



ODISHA POWER TRANSMISSION CORPORATION LTD.
OFFICE OF THE DEPUTY GENERAL MANAGER (ELECT.)
EHT (O&M) DIVISION, LAPANGA
AT/PO: LAPANGA, DIST: SAMBALPUR, PIN-768212 (ODISHA)
Email: ehtm.div.lpnga@optcl.co.in
CIN:U40102OR2004SGC007553

TENDER SPECIFICATION
NO. LPNGA/03/2022-23

FOR

“ONE TIME UPROOTING/ CUTTING AND CLEANING OF GRASSES, WEEDS AND SHRUBS IN THE METAL AND NON-METAL AREA OF THE SWITCHYARD AND PERIPHERAL AREAS OF GRID SUB-STATION, LAPANGA UNDER EHT (O&M) DIVISION, OPTCL, LAPANGA”

SALE OF TENDER SPECIFICATION FROM: DT. 22-04-2022
LAST DATE SALE OF TENDER SPECIFICATION: DT. 07-05-2022 (12:00PM)
LAST DATE OF SUBMISSION OF TENDER: DT. 09-05-2022 (01:00PM)
DATE OF OPENING OF TENDER: DT. 09-05-2022 (03:30PM)
COST OF TENDER PAPER: RS 2000.00+18% GST = (Rs. 2360.00)
EMD @ 1% OF THE TOTAL ESTIMATE VALUE i.e. (Rs. 4675.00)

ISSUED TO,

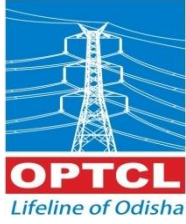
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ODISHA POWER TRANSMISSION CORPORATION LTD.

(A Government of ODISHA Under Taking)

OFFICE OF THE DY. GENERAL MANAGER (ELECT.)

EHT (O&M) DIVISION, Lapanga , AT/PO: Lapanga,

DIST: SAMBALPUR (ODISHA), PIN-768212, Email-ehm.div.lpnga@optcl.co.in

CIN:U40102OR2004SGC007553

TENDER CALL NOTICE NO. 03/ 2022-23

The Dy. General Manager (Elect.), E.H.T. (O&M) Division, Lapanga invites sealed Tenders from HT / Civil Contractors having valid contract license along with I.T. PAN, GST Registration certificate for “One time cleaning & anti-weed treatment of both metallic & barren area of the switchyard and peripheral area of Grid Sub-Stations, Lapanga under EHT (O&M) Division, Lapanga

The tender specification can be obtained from the office of The D.G.M., E.H.T. (O&M) Division, Lapanga on payment of Rs. **2,000/- (Two thousand only) +GST @ 18% (Non Refundable)** in shape of Cash/Bank Draft in favor of E.H.T (O&M) Division, OPTCL, Lapanga payable at, Lapanga on any working day from 10:30 AM to 12:00PM (during office hours) from **Dt.22.04.2022 to Dt. 07-05-2022**. In case the Cash/ Demand Draft in favour of Dy. General Manager, , EHT (O&M) Division, OPTCL Lapanga payable at Union Bank of India, Thelkoli Branch, Sambalpur, Odisha, India, , 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. Additional amount of Rs.100/- (One Hundred only) may be paid extra for postal delivery of the tender specification. The undersigned shall not be held responsible for any postal delay.

The Tender shall be received Up to 01.00 PM of dated 09.05.2022 & will be opened at 03.30 PM of same day 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. One Tender paper shall be issued to one Bidder. E.M.D @ 1% of the total estimated value i.e. **Rs. 4,675/-** should be deposited in shape of Demand Draft / Cash in favour of Dy. General Manager, EHT (O & M) Division, Lapanga payable at Lapanga, Odisha along with Self Attested Copy of PAN, HT/CIVIL Contract License, I.T and GST Registration Certificate failing which the tender will be liable for rejection.

