



TP WESTERN ODISHA DISTRIBUTION LIMITED
(A Tata Power & Odisha Govt. joint venture)

Tender Ref No. TPWODL/PJ/O/SU/2500001018

Open Tender Notification

For

**One Year Rate contract for supply of Different
types of LED LIGHTS.**

**Tender Enquiry No.: TPWODL/PJ/O/SU/2500001018,
Due Date for Bid Submission: 22nd. Aug'2025 [18:00
Hrs.]**

**TP WESTERN ODISHA DISTRIBUTION LIMITED
(A TPWODL and Odisha Government Joint Venture)
Head - Contracts & Procurement Department
Corporate office: Burla-768017**

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1.0 Event Information

Bids are invited in Two Bid system from interested Bidders to establish a Rate contract for 1year of validity as mentioned below:

Tender Enquiry No	Work Description	EMD (₹)	Tender Participation Fee (₹)	Last Date and Time for payment of Tender Participation Fee
TPWODL/PJ/O/SU/250001018	One year RC for supply of different types of LED Lights.	50,00,000	5000 (Incl. GST)	02.08.2025 15:00 Hours

***EMD exempted for MSMEs registered in the State of Odisha.**

**** Tender fee – Rs. 1,000/- including GST. for MSMEs registered in the State of Odisha (Ref. Odisha MSME Preferential Norms^ for details on Odisha MSME support)**

1.1 Scope of work

Bids are invited from interested Bidders to award Rate Contract for Procurement of LED Lights of various ratings as mentioned below:

Rate contract (RC) for supply of Different types of LED Light.			
Sl. No.	Item Description	UOM	TPWODL Requirement-Nos.
1	LED High Bay Lights wide beam - 220 V, 120W	Nos.	1200
2	LED Street Light - 220 V, 120 W	Nos.	1500
3	LED Flood Light with Lens - 220 V, 120 W	Nos.	1500

^Odisha MSME Preferential Norms

- Tender Fees Relaxation:** To participate in the tender, MSMEs registered in the State of Odisha shall pay Rs.1,000/- including GST towards cost of tender paper.
- Earnest Money Deposit (EMD) Exemption:** 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.
- Qualification Requirement Relaxation:** Qualification Requirement of Financial Turnover for MSME registered in the State of Odisha shall be reduced to 20% of the existing criteria.
- Past Experience Relaxation:** 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 shall supersede feedback from other Customers.
- Reservation for MSME:** TPWODL shall procure at least 20% of the total volume of the procurement from MSME registered in the State of Odisha (however, it shall not apply where goods/services are not available with the MSME), subject to matching L1 discovered prices and meeting technical specifications including quality requirements.
- Performance Bank Guarantee (PBG) Relaxation:** Performance Bank Guarantee for MSME registered in the State of Odisha shall be 25% of the value normally prescribed.



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1.2 Availability of Tender Documents

The bidder can get primary information about the tender from the Newspaper advertisement. Tender documents can be downloaded from TPWODL' website: - www.tpwesternodisha.com

Non-Refundable Tender Participation Fee, as indicated in tender document, to be submitted before last date of tender fee payment, in the form of direct deposit / NEFT / RTGS in the following bank account.

Beneficiary Name: TPWODL Expenditure Account

Bank Name: Union Bank of India

Branch Name: Sambalpur Naya Para

Address: At/Po: Sambalpur, Dt: Sambalpur, Odisha-768 001

Branch Code: 536521

Account No.: 365201010033244

Account Type: Current

IFSC Code: UBIN0536521

To receive online bidding link, eligible and Interested bidder shall send an email to Package Owner (Ref. Clause 4.0 for details) attaching duly signed and stamped letter on Bidder's letterhead, with following details, expressing their intent to bid against above tender in following format:

Sr No	Description	Bidder's Response
i)	Tender Enquiry No.	
ii)	Description of materials / Works Tendered	
iii)	Name and address of the bidding company	
iv)	Name of the authorized contact person	
v)	Contact No. of authorized person	
vi)	E-mail Id to which online ARIBA link to be sent	
vii)	Tender Fee details (Amount / NEFT-RTGS UTR No / Date) (Ref sec 1.2)	
viii)	GST No. of bidder	
ix)	MSME Certificate (if applicable)	
x)	Postal address of bidder for return of EMD BG	

E-mail has to be sent to priyabrat.jena@tpwesternodisha.com with copy to Head - Contracts & Procurement <ajit.singh@tpwesternodisha.com> before last date and time for payment of tender participation fee (Clause 1.3).

On receipt of the above letter, after due verification, ARIBA link for participation in the tender will be sent to bidder's e-mail address from ARIBA system. Bids shall be submitted only through online e-procurement platform, ARIBA. Any other form of bid submission shall not be accepted. **(Ref. Annexure XII for detailed instructions on bid submission in ARIBA)**



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1.3 Calendar of Events

(a)	Date of sale/ availability of tender documents from Website	24.07.2025
(b)	Date by which Interested and Eligible Bidder to pay Tender Fee and confirm participation as mentioned in "Procedure to Participate in Tender"	02.08.2025, 15:00 Hours
(c)	Date & Time of Pre-Bid Meeting (If any)	Shall be intimated, if any
(d)	Due Date of receipt of pre-bid queries by e-mail, if any	07.08.2025, 18:00 Hours
(e)	Due Date of Posting Consolidated replies to all the pre-bid queries as received	12.08.2025, 18:00 Hours
(f)	Due date and time of receipt of Bids	22.08.2025, 18:00 Hours

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 TP Discoms office, the last date of submission of bids and date of opening of bids will be the day following working day at appointed times.

2.0 Pre- Qualification Criteria

Technical Requirement:

1. The bidder should be preferably an OEM of LED Lights, Fittings and Accessories. In case, bidder is not an OEM, then the bidder must submit the authorization letter from Principal OEM. The Authorization Certificate shall be furnished on the letter head of the OEM duly signed by the authorized signatory.

If Principal OEM participates in Bidding Process, the bids of Authorized trader / Channel Partner/ dealer/distributor shall be treated as 'cancelled' if they unable to furnish 'Letter of Consent' from Principal OEM.

OEM can authorize only one of their Channel partners to participate in the bidding and the authorized channel partner must offer products of only one OEM.

2. In-house Testing Facility- The bidder should have in-house testing facilities to conduct routine and acceptance tests on LED lights.

In case accessories/fittings are manufactured through third party works.

Bidder shall also arrange for factory evaluation/ pre-dispatch inspection/ routine and acceptance tests at their works, as per requirement. Bidder must submit undertaking to facilitate in-house testing for inspection.

3. At least two (02) Performance Certificate by any Discoms / PSUs/ Reputed companies is to be submitted. The work against these issued certificates should be completed in last 07 years from the date of bid submission. In case the bidder has got previous association with Tata Power for supply of similar product, performance feedback of the same will be solely considered irrespective of the performance certificate issued by bidder's other customers.

Performance certificate (Year calculation to be done w.r.t the date of Bid Submission).

4. Bidder shall declare the monthly capacity (for supply of the tender qty.) on letter head duly signed by authorized signatory.



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Commercial Requirements:

1. Bidder should have an average annual turnover of Rs. 2 crores in last 3 financial years FY 21-22, FY 22-23 and FY 23-24. Qualification Requirement of Financial Turnover for MSME registered in the State of Odisha shall be reduced to 20% of the existing criteria. (Copy of audited P&L Account (with UDIN no.) to be submitted in this regard).

2. Experience –

The bidder should have supplied total 10,000 nos. of LED Lights (120 W or above) in the last five years. (Year calculation to be done w.r.t to the date of Bid Submission). Order copy to be Provided.

3. The prospective Bidder(s) should be having following certificates.

a. Valid GST Registration Certificate.

b. Valid PAN No.

c. Odisha State MSME Certificate (if applicable)

4. BLACK LISTING: Bidder should not have been blacklisted by any Govt. Organization / utility. (Bidder shall submit self-undertaking in this regard.)

REQUIRED DOCUMENTS: -

1) Factory License Certificate / MoA mentioning nature of Business.

2) The performance certificate and contact details of the client need to be submitted.

3) Copy of audited P&L Account (with UDIN no.) to be submitted in this regard.

4) Order copy to be provided.

