



ODISHA POWER TRANSMISSION CORPORATION LIMITED
OFFICE OF THE CHIEF GENERAL MANAGER (O & M)
1st Floor, Multi-Storied Corporate Building
Janpath, Bhubaneswar - 751022
Ph. : 0674 - 2542479, FAX : 0674 - 2542932

TENDER SPECIFICATION
No. : CGM-O&M-01/2013-14

DEPLOYMENT OF SKILLED MANPOWER

Request for online tender documents – From dt-24.01.2014 (15.00 Hrs.) To dt-07.02.2014 (12.30 Hrs.)
Issue of online tender documents:- From dt-24.01.2014 (15.05 Hrs.) To dt-07.02.2014 (12.35 Hrs.)
Last date of submission of online tender – up to dt-07.02.2014 (15.00 Hrs.)
Date of opening of Tender:- - on dt-10.02.2014 (11.00 Hrs.)

Tender Paper Cost : 10,000/- + 5% VAT



**ODISHA POWER TRANSMISSION CORPORATION LIMITED
OFFICE OF THE CHIEF GENERAL MANAGER (O & M)
BHUBANESWAR.**

e-TENDER NOTICE NO. CGM-O&M-01 / 2013-14

For and on behalf of ODISHA POWER TRANSMISSION CORPORATION LTD Chief General Manager (O&M), Bhubaneswar invites Tenders from qualified contractors in two part bidding system for DEPLOYMENT OF SKILLED MANPOWER ON CONTRACT BASIS for all the O&M circles under OPTCL. The interested bidders would be required to enroll themselves on the tender portal www.tenderwizard.com/OPTCL . Complete set of bidding documents are available at www.tenderwizard.com/OPTCL from 24.01.2014 (15.00 Hrs.) To dt-07.02.2014 (12.30 Hrs.). Interested Bidder may visit OPTCL's official web site <http://www.optcl.co.in> and www.tenderwizard.com/OPTCL for detail specification.

N.B:- All subsequent addendums/corrigendum to the tender shall be hosted in the OPTCL's official web site <http://www.optcl.co.in> and www.tenderwizard.com/OPTCL only.

CHIEF GENERAL MANAGER(O&M)
OPTCL, Bhubaneswar



ODISHA POWER TRANSMISSION CORPORATION LIMITED
OFFICE OF THE CHIEF GENERAL MANAGER (O & M)
BHUBANESWAR.

e-TENDER NOTICE NO. CGM-O&M-01 / 2013-14

For and on behalf of ODISHA POWER TRANSMISSION CORPORATION LTD Chief General Manager (O&M), Bhubaneswar invites Tenders from qualified contractors in two part bidding system (in e-tendering mode only) for DEPLOYMENT OF SKILLED MANPOWER ON CONTRACT BASIS for all the O&M circles under OPTCL as per the following details.

LOT No	Tender Specification No.	Name of the Circle under which deployment is to be made.	No of Jhula Person & Tower Climbing Person	INDIAN RUPEES			Last date of submission & Date of opening of Tender.
				Earnest Money Deposit. in Rupees	Cost of Tender Document in Rupees	Tender Processing Fee. in Rupees	
1	CGM(O&M)-01 / 2013-14.	Burla Circle	18 & 18	33,500/-	10,500/-	2247/-	up to dt-07.02.2014 (15.00 Hrs.) & on dt-10.02.2014 (11.00 Hrs.)
2		Berhampur Circle	10 & 10	18,600/-			
3		Jeypore Circle	12 & 12	28,100/-			
4		Chainpal Circle	08 & 08	14,900/-			
5		Jajpur Road Circle	10 & 10	16,200/-			
6		Cuttack Circle	12 & 12	17,800/-			

The bidders can view the tender documents from website free of cost.

The bidders who want to submit bid shall have to pay Rs10,500/- (Rupees ten thousand five hundred only non refundable including VAT @ 5%) towards the tender cost, in the form of Demand draft drawn in favour of DDO, Head Qrs. , OPTCL, Bhubaneswar payable at Bhubaneswar at the office of the undersigned on or before the last date & time of submission of tender.

The bidders shall have to submit non refundable amount of Rs. 2247/-
 Deployment of skilled manpower OPTCL

(Rupees two thousand two hundred fortyseven only) towards the tender processing fee in the form of Demand draft, drawn in favour of K.S.E.D.C.Ltd, Payable at Bangalore. The said demand draft is to be submitted along with the EMD & tender cost at the office of the undersigned on or before the last date & time of submission of tender.

