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ODISHA POWER TRANSMISSION CORPORATION LIMITED

(A GOVERNMENT OF ODISHA UNDERTAKING)
REGD. OFFICE: OPTCL TECH. TOWER, JANPATH, SAHEED NAGAR BHUBANESWAR - 751007
OFFICE OF THE SR.GENERAL MANAGER (EI)
CENTRAL(O&M) ZONE, BHUBANESWAR
OLD OPTCL Corporate BUILDING, 1ST FLOOR, BHOINAGAR,
JANPATH, BHUBANESWAR PIN- 751022
Email: zone.bhubaneswar@optcl.co.in

e-TENDER SPECIFICATION NO. CZ/BBSR-02/2025-2026

Name of Work:-

“ONE TIME GRASS CLEANING, SHRUBS , CUTTING WILD TREES AND LEVELING WITH CUTTING FILLING OF UNEVEN SURFACE THROUGH DOZER OF 220KV SWITCHYARD AND AREA OUTSIDE SWITCHYARDS AT 400/220/132KV GSS MERAMUNDALI ”

PART-I

- SECTION-I-** INSTRUCTION TO TENDERERS.
SECTION-II- GENERAL CONDITIONS OF CONTRACT
SECTION-III- TECHNICAL SPECIFICATION & METHOD OF EXECUTION
SECTION-IV- LIST OF ANNEXURES

PART-II

BID SHEET (EXCEL SHEET FORMAT)

- i) Techno- commercial bid Declaration form
ii) MAAT Schedule calculation
iii) Price Bid

Request for online tender documents:	From 13.03.2026 (10:00hrs) To 02.04.2026 (16:30hrs)
Issue of online tender documents (bid sheets):	From 13.03.2026 (10:01hrs) To 02.04.2026 (16:31hrs)
Last date of submission of online tender:	Up to 02.04.2026 (17:00hrs)
Date of opening of Tender (Techno commercial bid)	On 04.04.2026 (11:00hrs)

NOTE:-

1. Price bid will be opened only for those bidders who fulfill the desired criteria as per techno-commercial bid
2. In case the due date for opening of tender happens to be a holiday, then tenders would be received & opened on the next working day at the same time.
3. Please note that the tenders against this tender enquiry are being invited through e-tendering mode. In case of any clarification the prospective bidders may contact this office as mentioned below.
4. The prospective bidders are requested to get their digital signatures (Class-3) well in time for participation in the tender and no request for extension on this account will be entertained.
5. Manual tenders in any form/case will not be accepted.



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ODISHA POWER TRANSMISSION CORPORATION LIMITED

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REGD. OFFICE: OPTCL TECH. TOWER, JANPATH, SAHEED NAGAR BHUBANESWAR - 751007
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Email: zone.bhubaneswar@optcl.co.in

Email:

zone.bhubaneswar@optcl.co.in

CIN-U40102OR2004SGC007553

Website: www.optcl.co.in

e-TENDER NOTICE NO. CZ/BBSR-02/2025-2026

FOR AND ON BEHALF OF THE ODISHA POWER TRANSMISSION CORPORATION LTD, UNDERSIGNED INVITES TENDERS FROM REPUTED BIDDERS IN TWO PART BIDDING SYSTEM HAVING VALID PAN CARD, GST REGISTRATION CERTIFICATE, ELECTRICAL LICENSE (EHT/HT), CIVIL LICENSE (B CLASS/C CLASS) AND ALL OTHER REQUIRED DOCUMENT AS MENTIONED IN TENDER DOCUMENT FOR THE WORK OF **“ONE TIME GRASS CLEANING, SHRUBS , CUTTING WILD TREES AND LEVELING WITH CUTTING FILLING OF UNEVEN SURFACE THROUGH DOZER OF 220KV SWITCHYARD AND AREA OUTSIDE SWITCHYARDS AT 400/220/132KV GSS MERAMUNDALI.**

The interested bidders would be required to enroll themselves on the tender portal www.tenderwizard.com/OPTCL. Complete set of bidding documents shall be available at www.tenderwizard.com/OPTCL from **13.03.2026 (10.00 Hrs) up to 02.04.2026 (16:30 Hrs)**. Interested bidders may visit OPTCL's official web site <http://www.optcl.co.in> and www.tenderwizard.com/OPTCL for detail specification.

N.B:- All subsequent addendums/corrigendum to the tender shall be hosted in the OPTCL's official web site <http://www.optcl.co.in> and www.tenderwizard.com/OPTCL only.

S/d

Sr. GENERAL MANAGER (EL.)
Central(O&M) Zone, BBSR



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ODISHA POWER TRANSMISSION CORPORATION LIMITED

(A GOVERNMENT OF ODISHA UNDERTAKING)
REGD. OFFICE: OPTCL TECH. TOWER, JANPATH, SAHEED NAGAR BHUBANESWAR - 751007
OFFICE OF THE SR.GENERAL MANAGER (EL)
CENTRAL(O&M) ZONE, BHUBANESWAR
OLD OPTCL CORPORATE BUILDING, 1ST FLOOR, BHOINAGAR,
JANPATH, BHUBANESWAR PIN- 751022

Email: zone.bhubaneswar@optcl.co.in

CIN-U40102OR2004SGC007553

Website: www.optcl.co.in

e-TENDER NOTICE NO. CZ/BBSR-01/2025-2026

NOTICE INVITING TENDER

For and on behalf of the ODISHA POWER TRANSMISSION CORPORATION LTD., the undersigned invites bids from the eligible bidders under **two-part bidding** system in **e-tendering mode** only as per the following details.

Request for online tender documents:	From 13.03.2026 (10:00hrs) To 02.04.2026 (16:30hrs)
Issue of online tender documents (bid sheets):	From 13.03.2026 (10:01hrs) To 02.04.2026 (16:31hrs)
Last date of submission of online tender:	Up to 02.04.2026 (17:00hrs)
Date of opening of Tender (Techno commercial bid)	On 04.04.2026 (11:00hrs)

Note: Price bid will be opened only for those bidders who fulfill the desired criteria as per techno-commercial bid.

