



ଓଡ଼ିଶା ବିଦ୍ୟୁତ ଶକ୍ତି ସଂଚାରଣ ନିଗମ ଲିଡି.
ODISHA POWER TRANSMISSION CORPORATION LIMITED

(A Govt. of Odisha undertaking)

CIN – U40102OR2004SGC007553

REGD. OFFICE: JANPATH, BHUBANESWAR-751022,

E-mail-ehm.div.mrm@optcl.co.in

OPEN TENDER SPECIFICATION NO: 01/2023-24

**OFFICE OF THE D.G.M., EHT (O&M) DIVISION, MERAMUNDALI
FOR**

**ONE TIME UPROOTING AND CLEANING OF GRASS, SHRUBS, WILD PLANTS AND WEEDS
FROM THE PREMISES OF 220KV S/Y, 33KV S/Y-II & PERIPHERY OF 132KV S/Y OF
400/220/132KV GRID S/S, MERAMUNDALI UNDER EHT (O&M) DIVISION, MERAMUNDALI.**

SL.NO.	PARTICULARS	REMARK
1	PRICE OF TENDER DOCUMENT (By Bank draft only to be drawn in favour of DGM(Elect.),EHT(O&M)Division, OPTCL, Meramundali Payable at SBI, Bhusan Steel Plant Branch, Narendrapur, Dhenkanal (NonRefundable)	Rs.2,000/-+ 18 % GST =Rs.2360.00 (Rupees Two Thousand Three Hundred - Sixty only)
2	COMMENCEMENT OF SALE OF TENDER PAPER.	Dt.28.11.2023 (10am-5pm)
3	LAST DATE OF SALE OF TENDER PAPER	Dt. 12.12.2023(Upto 1P.M.)
4	LAST DATE & TIME OF RECEIPT OF TENDER PAPER.	Dt. 12.12.2023 (Upto 3P.M.)
5	DATE & TIME OF OPENING OF TENDER	Dt. 12.12.2023 (at 4.00 P.M.)

Money Receipt No.....

Date:.....

GSTIN:.....

DY.GENERAL MANAGER (ELECT)
EHT (O&M) DIVISION, MERAMUNDALI



ଓଡ଼ିଶା ବିଦ୍ୟୁତ ଶକ୍ତି ସଂଚାରଣ ନିଗମ ଲିଡ଼.
ODISHA POWER TRANSMISSION CORPORATION LTD

(A Govt. of Odisha undertaking)

CIN – U40102OR2004SGC007553

REGD. OFFICE: JANPATH, BHUBANESWAR-751022

OFFICE OF THE DY.GENERAL MANAGER (Elect)

EHT (O&M) Division, Meramundali,

At: Kantabania, Po-Kusupanga, PIN-759121,Dist-Dhenkanal,Odisha

email-ehm.div.mrm@optcl.co.in

Sl.No.	Particulars	Section
1	Instruction to bidders	(SECTION-I)
2	General Terms and Conditions of contract	(SECTION-II)
3	Technical Specification	(SECTION-III)
4	Schedule of Quantity	(SECTION-IV)
5	Price schedule	(SECTION –V)
6	Abstract of Terms and conditions & Bidder's information	(SECTION –VI)

SECTION-I

INSTRUCTION TO BIDDERS

1. The bidders are requested to read in detail the “Instruction to Bidder”, “General terms and conditions” and “Technical Specification” before filling the Tender documents. There are six sections in this Tender Specification.

2. **The bidders must quote their price in Price Schedule, Section V only.**

MODE OF SUBMISSION

1. The tender should be submitted in closed Envelope system and envelope super-scribed as:

NAME OF THE WORK-

OTCN No:

Due on...

From (Name of the Company)

(Address)

2. **The Envelope** will contain the tender document, **BID SECURITY DECLARATION FORM** with Price Bid duly sealed and signed in each page without any conditions. This shall contain all information asked vide condition and Conditional tenders shall be treated as non-responsive and rejected. The Envelop shall be opened on due date & time in presence of the bidders or their authorized representatives.