5) Certificate to be submitted

3.0 Evaluation Criteria

- The bids will be evaluated techno-commercially and on qualifying criteria of tender terms and conditions.
- The bids will be evaluated commercially for all-inclusive lowest cost on LOT wise BOQ as calculated in Schedule of Items [Annexure I].
- Bidder has to mandatorily quote against each item of Schedule of Items [Annexure I]. Failing to do so, TPWODL may reject the bids.
- In case the bidder has a previous association with TPWODL for similar products, the performance feedback for that bidder from TPWODL's User Group shall only be considered irrespective of performance certificates issued by any third organization.

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



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- Based on latest / previous years experiences of Tata Power / Tata Power group companies with BA, TPWODL reserves the right to disqualify the bidders during techno - commercial evaluation of the bid.

NOTE: In case a new bidder is not registered with TPWODL, factory inspection and evaluation shall be carried out to ascertain bidder's manufacturing capability and quality procedures. However, TPWODL 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 TPWODL shall be final and binding on the bidder in this regard.

3.1 Price Basis

Price shall be fixed and firm during the contractual period.

4.0 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 website by the stipulated timelines as detailed in calendar of events.

Communication Details:

Package Owner:

Name: Choudhury Priyabrat Jena

E-Mail ID: priyabrat.jena@tpwesternodisha.com

Mob No.: - 8114393825

Head- Contracts & Procurement

Name: Mr. Ajit Singh

E-Mail ID: ajit.singh@tpwesternodisha.com

5.0 Submission of Bid Documents

5.1 Bid Submission

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

All future correspondence regarding the tender, bid submission, bid submission date extension, Pre-bid query etc. shall be through E-Tender system (Ariba).

Bids shall be submitted in 3 (Three) parts:

5.1.1 First Part: EMD

EMD as applicable shall be submitted. The EMD 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 favouring '**TP Western Odisha Distribution Limited**' payable at



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Burla. The EMD BG has to be strictly in the format as mentioned in General Condition of Contract, failing which it shall not be accepted by TPWODL and the bid as submitted shall be liable for rejection. A separate **non-refundable tender fee** of stipulated amount also needs to be transferred **online through NEFT/ RTGS** in case the tender document is downloaded from our website.

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

Beneficiary Name: TP WESTERN ODISHA DISTRIBUTION LTD.

Bank Name: UNION BANK OF INDIA

Branch Name: Burla (Andhra Bank)

Address: AT/PO: Burla

District: SAMBALPUR, ODISHA

PIN: 768 017

Account No.: 005511100001556

Type of Account: CURRENT CUM FLEXI ACCOUNT

IFSC Code: UBIN0800554

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 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.

-In such case, Tender Fee and EMD should be strictly 2 separate transactions else bids shall be rejected.

-Return of EMD from Bank Account is non-standard practice and 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

“EMD (Earnest Money Deposit)”

“Rate Contract (RC) for Procurement of Different types of LED Light.”

**Head – Contracts & Procurement
TP Western Odisha Distribution Limited
Corporate office, Burla:768017**

Kind Attn.: Mr. Choudhury Priyabrat Jena, Mob No.: 8114393825

**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.*

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

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

- Bank Guarantee in favour of TP Western Odisha Distribution Limited payable at Sambalpur/Burla.
- Online transfer of requisite amount through NEFT/ RTGS.
- Bank Guarantee valid for 210 days after due date of submission.

Ref. GCC for Format of Bank Guarantee

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, or
 - ii. furnish the required Performance Security Bank Guarantee

5.1.2 Second Part: Techno-Commercial Bid

Techno-Commercial bid shall contain the following documents. Absence of any of these may attract bid rejection:

1. Index Stating Document name & Page No./Document No. in bid. As illustrated below: ***The type tests specified in technical specifications should have been carried out within five years (unless otherwise explicitly stated) 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 DISCOM.*
2. Indexing of the Content of Techno-commercial Bid may also be furnished per the Bidder's preference. But in that case, the above- mentioned table as well as the **Corresponding Page Nos.** need to be modified and furnished accordingly.

The technical bid shall be submitted through E-tender System (Ariba) only. Hard Copy of Technical Bids need not be submitted unless specifically asked for.

5.1.3 Third Part: Price Bid

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 and Taxes & duties 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. The price bids containing any deviations/conditions shall be liable to be rejected.

Price Bid is to be submitted in soft copy through E-Tendering system (Ariba) only. Hard copy of Price Bid shall not be submitted.

The Bid prepared by the Bidder, and all correspondence and documents relating to the Bid exchanged by the Bidder and TPWODL, 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.

5.2 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.

5.3 Mandatory documents required along with the Bid

- I. EMD of requisite value and validity
- II. Tender Fee.
- III. Requisite Documents for compliance to Qualification Criteria mentioned in Clause 2.0
- IV. Acceptance of Specification, drawing with filled in GTP as per Annexure II.
- V. Duly signed and stamped 'Schedule of Deviations' as per Annexure III on bidder's letter head.
- VI. Duly signed and stamped 'Schedule of Commercial Specifications' as per Annexure IV on bidder's letter head.
- VII. Duly filled in Annexure V and VI.
- VIII. Proper authorization letter/ Power of Attorney to sign the tender on the behalf of bidder.
- IX. Copy of PAN, GST 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 (as applicable), the bid submitted by a bidder shall be liable for rejection.

5.4 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.

6 Bid Related Details

6.1 Bid Prices

Bidders need to quote for all items as per the Price schedule attached in Annexure I. 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 DISCOMs' sites. The all-inclusive prices offered shall be inclusive of all costs –Insurance, Transport, duties, taxes, levies paid or payable etc. during the execution of the supply work. Applicable GST to be specified clearly.

The quantity breaks up shown else-where other than Price Schedule may 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.

6.2 Bid Currencies

Prices shall be quoted in Indian Rupees Only unless otherwise stated explicitly.

6.3 Period of Validity of Bids

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

Notwithstanding clause above, TPWODL 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.

6.4 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.

6.5 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.

7 Bid Opening & Evaluation

7.1 Bid Confidentiality

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

7.2 Technical Bid Opening

Technical Bids shall be opened online as per schedule mentioned in section 1.3, in TPWODL Office. Bidders having authorization letter (format Annexed- XI) for attending bid opening from competent authority of respective Organizations, who may choose to be present physically / online at the time of tender opening. If the office is closed on the specified date of opening of the bids, the opening shall be

done on the next working day at the same time. Technical bid must not contain any cost information whatsoever; else bids shall be liable to be rejected.

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

7.2.3 Preliminary Examination of Bids/Responsiveness

TPWODL 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 in order & format as detailed elsewhere in this document. TPWODL 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, TPWODL 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. TPWODL reserves the right to reject non-responsive bids.

7.2.4 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, TPWODL /Engineering may at its discretion, ask the Bidder for a clarification on its Bid for any deviations with respect to specifications and attempt will be made to bring all bids on a common footing. Any such clarification as sought shall have to be responded to bidder **within two working days**, post which the bids shall be liable to be rejected. 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.

7.2.5. 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 in Clause 2.0 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. Signed and filled in Specification and GTP as per Annexure II.
- viii. Duly filled and signed Annexure V and VI.
- ix. Receipt of Bid within the due date and time.

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

7.3 Price Bid Opening

Price Bids will be opened online for all techno-commercially qualified bidders on the dates as shall be informed to qualified bidders in TPWODL Office. Bidders having authorization letter (format annexed) only for attending bid opening from competent authority of respective Organizations, who may choose to be present physically/online at the time of bid opening. If the office is closed on the specified date of opening of the bids, the opening shall be done on the next working day at the same time. 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 DISCOM without any further correspondence in this regard.

8 Market 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, TPWODL 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 honour prices submitted to the marketplace
- Breach of terms as published in TENDER / NIT

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

10 Reverse Auctions

TPWODL reserves the right to conduct the reverse auction 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.

Bidders shall be allowed to participate in Reverse auction as per following criteria hence bidders are advised to quote their most competitive rates while submitting the bids to avoid disqualification from participation in Reverse Auction.