- Date of Sale of Tender Paper: Dt. 22/04/2022 to Dt.07/05/2022 up to 12.00 PM (During Office Hours)
- Last Date of Receipt of Tender Paper: Dt. 09/05/2022 up to 01:00 PM
- Date of Opening of Price Bids: Dt.09/05/2022 at 03:30PM
- Cost of Tender Paper: Rs2000/-+ GST@18% =Rs2,360/- (Non-Refundable)
- E.M.D @ 1% of the total estimated value i.e. Rs. 4675/-
- The bidder should superscribe the “Tender Call Notice No., Name of the work & Date of Opening of the tender on the body of the Sealed Envelope”.
- 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.

N.B:- Tender Paper must be purchased from this office only within stipulated period. No other mode like downloaded paper from website will be accepted.

S/d

Dy. GENERAL MANAGER
EHT (O&M) Division, Lapanga

SECTION-II
INSTRUCTIONS TO BIDDER

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1. The contract shall be valid only for a period of 06 (Six) months from the date of opening of tender. The department 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 valid on the date of opening of tender which should be submitted along with tenders, 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 and found not to be valid on the date of opening of tender not matching with the Xerox copy submitted by the bidder; their tenders will be out rightly rejected. In case if only one bidder participate in the tender process or nature of urgency of work (as decided by this office), then undersigned may consider the case (*but not mandatory) & 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 supply of documents 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 scoring out wrong entries, clerical and arithmetical mistakes may result in the rejection of the tender.
6. Copy of H.T /Civil Contract (D class or above) License, PAN card, GST registration certificate, income tax clearance (ITCC) should be enclosed with the tender bids.
7. 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.
8. 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.
9. Bidders themselves or their authorized representatives limited to one person only (possessing authorization letter in original) will be allowed to attend opening event of the tenders.
10. 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.
11. All correspondence relating to the tender shall be made with Dy. General Manager (El.), E.H.T. (O&M) Division, OPTCL, Lapanga
12. This office will not be responsible for non receipt/ late receipt of the tender documents due to postal delay.
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. The bidders are advised to inspect the site before assessing their rate to be quoted in the tender. Tender should be prepared clearly and without any overwriting & corrections.
15. The undersigned reserves the right to reject the lowest or any other Tender or all tenders without assigning any reason what so ever.

SECTION-III
GENERAL TERMS & CONDITIONS OF CONTRACT

Sealed tenders are invited from HT / Civil Contractors having valid Contract License(D class or above) along with I.T., PAN, GST Registration certificate for “**ONE TIME GRASS CLEANING & ANTIWEED TREATMENT OF METAL AND NON-METAL AREA OF GRID SUB-STATION LAPANGA UNDER EHT (O&M) DIVISION, LAPANGA.**”

1. SUBMISSION & OPENING OF TENDER:-

Tender shall be submitted with relevant documents in duly sealed envelope and super scribed “Tender Call Notice No., Name of the work & 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, Lapanga 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: - The tender should be accompanied with 1% of the total estimated amount i.e. **Rs 4675/-** towards Earnest Money Deposit (EMD) in shape of **Cash/ Bank Draft** in favour of E.H.T. (O&M) DIVISION, Lapanga payable at Lapanga otherwise tender will be out rightly rejected. . In case the **Demand Draft/ Cash** in favour of Dy. General Manager, , EHT (O&M) Division, OPTCL Lapanga payable at Union Bank of India, Thelkoli Branch, Sambalpur, Odisha, India, but the bidders have to deposit the collection fee (Bank transaction fee) along with the EMD. The collection fee is nonrefundable & it can't be taken into account of EMD deposit. The EMD of the unsuccessful bidders will be returned after finalization of tender. The EMD of the successful bidders will be returned only after the Security money deposited as per the clause No. (6) In Section (III). In case of successful bidder fails to execute the order satisfying all terms & conditions or also fails to commencement of work within stipulated date mentioned in the date of order, the Earnest Money Deposit will be forfeited. No interest will be paid on the EMD to any participator. No other mode than above for EMD Deposit will be accepted & bidder will be out rightly rejected. EMD not claimed for refund in written within one year will be forfeited.

5. PRICE:- Price quoted is inclusive of cost of material, labour charges, chemical & etc. The bidders are advised to quote their rate as per the price schedule with break up prices including of all Taxes & Duties and shall remain firm throughout the validity of tender. GST as applicable during the submission of tender should be mentioned. The bidders are required to specify the same in the price bid.

