

13.05.2025

Corrigendum No. – 1

Tender Enquiry No- TPSODLOT2024-25-2500000920

Work Description – Rate contract Rate contract of Housekeeping and facility management services at various office at -TPSODLOT2024-25-2500000920,

1. The calendar of events shall be as under-

Sr. No	Calendar of Event	Previous Date & Time of Receipt of Bids	Last date and time of Receipt of Bids
(a)	Last date and time of receipt of Bids	13.05.2025 up to 16:00 Hrs.	16.05.2025 up to 16:00Hrs

Note: Pre-bid queries are enclosed in the same document starting from page no. 2. Kindly ensure and submit your final bids accordingly.

Prasad Rao | Contracts

Mob +91 9248089464 | Web www.tpsouthernodisha.com

TP SOUTHERN ODISHA DISTRIBUTION LIMITED
(A Tata Power and Odisha Government Joint Venture)

MSTC Training Centre, Ambagada | Berhampur | Ganjam | Odisha - 760 006

FORMAT B.1				
Format for Technical Pre-Bid Queries				
Tender N TPSODL/OT/2024-25/2500000920				
Package Name	RC for of Housekeeping and facility management services at various office, TPSODL			
Bidder :				
	Pre-Bid Query has to be sent in editable Excel file format only			
	Pre-Bid Query has to be sent through e-mail in TPSODL E-Tender System			
Sr. No.	Detailed Reference to TPSODL Technical Document. Please specify Document No / Clause	Description as per Bid Document	Remarks - Query / Clarification	TPSODL Response
1	2	3	4	5
1	Housekeeping and facility management services at various office, TPSODL, Clause No: 1.7 (c)	The bidder should have average annual turnover of Rs. 2 Crores in the last three completed financial years (Copy of Audited balance sheet and Profit and loss account statement to be submitted. Last three FY (Audited Report) with UDIN No is mandatory)	As per the tender requirement for submission of the last three years' audited balance sheets, we would like to clarify whether it refers to FY 2021–22, 2022–23, and 2023–24. Since the financial year 2024–25 is ongoing and the TDS filing period has not yet concluded, we assume FY 2024–25 is not required. Kindly confirm.	audited balance sheets for the last three financial years – FY 2021–22, 2022–23, and 2023–24 – are accepted.
2	Housekeeping and facility management services at various office, TPSODL, Clause No: 1.7 (d)	The bidder should submit the performance certificates from at least 1 reputed company for similar works. The service against the issued certificates should have been completed within 5 years of the bidding date. In case the bidder has got previous association with TP Discoms for service of similar, performance feedback of the same will be solely considered irrespective of the performance certificate issued by bidder's other customers (Bidder shall submit the performance certificate).	We request clarification whether firms currently engaged with TP Discoms (including TPSODL, TPCODL, etc.) are also required to submit performance certificates from the concerned distribution circles or if their ongoing contracts suffice for evaluation.	As per tender clause: pg no: 07, note: point-1, In case the bidder has a previous association with TP Discoms for similar products and services, the performance feedback for that bidder from TP Discoms User Group shall only be considered irrespective of performance certificates issued by any third organization. Performance must be from not below the level of Chief-Contracts/ Head-Contract.
3	NIT No.: TPSODL/OT/2024-25/2500000920 - Clause No: 7.4 Payment Terms	The prices shall remain FIRM during the entire contract period. However, Initially, Rate Contract shall be issued with a validity period of one year. RC shall be renewed for 2nd year based on the performance of BA and at TPSODL discretion. Price Escalation for 2nd year shall be fixed @5%. Illustration of price escalation is mentioned below for ref. -Total all Inclusive value applicable prices for 2nd Year $Y = X + (X \times 5\%)$, Where X = 1st Year All Inclusive Price Where Y = 2nd All Inclusive Price -	The tender states that the price will be fixed for the first year from the date of award of the contract and will increase by 5% in the second year. We would like to clarify that this 5% increase is fixed and independent of any change in the minimum wage, statutory benefits (e.g., fringe benefits, any material escalations) or applicable tax structure, especially since the minimum wage can be revised by the government twice in a financial year. Please confirm whether any such statutory changes will be acceptable during the contract period, other than the quoted rates.	2nd year price escalation on 1st Year All Inclusive Price, Price Escalation for 2nd year shall be fixed @5%. Illustration of price escalation is mentioned below for ref. -Total all Inclusive value applicable prices for 2nd Year $Y = X + (X \times 5\%)$, Where X = 1st Year All Inclusive Price Where Y = 2nd All Inclusive Price, The BA shall ensure full compliance with all applicable statutory requirements, Minimum wages, VDA, PF, ESIC, Bonus & Leaves, etc, Please note that any increase in minimum wages or VDA during the contract period by GoO, shall be borne by the BA. No amendments or revisions will be issued by TPSODL in this regard. Bidders are expected to submit their bids in accordance with the latest applicable notifications issued by the Government of Odisha (GoO) at the time of bidding. This condition shall remain binding throughout the duration of the contract.

