



**ODISHA POWER TRANSMISSION CORPORATION LTD.**

**OFFICE OF THE GENERAL MANAGER ( ELECTRICAL)  
E.H.T. (O&M) CIRCLE, BURLA**

**TENDER SPECIFICATION**

**FOR**

**“SUPPLY OF DISTILLATION APPARATUS  
(i.e. DISTILLED WATER PLANT)”**

**FOR DIFFERENT GRID SUB-STATIONS**

**UNDER E.H.T (O&M) CIRCLE, BURLA**

**TENDER CALL NOTICE NO. 19/2012-13**

**PRICE- Rs 600/- + 5% VAT= Rs. 630/-**

**ODISHA POWER TRANSMISSION CORPORATION LTD.**  
*(A Government of Odisha Undertaking)*  
**O/O: GENERAL MANAGER, E.H.T. (O&M) CIRCLE, AT/PO – BURLA,**  
**DIST.: SAMBALPUR – 768017, TELE/FAX: (0663) 2430160**

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**TENDER CALL NOTICE No.- 19/ 12-13**

Sealed Tenders in prescribed proforma in duplicate are invited from Manufacturer/ authorized dealer and experienced supplier for supply of distillation apparatus (i.e. distilled water plant) for different Grid Sub-Stations under E.H.T. (O&M) Circle, Burla.

The Tender documents can be made available from the office of undersigned on written request having TIN and PAN on payment of non-refundable Rs. 600/- (six hundred) + 5% VAT only by cash (Non-refundable) at the cash counter of the aforesaid Office or demand draft drawn in favour of E.H.T. (O&M) Circle, OPTCL, Burla payable at Burla. Additional amount of Rs 100/-(Rupees one hundred) only may be paid for postal delivery of Tender documents. The undersigned shall not be held responsible for any postal delay.

The Tender must be accompanied by 1% (one percent) of the tendered value as EMD in shape of DD/ Pay order/ cash deposited in favor of E.H.T. (O&M) Circle, OPTCL, Burla, payable at Burla and will be opened in presence of Tenderers or their authorised representatives with original authorization letter. Incomplete tender and tender without EMD shall be rejected.

Date of sale of tender paper : 11.02.2013 to 26.02.2013 (During working hours)

Last date of receipt of tender paper: 27.02.2013 up to 1:30 PM.

Date of opening of Tender Paper: 27.02.2013 at 04:00 PM.

**d/-D.G.M.,EHT (O&M) Circle, Burla.**

**SECTION-I**  
**INSTRUCTION TO TENDERERS**

1. The Bidders must read in detail the “Instruction to Bidder” “General terms and conditions” and "Technical Specification" before filling the Tender Documents. This tender specification comprises of four sections.

**2. EXPERIENCE:-**

The bidders should have experience in supplying the similar type of materials as per the schedule of price earlier and may be given preference subject to fulfillment of tender condition and other criteria.

**3. TENDERS: -**

(a) Bidders must submit their bids in duplicate with original signature.

(b) Tender must be submitted in Sealed envelopes superscribed as “Tender against tender call notice No. 19/12-13 for supply of Distillation Apparatus and due on 27.02.13 for opening and addressed to General Manager E.H.T. (O&M) Circle, OPTCL, Burla.

(c) Tender shall be submitted either in person or by Registered Post with A.D. Any other means of delivery shall not be accepted. Detailed postal address with PIN, Phone No./ Fax No. must be mentioned in the application requesting for tender document and on the Tender bid. The Tender submitted in person is to be dropped in Tender Box. Tenders received after due date due and time will not be considered. The authority will not be responsible for receipt of tender after due date due to postal delay or any other reasons.

(d) Conditional offers will not be accepted.

**4. EARNEST MONEY DEPOSIT (EMD) :**

The Tender must be accompanied by 1% (One percent) of the Tendered Value (Grand total including all taxes) as EMD in shape of Cash deposited in cash section of this office/ Bank Draft drawn in favour of E.H.T. (O&M) Circle, OPTCL, Burla payable at Burla. The EMD of successful Tenderers will be released after payment of 90% cost of material with full taxes& duties on written request or after deposition of security deposit. The EMD of all unsuccessful Tenderers shall be refunded on written request after finalization of tender.

**5. FORFEITURE OF E.M.D: -**

(i) In the event the successful Tenderer fails to accept the order within 7 days or supply the materials as per requirement of technical specification within scheduled period, EMD so deposited shall be forfeited.

(ii) Any deviation from terms and conditions of the contract awarded may also lead to forfeiture of EMD without any notice.

