ଓଡ଼ିଶା ବିଦ୍ୟୁତ ଶକ୍ତି ସଂଚାରଣ ନିଗମ ଲିଃ.

ODISHA POWER TRANSMISSION CORPORATION LIMITED

(A Government of Odisha Undertaking)

Regd. Office: OPTCL Tech Tower, Janpath, Saheed Nagar, Bhubaneswar-751007

Telephone: (0674) 2540051 (EPABX), Website: www.optcl.co.in

CIN: U40102OR2004SGC007553

OPTCL
Lifeline of Odisha

No. AW-CT-03/2021 - 11721 **Date: 13.07.2026**

LIMITED TENDER CALL NOTICE

Name of the work: Supply of Hot weather contingency items for OPTCL Head Qrs. Office, Bhubaneswar.

For and on behalf of OPTCL, the DGM (HRD) Gen. Admn. invites sealed limited Tender / Bids from distributors / retailers having valid GSTIN & PAN and having experience in supply of similar type of materials for "**Supply of Hot Weather Contingency for Head Qrs. office of OPTCL.**" which shall confirm to the terms & conditions as detailed below. The last date for receipt of the bids is **22.07.2026 up to 03:00 PM** and will be opened at **04:00 PM** at the office of the undersigned.

Sl. No.	Item Particulars	EMD (Rs.)	Important Dates
1	Supply of Turkish Towels (Big & Small) of Welspun/equivalent make	Rs.2550/- (1% of the estimated cost rounded off)	• Sale of tender documents: 13.07.2026 (10:00 AM to 22.07.2026 (01:00 PM). • Last date & time of submission of tender paper: 22.07.2026 up to 03:00PM. • Date & time of opening of tender : 22.07.2026 at 04:00 PM.
2	Supply of Borosilicate Glass Water Bottle, Borosilicate Water Glass (TREO/Cello/Milton/Equivalent make) & Coaster Set (any make)	Rs.1650/- (1% of the estimated cost rounded off)	

Punam Jojo

DGM (HRD) Gen. Admn.

Terms & Conditions

1. Scope of works: Supply of good quality Turkish towels of reputed brand (Welspun/equivalent) and borosilicate glass water bottles, borosilicate water glass with coaster for OPTCL (HQ.) Office, Bhubaneswar.

2. Validity: The bidders are requested to keep the validity of their offer for a period of 60 (Sixty) days from the date of opening of limited tender.

3. Price: The bidders are advised to quote their rate as per the price schedule attached at Annexure-I inclusive of taxes and labour charges. The price quoted in INR should be FIRM on F.O.R. destination basis inclusive of freight, insurance, packing, forwarding charges.

4. EMD to be deposited in shape of DD in favour of D.D.O. (HQrs.), OPTCL, Bhubaneswar (if Cheque / DD Payment) or deposit the EMD amount in online mode in the following Bank Account details:

Name of the Account: D.D.O.HEAD QUARTERS,O.P.T.C.LTD.
Account No.380801014022030
IFSC Code: UBIN0538086
Name of the Bank: Union Bank of India
Name of the Branch: Main Branch, Bhubaneswar

5. Delivery: The good quality of materials shall be delivered within 15 days of receipt of purchase order.

6. Price Reduction (LD): Price reduction shall be imposed @ ½ % (half percent) of contract price for each calendar week of delay in supply of materials or part thereof subject to maximum of 5% (five percent) of contract amount.

7. Terms & Payment: 100% (Hundred Percent) payment along with full taxes and duties (if any) shall be released after successful supply and verification thereof by respective consignee within fifteen days of receipt of your invoice.

8. SECURITY DEPOSIT: The bidders whose offer qualifies for acceptance will be awarded work order for execution of the work and the bidder shall have to deposit security amount equal to 10% (ten percent) of purchase order value in shape of bank draft/BG drawn in favour of D.D.O. (HQrs.), OPTCL, Bhubaneswar.

(i) No Interest will be paid for Security amount (BG/Cash/DD).

(ii) In case, non-fulfillment of contract obligations, the Security Deposit shall be forfeited.

9. VERIFICATION: The materials found defective and not in accordance with the specification at the time of verification will not be accepted and the concerned supplier has to take back the rejected materials within 7 days from the date of rejection at his own expenses failing which OPTCL will not be held responsible for any loss of materials. In case such materials are accepted, the supplier shall be liable to pay such penalty as may be decided by the Management of OPTCL. This penalty shall be in addition to the penalty mentioned in the foregoing clauses. The verification of the materials will be done by Asst. Manager (HRD), Caretaking, OPTCL.

10. CONSIGNEE: The Asst. Manager (HRD) CT, OPTCL, Bhubaneswar is the Consignee Officer for the above materials.

11. PAYMENT: The payment will be made after receipt of materials by the Consignee in good condition and through the DDO (Head Qrs.), OPTCL, and Bhubaneswar-751022.

