



Mob-9438907813

ଓଡିଶା ବିଦ୍ୟୁତ୍ ଶକ୍ତି ସଂଚାରଣ ନିଗମ ଲିଃ.

ODISHA POWER TRANSMISSION CORPORATION LIMITED
OFFICE OF THE DEPUTY GENERAL MANAGER: ELECTRICAL,
EHT (O&M) DIVISION, BHANJANAGAR, AT: KANTEIPALLI
POST: BADAPADA, DIST: GANJAM (ODISHA), PIN: 761 124
E.mail- ehtm.div.bnj@ optcl.co.in GSTIN: 21AAACO7873L1Z6

TENDER SPECIFICATION FOR NIT NO- 07/2022-23

FOR

REPAIR AND REINSTALLATION OF 14 NOS. OF AIR-CONDITIONING MACHINE
AT 220/132/33 KV GRID SUB-STATION, BHANJANAGAR
UNDER EHT (O&M) DIVISION, BHANJANAGAR

ISSUED TO

.....

.....

Money Receipt/D.D No.

Date:.....

COST OF TENDER PAPER = Rs. 600/- + 18% GST = Rs. 708/-



Mob-9438907813

ଓଡିଶା ବିଦ୍ୟୁତ୍ ଶକ୍ତି ପ୍ରଚାରଣ ନିଗମ ଲିଃ.

ODISHA POWER TRANSMISSION CORPORATION LIMITED
OFFICE OF THE DEPUTY GENERAL MANAGER: ELECTRICAL,
EHT (O&M) DIVISION, BHANJANAGAR, AT: KANTEIPALLI
POST: BADAPADA, DIST: GANJAM (ODISHA), PIN: 761 124
E.mail- ehtm.div.bnj@optcl.co.in GSTIN: 21AAACO7873L1Z6

TENDER CALL NOTICE No. 07/2022-23

Sealed Tenders are invited by the undersigned from reputed Suppliers/Service providers having valid PAN with GST registration certificate for "Repair and reinstallation of 14 nos. of Air-conditioning machine at 220/132/33 KV Grid S/S, Bhanjanagar" under EHT (O&M) Division, Bhanjanagar.

Commencement of Sale of Tender Paper: - From Dated 04.08.2022, 11 AM to Dated 23.08.2022, 12 Noon.

Last Date of Submission of Tender Paper: - Dated 23.08.2022 up to 2:00 PM.

Date of Opening of Tender Paper: - Dated 23.08.2022 at 3:00 PM.

Sl. No	Tender Specification No.	Description of equipment/materials	Cost of Tender Spec. Document (in Rs.)	Last date of receipt & opening of tender
1.	NIT NO-07 / 2022-23, EHT (O&M) Division, Bhanjanagar	REPAIR AND REINSTALLATION OF 14 NOS. OF AIR-CONDITIONING MAVCHINE	600/- + 18 % GST = Rs. 708/-	23-8-2022 (14:00 Hrs) & 23-08-2022 (15:00 Hrs)

The Tender specification can be obtained on payment of Rs. 600/- + [GST @ 18%](#) = Rs. 708/- in shape of Cash / Bank Draft drawn in favour of **EHT(O&M) Division, OPTCL, Bhanjanagar payable at Bhanjanagar** and an additional amount of Rs. 100/- (Rupees one hundred) only may be paid for postal delivery. The undersigned shall not be held responsible for any postal delay. The tender must be accompanied with **Bid Security Declaration**. Incomplete tender document and tender without bid security declaration shall be rejected. 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 day. The undersigned reserves the right to accept or reject any or all tenders without assigning any reason thereof.

Sd/-

Dy. General Manager (Elect),
EHT (O&M) Division, Bhanjanagar

**TENDER SPECIFICATION OF NIT NO- 07/2022-23
OF EHT (O&M) DIVISION, BHANJANAGAR**

FOR

**REPAIR AND REINSTALLATION OF 14 NOS. OF AIR-CONDITIONING MACHINE
AT 220/132/33 KV GRID S/S, BHANJANAGAR UNDER EHT (O&M) DIVISION, BHANJANAGAR**

CONTENTS

- 1. SECTION –I: INSTRUCTIONS TO BIDDERS.**
- 2. SECTION –II: GENERAL TERMS & CONDITIONS OF CONTRACT.**
- 3. SECTION –III: SCOPE OF WORK**
- 4. SECTION –IV: ABSTRACT OF TERMS AND CONDITIONS.**
- 5. SECTION –V: SCHEDULE OF PRICE**
- 6. SECTION –VI: BID SECURITY DECLARATION.**
- 7. SECTION –VII: NO RELATION CERTIFICATE.**