The bidders shall scan the Demand Draft/Pay order/ Bank guarantee towards EMD , Tender Cost and tender processing fee and upload the same in the prescribed form in .gif or .jpg format in addition to sending the original as stated above.

The prospective bidders are advised to register their user ID, Password, company ID from website www.tenderwizard.com/OPTCL by clicking on hyper link "Register Me".

Any clarifications regarding the scope of work and technical features of the tender can be had from the undersigned during office hours.

Minimum qualification criteria of bidders: AS STIPULATED IN SECTION-II, (G.T.C.C) OF THE TENDER SPECIFICATION.

CHIEF GENERAL MANAGER(O&M)
OPTCL,Bhubaneswar

INSTRUCTION TO BIDDER.

1. **Definition:**
 - i. **Jhula person:** The person who can crawl over the conductor / insulator string in over head line with safety measure such as with a Jhula (a safety belt being tied to his waist) and also can do the work by sitting over it.
 - ii. **Tower Climbing person:** A person who can climb to the top of the tower (400kV / 220kV /132kV) and do tower assembly work up to the peak portion of the tower.

2. **Experience of the contractors :**

Labour supply having valid HT / EHT Electrical contract License with at least one year experience in deployment of skilled manpower in any Transmission utility shall upload the complete tender application duly filled in along with the copy of the testimonials as required under the qualifying price bid

3. **Opening of Tender :**

The tender shall be opened in the O/O the CGM (O&M), OPTCL, Bhubaneswar. In case the tender is not opened on the same date due to some unavoidable reasons then it will be opened afterwards at the earliest.

4. **EMD :**

The bidders shall have to furnish a Demand Draft towards EMD (Earnest Money Deposit) as per the detail notice ,drawn on any scheduled Bank in favour of Drawing & Disbursing Officer, Odisha Power Transmission Corporation Limited, payable at Bhubaneswar .

5. **Mode of Submission of Tender:**

[a]Tenders shall be submitted in electronic mode only. (www.tenderwizard.com/OPTCL)

[b] Telegraphic or FAX tenders shall not be accepted under any circumstances.

6. **Refund of EMD:**

The E.M.D. of unsuccessful bidders will be refunded within 90 days / after finalization of the Tenders without any interest.

7. **Quoting of rates:**

The rates of different category of Skilled Technical (Jhula person / Tower Climber) Personnel shall not be less than the rates of minimum wages prescribed by the Government from time to time under the Contract Labour (R& A) Act, 1970 and the Minimum Wages Act, 1948 and other statutory dues payable as per the Govt. Rules.

8. **Rate of wages:**

The rate of wages, statutory dues and other allowances etc. under the labour laws and other laws payable by the employer (the contractor) should be indicated in detail.

9. **Revision of rates of wages:**
The bidder has liberty to seek revision of rates of wages of different category of Skilled Manpower if the minimum wages and other statutory dues are revised by the Govt. of Odisha and OPTCL during operation of the contract agreement.
10. **Dues payable by the OPTCL:**
No other dues on any account shall be payable by the OPTCL except the rates of wages agreed upon and subsequent revision thereof during the period of contract agreement.
11. **Mode of bidding:**
The bidders can quote for any or all the O&M circles.
12. **Contract Agreement:**
The successful bidder shall have to execute a contract agreement with the Circle/ Divisional head defining the respective zonal head. Any grievance/ complaints shall be processed through the respective zonal head.
13. **Labour license:**
The bidder have to furnish copy of the valid license from the licensing authority under the Contract Labour (Regulation and Abolition) Act, 1970 having jurisdiction of the respective departments / Circle / Division, along with the bid or the firm will produce an undertaking that he would submit Labour license at the time of supply of Labour if he is selected by OPTCL. failing which the bid shall be summarily rejected.
14. **Security Deposit:**
On his being successful, the amount deposited by the bidder as E.M.D. will be retained by the OPTCL towards Security Deposit till subsistence of the contract.
15. **Payment of wages & dues by the bidder:**
If it is found that the amount payable by the bidder towards wages, allowances and statutory dues etc. in respect of the engaged personnel is not paid, then the same shall be adjusted from the security deposit. If the security deposit amount is found insufficient then OPTCL reserve right to recover the deficit amount through other modes of recovery, including the right to terminate the contract without prior notice.
16. **Bidder's Responsibility:**
The successful bidder shall be solely and exclusively responsible for engaging their personnel. OPTCL will have no liability whatsoever concerning the employees of the bidder. The bidders shall have to make regular and full payment of all wages and allowances to its workers/employees so also the statutory dues, etc. He shall also be liable to indemnify OPTCL against all losses, damages caused due to any commission and omission on the part of the personnel deployed by him.

