



ODISHA POWER TRANSMISSION CORPORATION LIMITED

(A Govt. of Odisha undertaking)

CIN-U401020OR2004SGC007553

REGD. OFFICE: JANPATH, BHUBANESWAR-751022,
OFFICE OF THE DEPUTY GENERAL MANAGER (Elect)
EHT (O&M) DIVISION, PARADEEP

AT- Grid Colony,P.O.:- Paradeep Garh, Dist-Jagatsinghpur, PIN-754141

Mob- 9438907650, E-mail - ehtm.div.prdeep@optcl.co.in

**TENDER SPECIFICATION FOR OPEN TENDER CALL NOTICE NO. 01/2017-18
OF EHT (O&M) DIVISION, PARADEEP FOR PROCUREMENT OF SPECIAL TYPE
OF CLAMPS FOR HEIGHTENING OF FOR 132KV AND 33KV BUS CONDUCTORS
AT 132/33KV GRID SUB-STATION, KENDRAPARA**

COST OF TENDER DOCUMENT

Rs.2000/- + GST 12%=Rs.2240/-

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TENDER SPECIFICATION FOR TENDER CALL NOTICE NO. 01/2017-18

OF EHT (O&M) DIVISION, PARADEEP

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| 1. SECTION-I | Instruction to tenderers |
| 2. SECTION-II | General Terms and Conditions of Contract. |
| 3. SECTION-III | Schedule of Quantity, Techno-Commercial Bid & Price bid |
| 4. SECTION-IV | Abstracts of terms and conditions and Guaranteed Technical Particulars |
| 5. Price of tender document | Rs.2000/-+ 12 % GST =Rs 2240/-
(Rupees Two thousand Two hundred Forty only)
By Cash or Bank draft to be drawn in favour of EHT (O&M) Division, Paradeep
(Non-Refundable) |
| 6. COMMENCEMENT OF SALE OF TENDER PAPER | 18.12.2017 (11AM to 5 P.M.) |
| 7. LAST DATE OF SALE OF TENDER PAPER | 28.12 .2017 (11 AM to 5 P.M.) |
| 8. LAST DATE & TIME OF RECEIPT OF TENDER PAPER | 29.12.2017 Up to 2P.M. |
| 9. DATE & TIME OF OPENING OF TECHNO-COMMERCIAL BID | 29.12.2017 at 3 P.M. |

SECTION-I
INSTRUCTION TO TENDERERS

1. The bidders must read in detail the "Instruction to Bidder", "General terms and conditions" and "Technical Specification" before filling the Tender documents. There are five sections in this Tender Specification. ***The following tender bid shall be done in two(2) parts viz. (a) Techno-Commercial Bid (b) Price Bid***

2. **TENDERS:**

- a) Bidders must submit their bids in duplicate with original signature.
- b) Manufacturers/ Authorized Dealers / registered suppliers are only eligible to quote.
- c) Tender must be submitted in sealed envelopes super-scribed as "Supply of **SPECIAL TYPE OF CLAMPS FOR HEIGHTENING OF FOR 132KV AND 33KV BUS CONDUCTORS AT 132/33KV GRID SUB-STATION, KENDRAPARA** against Tender Call Notice No **01/2017-18** and addressed to Deputy General Manager, EHT (O&M) Division, Paradeep. Both the techno-commercial bid and the price bid shall be submitted in individual sealed envelopes and super-scribed as above along with the tender documents.
- d) The techno-commercial bid shall be opened on 29.12.2017 and the price bids of eligible bidders shall be intimated and opened at a later date.
- e) 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./ E-mail 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. Tenders 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 for postal delay or any other reasons.
- f) Conditional offers will not be accepted.
- g) If the last date of receipt of tender and its opening is a holiday, it will be received and opened on the next working day in same time.
- h) **Bidders shall quote for all items. Quotation for individual or part items will not be entertained.**
- i) **Samples can be inspected at 132/33KV GRID SUB-STATION, KENDRAPARA on any working day before submitting the offer.**

3. **EARNEST MONEY DEPOSIT (EMD):** The tender must be accompanied by 1% (one percent) of the tendered value (TOTAL including taxes) as EMD in shape of Bank Draft drawn in favour of **EHT (O&M) Division, OPTCL, Paradeep, payable at Paradeep**. The EMD of successful Tenderers will not be adjusted towards security deposit and shall be

refunded on written request after receipt of security deposit. The EMD of all unsuccessful Tenderers shall be refunded on written request after finalization of Tender. No interest shall be paid on E.M.D.

