



NIT No.: TPSODL/OT/2026-27/2500001182

TP Southern ODISHA DISTRIBUTION LIMITED
(A Tata Power & Odisha Govt. joint venture)
Kamapalli, Courtpetta, Berhampur, Ganjam, Odisha, India -760 004
NIT No.: [TPSODL/OT/2026-27/2500001182](#)

Procedure for Participating in Tender

Tender Enquiry No.	Work Description	EMD (Rs.)	Tender Participation Fee (Inclusive of GST) (RS.)	Last date and time for Payment of Tender Participation Fee
TPSODL/OT/2026-27/2500001182	Design, Engineering, Supply, Installation, Testing and Commissioning of on – grid Rooftop Solar Power System (RSPS) at TPSODL offices along with Comprehensive Maintenance for Five (5) years.	2 Lakh	5,000	25.05.2026 18:00 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.

- Eligible and Interested Bidders to submit duly signed and stamped letter on Bidder's letterhead indicating.
 - Tender Enquiry number
 - Name of authorized person
 - Contact number
 - e-mail id
 - Details of submission of Tender Participation Fee
 - GST Number
- 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 no:
Beneficiary Name: TP Southern Odisha Distribution Limited.
Account No : 625901010050070
Name of the Bank: Union Bank of India, Kamapalli Branch, Berhampur
IFSC Code : UBIN0562599
E-mail with necessary attachment of 1 and 2 above to be send to suvashis.guha@tpsouthernodisha.com with copy to vijay.kumar@tpsouthernodisha.com before “Last date and time for Payment of Tender Participation Fee”.
- Bids are to be submitted only through online e-procurement platform, ARIBA. Any other form of bid submission will not be accepted. Link for bidding through ARIBA e-procurement platform will be mailed to bidder once Letter received as mentioned in point no 1 & 2 above.
- Refer Tender Document for other details.
- MSME BA from Odisha may refer and follow as per TPSODL GCC norms- Clause 9.4.

Open Tender Notification

For

Rate Contract for Design, Engineering, Supply, Installation, Testing and Commissioning of On – Grid Roof top Solar Power System (RSPS) at TPSODL offices along with Comprehensive Maintenance for Five (5) years.

Tender Enquiry No.: TPSODL/OT/2025-26/2500001182

Due Date for Bid Submission: 06.06.2026 [18:00 Hrs.]

TP SOUTHERN ODISHA DISTRIBUTION LIMITED
(A Tata Power and Odisha Government Joint Venture)
Corporate office: Kamapalli, Courtpetta, Berhampur,
Ganjam, Odisha, India -760 004
Website : www.tpsouthernodisha.com
Email : tpsodl@tpsouthernodisha.com
Corporate Identity Number (CIN) : U40300OR2020SGC035195

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1. Event Information

1.1. Scope of work

Open Tenders are invited through E-Tender Bidding Process from interested Bidders for entering into Rate Contract as defined below:

Sl. No.	Description	EMD Amount (Rs.)*	Tender Fee incl. GST (Rs.)**
1	Rate Contract for Design, Engineering, Supply, Installation, Testing and Commissioning of on – grid Roof top Solar Power System (RSPS) at TPSODL offices along with Comprehensive Maintenance for Five (5) years	2,00,000	5,000
<p>* EMD is exempted for MSMEs registered in the State of Odisha. ** MSMEs registered in the State of Odisha shall pay tender fee of Rs. 1,000/- including GST.</p>			

1.2. Availability of Tender Documents

Non-transferable tender documents may be purchased by interested eligible bidders from address given below on submission of written application to the under mentioned and upon payment of non-refundable Tender Fee.

Chief (Contracts & Store)
TP Southern Odisha Distribution Limited
BPR North Star Building, 2nd Floor,
Khodasingi, Berhampur, Odisha-760010

1.3. Calendar of Events

(a)	Date of sale/ availability of tender documents from TPSODL Website	From 16.05.2026 onwards
(b)	Last date and time of Payment of Tender Fee	25.05.2026; 18:00 Hours
(c)	Last Date of receipt of pre-bid queries if any.	24.05.2026; 18:00 Hours
(d)	Date and Time of Pre-Bid Meeting	NA
(e)	Last Date of Posting Consolidated replies to all the pre-bid queries as received	30.05.2026; 20:00 Hours
(f)	Last date and time of receipt of Bids	06.06.2026; 18:00 Hours
(g)	Date & Time of opening technical bids & EMD (Envelope-1 & 2)	06.06.2026; 18:00 Hours onwards

Note: - In the event of last date specified for submission of bids and date of opening of bids is declared as a closed holiday for TPSODL's office, the last date of submission of bids and date of opening of bids will be the day following working day at appointed times.

