Format for Technical Pre-Bid Queries
Tender No TPSODL/OT/2020-21/004

Package Name

Resolution/2020-27/004

Rate Contract for Metering ,Billing & Collection (MBC)

The said format to be used only for Technical Pre-Bid Query. Any Commercial Query has to be strictly in Format B2 Format for Commercial Pre-Bid Query and sent seperately Format to be used for query regarding Technical Pre-Qualification Requirement, Safety Pre-Qualification Requirement, Technical Set of Documnt Pre-Bid Query has to be sent in editable Excel file format only Pre-Bid Query has to be sent through e-mail in TPSODL E-Tender System Note:

Sr. No.	to TPSODL Technical	Description as per Bid Document	Remarks - Query / Clarification	TPSODL Response
1	2	3	4	5
1		No subsidy defined for MSME Business Associates where as TPWODL defined subsidy.		No Change, Tender T&Cs shall prevail
2	Document No. TPSODL/OT/2020- 21-004	INSURANCE	Is it applicable for MBC	Yes

FORMAT B.2 Format for Commercial Pre-Bid Queries Tender No : TPSODL/OT/2020-21/004

Package Name: Rate Contract for Metering ,Billing & Collection (MBC)

Note: The said format to be used only for Commercial Pre-Bid Query. Any Technical Query has to be strictly in Format B.1 Format for Technical Pre-Bid Query and sent seperately

Pre-Bid Query has to be sent in editable Excel file fomat only

	Pre-Bid Query has to be sent through e-mail in TPSODL E-Tender System				
Sr. No.	Detailed Reference to TPSODL Tender Document. Please specify Document No / Clause No / Page No	Description as per Bid Document	Remarks - Query / Clarification	TPSODL Response	
1	2	3	4	5	
1	Document No. TPSODL/OT/2020- 21-004 Clause No.: ANNEXURE-I 2a. Page No. 17	Schedule Meter Reading of Non SBM consumers	Which category consumer	It can be any segment of consumers including 3 Phase consumers.	
2	Document No. TPSODL/OT/2020- 21-004 Clause No.: ANNEXURE-I 2b. Page No. 17	Scheduled Bill distribution of Non SBM consumers including disconnection/other notice delivery with acknowledgement (POD)	Which category consumer	It can be any segment of consumers including 3 Phase consumers.	
3	Document No. TPSODL/OT/2020- 21-004 Clause No.: ANNEXURE-I 2c. Page No. 17	Scheduled Bill distribution of Non SBM consumers including disconnection/other notice delivery without acknowledgement	Which category consumer	It can be any segment of consumers including 3 Phase consumers.	
4	Document No. TPSODL/OT/2020- 21-004 Clause No.: ANNEXURE-I 3. Page No. 17	special Meter Reading/Site verification report	Special meter reading of which consumer	Any consumer whose detailed meter reading parameters are required for analysis purpose.	
5	Document No. TPSODL/OT/2020- 21-004 Clause No.: ANNEXURE-I 4a. Page No. 17	with acknowledgement (POD)	Which Category consumers, if any special define	It can be any segment of consumers including 3 Phase consumers.	
6	Document No. TPSODL/OT/2020- 21-004 Clause No.: ANNEXURE-I 4b. Page No. 17	without acknowledgement	Which Category consumers, if any special define	It can be any segment of consumers including 3 Phase consumers.	
7	Document No. TPSODL/OT/2020- 21-004 Clause No.: ANNEXURE-I 5. Page No. 17	Door to door payment collection- per consumer	The gap for no. of spot billing and door to door collection in City, Berhampur, bhanjanagar, Aska, Rayagada, Jeypore circle is 194000,204000,75000,3000,85000,131000 respectively. If any categorization of gap consumer please define. Why no's diffrence between door to door Payment collection and SBM consumers. Can a BA taken payment collection from three phase consumers	Door to Door collection will be allowed only for specified areas under the divisions. Many areas will be covered only by collection counters specially in urban areas. Whereever proximity to counters is not there for consumers, door to door collection will be required.	
8	Document No. TPSODL/OT/2020- 21-004 Clause No.: ANNEXURE-I 7a. Page No. 18	Managing Collection counter For single shift per day continuously for the month	What is the daily time period for operation of Single shift counter	Single shift counters will be operational for 8 hrs on daily basis and continuous for the month. Timing may be different for different locations.	
9	Document No. TPSODL/OT/2020- 21-004 Clause No.: ANNEXURE-I 7b. Page No. 18	Managing Collection counter For Double shift per day continuously for the month	What is the daily time period for operation of Double shift counter	Double Shift counters will be operational for 12 hrs on daily basis and continuous for the month.	
10	Document No. TPSODL/OT/2020- 21-004 OPERATIONAL GUIDELINES: SI.1 and Page No.37	spot billing shall be done for all single phase consumer Domestic, General Purpose(GP), Specific Public Purpose, Kutiryjoti, Allied Agriculture, Irrigation and Agriculture customers.	If Allied Agriculture, Irrigation and Agriculture consumers are billed under SBM category, why it is added under Non-SBM Category. Please define whether it will coming under SBM or Non-SBM category	If consumer's supply is on single phase meters, it may be included in the SBM and in case of supply through whole current meter, it will be under Non-SBM.	

