



BID DOCUMENT

Name of work: "Fire tender service & supervision contract (Two Parts)"

CONTENTS

Description	No. of Pages
Copy of Notice Inviting Tender (NIT)	01 Page
Information to Bidders	02 Pages
General Conditions of Contract	05 Pages
Qualification Criteria	01 Page
Job Descriptions & Special Conditions	04 Pages
Un priced Bill of Quantity	01 Page
Rules for E-Reverse Auction	02 Pages
BG format in lieu of DD for EMD	01 Page

ODISHA POWER GENERATION CORPORATION LTD. Unit# 3&4
Ib Thermal Power Station, Banaharpali, Jharsuguda – 768234
(ODISHA)

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ODISHA POWER GENERATION CORPORATION LIMITED
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NOTICE INVITING TENDER

NIT No. [ITPS/Unit 3 & 4/19-20/099](#) Date: [24/07/2019](#)

Separate Sealed bids in the prescribed format are invited from bona fide and financially sound reputed Agencies / Registered Firms/Companies for execution of the following works at [2X660 MW IB Thermal Power Station, Banaharpali](#).

SI	Name of the work	Tender Cost (Rs.)	EMD (Rs.)	Contract Period	Sale of Tender document	Date of receipt & submission /Opening of technical Bid
1.	"Fire tender service & supervision contract (Two Parts)"	Rs.5,600/- (Inclusive of GST)	Rs.30,000/-	01 (One) Year	24/07/2019 to 11/08/2019 (Hard & Soft copy only)	Up to 3:00 PM on 12/08/2019 3:30 PM onwards on 12/08/2019

NB: a) Bidders having the requisite qualifying requirements specified in the bid document shall only be considered for the work.

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

Cost of bid document (non-refundable) shall be paid by Demand Draft in favour of OPGC Ltd. drawn on State Bank of India (Code-9510) / Andhra Bank (Code-0662) / Central Bank of India (Code-283899) payable at ITPS, Banaharpali. Cost of bid document shall have to be submitted along with the bid and the DD towards the tender cost (separate from EMD) should be prepared on or before the last date of sale of tender, otherwise the bid shall be liable for rejection. In case of any discrepancy found between tender document submitted by the agency and the master copy in our office, the latter should prevail. No claim on this account shall be entertained. Complete and signed sealed bids in hard copy form only shall be received at Contract Cell, ITPS. Bids shall be opened at Contract Cell, ITPS in the presence of the bidders or their authorized representatives, if present at the time of opening. If the last date of issue / receipt / opening happens to be a HOLIDAY/office closed, the tender will be issued/ received / opened at the respective time on the next working day. The photocopies of all the supporting documents required for participating in the tender mentioned in NIT/Tender paper shall be submitted along with the bid; otherwise the bid is liable for rejection. Bids without EMD will be rejected outright.

Bids received after stipulated date & time shall not be entertained. OPGC shall not take any liability on account of any postal/courier delay. OPGC reserves the right to accept / reject any or all tenders, seek additional clarifications, split up the scope among eligible bidders or cancel the tender altogether without assigning any reasons thereof.

N.B: For further details & downloading of Tender documents, please visit our web site www.opgc.co.in.

Important: Agenda/Corrigenda/ Extensions, if any, will be notified on the OPGC website only and will not be published in any other media. Bidders are requested to visit our website regularly for any amendment of the present bid till finalization of bidding process.

Sd/- AGM- SCM

SAFE & CLEAN POWER IS OUR COMMITMENT



Information to Bidders

- 1) The bids complete in all respect must be submitted in a sealed envelope super scribed with tender enquiry number, name of the work and due date of opening. Both the Techno-commercial & Price Bid in separate sealed cover shall be put in a sealed third envelope. **The bid documents are not transferable.** The bidder must submit the following along with the bid:
 - a) EMD of requisite amount as per NIT shall be put in a sealed envelope separately:
 - i) All Micro & Small Enterprises (MSEs) who are registered with DIC/KVIC/KVIB/Coir Board/NSIC/DHH/ Udyog Aadhar Memorandum are eligible to get the benefit of exemption from payment of EMD & Tender cost and to get the exemption, the participating bidders have to obtain/register as MSME for the specific service/supply of goods/both.
 - ii) To get the exemption of EMDs & tender fee, the party has to make an application to the head of supply chain management (SCM) who is conducting tendering process along with proof of documents regarding eligibility of the exemption at least 2 days before the last day of bid submission. The HOD after due examination will allow to participate without submission of EMD& tender fee & the same has to be communicated to bidder in writing.
 - b) Photocopies of Provident Fund Registration certificate, Income Tax PAN and GST certificate.
 - c) Bid documents duly signed & stamped in all pages as a token of acceptance.
 - d) In case of bidders submitting the documents downloaded from OPGC web site, the cost of bid documents (as per NIT) must be submitted (separately from EMD) in the form of Demand Draft. **The draft towards cost of bid documents must be drawn on or before the last date of sale of bid documents.**
 - e) Original price bid duly filled in, signed & stamped on each page shall be submitted. Any price breakup (if required) must be submitted separately. The rates offered by the bidder shall be clearly written in English (clearly hand written or typed) both in words and figures and shall be free from any aberrations, deletions, corrections and overwriting. In case of any illegibility of the offer submitted by bidder the interpretation by OPGC shall be final and binding on the bidder. Insertion, postscript, addition and alteration shall not be accepted after submission of the bid.