1.2 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:

- i. EMD of requisite value and validity
- ii. Tender fee of requisite value
- iii. Price Bid as per the Price Schedule mentioned in Annexure I (BOQ)
- iv. Necessary documents against compliance to Qualification Requirements mentioned at Clause 1.7 of this Tender Document
- v. Filled in Schedule of Deviations as per Annexure III
- vi. Filled in Schedule of Commercial Specifications as per Annexure IV
- vii. Receipt of Bid within the due date and time

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

1.7 Qualification Criteria

- 1. The bidder should have average annual turnover of Rs. 2 Cr. in any of the three financial years out of FY 21-22, FY 22-23, FY 23-24 & FY 24-25. Audited balance sheet, profit and loss account statement accompanied with auditor's report from the statutory auditors / CA certificate to be submitted.

2. The Bidder must have the experience of installation and commissioning RSPS (Rooftop Solar Power System) of cumulative capacity 200 KWp and at least one location with a minimum of 25 kWp, in any Govt. / Private / PSU establishment during the last 3 financial years. The last day of April' 2026 is to be counted for the purpose of year calculation. Copy of the work completion certificates shall be submitted as a supporting document.
3. Bidder should have performance certificate for at least two years satisfactory performance from minimum 1 reputed utility for above 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 supply of similar product, performance feedback (issued by at least Head level at TATA Power and its group company) of the same will be solely considered irrespective of the performance certificate issued by the bidder's other customers/utilities.

Note: The last day of April' 2026 is to be counted for the purpose of year calculation.

4. Bidder should not be blacklisted by any Govt. Organization / utility. Bidder must submit the self-undertaking. Bidders presently under blacklisting by TPSODL, Tata Group Companies, the Government of Odisha, or any other utility in India due to any reason related to similar supply/service contract will be considered ineligible to participate in this tender. This supersedes the Performance Certificate Clause of Qualification Criteria.

Note –

Debarment' will not be considered as 'Blacklisting'.

5. 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. BA shall submit Proper notarized authorization letter/ Power of Attorney to sign the tender on the behalf of bidder / company.
6. The BA shall pay and discharge all its obligations towards its employees and agents etc., for payment of their dues including wages, minimum wages as revised from time to time by the respective authorities, salaries, allowances, provident fund and Employees' State Insurance Corporation contributions, gratuity, bonus or any other contractual or statutory or social security liabilities. The BA agrees to absolve TPSODL from all liabilities as stated under this clause and also from all the liabilities with regard to all other statutory enactment to the extent applicable to the Services provided by the BA. It is clearly understood that, should TPSODL be called upon to make any payment including any penalty to any authorities in this behalf, the BA shall immediately reimburse such amounts to TPSODL without protest even after the Agreement is terminated or during the currency of this Agreement provided the claim relates to a period during which Services were being provided by BA to TPSODL. Bidder must submit the self-undertaking.
7. The bidder should have valid Labour License. If Labour license is not available, bidder has to submit undertaking and provide valid Labour License within 20 days from the date of award of the contract.

Note:

TPSODL reserves the right to disqualify the bidder/s during techno -commercial evaluation of the bid, in case it is found that some matter/ case pertaining to the bidder is prevalent under any kind of litigation (filed by either of the party) with TPSODL / Tata Power / Tata Power group companies. This will also include old pending matters, if any, of erstwhile SOUTHCO era.

Preferential norms for Odisha MSMEs as mentioned hereunder shall also be applicable.

1) Tender Fees

To participate in the tender, MSMEs registered in the State of Odisha shall pay Rs.1,000/- including GST towards cost of tender paper.

2) Earnest Money Deposit (EMD)

EMD shall be exempted for MSME registered in the State of Odisha. However, Bidder shall be barred to participate in the tendering process for a period of 2 years in case it backs out post award of the contract.