CONDITION OF TENDERS:

a) Experienced Contractors having valid up to date Pan Card, GST & Civil C/ D License registration certificate are only eligible to participate in the tender.

b) Tender Paper will be collected from the Office Of DGM (Elect.), EHT (O&M) Division, OPTCL, Meramundali on submission of tender paper cost of **Rs.2360.00 /-** in shape of cash/DD from any nationalised /Scheduled Bank only in favour of DGM(Elect.),EHT (O&M)Division, OPTCL, Meramundali *Payable at SBI, Bhusan Steel Plant Branch, Narendrapur, Dhenkanal, Odisha during office hours on all working days .*

c) Tender must be submitted in sealed envelopes, super scribed as **“ONE TIME UPROOTING AND CLEANING OF GRASS, SHRUBS, WILD PLANTS AND WEEDS FROM THE PREMISES OF 220KV S/Y, 33KV S/Y-II & PERIPHERY OF 132KV S/Y OF 400/220/132KV GRID S/S, MERAMUNDALI UNDER EHT (O&M) DIVISION, MERAMUNDALI” & Open Tender Call Notice No.01/2023-24** and addressed to **Dy. General Manager (Elect.), EHT (O&M) Division, OPTCL, Meramundali**. The tender shall be received by this office **up to 3.00 P.M Dt.12.12.2023**. The tenders will be opened on **Dt.12.12.2023 at 04:00 PM** in presence of the bidders or their authorized representative if any.

d) Tender shall be submitted either in person or by Registered post with A.D/courier service. Any other means of delivery shall not be accepted. The Tender submitted in person is to be dropped in the Tender Box. The 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.

- e) Conditional offers will not be accepted.
 - f) If the last date of receipt of tender and its opening is a holiday, it will be received and opened on the next working day in same time.
 - g) **Bidders shall quote for all items. Quotation for individual or part items will not be entertained.**
5. The tender must be accompanied with the **BID SECURITY DECLARATION FORM** duly filled and signed.
6. **INFORMATION OF COMPETITORS:**
Bidders have the 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.
7. **OPENING OF TENDERS :**
a) Attested legible Xerox Copy of PAN Card and GST Registration certificate, Civil Contractor C/D License which should be valid on the date of opening of the tender should be submitted along with bid. **If any Bidder fails to produce the same his tender shall be out rightly rejected.**
The successful bidder have to produce the labour license before commencement of the work (if required). The Bidders may be asked to produce all original documents for verification any time after the bid opening. Bidders themselves or their authorized representatives (possessing authorization letter in original) shall be allowed to attend opening event of the tender.
8. The authority may alter the quantities of materials at the time of placing orders. Orders may also be split up among more than one bidder if necessary in the interest of OPTCL. **Only those who have purchased the tender specification in the name of their firm from this office can submit their tender. Tenders submitted by others will be rejected.**
9. The Bidders may please note that the Word 'item' in the paragraph shall mean the materials/equipment as specified in the 'Tender Specification'. In case of deviations, the decision of the Tenderer shall be final.
10. **The Tenderer reserves the right to reject any or all of the tenders without assigning any reason thereof.**

11. Tenders should be prepared neatly and without any overwriting and corrections. Erasures and other changes shall bear the dated initial of the person signing the tender.
12. In the event of discrepancy or arithmetical error in the schedule of price, the decision of the tenderer shall be final and binding on the tenderer.
13. For evaluation, the price mentioned in words shall be taken if there is any difference in figure and words in the price bid.
14. All other Terms and Conditions of OPTCL shall be applicable.
15. **OUTRIGHT REJECTION OF TENDERS:** - The tenders shall be liable for outright rejection if the following have not been complied.
 - a) Bidders should have purchased the tender specification from the office of the D.G.M(Elect.), EHT (O&M) Division, Meramundali in his own or Firm's name.
 - b) Tenders shall be submitted by person or by Registered post with A.D. and received before the time fixed for receipt of tender.
 - c) Tenders shall not be submitted through e-mail
 - d) Tenders shall be accompanied with the Bid Security declaration Form & copy of Tax Invoice/Original Money Receipt of this office
 - e) Tenders shall be kept valid for a minimum of 180 days from the date of opening of the tender.
 - f) Tenders shall be accompanied with clear valid self-attested Xerox copy of PAN No., GST registration certificate as well as Civil contractor's C/D license which must be valid on the date of opening of the tender. **However the successful bidder have to produce the labour license before commencement of the work (if required)** .All copies of documents and each page of the tender must be signed by the authorized representative of the bidders.
 - g) The tender shall not be conditional.
 - h) The Bidders shall fill the information at **Annexure-II** of this tender specification.
 - i) The Bidders shall sign with seal in each page of the Tender Document
 - j) The Bidder shall agree to all other terms and conditions of the tender specification.