**6. OPENING OF TENDERS:-**

a) Copy of TIN/ VAT Registration No. should be enclosed with the tender.

b) Bidders themselves or their authorised representatives (**possessing authorization letter in original**) shall be allowed to attend opening event of tenders. The original documents such as, PAN and valid VAT clearance certificate, VAT Regd. Certificate shall be brought for verification at the time of opening of tender failing which the tender is liable for rejection.

7. The purchaser may alter the quantities of materials at the time of placing orders. Orders may also be split up among more than one tenderer. Only those who have purchased the tender specification from this office can submit their tender. Tenders submitted by others will be rejected.

8. The Tenderers may please note that the word 'item' in the paragraph shall mean the materials a specified in the 'Tender Specification'. In case of any deviation, on technical / commercial aspects the decision of the purchaser shall be final and binding.

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

10. Tenders should be prepared clearly and without any overwriting and corrections. Erasures and other changes shall bear the dated initial or the person signing the tender.

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

12. In the event of discrepancy or arithmetical error in the schedule of price, the decision of the purchaser shall be final and binding of the tenderer.

13. The Tenderers shall be outright rejected if they do not comply with the following requirements.
- i) Tenderer should have purchased the relevant specification from the office of the General Manager E.H.T. (O&M) Circle, OPTCL, Burla and indicate the money receipt No. and date to this office.
  - ii) Tenders shall be submitted in person to any authorised person of the office of the undersigned or by registered post with A.D. which should be received before the closing of the scheduled time for receiving.
  - iii) Tenders shall not submitted telegraphically or by Fax.
  - iv) Tenders shall be accompanied with the prescribed Earnest money deposit.
  - v) Tenders shall be kept valid for a minimum of 180 days from the date of opening of the tender.
  - vi) Tenders shall be accompanied with legible Xerox copy of PAN card, valid VAT Regd. Certificate and valid VAT clearance certificate, which must be valid on the date of opening of the tender.
  - vii) Tenders shall not be conditional.
  - viii) In case of violation of conditions set forth and provided in Section I & Section II of the tender specification, tenders may be liable for rejection.
  - ix) In case of authorised dealer, necessary authorised dealership certificate should be submitted alongwith the tender duly issued by the manufacturer which should be valid on the date of opening of tender.

## SECTION-II

### GENERAL CONDITION OF CONTRACT

1. **SCOPE OF CONTRACT:** The scope of contract cover delivery of materials in good condition free on Rail/ Road transport to the consignee specified in Section-III.
2. **PRICE:** The price should be **firm** and FOR destinations Sambalpur Grid for Burla Division, Bolangir Grid for Bolangir Division and Tarkera Grid for Rourkela Division by rail/road transport. The price should be inclusive of packing, forwarding, freight, insurance charges and inclusive of excise duty, if any.
3. **TAXES AND DUTIES:** Taxes and duties if any will be paid extra as applicable at the time of delivery on production of documentary evidence.
4. **DELIVERY:** The materials shall be supplied within two months from the date of issue of purchase order. The purchaser however reserves the right to reschedule the delivery if required.
5. **VALIDITY:** 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. **INSURANCE:** Insurance of materials is to be done by the supplier at his cost. The responsibility of delivery of the materials at destinations in good condition rests with the supplier. Any claim with the insurance company Railway authority/Road transport authorities arising due to loss or damage in transit has to be settled by the supplier. The supplier shall undertake free replacement of materials damaged or lost during transit which will be reported by the consignee within 15 days of the receipt of the materials at destination without waiting for the settlement of the claims with the carriers and underwriters.
7. **DESPATCH INSTRUCTIONS:** The materials should be securely packed and dispatched by Rail/Road transport. Detailed instruction regarding dispatch of materials will be as per given below.

<b>Sl. No.</b>	<b>Name of the Division</b>	<b>Quantity</b>	<b>Name of the consignee</b>	<b>Name of the paying officer</b>
1	E.H.T. (O&M) Division, Burla	5 Nos.	S.D.O., T.L. Sub-Division, Sambalpur	A.G.M., E.H.T. (O&M) Division, Burla
2	E.H.T. (O&M) Division, Rourkela	3 Nos.	Manager, Grid Sub-Station, Tarkera	A.G.M., E.H.T. (O&M) Division, Rourkela
3	E.H.T. (O&M) Division, Bolangir	1 No.	S.D.O., Grid Sub-Station, Bolangir	A.G.M., E.H.T. (O&M) Division, Bolangir

