



TENDER DOCUMENT

FOR

PROCUREMENT OF MATERIALS UNDER DEPOSIT / APDRP WORKS

SOUTHERN ELECTRICITY SUPPLY COMPANY OF ORISSA LTD.

CORPORATE OFFICE: COURTPETA: BERHAMPUR- 760004.

DISTRICT: GANJAM.

TENDER NOTICE NO: 02/07-08 Dt. 28-09-07 [Group-C]

A) Name of the Item - 11 KV Metering Unit

Option No. I

Option No.-II

11 KV Metering Unit of CT Ratio

11 KV Metering Unit of CT Ratio (5/5) Amps - 142 Nos.

1/1 Amps 80 Nos.

2/1 Amps 07 Nos.

3/1 Amps 03 Nos.

5/5 Amps 51 Nos.

15/5 Amps 01 Nos.

Total 142 Nos.

B) Name of the Item: 33 KV Metering Unit of CT Ratio (5/5) Amps - **01 Nos**

C) Name of the Item: 11 KV Metering Cubicles

11 KV Metering Cubicle of CT Ratio

5/5 Amps 70 Nos.

10/5 Amps 38 Nos.

15/5 Amps 05 Nos.

20/5 Amps 04 Nos.

25/5 Amps 02 Nos.

50/5 Amps 03 Nos.

Total 122 Nos.

D) Name of the Item: 33 KV Metering Cubicles

33 KV Metering Cubicle of CT Ratio

5/5 Amps 05 Nos.

10/5 Amps 03 Nos.

15/5 Amps 03 Nos.

25/5 Amps 02 Nos.

50/5 Amps 01 Nos.

100/5 Amps 03 Nos.

200/5 Amps 01 Nos.

Total 18 Nos.

The last date and time of receipt of tender:

26-10-2007 up to 3 P.M

Date and time of opening of tender:

26-10-2007 by 4 P.M

General Manager (Proc.)
SOUTHCO, Berhampur.

INSTRUCTION TO THE BIDDERS

Tender should be submitted in the following manner.

- Sealed envelope containing cost of Tender Documents should be placed separately and mentioned on the top of envelope.
- Sealed envelope containing Earnest Money should be placed separately.
- Sealed envelope containing technical details should be placed separately.
- Sealed envelope containing commercial bid and other relevant documents should be placed separately

The above four envelopes should be placed in a big envelope and mentioned

" Tender Notice No: -----/ Group-----

Name of Items

N.B:

- 1) On opening of tender, the envelope containing cost of Tender Documents (those who are downloaded from the website and used as tender documents for submitting the offer) shall be opened first. Tenders without the cost of the tender documents will be considered as invalid.
- 2) Secondly, the envelope containing cost of EMD shall be opened to check whether draft for EMD is there or not. If the bidder does not fulfill these requirements then the envelope wherein the technical details and commercial bid are kept shall not be opened at all and their tender will be rejected out right.

General Manager (Proc.)
SOUTHCO, Berhampur.



QUOTATION IN DUPLICATE

From:

PHONE:

FAX:

M/s.....
.....
.....

Quotation No. _____ dated _____ Group-----

To

The General Manager (Procurement)
Southco. Berhampur

Dear Sir,

In response to your tender notice No. 02/2007-08 dt. 28-09-07 (Group-C) due to be opened on -----, we are quoting our price and terms & conditions in Annexure-I.

SL No	Description of materials offered	Unit	Quantity offered	Rate per Unit (Landing Cost at BAM)	Total Amount (In figure & words)

Signature of Bidder
With Company Seal

ANNEXURE -1

ABSTRACT OF TERMS AND CONDITIONS

(This proforma should be filled in with all information and should be furnished alongwith the tender)

1. Earnest money furnished: (a) Amount Rs. Bank draft No. Date.
2. Validity:
3. Price basic: Ex-works:
4. Rate of Excise duty:
5. Rate of Sales taxes:
5. Rate of freight charges:
6. Rate of insurance charges:
7. Rate of Entry taxes:
8. Nature of price: Firm/ Variable:
9. Total landing cost at Central Stores , Berhampur :
10. Terms of payment: Whether agreeable to SOUTHCO's terms : Yes/No
11. Delivery: Whether agreeable to SOUTHCO's terms :- Yes / No
12. Guarantee: Whether agreeable to SOUTHCO's terms:- Yes/No
13. Penalty: Whether agreeable to SOUTHCO's terms:- Yes/No
14. Whether agreed to furnish security deposit in case his tender becomes successful: Yes/No
15. Whether guaranteed technical particulars are furnished or not: Yes/No
16. Whether dimensional design drawing furnished or not: - Yes/No/Not applicable
17. Whether recent type test certificate from any
Government approved Laboratory furnished: Yes / No.
18. Whether materials bear I.S.I mark: Yes/ No.
19. Manufacturers name and its Trade Mark: Yes/No
20. Sales Tax clearance certificate:-
Our Sales Tax Registration No. (Xerox copy enclosed)
21. Sample: - Samples are submitted along with tender: Yes/No
22. Other conditions if any:-
23. Documents enclosed:

Signature of Bidder
With Company Seal.

