



NIT No.: TPCODM/AA/O/S011

**Amendment 01**

**Tender Ref No : TPCODM/AA/O/S011**

**“Rate Contract for supply of LT Cables for the period of one year  
(SOUTHCO)”**

CONFIDENTIAL

**The Tata Power Company Limited  
Mumbai, Maharashtra**



NIT No.: TPCODM/AA/O/S011

Following amendments to the subject tender be noted by the bidders

**1) EMD amount stands revised to Rs. 25,00,000/- (INR Twenty-Five Lakhs Only)**

Therefore, EMD amount mentioned in “**Procedure to participate in Tender**”, **Tender clause 1.1 (Scope of work)** and **Tender Clause 3.1 (Bid Submission)** shall be read as INR 25,00,000/- only.

**2) Clause 1.3: Dates in Calendar of events stands revised as below,**

(a)	Date of sale / availability of tender documents from TPC Website	From 14 <sup>th</sup> December 2020 onwards
(b)	Date by which interested and eligible vendors to pay tender fee and confirm participation in accordance with “Procedure for participating in tender”	24 <sup>th</sup> December 2020 up to 1500 Hours
(c)	Date & Time of Pre-Bid Meeting (If any)	NA
(d)	Last Date of receipt of pre-bid queries, if any	30 <sup>th</sup> December 2020 up to 1500 Hours
(e)	Last Date of Posting Consolidated replies to all the pre-bid queries as received	4 <sup>th</sup> January 2021 up to 1500 Hours
(f)	Last date and time of receipt of Bids	09 <sup>th</sup> January 2021 up to 1500 Hours
(g)	Date & Time of opening technical bids & EMD (Envelope-1 & 2)	Participating Bidders will get mail intimation from Tata Power E-Tender system (Ariba) when their Technical Bids are opened. Refer Section 4.2 for details.
(h)	Date & Time of opening of Price of qualified bids	Bidders will get mail intimation from Tata Power E-Tender system (Ariba) when their Price Bids are opened. Refer Section 4.5 for details.

Rest of the clause 1.3 remain unchanged

**3) Rest of the tender document remains unchanged.**

**4) Originally published unchanged tender document is reproduced below.**



NIT No.: TPCODM/AA/O/S011

**ORIGINAL TENDER DOCUMENT**

**“Rate Contract for supply of LT Cables for the period of one year  
(SOUTHCO)”**

CONFIDENTIAL



(Corporate Contracts Department)  
The Tata Power Company Limited, 2nd Floor, Sahar Receiving Station  
Sahar Airport Road, Andheri East, Mumbai-400059

**Procedure for Participating in Tender**

Tender Enquiry No.	Work Description	Estimated Cost / EMD (Rs.)	Tender Participation Fee	Last date and time for Payment of Tender Participation Fee
TPCODM/AA/O/S011	Rate Contract for supply of LT Cables for the period of one year (SOUTHCO)	3763.69 Lakhs / 58.45 Lakhs	Rs. 5,000	22.12.2020, 1500 Hrs.

**Please note that corresponding details mentioned in this document will supersede any other details mentioned anywhere else in the Tender Document.**

**Procedure for Participating in Tender. Following steps to be done before “Last date and time for Payment of Tender Participation Fee” as mentioned above**

1. Eligible and Interested Bidders to submit duly signed and stamped letter on Bidder's letterhead indicating
  - a. Tender Enquiry number
  - b. Name of authorized person
  - c. Contact number
  - d. e-mail id
  - e. Details of submission of Tender Participation Fee
2. Non-Refundable Tender Participation Fee, as indicated in table above, to be submitted in the form of

Direct deposit in the following bank account and submit the receipt along with a covering letter clearly indicating the Tender Reference number –

Beneficiary Name – The Tata Power Co. Ltd.

Bank Name – HDFC Bank Ltd.

Branch Name – Fort Branch, Mumbai

Address – Maneckji Wadia Building, Nanik Motwani Marg, Fort, Mumbai 400023.

Branch Code – 60

Bank & Branch Code – 400240015

Account No – 00600110000763

Account type – CC

IFSC Code – HDFC0000060

E-mail with necessary attachment of 1 and 2 above to be send to [anubhav.anand@tatapower.com](mailto:anubhav.anand@tatapower.com) with copy to [vivek.mittal@tatapower.com](mailto:vivek.mittal@tatapower.com) before “Last date and time for Payment of Tender Participation Fee”.

Interested bidders to submit Tender Participation Fee and Authorization Letter before Last date and time as indicated above after which link from Tata Power E-Tender system (Ariba) will be shared for further communication and bid submission.

Please note all future correspondence regarding the tender, bid submission, bid submission date extension, Pre-bid query etc. will happen only through Tata Power E-Tender system (Ariba). User manual to guide the bidders to submit the bid through e-Tender system (Ariba) is also enclosed.

No e-mail or verbal correspondence will be responded. All communication will be done strictly with the bidder who have done the above steps (Payment of tender fee and submission of letter with requisite details) to participate in the Tender.

Also, it may be strictly noted that once date of "Last date and time for Payment of Tender Participation Fee" is lapsed no Bidder will be sent link from Tata Power E-Tender System (Ariba). Without this link vendor will not be able to participate in the tender. Any last moment request to participate in tender will not be entertained.

Any payment of Tender Participation Fee / EMD by Bidder who have not done the pre-requisite within stipulated timeline will not be refunded.



## **Tender Documents**

CONFIDENTIAL

**OPEN TENDER NOTIFICATION**

**FOR**

**RATE CONTRACT FOR SUPPLY OF LT CABLES FOR THE  
PERIOD OF ONE YEAR**

**Tender Enquiry No.: TPCODM/AA/O/S011**

**Due Date for Bid Submission: 07.01.2021 [15:00 Hrs.]**

**The Tata Power Company Limited  
Mumbai, Maharashtra**

**(Tender for upcoming Distribution Circle at Odisha - SOUTHCO)**

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## 1.0 Event Information

### 1.1 Scope of work

**Open Tenders** are invited in through e-tender bidding process from interested and eligible Bidders for entering into a Rate Contract valid for a period of 1 Year as defined below:

S. No.	Description	EMD Amount (Rs.)	Tender Fee (Rs.)
1	Rate Contract for supply of LT Cables for the period of one year (SOUTHCO)	58,45,000	5,000

### 1.2 Availability of Tender Documents

Refer "Procedure for participating in tender".

### 1.3 Calendar of Events

(a)	Date of sale / availability of tender documents from TPC Website	From 14 <sup>th</sup> December 2020 onwards
(b)	Date by which interested and eligible vendors to pay tender fee and confirm participation in accordance with "Procedure for participating in tender"	22 <sup>nd</sup> December 2020 up to 1500 Hrs
(c)	Date & Time of Pre-Bid Meeting (If any)	NA
(d)	Last Date of receipt of pre-bid queries, if any	28 <sup>th</sup> December 2020 up to 1500 Hours
(e)	Last Date of Posting Consolidated replies to all the pre-bid queries as received	2 <sup>nd</sup> January 2021 up to 1500 Hours
(f)	Last date and time of receipt of Bids	7 <sup>th</sup> January 2021 up to 1500 Hours
(g)	Date & Time of opening technical bids & EMD (Envelope-1 & 2)	Participating Bidders will get mail intimation from Tata Power E-Tender system (Ariba) when their Technical Bids are opened. Refer Section 4.2 for details.
(h)	Date & Time of opening of Price of qualified bids	Bidders will get mail intimation from Tata Power E-Tender system (Ariba) when their Price Bids are opened. Refer Section 4.5 for details.

**Note:** - In the event of extension of last date of submission of bids, same shall be intimated to the participating bidders through e-tender system.

### 1.4 Mandatory documents required along with the Bid

- 1.4.1 EMD of requisite value and validity
- 1.4.2 Tender Fee in case the tender is downloaded from website
- 1.4.3 Requisite Documents for compliance to Qualification Criteria mentioned in Clause 1.7.

- 1.4.4 Drawing, Type Test details along with a sample of each item as specified at Annexure I (as applicable)
- 1.4.5 Duly signed and stamped 'Schedule of Deviations' as per Annexure III on bidder's letter head.
- 1.4.6 Duly signed and stamped 'Schedule of Commercial Specifications' as per Annexure IV on bidder's letter head.
- 1.4.7 Proper authorization letter/ Power of Attorney to sign the tender on the behalf of bidder.
- 1.4.8 Copy of PAN, GST, PF and ESI Registration (In case any of these documents is not available with the bidder, same to be explicitly mentioned in the 'Schedule of Deviations')

***Please note that in absence of any of the above documents, the bid submitted by a bidder shall be liable for rejection.***

### **1.5 Deviation from Tender**

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.

### **1.6 Right of Acceptance/Rejection**

Bids are liable for rejection in absence of following documents: -

- 1.6.1 EMD of requisite value and validity
- 1.6.2 Tender fee of requisite value
- 1.6.3 Price Bid as per the Price Schedule mentioned in Annexure-I
- 1.6.4 Necessary documents against compliance to Qualification Requirements mentioned at Clause 1.7 of this Tender Document.
- 1.6.5 Filled in Schedule of Deviations as per Annexure III
- 1.6.6 Filled in Schedule of Commercial Specifications as per Annexure IV
- 1.6.7 Receipt of Bid within the due date and time

TPC reserves the right to accept/reject any or all the bids without assigning any reason thereof.

### **1.7 Qualification Criteria**

- *The bidder should have an average annual turnover of Rs. 50 crores in last 3 financial years. Copy of audited P&L Account to be submitted in this regard.*
- *Bidder should have supplied 100 km of cable during last 5 yrs. from the date of opening of technical bid (of 10 sqmm size and 1.1 KV voltage or higher). Copy of work order / completion certificate to be submitted in this regard*
- *Bidder should have Performance Certificates for at least Two years satisfactory performance from minimum 2 reputed companies for 1.1 KV or higher voltage cable. Out of these, one Certificate should be of more than 10 Kms of cable. The work against these issued certificates should be completed in last seven years from the date of bid submission. In case the bidder has previous association with Tata Power, for similar products and services, the performance feedback for that bidder by user group shall be considered.*

- Bidder should have own manufacturing facility to manufacture the cable of same or higher voltage rating. Bidder must submit undertaking in this regard
- Bidders must have full testing facilities for acceptance and routine test as per relevant IS/IEC. Bidder must submit undertaking in this regard.

### 1.8 Marketing Integrity

We have a fair and competitive marketplace. The rules for bidders are outlined in the General Condition of Contracts. Bidders must agree to these rules prior to participating. In addition to other remedies available, TPC reserves the right to exclude a bidder from participating in future markets due to the bidder's violation of any of the rules or obligations contained in the General Condition of Contracts. A bidder who violates the market place rules or engages in behavior that disrupts the fair execution of the marketplace, may result in restriction of a bidder from further participation in the marketplace for a length of time, depending upon the seriousness of the violation. Examples of violations include, but are not limited to:

- Failure to honor prices submitted to the marketplace
- Breach of terms as published in TENDER/NIT

### 1.9 Supplier Confidentiality

All information contained in this tender is confidential and shall not be disclosed, published, or advertised in any manner without written authorization from TPC. This includes all bidding information submitted to TPC. All tender documents remain the property of TPC and all suppliers are required to return these documents to TPC upon request. Suppliers who do not honor these confidentiality provisions will be excluded from participating in future bidding events.

## 2.0 Evaluation Criteria

- The bids will be evaluated technically on the compliance to tender terms and conditions.
- The bids will be evaluated commercially on the overall all-inclusive lowest cost for the complete tender BOQ as calculated in Schedule of Items [Annexure I]. TPC however, reserves right to split the order quantity wise among more than one Bidder. Hence all bidders are advised to quote their most competitive rates against each line item.
- Bidder has to mandatorily quote against each item of Schedule of Items [Annexure I]. Failing to do so, TPC may reject the bids.

**NOTE:** In case of a new bidder new to Tata Power, factory inspection and evaluation shall be carried out to ascertain bidder's manufacturing capability and quality procedures. However, TPC reserves the right to carry out factory inspection and evaluation for any bidder prior to technical qualification. In case a bidder is found as Disqualified in the factory evaluation, their bid shall not be evaluated any further and shall be summarily rejected. The decision of TPC shall be final and binding on the bidder in this regard.

### 2.1 Price Variation Clause:

The prices shall remain firm during the entire contract period.

### 3.0 Submission of Bid Documents

#### 3.1 Bid Submission

Bidders are requested to submit their offer in line with this Tender document.

All correspondence regarding the tender, bid submission, bid submission date extension, Pre-bid query etc. will happen only through Tata Power E-Tender system (Ariba).

No e-mail or verbal correspondence will be responded. All communication will be done strictly with the bidders who have participated in the Tender as elaborated in procedure for participating in tender.

Bids shall be submitted in 3 (Three) parts:

**FIRST PART: "EMD"** of Rs. 58,45,000/- (Rupees Fifty-Eight Lakh Forty-Five Thousand only) shall be submitted. The EMD shall be valid for 210 days from the due date of bid submission in the form of Bank Guarantee (BG) favoring 'The Tata Power Company Limited'. The EMD BG must 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.

**EMD shall be strictly in the format of Bank Guarantee and Original Hard Copy shall be delivered at the following address in Envelope clearly indicating Tender Reference Number, Name of Tender and Bidder Name.**

#### Head Contracts Transmission and Distribution

The Tata Power Company Limited

Smart Center of Procurement Excellence, 2nd Floor, Sahar Receiving Station

Sahar Airport Road, Andheri East, Mumbai-400059 Maharashtra.

**SECOND PART: "TECHNICAL BID"** shall contain the following documents:

- a) Documentary evidence in support of qualifying criteria
- b) Technical literature/GTP/Type test report etc. *(if applicable)*
- c) Qualified manpower available
- d) Testing facilities *(if applicable)*
- e) No Deviation Certificate as per the Annexure III – Schedule of Deviations
- f) Acceptance to Commercial Terms and Conditions viz Delivery schedule/period, payment terms etc. as per the Annexure IV – Schedule of Commercial Specifications.
- g) Quality Assurance Plan/Inspection Test Plan for supply items *(if applicable)*

**The technical bid shall be properly indexed and is to be submitted through e-tender. Hard Copy of Technical Bids not to be submitted.**

**THIRD PART: "PRICE BID"** shall contain only the price details and strictly in format as mentioned in Annexure I along with explicit break up of basic prices, Taxes & duties, Freight etc. In case any discrepancy is observed between the item description stated in Schedule of Items mentioned in the

tender and the price bid submitted by the bidder, the item description as mentioned in the tender document (to the extent modified through Corrigendum issued if any) shall prevail. Price Bid is to be submitted in Soft Copy through Tata Power E-Tender system (Ariba) only. **Hard Copy of Price Bid not to be submitted.**

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**SIGNING OF BID DOCUMENTS:**

The bid must contain the name, residence and place of business of the person or persons making the bid and must be signed and sealed by the Bidder with his usual signature. The names of all persons signing should also be typed or printed below the signature.

The Bid being submitted must be signed by a person holding a Power of Attorney authorizing him to do so, certified copies of which shall be enclosed.

The Bid submitted on behalf of companies registered with the Indian Companies Act, for the time being in force, shall be signed by persons duly authorized to submit the Bid on behalf of the Company and shall be accompanied by certified true copies of the resolutions, extracts of Articles of Association, special or general Power of Attorney etc. to show clearly the title, authority and designation of persons signing the Bid on behalf of the Company. Satisfactory evidence of authority of the person signing on behalf of the Bidder shall be furnished with the bid.

A bid by a person who affixes to his signature the word 'President', 'Managing Director', 'Secretary', 'Agent' or other designation without disclosing his principal will be rejected.

The Bidder's name stated on the Proposal shall be the exact legal name of the firm.

**3.2 Contact Information**

Please note all correspondence regarding the tender, bid submission, bid submission date extension, Pre-bid query etc. will happen only through Tata Power E-Tender system (Ariba).

No e-mail or verbal correspondence will be responded. All communication will be done strictly with the bidders who have participated in the Tender as elaborated in procedure for participating in tender.

**Communication Details:**Package Owner

Name: Mr. Anubhav Anand

E-mail ID: [anubhav.anand@tatapower.com](mailto:anubhav.anand@tatapower.com)

**Copy to:**

Name: Mr. Vivek Mittal

E-Mail ID: [vivek.mittal@tatapower.com](mailto:vivek.mittal@tatapower.com)

### 3.3 Bid Prices

Bidders shall quote for the entire Scope of Supply / work with a break up of prices for individual items and Taxes & duties. The bidder shall complete the appropriate Price Schedules included herein, stating the Unit Price for each item & total price with taxes, duties & freight up to destination at various sites of TPC. The all-inclusive prices offered shall be inclusive of all costs as well as Duties, Taxes and Levies paid or payable during the execution of the supply work, breakup of price constituents.

The quantity break up shown else-where other than Price Schedule is tentative. The bidder shall ascertain himself regarding material required for completeness of the entire work. Any items not indicated in the price schedule, but which are required to complete the job as per the Technical Specifications / Scope of Work mentioned in the tender, shall be deemed to be included in prices quoted.

### 3.4 Bid Currencies

Prices shall be quoted in Indian Rupees Only.

### 3.5 Period of Validity of Bids

Bids shall remain valid for 180 days from the due date of submission of the bid.

Notwithstanding clause above, the TPC may solicit the Bidder's consent to an extension of the Period of Bid Validity. The request and responses thereto shall be made in writing.

### 3.6 Alternative Bids

Bidders shall submit Bids, which comply with the Bidding documents. Alternative bids will not be considered. The attention of Bidders is drawn to the provisions regarding the rejection of Bids in the terms and conditions, which are not substantially responsive to the requirements of the bidding documents.

### 3.7 Modifications and Withdrawal of Bids

The bidder is not allowed to modify or withdraw its bid after the Bid's submission. The EMD as submitted along with the bid shall be liable for forfeiture in such event.

### 3.8 Earnest Money Deposit (EMD)

The bidder shall furnish, as part of its bid, an EMD amounting as specified in the tender. The EMD is required to protect the TPC against the risk of bidder's conduct which would warrant forfeiture.

***The EMD shall be forfeited in case of:***

- a) The bidder withdraws its bid during the period of specified bid validity.

**Or**

- b) The case of a successful bidder, if the Bidder does not  
i) accept the purchase order, or



- ii) furnish the required performance security BG.

### **3.9 Type Tests (if applicable)**

The type tests specified in TPC 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 TPC.

## **4.0 Bid Opening & Evaluation process**

### **4.1 Process to be confidential**

Information relating to the examination, clarification, evaluation and comparison of Bids and recommendations for the award of a contract shall not be disclosed to Bidders or any other persons not officially concerned with such process. Any effort by a Bidder to influence the TPC's processing of Bids or award decisions may result in the rejection of the Bidder's Bid.

### **4.2 Technical Bid Opening**

The bids shall be opened internally by TPC. First the envelope marked "EMD" will be opened. Bids without EMD/ cost of tender (if applicable) of required amount/ validity in prescribed format, shall be rejected.

Next, technical bids of bidders who have submitted EMD shall be opened. Participating Bidders will get mail intimation from Tata Power E-Tender system (Ariba) when their Technical Bids are opened.

### **4.3 Preliminary Examination of Bids/Responsiveness**

TPC will examine the Bids to determine whether they are complete, whether any computational errors have been made, whether required sureties have been furnished, whether the documents have been properly signed, and whether the Bids are generally in order. TPC may ask for submission of original documents in order to verify the documents submitted in support of qualification criteria.

Arithmetical errors will be rectified on the following basis: If there is a discrepancy between the unit price and the total price per item that is obtained by multiplying the unit price and quantity, the unit price shall prevail and the total price per item will be corrected. If there is a discrepancy between the Total Amount and the sum of the total price per item, the sum of the total price per item shall prevail and the Total Amount will be corrected.

Prior to the detailed evaluation, TPC will determine the substantial responsiveness of each Bid to the Bidding Documents including production capability and acceptable quality of the Goods offered. A substantially responsive Bid is one, which conforms to all the terms and conditions of the Bidding Documents without material deviation.

Bid determined as not substantially responsive will be rejected by the TPC and may not subsequently be made responsive by the Bidder by correction of the non-conformity.

#### 4.4 Techno Commercial Clarifications

Bidders need to ensure that the bids submitted by them are complete in all respects. To assist in the examination, evaluation and comparison of Bids, TPC may, at its discretion, ask the Bidder for a clarification on its Bid for any deviations with respect to the TPC specifications and attempt will be made to bring all bids on a common footing. All responses to requests for clarification shall be in writing and no change in the price or substance of the Bid shall be sought, offered or permitted owing to any clarifications sought by TPC.

#### 4.5 Price Bid Opening

Price Bid of only Technically and / or Safety Qualified Bidders shall be considered and opened internally by TPC. Bidders will get mail intimation from Tata Power E-Tender system (Ariba) when their Price Bids are opened. The EMD of the bidder withdrawing or substantially altering his offer at any stage after the technical bid opening will be forfeited at the sole discretion of TPC without any further correspondence in this regard.

#### 4.6 Not Used

#### 4.7 Reverse Auctions

TPC reserves the right to conduct the reverse auction (instead of public opening of price bids) for the products/ services being asked for in the tender. The terms and conditions for such reverse auction events shall be as per the Acceptance Form attached as Annexure VI of this document. The bidders along with the tender document shall mandatorily submit a duly signed copy of the Acceptance Form attached as Annexure VI as a token of acceptance for the same.

### 5.0 Award Decision

TPC will award the contract to the successful bidder whose bid has been determined to be the lowest-evaluated responsive bid as per the Evaluation Criterion mentioned at Clause 2.0. The Cost for the said calculation shall be taken as the all-inclusive cost quoted by bidder in Annexure I (Schedule of Items) subject to any corrections required in line with Clause 4.3 above. The decision to place rate contract / purchase order / LOI solely depends on TPC on the cost competitiveness across multiple lots, quality, delivery and bidder's capacity, in addition to other factors that TPC may deem relevant.

TPC reserves all the rights to award the contract to one or more bidders so as to meet the delivery requirement or nullify the award decision without assigning any reason thereof.

In case any supplier is found unsatisfactory during the delivery process, the award will be cancelled and TPC reserves the right to award other suppliers who are found fit.

**NOTE:** Please note that intimation of Price Bid Opening will go only to those bidders who are Technically Acceptable and whose price bid are opened. Bidders who are not successful in technical or commercial part of the process will be intimated to collect EMD only after end of process.

It is informed that TPC shall not provide status updates or give explanation of process followed for bidder selection criteria whatsoever, to any participating bidder.