6. SECURITY DEPOSIT:- The bidders whose offer qualifies for acceptance will be awarded work order for execution of the works and the bidder shall have to deposit security amount equal to 10% (ten percent) of contract value in shape of cash/bank draft drawn in favour of E.H.T (O&M) Division, OPTCL, Lapanga . The security deposit shall be released after completion of guarantee period. No Interest shall be paid to the bidder towards the security deposit so deposited by the Bidder. The security deposit shall be deposited with the respective paying officer of OPTCL prior to commencement of work. In case of Non fulfillment of contractual obligation by the supplier, the same so deposited shall be forfeited. S.D not claimed for refund in written within three year will be forfeited.

7. COMMENCEMENT & COMPLETION OF WORK:- The works awarded should be commenced within 7 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. If the work will not commence & complete within the stipulated period, then the penalty should be imposed as per clause No.08 of SECTION-III.

8. PENALTY: - Penalty @ ½% (half per cent) per week up to a maximum of 5% of the total value of the work order will be imposed and recovered from dues admissible if the work will not completed within the specified date in SECTION –III, clause-7. However imposition of penalty clause is subject to force majeure condition.

9. TERMS OF PAYMENT: - 90 % (ninety percent) payment along-with GST As Applicable after deduction of statutory duties & taxes (if any) 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 security deposit of 10% of contract value shall be released after completion of Guarantee period i.e. 6 months from the date of completion of work. After complete execution of work, the bidder shall produce the printed bills in triplicate 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. All documents of the tender will be signed by authorized signatory.

- i) HT/ Civil Contract License (D class or above)
- ii) I.T clearance.
- iii) Valid PAN/ TIN.
- iv) GST Registration Certificate
- v) EPF& ESI Registration Certificate (optional)
- vi) Experience Certificate (optional but priority will be given in tie condition)
- vii) Labour contract license (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 15 days

12. ARBITRATION: In the event of any dispute arising out his contract. The same shall be referred for arbitration to the Director (HRD) OPTCL, Bhubaneswar or any arbitrator appointed by Managing Director, OPTCL after due notice of claim and such appointment and the award of the arbitrator shall be final and binding arbitration and conciliation Act. 1996 shall apply. The venue of arbitration will be Bhubaneswar.

13. CONSIGNEE: The respective grids SDOs are the consignee for the contract.

14. PAYING OFFICER: The D.G.M., E.H.T(O&M) Division, Lapanga is the paying Officer for contract.

15. JURISDICTION OF COURT: Suits if any, arising against the work order to be issued to the Bidder shall be filled by either party in any court of law to which the jurisdiction of Odisha High Court extends.

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. SAFETY PRACTICE: The Bidder must be followed the OPTCL safety Rule while performing the work. The workmen must provided Safety equipment by the contractor while performing the works .No deviation will be allowed and the Divisional head has got any power to stop the work at any time on the breach of safety practice after getting intimation from consignee.

18. GUARANTEE PERIOD: The guarantee period for this contract shall be for the contract period of **6 months**. Any defect/ deviation if noticed during this period shall be immediately rectified free of cost upon written notice from the consignee failing which the security deposit shall be forfeited.

19. COMPENSATION: The contractor shall be fully responsible for paying compensation, if any under the workmen compensation Act on account of workmen deployed by him. OPTCL will no way be responsible for payment of any compensation.

20. 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 personals due to their negligence during execution of work as per the prevailing Labour Act, Odisha.

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

1. Tenderers should have purchased the tender specification from the office of the D.G.M., EHT (O&M) Division Lapanga in his own or firm's name.
2. Tenders shall be submitted in person or by Registered Post with A.D. and received before the time fixed for receipt of tender.
3. Tenders shall not be submitted telegraphically or by FAX.
4. Tenders shall be accompanied with the prescribed EMD.
5. Tenders shall be kept valid for a minimum of 180 days from the date of opening of the tender.
6. Tenders shall be accompanied with original money receipt, clear valid attested photo copies of PAN No, GST Registration Certificate and requisite HT/Civil Contract(D class or above) 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.
7. The tender shall not be conditional/ ambiguous.
8. The tenderer shall agree to all other terms and conditions of the tender specification.
9. The Authority is not responsible for any postal delay.