**DY.GENERAL MANAGER(Elect.)
EHT (O&M), Division, Meramundali**

(SECTION-II)

GENERAL CONDITIONS OF CONTRACT.

1. **SCOPE OF CONTRACT:-** The scope of contract covers the work “**ONE TIME UPROOTING AND CLEANING OF GRASS, SHRUBS, WILD PLANTS AND WEEDS FROM THE PREMISES OF 220KV S/Y, 33KV S/Y-II & PERIPHERY OF 132KV S/Y OF 400/220/132KV GRID S/S, MERAMUNDALI UNDER EHT (O&M) DIVISION, MERAMUNDALI**” as per the schedule of quantity of **SECTION-IV** including supply of all materials, labour, T&P, transportation & mobilization to site to complete the work in all respect.
2. **PRICE:-** The bidders are advised to quote their rates as per **price schedule** in **SECTION-V**. The price should be firm and shall include the cost of all the materials, labour, transportation of all the materials to site including mobilization to complete the work in all respect and also shall cover all incidental expenses towards execution of works including T&P etc. **Taxes if any to be specified separately.**
3. **Security Deposit:-**The tender shall be accompanied with the **BID SECURITY DECLARATION FORM** duly filled and signed and **security deposit @10%** of the contract value shall be deposited in the shape of Demand Draft drawn in favour of DGM(Elect.), EHT(O&M) Division, Meramundali payable at SBI, Bhusan Steel Plant Branch, Narendrapur, Dhenkanal within 7 days from the date of issue of Work Order. In case of non-deposit of security amount, the same shall be deducted from your bill .In case of any breach or default in all or any of the conditions set forth and provided in this Work Order, the authority may forfeit the whole amount of security deposit. The forfeiture of security deposit shall not in any way limit or extinguish any remedy or relief to which the above authority at any time is lawfully entitled. No interest shall be paid on security deposit. The security deposit shall be released after completion of the guarantee period.
4. **VALIDITY:-** Price with terms and conditions of the offer shall be valid for a minimum period of **180** days from the date of opening of tender failing which their tenders will be liable for rejection.
5. **EXECUTION PERIOD:-** The work shall be carried-out & completed within **60** days from the date of issue of Work order. The authority however reserves the right to reschedule the work program.
6. **EXTENSION OF TIME:-** If the work could not be completed due to reasons beyond the control of Contractor, he shall without delay give notice to the Authority in writing for an extension of time. The Authority on receipt of such notice may agree to extend the completion period as may be reasonable but without prejudice to other terms and conditions of the contract.
7. **TERMS OF PAYMENT:-** 100% payment will be made against satisfactory execution of works subject to detailed verification based on JMC and completion certificate produced by the concerned consignee .

8. PRICE REDUCTION SCHEDULE:

- i). If the Contractor fails to complete the work as stipulated under Clause No.5 of this tender document or any extension granted thereto, the authority shall recover from the contractor price reduction for a sum of half percent (i.e. 0.5 percent) of the contract price for each calendar week or part thereof limited to maximum of 5% of cost (exclusive of GST) of contract value.
- ii) OPTCL shall recover the price reduction schedule from the bill of the Contractor.

9. GST REGISTRATION CERTIFICATE /I.T.PAN CARD/ LABOUR/CIVIL CONTRACTOR LICENSE: - Clear attested Xerox copies of PAN No / Civil contractor C/D license issued by Govt of India/Govt. Of Odisha/Railways /Military, valid on the date of opening of tender should be submitted along with tenders without which tender will be rejected. The Contractor may be requested to produce original PAN card, GST registration certificate/ Civil Contractor's C/D license and all other relevant documents for verification. **Those who fail to produce the same and found not to be valid on the date of opening of tender, their tenders will be rejected.** **However the successful bidder have to produce the labour license before commencement of the work.** All documents of the tender should be signed by the authorized signatory.

