



**ODISHA POWER TRANSMISSION CORPORATION LTD.**  
*(A Government of Odisha Undertaking)*  
**OFFICE OF THE ASST. GENERAL MANAGER,**  
**E.H.T (O&M) DIVISION, CHAINPAL. -759104**

***TENDER SPECIFICATION FOR***

**TENDER CALL NOTICE NO.- 01 / (13-14)**  
**FOR SUPPLY OF SAFETY SIGN BOARDS**  
**IN DIFFERENT GRID SUB-STATIONS UNDER**  
**E.H.T.(O&M) DIVISION, CHAINPAL**

DATE OF SALE  
OF TENDER PAPER: Dt. 01.08.13 to Dt. 16.08.13  
LAST DATE & TIME OF  
RECEIPT OF TENDER PAPER: Dt. 16.08.13 up to 01.30 PM.  
DATE & TIME OF OPENING  
OF TENDER PAPER: Dt. 16.08.13 at 04.00 P.M.

**COST OF TENDER PAPER: ₹ 600/- + 5% VAT, i.e. ₹ 630/=**

# **ODISHA POWER TRANSMISSION CORPORATION LTD.**

**(A Government of Odisha Undertaking)**  
**O/O A.G.M., E.H.T. (O&M) DIVISION, CHAINPAL**

## **TENDER CALL NOTICE NO.- 01/13-14**

Sealed Tenders in duplicate are invited by the undersigned from the experienced contractors/ firms having PAN No., VAT Registration certificate, valid VAT clearance certificate for fabrication & supply of safety sign boards (Fabrication, painting and lettering) in complete shape for fixing at different Grid Sub-Stations under E.H.T. (O&M) DIVISION, CHAINPAL & RENGALI as per the detail tender specification.

The tender specification and documents will be available in the office of the undersigned on written request and payment of ₹ 630/- (Rupees Six hundred & thirty) only (Nonrefundable) towards cost of Tender paper in shape of cash/pay order/Bank draft drawn in favour of A.G.M., E.H.T. (O&M) DIVISION, OPTCL, CHAINPAL, payable at CHAINPAL on any working day from 01.08.13 to 16.08.13 during office hour. Additional amount of Rs. 100/- (Rupees one hundred) only may be paid for postal delivery of Tender documents. The undersigned shall not be held responsible for any postal delay.

The bid must be accompanied with an amount equal to 1% (one percent) of the tendered value as EMD in shape cash/pay order/ DD drawn in favour of A.G.M., E.H.T. (O&M) DIVISION, OPTCL, CHAINPAL, payable at CHAINPAL, and will be opened in presence of Tenderers or their authorized representatives possessing original authorization letter. Incomplete Tender and Tender without EMD shall be rejected.

<b>Date of Sale of Tender Paper:</b>	<b>From 01.08.13 to 16.08.13 (During Office Hours)</b>
<b>Last Date of receipt of Tender Paper:</b>	<b>16.08.13 up to 01.30 PM.</b>
<b>Date of Opening of Tender Paper:</b>	<b>16.08.13 at 4.00 PM.</b>

If the last date of receipt/opening of Tender falls on a Holiday, then the tender paper will be received/ opened in the next working days.

The undersigned reserves the right to accept or reject any or all tenders without assigning any reason thereof.

