



ODISHA POWER GENERATION CORPORATION LIMITED
IB THERMAL POWER STATION UNIT # 3 & 4
At/PO: BANHARPALI, DIST: JHARSUGUDA – 768 234 (ODISHA)
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NOTICE INVITING TENDER

NIT No. ITPS/Unit 3 & 4/21-22/031

Date: 20/04/2021

Separate Sealed bids in the prescribed format are invited from bona fide and financially sound reputed Agencies / Registered Firms/Companies for supply of following materials at 2X660 MW IB Thermal Power Station, Banaharpali.

SI	Material Description	Tender Cost (Rs.)	EMD (Rs.)	Contract Period	Sale of Tender document	Date of receipt & submission /Opening of technical Bid
1.	"Supply of Sodium Hydroxide (Lye 47 – 48%)" for WTP and CPU operations (Two Parts)	Not Applicable	Rs.90,000/-	01 Year	20/04/2021 to 07/05/2021 (Hard & Soft copy only)	Up to 3:00 PM on 08/05/2021 3: 30 PM onwards on 08/05/2021

- 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**
- c) Chemicals shall be required in staggered manner as per our required consumption pattern and storage capacity F.O.R. site Basis.**
- d) OPGC shall inform about delivery of chemicals 10-12 days in advance to supply at site**

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) / Union Bank of India (Code-UBIN0806625) / Central Bank of India (Code-283899) payable at ITPS, Banharpali. 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/- GM- SCM

SAFE & CLEAN POWER IS OUR COMMITMENT



INFORMATION TO BIDDERS

ODISHA POWER GENERATION CORPORATION LIMITED (“OPGC” OR “OWNER”) AN ISO 14001 & OHSAS ORGANIZATION AND COMMITTED TO THE SAFETY HEALTH ENVIRONMENT INCORPORATED UNDER THE COMPANIES ACT 1956, INDIA. OPGC STARTED AS A WHOLLY OWNED COMPANY OF THE GOVERNMENT OF ODISHA (THE “GOO”) WITH THE OBJECTIVE OF ESTABLISHING, OPERATING & MAINTAINING LARGE THERMAL POWER GENERATING STATIONS. IN THE PURSUIT OF ITS OBJECTIVE, OPGC ESTABLISHED IB THERMAL POWER STATION (“ITPS”) WITH TWO UNITS OF 210 MW EACH IN THE IB VALLEY AREA OF JHARSUGUDA DISTRICT IN THE STATE OF ODISHA (UNITS 1 & 2)-PHASE-I. THE POWER PLANT COMMENCED THE COMMERCIAL OPERATION IN 1996. THE ENTIRE GENERATION FROM THESE UNITS IS CONTRACTED TO GRIDCO, THE STATE OWNED COMPANY, ON THE BASIS OF A LONG-TERM POWER PURCHASE AGREEMENT. AS PART OF ITS CAPACITY ADDITION PROGRAM, OPGC ESTABLISHED TWO ADDITIONAL UNITS OF 2 X 660 MW, BASED ON SUPERCRITICAL TECHNOLOGY, ADJACENT TO THE EXISTING POWER STATION AT THE SAME LOCATION. THE PLANT SITE IS ABOUT 17 KMS. FROM BELPAHAR RAILWAY STATION AND 40 KMS. FROM JHARSUGUDA RLY. STATION ON S.E. RLY. ON THE MUMBAI- HOWRAH MAIN LINE..

- 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**. 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. BID WITHOUT EMD WILL BE REJECTED OUTRIGHT.
 - b) PHOTOCOPIES OF REGISTRATION CERTIFICATE, INCOME TAX PAN AND GSTN.
 - c) BID DOCUMENTS DULY SIGNED & STAMPED IN ALL PAGES AS A TOKEN OF ACCEPTANCE.
 - d) 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 HAS BEEN FOUND THE EVALUATED 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 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.
- 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.

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
- Dealer/ Distributor/Channel Partner should enclose valid authorization certificate from principal manufacturer.
- Vendors are requested to kindly furnish your PAN, GST No.
- Tender Specification/Make for Supply of aforementioned items shall be as per the tender specification & BOQ.
- Bidders has to follow the general instruction while submitting the price bid.