Tender No:

TPSODL/OT/2020-21/004

Package Name

Metering, Billing & Collection (MBC) Services at TPSODL.
The said format to be used only for any Pre-bid Query / Clarifiaction/ Deviation on any of the Tender documents

Sr. No.	Detailed Reference to concerned Document . Please specify Document No / Clause No / Page No	Description as per Bid Document	Query / Clarification / Deviation	Tata Power Response
1	2	3	4	5
1	Page 21		In division BD-1, SBM consumer quantity (monthly) for scheduled spot meter reading is 80,000. But under door to door payment collection, the total monthly quantity is 10,000. Please clarify.	Door to Door collection will be allowed only for specified areas under the divisions. Many areas will be covered only by collection counters specially in urban areas. Whereever proximity to counters is not there for consumers, door to door collection will be required.
2	Page 56		For claiming incentive- 10% of quoted price is kept for billing beyond 95%. It should be kept above 90%. As per TPCODL data, 10% of the consumer's are ghost consumers. So 95% target will be never-achievable target.	Any ambiguity in data base will be corrected with the help of agencies inputs. Data sanitization and correction will be done to have the correct data base of consumers.
4	Page 66		Money reciept incentive of 10% of the quoted price per consumer is kept for coverage above 80%. In fact 80% MR coverage is not been achieved by TPCODL after 9 months of successful operation. Since percentage of ghost consumer in the DISCOM would be around 10%, so 70%-80% consumer coverage for 10% incentives will be reasonable.	Any ambiguity in data base will be corrected with the help of agencies inputs. Data sanitization and correction will be done to have the correct data base of consumers.
5	Page 57		Can a single person do both meter reading and bill a collection activity? Or we need to keep separate people for meter reading and bill collection.	Both meter reading and door to door collection will be done throughout the month. So there is no question of involving same person for both the activities, except as per point in Document No. TPSODL/OT/2020-21-004 Clause No.: ANNEXURE-I 8, where it has been specifically mentioned about the type of consumers.

FORMAT B.1

r Technical Pre-Bid Queries

Tender No

TesODL/OT/20 20-21/004

Package Name
Note:

Note:

TesODL/OT/20 20-21/004

Rate Contract for Meter Reading, Billing & Collection (MBC) Services at TPSODL

The said format to be used only for Technical Pre-Bid Query. Any Commercial Query has to be strictly in Format B2 Format for Commercial Pre-Bid Query and sent seperately Format to be used for query regarding Technical Pre-Qualification Requirement, Safety Pre-Qualification Requirement, Technical Set of Documnt Pre-Bid Query has to be sent in editable Excel file fomat only Pre-Bid Query has to be sent through e-mail in TPSODL E-Tender System

Sr. No.	Detailed Reference to TPSODL Technical Document. Please specify Document No / Clause No / Page No	Description as per Bid Document	Remarks - Query / Clarification	TPSODL Response
1	2	3	4	5
1	Page No. 47 Para 29	with above operational guidelines. The	As the BA (Bidders) may have to employ the existing WSHG nominated by the Government operating in the area and the existing and upcoming SHG engaged will have to be paid not less the rate fixed by Govt., we shall be glad if you will please advise us the rates fixed by the Govt., to enable us to factor these rates in our quote for Meter Reading & Bill issuing (one combined activity), Collection, Reading and Bill Distribution (two separate activities)	Might be Connsidered PIs For Spot Billing - Rs. 5 per bill For Door to Door Collection - Rs. 6 per receip
2	Page No. 47, para 36	The agency who are finally selected trough tender process may have to employ the existing WSHG operating in the above area in billing activity who already executed agreement with TPSODL or interested SHG willing to execute agreement with above operational guidelines. The existing and upcoming SHG who will be engaged will be paid not less the rate fixed by Govt. for every successful billing per consumer. The agency may harmoniously employ the SHG and meter readers to maximise billing.	The names of the existing WSHGs who have already executed agreement with TPSODL and the prevailing rates may please be made known to the bidders.	List of all such WSHGs will be shared 05 days before bid submission date
3	Page No.73	Visits - Client Site Visit where the bidder is providing similar services. The visits as above shall be arranged by the bidder. However, all costs towards conveyance, lodging, boarding etc. shall be borne by TPSODL. The score assigned by TPSODL based on the above visits shall be final and binding on the bidder (Vendor Evaluation form attached as annex L)	We could not find Vendor Evaluation Form annex L with the tender documents.	The form is available by the nomenclature "VENDOR APPRAISAL FORM" Annexure -L at page no. 171 of Revised tender Document (Corrigendum No. 1) dated 27.04.2021

4	Management System Questionnaire	Generation and Distribution and Collection of the dues and not related to the other electrical works. Therefore, there is no justification for allocating 20	Bidders shall be required to fill the form and the point not relevant may be marked " Not applicable". Scoring Criterion will be decided by Evaluation Committee for the points not relevant to the scope of work of this tender	
10	Softland	may have cost implications	The Bidders are also permitted to purchase / use their own brand / make of printers We require the quality photos of meters in the spot bill. Technical specification earlier provided will not apply.	

Format for Commercial Pre-Bid Queries Tender No

Package Name Note :

TPSODL/OT/20 20-21/004

Rate Contract for Meter Reading, Billing & Collection (MBC) Services at TPSODL

The said format to be used only for Commercial Pre-Bid Query. Any Technical Query has to be strictly in Format B.1 Format for Technical Pre-Bid Query and sent seperately

Pre-Bid Query has to be sent in editable Excel file fomat only Pre-Bid Query has to be sent through e-mail in TPSODL E-Ter

	Pre-Bid Query has to be sent through e-mail in TPSODL E-Tender System				
Sr. No.	Detailed Reference to TPSODL Tender Document. Please specify Document No / Clause No / Page No	Description as per Rid Document	Remarks - Query / Clarification	TPSODL Response	
1	2	3	4	5	
1	Page No. 48 para 41	TPSODL, based on its future roadmap and requirement, may propose to agency to use PC Based terminals in mobile collection vehicle (Bolero or equivalent) for Bill payments. With the help of mobile counters, a large number of customers will be able to pay their bills. Agency need to provide the complete solution for mobile collection including vehicle, Driver, cashier, guard/helper. Vehicle will operated 12 hrs per day & 7 days a week. Number of collection vehicles may be increased or decreased on requirement basis and agency need to adhere the requirements as and when communicated.	In the tender documents rates are to be quoted for different ranges of the KM run by the vehicle. But Sir, the Rent of the Vehicle, Salary of the Driver, Cashier, Guard / helper all fixed costs and only the consumables like diesel / petrol / Mobil / maintenance charges are only variable cost. Therefore, there is need to modify the price bid to quote the variable cost as per the existing format and separate provision for quoting the fixed costs.	Tender T & C shall prevail	
2	Page - 53	The Price shall be quoted circle wise per effective consumer collected per month. Agency can take into effect of distances to be covered due to huge geographical area under each division and is free to quote different prices for each division falling under each of the division but cumulative amount will be considered for evaluation. The price quoted should be FIRM and inclusive of stationary, hard- ware and all other charges incurred for serving webbased money receipt to consumers. GST as applicable from time to time will be paid extra.		May please refer the Revised tender Document (Corrigendum No. 1) dated 27.04.2021 for the modified clause.	

