

Tender Enquiry No- TPSODL/OT/2023-24/025

Work Description - Rate Contract for Survey Supervisory Activities for 10 Divisions.

**Clause 1.3: Dates in Calendar of events revised as below**

|     |  |  |
|-----|--|--|
| (a) | Last Date of receipt of Tender Fee   | 05.08.2023; 17:00 Hrs  |
| (b) | Date & Time of Pre-Bid Meeting (If any)  | Not Applicable   |
| (c) | Last Date of receipt of pre-bid queries, if any                                  | Not Applicable   |
| (d) | Last Date of Posting Consolidated replies to all the pre-bid queries as received | Not Applicable   |
| (e) | Last date and time of receipt of Bids  | 08.08.2023 up to 17:00 Hours   |
| (f) | Date & Time of opening technical bids & EMD                                      | 08.08.2023 up to 18:00 Hours   |
| (g) | Date & Time of opening of Price of qualified bids                                | Will be notified to the successful bidders through our website / e-mail. |

### **Revised Qualification Criteria**

1.7.1 The bidder should have average annual turnover of **50 lakh** in any of the last three years out of FY 17-18, FY 18-19, FY 19-20, FY 20-21 and FY 21-22. Audited balance sheet, profit and loss account and auditors report from the statutory auditors of the company required.

Copy of audited P&L Account to be submitted in this regard.

~~1.7.2 The Bidder must have experience in successfully completing Utility Survey & data processing work using PDA or Digital data collection devices in the last 10 years (as on 31st March 2023). Copy of work order / completion certificate to be submitted in this regard.~~

~~1.7.3 Bidder must submit the minimum 2 completed utility GIS project of minimum project cost of less than or equal to Rs 50 lakhs. However, sum of Project cost of submitted projects must be exceeded Rs. 50 lakhs. Copy of work order / completion certificate to be submitted in this regard.~~

~~1.7.4 At least one project for Land base Survey and creation including GCP identification for not less than 1000 sq. km area in India. Successfully completed Survey & data processing work for more than 1,000 ckt km of electrical network data and door-to-door survey of more than 1,00,000 consumers in electric utility. Copy of work order / completion certificate to be submitted in this regard.~~

### **TP SOUTHERN ODISHA DISTRIBUTION LIMITED**

(A Tata Power and Odisha Government Joint Venture)

Corporate office: Kamapalli, Courtpeta, Berhampur, Ganjam, Odisha, India -760 004

Website: [www.tpsouthernodisha.com](http://www.tpsouthernodisha.com) Email : [tpsodl@tpsouthernodisha.com](mailto:tpsodl@tpsouthernodisha.com)

Corporate Identity Number (CIN) : U40300OR2020SGC035195



1.7.5 The bidder must have an office in Odisha State.

**OR** The bidder has to give an undertaking to open the office in Odisha within 15 days of award of order.

1.7.6 Availability of minimum 50 no. of manpower for GIS survey ~~and digitization~~ on bidder payroll. Details of manpower on company letter head with **certification from Chief-HR / Director of the company to be furnished.**

1.7.7 . The bidder must have all statutory compliance like valid PAN no., ESI registration, EPF registration, GSTN etc. The bidder must submit the copy of all these registrations/supporting document

1.7.8 The bidder should not be under declaration of ineligibility or blacklisted by any Govt. / PSU/organization in India. **Self-declaration from the bidder.**

1.7.9 Each bidder shall submit bid by himself only. A bidder in joint venture/ consortium shall not be allowed to participate in the Tender.

1.7.10 Sub-contracting shall not be allowed.

**Note: -Red highlighted text not to be consider as part of QR.**

#### **Additional Scope of work**

- The Bidder will deploy 10 Vehicle (Type – Bolero) in 10 divisions of Bhanjanagar, Rayagada and Jeypore circles.
- The vehicles will be placed in each division of Bhanjanagar, Rayagada and Jeypore circles.
- Each vehicle will run estimated 3000 Km per month in each division.
- The vehicle will be used by GIS department in each division.