4. FORFEITURE OF E.M.D.:

- a) In the event the successful tenderer failing to accept the order or supply the materials as per the technical specification EMD so deposited shall be forfeited.
- b) Any deviation from the terms and conditions of the contract awarded, may also lead to forfeiture of EMD without any notice.
- c) **The EMD not claimed for refund within a period of one year from the date of issue of purchase / work orders, shall be forfeited.**

5. 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.

6. SUBMISSION OF SAMPLE: The bidder must submit at least one sample of each item for inspection by the sample scrutiny committee of this office without which the tender will be rejected. The samples so provided by different bidders shall be scrutinized by a committee to be constituted by the purchaser. The bidder or their authorized representatives may be required to present during scrutiny of samples. The bidders, whose samples are selected by the committee, shall be considered for price comparison. In no case, the bidders shall be allowed for change of sample.

7. OPENING OF TENDERS:-

- a) Copy of up-to-date PAN Card and GST Registration & Manufacturer or Authorized Dealership certificate (wherever applicable) should be enclosed with the tender.
- b) Bidders themselves or their authorized representatives shall be allowed to attend opening event of the tender.

8. The purchaser may alter the quantities of materials at the time of placing orders. Orders may also be split up among more than one tenderer if necessary. Only those who have purchased the tender specification in the name of their firm from this office can submit their tender. Tenders submitted by others will be rejected.

9. The Tenderers may please note that the Word ~~item~~ in the paragraph shall mean the materials/equipment as specified in the ~~Tender Specification~~ In case of deviations, the decision of the purchaser shall be final.

10. The purchaser reserves the right to reject the lowest or any other tender or all tenders without assigning any reason what so ever.

11. Tenders 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.
12. 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.
13. For evaluation, the price mentioned in words shall be taken if there is any difference in figure and words in the price bid.
14. **The tenders shall be outright rejected if they do not comply with the following requirements.**
 - a) Tenderer should have purchased the relevant tender specification from the office of the Deputy General Manager, EHT (O&M) Division, Paradeep and indicate the money receipt No and date of this Office.
 - 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 FAX.
 - d) Tenders shall be accompanied with the prescribed earnest money deposit.
 - e) Tenders shall be kept valid for a minimum of **90** days from the date of opening of the tender.
 - f) The tender shall not be conditional.
 - g) In case of authorized dealer, necessary authorized dealership certificate should be submitted along with the tender duly issued by the manufacturer which should be valid on the date of opening of the tender. The registered suppliers have to mention the name of the manufacturer in their tender.
 - h) Violation of terms and conditions set forth and provided in the tender specification.
 - i) Non submission of copies of I.T. Pan Card, valid GST registration certificate.
 - j) The tenderer shall submit the guaranteed technical particulars of the quoted items along with the Type test & Routine test certificates of the test carried out in any Govt. approved test laboratory.
 - k) The bidder shall submit duly filled up abstract of terms and condition (Section-V).
 - l) Non submission of sample of the quoted item.

