



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

Email: [bkmishra@opgc.co.in](mailto:bkmishra@opgc.co.in); [debesh.mohanty@opgc.co.in](mailto:debesh.mohanty@opgc.co.in);  
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REF: TENDER ENQUIRY NO. ITPS/UNIT 3&4/2018-19/081A

DT. 13/09/2018

| LAST DATE & TIME OF RECEIPT OF TENDER |                   | DATE & TIME OF OPENING OF TENDER |             | E.M.D.in Rs.           | TENDER COST IN RS.      |
|---------------------------------------|-------------------|----------------------------------|-------------|------------------------|-------------------------|
| DATE: 01/10/2018                      | UP TO 15.00 HOURS | DATE: 01/10/2018                 | 15.30 HOURS | 2% OF THE QUOTED VALUE | Rs.5600/- INCLUDING GST |

Sealed tenders in duplicate super scribing "Tender Enq. No: - 2018-19/081a due on 1<sup>st</sup> Oct-18 are invited for supply and delivery of the following items to IB Thermal Power Station. The instruction to renderers is given overleaf.

| SL.no. | Description of IMTE           | Specification and Details                        | Qty. |
|--------|-------------------------------|--|------|
| 1      | Electrical Lab Equipment Lot1 | As per attached specification sheet (annexure 1) | 1    |

**Note: Item wise HSN Code with GST rate applicable to be indicated in the offer**

**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 (02) Two Months** 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 CIP 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.

IF THE LAST DATE OF ISSUE / RECEIPT / OPENING HAPPENS TO BE A HOLIDAY OR THE OFFICE REMAINS CLOSED DUE TO ANY OTHER FORCE MAJEUR CONDITIONS, THE TENDER WILL BE ISSUED/ RECEIVED / OPENED AT THE RESPECTIVE TIME ON THE NEXT WORKING DAY.

Thanking you

**Yours faithfully**

**-SD  
AGM-(SCM)**

#### GENERAL INSTRUCTIONS

- 1.0 EACH QUOTATION SHOULD BE SENT IN PROPERLY SEALED ENVELOPE ADDRESSED TO THE (PROCUREMENT & CONTRCATS DEPT.)- UNIT 3&4, ASHEERBAD PANDA, 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, / CENTRAL BANK OF INDIA, BELPAHAR (CODE-3899) / ANDHRA BANK, ADHAPADA (CODE-0662) 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 CIP 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 8 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 BIDDER SHOULD CLEARLY MENTION THE PERIOD OF WARRANTY FOR EACH ITEM QUOTED WHICH SHOULD NOT BE LESS THAN ONE YEAR AND INDICATE TERMS AND CONDITION FOR AMC (ANNUAL MAINTENANCE CONTRACT) AFTER PERIOD BY WARRANTY.**
- 14.0 THE TENDER MUST ACCOMPANY PHOTO COPY OF LATEST & VALID INCOME TAX CLEARANCE CERTIFICATE & SALES TAX CLEARANCE CERTIFICATE WITHOUT WHICH TENDER WILL BE REJECTED.
- 15.0 DESTINATION MEANS CENTRAL STORES, IB THERMAL POWER STATION, BANHARPALI.
- 16.0 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.
- 17.0 THE QUANTITY INDICATED IN THIS ENQUIRY IS PROVISIONAL AND SUBJECT TO CHANGE.
- 18.0 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.
- 19.0 THE UNDERSIGNED RESERVES THE RIGHT TO ACCEPT/REJECT ANY OR ALL THE TENDER WITHOUT ASSIGNING ANY REASON THEREOF.
- 20.0 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.
- 21.0 **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 Requirements for Procurement of Electrical Instruments Lot 1**

1. The Bidder must be a Manufacturer or their Authorized dealer of the materials. Authorization certificate/ Dealership agreement forwarded by manufacturer etc. shall be submitted as a documentary proof. Service center details shall be provided for providing after sales services.
2. The bidder must indicate the make & Items quoted in the price bid format enclosed in the tender document.
3. Bidder must confirm to supply as per technical specification (annexure-1) of as stipulated in the tender document on his letter head (Self declaration).
4. Must submit copy of PAN & GST registration along with the technical bids.
5. In case the bidder is registered under MSME/NSIC copy of certificate to be submitted in the technical bid.