FORMAT B.1

Package Name

Format for Technical Pre-Bid Queries Tender No TPSODL/OT/2020-21/004

> Rate Contract for Meter Reading, Billing & Collection (MBC) Services at TPSODL

Note: The said format to be used only for Technical Pre-Bid Query. Any Commercial Query has to be strictly in Format B2 Format for Commercial Pre-Bid Query and sent seperately

Format to be used for query regarding Technical Pre-Qualifcation Requirement, Safety Pre-Qualifcation Requirement, Technical Set of Documnt Pre-Bid Query has to be sent in editable Excel file fomat only Pre-Bid Query has to be sent through e-mail in TPSODL E-Tender System

Sr. No.	Detailed Reference to TPSODL Technical Document. Please specify Document No / Clause No / Page No	Description as per Bid Document	Remarks - Query / Clarification	TPSODL Response
1	2	3	4	5
1	Page 4	EMD 6 Lakh	We are SSI unit msme organisation . request you to please exempt our earnest money deposit. In sambalpur at Burla Wesco tender you have allowed emd exemption against msme certificate.	No Change, Tender T&Cs shall prevail

2	Page 7, Point 2.0	Evaluation CriteriaThe bids will be evaluated commercially on the overall all-inclusive lowest cost basis, on overall Total Price Quoted for 03 years (Price of Year 1 + Price of Year 2+ Price of Year 3), for each individual Circle as defined in the tender BOQ as calculated in Schedule of Items [Annexure 1]. TPSODL however, reserves the right to split the order Circle wise among more than one Bidder. Hence all bidders are advised to quote their most competitive rates.	Please Explain	The criterion laid out is self explanatory and also been clarified during pre bid meeting. Though modified clause of Revised tender Document (Corrigendum No. 1) dated 27.04.2021 shall be applicable
3	Page 13	5% of the first year contract value shall be submitted by the BA within 15 days from the	you are giving order for one year. Please reduce the validity to one year extend thereafter.	May please refer the Revised tender Document (Corrigendum No. 1) dated 27.04.2021 for the modified clause.
4 FORMAT B 2				

FORMAT B.2 Format for Commercial Pre-Bid Queries Tender No : TPSC OT/2020-21/004

AMC for Rate Contract for Meter

Reading, Billing & Collection (MBC) Package Name:

Services at TPSODL

The said format to be used only for Commercial Pre-Bid Query. Any Technical Query has to be strictly in Format B.1 Format for Technical Pre-Bid Query and sent seperately Pre-Bid Query has to be sent in editable Excel file fomat only Pre-Bid Query has to be sent through e-mail in TPSODL E-Tender System Note:

Sr. No.	Detailed Reference to TPSODL Tender Document. Please specify Document No / Clause No / Page No		Remarks - Query / Clarification	TPSODL Response
1	2	3	4	5
1	Page 4	EMD 6 Lakh	We are SSI unit mame organisation - request you to please exempt our earnest money deposit. In sambalpur at Burla Wesco tender you have allowed emd exemption against mame certificate.	No Change, Tender T&Cs shall prevail However, May please refer the Revised tender Document (Corrigendum No. 1) dated 27.04.2021 for the modified clause.
2			There should be separate column for 3 phase meter reading in price bid . please amend it	Non-SBM part mainly includes 3 phase meter readings.

Format for Query / Clarification / Deviation (QCD)
Tender No NIT Number: TPSODL/OT/2020-21/004
Metering, Billing &
Collection (MBC)

Package Name

Services at TPSODL

Note: The said format to be used only for any Pre-bid Query / Clarification/ Deviation on any of the Tender documents

Sr. No.	Detailed Reference to concerned Document . Please specify Document No / Clause No / Page No	Description as per Bid Document	Query / Clarification / Deviation	Tata Power Response
1	2	3	4	5
1	1.7.2 of Qualification		The Average Annual Turnover of the prospective	Tender T&Cs shall prevail
	Criteria		bidder(s) during FY 17-18, FY 18-19 and FY19-20	
			should be equal to or more than Rs. 10 Crores.	
			Copy of audited P&L Account to be submitted in	
			this regard	
			This could help TPSODL to get sound parties to	
			properly handle the MBC work	
2	1.7.3 of Qualification Criteria Page 6	to door collection / meter reading cum spot billing / Meter reading & Bill distribution / Meter Reading in any distribution utilities during last 3 years and should be either of the following: a. Three similar completed works not less than the amount equal to 15 Lac OR b. Two similar completed works not less than the amount equal to 20 Lac OR c. One similar completed works not less than the amount equal to 30 Lac Note- Above mentioned values / amount can be from any single category of experience or combination of any or all of the experience categories mentioned.	OR c. One similar completed works not less than the amount equal to 100 Lac Note- Above mentioned values / amount can be from any single category of experience or	Tender T&Cs shall prevail