17. Period of Contract:

The period of contract shall be for a duration of 24 months from the date of agreement. However the work order will be issued for 12 months in 1st phase & after getting satisfactory performance report from field office the work order will be extended for another 12 months.

18. Termination of Contract:

The contract can be terminated by giving three months notice from either side during the period of contract or on completion of the period of contract. In case where the successful bidder commits any breach of the terms and conditions, the contract can be terminated without notice and on that event the EMD / Security Deposit shall be forfeited.

19. Subletting of Contract:

The bidder shall undertake not to sublet the work order to other **Agencies**.

20. Undertaking by the Bidder:

The bidder shall undertake to abide by the terms and conditions appended to this instruction on being successful in the bid.

21. Rejection of Tender:

CGM(O&M), OPTCL, Bhubaneswar reserves the right to reject all tender without assigning any reason whatsoever and the decision of the OPTCL Management shall be final and binding on all the bidders.

22. General: -

(i) The tenderers can offer their bids for a single LOT or more lots.

(ii) The tender paper cost (Form fee) for an amount of Rs 10,500/- is to be paid whether the tenderer offers for a single LOT or more lots.

(iii) The tender processing fee for an amount of Rs 2,247/- is to be paid whether the tenderer offers for a single LOT or more lots.

(iv) The EMD amount is to be paid against each LOT as mentioned in the detail tender Notice.

(v) 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.

(vi) Notice inviting tender shall form part of this specification.

(vii) The EMD, if any, shall be returned to the unsuccessful bidders.

(viii) It should be distinctly understood that the price bid shall contain only details/documents relating to price, as mentioned herein above.

(ix) The tenderer must submit the EMD amount, cost of tender document and Tender processing fee in a sealed cover envelope super scribing the tender specification number, Tender Notice No & Date opening of tender clearly on the envelope cover. The said envelope is to be submitted in the office of the purchaser on or before the last date and time of submission of tender.

GENERAL TERMS AND CONDITIONS OF CONTRACT

1. Scope of Work:

The successful bidder at its own cost and expenses shall provide the trained personnel within the age group of 18 to 35 years, possessing valid electrical workman permit, issued by competent licensee-issuing- authority to perform the emergency / maintenance work in the respective Circles / Divisions and all other places as required at the instructions of the OPTCL. When there is no emergency work; they are to perform the other maintenance work.

The emergency / normal nature of works define as follows:-

- i) Repair / maintenance of overhead lines with Jhulla arrangement.
- ii) Errection / Repair of tower by climbing up to the top of the tower.
- iii) Normal / emergency nature of works relating to S/S equipments Viz- TRF, CB, CT, & PT etc.

If required the successful bidder are to demonstrate the fitness of the personnel prior to deployment for the above works.

2. Engagement & Maintenance of Personnel:

The successful bidder at its own cost and expenses and with all its liabilities employ and maintain the engaged personnel and shall keep them at its own roll and pay their salaries including allowances and to pay other advances, and leave benefits, etc. as per the Govt. Rules

The deployed gang of a particular zone, when deputed to emergency restoration / maintenance work of different areas other than their headquarter will be provided with fooding arrangement either by OPTCL or will be reimbursed Rs. 50/- per person per day.

3. Payment of Statutory Contribution:

The successful bidder shall pay all statutory contribution payable under the provisions of the various Labour laws and other laws in force and applicable during operation of the contract.

4. Observation of Rules:

The successful bidder shall deploy / arrange the staff in accordance with the observance of the leave rules and other rules applicable to it.

5. Indemnity to owner (OPTCL):

- (i). The successful bidder shall be responsible for any loss on account of any act of commission or omissions by the deployed personnel and shall be liable for payment to OPTCL for the loss so determined. If the bidder fails to deposit the loss amount, the same shall be deducted from the EMD / Security Deposit reserving its right to recover the deficit amount by adopting other mode of recovery. The successful bidder shall be responsible for all statutory payments including the taxes in respect of the engaged personnel. If any complaint with regard to non-payment of wages or allowances and statutory benefits is

received, the amount shall be recovered out of the bills. E.M.D./ Security Deposit of the bidder. The successful bidder shall raise bill by quoting Order No. and date for the payment of deployed personnel with certificate to the concerned Officer / D.D.O of OPTCL for every month. Payment shall be made by the firm to the deployed personnel latest by the 2nd week of the succeeding month.