**Deputy General Manager
EHT (O&M) Division, Paradeep**

SECTION-II

GENERAL TERMS AND CONDITIONS OF CONTRACT

1. **SCOPE OF CONTRACT:** The scope of contract shall be to supply the required materials for **132/33KV GRID SUB-STATION, KENDRAPARA** as per the **specification** and deliver the material free on Rail/Road transport at destinations of OPTCL site store at Kendrapara as specified in the Price schedule. The materials so supplied shall be confirming to the relevant ISI.
2. **PRICE:** The price should be **firm** and FOR destination to Grid substation Kendrapara, site store by rail/road transport. The price should be inclusive of packing, forwarding, freight, insurance charges, excise duty, and other taxes if any. GST extra, shall be paid to the Purchaser as per actual against production of documentary evidence. The amount & nature of taxes should be clearly specified in the price schedule.
3. **DELIVERY:** The materials shall be supplied within **30 days** from the date of issue of purchase order. The purchaser however reserves the right to reschedule the delivery and change of destination. Early delivery is preferable.
4. **VALIDITY:** Price with terms and conditions of the offer should be valid for a minimum period of 90 days from the date of opening of tender failing which their tenders will be rejected.
5. **INSURANCE:** Insurance of materials is to be done by the supplier at his own cost. The responsibility of delivery of the materials at destination in good condition rests with the supplier. Any claim with the insurance company Railway authority/Road transport authorities arising due to loss or damage in transit has to be settled by the supplier. The supplier shall undertake free replacement of materials damaged or lost which will be reported by the consignee within 30 days of the receipt of the materials at destination without waiting for the settlement of the claims with the carriers and underwriters.
6. **DESPATCH INSTRUCTIONS:** The materials should be securely packed and dispatched by Rail/Road transport. Detailed instruction regarding dispatch of materials of OPTCL stores of Grid substation Kendrapara will be indicated at the time of placing order.
7. **TERMS OF PAYMENT:** 100% payment with taxes and duties will be paid after delivery of materials at the respective sites subject to inspection and detailed verification thereof and subject to deposit of security amount & approval of guarantee & test certificate.
8. **PAYING OFFICER & CONSIGNEE:** DGM EHT (O&M) Division, Paradeep & AGM (Elect) of EHT (O&M), Sub-division, Kendrapara shall be the Paying officer and Consignee respectively.

9. PENALTY FOR DELAY IN DELIVERY: If the supplier fails to deliver the materials within the delivery period as stipulated under Clause No.3 (Section-II) of this tender document or any extension granted thereto, the purchaser shall recover from the supplier penalty for a sum of half percent (i.e. 0.5 percent) of the contract price for each calendar week or part thereof of delay.

However the total amount of penalty shall not exceed 5% (five percent) of the cost of undelivered items. Materials will be deemed to have been delivered only when all the component parts are delivered. If certain components are not delivered in time, the supply will be treated as delayed until such time the missing/undelivered parts are delivered.

10. EXTENSION OF TIME: If the delivery of materials is delayed due to reason beyond the control of supplier, the supplier shall without delay give notice to the purchaser in writing for an extension of time with detail justification. The purchaser on receipt of such notice may agree to extend the contract delivery date if reasonable but without prejudice to other terms and conditions of this contract.

11. GUARANTEE PERIOD: The items are to be guaranteed (jointly by the Manufacturer and bidder) for trouble free service for a period of 18 months from the date of supply or 12 months from the date of use. Any defect if noticed during the above guarantee period shall be replaced/ rectified by you free of cost provided such defects are traced due to bad material, bad workmanship & faulty design etc. The above guarantee certificate in triplicate must be furnished to this office for approval of the undersigned by the successful bidders.

12. GST REGISTRATION CERTIFICATE, PAN CARD & AUTHORIZED DEALERSHIP CERTIFICATE (wherever applicable) : Attested legible Xerox copies of Income Tax PAN Card, GST Registration Certificate, valid on the date of opening of the tender, and authorized dealership certificate (wherever applicable) should be submitted along with tenders without which tender will be rejected at the time of opening. If required, the firm may be asked to produce original documents for verification any time after opening of the tender. Those who fail to produce the same and found not to be valid on the date of opening of the tender, their tenders will be rejected.

13. TEST CERTIFICATE: Necessary manufacturer certificate / test certificate in respect of the materials / spares covered under the Purchase Order shall be submitted before dispatch of materials for approval. Test certificate in respect of materials should conform to relevant ISS. The test certificate from ISI approved testing laboratory will also be accepted as and where applicable. All type test and routine test reports shall be submitted for the evaluation during sample scrutiny.

