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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- 06/2021-22

FOR

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

ISSUED TO

.....

.....

Money Receipt/D.D No.

Date:.....

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



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TENDER CALL NOTICE No. 06/2021-22

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

Commencement of Sale of Tender Paper: - From Dated 23.12.2021, 11 AM to Dated 04.01.2022, 12 Noon.

Last Date of Submission of Tender Paper: - Dated 04.01.2022 up to 2:00 PM.

Date of Opening of Tender Paper: - Dated 04.01.2022 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-06 / 2021-22, EHT (O&M) Division, Bhanjanagar	CLEANING OF GRASS, WILD SHRUBS INCLUDING CUTTING OF BUSHES, UP-ROOTING OF UNWANTED PLANTS & ANTI-WEED TREATMENT INSIDE GRID S/S	600/- + 12 % GST = Rs. 672/-	04-01-2022 (14:00 Hrs) & 04-01-2022 (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 **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- 06/2021-22
OF EHT (O&M) DIVISION, BHANJANAGAR
FOR**

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

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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. 06/2021-22 for “Cleaning of grass, wild shrubs including cutting of bushes, up-rooting of unwanted plants & anti-weed treatment inside Grid S/s Bhanjanagar & Phulbani” 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. Copy of valid CIVIL Contract License, EHT/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.

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 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. **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 & 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. 08**.
6. **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. 9**.
7. **GUARANTEE PERIOD:** The work done by the contractor shall be guaranteed for a period of 6 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 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.
8. **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.
9. **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.
10. **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-7** 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.

- 11. AUTHORITY :** Dy. General Manager (Elect), EHT (O&M) Division, Bhanjanagar.
- 12. CONSIGNEE:** The respective SDO's of the Grid Sub-Station are consignee for the contract.
- 13. PAYING OFFICER :** Dy. General Manager (Elect), EHT (O&M) Division, Bhanjanagar.
- 14. GST REGISTRATION CERTIFICATE, PAN CARD :** Attested legible **photocopies of** Copy of valid CIVIL Contract License, EHT/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.
- 15. SAFETY:** The contractor shall adhere all the safety norms during execution of work and also to follow COVID-19 guidelines.
- 16. 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.
- 17. 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.
- 18.** 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.
- 19. 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 completion certificate.
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 completion certificate.
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 Bhanjanagar & Phulbani.

Sl No	Description of area	Area in Sq. mtr
Bhanjanagar Grid Sub-Station		
1	Metallic area	10005.9
2	Barren Area	4057.80
3	Anti-weed treatment	14063.70
Phulbani Grid Sub-Station		
1	Metallic area	3795.80
2	Barren Area	610.00
3	Anti-weed treatment	4405.80

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 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 EHT/H.T Contract License:	Yes/No
12	Guarantee (Whether agreeable to OPTCL terms):	Yes/No
13	Delivery period (Whether agreeable to OPTCL terms):	Yes/No
14	Bid Security Declaration Form (Furnished)	Yes/No
15	No relation certificate (Furnished)	Yes/No
16	Agreed to adhere time period as per the contract:	Yes/No
17	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- 06/2021-22

Sl No	Description of area	Quantity (Sq. Mtr)	Unit rate in Rs.	Amount in Rs.
1	Metallic area	13801.70		
2	Barren Area	4667.80		
3	Anti-weed treatment	18469.50		
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

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 _____ 2021

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