Reverse Auction shall be as per the below approach:

No of bidders allowed to participate in RA process shall be: Total No of bidders on whom tender would be split PLUS 2 more bidders

Illustrative example: Total no of qualified bidders is 10 & tender needs to split amongst 4 bidders. PLUS 2 means (04 + 02 = 06) means lowest 6 bidders i.e., L1 to L6 bidders would be allowed in the RA process. Balance, H1 to H4 bidders would not be allowed in the RA process.

In case – Total no of qualified bidders is equal to or less than the **PLUS 2** number, all qualified bidders shall be allowed in the RA process.

Illustrative example: Total no of qualified bidders is 4 & tender needs to split amongst 2 bidders. PLUS 2 means (02 + 02 = 04), so all 4 qualified bidders would be allowed in the RA process

Illustrative example: Total no of qualified bidders is 3 & tender would be awarded to single party only. PLUS 2 means (01 + 02 = 03), so all 3 qualified bidders would be allowed in the RA process.

11 Award Decision

DISCOM 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 3.0. 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 7.2.1. The decision to place purchase order/LOI solely depends on TPWODL on bidder qualification & cost competitiveness across multiple lots, quality, delivery and bidder's capacity, in addition to other factors that TPWODL may deem relevant.

TPWODL reserves the right to split the order quantity wise/Line item wise among **1 or 2 Nos. of Bidders (Depends upon BA's last performance)**. All bidders are advised to quote their most competitive rates against each line item. However, TPWODL reserves the right to adjust the splitting as per bidders' participation/qualification/any other unforeseen condition in tender.

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

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

12 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 – Price Bid (Annexure I)
2. Technical Specifications (Annexure II)
3. Special Conditions of Contract (Clause 13.1)
4. Submission of Bid Documents (Clause 5.0)
5. Acceptance Form for Participation in Reverse Auction (Annexure VI)
6. General Conditions of Contract (Annexure VII)

13 Post Award Contract Administration

13.1 Special Conditions of Contract:

1. Rate Contract shall be valid for a period of 12 months from the placement of the Contract. Release Order (RO) shall be placed as per the requirement of TPWODL. Rates shall remain firm throughout RC period.

2. Prices shall be on FOR Basis, inclusive of Transit Insurance/ Packing & Forwarding charges and shall be inclusive of unloading & stacking at TPWODL site / store locations.

3. BA shall submit applicable PBG as per GCC within 21 days of issuance of RC. PBG applicable shall be 5% of contract value. PBG submitted, shall be released after completion of applicable guarantee period plus one month. Performance Bank Guarantee for MSME registered in the State of Odisha shall be 25% of the value normally prescribed.

4.LD: As per GCC.

5.Any change in statutory taxes, duties and levies during the contract period shall be borne by TPWODL. However, in case of delay in work execution owing to reasons not attributable to TPWODL, 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 TPWODL.

6.Delivery Timelines

All the materials shall be Delivered within 60 Days from the date of issuance of PO / CAT 'A' GTP approval, whichever is later.

7. Guarantee/Warranty Period: shall be as per the technical specification attached with the tender.

8. BA shall submit GTP/ Drawing within 15 days from issuance of the Rate contract/purchase order/Release order. If drawing is not approved by competent authority due to document shortfall or any changes are suggested, vendor has to resubmit new drawing/GTP/documents within 05 days of such intimation. BA shall offer for prototype inspection within 15 days of issuance of approved Drawings/GTP (if applicable). In case BA does not get necessary approvals for issuance of manufacturing clearances /CAT-A within mentioned / mutually agreed timelines, then TPWODL reserve the right to cancel issued Purchase order and also reserve the right to forfeit EMD/PBG.

9. Payment Terms:

On successful delivery of the materials in good condition, and certification of acceptance by TPWODL's certified official of the work, 100% payment shall be released within 60 days from the date of submission of certified bills/invoices in original in the name of TP Western Odisha Distribution Ltd. to Business associate portal (SIGITEK).

For MSME- Payment shall be made within 45 days.

10. Pre-dispatch inspection and MDCC shall be applicable as per GCC.

11. TPWODL reserves right to short close the issue Purchase Order, in case of any quality or performance issues.

12. All the terms and conditions of TPWODL GCC- Supply (attached with this tender) shall be applicable.

13. **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.

- 14. Ethics:** TPWODL are ethical organizations bound by Tata Code of Conduct. As a policy we lay 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.

TPWODL 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 for more information. For details, refer link: <https://www.tata.com/about-us/tata-code-of-conduct>

Any ethical concerns with respect to this tender can be reported to the following email ID: ppt@tpwesternodisha.com

15. Specification and standards: As per Annexure II

16. General Condition of Contract: Any condition not mentioned above shall be applicable as per GCC attached as Annexure VII along with this tender.

17. Tata Code of Conduct: Annexure IX attached along with this tender.



TP WESTERN ODISHA DISTRIBUTION LIMITED
(A Tata Power & Odisha Govt. joint venture)

Tender Ref No. TPWODL/PJ/O/SU/2500001018

ANNEXURE I
Schedule for Items

Rate contract (RC) for supply of Different types of LED Light

Sl. No.	Item Description	Qty.- Nos.	Unit	HSN/SAC Code	Unit Price (Rs. / Unit)	GST (Rs/ Unit)	All Inclusive Unit Rate (Rs.)	Total All Inclusive Value (Rs.)
A	B	C	D	E	F	G	H=(F+G)	I=(C*H)
1	LED High Bay Lights wide beam - 220 V, 120 W	1200	Nos.					
2	LED Street Light - 220 V, 120 W	1500	Nos.					
3	LED Flood Light with Lens - 220 V, 120 W	1500	Nos.					
GST@%								

Note: The items mentioned above should be supplied.

NOTE:

- Prices shall be firm till completion of supply.
- The bids will be evaluated commercially.
 - All itemized prices are to be quoted on FOR basis at TPWODL Site/ Stores.
- Rate contract (RC) shall be done by TPWODL.
- The material shall be delivered as per the location captured in the Release Order.
- 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. ***Mentioning "extra/inclusive"/other conditions in any of the column may lead for rejection of the price bid.***
- No cutting/ overwriting in the prices is permissible.
- The quantity mentioned above are for evaluation purpose only and may vary as per actual site requirement.
- The bidders are advised to quote prices strictly in the above format. Failing to do so, bids are liable for rejection.



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CONFIDENTIAL

ANNEXURE-II : Technical Specification

Attached separately with Tender



TP WESTERN ODISHA DISTRIBUTION LIMITED
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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 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
a.	If variable price variation on clause given	Yes / No
b.	Ceiling	----- %
c.	Inclusive of GST	Yes / No (If Yes, indicate % rate)
d.	Inclusive of transit insurance	Yes / No
2.	Delivery Clause acceptable	Yes / No
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.	Covered under Small Scale and Ancillary Reg'n No.) Industrial Undertaking Act 1992	Yes / No (If Yes, indicate, SSI

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:

S. 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:



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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, TPWODL 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. TPWODL 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. TPWODL will make every effort to make the bid process transparent. However, the award decision by TPWODL would be final and binding on the supplier.
3. The bidder agrees to non-disclosure of trade information regarding the purchase, identity of TPWODL, 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 TPWODL.
6. In case of intranet medium, TPWODL shall provide the infrastructure to bidders. Further, TPWODL 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.
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 TPWODL site / store.
10. The prices submitted by a bidder during the auction event shall be binding on the bidder.
11. No requests for event time extension of auction event shall be considered by TPWODL.
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 & Stamp of Bidder]



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ANNEXURE VII: General Conditions of Contract

Attached Separately with Tender



TP WESTERN ODISHA DISTRIBUTION LIMITED
(A Tata Power & Odisha Govt. joint venture)

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ANNEXURE IX : Tata Code of Conduct

The Owner abides by the Tata Code of Conduct in all its dealing with stake holders and the same shall be binding on the Owner and the Contractor for dealings under this Order/ Contract. A copy of the Tata Code of Conduct is available a tour website:

<https://www.tatapower.com/pdf/aboutus/Tata-Code-of-Conduct.pdf>

The Contractor is requested to bring any concerns regarding this to the notice of our Head - Contracts & Procurement e-mail ID: ajit.singh@tpwesternodisha.com



TP WESTERN ODISHA DISTRIBUTION LIMITED
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ANNEXURE XI : Authorization Letter Format

(To be presented by the authorized person at the time of opening of Bid on the letter head of Bidder and should be signed by an Authorized Signatory with Name and Seal of the Company)

Head - Contracts & Procurement

Tata Power Western Odisha Distribution Limited

Corporate office: Burla-768017

SUB: Tender for

Ref: Tender No..... dated.