SECTION-I

INSTRUCTIONS TO BIDDERS

1. The bidders must read in detail the “Instructions to Bidders”, “General Terms and Conditions of Contract” and “Technical Specifications” before filling the Tender documents. There are seven sections in this Tender Specification.
2. **TENDERS:**
 - a. Bidders must submit their bids with original signature.
 - b. Only those bidders who have purchased the relevant tender specification from this office can submit their tender. Tenders submitted by others will be rejected. The bidders should indicate the money receipt number and date of purchase of tender specification from this Office. Bidders must submit their bid documents duly filled in our specification only.
 - c. Tender must be submitted in sealed envelope super scribing as Tender Call Notice No. 07/2022-23 for “Repair and reinstallation of 14 nos. of Air-conditioning machine at 220/132/33 KV Grid S/S, Bhanjanagar” under EHT (O&M) Division, Bhanjanagar” addressed to Dy. General Manager, EHT (O&M) Division, Bhanjanagar.
 - d. Tender shall be submitted either in person or by Registered post with A.D. within the time specified in the Tender call notice. Any other means of delivery shall not be accepted. The bidder 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.
 - e. Detailed postal address with PIN, Phone /FAX No, Mail-Id must be mentioned in the application requesting for Tender document on the Tender Bid. The Tender submitted in person is to be dropped in the Tender Box. Tender 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 due to postal delay or any other reasons.
 - f. Tenders shall not be submitted telegraphically or by FAX.
 - g. Conditional offers will not be accepted.
 - h. If the last date of receipt/opening of tender falls on a holiday, it will be received/ opened on the next working day in same time.
 - i. The tender must be accompanied with bid security declaration form.
3. **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.
4. **OPENING OF TENDERS:**
 - a. Work order/Experience certificate copy showing past experience in the same field (if any) i.e., repair and reinstallation of air-conditioning machines issued by state PSU/Private sector.
 - b. Copy of PAN Card and GST Registration Certificate should be enclosed with the tender.
 - c. Bidders themselves or their authorized representatives **(one person only, possessing authorization letter in original)** shall be allowed to attend opening event of the tender.
5. Orders may also be split up among more than one bidder if necessary in the interest of the purchaser.
6. The purchaser reserves the right to reject the lowest or any other tender or all tenders without assigning any reason whatsoever.

7. Tenders should be prepared clearly 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 bidders.
9. For evaluation, the price mentioned in **words** shall be taken, if there is any **difference** in **figure** and **words** in the price bid.
10. In the event of disparity of price due to tax rates, the comparison of price shall be made exclusive of tax and order shall be placed with tax rate as per Govt. norms.
11. **THE TENDERS SHALL BE LIABLE FOR REJECTION, IF THEY DO NOT AGREE TO OR COMPLY WITH ANY OF THE TERMS AND CONDITIONS SET FORTH AND PROVIDED IN THE TENDER SPECIFICATION.**

SECTION-II

GENERAL TERMS AND CONDITIONS OF CONTRACT

1. **SCOPE OF CONTRACT:** The detailed scope of work is appended at Section-III.
2. **VALIDITY:** The bidders are requested to keep the validity of their offer for a period of 6 (six) months from the date of opening of tender.
3. **PRICE:** The bidders are advised to quote their rate as per the price schedule at Annexure – I and shall remain firm inclusive of all duties, labour charges etc., within the validity of tenders. **The bidders are may examine the 14 nos. of air-conditioning machine at site which is to be repaired and reinstalled before quoting.** 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.
4. **Taxes:** GST, if any shall be mentioned.
5. **SECURITY-CUM-PERFORMANCE GUARANTEE:** The bidders whose offer qualifies will be awarded work order for execution of the works and the contractor shall have to deposit security-cum-performance guarantee amount equal to 3% (Three per cent) of contract value in shape of D.D/ Composite B.G. drawn in favour of Paying Officer of OPTCL and in the prescribed format of OPTCL. If not deposited by the bidder, the same will be deducted from the bill. The security-cum-performance guarantee shall be released after successful completion of the guarantee period as stated under **clause-8** on written request and as per the guidelines of Director (Fin.), OPTCL. No interest shall be paid to the contractor towards the security-cum-performance guarantee so deposited by the contractor. The security-cum-performance guarantee shall be deposited with the respective paying officer of OPTCL within 15 days of issue of work order or prior to execution of the work. In the event of any breach or default in all or any conditions of the work order or any defect found during the guarantee period and not repaired by the Contractor free of cost, OPTCL may forfeit the whole amount of security-cum-performance guarantee.
6. **Completion of Work:** The work should be completed in full shape within 30 days 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 & valid reason by the Bidder. If the work is not commenced & completed within the stipulated period, then the penalty will be imposed as per **clause No. 09**.
7. **TERMS OF PAYMENT:** 100% payment will be paid by the paying officer after completion of work and verification thereof by respective consignee and paying officer and against deposit of 3% security-cum-performance guarantee amount as per **clause No. 5**.
8. **GUARANTEE PERIOD:** The work done by the contractor shall be guaranteed for a period of 06 month 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 the period shall be rectified by the Contractor on free of cost to OPTCL upon written notice provided such defects are due to bad materials used and bad workmanship.
9. **PENALTY FOR DELAY IN COMPLETION OF CONTRACT:** 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.