- (ii) The bidder shall have no claim whatsoever against the OPTCL for any loss / damage caused to the Agency / Firm by reasons of war, riot, commotion disturbance, pestilence, epidemical sickness, strike, lockout, earthquake, fire, storm, flood, explosion , electrical / General accident or any change in the nature, breakdown of plant or machinery for whatever reasons.

6. Document to be submitted for bill Processing:

- (i). The bills shall be submitted latest by the 2nd week of succeeding month with all the particulars i.e. Names of personnel engaged, Account No with amount of deductions made from the monthly salary/ wages towards E.P.F. & ESI of individual personnel, Employer's share E.P.F & E.S.I contribution along with Chalans / Vouchers of the preceding month with signature of M.D / Chief Executive or the Authorized Representative of the bidder, absentee statement of the engaged personnel of the previous months to the concerned Officer /D.D.O of OPTCL for verification. Failure to comply the above, the Officer concerned / D.D.O of the respective units of OPTCL has rights to withhold the payment of the bills. Any interest / penalty imposed on the Agency by the Statutory Authorities shall be liable to pay such interest / penalty by the Agency and OPTCL shall not be held responsible in respect of statutory deposits. It is also the sole responsibility of the contractor to ensure timely payment for the deployed person latest by 2nd week of succeeding month even if the payment of said month is not received for any reasons.
- (ii) The successful bidder / Agency shall furnish the records / documents / original Vouchers / Challan in respect of Statutory Deposits in respect of the engaged personnel to the Officer concerned of OPTCL as and when required, failing which the Management has every right to terminate the contract with one month notice to that effect.

7. Tax Deducted At Source:

Income Tax shall be deducted at the prescribed rate as per provisions of Income Tax Act on the gross value of the bills.

8. Safety and Workmen compensation:

The bidder / contractor will supply all the ISI marked safety equipments to the deployed persons like Helmet , Safety Shoe, Hand Gloves, Safety Belt etc at their own cost. The safety of contract Jhulla and Tower Climber deployed by the contractor shall be sole responsibility of the contractor. The contractor shall also be fully responsible for payment of compensation under the workmen Compensation Act in respect of workmen deployed by him. The contractor must take adequate measures regarding the above.

9. Outright Rejection of Tender:

The tender submitted by tenderer shall be out-rightly rejected, if they do not comply to the followings.

- a) The bidder must have HT / EHT License with at least one year experience in supply of manpower (Jhulla and Tower Climber) in any transmission utility in India.
- b) The bidders shall have to furnish a Demand Draft towards EMD, cost of tender documents and tender processing fee.
- c) The bidder must have Registration Account Numbers under the ESI Act, 1948 and EPF (M&P) Act, 1952 with latest returns furnished under the said Acts.

10. Jurisdiction of Court :

Any dispute or difference under or arising out of or in respect of this Contract, may be referred to the sole Arbitrator to be appointed by the CMD, OPTCL, Janpath, Bhubaneswar and his decision in the matter on the dispute will be final and binding on the bidder as well as the Executants of the respective units of OPTCL. The Courts in Bhubaneswar shall have the exclusive jurisdiction in the matter of dispute. The Executants of respective Units of OPTCL has the right to add in addition to the above terms and conditions as may be considered proper at the time of execution of the agreement.

CHIEF GENERAL MANAGER (O&M)

QUALIFYING PRICE BID

1.
 - a. Copy of Labour License obtained for having supplied labour to other Organizations and Undertakings to obtain valid Labour as per section 12 and 13 of the Contract Labour (Regulation and Abolition) Act, 1970 and Registration Account Numbers under the ESI Act, 1948 and EPF (M&P) Act, 1952 with latest returns furnished under the said Acts.
 - b.
 - i) Copy of upto date Income, Sales, Professional and service Tax Clearance Certificates.
 - ii) Copy of the Permanent Account Number (PAN).
 - iii) Copy of the Broad sheet / Transaction sheet of the last three years.
2. The bidder shall furnish the documents indicating the name of the Institution specially State Government / Central Government Undertaking, Reputed Organization where they have extended such service.
3. The bidder shall submit the EMD on or before the last date and time of submission of tender.
4. The successful bidder shall submit an undertaking authorizing the management of OPTCL to convert the E.M.D. amount as Security Deposit, which will be retained by the OPTCL till tendency of the contract.
5. The bidder shall furnish the rates of wages with a detailed breakup of the following category of technical personnel and other categories deployed by them.

i)	Jhula Person	Shall not be less than
ii)	Tower (400/220/132kV) Climber	Minimum wages under the M.W. Act or the C.L (R&A) Act
- The rates should be quoted separately for all circles viz- **Burla, Berhampur , Jeypore, Chainpal, Jajpur Road, Cuttack.**
- 6) The bidder shall furnish undertaking to pay all the statutory dues and taxes payable by the employer (the bidder) under the Labour Laws and other laws applicable to it.

