



ODISHA POWER GENERATION CORPORATION LTD.
IB THERMAL POWER STATION

PURCHASE DEPARTMENT UNIT 3&4
AT/PO: BANHARPALI

DIST.JHARSUGUDA-768234 (ODISHA), INDIA

Tel. No. 06645 222288

REF: TENDER ENQUIRY NO. ITPS/UNIT 3&4/2017-2018/074

DT. 22/09/2017

LAST DATE & TIME OF RECEIPT OF TENDER		Date & Time of Opening of Tender		E.M.D.IN RS.	TENDER COST IN RS.
DATE: 04th October 2017	UP TO 15.00 HOURS	DATE: 04TH OCTOBER 2017	UP TO 15.30 HOURS	37000	5900 INCLUDING GST

Sealed tenders in duplicate super scribing "Tender Enq.No: - 074/ 2017-18 due on 04th October 2017 are invited for supply and delivery of the following items to Ib thermal Power Station. The instruction to renderers is given overleaf.

S.N	DESCRIPTION OF THE MATERIAL	QTY.
1	HP LASER JET PRO MFP 128 FN BLACK & WHITE NETWORK PRINTER	05 NOS
2	LAPTOP COMPUTER: MAKE: LENOVO E470/DELL LATITUDE 3460, SPECIFICATION: INTEL CORE I5-7 TH GENERATION UPTO 3.10GHZ, 500GB, SATA@7200 RPM, 4GB DDR3, WINDOWS 10 PRO, 1XVGA, 1XUSB 3.0, 2XUSB 2.0, 1XHDMI, RJ45, 6 CELL BATTERY, 14.0" HD(1366X768) ANTI GLARE WLED BACKLIT ALONG WITH BACKPACK INCLUDING 3 YEAR ONSITE WARRANTY AND WIRELESS MOUSE (LOGITECH/DELL/LENOVO). PREPRINTED LOGO OF OPGC ON THE MIDDLE OF THE TOP OF COVER.	20 NOS
3	DESKTOP COMPUTER: MAKE: LENOVO EDGE V310/DELL OPTIPLEX 3046, SPECIFICATION: INTEL CORE I3-7 TH GENERATION UPTO 3.40GHZ, 1 TB, SATA@7200 RPM, 4GB DDR3, WINDOWS 10 PRO, 1XVGA, 1XUSB 3.0, 2XUSB 2.0, 1XHDMI, RJ45, 19.5" LED MONITOR WITH KEY BOARD AND MOUSE INCLUDING 3 YEAR ONSITE WARRANTY. WITH BLUETOOTH AND WIFI.	30 SETS
4	PROFESSIONAL BACKPACK, MAKE: LENOVO/HP/DELL	25 NOS
5	WIRELESS MOUSE FOR LAPTOP WITH DONGLE & BATTERY: MAKE: LOGITECH/DELL/LENOVO	25 NOS
6	HP M177FW MFP ALL IN ONE COLOUR LASERJET PRINTER	03 NOS
7	HP PRO CP1025 ALL IN ONE COLOUR LASERJET PRINTER	02 NOS
8	MICROSOFT OFFICE 2016 STANDARD (PAPER LICENSE ONLY)	50 NOS
9	LASER PRINTER, HP1020PLUS/CANON 2900B B&W MONOCHROME NETWORK PRINTER	10 NOS
10	DELL LATITUDE E6440 BATTERY WITH 1 YEAR WARRANTY	10 NOS
11	1 TB PORTABLE USB HARDDISK WITH CASING AS EXTRA -3.5", MAKE: SEAGATE EXPANSION	05 NOS

Further please note to submit your offer considering GST provision and its related input tax credit benefits to be passed on to OPGC

- Bidder should have fully fledged manufacturing / authorized for particular tender/ Dealer set up for supplying the tendered item.
- Vendors are requested to kindly furnish your PAN, GST No.
- Bank Mandate form to be submitted to make your payment through RTGS/NET.
- Rate will be valid for the 1 year from date of award of contract. Repeat order can be placed as per requirement of the OPGC.
- Delivery: Within 2 weeks from the date of P.O. placement of individual purchase order.

- Vendors are requested to send their **sealed offer** subscribing the tender number, date and due date on the envelope. Mail offer may not consider at the time of price opening.
- Vendors are requested to submit their seal offers at our office by sending through FIRST FLIGHT COURIER TO JHARSUGUDA BRANCH, PIN- 768 201 / SPEED POST/REGISTER POST.
- OPGC reserves the right to accept / reject any or all tenders, split up the scope among eligible bidders or cancel the tender altogether without assigning any reason thereof.

