



Odisha Power Generation Corporation Limited IB Thermal Power Station

AT/P.O: BANHARPALI,; DIST.: JHARSUGUDA, PIN:768234(ODISHA), INDIA

Tel. 06645-289354 / 289355 / 289356, Fax:06645- 289355

E mail: bkmishra@opgc.co.in; purchase@opgc.co.in; bhadoo.jojowar@opgc.co.in; bn.das@opgc.co.in;

SAFE & CLEAN POWER IS OUR COMMITMENT

AN ISO-14001; OHSAS-18001 ORGANIZATION

Tender documents against
NIT No. ITPS/ (Purchase)/2018-2019 /36 (P) dt.21.01.2019
For Supply of desktop computers and mini PC to IB Thermal Power Station.

Date for Issue of bid document	11/02/2019 to 26/02/2019
Last Date of receipt of Bid	04/03/2019 by 15 hours in the office under signed
Date of Techno commercial bid opening	04/03/2019 by at 15.30 hours
Date of Price bid opening	To be intimated later on
Cost of Tender Paper	NIL. It may be downloaded from our website.
Earnest Money Deposit	Rs.10,000/- (Ten thousand only).

Note: Before Submission of bid please ensure proper documentation is made as mentioned in the bid.

Assistance General Manager, Purchase

Issued to M/s

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Tender Specification for Supply of materials to ITPS.IB Thermal Power Station, At/PO: Banharpali, Dist. Jharsuguda (Odisha), PIN: 768234 is a unit of Orissa Power Generation Corporation Limited a Govt. of Odisha undertaking having 49 % of share by AES America and engaged in generation of 2x210 MW Thermal Electric Power. The Plant site is about 17 Kmtr from Belpahar Railway Station and 40Kms.from Jharsuguda Rly. Station on S.E. Rly. on the Mumbai- Howrah main line.

Two bid system sealed bids are invited from Manufacturers (DELL or HP or LENOVO) / authorized stockiest /authorized dealer / authorized distributor only in their own letter heads for supply of Desktop computers & mini PC **as per Annexure -1** herein to IB-Thermal Power Station as per specification mentioned. The tenderer must have in line experience, financial capability and have supplied such items to other customer.

The tenders must have relevant credentials in support of their claim of being OEM / authorized stockiest /authorized dealer / authorized distributor and copy of purchase order in support of said items to other concern of repute along with their offer. The bidders shall have to submit their offer in two parts

Part-I

Techno Commercial bid shall comprise of the following facts with required Documents.

Qualifying Criteria:

1. Party should supply the items as per the specification mentioned in tender document.
2. Bidder must be the OEM of Lenovo or Dell or HP / authorized stockiest /authorized dealer / authorized distributor. Offer may not be considered without valid authorization.
3. Bidder must provide three years' onsite warrantee.
4. The vendor shall depute their technical person for their product application at free of cost in case of any technical problem during three years onsite warranty.
5. Bidder must submit the order copies of other customer for credential and price justification.
6. Photo copy Valid PAN & GST number shall be submitted along with offer. Offer may not be considered if the vendor fails to submit these documents.
7. EMD of Rs.10, 000/- in shape of DD payable on State Bank of India (Code No. 9510)/Central Bank of India, ITPS Banharpali (Code No.028399)/ Andhra Bank, Adapada (Code-0662), Ib Thermal Power Station, Banharpali, Jharsuguda in favour of Orissa Power Generation Corporation Limited.
8. Requisite EMD can be submit directly in our company name – Odisha Power Generation Corporation Limited, Banharpali. Account number of State Bank of India – 10765789090(Code No. 9510). Account number of Central Bank of India, ITPS Banharpali – 2062780721. Account number of Andhra Bank, Adapada – 066211011000005 (Code-0662)

NB: (i) Vendor must mention "EMD towards TE No.- ITPS (Purchase)/2018-2019/36(P) dt.21.01.2019" while making the NEFT/RTG. Vendor must furnish their Bank details with cancelled Bank cheque, PAN number, GST Number, UTR Number. Bank name to which the EMD amount is credited must be clearly mentioned for easy tracking of the deposits.

(ii) Vendors seeking exemption of EMD under NSIC/MSME may submit their written request along with the copy of valid NSIC/MSME certificate well before the bid opening enabling us to obtain the approval of the same from the competent authority, failing on which, bids without EMD shall be liable for rejection.