**Sd/ A.G.M., E.H.T. (O&M) DIVISION, CHAINPAL**

**OFFICE OF THE ASST. GENERAL MANAGER  
E.H.T. (O&M) DIVISION, CHAINPAL**

**INDEX**

- |   |   |
|---|---|
| 1. Section - I:                             | Instruction to Tenderers.   |
| 2. Section - II :                           | General terms and conditions.   |
| 3. ANNEXURE - I :                           | Scope of contract and technical specification   |
| 4. ANNEXURE - II:                           | Schedule of Price   |
| 5. ANNEXURE - III:                          | Detailed data sheet to be furnished by the Tenderer.  |
| 6. ANNEXURE - IV:                           | Abstract of terms & conditions  |
| 7. COST OF TENDER PAPER:                    | ₹ 600/- +5 % VAT = ₹ 630.00<br>(Rupees Six hundred & thirty) only by Cash / Bank Draft (Non refundable) drawn in favour of A.G.M., E.H.T. (O&M) DIVISION, CHAINPAL. |
| 8. SALE OF TENDER PAPER:                    | From O/O The ASST. GENERAL MANAGER, E.H.T. (O&M) DIVISION, CHAINPAL.  |
| 9. Date & Time of Sale of tender Paper:     | Dt.01.08.2013 to Dt. 16.08.2013 (during office hours)   |
| 10. Date and Time of opening of the Tender. | Dt. 16.08.2013 at 4.00 P.M  |

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. Sealed Tenders in duplicate, duly super scribed against tender call Notice No. 01/13-14 are invited from experienced Firms / Advertising Agencies having IT, PAN, & valid VAT clearance certificate for fabrication & supply of new Safety Signboards (Fabrication, Painting and lettering) in complete shape for fixing at different Grid Sub-Stations under this division. The tender should reach this office by 01.30 PM of Dt. 16.08.13, which shall be opened on the same day at 04.00 PM in presence of the tenderers or their authorized representatives with original authorization letter. Tenders received after 01.30 PM of 16.08.13 will not be taken in to consideration.
2. This office will not be responsible for non-receipt/late receipt of the tender documents due to postal delay.
3. The tender should be furnished strictly as per the terms and conditions of the tender specification. Incomplete tenders will be rejected. Conditional tenders shall be liable for rejection.
4. Only those who have purchased the tender specification from this office can submit their tenders. Tenders submitted by others will be rejected.
5. The undersigned reserves the right to alter any quantity / accept or reject any or all tenders without assigning any reason thereof.
6. (i) **EARNEST MONEY DEPOSIT:**  
The tenders are required to **Deposit EMD @ 1%** of the Tender value in shape of Cash/ pay order / Bank Draft in favour of "AGM, E.H.T. (O&M) DIVISION, OPTCL, CHAINPAL payable at CHAINPAL. The EMD will be refunded to the unsuccessful bidders on application after finalization of tender. The EMD of successful bidder will be refunded after award of contract and on submission of security deposit. The EMD submitted by the tenderer alongwith their bids shall not carry any interest from OPTCL. The tender without EMD will be liable for rejection.  
(ii) No interest shall be paid on earnest money deposit.  
(iii) No adjustment towards EMD shall be permitted against any outstanding amount if any remained with this office.
7. Quotation should be prepared neatly without any over writing and corrections. Erasers and other changes shall bear 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 undersigned shall be final and binding on the tender.
9. For evaluation the price mentioned in words shall be taken if there is any difference in figures and words in price bid.
10. Conditional tenders shall not be considered.

  
ASST. GENERAL MANAGER (ELECT.)  
E.H.T. (O&M) DIVISION, CHAINPAL.