FORMAT F.1				
Format for Query Tender No	/ Clarification / Devi NIT Number:TPSOD Metering, Billing & Collection (MBC)			
Package Name Bidder:	Services at TPSODL Sai Computers Limite	ed		
		e used only for any Pre-bid Query / Clarifiaction	n/ Deviation on any of the Tender documents	
	Detailed Reference to concerned Document . Please specify Document No / Clause No / Page No	Description as per Bid Document	Query / Clarification / Deviation	Tata Power Response
1	2	3	4	5
1		Bidder must have taken Meter Reading through use of Mobile/Hand Held Device (HHD) as well as Printing & spot delivery of bills to at least one Lac Consumers per month continuously for a period of at least one year	Bidder must have taken Meter Reading through use of Mobile/Hand Held Device (HHD) as well as Printing & spot delivery of bills to at least one Lac Consumers per month continuously for a period of at least Two year This could help TPSODL to get sound parties to properly handle the MBC work	Tender T&Cs shall prevail
2	1.7.5 of Qualification Criteria	The bidder shall have its own hardware like Android phone and Blue tooth printer required for carrying out the service Bidder should have Performance Certificates for at least two years satisfactory performance from minimum 1 reputed Power Distribution Utility, having consumer base of more than 5 lakhs	Bidder should have Performance Certificates having consumer base of more than 5 lakhs for at least two years satisfactory performance from minimum 1 reputed Power Distribution Utility This could help TPSODL to get so	Tender T&Cs shall prevail
3	Additional Clause	Additional Clause for Qualification Criteria	The bidder should have a man power of at least 200 persons for door to door collection / meter reading cum spot billing / Meter reading & bill distribution / Meter Reading activities on their regular roll since last 3 financial years. The bidder shall submit the following in support of this: -List – Name, Father Name, Mobile, Qualifications, Years of Exp, PF-No., ESIC No. etcMonthly Challans of PF and ESIC of last three financial years This could help TPSODL to get sound parties to properly handle the MBC work	Tender T&Cs shall prevail
4	3. Other Penalties i) Page 44	Maximum penalty under all clauses above shall be limited to 30% of monthly billing charges (i.e. Total No of Live consumers*Price agreed for billing per consumer per month).	Standard practice by the DISCOMs is 10% on the maximum side of the monthly invoices / billing charges	Tender T&Cs shall prevail
5	2.0 of Evaluation Criteria Page 7	Bidder shall mandatorily submit their capability to handle maximum quantum of Work during the contract tenure period.	We suggest that this shall be evaluated on the basis of no. of consumers handled, year of experience, no. of DISCOMs worked with, Financial Strength etc.	Bidder has to submit their capability in terms of no. of consumers handled, year of experience, no. of DISCOMs worked with, Financial Strength, on- roll manpower etc. and other parameters exhibiting the strength of bidder. Evaluation and decision of Evaluation Committe will be binding on the bidder.
6	5. of Operational Guidelines Page 38	The agency shall achieve consumer coverage of 100% over a period of initial 3 months. The penalty and incentive will be applicable from 4th month and onwards in case newly engaged agency only. The agency shall ensure progressive growth in actual reading based bills in every part of the assigned area of work.	We suggest that this shall be applicable to all agencies as any agency either old or new have to work in their allotted area as a fresh and in line with new SLAs and old party may also get a new area in which he would not have worked earlier.	Agreed. The said clause stands revised as under- The agency shall achieve consumer coverage of 100% ove period of initial 3 months. The penalty and incentive will be applicable from 4th month only. The selected agency shall ensure progressive growth in actual reading based bills in every part of the assigned area of work.
7	F, F5	Associates shall be responsible to suitably insure their entire work-force (to the extent of at least meeting requirements under Workmen Compensation Act) Tools, Plant, Third party liability at the project site, All Risk comprehensive insurance for the entire works (insurance for free issue items will be in TPSODL scope) for total contract value or any other such risks during execution of works, till the works are handed over to the company, in consultation with TPSODL and shall submit copies of such insurances to the Engineer-in-Charge for review / acceptance before commencing the work. Engineer-incharge must ensure compliance to insurance requirement by Associate before commencement of works.	We understand that we will be responsible for Safety, Insurance and Compensation for all fixed and variable man power deployed by us during the contract period. We will not be responsible for any third party or Discom's Personnel.	The said clause shall be applicable as mentioned in totality though agency will not be resonsible for insurance of Discor Personnel
8	Additional Clause	Force majeure due to Natural Calamity	For damages caused by any type of Natural calamity shall be paid or reimbursed by the DISCOM.	Agency requires to take adequate insurance regarding the same.

9	•	Safety training of 2 hrs/employee/month and one day of safety induction training to all new employees joining the BA will be conducted by the BA as per Safety training modules of TPSODL.	Safety traning shall be provided by TPSODL or if by BA, than cost of it shall be reimbursed by TPSODL	Same shall be applicable as per point no 5.6.2 page no. 137 of Revised tender document (Corrigendum No. 1)
10	Deviation from Tender Page No - 5	Normally, the deviations to tender terms are not admissible and the bids with deviation are liable for rejection. Hence, the bidders are advised to refrain from taking any deviations on this Tender. Still in case of any deviations, all such deviations shall be set out by the Bidders, clause by clause in the 'Annexure III - Schedule of Deviations' and same shall be submitted as a part of the Technical Bid.	The bidder who have any logical deviation then they should be allowed to mention the deviation in the tender and for this their bid shall not be rejected	Deviations will not be allowed. However, if any bidder avails some logical deviation which meets the following conditions may only be considered (though decision of Evaluation Committe will be final and binding on the bidder) a. Deviation which doesn't have impact overall technical requirements as set out in the tender and b. Deviation which doesn't give specific advantage to the bidder over other bidders in terms bid financials
11	Test Page No 10-11	The type tests specified in TPSODL specifications should have been carried out within five years prior to the date of opening of technical bids and test reports are to be submitted along with the bids. If type tests carried out are not within the five years prior to the date of bidding, the bidder will arrange to carry out type tests specified, at his cost. The decision to accept/ reject such bids rests with TPSODL.	Please Clarify that What type of type test is required and For which item/material TPSDOL required type tests.	Shall not be applicable for this tender
12	Point	Contractor Safety Management System along with its amendments as issued time to time by TPSODL shall be applicable in this contract. All new amendments shall be effective from the date of their issue or from its date of intimation to the vendor by TPSODL whichever is later.	Contractor Safety Management System should be finalised before the issue of the LOI	Tender T&Cs shall prevail
13	Point Page No. 13	TPSODL reserves the right to make changes to the scope of work with a view to optimize on the overall cost to TPSODL. The vendor shall fully cooperate with TPSODL in making such changes with an aim for overall cost optimization. The revised charges shall be jointly agreed upon between TPSODL and the vendor in such case.	After award of contract the Scope of work may not be changed because it affects bidder's costing.	Tender T&Cs shall prevail