Dear Sir,

This has reference to your above Tender. Mr. / Miss / Mrs. _____
is hereby authorized to attend the bid opening of the above Tender on _____ on behalf
of our organization.

The specimen signature is attested below:

Specimen Signature of Representative

Signature of Authorizing Authority
Name & Designation of Authorizing Authority

NOTE: This Authorization letter is to be carried at the time of Bid Opening



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ANNEXURE XII : Instructions to Bidder for participation in ARIBA System

Step 1: Eligible and Interested bidder shall send an email to Package Owner (Ref. Clause 4.0 for details) attaching duly signed and stamped letter on Bidder's letterhead, with following details, expressing their intent to bid against above tender:

Sr No	Description	Bidder's Response
i)	Tender Enquiry No.	
ii)	Description of materials / Works Tendered	
iii)	Name and address of the bidding company	
iv)	Name of the authorized contact person	
v)	Contact No. of authorized person	
vi)	E-mail Id to which online ARIBA link to be sent	
vii)	Tender Fee details (Amount / NEFT-RTGS UTR No / Date) (Ref sec 1.2)	
viii)	GST No. of bidder	
ix)	MSME Certificate (if applicable)	
x)	Postal address of bidder for return of EMD BG	

E-mail has to be sent to < adwisha.nanda@tpwesternodisha.com > with copy to < sonali.acharya@tpwesternodisha.com > before "Last date and time for payment of Tender Participation Fee".

Step 4: On receipt of the document as mentioned in Step 3 above and after due verification of the same, ARIBA link for participation in the tender will be sent to bidder's e-mail address from ARIBA system.

Step 5: In this e-mail online link as "**Click Here**" shall be there to access the event & participate in the tender.

Step 6: First time bidders need to **Sign Up** for accessing the event. Create User Name and password as mentioned in Sign Up page. A one-page registration screen will open for first time user. All * mark mandatory field to be filled in.

Those who are already having User Name and password for accessing events, may LOGIN using same User Name and password. (Bidder's user name and password for their other customer shall not be applicable for TPWODL)

Step 7: Post login, access the RFQ

Step 8: After review and downloading of all documents click on "**Review Pre-requisites**"

Step 9: Review and accept "**Bidder Agreement**".

Step 10: Tender document (PDF) can be downloaded from relevant section in Ariba Portal



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Step 11: Technical Bid Submission: Bidder has to attach pdf version of technical bid in section relevant to technical bid submission. Uploading any price related information in this section shall lead to bidder rejection.

Step 12: Price Bid Submission: Price schedule as attached in relevant section has to be downloaded. Price and tax details to be filled-in as per the format. PDF version of duly filled price bid to be uploaded in relevant section. Price bid to be mandatorily signature & sealed by authorized person on Company letter head. For Price Bid put all the unit price and taxes and duties in provided field. Put "NA" in not applicable field.

Step 13: After successfully uploading Techno commercial offer and price part, click - **"Submit Entire Response"**

STANDARD TECHNICAL SPECIFICATION COVER SHEET

Specification No. : ENG-GEN-4008

Specification Name : LED Street Light

Ranjan Kumar Sahoo	SATYA PRASAD NAYAK	SHANTAPRIYA JENA	JYOTIPRAKASH MOHANTY	Shailendra Kumar Jaiswal	SHIRISH SHARAD DIKAY
Prepared by	Reviewed by	Reviewed by	Reviewed by	Approved by	Released by
TPSODL	TPCODL	TPNODL	TPWODL	TPSODL	TPSODL
27-12-2022	29-12-2022	30-12-2022	02-01-2023	02-01-2023	02-01-2023

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TPWODL*

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1.0 SCOPE:

This specification covers the technical requirements of design, engineering, manufacture, testing at manufacturer's works, packing, forwarding, supply and unloading at site/store of LED streets lights complete with all accessories for trouble free and efficient performance.

2.0 APPLICABLE STANDARDS:

The equipment covered by this specification shall unless otherwise stated, be designed, manufactured and tested in accordance with latest editions of the following standards/IS/IEC and shall conform to the regulations of local statutory authorities.

Codes	Description
ES LM 79 -08	Illuminating Engineering Society-Optical and Electrical Measurements of Solid-State Lighting Products
IES LM 80	Illuminating Engineering Society -measuring the lumen maintenance of LED packages, arrays, and modules at various temperature
IS 10322 (part 5 /sec 2 & 3):2012	Particular Requirements: Luminaires for Road and Street lighting
IS 16106:2012	Method of electrical and photometric measurements of solid street lighting (LED) products
IEC 60529:2001	Degree of Protection provided by enclosures (IP Code)
IEC 61000-3-2	Electromagnetic compatibility (EMC) -Part 3-2 limits for harmonic current emissions equipment input currents≤16 A per phase
IS 13383 / Part 2): 1992	Photometry of luminaires -method of measurement

3.0 CLIMATIC CONDITIONS OF THE INSTALLATION:

1	Maximum ambient temperature	50 deg C
2	Max. Daily average ambient temp	35 deg C
3	Min Ambient Temperature	0 deg C
4	Maximum Humidity	95%
5	Average Annual Rainfall	150cm
6	Average No. of rainy days per annum	120
7	Altitude above MSL not exceeding	1000m
8	Wind Speed	300 Km/hr
9	Earthquakes of an intensity in horizontal direction	Equivalent to seismic acceleration of 0.3g
10	Earthquakes of an intensity in vertical direction	Equivalent to seismic acceleration of 0.15g (g being acceleration

		due to gravity)
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TPCODL/TPNODL/TPSODL/TPWODL service area has heavy saline conditions along the coast and High cyclonic Intensity winds with speed upto 300 Kmph. The atmosphere is generally laden with mild acid and dust in suspension during the dry months and is subjected to fog in cold months.

4.0 GENERAL TECHNICAL REQUIREMENTS:

Sl. No.	Parameter	Requirement				
1	Light Output Power/ Wattage	45W	70W	90W	120W	150W
2	Application	Outdoor				
3	Input Voltage range	120-280 V _{ac}				
4	Frequency	50Hz				
5	Input Current	0.2A	0.35A	0.45A	0.55A	0.7A
6	Power factor	≥0.95				
7	Luminous Efficacy	≥120 lumens/watt				
8	Luminous Flux	Min. 5400 lm	Min. 8400 lm	Min. 10800 lm	Min. 14400 lm	Min. 18000 lm
9	Correlated Color Temperature (CCT)	5700K (No negative tolerance is allowed)				
10	Output Voltage of driver	As per bidder				
11	Output Current of driver	As per bidder				
12	Beam Angle distribution	135°/85° (Batwing pattern)				
13	Lumens spread	>40 meters				
14	Dimensions	As per bidder				
15	Colour	Cool White				
16	Degree of Protection	IP66				
17	Life Span	>50,000 Hours				
18	CRI	>70				
19	THD	<10%				
20	Surge suppressor	External 10KV along with internal inbuilt 5KV protection				
21	IR	5 Mega Ohm @ 220 V				
22	Safety features	1. When the top cover is open the power supply is cut off from the system 2. Cable entry through suitable cable gland to avoid entry of insects/vermin				
23	Make and Model No.	To be provided by bidder				
24	Weight	To be provided by bidder				

5.0 GENERAL CONSTRUCTIONS:

Raw Material	High Grade
Housing	Aluminium pressure die-cast housing with efficient heat dissipation fins
Finish	Epoxy powder coated metallic silver finish. Anti-ageing & corrosion resistant electrostatic spray processing.
Optics	IESNA Type II optics
Glass	PMMA (Poly methyl meth acrylate), 100% UV and heat resistant

	toughened glass in front
LED driver	In-built constant current driver, replaceable electronic driver with APFC and THD<10%, Output Short Circuit Protection, Surge Voltage Protection & Over Voltage Protection. It shall have Reversed polarity protection feature.
Cable entry	Cable entry through mounting pipe
Mounting System	Suitable (neither very tight nor very loose) for 40 mm O.D. of mounting pipe
Pipe Entry	Adjustable pipe entry
Incoming Cable Connection	Size:0.75 sqmm. Tinned Copper PVC insulated 3 core cable. Earth wire- Green color, Neutral wire- Black color, Phase wire- Red color Cable connected with LED light fixture should be at least 4 meters in length.

