

Abstract of tender details

**Issuing authority:** AGM, EHT(O&M) DIVISION, CHAINPAL.

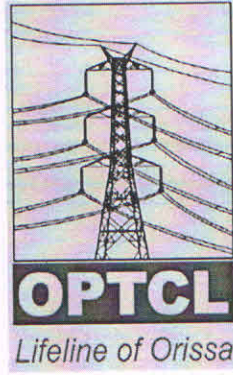
**Start Date:** Dec 9, 2013

**End Date:** Dec 24, 2013

**Date of opening:** Dec 26, 2013 4:00PM

**Scope of Work:** Procurement of identification and safety boards for different grid substations under EHT(O&M) Division, Chainpal.

**Tender Description:** Tenders will be received upto 1.30 PM on Dt.26.12.2013



**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 CALL NOTICE NO.- 02 / (13-14)**

***TENDER SPECIFICATION FOR***  
**FOR FABRICATION & SUPPLY OF DIFFERENT TYPES OF**  
**IDENTIFICATION AND SAFETY BOARDS**  
**IN DIFFERENT GRID SUB-STATIONS UNDER**  
**E.H.T.(O&M) DIVISION, CHAINPAL**

DATE OF SALE OF TENDER PAPER : Dt. 09.12.13 to Dt. 24.12.13  
LAST DATE & TIME OF RECEIPT OF TENDER PAPER: Dt. 26.12.13 up to 01.30 PM.  
DATE & TIME OF OPENING OF TENDER PAPER : Dt. 26.12.13 at 04.00 P.M.

**COST OF TENDER PAPER: ₹ 2000/- + 5% VAT, i.e. ₹ 2100/=**

**Name of the tenderer:** \_\_\_\_\_

**Full postal address of the tenderer:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Contact telephone/ mobile no.:** \_\_\_\_\_

**E-mail address:** \_\_\_\_\_

**ASST. GENERAL MANAGER [ELECT.]**

**Assistant General Manager (Etc.)**  
**EHT (O&M) Division,**  
**OPTCL, CHAINPAL.**

# 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.- 02/13-14

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 different types of identification and safety boards in complete shape for fixing at different Grid Sub-Stations under E.H.T. (O&M) DIVISION, CHAINPAL 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 ₹ 2100/- (Rupees Two Thousands, One hundred) 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 different types of identification and safety boards 09.12.2013 to 24.12.2013 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 09.12.2013 to 24.12.2013 (During Office Hours)</b>
<b>Last Date of receipt of Tender Paper:</b>	<b>26.12.2013 up to 01.30 PM.</b>
<b>Date of Opening of Tender Paper:</b>	<b>26.12.2013 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.



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

**Assistant General Manager (Ele.)  
EHT (O&M) Division,  
OPTCL, 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. Section – III :                             | Technical Specification   |
| 4. ANNEXURE – I:                               | Extracts of IS:2551/1982  |
| 5. ANNEXURE – II:                              | Schedule of Price   |
| 6. ANNEXURE – III:                             | Detailed data sheet to be furnished by the Tenderer.  |
| 7. COST OF TENDER PAPER:                       | ₹ 2000/- +5 % VAT = ₹ 2100.00<br>(Rupees Two Thousands One hundred & thirty) only by<br>Cash / Bank Draft (Non refundable) drawn in favour of<br>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.<br>(O&M) DIVISION, CHAINPAL.   |
| 9. Date & Time of Sale<br>of tender Paper:     | Dt.09.12.2013 to Dt.24.12.2013 (during office hours)  |
| 10. Date and Time of opening<br>of the Tender. | Dt. 26.12.2013 upto 1.30 P.M  |
| 11. Date and Time of opening<br>of the Tender. | Dt. 26.12.2013 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. 02/13-14 are invited from experienced Firms / Advertising Agencies having IT, PAN, & valid VAT clearance certificate for fabrication & supply of different types of identification and safety boards 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. 26.12.2013, 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 26.12.2013 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 tender 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.  
**Assistant General Manager (Ele.)**  
**EHT (O&M) Division,**  
**OPTCL, CHAINPAL.**



## SECTION – II

### GENERAL TERMS AND CONDITIONS

1. **SCOPE OF WORKS:** Detailed scope of contract and the technical specification is appended at Section – III.
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 @ ½% (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:** Manager, 400/220/132KV Grid Sub-Station, Meramundali.
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 – IV.
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.*



## SECTION - III

### TECHNICAL SPECIFICATION

#### **1. SCOPE**

The scope of this specification is to fabricate and supply of different types of identification and safety boards as stated below, including delivery at designated destination place(s) of OPTCL, for use at different grid substations, under this division.