SECTION-IV
SCOPE OF WORK & PRICE SCHEDULE

The Scope of Work-The scope of works must cover the followings:-

1. The contractor must up-root and cleans the grass including cutting of wild shrubs, plants, trees from the metal & barren area as instructed by engineer-in-charge and apply anti-weed chemicals in the area.
2. The contractor will have his own T&P, other materials required for cleaning and supply of anti-weed chemicals.

Manner of executing the works:

- a. **Metal Area:**
Cleaning of switchyard spreaded with H.G metal & having equipments and their structures are to be taken up without any damage to the equipment & their foundation. The grass should be uprooted completely. No grass or weeds should be allowed to grow at any point of time over & above the metal level. For uprooting of wild shrubs in the metaled area, the HG metals including sand/crusher dust below it need to be displaced and if required, then re-filled again as before.
 - b. **Barren Area:**
 - i. Cleaning of approach road to different bays, equipments & structures area should be free from grass, wild shrubs, bushes and unwanted plants and should not be allowed to grow.
 - ii. Approximately 5 meters adjacent to switchyard should be made thoroughly clear of grass, wild shrubs & plants. The grass & shrubs should be uprooted completely & the soil should be visible clearly.
 - iii. Barren area inside the Grid premises should be free from grass, wild shrubs, bushes and unwanted plants and should not be allowed to grow. It should be cleared in such a way that one should be able to see clearly from one end to the other just above the ground level.
 - c. All the grass/wild shrubs & unwanted plants so removed shall be dumped in a place identified by the Engineer in charge of Grid S/S and then lifted from the switchyard area as per the instruction of verifying officer. The Sub-station switchyard should be cleaned.
 - d. Inspection shall be done by the verifying officer who is to take up the matter regarding satisfaction cleaning of the switchyard.
 - e. The contractor will have to supply all types of T&P and other materials required for cleaning.
2. Anti-weed treatment: Anti-weed chemical should be sprayed in the metal as well as non metal area at least two times as per specified proportion. The contractor shall purchase the chemical as per recommendation of Engineer-in-charge/Paying Officer and deposit the same with SDO/Manager, concerned. Spraying of anti-weed chemicals in Sub-station area shall be done as per the direction and supervision of the verifying officer/inspecting officer. Specification of Chemical treatment: 200 ltr water for one acre area and mixing ratio of chemical compound with water is 25mltr : 1 ltr.

Sl. No	Name of the Grid	Description of area in sq.Mtr	
		Metallic area	Barren area
1	400/220/132/33KV, GSS, Lapanga	99755 sq.mtrs	74116 sq.mtrs
TOTAL AREA		99755 sq.mtrs	74116 sq.mtrs

PRICE SCHEDULE**“ONE TIME CLEANING & ANTI-WEED TREATMENT OF BOTH METALLIC & BARREN AREA OF THE SWITCHYARD AND PERIPHERAL AREA OF GRID SUB-STATIONS, LAPANGA UNDER EHT (O&M) DIVISION, LAPANGA”**

SL. No.	Description	Area in Sq.mtr.	Rate per Sq.mtr in RS.	Amount in Rs.
1	One time cleaning of grass including cutting of wild shrubs and then uprooting the grass in in the metal area along with anti-weed treatment of the switchyard and disposing the same as instructed by the site in charge.	99755	1.00	99755.00
2	One time cleaning of grass including cutting of wild shrubs and then uprooting the grass in in the Nonmetal area along with anti-weed treatment of the switchyard and disposing the same as instructed by the site in charge	74116	4.00	296464.00
3			Sub Total	396219.00
4			GST@ 18%	71,319.42
5			Grand Total (Sl.3+ Sl.4)	467538.42
			Or Say	467539.00

In words: (...Four lakhs Sixty Seven Thousand Five Hundred Thirty Nine.) Only

N.B:- The Firm may inspect the area to be cleaned at respective Grid S/S before quoting the price.

Signature of the Bidder with date

ANNEXURE – I
DECLARATION BY THE BIDDER

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

Date:
Place:

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	HT/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.	

Date:
Place:

Signature of the Bidder
with seal