6.0 NAME PLATE AND MARKING:

Required embossing on LED light with following details:

- 1) Manufacturer's Name plate and
- 2) Year of manufacture
- 3) Property of TPCODL/TPNODL/TPSODL/TPWODL
- 4) BIS certification marking
- 5) LED power wattage

And ISI mark on incoming cable with size and voltage grade.

7.0 TESTS:

All Routine, Acceptance & Type tests shall be carried out in accordance with the relevant IS/IEC. All Acceptance tests shall be witnessed by TPCODL/TPNODL/TPSODL/TPWODL authorized representative.

All the components shall also be time tested as per the relevant standards.

Type Test:

Test	Reference Standard
IP test	IEC 60529:2001
Surge protection	As per IEC 61000-4-5
Insulation Resistance test	IS 10322 Part 5/Sec 3
Electric Strength test	IS 10322 Part 5/Sec 3
Electrical and Photometric measurements	IES LM 79-08
Resistance to heat, fire and tracking	IS 10322 Part 1/ Sec 13
Endurance test	IS 10322 Part 1/Sec 12
Thermal test	IS 10322 Part 1/Sec 12
Total luminous flux	IES LM 79-08 or IS 16106:2012
THD%	IEC 61000-3-2
Photometric test	IS 13383(Part 2):1992
Protection - Short circuit	IES LM 79-08 or IS 16106:2012
IESNA Type-II optics	IES LM 79-08

Routine Test

Test	Reference Standard
Visual check for finishing and Dimension	IS 10322 Part 1/ Sec 4

check	
Insulation resistance	IS 10322 Part 5/Sec 3
Electric strength	IS 10322 Part 5/Sec 3

Acceptance Test:

Test	Reference Standard
Visual check for finishing and Dimension check	IS 10322 Part 1) Sec 4
Photometric test	IS 13383(Part 2)1992
Resistance to dust & moisture	IS 10322 (Part 1) Sec 9
Protection against electric shock	IS 10322 (Part 1) Sec 8
Electric strength	IS 10322 (Part 5) Sec 3
Insulation resistance	IS 10322 (Part 5) Sec 3
Total luminous flux	IES LM 79-08 or IS 16106:2012
Lamp power	IES LM 79-08 or IS 16106:2012
CCT	IES LM 79-08 or IS 16106:2012
Surge protection	As per IEC 61000-4-5

8.0 TYPE TEST CERTIFICATES:

The bidder shall furnish the type test certificates for the tests as mentioned above as per the corresponding standards. All the tests shall be conducted at CPRI / ERDA/NABL accredited LM 79/LM 80 type test certificate as per the relevant standards. Type test should 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, same shall be carried out without any cost implication to TPCODL/TPNODL/TPSODL/TPWODL .

9.0 PRE-DESPATCH INSPECTION:

Equipment shall be subject to inspection by a duly authorized representative of the Purchaser. Inspection may be made at any stage of manufacture at the option of the purchaser and the equipment if found unsatisfactory as to workmanship or material is liable to rejection. Bidder shall grant free access to the places of manufacture to Purchaser's representatives at all times when the work is in progress. Inspection by the Purchaser or its authorized representatives shall not relieve the bidder of his obligation of furnishing equipment in accordance with the specifications. Material shall be dispatched after specific MDCC (Material Dispatch Clearance Certificate) is issued by the Purchaser.

Following documents shall be sent along with material"

- Test reports
- MDCC issued by Purchaser
- Invoice in duplicate
- Packing list
- Drawings & catalogue
- Guarantee / Warrantee card
- Delivery Challan
- Other Documents (as applicable)

10.0 INSPECTION AFTER RECEIPT AT STORES:

The material received at Purchaser's store shall 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.

11.0 GUARANTEE:

Bidder shall stand guarantee towards design, materials, workmanship & quality of process/ manufacturing of items 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 TPCODL/TPNODL/TPSODL/TPWODL up to a period of at least 60 months from the date of

commissioning or 66 months from the date of last supplies made under the contract whichever is earlier.

Further Bidder shall also stand guarantee towards poor workmanship in installation of straight through joint and terminations installed by bidder's jointer up to 60 months from the date of installation.

Bidder shall be liable to undertake to replace/rectify such defects at own costs, within mutually agreed time frame, and to the entire satisfaction of TPCODL/TPNODL/TPSODL/TPWODL, failing which TPCODL/TPNODL/TPSODL/TPWODL shall be at liberty to get it replaced/rectified at bidder's risks and costs and recover all such expenses plus the Company's own charges (@ 20% of expenses incurred), from the bidder or from the "Security cum Performance Deposit" as the case may be.

12.0 PACKING:

Supplier shall ensure that all equipment covered by this specification shall be prepared for rail/road transport (local equipment) and be packed in such a manner as to protect it from damage in transit. No single use plastic to be used in packing material. Packing should be done with environment friendly recyclable materials

13.0 TENDER SAMPLE:

The bidder shall provide a sample of material at the time of offer submission at TPCODL/TPNODL/TPSODL/TPWODL Engineering Dept.

14.0 TRAINING

NA

15.0 QUALITY CONTROL:

The bidder shall submit with the offer Quality assurance plan indicating the various stages of inspection, the tests and checks which will be carried out on the material of construction, components during manufacture, bought out items and fully assembled component and equipment including drives. As part of the plan, a schedule for stage and final inspection within the parameters of the delivery schedule shall be furnished. The Purchaser's engineer or its nominated representative shall have free access to the manufacturer's/sub-supplier's works to carry out inspections.

16.0 MINIMUM TESTING FACILITIES:

Bidder shall have adequate in-house testing facilities for carrying out all routine tests, acceptance tests as per Indian /International standards.

17.0 MANUFACTURING ACTIVITIES

The bidder shall get the approved drawing and GTP before start of manufacturing activity. The successful bidder will have to submit details of the offered design & components for approval as per specification. CAT-A/CAT-B is mandatory to start manufacturing.

18.0 SPARES, ACCESSORIES & TOOLS:

Not Applicable.

19.0 DRAWINGS & DOCUMENTS:

Following drawings and documents shall be prepared based on Purchaser's specifications and statutory requirements and shall be submitted with the bid:

- a) Completely filled—in clause wise compliance of this specification.

- b) General description of the equipment and all components including brochures.
- c) General arrangement drawings.
- d) Type Test Certificates.
- e) Experience List.
- f) Fixing drawings.
- g) Detail bill of material for individual project.

Following documents shall be submitted after award of RC/PO before manufacturing:

- a) Completely filled-in clause wise compliance of the specification.
- b) General Arrangement Drawing along with Fixing details
- c) Compliances of undertaking submitted during Technical Evaluation
- d) Type test Certificates for each specified test if not submit during technical evaluation

Drawings/documents to be submitted after the award of the contract:

S.No.	Description	For Approval	For Review Information	Final Submission
1	Technical Parameters	√		√
2	GA Drawing	√		√
3	Manual/Catalogues of Single LED Unit		√	√
4	Transport/ Shipping dimension		√	√
5	QA & QC Plan	√	√	√
6	Routine, acceptance & Type Test Certificates	√	√	√

All the documents & drawings shall be in English language.

20.0 GURANTEED TECHNICAL PARTICULARS:

Bidder to submit clause wise compliance of this specification.

21.0 SCHEDULE OF DEVITAIONS:

The bidders shall set out all deviations from this specification, Clause by Clause in this schedule. Unless **specifically** mentioned in this schedule, the tender shall be deemed to confirm the purchaser's specifications.

SCHEDULE OF DEVIATIONS: **(TO BE ENCLOSED WITH TECHNICAL BID)**

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:

S. No	Clause No.	Details of deviation with justifications

We confirm that there are no deviations apart from those detailed above.