- a. Bay identification boards: These boards will be affixed in available structures in the 33KV/132KV/220KV/400KV switchyards of different grid substations at identified locations for easy identification of different bays.
- b. Bus identification boards: These boards will be affixed in available structures in the 33KV/132KV/220KV/400KV switchyards of different grid substations at identified locations for easy identification of different type of buses.
- c. Switchyard identification boards: These boards will be affixed in entrance gates or at any other location as per requirement, in the 33KV/132KV/220KV/400KV switchyards of different grid substations.
- d. 'Do not operate' boards: These boards will be hung in the control panels and in the switchyard equipments as per requirement at different grid substations. These boards shall be fitted with anti rust type metallic chain of suitable length, thickness and mechanical strength. The length shall be such that the minimum distance from the edge of the board to the hanging point shall be six inches.
- e. Station transformer identification boards: The boards will be affixed at different station transformers available at different grid substations for the purpose of easy identification.
- f. Safety boards: These boards will contain safety slogans of two types. One group of boards will contain the text "PLEASE WEAR HELMET" and the second group of boards will contain the text "SWITCH OFF MOBILE, PLEASE". These boards will be displayed at different grid substations to create safety awareness.
- g. Danger notice boards: These boards will be displayed inside the grid premises of different grid substations. The specification of the boards shall conform to IS:2551/1982 and Indian Electricity Rules, rule-35, with latest amendments. A copy of the design, as per IS is enclosed at Annexure-II.

#### **2. CONSTRUCTION**

The boards shall be fabricated out of 18 SWG G.I. sheets of best quality, of required size. The edges of the boards shall be made blunt by proper machining and the corners of the boards shall be suitably rounded off so as to keep away any sharp points. Suitable bracing, as required for the mechanical strength of the boards of greater dimension, shall also be provided.

The boards shall be fixed with Adhesive, non-removable, weather-resistant, computer printed, fluorescent stickers, containing the specified text, which will be specified in the detailed purchase order. The fluorescent effect shall be adequate so as to make the letters and background glow in dim light, for best visibility at night time. The letters shall all be in capital (upper case) letters and shall be placed centrally between the edges of the board. There shall be no spelling mistakes, jointing of stickers, and disproportionate size of letters or manually painted lettering. Boards containing any such errors or any other type of aberrations shall not be accepted.

#### **3. PACKING & DELIVERY**

The boards shall be suitably packed in different cartons or container grid substation wise, so that the boards can be verified easily. All the boards, packed as above, separately for each grid substation, shall be delivered at 400KV/220KV/132KV grid substation, Meramundali within the scheduled delivery period, and shall be jointly verified with concerned officer-in-charge of the substation and the supplier's representative. A Joint



Verification Certificate shall be drawn based on the verification, and a copy of the above certificate shall also be enclosed with bill.

#### 4. SAMPLE APPROVAL

The supplier shall submit one board from each category, complete in all respect, in the office of the purchaser, as sample for verification. After acceptance of the sample, the supplier shall go for bulk manufacturing, as per the scope of the contract. The sample, if accepted, shall be retained by the purchaser and shall be compared with materials at the time of delivery, for confirmation of the requirements.

#### 5. QUANTITY & TECHNCIAL DATA SHEET

<b>TECHNICAL DATA SHEET</b>									
<i>Sl. No.</i>	<i>Description</i>	<i>Bay identification Board</i>	<i>Bus identification Board</i>	<i>Switchyard identification Board</i>	<i>Do not operate board</i>	<i>Station tfr. Identification board</i>	<i>Safety Board(Switch off mobile, please)</i>	<i>Safety Board(Pl ease wear helmet)</i>	<i>Danger Board</i>
<b>A.</b>	<b>Board</b>								
1	<i>Dimensions in inches</i>	12x10	15x12	24x15	10x6	12x10	24x15	24x15	10x8
2	<i>Material to be used</i>	GI sheet	GI sheet	GI sheet	GI sheet	GI sheet	GI sheet	GI sheet	GI sheet
3	<i>Thickness</i>	18 SWG	18 SWG	18 SWG	20 SWG	18 SWG	18 SWG	18 SWG	18 SWG
<b>B.</b>	<b>Lettering</b>								
1	<i>Type</i>	Adhesive, non-removable, weather-resistant, computer printed, fluorescent sticker							
2	<i>Background colour</i>	Yellow	Yellow	Yellow	Yellow	Yellow	Yellow	Yellow	Red
3	<i>Letter colour</i>	Black	Black	Black	Black	Black	Black	Black	White
4	<i>Maximum no. of rows for lettering</i>	2	2	2	2	2	3	3	-
5	<i>Letter height in inches</i>	4	4	5	2	4	4	4	As per Annexure-II
6	<i>Text to be written</i>	Will be specified in the order							
7	<i>No of Boards</i>	416	98	19	120	7	11	11	110