FORMAT B.1 Format for Techi Tender No Package Name Note :	nat for Technical Pre-Bid Queries Ier No TPSODL/0T/2020-21/004 age Name Rate Contract for Metering, Billing & Collection (MBC) Services at TPSODL				
Sr. No.	Detailed Reference to TPSODL Technical Document. Please specify Document No / Clause No / Page No	Description as per Bid Document	Remarks - Query / Clarification	TPSODL Response	
1	2	3	4	5	
1	TPSODL/OT/2020- 21/004/1.4.4/4	Drawing, Type Test details along with a sample of each item as specified at Annexure I (as applicable)	Kindly clarify whether this clause is applicable to the current bidders.	This clause will not be applicable	
2	TPSODL/OT/2020- 21/004/7.1/14	BA shall deploy resources within 15 days from date of placement of Release Order	Kindly provide a minimum of one month time for the deployment of resources. This will help in placing advertisement, screening, and recruiting competent resources for the project.	Tender T&Cs shall prevail	
3	TPSODL/OT/2020- 21/004/Annexure V/33	Acknowledgement for Testing facilities if available (duly mentioned on bidder letter head). 9.List of Machine/tools with updated	Kindly Clarify	This clause will not be applicable	
4	TPSODL/OT/2020- 21/004/Annexure VII (g)/36	Marking/Pre-printed stickers indicating consumer Number is to be pasted on the consumer's meter, consumer premises and the meter box wherever necessary (One time) and collect mobile number of the consumers collected in the beginning.	Kindly clarify whether the consumer number can be written with a permanent marker or whether the BA should procure and paste pre-printed stickers. If the stickers have to be pasted, kindly provide the specifications for the stickers.	Stickers will be provided by TPSODL. Marking of Consumer number through permanent marker can be ensured by the agency.	
5	TPSODL/OT/2020- 21/004/Annexure VII (m)/36	Collection of mobile no. of all the LT Single phase consumers of the division is mandatory.	Usually, many consumers do not like to share their personal mobile numbers. Kindly clarify whether collection of mobile number is mandatory & the process to be adopted in case the consumers are not willing to share their mobile number.	Tender T&Cs shall prevail	
6	TPSODL/OT/2020- 21/004/Annexure VII (v)/37	The Agency shall be solely responsible for arranging the required Hard-ware and stationeries support such as Mobile with GPRS enabled GSM SIM, Mobile external memory chip, Printer, pre-printed Paper in Odia and English language etc. to be used for billing at their own cost	Kindly provide the specifications of pre-printed stationery to be used for billing.	Pre-printer stationery can be single colour reading and billing parametrs which will be shared after allocation of work. It may changed from time to time as per OERC orders.	
7	TPSODL/OT/2020- 21/004/Operational Guidelines (6)/38	DT wise binders shall be prepared by the agency showing DT wise customer's identification and handed over to TPSODL for carrying out required change in the master data in the data base within three billing cycles.	Kindly clarify whether any DT wise consumer's identification data (GIS maps and other info) is available and also whether it can be shared with the Business Associate at the time of commencement of the project.	Currently, no GIS data is availble with TPSODL.	

8	TPSODL/OT/2020- 21/004/Point 16/39	The meter readers engaged by the agency shall also note down the following incriminating points at site by using predefined codes in spot billing App.	Kindly clarify whether there is provision in the spot billing software supplied by TPSODL for recording the incriminating points mentioned in the clause and also for generating the required reports for submission to the concerned Officers.	Yes, pre-defined increminating points will be available on spot billing app. Based on Agencies feedback, they can be modified. Provision for downloading the data will be provided either through App or through some other system where the data is uploded.
9	TPSODL/OT/2020- 21/004/Point 18/39	Meter readers should ensure to capture 100% actual readings parameters with photo for all the consumers as per schedule. Cases where actual readings are not available due to reasons like Meter Defective or any other valid reasons pre-defined in App shall be properly captured with photos and daily reporting of such cases to be submitted to the authorised persons of TPSODL. Agency may generate the Average bill in such cases and follow up for rectification of issues with authorised officials.		Yes.
10	TPSODL/OT/2020- 21/004/Point 19 (e)/40	If the house is again found locked, then the meter reader shall serve notice to the consumer in prescribed format.	Kindly provide the format of the notice to be printed for the door lock cases.	It will be provided after alloction of work to the selected agencies.
11	TPSODL/OT/2020- 21/004/Point 36/41	The existing and upcoming SHG who will be engaged will be paid not less the rate fixed by Govt. for every successful billing per consumer.	Kindly share the rate currently paid to the SHG.	For Spot Billing - Rs. 5 per bill For Door to Door Collection - Rs. 6 per receipt
12	TPSODL/OT/2020- 21/004/Penalty/42	Penalties for deficiencies in meter-reading, spot billing and bill distribution for all live consumers.	Kindly provide information on the percentage of total consumers currently billed on monthly basis.	Expected total number of consumers to be billed already provided with requirement of performance parameters.
13	TPSODL/OT/2020- 21/004/Penalty/43	Consumers billed on Provisional basis.	Kindly provide information on the percentage of total consumers billed on average basis, currently.	We need to bring readings for all the consumers and provisional billing should be reduced in gradual manner.
14	TPSODL/OT/2020- 21/004/Penalty/43	Other Penalties, In case of embezzlement and bribe taken is more than Rs. 10,000/-, In case of embezzlement and bribe instances exceed more than 5 in a financial year	Kindly arrange to suitable modify these clauses especially as the Business Associate has to mandatorily employ the existing WSHG (Women Self-help group) and SSGS and has no choice to verify their credentials.	Tender T&Cs shall prevail
15	TPSODL/OT/2020- 21/004/Point 10/52	Pole numbers to be captured against disconnection cases.	Kindly clarify whether the electricity poles are numbered to capture the data against disconnection cases.	Whereever pole numbers are maintained, same is required to be captured. Process of numbering of pole numbers will go on in parallel.
16	TPSODL/OT/2020- 21/004/54	A. INCENTIVE	Kindly provide the data of the percentage of consumer coverage (receipts).	Agency is supposed to bring collection from 100% consumers. Incentives and penalties are defined on performance and targets are set based on past experience across utilities.