3) Qualification Requirement for Open Tenders

Qualification Requirement of Financial Turnover for MSME registered in the State of Odisha shall be reduced to 20% of the existing criteria.

For Technical Qualification, instead of relying on the volumes / value of earlier Supplies / Projects, assessment of the Bidder shall be done on the basis of feedback from Customers. Past performance experience at Tata Power and its Group Companies (certified from Head/Chief level) shall supersede feedback from other Customers.

4) Performance Bank Guarantees

Performance Bank Guarantee for MSME registered in the State of Odisha shall be 25% of the value normally prescribed.

Note:

In case the bidder has a previous association with TPSODL for similar products and services, the performance feedback for that bidder from TPSODL User Group shall only be considered irrespective of performance certificates issued by any third organization.

However, TPSODL reserve the right to scrutinize and reject any of such existing vendors without assigning reason what so ever may be.

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, TPSODL 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:

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- 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 TPSODL. This includes all bidding information submitted to TPSODL. All tender documents remain the property of TPSODL and all suppliers are required to return these documents to TPSODL upon request. Suppliers who do not honor these confidentiality provisions will be excluded from participating in future bidding events.

2. Evaluation Criteria

1. The bids will be evaluated techno - commercially on the compliance to tender terms and conditions.
2. 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 in tender document]. TPSODL however, reserves right to split the complete tender value/ quantity among more than one Bidder. Hence all bidders are advised to quote their most competitive rates.

Note:

It is intended to split the contract among maximum 02 nos. of bidders. Maximum 04 nos. of eligible bidders (L-1 to L-4) shall be allowed in RA process. Balance bidders i.e. L5, L6 & and so on, would not be allowed to participate in the RA process.

3. DISCOM reserves the right to modify splitting ratio based on successful bidders' turnover irrespective of its ranking as per the business requirement.
4. Bidder shall mandatorily submit their capability to handle maximum quantum of Work during the contract tenure period. TPSODL reserves the right to decide the allocation of value/ quantity upon an individual BA.

NOTE:

- Based on latest / previous years experiences of Tata Power / Tata Power group companies with BA, TPSODL reserves the right to disqualify the bidders during techno - commercial evaluation of the bid.
- In case of a new bidder not registered, factory inspection and evaluation may be carried out to ascertain bidder's manufacturing capability and quality procedures. However, TPSODL 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 TPSODL shall be final and binding on the bidder in this regard.

2.1 Price Variation Clause: Prices shall be quoted on **Fixed and Firm basis** without any Price escalation clause.

2.2 Quantity variation Clause: There will not be any guarantee on quantity of job. Job has to be carried out on as and when required basis order from TPSODL on the quantity to be specified in the order.

Note:

TPSODL reserves the right to enhance the RC / PO value to the extent of 15% within the contractual period.

3. Submission of Bid Documents

3.1 Bid Submission

Bidders are requested to submit their offer in line with this Tender document through e-tendering process.

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

All communication will be done strictly with the bidder who have done the above step to participate in the Tender.

Bids shall be submitted in 3 (three) parts:

FIRST PART: "EMD" as applicable shall be submitted. *The EMD of Rs. 2,00,000 (Rupees Two Lakh Only) shall be valid for 210 days from the due date of bid submission* in the form of Bank Guarantee / Bank Draft / Bankers Pay Order (issued from a Scheduled Bank) online NEFT/ RTGS transfer favoring 'TP Southern Odisha Distribution Limited' payable at Berhampur. The EMD has to be strictly in the format as mentioned in General Condition of Contract, failing which it shall not be accepted by TPSODL and the bid as submitted shall be liable for rejection.

A separate *non-refundable tender fee of Rs. 5,000.00 (Rupees Five Thousand only)* of stipulated amount also needs to be transferred online through NEFT/ RTGS in case the tender document is downloaded from our website.

TPSODL Bank Details for transferring Tender Fee and EMD is as below:

Beneficiary Name : TP Southern Odisha Distribution Limited.
Account No : 625901010050070
Name of the Bank : Union Bank of India, Kamapalli Branch, Berhampur
IFSC Code : UBIN0562599

Note- EMD is preferred in form of Bank Guarantee and to be delivered at the following address. However, in view of present situation if Bidder is finding it difficult to make and submit BG for EMD amount, they can do online transfer of EMD amount in the above-mentioned Account and submit proof of the same as part of Bid Submission.