## **6.0 Order of Preference/Contradiction:**

In case of contradiction in any part of various documents in tender, following shall prevail in order of preference:

1. Schedule of Items (Annexure I)
2. Post Award Contract Administration (Clause 7.0)
3. Submission of Bid Documents (Clause 3.0)
4. Scope of Work and SLA (Annexure VII)
5. Technical Specifications (Annexure II)
6. Inspection Test Plan (Annexure VIII)
7. Acceptance Form for Participation in Reverse Auction (Annexure VI)
8. General Conditions of Contract (Annexure IX)

## **7.0 Post Award Contract Administration**

### **7.1 Special Conditions of Contract**

- Rate contract shall be valid for a period of ONE year from the placement of Contract. Release Order (RO) shall be placed as per the requirement of TPC. Rate shall remain FIRM till the validity of Rate Contract.
- PBG@5% shall be applicable on the Rate Contract Value. This shall remain valid till guarantee period plus one month. The same shall be submitted by BA within 15 days from the date of issue of RC.
- Monthly Capacity for order handling shall be submitted by the bidder and the same shall be utilized and decided by TPC for order placement.
- TPC appreciates and welcomes the engagement/employment of persons from SC/ ST community or any other deprived section of society by their BAs.
- Any change in statutory taxes, duties and levies during the contract period shall be borne by TPC. However in case of delay in work execution owing to reasons not attributable to TPC any increase in total liability shall be passed on the Bidder, whereas any benefits arising owing to such statutory variation in taxes and duties shall be passed on to TPC.
- All the terms and conditions of TPC GCC shall be applicable.

### **7.2 Drawing Submission & Approval**

The relevant drawings and GTPs need to be submitted within two weeks of receipt of firm purchase order by the successful bidder to TPC for approval. In case, re-submission of drawings is required on request of TPC, same needs to be submitted back to TPC within 5 days of such request.

### **7.3 Delivery Terms**

The cable shall be delivered within 45 days from the placement of RO.

### **7.4 Warranty Period**

Guarantee Period of the supplied cable shall be 72 months from the date of delivery of final lot of supplies made.

### **7.5 Payment Terms**

On delivery of the materials in good condition and certification of acceptance by certified official, Associate shall submit the Bills/ Invoices in original in the name of Tata Power Company Limited to Invoice Desk. The payment shall be released within 90 days from the date of submission of certified bills/ invoices.

### **7.6 Climate Change**

Significant quantities of waste are generated during the execution of project and an integrated approach for effective handling, storage, transportation and disposal of the same shall be adopted. This would ensure the minimization of environmental and social impact in order to combat the climate change.

### **7.7 Ethics**

TPC is an ethical organization and as a policy TPC lays emphasis on ethical practices across its entire domain. Bidder should ensure that they should abide by all the ethical norms and in no form either directly or indirectly be involved in unethical practice.

TPC work practices are governed by the Tata Code of Conduct which emphasizes on the following:

- We shall select our suppliers and service providers fairly and transparently.
- We seek to work with suppliers and service providers who can demonstrate that they share similar values. We expect them to adopt ethical standards comparable to our own.
- Our suppliers and service providers shall represent our company only with duly authorized written permission from our company. They are expected to abide by the Code in their interactions with, and on behalf of us, including respecting the confidentiality of information shared with them.
- We shall ensure that any gifts or hospitality received from, or given to, our suppliers or service providers comply with our company's gifts and hospitality policy.
- We respect our obligations on the use of third-party intellectual property and data.

Bidder is advised to refer GCC attached at Annexure VIII for more information.

Any ethical concerns with respect to this tender can be reported to the following e-mail ID: [cecounsellor@tatapower.com](mailto:cecounsellor@tatapower.com)

## **8.0 Specification and standards**

Attached separately with tender.

## **9.0 General Condition of Contract**

Any condition not mentioned above shall be applicable as per GCC for Supply attached along with this tender.

## **10.0 Safety**

Safety related policies are available on Company's website.

<http://www.tatapower.com>

**ANNEXURE I**  
**Schedule for Items**

S. No	Item Description	Qty.	UoM	Unit Price (Rs./m)	GST (Rs.)	All incl. Unit Price (Rs./m)	All incl. BOQ Price (Rs.)
1	CABLE 1.1KV AL 4CX300 SQMM XLPE ARMORED	35000	M				
2	CABLE 1.1KV AL 4CX240 SQMM XLPE ARMORED	30000	M				
3	CABLE 1.1KV AL 4CX150 SQMM XLPE ARMORED	20000	M				
4	CABLE 1.1KV AL 4CX 95 SQMM XLPE ARMORED	20000	M				
5	CABLE 1.1KV AL 4CX 50 SQMM XLPE ARMORED	30000	M				
6	CABLE 1.1KV AL 4CX 25 SQMM XLPE ARMORED	45000	M				
7	CABLE 1.1KV AL 4CX 10 SQMM XLPE ARMORED	75000	M				
8	CABLE 1.1KV AL 1X25 SQMM UNARMORED PVC	20000	M				
9	CABLE 1.1KV 1X 50 SQ MM UNARMORED XLPE	20000	M				
10	CABLE 1.1KV AL1X95 SQMM UNARMORED PVC	40000	M				
11	CABLE 1.1KV AL 1X185 SQMM UNARMORED	30000	M				
12	CABLE 1.1KV AL 1X300 SQMM UNARMORED	50000	M				
13	CABLE 1.1KV AL 1X630 SQMM UNARMORED XLPE	10000	M				
14	CABLE 1.1KV AL 2X4 SQMM XLPE ARMORED	3050000	M				
15	CABLE 1.1KV AL 2X10 SQMM XLPE ARMORED	1530000	M				
16	CABLE 1.1KV AL 2X25 SQMM ARMORED PVC	50000	M				
<b>All incl. BOQ Value (Rs.)</b>							

**NOTE:**

- The quantity mentioned above is for evaluation purpose only and may vary during the execution. Release Orders against this Rate Contract shall be issued by TPC as per actual requirement.
- The bidders are advised to quote prices strictly in the above format and for all the line items as mentioned above. Failing to do so, bids are liable for rejection.
- The bidder must fill each and every column of the above format. **Mentioning "extra/inclusive" in any of the column may lead for rejection of the price bid.**
- No cutting/ overwriting in the prices is permissible.
- The unit price to be indicated in col. No. 5 should be exclusive of taxes & duties which are to be indicated in separate columns meant for the purpose.
- The prices shall be FOR TPC ODISHSA Locations. Exact delivery location shall be specified in the Release Order.



RFx No.: NA

NIT No.: TPCODM/AA/O/S011

**Annexure II**  
**Technical Specifications**

**ATTACHED AS ANNEXURE TO THIS TENDER DOCUMENT**

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**ANNEXURE III****Schedule of Deviations**

*Bidders are advised to refrain from taking any deviations on this TENDER. Still in case of any deviations, all such deviations from this tender document shall be set out by the Bidders, Clause by Clause in this schedule and submit the same as a part of the **Technical Bid**.*

*Unless **specifically** mentioned in this schedule, the tender shall be deemed to confirm the TPC's specifications:*

S. No.	Clause No.	Tender Clause Details	Details of deviation with justifications

*By signing this document we hereby withdraw all the deviations whatsoever taken anywhere in this bid document and comply to all the terms and conditions, technical specifications, scope of work etc. as mentioned in the standard document except those as mentioned above.*

**Seal of the Bidder:**

**Signature:**

**Name:**

### **ANNEXURE IV**

#### **Schedule of Commercial Specifications**

*(The bidders shall mandatorily fill in this schedule and enclose it with the offer Part I: Technical Bid. In the absence of all these details, the offer may not be acceptable.)*

<b>S. No.</b>	<b>Particulars</b>	<b>Remarks</b>
1.	Prices firm or subject to variation (If variable indicate the price variation clause with the ceiling if applicable)	Firm / Variable
1a.	If variable price variation on clause given	Yes / No
1b.	Ceiling	----- %
1c.	Inclusive of Excise Duty	Yes / No (If Yes, indicate % rate)
1d.	Sales tax applicable at concessional rate	Yes / No (If Yes, indicate % rate)
1e.	Octroi payable extra	Yes / No (If Yes, indicate % rate)
1f.	Inclusive of transit insurance	Yes / No
2.	Delivery	Weeks / months
3.	Guarantee clause acceptable	Yes / No
4.	Terms of payment acceptable	Yes / No
5.	Performance Bank Guarantee acceptable	Yes / No
6.	Liquidated damages clause acceptable	Yes / No
7.	Validity (180 days) (From the date of opening of technical bid)	Yes / No
8.	Inspection during stage of manufacture	Yes / No
9.	Rebate for increased quantity	Yes / No (If Yes, indicate value)
10.	Change in price for reduced quantity	Yes / No (If Yes, indicate value)
11.	Covered under Small Scale and Ancillary Industrial Undertaking Act 1992	Yes / No (If Yes, indicate, SSI Reg'n No.)

### **ANNEXURE V**

#### **Checklist of all the documents to be submitted with the Bid**

Bidder has to mandatorily fill in the checklist mentioned below:-

S. No.	Documents attached	Yes / No / Not Applicable
1	EMD of required value	
2	Tender Fee as mentioned in this RFQ	
3	Company profile/organ gram	
4	Signed copy of this RFQ as an unconditional acceptance	
5	Duly filled schedule of commercial specifications (Annexure IV)	
6	Sheet of commercial/technical deviation if any (Annexure III)	
7	Balance sheet for the last completed three financial years; mandatorily enclosing Profit & loss account statement	
8	Acknowledgement for Testing facilities if available (duly mentioned on bidder letter head)	
9	List of Machine/tools with updated calibration certificates if applicable	
10	Details of order copy (duly mentioned on bidder letter head)	
11	Order copies as a proof of quantity executed	
12	Details of Type Tests if applicable (duly mentioned on bidder letter head)	
13	All the relevant Type test certificates as per relevant IS/IEC (CPRI/ERDA/other certified agency) if applicable	
14	Project/supply Completion certificates	
15	Performance certificates	
16	Client Testimonial/Performance Certificates	
17	Credit rating/solvency certificate	
18	Undertaking regarding non blacklisting (On company letter head)	
19	List of trained/untrained Manpower	

**Annexure VI****Acceptance Form for Participation In Reverse Auction Event**

*(To be signed and stamped by the bidder)*

In a bid to make our entire procurement process more fair and transparent, TPC intends to use the reverse auctions through SAP-SRM tool as an integral part of the entire tendering process. All the bidders who are found as technically qualified based on the tender requirements shall be eligible to participate in the reverse auction event.

**The following terms and conditions are deemed as accepted by the bidder on participation in the bid event:**

1. TPC shall provide the user id and password to the authorized representative of the bidder. *(Authorization Letter in lieu of the same shall be submitted along with the signed and stamped Acceptance Form).*
2. TPC will make every effort to make the bid process transparent. However, the award decision by TPC would be final and binding on the supplier.
3. The bidder agrees to non-disclosure of trade information regarding the purchase, identity of TPC, bid process, bid technology, bid documentation and bid details.
4. The bidder is advised to understand the auto bid process to safeguard themselves against any possibility of non-participation in the auction event.
5. In case of bidding through Internet medium, bidders are further advised to ensure availability of the entire infrastructure as required at their end to participate in the auction event. Inability to bid due to telephone line glitch, internet response issues, software or hardware hangs, power failure or any other reason shall not be the responsibility of TPC.
6. In case of intranet medium, TPC shall provide the infrastructure to bidders. Further, TPC has sole discretion to extend or restart the auction event in case of any glitches in infrastructure observed which has restricted the bidders to submit the bids to ensure fair & transparent competitive bidding. In case of an auction event is restarted, the best bid as already available in the system shall become the start price for the new auction.
7. In case the bidder fails to participate in the auction event due any reason whatsoever, it shall be presumed that the bidder has no further discounts to offer and the initial bid as submitted by the bidder as a part of the tender shall be considered as the bidder's final no regret offer. Any offline price bids received from a bidder in lieu of non-participation in the auction event shall be out-rightly rejected by TPC.
8. The bidder shall be prepared with competitive price quotes on the day of the bidding event.
9. The prices as quoted by the bidder during the auction event shall be inclusive of all the applicable taxes, duties and levies and shall be FOR at TPC site.
10. The prices submitted by a bidder during the auction event shall be binding on the bidder.
11. No requests for time extension of the auction event shall be considered by TPC.
12. The original price bids of the bidders shall be reduced on pro-rata basis against each line item based on the final all inclusive prices offered during conclusion of the auction event for arriving at Contract amount.

**Signature & Seal of the Bidder**





RFx No.: NA

NIT No.: TPCODM/AA/O/S011

**Annexure VII**  
**Scope of Work & Service Level Agreement**

**NA**

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**Annexure VIII**  
**Inspection Test Plan**

**NA**

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**Annexure IX**  
**General Conditions of Contract**


**Attached as Annexure to this document**

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**Technical Specifications (Annexure to Tender Documents)**

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	TATA POWER		
	TECHNICAL SPECIFICATION		
Doc. Title	Technical Specification - 1.1 kV LT Power Cable of various sizes		
Doc. No	ENG-TATA POWER-Distribution-05	Eff. Date:26/03/19	
Rev. No	00	Page 01 of 19	
Prepared by: Nandita Raju Bhagyalakshmi Nair	Reviewed By: Gagandeep Kaur Sandeep Kundargi	Approved By: Brajanath Dey Nilesh Potphode	Issued By: H C Sharma Nilesh Potphode

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- 2.0 APPLICABLE STANDARDS**
- 3.0 CLIMATIC CONDITIONS OF THE INSTALLATION**
- 4.0 GENERAL TECHNICAL REQUIREMENTS**
- 5.0 GENERAL CONSTRUCTION**
- 6.0 NAME PLATE AND MARKING**
- 7.0 TESTS**
- 8.0 TYPE TEST CERTIFICATES**
- 9.0 PRE-DISPATCH INSPECTION**
- 10.0 INSPECTION AFTER RECEIPT AT STORE**
- 11.0 GUARANTEE**
- 12.0 PACKING**
- 13.0 TENDER SAMPLE**
- 14.0 QUALITY CONTROL**
- 15.0 MINIMUM TESTING FACILITIES**
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- 19.0 GURANTEED TECHNICAL PARTICULARS**
- 20.0 SCHEDULE OF DEVIATIONS**

Initiator		HOG (Engineering)	
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<b>Doc. Title</b>	<b>Technical Specification - 1.1 kV LT Power Cables of various sizes</b>		
<b>Doc. No</b>	ENG-TATA POWER-Distributions-05	<b>Eff. Date: 26/03/19</b>	
<b>Rev. No</b>	00	<b>Page 2 of 19</b>	
<b>Prepared by:</b> Nandita Raju Bhagyalakshmi Nair	<b>Reviewed By:</b> Gagandeep Kaur Sandeep Kundargi	<b>Approved By:</b> Brajanath Dey Nilesh Potphode	<b>Issued By:</b> H C Sharma Nilesh Potphode

<b>1.0</b>	<b>SCOPE</b>	<p>This specification covers the technical requirements of design, manufacture, testing at manufacturer's work, packing, forwarding, supply and unloading at site/store of 1.1 kV LT XLPE Power Cable for trouble free and efficient operation.</p> <p>Applicable for 1.1 kV LT XLPE insulated Power Cable of following sizes:</p> <p>a) 4C X 300 sq.mm. (Aluminium conductor cable)</p> <p>b) 4C X 240 sq.mm. (Aluminium conductor cable)</p> <p>c) 4C X 185 sq.mm. (Aluminium conductor cable)</p> <p>d) 4C X 150 sq.mm. (Aluminium conductor cable)</p> <p>e) 4C X 120 sq.mm. (Aluminium conductor cable)</p> <p>f) 4C X 95 sq.mm. (Aluminium conductor cable)</p> <p>g) 4C X 50 sq.mm. (Aluminium conductor cable)</p> <p>h) 4C X 35 sq.mm. (Aluminium conductor cable)</p> <p>i) 4C X 25 sq.mm. (Aluminium conductor cable)</p> <p>j) 4C X 16 sq.mm. (Aluminium conductor cable)</p> <p>k) 4C X 10 sq.mm. (Aluminium conductor cable)</p> <p>l) 2C X 50 sq. mm. (Aluminium conductor cable)</p> <p>m) 2C X 25 sq. mm. (Aluminium conductor cable)</p> <p>n) 2C X 16 sq. mm. (Aluminium conductor cable)</p> <p>o) 2C X 10 sq. mm. (Aluminium conductor cable)</p> <p>p) 2C X 4 sq. mm. (Aluminium conductor cable)</p> <p>q) 1C X 630 sq. mm. (Aluminium conductor cable)</p> <p>r) 1C X 300 sq. mm. (Aluminium conductor cable)</p> <p>s) 1C X 185 sq. mm. (Aluminium conductor cable)</p> <p>t) 1C X 95 sq. mm. (Aluminium conductor cable)</p> <p>u) 1C X 25 sq. mm. (Aluminium conductor cable)</p> <p>v) 1C X 4 sq. mm. (Aluminium conductor cable)</p> <p>w) 1C X 2.5 sq. mm. (Aluminium conductor cable)</p> <p>x) 1C X 50 sq. mm. (Copper conductor cable)</p> <p>y) 2C X 50 sq. mm. (Copper conductor cable)</p>																									
		<p>The equipment covered by this specification shall unless otherwise stated, be designed, manufactured and tested in accordance with the latest editions of the following Indian, International standards / IEC and shall conform to the regulations of the local authorities.</p> <table border="1"> <thead> <tr> <th>S. No.</th><th>Standards</th><th>Title</th></tr> </thead> <tbody> <tr> <td>1</td><td>IS-7098 (Part-I):1988</td><td>Specifications for Cross Linked Polyethylene PVC Sheathed Cables: Part 1-For Working Voltages up to and including 1100 Volts</td></tr> <tr> <td>2</td><td>IS-8130:1984</td><td>Conductor for insulated electric cables &amp; flexible cords.</td></tr> <tr> <td>3</td><td>IS-398(Part-IV):1994</td><td>Aluminum Conductors for overhead transmission purposes, Part 4: Aluminium alloy stranded conductors (aluminium magnesium silicon type)</td></tr> <tr> <td>4</td><td>IS-5831:1984</td><td>PVC insulation and sheath of electric cables.</td></tr> <tr> <td>5</td><td>IEC-60228/3-2004</td><td>Conductor of insulated cables</td></tr> <tr> <td>6</td><td>IEC-60502/1-2004</td><td>Extruded solid dielectric insulated power cables for rated voltage from 1 kV up to 30 kV</td></tr> <tr> <td>7</td><td>IS-3975:1999</td><td>Mild steel wires, round wires and tapes for armouring of cables</td></tr> <tr> <td>8</td><td>IS 10418: 1982</td><td>Specification for Drums of Electric cables</td></tr> </tbody> </table>	S. No.	Standards	Title	1	IS-7098 (Part-I):1988	Specifications for Cross Linked Polyethylene PVC Sheathed Cables: Part 1-For Working Voltages up to and including 1100 Volts	2	IS-8130:1984	Conductor for insulated electric cables & flexible cords.	3	IS-398(Part-IV):1994	Aluminum Conductors for overhead transmission purposes, Part 4: Aluminium alloy stranded conductors (aluminium magnesium silicon type)	4	IS-5831:1984	PVC insulation and sheath of electric cables.	5	IEC-60228/3-2004	Conductor of insulated cables	6	IEC-60502/1-2004	Extruded solid dielectric insulated power cables for rated voltage from 1 kV up to 30 kV	7	IS-3975:1999	Mild steel wires, round wires and tapes for armouring of cables	8
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Initiator		HOG (Engineering)	
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<b>Doc. Title</b>	<b>Technical Specification - 1.1 kV LT Power Cables of various sizes</b>		
<b>Doc. No</b>	ENG-TATA POWER-Distributions-05	<b>Eff. Date: 26/03/19</b>	
<b>Rev. No</b>	00	<b>Page 3 of 19</b>	
<b>Prepared by:</b> Nandita Raju Bhagyalakshmi Nair	<b>Reviewed By:</b> Gagandeep Kaur Sandeep Kundargi	<b>Approved By:</b> Brajanath Dey Nilesh Potphode	<b>Issued By:</b> H C Sharma Nilesh Potphode

3.0

CLIMATIC CONDITIONS OF THE INSTALLATION

For Tata Power Odisha

1	Maximum ambient temperature	50 deg. C
2	Max. Daily average ambient temp	40 deg. C
	Maximum ambient temperature in closed box	60 deg. C
3	Min Ambient Temperature	0 deg. C
4	Maximum Humidity	100%
5	Minimum Humidity	10%
6	Average Annual Rainfall	1450 mm
7	Average No. of rainy days per annum	60
8	Rainy months	June to Oct.
9	Altitude above MSL not exceeding	1000m
10	Wind Pressure	150 kg/m² up an elevation of 10 m

The atmosphere is generally laden with mild acid and dust suspended during dry months and is subjected to fog in cold months. The design of equipment and accessories shall be suitable to withstand seismic forces corresponding to an acceleration of 0.3 g.

For Tata Power Delhi:

1	Maximum ambient temperature	50 deg. C
2	Max. Daily average ambient temp	40 deg. C
3	Min Ambient Temperature	0 deg. C
4	Maximum Humidity	100%
5	Minimum Humidity	10%
6	Average Annual Rainfall	1450mm
7	Average No. of rainy days per annum	60
8	Rainy months	June to Oct.
9	Altitude above MSL not exceeding	300m
10	Wind Pressure	150 kg/m² up an elevation of 10 m

The atmosphere is generally laden with mild acid and dust suspended during dry months and is subjected to fog in cold months. The design of equipment and accessories shall be suitable to withstand seismic forces corresponding to an acceleration of 0.3 g.