Cost of Tender Specification Document/ Bid document:

Rs.6, 000/ + Rs1080/- (GST@18%)= Rs 7080/- (Rupees Seven thousand Eighty) only.

Tender Processing Fee:

Rs. 3825/- (Rupees Three Thousand Eight Hundred Twenty Five) Only

EMD: Rs 32,500/- (Rupees Thirty Two Thousand Five Hundred) only

The bidders can view the tender documents from website free of cost.

ELIGIBILITY FOR SUBMISSION OF BIDS: -

The bidders must have in possession of following qualifications for participation in tender: -

1. GST Registration Certificate.
2. Electrical work License (EHT/HT)
3. Civil Contractor License (B class or C class)
4. Permanent Account Number (PAN) issued by Income Tax Department.
5. Income tax return of Last three financial Year
6. Audited balance sheet & P/L Account for last three financial year.
7. Meeting desired MAAT criteria(Documents supporting)

Bidders should not have any legal suit against OPTCL / GRIDCO Ltd / SLDC are only eligible for submission of Bids. Firms banned / blacklisted for business dealings by any govt / govt undertaking organization are not eligible to participate in the tender. Participation in the tender by suppression of the above facts shall invite penal action, whenever detected.

The bidders can view the tender documents from website free of cost. The bidders who want to participate in the tender shall have to pay **Rs.6,000/ + Rs1080/- (GST@18%)= Rs 7080/- (Rupees Seven thousand Eighty)only** towards the cost of tender document, in the form of Demand draft only, drawn in favour of **Transmission Project ,OPTCL ,Bhubaneswar Payable at Bhubaneswar** (In case the D.D made from any other nationalized bank payable at any clearing branch at Bhubaneswar will 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 Nonrefundable) and the same is to be submitted to the office of the undersigned on or before the last date & time of submission of tender.

The bidders shall have to submit a non-refundable amount of Rs. 3825/- (Rupees Three Thousand Eight Hundred Twenty Five) Only towards the tender processing fee through e-payment gate way.

(NOTE: For deposit of tender processing fee to K.S.E.D.C. Ltd Bangalore, the bidder can use various modes of e-payment facility available through Tender wizard Portal, i.e. by Credit Card, Debit Card, Net Banking)

The bidders shall scan the Demand Draft towards, Tender paper Cost, EMD and acknowledgement slip of tender processing fee and upload the same in the prescribed format i.e, in .gif or .jpg and sending the original to this office of Sr. General Manager(El),Central (O&M)Zone, Bhubaneswar. This must reach the office of undersigned before 04.04.2026(10:00Hrs). This Tender document must be uploaded with all pages duly signed by bidder.

The prospective bidders are advised to register their user ID, Password, company ID from website www.tenderwizard.com/OPTCL by clicking on hyper link "Register Me".

Any clarifications regarding the scope of work and technical features of the tender can be had from the undersigned during office hours.

S/d

**Sr. GENERAL MANAGER (EL.)
Central(O&M) Zone, BBSR**

PART-I

SECTION-I

INSTRUCTIONS TO TENDERER

1. Submission of Bids: -

The bidder shall submit the bid in Electronic Mode only i.e. www.tenderwizard.com/OPTCL. The bidder must ensure that the bids are received in the specified website of the OPTCL by the date and time indicated in the Tender notice. Bids submitted by telex/telegram will not be accepted. No request to collect the Bids in physical form will be entertained by the OPTCL.

OPTCL reserves the right to reject any bid, which is not submitted according to the instruction, stipulated above. The participants to the tender should be registered under GST act and other as applicable.

- 1) **For all the users it is mandatory to avail the Class 3 Digital Signatures.**
- 2) Bidders are requested to follow the below mentioned steps for Registration:
 - a. Click "Register", fill the online registration form.
 - b. Pay the amount of **Rs. 2360/-** through **E-payment (Excluding gateway charges)**
 - c. This registration is valid for one year.
 - d. Send the acknowledgment copy for verification.
 - e. As soon as the verification is being done the e-tender user id will be enabled.
- 3) After viewing Tender Notification, if bidder intends to participate in tender, he has to use his e-tendering User Id and Password which has been received after registration and acquisition of DSCs.
- 4) If any Bidder wants to participate in the tender, he will have to follow the instructions given below:
 - a. Insert the PKI (which consist of your Digital Signature Certificate – Class 3) in your System.
(Note: Make sure that necessary software of PKI is installed in your system).
 - b. Click / Double Click to open the Microsoft Internet Explorer (This icon will be located on the Desktop of the computer).
 - c. Go to Start > Programs > Internet Explorer.
 - d. Type www.tenderwizard.com/OPTCL in the address bar, to access the Login Screen.
 - e. Enter e-tender User Id and Password, click on "Go".
 - f. Click on "Click here to login" for selecting the Digital Signature Certificate.
 - Select the Certificate and enter DSC Password.
 - Re-enter the e-Procurement User Id Password
- 5) To make a request for Tender Document, Bidders will have to follow below mentioned steps.
 - a) Click "Un Applied" to view / apply for new tenders.
 - b) Click on Request icon for online request.
 - c) Enter the required fields including details of D.D for tender Processing fee.
- 6) After making the request Bidders will receive the Bid Documents which can be checked and downloaded by following the steps mentioned below:
 - a) Click to view the tender documents which are received by the user.
 - b) Tender document screen appears.
 - c) Click "Click here to download" to download the documents.
- 7) After completing all the formalities Bidders will have to submit the tender and they must take care of following instructions.
 - a) Prior to submission, verify whether all the required documents have been attached and uploaded to the particular tender or not.
 - b) Note down / take a print of bid control number once it displayed on the screen
- 8) Tender Opening event can be viewed online.
- 9) Competitors bid sheets are available on the website for all.
- 10) **For any e-tendering assistant contact help desk number mentioned below.**
 - **Bangalore – 080- 40482000.**
 - **Mr. Satamanyu – mob: 09937140591 (Odisha)**

2.Division of Specification.