#### **SLA for Vehicles**

The conditions of SLA will be as following;

1. All Vehicles deployed by the BA should be in Good Condition having commercial registration only. Vehicles deployed by the BA should not be more than 2 years old and also should not have been driven more than 40,000 KM.

2. All Vehicles deployed by the BA must be self-audited by the BA on monthly frequency basis. Vehicles can be audited by TPSODL staff at any time with or without prior intimation to BAs though periodic frequency of Audit by TPSODL Officers will be Quarterly.

3. The Service Provide has to abide the Prevailing Motor Vehicle Rules of Odisha and its consequent notices if any issue by the Odisha Government.

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4. The hiring charges will be inclusive of fuel cost, lubricants, spare parts, maintenance, salary of the drivers/staff, and payment of insurance/road/state taxes/permit/ Fitness certificate etc.
5. The vehicles provided by the service provider should have valid Registration Certificate, Full comprehensive insurance to cover third party and occupants, fitness certificate, PUC, Road Tax, permitted and any other relevant permits/licenses essentially required by the RTO and any other statutory bodies for the operations of the vehicles, and must be revalidated before the expiry of the due date during the tenure of the contract period
6. In the event of any break-down, servicing and repairs of vehicles, the service provider at his own cost shall make alternate arrangement by providing similar class of vehicle for which agreement is entered into. Failure to do so will evoke penalty clause.
7. The service provider shall ensure that the vehicles deployed by him are maintained well, cleaned thoroughly both internally and externally, boot kept clear off dust, rubbish, oil and any personal belongings of the driver. Adequate spares such as bulbs, belts, spare tyres etc. in good condition shall be kept in the vehicles at all times along with toolkit for use, Also, all vehicles should have an emergency medical kit and Fire Extinguisher.
8. The service provider shall be personally responsible for any theft, misconduct and /or disobedience on the part of drivers so provided by him.
9. During the contract period, if the vehicle is seized or detained or requisitioned by Police/Motor Vehicle Authority or any other authorities for whatsoever reasons that will be at the service provider's risk, BA shall be responsible for all coordination / addressing the issues with local authorities. Also, alternate vehicle will be provided by Service provider without any extra charges
10. The vehicles deployed for duty for the user department shall at no point of time carry any person other than personnel authorized by user department. The service provider has to ensure the safety of passengers by avoiding negligent driving by their drivers such as over speed, rash driving, and driving vehicle without brakes/defective brakes.
11. Separate duty slip will be maintained for each vehicle, which will be signed by the authorized signatory of the user department. Before each vehicle is allotted for duty, the odometer reading shall be noted down by the driver and subsequent entries for starting time/closing time, places visited etc. for each duty during office hours and after completion of duty, the driver shall again note down the odometer reading and get it checked and signed by the user of the vehicle deployed by the user department. On the basis of each vehicle's duty slip, the service provider shall prepare monthly bills enclosing therewith a consolidated statement of each vehicle's monthly running and original copies of duty slip.

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12. The service provider has to ensure that vehicle should have sufficient space to carry all the necessary tools & testing equipment along with ladder carrier for attending all breakdown/maintenance complaints as per the prevailing Motor Vehicles Rules of Odisha.

13. The service provider to ensure that Vehicles running/assigned for particular location/job should not be assigned for other task Particular work.

14. Wages parts of assigned driver will be only taken care by services provider which should be in order as statutory guidelines and also provision of overtime for the hired drivers by the vendor be ensured as per norms & conditions.

15. Log Book format shall be provided by Corporate Administration only. All columns (KM/Timings/Location/User) in log book, entries must be filled up after each trip and signature obtained from the user/authorized signatory on daily basis. Deviation will attract deduction of payment for the day.