For Tata Power Mumbai:

1	Elevation	Around 300 m above sea level
2	Climate	Tropical with ambient temperature of 40 deg. C. Average over a 24 hour period and 45 deg. C maximum. Extremely wet conditions for four months in the year conducive to fungus growth and mild dew.Average rainfall 2000 M
3	Type of laying	Laying in ground and cable trenches. At road, railway crossings, to be laid through RCC/HDPE pipes.
4	Minimum depth of laying	1 metre
5	Maximum soil temperature of cable depth	30 deg. C
6	Characteristics of soil at cable laying	Generally clay
7	Estimated soil Thermal resistivity	120 deg. C-cm/W
8	Type of road surface	Asphalted or paved or concreted

Initiator		HOG (Engineering)	
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4.0	GENERAL TECHNICAL REQUIREMENTS	<table><tr><th>S. No.</th><th>Description</th><th>Units</th><th>Requirement</th></tr><tr><td>1</td><td>Voltage grade</td><td>kV</td><td>1.1</td></tr><tr><td>2</td><td>System Voltage</td><td>V</td><td>415</td></tr><tr><td>3</td><td>Variation in supply voltage</td><td>%</td><td>± 6%</td></tr><tr><td>4</td><td>Variation in supply frequency</td><td>Hz</td><td>50 ± 5%</td></tr><tr><td>5</td><td colspan="2">Number of phases</td><td>4 wire (3 phase and 100% neutral), 2 wire (1 phase and 100% neutral)</td></tr><tr><td>6</td><td colspan="2">System grounding</td><td>Suitable for earthed systems and unearthed systems</td></tr><tr><td>7</td><td colspan="2">Fault level</td><td>The cables shall be suitable for withstanding without damage; thermal and mechanical stresses due to short circuit currents for 1 second</td></tr><tr><td>8</td><td colspan="2">Type of Cable</td><td><b>For Tata power Mumbai</b>-Aluminium conductor, XLPE insulated, Extruded PVC inner sheath, Galvanized Steel Round wire armoured and PVC FRLSH outer sheathed cable <b>For Tata power Delhi/ Odisha</b>-Aluminium conductor, XLPE insulated, Extruded PVC inner sheath, Galvanized Steel Round wire armoured and PVC outer sheathed cable</td></tr><tr><td>9</td><td colspan="2">Core</td><td>Four/Two/One</td></tr><tr><td>10</td><td colspan="2">Conductor</td><td>Electrolytic Grade Aluminium /Copper conforming to IS 8130, and are Compact circular or Compact shaped, Solid/Stranded circular.</td></tr><tr><td>11</td><td colspan="2">Insulation</td><td>High grade XLPE insulation by extrusion process as per IS: 7098 (Part-I) - 1988</td></tr><tr><td>12</td><td colspan="2">Inner sheath</td><td>Extruded PVC Compound Type ST2 as per IS:5831-1984</td></tr><tr><td>13</td><td colspan="2">Armour</td><td>Galvanized steel round wire as per IS:3975-1999</td></tr><tr><td>14</td><td colspan="2">Outer sheath</td><td><b>For Tata power Mumbai</b>- Extruded FRLSH PVC Compound Type ST2 as per IS:5831-1984 <b>For Tata power Delhi/ Odisha</b>- Extruded PVC Compound Type ST2 as per IS:5831-1984</td></tr><tr><td>15</td><td>Standard length of cable on a drum with tolerance</td><td>m</td><td>As mentioned in Clause No.12 of this specification</td></tr></table>	S. 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		8	Type of Cable		<b>For Tata power Mumbai</b> -Aluminium conductor, XLPE insulated, Extruded PVC inner sheath, Galvanized Steel Round wire armoured and PVC FRLSH outer sheathed cable <b>For Tata power Delhi/ Odisha</b> -Aluminium conductor, XLPE insulated, Extruded PVC inner sheath, Galvanized Steel Round wire armoured and PVC outer sheathed cable																																																																																																																																																						
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		10	Conductor		Electrolytic Grade Aluminium /Copper conforming to IS 8130, and are Compact circular or Compact shaped, Solid/Stranded circular.																																																																																																																																																						
		11	Insulation		High grade XLPE insulation by extrusion process as per IS: 7098 (Part-I) - 1988																																																																																																																																																						
		12	Inner sheath		Extruded PVC Compound Type ST2 as per IS:5831-1984																																																																																																																																																						
		13	Armour		Galvanized steel round wire as per IS:3975-1999																																																																																																																																																						
		14	Outer sheath		<b>For Tata power Mumbai</b> - Extruded FRLSH PVC Compound Type ST2 as per IS:5831-1984 <b>For Tata power Delhi/ Odisha</b> - Extruded PVC Compound Type ST2 as per IS:5831-1984																																																																																																																																																						
		15	Standard length of cable on a drum with tolerance	m	As mentioned in Clause No.12 of this specification																																																																																																																																																						
		1.1 kV Single Core XLPE insulated unarmoured cable conforming to IS 7098:1988																																																																																																																																																									
		S No.	Parameter	Unit	Requirement																																																																																																																																																						
		Size of Cable		sq.mm	2.5	4	25	50	95	185	300	630																																																																																																																																															
		1	Conductor																																																																																																																																																								
		a.	Type		Al	Al	Al	Cu	Al	Al	Al	Al																																																																																																																																															
		b.	Grade		H2	H2	H4	H4	H4	H4	H4	H4																																																																																																																																															
		c.	No. of Cores	Nos.	1	1	1	1	1	1	1	1																																																																																																																																															
d.	Maximum D.C. resistance of conductor at 20 deg C	Ohm/K m	-	7.41	1.20	0.387	0.320	0.164	0.100	0.0469																																																																																																																																																	

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		e.	A.C. resistance at operating temperature of 90 deg C	Ohm/K m	-	9.50	1.54	0.496	0.410	0.212	0.130	0.064
		f.	Short circuit capacity for 1 second	kA	0.24	0.38	2.36	7.15	9	17.5	28.3	59.43
		g.	Continuous current rating at 40 deg C	A	20	31	98	222	230	360	501	814
		h.	Minimum no. of wires in the conductor	Nos.	3	3	6	6	15	30	30	53
		i.	Shape of conductor		Non-compacted	Stranded Compact Circular or Compact shaped						
		2	<b>Insulation</b>									
		a.	Nominal thickness	mm	0.70	0.70	0.90	1.0	1.10	1.60	1.80	2.40
		b.	Minimum thickness(at any point of measurement)	mm	0.55	0.55	0.75	0.95	0.90	1.35	1.55	2.10
		3	<b>Inner sheath</b>		Not Applicable							
		4	<b>Armour</b>		Not Applicable							
		5	<b>Outer Sheath</b>									
		a.	Nominal thickness	mm	1.80	1.80	1.80	1.80	1.80	2.00	2.00	2.20
		b.	Minimum thickness(at any point of measurement)	mm	1.24	1.24	1.24	1.24	1.24	1.40	1.40	1.56
		<b>1.1 kV Two Core XLPE insulated armoured cable conforming to IS 7098:1988</b>										
		<b>S No.</b>	<b>Parameter</b>	<b>Unit</b>	<b>Requirement</b>							
		<b>Size of Cable</b>		<b>sq.mm.</b>	<b>10</b>	<b>16</b>	<b>25</b>	<b>50</b>	<b>50</b>			
		1	<b>Conductor</b>									
		a.	Type		Al	Al	Al	Al	Cu			
		b.	Grade		H2	H4	H4	H4	H4			
		c.	No. of Cores	Nos.	2	2	2	2	2			
		d.	Maximum D.C. resistance of conductor at 20 deg C	Ohm/Km	3.08	1.91	1.20	0.641	0.387			
		e.	A.C. resistance at operating temperature of 90 deg C	Ohm/Km	3.95	2.45	1.539	0.822	0.495			
		f.	Short circuit capacity for 1 second	kA	0.94	1.5	2.35	4.7	7.2			

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		g.	Continuous current rating at 40 deg C	A	67	88	117	176	228
		h.	Minimum no. of wires in the conductor	Nos.	7	6	6	6	7
		i.	Shape of conductor		Non-compacted circular	Stranded Compact Circular or Compact shaped			
		2	<b>Insulation</b>						
		a.	Nominal thickness	mm	0.70	0.70	0.90	1.00	1.00
		b.	Minimum thickness(at any point of measurement)	mm	0.55	0.55	0.75	0.80	0.80
		3	<b>Inner sheath</b>						
		a.	Type		For Tata power Mumbai-Extruded PVC FRLSH (Flame retardant cables with reduced halogen evolution and smoke)  For Tata power Delhi/ Odisha- Extruded PVC				
		b.	Minimum thickness(at any point of measurement)	mm	0.30	0.30	0.30	0.30	0.30
		4	<b>Armour</b>						
		a.	Type		GS round wire				
		b.	Nominal diameter	mm	1.4	1.4	1.6	1.6	1.6
		c.	Tolerance	mm	plus/minus 0.040	plus/minus 0.045	plus/minus 0.045	plus/minus 0.045	plus/minus 0.045
		d.	No. of wires	Nos.	Total number should be such that these are closely laid over inner sheath with a gap of less than the diameter of single wire of armour.				
		e.	Type of zinc coating		Medium	Medium	Medium	Medium	Medium
		f.	Mass of zinc coating	g/sq.m.	95	95	95	95	95
		g.	No. of dips		1 dip for 1 min.	1 dip for 1 min.	1 dip for 1 min.	1 dip for 1 min.	1 dip for 1 min.
		5	<b>Outer Sheath</b>						
		a.	Minimum thickness(at	mm	1.24	1.40	1.40	1.56	1.56

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		<b>a.</b>	<b>Type</b>					
		<b>b.</b>	<b>Grade</b>		H4			
		<b>c.</b>	No. of cores	Nos.	4	4	4	4
		<b>d.</b>	Maximum dc resistance of conductor at 20 °C	ohm/km	1.91	1.2	0.868	0.641
		<b>e.</b>	Short circuit capacity for one second	kA	1.5	2.35	3.31	4.7
		<b>f.</b>	Continuous current rating at 40degC	A	74	96	118	142
		<b>g.</b>	Minimum number of wires in the conductor	Nos.	6	6	6	6
		<b>h.</b>	Shape of conductor		Stranded sector shaped			
		<b>2.</b>	<b>Insulation</b>					
		<b>a.</b>	Nominal thickness	mm	0.7	0.9	0.9	1.0
		<b>b.</b>	Minimum thickness (at any point of measurement)	mm	0.6	0.75	0.75	0.80
		<b>4.</b>	<b>Inner sheath</b>					
		<b>a.</b>	Type		For Tata power Mumbai-Extruded PVC FRLSH (Flame retardant cables with reduced halogen evolution and smoke) For Tata power Delhi/ Odisha-Extruded PVC			
		<b>b.</b>	Minimum thickness (at any point of measurement)	mm	0.3	0.3	0.3	0.3
		<b>3.</b>	<b>Armour</b>					
		<b>a.</b>	Type of armour		GS round Wire			
		<b>b.</b>	Nominal Diameter	mm	1.6	1.6	1.6	1.6
		<b>c.</b>	Tolerance	mm	±0.045	±0.045	±0.045	±0.045
		<b>d.</b>	Type of Zinc coating		Medium	Medium	Medium	Medium
		<b>e.</b>	Mass of Zinc coating	g/m <sup>2</sup>	95	95	95	95
		<b>f.</b>	Number of dips		1 dip for 1 minute	1 dip for 1 minute	1 dip for 1 minute	1 dip for 1 minute
		<b>5.</b>	<b>Outer Sheath</b>					
		<b>a.</b>	Minimum thickness (at any point of measurement)	mm	1.4	1.4	1.4	1.56
<b>5.0</b>	<b>GENERAL CONSTRUCTION</b>	1.1 kV Power Cable shall be manufactured and tested strictly in accordance with the Indian Standard IS 7098 (Part – I):1988 and its latest amendments.						
		All material used in the manufacturing of cables shall be new and shall be selected as the best available for the intended use.						
		<b>Conductor</b>						
		<b>Material</b>	a) Class 2, high electrical conductivity plain Aluminium, Stranded, Grade H2/H4. Or, b) Plain Copper, Stranded <b>Note: For cable size ≤ 10 sq.mm, H2 grade conductor is required</b> <b>For cable size &gt; 10 sq.mm, H4 grade conductor is required</b>					

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		<table><tr><td><b>Shape</b></td><td>Before stranding, the conductor shall be circular in cross-section, uniform in quality, solid, smooth and free from scale, sharp edges and other defects. Shape as per no. of cores: a) for 4C cables - sector shaped b) for 2C - compacted circular/shaped c) for 1C - compacted circular as per IS 8130:1984</td></tr><tr><td><b>Permissible joints</b></td><td>Conductors shall conform to relevant standard for permissible number of joints in any one of the single wires forming every complete length of conductor, for location of joints in same layer of conductors and for method of making such joints. No joint shall be made in any conductor after it is stranded.</td></tr></table>	<b>Shape</b>	Before stranding, the conductor shall be circular in cross-section, uniform in quality, solid, smooth and free from scale, sharp edges and other defects. Shape as per no. of cores: a) for 4C cables - sector shaped b) for 2C - compacted circular/shaped c) for 1C - compacted circular as per IS 8130:1984	<b>Permissible joints</b>	Conductors shall conform to relevant standard for permissible number of joints in any one of the single wires forming every complete length of conductor, for location of joints in same layer of conductors and for method of making such joints. No joint shall be made in any conductor after it is stranded.
		<b>Shape</b>	Before stranding, the conductor shall be circular in cross-section, uniform in quality, solid, smooth and free from scale, sharp edges and other defects. Shape as per no. of cores: a) for 4C cables - sector shaped b) for 2C - compacted circular/shaped c) for 1C - compacted circular as per IS 8130:1984			
		<b>Permissible joints</b>	Conductors shall conform to relevant standard for permissible number of joints in any one of the single wires forming every complete length of conductor, for location of joints in same layer of conductors and for method of making such joints. No joint shall be made in any conductor after it is stranded.			

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			<p><b>For TATA Power DDL:</b> All cores insulation shall be pure black colored. For cores identifications, a XLPE colored line shall be extruded/ embedded in the insulation surface. It should not disturb minimum black coloured insulation thickness above conductor surface.</p> <p>Bright Red line shall represent - R ph Bright Yellow line shall represent - Y ph Bright Blue line shall represent - B ph</p> <p>For 150 sq. mm. and above, the colored line shall be (3 mm width X 0.5 mm depth from insulation surface) extruded/embedded on the insulation surface.</p> <p>Below 150 sq. mm, the colored line shall be (2 mm width X 0.3 mm depth from insulation surface) extruded/embedded on the insulation surface.</p> <p>For neutral, as core is already black, extruded line is not required.</p>
		<b>2C Cable</b>	For two core cables, cores shall be identified by insulation colored Red and Black.
		<b>1C Cable</b>	For single core cable, natural XLPE colour with blue PVC outer sheath.
		<b>Laying up of Cores</b>	
		<b>Laying up</b>	In twin, three and multi-core cables, the cores shall be laid up together with a suitable lay, the outermost layer shall have be right-hand lay and successive layer shall be laid with opposite lay. Where necessary, the interstices shall be filled with non-hygroscopic material to make the laid-up cores circular. The layup plan of multi cores shall be as per IS 7098 (Part-I):1988.
		<b>Fillers</b>	
		<b>4C Cable</b>	Fillers are not required.
		<b>For 1C &amp; 2C Cable</b>	Fillers or bedding used shall be non-wicking and non-moisture absorbing Thermoplastic material. Fillers shall be so chosen as to be compatible with the temperature ratings of the cables and shall have no deleterious effect on any other component of the cable.
		<b>Inner Sheath</b>	
		<b>Material</b>	The inner sheath material shall be of polyvinyl chloride (PVC) FRLSH (Flame retardant cables with reduced halogen evolution and smoke) compound conforming to the requirements of type ST 2 compound of IS: 5831:1984 with latest amendments. <b>*Note:</b> 1C cables shall not have any inner sheath.
		<b>Laying up</b>	The laid up cores shall be provided with an inner sheath applied by pressurized extrusion process. It shall be ensured that it is as circular as possible. The inner sheath shall be so applied that it fits closely on the laid up cores and it shall be possible to remove it without damage to the underlying insulation of the cores. When one or more layers of proofed plastic tape are applied over the laid up cores as a binder, the thickness of such tapes shall not be construed as part of the extruded inner sheath.
		<b>Thickness</b>	The thickness of the inner sheath shall be as per IS-7098 (Part-I):1988.
		<b>Armouring</b>	
		<b>Material</b>	The armouring shall be of galvanized round steel wires complying the requirements of IS: 3975:1999 along with latest amendments. The resistance measured for galvanized wires/strips when corrected to 20°C, shall comply with appropriate values mentioned in IS: 7098 (Part - I):1988. The round steel wires taken from the cable shall meet the following: a) Tensile strength not less than 250 N/mm <sup>2</sup> and not more than 580 N/mm <sup>2</sup> b) Elongation at the break of round steel wires shall not be less than 6%

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			<p>c) Round steel wire shall meet the requirement of torsion test. The gauge length between vices and minimum no. of turns without break shall be as per IS 3975:1999.</p> <p>d) The zinc coating shall not show any cracks and shall not flake off on rubbing by the bare finger when the round steel wire is subjected to winding test.</p> <p>e) The uniformity of round steel wire shall comply to requirement of IS 3975:1999.</p> <p>f) The mass of zinc coating of round steel wire shall not be less than 95 % that of mentioned in IS 3975:1999.</p> <p>The resistivity of round steel wire shall meet the requirement of IS 3975:1999.</p> <p><b>*Note:</b> 1C cables shall not be provided with armouring.</p>
		<b>Laying up</b>	The armouring shall be applied over the inner sheath in multi core cables. The armour wires shall be applied as closely as practicable (less than the diameter of single wire in between the interstices). The direction of lay of the armour shall be left hand.
		<b>Thickness</b>	The dimensions of armour round wires shall be as per IS-7098(Part-I):1988.
		<b>Joints</b>	The joints in armour wire shall be made by brazing or welding and the surface irregularities shall be removed. A joint in any wire shall be at least 300mm from the nearest joint in any other armour wire in the completed cable.
		<b>Outer Sheath</b>	
		<b>Material</b>	<p><b>For Tata power Mumbai</b>-The outer sheath shall be of polyvinyl chloride (PVC) FRLSH (Flame retardant cables with reduced halogen evolution and smoke) compound conforming to the requirements of Type ST-2 of IS – 5831:1984 with latest amendments. Surface should be smooth.</p> <p><b>For Tata power Delhi/ Odisha</b>-The outer sheath shall be of polyvinyl chloride (PVC) compound conforming to the requirements of Type ST-2 of IS – 5831:1984 with latest amendments.</p> <p>The sheath shall be ultraviolet protected for operation in direct sunlight. It shall be free from voids/bubbles/ bulges &amp; mechanical scratches and damages. Surface should be smooth.</p>
		<b>Laying up</b>	<p>The outer sheath shall be applied by extrusion process, It shall be tightly applied:</p> <p>a) Over the insulation in case of unarmoured single core cables.</p> <p>b) Over the armouring in case of armoured cables.</p>
		<b>Thickness</b>	The thickness of the outer sheath shall be as per IS: 7098 (Part - I):1988.
		<b>Colour</b>	<p>For <b>Tata Power Delhi/ Odisha</b>, the outer sheath shall be blue in color</p> <p>For <b>Tata Power Mumbai</b>, the outer sheath shall be yellow in color</p>
6.0	<b>NAME PLATE AND MARKING</b>	<p>Following information shall be either stenciled on both sides of the drum or contained in a label attached to it:</p> <ol style="list-style-type: none"> <li>Reference to the Standards</li> <li>Purchase Order number</li> <li>Manufacturer's name</li> <li>Type of Cable (INCLUDING FRLSH)</li> <li>Voltage Grade</li> <li>Drum serial number</li> <li>Number of cores</li> <li>Nominal Cross sectional Area of the conductor/Cable size</li> <li>Cable code</li> <li>Length of the cable on the drum</li> <li>Number of lengths on the drum (if more than one)</li> <li>Direction of the rotation of the drum</li> <li>Gross mass</li> <li>Country of manufacture</li> <li>Year and month of manufacture</li> </ol>	

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		<p>Following details shall be printed on both sides of outer sheath at regular interval of every meter and 180° apart:</p> <ol style="list-style-type: none"> <li>TATA Power</li> <li>Name of manufacturer</li> <li>Year of manufacture</li> <li>Voltage Grade</li> <li>No. of cores</li> <li>Size of the cable</li> <li>Type of cable (FRLSH type - specifically for Tata power Mumbai)</li> <li>Sequential length marking at every meter distance throughout the cable length with letter font size 12 mm should be embossed on the cable in bold letters.</li> </ol>
<b>7.0</b>	<b>TESTS</b>	<p>All routine, acceptance &amp; type tests shall be carried out in accordance with the relevant IS/IEC. All routine/acceptance tests shall be witnessed by TATA Power's authorized representative. All the components should also be type tested as per the relevant standards. Following tests shall be necessarily conducted on the 1.1 kV cables in additions to others specified in IS/IEC standards.</p> <p><b>A. Type tests:</b></p> <ol style="list-style-type: none"> <li>Tests on Conductor <ol style="list-style-type: none"> <li>Tensile test</li> <li>Wrapping test</li> <li>Resistance test</li> </ol> </li> <li>Test for armouring wires as per IS 3975:1999 <ol style="list-style-type: none"> <li>Dimensional check</li> <li>Tensile strength</li> <li>Elongation at break</li> <li>Torsion test(for round wires)</li> <li>Winding test(for round wires)</li> <li>Uniformity of zinc coating</li> <li>Mass of zinc coating</li> <li>Resistivity</li> </ol> </li> <li>Test for thickness for insulation and sheath</li> <li>Physical tests for insulation <ol style="list-style-type: none"> <li>Tensile strength and elongation at break</li> <li>Ageing in air oven</li> <li>Hot set test</li> <li>Shrinkage test</li> <li>Water absorption/gravimetric</li> </ol> </li> <li>Physical tests for outer sheath <ol style="list-style-type: none"> <li>Tensile strength and elongation at break</li> <li>Ageing in air oven</li> <li>Loss of mass in air oven</li> <li>Shrinkage test</li> <li>Hot deformation</li> <li>Heat shock</li> <li>Thermal stability</li> </ol> </li> <li>Insulation resistance ( Volume resistivity ) test</li> <li>High voltage test</li> </ol>

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		<p>8. Flammability test</p> <p><b>B. Routine tests:</b></p> <p>1. Conductor Resistance test</p> <p>2. High Voltage test</p> <p><b>C. Acceptance tests:</b></p> <p>1. Annealing test</p> <p>2. Tensile test (for non-compacted conductor)</p> <p>3. Wrapping test (for non-compacted conductor)</p> <p>4. Conductor Resistance Test</p> <p>5. Test for thickness of insulation and sheath</p> <p>6. Hot set test for insulation and outer sheath</p> <p>7. Tensile strength and elongation at break test for insulation and sheath</p> <p>8. High Voltage test</p> <p>9. Insulation resistance (Volume resistivity) test</p> <p>10. Flammability test on outer sheath</p> <p>11. Cold impact test on outer sheath</p> <p>12. Uniformity of zinc coating on armour wires</p> <p>13. Dimensional test on armour wires</p> <p>14. Oxygen index test- (For FRLSH cable-Tata power Mumbai)</p>
8.0	<b>TYPE TEST CERTIFICATES</b>	<p>The bidder shall furnish the type test certificates of the 1.1 kV Power cable for the tests as mentioned above as per the corresponding standards. All the tests shall be conducted at CPRI / ERDA / NABL/KEMA accredited Labs as per the relevant standards. Type test shall have been conducted in certified Test Laboratories during the period not exceeding 5 years from the date of opening the bid. In the event of any discrepancy in the test reports i.e. any test report not acceptable or any/all type tests (including additional type tests, if any) not carried out, same shall be carried out without any cost implication to TATA Power. In case type test is being carried beyond 5years up to 10years, bidder shall have to submit on their company letter head confirming for no change in basic design of the item. TATA Power has rights to accept/reject the same.</p> <p>Additional certification should be provided as:</p> <p>The cable produced is expected to meet long duration performance criteria based on quality and consistency of manufacturing.</p>
9.0	<b>PRE-DISPATCH INSPECTION</b>	<p>The material shall be subject to inspection by a duly authorized representative of TATA Power. Inspection may be made at any stage of manufacture at the discretion of TATA Power and the equipment, if found unsatisfactory as to workmanship or material, the same is liable to rejection. Bidder shall grant free access to the places of manufacture to TATA Power's representative(s) at all times when the work is in progress. Inspection by TATA Power or its authorized representatives shall not relieve the bidder of his obligation of furnishing equipment in accordance with the specifications. TATA Power's authorized representatives shall have the right to inspect the design, materials and workmanship and to report thereon, at any stage of manufacture, if found necessary. All facilities shall be extended to TATA POWER representatives for witnessing the tests. Due advance notice shall be given to enable to depute TATA Power's representatives for stage inspection.</p> <p>Material shall be dispatched after specific MDCC (Material Dispatch Clearance Certificate) is issued by TATA Power.</p> <p>Following documents shall be sent along with material</p> <ol style="list-style-type: none"> <li>Test reports</li> <li>MDCC issued by TATA Power</li> <li>Invoice in duplicate</li> <li>Packing list</li> <li>Drawings &amp; Catalogue</li> <li>Guarantee / Warrantee card</li> <li>Delivery Challan</li> <li>Other Documents (as applicable)</li> </ol>