The specification is mainly divided into two parts viz. Part-I & Part-II.

Part-I Consists of

- SECTION-I- INSTRUCTION TO BIDDERS.
- SECTION-II- GENERAL CONDITIONS OF CONTRACT
- SECTION-III- LIST OF ANNEXURES

Part-II Consists of

- i.)Techno Commercial Bid
- ii) PRICE BID (excel sheet)

3.Purchaser's right to accept/reject bids:

The purchaser reserves the right to reject any or all the tenders without assigning any reasons whatsoever, if it is in the interest of OPTCL. The purchaser may issue the work order to an agency irrespective of it being the L1 bidder or not if that is in interest of OPTCL.

4.Mode of submission of Tenders.

- [A] Tenders shall be submitted in electronic mode only. (www.tenderwizard.com/ OPTCL)
- [B] **Telegraphic or FAX tenders** shall not be accepted under any circumstances.

5.Earnest money deposit:

Rs 32,500/- (Rupees Thirty Two Thousand Five Hundred) only through DD in Favour of Transmission Project, OPTCL, Bhubaneswar Payable at Bhubaneswar.

6.Validity of the Bids: -

The bidders are requested to keep the validity of their offer for a period of **180** days from the date of opening of the tender, failing which the tenders will be rejected.

7.PRICE: -

The bidders are advised to quote their rate as per the price schedule attached with this specification and shall remain firm inclusive of GST and all other taxes & duties.

8.Tenderers to be fully conversant with the clauses of the Specification:

Tenderers are expected to be fully conversant with the meaning of all the clauses of the specification before submitting their tenders. In case of doubt regarding the meaning of any clause, the tenderer may seek clarification in writing from the Sr.GM (El), Central (O&M) Zone, Bhubaneswar, This, however, does not entitle the Tenderer to ask for time beyond due date, fixed for receipt of tender.

9.Documents to accompany Bids.

Tenderers are required to submit tenders in the following manner:

- i) Declaration Form as per **Annexure-I** (duly signed) to be uploaded in .pdf format.
- ii) Data on past experience if any **as per** the Specification. (Scanned copy to be uploaded)
- iii) GST Registration certificate, Electrical work License, Civil License & permanent account number [PAN], **ITR Form of Last Three Financial Year of the firm**, Balance sheet and P/L Account statement for last 3 FY(Scanned copy to be uploaded).
- iv) Documents supporting MAAT calculation(Scanned copy to be uploaded)
- v) DD towards Tender paper cost & EMD.
- vi) e-Reverse auction declaration form (Annexure-III) to be uploaded
- vii) Bank Account details of bidders :-

10.Conditional Offer:

Conditional offer shall not be accepted.

11.Contact Number:

In case of any tender related query please contact on these numbers during office hours.

- i. 9438908006(Sr. General Manager (Ele)
- ii 9438907285(Dy. General Manager, (Ele)
- iii. 9438907920 (Dy. General Manager (Finance)

S/d

Sr. General Manager (Elect)
Central (O&M) Zone, Bhubaneswar

Section-II

General Terms and Conditions of Contract

1. SCOPE OF CONTRACT:

The scope of the contract covers **ONE TIME GRASS CLEANING, SHRUBS , CUTTING WILD TREES AND LEVELING WITH CUTTING FILLING OF UNEVEN SURFACE THROUGH DOZER OF 220KV SWITCHYARD AND AREA OUTSIDE SWITCHYARDS AT 400/220/132KV GSS MERAMUNDALI**. All the material and supply of labour along with supervision lies entirely in the scope of the contractor. Detailed scope of work is provided in Annexure-III of this bid document.

2. PRICE:

The bidders are advised to quote their rates as per the attached price schedule. The price should be firm and shall include the cost of all the materials, labour and transportation of all 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.

3. COMPLETION PERIOD:

The work shall be completed within **180 days** from the date of issue of work order. The authority however reserves the right to schedule/reschedule the work progress timeline. The work shall be deemed complete after each component gets completed as per the satisfaction of concerned Engineer-In charge.

4. EXTENSION OF TIME:

If the work completion is delayed due to any reason beyond the control of the contractor, then the contractor shall without delay give notice to OPTCL in writing for an extension of time with detail justification. The Authority on receipt of such notice may agree to extend the work completion date if reasonable but without prejudice to other terms and conditions of this contract.

5. VALIDITY:

The 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 rejected.

6. TERMS OF PAYMENT:

a) The agency should produce the bill after completion of work and due verification thereof from the concerned engineer- Incharge.

b) 100% value of the work order amount shall be paid after completion of work & verification of bill thereof.

c) The Payment shall only be released subject to issuance of work completion certificate upto satisfaction of consignee with due verification of **Engineer- Incharge**.

7. PAYING OFFICER AND CONSIGNEE:

Sl No.	Name of the Paying Officer	Name of the Consignee
1	D.D.O. O/o EHT (O&M) Circle, OPTCL ,Chainpal	SDO (Elect.), 132/33KV GSS, Meramundali

Engineer-In charge: - D.G.M., E.H.T.(O&M) DIVISION , Meramundali.

8. PRICE REDUCTION FOR DELAY IN WORK COMPLETION:

- i). If the contractor fails to execute the work within the stipulated period as stipulated under Clause No.3 (Section-II) of this tender document or any extension granted thereto, the purchaser shall recover from the agency price reduction for a sum of half percent (i.e. 0.5 percent) of the contract price for each calendar week or part thereof of limited to maximum of 5% of cost (exclusive of GST) .
- ii). The total amount of price reduction schedule for delay under the contract will subject to a maximum of 5% (five percent) of the contract value (exclusive of GST) .
- iii). OPTCL shall recover the price reduction schedule from the bill of the Contractor.
- iv). However, if the price reduction schedule remains un-recovered the same shall be recovered from the contract performance Bank Guarantee.