Please note that in such case, Tender Fee and EMD should be strictly 2 separate transactions.

Please note as return of EMD from Bank Account is non-standard practice the same may take more time than return of EMD BG.

EMD Original Hard Copy shall be delivered at the following address in Envelope clearly indicating Tender Reference/ Enquiry Number, Name of Tender and Bidder Name

Chief (Contracts & Store)

TP Southern Odisha Distribution Limited
BPR North Star Building, 2nd Floor,
Khodasingi, Berhampur, Odisha-760010

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 (if 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 TPSODL E-tender System (Ariba) only. 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 TPSODL E-Tendering system (Ariba) only. Hard copy of Price Bid not to be submitted

The EMD in the form of Bank Draft / BG / Bankers Pay Order shall be submitted in original hard copy and then placed in sealed envelope which shall be clearly marked as below:

EMD

“Rate Contract for Design, Engineering, Supply, Installation, Testing and Commissioning of On – Grid Roof top Solar Power System (RSPS) at TPSODL offices along with Comprehensive Maintenance for Five (5) years”

AT TPSODL, ODISHA the Bid prepared by the Bidder, and all correspondence and documents relating to the Bid exchanged by the Bidder and the TPSODL, shall be written in the English Language. Any printed literature furnished by the Bidder may be written in another Language, provided that this literature is accompanied by an English translation, in which case, for purposes of interpretation of the Bid, the English translation shall govern.

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 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

All the bidders are requested to send their pre-bid queries (if any) against this tender through e-mail within the stipulated timelines. The consolidated reply to all the queries received shall be posted on TPSODL website by the stipulated timelines as detailed in calendar of events.

Communication Details:

Name: Mr. Suvashis Guha.

Contact No: 8777084275

E-Mail ID: suvashis.guha@tpsouthernodisha.com

Head – Procurement

Name: Mr. Vijay Kumar

Contact No.:9871798582

E-Mail ID: vijay.kumar@tpsouthernodisha.com

Chief – Contracts and Store

Name: Mr. Subrata Dey

Contact No.:9818603067

E-Mail ID: subrata.dey@tpsouthernodisha.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 TPSODL. 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.

Applicable GST to be specified clearly.

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

The EMD shall be denominated in any of the following form:

- Banker's Cheque/ Demand Draft/ Pay order drawn in favor of TP Southern Odisha Distribution Limited payable at Berhampur.
- Online transfer of requisite amount through NEFT/ RTGS.
- Bank Guarantee valid for 210 days after due date of submission.

The EMD shall be forfeited in case:

- a) The bidder withdraws its bid during the period of specified bid validity.
- Or**
- b) The successful Bidder does not
 - I) accept the Purchase Order/Rate Contract, or
 - II) furnish the required Performance Security Bank Guarantee

3.9 Type Tests (if applicable)

The type tests specified in TPSODL specifications should have been carried out within five years prior to the date of opening of technical bids and test reports are to be submitted along with the bids. If type tests carried out are not within the five years prior to the date of bidding, the bidder will arrange to carry out type tests specified, at his cost. The decision to accept/reject such bids rests with TPSODL.

4 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 TPSODL's processing of Bids or award decisions may result in rejection of the Bidder's Bid.

4.2. Technical Bid Opening

Bids will be opened at TPSODL Office, Berhampur. Technical bid must not contain any cost information whatsoever.

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, the technical bid of the bidders who have furnished the requisite EMD will be opened, one by one.

4.3. Preliminary Examination of Bids/Responsiveness

TPSODL 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. TPSODL 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, TPSODL 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 TPSODL 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, TPSODL may, at its discretion, ask the Bidder for a clarification on its Bid for any deviations with respect to the TPSODL 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 TPSODL.

4.5. Price Bid Opening

Price bids will be opened internally (in case of RA) without the presence of any bidder representative. 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 TPSODL without any further correspondence in this regard.

4.6. Reverse Auctions

TPSODL 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. **The RA process shall be applicable as per the Evaluation Criteria mentioned in point 2.0.**

5 Award Decision

TPSODL 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 3.2 above. The decision to place Rate Contract /LOI/PO solely depends on TPSODL on the cost competitiveness across multiple lots, quality, delivery and bidder's capacity, in addition to other factors that TPSODL may deem relevant.