14. SUBMISSION OF PROOF REGARDING MANUFACTURER'S CERTIFICATE/ AUTHORISED DEALERSHIP CERTIFICATE, PRICE LIST OF THE MANUFACTURER, PAST EXPERIENCE OF EXECUTION OF ORDER PERFORMANCE CERTIFICATE, TECHNICAL LITERATURE AND DRAWING:

Attested legible Xerox copies of valid authorized dealership certificate, manufacturers Price list and technical literature etc. should be furnished along with the tender if applicable. Past experience of execution of Purchase Orders need to be furnished by the bidders .The tender shall be accompanied with dimensional drawing and technical literature, leaflets, manuals if any of the quoted items.

15. FREE REPLACEMENT: Free replacement of materials lost/damaged due to transit shall be made immediately on receipt of the intimation from the consignee/Paying Officer without waiting for settlement of the claim of bidders with Railway/Lorry/Insurance Company.

16. SECURITY DEPOSIT CUM PERFORMANCE GUARANTEE: Security Deposit-cum-Performance Guarantee amounting to 10% of the contract value valid up to two months after the guarantee period shall be deposited within 15 days (fifteen days of placement of Purchase order in the shape of DD/Composite B.G. from a Nationalized Bank to be drawn in favour of EHT (O&M) Division, Paradeep which will be refunded after two months of completion of the Guarantee period on written request. The B.G. format will be issued by the purchaser. In the event of any breach or default in all or any condition of Purchase Order, the security deposit cum performance guarantee will be forfeited.

17. STANDARDS: The materials offered shall confirm to the relevant ISS.

18. JURISDICTION OF COURT: For the purpose of jurisdiction of Court in the event of any dispute shall be deemed to have entered into any Court of law at Cuttack to which the jurisdiction of Odisha High Court extends and it is hereby expressly agreed that neither party shall be competent to bring a suit in regard to the matter covered by this purchase at any place outside in State of Odisha.

**Deputy General Manager
EHT (O&M) Division, Paradeep**

SECTION III

A. SCHEDULE OF QUANTITY

SI No	Description of Material	UNIT	QUANTITY
1	Special type pad clamp as per sample.	NO	120
2	Special type CT clamp as per sample.	NO	42
3	Special type Isolator pad clamp as per sample.	NO	60

B. PRICE BID

Sl No	Description of Material	Unit	Quantity	Rate/Unit in Rs Excluding GST	Amt in Rs excluding GST	GST (in %)	GST Amt in Rs	CGST	CGST	OGST	OGST	IGST	IGST	Amount in Rs including GST
								T (in %)	Amt in Rs	(in %)	Amt in Rs	(in %)	Amt in Rs	
1	Special type pad clamp as per sample.	No	120											
2	Special type CT clamp as per sample.	No	42											
3	Special type Isolator pad clamp as per sample.	No	60											
4	GRAND TOTAL in Rs													
5	GRAND TOTAL in words													

**Signature of the Bidder
With Seal**

SECTION-V

ABSTRACT OF TERMS AND CONDITIONS

(This proforma should be filled with all information and should be furnished along with the tender)

1. Earnest money deposit (deposited in shape of Bank Draft/Pay Order/Bankers Cheque) :
 - (a) Name of the Bank:
 - (b) Amount deposited:
 - (c) Bank Draft No. & Date:
2. Validity of the bid in days from the date of opening of tender: YES/NO
As per specification
3. Nature of Price Firm/Variable
4. Terms of payment (Whether agreeable to OPTCL terms) YES/NO
5. Security deposit (Whether agreeable to OPTCL terms) YES/NO
6. Penalty (Whether agreeable to OPTCL terms) YES/NO
7. List of orders executed/in hand for similar work during recent three years: YES/NO
8. Copy of PAN furnished: YES/NO
9. Copy of GST Registration & clearance Certificate furnished YES/NO
10. Guarantee (Whether agreeable to OPTCL terms) YES/NO
11. Delivery period (Whether agreeable to OPTCL terms) YES/NO
12. Manufacturer/Authorized dealer certificate furnished YES/NO
13. Name of the manufacturer mentioned YES/NO
14. Guaranteed Technical particulars furnished YES/NO
15. Technical literature & manufacturer's price list furnished. YES/NO
16. Sample of each item furnished YES/NO
17. Agreed to all terms and conditions of the tender specification YES/ NO

(Strike off whichever is not applicable)

Signature of the Tenderer with Seal