- Bank Mandate form to be submitted to make your payment through RTGS/NET.
- 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.
- The Tender shall be accompanied by Earnest Money (EMD) @ Rs.90,000.00. 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) / Union Bank of India (Code-UBIN0806625) / Central Bank of India (Code-283899).
- 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.
- 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.
- **FOR PSU SUBMISSION OF EMD IS EXEMPTED**
- 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.
- Bidder has to submit the price bid as per the price bid format.
- Bid documents duly signed & stamped in all pages as a token of acceptance.
- 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.
- 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.
- The Earnest Money of all unsuccessful Bidders will be returned within thirty (30) days after the award of the Contract.
- Any Tender not accompanied with Earnest Money in accordance with aforesaid provisions shall be rejected by the Owner as non-responsive Bid.
- No interest will be payable by the Owner on the said amount covered under Earnest Money / other security deposits.

- 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.
- 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.
- Vendors are requested to submit their seal offers at our office by sending through **SPEED POST/REGISTER POST/By Person.**
- OPGC will award the contract to the successful bidder whose bid (offered/evaluated) has been found the lowest i.e. on L-1 basis.
- OPGC reserves the right to evaluate the quotation on such deviations having financial implications by adding the cost determined by OPGC.
- 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.
- 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 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.
- Rate will be valid for the 01 year from date of award of contract. Extension/Repeat order can be placed as per requirement of the OPGC for a period of 6 months for supply.
- Delivery: Chemicals shall be required in staggered manner (in a lot of 20-23 Ton tanker) as per our required consumption pattern and storage capacity F.O.R. site Basis. OPGC shall inform about delivery of chemicals 10-12 days in advance to supply at site.
- 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.

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

PRICE OFFERED SHOULD BE 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. 100% PAYMENT WITHIN 30 DAYS OF RECEIPT & ACCEPTANCE OF MATERIALS. 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.

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.

GENERAL INSTRUCTIONS

- 1.0 EACH QUOTATION SHOULD BE SENT IN PROPERLY SEALED ENVELOPE ADDRESSED TO THE SR. MANAGER (PROCUREMENT & CONTRCATS DEPT.)- UNIT 3&4, 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 "ODISSA POWER GENERATION CORPORATION LIMITED" PAYABLE AT SBI, IB THERMAL POWER STATION, BANHARPALI, CODE NO.9510, / CENTRAL BANK OF INDIA, BELPAHAR (CODE-3899) / UNION BANK OF INDIA (CODE-UBIN0806625) SHOULD INVARIABLY BE ENCLOSED WITH THE TENDER.
- 5.0 NO INTEREST WILL BE PAYABLE BY THE OWNER ON THE SAID AMOUNT COVERED UNDER EARNEST MONEY / OTHER SECURITY DEPOSITS.
- 6.0 THE OFFER GIVEN MUST REMAIN VALID FOR A PERIOD OF 180 DAYS FROM THE DATE OF OPENING OF BID.
- 7.0 RATE WILL BE VALID FOR 01 YEAR FROM DATE OF AWARD OF CONTRACT.
- 8.0 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.
- 9.0 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.