Seal of the Company

Designation:
Signature:

STANDARD TECHNICAL SPECIFICATION COVER SHEET

Specification No. : ENG-GEN-4037

Specification Name : Specification for Lighting

Prepared by	Reviewed by	Reviewed by	Reviewed by	Approved by	Released by
Jyoti Ranjan Sahu	SHANTAPRIYA JENA	SWARUP NAYAK	JYOTIPRAKASH MOHANTY	Shailendra Kumar Jaiswal	SHIRISH SHARAD DIKAY
TPSODL	TPNODL	TPCODL	TPWODL	TPSODL	TPSODL
04-05-2023	20-05-2023	24-05-2023	26-05-2023	26-05-2023	05-06-2023

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1. SCOPE

The document covers the specific requirements for complete design, detailed engineering, manufacture, supply, inspection & testing at Bidder's work, packing, transportation, loading and unloading, delivery to site, storage at site, handling at site, erection, testing, commissioning, performance testing and handing over of Lighting System.

The scope covers:

The scope includes Design, Supply, Installation, Testing and commissioning of complete Lighting System consisting of the following:

- Indoor lighting for Office building/ control room building
- Outdoor lighting for Transformer yard lighting
- Peripheral lighting
- Outdoor lighting in Line termination area
- Road Lighting

All equipment, system and services covered under this specification shall comply with all current applicable statutory regulations and safety codes in the locality where the equipment is proposed to be installed. The equipment and systems shall also conform to the latest version of applicable codes and standards on the date of offer made by the Bidder unless otherwise indicated. Nothing in this specification shall be construed to relieve the Bidder of this responsibility

2. Codes & Standards.

2.1. The design, manufacture, performance testing and inspection of equipment shall comply with all currently applicable statutory regulations and safety codes in the locality, where the equipment will be installed. Nothing in this specification shall be construed to relieve the vendor of this responsibility.

2.2. Unless otherwise specified the equipment shall conform to the latest applicable IS, BS or IEC Standards.

1	Electrical Wiring Installations (System Voltage Not Exceeding 650 V)	IS-732
2	Code Of Practice For Interior Illumination	IS-3646 BS-8206 PART-I
3	Code Of Practice For Street Of Lighting Public Thorough Fares	IS-1944
4	Guide For Selection Of Electrical Equipment For Hazardous Areas	IS-5571
5	Code Of Practice For Industrial Lighting	IS-6665
6	Code Of Buildings Practice For Fire Safety Of Guide For Safety Procedures And Practices In Electrical Work	IS-5216
7	Ceiling Roses	IS-371
8	Guide for daylighting of buildings (second revision)	IS 2440: 1975
9	Flameproof electric lighting fittings: Part 1 Well glass and bulkhead types	IS 2206(Part 1) : 1984
10	Specification for waterproof electric lighting fittings	IS 3528 : 1966
11	Specification for watertight electric lighting fittings	IS 3553 : 1966
12	Specification for decorative lighting outfits	IS 5077 : 1969
13	Luminaires: Part 5 Particular requirements, Section 5 Flood lights	IS 10322 (Part 5/ Sec 5) : 2013
14	Conduits for electrical installations	IS 9537
15	Method for earthing	IS 3043

Latest CEA Regulation shall be followed for the above work including Technical Standards for Connectivity of the lighting system and Measures of Safety and Electricity supply and other regulations as applicable.

3. Design Requirements

3.1 Lighting System

3.1.1 General lighting Requirements

- a. Bidder to carry out design calculations for complete lighting system for this project and submit the same to the owner for approval.
- b. All fittings shall be pre-wired with all accessories as per manufacturer's catalogues.
- c. All fixtures shall be of LED type only.
- d. The contractor shall coordinate with the civil contractor/architect to confirm the type of false ceiling being used.(if required)
- e. The single phase and three phase sockets shall have Powder coated Metallic enclosures and shall be IP54 for indoor application and IP65 for outdoor application.
- f. In case of Fittings mounted in false ceiling (recess mounted fixtures), the contractor shall co-ordinate with false ceiling and HVAC vendor to avoid rework and smooth execution.
- g. Two-way ON Switches will be used for ON/OFF operation of lighting circuits execution from different locations in basement, Stair case & control and Relay Panel room. Two-way switches shall be without Indicator. Fittings to be checked with site team.
- h. All lighting fixtures for street & transformer yard lighting shall be IP65 protected suitable for 70W & 120W LED lamps respectively.
- i. The indoor lighting panels shall be provided with one incoming 4P MCB & shall have per phase isolations with DP ELCB on each phase as sub- incomer. The outgoings shall be SP MCB"s. The panel shall conform to IS-8623. Each floor shall have separate Lighting DBs.
- j. For street & plot boundary lighting, average level of illumination over road surface will be 20 lux. All lighting poles will be 7.5m height above ground. (9m pole should be used).

- k. For outdoor lighting four core aluminium conductor PVC insulated FRLS cable of suitable size shall be used for wiring between LDB for outdoor lighting & JB mounted on the pole & for looping between JB's of individual fixtures.
- n. All cables shall be FRLS type and provided with anti-rodent treatment and shall comply with the Standard Specification of LV and MV cables. All cables above 16 sq. mm shall be with Aluminium conductor and below and up to 16 sq mm shall be with Copper conductor.
- o. Earthing wire shall be an Insulated wire with green colour.
- p. All vendors / contractor shall follow The Indian Green Building Council (IGBC) guidelines while designing lighting system.

3.2 Lighting Power Supply Distribution:

- a. Total number of fittings, required to provide adequate illumination, shall be distributed on normal lighting scheme and emergency lighting scheme such that sufficient quantities of fittings are fed from emergency power supply so as to meet the required lux levels specified in the IS for emergency and remaining from normal power supply. The emergency and Normal lighting circuits shall be separate, and the emergency lighting shall be fed from UPS and shall be in continuous operation during normal working conditions. In case of failure of normal AC supply, all the emergency lighting fittings shall be continuous operation since these are fed from UPS which is backed up by Station battery. Vendor to carry out lux level calculation for normal lighting and emergency lighting separately and shall submit both these calculations for owner's approval.
- b. The lighting distribution system shall consist of one main AC distribution board for the building, one lighting distribution board per floor as required for further distribution up to lighting fixtures & receptacles.
- c. Three phase four wire aluminium, conductor, XLPE, PVC ST2 type inner sheath, Galvanized steel round wire armour, FRLS PVC ST2 type outer sheathed cable of suitable rating will be selected to supply power from ACDB to TPN LPs on each floor.
- d. The incomer of LP shall be provided with TPN MCCB and each outgoing circuits shall be provided with either 6A, 10A or 16A single pole MCB. Phase wise ELCB (30mA) shall be provided on the incomer to meet statutory requirement for human safety against electric shocks, caused by earth leakage currents. The maximum load on each outgoing shall not exceed 2000 to 2500 Watts.

- e. The outdoors lighting shall consist of street and plot boundary area around the building. This outdoor area shall be fed from a separate LDB. Load shall be evenly distributed on all the phases.

3.3 Lighting & Point Wiring for Indoor Area

- a. The Lighting point consists of wiring between circuits MCB (Lighting panel)/Switch to first lighting fitting in the circuit & looping henceforth. Similarly, power point shall consist of wiring between MCB to First Socket outlet in the circuit & looping remaining sockets henceforth. In case of Non integral fittings if any the wiring between Control gear and fitting shall form part of Short Point.
- b. The Neutral for lighting points shall be looped from fitting to fitting for same phase.
- c. The point wiring shall be carried out for lighting fitting and single-phase industrial socket outlets. Contractor shall provide the sleeves/conduits in brick walls required if any for routing of cables/wires etc. Contractor shall also do the cutting work in walls/PCC for routing the cables/wires/MS boxes concealed in walls. After laying the Cable/ Conduit / Sleeves and or installation of boxes in the wall, the surface shall be done to original finish. All consumables required shall be in contractor's scope including cement/sand/bricks etc.
- d. The Point wiring shall include 25mm dia, 16 SWG, class B GI (Hot Dipped) Conduit, ISI approved (Heavy Duty) necessary bends, tees, nipples, reducers, inspection Bends, and G.I. Spacers, Saddles, and 1100 Volts grade PVC FR (Fire Retardant), Stranded copper wire. Only the Conduit JB's with and without terminals used in conduiting shall be paid extra.
- e. The point wiring rate shall also be inclusive of cutting, chipping, in wall/PCC, redoing the surface to its original finish.
- f. Lighting Point wiring shall be done with PVC FR insulated 2.5 sq.mm stranded copper wire.
- g. The length of lighting point shall be segregated into three categories as short point, medium point & long point. The length of the short point shall be between 0-20 Meters, medium point shall be between 20-40 Meter & long point shall be between 40- 60 Meter.
- h. Power point wiring shall be done with PVC insulated FR 4 sq. mm Stranded copper wire. The length of the Power point shall be segregated into three categories as short point, medium point & long point. The length of the short point shall be between 0-20 Meters, medium point shall be

between 20-40 Meter & long point shall be between 40-60 Meter. The Neutral for power point wiring shall be separate for each circuit.