Initiator		HOG (Engineering)	
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<b>10.0</b>	<b>INSPECTION AFTER RECEIPT AT STORES</b>	The material received at TATA Power's Store will be inspected for acceptance and shall be liable for rejection, if found different from the reports of the pre-dispatch inspection and one copy of the report shall be sent to Engineering department of TATA Power.
<b>11.0</b>	<b>GUARANTEE</b>	Bidder shall stand guarantee towards design, material, workmanship & quality of process / manufacturing of item under this contract for due and intended performance of the same, as an integrated product delivered under this contract. In the event any defect is found by TATA Power up to a period of at least 12 months from the date of commissioning or 24 months from the date of last supplies made under the contract whichever is later, (the time scale of 12/24 months could be enhanced subject to mutual agreements), bidder shall be liable to undertake to replace/rectify such defects at their own cost, within mutually agreed time frame, and to the entire satisfaction of TATA Power, failing which the later will be at liberty to get it replaced/rectified at Bidder's risks and costs and recover all such expenses plus TATA Power's own charges (@ 20% of expenses incurred), from the Bidder or from the 'Security cum Performance Deposit' as the case may be. Bidder shall further be responsible for 'free replacement' for another period of THREE years from the end of the guarantee period for any 'Latent Defects' if noticed and reported by TATA Power.
<b>12.0</b>	<b>PACKING</b>	<p>The cable shall be wound on strong weatherproof and non-returnable wooden drums packed in coil lengths as specified below and in line with the requirement of IS 10418:1982 and its latest amendments. The ends of the cable shall be sealed by means of non-hygroscopic sealing material. Cable drums shall be so constructed as to have required mechanical strength so that the drum flanges and other components do not break during transportation or in storage. The flanges and the outside surface of the barrel shall be free from protruding parts or projections or unevenness which might be damaging to the cable or hands of operator during rotation of drums. A protective covering of polymeric sheet shall be applied inside the drum before winding the cable on the drum. Bidder shall ensure that all the equipment covered under this specification shall be prepared for rail/road transport in a manner so as to protect the equipment from damage in transit.</p> <p>Drum lengths for 4C cables should be as follows:</p> <p>1.1kV 4C 300 sq mm XLPE cable – 500 m  1.1kV 4C 240 sq mm XLPE cable – 500 m  1.1kV 4C 185 sq mm XLPE cable – 500 m  1.1kV 4C 120 sq mm XLPE cable – 500 m  1.1kV 4C 95 sq mm XLPE cable – 500 m  1.1kV 4C 50 sq mm XLPE cable – 500 m  1.1kV 4C 35 sq mm XLPE cable – 1000 m  1.1kV 4C 25 sq mm XLPE cable – 1000 m  1.1kV 4C 16 sq mm XLPE cable – 1000 m</p> <p>For 2C and 1C cables – 1000 m</p>
	<b>TENDER SAMPLE</b>	Bidder shall submit the sample of material (0.3 meter of length of cable) as specified by TATA Power.
<b>14.</b>	<b>QUALITY CONTROL</b>	<p>The bidder shall submit with the offer, Quality Assurance Plan indicating:</p> <p>a) Various stages of inspection plan  b) Tests and checks for each inspection stage which is scheduled to be carried out on the material of construction/ components during manufacturing and bought out items and fully assembled component and equipment after finishing.</p> <p>As part of the plan, a schedule for stage and final inspection within the period of delivery schedule shall be furnished by the bidder. TATA Power reserves the sole right for getting type test of a random sample from the lot and in case of any discrepancy or deviation from the type test certificates submitted along with the bid; the complete lot shall be rejected. TATA Power's nominated representative shall have free access to the bidder's works to carry out inspections.</p>
<b>15.</b>	<b>MINIMUM TESTING FACILITIES</b>	Bidder shall have adequate in house testing facilities for carrying out all routine tests & acceptance tests as per relevant International / Indian standards.
<b>16.</b>	<b>MANUFACTURING ACTIVITIES</b>	The successful bidder will have to submit the bar chart for various manufacturing activities clearly elaborating each stage, with quantity. This bar chart should be in line with the Quality Assurance Plan submitted with the offer. This bar chart will have to be submitted within 15 days from the release of the order.

Initiator		HOG (Engineering)	
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17.	SPARES, ACCESSORIES AND TOOLS	Not applicable																																																	
18.	DRAWINGS AND DOCUMENTS	<p>Following mentioned drawings and documents shall be prepared based on TATA Power specification and statutory requirements and shall be submitted with the bid:</p> <p>a) Completely filled–in Technical Particulars b) Type test Certificates c) Quality Assurance Plan d) General description of the equipment and all components including brochures e) Experience List f) Cross sectional diagram of the cable g) Bill of material</p> <p><b>Note: From a) to c) to be submitted as per Tata power’s required format. Else to be submitted as per specification.</b></p> <p>Following drawings/documents to be submitted by the bidder after the award of the contract:</p> <table><tr><th>S No.</th><th>Description</th><th>For Approval</th><th>For Review / Information</th><th>Final Submission</th></tr><tr><td>1</td><td>Technical Parameters</td><td>√</td><td></td><td>√</td></tr><tr><td>2</td><td>Manual/Catalogues/drawings of all components</td><td></td><td>√</td><td></td></tr><tr><td>3</td><td>Installation Instructions</td><td></td><td>√</td><td>√</td></tr><tr><td>4</td><td>Cross sectional diagram of the cable</td><td>√</td><td></td><td>√</td></tr><tr><td>5</td><td>Instruction for use</td><td></td><td>√</td><td>√</td></tr><tr><td>6</td><td>Transport/shipping dimension drawing</td><td></td><td>√</td><td>√</td></tr><tr><td>7</td><td>QA &amp; QC Plan</td><td>√</td><td>√</td><td>√</td></tr><tr><td>8</td><td>Routine, Acceptance and Type test Certificates</td><td>√</td><td>√</td><td>√</td></tr></table> <p>All the documents and drawings shall be in English language. After the award of the contract four (4) copies of cross-sectional drawing of cable, GTP and test certificates shall be forwarded for approval from TATA Power.</p>					S No.	Description	For Approval	For Review / Information	Final Submission	1	Technical Parameters	√		√	2	Manual/Catalogues/drawings of all components		√		3	Installation Instructions		√	√	4	Cross sectional diagram of the cable	√		√	5	Instruction for use		√	√	6	Transport/shipping dimension drawing		√	√	7	QA & QC Plan	√	√	√	8	Routine, Acceptance and Type test Certificates	√	√	√
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19.	GUARANTEED TECHNICAL PARTICULARS	<table><tr><th>S. No.</th><th>Description</th><th>Units</th></tr><tr><td>1</td><td>Voltage grade</td><td>kV</td></tr><tr><td>2</td><td>System Voltage</td><td>V</td></tr><tr><td>3</td><td>Variation in supply voltage</td><td>%</td></tr><tr><td>4</td><td>Variation in supply frequency</td><td>Hz</td></tr><tr><td>5</td><td>Number of phases</td><td></td></tr><tr><td>6</td><td>System grounding</td><td></td></tr><tr><td>7</td><td>Fault level</td><td></td></tr><tr><td>8</td><td>Type of Cable</td><td></td></tr><tr><td>9</td><td>Core</td><td></td></tr><tr><td>10</td><td>Conductor</td><td></td></tr><tr><td>11</td><td>Insulation</td><td></td></tr><tr><td>12</td><td>Inner sheath</td><td></td></tr><tr><td>13</td><td>Armour</td><td></td></tr><tr><td>14</td><td>Outer sheath</td><td></td></tr></table>	S. No.	Description	Units	1	Voltage grade	kV	2	System Voltage	V	3	Variation in supply voltage	%	4	Variation in supply frequency	Hz	5	Number of phases		6	System grounding		7	Fault level		8	Type of Cable		9	Core		10	Conductor		11	Insulation		12	Inner sheath		13	Armour		14	Outer sheath		To be furnished by the bidder			
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		15	Standard length of cable on a drum with tolerance	m								
		1.1 kV Single Core XLPE insulated armoured cable conforming to IS 7098:1988										
		S No.	Parameter	Unit	Requirement							
		Size of Cable		sq.mm.	2.5	4	25	50(Cu)	95	185	300	630
		1	Conductor		To be furnished by the bidder							
		a.	Type									
		b.	Grade									
		c.	No. of Cores									
		d.	Maximum D.C. resistance of conductor at 20 deg C									
		e.	A.C. resistance at operating temperature of 90 deg C									
		f.	Short circuit capacity for 1 second									
		g.	Continuous current rating at 40 deg C									
		h.	Minimum no. of wires in the conductor									
		i.	Shape of conductor		To be furnished by the bidder							
		2	Insulation									
		a.	Nominal thickness									
		b.	Minimum thickness(at any point of measurement)									
		3	Inner sheath									
		4	Armour									
		5	Outer Sheath									
		a.	Nominal thickness									
		b.	Minimum thickness(at any point of measurement)									
		1.1 kV Two Core XLPE insulated armoured cable conforming to IS 7098:1988										
		S No.	Parameter	Unit	Requirement							

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Size of Cable		sq.mm.	10	16	25	50	50
1	<b>Conductor</b>						
a.	Type		Al	Al	Al	Al	Cu
b.	Grade		To be furnished by bidder				
c.	No. of Cores	Nos.					
d.	Maximum D.C. resistance of conductor at 20 deg C	Ohm/Km					
e.	A.C. resistance at operating temperature of 90 deg C	Ohm/Km					
f.	Short circuit capacity for 1 second	kA					
g.	Continuous current rating at 40 deg C	A					
h.	Minimum no. of wires in the conductor	Nos.					
i.	Shape of conductor						
2	<b>Insulation</b>						
a.	Nominal thickness	mm					
b.	Minimum thickness(at any point of measurement)	mm					
3	<b>Inner sheath</b>						
a.	Type						
b.	Minimum thickness(at any point of measurement)	mm					
4	<b>Armour</b>						
a.	Type						
b.	Nominal diameter	mm					
c.	Tolerance	mm					
d.	No. of wires	Nos.					
e.	Type of zinc coating						
f.	Mass of zinc coating	g/sq.m.					
g.	No. of dips						
5	<b>Outer Sheath</b>						
a.	Minimum thickness(at any point of measurement)	mm					

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1.1 kV Four Core XLPE insulated armoured cable conforming to IS 7098:1988			
S No.	Parameter	Unit	Requirement
<b>B</b>	Size of cable		
1.	Conductor		
a.	Type		
b.	Grade		
c.	No. of cores		
d.	Maximum dc resistance of conductor at 20 °C		
e.	Short circuit capacity for one second		
f.	Continuous current rating at 40degC		To be furnished by bidder
g.	Minimum number of wires in the conductor		
h.	Shape of conductor		
<b>2.</b>	<b>Insulation</b>		
a.	Nominal thickness		
b.	Minimum thickness (at any point of measurement)		
<b>4.</b>	<b>Inner sheath</b>		
a.	Type		
b.	Minimum thickness (at any point of measurement)		
<b>3.</b>	<b>Armour</b>		
a.	Type of armour		
b.	Nominal Diameter		
c.	Tolerance		
d.	Type of Zinc coating		
e.	Mass of Zinc coating		
f.	Number of dips		
<b>5.</b>	<b>Outer Sheath</b>		
a.	Minimum thickness (at any point of measurement)		

S No.	Parameter	Unit	Requirement
<b>B</b>	<b>Size of cable</b>		
1.	Conductor		
a.	Type		
b.	Grade		
c.	No. of cores		
d.	Maximum dc resistance of conductor at 20 °C		
e.	Short circuit capacity for one second		

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		<table> <tr> <td>f.</td><td>Continuous current rating at 40degC</td><td rowspan="10">To be furnished by bidder</td></tr> <tr> <td>g.</td><td>Minimum number of wires in the conductor</td></tr> <tr> <td>h.</td><td>Shape of conductor</td></tr> <tr> <td><b>2.</b></td><td><b>Insulation</b></td></tr> <tr> <td>a.</td><td>Nominal thickness</td></tr> <tr> <td>b.</td><td>Minimum thickness (at any point of measurement)</td></tr> <tr> <td><b>4.</b></td><td><b>Inner sheath</b></td></tr> <tr> <td>a.</td><td>Type</td></tr> <tr> <td>b.</td><td>Minimum thickness (at any point of measurement)</td></tr> <tr> <td><b>3.</b></td><td><b>Armour</b></td></tr> <tr> <td>a.</td><td>Type of armour</td><td rowspan="8"></td></tr> <tr> <td>b.</td><td>Nominal Diameter</td></tr> <tr> <td>c.</td><td>Tolerance</td></tr> <tr> <td>d.</td><td>Type of Zinc coating</td></tr> <tr> <td>e.</td><td>Mass of Zinc coating</td></tr> <tr> <td>f.</td><td>Number of dips</td></tr> <tr> <td><b>5.</b></td><td><b>Outer Sheath</b></td></tr> <tr> <td>a.</td><td>Minimum thickness (at any point of measurement)</td></tr> </table>	f.	Continuous current rating at 40degC	To be furnished by bidder	g.	Minimum number of wires in the conductor	h.	Shape of conductor	<b>2.</b>	<b>Insulation</b>	a.	Nominal thickness	b.	Minimum thickness (at any point of measurement)	<b>4.</b>	<b>Inner sheath</b>	a.	Type	b.	Minimum thickness (at any point of measurement)	<b>3.</b>	<b>Armour</b>	a.	Type of armour		b.	Nominal Diameter	c.	Tolerance	d.	Type of Zinc coating	e.	Mass of Zinc coating	f.	Number of dips	<b>5.</b>	<b>Outer Sheath</b>	a.	Minimum thickness (at any point of measurement)
f.	Continuous current rating at 40degC	To be furnished by bidder																																						
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a.	Minimum thickness (at any point of measurement)																																							
20.	<b>SCHEDULE OF DEVIATIONS</b>	<p align="center"><b><u>(TO BE ENCLOSED WITH TECHNICAL BID)</u></b></p> <p>All deviations from this specification shall be set out by the Bidders, clause by Clause in this schedule. Unless specifically mentioned in this Schedule, the tender shall be deemed to confirm the purchaser's specifications.</p> <table> <tr> <th>S.No.</th><th>Clause No.</th><th>Details of deviation with justifications</th></tr> <tr> <td></td><td></td><td></td></tr> </table>	S.No.	Clause No.	Details of deviation with justifications																																			
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		<p>We confirm that there are no deviations apart from those detailed above.</p> <p>Seal of the Company</p> <p>Signature :</p> <p>Designation:</p>
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Initiator		HOG (Engineering)	
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**GCC-Supply (Annexure to Tender Documents)**

CONFIDENTIAL

	THE TATA POWER COMPANY LIMITED	
	WORK INSTRUCTION /OPERATING GUIDELINES	
Doc. Title	GENERAL CONDITIONS OF CONTRACT –SUPPLY ORDERS	
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CLAUSE NO.	DESCRIPTION
<b>1.0</b>	<b>ORGANIZATIONAL VALUES</b>
<b>2.0</b>	<b>ETHICS</b>
<b>3.0</b>	<b>CONTRACT PARAMETERS</b>
3.1	Issue/Award of Contract
3.2	Contract Commencement Date
3.3	Contract Completion Date
3.4	Contract Period/ Time
3.5	Contract Execution Completion Date
3.6	Contract Price /Value
3.7	Contract Document
3.8	Contract Language
3.9	Reverse Auction
<b>4.0</b>	<b>SCOPE OF WORK</b>
<b>5.0</b>	<b>PRICES/RATES/TAXES</b>
5.1	Changes in statutory Tax Structure
<b>6.0</b>	<b>TERMS OF PAYMENT</b>
6.1	Quantity Variation
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## 1.0 ORGANIZATIONAL VALUES

The Tata Group has always been a value driven organization. These values continue to direct the Group's growth and businesses. The six core Tata Values underpinning the way we do business are:

**Integrity** - We must conduct our business fairly, with honesty and transparency. Everything we do must stand the test of public scrutiny.

**Understanding** - We must be caring, respectful, compassionate and humanitarian towards our colleagues and customers around the world and always work for the benefit of India.

**Excellence** - We must constantly strive to achieve the highest possible standards in our day to day work and in the quality of goods and services we provide.

**Unity** - We must work cohesively with our colleagues across the group and with our customers and partners around the world to build strong relationships based on tolerance, understanding and mutual co-operation.

**Responsibility** - We must continue to be responsible and sensitive to the countries, communities and environments in which we work, always ensuring that what comes from the people goes back to the people many times over.

**Agility** - We must work in a speedy and responsive manner and be proactive and innovative in our approach.

## 2.0 ETHICS

In our effort towards Excellence and in Management of Business Ethics at TPC, an Ethics Management Team is constituted.

The main objective of the Ethics Management Team is to:

1. Record, address and allay the issues and concerns on ethics raised by different stakeholders like employees, consumers, vendors, Associates etc. by initiating immediate corrective actions.
2. Ensure proper communication of the ethics policies and guidelines through prominent displays at all offices of TPC and through printed declarations in all concerned documents where external stakeholders are involved.
3. Ensure proper framework of policies as preventive measures against any ethics violation recorded by them.
4. Prepare and submit MIS of all issues and concerns, corrective and preventive actions on monthly basis to the top management for their information.

All Associates and Stakeholders are requested to register any grievance on ethics violation on our website [www.tatapower.com](http://www.tatapower.com)

## 3.0 CONTRACT PARAMETERS

### 3.1 Issue/Award of Contract

TPC awards the contract to the Associate in writing in the form of Purchase Order (PO) or Rate Contract (RC), hereafter referred as Contract, through in any or all of following modes physical handover / post / e-mail / web document / fax with all the attachments/enclosures which shall be part of the contract document.

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On receipt of the contract, the associate shall return to TPC copy of the contract document duly signed by legally authorized representative of associate, within two days of Effective Date of Contract for contracts having contract execution time less than 30 days and within five days for all other contracts.

### **3.2 Contract Commencement Date**

The date of issue/award of contract shall be the Effective Date of Contract or Contract Commencement date.

### **3.3 Contract Completion Date**

The date of expiry of Guarantee Period shall be deemed as the Contract Completion Date.

### **3.4 Contract Period/Time**

The period from Contract Commencement Date to Contract Completion Date shall be deemed as the Contract Period/Time.

### **3.5 Contract Execution Completion Date**

The stipulated date for completing the supply as per schedule of quantities shall be deemed as the Contract Execution Completion Date.

### **3.6 Contract Price /Value**

The total all inclusive price/value mentioned in the PO/RC is the Contract Price/Value and is based on the quantity, unit rates and prices quoted and awarded and shall be subject to adjustment based on actual quantities supplied and accepted and certified by the authorized representative of the company unless otherwise specified in schedule of quantities or in contract documents.

### **3.7 Contract Document**

The Contract Document shall mean and include but not limited to the following:

- NIT/Tender Enquiry, QR, Instruction to Bidders, Special Condition of Contract (SCC) of tender, GCC, Technical & Commercial Specifications including relevant annexure and attachments).
- Bids & Proposals Received from Associate including relevant annexure/attachments.
- RC/PO with agreed deviations from the tender/bid documents.
- All the Inspection and Test reports, Detailed Engineering Drawings.
- Material Dispatch Clearance Certificate (MDCC).
- Minutes of Meeting (MoM)

### **3.8 Contract Language**

All documents, instructions, catalogues, brochures, pamphlets, design data, norms and calculations, drawings, operation, maintenance and safety manuals, reports, labels, on deliveries and any other data shall be in English Language.

The Contract documents and all correspondence between the TPC, Third Parties associated with the contract, and the Associate shall be in English language.

However, all signboards required indicating "Danger" and/or security at site and otherwise statutory required shall be in English, Hindi, and local languages.

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### 3.9 Reverse Auction

TPC reserves the right to conduct the reverse auction (instead of public opening of price bids) for the products / services being asked for in the tender. The terms and conditions for such reverse auction events shall be as per the Acceptance Form attached in Annexure F. The bidders along with the tender document shall mandatorily submit a duly signed copy of the Acceptance Form as mentioned in the Annexure J as a token of acceptance for the same.

### 4.0 SCOPE OF WORK

All the activities that are to be undertaken by the Associate to realize the contractual deliverables in completeness form Scope of Work. Following clauses list, but not limited to, major requirements of the scope of work.

The associate shall satisfy himself and undertake fully the technical/commercial requirements of items to be supplied as listed in the Schedule of Quantities together with the tests to be performed /test reports to be furnished before dispatch, arrangement of stage and final inspections during manufacturing as per terms and conditions of contract, technical parameters & delivery terms and conditions including transit insurance to be met in order to fully meet TPC's requirements.

Completeness: Any supplies and services which might have not been specifically mentioned in the Contract but are necessary for the scope mentioned in Special Terms & Conditions and/or completeness of the works at the highest possible level, including any royalties, license fees & compensation to be paid, whether incurred by the associates or by a third party for the work covered in the scope, regardless of when incurred, shall be supplied/provided by the associate without any extra cost and within the time schedule for efficient , smooth and satisfactory operation and maintenance of the works at the highest possible level under Indian conditions (but according to international standards for facility of this type), unless expressly excluded from the scope of supplies and services in this Contract.

TPC have the right, during the performance of the Contract, to change the scope and/or technical character of the Project and/or of the supplies and services stipulated in the Contract by submitting a request in writing to the Associate. The Associate shall, within fifteen days of receipt of such request from the TPC, provide Purchaser with a reasonably detailed estimate of the cost of the change outlined in the request.

In the event, TPC requests a change, the Contract price and time shall be adjusted upwards or downwards, as the case may be and shall be mutually agreed to. The associate shall not be entitled to any extension of time unless such changes adversely affect the time schedule.

The Associate shall not proceed with the changes as requested till adjustment of contract price and time schedule where so applicable in terms of or otherwise directed by the TPC.

### 5.0 PRICES/RATES/TAXES

Unless specified elsewhere in the contract document, the prices/rates are inclusive of cost of finished product for which MDCC will be issued by TPC, packaging and forwarding charges, freight and transit insurance charges covering loading at Associate's works, transportation to TPC store/site & unloading & delivery at TPC stores/TPC site, cost of documentation including all the relevant test certificates and other supportive documents to be furnished.

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The Prices/Rates are inclusive of all taxes, levies, cess and duties, particularly Goods and Services Tax as applicable. All government levy / taxes shall be paid only when the invoice is submitted according to the relevant act.

The prices/rates shall remain firm till actual completion of entire supply of goods/material/equipment as per contract is achieved and shall remain valid till the completion of the contract.

The prices shall remain unchanged irrespective of TPC making changes in quantum in all or any of the schedules of items of contract.

### **5.1 Changes in Statutory Tax Structure**

If rate of any or all of the statutory taxes and duties applicable to the contract changes, such changes shall be incorporated by default if the changes occur within the contract execution time and shall be applicable if the contract is executed by the Associate within the Contract Execution Time.