- 10.0 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.
- 11.0 THE TENDERER SHOULD BE ABLE TO COMPLETE DELIVERY AS PER THE REQUIREMENT MENTIONED IN THE TENDER DOCUMENT FROM THE DATE OF RECEIPT OF PURCHASE ORDER.
- 12.0 THE TENDERER SHOULD BE AGREEABLY TO OUR PAYMENT TERMS I.E 100% WITHIN 30 DAYS OF RECEIPT AND VERIFICATION OF MATERIALS AT OUR SITE.
- 13.0 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.
- 14.0 THE TENDER MUST ACCOMPANY PHOTO COPY OF LATEST & VALID INCOME TAX CLEARANCE CERTIFICATE & GST 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 AS PER PLANT REQUIREMENT, WHICH MAY INCREASE OR DECREASE DURING THE CONTRACT PERIOD. OPGC HAS NO OBLIGATION TO RECEIVE THE FULL ORDERED QUANTITY.
- 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 WARRANTY WILL BE 18 MONTHS FROM DATE OF DISTPATCH&12 MONTHS FROM DATE OF COMMISSIONING .WANNANTY & TEST CERTIFICATE HAS TO BE PROVIDED ALONG WITH MATERIAL.
- 20.0 THE UNDERSIGNED RESERVES THE RIGHT TO ACCEPT/REJECT ANY OR ALL THE TENDER WITHOUT ASSIGNING ANY REASON THEREOF.
- 21.0 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.
- 22.0 (A) **PREPARATION OF COMPARATIVE STATEMENT**
 VENDOR SHOULD NOTE FOLLOWING LOADING FACTORS TO BE USED BY OPGC DURING EVALUATION PROCESS IN CASE THE SAME HAS NOT BEEN CONSIDERD DURING OFFER SUBMISSION.

P&F CHARGES	2%
FREIGHT LESS THAN 300 KMS	3%
300 KMS. TO 500 KMS.	4%
500 KMS. TO 1000 KMS.	5%
ABOVE 1000 KMS.	6%

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 BID DOCUMENTS)

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. IN CASE OF 90% THROUGH BANK & BALANCE 10% WITHIN 30 DAYS AFTER RECEIPT AND ACCEPTANCE OF MATERIALS.

LOADING FACTOR WILL BE $1.5 \times 0.9 = 1.35\%$. ACCORDINGLY FOR OTHER PAYMENT TERMS LOADING FACTORS WILL BE CALCULATED.

(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.

23.0 LOADING PROCEDURES

BASIC PRICE	
PACKING & FORWARDING CHARGES	(ON BASIC PRICE ONLY)
FREIGHT ON	(BASIC + P&F)
INSURANCE ON	(BASIC + P&F + FREIGHT)
GST	(BASIC + P&F + FREIGHT+INSURANCE)
PAYMENT TERMS LOADING ON	(BASIC + P&F + FREIGHT+GST)

24.0 WEIGHT VARIATION

IN CASE THE PAYMENT IS DONE ON WEIGHING THE CONSIGNMENT AT SITE, ALLOWABLE TOLERANCE OF +/- 0.25% SHALL BE APPLICABLE. THIS TOLERANCE SHALL BE ALLOWED AS WEIGH BRIDGE TOLERANCE DUE TO WEIGHMENT IN TWO DIFFERENT WEIGH BRIDGE (IF AVAILABLE). FOR ANY VARIATION BEYOND THIS ALLOWABLE TOLERANCE NECESSARY ADJUSTMENT SHALL BE MADE DURING RELEASING PAYMENT BY WAY OF SUBMISSION OF CREDIT NOTE BY THE VENDOR. IF THE WEIGHT VARIATION IS +/- 0.25% FROM THE INVOICED WEIGHT/CHALLAN WEIGHT THE INVOICED WEIGHT WILL BE ACCEPTED FOR THE PURPOSE OF ACCOUNTAL AS WELL AS PAYMENT. IF THERE IS THREE CONTINUOUS NEGATIVE TOLERANCE IS FOUND NO MORE TOLERANCE SHALL BE ALLOWED. VENDOR SHALL HAVE TO SUBMIT THE CREDIT AS PER WEIGHMENT BY OPGC.

25.0 FORCE MAJEURE

ANY DELAY OR FAILURE TO PERFORM THE CONTRACT BY EITHER PARTY CAUSED BY ACTS OF GOD OR ACTS OF GOVERNMENT OR ANY DIRECTION OR RESTRICTION IMPOSED BY GOVERNMENT OF INDIA WHICH MAY AFFECT THE CONTRACT OR THE PUBLIC ENEMY OR CONTINGENCIES LIKE STRIKES, RIOTS ETC. SHALL NOT BE CONSIDERED AS DEFAULT FOR THE PERFORMANCE OF THE CONTRACT OR GIVE RISE TO ANY CLAIM FOR DAMAGE. WITHIN 7 DAYS OF OCCURRENCE AND CESSATION OF THE EVENT(S), THE OTHER PARTY SHALL BE NOTIFIED. ONLY THOSE EVENTS OF FORCE MAJEURE WHICH IMPEDES THE EXECUTION OF THE CONTRACT AT THE TIME OF ITS OCCURRENCE SHALL BE TAKEN INTO COGNIZANCE.