Format for Commercial Pre-Bid Queries
Tender No: TPSOD0L/OT/2020-21/004
Package Name: Met

er Reading, Billing & Collection (MBC) Services at TPSODL

Package Name:	e: Meter Reading, Billing & Collection (MBC) Services at 1PSODL						
Sr. No.	Detailed Reference to TPSODL Tender Document. Please specify Document No / Clause No / Page No	Description as per Rid Document	Remarks - Query / Clarification	TPSODL Response			
1	2	3	4	5			
1	Page No-1	regarding EMD is it exempt for msme contractors or not		Tender T&Cs shall prevail			
2		Avarage annual turnover may be change minimum 1Cr instead of 2Cr		Tender T&Cs shall prevail Though modified clause of Revised tender Document (Corrigendum No. 1) dated 27.04.2021 shall be applicable			

TPSODL/OT/2020-21/004

Rate Contract for AMC for Metering, Billing & Collection

The said format to be used only for Technical Pre-Bid Query, Any Commercial Query has to be strictly in Format B2 Format for Commercial Pre-Bid Query and sent seperately Format to be used for query regarding Technical Pre-Qualification Requirement, Safety Pre-Qualification Requirement, Technical Set of Documnt Pre-Bid Query has to be sent in editable Excel file format only

Pre-Bid Query has to be sent through e-mail in TPSODL E-Tender System

Detailed Reference to TPSODL Technical Document. Please specify Document No / Clause No / Page No	Description as per Bid Document	Remarks - Query / Clarification	TPSODL Response
2	3	4	5
	Single Phase	Inrotocol will be different for different make of	CMRI data download is not in the scope of work of this tender

The contractor will prior to the commencement of the operation of contract, make available to the department particulars of all the employees who employed such particulars inter-lia should include age, date of birth, photograph, local and permanent address, qualification parentage, HT License, Identity proof, experience (if any) etc. of the employees so deployed. Any change or addition in this regard should be notified immediately to EIC.			No
	prior to the commencement of the operation of contract, make available to the department particulars of all the employees who employed such particulars inter-lia should include age, date of birth, photograph, local and permanent address, qualification parentage, HT License, Identity proof, experience (if any) etc. of the employees so deployed. Any change or addition in this regard should be notified	we required HT license?	

AMC for Metering, Billing & Collection
The said format to be used only for Commercial Pre-Bid Query. Any Technical Query has to be strictly in Format B.1 Format for Technical Pre-Bid Query and sent seperately
Pre-Bid Query has to be sent in editable Excel file fomat only

Pre-Bid Query has to be sent through e-mail in TPSODL E-Tender System				
Detailed Reference to TPSODL Tender Document. Please specify Document No / Clause No / Page No	Description as per Bid Document	Remarks - Query / Clarification	TPSODL Response	
2	3	4	5	
clause 1.7 Qualification criteria	The bidder should have experience of door to door collection / meter reading cum spot billing / Meter reading & bill distribution / Meter Reading in any distribution utilities during last 3 years	we have carried out meter reading cum spot billing and bill distribution in Southco from 2015 to 2017 for 1,00,000 consumers on a monthly basis. Request you to please relax from last 5 years to 7 years. Can you accept experience of metering activity i.e. meter replacement and shifting? Since 2009 to 2020 we have replaced and shifted more than 6 lacs single phase energy meters in Odisha Discoms.	Tender T&Cs shall prevail	
clause 1.7.1 Qualification criteria	Valid ESI Registration Certificate is required	Can we submit ESI registration certificate before commencement of work?	May please Refer the Qualification Requirement where it is clearly mentioned that "In case of non-availability of the above certificates with the bidder at the time of bid submission, bidder may submit the above within 20 days from the award of contract". Bidder is required to submit an undertaking with the bid document with respect to submission of these certificates within 20 days of award of Contract.	
clause 3.1 Submission of Bid Documents	The EMD shall be valid for 210 days from the due date of bid submission in the form of BG/Bankers Pay Order favoring 'TP Southern Odisha Distribution Limited', payable at Berhampur only. The EMD has to be strictly in the format as mentioned in General Condition of Contract, failing which it shall not be accepted and the bid as submitted shall be liable for rejection	can we upload scanned copy of original bg along with tender documents and original bg can be submitted within one week from due date of the tender?	OK but Scan of Courier receipt will also be required to be uplaced and both shall be required to mandatorily e- mailed to TPSODL Procurement Officer before submission of bid	

FORMAT B.1

Format for Technical Pre-Bid Queries
Tender No TPSODL/OT/2020-21/004.

Package Name Note :

Rate Contract for Metering, Billing & Collection (MBC) Services at TPSODL.

The said format to be used only for Technical Pre-Bid Query. Any Commercial Query has to be strictly in Format B2 Format for Commercial Pre-Bid Query and sent seperately Format to be used for query regarding Technical Pre-Qualification Requirement, Safety Pre-Qualification Requirement, Technical Set of Documnt Pre-Bid Query has to be sent in editable Excel file format only Pre-Bid Query has to be sent through e-mail in TPSODL E-Tender System