ANNEXURE-I I
DECLARATION FORM
TENDER SPECIFICATION NO

To

Sir,

1. Having examined the above specification together with Tender conditions referred to therein, I/We the undersigned hereby offer to supply the materials covered thereon complete in all respects as per the specification and General condition at the rate entered in the attached contract schedule in price in the Tender.
2. I/We hereby undertake to have the materials delivered within the time specified in the tender.
3. I/We hereby guarantee the technical particulars given in the tender supported with necessary test reports from concerned authorities.
4. I/we, certify to have purchased a copy of the specification by remitting cash and this has been acknowledged by you in your Money receipt No.....dt.....
5. In the event of purchase order being decided in my/our favour, I/We agree to furnish the security deposit in the manner acceptable to Southco and for the sum as applicable to me/us within stipulated period of issue of letter of intent/purchase order, failing which I/we clearly understand that the said letter of intent/Purchase order will be liable to be withdrawn by the purchaser.

Signed this.....day of.....

Yours faithfully,

Signature with Designation and seal.

N.B:- This form should be duly filled in by the bidder and submitted alongwith the original copy of tender.

TERMS AND CONDITONS (GENERAL)

Due date: 26-10-07 up to 03 PM.
To be opened on date: 26-10-07 by 04 PM.

The bidders are requested to submit the tender as per instructions given below.

The Tender should be furnished only in the prescribed form in duplicate and all the columns 1 to 23 are to be entered, failing which the offer will be rejected out right.

The tenders not quoted as per our terms detailed below will be rejected outright.

1. PRICE:

The price quoted should be firm and final. The rate and total should be entered in figures and words and any correction should be attested under the Seals of the Firm. No revision of rates from that originally quoted will be allowed within the validity period. The rate should be quoted F.O.R. delivery at Berhampur (Central stores Depot, Sanakjauria) near N.H-5, Berhampur Southco by Road inclusive of all taxes and duties (i.e.packing and forwarding, freight & Insurance, Excise Duty, Sales Tax, Entry Tax etc.)

2. SALES TAX:

The rate quoted shall be inclusive of all applicable Sales Tax (VAT) /CST as on the publication of the tender. The Paying Officer will issue Sales Tax declaration Form 'C' as applicable for the supply. The upto date Sales Tax clearance certificate should be furnished with tender.

3. INSURANCE AND FREE REPLACEMENT:

As responsibility for safe delivery at different Store rests with the bidders, they should ensure the consignment with their own under writers. Any loss or damage of materials during transit should be made good by the bidder within 30(thirty) days from the date of receipt of intimation from the SDO of concern store without waiting for the claim to be settled by their under writers.

4. EARNEST MONEY:

- a) 1 % of the offer Price (Landing Cost) for the item / quantity should be paid as Earnest money.
- b) Earnest money offered in shape of Bank Draft from any nationalized Bank in favour of Southco payable at Berhampur-760004, Ganjam (Orissa). Tenders with out EMD will be rejected.
- d) On opening of EMD envelop and price bid, if the EMD found less than the offer price (Landing Cost) for the items mentioned in their quotation, the offer shall be rejected at the discretion of the purchaser.
- e) Earnest Money against previous tender, if any will not be adjusted towards EMD against this tender.

- f) Earnest money will be forfeited if the successful bidder fails to accept the order and /or letter of intent placed in its favour within the validity period for the full/part quantity of the order.
- g) EMD of successful bidders shall be released only after full execution of ordered quantity.
- h) Earnest money will be refunded to the unsuccessful bidder only after the tender is finally decided. However, if any firm wants refund of earnest money before it is decided may be released to them, but its offer will not be considered at the time of finalisation of tender.

5. SECURITY DEPOSIT:

- a) The successful bidder immediately after receipt of the letter of intent/purchase order shall have to pay a security deposit equivalent to 05%(five) of the contract amount in favour of the SOUTHCO, BERHAMPUR in shape of Bank draft/Bank guarantee. If the successful bidder fails to furnish the security deposit within the specified date as per the letter of intent/ purchase order, the earnest money paid by him will be forfeited and the letter of intent/ purchase order will be cancelled.
- b) The Security Deposit paid by the successful bidders will be forfeited on cancellation of order due to failure to execute the order in full or in part within the stipulated delivery period if the materials are not as per the approved quality.
- c) The Security Deposit will be released only after satisfactory execution of the order.

6. TERMS OF PAYMENT:

Materials procured under Deposit works / APDRP

100% payment shall be made after receipt of materials and verification thereof subject to prior approval of test certificate and guarantee certificate wherever applicable, subject to submission of 05% Bank guarantee towards performance.

7. PENALTY:

- a) Penalty @ 1/2% per week upto a maximum of 5% of the total value of the purchase order will be imposed, if the materials are supplied after the specified date of delivery.
- b) Purchase order will be treated as automatically cancelled after the stipulated date of delivery period with forfeiture of security deposit as per Clause-5 (b) above, unless, the date of delivery is extended by the Purchaser subject to imposition of penalty mentioned at (a) above at the discretion of the purchaser. The imposition of penalty is however subject to force majeure condition.

