



**ODISHA POWER TRANSMISSION CORPORATION LIMITED
OFFICE OF THE DY. GENERAL MANAGER
EHT (O&M) DIVISION, DUDUMA COLONY, BERHAMPUR**

**TENDER SPECIFICATION FOR TENDER CALL
NOTICE No. TS/BAM/Grass cutting/2016-17/01**

For

**One time cleaning & uprooting of grass, weed & shrubs from switch-yard of
Narendrapur, Berhampur & Digaphandi Grid S/s**

**Cost of tender paper Rs. 2000/- + 5 % VAT=Rs.2100/-
(Rupees Two thousand one hundred only)**

Estimated cost of work: Rs 2,30,933/-

ISSUED TO:-

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9438907406

Phone- 0680-2271587

Mail id: ehtm.div.bam@optcl.co.in

ODISHA POWER TRANSMISSION CORPORATION LIMITED

(A Government of Odisha Undertaking)

OFFICE OF THE DY. GENERAL MANAGER (ELECTRICAL)

EHT (O & M) DIVISION, DUDUMA COLONY, DIGAPAHANDI ROAD

BERHAMPUR – 760 006

CIN:U40102OR2004SGC007553

Notice Inviting Tender Advt. No. TS/BAM/Grass Cutting/2016-17/01

Sealed Tenders are invited by the undersigned from interested bidders having both valid H.T Contract License and Labour Contract License along with PAN, service tax registration certificate for “**One time cleaning and uprooting of grass, shrubs from switchyard of Narendrapur, Berhampur & Digaphandi Grid S/s under EHT (O&M) Division, Berhampur**”.

The tender document can be made available in the office of the undersigned on written request and payment of requisite amount towards cost of tender document by cash/Bank draft drawn in favour of Dy. General Manager, EHT (O & M) Division, Berhampur payable at Berhampur, Odisha. Those who wants to receive tender paper over post are required to deposit additional amount of Rs 100/- (Rupees one hundred). The undersigned will not be held responsible for any postal delay.

The bid must be accompanied with an amount Rs 2,310/- as EMD in shape of DD/Cash drawn in favour of Dy. General Manager, EHT(O & M) Division, Berhampur payable at Berhampur, Odisha. 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 19.07.16.

Date of Sale of Tender Paper:	From 04.07.2016 to 18.07.2016 (Office Hours)
Last Date of receipt of Tender Paper:	19.07.2016 up to 01.00 PM.
Date of Opening of Tender Paper:	19.07.2016 at 03.00 PM.

If any of the above date happens to be a holiday, the next working day will be the corresponding effective date. The authority reserves all rights to reject any, all or part of the Tender, alter/modify the requirement/ delete any part of the tender 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.

**Dy. General Manager
EHT (O & M) Division
Berhampur**

**TENDER SPECIFICATION FOR TENDER CALL
NOTICE No. TS/BAM/Grass cutting/2016-17/01**

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6.	COST OF TENDER PAPER (Non-refundable)	Rs. 2000/- + 5 % VAT=Rs.2100/- (Rupees Two thousand one hundred) only by Cash/ Bank Draft drawn in favour of Dy. General Manager, EHT(O & M) Division, Berhampur payable at Berhampur, Odisha.
7.	E.M.D	Rs 2,310/- only by cash / bank draft drawn in favour of Dy. General Manager, EHT (O & M) Division, Berhampur payable at Berhampur, Odisha.
8	SALE OF TENDER PAPER	From 04.07.16 to Dt. 18.07.16 . (During office hours) available in the office of the Dy. General Manager (Ele.), EHT(O&M) Division, OPTCL, Berhampur.
9.	LAST DATE OF RECEIPT OF TENDER PAPER	Dt. 19.07.16 up to 1.00 PM.
10	DATE & TIME OF OPENING OF TENDER	Dt. 19.07.16 at 3.00 P.M
11	Tender posted by the registered post to should be reached at:	Odisha Power Transmission Corporation Ltd., Office of the Dy. General Manager, EHT (O & M) Division, Duduma Colony, Digaphandi Road, Berhampur-700 006, Odisha