10. SAFETY: Adherence to statutory Safety practices at work site as per CEA regulations. The contractor will supply all the ISI marked personal protective equipment (PPE) like at their own cost to the deployed persons that shall work in Extra High Voltage System while adhering to mandatory work site safety practices. **The safety of contract personnel deployed by the contractor shall be sole responsibility of the contractor.**

11. COMPENSATION: - The contractor shall be fully responsible for paying compensation, if any comes under the Workmen Compensation Act on account of workmen deployed by him during execution of work. OPTCL will no way be responsible for payment of any compensation. **So the contractors are advised to strictly adhere to the safety rules during execution of the work.**

12. JURISDICTION OF COURT :- In the event of any dispute and suit, if any arising out of this contract shall only be filed by either party in Court of Law to which jurisdiction High Court of Odisha extends.

**DY. GENERAL MANAGER (Elect.)
EHT (O&M) Division, Meramundali**

SECTION III
STANDARD SPECIFICATION

1. **The Scope of work:-**

The scope of work covers “**ONE TIME UPROOTING AND CLEANING OF GRASS, SHRUBS, WILD PLANTS AND WEEDS FROM THE PREMISES OF 220KV S/Y, 33KV S/Y-II & PERIPHERY OF 132KV S/Y AT 400/220/132KV GRID S/S, MERAMUNDALI UNDER EHT (O&M) DIVISION, MERAMUNDALI**” as per the schedule of quantity. The details of supply and work to be executed are given in the price schedule which is to be executed under the instruction and supervision of the site engineer. The contractor has to supply all the required materials/T&P and labour for the above mentioned work. All the grass /wild shrubs and unwanted plants so removed shall be dumped in a place and they are to be lifted from the switchyard area and thrown away outside the fence as per the instruction of Engineer in charge.

2. **Manner of execution:-**

The work is to be executed by the contractor as per instruction of the site engineer and action plan (to be submitted by the firm before commencement of the work to the engineer in charge) and specification of this tender.

3. After completion of the cleaning work, the JMC of the cleaning area shall be prepared .**The photography of the area to be cleaned before commencement of the work and after completion of the work in presence of the Sub-Divisional Heads must be done and submitted the same to the office of undersigned for record.** Photography must be done by the bidder at his own cost.

4. **Tender schedule:-**

Schedule of different items of the works to be executed is given in the schedule of quantity. The bidders are required to quote their unit rates which should be inclusive of supply of all required materials at site including cost of materials and transportation to site and cost of all labour to execute the work. Taxes if any should be indicated separately.

5. All material, T&P and labour are to be supplied by the contractor as per the satisfaction of the site in-charge.

SECTION-IV
SCHEDULE OF QUANTITY

A. METAL AREA INSIDE SWITCHYARD			
Sl No.	Details of area and scope	Unit	Qty
1	220KV Switchyard(Metal Spreading)	Sq.M	32969
2	33KV S/Y-II(Metal Spreading)	Sq.M	13200
	TOTAL(A)	Sq.M	46169
B. Barren Land outside Switchyard Fence upto 5.0 Mtr			
1.	Outside 132KV, 220KV,33KV S/Y-II & 33KV S/Y-I	Sq.M	4400
2.	Area between 220KV/132KV S/Y and main road	Sq.M	2400
	TOTAL(B)	Sq.M	6800
	TOTAL(A+B):	Sq.M	
	Add GST@		
	G.TOTAL		
	Or Say		
	(Rupees.....)		

SECTION –V
PRICE SCHEDULE

Sl No	Description of the Work	Unit	Quantity	Rate/Unit (in Rs)	Amount (in Rs)
1	<p>(From Metalled area inside 220, and 33KV S/Y-II and periphery of 132KV S/Y)Total cleaning of S/Y spread with metal bolder and under the structure without any damage to the equipment or their foundation. The grass/ weeds are to be uprooted completely by removing the metal stroke bolder if required and then putting in order as before. No grass, shrubs and weeds shall be available in the specified area. Grass/weeds so removed shall be disposed outside the switchyard area under the instruction and supervision of the Engineer in charge. In no case grass/weeds shall be burnt inside the campus. All T&P, men and materials shall be arranged by the contractor. No extra cost shall be paid in any manner. All protective equipment like safety helmets, hand gloves, glasses etc to be supplied by the contractor. No extra cost shall be paid for the same.</p>	SQM	46169		
2.	<p>(From Barren Land outside 220, 132 and 33KV S/Y-II) The grass/ weeds are to be uprooted completely by removing the metal stroke bolder if required and then putting in order as before. No grass, shrubs and weeds shall be available in the specified area. Grass, shrubs and wild plants shall be disposed outside the switchyard campus under the instruction and supervision of the Engineer in charge. In no case grass/weeds shall be burnt inside the campus. All T&P, men and materials shall be arranged by the contractor. No extra cost shall be paid in any manner. All protective equipment like safety helmets, hand gloves, glasses etc to be supplied by the contractor.</p>	SQM	6800		

2	GST 18 % of Sl. No 1& Sl.No.2	
3	Grand Total	

(Rupees.....) only

Dated

Signature of the Bidder
with seal

SECTION –VI

Annexure:-I

ABSTRACT OF TERMS & CONDITIONS.