9. Qualifying Requirements:

This bid is open to any Contractor having similar work experience and domicile in India independently who meets the following Technical qualifying requirement;
Minimum qualifying criteria:

9.1 Technical:

- a. The bidder should possess valid HT/EHT electrical contractor license from the competent licensing authority, anywhere in India, as on the date of submission of the tender.
- b. The bidder should possess valid Civil Contractor License (Class-B or C)
- c. (i) The bidders who have earlier failed to execute even a single work order of the OPTCL/ Govt. Of Odisha /Govt. funded Project during last three financial years (and the current financial year) or who stand currently debarred / blacklisted by OPTCL / Govt. Of Odisha/any other Distribution / Transmission / Generation Utility in India shall not be eligible to participate in this tender.
(ii) The bidder should not have any pending litigation with OPTCL with regard to any project or related activity.
(iii) The bidder shall also disclose if he was blacklisted by any utility in the past & Detection of the bidder's non-disclosure of these facts at any stage will lead to rejection of the bid or termination of the contract with forfeiture of EMD/CPBG.
(iv) The bidder must not been declared Insolvent or referred to National Company Law Tribunal (NCLT) under the Insolvency and Bankruptcy Code (IBC), 2016.
- d. **No Joint Venture shall be entertained for this Tender.**

9.2 Financial:

- 9.1 The bidder should furnish **audited balance sheet for last 03(Three) financial years, i.e. FY 2022-23 & 2023-24 & 2024-25 Net worth of bidder** as per the audited financial results shall be positive on the last day of the preceding financial year. Net Worth means the sum total of the paid-up share capital and free reserves (excluding reserves created out of the revaluation of assets, write back of depreciation provisions and amalgamation & Capital Reserve) net of P&L A/C (Dr. balance) and miscellaneous expenses to the extent not adjusted or written off.

9.2 ITR return of last 3 Financial year i.e. FY 2022-23, FY 2023-24, FY 2024-25.

9.3 MINIMUM AVERAGE ANNUAL TURNOVER:

The Minimum Average Annual Turnover (MAAT) requirement of the bidder (The Average of Best Three Financial Years out of the Last Five Financial Years preceding to the year of NIT) as indicated in the following Table-Fin-1 shall not be less than **Rs.64.84 Lakh**. In case the Bidder is in existence for less than three financial years, the average annual turnover shall be sum of turnover in the

completed no of financial years divided by three for the purpose of meeting the above criteria. Turnover of the bidding company on standalbone basis only (excluding its associate companies on Standalone Basis) shall be considered for arriving at Annual Turnover. While calculating the turnover, only project related turnover shall be taken into consideration. Document supporting the MAAT calculation is to be furnished.

MAAT Schedule

Sl. No	Financial Year	Project Related Annual Turnover (excluding associate companies on Standalone Basis) of the Bidder (in INR Lakh)
1	2020-21	
2	2021-22	
3	2022-23	
4	2023-24	
5	2024-25	
A. Total of best 3FY Project related Annual Turnover: (Sum of top three values)		
B. = (A/3) Average of project related Annual Turnover for best 3FY		

Note: The bidder has to furnish the certificate from the Chartered Accountant (CA) certifying the Project related Annual Turnover of the company only (excluding its Associated Companies on Standalone Basis) based on audited accounts of the last Five Financial Years. In case the bidder has executed any project in Joint Venture/ Consortium, the project related turnover certified by the Chartered Accountant (CA) should reflect his share of the project related turnover only.

All documents of the tender should be signed by the authorized signatory.

10. COMPENSATION:

The agency shall be fully responsible for payment of compensation, arising whatsoever in the case of any accident/ injury to the workmen deployed by the agency under the Workmen Compensation Act. OPTCL in no way will be responsible for payment of any compensation. Agency shall pay all claims/ compensation/ damages/ penalty/ fine or any amount payable to the individual/ authorities payable due to accident/ injury to the person deployed by the agency.

11. SAFETY & SECURITY:

Adherence to statutory Safety practices at work site as per CEA regulations, 2011 (Safety requirements for construction, operation and Maintenance of Electrical plants and Electric lines). The contractor will supply all the ISI marked personal protective equipment (PPE) like Helmet, Safety Shoe, Hand Gloves, and Safety Belt etc. 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 (Skilled, Semi-skilled or Unskilled) deployed by the contractor shall be sole responsibility of the contractor.

12. SUBMISSION OF PROOF REGARDING PAST EXPERIENCE IF ANY :-

The bidder is required to submit the list of similar nature works executed by him in support of his past experience along with the tender. Documents such as Completion Certificate, Work orders, Experience certificates are to be provided along with the tender documents.

13. Labour License:

The contractor must possess a valid Labour License under the Contract Labour (Regulation & Abolition) Act, 1970 and comply with all applicable statutory provisions, rules, and regulations in force. The contractor shall be solely responsible for payment of wages, EPF, ESI, bonus, insurance, and other statutory benefits to the deployed labourers and shall ensure adherence to minimum wages, safety norms, and working conditions as prescribed by the competent authorities. Copies of Labour License, registration certificates, and other statutory documents shall be submitted to the Engineer-in-Charge as and when required. Non-compliance with statutory labour laws shall be treated as breach of contract and may result in suspension of work, withholding of payment, or termination of contract.

14. QUANTITY VARIATION:

The quantities indicated in the Scope of Work (Annexure-II) are tentative and may vary at the time of placement of order depending upon site requirements. The actual executed quantity shall be determined based on the Joint Measurement Certificate (JMC) recorded after completion of the work. In the event that the quantity of any item is likely to exceed the ordered quantity/value, the same shall be promptly intimated to the Ordering Authority, and prior approval and/or necessary amendment to the order shall be obtained before execution of the excess quantity.