FORMAT B.1				
Format for Technical Pre-Bid Queries				
Tender No TPSODL/OT/2024-25/2500000920				
Package	Rate Contract for House keeping and facility management services at various office, TPSODL			
Bidder :	Pre-Bid Query has to be sent through e-mail in TPSODL E-Tender System			
Sr. No.	Detailed Reference to TPSODL Technical Document. Please specify Document No / Clause No / Page No	Description as per Bid Document	Remarks - Query / Clarification	TPSODL Response
1	Penalties and K factor Point no 1	At Locations where only one housekeeping staff is deployed, non-providing of HK Staff will attract penalty of proportionate amt of the day.	can be penalties will be waived in case of unforeseen circumstances affecting staff availability	NO
2	Penalties and K factor Point no 2	During surprise check would be carried out by Admin-Deptt and if any level of hygiene, cleaningness conditions are found unsatisfactory on site especionly with regards to washroom, common area , water supply points, pantry area , etc	1 What specific parameters will be used to assess hygiene levels during surprise checks? 2. will there be a grace period for rectifying deficiencies before penalties are imposed?	1. Cleanliness must be maintained. Pic of the same will be shared wherever deviation noticed. 2. Yes. Depends upon nature of deficiencies.
2	Penalties and K factor Point no 3	During surprise checks , in case deficiency of any housekeeping related Materials as per prescribed above in the list is noticed/ found	1. Will there be a mechanism for reporting material shortages before penalties are applied?	BA to ensure 100% availability of material at all times.
3	Annexure II	Advance BONUS (8.33%)	Is the bonous is monthly payable basis or not	Monthly payable
4	Annexure II	Uniform cost is not mentioned	As the uniform cost is not in the Annexure II, can we charge the same from the people deployed	NO
5	Scope of work	point 7- Uniform page no-8	List of uniform details for house keeping staff and gardener	Shirt and pant for male and Saree /suit set of female
6	Scope of work	List of Cleaning Agents & housekeeping consumables to be used:	What is the total carpet area (sqft), which will enable us to calculate the comsumables cost	4 Lakhs sq ft
7	Scope of work	If any equipment Required for the office cleaning	There are no specification for House keeping equipment and tool n tackels for Carpenter/Electrician & Plumber	as per standard
8	Document no TPSMS/GSP/CSM/015	Bidder/ Vendor to provide the list of tools, tackles, equipment to be used during the job / project execution. Bidder/Vendor to ensure that all the lifting tools and tackles, pressure vessels are duly certified by the competent person authorised by the Chief Inspector of Factories of the respective state prior to start of the job	There are no details of HK Equipment/tools and tackels for Technical staff. Should we provide the details? If Yes, where should the cost needed to facor	as per standard
9	Document no TPSMS/GSP/CSM/015	Training on SOP/Work Procedures and Medical Emergency trainings imparted at their own facility, cost, and expenses. Bidders to provide the following details	We have our won trainner having certificate from competent authority. Should we do it in house	ok
10	Document no TPSMS/GSP/CSM/015	As per Clause No. 1 CSM F6 – Safety Competency Assessment Form (R8)	What is CSM, How we related to the same	Contract Safety Management (CSM) policy is applicable, and the Business Associate (BA) is required to adhere to this policy throughout the contract period. Strict compliance with the CSM guidelines is mandatory to ensure safe and efficient execution of the contract.
11	Document no TPSMS/GSP/CSM/015	Flow Chart related to CSM	What is flow chart under CSM and how we adhre or affect by the same	All the CSM criteria are applicable for the said bidder as this is a long-term contract.
12	Document no TPSMS/GSP/CSM/015	Other violation of Safety and penalty-Page No-40	Clarification needed for violation and penalty	Violation and penalty clause as per CSM R8 is applicable for the said contract.
		How many Annexures needed to stamp and sign at our end to upload in Ariba Portal	All documents needed to submit of specific	Yes, with in ZIP format