



**ଓଡ଼ିଶା ଶକ୍ତି ସଂଚାରଣ ନିଗମ ଲିଡ.**

**ODISHA POWER TRANSMISSION CORPORATION LIMITED**

**(A Government of Odisha Undertaking)**

**EHT (O&M) DIVISION, BERHAMPUR**

**DUDUMA COLONY, DIGAPAHANDI ROAD, BERHAMPUR-760006**

Tel No.: 0680-2271587/ 9438907853

Mail Id: [ehm.div.bam@optcl.co.in](mailto:ehm.div.bam@optcl.co.in)

TENDER SPECIFICATION

ON

**N.I.T No : 01/2020-21**

For

**One time cleaning and uprooting of grass, weed & wild shrubs from switchyard of Narendrapur, Berhampur, Digapahandi & Mohana Grid S/s.**

**Cost of tender paper Rs. 2000/- + GST@12 % =Rs.2240/-  
(Rupees Tow thousand Two hundred & Forty only)**

ISSUED TO:-

.....  
.....  
.....  
.....  
.....

**Estimated Cost: Rs 4,19,439/-**



**ଓଡ଼ିଶା ବିଦ୍ୟୁତ୍ ଶକ୍ତି ସଂଚାରଣ ନିଗମ ଲି.ଓ.**  
**ODISHA POWER TRANSMISSION CORPORATION LIMITED**

(A Government of Odisha Undertaking)

**E.H.T (O&M) DIVISION, BERHAMPUR**

**AT- Duduma Colony, Digapahandi Road, Berhampur- 760 006**

Telephone: (0680)2271587/ 9438907572, E-mail:ehm.div.bam@optcl.co.in

**N.I.T No : 01/2020-21**

For and on behalf of OPTCL sealed tenders invited by the undersigned from interested bidders having valid H.T Contract License and Labour Contract License along with GST certificate for **“One time cleaning and uprooting of grass, weed & wild shrubs from switchyard of Narendrapur, Berhampur, Digapahandi & Mohana Grid S/s”**.

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. 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 **4,200/-** as EMD in shape of DD/Cash drawn in favour of Dy. General Manager, EHT(O & M) Division, OPTCL 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, at time of opening. If the last date of receipt opening of Tender falls in holiday, then the Tender paper will be Received /opened in the next working days.

**Date of Sale of Tender Paper: From 10.09.2020 to 28.09.2020 (Office Hours)**

**Last Date of receipt of Tender Paper: 29.09.2020 up to 01.00 PM.**

**Date of Opening of Tender Paper: 29.09.2020 at 03.00 PM.**

Tender should be dropped in **Tender BOX-1**.

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](http://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 N.I.T No: 01/2020-21****INDEX**

1.	SECTION – I	Instruction to Bidders
2.	SECTION – II	General terms & condition.
3.	SECTION – III	Technical Specification
4.	ANNEXURE – I	Schedule of Price
5.	ANNEXURE – II	Detail data sheet to be furnished by the tenderer.
6.	ANNEXURE – III	Undertaking
7.	COST OF TENDER PAPER (Non-refundable)	Rs. 2000/- + GST @12% = <b>Rs.2240/-</b> (Rupees Two thousand two hundred forty only) by Cash/ Bank Draft drawn in favour of Dy. General Manager, EHT(O & M) Division, Berhampur payable at Berhampur, Odisha.
8.	E.M.D	Rs <b>4,200/-</b> only by cash / bank draft drawn in favour of Dy. General Manager, EHT (O & M) Division, OPTCL, Berhampur payable at Berhampur, Odisha.
9.	SALE OF TENDER PAPER	From <b>10.09.2020 to 28.09.2020</b> . (During office hours) available in the office of the Dy. General Manager (Ele.), EHT(O&M) Division, OPTCL, Berhampur.
10	LAST DATE OF RECEIPT OF TENDER PAPER	<b>Dt. 29.09.2020 up to 1.00 PM.</b>
11	DATE & TIME OF OPENING OF TENDER	<b>Dt. 29.09.2020 at 3.00 P.M &amp; &amp; should be dropped in Tender Box –1.</b>
12	Tender posted by the registered post to should be reached at:	<b>Odisha Power Transmission Corporation Ltd., Office of the Dy. General Manager, EHT (O &amp; M) Division, Duduma Colony, Digaphandi Road, Berhampur-700 006, Odisha.</b>

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) **Only those who have purchased the Tender specification from this office can submit their Tender.** Tenders submitted by other mean will be rejected. Bidders must submit their bids with original signature.
- B) Tender must be submitted in sealed cover subscribed as “**N.I.T No:01/2020-21: One time cleaning and uprooting of grass, weed & wild shrubs from switchyard of Narendrapur, Berhampur, Digapahandi & Mohana Grid S/s** and addressed to the Dy. General Manager, EHT (O & M) Division, OPTCL 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 4,200 /-** in shape of cash / bank draft drawn in favour of Dy. General Manager, EHT (O & M) Division, OPTCL 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. The EMD of successful tenderers will be refunded only 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.
- C) The EMD not claimed within a period of **one year** from the date of issue of this order & the Security deposit not claimed for refund within **three years** after

completion of contract, will be forfeited. Hence you are requested to claim the EMD & the Security deposit within the stipulated period.

**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, GST certificate 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 tender. The evaluation will be made as per statutory applicable taxes, if not specified by the bidders. 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.

**Dy. General Manager**

**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 03months from the date of opening of tender.
2. **Price:** The bidders are advised to quote their % rate on the price schedule mentioned in Annexure – I in both figures and words.
3. **Completion of Work:** The work should be completed in full shape within **45**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 by the Bidder. If the work is not commenced & completed within the stipulated period, then the penalty should be imposed as per clause No.04 of SECTION-II.
4. **Penalty:** Penalty @  $\frac{1}{2}$  % 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.
5. **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 **05% (Five percent)** of contract value in shape of Cash / Bank Draft/BG in favour of **Dy. General Manager, EHT (O&M) Division, Berhampur**. The Security deposit will be released along with due bill payment on completion of work. No interest shall be paid to the contractor towards the security deposit so deposited by the contractor.
6. **Additional Performance security:** Additional performance security shall be obtained from the bidder when the bid amount is less than the estimate cost put to tender. In such event the only the successful bidder who has quoted less bid price/rates than the estimate cost put to tender shall have to furnish the exact amount of differential cost i.e. estimate cost put to tender minus the quoted amount as Additional Performance Security in Shape of Cash/Demand Draft/Term Deposit Receipt pledge in favour of **Dy. General Manager, EHT(O&M) Division, OPTCL Berhampur within seven days**, otherwise the bid will be cancelled & security deposit shall be forfeited.
7. **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 through concerned Consignee.

8. **Verifying Officer:** - The respective Grid In-charges are the Verifying officer for the contract.
9. **Paying Officer:** The **DGM, EHT (O&M) Division, Berhampur** is the paying officer for this contract.
10. **Agreement:** The successful contractor shall have to enter into an agreement (P-1) with the concerned Engineer-in-charge in the approved contract agreement form within 10 days of receipt of work order.
11. **Force Majeure:** The Contractor shall not be liable for any penalty for delay or for failure to perform the Contract for reasons of FORCE MAJEURE, such as acts of God; acts of public enemy, acts of Govt, fires, floods, epidemics, quarantine restrictions, strike, freight, embargoes provided that the contractor shall within 10 days from the beginning of such delay notify to OPTCL in writing of the cause of delay. The OPTCL shall verify the facts and grant such extensions only if facts justified.
12. **Safety Measures:** Only trained & experienced person should engage to carry out the work under direct supervision of engineer-in-charge, OPTCL & firm's supervisor.
- As the work will be carried out in the 220KV, 132KV & 33KV live sub-station, contractor shall fully responsible for observing the safety rules & regulation.
  - The contractor should ensure that there is no damage to any equipment. The work should be carried out on full risk & cost of contractor & OPTCL will not be responsible for any kind of risk coverage arising during execution of work.
13. **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.
14. **Rejection of works:** In the event of any of the materials supplied / work done by the contractor is found defective in materials or workmanship or otherwise not in conformity with the requirement of this contract, specifications, the OPTCL shall either reject the materials or work and request the Contractor to rectify the same. The Contractor on receipt of such notice, rectify or replace the defective materials and rectify the work free of cost. If the Contractor fails to do so the OPTCL may -
1. At its option rectify such work and recover the extra cost so involve from the Contractor.
  2. Terminate the contract for balance work with enforcement of penalty as per contract.
15. **Payment due from the Contractor:** All costs and damages for which the Contractor is liable to the authority will be deducted from him, under the contract.

**16. 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 Court of Berhampur extends.

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 as per Rules OPTCL & Codal provision of O.P.W.D.

**Dy. General Manager**



### SECTION-III

#### **SCOPE OF THE WORK:**

1. The contractor must up-root and cleans the grass including cutting of wild shrubs, plants, trees of girth upto 300mm and disposal of uprooted grass, shrubs upto a lead of 250mtrs from the metal & barren area as instructed by engineer-in-charge.

2. The contractor will have his own Man, T&P, other materials required for cleaning the grass and weeds from switchyard.

#### **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. 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. 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 Engineer-in-charge.

4. NBT treatment/Anti-weed chemical i.e Glycel/ Glyphosate should be sprayed on both metallic area & barren area only after removal of grass, weed from switchyard area. Spraying of anti-weed chemical in the substation shall be done as per the direction and supervision of Engineer-in-charge. Specification of Chemical Treatment: 200 ltr water for one acre area & mixing ratio of Chemical Compound with water is 25mltr : 1 ltr.

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

SI No	Name of Grid S/s	Description of area in Sq. mtr		
		Metallic area	Barren area	NBT treatment Area
1	Narendrapur	21398	5474	26872
2	Berhampur	7542	1650	9192
3	Digapahandi	5958	1586	7544
4	Mohana	2445	925	3370
5	Total Area	<b>37343</b>	<b>9635</b>	<b>46978</b>

**Dy. General Manager**

<b>Bill of Quantity</b>						
<b>Name of Work:</b> One time cleaning and uprooting of grass, weed & wild shrubs from switchyard of Narendrapur, Berhampur, Digapahandi & Mohana Grid S/s.						
<b>To be Filled by Bidder</b>						
<b>Name &amp; Address of Bidder:</b>						
<b>A</b>	Quoted percentage In Figures			-		<b>% Less than Unit</b>
	Quoted percentage In Words					<b>Estimated Rate</b>
<b>B</b>	Quoted percentage In Figures			-		<b>% Excess over Unit</b>
	Quoted percentage In Words					<b>Estimated cost</b>
N.B.- The quoted percentage up to 2 digits of decimal figures will be considered						
<p>DATE</p> <p style="text-align: right;">Signature of the Tenderer with seal</p>						
<b>FOR OFFICE USE ONLY</b>						
1	No of correction :-					
2	No of overwrite :-					
3	No of inter pollution:					
4	Valid license/ GST Registration					
5	EMD / APSD :-					
<b>DGM, EHT(O&amp;M), Div., Berhampur</b>						
<b>BOQ</b>						
<b>Sl No.</b>	<b>Description of work</b>	<b>Unit</b>	<b>Quantity</b>	<b>Unit Rate</b>	<b>Amount</b>	
1	Cleaning and uprooting of grass, weed & wild	Sq.	37343	6.56	244970.08	

	shrubs from Metallic area of switchyard of Narendrapur, Mohana, Berhampur & Digapahandi Grid S/s as per instruction of of Engineer-in-charge	mtr			
2	Cleaning and uprooting of grass, weed & wild shrubs from Barren area of switchyard of Narendrapur, Mohana, Berhampur & Digapahandi Grid S/s as per instruction of Engineer-in-charge	Sq. mtr	9635	5.47	52703.45
3	NBT treatment/ spreading of Anti-weed chemical i.e both metallic area & barren area of switchyard of Narendrapur, Mohana, Berhampur & Digapahandi Grid S/s as per instruction of Engineer-in-charge.	Sq. mtr	46978	1.23	57782.94
	Total (3) items only		<b>Grand Total</b>		<b>355456.47</b>
			<b>GST @ 18%</b>		<b>63982.16</b>
			<b>Total amount including GST</b>		<b>419438.63</b>
			<b>Total Estimated cost Amount after round off</b>		<b>419439.00</b>

Approved for total (3) items only.

**Sold Vide M/R no**

**Dated**

**Dy. General Manager**

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

1	Name of the Agency/Contractor with detailed postal address.	
2	Earnest money deposited vide <b>Bank Draft No./ money receipt No</b> _____ _____date_____ amount in Rs. _____ (Rupees _____)only	
3	Attested copy of Valid HT Contract License	Furnished / Not furnished
4	Attested copy of Valid Labour Contract License	Furnished / Not furnished
5	Attested copy of valid GST certificate	Furnished / Not furnished
6	Submitted No relationship Certificate	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 & schedule time.	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

**Date****Signature of the Tenderer  
with seal**

N.B: Please tick mark the furnished one &amp; strikethrough the other.

**Undertaking**

**This is to certify that**

1. I am neither been associated, directly or indirectly, with the Consultant or with any other entity that has prepared the design, specifications, and other documents for the Project nor has any person associated with been proposed as Project Manager for the Contract.
2. I am not related to any officer of OPTCL of the rank of Asst Manager or above.
3. I do under take that I have fully understood the terms condition as per the NIT uploaded in the official website of OPTCL for the tender call notice published in the newspaper and abide by it.
4. All the documents submitted by me are correct and genuine.

**Signature of the Tenderer  
with seal.**