



**ଓଡ଼ିଶା ବିଦ୍ୟୁତ ଶକ୍ତି ସଂଚାରଣ ନିଗମ ଲିଡ.**  
**ODISHA POWER TRANSMISSION CORPORATION LIMITED**  
(A Government of Odisha Undertaking)  
Regd.Office: Janpath: Bhubaneswar  
EHT(O&M)CIRCLE,CUTTACK  
At : Madhusudan Nagar , P.O. : Tulsipur, Cuttack-753008  
Tel-/FAX-(0671)-2300547

General Manager, EHT (O&M), Circle, OPTCL, Cuttack intends to prepare a vendor list for procurement of different materials and execution of different Civil , Electrical and transportation Works in different Grid sub-stations and offices under the jurisdiction of EHT (O&M) Circle, Cuttack for estimated value of procurement/works up to Rs. 1(one) lakh . Enlisted vendors should be reputed manufacturers, Company distributors, authorized dealers, reputed suppliers ,Transporters, etc. to supply the required materials and competent to execute the works as below :

- a) Execution of different Civil works including construction/repairing of buildings , slabs, earth pits, oil sump, boundary wall, and other civil works through Civil contractors at OPWD scheduled rate having requisite license issued by Govt. of Odisha .
- b) Execution of different Electrical works including supply and erection of different electrical fittings, electrical wiring of building and other equipments through licensed Electrical contractors having MV & HT Electrical license respectively.
- c) Procurement of different electrical items, spare parts, consumable materials like different types of fuses, switches, Electrical contactors, wires, Ferrules, lighting materials , Panel indicators, insulation boards, Switch yard light fittings, LEDs. Etc.
- d) Procurement of hardware and sanitary materials like nuts, bolts, PVC pipes , markin cloth, paints, grease, Mobil, cotton waste, silica gel, Rustolene, CRC , oil leakage arrestors, clamps and connectors, chequered plates, Petroleum jelly, Aluminum binding tapes, M-seal compound, PH and sanitary materials,
- e) Procurement of cutting tools, T & P materials etc.
- f) Procurement of different parts of Air Conditioners of different make.
- g) Printing & supply of stationary materials, flex printing by reputed suppliers and printers.
- h) Procurement of cutting tools, T & P materials, etc.
- i) Repair of electrical equipments including fans, motor pumps, etc by reputed repairing units.
- j) Procurement of Bay marshalling Kiosks, ACDB, DCDB panels, console boxes, etc.
- k) Arrest of Transformer oil leakage/ hydraulic oil leakages etc.
- l) Refilling and repairing of spare parts of Fire Extinguishers .
- m) Painting of Transformer and other Sub Station Equipments.
- n) Recouping of Towers
- o) Uprooting of Grass/wild shrubs
- p) Transportation of materials and equipments from Central Store, Manacheswar /Choudwar to different Grid Substation and also from one store to the other in the state of Odisha as per requirement.

Interested Firms to get empanelled in the vendor list should furnish their willingness in the prescribed format attached herewith along with the required documents submit to the office of the undersigned on or before Dt. **31.10.2018** in person/by Registered post/ Speed post. The list so finalized after scrutiny shall be displayed in the OPTCL website and Notice Board of this office.

**Documents Required**

**I. For Civil and Electrical/Transportation works.**

1. Up to date Valid Contractor License(CIVIL/HT/EHT/Transport licence as applicable).
2. Up to date GST/VAT Clearance certificate, PAN Card.
3. GST Registration certificates, Income tax return, turnover of last 3years.
4. Present address for communication, telephone numbers (land and mobile), E-mail id is compulsory for correspondence
5. Past experiences of execution of similar works if any, mentioning the nature of works capable of executing in OPTCL.

**II. For Supply of Materials and repairing works.**

1. Firm registration certificates.
2. VAT/GST Clearance & PAN Card.
3. **Authorized Dealership Certificate (Productwise)**, Manufacturer's license, if any.
4. Present address for communication, Phone numbers (Landline and Mobile), E-mail id is compulsory for future correspondence
5. Mention the name and types of materials capable of supplying by the firm .

The final vendor list shall be displayed in OPTCL web site and notice board in the office of the undersigned.

Sd/-  
GENERAL MANAGER  
EHT (O&M), Circle, Cuttack

## VENDOR ENLISTMENT FORM

1. Name of the Firm :
2. Type of Business Firm ( Proprietorship/  
Partnership /Company/Co operative) :
3. Place of Business (with detailed address) :
  
4. Telephone /Mobile No. :
5. Email ID :
6. PAN No. :
7. GST No. :
8. Type of License with regd. No. and validity period :  
(Civil/Electrical)
9. Nature of Business / Products :

10. Is the Firm a Manufacturer / Distributor /Dealer of any Product(s) :  
(Dealership Details should be submitted)

Sl.	Company	Name of Product	Period
1.			
2.			
3.			
4.			

11. Past Experience in executing orders  
of OPTCL or other undertakings during the  
last three years(Details to be furnished)

12. Sales/Turnover of last three years :  
(Year wise breakup needs to be submitted)

13. Has the Firm also been enlisted at other  
units of OPTCL (Furnish details) :

14. Has the firm been debarred by any Govt. dept. :  
for doing any business during last three years

I/We undertake to provide that the information given above are true to the best of my/our knowledge and belief and agree to abide by the terms and conditions of the Tender documents floated by G.M. , EHT(O&M)Circle , Cuttack.

Date:  
Place :

Authorised Signatory  
firm seal