Note:Tenders submitted without the above requirements shall be liable for rejection.

- 2) Bidders are advised to submit the tender based strictly on the terms and conditions and specifications contained in the tender documents and not stipulate any deviations in normal case.
- 3) **OPGC will award the contract to the successful bidder whose bid (offered/evaluated) has been found the lowest i.e. on L-1 basis.**
- 4) OPGC reserves the right to evaluate the quotation on such deviations having financial implications by adding the cost determined by OPGC.
- 5) Wherever it is mentioned in the specification that the contractor shall perform certain work or provide certain facilities, it is understood that the contractor shall do so at his own cost.
- 6) Before quoting the rates the Bidder should go through the specifications, scope of work, special condition of contracts etc. and get himself fully conversant with them. The bid should include cost of mobilization and cost to adhere to all **safety norms as described in the tender.** No relaxation or request for revision of quoted/accepted rates shall be entertained subsequent to the opening of bid on account of mobilization or Safety costs.
- 7) The details of items in the price schedule shall be read in conjunction with the corresponding technical specifications. Items of work provided in the price schedule but not covered in the technical specifications shall be executed strictly as per instructions of Engineer in charge.
- 8) The Bidders shall quote rates inclusive of the complete cost towards consumables, tools and tackles, equipments, labour, levies, taxes and duties if any, **all safety PPE's as per OPGC norms to all workmen**, rectification, maintenance till handing over, supervision overheads, profits and all incidental charges not specifically mentioned but reasonably implied and necessary to complete the work according to contract.
- 9) OPGC reserves the rights of accepting the whole or any part of the tender and bidder shall be bound to perform the same at their quoted rates.

GENERAL CONDITIONS OF CONTRACT



ODISHA POWER GENERATION CORPORATION LIMITED
7TH. FLOOR, ZONE – A, FORTUNE TOWERS,
CHANDRASEKHARPUR, BHUBANESWAR – 751 023
(ODISHA)

- 1.** Tenders are invited on behalf of the OPGC Ltd. for the work "Fire tender service & supervision contract (Two Parts)".
- 2.** The Tender & rates shall be in the prescribed form provided by OPGC.
- 3.** The works are required to be carried out for **01 year**.
- 4.** Normally Bidders having corresponding class of license, PF Code, Service Tax code, valid IT PAN & GST IN, expertise for the work required to be executed and financial capacity will be considered.
- 5.** The person who floats the NIT shall be the Accepting Authority herein after referred to as such for the purpose of this Tender.
- 6.** Applications for issue of tender documents shall be submitted to Accepting Authority so as to reach his office not later than **dt.12/08/2019**.
- 7.** A Bidder shall possess IT PAN, PF Registration certificate and GST IN.
- 8.** Tender documents consisting of plans, drawings, specifications, Schedule(s) of Quantities / Price Schedule of various classes of work to be done, the Conditions of Contract and other necessary documents.
- 9.** A Bidder should quote his rates in figures as well as in words. The amount for each item should be worked out and the requisite totals given. Special care shall be taken to write rates in figures as well as in words, and the amounts in figures only in such a way that interpolation is not possible. The total amount shall be written both in figures and in words. In case of figures, the words 'Rs.' should be written before the figure of rupees and the words 'Paise' after the decimal figures, e.g. Rs.2.15 P. In case of words, the words 'Rupees' should precede and the words 'Paise' should be written at the end. Unless the rate is in whole rupees and followed by the word 'Only' it should invariably be up to two places of decimal.
- 10.** In the case of item rate Tenders, only rates quoted shall be considered. Any tender containing percentage below / above the schedule of rate quoted is liable to be rejected. In case of lump sum tenders, only quoted amount shall be considered.
- 11.** Any Bidder for the works shall not be witness in the Bid of any other Bidder for the same works. Failure to observe this condition shall render the Tender of the Bidder tendering as well as of those witnessing the Tender liable for rejection.
- 12.** Tender shall be received up to **3.00 P.M** of **dt. 12/08/2019** and shall be opened at **3.30 P.M on 12/08/2019** in presence of those Bidders or their duly authorized representatives who may like to be present.

