclusive of all taxes & duties, labour charges etc. within the validity of the tender. However Service tax will be paid extra as per Govt. Prevailing rule.

**9. Bidders to be fully conversant with the clauses of the Specification:**

Bidders are expected to be fully conversant with the meaning of all the clauses of the specification before submitting their tenders. In case of doubt regarding the meaning of any clause, the bidder may seek clarification in writing from the GM EHT (O&M) Circle, Chainpal, This, however, does not entitle the bidder to ask for time beyond due date, fixed for receipt of tender.

## **10. Documents to Accompany Bids.**

Bidders are required to submit tenders in the following manner:

- [i] All the relevant documents scanned copy, as per specification should be uploaded.

## **11. Conditional Offer:**

Conditional offer shall not be accepted.

## **13. Qualification of Bidder:**

**The bidder must have the following documents to qualify.**

- (i) Electrical License (HT/EHT)
- (ii) Civil License (D & Above)
- (iii) Valid GSTIN.
- (iv) Valid PAN.
- (v) Labour License.
- (vi) EPF/ESI registration certificate.
- (vii) Experience Certificate (Optional but weightage may be given)

\*Joint Ventures will be allowed with valid JV agreement in a non judicial stamp paper worth Rs.500.00/-. The JV agreement should clearly indicate the lead partner. The documents of both the parties as specified are to be submitted along with the bid. The Lead partner should possess all the valid qualifying documents as mentioned above.

## **14. CONSIGNEE:-**

(i)The SDO, of Grid S/S Meramundali is the consignee for the contract to be issued to the Contractor.

## **15. PAYING OFFICER:-**

The DGM, EHT (O&M), Division, Meramundali is the paying officer for the contract to be issued to the Contractor.

## **16. General: -**

- (i)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 Bidder.
- (ii)Notice inviting tender shall form part of this specification.
- (iii) The EMD, if any, shall be returned to the unsuccessful bidders.
- (iv) It should be distinctly understood that the price bid shall contain only details/documents relating to price, as mentioned herein above.
- (v) The Bidder must submit the EMD amount, cost of tender document, Additional performance security and Tender processing fee in DD or Document proof of payment in a sealed cover envelope super scribing the tender specification number, Tender Notice No & Date opening of tender clearly on the envelope cover. The said envelope is to be submitted in the office of the purchaser on or before opening of tender.
- (vi) The EMD not claimed for refund within a period of one year from the date of issue of Purchase/Work orders and the security deposit not claimed for refund within a period of Three years after completion of contract, will be forfeited.

**[SECTION-III]**  
**GENERAL TERMS AND CONDITIONS OF CONTRACT [G.T.C.C.]**

**1.0 Scope of the contract:**

The scope of work covers the following activities.

- i) The Scope of Work Described in SECTION-IV.
- ii) The work will be carried out as per instruction of Engineer and work plan.
- iii) The video recording of the area to be cleaned before commencement of work & after completion of work in presence of Divisional & Sub-Divisional head must be done and submit the same to the undersigned for record. Video recording must be done by the bidder from his own cost.

**2.0 Definition of terms:**

For the purpose of this specification and General Terms and Conditions of contract [GTCC], the following words shall have the meanings hereby indicated, except where otherwise described or defined.

- 2.1 “The Purchaser” shall mean the General Manager, EHT (O&M) Circle, Chainpal for and on behalf of ODISHA POWER TRANSMISSION CORPORATION LTD., Bhubaneswar.
- 2.2 “The Engineer” shall mean the Engineer appointed by the Purchaser for the Purpose of this contract.
- 2.3 “Purchaser’s Representative” shall mean any person or persons or consulting firm appointed and remunerated by the Purchaser to supervise, inspect, test and examine workmanship and materials of the equipment to be supplied.
- 2.4 “The Contractor” shall mean the bidder whose bid has been accepted by the purchaser and shall include the bidder’s executives, administrators, successors and permitted assignees.
- 2.5 “Equipment” shall mean and include all machinery, apparatus, materials, articles to be provided under the contract by the Contractor.
- 2.6 “Contract Price” shall mean the sum named in or calculated the bid.
- 2.7 “General Condition” shall mean these General Terms and Conditions of Contract.
- 2.8 “The Specification” shall mean both the technical as well as commercial parts of the specification annexed to or issued with GTCC and shall include the schedules.
- 2.9 “Month” shall mean “Calendar month”.
- 2.10 “Writing” shall include any manuscript, type written, printed or other statement reproduction in any visible form and whether under seal or under hand.
- 2.11 “FOR Destination costs” shall mean the cost at our work site. The cost is inclusive of all taxes & duties etc. , but excluding Service tax.
- 2.12 The term “Contract document” shall mean and include GTCC, specifications, form of tender, Notice Inviting Tender, covering letter, schedule of prices or the final General Conditions, any special conditions, applicable to the particular contract.
- 2.13 Terms and conditions not herein defined shall have the same meaning as are assigned to them in the Indian Contract Act, failing that in the ODISHA General Clauses Act.