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PROFORMA FOR SUMMARY QUOTATION for Technical & un-priced Commercial bid - Part-1

Tender No.:

Sl. No.	Techno Commercial Points	OPGCL Needs	To be filled by the bidder
1	Technical Specification as per Tender Enquiry	Accepted/ Not accepted. If not accepted, detailed deviation and proposal.	
2	Party should have supplied same type of computers to other organisations	Party should have supplied same spares to other utilities	
3	Three years on site warrantee	Confirmed / Not Confirmed	
4	Submission of order copies of other customer in support of your Credentials	Submitted / Not submitted as per bid requirement.	
5	Bidder must be OEM Lenovo, Dell or HP / authorized stockiest /authorized dealer / authorized distributor.	Yes/ No.	
6	Bidder shall submit EMD either in shape of DD payable on State Bank of India (Code No. 9510) Banharpali/Central Bank of India, ITPS Banharpali (Code-028399)/ Andhra Bank, Adapada (Code-0662), Ib Thermal Power Station, Banharpali, Jharsuguda in favour of Orissa Power Generation Corporation Limited / RTGS/ NEFT.	Submitted/Not submitted details to be mention	
7	Price Basis	FOR Destination Ib Thermal Power Station. Parties offering FOR Ex. Works please give The place of works.	
8	Packing & Forwarding charges % or Rs..... in Lumpsum Inclusive/ Exclusive.	
9	GST in % to be mentioned	Mentioned / not mentioned	
10	Transportation Cost	Rs.---- per No./Lumpsum. As extra/Inclusive	
11	Transit Insurance % extra/inclusive	
12	Delivery Schedule	Four weeks Accepted/ Not Accepted	
13	Validity of offer	90 days from the due date of opening date of the Part-1 bid.(Techno Commercial). Accepted/ Not accepted.	
14	Liquidated damage clause is applicable if delivery is delayed beyond quoted delivery date @0.5%	Accepted/ not accepted. Non acceptance shall	



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	per week/part of week subject to 5% of PO value.	lead to loading of your Offer by 5%.	
15	The bidder has to accept our payment terms i.e. 100% payment shall be made within 30 days from the date of final acceptance of material	Accepted/ Not accepted. (in case non acceptance loading shall be done)	
16	Acceptance of part order quantity	Yes/ No	
17	Payment to be made through RTGS mode	Accepted/ Not accepted.	
18	All Bank charges to vendor account	Accepted/ Not accepted.	
19	Tender Notice NIT General Terms & Conditions	Accepted/ Not accepted.	
20	List of Deviation statement from tender norms.	Submitted/ Not submitted	

Authorised Signatory:
Name of the firm:
Designation:
Company Seal:
Place & Date.



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NIT GENERAL TERMS & CONDITIONS

1. Sealed Tender is invited for the supply of articles as per details overleaf addressed to the "Dy. General Manager – Purchase, OPGCL- IB Thermal Power Station in variably giving on the cover Tender Notice No., Name of the Articles, the date of opening and EMD details.
2. The quantities mentioned in the Tender Notice shall be deemed to be only approximate and will not in any manner whatsoever be binding on the OPGCL.
3. All tenders are to be submitted up to 15.00 hours on the opening date & they will be opened at 15.30 hours on the date specified. Representatives of the bidders those who choose to be present may attend the bid opening. If in any case the bid opening date is declared a public holiday or falls on PH the bid shall be opened on the next working day.
4. Tenders with a Validity of Less than 90 days are liable to be rejected/ or have lesser preference than those adhered the tender conditions.
5. The net price offered shall be on the basis of delivery F.O.R, Ib Thermal Power Station site including packing, forwarding, freight & insurance Packing should be made in transport worth packing to avoid any transit damage and should be clean and free from foreign materials. Special care for flammable and breakable items to be taken.
6. Goods Tax Registration (GST) Number/PAN must be indicated invariably.
7. Special attention of the tender is invited ab out the receipt of the tender in time. Tenders received after the stipulated date and time due to any reason whatsoever shall not be considered. Bidders are requested to see that the tenders are delivered in the office before the prescribed date and time. The telegraphic quotation giving all the relevant details of stores offered also be received been posted at least one day before the date of opening of the tender and fully confirming in due respects to the offer by fax or mail.
8. The delivery period quoted must be specific and realistic. The inability of the successful tenderers to execute orders in accordance with delivery schedules will entitle OPGCL to purchase the stores at the risk and cost of the contractors such failures will also be kept in view while considering that subsequent tenders.
9. With regard to acceptance of tender for earlier delivery it should be noted that if the contract is placed on higher tender in preference to the lowest acceptable offer in consideration of earlier delivery the contractor will be liable to pay to OPGCL, the difference between the contract rate and the lowest acceptable, in case of failure to complete suppliers in terms of such contract within the date of delivery specified in the tender and incorporated in the contract. This is without prejudice to other rights of the OPGCL under the terms of contract.
10. The time given for delivery or dispatch shall commence from receipt by the contractor of the purchase order. The bidder should be able to complete delivery as per the delivery schedule of purchase order. LD shall be applicable @0.5% per week or part of a week subject to maximum of 5% of the undelivered materials for the delayed period .Further the failure to deliver or dispatch the stores or any consignment within the period prescribed for delivery or dispatch the purchased shall be entitled to withhold payment until the whole of the stores have been supplied .Also it is at the option of the Purchaser to



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purchase the materials from other at the risk of the contractor the store of any consignment thereof which the contractor has failed to deliver or dispatch and the differential amount shall be recovered from the vendor. The purchaser has also at the option to cancel the contract if delay in delivery occurs and the contractor shall be liable for all loss or damage which may sustain by reason of such failure on the part of the contractor.