10. **EXTENSION OF TIME:** If the work is not completed within the stipulated period due to any reason beyond the control of bidder, the same should be intimated 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 work contract if reasonable, but without prejudice to other terms and conditions of this contract.
11. **AUTHORITY:** Dy. General Manager (Elect), EHT (O&M) Division, Bhanjanagar.
12. **CONSIGNEE:** Sub-Divisional Officer, 220/132/33 KV Grid Sub-Station Bhanjanagar.
13. **PAYING OFFICER:** Dy. General Manager (Elect), EHT (O&M) Division, Bhanjanagar.
14. **SUPERVISION:** The Sub-Divisional Officer (Elect.)/Engineer-in-Charge of the Grid Sub-Station will supervise the work.
15. **GST REGISTRATION CERTIFICATE, PAN CARD:** Attested legible **photocopies of work orders/Experience certificate (if any), PAN Card and GST Registration Certificate** should be submitted along with tenders without which tender will be liable for rejection 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 liable for rejection.
16. **SAFETY:** The contractor shall adhere all the safety norms during execution of work and also to follow the COVID-19 guidelines.
17. **AGREEMENT:** The successful contractor shall have to enter into an agreement with the concerned Engineer-in-charge in the approved contract agreement form within 10 days of receipt of work order.
18. **JURISDICTION OF COURT:** - Dispute if any, arising against the work order issued to the bidder shall be filed by either party in any court of law to which the jurisdiction of Odisha High Court extends.
19. 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.
20. **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.

All other terms and conditions will be governed by OPTCL as per Rule.

SECTION-III

SCOPE OF THE WORK:

1. The contractors has to inspect all the 14 nos. of air-conditioning machine at site i.e., 220/132/33 KV Grid Sub-Station, Bhanjanagar, OPTCL, Dist- Ganjam before reinstallation handle carefully.
2. The contractor will have to arrange own labour, all T&P, other materials required for repairing of the defective air-conditioning machines and supply all the material required for repairing and installation of air-conditioning machine.

MANNER OF EXECUTING THE WORKS:

1. Before installation, identify defective parts of the air-conditioning machines.
2. All the materials/equipments dismantled from the defective air-conditioning machines shall be checked carefully in presence of SDO/Engineer-in-Charge before disposal.
3. The quality of the materials/spare parts supplied by you is to be verified and passed by the SDO/Engineer-in-Charge. Replacement of the same will be done after taking consent from the concerned authority if necessity.
4. Ensure the power supply system (240 V AC) is healthy and availability of earthing system and connection to the power socket.
5. The air-conditioning machines and its outdoor units are to be installed at a suitable place or as per instruction of SDO/Engineer-in-Charge. Test all the Air-Conditioning machines in presence of SDO/Engineer-in-Charge before leaving the site.
6. After completion of work, a joint verification of the works is to be done with the concerned SDO/Engineer-in-Charge and a detailed list of materials supplied/used by the firm while repairing the air-conditioning machine is to be prepared.