SECTION - I

INSTRUCTION TO BIDDERS

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

1. TENDERS:

- A) Bidders must submit their bids with original signature. Only those who have purchased the Tender specification from this office can submit their Tender. Tenders submitted by other mean will be rejected.
- B) Tender must be submitted in sealed cover subscribed as “**Tender call Notice No. TS/BAM/ Grass cutting/2015-16/01: One time cleaning and uprooting of grass, shrubs from switchyard of Narendrapur, Berhampur & Digaphandi Grid S/s under EHT (O&M) Division, Berhampur**” on or before 19.07.16 and addressed to the Dy. General Manager, EHT (O & M) Division, Berhampur.
- C) Tender shall be submitted either in person or by registered post. The authority is not responsible for receipt of tender after due date due to postal delay or any other reasons and tenders received after due date due to postal delay or any other reason will not be considered. The tenderer who wants to receive the tender paper by post have to deposit additional Rs 100.00 (Rupees One hundred) along with the tender paper cost. Detailed postal address with PIN No., Phone / Fax/Email of bidder must be mentioned in the application requesting for tender document.
- D) The bidder is to deposit EMD @ **Rs 2,310/-** in shape of cash / bank draft drawn in favour of Dy. General Manager, EHT (O & M) Division, Berhampur. The EMD of successful tenderers will be refunded after deposit of security-cum-performance deposit. The EMD of all unsuccessful tenderers shall be refunded on written request after finalization of tender. No interest shall be paid on EMD. No adjustment towards EMD shall be permitted against outstanding amount, if any, remained with the OPTCL.

2. Experience:

The bidders are required to submit the list of his past experience if any regarding similar work done along with the supporting documents.

3. FORFEITURE OF EMD:

- A) In the event the successful tenderer fails to carry out the works / partly carry out the works as per the technical specification the EMD so deposited shall be forfeited.
- B) Any deviation from the terms and conditions of the contract the EMD so deposited shall be forfeited without any notice.

4. INFORMATION ON COMPETITORS:

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

5. OPENING OF TENDERS:

- A) Copy of H.T Contract License and Labour Contract License, PAN card, service tax registration certificate, income tax clearance (ITCC) should be enclosed with the tender bids.
 - B) Bidders themselves or their authorized representatives limited to one person only (possessing authorization letter in original) will be allowed to attend opening event of the tenders.
6. Orders may also be split up among more than one tenderer, if necessary. The undersigned reserves the right to reject the lowest or any other Tender or all tenders without assigning any reason what so ever.
7. The bidders are advised to inspect the site before assessing their rate to be quoted in the tender. Tender should be prepared clearly and without any overwriting and corrections. Erasures and other changes shall bear the dated initial of the person signing the Tender.
8. In the event of discrepancy or arithmetical error in the schedule of price, the decision of the purchaser shall be final and binding on the tenderer. For evaluation, the price mentioned in words shall be taken if there is any difference in figure and word in the price bid.

GENERAL TERMS AND CONDITIONS

1. **a. Scope of Works** : The detailed scope of work is appended at Section-III.
b. Validity: Tenderers are requested to keep the validity of their offer for a period of 06months from the date of opening of tender.
2. **Price**: The bidders are advised to quote their rate as per the price schedule at Annexure – I which shall be inclusive of all taxes & duties, labour charges etc. The unit rate and the total amount should be entered in figures and words. Any correction should be attested under the seal of the Firm/ Contractor. In case of any difference between figure and words in the price schedule, the price mentioned in words should be taken into consideration for evaluation.
3. **Taxes**: Necessary taxes will be deducted from the bill as per the prevailing rates.
4. **Completion of Work**: The work should be completed in full shape within 45days from the date of award of the contract. 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 is not commenced & completed within the stipulated period, then the penalty should be imposed as per clause No.05 of SECTION-II.
5. **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 is not completed within the scheduled period.
6. **EMD**: The tenderers are requested to deposit EMD @ Rs 2,310/- in shape of cash / D.D. drawn in favour of Dy. General Manager, EHT(O&M) Division, Berhampur. The tender without EMD will be liable for rejection. The D.D / original money receipt for the EMD should be enclosed along with original tender paper.
7. **Security Deposit**: The tenderers whose offer qualifies for acceptance will be awarded Work Order and the contractor shall have to be deposit Security-cum-performance guarantee equal to 5% (Five percent) of contract value in shape of Cash / Bank Draft in favour of **Dy. General Manager, EHT(O&M) Division, Berhampur**. The Security deposit will be released after six months of completion of work. No interest shall be paid to the supplier towards the security deposit so deposited by the supplier.
8. **Terms of Payment**: 100% payment will be paid by the paying officer after completion of work and due verification reports (JMC) thereof by the consignee and approval of the competent authority. The bills in triplicate should be submitted to the paying officer along with completion report duly verified by the concerned Consignee.