11. Printed Terms and Conditions on letter heads or Quotation form of tenderers shall not be applicable.
12. Tendering firms are advised to quote as per our serials number specified in tender notice.
13. OPGCL Reserves the right to reject all or to any of the tenders or to accept the tender or to accept the tender either in full or in part or to split of the contract without assigning any reason.
14. Price discount if any should be typed both in words as well as in figure without any cover typing. Alternations if any should be made clearly by crossing already entered rates and all such corrections should be attested by the tenderers under their full signature in no case there should be over writing and all tender with such over writing and all tender with such over writing shall be liable for rejection.
15. 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. As a commitment use of asbestos material, recycled plastic carry bags and containers are banned. Pre dispatch inspection if any may be carried out before dispatch at the vendor premises.
16. The material supplied shall be guaranteed for any manufacturing defect or bad workmanship for a period of three years onsite basis from the date receipt.
17. These terms and conditions shall form a part of the contract. The contract besides shall also be exclusively governed by our standard conditions of contract prescribed by OPGCL. No other terms and conditions whatsoever will be applicable in this contract.
18. All disputes or differences arises shall be subject to the exclusive jurisdiction of court within the limit of Jharsuguda.
19. Arbitration: In case of any dispute arising out of the supply or interpretation of meaning of the terms in these conditions of purchase or any alleged breach thereof, the same shall be referred to independent Arbitrator/s selected by the aggrieved party and consented by the other party. The arbitration shall be conducted in accordance with the provision of Indian Arbitration Act of 1996 or modifications thereof and award of Arbitrator shall be final and binding on both parties. The arbitrations shall be conducted at Jharsuguda or at such place as decided by Arbitrator. The cost, incidentally shall be borne by the vendor.
20. Litigation: All expenses and cost in connection with litigation, if any, will be to vendor account.
21. (a) Preparation of comparative statement

The Proforma for comparative statement has been standardized and is as per annexure of Manual. CS should be prepared as per proforma and loading actors to be used for loading are as mentioned below (if not mentioned specifically in the offer).

P&F charges 2%

Freight 2% WITHIN 300 km



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300 Kms. to 500 Kms. 3%

500 Kms. To 1000 Kms. 4%

Above 1000 Kms. 5%

Insurance 0.086%

(NOTE: Percentage loading will be limited to full truck/trailer load rate for each truck load).

(b) Payment terms loading

1.5% per month (wherever parties have quoted 100% through bank/advance against our standard and payment terms of 100% after receipt and acceptance of materials within 30 days.) In case of payment through bank loading for a period 30 days and in case of advance payment along with P.O. the loading for the period of delivery period plus 30 days, may be taken.

(C) Delivery term loading: If the delivery period required as per bid requirement is deviated the loading shall be done @0.5% per week or part thereof for the period over and above the stipulated delivery period.

(d) If the PBG clause is not accepted or deviated loading for the same shall be done. Loading procedures-

Basic Price

Packing & Forwarding charges (on basic price only)

Freight on (Basic + P&F)

Insurance on (Basic + P&F + freight)

Payment Terms Loading on (Basic + P&F + Freight +Insurance)

IMPORTANT NOTICES:

1. Please fill in the proforma for summary quotation as per specimen given above. Tenders not prepared in this proforma shall be liable for rejection.
2. Tenders not specifying the exact rates of taxes and duties (wherever applicable) shall be loaded to the highest slab or may not be considered.
3. Any deviation in Technical Specification/ terms & conditions shall be clearly specified in details, failing which shall be deemed the NIT specification and Terms & conditions are acceptable in totally unless and otherwise specified.
4. The suppliers/contractor is required to manufacture the product/carryout the work in controlled condition so as to contain Air pollution, water/land contamination within relevant legislative & statutory requirement.
5. Driver must carry valid driving license and vehicle pollution control card for transporting the materials to OPGCL.
6. Vendor/Representative/Vehicle driver must wear Safety Helmet, Shoes inside the Plant premises.
7. All person(s) connected with OPGCL shall have to adhere to the safety rule regulations of the Company.