Notwithstanding anything stated above, OPGC reserves the right to assess the capability and capacity of the Bidder to perform the contract, should the circumstances warrant such an assessment in the overall interest of OPGC.

## E-REVERSE AUCTION

### E-REVERSE AUCTION SHALL BE APPLICABLE FOR AFOREMENTIONED TENDER, DETAIL TERMS & CONDITIONS MENTIONED BELOW:

- E-Reverse Auction shall be conducted for the aforementioned works. The Transaction Fees for E-Reverse Auction shall be **Rs.10,000/- + taxes as applicable.**
- The Transaction Fees towards e-Reverse Auction as mentioned shall be deposited directly to the account of MSTC LIMITED prior to auction. The transaction fee shall not be refunded. Before participation in e-Reverse Auction, the bidder has to register in MSTC e-Procurement Portal in advance.
- The Techno-commercially qualified bidders will participate in the Reverse Auction through MSTC Limited. The price may be finalized based on Reverse Auction or Sealed Price Bid. OPGC reserves the right to go for reverse auction prior to opening of sealed Envelope price bid, submitted by bidder. This will be decided after techno-Commercial Evaluation. All Bidders have to give their acceptance for participating in Reverse Auction as per “Rules and Regulations of the e-Reverse Auction” which shall be binding on the bidders. Non Acceptance to participate in Reverse Auction may result in non-consideration of their bids, in case OPGC decides to go for reverse auction.

#### **1.0 Evaluation & Comparison of Bids**

##### 1.0 Basis for Techno – Commercial evaluation

OPGC WILL CARRY OUT A DETAILED EVALUATION OF THE BIDS PREVIOUSLY DETERMINED TO BE SUBSTANTIALLY RESPONSIVE, IN ORDER TO ASCERTAIN WHETHER THE TECHNICAL ASPECTS ARE IN ACCORDANCE WITH THE REQUIREMENTS SET FORTH IN THE BID DOCUMENT. OPGC WILL EXAMINE AND COMPARE THE TECHNICAL ASPECTS OF THE BIDS ON THE BASIS OF THE INFORMATION SUPPLIED BY THE BIDDERS.

THE EVALUATION COMMITTEE, APPOINTED BY OPGC AS A WHOLE, EVALUATES THE PROPOSALS ON THE BASIS OF THEIR RESPONSIVENESS TO THE MANDATORY REQUIREMENT CRITERIA AS STIPULATED IN SECTION “INSTRUCTIONS TO THE BIDDER” OF THIS BID DOCUMENT. PROPOSAL SHALL BE REJECTED AT THIS STAGE IF IT DOES NOT RESPOND TO MANDATORY REQUIREMENTS CRITERIA. ONLY THOSE BIDDERS, WHO MEET ALL THE MANDATORY REQUIREMENTS, SHALL BE CONSIDERED FOR E-REVERSE AUCTION AND/OR PRICE BID OPENING.

##### 1.1 BASIS FOR PRICE EVALUATION:

The Techno-commercially qualified bidders will participate in the Reverse Auction through MSTC Limited. The price may be finalized based on Reverse Auction or Sealed Price Bid. OPGC reserves the right to go for reverse auction prior to opening of sealed Envelope price bid, submitted by bidder. This will be decided after techno-Commercial Evaluation. All Bidders have to give their acceptance for participating in Reverse Auction as per “Rules and Regulations of the e-Reverse Auction” which shall be binding on the bidders. Non Acceptance to participate in Reverse Auction may result in non-consideration of their bids, in case OPGC decides to go for reverse auction.

OPGC will examine the Price Proposals to determine whether any arithmetical errors have been made, whether the documents have been signed, and whether the Proposals are generally in order. Arithmetical errors will be rectified on the following basis.

- a) If there is a discrepancy between the unit price and the total price, which is obtained by multiplying the unit price and quantity, or between subtotals and the total price, the unit or subtotal price shall prevail, and the total price shall be corrected.
- b) If there is a discrepancy between words and figures, the amount in words will prevail. If a Bidder does not accept the correction of errors, its Proposal will be rejected and its bid security may be forfeited.