(To be furnished by the Bidder)

1. Name of the work:-
2. Name of the Contractor
& Address :-
.....
3. Cost of Tender Document:.....
OPTCL Invoice details No. & Date /.....
D.D No & Date.
4. Bid Security Declaration Form Furnished /Not furnished
5. Attested copy of Pan card :- Furnished /Not furnished
6. Attested copy of valid labor
Contractor License: - Furnished /Not furnished
7. Attested copy of valid Civil C/D License: - Furnished Not furnished
8. Attested copy of GSTIN certificate as
applicable :- Yes /No
9. Agreed to adhere completion
of work as per the contract :- Yes / No
10. Agreed to accept payment
terms as per the tender Yes / No.
11. Agreed to accept price reduction clause
as per the tender :- Yes / No
12. Agreed to accept compensation clause
as per the tender :- Yes /No
13. Attach past experience certificate
for the similar job in OPTCL Yes / No
14. Agreed to keep validity of the
tender for 180 days from the date
of opening of tender without any
variation in the tender clause Yes / No

15. Agreed to obtain labour contract license on event of work order from the competent authority :-

Yes /No.

16. Submitted tender in duplicate Agreed to all terms & conditions of the tender specifications.

Yes No.

Date: -

SIGNATURE OF BIDDER WITH SEAL

BIDDER'S INFORMATION

Annexure-II

SL NO	The bidder shall furnish general information in the following format	
NAME OF THE BIDDER		
1	Address:-	
2	City	
3	Pin Code	
4	Contact person's Name :-	
5	Telephone /Cell No. office & Residence:-	
7	EMAIL:-	
9	GSTIN	
10	PAN NO.	

**Signature of the Bidder
with seal of the company**

ANNEXURE III

LETTER OF AUTHORIZATION FOR ATTENDING BID OPENING

Tender No: OTCN-01/2023-24

Date:

To,

**The Dy.General Manager (Electrical),
EHT (O&M)Division, OPTCL,
Meramundali**

**Subject: Authorization for attending bid opening on..... (Date) in the Tender
OTCN-01/2023-24 for**

.....
.....on contract
(outsourced) basis to OPTCL (tender specification no:.....)

Dear Sir,

Following persons are hereby authorized to attend the bid opening for the tender mentioned above on behalf of..... (Bidder) in order of preference given below.

Order of Preference Name	Specimen Signature
---------------------------------	---------------------------

- 1.
- 2.

(Specimen Signature duly attested)

Officer authorized to sign the bid documents on behalf of the bidder.

Yours faithfully,

Signature of authorized person

Date:

Full Name:

Place:

Seal

Note:

1. Only one representative shall be allowed.
2. Permission for entry to the hall where bids are opened may be refused in case authorization as prescribed above is not produced.

BID SECURITY DECLARATION FROM

To,

The Dy.General Manager (Elect.),
EHT (O&M) Division, Meramundali.

I/ We, the authorized signatory of M/s.....,
participating in the subject tender no.for the item / job of
....., do hereby declare:

- (i) That I / we have availed the benefit of waiver of EMD while submitting our offer against the subject Tender and no EMD being deposited for the said tender.

- (ii) That in the event we withdraw / modify our bid during the period of validity Or I/we fail to execute formal contract agreement within the given timeline OR I/we fail to submit a Performance Security within the given timeline Or I/we commit any breach of Tender Conditions / Contract which attracts penal action of forfeiture of Security Deposit and I/we will be suspended from being eligible for bidding / award of all future contract(s) of EHT (O&M)Division, OPTCL, Meramundali for a period of three years from the date of committing such breach.

Signature and Seal of Authorized Signatory of bidder

Name of Authorized Signatory.....

Company Name.....