For execution of contracts beyond contract execution time, where the delay is not attributable to TPC no upward revision in tax /duties shall be considered irrespective of changes in the statutory tax structure either within the contract execution time or beyond. However, in such cases, benefits due to any downward revisions in statutory tax rates shall be passed on to TPC.

### **6.0 TERMS OF PAYMENT**

On delivery of the materials in good condition and certification of acceptance by TPC official, Associate shall submit the Bills/Invoices in original in the name of "The Tata Power Company Limited" to invoice desk, complete with all required documents as under:

- Test Reports (4 sets).
- MDCC issued by TPC.
- Packing List.
- Drawing and Catalogue.
- Guarantee/Warranty Card.
- Delivery Challan.
- O&M Manual.
- Copy of Order.
- Minutes of Meeting.

Bills/ invoices shall mention Supplier's GST Number. TPC will make 100% payment within 30 days of submission of the Bill/Invoice complete in all respects and along with all the requisite documents mentioned above, subject to condition that Associate has furnished the requisite Security-cum-Performance Guarantee as stipulated in the contract.

### **6.1 Quantity Variation**

Payment will be made on the basis of actual quantity of supplies/actual measurement of works accepted by TPC and not on the basis of contract quantity.



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## 6.2 Full and Final Payment

Full & Final Payment in all contracts shall be made subject to the associate submitting "No Demand Certificate" in the format as per Annexure-C.

## 7.0 MODE OF PAYMENT

Payment shall be made through crossed Cheque or RTGS whichever of the two modes chosen by the Associate, in favour of Associate's Bank Account on TPC records, on whose name Contract has been issued. Those Associates opting for the RTGS mode shall submit the details of Bank Account and other details as per annexure G. Further, for any payments made, TPC is not responsible for any consequences/disputes Associate have among the owners channel partners, sub-Associates and all such dispute/concerns shall be settled solely by the Associate.

## 8.0 SECURITY CUM PERFORMANCE DEPOSIT

Associates shall submit within 15 days from the effective date of issue of PO/RC, Security Performance Bank Guarantee (SPBG) in the format as per Annexure B of this document from banks acceptable to TPC for:

(a) 5% of the PO value if purchase order value is more than Rs 5 Crores.

(b) 10% of the PO value if purchase order value is less than Rs 5 Crores.

This shall remain valid till the end of the Guarantee Period of contract, plus one month.

(c) 5% of the RC value in case of Rate Contract. This shall remain valid till the Guarantee period plus one month.

- For PO/RC values less than Rs. 5 lacs, Associate may request for deduction of amount equivalent to SPBG value from their first invoice. Such amount shall be withheld by TPC while processing the invoice and shall be released after completion of Guarantee Period plus one month.

- For PO/RC values less than Rs. 3 lacs, the clause (8.0) for Security cum Performance Bank Guarantee (SPBG) shall not be applicable.

- In case of RC (Rate Contract) after the expiry of RC validity, Associate shall have to submit SPBG. However, the Associate has the option to re-submit the SPBG as per actual RO

(Release Order) value issued against the RC, valid for Guarantee Period plus one month. The Guarantee Period shall be considered as per the last RO issued against the said RC. The original SPBG as submitted against the RC shall be released on submission of the new SPBG to TPC. Alternatively, Associate may extend the validity of original SPBG only till the requisite period, i.e. Guarantee Period plus one month.

## 9.0 STATUTORY COMPLIANCE

### 9.1 Compliance to Various Acts

Associate should ensure adherence to all applicable laws, rules and regulation applicable under this contract from time to time. In case of violation any risk, costs etc shall be in associates account and keep TDPPL indemnified always till completion of contracts.

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## 9.2 SA 8000

As TPC is SA 8000 compliant, it expects its Associates to follow guidelines of SA 8000:2014 on the following aspects

1. Child Labour
2. Forced or Compulsory Labour
3. Health & Safety
4. Freedom of Association & Right to Collective Bargaining
5. Discrimination
6. Disciplinary Practices
7. Working Hours
8. Remuneration
9. Management System

## 9.3 Affirmative Action

TPC appreciate and welcome the engagement/employment of persons from SC/ST community or any other deprived section of society by their business associates.

### Relaxation in Contract Clauses under Affirmative Action for SC/ ST Business Associates\*\*

TPC believes that inclusive growth is the key to sustainable development, and to promote the same Policy on Affirmative Action for Scheduled Caste & Scheduled Tribe Communities has been adopted across the company.

Under the same pre-text, and to promote entrepreneurship among SC/ST community TPC has taken initiative by proposing relaxations in contract clauses as per below:

S. No	Initiative	for SC/ ST BA's	Guideline Document
1	Tender Fees	100% waiver for SC/ST community	All Open Tenders
2	Earnest Money Deposit	50 % relaxation of estimated EMD value	All limited and Open Tenders
3	Performance Bank Guarantee	50% relaxation in PBG for order value above 50 lacs else 25% relaxation	All limited and Open tenders
4	Turnover	25% relaxation in company turnover under qualifying requirement criteria	All Open Tenders

### \*\*Classification of BAs under SC/ST shall be governed under following guidelines:

- Proprietorship/ Single Ownership Firm: Proprietor of the firm should be from SC/ST community. Governing document shall be duly audited balance Sheet for the last FY bearing the name of proprietor.
- Partnership Firm: Only such firms shall qualify which have SC/ST partners holding equal to or more than 50% of the total ownership pattern of the firm. Governing document shall be Partnership Deed and audited balance sheet/ ITR for last FY.
- 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

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document shall be Memorandum of Understanding (MoU) and/or Article of Association (AoA).

Governing document shall be Memorandum of Understanding (MoU) and/or Article of Association (AoA).

*Note: Certification from SC/ST commission shall be required for deciding upon SC/ST status of a person.*

## **10.0 QUALITY**

### **10.1 Knowledge of Requirements**

The Associate shall be deemed to have carefully examined and to have knowledge of the equipment, the general and other conditions, specifications, schedules, drawings, etc. forming part of the Contract and also to have satisfied himself as to the nature and character of the work to be executed and the type of the equipment and duties required including wherever necessary of the site conditions and relevant matters and details. Any information thus procured or otherwise obtained from TPC/Consultants shall not in any way relieve the Associate from his responsibility and executing the works in accordance with the terms of contract.

### **10.2 Material/Equipment/Works Quality**

The items / works under the scope of the Associate shall be of the best quality and workmanship according to the latest engineering practice and shall be manufactured from materials of best quality considering strength and durability for their best performance and, in any case, in accordance with the specifications set forth in this Contract. All material shall be new. Substitution of specified material or variation from the process of fabrication/ construction/ manufacture may be permitted but only with the prior written approval of the TPC.

### **10.3 Adherence to Rules & Regulations**

The Associate shall procure and/or fabricate/erect all materials and equipment in accordance with all requirements of Central and State enactment, rules and regulations governing such work in India and at site. This shall not be construed as relieving the Associate from complying with any requirement of TPC as enumerated in the Contract which may be more rigid than and not contrary to the above mentioned rules, nor providing such construction as may be required by the above mentioned rules and regulations. In case of variance of the Technical Specification from the laws, ordinance, rules and regulations governing the work, the Associate shall immediately notify the same to the TPC. It is the sole responsibility of the Associate, however, to determine that such variance exists. Wherever required by rules and regulations, the Associate shall also obtain the statutory authorities' approval for the plant, machinery and equipment to be supplied by the Associate.

### **10.4 Specifications and Standards**

The Associate shall follow all codes and standards referred in the Contract Document. Codes and standards of other may be followed by the Associate with the prior written approval of TPC, provided materials, supplies and equipment according to the standard are equal to or better than the corresponding standards specified in the Contract.

Brand names mentioned in the Contract documents are for the purpose of establishing the type and quality of products to be used. The Associate shall not change the brand name and

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qualities of the bought out items without the prior written approval of the TPC. All such products and equipment shall be used or installed in strict accordance with original manufacturer's recommendations, unless otherwise directed by the TPC. In any circumstances the codes, specimen and standards prescribed by any government agency should not be violated.

## **11.0 INSPECTION/PARTICIPATION**

### **11.1 Right to Carry Out Inspection**

TPC reserves the right to send its representatives for inspection or participation at various stages of contract execution listed below, applicable as per contract construction.

- During basic design and detail engineering of material/ Equipment carried out by Associate /Outsourced Agencies.
- During manufacturing stages of the product at Associate's/Associate's Outsourced Agency's Plant/Facility.
- During Pre-dispatch Inspection and Testing of finished/manufactured product at Associate's/Associate's outsourced Agency's Plant/Facility.
- During Installation & Commissioning Activities/Stages.
- Prior to Clearing of the completed installation for commissioning.
- Any other stage as find appropriate by TPC during contract execution time.

All inspections and participations shall be carried out by TPC giving written intimation to the Associate or receiving appropriate advance written inspection call from the Associate, unless otherwise specified elsewhere in the contract document.

### **11.2 Facilitating Inspection**

The Associate shall provide all opportunities and information to TPC's engineers to get acquainted with the technical know-how and the methods and practices adopted by the Associate in basic and detail engineering. The Associate shall provide documents, drawings, calculations etc. as may be required by TPC's Engineers.

The Associate shall provide free of charge office accommodation, office facilities, secretarial services, communication facilities, general and drawing office stationery, etc. as may be reasonably required by the TPC's engineers. Similarly, facilities shall also be provided by Associate's outsource agencies/partners/authorized dealers (collectively termed as sub associates) if such basic and detail engineering activities are carried out in the design offices of sub-Associates.

The Associate shall be responsible for the safety of employees of TPC/Third Party Agency when they are at the Associate's /Associate's outsource agency's plant or facility for carrying out/witnessing inspection/testing. All statutory safety precautions as applicable shall be followed by the Associate during Inspection Testing. If TPC inspectors are not satisfied with the safety arrangements at the plant, TPC have the right to call off inspection till such time corrective action is taken by the Associate.

Before raising the call for pre-dispatch final inspection and testing, the Associate shall conduct all the tests—type tests, routine tests etc-as specified in the contract document and submit copies of the test certificates to TPC along with the inspection call, for scrutiny of TPC.

The Associate and TPC shall jointly document all the observations, comments and action points after completion of inspection and it shall be binding on the Associate to provide compliance on

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all the points requiring compliance and furnish the compliance report to the designated authority of TPC for receiving clearance for dispatch of materials

### **11.3 Third Party Nomination**

TPC also may nominate a third party for the purpose of carrying out the inspection and such an agency shall be entitled to all the rights and privileges of TPC as far as conducting the inspection.

### **11.4 Waiver of Inspections**

TPC on its own discretion shall chose to waive off any inspection and ask the Associate to submit all the test reports as applicable as per contract specifications, related to inspection and testing of the goods ordered for scrutiny and clearance for dispatch.

### **11.5 Incorrect Inspection Call**

In case it is observed that the material offered for inspection is not ready at the time of TPC inspection visit rendering it as futile, all costs towards such inspection shall be recovered from the BA. Taxes as applicable on such recoveries shall be borne by the BA.

## **12.0 MDCC & DELIVERY OF MATERIALS**

### **12.1 Material Dispatch Clearance Certificate**

Associate shall deliver material/goods/equipment against Supply Contracts or Supply Part of Composite/Service Contracts only after receiving Material Dispatch Clearance Certificate (hereafter termed as MDCC) issued by designated authority of TPC. Material delivered at TPC stores or at project site without a valid MDCC issued by the designated official of TPC shall be rejected. MDCC shall be issued to associate furnishing compliance report on the action points documented during pre-dispatch inspection and testing at Associate's/ Sub Associate's plant/facility. In case Pre-dispatch inspection is waived at the discretion of TPC, then, MDCC shall be issued on receiving all the test reports-routine& type-from the Associate and finding them in order.

The associate shall include and provide for securely protecting and packing the materials so as to avoid loss or damage during handling and transport by air, sea, rail and road or any other means.

All such packing shall allow to the extent possible for easy removal and checking at Site. The associate shall take special precautions to prevent rusting of steel and iron parts during transit by sea. Gas seals or other materials shall be utilized by the associate for protection against moisture during transit of all Plant and Equipment.

Each Equipment or parts of Equipment shall be tagged with reference to the assembly drawings and corresponding part numbers. Each bale or package shall contain a packing note quoting specifically the name of the associate, item description, quantity, item / package identification.

All packing cases, containers, packing and other similar materials shall be new and supplied free by the associate and it shall not be required to be returned to the associate.

Notwithstanding anything stated in this clause, the associate shall be entirely responsible for loss, damage or depreciation or deterioration to the materials and supplies due to faulty and/or insecure packing or otherwise during transportation to the Site until otherwise provided herein.

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In case of the consignments dispatched by road, the associate shall ensure that it or its subcontractors:

- i) Identify and obtain the correct type of trucks/trailers, keeping in view the nature of consignments to be dispatched.
- ii) Take such actions as may be necessary to avoid all possible chances of damages during transit and to ensure that all packages are firmly secured.

Timelines for inspection and MDCC is as below:

S. No.	Inspection	MDCC issuance time including Inspection time (max.)
1	Outside Bhubaneswar	12 days
2	Within Bhubaneswar	5 days
3	Waiver*	3 working days

\* Associate is expected to raise the inspection call assuming that Inspection shall be carried out by TPC. The decision for waiver of inspection shall be on sole discretion of TPC.

## 12.2 Right to Rejection on Receipt

Goods/Material/Equipment delivered in condition physically damaged & incomplete as a product ordered, or not packed and transported as per the terms and conditions of the contract is liable to be rejected. Such item shall be lifted back by Associates within 15 days from receipt of rejection note from TPC and have to supply back the material within next 30 days or within the timeframe mutually decided by Associate and TPC.

If delivery of the material is beyond the agreed time, Liquidated damage clause, mentioned in this GCC separately shall be applicable; but the period for levy of LD shall be considered as per the original delivery schedule and not from the agreed timelines for material rectification.

## 12.3 Consignee

Unless otherwise specified in the Contract Document, Materials/Goods/Equipment shall be consigned to "Stores-In-Charge", TPC, Bhubaneswar.

## 12.4 Submission of mandatory documents on Delivery

Following documents shall be mandatorily submitted by BA along with supply of material to TPC stores/site:

S. No.	Documents	Requisite
1	Invoice copy in original	With all consignments
2	LR copy	Wherever required
3	Packing list	With all consignments
4	MDCC	With all consignments
5	Purchase order / Release order	Signed copy
6	Test certificates	With all consignments
7	Inspection/JVR report	In case pre-dispatch inspection is conducted
8	Device data in CD as per template for metering items	Wherever applicable

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## 12.5 Dispatch and Delivery Instructions

S. No.	Instructions
1	Purchase order/ Release order no. shall be mentioned on invoice and on material
2	TPC material code and material description shall be mentioned in invoice and on material.
3	"Property of TPC" shall be embossed on material.
4	The material shall be properly sealed and packed in standard packing as per purchase order terms & conditions.
5	The weight and quantity of material shall be mentioned wherever applicable
6	The material supplied shall be co-related with the packing list.
7	The name plate detail on equipment shall include Material code, Material description, specification detail of material [as applicable], Serial No. Year of manufacturing, PO/RO no. and date, <b>"PROPERTY OF TPC, Bhubaneswar"</b> , Guarantee period and Associate's name.
8	In case of manual unloading, supplier / transporter shall deploy sufficient Labour for unloading the material at TPC central store. For heavy item(s), crane will be provided by TPC [unloading cost will be recovered from the associate].
9	The driver should have valid License and one helper in truck. All the documents of truck like registration papers, PUC etc. should be available in Truck.
10	BA representative should accompany the material and get it unloaded / stacked in his presence wherever possible.

## 13.0 GUARANTEE

### 13.1 Guarantee of Performance

Associates shall stand guarantee that the equipment and material supplied under the contract is free from design, manufacturing, material, construction, erection & installation and workmanship & quality defects and is capable of its due, rated and intended quality performance, as an integrated product delivered under the contract, for a specific period termed as Guarantee Period(as elaborated elsewhere in this clause). The Associate should also guarantee that the equipment/material is new and unused except for the usage required for the tests and checks required as part of quality assurance.

### 13.2 Guarantee Period

The Guarantee Period will be equipment/service/work specific and shall be as specified in the Standard Specifications of TPC for the equipment/material/service/work and where standard specifications are not part of contract documents or guarantee period is not specified in the standard specifications,, the guarantee period shall be as per the Special Terms and Conditions of the Contract. In case of no mention of the guarantee period in standard specifications or SCC Guarantee Period will be 12 Months from the Date of Commissioning or 24 months from the date of delivery of final lot of supplies made, whichever is earlier.

### 13.3 Failure in Guarantee Period (GP)

If the equipment and material supplied under the contract fails to perform its due, rated & intended quality performance, during the Guarantee period, the associate is liable to undertake repair/rectify/replace the equipment and material supplied within time frame specified in the SCC or elsewhere in the contract documents at associate's cost to make the equipment and material supplied/service or work rendered under the contract of performing its due, rated and

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intended quality performance. If Associate fails to repair/rectify/replace the equipment or material supplied rendered under the contract, failed in Guarantee Period, TPC will be at liberty to get the same done at Associate's risks and costs and recover all such expenses plus the TPC's own charges (@ 20% of expenses incurred), from the Associate or from the "Security cum Performance Deposit" as the case may be.

If during the Warranty/ Guarantee period some parts of the supplies are replaced owing to the defects/ damages under the Warranty, the Warranty period for such replaced parts shall be until the expiry of twelve months from the date of such replacement or renewal or until the end of original Guarantee period, whichever is later.

Any repairs during the Guarantee Period shall be carried out by the Associate within 30 days of reporting the issue to Associate by TPC. However, if replacement of the Equipment is required, Associate shall notify the same to TPC within 7 days of reporting the issue by TPC. Thereafter, the total time for supply of new equipment/ material shall be equal to the original delivery period of that equipment/ material as specified in the Contract. In case the Associate is not able to rectify/ replace the faulty equipment/ material within the stipulated timelines as mentioned above, penalty shall be levied as per the Liquidated Damages clause mentioned in this document. The penalty amount shall be recovered from the payment due to the vendor or by encashment of the SPBG as the case may be.

#### **13.4 Cost of repairs on failure in GP**

The cost of repairs/rectification/replacement, required transportation, site inspection /mobilization/dismantling and re-installation costs as applicable, to be borne by Associate. The Associate has to ensure that the interruption in the usage of intended purpose of the equipment is minimized to the maximum extent. In lieu of the time taken for repairs/rectification/replacement.

#### **13.5 Guarantee period for Goods Outsourced**

If the Associate outsources partly equipment/materials/services from third party as mutually agreed upon at the pre award stage of contract, TPC shall have the benefit of any additional guarantee period if provided by the third party for the part supplied/executed by them.

#### **13.6 Latent Defect**

Hidden defects in manufacturing or design of the product supplied and which could not be identified by the tests conducted but later manifested during operation of the equipment are termed as latent defects. Associates shall further be responsible for 'free replacement' for another period of THREE years from the end of the guarantee period for any 'Latent Defects' if noticed and reported by the Company.

#### **13.7 Support beyond the Guarantee Period**

The Associate shall ensure availability of spares and necessary support for a period of atleast 10 years post completion of guarantee period of equipment supplied against the contract.

### **14.0 LIQUIDATED DAMAGES**

- a) For supplies which are of standalone use, multiple in quantities and having a single final delivery schedule, Liquidated damages shall be levied without prejudice to any of the other contractual rights of TPC, as described below:

For delay of each week and part thereof from the delivery schedule specified in the contract, 1% of contract value corresponding to undelivered quantity, provided full



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quantity is supplied within 130% of the original contract time. If full contractual quantity is not delivered within 130% of contract time for delivery, TPC has the right to levy LD on the entire contract value, subject to a maximum of 10% of the total contract value.

- b) For Supplies having phased delivery schedule as per contract terms, standalone use and multiple in quantities, Liquidated damages shall be levied without prejudice to any of the other contractual rights of TPC, as described below:

For the purpose of calculating and applying LD, each delivery lot shall be considered separately. For delay of each week and part thereof, from the delivery schedule specified for the lot, 1% of the contract value corresponding to the undelivered quantity of the lot subject to a maximum of 10% of the total contract value of the subject lot. However, if full contractual quantity is not delivered within 130% of contract time for delivery, TPC has the right to levy LD on the entire contract value, subject to a maximum of 10% of the total contract value. Deduction of LD shall be on landed cost i.e contract value inclusive of taxes and in pursuant statutory compliance GST would be applicable at the stipulated rate and the same shall be borne by Business Associate. In case of LD deduction, a GST invoice shall be issued by TPC as a proof of deduction/ recovery.

#### **14.1 LD Waiver Request**

Any request of LD waiver shall be submitted within thirty (30) days of deducting LD. Request submitted beyond the timeline shall not be entertained.

#### **15.0 UNLAWFUL ACTIVITIES**

The Associate shall have to ensure that none of its employees are engaged in any unlawful activities (whether covered under the scope of the present GCC or not) subversive of the TPC's interest failing which appropriate action (legal or otherwise) may be taken against the Associate by the TPC, in accordance with the terms of the present GCC.

#### **16.0 CONFIDENTIALITY**

Associate and its employees or representatives thereof shall strictly maintain the confidentiality of various information they come across while executing the contract as detailed below.

##### **16.1 Documents**

All maps, plans, drawings, specifications, schemes and other documents or information related to the Contract/Project and the subject matter contained therein and all other information given to the Associate by the TPC in connection with the performance of the contract shall be held confidential by the Associate and shall remain the property of the TPC and shall not be used or disclosed to third parties by the Associate for any purpose other than for which they have been supplied or prepared. The Associate may disclose to third parties, upon execution of confidentiality agreements, such part of the drawings, specifications or information if such disclosure is necessary for the performance of the Work provided such third parties agree in writing to keep such information confidential to the same extent and degree as provided herein, for the benefit of the TPC.

##### **16.2 Geographical Data**

Maps, layouts and photographs of the unit/plant including its surrounding regions showing vital installation for national security of country or those of TPC shall not be published or disclosed to the third parties or taken out of the country without prior written approval of the TPC and

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upon execution of confidentiality agreements satisfactory to the TPC with such third parties prior to disclosure.

### **16.3 Associate's Processes**

Title to secret processes if any developed by the Associate on an exclusive basis and employed in the design of the equipment shall remain with the Associate. TPC shall hold in confidence such processes and shall not disclose such processes to the third parties without prior approval of the Associate and execution by such third parties of secrecy agreements satisfactory to the Associate prior to disclosure. Upon completion of contract, such processes shall become the property of the TPC. Title to technical specifications, drawings, flow sheets, norms, calculations, diagrams, interpretations of test results, schematics, layouts and such other information, which the Associate has supplied to the TPC under the Contract shall be passed on to the TPC. The TPC shall have the right to use these for construction, erection, start-up, Trial Run, operation, maintenance, modifications and/or expansion of the works including for the manufacture of spare parts.

### **16.4 Exclusions**

The provision of Clauses 16.1 to 16.3 shall not apply to information:

- Which at the time of disclosure are in the public domain which later on become part of public domain through no fault of the party concerned, or
- Which were in the possession of the party concerned prior to disclosure to him by the other party, or
- Which were received by the party concerned after the time of disclosure without restriction on disclosure or use, from a third party who did not acquire such information directly or indirectly from the other party or has no obligation of confidentiality for such information.