8. **TERMS OF PAYMENT:** 90% of payment with full taxes and duties will be paid after delivery of materials subject to detailed verification thereof. Balance 10% will be kept as security deposit and will be released after 18 months of supply or 14 months from the date of use of the materials which ever is earlier.
9. **PENALTY FOR DELAY IN DELIVERY :** If the supplier fail to deliver the materials within the delivery period as stipulated under Clause No.4 (Section-II) of this tender document or any extension granted thereto, the purchaser shall recover from the supplier penalty for a sum of half percent (i.e. 0.5 percent) of the contract price of undelivered materials for each calendar week or part thereof of delay. However the total amount of penalty shall not exceed 5% (five percent) of the contract price. Materials will be deemed to have been delivered only when all its component parts are also delivered. If certain components are not delivered in time, the supply will be treated as delayed until such time the missing/undelivered parts are delivered.
10. **EXTENSION OF TIME:** If the delivery of materials are delayed due to reason beyond the control of supplier, the supplier shall without delay give notice to the purchaser in writing for an extension of time with detail justification. The purchaser on receipt of such notice may agree to extend the contract delivery date if reasonable but without prejudice to other terms and conditions of this contract.
11. **GUARANTEE PERIOD:** The materials shall be guaranteed for satisfactory operation and trouble free service for a period of 18 (eighteen) months from the date of supply or 14 (fourteen) months from the date of its use which ever is earlier. The above guarantee certificate shall be furnished in triplicate to the purchaser for his approval. Any defect if noticed during this period shall be replaced/ rectified free of cost provided such defects are traced due to bad materials used/ bad workmanship and faulty design, upon written notice from the purchaser. The materials so replaced will also cover the same guarantee clause.
12. **VAT CLEARANCE / VAT REGISTRATION CERTIFICATE & PAN CARD :** Legible Xerox copies of PAN Card, VAT clearance & VAT Registration Certificate, valid on the date of opening of the tender should be submitted along with tenders without which tender will be rejected at the time of opening. If required, the firm may be asked to produce original STCC & ITCC for verification. In case the bidders fail to produce the same or the documents are found not to be valid on the date of opening of the tender, their tenders will be rejected.

13. **SUBMISSION OF PROOF REGARDING MANUFACTURER'S CERTIFICATE/ AUTHORISED DEALERSHIP CERTIFICATE, PRICE LIST OF THE MANUFACTURER, PAST EXPERIENCE OF EXECUTION OF ORDER PERFORMANCE CERTIFICATE, TECHNICAL LITERATURE AND DRAWING :**

Attested legible Xerox copies of necessary manufacturer's certificate, should be furnished by the bidders. If required, the firms may be requested to produce such original certificates for verification. Past experience of execution of Purchase Order/ performance certificate for similar type of materials need to be furnished by the bidders. Legible Xerox copies of purchase orders placed by OPTCL, any other agency for similar type of materials need to be furnished alongwith the bid. The tender shall be accompanied with dimensional drawing and technical literature, leaflets, manuals if any.

14. **STANDARDS:** The materials offered shall confirm to relevant ISS.

15. **JURISDICTION OF COURT:** For the purpose of jurisdiction of Court in the event of dispute if any shall be deemed to have entered into any Court of law at Sambalpur 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.



**SECTION-III**

**SCHEDULE OF PRICE**

<b>Sl. No.</b>	<b>Description of the work</b>	<b>Quantity</b>	<b>Unit Rate (Including all taxes)</b>	<b>Total (Including all taxes)</b>
1	Distillation apparatus (i.e. distilled water plant)made of stainless steel suitable for preparing distilled water of capacity 4 Ltr./ Hour	9 Nos.		

(Rupees.....) only.

SIGNATURE WITH TENDERER WITH SEAL.

Detailed address of Correspondence  
With contact No.

**SECTION-IV**  
**ABSTRACT OF TERMS AND CONDITIONS**

(This pfororma should be filled with all information and should be furnished  
alongwith the tender)

1. Earnest money deposit (deposited in shape of Cash/ Bank Draft/ Pay Order /  
bankers Cheque) :
  - (a) Name of the Bank :
  - (b) Amount deposited:
  - (c) Bank Draft No. & Date:
  - (d) Detail address of  
Tenderer with Telephone No.
  - (e) Receipt No. with date  
if cash deposited
  
2. Validity of the bid for 180 days from the date of opening of tender : Yes/No
  
3. Nature of Price: Yes/No
  
4. Terms of Payment (Whether agreeable to OPTCL terms): Yes/No
  
5. Penalty (Whether agreeable to OPTCL terms): Yes/No
  
6. List of orders executed in hand for similar work during recent three years: Yes/No
  
7. VAT clearance certificate furnished : Yes/No
  
8. PAN furnished: Yes/No
  
9. VAT registration certificate furnished Yes/No

Date :

Signature of the Tenderer with Seal

Place :