- 13.** The Tender shall be accompanied by Earnest Money @ Rs 30,000.00. The Earnest Money offered shall be in shape of Demand Draft/Pay Order/Bank Guarantee (BG as per attached format & shall be valid for 06 months) in favor of ODISHA Power Generation Corporation Ltd. drawn on State Bank of India (Code-9510) / Andhra Bank (Code-0662) / Central Bank of India (Code-283899).
- 14.** The Tender shall be accompanied with letter of undertaking on non-judicial stamp paper of appropriate value in the prescribed format.
- 15.** The Earnest Money shall be made payable without any condition/demure to the Owner on demand. The Earnest Money shall be valid for a period of 03 (Three) calendar months from the date of opening of the bid
- 16.** In consideration of the Owner opening and considering the Tender for purpose of award of Contract, the Bidder shall keep his Tender valid for a period of **Ninety (90) days** from the date of opening of the Tender, during which period the Bidder agrees not to vary, alter or revoke his Tender either in whole or in part. If the Bidder however, fails to keep his Tender valid for **Ninety (90) days** or varies its terms and conditions during the said period then the Owner shall be entitled to forfeit the Earnest Money amount without any notice or proof of damages etc. The Bidder shall submit his Tender as required in the Tender documents along with letter of undertaking in the proforma enclosed herewith.
- 17.** The Earnest Money of all unsuccessful Bidders will be returned within thirty (30) days after the award of the Contract.
- 18.** Any Tender not accompanied with Earnest Money in accordance with aforesaid provisions shall be rejected by the Owner as non-responsive Bid.
- 19.** No interest will be payable by the Owner on the said amount covered under Earnest Money / other security deposits.
- 20.** On finalization of Tender, Earnest Money deposited in form of DD of successful Bidder will be treated as part of the initial security at the option of the said Contractor or shall be returned to the successful bidder at his option.
- 21.** A Bidder shall submit the Tender which satisfies each and every condition laid down in this notice and other tender documents, failing which the Tender will be liable to be rejected.
- 22.** The ODISHA Power Generation Corporation Ltd. do not bind themselves to accept the lowest or any tender or to give any reasons for their decision. The Owner reserves the right to allow the Public Sector Undertakings price preference facilities as admissible under existing Govt. policy. The prospective Bidders may apprise themselves of the relevant Govt. notification in this regard before submission of their bid. The ODISHA Power Generation Corporation Ltd. reserves the right of accepting the whole or any part of the Tender or split the total scope of work among eligible Bidders and Bidder (s) shall be bound to perform the same at his/their quoted rates.
- 23.** Except GST, Work Contract Tax or any other tax on materials in respect of this Contract shall be payable by the Contractor except service tax which shall be extra as applicable.
- 24.** The right to accept the Tender rests with the Owner. The Owner further does not bind himself to accept the lowest tender and reserves the authority to reject any or all the Tenders received without assigning any reason whatsoever. The whole work may be split up between two or more Contractors or accepted in part (not entirely) if considered expedient. The rates shall be the lowest/negotiated for such eventualities. Tenders in which any of the particulars and prescribed information is missing or incomplete in any respect and/or the prescribed conditions are not fulfilled are liable to be rejected. The decision of the Owner in respect of the above shall be final and binding on the Bidders.
- 25.** In case Contractor's labour go on strike with advance notice as per rule, it is responsibility of the Contractor to mobilize such manpower from their other sites or otherwise and continue the work so that execution of Contract is not affected. In such an event, the failure to perform shall lead the Owner to get the work done by any other agency, but at the cost & risk of the Contractor. Further, the Contract shall be terminated with seven (7) days' notice in O&M Contract and the Contractor may be debarred from participating in any future Bid in OPGC Ltd. In case of construction work, non-adherence to schedule shall lead to cancellation of Contract or imposition of penalty at the discretion of the Engineer-in-charge. If the labours go on strike without prior notice, the situation shall be treated as force majeure provided nonperformance is for a reasonable period only. If the

situation is beyond reasonable control of the Contractor but has taken appropriate steps as a man of common prudence would have taken in his own case, Owner may consider in case to case basis to either terminate the Contract or otherwise get the work done by other means but at the cost & risk of the Contractor. Only events of such illegal strike, which make the performance impossible at the time of occurrence and for a considerable time period for mobilization, shall be considered as force majeure.

The period of Contract shall be specified in the Special Conditions of Contract. The Contract period shall reckon from the date of issue of LOI. OPGCL reserves the right to withdraw any item(s) of works from the scope by serving a 7 days' notice to the Contractor without giving any reason for the same and take up the job departmentally or otherwise if performance of Contractor is found to be unsatisfactory. Value for the items of work thus withdrawn shall not be payable by the Owner. The Contractor shall not claim any compensation on this account.

The period of Contract may be extended with mutual consent if the delay is beyond the control of Contractor at the discretion of the Engineer-in-charge.