15. Clarification of Bids:

Prior to detailed Technical bid evaluation, OPTCL may, at its discretion, ask the Bidder(s) for a clarification of its bid. In case of erroneous/non submission of documents related to Technical qualifying requirement, OPTCL may give the Bidder(s) not more than 07 working days' notice to rectify/furnish such documents, failing which the bid shall be considered as non-responsive. The request for clarification and the response shall be in writing, and no change in the price or substance of the bid shall be sought, offered or permitted.

16. EVALUATION OF TECHNICAL & PRICE BID:

A) Evaluation of Technical Part of Bid:

Prior to detailed Bid evaluation, OPTCL will determine the substantial responsiveness of each Bid with respect to the Qualifying Requirement, & other Bid Document requirements based on attachments uploaded contained in the official e-tender portal of OPTCL and any other documents required to be furnished as per the clarifications sought for by OPTCL. A substantially responsive Bid is one, which conforms to the terms, condition and specification of the Bid Documents including e-tendering provisions.

B) Opening of Price Part of Bid:

i) Price Bid of those Bidders, whose Bids are considered technically responsive and meeting desired Qualification Criteria shall be opened.

ii) Subsequent to opening of financial bids, e-Reverse Auction process may be exercised as per the annexure titled "E-Reverse Auction". However it lies to the sole discretion of OPTCL whether to go for e-RA or directly award the work post opening of price bids.

E-Reverse Auction procedure shall be resorted to as follows.

STRATEGY FOR E-REVERSE AUCTION	
1	Bidders are required to go through the guide lines given below and submit their acceptance to the same.
2	e-Reverse Auction (RA) will be conducted in e-tender portal of OPTCL on specified date and time, while bidders shall quote from their own offices/ places of their choice. Internet connectivity shall be ensured by the respective agencies/bidders themselves.
3	KEONICS shall arrange for demonstration/ training (if not trained earlier) of bidder's nominated person(s), to explain all the rules related to e-Reverse Auction/ Business Rule document to be adopted.
4	The strategy to be used for reverse auction shall be "DYNAMIC TEMPLATE BIDDING"
Procedure for electronic Reverse Auctioning (e-RA):	
5	<p>a. The e-RA shall be conducted on www.tenderwizard.com/OPTCL only.</p> <p>b. Bidder has to submit letter towards agreement to the Process related Terms & Conditions for e-Reverse Auction, as per (Reverse Auction Process Compliance Form In non-receipt of the same, vendors will not be allowed to participate in e-RA.</p> <p>c. e-RA shall be carried out after opening of Price bids and completion of Price bid evaluation, which will be intimated only to the techno-commercially qualified bidders by OPTCL as per procedure given below.</p> <p>d. OPTCL reserves the right to conduct e-RA and it is obligatory on part of bidder(s) invited to participate in e-RA process once they have responded to the techno-commercial bid.</p>
6	<p>Prior intimation/ Notice for RA invitation will be given to techno-commercially qualified bidders regarding the date & time of opening of the e-RA. The start bid price (SBP) for e-Reverse Auction of each bidder shall be the L1 evaluated price for the subject package including Taxes & Duties for the total scope. Taking the above discovered L1 price as the upper limit e-RA will be conducted to determine the lowest possible price.</p> <p>Reverse Auction will be conducted amongst first 50% of the technically qualified bidders arranged in order of prices from lowest to highest, as L1, L2,L3-----Ln, and L1 price will be discovered. Minimum of 3 bidders shall be eligible for e RA. (eg. If 4 bidders are financially evaluated then the L1, L2 and L3 bidders shall be eligible for e-RA). Number of bidders eligible for participating in RA would be rounded off to next higher integer value if number of technically qualified bidders is odd (e.g. if 7 bids are technically qualified, then RA will be conducted amongst L1 to L4).</p> <p>Rank of bidders would be displayed as per the total cost to OPTCL, i.e including Taxes and Duties payable by OPTCL as per the provisions of the bidding document & after e-RA process is over.</p>
7	<p>Names of bidders/ vendors shall not be disclosed during the e-RA process. Names of bidders/ vendors shall be anonymously masked in the e-RA process.</p> <p>I. In case of RA, start/ reference price and step value of decrement shall be indicated to the bidders at the start of the auction. Any participating bidder can bid one or multiple step decrement lower than the prevailing lowest bid at that time. The Bidder shall be able to view Bid Start Price, Bid Decrement Value, Prevailing Lowest Bid value, last Bid Placed by him and time left for bidding.</p> <p>II. The step value of decrement in a package to be offered by bidder (the minimum amount of reduction in the total bid price including all taxes & duties during auction) ,shall be kept at 0.15% of L1 bidder's final evaluated price (or) at approved amount as decided by OPTCL. Bidders must not bid for a value that is 15% or excess less than the estimated price. (Eg: if estimated price is Rs 1000/- , any bid of value Rs850 or lower shall be rejected.)</p> <p>III. Bidders can only quote any value lower than their previous quoted price. However, at no stage, increase in Price will be permissible.</p> <p>IV. At any point during Reverse Auction, bidding Price field shall remain enabled for the bidders. The reverse auction period shall be unlimited and the initial auction period (1st slot) will be of thirty (30) minutes with provision of auto extension by (10) ten minutes from the schedule/ extended closing time. If any fresh lower bid is received in last ten minutes of initial auction period or extended auction period, the auction shall get extended automatically for another 10 minutes. In case, there is no bid received during schedule/extended slot, the auction shall get closed automatically without further extension.</p>