TENDER FORM

TENDER SPECIFICATION NO. _____ **OPTCL**

To

The Chief General Manager (O&M)
Odisha Power Transmission Corporation Limited,
Janpath, Bhubaneswar – 751022.

Sir,

We have gone through the instructions together with general terms and conditions therein.

1. We hereby offer to give service for emergency / maintenance nature of works for the Units of the OPTCL complete in all respects as per the instructions and general terms and conditions at the rates quoted in the application as per the specification for six circles of the OPTCL viz: **Burla /Cuttack /Jeypore/ Chainpal/Jajpur Road/Berhampur** (name of the circle should be mentioned).
2. We hereby undertake to attend the job within the time specified at the time of agreement.

SIGNATURE APPLICANT / BIDDER

N.B-(Completely filled in and signed scanned copy of the application form is to be uploaded along with the tender.)

APPLICATION FOR DEPLOYMENT OF SKILLED MANPOWER ON CONTRACT BASIS IN ODISHA POWER TRANSMISSION CORPORATION LIMITED.

1. Application for deployment of personnel : All the Circle Head quarters of (Burla, Cuttack, Jeypore, Chainpal, Jajpur Road, Berhampur)
2. Particulars of the bidder
 - (i) Name of the Organisation/ Institution / Firm :
 - (ii) Registered Office :
 - (iii) Registration No. :
 - (iv) Address :
3. Particulars of ESI and EPF
 - i) ESI Registration Number :
 - ii) EPF Registration Number :
 - iii) ESI Account Number under said Registrarion. :
 - iv) EPF Account Number under said Registration. :
 - v) Latest Returns filed in respect of the Above (copy of documents to be furnished): Yes / No
4. Copy of the Permanent Account Number(PAN) : Yes / No
5. Particulars of experience (copy enclosed
 - i)
 - ii)
 - iii)
 - iv)
6. Whether the Agency has been assessed under the Income Tax Act and if so, the latest Income Tax Clearance Certificate should be enclosed : Yes / No
7. Particulars of the personnel : Yes / No
 - i) High skilled personnel :
 - ii) Skilled personnel :

- 8 Particulars of labor licenses obtained earlier : Yes / No
9. Particulars of deposit towards EMD of the bidder :
(Amount , D.D. No & Date)
10. Particulars of deposit towards tender cost :
(Amount , D.D. No & Date)
11. Particulars of deposit towards tender
Processing fee (Amount , D.D. No & Date) :
12. Whether the bidder is willing to execute an : Yes / No
agreement on becoming successful in the bid.
13. Whether the bidder is willing to abide by the : Yes / No
terms and condition as appended to the brochure.
14. Rate of different charges skilled personnel :
(Jhula person / Tower Climber) as
Per Para 7 of the Qualifying price bid. :
- 15 Rates of wages, statutory dues allowance :
etc. (payable by the employer should be
specified / indicated in details i.e. with appropriate
break up)
- 16 **Documents enclosed:** -
- i) :
- ii) :
- iii) :
- iv) :
- v) :
- vi) :
- vii) :
- viii) :

I do hereby declare that the particulars given the application are true to the best of my knowledge and belief. In the event of any of the information found false or incorrect, I will be liable for appropriate legal action and liability for the same.

SIGNATURE OF THE APPLICANT / BIDDER

**N.B-(i-Completely filled in and signed scanned copy of the application form is to be uploaded along with the tender.
ii-All the required documents are to be scanned and uploaded.)**

SUPPLIER INFORMATION SHEET.

ODISHA POWER TRANSMISSION CORPORATION LIMITED		
e-Tender Notice No.		CGM(O&M)-01/2013-14
GENERAL INFORMATION		Bidders Information
Tender Specification No.		CGM(O&M)-01/2013-14
NAME OF THE WORK		DEPLOYMENT OF SKILLED MANPOWER
NAME OF THE BIDDER		
SL NO	The bidder shall furnish general information in the following format	
1	Address:-	
2	City	
3	Pin Code	
4	Contact person's Name :-	
5	Telephone No. office & Residence:-	
6	FAX No:-	
7	EMAIL:-	
9	SERVICE TAX REGISTRATION NO.	
10	PAN NO.	
SIGNATURE OF THE BIDDER		
N.B.-(Completely filled in and signed scanned copy of the application form is to be uploaded along with the tender.)		