3. **Manner of execution:**

The work should be executed to the full satisfaction of the owner asked and as per direction of the field in charge or consignee.

4. **Language and measures:**

All documents pertaining to the contract including specifications, schedule, notices, correspondence, operating and maintenance instructions or any other writing shall be written in English language. The metric system of measurement shall be used exclusively in this contract.

5. **Right to reject/accept any tender:**

The Purchaser reserves the right either to reject or to accept any or all tenders if the situation so warrants in the interest of the OPTCL. Orders may also be split up between different Bidders on individual merits of the Bidder. The Purchaser has exclusive right to alter the quantities of work at the time of placing final work order.

6. **Carry out the work**

The works awarded should be commenced from 15 days of the award of the contract and completed within 3months.

7. **Force Majeure:**

The Contractor shall not be liable for any penalty for delay or for failure to perform the contract within stipulated time for reasons of force majeure such as acts of god, acts of the public enemy, acts of Govt., Fires, floods, epidemics, Quarantine restrictions, strikes, Freight Embargo and provided that the Contractor shall within Ten (10) days from the beginning of delay on such account notify the undersigned in writing of the cause of delay. The undersigned shall verify the facts and grant such extension, if facts justify.

8. **Extension of time:-**

If the Commencement of work is delayed due to reasons beyond the control of the Contractor, the Contractor shall without delay give notice to the purchaser in writing of his claim for an extension of time. The Purchaser on receipt of such notice may or may not agree to extend the contract period date as may be reasonable but without prejudice to other terms and conditions of the contract.

09. **Documents Validation:**

The documents should be valid on the date of opening of tender should be uploaded along with tenders, failing which the tender will be rejected. The contractor or their authorized representatives should produce the original documents for verification within 10 days from the date of opening of tender as per requirement. Those who fail to produce the same and found not to be valid at the time of tender opening, their tenders will be rejected.

## **10. Security deposit against 100% payment:**

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 for one month in shape of BG/bank draft drawn in favour of respective paying officer, of OPTCL. The security deposit shall be released after contract period is over 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 in the office of paying officer of OPTCL with making an agreement prior to commencement of work. In case of Non fulfillment of contractual obligation by the bidder, the same so deposited shall be forfeited without notice to the bidder.

## **11. Terms of Payment.**

(i) 100% (One hundred percent against Security deposit) payment along with full taxes & duties (if any) shall be made after successful completion of the work in all respect as per JMC and verification thereof subject to approval of guarantee certificate & performance BG/Security Deposit. Taxes and duties will be deducted from the bill as per Govt. norm.

(ii) The contractor is fully responsible for safety of the workmen. After completion of the work, the contractor shall produce the printed bills in triplicate to the respective consignee/Paying Officer for effecting payment.

## **12. Penalty for Delay in Completion of Contract**

If the contractor fails to provide service as per contract, an amount of twice the calculated daily billed amount for the period, will be recovered from the monthly bills or Forfeit of Security Deposit (if required) of the contractor. The unsatisfactory performance for a period of continuous Two months or more than one month in a quarter will be liable for termination of contract with forfeiture of security deposit of that particular Unit.

## **13. Validity of Price.**

Prices and conditions contained in the offer should be kept valid for a minimum period of 180 days from the date of opening of the tender, failing which the tender shall be rejected.

## **14. Jurisdiction of the High Court of ODISHA.**

Suits, if any, arising out of this contract shall be filed by either Party in a court of Law to which the jurisdiction of High court of ODISHA extends.

## **15. Correspondences.**

i) Any notice to the Contractor under the terms of the contract shall be served by Registered/Speed Post or by hand at the Contractor's Principal Place of Business.

ii) Any notice to the Purchaser shall be served at the Purchaser's Principal Office in the same manner.

**Purchaser:** General Manager EHT (O&M), Circle, OPTCL, Chainpal,(Odisha)

Telephone No. 9438907042

Email id:- ehtm.cle.chp@optcl.co.in

## **16. Outright Rejection of Tenders**

Tenders shall be outrightly rejected if the followings are not complied with.