9. **Consignee:** - The respective grids SDO are the consignee for the contract.
10. **Paying Officer:** The **DGM, EHT (O&M) Division, Berhampur** is the paying officer for this contract.
11. **Jurisdiction of Court:** Suits if any, arising against the work order to be issued to the contractor shall be filed by either party in any court of law to which the jurisdiction of Odisha High Court extends.
12. **Workmen's Compensation:** The contractor shall be fully responsible for paying compensation, if any under the workmen compensation act on account of workmen deployed by him.

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.

Dy. General Manager

SECTION-III

SCOPE OF THE WORK:

1. The contractor must up-root and clean the grass including cutting of wild shrubs, plants, trees from the metal & barren area as instructed by engineer-in-charge and apply anti-weed chemicals in the area.
2. The contractor will have his own T&P, other materials required for cleaning and supply of anti-weed chemicals.

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.
2. Cleaning of Barren area: - The barren area should be made clear from wild shrubs/unwanted plants and grasses etc., completely. No grass or weeds should be seen at the time of preparing JMC.
3. Anti-weed chemical should be sprayed in the metal/barren area as per proportion specified by the manufacturer. Spraying of anti-weed chemical in the substation shall be done as per the direction and supervision of consignee.
4. All the grass/ wild shrubs and unwanted plants so removed shall be dumped in a place and then lifted from the switch yard area as per the instruction of consignee.

Details of Work: One time cleaning and uprooting of grass, shrubs from switchyard of Narendrapur, Berhampur & Digaphandi Grid S/s.

Sl No	Description of area	Area in Sq. mtr
Narendrapur Grid S/s		
1	Metallic area	16607
2	Barren Area	5474
3	Anti-weed treatment	22081
Berhampur Grid S/s		
1	Metallic area	7542
2	Barren Area	1650
3	Anti-weed treatment	9192
Digaphandi Grid S/s		
1	Metallic area	6150
2	Barren Area	1850
3	Anti-weed treatment	8000

ANNEXURE – I

One time cleaning and uprooting of grass, shrubs from switchyard of Narendrapur, Berhampur & Digaphandi Grid S/s.

Schedule of Price

Sl No	Description of area	Unit rate per Sq. mtr	Unit rate in word
Narendrapur Grid S/s			
1	Metallic area		
2	Barren Area		
3	Anti-weed treatment		
Berhampur Grid S/s			
1	Metallic area		
2	Barren Area		
3	Anti-weed treatment		
Digaphandi Grid S/s			
1	Metallic area		
2	Barren Area		
3	Anti-weed treatment		

Date:

Place:

Signature of tenderer
with seal

Dy. General Manager

❖ The tenderers are advised to include all taxes in their quoted rate.

Annexure –II

DETAILED DATA SHEET TO BE FURNISHED BY THE TENDERERS

1	Name of the Agency/Contractor with detailed postal address.	
2	Earnest money deposited vide Bank Draft No./ money receipt No _____ date _____ amount in Rs. _____ (Rupees _____)only	
3	Attested copy of Valid HT Contract License	Furnished / Not furnished
4	Attested copy of valid service registration certificate	Furnished / Not furnished
5	Attested copy of PAN card	Furnished / Not furnished
6	Attested copy of ITCC furnished	Furnished / Not furnished
7	Agreed to furnish Contract security deposit	Yes / No
8	Agreed to accept payment terms as per the tender specification	Yes / No
9	Agreed to adhere to completion of work as per the tender specification	Yes / No
10	Agreed to accept penalty clause as per the tender	Yes / No
11	Attach past experience certificate for similar job in OSEB/ GRIDCO/ OPTCL or any other agencies	Yes / No
12	Agreed to keep validity of the offer 3month from the date of tender opening without any variation in tender clause.	Yes / No
13	Agreed to obtain labour contract license on event of work order from the competent authority	Yes / No

Date

Signature of the Tenderer
with seal