	V. However, bidders are advised not to wait till the last minute or last few seconds to enter their bid during the period of e-reverse auction to avoid complication related with internet connectivity, network problem, system crash down, power failure etc.
8	<p>After conclusion of e-Reverse Auction i.e (Closing Price in Reverse Auction will be taken as offered price by the L1 bidder), decrease in price of individual head of the template shall be considered proportionately on all individual line items of the respective head of the price schedule of the successful L1 bidder .</p> <p>Any bid received at the tender wizard server end subsequent to closure of the e-RA shall be summarily rejected and shall not be considered as a valid bid under whatsoever circumstances. For this purpose, tender wizard server log shall prevail.</p> <p>The bidder shall not involve himself or any of his representatives in price manipulation of any kind directly or indirectly by communicating with other bidders.</p> <p>During Reverse Auction, If no bid is received within the specified time, OPTCL, at its discretion, may decide to close the reverse auction process/ proceed with conventional mode of tendering [Evaluation of Part-II (price bid) submitted by bidders earlier].</p>
9	<p>Consequent upon completion of e-Reverse Auction, OPTCL's decision on award of contract shall be final and binding on the bidders.</p> <p>OPTCL shall be at liberty to call the L1 bidder for further process/ negotiation and also at liberty to cancel the e-reverse auction process/ re-tender at any time, without assigning any reason thereof. OPTCL can decide to reschedule or cancel any reverse auction: the bidders shall be informed accordingly.</p> <p>OPTCL/ Service Provider shall not have any liability to bidders for any interruption or delay in access to the e-Tender site/ Reverse Auction link irrespective of the cause.</p>

17. LICENSE: The bidder should possess a valid HT/EHT electrical contractor license from the competent licensing authority having EHT supervisor, anywhere in India, and also possess 'B' Class / 'C' class civil license according to the following Table.

Sl. No.	Class of Contractor	Range of Financial Limit
1	Super Class	Above Rs. 20 Crore
2	Special Class	Above Rs. 6 Crore and upto Rs. 50 Crore
3	'A' Class	Above Rs. 1 Crore and upto Rs. 20 Crore
4	'B' Class	Above Rs. 20 Lakh and upto Rs. 3 Crore
5	'C' Class	Upto Rs. 40 Lakh
6	'D' Class	Upto Rs. 20 Lakh

NB: NO Joint venture shall be allowed.

18. Force Majeure:

The manufacturer / Repairer 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 Bidder within Ten (10) days from the beginning of delay on such account notify the purchaser in writing of the cause of delay, the purchaser shall verify the facts and grant such extension as facts justify

19. JURISDICTION OF COURT:

For the purpose of jurisdiction of Court in the event of any dispute shall be deemed to have entered into any Court of law at Cuttack to which the jurisdiction of Odisha High Court extends and it is hereby expressly agreed that neither party shall be competent to bring a suit in regard to the matter covered by this purchase at any place outside in State of Odisha.

**Sr. GENERAL MANAGER (O&M)
Central Zone, Bhubaneswar**

SECTION-III

(TECHNICAL SPECIFICATION & METHOD OF EXECUTION)

1. GENERAL

The contractor shall carry out one-time cleaning of grass, removal of shrubs, cutting of wild vegetation, anti-weed treatment, and leveling/dressing of uneven surfaces inside the 220kV switchyard and in areas outside the switchyard premises at 400/220/132kV GSS, strictly in accordance with the directions of the Engineer-in-Charge and as per applicable safety standards for working in energized EHV substations.

All works shall be executed without causing any damage to existing equipment, structures, earthing system, cable trenches, roads, drains, and other installations.

2. CLEANING INSIDE SWITCHYARD BY MANUAL LABOUR

2.1 Scope of Work

The work shall include:

- Cutting of grass manually.
- Removal of shrubs and small bushes.
- Uprooting of unwanted vegetation.
- Collection, stacking, and disposal of debris at designated locations.
- Surface dressing of gravel area after cleaning.

2.2 Execution Procedure

- Work shall be carried out manually using suitable hand tools, grass cutter machine
- Care shall be taken not to disturb gravel layers, earthing mesh, cable trenches, trench covers, equipment foundations, and oil pits.
- No metallic tools shall be used near live parts where safety clearance is critical.
- Debris shall not be left inside the switchyard premises.

2.3 Safety Requirements

- All labour shall wear mandatory PPE (helmet, safety shoes, reflective jacket, and gloves).
- Electrical safety clearances shall be strictly maintained.
- Work shall be carried out only after obtaining necessary permission from the Engineer-in-Charge.

3. ANTI-WEED TREATMENT

3.1 Scope of Work

- Only approved non-residual Glyphosate-based herbicide (41% SL or equivalent) of reputed brands (Glyphel, Round up or equivalent) shall be used inside switchyard. Sodium chlorate or salt-based herbicides are strictly prohibited.
- Uniform spraying in gravel yard, fence line, and designated areas.

3.2 Method of Application

- Herbicide shall be diluted as per manufacturer's recommendation.
- Application shall be done using manual/knapsack sprayers.

- Spraying shall be uniform and controlled.
- Direct spraying on equipment, insulators, painted surfaces, and live parts shall be strictly avoided.

3.3 Safety & Environmental Measures

- Workers shall use chemical-resistant PPE.
- Spraying shall not be carried out during rain or high wind conditions.
- Proper storage and handling of chemicals shall be ensured.

4. CLEANING OUTSIDE SWITCHYARD BY MANUAL LABOUR

4.1 Scope of Work

- Cutting of grass and shrubs in peripheral areas.
- Cutting of wild bushes and small trees.
- Cleaning of boundary areas, approach roads, and drains.
- Collection and disposal of cut materials.

4.2 Execution

- Manual labour with appropriate tools shall be deployed.
- Drainage lines and access roads shall be kept free from obstruction.
- All debris shall be removed from site and disposed at approved locations.

5. LEVELING & CUTTING/FILLING BY DOZER (50-A-15)

5.1 Scope of Work

- Rough grading of uneven surfaces.
- Cutting of high spots.
- Filling of low areas.
- Spreading and dressing of earth.
- Formation of proper slope for drainage.

5.2 Execution Procedure

- Dozer shall be operated by a skilled operator.
- Pre-operation inspection of machine shall be ensured.
- Operation shall be carried out under supervision.
- Care shall be taken to avoid damage to underground utilities, cable trenches, foundations, boundary walls, and structures.

