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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- 05/2018-19

FOR

**ONE TIME CLEANING OF GRASS, WILD SHRUBS INCLUDING CUTTING OF BUSHES AND
UPROOTING OF UNWANTED PLANTS INSIDE GRID SUB-STATION PHULBANI &
BHANJANAGAR
UNDER EHT (O&M) DIVISION, BHANJANAGAR**

ISSUED TO

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COST OF TENDER PAPER = Rs. 600/- + 12% GST = Rs. 672/-



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E.mail- ehtm.div.bnj@optcl.co.in GSTIN: 21AAACO7873L1Z6

TENDER CALL NOTICE No. 05/2018-19

Sealed Tenders are invited by the undersigned from interested bidders having both valid CIVIL Contract License and H.T Contract License along with PAN, GST registration certificate for "One time cleaning of grass, wild shrubs including cutting of bushes, up-rooting of unwanted plants & anti-weed treatment inside Grid S/s Phulbani & Bhanjanagar under EHT (O&M) Division, Bhanjanagar".

Commencement of Sale of Tender Paper: - From Dated 11.10.2018, 11 AM to Dated 22.10.2018, 12 Noon.

Last Date of Submission of Tender Paper: - Dated 22.10.2018 up to 2:00 PM.

Date of Opening of Tender Paper: - Dated 22.10.2018 at 3:00 PM.

Sl. No	Tender Specification No.	Description of equipment/materials	Earnest Money Deposit (In Rs.)	Cost of Tender Spec. document (in Rs.)	Last date of receipt & opening of tender
1.	NIT NO-05 / 2018-19, EHT (O&M) Division, Bhanjanagar	ONE TIME CLEANING OF GRASS, WILD SHRUBS INCLUDING CUTTING OF BUSHES, UP-ROOTING OF UNWANTED PLANTS & ANTI-WEED TREATMENT INSIDE GRID S/S	Rs. 1179/-	600/- + 12 % GST (Rs. 672/-)	22-10-2018 (14:00 Hrs) & 22-10-2018 (15:00 Hrs)

The Tender specification can be obtained on payment of Rs. 600/- + [GST @ 12%](#) = Rs. 672/- 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 requisite EMD in shape of Cash / Bank Draft drawn in favour of **EHT (O&M) Division, OPTCL Bhanjanagar payable at Bhanjanagar**. Incomplete tender and tender without EMD 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- 05/2018-19
OF EHT (O&M) DIVISION, BHANJANAGAR**

FOR

**ONE TIME CLEANING OF GRASS, WILD SHRUBS INCLUDING CUTTING OF BUSHES,
UP-ROOTING OF UNWANTED PLANTS & ANTI-WEED TREATMENT INSIDE GRID S/S
PHULBANI AND BHANJANAGAR**

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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. 05/2018-19 for “One time cleaning of grass, wild shrubs including cutting of bushes, up-rooting of unwanted plants & anti-weed treatment inside Grid S/s Phulbani & 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.
3. **EARNEST MONEY DEPOSIT (EMD):**

The tender must be accompanied by an amount which is equal to 1% of the estimated cost i.e. Rs. 1179/- as EMD in shape of Cash / Bank Draft drawn in favour of **EHT(O&M) Division, OPTCL, Bhanjanagar payable at Bhanjanagar**. Those who claim exemption from furnishing the E.M.D. should submit the copies of documents on the basis of which exemption is claimed. The EMD of successful bidder will not be adjusted towards security deposit and shall be refunded on written request after receipt of security deposit. The EMD of all unsuccessful bidders 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 AND SECURITY DEPOSIT:**
 - a. In the event the successful Bidder failing to accept the order or supply the materials as per the technical specification EMD/SD 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.
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. **OPENING OF TENDERS:**
 - a. Copy of valid CIVIL Contract License, H.T Contract License, PAN Card and GST Registration Certificate should be enclosed with the tender.
 - b. Bidders themselves or their authorized representatives (**one person only, possessing authorization letter in original**) shall be allowed to attend opening event of the tender.
7. Orders may also be split up among more than one bidder if necessary in the interest of the purchaser.
8. The purchaser reserves the right to reject the lowest or any other tender or all tenders without assigning any reason whatsoever.
9. 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.
10. 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.
11. For evaluation, the price mentioned in **words** shall be taken, if there is any **difference** in **figure** and **words** in the price bid.
12. 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.
13. **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. **PRICE:** The bidders are advised to quote their rate as per the price schedule at Annexure – I which shall be inclusive of GST, labour charges etc. 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.

3. **Completion of Work:** The work should be completed in full shape within 60 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. 05 of SECTION-II.
4. **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 officer along with completion report duly verified by the concerned Consignee.
5. **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.
6. **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.
7. **PERFORMANCE CUM SECURITY DEPOSIT :**
The successful bidder has to deposit 10% of contract value as Performance cum Security deposit within 15 days from the issue of purchase order in shape of Cash / Bank Draft in favour of Dy. General Manager, EHT (O&M) Division Bhanjanagar. The Security deposit will be released after six months of completion of work. No interest shall be paid to the supplier towards the security deposit so deposited by the supplier. In case of non-execution of the order, the security deposit and EMD shall be **forfeited**.
8. **AUTHORITY :**
Dy. General Manager (Elect), EHT (O&M) Division, Bhanjanagar.
9. **CONSIGNEE:**
The respective SDO of Grid Sub-Station are consignee for the contract.
10. **PAYING OFFICER :**
Dy. General Manager (Elect), EHT (O&M) Division, Bhanjanagar.
11. **GST REGISTRATION CERTIFICATE, PAN CARD :** Attested legible **photocopies** of Copy of valid CIVIL Contract License, H.T Contract License, 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.
12. **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.
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.
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.

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

SECTION-III

SCOPE OF THE WORK:

1. The contractors must up-root and clean the grass including cutting of wild shrubs, plants, trees from the metal & barren area as instructed by engineer-in-charge and apply anti-weed chemicals in the area.
2. The contractor will have his own T&P, other materials required for cleaning and supply of anti-weed chemicals.

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. The grass should be up rooted completely. 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. Anti-weed chemical should be sprayed in the metal/Bolder area as per proportion specified by the manufacturer. Spraying of anti-weed chemical in the substation shall be done as per the direction and supervision of field officers.
4. 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 field officer.

Details of Work: One time cleaning of grass, wild shrubs including cutting of bushes & unwanted plants and anti-weed treatment inside Grid S/S Phulbani & Bhanjanagar.

Sl No	Description of area	Area in Sq. mtr
Bhanjanagar Grid Sub-Station		
1	Metallic area	10510.00
2	Barren Area	5355.00
3	Anti-weed treatment	15865.00
Phulbani Grid Sub-Station		
1	Metallic area	1573.73
2	Barren Area	110.00
3	Anti-weed treatment	1683.73

SECTION-IV

ABSTRACT OF TERMS AND CONDITIONS

(This Proforma should be filled with all information and should be furnished alongwith the tender)

1	Earnest Money Deposit(EMD) 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 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 in OSEB/OPTCL/any PSU:	Yes/No
8	Copy of PAN furnished:	Yes/No
9	Copy of GST Registration:	Yes/No
10	Copy of Civil Contract Licence:	Yes/No
11	Copy of H.T Contract License:	Yes/No
12	Agreed to adhere time period as per the contract:	Yes/No
13	Agreed to keep validity of the offer for 180 days from the date of tender opening without any variations in tender clause:	Yes/No
14	Agreed to obtain labour contract license on event of work order from the competent authority (if required):	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

Sl No	Description of area	Quantity (Sq. Mtr)	Unit rate in Rs.	Amount in Rs.
1	Metallic area	12083.73		
2	Barren Area	5465.00		
3	Anti-weed treatment	17548.73		
4	Total (1+2+3)			
5	Taxes if any (to be specified)			
6	Grand total (4+5) in figure			
7	Grand total (4+5) in words			

Date:
Place:

Signature of bidder with seal

SECTION – VI

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