**GENERAL TERMS AND CONDITIONS**

1. **SCOPE OF WORKS:** Detailed scope of contract and the technical specification is appended at Annexure – I.
2. **VALIDITY:** The Tenderers are requested to keep the validity of their offer for a period of 02 (Two) months from the date of opening of Tender.
3. **E.M.D.:** The Tenderers are requested to deposit EMD @ 1% of the Tendered value in shape of Cash / Bank Draft drawn in favour of AGM, E.H.T. (O&M) DIVISION, OPTCL, CHAINPAL and payable at CHAINPAL. The E.M.D. will be refunded to the unsuccessful bidders on written request after finalization of Tender. The EMD of successful bidders will be refunded after award of contract on submission of Security Deposit. The EMD submitted by the Tenderers along with their bids shall not carry any interest from OPTCL. The tender without EMD will be liable for rejection.
4. **PRICE:** (a) The bidders are advised to quote their rate as per the price schedule attached at Annexure – II and should be inclusive of all duties, labour charges, royalty, VAT, Octroi and any other taxes if any. But service tax will be paid extra, if any as per rule.  
(b) No claim shall be entertained against the department on account of any increase in price of materials during the course of execution of works or after tendering for this work.
5. **SECURITY DEPOSIT:** The Tenderers whose offer qualifies for acceptance will be awarded the contract and the contractor shall have to deposit security amount equal to 10% (ten percent) of contract value in shape of Cash / Bank Draft drawn in favour of *paying officer* of OPTCL. The security deposit shall be released after one year of the successful completion of works subject to fulfillment of the guarantee stated under clause – 9 on receipt of application for this purpose. No interest shall be paid to the contractor towards the security deposit so deposited by the contractor. The security deposit shall be deposited with the *paying officer of OPTCL Prior to execution of the contract.*
6. **COMPLETION PERIOD:** The execution of the contract should be completed in all respect within 30 days from the date of issue of work order.
7. **PENALTY:** Penalty should be imposed @ $\frac{1}{2}$ % (half percent) of contract price for each calendar week of delay or part thereof subject to maximum of 5% (five percent) of contract amount charges towards penalty shall be counted after scheduled date of completion.
8. **TERM OF PAYMENT:** 100% (one hundred percent) payment along with full taxes and duties (if any) shall be made after successful completion of the work in all respect and verification thereof by respective consignee and paying officer subject to availability of funds from Head Quarters office and against deposit of 10% security cum performance guarantee, otherwise the same will be deducted from the final bill which will be released after completion of Guarantee period.
9. **GUARANTEE PERIOD:** The work done including supply of materials by the Contractor shall be guaranteed for a period of 12 months from the date of completion of work against any bad materials used and bad workmanship done for the work. The above guarantee certificate shall be furnished in triplicate to this office for approval. Any defects noticed during this period shall be rectified by the contractor on free of cost upon written notice provided such defects are due to bad materials used and bad workmanship.

10. **CONSIGNEE:** SDO, 132/33KV Grid Sub-Stations Chainpal.
11. **PAYING OFFICER:** The ASST. GENERAL MANAGER, E.H.T. (O&M) DIVISION, CHAINPAL.
12. **SUBMISSION OF PAN NO. & VAT CLEARANCE CERTIFICATE:** Clear Xerox copies of PAN No. issued by competent authority (valid during the execution of the work) and VAT clearance certificate valid on the date of opening of tender should be submitted alongwith tenders, failing which the tender will be rejected. The contractor may be requested to produce original PAN Card & VAT clearance certificate for verification at the time of opening of the tender. Those who fail to produce the same on the date of opening of tender their tenders will be rejected.
13. **SUBMISSION OF PROOF REGARDING PAST EXPERIENCE:** The bidders are required to submit the list of his past experience if any regarding similar work done alongwith the supporting documents.
14. **OUT RIGHT REJECTION OF TENDERERS:** The offers submitted by the contractors shall be out-rightly rejected if, they do not comply to the Sl. 2 to 9 of Annexure – III.
15. **JURISDICTION OF COURT:** In case of any dispute arising between the ordering authority and the firm/supplier, either party can take shelter in the court of law at Talcher in the State of Odisha.