### **16.5 Violation**

In case of violation of this clause, the Associate is liable to pay compensation and damages as may be determined by the competent authority of TPC.

## **17.0 INTELLECTUAL PROPERTY RIGHTS**

If, in the course of performance of its functions and duties as envisaged by the scope of the present GCC, the Associate acquires or develops, any unique knowledge or information which would be covered, or, is likely to be covered within the definition of a trademark, copyright, patent, business secret, geographical indication or any other form of intellectual property right, it shall be obliged, under the terms of this present GCC, to share such knowledge or information with the TPC. All rights, with respect to, or arising from such intellectual property, as afore mentioned, shall solely vest in TPC.

Moreover, the Associate undertakes not to breach any intellectual property right vesting in a third party/parties, whether by breach of statutory provision, passing off, or otherwise. In the event of any such breach, the Associate shall be wholly liable to compensate, indemnify or make good any loss suffered by such third party/parties, or any compensation/damages arising from any legal proceeding/s, or otherwise. No liability of TPC shall arise in this respect, and any costs, damages, expenses, compensation payable by TPC in this regard to a third party/parties, arising from a legal proceeding/s or otherwise, shall be recoverable from the Associate.

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## 18.0 INDEMNITY

The Associate shall at all times indemnify, keep indemnified and hold harmless the TPC and its officers, directors, employees, affiliates, agents, successors and assigns against all actions, claims, demands, costs, charges and expenses arising from or incurred by reason of any infringement of patent, trade mark, registered design, copy rights and/or industrial property rights by manufacture, sale or use of the equipment supplied by the Associate whether or not the TPC is held liable for by any court judgement. In this connection, the TPC shall pass on all claims made against him to the Associate for settlement.

The Associate assumes responsibility for and shall indemnify and save harmless the TPC from all liability, claims, costs, expenses, taxes and assessments including penalties, punitive damages, attorney's fees and court costs which are or may be required to be paid by the TPC and its officers, directors, employees, affiliates, agents, successors and assigns arising from any breach of the Associate's obligations under the Contract or for which the Associate has assumed responsibilities under the Contract including those imposed under any local or national law or laws, or in respect to all salaries, wages or other compensation for all persons employed by the Associate or his Sub-Associates or suppliers in connection with the performance of any work covered by the Contract. The Associate shall execute, deliver and shall cause his Sub-Associate and suppliers to execute and deliver, such other further instruments and to comply with all the requirements of such laws and regulation as may be necessary there under to conform and effectuate the Contract and to protect the TPC.

The TPC shall not be held responsible for any accident or damages incurred or claims arising, due to the Associate's error there from prior to completion of work. The Associate shall be liable for such accidents and after completion of work for such accidents as the case may be due to negligence on his part to carry out Work in accordance with Indian laws and regulations and the specifications set forth herein.

## 19.0 LIABILITY & LIMITATIONS

### 19.1 Liability

Except for any specific liability which may be identified in the Contract and which may be payable hereunder, Associate shall not be liable for any special, incidental, indirect, or consequential Damages or any loss of business Contracts, revenues or other financial loss (or equivalents thereof no matter how claimed, computed or characterized) arising out of or in connection with the Performance of the Work or supply of Goods ***unless caused by Associate's negligence, willful misconduct or breach of contract.***

If the Associate is a joint venture or consortium, all concerned parties shall be jointly and severally bound to the TPC for the fulfillment of the provisions of the Contract. The consortium or the joint venture shall designate one party as their leader, who will be the coordinator between the parties and TPC. The constituents & leader of the consortium or joint venture shall not be changed without the prior consent of TPC.

TPC shall have no liability or any special, incidental, indirect or consequential Damages for any loss of Business Contracts, revenues or other financial loss arising out of this Contract.

### 19.2 Limitation of Liability

The total liability of Associate against any contract shall be limited to the Total All Inclusive Contract Value.

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## 20.0 FORCE MAJEURE

Force Majeure applies if the performance by either Party ("the Affected Party") of its obligations under Contract is materially and adversely affected.

"Force Majeure" shall mean any event or circumstance or combination of events or circumstances referred below and their consequences that wholly or partly prevents or unavoidably delays any Party in the performance of its obligations under this Agreement, but only and to the extent that such events and circumstances are not within the reasonable control, directly or indirectly, of the Affected Party and could not have been avoided even if the Affected Party had taken reasonable care:

- Act of war (whether declared or undeclared), invasion, armed conflict or act of foreign enemy, embargo, blockade, revolution, riot, bombs, religious strife or civil commotion, etc. ▪ Politically motivated sabotage, or terrorism, etc.
- Action or Act of Government or Governmental agency for which remedy is beyond the control of the affected parties. ▪ Any act of God.

Note: Causes like power breakdown/ shortages/fire/strikes, accidents etc do not fall under Force Majeure.

Time being the essence of the Contract, if either party is prevented from the performance of its obligations in whole or in part due to an event of Force Majeure, then provided Notice of happening of any event by the Affected Party is given to the other party within seven (7) days from the date of occurrence of such event, which DIRECTLY has impact on works and submitted details and quantum of resulting effect, but at the same time had made all possible efforts to mitigate and overcome effects thereof, the Affected Party's performance under this Contract shall be suspended until such event ceases and the Scheduled Completion shall be delayed accordingly.

If Force Majeure event(s) continue for a period of more than three months, the parties shall hold consultation to discuss the further course of action.

Neither party shall be considered to be in default or in breach of its obligation under the Contract to the extent that performance of such obligation by either party is prevented by any circumstances of Force Majeure which arise after effective date of Contract.

Neither party can claim any compensation from the other party on account of Force Majeure.

## 21.0 SUSPENSION OF CONTRACT

### 21.1 Suspension for Convenience

TPC may, at any time and at its sole option, suspend execution of all or any portions of the schedule of items of contract to be supplied/work to executed by Associate under the contract by providing to the Associate atleast two business days written notice for contracts having contract completion period less than sixty days and atleast seven business days' notice for all other contracts.

Upon receipt of any such notice, the Associate shall respond as follows as applicable as per contract construction.

- Immediately discontinue further supply of material/goods specified in the suspension notice for supply contracts

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- Immediately discontinue further service/work and supply of materials of those services/materials/work specified in the suspension notice for service /composite contract
- Promptly make every reasonable effort to obtain suspension, upon terms satisfactory to TPC, of all orders, outsourcing arrangements, and rental Contracts to the extent that they relate to performance of the portion of Work suspended by the notice.
- Protect and maintain the portion of the service/Work already completed, including the portion of the Work suspended hereunder, unless otherwise specifically stated in the notice.
- Continue delivering/carrying out the supply/service/work items as per contract conditions, which do not fall under purview of the suspension notice.

On receipt of resumption notice from TPC, the Associate shall resume execution of contract as specified in the resumption notice, within the time frame specified in the resumption notice.

### **21.2 Suspension for Breach of Contract conditions.**

TPC shall suspend execution of whole/or part thereof the contract till such time Associate complies with the conditions stipulated under section clause 22.1 for breach/default of contract conditions.

### **21.3 Compensation in lieu of Suspension**

If the suspension of the contract in whole or in part is for convenience of TPC and not due to any breach of contract conditions by the associate, TPC at its discretion shall consider compensating all reasonable additional costs incurred by Associate in lieu of suspension of whole or part of contract, on representation of the Associate providing justified estimates of such additional costs and such estimates are found acceptable and approved by competent authority of TPC.

If the suspension of contract in whole or part thereof is due to breach of contract conditions (refer clause 22.1) by the Associate, Associate shall not be entitled for any compensation for any cost incurred in lieu of suspension of whole or part of contract and also shall be liable for compensating all the losses arising to TPC in lieu of suspension of contract. Resumption notice shall be subject to the Associate taking corrective action for the breach of contract conditions within the time frame and as per the terms specified in the suspension notice.

## **22 TERMINATION OF CONTRACT**

### **22.1 Termination for Default/Breach of Contract**

The contract / PO /RC shall be subject to termination by TPC in case of breach of the contract by the Associate which shall include but not be limited to the following:

- a. Withdrawal or intimation by the Associate of its intent to withdraw or surrender the execution / completion of the contracted work /PO or failure in ensuring adherence to any delivery schedules, in deviation of the contract/PO.
- b. Refusal or neglect on the part of the Associate to supply material/equipment of quantity or quality as specified by TPC and within the timeframe as specified in the contract document or refusal or neglect to execute the services/work in terms of the agreed standards of quantity or quality and/or within the timeframe specified in the contract/PO.
- c. Failure in any respect to perform any portion of the Work contracted with promptness, diligence, or in accordance with the terms of the contract.

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- d. Failure to furnish guarantees as specified and /or failure to comply with the terms thereof.
- e. Failure to furnish such relevant documents or information within the time specified which may be necessary for due execution / completion of the works and documentation.
- f. Liquidation, bankruptcy either voluntary or involuntary OR entering into any composition or compromise with its creditors, or Insolvency.
- g. In case any reasonable information has been received by TPC that Associate has adopted/ or attempted to adopt any unethical conduct, action in award of the contract /PO or at any time thereafter.
- h. Failure to comply with applicable statutory provisions as contained in the contract or failure to comply with the applicable laws.
- i. Failure to comply with safety regulations/clauses stipulated in the contract or as may be generally instructed by TPC.

If the default or breach as specified under clause 22 (except sub clause g thereof) be committed by the associate for the first time, TPC shall issue, along the with notice of default or breach, a warning notice instructing the associate to take remedial/corrective action within the time frame stipulated in the warning notice and not to repeat the same in future. The timeframe for corrective action by the associate shall be specific to the nature of breach of contract and the same shall not be objected to by the Associate. If the Associate fails to comply with the instructions in the warning notice or in taking corrective action to the satisfaction of TPC then TPC may terminate the entire or part of contract at its discretion by issuing termination notice without incurring any liability on this ground.

In case the contract is terminated for any breach of the nature specified in clause 22 g stated above, TPC shall have the right to terminate all the contracts TPC is having with the Associate by issuing termination notice which shall be without prejudice to the other rights of TPC available to it under law.

Without prejudice to its right to terminate for breach of contract, TPC may, without assigning any reason, terminate the Contract in whole or in part at any time at its discretion while the contract is in force by serving a written notice of two weeks to the Associate.

In the event of TPC having proceeded with termination of the contract the associate shall comply and proceed further in the following manner:

- a) Associate shall discontinue the supply, on the expiry of the said period of two weeks.
- b) Associate shall ensure that no further steps are being taken towards discharge of the obligations, terms and conditions as contained in the contract/PO. This shall include initiation of actions not limited to discontinuation of other allied and associated arrangements which the associate might have entered into with third parties for due discharge of its obligations under the contract with TPC.
- c) The Associate shall perform thereafter such tasks as may be necessary to preserve and protect the terminated portion of the material/service/work in progress and the materials and equipment at TPC sites or in transit thereto. However the associate shall continue to fulfill its contractual obligations with regard to the part of contract not terminated.
- d) It shall be open for TPC to conduct a joint assessment with the associate of the material, supplies, equipment ,works or in general as to the subject matter of the contract in

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regard to which the associate claims having completed its obligations before or during such termination.

- e) It shall be open to TPC to seek invocation of the performance bank guarantee or any other guarantee or other security deposit by whatever name called submitted by the associate, which shall not be objected to or protested against by the associate.

In case of termination of the contract the parties agree to be governed inter alia by the following:

- a) In case TPC exercises its right of termination as stated above the associate shall not dispute or object to the same.
- b) The Associate shall be entitled to receive and claim only such payments OR sums of money from TPC as may be found payable to it in regard to works executed by it under the terms of the contract and no other claim of any nature whatsoever shall be made by the Associate.
- c) All such provisions which the parties have agreed to survive and prevail even after termination of the contract shall remain effective despite the termination.

In the event of such termination, TPC may finish the Work by whatever method it may deem expedient, including the hiring of services and /or purchase of material equipment from such third parties as TPC may deem fit or may itself provide any labor or materials and perform any part of the Work. The associate undertakes to bear the incremental costs if any paid by TPC in such a case attributable to failure on the part of the associate. The Associate in such a case shall not be entitled to receive any further payments and any sums found payable to it may be adjusted by TPC against the amount recoverable from him on this ground. The same shall be without prejudice to other rights available to TPC under law against the associate.

Upon the termination of any of the contract due to occurrence of any circumstances provided in clauses stated above and constituting repeated breach or misconduct, TPC shall be entitled to bar the associates its agents, affiliates from undertaking any negotiation / tendering, bidding, participation activities concerning TPC for a period of two years from date of such termination. The same shall be without prejudice to other rights available to TPC.

## **22.2 Termination for Convenience of Associate**

Associate at its convenience may request for termination of contract, clearly assigning the reason for such request. TPC has full right to accept, reject or partially accept such request. However, associate shall continue its supply as per contract till final approval is given to associates for such termination.

## **22.3 Termination for Convenience of TPC**

TPC at its sole discretion may terminate the contract by giving 30 days prior notice in writing or through email to the Associate. TPC shall pay the Associate for all the supplies/ services rendered till the actual date of contract termination against submission of invoice by the Associate to that effect.

## **23.0 DISPUTE RESOLUTION & ARBITRATION**

In case of any dispute or difference the parties shall endeavour to resolve the same through conciliatory and amicable measures within 15 Days failing which the matter may be referred by either party for resolution by the sole arbitrator to be appointed mutually by both the parties. The arbitral proceedings shall be conducted in accordance with Arbitration and Conciliation Act

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1996 and the place of arbitration shall be Bhubaneswar. The language to be used at proceedings shall be English and the award of the arbitrator shall be final and binding on the parties. The parties shall bear their respective costs of arbitration. The associate shall continue to discharge its obligations towards due performance of the works as per the terms of the contract during the arbitration proceedings unless otherwise directed in writing by TPC or suspended by the arbitrator. Further, TPC shall continue making such payments as may be found due and payable to the associate for such works.

### **23.1 Governing Laws and Jurisdiction**

The parties shall be subject to the jurisdiction of the courts of law in Bhubaneswar and any matter arising here from shall be subject to applicable law in force in India.

## **24.0 ATTRIBUTES OF GCC**

### **24.1 Cancellation**

The Company reserves the right to cancel, add, delete at its sole discretion, all or any terms of this GCC or any contract, order or terms agreed between the parties in pursuance without assigning any reasons and without any compensation to the Associates.

### **24.2 Severability**

If any portion of this GCC is held to be void, invalid, or otherwise unenforceable, in whole or part, the remaining portions of this GCC shall remain in effect.

### **24.3 Order of Priority**

In case of any discrepancies between the stipulations in General Conditions of the Contract (GCC) and Special Conditions of Contract (SCC), the GCC shall stand superseded by the SCC to the extent stipulated hereinabove while balance portion of respective clauses of GCC shall continue to be applicable.

## **25.0 ERRORS AND OMISSIONS**

The Associate shall be responsible for all discrepancies, errors and omissions in the drawings, documents or other information submitted by him, irrespective of whether these have been approved, reviewed or otherwise accepted by the TPC or not. However any error in design/drawing arising out of any incorrect data/written information from TPC will not be considered as error and omissions on part of the Associate.

## **26.0 TRANSFER OF TITLES**

The title of ownership and property to all equipment, materials, drawings & documents shall pass to the TPC on acceptance of material by store/site after Inspection.

However, such passing of title of ownership and property to the TPC shall not in any way absolve, dilute or diminish the responsibility and obligations of the Associate under this Contract including loss or damages and all risks, which shall vest with the Associate.

## **27.0 INSURANCE**

The Contractor shall take out the Insurance Policies which shall cover all risks including the following, as applicable:-

- a) The value of the policy shall cover the total value of all the items till they are handed over to TPC.



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- b) TPC shall be the principal holder of the policy. The Associate shall be the loss payee under the policy. Associate / Sub-contractor of the Associate shall not be holders or beneficiaries in the policy nor shall they be named in the policy. TPC reserves the exclusive right to assign the policy.
- c) While the payment of premium may be phased in agreement with the insurance company, at no time shall goods and services required to be provided by the associate shall remain uninsured in accordance with (a) above.
- d) A copy of the Insurance policy shall be made available to TPC prior to first dispatch lot of any Equipment and policy shall be kept alive and valid at all times up to the stage of final acceptance.
- e) TPC reserves the right to take out whatever policy that is deemed necessary by him if the associate fails to keep the said policy alive and valid at all times and/or causes lapses in payment of premium thereby jeopardizing the said policy. The cost of such policy(s) shall be recovered / deducted from the amount payable to the associate.
- f) The policy shall ensure that the TPC's decision regarding replacement of goods damaged, lost or rendered unusable shall be final.

In all cases, the associate shall lodge the claims with the underwriters and also settle the claims and shall also notify TPC of any filed claims. However, the associate shall proceed with the repairs and/or replacement of the equipment/components without waiting for the settlement of the claims. In case of seizure of materials by concerned authorities, the associate shall arrange prompt release against bond, security or cash as required. TPC, upon request by the associate, will extend all reasonable assistance to the associate in such a case.

All the insurance claims shall be processed and settled by the associate and the missing/damaged items shall be replaced/repared by them without any extra cost to TPC and without affecting the completion time.

## 28.0 SUGGESTIONS & FEEDBACK

We welcome all our Business Associates to write to us about their experience with TPC; be it our Company, our services or our people. Each and every concern, issue, query and suggestion from you will help us to become a better company to work with and shall help us develop a strong bonding of trust and a long term relationship with you.

You may send your feedback by filling up our Business Associate Feedback Form enclosed herewith as *Annexure-I*. You can also log on to our website [www.tatapower.com](http://www.tatapower.com) to provide your feedback.

- Suggestions for us
- Feedback form
- Knowledge Sharing/ Experience with TPC
- Any issues with TPC.

Submission of feedback form is mandatory before the release of final payment to the BA.

## 29.0 CONTACT POINTS

In case Business Associate needs information with respect to payments or has any grievances, same may be lodged by log on to our website [www.tatapower.com](http://www.tatapower.com)

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### 30.0 LIST OF ANNEXURES

S. No.	Subject	Annexure
1.	Performa for Bid Security Bank Guarantee	A
2.	Performa for Performance Bank Guarantee (CP cum EP)	B
3.	Performa for No Demand Certificate by Associate	C
4.	Performa For Application For Issuance of Consolidated TDS Certificate	D
5.	Business Associate Feedback Form	E
6.	Acceptance Form For Participation In Reverse Auction Event	F
7.	Form for RTGS Payment	G
8.	Vendor Appraisal Form	H
9.	Manufacturer Authorization Form	I

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### **ANNEXURE-A**

#### **PROFORMA FOR BID SECURITY BANK GUARANTEE**

**The Tata Power Company Limited  
Mumbai**

WHEREAS, (Name of the Bidder) \_\_\_\_\_  
(hereinafter called "the BIDDER") has submitted his bid dated \_\_\_\_\_ for the  
(Name of Contract) \_\_\_\_\_ (hereinafter called "the BID").

KNOW ALL men by these presents we (Name of the  
Bank) \_\_\_\_\_ of (Name of the  
Country) \_\_\_\_\_ having our registered  
office at \_\_\_\_\_ (hereinafter called "the BANK) are bound unto The  
Tata Power Company Limited (TPC) in the sum of \_\_\_\_\_ for which  
payment well and truly to be made to the TPC the Bank binds himself, his successors and  
assigns by these presents.

SEALED with the Common Seal of the said Bank this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_\_.

The CONDITIONS of this obligation are:

- i) If the Bidder withdraws his Bid during the period of bid validity specified in the Proforma of Bid or
- ii) If the Bidder having been notified of the acceptance of his Bid by the TPC during the period of bid validity fails or refuses to furnish the Contract Performance Bank Guarantee, in accordance with the Instructions to Bidders.

We undertake to pay the TPC upto the above amount upon receipt of its first written demand, provided that in its demand the TPC will note that amount claimed by it is due to it owing to the occurrence of one or both conditions, specifying the occurred condition or conditions.

This Guarantee will remain in force upto and including the date (No of days as mentioned in tender enquiry) days after the closing date of submission of bids as stated in the Invitation to Bid or as extended by you at any time prior to this date, notice of which extension to the Bank being hereby waived, and any demand in respect thereof should reach the Bank not later than the above date.

**DATE** .....

**SIGNATURE OF THE BANK** .....

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**WITNESS** ..... **SEAL** .....

(Signature, Name & Address) ( At least 2 witnesses)

**ANNEXURE- B**  
**PROFORMA FOR PERFORMANCE BANK GUARANTEE (CP cum EP)**

(On Rs.100/- Stamp Paper) Note:

- a) Format shall be followed in toto
- b) Claim period of one month must be kept up
- c) The guarantee to be accompanied by the covering letter from the bank confirming the signature to the guarantee

**The Tata Power Company Limited**  
**Mumbai**

**CP cum EP BG No.....**

**Order/Contract No.....dated.....**

1. You have entered into a Contract No \_\_\_\_\_ with M/s. \_\_\_\_\_  
(hereinafter referred to as "the Vendor") for the supply cum erection / civil work of \_\_\_\_\_  
(hereinafter referred to as "the said Equipment") for the price and on the terms and conditions contained in the said contract.
2. In accordance with the terms of the said contract, "the Vendor" agreed to furnish you with an irrevocable, unconditional and acceptable bank guarantee for 10% of the value of contract and to be valid till the end of Guarantee period plus one month towards "Contract cum Equipment performance". For this purpose you have agreed to accept the guarantee.
3. In consideration thereof, we, \_\_\_\_\_  
hereby irrevocably and unconditionally guarantee to pay to you on demand but in any case before the end of five working days from the date of the claim and without demur and without reference to "the Vendor" such amount or amounts not exceeding the sum of Rs. \_\_\_\_\_ (Rupees \_\_\_\_\_ only) being \_\_\_\_\_%  
(\_\_\_\_\_ percent) of the total value of the contract on receipt of your intimating that "the Vendor" has not fulfilled his contractual obligations. You shall be the sole judge for such non-fulfillment and "the Vendor" shall have no right to question such judgment.
4. You shall have the right to file / make your claim on us under the guarantee for a **further period of one month** from the date of expiry.
5. This guarantee shall not be revoked without express consent and shall not be affected by your granting time or any other indulgence to "the Vendor", which shall include but not be

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limited to, postponement from time to time of the exercise the same in you or any right which you may have against “the Vendor” and to exercise the same in any covenant contained or implied in the said contract or any other course or remedy or security available to you, and our Bank shall not be released from its obligations under this guarantee by

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your exercising any of your rights with reference to matters aforesaid or any of them or by reasons of any other act or forbearance or other acts of omission or commission on your part or any other indulgence shown by you or by any other matter or thing whatsoever which under the law would, but for this provision have the effect of relieving our bank from its obligation under this guarantee.