- i. The lighting Circuits shall be controlled from MCB for outdoor areas / Switch for indoor areas and these MCBs / Switches shall not form part of Point wiring.
- j. The junction boxes shall have terminal blocks with disconnecting facility suitable for wires to be terminated.

3.4 Lighting & Point Wiring for Outdoor area (Peripheral, Road & Transformer Yard)

- a. Primary point wiring for this area covers the wiring between the lighting distribution board/lighting panel to the junction box of the first lighting pole and between the junction boxes of the subsequent lighting poles connected to a circuit in the lighting distribution board/lighting panel.
- b. Secondary point wiring covers the wiring between the junction box and the lighting fixture on the pole in case of street light and also between junction box and the flood light fixture. The above refers to the remaining fixtures covered under the circuit referred under primary point wiring. Secondary point also covers the wiring of the associated control fuses, switches, looping of terminals, etc. as required.
- c. Supply and installation of suitable sized Al Conductor PVC insulated cable required to be wired between lighting DB/lighting Panel and junction box mounted on street lighting pole/flood lighting tower and also between junction box to metal enclosed control gear box and fixtures, supply and installation of all the termination accessories such as crimping type cable lugs and cable glands at each junction box and fixture, termination, testing and commissioning of cables. CONTRACTOR's scope of work also includes excavation, preparation of riddled soil bedding, supply and installation of protective covers over the cable, backfilling, ramming, supply and installation of route markers, supply and installation of hume pipes for road crossing, supply and installation of necessary cleating arrangement for cables on pole, etc.
- d. Earthing of street light pole, control gear boxes, junction boxes, etc. are also included in the scope of CONTRACTOR. CONTRACTOR shall earth the street light pole to the nearest earthing grid provided by others. The cost of supply and installation of earthing wires shall be included in the cost of point wiring for outdoor lighting.

- e. CONTRACTOR shall provide necessary foundation for erecting street light pole and install the same. CONTRACTOR shall furnish foundation drawings with necessary details to OWNER for approval.
- f. Fixture locations are liable to be shifted marginally at site within a radius of 3 to 4 meters from what is shown in the layout drawings. Point wiring rates quoted by the CONTRACTOR shall hold good and no extra prices shall be admissible.

3.5 Earthing of lighting installation

- a. The lighting fixtures, receptacles (6A/16A), switch, conduits and junction boxes will be properly earthed using copper wire of 2.5 / 4 Sq. mm size. Earthing wire will run outside the entire length of the conduit between the fixture and corresponding lighting board where it will be connected to nearest earthing pads. Three phase 63A receptacles will be earthed by 10 sq.mm Cu wires to the nearest earthing pads. Street light poles and junction boxes will be earthed by 2.5 sq. mm Cu wires. Street light fixtures will be earthed by 2.5 sq. mm Cu wires.

3.6 Lighting System Equipment

- a. Constructional Features LDB and panels shall be of sheet steel enclosed and shall be fully dust and vermin proof, providing a degree of protection of IP 54 for busbars, incoming and outgoing feeding compartment. Outdoor panels shall in addition be completely weather-proof with a sloping canopy for protection against rain and providing a degree of protection of IP 65. The sheet steel used shall be cold rolled and 2 mm thick.
- b. All boards and panels shall be provided with hinged doors for access to equipment. Doors shall be gasketed all round with neoprene gaskets. The floor mounted lighting distribution boards shall be provided with MCCB for incomer and MCBs for outgoing feeders arranged in tier formation. The hinged door of incomer shall be interlocked to prevent opening of the door when the switch is ON and to prevent closing of the switch with the door not fully closed. However, a device for bypassing the door interlock shall be provided to enable the operation of the switch with the door open, when necessary, for examination/maintenance. For wall mounting lighting panels when provided with ELCBs and MCBs a hinged, latched front door shall be provided with key-locking facility and a slotted Bakelite sheet inside. Only the ELCBs/MCBs operating knobs shall project out of the Bakelite sheet slots for safe operation and neat appearance.

- c. All accessible live connection/metals shall be shrouded and it shall be possible to change individual fuses, switches, MCCB / MCBs from the front of the LDB without danger of contact with live parts.
- d. For floor mounting type LDB, adequately sized mounting channels shall be supplied and for wall/column/structure mounting type panels suitable mounting straps shall be provided.
- e. Adequate interior cabling space and suitable removable cable entry plates shall be provided for top/bottom entry of cables through glands and or conduits. Necessary number of glands to suit the specified cable sizes shall be provided. Cable glands shall be double compression screwed on type and made of chrome plated brass.
- f. Copper earth bus shall be provided throughout the panel length. Earthing terminal shall be provided at either side of the panel to suit the earthing conductor/ wires.
- g. All sheet steel parts shall undergo rust-proofing process which should include degreasing, de-scaling and a recognised phosphating process. The steel works shall then be painted with two coats of zinc chromate primer and two coats of final stove enamelled finish paint of colour. For chemical/corrosive areas, epoxy paint shall be used.

Busbars

- a) Busbars shall be of aluminium alloy of E91E grade, unless otherwise specified.
- b) Busbars shall be provided with minimum clearances in air.
- c) Busbars shall be adequately sized for the continuous current rating such that the maximum temperature of the busbars, busbar risers/droppers and contacts does not exceed 85 deg C under site reference temperature. Busbar shall be covered with heat shrinkable coloured PVC sleeves.
- d) The busbars, busbar connections and busbar support shall have sufficient strength to withstand thermal and electro-mechanical stresses of the fuse/ MCBs let through / cut off current associated with the specified short-circuit level of the system.
- e) Busbar supports shall be made from suitable insulating material such as Hylam sheets; glass reinforced molded plastic materials, or cast resin. Separate supports shall be provided for each phase of the busbars. If a common support is provided for all three phases, anti- tracking barriers shall be incorporated.
- f) The neutral bus of the main 3 phase, 4 wire distribution board shall be rated for full short circuit rating of main busbar. The neutral bus should have sufficient terminals and detachable links for full number of single phase / 3 phase 4 wire outgoing lighting circuits.

Board Mounted Components

- a. MCCB/MCBs/ELCBs shall be hand operated, air break, quick make, quick break type conforming to applicable standards.
- b. The feeders shall be provided with MCB/MCCB for overload/short circuit protection. ELCBs of suitable rating shall be provided for earth leakage protection.
- c. Switch shall have provision for locking in both fully open and closed positions.
- d. MCBs/ELCBs shall be provided with locking facility.
- e. Whenever required, instruments and meters shall be of the flush mounting type. They shall be suitably mounted so as to provide for easy access to CTs and associated wiring.
- f. Instruments shall be of minimum 96 mm square size, shall have provision for zero adjustment outside the cover and black numerals on white dial.
- g. Watthour meters shall be of direct reading electro-dynamometer type complete with cyclometer type dials and reverse running stops.
- h. Ammeter/voltmeter selector switches having 3 positions and off, with stay put contacts rated 10 A shall be provided when specified.

Indicating Lamps

Indicating lamps shall be of the clustered LED type and low watt consumption. Lamps shall be provided with series resistors.

Internal Wiring

- a. LDB and panels shall be supplied completely wired, ready for the OWNER"s external connections at the terminal blocks. Wiring shall be carried out with 1100 V grade, PVC insulated, stranded copper conductors. Conductors of adequate sizes shall be used to suit the rated circuit current.
- b. Engraved identification ferrules, marked to correspond with the wiring diagram shall be fitted at both ends of each wire.
- c. All wiring shall be terminated on terminal blocks. Terminal blocks shall be one piece molded, 1100 V, of reputed make, preferably stud type for higher current ratings such that wires are connected by cable lugs and complete with nuts and washers. Terminals shall be adequately rated for the circuit current; the minimum rating shall be 20 A.
- d. Terminals for circuits with voltage exceeding 125 V shall be shrouded.
- e. Terminals shall be numbered and provided with identification strip for identification of the circuit and additional 20% spares shall be provided.