Sr. No.	Detailed Reference to TPSODL Technical Document. Please specify Document No / Clause No / Page No	Description as per Bid Document	Remarks - Query / Clarification	TPSODL Response
1	2	3	4	5
1	Annexure-1/SI. No- 6 (a,b,c)/ Page no- 18	Operating Collection vehicle inclusive of all accessories, manpower etc per vehicle (Bolero or equivalent)	Plz intimate wheather the vehicle charges as per SI. No-6(a,b,c) are inclusive of the charges quoted by us or extra will be added in the price bid.	Tender Terms and Condiiton shall prevail.
2	Si. No-7/ Page no- 18	Manning of collection counter	Plz intimate wheather the same worker will do the double shift per day or extra man power will be added.	To ensure complaince of all Statutory requirments, extra manpower will be required.
3	Si. No-8/ Page no- 18	Kutir Jyoti or other Consumer - Spot bill and Collection of fixed amount (as per tariff), by same person in single visit.	what dose it meant for?	Kutir Jyoti (BPL) consumers having fixed value of bill can be read and amount can be collected in single visit by the agency persons.
4	Si. No-2/ Page no- 17	Non SBM Consumers - per consumer	what is non sbm consumer & how we will quote?	Non-SBM consumers are where spot billing is not applicable like 3 phase consumers.
5	Si. No-5/ Page no- 17	Door to Door payment Collection - per consumer	collection of 20,000 consumers out of 2.16 lakhs sbm consumers for CITY circle or not? Similarly for other circles.	Door to Door collection will be allowed only for specified areas under the divisions. Many areas will be covered only by collection counters specially in urban areas. Whereever proximity to counters is not there for consumers, door to door collection will be required.
6	Clauseno- 9.3/ Page no-78	Relaxation in Contract Clauses under Affirmative Action for SC/ ST Business Associates	S.T. Ptz intimate wheather our pvt. Lltd. Company is eligible for such relaxation or not?	It is already clearly elaborated under clause no 9.3 itself for Private limited company: "Only such firms shall qualify which have SC/ST directors holding equal to or more than 50% of the total ownership pattern of the firm. Governing document shall be Memorandum of Understanding (MoU) and/or Article of Association (AoA). ## Certification from SC/ST commission shall be required for deciding upon SC/ST status of a person. Please participate in line with the aforesaid caluse post checking yours eligibility under this clause.

Format for Commercial Pre-Bid Queries

Tender No : TPSC OT/2020-21/004

Package Name: AMMC for Metering, billing & collection services

Note : The said format to be used only for Commercial Pre-Bid Query, Any Technical Query has to be strictly in Format B.1 Format for Technical Pre-Bid Query and sent seperately Pre-Bid Query has to be sent in editable Excel file fomat only Pre-Bid Query has to be sent through e-mail in TPSODL E-Tender System

Sr. No.	Detailed Reference to TPSODL Tender Document. Please specify Document No / Clause No / Page No		Remarks - Query / Clarification	TPSODL Response
1	2	3	4	5
1	Qualification Criteria (page 5)		Can Consodium be allowed for quoting of the tender?	NO
2	Odisha MSME development policy- 2016	Marketing assistance (5.3.7)	local micro & small enterprises shall be exempted from payment of earnest money and shalll pay 25% of the prescribed security deposit while participating in tenders of Governmentdepartments and agencies there under. Is this clause applicable in tender?	
3			As per MSME guideline is there any chance of the turnover relaxation in tender as per udyog aadhaar registered companies	Tender T&Cs shall prevail
4			How many divisions can be alloted per vendor	Tender T&Cs shall prevail
5			Can we use analogic epson thermal printer in billing	Yes, Thermal printers are also allowed. We require the quality photos of meters in the spot bill. Technical specification earlier provided will not apply.
6			In NBC activity how many consumers are allowed for Billing per meter reader and bill collector	100% meter readings to be ensured and penalties/incentives are introduced on the basis of agency performance. Meter readers required to cover 100% consumers can be decided by the agency based on the performance parameters.

FORMAT B.1

Format for Technical Pre-Bid Queries
Tender No TPSODL/OT/2020-21/004
Package Name Meter Reading, Billing & Collection (MBC) Services at TPSODL

Sr. No.	Detailed Reference to TPSODL Technical Document. Please specify Document No / Clause No / Page No	Description as per Bid Document	Remarks - Query / Clarification	TPSODL Response
1	2	3	4	5
1	,Page 13,Clause 7.1	Performance Bank Guarantee amounting to 5% of the first year contract value shall be submitted by the BA within 15 days from the date of award of rate contract, as per GCC for a period equivalent to contract validity pe	As the contract will be placed initially for 1 year only by TPSODL, the PBG may also be asked for 13 months only instead of 49 months. If the contract is further extended by TPSODL, the BA shall revise & extend the PBG accordingly. PBG with a validity of 49 months for a contract of 12 months does not seem logical.	May please refer the Revised tender Document (Corrigendum No. 1) dated 27.04.2021 for the modified clause.