6. We also agree that you shall be entitled at your option to enforce this guarantee against our bank as a principal debtor, in the first instance, notwithstanding any other security or guarantee that you may have in relation to "the Vendor's" liabilities in respect of the premises
7. This guarantee shall not be affected by any change in the constitution of our Bank or "the Vendor" or for any other reason whatsoever.
8. Any claim / extension under the guarantee can be lodge-able at outstation banks or at Mumbai branch and claim will also be payable at Mumbai Branch (to be confirmed by Mumbai Branch by a letter to that effect in case BG is from the branch outside Mumbai).
9. Notwithstanding anything herein contained, our liability under this guarantee is limited to Rs. \_\_\_\_\_ (Rupees \_\_\_\_\_) only and the guarantee will remain in force upto and including \_\_\_\_\_ (Date) and shall be extended from time to time for such period or period as may be desired by "the Vendor".
10. Unless a demand or claim under this guarantee is received by us in writing within one months from \_\_\_\_\_ (expiry date) i.e. on or before \_\_\_\_\_ (claim period end date), we shall be discharged from all liabilities under this guarantee thereafter.

Dated at \_\_\_\_\_ this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_

Bank's rubber stamp

1. Banks full address

Designation of Signatory

2. Bank official number

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### **ANNEXURE-C**

#### **PROFORMA FOR “NO DEMAND CERTIFICATE” BY ASSOCIATE**

(On Company's Letter head or with Company Seal)

(To be submitted by the Associate to TPC Accounts Department at the time of receipt of full and final payment)

**(Certificate No. CCP/002)**

Name of the Project Order/

Contract No.

Dated

Name of the Associate Scheme

No. / Job No.

We, M/s. \_\_\_\_\_ (Associate) do hereby acknowledge and confirm that we have received the full and final payment due and payable to us from TPC, in respect of our aforesaid Order No \_\_\_\_\_ dated \_\_\_\_\_ including amendments, if any, issued by TPC to our entire satisfaction and we further confirm that we have no claim whatsoever pending with TPC under the said contract / W.O.

Notwithstanding any protest recorded by us in any correspondence, documents, measurement books and / or final bills etc., we waive all our rights to lodge any claim or protest in future under this contract.

We are issuing this “NO DEMAND CERTIFICATE” in favour of TPC, with full knowledge and with our free consent without any undue influence, misrepresentation, coercion etc.

**Place**

**Name**

(Company Seal)

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**ANNEXURE-D**

**PROFORMA FOR APPLICATION FOR ISSUANCE OF CONSOLIDATED TDS  
CERTIFICATE**

To be printed on the letterhead

To,

The Tata Power Company Limited,

Bhubaneswar

**Sub: Application for issuance of Consolidated TDS Certificate for the FY \_\_\_\_\_**

Dear Sir,

I / we hereby request / authorize you to issue me / us a consolidate TDS Certificate for the financial year \_\_\_\_\_ against tax deducted at source by you from my / our payments / bills during the said year from time to time under Chapter XVII – B of the Income Tax Act, 1961.  
For and on behalf of

Signature

Name

Address

Contact No. (Land Line)

(Mobile)

PAN #

Assessing authority

**ATTACH THE COPY OF PAN CARD**



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### **ANNEXURE-E**

#### **BUSINESS ASSOCIATE FEEDBACK FORM**

With an objective to improve our internal processes and systems, and serve you better, we solicit your valuable feedback & suggestions. It is estimated that it will take about 10 minutes to complete this survey. We assure you that your feedback shall be kept confidential. Please send the duly filled feedback form in the "TPC addressed - attached envelop"

**You are associated with us as**

☐ OEMs   ☐ Service Contractor   ☐ Material Suppliers   ☐ Material & Manpower Supplier

**You are associated with us for**

☐ Less than 1 year   ☐ More than 1 year but less than 3 years   ☐ More than 3 years

**Your office is located at**

☐ Bhubaneswar   ☐ Within 200 kms from Bhubaneswar   ☐ More than 200 kms from Bhubaneswar

**Your nearly turnover with TPC**

☐ Less than 25 Lacs   ☐ 25 Lacs to 1 Crore   ☐ More than 1 Cr.

**Additional Information**

<b>Your Name</b>	
<b>Your Designation</b>	
<b>Your Organization</b>	
<b>Contact Nos.</b>	
<b>Email</b>	

*We once again thank you for your participation in this survey. Please spare 10 minutes to give your feedback on following pages (Section A to E)*

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### **SECTION – A**

(Please ✓ mark in the relevant box and give your remarks / suggestions / information for our improvement).

S. No.	Parameters	1	2	3	4	5	Remarks/ Suggestion
		Do Not Agree	Slightly in Agreement	In Fair Agreement	Mostly in Agreement	Fully Agree	
1	You receive all relevant queries / tenders from us in timely manner.						
2	We provide you enough lead time to respond to our queries / tenders.						
3	We provide you adequate support (drawings, documents, clarifications, briefing etc.) to enable you meet our requirements.						
4	All following elements of our contract / purchase order are rational :						
4.1	Scope of Work						
4.2	Delivery / Execution Schedule						
4.3	Payment Terms						
4.4	Liquidated Damages						
4.5	Performance Guarantee						
5	Our purchase orders / contracts are simple, specific & easy to understand						
6	TPC demonstrate willingness to be flexible in administration of Contract / Purchase Order						
7	We provide timely responses / clarifications to your queries						
8	TPC representative you interact / coordinate with is adequately empowered to support you in meeting contractual obligations						
9	TPC provide you all necessary infrastructure support for timely and quality completion of work (including AMC)						
10	TPC Engineer-in-Charge timely certifies the jobs executed/ material supplied						
11	TPC Engineer-in-Charge efficiently supervises the job execution for timely completion of job						
12	BIRD (Bill Inward Receipt Desk) initiative has improved payment disbursement process						

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S. No.	Parameters	1	2	3	4	5	Remarks/ Suggestion
		Do Not Agree	Slightly in Agreement	In Fair Agreement	Mostly in Agreement	Fully Agree	
13	Our approach for Inspection and Quality Assurance effective to expedite project completion?						
14	TPC never defaults on contractual terms						
15	In TPC Contracts closure is done within set time limit						
16	Our material receiving procedures are well defined and efficiently deployed to reduce mutual inconvenience						
17	Bank Guarantees are released in time bound manner						
18	Our processes related to payment / account settlement are effective.						
19	You get payments on time						
20	TPC Employees follow Ethical behaviour						

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### **SECTION – B**

SECTION – B (Please rate the following parameters on a scale of 1 to 5, where 1 - Minimum; 5 - Maximum)

S. No.	Parameters	1	2	3	4	5	Remarks/ Suggestion
1	How do you rate courtesy/ empathy/ attitude level and warmth of TPC employees you interact with from following team?						
1.1	Project Engineering						
1.2	District / Zones						
1.3	Projects/HOG (TS &P)						
1.4	Inspection & Quality Assurance						
1.5	Stores						
1.6	Metering & Billing						
1.7	Accounts / Finance						
1.8	Administration						
1.9	IT & Automation						
2	How would you rate TPC in comparison to your other clients in terms of <b>fairness of treatment and transparency</b> with its Business Associates?						
3	How would you rate TPC in comparison to your other clients in terms of <b>processes and systems to manage partnership</b> with its Business Associates						
4	How would you rate TPC in comparison to your other clients in terms of <b>building long term &amp; mutually relationship</b> with its Business Associates						

### **SECTION – C**

Please ✓ mark in the relevant box and give your remarks / suggestions / information for our improvement.

S. No.	Parameters	Certainly No	Probably No	Certainly Yes	Probably Yes	Remarks/ Suggestion
1	Based on your experience with TPC, would you like to continue your relationship with TPC?					
2	If someone asks you about TPC, would you talk “positively” about TPC?					

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3	Would you refer TPC name to others in your community, fraternity and society as a professional & dynamic organization?					
---	--	--	--	--	--	--

### **SECTION - D**

**If we ask you to rate us on a scale of 1 to 10, how will you rate TPC, that truly represents your overall satisfaction with us (please tick appropriate box) -**

1	2	3	4	5	6	7	8	9	10
---	---	---	---	---	---	---	---	---	----

### **SECTION – E**

Please ✓ mark in the relevant box and give your remarks / suggestions / information for our improvement.

Please spare your thoughts for TPC's improvement in particular areas of weaknesses, particularly relating to some great practices, attitudes that you have seen elsewhere in Indian and International Organizations, which you recommend TPC to adopt. Please give your valuable salient recommendations.

Please spare your thoughts for TPC's improvement in particular areas of major concerns for you. We also welcome your suggestions to adopt any best practices, attitudes that you

Recommendation	Please tick (✓) your top 5 expectations out of the following 10 points listed below -	
(Please list down improvement you expect from TPC)	Timely payment	
1	Flexibility in Contracts/PO	
	Clarity in PO,s & Contracts	
2	Timely response to quarries	
	Timely certification of works executed	
3	Clarity in Specs, drawings, other docs etc.	
	Adequate information provided on website for tender notification, parties qualified etc.	
4	Timely receipt of material at site for execution	
	Performance Guarantee/EMD released in time	
5	Inspection & quality assurance support for timely job completion	

We thank you for your time and courtesy!!

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## **ANNEXURE-F**

### **ACCEPTANCE FORM FOR PARTICIPATION IN REVERSE AUCTION EVENT**

***(To be signed and stamped by the bidder prior to participation in the auction event)***

In a bid to make our entire procurement process more fair and transparent, TPC intends to use the reverse auctions through SAP-SRM tool as an integral part of the entire tendering process. All the bidders who are found as technically qualified based on the tender requirements shall be eligible to participate in the reverse auction event.

**The following terms and conditions are deemed as accepted by the bidder on participation in the bid event:**

1. TPC shall provide the user id and password to the authorized representative of the bidder. (Authorization Letter in lieu of the same shall be submitted along with the signed and stamped Acceptance Form).
2. TPC will make every effort to make the bid process transparent. However, the award decision by TPC would be final and binding on the supplier.
3. The bidder agrees to non-disclosure of trade information regarding the purchase, identity of TPC, bid process, bid technology, bid documentation and bid details.
4. The bidder is advised to understand the auto bid process to safeguard themselves against any possibility of non-participation in the auction event.
5. In case of bidding through Internet medium, bidders are further advised to ensure availability of the entire infrastructure as required at their end to participate in the auction event. Inability to bid due to telephone line glitch, internet response issues, software or hardware hangs, power failure or any other reason shall not be the responsibility of TPC.
6. In case of intranet medium, TPC shall provide the infrastructure to bidders. Further, TPC has sole discretion to extend or restart the auction event in case of any glitches in infrastructure observed which has restricted the bidders to submit the bids to ensure fair & transparent competitive bidding. In case an auction event is restarted, the best bid as already available in the system shall become the start price for the new auction.
7. In case the bidder fails to participate in the auction event due any reason whatsoever, it shall be presumed that the bidder has no further discounts to offer and the initial bid as submitted by the bidder as a part of the tender shall be considered as the bidder's final no regret offer. Any offline price bids received from a bidder in lieu of non-participation in the auction event shall be out rightly rejected by TPC.
8. The bidder shall be prepared with competitive price quotes on the day of the bidding event.
9. The prices as quoted by the bidder during the auction event shall be inclusive of all the applicable taxes, duties and levies and shall be FOR at TPC site.
10. The prices submitted by a bidder during the auction event shall be binding on the bidder.
11. No requests for time extension of the auction event shall be considered by TPC.
12. The original price bids of the bidders shall be reduced on pro-rata basis against each line item based on the final all inclusive prices offered during conclusion of the auction event for arriving at Contract amount.

**Signature & Seal of the Bidder**



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Name of the Authorized Signatory: \_\_\_\_\_ :

Contact Person's Name:

Official Correspondence Address:

We confirm that we will bear the charges, if any, levied by our bank for the credit of NEFT/RTGS amounts in our account. Any change in above furnished information shall be informed to TPC well in time at our own. Further, we kept TPC indemnified for any loss incurred due to wrong furnishing of above information.

Thanking you,

For \_\_\_\_\_

**(Authorised Signatory)**

**(Signature with Rubber Stamp)**

**Certification from Bank:**

We confirm that we are enabled for receiving NEFT/RTGS credits and we further confirm that the account number (specify Bank a/c no.) of (Please mention here name of the account holder), the signature of the authorised signatory and the MICR and IFSC Code of our branch mentioned above are correct.

This also is certified that the above information is correct as per Bank record

**(Manager's/ Officers Signature under Bank Stamp)**



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**ANNEXURE-H**  
**VENDOR APPRAISAL FORM**

<b>TO BE SUBMITTED BY VENDOR (To be filled as applicable)</b>			
<b>VENDOR:</b>			
<b>1.0</b>	<b>DETAILS OF THE FIRM</b>		
	1.1	NAME (IN CAPITAL LETTERS)	:
	1.2	TYPE OF CONCERN (PROPRIETARY) Partnership, Pvt. Ltd., Public Ltd. etc.	:
	1.3	YEAR OF ESTABLISHMENT	:
	1.4	LOCATION OF OFFICE POSTAL ADDRESS TELEGRAPHIC ADDRESSES, TELEX NO. FAX NO.	:
	1.5	LOCATION OF MANUFACTURING UNITS	:
		i) UNITS 1	:
		ii) OTHER UNITS	:
<b>2.0</b>	<b>PRODUCTS MANUFACTURED</b>		:
<b>3.0</b>	<b>TURNOVER DURING THE LAST 3 YEARS (TO BE VERIFIED WITH THE LATEST PROFIT &amp; LOSS STATEMENT).</b>		:
<b>4.0</b>	<b>VALUE OF FIXED ASSETS</b>		:
<b>5.0</b>	<b>NAME &amp; ADDRESS OF THE BANKERS</b>		:
<b>6.0</b>	<b>BANK GUARANTEE LIMIT</b>		:
<b>7.0</b>	<b>CREDIT LIMIT</b>		:
<b>8.0</b>	<b>TECHNICAL</b>		
	8.1	NO. OF DESIGN ENGINEERS (INDICATE NO. OF YEARS EXPERIENCE IN RELATED FIELDS)	:
	8.2	NO. OF DRAUGHTS MEN	:
	8.3	COLLABORATION DETAILS (IF ANY)	:
		8.3.1 DATE OF COLLABORATION	:
		8.3.2 NAME OF COLLABORATOR	:
		8.3.3 RBI APPROVAL DETAILS	:
		8.3.4 EXPERIENCE LIST OF COLLABORATOR	:
		8.3.5 DURATION OF AGREEMENT	:
	8.4	AVAILABILITY OF STANDARDS / DESIGN PROCEDURES / COLLABORATOR'S /	:

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		DOCUMENTS (CHECK WHETHER THESE ARE LATEST/CURRENT)	
	8.5	TECHNICAL SUPPORT, BACK-UP GUARANTEE, SUPERVISION, QUALITY CONTROL BY COLLABORATOR (WHEREVER ESSENTIAL). (THIS CLAUSE IS RELEVANT WHEN VENDOR'S EXPERIENCE IS INADEQUATE)	:
	8.6	QUALITY OF DRAWINGS	:
<b>9.0</b>	<b>MANUFACTURE</b>		
	9.1	SHOP SPACE, LAYOUT LIGHTING, VENTILATION, ETC.	:
	9.2	POWER (KVA)	:
		MAINS INSTALLED	:
		UTILIZED	:
		STANDBY POWER SOURCE	:
	9.3	MANUFACTURING FACILITIES (ATTACH LIST OF EQUIPMENT AS APPLICABLE)	:
		9.3.1 MATERIAL HANDLING	:
		9.3.2 MACHINING	:
		9.3.3 FABRICATION	:
		9.3.4 HEAT TREATMENT	:
		9.3.5 BALANCING FACILITY	:
		9.3.6 SURFACE TREATMENT PRIOR TO PAINTING/ COATING, POLISHING, PICKLING, PASSIVATION, PAINTING, ETC.	:
	9.4	SUPERVISORY STAFF	:
	9.5	ADEQUACY OF SKILLED LABOURS (MACHINISTS, WELDERS, ETC.)	:
	9.6	NO. OF SHIFTS	:
	9.7	TYPE OF MATERIAL HANDLED (SUCH AS CS, SS, ETC.)	:
	9.8	WORKMANSHIP	:
	9.9	MATERIAL IN STOCK AND VALUE	:
	9.10	TRANSPORT FACILITIES	:
	9.11	CARE IN HANDLING	:
<b>10.0</b>	<b>INSPECTION / QC / QA / TESTING</b>		
	10.1	NUMBER OF PERSONNEL (INDICATE NO. OF YEARS OF EXPERIENCE)	:
	10.2	INDEPENDENCE FROM PRODUCTION	:

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	10.3	AVAILABILITY OF PROCEDURAL WRITE UP/QUALITY PLAN	:
	10.4	INCOMING MATERIAL CONTROL AND DOCUMENTATION	:
	10.5	RELIABILITY/REPUTATION OF SUPPLY SOURCES	:
	10.6	STAGE INSPECTION AND DOCUMENTATION	:
	10.7	SUB-ASSEMBLY & DOCUMENTATION	:
	10.8	FINAL INSPECTION AND DOCUMENTATION	:
	10.9	PREPARATION OF FINAL DOCUMENTATION PACKAGE	:
	10.10	TYPE TEST FACILITIES	:
	10.11	ACCEPTANCE TEST FACILITIES	:
	10.12	CALIBRATION OF INSTRUMENTS AND GAUGES (WITH TRACEABILITY TO NATIONAL STANDARDS) (ATTACH LIST)	:
	10.13	STATUTORY APPROVALS LIKE BIS, IBR, ETC.(AS APPLICABLE)	:
	10.14	SUB-VENDOR APPROVAL SYSTEM AND QUALITY CONTROL	:
	10.15	DETAILS OF TESTS CARRIED OUT AT INDEPENDENT RECOGNIZED LABORATORIES	:
		i) FURNISH LIST OF TESTS CARRIED OUT AND THE NAME OF THE LABORATORY WHERE THE TESTS WERE CONDUCTED	:
		ii) CHECK AVAILABILITY OF CERTIFICATES AND REVIEW THESE WHEREVER POSSIBLE	:
11.0		<b>EXPERIENCE (INCLUDING CONSTRUCTION / ERECTION / COMMISSIONING) TO BE FURNISHED IN THE FORMAT INDICATED IN APPENDIX)</b>	:
12.0		<b>SALES, SERVICE AND SITE ORGANIZATIONAL DETAILS</b>	:
13.0		<b>CERTIFICATE FROM CUSTOMERS (ATTACH COPIES OF DOCUMENTS)</b>	:
14.0		<b>POWER SITUATION</b>	:
15.0		<b>LABOUR SITUATION</b>	:
16.0 *		<b>APPLICABILITY OF SC/ST RELAXATION (Y/N) IF YES, SUPPORTING DOCUMENTS TO BE ATTACHED</b>	
17.0		<b>ORGANIZATIONAL DETAILS</b> 1. PF NO 2. ESI NO 3. INSURANCE FOR WORK MAN COMPENSATION ACT NO 4. ELECTRICAL CONTRACT LIC NO 5. ITCC / PAN NO 6. SALES TAX NO 7. WC TAX REG. NO	:
18.0		<b>DOCUMENTS TO BE ENCLOSED:</b>	

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	<ol style="list-style-type: none"> <li>1. FACTORY LICENSE</li> <li>2. ANNUAL REPORT FOR LAST THREE YEARS</li> <li>3. TYPE TEST REPORT FOR THE ITEM</li> <li>4. PAST EXPERIENCE REPORTS</li> <li>5. ISO CERTIFICATE –QMS, EMS, OHAS, SA</li> <li>6. REGISTRATION OF SALES TAX</li> <li>7. COPY OF TIN NO.</li> <li>8. COPY OF SERVICE TAX NO.</li> <li>9. REGISTRATION OF CENTRAL EXCISE</li> <li>10. COPY OF INCOME TAX CLEARANCE.</li> <li>11. COPY OF PF REGISTRATION</li> <li>12. COPY OF ESI REGISTRATION</li> <li>13. COPY OF INSURANCE FOR WORK MAN COMPENSATION ACT NO</li> <li>14. COPY OF ELECTRICAL CONTRACT LIC NO</li> <li>15. COPY OF PAN NO</li> <li>16. COPY OF WC TAX REGISTRATION</li> <li>17. DOCUMENTS IN SUPPORT OF SC/ST RELAXATION AT S.NO.16.0</li> <li>18. GSTN CERTIFICATE</li> </ol>	
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**\* Classification of BA s under SC/ST shall be governed under following guidelines:**

- **Proprietorship/ Single Ownership Firm:** Proprietor of the firm should be from SC/ST community. Governing document shall be Proprietorship Deed.
- **Partnership Firm:** Only such firms shall qualify which have SC/ST partners holding equal to or more than 50% of the total ownership pattern of the firm. Governing document shall be Partnership Deed.
- **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).

*NOTE: Certification from SC/ST Commission shall be required for deciding upon SC/ST status of a person.*

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## **ANNEXURE-I**

### **MANUFACTURER AUTHORIZATION FORM**

*(To be submitted on OEM's Letter Head)*

Date: .....

Tender Enquiry No.: .....

To,

Chief (Procurement & Stores)

The Tata Power Company Limited,  
Mumbai

Sir,

WHEREAS M/s. [name of OEM], who are official manufacturers of ..... having factories at [address of OEM] do hereby authorize M/s [name of bidder] to submit a Bid in relation to the Invitation for Bids indicated above, the purpose of which is to provide the following Goods, manufactured by us

.....and  
to subsequently negotiate and sign the Contract.

We hereby extend our full guarantee and warranty in accordance with the Special Conditions of Contract or as mentioned elsewhere in the Tender Document, with respect to the Goods offered by the above firm in reply to this Invitation for Bids.

We hereby confirm that in case, the channel partner fails to provide the necessary services as per the Tender Document referred above, M/s [name of OEM] shall provide standard warranty on the materials supplied against the contract. The warranty period and inclusion / exclusion of parts in the warranty shall remain same as defined in the contract issued to their channel partner against this tender enquiry.

Yours Sincerely,

For .....

Authorized Signatory



**For Reference- User Manual e-Bidding & Auction (Ariba)**



# SUPPLIER MANUAL ANSWERING TO E-BIDDING

	<b>Version 1.2</b>
Company Confidential	DEC - 2020

# INDEX

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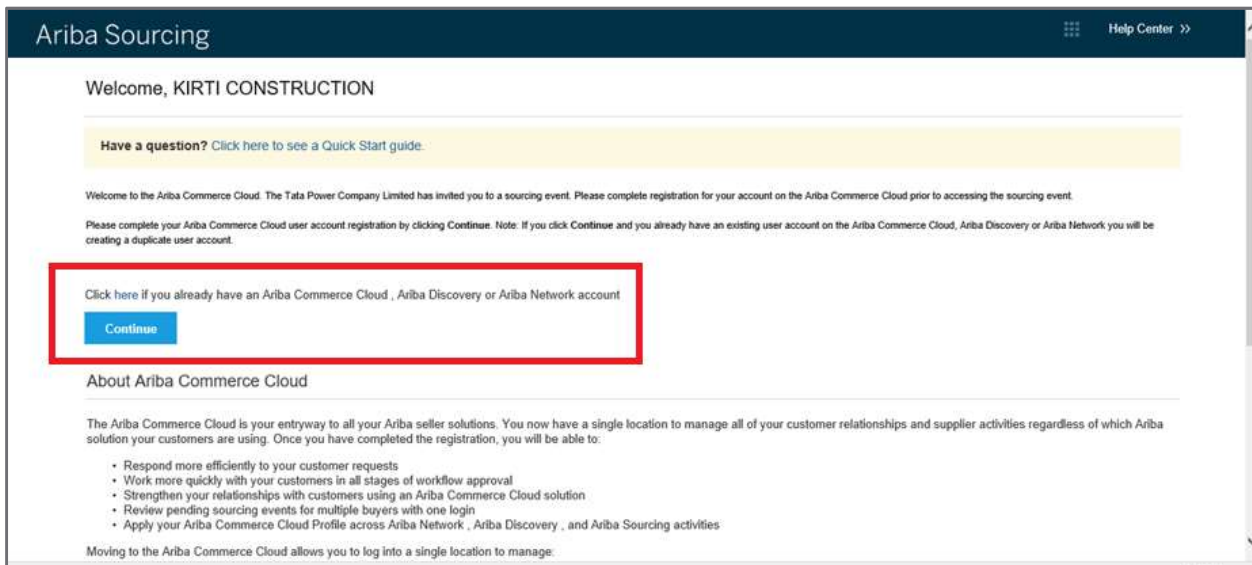
## 1- Accessing Ariba Sourcing

**Step 1:** You will get an invitation to your email from Ariba System. Keep this email, it contains your login Information and a direct link to Ariba.