26.0 PATENTS, ROYALTIES, SELLER'S LIABILITY AND COMPLIANCE OF REGULATIONS

VENDOR SHALL PROTECT AND FULLY INDEMNIFY THE PURCHASER FROM ANY CLAIMS FOR INFRINGEMENT OF PATENTS, COPY RIGHT, TRADE MARK OF THE LIKE. SELLER SHALL ALSO PROTECT AND FULLY INDEMNIFY THE PURCHASER FROM ANY CLAIMS FROM SELLERS WORKMAN/EMPLOYEES, THEIR HEIRS, DEPENDENTS,

REPRESENTATIVES ETC. OR FROM ANY OTHER PERSON/PERSONS OR BODIES/COMPANIES ETC. FOR ANY ACT OF COMMISSION OR OMISSION WHILE EXECUTING THE ORDER. SELLER SHALL BE RESPONSIBLE FOR COMPLIANCE WITH ALL REQUIREMENTS UNDER THE LAWS AND SHALL PROTECT AND INDEMNIFY COMPLETELY THE PURCHASER FROM ANY CLAIMS/PENALTIES ARISING OUT OF ANY INFRINGEMENT.

27.0 SECURITY DEPOSIT

SECURITY DEPOSIT CLAUSE FOR PERFORMANCE OF SUPPLY @5% OF BASIC VALUE IN SHAPE OF DD/BG/DEDUCTED FROM THE BILL. NO INTEREST WILL BE PAYABLE BY THE OWNER ON THE SAID AMOUNT COVERED UNDER EARNEST MONEY / OTHER SECURITY DEPOSITS. THE EARNEST MONEY DEPOSITED WITH THE TENDER SHALL BE ADJUSTED TOWARDS INITIAL SECURITY DEPOSIT AT THE OPTION OF THE BIDDER. CONTRACTOR SHALL FURNISH THE INITIAL OR TOTAL SECURITY AMOUNT @5% OF BASIC VALUE IN SHAPE OF BG/DD/DEDUCTED FROM THE BILL.

BANK GUARANTEE (BF) IN THE PRESCRIBED FORMAT FROM ANY NATIONALIZED OR SCHEDULED BANK TO BE SUBMITTED WITHIN THE SPECIFIED TIME PERIOD. IN ALL THE CASES IF TOTAL SECURITY IS NOT DEPOSITED EITHER IN FORM OF DEMAND DRAFT OR BANK GUARANTEE WITHIN 15 DAYS OF ISSUANCE OF LOI/ORDER THE SECURITY AS MENTIONED ABOVE SHALL BE RECOVERED FROM THE RUNNING BILL OF THE CONTRACTOR. THE BANK GUARANTEE FACILITY SHALL BE EXTENDED TO ONLY COMPANIES OF REPUTE AT THE DISCRETION OF OPGC.

BANK GUARANTEE IN LIEU OF SECURITY DEPOSIT SHALL BE VALID FOR THE ENTIRE CONTRACT PERIOD PLUS ADDITIONAL 03 MONTHS. IN CASE OF ORDER EXTENSION/RENEWAL BANK GUARANTEE TO BE RENEWED ACCORDINGLY.

28.0 LANGUAGE

THE CONTRACT INCLUDING THE PURCHASE ORDER AND ALL SCHEDULES, ANNEXURES (IF ANY) AND RELATED DOCUMENTS AND COMMUNICATIONS AND NOTICES ISSUED PURSUANT TO OR IN CONNECTION WITH ITS PROVISIONS, SHALL BE IN ENGLISH. IN THE EVENT THE CONTRACT, ITS SCHEDULES, ANNEXURES (IF ANY) OR ANY RELATED DOCUMENT IS TRANSLATED INTO OR IS IN ANY OTHER LANGUAGE, THE ENGLISH VERSION THEREOF SHALL TAKE PRECEDENCE AND CONTROL THE INTERPRETATION THEREOF.