26. SUSPENSION OF WORKS:

The Contractor shall, on receipt of the order in writing of the Engineer-in-charge, suspend the progress of the works or any part thereof for such time and in such manner, as the Engineer-in-charge may consider necessary for any of the following reasons:

- i) On account of any default on part of the Contractor; or
- ii) For proper execution of the works or part thereof for reasons other than the default of the Contractor;

In any of the above cases the Contractor shall properly protect and secure the works to the extent necessary and carry out the instructions given on that behalf by the Engineer-in-charge during such suspension period.

27. The Contractor shall employ labour in sufficient numbers to maintain the required rate of progress / attend the repair-maintenance on its occurrence and of quality to ensure workmanship of the degree specified in the Contract and to the satisfaction of the Engineer-in-charge. The Contractor shall not employ in connection with the works any person who has not completed his/her eighteen years of age.

28. The Contractor shall in respect of labour employed by him or his subcontractors comply with or cause to be complied with the Contractors Labour Regulations.

29. At present Employees State Insurance (ESI) Act is not applicable to IB TPS but may be extended at any time. In case of enforcement of the scheme, the Contractor shall be liable to pay his contribution and the employees contribution to the State Insurance Scheme in respect of all labour employed by him for the execution of the Contract, in accordance with the provision of "The Employees State Insurance Act, 1948" as amended from time to time. In case, the Contractor fails to submit full details of his account of labour employed and the contribution payable, the Engineer-in-charge shall recover from the running bills of Contractor an amount of contribution as assessed by him. The amount so recovered shall be adjusted against the actual contribution payable for Employees State Insurance.

30. The Engineer-in-charge shall on a report having been made by an Inspecting Officer as defined in the Contractor Labour Regulations have been the power to deduct from the money due to the Contractor any sum required or estimated to be required for making good the loss suffered by a worker or worker by reason of non-fulfillment of the Conditions of the Contract for the benefit of workers, non-payment of wages or of deductions made from his or their wages which are not justified by the terms of the Contract or non-observance of the said Contractors Labour Regulations.

31. In the event of the Contractor committing a default or breach any of the provisions of the aforesaid Contractors Labour Regulations as amended from time to time or furnishing any information or submitting or filling any Form/Register/Slip under the provisions of these Regulations which is materially incorrect, then on the report of the Inspecting Officers as defined in the Contractors Labour Regulations the Contractor shall without prejudice to any other liability pay to the Owner a sum not exceeding Rs.500.00 as liquidated damages for every default, breach or furnishing, making, submitting, filling materially incorrect statement as may be fixed by the Engineer-in-charge and in the event of the Contractor's default continuing in this respect the liquidated damages may be enhanced to Rs.500.00 per day for each day of default subject to a maximum of ten percent of the contract value. The Engineer-in-charge shall deduct such amount from bills or security deposit of the

Contractor and credit the same to the Welfare Fund constituted under Contract Labour (R&A) Act 1970. The decision of the Engineer-in-charge in this respect shall be final and binding.

32. Model Rules for Labour Welfare: The Contractor shall at his own expense comply with or cause to be complied with Model Rules for Labour Welfare. In case the Contractor fails to make arrangements as aforesaid, the Engineer-in-charge shall be entitled to do so and recover the cost thereof from the Contractor.

33. Safety code: The Contractor shall at his own expense arrange for the safety provisions.

34. REMOVAL OF WORKMEN:

The Contractor shall employ in and about the Execution of the works only such persons as are skilled and experienced in their several trades and the Engineer-in-charge shall be at liberty to object to and require the Contractor to remove from the works any person employed by the Contractor in or about the execution of the works who in the opinion of the Engineer-in-charge misconducts himself or is incompetent or negligent in the proper performance of his duties and such person shall not be again employed in the work without permission of the Engineer-in-charge.

35. WORK DURING NIGHT SUNDAYS AND HOLIDAYS: Subject to any provisions to the contrary contained in the Contract, none of the permanent works except emergency maintenance work & operation shall be carried out during night or on Sundays or on authorized holidays without the permission in writing of the Engineer-in-charge. But in case of maintenance Contract, the Contractor shall be required to work any time any day as required by Engineer-in-charge.

36. NEGOTIATION OF RATES:

In case Owner finds the lowest price to be at higher side in consideration of market price of various inputs including labour component, may call the lowest Bidders for negotiation of price based on analysis of their rate etc.

37. Payment of running bill:

a) 90% payment along with 100% taxes & duties shall be released on monthly basis within 30 days from the date of submission of bills duly certified by EIC.

b) Balance 10% of basic order value will be released within 30 days after completion of the contract, clearance from EIC & production of statutory evidence towards payment/deposit of PF, Leave salary, Bonus, Retrench benefit etc. of labour.

38. Any increase in minimum wages of labour by the Government of Odisha after bid submission date may be additionally reimbursed by OPGC on actual labour deployment basis subject to maximum of proportionate increase considering labour component as of bill value.