**Step 2:** Click "Click Here" to access the Ariba Web Site.



**Step 3:** Supplier has to click on "Continue"



**Step 4:** The registration process only takes a few moments, with a simple one-page registration. Define your password and secret question. Click "OK"

\* Indicates a required field

Company Name: KIRTI CONSTRUCTION

Country: India [IND]

Address: Yashodeep E3- 08  
Sector 22 Koperkharne Navi Mumbai  
400709

City: mumbai

State: maharashtra

Postal Code: 400709

Product and Service Categories: Enter Product and Service Categories [Add](#) -or- [Browse](#)

Ship-to or Service Locations: Enter Ship-to or Service Location [Add](#) -or- [Browse](#)

Tax ID: Optional Enter your Company Tax ID number.

DUNS Number: Optional Enter the nine-digit number issued by Dun & Bradstreet.

**Supplier has to fill the form**

**Step 5:** If it's the first time you are invited to use UPM Ariba, you'll need to accept the "Participant Terms". Select "I accept the terms of this agreement". Click "Submit".

The registration form includes the following elements:

- A password field with a strength indicator (\*\*\*\*\*).
- A "Secret Question" dropdown menu with the option "In what city was your mother born?". A note states: "The answer to your secret question must be atleast 5 characters."
- Two additional input fields, each with a strength indicator (\*\*\*\*\*).
- A "Language" dropdown menu set to "English". A note states: "The language used when Ariba sends you configurable notifications. This is different than your web b..."
- A paragraph of legal text regarding company profile visibility and data consent.
- A checkbox labeled "I have read and agree to the Terms of Use and the Ariba Privacy Statement", which is checked and highlighted with a red border.
- "Submit" and "Cancel" buttons at the bottom right.

## 2 Vendor Screen - Submitting Your Answers / Proposal

2.1.1 If vendor goes through mail invitation then directly Screen 3.1.1 will appear, but if If you have used Ariba before and have already accessed an event for the buyer-specific account with your current log in ID, click the **Login** button to continue. Log in with your Ariba username and password in order to participate in the event OR you have to follow the following steps.

Step 1 - Log on [supplier.ariba.com](https://supplier.ariba.com)

Step 2 - Put your USER ID and Password in following screen

The login screen features the SAP Ariba logo and "Proposals Powered by Ariba Sourcing" text. It includes a "Supplier Login" heading, input fields for "User Name" and "Password", and a "Login" button. Below the button are links for "Forgot Username or Password" and "Need help? See Quick Start". On the right, there is a graphic of a laptop displaying a dashboard with charts and data.

### Step 3 - Go to "Ariba Proposals & Questionnaire".

The screenshot shows the Ariba Sourcing homepage. A blue oval annotation points to the 'Ariba Proposals and Questionnaire' link in the top navigation bar, with the text: "Goto 'Ariba Proposals & Questionnaire' after logging in at supplier.ariba.com". Another blue oval annotation points to the 'Events' table, with the text: "Events (Tender enquiries) in which Bidder has participated shall be visible. Click and enter into any specific event".

**Events Table:**

Title	ID	End Time	Event Type
Status: Open (2)			
Maintenance of HT and LT Networks for Tata Power Sistribution at Odisha (TPC-ENG-ENG-016-20-21)	Doc2416130949	6/4/2020 4:55 PM	RFP
Tender Documents-Meter Reading Cum Spot billing and Bill Distribution(TPC-ENG-ENG-015-20-21)	Doc2420255101	6/4/2020 3:00 PM	RFP

The screenshot shows the 'Event Details' page for the event 'Doc2420255101 - Tender Documents-Meter Reading Cum Spot bill...'. A blue oval annotation points to the 'Review Prerequisites' button, with the text: "Click on 'Review Prerequisites'".

**Event Details:**

- Event Messages
- Download Tutorials
- Response Team
- Checklist:
  - Review Event Details
  - Review and Accept Prerequisites
  - Submit Response
- Event Contents:
  - 1 Tender Documents
  - 2 Techno Commercial Bid

**Tender Documents:**

1.1 Introduction

1.1.1 Introduction

As per the Notice Inviting Tender dated 12th May 2020, Bidders are to download Tender from Tata Power website (Tenders section). Same Tender documents are attached in this E-tender enquiry for reference purpose.

As mentioned in the Procedure for participating in tender (which is enclosed with the tender documents), this e-Tender enquiry is being issued to the bidders who have purchased the tender documents following instructions therein.

All future/further communications wrt the subject tender and Bid submission shall be through this e-Enquiry only. Following is to be noted,

» Next Section: Techno Commercial Bid

Tata Power - Ariba Spend Manag

s1.ariba.com/Sourcing/Main/aw7a...

Checklist

1. Review Event Details
2. Review and Accept Prerequisites
3. Submit Response

Prerequisites must be completed prior to participation in the event.

In consideration of the opportunity to participate in on-line events ('On-Line Events') held and conducted by the company sponsoring this On-Line Event ('Sponsor') on the web site (this 'Site') hosted by Ariba, Inc. ('Site Owner'), your company ('Participant' or 'You') agrees to the following terms and conditions ('Bidder Agreement').

- 1. Bids.** If you are invited to participate in the On-Line Event, Sponsor reserves the right to amend, modify or withdraw this On-Line Event. Sponsor reserves the right to accept or reject all or part of your proposal. Submission of a bid does not create a contract or any expectation by Participant of a future business relationship. Rather, by submitting a bid, you are making a firm offer which Sponsor may accept to form a contract, subject to section 2 below. Sponsor is not liable for any costs incurred by Participant in the preparation, presentation, or any other aspect of Participant's bid.
- 2. Price Quotes.** Except to the extent Sponsor allows a non-binding bid, all Bids which Participant submits through the On-Line Events are legally valid quotations without qualification, except for data entry errors.
- 3. Procedures and Rules.** Participant further agrees to be bound by the procedures and rules established by the Site and Sponsor.
- 4. Confidentiality.** Participant shall keep all user names and passwords, the On-Line Event content, other confidential materials provided by the Site and/or Sponsor, and all bids provided by You or another participating organization in confidence and shall not disclose the foregoing to any third party.
- 5. Bids through Site only.** Participant agrees to submit bids only through the on-line bidding mechanism supplied by the Site and not to submit bids via any other mechanism including, but not limited to, post, courier, fax, E-mail, or orally unless specifically requested by Sponsor.
- 6. Ethical Conduct.** All parties will prohibit unethical behavior and are expected to notify the Site Owner by contacting the appropriate project team if they witness practices that are counter-productive to the fair operation of the On-Line Event. If Participant experiences any difficulties during a live On-Line Event, Participant must notify Site Owner immediately.
- 7. Survival.** The terms and conditions of this Bidder Agreement shall survive completion of the On-Line Event.

\*\*\*\*  
BA v1.1 19Aug05

☒ I accept the terms of this agreement.

☐ I do not accept the terms of this agreement.

Accept the Terms of Agreement and Submit

Tata Power - Ariba Spend Manag

s1.ariba.com/Sourcing/Main/aw7a...

Console

Doc2420255101 - Tender Documents-Meter Reading Cum Spot bill...

8 days 03:33:47

Event Messages  
Response History  
Response Team

Checklist

1. Review Event Details
2. Review and Accept Prerequisites
3. Submit Response

Event Contents

All Content

1 Tender Documents

2 Techno Commercial Bid

3 Price Bid

All Content

2.1 Please attach the Techno-Commercial bid

2.2 Please attach your techno commercial offer (Extra File)

3 Price Bid

3.1 Bidder to specify the prices either in terms of percentage ( % ) or Value where the options are available for both percentage ( % ) , please Specify Zero ( 0 ) in the amount field and vice-versa.

3.2 Bidders to download editable copy of Price bid format (Which is attached herewith), and re-attach the same after filling in prices as their Price Bid. No Alterations/changes shall be made by the bidders in this format as requested.

References

(\*) indicates a required field

Submit Entire Response

Update Totals

Excel Import

Technical Bid to be attached in Tab 2.1 and 2.2. Attach file link is towards extreme right, and is shown in next slide

Price Bid to be attached in Tab 3.2. Attach file link is towards extreme right, and is shown in next slide

Divendra Sharma (desharma@gmail.com) last visited 26 May 2020 10:55:18 PM. Horizons Cybersoft Ltd. AN01523824134  
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SAP Ariba Privacy Statement Security Disclosure Terms of Use



These are "Attach File" links for Tab 2.1 and 2.2 where Technical bid is to be attached. Pls attach files in BOTH these tabs otherwise it will show error on submission.

This is "Attach File" link for Tab 3.2 (Price Bid).

Click On "Submit Entire Response" AFTER Attaching technical and Price bids as above.

Note: In case of multiple files, all files can be kept in one folder and folder can be converted to zip file for attaching

terms of percentage ( % ) or Value where the options are available for both. In case price is specified in 0 ) in the amount field and vice-versa.  
 h is part of Annexure I of Tender/attached herewith, and re-attach the same after filling in prices as their Price Bid.  
 mat apart from entering their rates/prices/taxes as requested.

(\*) indicates a required field

Submit Entire Response Update Totals Save draft Excel Import

### 3 Communicating with Tata Power Buyer during e- bidding

**Step 1:** Click "Compose Message".

(\*) indicates a required field

Submit Entire Response Update Totals Save draft Compose Message Excel Import

**Step 2:** Compose Your Message and click "Send".

back to The Tata Power Company Limited-TEST Dashboard Desktop File Sync Notifications

Compose New Message

From: shingare.manufacturers (Ravi Shingare)

To: Project Team

Subject: Dec681345837 sourcing project 001

Attachments: attach a file

Send Cancel

Dear Sir,

Can we submit the price ??

Regards

ABC

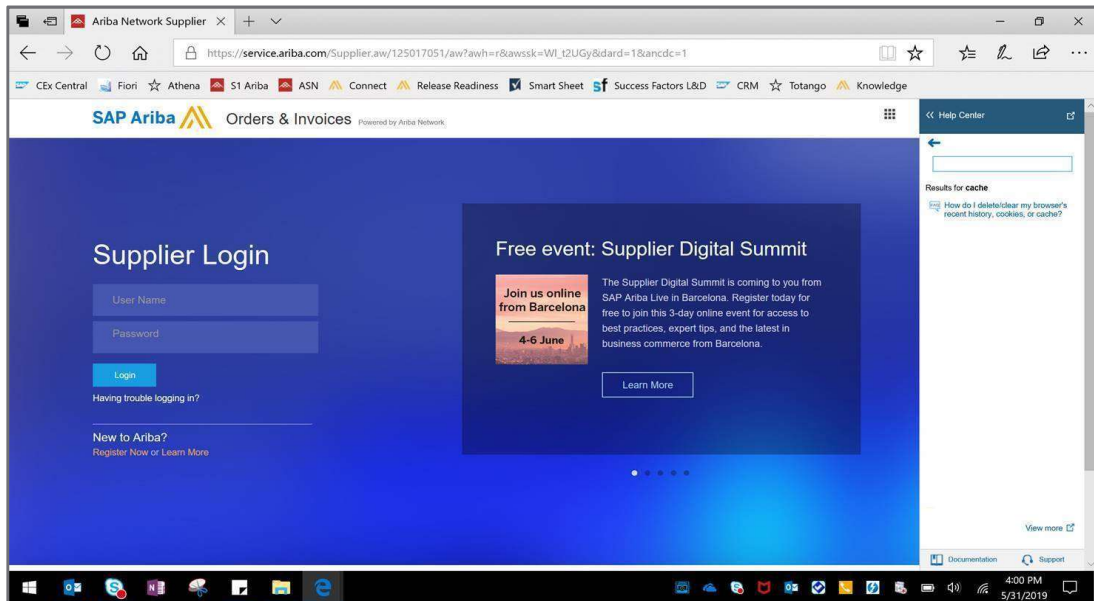
## **ARIBA TRAINING VIDEOS**

Participating in a RFI or RFP on Ariba Network - [https://www.youtube.com/watch?v=9\\_XXUaVyI7o](https://www.youtube.com/watch?v=9_XXUaVyI7o)

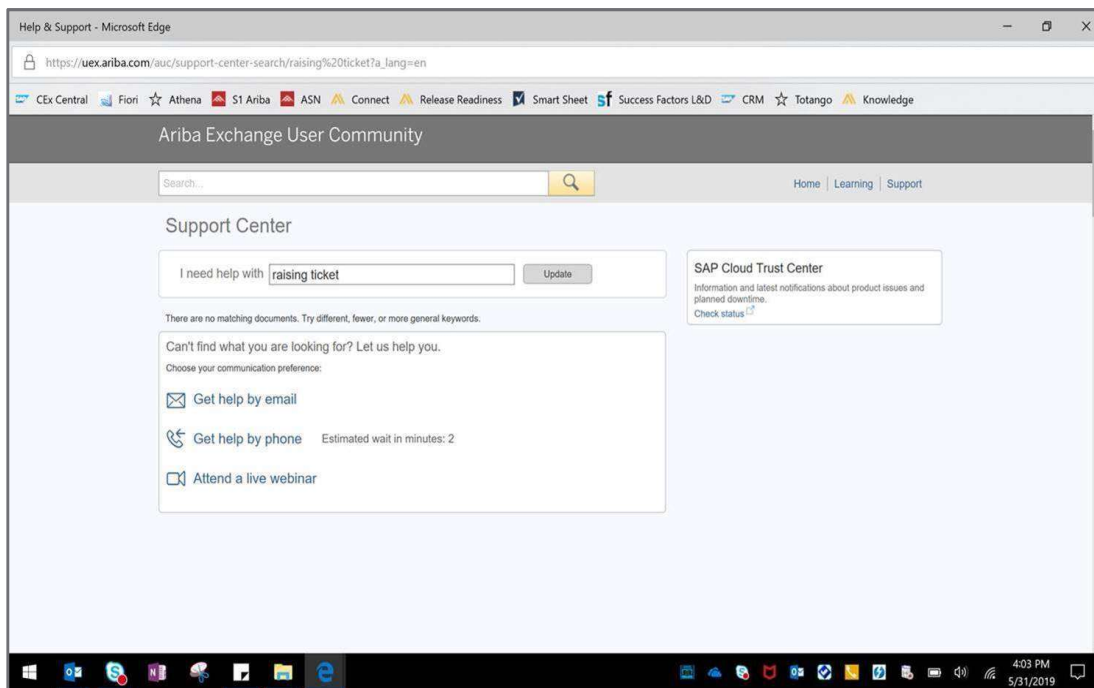
## **Support from Ariba - Supplier can raise the Ticket for “Support”**

Here are the steps that Suppliers can follow for raising a ticket or requesting a call back from Support team. They can do so without logging in – pls follow the brief instructions given below.

1. Go to login page>Choose “Support” on the bottom right corner



2. Add query and press “Start” – After that, following screen will pop up where you can choose either Get Help by Email or Get Help by Phone.



3. Choose phone and add following basic details and you will get call back

Waiting for response from uex.ariba.com - Microsoft Edge

https://uex.ariba.com/au/support-center/email-webform?channel=callme

CEx Central Fiori Athena S1 Ariba ASN Connect Release Readiness Smart Sheet Success Factors L&D CRM Totango Knowledge

## SAP Ariba Phone Support

Provide the following information, and the next available specialist will call you.

### Problem Description

Short Description: \* logging in

### Contact Information

First Name: \*

Last Name: \*

Company: \*

Email: \*

### Requested Language

English [Select a different language from the Home tab.](#)

Phone: \* +1 201-555-0123 Extension: \*

Confirm Number: \*

\* ☐ My phone number is correct.

☐ Do not record this phone call.

### Ariba Network ID:

You expressly agree and understand that your data entered into this system will be transferred to Ariba, Inc. and the Ariba hosted computer systems (currently located primarily in the U.S.), in accordance with the [Ariba Privacy Statement](#) and applicable law.

\* ☐ I agree

\* Required Fields

Submit Cancel

4:57 PM 6/7/2019

If not by phone, they can ask for a response/support by email.

[illegible]

## SUPPLIER-FREQUENTLY ASKED QUESTIONS

 **If I registered on my buyer's Ariba Sourcing site in the past, do I need to register again?**

**Answer-** Yes. Although you have registered on your buyer's Ariba Sourcing site in the past, registering on the Ariba Commerce Cloud is required. The registration process only takes a few moments, with a simple one-page registration. Registering on the Ariba Commerce Cloud gives you access to all your buyer relationships with one username and password.

## What is the Ariba Commerce Cloud?

**Answer:** - The Ariba Commerce Cloud is your entry point to all of your seller solutions. Rather than managing log in information for multiple buyers' sites, you will have one log in and one account. This means fewer passwords to remember, easier user maintenance for your company, and a unified profile for your organization.

## Do I need to add Product and Service Categories during registration?

**Answer:-Yes**; this is a required field. Product and Service Categories classify what your company sells, and the system uses this information to match potential business opportunities with your products and services.

Click **Add Product and Service Categories** to select one or more categories from the list of options. During registration, you only need to choose one category, preferably related to the event you are joining. You can add, refine, or remove categories any time after the registration process.

**+ Do I need to add ship-to or service locations during registration?**

**Answer:** - **Yes**; this is a required field. Ship-to or Service locations inform buyers where your company sells its products or provides its services, and the system uses this information to match potential business opportunities with your products and services.

Click **Add Ship-to or Service Locations** to select one or more sales territories from a list. You can add, refine, or remove ship-to or service locations any time after the registration process.

Additional Information: - D-U-N-S is a registered trademark of Dun & Bradstreet or its subsidiaries in the United States and other countries.

#### **What is the difference between the Email and Username fields in my profile?**

**Answer:** - The Email field represents the email address where you wish to receive email notifications. The Username field is the identifier that you use to access your account. The Username field must be in email format, but you do not have to use a valid email address.

**Note:** Leave the **This is my username** box checked if you want your email address to be the same as your username.

#### **How do I participate in my buyer's event using an email invitation?**

**Answer:** - Use the **Click here** link in the email notification to access the sourcing event.

While buyers might customize the email content you receive, all email invitations contain a link to access the event.

Depending on your previous experience with Ariba solutions, do one of the following to access the event after you click the link:

- If you are new user, click **Continue** on the welcome page. You continue to register an Ariba account to link with your buyer and participate in the event.
- If you have used Ariba before and have already accessed an event for the buyer-specific account with your current log in ID, click the **Login** button to continue. Log in with your Ariba username and password in order to participate in the event.
- If you already have an existing Ariba Network, Ariba Discovery, or Ariba Sourcing supplier account, but you have not accessed any events for the inviting buyer's site, use the **Click here if you already have an Ariba Commerce Cloud, Ariba Discovery or Ariba Network account** link. After clicking the link, log in with your existing account to move your information to your buyer's site.

Additional Information: - Registering an Ariba account provides you with a consolidated view of all your customer relationships. With this one profile, you can view business opportunities, participate in sourcing events, participate in contract negotiations, and manage orders, catalogs, and invoices.

#### **Why doesn't the link in the email invitation to participate in a sourcing event work?**

**Answer:** - If you cannot click the link, or the link does not open the log in page, highlight and copy the Uniform Resource Locator (URL), and then paste the URL into your web browser.

#### **Can my company have multiple accounts?**

**Answer:** - Your Company can have multiple Ariba accounts, depending on your business needs. For example, if your company has several locations around the world, you might want a separate account for each region.



Most companies choose to have one account with multiple customer relationships, which provides a centralized location to maintain their company profile information and all of their customer relationships.

#### **How do I complete registration if my username already exists?**

**Answer: -** This message means that you already have an Ariba Network, Ariba Discovery, or Ariba Sourcing supplier account registered under username you entered. You can either register a new account by creating a new username, or access one of the following sites to request a password reset for the registered username:

- [Ariba Network](#) (This login page is used for all Ariba Network, Ariba Sourcing, or Ariba Contracts suppliers).
- [Ariba Discovery login page](#)

To reset your password, click the **Having trouble logging in?** Link on the Login page.

#### **Nothing happens when I click Forgot Username and enter my email address**

**Issue: -** Nothing happens when I click the **Forgot Username** link and enter my email address.

**Cause: -** After you submit your request to retrieve your username, the Ariba Network sends an email notification with usernames that match the email address you submitted.

Some possible reasons why you may not receive this username retrieval email notification:

- The email address on your account does not match the email address you entered when submitting the request.
- Your buyer-specific account was deactivated before you could move it to the Ariba Commerce Cloud. Generally, that means you probably have not participated in an event with that buyer for a while.

#### **Solution: -**

- To ensure you receive this email notification:
- Make sure you type the email address configured within your account.

If your buyer-specific account has been deactivated, contact your buyer to determine how to proceed.

#### **Where is my password reset email?**

**Answer: -** After you submit your request for a password reset, Ariba sends instructions to the email address associated with your account. If you didn't receive a password reset email, check the following scenarios to troubleshoot.

---

The username you entered is in the wrong format, or it isn't associated with the email address you are checking.

- Keep in mind, your username is in the format of a full email address, but it can be associated with any email address you entered previously.
- Your username is also case-sensitive.
- To confirm that you are using the correct username and format, return to the Ariba login page, and click the **Having trouble logging in?** link (**Forgot Username** if you're working in Ariba Discovery).
  - Choose **I forgot my username**, and click **Continue**.
  - Enter the email address associated with your account, and click **Submit**.

- You will receive an email that lists the exact format of the username associated with the email you entered.

---

You entered the correct username, but you still didn't receive the password reset email notification.

- This can occur if the configured email address is different from the account you are checking.
- You might have multiple accounts for your company, so make sure you are attempting to access the correct account.

Your email configuration or company's security settings might also prevent you from receiving the password reset email. To find out, check your junk mail folder or email filter settings to verify that automated emails from Ariba are not blocked from your email account.

 **Why do I get this message on the SAP Ariba Login page: "The username and password pair you entered was not found"?**

**Answer: -** You entered an incorrect **Username** or **Password**. You might receive this message if you entered a previous **Username** or **Password**. Remember that your **Username** has the format of an email address, and both the **Username** and **Password** are case sensitive.

Click the **Having trouble logging in?** Link on the Login page if you don't remember your log in information.