



ODISHA POWER TRANSMISSION CORPORATION LTD.

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

TENDER SPECIFICATION

FOR

**SUPPLY OF REDUCING GEAR BOX OF 1200 AMP. CAPACITY
FOR 132 KV ISOLATOR (MANUAL) OF S&S MAKE
FOR 220/132 KV GRID SUB-STATION, TARKERA**

TENDER CALL NOTICE NO. 20/2012-13

**COST OF TENDER DOCUMENT: -
Rs. 2,000/- + 5% VAT.**

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

TENDER CALL NOTICE NO.- 20/12-13

Sealed Tenders in duplicate are invited by the undersigned from the manufacturer/experienced contractors / firms having valid license/Authorization certificate of Manufacturer, VAT clearance as well as I.T. PAN for supply of following materials:

Sl. No.	Name of the work	Quantity	Cost of Tender Paper
1	Supply of Reducing Gear box of 1200 Amp. capacity for 132 KV Isolator (manual) of S&S make for 220/132 KV Grid Sub-Station, Tarkera	10 Nos.	2000/- + 5% VAT

The tender document can be made available in the office of the undersigned on written request and payment of requisite amount (non-refundable) towards cost of Tender document by cash/pay order/Bank 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 document. The undersigned shall not be held responsible for any postal delay.

The bid must be accompanied with an amount equal to 1% (one percent) of the tendered value as EMD in shape of cash/pay order/ DD drawn in favour of E.H.T. (O&M) Circle, OPTCL, Burla, payable at Burla, and will be opened in presence of Tenderers or their authorised representatives possessing original authorisation letter. Incomplete Tender and Tender without EMD shall be rejected.

Date of Sale of Tender Paper: From 11.02.2013 to 27.02.2013 (During Office Hours)
Last Date of receipt of Tender Paper: 28.02.2013 up to 01.30 PM.
Date of Opening of Tender Paper: 28.02.2013 at 4.00 PM.

If the last date of receipt/opening of Tender falls on a Holiday, then the tender paper will be received/ opened in the next working days.

The undersigned reserves the right to accept or reject any or all tenders without assigning any reason thereof.

Sd/- G.M., E.H.T.(O&M) Circle, Burla

SECTION – I
INSTRUCTION TO TENDERERS

1. The bidders must read in detail the “Instruction to the Tenderers” & “General terms and conditions” and “Technical Specification” before filling the Tender documents.
2. **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. 20/12-13 due on Date: 28.02.13 up to 01.30 PM 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 AD. Any other means of delivery shall not be accepted. Detailed postal address with PIN No., Phone No./FAX must be mentioned on the Tender Bid. Tender received after due date and time due to postal delay or any other reason will not be considered.
 - (D) Conditional offers will not be accepted.
3. **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/ Bank Draft drawn in favour of E.H.T. (O&M) Circle, OPTCL, Burla payable at Burla. The EMD of successful Tenderers will not be adjusted towards security deposit and shall be refunded on written request after receipt of security deposit. The EMD of all unsuccessful Tenderers shall be refunded on written request after finalization of Tender. No interest will be paid on EMD.
4. **FORFEITURE OF E.M.D.:**
 - (a) In the event of the successful Tenderers fail to accept the order/ supply the materials as per the technical specification EMD/Security Deposit so deposited shall be forfeited;
 - (b) Any deviation from the terms and conditions of the contract awarded may also lead to forfeiture of EMD without any notice.
5. **INFORMATION OF COMPETITORS:**

Bidders have right to know information on competitors only at the time of opening of the bids. No further information on competitors shall be provided at any other point/ stage of the tender without prejudice to Right to Information Act'2005.
6. **OPENING OF TENDERS:**
 - a) Copy of up to date PAN card/VAT Registration No./VAT Clearance certificate should be enclosed with the Tender.
 - b) Bidders themselves or their authorised representatives (one person only possessing authorisation letter in original) shall be allowed to attend opening event of tenders. The original documents such as PAN and valid VAT clearance certificate shall be brought for verification at the time of opening of the tender failing which the tender is liable for rejection.

7. The purchaser may alter quantities of work at the time of placing orders. Orders may also be split up among more than one tenderer, if necessary. 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 as specified in the 'Tender Specification'. In case of any deviation on technical/commercial aspects, the decision of the purchaser shall be final
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 of the person signing the tender.
11. 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.
12. For evaluation, the price mentioned in words shall be taken as final if there is any difference in figure and words in the price bid.
13. The tenderers are advised to physically inspect the 132 KV reducing gear box at Tarkera Grid Sub-Station before submitting their bids.
14. The tenders shall be out rightly rejected if they do not comply with the following requirements.
 - i) Tenders should have purchased the relevant specification from the office of the General Manager, E.H.T. (O&M) Circle, Burla, and indicate the money receipt No. and date to this office.
 - ii) Tenders shall be submitted in person or by Registered post with A.D. which should be received before the opening of Tender as specified in the tender call notice.
 - iii) Tenders shall not be submitted telegraphically or by FAX.
 - iv) Tenders shall be accompanied with 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 IT, PAN Card, valid VAT registration certificate/VAT clearance certificate which must be valid on the date of opening of the Tender.
 - vii) The tender shall not be conditional.
 - viii) In case of Violation of conditions set forth and provided in Section-I and Section-II of the tender specification tenders may liable for rejection.
 - ix) The tenderers should submit their documents in support of experience regarding such supplied earlier under OPTCL/Govt./ Pvt./ Public undertaking.
 - x) In case of authorised Dealer, necessary valid authorisation certificate should be submitted by the Tenderer along with the Bid.