39. LABOUR LAWS

Contractor shall comply with all laws, ordinances, regulations and notification / instruction of Govt. concerning the health, wages, welfare, safety and employment and non-employment of his workers and shall exclusively bear the consequences of failure to comply therewith.

The following points are to be observed strictly by the Contractor.

i) No labour below the age of 18 (eighteen) years shall be employed on the work.

ii) The Contractor shall not pay less than the notified wages by the appropriate government towards minimum wages from time to time and must comply with Minimum Wages Act. The payment has to be made to the labours in the presence of authorized representative of the Owner / Engineer-in-charge.

iii) The Contractor shall at his expense comply with all labour laws and keep the Owner indemnified in respect thereof.

iv) The Contractor shall pay equal wages for men & women in accordance with Equal Remuneration Act 1976.

v) The Contractor under the Contract Labour (Regulation and Abolition) Act, shall have a valid Labour license from appropriate licensing authority prior to starting / within 15 days of commencement of the work under the Contract. Validity of the license shall be maintained till expiry of Contract period & its extension, if any.

vi) The Contractor shall employ labour in sufficient numbers to maintain the schedule of work and of quality to ensure workmanship of the degree specified in the Contract and to the satisfaction of the Engineer-in-charge.

vii) The Contractor shall furnish to the Engineer-in-charge at the interval of every 15 days a statement of the workmen employed on the works and also furnish information under rule 73 of ODISHA Contract Labour (R&A) Rule, 1975 or rules made there under.

40. 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.

b) Details of work order of similar nature and magnitude executed by the Bidder as per the qualifying criteria & other documents as specified in tender qualification criteria.

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 per BOQ.

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.

For and on behalf of ODISHA Power Generation Corporation Ltd.

Signature...Sd/-

Designation: Addl GM-SCM – Contract Cell Unit 3&4 , ITPS.

Date:

QUALIFYING CRITERIA

Name of work: "Fire tender service & supervision contract (Two Parts)"

Bidders having the following criteria shall only be considered to be qualified in the Techno-commercial Bid:

Average annual financial turnover during the last 3 years ending 31st march 2019 shall be at least 9.2 lacs

The party shall have completed similar work during last Seven years ending last day on the month previous to the one on which application are invited should be either of the following

Three similar works total value equal to or more than 12.26 lacs

or

Two similar works total value equal to or more than 15.33 lacs

or

One Similar works total value equal to or more than 24.52 lacs

For Completed Similar works the vendor needs to submit Work order copy (value of the work order will be considered for the above) & Copy Completion certificate against the period of contract/ work order. (We may require the scan copy of original or Original of the same for verification' failure to which the work will not be considered)

Similar work in this contest means 'service contracts which shall include mainly Fire service manpower deployed for maintenance of the firefighting system or manpower supply contract for manning the shift operation of Fire Brigade at reputed Power Plant, Oil & chemical plant, Metal Industries, or manufacturing factory or reputed organization.

BOQ format

Job: Service Contract for fire tender Operation & Inspection of Firefighting equipment at OPGC Unit 3 & 4 site for a period of One year..

Time Period of Contract: One Year

Sl. No.	Description of Service	Unit of Measurement	Unit Price	Quantity	Amount
01	Fire Tender Service	No		730	
02	Fire Super vision Service.	No		313	
Total					
GST (HSN Code.....)%					
Total Including GST					

Note:

The quantity will be uniformly distributed over the period of the Contract.

Please refer the Scope of Work for description of the Service.

Period of Work: One year.

Scope of Work

- Maximum 15 days manpower mobilization will be allowed to the contractor.
- The services of the OPGC fire tender is for emergency turnout duty shall be maintained with required trained manpower as mentioned below at our Unit 3 &4 site.
- The working pattern will be in 02 shift of 08 hrs. each. i.e two shift on every day.
- Fire tender service as mentioned in BOQ means provision of One driver Cum pump operator (DCPO)& 04 Fire man in each shift mentioned in the above point for execution of the job listed below.
- The fire tender services will be continuous in nature throughout the period of contact i.e the total quantity will be uniformly distributed over the Contract Period.
- Fire Supervision service as mentioned in BOQ means provision of 01 supervisor will be in general shift will be provided on 6 days' work in week basis.
- Minimum 01 Supervisor, 03 DCPO & 09 Fireman, required to be maintained for the execution of the job which includes the off-day reliever.
- Supervisor & DCPO shall be at least of High skilled grade, Fire man shall be of at least skilled grade.
- The Price Quoted will be subjected to change in minimum wages rate as per govt notification.
- Vendor has to maintain reliever for off -day coverage, Holidays & leave coverage with at least with the manpower quantity mentioned. All the statutory requirement against the leave & Compensation against Holidays will be in vendor scope' ie. the price quoted shall be inclusive of all such arrangement.
- If overtime done for doing the job by the contractor' the compensation ageist the same will be in vendor scope, we do not have any scope of overtime payment in the contract. All statutory requirements against such overtime duty shall be complied solely by vendor.
- Job Scope includes Inspection / checking of the firefighting equipment i.e nearly Fire Extinguisher inspection(600 no)& servicing, Fire Hydrant(305 no)& monitor(60 no) flushing, Deluge valves inspection(178),Sprinkler system(8 no) Hose Boxes(100no) inspection & testing etc. as per the schedule prepared by OPGC.
- All Inspection job w.r.t to Fire tender & firefighting equipment are to be carried out by the team recorded by the supervisor & will be submitted to the EIC.
- Apart from the above if required they will be called for emergency (During Fire& Emergency only) turnout in the off-shift hours. However, the they will be sent on second turnout when required in emergency in off-shift hours