[i] The bidder shall submit the bid in electronic mode only and shall submit the cost of

tender document and Tender processing fee on or before the date and time of opening of the bid.

- [ii] The Tender shall not be submitted telegraphically or by FAX.
- [iii] The prescribed EMD shall be submitted on or before the last date and time of submission of the bid.
- [iv] The Tender shall be kept valid for a minimum period of 6Months from the date of opening of tender.
- [v] 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.
- [vi] The Bidder should quote 'FIRM' price only and the price should be kept valid for a minimum period of 6Months from the date of opening of the tender.

**17. SAFETY PRACTICE:-**

The Bidder must be followed the OPTCL safety Rule while performing the work. The workmen must provided Safety Helmet, safety belt, safety shoe, etc by the contractor while performing the works. No deviation will be allowed and the consignee has got any power to stop the work at any time on the beach of safety practical.

**18. CONTRACTORS' RESPONSIBILITY:-**

- a) Notwithstanding anything mentioned in the specification or subsequent approval or acceptance by the owner, the ultimate responsibility for satisfactory performance in keeping the allotted portions 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, Orissa.

**19. EVALUATION & COMPARISON OF BIDS:-**

Weightage shall be given to the following factors in the evaluation & comparison of bids.

- a) Past track records in similar items to OPTCL, if any.
- b) Track record in performance of similar work done to other utilities other than OPTCL
- c) Deviation in the bid vis-à-vis in the stipulation in the bid specification both in Technical and Commercial
- d) In comparing bids and in making awards, the purchaser may consider such factors as compliance with specification, relative quality & adaptability of supplies or services, experience, financial soundness, record of integrity in dealings, performance of materials/equipments earlier supplied, ability to furnish repairs and maintenance services, the time of delivery, capability to perform including available facilities such as adequate shops, plants, equipment and technical organization.

## [SECTION-IV]

### **Technical Specification:-**

**The Scope of Work-**The scope of works must cover the followings:-

1. The Firm must up-rooting and cleaning of grass/any type of vegetation including cutting of wild shrubs, plants, trees in the metal/Bolder and barren areas of switch yard completely and application of anti weed chemicals in metal area.
2. The contractor will have his own T&P, other materials required for cleaning and supply anti weed chemicals.
3. After Completion of cleaning work the JMC of cleaning area will be prepared in presence of consignee & DGM Meramundali.

**\*The video recording of the area to be cleaned before commencement of work & after completion of work in presence of Divisional & Sub-Divisional head must be done and submit the same to the undersigned for record. Video recording must be done by the bidder from his own cost.**

### **MANNER OF EXECUTING THE WORKS:-**

1. Metal Area:- Cleaning of switch yard spreads with H.G. metal/Bolder and having equipment and their structures is to be taken up without any damage to the equipment and their foundation. The grass should be up rooted completely. No grass or weeds should be seen at the time of preparing JMC.

Anti weed chemical should be sprayed in the metal/Bolder area as per proportion specified by the manufacturer. The contractor shall procure the chemicals as per recommendation of the Engineer-in-charge/ paying officer.

2. Cleaning of non metal area:- (up to 5 Mtr. Width adjacent to the metal/bolder area & 2 meter wide collar of approach road (Black Top) and road inside Sub-Station) and for additional non metal area excluding above, as per direction of Engineer in charge, which must mentioned in the JMC. The area should be made clear from wild shrubs/ unwanted plants and grasses etc., completely. Anti weed chemical should be sprayed in the metal/Bolder area as per proportion specified by the manufacturer. The contractor shall procure the chemicals as per recommendation of the Engineer-in-charge/ paying officer.

3. All the grass/ wild shrubs and unwanted plants so removed shall be dumped in a place and then lifted from the switch yard area and thrown away outside the fence as per the instruction of consignee.

## **PRICE BID**

### 1. PRICE:

- (i) Bidders are required to quote their price(s) in price Bid (Excel sheet enclosed).
- (ii) The prices quoted shall be unit price for work including supply of required materials as per the tender specification at the consignee's site/store inclusive of all taxes and duties.

### 2. PROPER FILLING UP OF THE PRICE SCHEDULE:

The bidder should fill up the price schedule properly and in full in the bid sheets provided in .xls format and up-load the same without changing the file name. The tender may be rejected if the schedule of price is submitted in incomplete form.

- 1. The Bidder must fill the price bid for complete work; no partial bid will be accepted.