Price offered should be of for destination (our site) including freight charge, ib thermal power station, p & f, insurance except GST which is to be extra are to be indicated in terms of percentage of basic price or will be loaded maximum while comparing. Offer may not consider without EMD. Please **enclose product catalogue & company price list, offer will remain** valid for a period of 180 days from the date of tender opening. TDS @20% should be deducted from your bill in case of non-submission of PAN details.

Thanking you

Yours faithfully
AGM-(SCM)

GENERAL INSTRUCTIONS

- 1.0 EACH QUOTATION SHOULD BE SENT IN PROPERLY SEALED ENVELOPE ADDRESSED TO THE (PROCUREMENT & CONTRCATS DEPT.)- UNIT 3&4, BINAYBRATA MAHAPATRA, IB THERMAL POWER STATION, BANHARPALI, DIST. JHARSUGUDA, PIN: 768234. THE ENVELOPE SHOULD BEAR THE TENDERER'S DISTINCT RUBBER STAMP. TENDER NO. _____ DUE ON DT. _____ SHOULD INVARIABLY BE GIVEN ON THE COVER.
- 2.0 IN CASE OF ITEMS OF SPECIFIC MAKE, ONLY MANUFACTURERS AND THEIR ACCREDITED AGENTS/STOCKIEST/AUTHORIZED DEALERS ARE ENTITLED TO QUOTE. FOR THIS THEY SHOULD SUBMIT AN ATTESTED COPY OF THE PRINTED PRICE LIST ALONG WITH TENDER.
- 3.0 THE TENDERS SUBMITTED MUST BE FREE FROM OVER WRITINGS OR EROSIONS. CORRECTIONS & ADDITIONS IF ANY MUST BE ATTESTED. INCOMPLETE TENDER SHOULD NOT BE SUBMITTED. TENDERS RECEIVED AFTER DUE DATE OF OPENING WILL NOT BE ENTERTAINED.
- 4.0 THE REQUIRED EMD IN SHAPE OF DD DRAWN IN FAVOUR OF "ORISSA POWER GENERATION CORPORATION LIMITED" PAYABLE AT SBI, IB THERMAL POWER STATION, BANHARPALI, CODE NO.9510 SHOULD INVARIABLY BE ENCLOSED WITH THE TENDER.
- 5.0 THE OFFER GIVEN MUST REMAIN VALID FOR A PERIOD OF 180 DAYS FROM THE DATE OF OPENING OF BID.
- 6.0 RATE WILL BE VALID FOR 1 YEAR FROM DATE OF AWARD OF CONTRACT.
- 7.0 MANUALS/PAMPHLETS/LEAFLETS AND DRAWINGS ILLUSTRATING TECHNICAL DETAILS/YEAR OF MANUFACTURE, MAKERS NAME, COUNTRY OF ORIGIN MUST BE ENCLOSED WITH THE TENDER, SAMPLE IF REQUIRED SHOULD BE SUBMITTED ALONG WITH TENDER.
- 8.0 THE PRICE QUOTED SHOULD BE FIRM AND DELIVERY F.O.R. DESTINATION INCLUSIVE OF PACKING, FORWARDING, TRANSPORTATION AND INSURANCE CHARGES EXCEPT GST WHICH IS TO BE EXTRA AS ACTUAL.
- 9.0 ACTUAL/PERCENTAGE OF SALES TAX/EXCISE DUTY LEVIABLE AND DECLARED TO BE CHARGED SHOULD BE DISTINCTLY SHOWN ALONG WITH PRICE QUOTED. WHERE IT IS NOT MENTIONED CLAIMS FOR PAYMENT OF SALES TAX AND EXCISE DUTY SHALL NOT BE ENTERTAINED ON ANY GROUND. SALES TAX REGISTRATION NUMBER MUST BE INDICATED INVARIABLY.
- 10.0 THE TENDERER SHOULD BE ABLE TO COMPLETE DELIVERY WITHIN 2 WEEKS FROM THE DATE OF RECEIPT OF PURCHASE ORDER.
- 11.0 THE TENDERER SHOULD BE AGREEABLY TO OUR PAYMENT TERMS I.E 100% WITHIN 30 DAYS OF RECEIPT AND VERIFICATION OF MATERIALS AND INSTALLATION WITH CONFIGURATION OF THE SAME.