Facilities & consumables to be provided by OPGC

1. All Infrastructures, Raw material, Consumables required for performing the job will be arranged by OPGC.
2. Suitable Free accommodation will be provided by OPGC for the manpower Engaged.

Facilities & consumables to be provided by Contractor

1. 02 Pair of good quality cotton Uniform & PPE required (Safety Shoe, Gum Boot, web belt Goggles, Reflective vest) by the staffs shall be arranged by the vendor.
2. Vendor have to provide & maintain 04 no. Bicycles for use by the employed manpower.
3. Vendor has to maintain one office phone & contact no for emergency Communication.

Job Responsibility of Different grades of manpower.

1. Supervisor:

Take Daily attendance, Status of the fire tender, Fire fighting system & report to EIC
Impart training to ITPS Employee , Contractors on first aid firefighting.
Conduct Monthly Inspection work with the team as per the schedule & prepare the report for submission to EIC
Immediately respond to Emergency during duty & off-duty on call from EIC. Drive Emergency vehicle in case of requirement. Lead the team for emergency control.
Conduct Fire Safety inspection at different plant areas
Per form stand by duty at Critical jobs when assigned so.
Executed other official activities on instruction of EIC.

2. Driver Cum Pump Operator:

Daily checking of the fire tender & road run, tyre checking & puncture tyre replacement.
Maintaining the vehicle log' Inform Supervisor about the defect if any.
Immediately respond to emergency site on emergency call. Lead the fire man for emergency control
Monitor service , repair the fire tenders.
Per form stand by duty at Critical jobs when assigned so.
Help Supervisor in execution of the job for inspection & maintenance of the firefighting system.
Executed other official activities on instruction of EIC.

3. Fire man

Respond Emergency T/O duty.
Monthly Inspection & maintenance of the fire tender equipment & firefighting system, fire extinguisher of the plant.
Executed other official activities on instruction of EIC.

Special Condition of the Contract.

All Will be employed after Competency test / interview & approval of the EIC for which Resume with copy of all certificates to be submitted to EIC.

The driving license mentioned in the criteria required to be remain in force till the period of tenure.

No change of manpower will be allowed without taking prior consent of EIC.

In case of absence of manpower more than 3 days without information the vendor has to arrange alternate manpower within next 3 working days period' of getting such notice from either source.

Any person leaving the site permanently to be notified to EIC before his leave from the ITPS site.

Uniform provided shall be of cotton the quality of the Uniform shall be certified by EIC. In case of any defect in the uniform due to bad quality or workmanship the same to be replaced immediately.

All PPE Provided shall be ISI marked to be certified by EIC.

Employees under the contract work shall observe the standard of cleanliness, decorum & general discipline.

No malpractice and indiscipline will be accepted by the fire staff while on or off job in OPGC.

Dismissal of Workmen: The Contractor shall on request of the employer/EIC immediately dismiss from the work and remove from the site any person employed by him, who will be in opinion of the employer, be unsuitable, physically unfit or Incompetent, or who misbehaves. Such discharge shall not be on the basis of claim for compensation or damage against the employer or any other office or employee. The contractor shall arrange suitable replacement within 3 working days with approval of EIC.

Liability of damage: Proper care of the firefighting equipment and emergency vehicle is to be maintained. Any damage and deficiency found due to wrong operation, maintenance will be deducted from the vendor bill.

Termination of the contract: We shall have the right to terminate the contract by giving one month notice in writing without assigning any reason whatsoever. Further the contractor shall not be eligible for any compensation what so ever in the event of such termination.