TPSODL 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 TPSODL reserves the right to award other suppliers who are found fit.

6 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. Acceptance Form for Participation in Reverse Auction (Annexure VI)
7. General Conditions of Contract (Annexure VIII)

7 Post Award Contract Administration

7.1. Special Conditions of Contract

1. After finalization of tender, Rate Contract shall be issued on successful bidders with a validity period for Twelve Months from the issuance of RC. Rate shall remain FIRM. Release order shall be issued as per the requirement of TPSODL.
2. The rates quoted shall be FOR PAN TPSODL offices / locations, Odisha and inclusive of transportation of materials, transit insurance, loading, unloading, packing, forwarding, installation, testing, commissioning, comprehensive maintenance for five (5) years, any other charges, taxes and duties including GST.

3. The successful bidders will also provide the following services without any additional cost:
- Submission of STAAD report of Cyclone resilient Structure and getting it vetted by a Chartered Engineer.
 - Sprinkler system as per the design of capacity of the Plant for cleaning of solar panels.
 - 30 FT self-supported ladder for sites with Canopy designs will be carried to the sites during installation commissioning and AMC.
 - Only 4 OEMs (Tata Power, Vikram, Waree & Adani) are to be considered for solar panels against the MNRE list.
 - Inspection and approval from the electrical inspector (if any) for only solar work.
 - The BA shall pay and discharge all its obligations towards its employees and agents etc., for payment of their dues including wages, minimum wages as revised from time to time by the respective authorities, salaries, allowances, provident fund and Employees' State Insurance Corporation contributions, gratuity, bonus or any other contractual or statutory or social security liabilities. The BA agrees to absolve TPSODL from all liabilities as stated under this clause and also from all the liabilities with regard to all other statutory enactment to the extent applicable to the Services provided by the BA. It is clearly understood that, should TPSODL be called upon to make any payment including any penalty to any authorities in this behalf, the BA shall immediately reimburse such amounts to TPSODL without protest even after the Agreement is terminated or during the currency of this Agreement provided the claim relates to a period during which Services were being provided by BA to TPSODL.
4. Location details will be provided while issuing RO with minimum capacity range may vary from 10 Kwp to 40Kwp for single location. However, to suit site conditions / availability, TPSODL has the right to reduce the minimum quantity / capacity at a single location.
5. Performance Warranty and AMC will be start from the date of location wise commissioning & HO/TO of the project.
6. The relevant drawings and GTPs (as applicable) shall be submitted by BA within 1 week from the date of issuance of RC.
7. Material delivery and installation & commissioning activities shall be completed within 75 days from the date of issuance of RO / GTP approval whichever is later. Rate shall remain FIRM.

Note: It is the responsibility of the BA to get the GTP approval within 2 weeks from the date of award of Rate Contract.

8. PBG: Business Associate (BA) shall submit applicable Performance Bank Guarantee within 15 days of issuance of RC. PBG applicable shall be 5% of RC Value (for MSME

registered in the State of Odisha shall be 25% of the value normally prescribed). PBG submitted, shall be released after completion of applicable defect liability period (for Overall system) plus one month.

9. All routine, acceptance & type tests and pre-dispatch inspection shall be carried out in accordance with the relevant IS/IEC/TPSODL technical specifications and shall be witnessed by the TPSODL /his authorized representatives.
10. Survey: The Bidder shall conduct survey of the mentioned areas and actual quantity/capacity may change after survey and RO shall be issued accordingly. Survey shall be completed within 4 days from the date of issue of Rate contract. TPSODL has the right to reduce the minimum quantity/capacity at a single location.
11. SITC of On-grid rooftop solar is including of 5 years Comprehensive AMC. Detailed O&M guidelines is as per technical specification attached separately with this tender.
12. Pre-dispatch inspection & MDCC: Applicable as per technical specification attached separately with this tender.
13. The material received at TPSODL, Odisha shall be inspected for acceptance and shall be liable for rejection, if found different from the reports of the pre-dispatch inspection.
14. LD: Liquidated damages @1% of the total executed contract value per week or part thereof, for the period of delay in integrated completion, subject to maximum 10% of the value of the contract (as per TPSODL GCC).
15. Successful Bidders will provide necessary documents enabling TPSODL to avail applicable MNRE Grant.
16. Bidders to ensure that their GST registration is valid during validity of contract. Any violation, in this regard may lead to contractual consequences not limited to blacklisting but also payment will be blocked for the works executed. BA must ensure that adequate manpower is available for working at site.
17. Guarantee/Warranty: Guarantee/warranty period shall be 5 years for Overall system. For Solar PV panel Guarantee/warranty shall be 25 years Other details of guarantee clause will remain the same as mentioned in technical specifications technical specification attached separately with this tender.
18. TPSODL reserves the right to short close the issued RO/RC, in case of any quality issues.
19. All other terms and conditions will remain same as per agreed terms and conditions with BA and TPSODL- GCC (Composite) shall be applicable.