## **[SECTION-V]**

### **[LIST OF ANNEXURES]**

1	Supplier information form	ANNEXURE-I
2	Abstract of terms and conditions to accompany Section-II	ANNEXURE-II
3	Declaration Form	ANNEXURE-III

## **ANNEXURE – I**

**SUPPLIER INFORMATION (Fill in Excel sheet provided in Technical/Price Bid)**

<b>SL No</b>	<b>The bidder shall furnish general information in the following format</b>	
1	<b>NAME OF THE BIDDER</b>	
2	<b>Address:-</b>	
3	<b>City</b>	
4	<b>Pin Code</b>	
5	<b>Contact person's Name :-</b>	
6	<b>Telephone No. office &amp; Residence:-</b>	
7	<b>FAX No:-</b>	
8	<b>EMAIL:-</b>	
9	<b>GSTIN No:</b>	
10	<b>PAN No.</b>	
11	<b>Electrical License No.</b>	
12	<b>CIVIL License No.</b>	
13	<b>Labour License No.</b>	
14	<b>EPF No.</b>	
15	<b>ESI No.</b>	

## ANNEXURE-II

ABSTRACT OF GENERAL TERMS AND CONDITIONS OF CONTRACT [COMMERCIAL] TO  
ACCOMPANY (Fill in Excel sheet provided in Technical/Price Bid)

1	Cost of tender document D.D. No. & Date	
2	Earnest money deposit furnished D.D. No. & Date.	
3	Tender processing fee (E-Payment Only)	
4	Additional Performance Security D.D. No. & Date.	
5	Deviations to the Specification in any (list enclosed or not)	Yes/No
6	Whether agreeable to OPTCL's terms	Yes/No
7	Whether agreeable to furnish Security Deposit / BG in case his tender is successful.	Yes/No
8	Whether agreeable to contractor responsibility clause	Yes/No
9	Terms of Payment : Whether agreeable to OPTCL's standard terms of payment or not	Yes/No
10	Penalty & Recovery : Whether agreeable to OPTCL's terms or not	Yes/No
11	Validity: - Whether agreeable to OPTCL's terms or not.	Yes/No
12	Completion Period: - Whether agreeable to OPTCL's terms or not.	Yes/No
13	Guarantee: - Whether agreeable to OPTCL's terms or not.	Yes/No
14	Xerox copy of <b>GSTIN</b> (submitted)	Yes/No
15	Xerox copy of PAN card (submitted)	Yes/No
16	Xerox copy of <b>Electrical License</b> (submitted)	Yes/No
17	Xerox copy of <b>CIVIL License</b> (submitted)	Yes/No
18	Xerox copy of <b>Labour License</b> (submitted)	Yes/No
19	Xerox copy of <b>EPF</b> Regd.(submitted)	Yes/No
20	Xerox copy of <b>ESI Regd.</b> (submitted)	Yes/No

## **ANNEXURE-III**

### **DECLARATION FORM (Fill the Form & Scanned copy have to upload)**

To

General Manager (Elect.)  
E.H.T. (O&M) Circle, OPTCL, Chainpal

Sub:- Tender Specification No. - \_\_\_\_\_

Sir,

1. Having examined the above specification together with Tender conditions referred to therein I/We the undersigned hereby offer to supply the materials covered thereon complete in all respects as per the Specification and General Conditions, at the rates entered in the attached contract schedule of prices in the Tender.
2. \*I/We hereby undertake to have the materials delivered within the time specified in the Tender.
3. \*I/We here Guarantee the technical particulars given in the Tender supported with necessary reports from concerned authorities.
4. \*I/We certify to have submitted the bid electronically by remitting (Strike out whichever is not applicable) Cash / Money order / D.D. / remitting the cost of tender, and this has been acknowledged by your letter No. \_\_\_\_\_ Dated: \_\_\_\_\_ here with.
5. In the event of Tender being decided in my / our favour, I / We agree to furnish the DD/Composite B.G. towards Security Deposit in the manner of acceptance of PO/WO of ODISHA POWER TRANSMISSION CORPORATION LTD. and for the sum as applicable to me / us per **Clause – 11 of Section – III** of this Specification within 15 days of issue of Letter of intent / Purchase order failing which I / We clearly understand that the said letter of intent / Purchase order will be liable to be withdrawn by the Purchaser and the EMD deposited by us shall be forfeited by OPTCL .

Signed this \_\_\_\_\_ day of \_\_\_\_\_ 20 15\_\_\_\_\_

Yours faithfully,

Signature of Tenderer  
with Seal of the Company

(This form should be fully filled up by the Tenderer and uploaded at the time of submission of tender)

\*( strike out whichever is not applicable)