- 12.0 QUALITY OF MATERIALS TO BE SUPPLIED SHOULD BE BRAND NEW, FREE FROM ALL FLAWS, GOOD FINISH AND SHOULD BE AS PER TECHNICAL SPECIFICATION AND RELEVANT TO IS SPECIFICATION.
- 13.0 THE TENDER MUST ACCOMPANY PHOTO COPY OF LATEST & VALID INCOME TAX CLEARANCE CERTIFICATE & SALES TAX CLEARANCE CERTIFICATE WITHOUT WHICH TENDER WILL BE REJECTED.
- 14.0 DESTINATION MEANS CENTRAL STORES, IB THERMAL POWER STATION, BANHARPALI.
- 15.0 WHENEVER TENDERERS HAVE ENTERED INTO RATE CONTRACT WITH DGS&D OR EPM, THE WILL INDICATE THE SAME IN THEIR TENDERS AND SUBMIT A COPY OF RATE CONTRACT AS A PROOF OF CLAIM.
- 16.0 THE QUANTITY INDICATED IN THIS ENQUIRY IS PROVISIONAL AND SUBJECT TO CHANGE.
- 17.0 SUPPLIER HAVING PAST EXPERIENCE OF SUPPLYING SIMILAR ITEMS TO OTHER THERMAL POWER STATIONS MAY SUBMIT A PHOTO COPY OF THE P.O. ALONG WITH THE QUOTATION.
- 18.0 THE UNDERSIGNED RESERVES THE RIGHT TO ACCEPT/REJECT ANY OR ALL THE TENDER WITHOUT ASSIGNING ANY REASON THEREOF.
- 19.0 PENALTY FOR DELAY IN DELIVERY: - THE VENDOR IS LIABLE TO PAY PENALTY AT THE RATE OF 0.5 % OF THE COST OF UNDELIVERED MATERIALS PER WEEK OR PART THEREOF SUBJECT TO MAXIMUM 05 % OF THE COST OF UNDELIVERED MATERIALS. IF DELAY IS BEYOND 10 WEEKS OR LESS DEPENDING UPON THE REQUIREMENT, THE BUYER RESERVE THE RIGHT TO CANCEL THE P.O. AND COLLECT THE MATERIALS FROM ANY OTHER SOURCE AT THE RISK OF ORIGINAL SUPPLIER WITHOUT MAKING ANY REFERENCE TO HIM. THE ADDITIONAL FINANCIAL INVOLVEMENT OCCURS IF ANY FROM PROCURING OTHER SOURCE SHALL BE RECOVERED FROM YOU.

20.0 PREPARATION OF BID:

The bidder(s) shall submit the bid in two part, namely-

- I) Techno commercial Bid and
- II) Price bid

PART-I: TECHNO-COMMERCIAL BID

A complete set of original Tender documents as issued to the Bidder duly filled in as prescribed in different clauses of the Tender documents with signature & stamp in all pages as token of unconditional acceptance shall constitute Techno-commercial Bid.

The bidder shall enclose the following documents in this bid.

- a) Crossed demand draft for requisite amount drawn in favor of Odisha power generation corporation ltd. in the manner prescribed above towards the earnest money and tender cost without which the tender will be summarily rejected.

Note: if required additional sheet may be used to furnish all above information but in the format provided in general conditions of contract.

The techno-commercial bid with all its enclosures as mentioned should be put in an envelope, sealed & super scribed as “techno-commercial bid”. This envelope must contain name of the work, nit no., due date of opening and name & address of the bidder on bottom left hand corner of the cover.

PART-II: PRICE BID

Kindly submit the Price bid in a different envelope as mentioned in the table above.

Price bids of only those bidders will be opened who meet as per qualification criteria given below. The Owner shall not entertain any correspondence with any Bidder in relation to the acceptance or rejection of any Price Bid.

QUALIFYING CRITERIA

1. The Bidders should have supplied any similar items in Academic institute Or Govt. or Semi Govt. organization Or Corporate or any Private Organization within last seven years. Bidder shall support his credentials through order copy with an order value as follows:
 - a) Single Order Value not less than Rs. 30 Lakhs
OR
 - b) Two Order Value not less than Rs. 18.5 Lakhs
OR
 - c) Three Order Value not less than Rs. 15 Lakhs.
2. Average Annual financial turnover during last three years (i.e. 2014-15, 2015-16 and 2016-17) should be Rs.11 Lakhs or more. Audited Balance Sheet and profit & Loss A/C must be submitted along with the Techno-commercial Bid.

AGM- (SCM)