2	Page 15, Clause 7.2	70% payment shall be released within 8 days from the date of submission of certified bills / invoices and rest 30% payment shall be released on verification of invoices and after deduction / withheld of amount which should be applicable.	Please specify the timeline for release of balance 30% payment after due verification.	Within 45 days of submission of invoice with all supporting documents
3	Page 35, Annexure VII (b)	Monthly/Bi-monthly meter Reading along with 100% clear meter reading photograph and Data punching by using GSM based Android mobile phones (provided with GPRS enabled SIM cards) with pre-loaded TPSODL billing soft-ware.	Please confirm if bimonthly billing is also applicable. If yes, please specify which tariff categories and count of such consumers which are billed on bimonthly basis.	Bi-monthly billing can be started for consumers in remote areas, after due discussion with the agencies appointed.
4	Page 35, Annexure VII (c)	There are around 50000 connections in TPSODL, which are not billed through spot billing mechanism, bidders may be asked to provide reading of all these three phase connections manually, bill distribution and bill collection as per the monthly schedule.	Please specify the billing cycle of such connections to ascertain whether billing of such consumers is to be completed in a particular specified period in a month or the BA will be given entire month to complete the billing of such connections. Also please confirm if separate manpower/resource is to be deployed for billing of three phase connections.	
5	Page 35, Annexure VII (f)	Business Associate(s) has to read meter reading as per their register group.	Please clarify the " register group". What is the size and time period defined for completion of each register group	Non-SBM consumers require to billed with additional parameters which are already mentioned as 50000 across TPSODL and circle/division wise bifurcation is also provided.
6	Page 36, Annexure VII (g)	Marking/Pre-printed stickers indicating consumer Number is to be pasted on the consumer's meter, consumer premises and the meter box wherever necessary (One time) and collect mobile number of the consumers collected in the beginning.	Please confirm if the mobile numbers are to be collected through the mobile application of TPSODL or manually .	Through Mobile App only.
7	Page 36, Annexure VII (h)	Business Associate(s) will bring clear & visible photographs for all meters read and especially exceptional cases like meter faulty, abnormal reading, disconnected or any other remark as defined by AUTHORISED PERSON. Quality check of Meter reading photographs to be performed as per the committed quantum of 10% total monthly read consumers.	Please clarify if the mobile application has the provision to capture exceptions like meter faulty, disconnection etc.	Yes.
8	Page 36, Annexure VII (r)	Business Associate(s) shall distribute Disconnection Notices / any other notice /paper etc. on separate sheet as advised by UTILITY from time to time along with the scheduled Spot meter reading schedule. Such distribution may be required with acknowledgement of consumer.	It is understood that printing of disconnection notice ,manual energy bills (in case of manual reading) etc.and its associated cost/paper is in the scope of Utility/TPSODL. Please confirm	Yes, printing of all such notices and manual bills will be provided by TPSODL. Agency to only distribute the same either in scheduled cycle or otherwise.
9	Page 38, Clause 6	The meter reading, image of meter, bill generation and bill distribution, shall be conducted sequentially as per existing route cycles, preferably as per distribution transformers (DTs). DT wise binders shall be prepared by the agency showing DT wise customer's identification and handed over to TPSODL for carrying out required change in the master data in the data base within three billing cycles. Distribution Transformer wise customers list shall be prepared and the existing cycles shall be redefined and updated information shall be maintained by TPSODL in future.	Please confirm if DT numbers/codes are available on each DTR in the field. If not, how the DT coding /numbering shall be done for the purpose of implementation of this clause.	It is available on many of DTs and TPSODL is in process of numbering the same.
10	Page 41, Clause 26	The agency can deploy one meter reader for every 1700 consumer	It is understood that 1 Meter reader per 1700 consumers is for both rural and urban areas. Please confirm.	Agency needs to ensure 100% reading of consumers and deployment of readers can be decided by agency to ensure the performance parameters. Deployment of one meter reader per 1700 no. of consumers is only a suggestive number and agency may change the same as long as performace requirements are met.
11	Page 42 , Clause vi	Business Associate(s) shall be paid meter reading charge for each correct meter reading brought in the Area.	This statement implies that BA will not be paid if provisional billing or billing on House Lock, Meter defective etc. is done. Please clarify as this is in contradiction to other provisions of the tender.	Performance Parameters and process for Provisional billing are clearly defined in the Scope of Work.
12	Page 46 ,Clause 12	The agency is required to take a consolidated insurance policy for cash in transit & cash in safe with any IRDA certified general insurance company for an amount equivalent to average monthly collection of the designated area of your operation.	TPSODL may provide division wise average monthly collection which will help the bidder to ascertain the insurance cost at the time of bid submisson.	Monthly average billing data will be shared with agencies at least priot 5 days of Bid Submisison Due Date
13	Page 46 ,Clause 24	It is the responsibility of the Cash collection Business Associate(s) to submit the cheques & Demand draft into Bank account of the TPSODL and any loss incurred in transit has to borne with the Business associates.	Please provide details of bank location/branch location sub-division wise where the cash/cheque/DDs need to be deposited . This is required to understand the access and reach of TPSODL bank in each area and understand the distance and time to be factored in for such deposit every month, Ideally bank branch should be there in each section for ease of doing work and to avoid unecessary wastage of time.	
14	Page 46 ,14	Maintain a detail of transaction volumes within its System for at least 3 month or till reconciliation is done.	It is understood that the reconciliation of amount collected and deposited will be done every month. Please confirm	Yes, Reconcilation will be done on daily collection and account will be closed on monthly basis. The data is required to be maintained atleast for 3 months period by the agency

15	Page 49, Clause 13	You will be allowed to issue maximum two receipts to a single consumer during a month, provided the second money receipt is for arrear collection only.		Part payment is allowed but Agecny is required to collect atleast current demand from every consumer. For arrears collection second receipt is allowed and commission % age also kept as incentive.
16	Page 49, Clause 18	Business Associate(s) are required to make initial deposit of 5% of the Avg monthly billing amount or ₹ 10 lakh, whichever is higher for the areas (each division) allocated for Door to Door Collection. Business Associate(s) may also deposit later any additional amount if required to enhance the initial deposit with specific bank account with an intimation to TPSODL office. Initial deposit will be reviewed every financial year beginning and communicated to the agency in case of any increase/decrease in the amount required.	Please provide division wise average monthly billing amount to arrive at the initial deposit amount. Also please confirm that the initial deposit is to be made in the account of TPSODL as Security against collection work which will be refundable after the closure of contract and reconcilitation.	
17			Please confirm the Bill Collector to consumer ratio for door to door collection work.	Agency required to collect money from 100% consumers. Performance parameters are already provided in the tender and agencies can decide the deployment of resources accordingly.

	Pre-Bid Query has to be sent through e-mail in TPSODL E-Tender System				
Sr. No.	Detailed Reference to TPSODL Tender Document. Please specify Document No / Clause No / Page No	Description as per Rid Document	Remarks - Query / Clarification	TPSODL Response	
1	2	3	4	5	
1	Clause no.1.7.3 page no6	Experience last 3 years for spot billing/ meter reading & bill ditribution	Extend for last 6(six) year	Tender T&Cs shall prevail	
New Query					
			Will there be any rejection for under quoted prices.	TPSODL reserves the right to reject any bid which is found to be under-quoted considering the minimum wages and other statutory requirements that the bidder is supposed to fulfil in case of award of contract by TPSODL. In such a case, TPSODL may ask the bidder to submit the breakup / justification of quoted prices. In case it is observed that the prices quoted by bidder are not sustainable, such bids shall be rejected. The EMD as submitted by the bidder in such cases shall also be liable for forfeiture. The decision of TPSODL Evaluation Committee, in this regard shall be final and binding on the bidder.	