Liquidated Damage:

1. Any delay in mobilization of resources for executing the work by you or unprofessional attitude of your causing delay, liquidated Damage at the rate of 1(one)% of the contract value for each week of delay or part thereof from the start date of the contact period up to maximum of 10(ten)% of total contract value shall be imposed.
2. In case the performance of the firm is not found satisfactory a deduction from the monthly bill may be made in proportion of the delay/ Absence/ Hampering of the work/ Inconvenience faced. In case of failure of maintaining required no of manpower the absentees will be recorded & the deduction will be made from monthly bill @ service unit price for Fire Supervision Service per each day absent (Fire Supervisor)& @ 20% of the service unit price for fire tender service' per day' per manpower(Fireman/ DCPO) absent.
3. LD shall be @ of minimum wage/ day besides deduction of payment on pro rate basis (per day per individual) limit to max. 10% of total contract value. The delay by the agency in providing a substitute beyond 7 working days shall attract LD @ of minimum

wage (for the type of manpower)/ day besides deduction of payment on pro rate basis (per day per individual) limited to max 10% of total contract value.

Technical Criteria:

Supervisor:

At least 12th pass, shall have completed 6-month fireman course,
At least 5 years of job experience from a reputed industry or organization.
With valid Transport vehicle license.
Shall be Physically Fit without colour blindness.

Driver Cum Pump Operator:

At least 10th pass, shall have completed 6-month fireman course,
At least 3 years of job experience from a reputed industry or Organization.
With valid Transport vehicle license.
Shall be Physically Fit without colour blindness.

Fire man:

At least 10th pass, shall have completed 6-month fireman course,
At least 2 years of job experience from a reputed industry or organization.
Shall be Physically Fit without colour blindness.

Billing Cycle:

Monthly RA Bill shall be processed by us.

NOTE:

- 1) The bidders who are found qualified in above will be invited for the opening of the price bids.**
- 2) All the above documents along with supporting documents to be enclosed in the Techno-Commercial Bid (PART-I).**

Owner reserves the right to obtain necessary documents and also to assess the qualification of the Bidder, subsequent to submission of bid, as deemed necessary by Owner to establish bidder's qualification.

Rules and Regulations of the e-Reverse Auction

Buyer's Name/Owner	Ib Thermal Power Station (A Unit of Odisha Power Generation Corporation Limited)
Auction To Be Conducted By	MSTC Limited
Name of the work	Fire tender service & supervision (two part)
Date & Time Of Auction	Auction Date: [To be intimated later] Online e-Reverse Auction Time : [To be intimated later] URL: www.mstcecommerce.com/eprochome/opgc
Special Instructions	Bidding in the last minutes and seconds should be avoided in the bidders own interest. Neither the Service Provider nor OPGC will be responsible for any lapses /failure on the part of the vendor, in such cases.
Auto Extension of Closing Time	5 minutes NB: If any bidder quotes 5 minutes before closing time, the closing time will be extended automatically for another 05 minutes and so on till 05 minutes idle time between the bids.
Decremental Value	Minimum decrement is Rs. 10,000/- and in multiples of Rs. 10,000/-
Start Price	The start price shall be confirmed before start of the e-RA and the same should be the lowest IPO/estimated price as decided by OPGC.

1. Bidding would be conducted through two (02) stage process comprising of technical bid in which the bidder would be required to provide the details regarding compliance with the eligibility conditions, and financial bid comprising of the Initial Price Offer (IPO) and the Final Price Offer (FPO) through E-RA.
2. The IPO is to be submitted along with the tender document separately in a sealed envelope and super scribed with "PRICE BID" along with the tender enquiry number & Name of the work. Both the techno-commercial & price bid envelopes should be kept in a third envelope sealed and super scribed with tender enquiry number and Name of the work.
3. The financial bid process will comprise of two rounds. In the first round, the IPO of the techno-commercially qualified bidders will be opened & ranked on the basis of ascending order for determination of qualified bidders. Best five (L-1 to L-5) bidders would be qualified bidders for E-RA and such qualified bidders shall be eligible to participate in the E-RA and submit their FPO with respect to the bid.
4. For the proposed e-Reverse Auction, best five (L-1 to L-5) bidders would be qualified bidders for and such qualified bidders shall be eligible to participate in the E-RA.
5. Bidders must be a registered user to bid for Buyer ("OPGC") in MSTC portal www.mstcecommerce.com/eprochome/opgc. Bidders need to have their Login ID and Password prior to e-Reverse Auction.
6. Bidders have to participate as per the e-Reverse Auction time and date communicated to them & based upon e-Reverse Auction invitation for particular Auction.
7. Quotation once submitted through e-Reverse Auction cannot be withdrawn /deleted. Otherwise, the EMD submitted by the bidder shall stand forfeited.
8. Buyer reserves the right to ban the bidder from participating in e-Reverse Auction without any explanation/reason at any stage of e-Reverse Auction.
9. Buyer reserves the rights to extend / cancel the e-Reverse Auction.
10. E-Reverse Auction shall be conducted in Indian Rupees only.
11. All prices submitted by Bidder in e-Reverse Auction shall be as per Tender's Terms & Conditions.
12. Validity of bids: As mentioned in Tender Document.
13. Written Confirmation shall be taken in advance regarding participation in the e-Reverse Auction to buyer along with the Authorized person name and details.
14. Buyer reserves the right to award the Purchase Order / Service Order as per buyer's discretion irrespective of Live Auction Rank.
15. Buyer reserves the right to repeat the e-Reverse Auction of same package.