10. Submission of Valid PAN and GSTIN registration Certificate: Clear attested Xerox copies of PAN No. and GST Registration Certificate (must be valid on the date of opening of tender), which should be submitted along with tenders, failing which the tender will be rejected.

11. Variations, additions and omissions: OPTCL shall have the right to alter, amend, omit or otherwise vary the quantum of supply by notice in writing to the supplier. The supplier shall carry out such variation in accordance with the rates specified in the contract.

12. Rejection of Tender: The undersigned reserves the right to reject any or all tenders without assigning any reason therefor.

13. Non-assignment: The contractor shall not assign or transfer the order to any other one for supply of all the items or any part thereof without the prior approval of OPTCL.

14. Jurisdiction of court: Suits if any, arising against the order/ supply shall be filed by either party in any court of law to which the jurisdiction of Odisha High Court extends.

15. FORCE MAJEURE: The supplier shall not be liable for any penalty for delay or for failure to perform the contract for reasons of force majeure such as acts of God, acts of the public enemy, acts of Govt., Fires, floods, epidemics, Quarantine restrictions, strikes, Freight Embargo and provided that the supplier shall within Ten (10) days from the beginning of delay on such account notify the purchaser in writing the cause of delay. The purchaser shall verify the facts and grant such extension, if facts justify.

16. General Terms & Condition :-

I. The tender / bid shall be submitted in person or by registered post with A.D/Speed Post which should be received before opening of tender i.e. on or before 22.07.2026 up to 03:00 PM.

II. Tender shall be accompanied with clear valid attested PAN, GST registration certificate, which must be valid on the date of opening of tender.

III. Details of supplier shall be filled in Annexure-II.

IV. The tenderers should put their signature in each page of the tender specification.

V. The purchaser reserves the right to reject the lowest or any other tender or all tenders without assigning any reason what so ever.

VI. Tender should be prepared clearly and without any overwriting and corrections. Erasers and other changes shall bear the dated initial of the person signing the tender.

VII. 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. For evaluation, the price mentioned in works shall be taken, if there is any difference in figure and work in the price bid.

VIII. The Authority reserves the right to award the contract among any responsive bidder(s) against this tender. The authority reserves the right to reject any or all the tenders and alter the quantum of items without assigning any reason thereof.

Encl: Annexure-I Schedule of Price
Annexure-II Details data of Supplier

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DGM (HRD) Gen. Admn.

Annexure – I
Details of Price Schedule / Financial Bid (For Turkish Towels)

Sl. No.	Name of the Material	Quantity (Nos.)	MRP	Discount %	After Discount	GST ....%	Total Amount
1	Turkish Towel (Big) – Welspun/Equivalent make (90CM X 180CM)	18					
2	Turkish Towel (Big) – Welspun/Equivalent make (75CMX 150CM)	366					
3	Turkish Towel (Small) –Welspun/Equivalent make (40CMX 60CM) Premium quality	18					
4	Turkish Towel (Small) –Welspun/Equivalent make (40CMX 60CM)	366					
		Grand Total					

(Rupees ____)
only,

1. I / we have gone through the Terms & Conditions as stipulated in the Tender enquiry document and confirm to accept and abide by the same.
2. That I / we shall supply the items of requisite quality.
3. That I / we undertake that the information given in this tender are true and correct in all respect.

Dated:
Place:

Signature of the Tenderers

Annexure - I

Details of Price Schedule / Financial Bid (For Bottle, Water Glass & Coaster)

Sl. No.	Name of the Material	Quantity	MRP	Discount %	After Discount	GST .... %	Total Amount
1	Borosilicate Glass Water Bottle (Treo/Cello/Milton/equivalent Make) (750ML)	384 Nos.					
2	Borosilicate Water Glass (Treo/Cello/Milton/equivalent Make) (350ML) Pack of 6 nos.	64 Pkt (384 pc)					
3	Coaster (any brand)	64 Pkt (384 pc)					
	G. Total						

(Rupees ____) only,

1. I / we have gone through the Terms & Conditions as stipulated in the Tender enquiry document and confirm to accept and abide by the same.

2. That I / we shall supply the items of requisite quality.

3. That I / we undertake that the information given in this tender are true and correct in all respect.

Dated:

Place: Signature of the Tenderer

Annexure-II

Detailed data sheet to be furnished by the tenderers / bidders

1. Name of the supplier / contractor with detailed postal address.

2. Attested copy of PAN No. : Furnished / Not furnished

3. Attested Copy GST Registration Certificate : Furnished / Not furnished

4. Agreed to accept payment terms as per the contract : Yes / No

5. Agreed to adhere to timely supply as per the tender : Yes / No

6. Agreed to accept penalty clause as per the tender : Yes / No

7. Agreed to keep validity of the offer for one month from Date of tender opening without any validation in tender clause : Yes / No

8. Date of submission of tender : Date ______________

Signature of the Tenderer

Dated:
Place: