TENDER SUMMARY SHEET		
Details of Work: Supply of hot weather contingency items for employees under EHT (O&M) Circle, Cuttack		
Sl. No.	**Particulars**	**Details**
1	NIT No.	OTCN/CTC/CLE/05/2026-27
2	Type of Tender: Limited / Open Tender/ E-Tender	Open Tender
3	Status of the Bidder: OEM/Manufacturer/ Channel Partner/Dealer (Certificate to be enclosed)	Dealer/Supplier
4	Details of Procurement (Pl. furnish the details /broad Scope of Procurement i.e., Materials Type, Model, Qty. (Nos. / Volume, etc.)	Supply of hot weather contingency items for employees under EHT (O&M) Circle, Cuttack
5	Materials /Product Specifications (As per IS..... as applicable)	1. Turkish towel (Big: 90 x 180 cm) 2. Turkish towel (Small: 40 x 60 cm) 3. Borosilicate glass water bottle (750 ml) 4. Borosilicate water glass (350 ml) 5. Coaster
6	Bid Validity Period (days)	180 days from the date of opening of Tender
7	Make/Brand reference, if any (more than two brands is is preferred)	Turkish towel: Welspun/ Equivalent make Water bottle/Water Glass: TREO/CELLO/MILTON/ Equivalent make Coaster: Any make
8	Mandatory Inspection/Testing of Materials (Test Certificates for quality acceptance of the materials, if required)	Materials will be inspected thoroughly by the consignee for ensuring requisite quality as per the technical specification
9	Guarantee Period (Replacement/ Rectification)	NA
10	Supply Location : Sub Station(s)(location wise Delivery quantum)	EHT (O&M) Circle, Cuttack
11	Copy of PO towards Supply of similar materials/products in the preceding three years (as applicable)	NA
12	Estimated Cost (Amt. Rs.)	Rs. 2,11,344/- (Rupees two lakh eleven thousand three hundred and forty four only)
13	Supply Period (Months/Days)	30 days from date of issue of purchase order
14	Tender Cost (Amt. Rs.)	Rs. 2,360/- To be submitted in Demand Draft only, drawn in favour of EHT (O&M) Circle, OPTCL, Cuttack, Payable at Cuttack
15	Mode of Payment of Tender Cost	Demand Draft
16	Tender Processing Fees (incl. GST) Amount (Rs.)	Nil
17	Tender Opening period(Open Tender)	Dt.05.11.2026 to Dt.12.11.2026

18	Date of Pre-Bid meeting(at the request of the Bidders)	NA
19	Issue of Offline Tender Documents(Bid Sheet)	Dt. 05.11.2026 to Dt. 12.11.2026 (From 10.30 A.M to 4.30 P.M)
20	Last date of submission of bid	Dt. 13.11.2026, 03:00 PM.
21	Date of opening of Techno Commercial bid of Tender	Dt. 13.11.2026, 04:30 PM.
22	Date of opening of Price bid of Tender	Dt. 13.11.2026, 04:30 PM.
23	Bid Security or EMD details / Exemption clause (if any)	Rs. 2,120/- To be submitted in Demand Draft only, drawn in favour of EHT (O&M) Circle, OPTCL, Cuttack, Payable at Cuttack
24	Brief summary of Eligibility criteria (Technical & Financial)	Valid PAN, GST
25	Performance Security requirement (% & period of validity)	NA
26	Payment Terms: Within_____ days of Material Verification at site	100% value of the consignment shall be paid upon the receipt of materials in good condition.
27	Guarantee period	NA
28	Liquidated damages/Penalty:	0.5 % of total value of the undelivered materials per week of delay after expiry of the completion schedule, limited to 5% of the Contract Value, except on force majeure condition.
29	MSME related exemptions / relaxation (if any)	NA
30	Contact person details: Email Id with Mobile No.	ehtm.cle.ctc@optcl.co.in 9438907174, 9438908378

04.11.26

General Manager (EL)
EHT (O&M) Circle, Cuttack