- 16. After completion of e-Reverse Auction, the lowest evaluated bid of all the bids submitted in manual and e-Reverse Auction process shall be considered for award of the Purchase order / Work order.**
17. The bidders shall quote from their own offices/ place of their choice. Internet connectivity shall have to be ensured by bidders themselves.
18. If the Bidder or any of his representatives are found to be involved in Price manipulation/ cartel formation of any kind, directly or indirectly by communicating with other bidders, OPGC at its own discretion shall debar the bidder from the e-Reverse Auction/Tender and future participation also.
19. OPGC reserves the right to cancel the e-Reverse Auction process/ tender at any time, before ordering, without assigning any reason and may go for manual opening of price bids as per standard practice.
20. OPGC shall not be liable for any interruption or delay in accessing the MSTC portal irrespective of any cause. In such cases, the decision of OPGC shall be binding on the bidders.
21. Other terms and conditions shall be as per NIT, bidder's techno-commercial Bid and other latest correspondences/ final confirmations, (if any) against the NIT.
22. If any item is not quoted by a bidder, the maximum price quoted by the other participated bidders for that item shall be considered for arriving evaluated price of that bidder.
23. The total L1 Price obtained through e-Reverse Auction shall be proportionately distributed among each line item in line with the price quoted and evaluated in the hard copy price bid.
24. The price quoted in e-Reverse Auction is the total price for all the items and quantity as per Price Schedule of NIT irrespective of any omission by the bidder in the hard copy price bid.
25. In case, the L1 Bidder in e-Reverse Auction and manual Tender happens to be the same bidder, then minimum price among both shall be considered as L1. If the bidder disagrees to accept the said condition, then his EMD shall be forfeited. Apart from this the bidder will be debarred from participating in future e-Reverse Auction/Tender of OPGC.
26. Each Bidder shall get the final loading factor (%age of the quoted price) from OPGC before e-Reverse Auction for the deviations, if any, taken by them in the techno-commercial bid.
27. The Price quoted in the e-Reverse Auction shall be inclusive of all applicable taxes, duties and levies, deviations considering the loading factor (got from OPGC/Tender Condition as mentioned in above clause) on his quoted price. However, the GST shall be paid extra as applicable and not included in the loading factor as well as total price.

UNDERTAKING

I hereby undertake that I agree to the "**Rules and Regulations of the e-Reverse Auction**" mentioned herein.

Signature:

Name:

Date:

Company Name:

Seal:

PROFORMA FOR BANK GUARANTEE IN LIEU OF DD FOR EARNEST MONEY

(On Non Judicial stamp paper of Appropriate value)

Ref:

Date:

Bank Guarantee

No.

To

Odisha Power Generation Corporation Ltd.,
Ib Thermal Power Station,
At/Po- Banharpali, Dist-
Jharsuguda-768234.

Dear Sir,

In consideration of Odisha Power Generation Corporation having its Registered office at 7th.Floor, Zone - A, Fortune Towers, Chandrasekharpur, Bhubaneswar-751 023 (hereinafter called the "Owner" which expression shall unless repugnant to the subject or context include its successors and assigns) having issued Tender Specification Against NIT No _____ dt. _____ to M/s _____ having its Registered / Head office at _____ (hereinafter called the Bidder) who wishes to participate in the said tender for and you, as a special favour, have agreed to accept an irrevocable and unconditional Bank Bid Guarantee for an amount of Rs. _____ valid up to _____. On behalf of the Bidder, as a condition for participation in the said tender.

We, the _____ Bank incorporated under _____ law and having one of our branches at _____ and having our Registered office/Head office at _____ do here by unconditionally and irrevocably guarantee and undertake to pay to the "Owner" immediately on demand without any demur reservation, protest, contest and recourse to the extent of the said sum of Rs. _____ (Rupees _____ only). Any such claim/demand made by the said "Owner" on us shall be conclusive and binding on us irrespective of any dispute or differences raised by the Bidder. This guarantee shall be irrevocable and shall remain valid up to _____. If any further extension of this guarantee is required, the same shall be extended to such required period on receiving instructions from M/s _____ on whose behalf this guarantee is issued.

We, the said Bank lastly undertake not to revoke this guarantee during its currency except with the previous consent of the owner in writing and agree that any change in the constitution of the said tenderer or the said Bank shall not discharge our liability. In witness where of the Bank, through its authorised officer, has set its hand and stamp on this

_____ day of _____ 20 _____

Witness:

(Signature)

(Signature)

Name

Name

(Designation with Bank
stamp) Official Address
Attorney as per Power of Attorney
No. _____

_ Date _____