The details of scope of work:

SI NO	DESCRIPTION	UNIT	QUANTITY
1	Installation of 2 ton split AC	No	14
2	Gas Charging of 2 ton split AC	No	14
3	Supply of Copper pipes 5/8, ¼ for split AC	Ft.	140
4	Supply of Compressor of 2 ton Split AC	No	1
5	Complete water wash of AC	No	14
6	5 KVA Stabilizer repair	No	2
7	Repair of circuit board of indoor unit with supply of material	No	2
8	Supply of Single phase Contactor	No	4
9	Supply of capacitor for outdoor unit	No	3
10	Supply of Compressor oil	No	1
11	Servicing charge of AC	No	14

AC stands for - Air Conditioning machine

SECTION-IV

ABSTRACT OF TERMS AND CONDITIONS

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

1	Tender cost deposited in shape of Cash/Bank Draft	Yes/No
a	Name of the Bank(For Bank Draft):	
b	Amount deposited:	
c	Money Receipt No. & Date / Bank Draft No. & Date:	
2	Validity of the bid in days from the date of opening of tender(As per Specification):	
3	Nature of Price:	Firm/Variable
4	Terms of payment (Whether agreeable to OPTCL terms:	Yes/No
5	Security-cum-Performance Guarantee (Whether agreeable to OPTCL	Yes/No
6	Penalty (Whether agreeable to OPTCL terms):	Yes/No
7	List of orders executed/in hand for similar work in OPTCL/state PSU/private sector:	Yes/No
8	Copy of PAN furnished:	Yes/No
9	Copy of GST Registration:	Yes/No
10	Guarantee (Whether agreeable to OPTCL terms):	Yes/No
11	Delivery period (Whether agreeable to OPTCL terms):	Yes/No
12	Bid Security Declaration Form (Furnished)	Yes/No
13	No relation certificate (Furnished)	Yes/No
14	Agreed to adhere time period as per the contract:	Yes/No
15	Agreed to all terms and conditions of the tender specification:	Yes/No

Date:

Signature of Bidder with Seal

Place:

SECTION-V

Schedule of Price for NIT- No- 07/2022-23

Sl No	Description of area	Unit	Quantity	Unit rate in Rs.	Amount in Rs.
1	Installation of 2 ton split AC	No	14		
2	Gas Charging of 2 ton split AC	No	14		
3	Supply of Copper pipes 5/8, ¼ for split AC	Ft.	140		
4	Supply of Compressor of 2 ton Split AC	No	1		
5	Complete water wash of AC	No	14		
6	5 KVA Stabilizer repair	No	2		
7	Repair of circuit board of indoor unit with supply of material	No	2		
8	Supply of Single phase Contactor	No	4		
9	Supply of capacitor for outdoor unit	No	3		
10	Supply of Compressor oil	No	1		
11	Servicing charge of AC	No	14		
12	Total (1 to 11)				
13	Taxes if any (to be specified)				
14	Grand total (12+13) in figure				
15	Grand total (12+13) in words				

Date:
Place:

Signature of bidder with seal

SECTION-VI

BID SECURITY DECLARATION FORM

To

The Dy. General Manager (Elect.)
EHT (O&M) Division, Bhanjanagar, OPTCL

Sub:- Tender Specification No-_____

Sir,

1. Having examined the above specification together with terms & conditions referred to therein * I/We the undersigned hereby offer to execute the works covered therein 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 execute the works within the time specified in the Tender.
3. * I/We hereby 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 post by remitting *cash/money order/D.D./remitting the cost of tender, herewith and this has been acknowledged by your letter/ money receipt No. _____ Dated, _____
5. In the event of Tender, being decided in *my/our favour, * I/We agree to furnish the D.D/Composite B.G. in the manner, acceptable to ODISHA POWER TRANSMISSION CORPORATION LTD., and for the sum as applicable to *me/us as per clause-10 of section-II of this specification within 15 days of issue of letter of intent/purchase order/work order failing which *I/We clearly understand that the said letter of Intent/Purchase order/Work order will be liable to be withdrawn by the purchaser.

Bid Security Declaration

* I/We further declare that, we will not modify/withdraw the bid after opening of tender during its validity period and in such an event we agree that OPTCL would be free to debar us from participating in the tenders floated by OPTCL for a period of three years.

Signed this _____ day of _____ 2022

Yours faithfully

Signature of the Bidder with seal of the company

[This form should be dully filled up by the Bidder and enclosed at the time of submission of tender.]

* (Strikeout whichever is not applicable)

SECTION – VII

NO RELATION CERTIFICATE

THIS IS TO CERTIFY THAT I / WE HAVE NO RELATIONSHIP WITH ANY OF THE EMPLOYEES IN THE RANK OF ASST. MANAGER AND ABOVE SERVING UNDER OPTCL, ODISHA. IN CASE THE ABOVE STATEMENT IS FOUND TO BE FALSE, I / WE MAY BE DEBARRED FROM ANY PAYMENT DUE ON ACCOUNT OF THIS CONTRACT.

SIGNATURE OF THE BIDDER

END OF TENDER SPECIFICATION