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.

- 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.

- Bidder must clearly specify whether they have Quoted or Not Quoted & also indicate the make/brand quoted against each item unpriced bid format enclosed in the tender document.
- GST Certificate copy.
- PAN Certificate copy
- Supporting documents as mentioned in qualifying 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 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.

QUALIFICATION CRITERIA

1. The Bidder must be a Manufacturer or their Authorized dealer/Stockists of the materials. Authorization certificate/ Dealership agreement forwarded by manufacturer etc. shall be submitted as a documentary proof.
2. The bidder must indicate the make/manufacturer & items quoted in the unpriced bid format enclosed in the tender document.
3. Bidder must confirm to supply as per technical specification as stipulated in the tender document and provide MSDS (material safety data sheet), quality certificate of original manufacturer, TREM (Transport Emergency Maintenance Card) with each lot. (Self-declaration on your letter head to be submitted).
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.

Acceptance of Reverse Auction: Bidders are to give their acceptance for participating in e-Reverse Auction through M/s.MSTC in addition to the submission of manual Price Bids. E-RA will be held after opening of manual price bids and the lowest among both manual bids and e-RA will be considered further for evaluation.

The detailed terms and conditions of the e-Reverse Auction is mentioned in the tender document as "RULES AND REGULATIONS OF THE E-REVERSE AUCTION".

NB: The transaction fee for e-RA will be @0.03% of starting Price maximum up to Rs.10,000/- + Taxes as applicable, payable to M/s.MSTC.

SHE Guideline for transportation of hazardous materials

- 1) Special Safety Instruction: "Supplier shall ensure adequate training of their vehicle drivers carrying hazardous materials (Fuel Oil, Hydrogen, Acids, Caustic, etc..) on safe transport of the material & OPGC's safety instruction to drivers.
 1. Use your seat belt & obey Plant Traffic Rules.
 2. Keep all necessary documents (Driving License, Hazardous License for carrying hazardous materials, Registration, Fitness, Insurance, TREM card, MSDS, PUC etc.) available with your vehicle.
 3. Do not exceed beyond 20 km/hr speed limit & do not overtake.
 4. Do not use mobile phone while driving.
 5. Do not cross the rail track while train is moving. Stop, Look and Proceed.
 6. Do not sleep under the parked vehicle and always maintain safe distance from wheels.
 7. Smoking and use of drugs / alcohol is prohibited.
 8. Be aware and alert of overhead power cables.
 9. Use vehicle wheel stoppers while parking. Park vehicle only at designated parking place.
 10. Always remain alert of pedestrian, cyclist & motor cyclist. Share the road with them. Be aware of blind spots on your vehicle, adjust back & side viewing mirrors to have maximum view. Do not turn or side vehicle all of a sudden. Before turning & siding ensure the safety of Pedestrian, Cyclist & Motor Cyclist if any.
 11. Keep safe distance between the vehicles.
 12. Do not climb to the top of tanker/carrier without taking fall protection measures.
 13. While unloading material, clear the area from people to remain safe from material. Load & unload materials only in presence & guidance of OPGC person.
 14. Ensure availability of fire extinguisher, first aid box, back horn and other standard safety features with the vehicle.

15. Ensure fitting of spark arrestor on vehicle carrying flammable or explosive materials.
16. Do not keep flammable materials like kerosene, petrol, diesel etc. inside vehicle's cabin.
17. Use Personal Protective Equipment (Safety Helmet, Safety Shoes & other applicable PPEs).
18. Do not engage yourself with any work other than driving.
19. Never enter into the barricaded area, chlorine storage area, hydrogen storage area, confined space, electrical switch gear rooms, transformer, switchyard or any other hazardous installation.
20. Emergency Siren Codes for:
 - a. Toxic Gas Release - 8 Sec On 4 Sec Off for 02 minutes.
 - b. Fire & Explosion - 4 Sec On 2 Sec Off for 02 minutes.
 - c. All Clear - Continuous 2 minutes.