5.3 Safety Provisions

- Reverse alarm and safety systems shall be functional.
- Safe distance shall be maintained from energized equipment.
- Work near trench edges shall be carried out cautiously.

6. QUALITY CONTROL & MEASUREMENT

- Work shall be inspected by the Engineer-in-Charge.
- Measurement shall be recorded jointly by the Contractor and the Engineer-in-Charge (or his/her authorized representative) after completion of the work. The start time, stop time, and any interim halt duration shall be properly recorded in the site log sheet and duly signed by the concerned Engineer or his/her representative. For the purpose of hourly engagement calculation, only the actual effective working duration excluding idle time or halt period shall be considered for payment
- Areas shall be handed over in clean and leveled conditions.
- Any damage caused during execution shall be rectified by the contractor at no extra cost.

7. COMPLETION REQUIREMENT

The work shall be considered complete only after:

- Entire designated area is free from grass, shrubs, and wild vegetation.
- Anti-weed treatment is uniformly applied.
- Uneven surfaces are properly leveled and dressed.
- Site is cleaned and certified by the Engineer-in-Charge.

SECTION-IV

[LIST OF ANNEXURES]

1	Declaration form	ANNEXURE-I
2	Details of Work	ANNEXTURE-II
3	e-Reverse auction form	ANNEXTURE-III

ANNEXURE – I
(DECLARATION FORM)

To,

The Sr.General Manager (O&M)
Central Zone, OPTCL
Bhubaneswar

Sub: - e-Tender Specification No-_____

Sir,

1. Having examined the above specification together with terms & conditions referred to therein I/We the undersigned hereby offer to take up the work of **ONE TIME GRASS CLEANING, SHRUBS , CUTTING WILD TREES AND LEVELING WITH CUTTING FILLING OF UNEVEN SURFACE THROUGH DOZER OF 220KV SWITCHYARD AND AREA OUTSIDE SWITCHYARDS AT 400/220/132KV GSS MERAMUNDALI** 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. I / We hereby undertake the **work** as specified in the Tender.
3. I / We hereby guarantee the validity of the required documents from concerned authorities to be submitted as per the ELIGIBILITY FOR BID SUBMISSION mentioned in the Tender specification.
4. In the event of Tender, being decided in *my/our favour, * I/We agree to furnish the Composite B.G / Fixed Deposit in the manner, acceptable to ODISHA POWER TRANSMISSION CORPORATION LTD., and for the sum as applicable to *me/us of this specification within 15 days of issue of letter of intent/work order failing which *I/We clearly understand that the said Letter of Intent / Work order will be liable to be withdrawn by the purchaser, and will be suspended from being eligible for bidding / award of all future contract(s) of Central(O&M) Zone, Bhubaneswar for a period of three years from the date of committing such breach.

Signed this on.....day of....., 2026

Yours faithfully

Signature of the Tenderer with seal of
the company

[SEAL]

ANNEXURE-II

SCHEDULE OF WORK

Sl No.	Description of work	UOM	Quantity
1	Engagement of manual labour for carrying out one-time grass cutting, removal of shrubs, cutting and clearing of small bushes and unwanted vegetation inside the switchyard area, including collection, stacking, and safe disposal of cut materials outside the switchyard premises as directed by the Engineer-in-Charge, ensuring no damage to existing equipment, structures, cables, earthing system, and other electrical installations, and maintaining proper safety precautions while working in energized yard conditions, complete in all respects including labour charges, tools & tackles, PPE, and all incidental expenses.	Sq. Mtr	33517.00
2	Providing and applying approved anti-weed chemical treatment in the switchyard / outside yard area for effective control and prevention of grass, weeds, and unwanted vegetation growth, including surface preparation, dilution and uniform spraying of herbicide as per manufacturer's recommendations, deployment of required spraying equipment and manual labour, and ensuring all safety precautions to prevent damage to equipment, structures, cables, earthing system, and nearby installations, complete in all respects including cost of chemicals, labour, tools & tackles, PPE, and all incidental charges as directed by the Engineer-in-Charge.	Sq. Mtr	33517.00
3	Engagement of manual labour for carrying out one-time grass cutting, removal of shrubs, cutting and clearing of small bushes and wild vegetation in the areas outside the switchyard premises, including collection, stacking, loading, and disposal of cut materials at designated locations as directed by the Engineer-in-Charge, ensuring proper cleaning and dressing of the ground surface without causing obstruction to access roads, drains, boundary areas, or adjoining facilities, complete in all respects including labour charges, tools & tackles, PPE, and all incidental expenses.	Sq. Mtr	134127.00
4	Deployment of Dozer 50-A-15 for carrying out one-time grass cutting, removal of shrubs, cutting and uprooting of wild trees, clearing and disposal of vegetation/debris, and dressing of ground surface outside switchyard areas including cutting and filling of uneven surfaces, rough grading, leveling, formation of uniform ground profile, spreading of excavated earth wherever required, and making the area ready as per site requirements and instructions of Engineer-in-Charge, complete in all respects including operator, fuel, maintenance, and all incidental charges	Per Hr	568.00

ANNEXURE-III

STRATEGY FOR E-REVERSE AUCTION

1. e-Reverse Auction (RA) will be conducted by KEONICS on specified date and time, while bidders shall quote from their own offices/places of their choice. Internet connectivity shall be ensured by the respective agencies/bidders themselves.
2. KEONICS shall arrange to demonstrate/train (if not trained earlier) the bidder's nominated person(s), without any cost. They will also explain all the rules related to e-Reverse Auction / Business Rule document to be adopted.
3. The strategy to be used for reverse auction shall be "DYNAMIC TEMPLATE BIDDING "

Procedure for electronic Reverse Auctioning {e-RA}:

