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ODISHA POWER TRANSMISSION CORPORATION LIMITED

(A Government of Odisha Undertaking)

OFFICE OF THE DEPUTY GENERAL MANAGER (ELECT.),

EHT (O&M) DIVISION, BHADRAK

AT-GRID COLONY, PO-GELPUR,

DIST-BHADRAK, PIN-756181

CONTACT NO. 9438907944, EMAIL-ehtm.div.bhadrak@optcl.co.in

CIN-U401020OR2004SGC 007553,GSTIN-21AAACO7873L1Z6

TENDER SPECIFICATION NO.03/2021-2022

FOR

**Supply and Fixing of Paver Block and Vitrified Tiles in front of EHT(O&M)
Division, Bhadrak Office under EHT(O&M) Division, Bhadrak**

SALE OF TENDER SPECIFICATION

DT.07/12/2021

LAST DATE SALE OF TENDER SPECIFICATION:

Dt. 22/12/2021 (12:00 PM)

LAST DATE OF SUBMISSION OF TENDER:

Dt.22/12/2021 (02:00 PM)

DATE OF OPENING OF TENDER:

Dt.22/12/2021(03:30 PM)

COST OF TENDER PAPER: RS 2000.00+12% GST (Rs. 2240.00)

ESTIMATED COST : Rs 4,98,500.00

ISSUED TO,

M/s.....

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SECTION-1

OPEN TENDER CALL NOTICE NO. 03/ 2021-22

The Deputy General Manager (Elect.), E.H.T. (O&M) Division Bhadrak invites sealed Tenders from intending Bidders having valid CIVIL Contract License with PAN & GST Registration Certificate for the following work :

SL. NO	DESCRIPTION	COST OF TENDER PAPER	COMPLETION PERIOD
01	Supply and Fixing of Paver Block and Vitrified Tiles in front of EHT(O&M) Division, Bhadrak Office under EHT(O&M) Division, Bhadrak	Rs. 2000/- +12% GST	45 days from the issue of work order.

The tender specification can be obtained from the office of The DGM EHT (O&M) Division, Bhadrak on payment of **Rs. 2000/- (Two Thousand only) + GST @ 12%** (Non Refundable) in shape of Cash/Bank Draft in favour of **EHT O&M DIVISION, OPTCL BHADRAK** payable at “**Union Bank of India**”, Main Branch Bhadrak on any working day from **Dt.07/12/2021 to Dt. 22/12/2021**. Bank Draft made at any other nationalized bank payable at any clearing branch at Bhadrak will also be allowed, but the bidders have to deposit the collection fee (Bank transaction fee) along with the paper cost. The collection fee & Paper cost is Non-refundable.

The Tender shall be received Up to 02:00 PM of dated 22/12/2021 & will be opened at 03:30PM on same date in the Office of the undersigned in the presence of the Bidders (or) their Authorized Representatives present if any. If any of the above date happens to be a holiday, the next working day will be the corresponding effective date. Only one tender paper shall be issued to one Bidder. Self-Attested Copy of PAN, CIVIL Contract License, GST Registration Certificate failing which the tender will be liable for rejection.

- Date of Sale of Tender Paper: Dt. 07/12/2021 to Dt.22/12/2021 up to 12.00 PM (During Office Hours)
- Last Date of Receipt of Tender Paper: Dt. 22/12/2021 up to 02:00 PM
- Date of Opening of Price Bids: Dt. 22/12/2021 at 03:30PM
- The undersigned reserves the right to accept or reject all tenders without assigning any reason thereof. For details please visit our web site: www.optcl.co.in. Corrigendum if any will be published in the web site only.

SECTION-II
INSTRUCTIONS TO THE BIDDER

1. The contract shall be valid only for 180 days from the date of opening of tender. The undersigned reserves the right also to terminate the contract at any time during the contract period without assigning the reasons thereof.
2. The authority reserves the right to award the contract among any responsive bidders against this tender. Besides this, the authority reserves the right to accept or reject any or all tenders without assigning any reason thereof.
3. **The bidder has to submit all the documents as mentioned in Clause No.10 of SECTION-III. Also the documents must be valid on the date of opening of tender and should be submitted along with tender, failing which the tender will be rejected. The bidder or their authorized representatives should produce the original documents mentioned in Clause No.10 of SECTION-III for verification at the time of opening of the tender. Those who fail to produce the same or produce invalid documents on the date of opening of tender or those not matching with the photo copies submitted by the bidder; their tenders will be out rightly rejected. In case, if only one bidder participates in the tender process for work of urgency nature (decided by this office), then undersigned may consider the case (*but not mandatorily) & he will be given a chance to produce original documents in this office within one week from the date of opening of the tender.**
4. In case of any dispute arising either in execution of work or any clause of agreement/ work order, the decision of the Unit Head will be final and binding on the Bidder.
5. Tender with over writing, erased, illegible rates or rates not shown in figures and words in English will be liable for rejection. In case of discrepancy between words and figures noted against each item of the tender and between unit rates and total amount, the decision of the Competent Authority (Committee or Unit Head) accepting the tender will be final and binding on the bidders. Total of item and grand total of whole tender be clearly written. Correction in the tender, if un-avoidable, should be made by re-writing with dated initial of the bidder after striking out wrong entries. Arithmetical mistakes may result in the rejection of the tender.
6. The bidders shall sign on all pages of the tender document as a token of acceptance of all terms and conditions thereof and submit his quotations therein.
7. The schedule of prices should be filled up fully to indicate the break-up of the prices including taxes and duties. Incomplete submission of this schedule will make the tender liable for rejection.
8. Request from the bidder in respect of additions, alternations, modifications, corrections of either terms or conditions or rates after opening of the tender will not be considered.
9. If the rate quoted by the bidder is less than 15% of the estimated cost, the tender will be out rightly rejected and the tender shall be finalized basing on merits of rest bids. If all the bids are quoted at 14.99% (Decimal up to two numbers will be taken for all practical purposes) less than the estimated cost, the tender accepting authority will finalize the tender through a transparent lottery system, where all bidders/their authorized representatives will remain present.
10. **All correspondence relating to the tender shall be made with Dy. General Manager (EL), EHT(O&M) Division, OPTCL, Bhadrak.**

SECTION-III

GENERAL TERMS & CONDITIONS OF CONTRACT

Sealed tenders are invited from intending Bidders having both valid requisite CIVIL Contract License with PAN & GST Registration, EPF & ESI Registration Certificate for “**Supply and Fixing of Paver Block and Vitrified Tiles in front of EHT(O&M) Division, Bhadrak Office**” under EHT(O&M) Division, Bhadrak .

1. SUBMISSION & OPENING OF TENDER:-

Tender shall be submitted with other documents in duly sealed envelope super scribed on the body of envelope “**Supply and Fixing of Paver Block and Vitrified Tiles in front of EHT(O&M) Division, Bhadrak Office**” under EHT(O&M) Division, Bhadrak.

The bidder should write only Tender Specification No, the name of work and date of opening of the tender on the body of the sealed envelope. Bidder should not write their name or Agency name on the body of the sealed envelope which may make the offer liable for rejection.

2. RIGHT & AUTHORITY FOR REJECTION:- Tenders received after due date and time will be summarily rejected. The Dy. General Manager (Electrical), E.H.T. (O&M) Division, Bhadrak reserves the right to reject any or all of the tenders without assigning any reason thereof.

3. VALIDITY OF OFFER:- The offer should be firm and valid for a period of at least 180 days from the date of opening of tenders unless the tender will be rejected.

4. EARNEST MONEY DEPOSIT:- Not Required, But again as per Circular dated 15.04.2021 issued by Director(Fin), there shall be no provision for bid security instead the bidder shall submit “**Bid Security Declaration**”

5. PRICE:- The bidders are advised to quote their rate as per the price schedule with break up prices and shall remain firm throughout the validity of tender.

6. SECURITY DEPOSIT: - The bidder whose offer qualifies for acceptance will be awarded the order for execution of the works and the bidder shall have to deposit performance security amount equal to 3% (three percent) of contract value in shape of BG/Bank Draft drawn in favour of **EHT O&M DIVISION, OPTCL BHADRAK**. The performance security deposit shall be released after two months of the guarantee period as stated under clause-10 of SECTION-III on receipt of application for this purpose. No Interest shall be paid to the bidder towards the security deposit so deposited by him/her. The performance security deposit shall be deposited with the respective paying officer of OPTCL prior to commencement of work. In case of non-fulfilment of contractual obligation by the supplier, the same security deposite shall be forfeited.

7. COMMENCEMENT & COMPLETION OF WORK: - The work awarded should be commenced from **5** days of the award of the contract and completed within **45** days. If the work could not be completed within scheduled date due to any valid reason, then completion period may be extended on written request by the bidder to authority. If the work will does not commence and is not completed within the stipulated period, then the penalty shall be imposed as No.9 of SECTION-III.

8. PENALTY: - Penalty @ $\frac{1}{2}\%$ (half per cent) per week up to a maximum of 5% of the total value of the work order shall be imposed and recovered from dues admissible, if the work is not completed within the specified date in SECTION –III, clasue-8. However imposition of penalty clause is subject to force majeure condition.

9. **TERMS OF PAYMENT:** - 97 % (ninety percent) payment along-with GST As Applicable after deduction of statutory duties & taxes (if any) and further security deposit of 03% of contract value shall be made after successful completion of the work in all respect and verification reports thereof issued by respective consignee and Paying Officer and on receipt of funds from Head Office in this regard and the same security deposit shall be released after completion of Guarantee period i.e. 12 months from the date of completion of work. After complete execution of work, the bidder shall produce the printed bills to the respective consignee/Paying Officer for effecting payment.
10. **DOCUMENTS:** - The following Xerox copy should be submitted with the tender paper & the same will be verified with original documents at the time of opening of tender.
- i. Civil Contract License (**D Class & above**)
 - ii. GST Registration Certificate
 - iii. Valid PAN .
 - iv. Experience Certificate (Optional).
11. **ADDITION OR DELETION OF CONTRACT:-** The Contract may be altered in quantum as per exigencies of work. The bidder shall accordingly provide services as may be required by the Officer- in - Charge on being given a notice of 7 days.
12. **ARBITRATION:-** In the event of any dispute arising out this contract, the same shall be referred for arbitration to the Director (HRD) OPTCL, Bhubaneswar or any arbitrator appointed by the Chairman- Cum- Managing Director, OPTCL after due notice of claim and such appointment and the award of the arbitrator shall be final and binding and the provision of The Arbitration and Conciliation Act. 1996 shall apply. The venue of arbitration at Bhubaneswar.
13. **CONSIGNEE:-** The Estimator (Elect.), EHT (O&M) Division ,OPTCL, Bhadrak is the consignee and verifying officer .
14. **PAYING OFFICER:-** The DGM, EHT(O&M) Division, OPTCL, Bhadrak is the Paying Officer for contract.
15. **JURISDICTION OF COURT:-** Dispute if any, arising against the work order to be issued to the Bidder shall be filed by either party in any court of law to which the jurisdiction of Odisha High Court, Cuttack extends. The Authority reserves the right to reject the notice/ award the contract among any responsive bidders against this tender without assigning any reason thereof. All other terms and conditions will be governed by the rules of OPTCL.
16. **EXTENSION OF TIME:** If the completion of work is delayed due to reason beyond the control of supplier, the supplier shall without delay , give justification. The competent authority on receipt of such notice may agree to extend the contract completion date, if reasonable but without prejudice to other terms and conditions of this contract.
17. **LANGUAGE AND MEASURES:** All documents pertaining to the contract including specifications, schedule, notices, correspondence, or any other write-up shall be written in English language. The metric system of measurement shall be used exclusively in this contract unless otherwise any other measuring system is mentioned.

18. SAFETY PRACTICE: The Bidder must follow the OPTCL safety Rules while performing the work. No deviation will be allowed and the consignee has got absolute power to stop the work at any time on the breach of safety.

19. BIDDER'S RESPONSIBILITY

- (A) Notwithstanding anything mentioned in the specification or subsequent approval or acceptance by the competent authority, the ultimate responsibility for satisfactory performance shall rest with the successful bidder.
- (B) Clear-cut instructions are to be issued to the persons deployed regarding their working place which is EHV premises.**
- (C) The successful bidder should be completely responsible for any electrical accident met by the deployed personnels due to their negligence during execution of work as per the prevailing Labour Act , Odisha.**

20. FORFEITURE OF SECURITY/EMD : The EMD not claimed for refund within a period of one year from the date of issue of our Work Order and security deposit not claimed for refund within a period of Three years after completion of contract will be forfeited.

21. OUTRIGHT REJECTION OF TENDERS:- The tenders shall be liable for outright rejection if the following have not been complied.

- a) Tenderers should have purchased the tender specification from the office of the D.G.M., EHT (O&M) Division, Bhadrak in his own or firm's name.
- b) Tenders shall not be submitted telegraphically or by FAX.
- c) Tenders shall be kept valid for a minimum of 180 days from the date of opening of the tender.
- d) Tenders shall be accompanied with original money receipt, clear valid attested photo copies of PAN No, GST Registration Certificate and requisite Civil Contract License, & EPF/ESI Registration Certificate (optional) which must be valid on the date of opening of the tender. All copies of documents and each page of the tender must be signed by the bidder or his/her authorized representative.
- e) The tender shall not be conditional/ ambiguous.
- f) The tenderer shall agree to all other terms and conditions of the tender specification.
- g) The Authority is not responsible for any postal delay.