SECTION – II
GENERAL CONDITION OF CONTRACT

1. **SCOPE OF CONTRACT:** The scope of contract consists of Supply of Reducing Gear box of 1200 Amp. capacity for 132 KV Isolator (manual) of S&S make for 220/132 KV Grid Sub-Station, Tarkera.
2. **PRICE:** The price should be firm and should be inclusive of packing, forwarding, freight, insurance charges and inclusive of excise duty & VAT if any.
3. **DELIVERY PERIOD:** The materials should be supplied in complete shape within 3 (three) months from the date of issue of work order. However the purchaser reserves the right to reschedule the delivery period, if required.
4. **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.
5. **TERMS OF PAYMENT:** 100% Payment with taxes and duties will be paid after supply of materials in all respect subject to inspection and detailed verification thereof & availability of funds from Headquarter office.
6. **PENALTY FOR DELAY IN SUPPLY:** If the contractor fails to supply the materials within the schedule period as stipulated under Clause No. 3 (Section-II) of this Tender document or any extension granted thereto, penalty for a sum of half percent (i.e. 0.5 percent) of the contract price of balance works should be recovered from the firm for each calendar week or part thereof of delay. However, the total amount of penalty shall not exceed 5% (five percent) of the contract / value.
7. **EXTENSION OF TIME:** If the delivery of materials is delayed due to reason beyond the control of firm, the firm shall without delay give notice to the ordering authority in writing for an extension of time with detail justification. The authority on receipt of such notice may agree to extend the delivery date if reasonable, without prejudice to other terms and conditions of this contract.
8. **GUARANTEE PERIOD:** The materials shall be guaranteed for satisfactory operation and trouble free service for a period of at least 12 (twelve) months from the date of operation after repair. The above guarantee certificate shall be furnished in triplicate to the ordering authority 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.
9. **VAT REGISTRATION/ VAT CLEARANCE CERTIFICATION AND PAN CARD:** Legible Xerox copies of PAN Card, VAT registration certificate, VAT clearance certificate valid on the date of opening of the Tender should be submitted along with tenders without which Tender will be rejected. If required, the firm may be asked to produce originals for verification. In case the bidders who 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.

10. The tenderers have to submit the Xerox copies of their valid HT/HV license alongwith bid.
11. **SECURITY DEPOSIT:** Security Deposit amounting to 10% of the contract value shall be deposited within 15 days (fifteen days) of placement of Purchase order in shape of Cash/DD from a Nationalized bank drawn in favour of Paying Officer/ General Manager (Elecl.) E.H.T. (O&M) Circle, Burla which will be refunded after satisfactory completion of the Guarantee period on written request without bearing any interest. In the event of any breach or default in all or any condition of purchase order security deposit will be forfeited.
12. **PAYING OFFICER:-**A.G.M., E.H.T. (O&M) Division, Rourkela.
13. **CONSIGNEE :** Manager, 220/132 KV Grid Sub-Station, Tarkera
14. **JURISDICTION OF COURT:** In case of any dispute arising between the ordering authority and the firm/contractor, either party can take shelter in the court of law at Sambalpur in the State of Odisha.
15. **QUANTITY VARIATION:** The quantity to be ordered may undergo revision at the time of placement of orders.
16. **SITE VISIT:** The bidders are requested to have a site visit prior to submission of bid.
17. **SUBMISSION OF LITERATURE:** The bidders are required to submit the detailed literatures and specification of S&S make towards supply of above materials alongwith the bid documents.

SECTION – IV
PRICE SCHEDULE

**SUPPLY OF REDUCING GEAR BOX OF 1200 AMP. CAPACITY FOR 132
KV ISOLATOR (MANUAL) OF S&S MAKE**

Sl.No.	Description	Quantity	Unit Rate (Rs.)	Total
1	Supply of Reducing Gear box of 1200 Amp. capacity for 132 KV Isolator (manual) of S&S make	10 Nos.		

(Rupees.....) only.

SIGNATURE OF TENDERER WITH SEAL

SECTION – V

ABSTRACT OF TERMS AND CONDITIONS

(This Proforma should be filled with all information and should be furnished along with the Tender)

1. Earnest Money Deposit (deposited in shape of cash/Bank Draft/Pay order)
 - a) Name of the Bank :
 - b) Amount Deposited :
 - c) Bank Draft No. and Date :
 - d) Money Receipt No., Date & Amount :
(if deposited in cash)
2. Validity of the bid for 180 days from the date of opening of Tender : YES/NO
3. Nature of Price: Firm/Variable
4. Terms of Payment (Whether agreeable to OPTCL terms) : YES/NO
5. Security Deposit (Whether agreeable to OPTCL terms) : YES/NO
6. Penalty (Whether agreeable to OPTCL terms): YES/NO
7. List of orders executed/in hand for similar works : YES/NO
8. PAN furnished : YES/NO
9. VAT Registration certificate furnished : YES/NO
10. VAT clearance certificate furnished : YES/NO
11. Manufacturer/Valid Authorised dealer certificate furnished: YES/NO
12. Price list and technical literatures furnished : YES/NO

(Strike off whichever is not applicable)

**Signature of the Tenderer with Seal
& Detail address for correspondence.**