8. FORCE MAJEURE CONDITION:

The contract shall not be liable for any penalty for delay or failure to perform the contract for reasons of force majeure such as acts of God, acts of public enemy, acts of Govt., fire, flood, epidemics, quarantine, restrictions strict, freights, embargo's, and provided that the contract shall within 10 days from the beginning of such delay notify the purchaser in writing the cause of delay, the purchase shall verify the facts and grant such extensions as facts justify.

9. GUARANTEE:

The materials should be guaranteed for satisfaction operation and trouble free service for a period of 18 months from the date of supply or 12 months from the date of commissioning which ever is earlier. Any defect noticed during this period shall be made good by the supplier free of cost provided such defects are attributed to faulty design, workmanship and bad materials used. The above guarantee certificate shall be furnished in triplicate to the purchaser for approval. The supplier is to furnish performance Bank Guarantee for 5% of the order value valid upto the guarantee period.

10. DELIVERY:

The materials should be delivered (not despatched) with in the stipulated delivery period as offered by the bidder, which is accepted by the Purchaser. If the firm fails to execute the ordered quantity within the stipulated delivery period, the purchase order will be treated as automatically cancelled with imposition of penalty as per clause 7.

11. MATERIALS AND WORKMANSHIP:

The materials should conform to the latest I.S. Specifications and the workmanship should be of the best quality. Bidder should furnish dimensioned drawings, illustrative pamphlets and literature for the materials they offer alongwith the tender. The authorised dealership certificate, if any, should be furnished alongwith tender.

12. TEST CERTIFICATE:

The test certificate from the Manufacturers shall be furnished for scrutiny and approval well in advance of despatch of materials.

13. INSPECTION:

The authorised representative of the purchaser may inspect the materials and/ or test the materials being supplied at any or all stages and the supplier shall provide all facilities for inspection at his work site.

OR

The authorised representatives of the Purchaser will inspect the materials after delivery at different stores as per delivery schedule.

14. VALIDITY:

- a) Price should be firm and the conditions of sale of the offer should be valid for a period of 180 days from the date of opening of the tenders.
- b) Tenders with lesser validity period will be rejected out right at the time of opening of the tender.
- c) Tender with conditional validity or rates or delivery schedule will be rejected out right.

15. QUANTITY:

The purchaser reserves the right to alter, reduce or increase the tendered quantity of materials or distribute the tendered quantity among the bidders and the decision of the purchaser will be final.

16. SAMPLE:

The bidder are requested to submit the samples within the date of opening of the tender, failing which the tender may not be considered.

17. ACCEPTANCE:

The successful Bidder on receipt of the purchase order/ letter of intent should intimate its acceptance within 7 (seven) days of receipt of order, failing which the order will be automatically cancelled with forfeiture of earnest money deposit as applicable.

18. CANCELLATION OF THE TENDER:

SOUTHCO reserves the right to alter the tender quantity and reject / accept any or all tender or split the tender among the bidders without assigning any reason thereof.

19. JURISDICTION OF THE HIGH COURT OF ORISSA:

Suits if any, rising out of the contract shall be filed by either party in any court of Law to which the jurisdiction of the High Court of Orissa extends. The Bidder who does not adhere to this Clause will be rejected.

Encl: 1. Technical Specification

General Manager (Proc.)
SOUTHCO, Berhampur.



TECHANICAL SPECIFICATION

A) **Name of the Item -** 11 KV Metering Unit

Option No. I

Option No.-II

11 KV Metering Unit of CT Ratio
1/1 Amps 80 Nos.
2/1 Amps 07 Nos.
3/1 Amps 03 Nos.
5/5 Amps 51 Nos.
15/5 Amps 01 Nos.
Total 142 Nos.

11 KV Metering Unit of CT Ratio (5/5) Amps - 142 Nos.

B) **Name of the Item:** 33 KV Metering Unit of CT Ratio (5/5) Amps - 01 Nos

C) **Name of the Item:** 11 KV Metering Cubicles

11 KV Metering Cubicle of CT Ratio

5/5 Amps	70 Nos.
10/5 Amps	38 Nos.
15/5 Amps	05 Nos.
20/5 Amps	04 Nos.
25/5 Amps	02 Nos.
50/5 Amps	<u>03 Nos.</u>
Total	122 Nos.

D) **Name of the Item:** 33 KV Metering Cubicles

33 KV Metering Cubicle of CT Ratio

5/5 Amps	05 Nos.
10/5 Amps	03 Nos.
15/5 Amps	03 Nos.
25/5 Amps	02 Nos.
50/5 Amps	01 Nos.
100/5 Amps	03 Nos.
200/5 Amps	<u>01 Nos.</u>
Total	18 Nos.

NB: Firms are requested to quote their price for both the options of 11 KV Metering Unit. Considering the requirement, this office shall procure the CT Ratio of 11 KV Metering Unit either from option no.1 or 2.