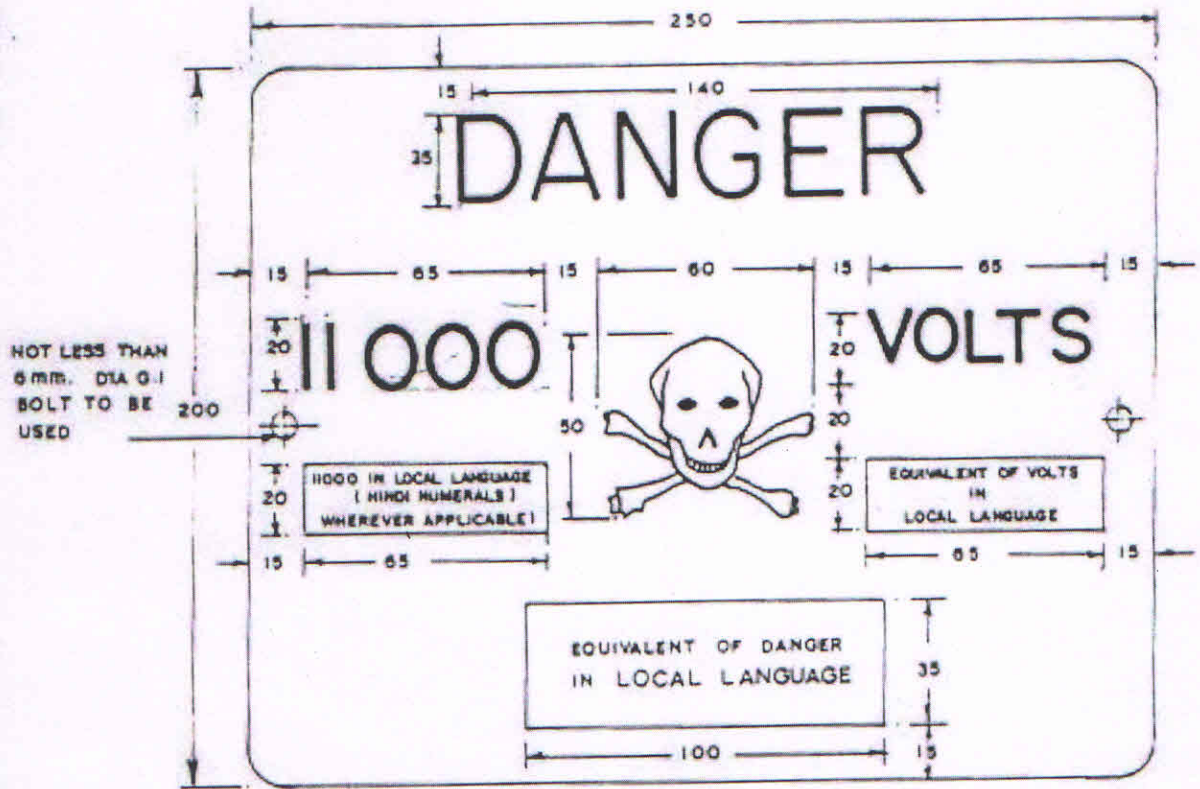


FIG:-3

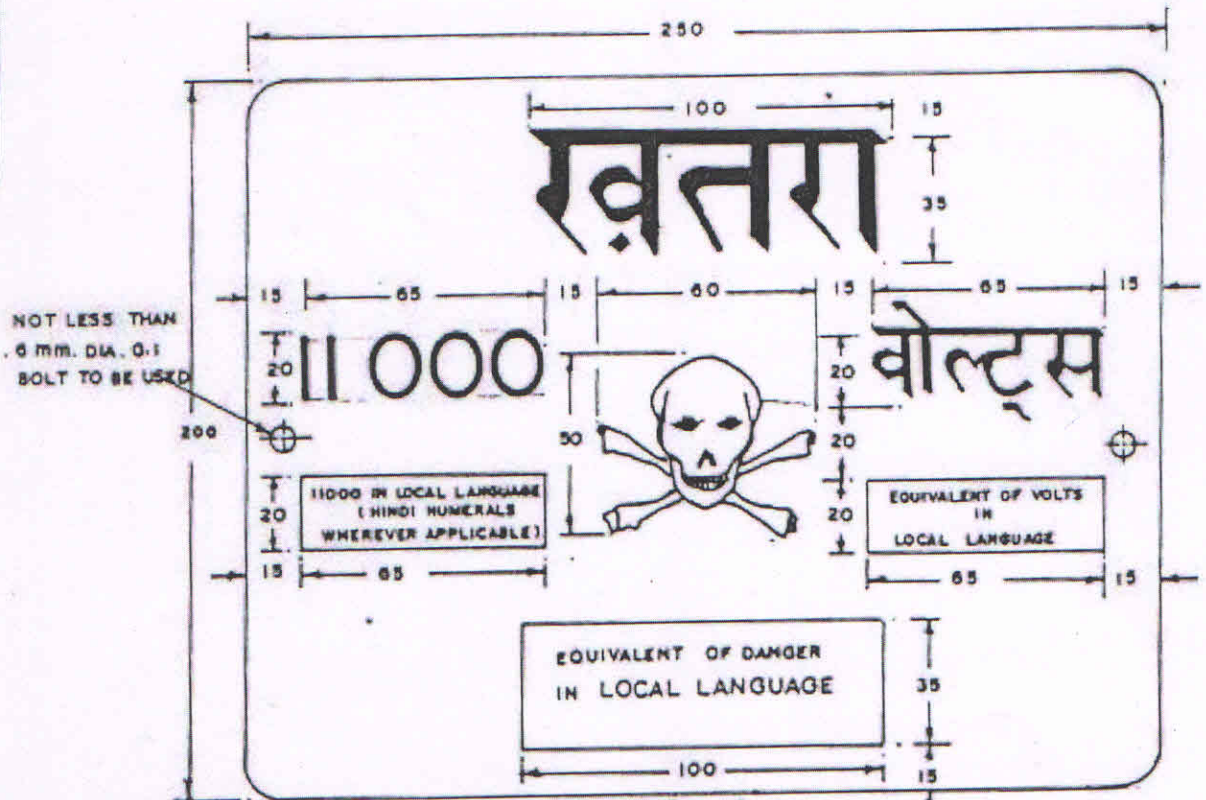


FIG:-4

11000 SHALL BE REPLACED BY 33000, 66000 ETC. AS REQUIRED.

ALL DIMENSIONS ARE IN MM.



**PRICE SCHEDULE**

**Fabrication and Supply of different types of identification and safety boards for different Grid Sub-Stations under E.H.T. (O&M) DIVISION, CHAINPAL**

Sl. No.	Description	Unit	Quantity	Unit Rate in ₹ (Including taxes & duties)	Amount in ₹ (Including taxes & duties)
1.	Fabrication and supply of different types of identification boards and safety sign boards of specified dimensions and quantity, made out of 18SWG GI Sheet as per technical specification:	Sq.ft	689		
		Sq.ft			

(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



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 IN BY THE BIDDER
1	BIDDER'S NAME	-
2	BIDDER'S SITE NAME (Name of the Place)	-
3	ADDRESS	-
7	CITY	-
8	STATE	-
9	COUNTRY	-
10	PIN CODE	-
11	PHONE NO.	-
12	FAX NO.	-
13	CST REGISTRATION NO.	-
14	VAT REGISTRATION NO.	-
15	SERVICE TAX REGISTRATION NO.	-
16	PAN NO.	-
17	TAN NO.	-
18	CONTACT PERSON'S NAME	-
19	POSITION / DEPARTMENT OF CONTACT PERSON	-
20	CONTACT PERSON'S E MAIL ID	-
21	CONTACT PERSON'S PHONE NO. AND MOBILE NO.	-
22	CONTACT PERSON'S FAX NO.	-

Signature of Bidder with seal.