SECTION-IV

PRICE SCHEDULE

Sl.No	Description of works	Unit	Quantity	Rate	Amount
1	Earth work in hard soil within initial lead of 50m and initial lift of 1.5m including rough dressing and levelling the ground.	Cum	10.29		
2	Sand filling in foundation and plinth well watered rammed etc complete.	Cum	65.40		
3	C.C.(1:2:4) using 12mm size h.g.c.b. chips etc.complete	Cum	17.66		
4	Providing and laying 60mm thick factory made cement concrete interlocking paver block of M -30 grade made by block making machine with strong vibratory compaction, of approved size, design & shape, laid in required colour and pattern over and including 50mm thick compacted bed of coarse sand, filling the joints with fine sand etc. all complete as per the direction of Engineer-in-charge. (Based on CPWD Item no. 16.68)	Sqm	417.87		
5	Supplying, fitting and fixing vitrified tile in floors of size 600mm x 600mm of on 20 mm thick bed of C.M(1:4) (1 Cement : 4 sand) jointed with neat cement slurry mixed with pigment to match the shades of the tiles including rubbing, polishing & all labour charges etc, complete	Sqm	13.01		
6	Centering & Shuttering	Sqm	71.64		
	Total				
	GST 18%				
	Grand Total				

SECTION-VI
ANNEXURE – I

DECLARATION BY THE BIDDER

1. Name of the bidder with detailed postal address & Contact Number.
2. Earnest money deposited vide Cash receipt/ Bank Draft No
Dated.....Amount in Rs
(Rupees.....) only
3. Xerox copy of PAN No: Furnished/ not furnished
4. CIVIL Contract License Furnished/ not furnished
5. Xerox copy of GST Registration No. Furnished/ not furnished
6. Xerox Copy of EPF &ESI registration No. Furnished/not furnished
7. Agreed to furnish & accept Contract Security deposit clause: Yes/ No.
8. Agreed to accept payment terms as per Tender Specification. Yes/ No.
9. Agreed to adhere Completion period as per the contract: Yes/ No.
- 10 .Agreed to accept penalty clause as per the tender: Yes/ No.
11. Attach past experience certificate for the similar jobs in OSEB/ GRIDCO/OPTCL or any other agencies: Yes/ No.
12. Agreed to keep validity of the offer for one year from the Date of tender opening without any variations in tender clause: Yes/ No.
13. Agreed to obtain labour contract license on event of work order from the competent authority (if required): Yes/ No.

Date:

Signature of the Bidder
(With seal)

ANNEXURE – II

THE BIDDERS ARE REQUIRED TO FURNISHE THE FOLLOWING DETAILS AS PER THE FORMAT GIVEN BELOW WHICH IS A MANDATORY REQUIREMENT FOR EVALUATION OF BIDS

SL NO	DETAILS	TO BE FILLED BY THE BIDDER
1	BIDDER'S NAME	
2	BIDDER'S SITE NAME (NAME OF THE PLACE)	
3	ADDRESS	
4	CITY	
5	STATE	
6	COUNTRY	
7	PIN CODE	
8	PHONE NUMBER	
9	FAX NUMBER	
10	CIVIL LICENSE	
11	GST REGISTRATION NUMBER	
12	PAN NUMBER	
13	TAN NUMBER	
14	CONTACT PERSON'S NAME	
15	POSITION/DEPARTMENT OF CONTACT PERSON	
16	CONTACT PERSON'S E-MAIL ID	
17	CONTACT PERSON'S PHONE NO.AND MOBILE NO.	
18	CONTACT PERSON'S FAX NUMBER	

Signature of Bidder with Seal

SECTION – VII

DECLARATION FORM
(TO BE SUBMITTED WITH THE TENDER PAPER)

To

The Deputy General Manager (Elect.),
EHT (O&M) Division, Bhadrak.

Sub: Tender Notice No. 03/2021-22, dated 01. 12. 2021.

Sir,

1. Having examined the above specification together with terms & conditions referred to therein * I/We the undersigned hereby offer to supply the materials/equipment/execution of work 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. Bid Security Declaration

*I/We further declare that, we will not modify/withdraw the bid after opening of the bid during its validity period and in such an event I/We agree that OPTCL would be free to debar us from participating in the tenders floated by OPTCL for a period of three years .

Yours faithfully,

Signature of Tenderer
(with Seal)