*The authority reserve the right to reject any or all tenderer or award the contract among any responsible bidders against the Tender without assigning any reason thereof.*

## SCOPE OF CONTRACT & TECHNICAL SPECIFICATION

Fabrication and Supply of safety sign boards ( including fabrication , painting & letter writing) for different Grid Sub-Stations under E.H.T. (O&M) DIVISION, CHAINPAL & E.H.T. (O&M) DIVISION, RENGALI

Sl. No.	Description	Quantity
1	Fabrication and supply of metal sign-boards of specified dimensions and quantity, made out of 18SWG GI Sheet with suitable frames and at least three nos. of bracings of 25 mm. MS Channels, provision of holes for fixing of bolt and nut at four corners along with supply of bolts and nuts of appropriate size for each sign-board with following specification:	
a	Size 7'x5'	8 nos.
b	Size 3'x2'	16 nos.
	<p>Specification for sign boards:</p> <ol style="list-style-type: none"> <li>i. The surface area of the metal sheet shall be properly cleaned with suitable cleaning agent to remove dirt, grease and other extraneous matters.</li> <li>ii. Removal of rust shall be done by manual scrubbing with suitable type of metal wire brush and dusting and cleaning by thin-hair brush.</li> <li>iii. Two coats of corrosion-resistant, lead-free, high quality, oil-based primer shall be applied by spray painting.</li> <li>iv. Two coats of final coating [<b>green colour for 7'x5' sign-board and blue colour for 3'x2' sign-board</b>] shall be applied with enamel paint of <b>Asian/ Berger</b> make to achieve high gloss finish, by spray painting only.</li> <li>v. The edges of the signboard shall also be painted as per above specification.</li> <li>vi. The frames, bracings and the back side of the sign-boards shall be painted with one coat of corrosion-resistant, solvent-based epoxy primer, in order to prevent rusting.</li> <li>vii. Specified text of "OPTCL Safety Policy" of about 150 words in English shall be written on <b>7'x5' sign-board</b> and "Safety Slogans" of about 50 words in English or Odia on <b>3'x2' sign-board</b> in white color. The text of safety policy and safety slogans will be supplied at the time of placement of order. The letter height and thickness shall be of suitable proportion, such as to be clearly visible to the naked eye from a minimum distance of 15feet on day time.</li> </ol>	

**PRICE SCHEDULE**

**Fabrication and Supply of safety sign boards ( including fabrication , painting & letter writing) for different Grid Sub-Stations under E.H.T. (O&M) DIVISION, CHAINPAL & E.H.T. (O&M) DIVISION, RENGALI**

Sl. No.	Description	Unit	Quantity	Unit Rate in ₹	Amount in ₹
1.	Fabrication and supply of metal sign-boards of specified dimensions and quantity, made out of 18SWG GI Sheet with suitable frames and at least three nos. of bracings of 25 mm. MS Channels, provision of holes for fixing of bolt and nut at four corners along with supply of bolts and nuts of appropriate size for each sign-board as per technical specification:				
	Size 7'x5' – 8 nos., Size 3'x2'-16 nos.	Sq.ft	376		

(Rupees \_\_\_\_\_) only

Place: \_\_\_\_\_

Date : \_\_\_\_\_

Signature of the Tenderer with Seal



**DETAILED DATA SHEET TO BE FURNISHED BY THE TENDERERS**

1. Name of the Tenderer with detailed postal address:
2. Earnest Money Deposit Deposited in shape of Cash/ Bank Draft  
Name of the Bank: -  
Amount deposited: -  
Cash receipt/ Bank Draft No. & date: -
3. Validity of the Bid in days from the date of opening of Tender: \_\_\_\_\_
4. Nature of Price: - Firm/Variable
5. Terms of payment (Whether agreeable to OPTCL terms)- YES/NO
6. Security deposit (Whether agreeable to OPTCL terms)- YES/NO
7. Penalty (Whether agreeable to OPTCL terms)- YES/NO
8. List of orders executed/in hand for similar scope during recent three years furnished – YES/NO
9. PAN furnished. YES/NO, if Yes valid up to: \_\_\_\_\_
10. VAT clearance certificate YES/NO
11. VAT Registration furnished. YES/NO, if yes, valid up to: \_\_\_\_\_
12. Details of bidder with technical information furnished.- YES/NO

Date of submission of tender Date: \_\_\_\_\_

Dated:

Place:

Signature of the Tenderers with Seal