7.2 Delivery Terms / Contract Period

The delivery of material shall be made as per special condition of contract mentioned in point 7.1

7.3 Completion Period

As per SCC (7.1)

7.4 Guarantee Period

Guarantee Period of the supplied material shall be as per technical specification attached here with this tender.

7.5 Payment Terms

Rate shall remain FIRM till the validity of Rate Contract.

On delivery of the material in good conditions along with the installation & commissioning activities at TPSODL in all respect and certification of acceptance by certified official, Business Associate shall submit the Bills / Invoices along with the PV invoice (if Applicable) in the name of TP Southern Odisha Distribution Limited to SIGITEK portal.

(A) 75% of gross invoice on account payment against the actual executed value certified by EIC of TPSODL in running bill. Payment shall be release within 15 days from the error free certified invoice. Following documents shall be submitted.

1. Requisite CPBG as per tender (if applicable)
2. Tax invoice of 100% commissioned quantities along-with completion certificate.
3. MDCC copy of Inspected Materials. (if applicable)
4. Manufacturer's/Contractor's guarantee certificate of Quality
5. HO/TO certificate

(B) Balance 25% of the gross invoice value shall be paid as per the following milestones from the date of completion with no objection certificate from the site:

- 5% of gross invoice value shall be released after successful completion of 1st year of comprehensive AMC.
- 5% of gross invoice value shall be released after successful completion of 2nd year of comprehensive AMC.
- 5% of gross invoice value shall be released after successful completion of 3rd year of comprehensive AMC.
- 5% of gross invoice value shall be released after successful completion of 4th year of comprehensive AMC.
- 5% of gross invoice value shall be released after successful completion of 5th year of comprehensive AMC.

Tax invoices submitted shall be location wise.

E- Invoice Clause: The Central Board of Indirect Taxes and Customs vide Notification No. 10/2023 – Central Tax dated 10th May, 2023 have notified the mandatory issuance of E-Invoices w.e.f. 1st August 2023 for those suppliers whose turnover during previous years have exceeded Rs.5 crs.

In view of the aforesaid notification your office is required to issue Tax Invoice with appropriate IRN (Invoice Reference Number) and QR Code printed on the face of the invoice. Please note invoices issued without IRN and QR code if applicable to your organization will be rejected as the same is not considered as a valid Tax Invoice.

Below are the check points while receiving the invoice from Vendor.

- a. Tax Invoice must be written if GST is charged. (Invoice/Bill will not be accepted)
- b. HSN or SAC Code is mandatory if Tax invoice is being issued.
- c. Original for Recipient should be written if original invoice is being submitted.
- d. Company Name and Address with state code should be mentioned properly. "TP Southern Odisha Distribution Limited.
- e. Invoice number must be within 16 Digit.
- f. Invoice Date must be mentioned.
- g. GST and PAN of both supplier and TPSODL must be mentioned.
- h. E-Invoice is mandatory if BA's turnover is above Rs. 5 Cr. (Manual Invoice won't be processed)
- i. Bank Details should be written on the invoice (Optional)

7.6 Drawing Submission and Approval

The relevant drawings and GTPs need to be submitted within two weeks of receipt of from LOI/PO whichever is earlier by the successful bidder to TPSODL for approval. In case, re-submission of drawings is required on request of TPSODL, same needs to be submitted back to TPSODL within 5 days of such request.

7.7 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. Please refer attached Environment Policy and Sustainability Policy, Annexure-XI for more details.