4.
 - 4.1 The e-RA shall be conducted on www.tenderwizard.com/OPTCL only.
 - 4.2 Bidder must submit letter towards agreement to the Process related Terms & Conditions for e-Reverse Auction, as per (Reverse Auction Process Compliance Form at Annexure-I). In case of non-receipt of the same, vendors will not be allowed to participate in e-RA.
 - 4.3 e-RA shall be carried out after opening of Price bids and completion of Price bid evaluation, which will be intimated only to the techno-commercially qualified bidders by OPTCL as per procedure given below.
 - 4.4 OPTCL reserves the right to conduct e-RA, and it is obligatory on part of bidder(s) invited to participate in e-RA process once they have responded to the techno- commercial bid.
5.
 - 5.1 Prior intimation/ Notice for RA invitation will be given to techno-commercially qualified bidders regarding the date & time of opening of the e-RA.
 - 5.2 The start bid price (SBP) for e-Reverse Auction of each bidder under a particular package shall be the L1 evaluated price for the subject package including Taxes & Duties for the total scope for subject Package. Taking the above discovered L1 price as the upper limit e-RA will be conducted to determine the lowest possible price.
 - 5.3 Reverse Auction will be conducted amongst first 50% of the technically qualified bidders arranged in order of prices from lowest to highest, as L1, L2, L3Ln, and L1 price will be discovered. A minimum of 3 bidders shall be eligible for e RA. (e.g. If 4 bidders are financially evaluated then the L1, L2 and L3 bidders shall be eligible for e-RA). Number of bidders eligible for participating in RA would be rounded off to next higher integer value if number of technically qualified bidders is odd (e.g. if 7 bids are technically qualified, then RA will be conducted amongst L1 to L4).
 - 5.4 However, in case only two bidders are found to be responsive, e-RA would be carried out with both the parties without any elimination. However, OPTCL reserves the right to invite the evaluated L1 bidder for negotiation without conducting the e-RA, in case the price submitted by any bidder is found to be abnormal, OPTCL reserves the right to reject the bid of the bidder(s).
 - 5.5 Rank of bidders would be displayed as per the total cost to OPTCL, i.e. including Taxes and Duties payable by OPTCL as per the provisions of the bidding document & after e-RA process is over.

6.

- 6.1 Names of bidders/ vendors shall not be disclosed during the e-RA process. Names of bidders/ vendors shall be anonymously masked in the e-RA process, and they will be given suitable alias names.
- 6.2 In the case of RA, start/ reference price and step value of decrement shall be indicated to the bidders at the start of the auction. Any participating bidder can bid one or multiple step decrements lower than the prevailing lowest bid at that time. The Bidder shall be able to view Bid Start Price, Bid Decrement Value, Prevailing Lowest Bid value, last Bid Placed by him and time left for bidding.
- 6.3 The step value of decrement in a package to be offered by bidder (the minimum amount of reduction in the total bid price including all taxes & duties during auction), shall be kept at 0.15% of L1 bidder's final evaluated price (or) at approved amount as per recommendation of the competent committee.
- 6.4 Bidders can only quote any value lower than their previous quoted price. However, at no stage, increase in Price will be permissible.
- 6.5 At any point during Reverse Auction, bidding Price field shall remain enabled for the bidders. The initial auction period (10 slot) will be of thirty (30) minutes with provision of auto extension by (10) ten minutes from the schedule/ extended closing time, if any fresh lower bid is received in last ten minutes of auction period or extended auction period. Total/ maximum number of auto extension will be unlimited
- 6.6 However, bidders are advised not to wait till the last minute or last few seconds to enter their bid during the period of e-reverse auction to avoid complication related with internet connectivity, network problem, system crash down, power failure etc.

7.

- 7.1 After conclusion of e-Reverse Auction i.e. (Closing Price in Reverse Auction will be taken as offered price by the L1 bidder), decrease in price of individual head of the template shall be considered proportionately on all individual line items of the respective head of the price schedule of the successful L1 bidder.
- 7.2 Any bid received at the tender wizard server end subsequent to closure of the e-RA shall be summarily rejected and shall not be considered as a valid bid under whatsoever circumstances. For this purpose, the KEONICS / tender wizard server log shall prevail.
- 7.3 The bidder shall not involve himself or any of his representatives in price manipulation of any kind directly or indirectly by communicating with other bidders.
- 7.4 During Reverse Auction, if no bid is received within the specified time, OPTCL, at its discretion, may decide to close the reverse auction process/ proceed with conventional mode of tendering [Evaluation of Part-II (price bid) submitted by bidders earlier].

8.

- 8.1 Consequent upon completion of e-Reverse Auction, OPTCL's decision on award of contract shall be final and binding on the bidders.
- 8.2 OPTCL shall be at liberty to call the L1 bidder for further process/ negotiation and also at liberty to cancel the e-reverse auction process/ re-tender at any time, without assigning any reason thereof. OPTCL can decide to reschedule or cancel any reverse auction: the bidders shall be informed accordingly.
- 8.3 OPTCL/ Service Provider shall not have any liability to bidders for any interruption or delay in access to the e-Tender site/ Reverse Auction link irrespective of the cause.

{Reverse Auction Process Compliance Form}

(To be incorporated in the bid document)

(To be submitted on letter head of the bidding company with sign and stamp and along with technical bid)

To,

The Sr. General Manager
Central (O&M) Zone, OPTCL, Bhubaneswar

Sub: Agreement to the Process related Terms & Conditions for e-Reverse Auction.

Dear Sir,

This letter is to confirm that

- The undersigned is an authorized representative of the company.
- We have studied the Commercial Terms and the Business rules governing the Reverse Auction as mentioned in your tender and confirm our agreement to that.
- We also confirm that we have gone through the auction manual and have understood the functionality of the same thoroughly.
- We hereby confirm that we will honor the Bids placed by us during the tendering/ e-Reverse auction process called as e-RA.
- We also confirm that we will accept our Rank / Position that will be displayed when the Bidding Time for the Online Reverse Auction is over.

With regards,

Signature with Designation with company seal

[SEAL]

Name & Address Person having power of attorney for the subject package.