16. The service provider shall provide at his own cost proper uniform and badges as per prevailing ODISHA MOTOR VEHICLES RULES (amended up to date) and photo identity vehicles to the drivers. The service provider shall be responsible for the acts and deeds of drivers of the vehicles including following:

a. The drivers/staff of the vehicles deployed for user department duties should be non-smoker, nor user of any tobacco, maintain polite & courteous behaviour towards users as well as to staff.

b. Driver must possess a working mobile phone whose number should be given to user by service provider.

c. Driver should have valid driving license.

d. Driver should wear clean uniform every day.

e. The driver should not be under influence of liquor or any other intoxicants or smoke while on duty. In the event of such happenings, the driver will have to be removed from services and any damages caused by such contractor's employees will be totally borne by the contractor.

f. Any complaint from the users/staff of the user department with respect to their behaviour/ uniform will be viewed seriously and it will be brought to the notice of the service provider, who shall take suitable action.

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## Penalty Clause

The following incidents will be considered as major penalties and will attract immediate termination of the services for their non-compliance:

| S No. | Major Incident                                     |
|-------|--|
| 1.    | No Valid Registration papers of the vehicles       |
| 2.    | No Valid Comprehensive Insurance                   |
| 3.    | No Valid Pollution Under Control (PUC) Certificate |
| 4.    | Odometer Tampering and Odometer not working        |
| 5.    | Tampering with Log Book                            |

### Other Penalties:

| S. No | Service Level Agreement   | Penalties for Non-Compliance   |  |  |
|-------|---|--|--|--|
| 1     | Backup vehicle of same specification - To be provided within 30 minutes                       | In case of default the transporter must reimburse taxi charges claimed by the employee   |  |  |
|       |   | 1 <sup>st</sup><br>Offence<br>(in Rs.)   | 2 <sup>nd</sup><br>Offence<br>(in Rs.) | 3 <sup>rd</sup><br>Offence<br>(in Rs.) |
| 2     | Fire Extinguisher missing   | 100/-  | 200/-                                  | 500/-                                  |
| 3     | First Aid Box missing   | 100/-  | 200/-                                  | 500/-                                  |
| 4     | Tool Kit missing  | 100/-  | 200/-                                  | 500/-                                  |
| 5     | Mobile with Driver missing/not functioning  | 200/-  | 400/-                                  | 1000/-                                 |
| 6     | Vehicle Missing without information   | 500/-  | 1000/-                                 | Contract Termination                   |
| 7     | Driver without License  | 500/-  | 1000/-                                 | Driver Termination                     |
| 8     | Vehicle without proper document   | 200/-  | 500/-                                  | Driver Termination                     |
| 9     | Driver without Uniform  | 100/-  | 200/-                                  | 300/-                                  |
| 10    | Vehicle delayed beyond 10 minutes and up to 30 minutes at 1st pick up                         | 200/-  | 400/-                                  | 1000/-                                 |
| 11    | Vehicle delayed beyond 30 minutes   | Rs. 1500/- or user can hire another vehicle (taxi) and the Service provider must reimburse taxi charges claimed by the user on actual. |  |  |
| 12    | Misbehavior with staff  | 1000/-   | Driver Termination                     |  |
| 13    | Exterior and interior, including seat covers, floor mattresses, dash board, windows not clean | 100/-  | 200/-                                  | 500/-                                  |
| 14    | Driver found under the influence of Alcohol or any other intoxication substance               | 500/-  | Driver Terminated                      |  |

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|    |   |       |        |                                |
|----|---|-------|--------|--------------------------------|
| 15 | Driver smoke while driving  | 500/- | 1000/- | Driver Termination             |
| 16 | Driver engage in distracting conversation or loud music or take calls while driving | 200/- | 500/-  | 1000/-                         |
| 17 | Over speeding   | 200/- | 500/-  | 1000/- Plus Driver Termination |

*Apart from change in aforesaid clause, calendar of events and additional scope of work, all other terms and conditions shall remain unchanged and shall be as per original tender document followed by corrigendum No. 1 and corrigendum No. 2.*

Regards,

**Rajkishore Tripathy | Contracts**

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*Note-This document does not require signature*

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