7.8 Ethics

TPSODL is an ethical organization and as a policy TPSODL 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.

TPSODL 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 Tata Code of Conduct (TCOC) attached at Annexure X for more information.

Any ethical concerns with respect to this tender can be reported to the following e-mail ID: mpkulkarni@tpsouthernodisha.com.

8 Specification and standards

As per Annexure II of Tender Document

9 General Condition of Contract

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

10 Safety

All jobs are this tender have to be executed strictly in compliance to the Safety terms and Conditions of TP Southern Odisha Distribution Limited. Please refer attached Safety terms and conditions, Annexure-IX, for details. Violation of Safety norms will result in Penalty as mentioned in the above document.

ANNEXURE I

Schedule for Items

Sl. No.	Item Description	Capacity Allocated (KWp)	Unit Price per KWp (Rs.)	GST @5% on Supply (70%) (Rs.)	GST @18% on ITC (30%) (Rs.)	All Incl..Unit Price with GST per KWp (Rs.)	Total Amount (Rs.)
A	B	C	D	E	F	G = D+E+F	H=G X C
1	Rate Contract for Design, Engineering and Supply of On – Grid Roof top Solar Power System (RSPS) at TPSODL offices as per technical specifications.	500			NA		
2	Rate Contract for Installation, Testing and Commissioning of On – Grid Roof top Solar Power System (RSPS) at TPSODL offices along with Comprehensive Maintenance for Five (5) years as per technical specifications.	500		NA			

Note: The bidders are advised to quote prices for all the line items.

Signature & Seal of the Bid

NOTE:

- Total Inclusive amount as mentioned above, shall be inclusive of all taxes, duties, freight, and insurance, loading & unloading, installation, testing and commissioning charges Comprehensive Maintenance for Five (5) years.
- Survey shall be conducted by BA and actual quantity may be changed after survey reports.
- The bids will be evaluated commercially on overall lowest cost for the complete tender BOQ as calculated in Schedule of Items [Annexure I]
- The unit price with GST in column no. 8, is landed price on FOR PAN TPSODL sites/locations, Odisha basis.
- The bidders are advised to quote prices strictly in the above format. Failing to do so, bids are liable for rejection.
- The bidder must fill each and every column of the above format (as applicable). Mentioning “extra/inclusive” in any of the column may lead for rejection of the price bid.
- The quantities mentioned in the above BOQ are tentative and for evaluation purpose only. Also based on actual requirements, actual quantities may be increased/ decreased within overall RC value.
- No cutting/ overwriting in the prices is permissible.

ANNEXURE II

Technical Specifications

Attached separately with the tender

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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 TPSODL'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.)

**S. No. Particulars
Remarks**

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 GST	Yes / No (If Yes, indicate % rate)
1d.	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 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.)

Seal of the Bidder:

Signature:

Name:

ANNEXURE V

Checklist of all the documents to be submitted with the Bid

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

Sl. No.	Documents attached	Yes / No / Not Applicable
1	EMD of required value	
2	Tender Fee as mentioned in this tender	
3	Signed copy of this tender 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	

Seal of the Bidder:

Signature:

Name

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 fairer and more transparent, TPSODL intends to use the reverse auctions 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. TPSODL 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. TPSODL will make every effort to make the bid process transparent. However, the award decision by TPSODL would be final and binding on the supplier.
3. The bidder agrees to non-disclosure of trade information regarding the purchase, identity of TPSODL, 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 TPSODL.
6. In case of intranet medium, TPSODL shall provide the infrastructure to bidders. Further, TPSODL 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 TPSODL.
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 TPSODL 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 auction event shall be considered by TPSODL.
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

ANNEXURE VII

Scope of Work and Service Level agreement

Please refer the details mentioned in technical specification.

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ANNEXURE VIII

GENERAL CONDITIONS OF CONTRACT

Attached Separately: TPSODL- General Conditions of Contract for Composite Orders.

ANNEXURE IX

SAFETY POLICY AND SAFETY TERMS AND CONDITIONS

(Attached separately)

ANNEXURE X

TATA CODE OF CONDUCT (TCOC)

(Attached separately)

ANNEXURE XI

ENVIRONMENT & SUSTAINABILITY POLICY

(Attached separately)