In case of emergency do not be panic, listen and take help from OPGC employee / security and proceed to the nearest assembly point. Do not leave until the emergency all-clear is announced.

- 2) The supplier shall also ensure the availability of all applicable safety features of the vehicles. The drivers shall have hazardous material carrying license. All the material to be dispatched in safe transport mode. For hazardous chemical, gases the vehicle must possesses TREM card, MSDS, Safety Equipment and PPE and to be transported as per safety guideline to be provided in the order. All the vehicles must possess valid licence, fitness and pollution under control.
- 3) Along with dispatch details a letter to be intimated to the insurance Company under intimation to us. This should be strictly observed.
- 4) Being an ISO 14001 & OHSAS organization and committed to the safety health environment we restrict the use of virgin and recycled plastic carry bag containers, asbestos material for packing of materials and expect co-operation from its esteemed vendors for utilization of the environment friendly items only.
- 5) Materials rejected to be replaced immediately with new one at the vendor cost. The rejected materials are to be lifted from our store within 45 days of intimation from OPGCL failing which the material lost/damaged shall be at the risk of the vendor and such materials shall be disposed by OPGCL after 90 days of intimation.
- 6) Measurement: If the weight/liner measurement/quantity etc. measured in warehouse does not tally with that of challan/packing list, joint measurement with the supplier shall be taken and the result shall be final & binding on both parties.
- 7) Quantity: Deviation in quantity to accommodate standard package/lorry capacity/standard size etc. shall be accepted subject to prior approval of buyer before dispatch unless it is mentioned in the offer. For Chemical Items +/- 5% in quantity shall be accepted and payment will be made accordingly.

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.

GM- (SCM)

TECHNICAL SPECIFICATION & PRICE BID/BOQ FORMAT

SL. NO.	DESCRIPTION	QTY IN KG.	UNIT RATE IN INR	AMOUNT IN INR
1	<p>SODIUM HYDROXIDE (LYE 47 – 48%) AS PER IS-252 LATEST REVISION</p> <ul style="list-style-type: none"> • MATERIAL IS REQUIRED IN LYE FORM OF PURITY 47-48% BY MASS, WHICH SHOULD MEET QUALITY AS PER IS 252 LATEST REVISION. • MSDS, TREM CARD AND TEST CERTIFICATE OF ORIGINAL MANUFACTURER IS REQUIRED WITH MATERIAL. MATERIAL SHALL BE TESTED IN OPGC LAB. IF NOT MET THE SPECIFICATION, IT MAY BE REJECTED. • THE QUANTITY IS FOR APPROX. 06 MONTHS AND SHALL BE REQUIRED IN STAGGERED MANNER IN A LOT OF 20-23 TONNES AS PER OUR REQUIRED CONSUMPTION PATTERN AND STORAGE CAPACITY ON F.O.R. SITE BASIS. • INTIMATION FOR LOT DELIVERY AT SITE SHALL BE GIVEN 10-12 DAYS IN ADVANCE OF THE REQUIRED DATE. • ORDER VALIDITY SHALL BE 01 YEAR FROM THE DATE OF ISSUANCE 	6,60,000		
TOTAL VALUE F.O.R. ITPS SITE (EXCLUDING GST)				

NOTE: GST EXTRA AS APPLICABLE (% TO BE INDICATED ALONG WITH HSN CODE).

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

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

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 Odisha 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

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

Bank's Stamp:

Date: (Signature of the Authorized Official from the Banks)

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	"Supply of Sodium Hydroxide (Lye 47 – 48%)" for WTP and CPU operations" (Two Parts)
Date & Time Of Auction	Auction Date: [To be intimated later] Online e-Reverse Auction Time : [To be intimated later] ulphuric 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	<u>Minimum decrement is Rs. 10,000/- and in multiples of Rs. 10,000/-</u>
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)

Name

(Signature)

Name

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

_ Date _____