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- Annexure-I -

TECHNICAL SPECIFICATION:

Sl. No.	Description of items	Quantity in no
1.	<p>Desktop Computer Core i5 7th Gen Processor (3.10 GHz & above) 1TB HDD @7200 RPM, 8GB RAM, 2+3USB Slot, Optical Drive In build Wireless Card, Intel HD Graphics 18.0" & higher HD TFT with Anti-Glare WLED-backlit USB Mouse & Keyboard With window 10 professional 64 bit Make: Lenovo Think center / DELL OptiPlex/HP industrial Support & warranty = 3 years onsite warranty and onsite support</p>	18
2.	<p>Mini PC</p> <p>Specification: Processor: Intel® Core™ i7-8705G quad-core processor Memory: 4 GB memory, Support for up to 16 GB of system memory HDD: 500 GB Graphics: Integrated graphics support for processors with Intel® Graphics Technology, Two High Definition Multimedia Interface* (HDMI*), 2 VGA Operating System: Windows 10 Pro 64 bit LAN: Gigabit (10/100/1000 Mb/s) LAN subsystem Wireless: 802.11ac, Dual Band, Wi-Fi, Bluetooth USB mini Key Board & Mouse Support & warranty = 3 years onsite warranty and onsite support</p> <p>Make: DELL OptiPlex/HP industrial /Lenovo think center</p>	10



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PRICE BID (Part-II)

Part-II is the Price Bid only which should contain the price & details of breakup of the trade discount, Packing, forwarding, GST, freight & insurance. Supervision and Installation Charges, Third party inspection charges etc.

PROFORMA FOR SUMMARY QUOTATION for Price Bid(Part-II)

BIDDERS REF:

DATE:

Sl. No	Description of the materials Equipment Service Item wise	Unit of Measurement	Qty. offered	Unit Rate	Price Basis	Packing & Forwarding charges	GST in %	Estimated freight / Specify mode of transport	Transit Insurance (specify rate	Total Price F.O.R. Destination
	Refer to Annexure-I									

1. BANK CHARGES (IF ANY)
2. INSPECTION Charges if any:
3. Super vision and installation charges:
4. (i) Deviation in tech. Specification- YES OR NO/ if yes details of the same.
(ii) Deviation in commercial Terms & conditions- YES OR NO /if yes details with clause No.

Authorised Signatory:

Name of the firm:

Designation:

Company Seal:

Place & Date



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The above two bids should be sealed separately super scribing as Technical Bid/Price bid as the case may be and enclosed in third sealed envelope super scribing "N.I.T No. ITPS/ (Purchase) /2018-2019/36(P) dt.21/01/2019 for supply of desktop computers and Mini PC to ITPS due on dt.04/03/2019. Your offer should reach this office on or before dt.04/03/2019 up to 15 hours. Part-I (Technical Bid) shall be opened on the same day at 15.30 hours in presence of either the bidder or their authorized representative. Parties who shall qualify in Technical bid shall be intimated to attend on a future date & venue to keep them present in the opening of Price Bid.

Tenders without EMD shall not be accepted. Offer received late due to postal or courier delay shall not be entertained. The bidder at their interest should ensure delivery of the bid well in advance.

Assistance General Manager, Purchase



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Bank MANDATE FORM for e-payment (To be submitted in Duplicate)

To.
Orissa Power Generation Corporation Ltd.,
Ib thermal power station,
Banharpali,
Orissa

Dear Sir,

Sub:- Authorization for release of payment due from OPGC Ltd through e-mode facilities of RTGS / NEFT / Internet Banking.

We are the regular contractor/Supplier to your organization and are executing work /supplying materials under different Contracts/ Purchase Orders to OPGC Ltd. We request you to release the payment of the outstanding amount electronically i.e, through RTGS, NEFT, Fund Transfer or any other suitable way. The details of our bank account are as follows: -

(Please fill in the information in CAPITAL LETTERS. Please TICK wherever it is applicable)

1. Name of the Party:

2. Address of the Party

City Pin Code

E-mail ID

Permanent Account Number

Telephone/Cell No.....

3. Particulars of Bank :

Bank Name		Branch Name	
Branch Place		Branch City	
Pin code		Branch Code	
MICR No			
Account Type	Savings:	Current:	Cash Credit:
Account No. (as appearing in the Cheque Book) :			
(9 Digits code number appearing on the MICR Bank of the cheque supplied by the Bank. Please attach Xerox copy of a cheque of your bank for ensuring accuracy of the bank name, branch name & code and Account number)			
IFSC Code			

4. Date from which the mandate should be effective :

I hereby declare that the particulars given above are correct and complete. If any transaction is delayed or not effected for reasons of incomplete or incorrect information, I shall not hold Orissa Power Generation Corporation Ltd responsible. I also undertake to advise any change in the particulars of my account to facilitate updation of records for purpose of credit of amount through internet / RTGS / NEFT.

Place:

Date:

Signature of the Party / Authorized Signatory

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Certified that particulars furnished above are correct as per our records.

Bank's Stamp:

Date:

(Signature of the Authorized Official from the Banks)