1.2 The evaluation shall be based on the evaluated cost of completing the contract in compliance with all commercial, contractual and technical obligations under this Bid including taxes, duties & levies etc. The rates of

taxes, duties and levies as applicable on seven (7) days prior to the date of Techno-commercial bid opening shall be considered for the purpose of evaluation.

## 2.0 Award Criteria

OPGC will award the contract to the successful bidder whose bid has been determined to be substantially responsive and to be economically advantageous, which will be established by Lowest Price basis (L1) amongst the qualified bidders in Techno-Commercial evaluation as per Clause No. 13 of “Rules and Regulations of the e-Reverse Auction”.

### **RULES AND REGULATIONS OF THE E-REVERSE AUCTION**

|                                       |  |
|---------------------------------------|--|
| <b>BUYER’S NAME/OWNER</b>             | IB THERMAL POWER STATION (UNIT 3 & 4)<br>(A UNIT OF ODISHA POWER GENERATION CORPORATION LIMITED)   |
| <b>AUCTION TO BE CONDUCTED BY</b>     | MSTC LIMITED   |
| <b>NAME OF THE WORK</b>               | ELECTRICAL LAB EQUIPMENT LOT 1 <b>(TWO PARTS)</b>  |
| <b>REFERENCE</b>                      | <a href="#">ITPS/UNIT 3&amp;4/2018-19/081A</a> DTD.13/09/2018  |
| <b>DATE &amp; TIME OF AUCTION</b>     | AUCTION DATE: [TO BE INTIMATED LATER]<br><br>ONLINE E-REVERSE AUCTION TIME : [TO BE INTIMATED LATER]<br><br>URL: <a href="http://WWW.MSTCECOMMERCE.COM/EPROCHOME/OPGC">WWW.MSTCECOMMERCE.COM/EPROCHOME/OPGC</a>    |
| <b>SPECIAL INSTRUCTIONS</b>           | 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. |
| <b>AUTO EXTENSION OF CLOSING TIME</b> | 5 MINUTES<br>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.                  |
| <b>DECREMENTAL VALUE</b>              | MINIMUM DECREMENT IS <b>RS. 10,000/-</b> AND IN MULTIPLES OF <b>RS. 10,000/-</b>   |
| <b>START PRICE</b>                    | THE START PRICE SHALL BE CONFIRMED BEFORE START OF THE E-RA AND THE SAME SHOULD BE THE ESTIMATED PRICE AS DECIDED BY OPGC.   |

1. For the proposed e-Reverse Auction, techno-commercially qualified bidders only shall be eligible to participate.
2. Bidders must be a registered user to bid for Buyer (“OPGC”) in MSTC portal [www.mstcecommerce.com/eprhome/opgc](http://www.mstcecommerce.com/eprhome/opgc). Bidders need to have their Login ID and Password prior to e-Reverse Auction.
3. 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.
4. Quotation once submitted through e-Reverse Auction cannot be withdrawn /deleted. Otherwise, the EMD submitted by the bidder shall stand forfeited.
5. 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.
6. Buyer reserves the rights to extend / cancel the e-Reverse Auction.
7. E-Reverse Auction shall be conducted in Indian Rupees only.
8. All prices submitted by Bidder in e-Reverse Auction shall be as per Tender’s Terms & Conditions.
9. Validity of bids: As mentioned in Tender Document.

10. Written Confirmation shall be taken in advance regarding participation in the e-Reverse Auction to buyer along with the Authorized person name and details.
11. Buyer reserves the right to award the Purchase Order / Service Order as per buyer's discretion irrespective of Live Auction Rank.
12. Buyer reserves the right to repeat the e-Reverse Auction of same package.
13. **After completion of e-Reverse Auction, OPGC shall open the manual price bids submitted during tendering. 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.**
14. The bidders shall quote from their own offices/ place of their choice. Internet connectivity shall have to be ensured by bidders themselves.
15. 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.
16. 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.
17. 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.
18. 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.
19. 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.
20. The total L1 Price obtained through e-Reverse Auction shall be proportionately distributed among each line item inline with the price quoted and evaluated in the hard copy price bid.
21. 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.
22. 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.
23. 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.
24. 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:**