Labels & Diagram Plate

- a. All door mounted equipment as well as equipment mounted inside the boards/panels shall be provided with individual labels with equipment designation/rating. Also, the boards/panels shall be provided on the front with a label engraved with the designation of the board/panel as furnished by the OWNER.
- b. Labels shall be made of non-rusting metal, 3 ply lamicaid or engraved PVC.
- c. Inside the door of lighting panels, a circuit diagram/description shall be fixed for reference and identification

Power Panel/Emergency Lighting Panel /Remote Lighting Panel /Switches Power Panel

- a. This panel feeds to single phase Receptacles. The panel construction shall be similar to lighting.

Emergency AC Lighting Panel

- a. Emergency AC lighting panel shall have one (1) incomer controlled by double pole MCB (along with 30 mA ELCB) and shall have number of outgoing circuits controlled by MCB. This emergency Lighting panel shall be fed from UPS DB and shall be continuously fed from UPS even during normal operation. The panel construction shall be similar to normal lighting panel.

3.7 Light Control Switches

- a. Light control switches of ratings and types, i.e. decorative/industrial/flame proof, shall be supplied as indicated in project layout drawings/price schedule. The switches shall be suitable for use on 240 V, 1 phase, 50 Hz supply.
- b. Switches shall be of flush type for mounting behind an insulated plate or incorporated with a switch or switch box/suitable enclosure. The switch box/ enclosure may be recessed into or mounted on wall as per the requirements of project layouts.
- c. The size of enclosure boxes shall be chosen to accommodate the number of switches to be installed at the location. The enclosures shall be made of 1.2 mm thick CRCA sheet steel, stove enamelled/galvanized. The enclosure box shall be covered with Perspex/insulating cover. An enclosure intended for surface mounting shall not have holes or gaps in its sides other than those expressly provided for cable entry.

- d. Flame proof switch shall be of rotary type construction, enclosed in a flame proof enclosure and rated for 15 Amps. As a standard feature, unless otherwise specified, switch shall have two bottom entries, one of which shall be provided with a flame proof stopper plug.
- e. The switches shall conform to the relevant standards.

3.8 Receptacle Units

- a. Receptacle units shall consist of socket outlet with associated switch, neon indicating lamp and plug. The socket outlet and switch or MCB shall be flush mounted within a stove enamelled/ galvanized 1.2 mm thick CRCA sheet steel enclosure with Perspex/insulating cover. The box may be recessed into or mounted on a wall as per requirements of project layouts.
- b. The outdoor type receptacles shall be housed in a 2 mm thick CRCA sheet steel epoxy painted enclosure with gasketed, hinged door having locking arrangement. The enclosure shall be with rain canopy and removable gland plate entry from bottom. Composite receptacle with switch modules housed in a box shall be with degree of protection IP66.
- c. The receptacle units shall be suitable for 240 V, 1 phase, 50Hz/415V, 3 phase, 50 Hz supply as indicated in project layout drawings/price schedule.
- d. Single phase receptacles shall be associated with a switch/MCB of same current rating and the receptacle shall become live only when the associated switch/MCB is in "ON" position.
- e. Three phase receptacles shall be associated with a TPN switch housed in the same enclosure.
- f. The receptacle shall become live only when the associated switch is in "ON" position, and it shall not be possible to withdraw the plug with the switch in "ON" position.
- g. The plugs shall be provided with cord grips to prevent strain and damage to conductors/wires at connection and entry points.
- h. The types and current ratings of receptacle units shall be as indicated in the Project layout drawing/price schedule, and they shall conform to the applicable standards indicated in Table 1.

3.9 Flameproof Equipment

- a. The enclosure of all flameproof equipment for use in hazardous areas where gases/vapours of Group I, IIA, IIB are present, shall be of cast iron/cast aluminium, stove enamel finished. Chemical corrosion resistant epoxy finish shall be provided. The construction shall comply with relevant applicable standards mentioned in Table1.
- b. If the enclosures are additionally required to be weatherproof, neoprene gaskets shall be provided to make the enclosure dust and weather proof providing a degree of protection of IP54
- c. All ferrous parts, exposed to atmosphere shall be suitably plated / galvanized.

- d. All internal wiring shall be connected to terminal blocks provided in terminal enclosure on incoming side.
- e. Flameproof cable gland entries shall be provided suitable for the OWNERS specified cable sizes. The number of required cable entries for junction/terminal boxes as required for branching, terminating of cables for lighting distribution shall be provided. All unused cable entries shall be closed by flameproof plugs.
- f. Flameproof receptacle unit (socket with associated switch/MCB and plug) shall have interlocked feature such that plug cannot be inserted or taken out with switch/MCB in "ON" position.
- g. Two external earthing terminals shall be provided on the enclosure to suit the OWNER"s specified conductor. Additionally, one internal earthing terminal shall be provided in junction/terminal boxes.
- h. Adequate mounting lugs with necessary hardware shall be provided for mounting the equipment on wall/structure.
- i. These enclosures shall have inscription warning against opening the enclosure unless the circuit is isolated. Equipment rating and ON/OFF positions of switches/MCBs shall also be designated.
- j. The BIDDER shall indicate that the enclosures have been tested and certified by relevant statutory authorities for use in hazardous areas.

3.10 Lighting Wires

- a. The wires for wiring in lighting system shall be 1100 V, 1 core, PVC insulated, unarmoured with stranded copper conductors. The wires shall conform to the applicable standards specified in Table 1.
- b. The minimum area of conductors shall be 2.5 sq.mm for light fittings and 5A receptacles and 4 sq.mm for receptacles rated 15 A.
- c. The wires shall be coded white for phase/positive of DC and black for neutral/ negative of DC.

3.11 Conduits

- a. GI conduits and their associated fittings shall conform to applicable standards in Table 1. The minimum size of conduit shall be 20 mm for surface installation and 25 mm diameter for concealed installation.
- b. GI conduits shall be hot dip galvanized unless otherwise specified. They shall be supplied in standard lengths of 5 m.

- c. Supply of conduits shall include all associated fittings like couplers, bends and tees as required for lighting installation work.
- d. The approximate quantities of conduits shall be indicated by the OWNERS only when conduits are not covered in the CONTRACTOR"s "Point Wiring" work under lighting system installation works.

3.12 Junction Boxes

- a. Junction boxes with terminals shall be supplied for branching and terminating lighting cables when required for outdoor areas, 3 phase receptacles etc.
- b. The junction boxes shall be dust and vermin proof and shall be fabricated from 1.5 mm to 2 mm CRCA sheet steel depending on the size of the junction box and shall be complete with removable cover plate with gaskets, two earthing terminals each with nut, bolt and washer. Boxes shall be additionally weather proof when specified.
- c. The boxes shall have provision for wall, column, pole or structure mounting and shall be provided with cable/conduit entry knock outs, terminal blocks, HRC fuses, as indicated in the Project drawing.
- d. The terminal blocks, with specified number of terminals, shall be mounted securely on brackets welded to the back sheet of the box. The terminals shall be 1100 V grade, one piece construction complete with terminals, insulation barriers, galvanized nuts, bolts and washers and provided with identification strips of PVC. The terminals shall be made of copper alloy and shall be of box clamp type.
- e. The boxes shall be hot dip galvanized/painted with one shop coat of red oxide zinc chromate primer followed by a finishing coat of paint as specified.

3.13 Lighting Poles

- a. Lighting poles for streetlights and flood lights shall be of octagonal/stepped tubular/swaged type steel poles. Octagonal poles shall conform to BS EN 40- 3:2000 and it shall be designed to withstand the maximum wind speed as per IS 875. Poles shall be hot dip galvanized internally and externally after fabrication as per IS 2629/ IS 2633 / IS 4759 standards. The steel sheet used to manufacture steel poles shall be of minimum thickness of 3 mm and shall conform to BSEN 10025. Junction boxes shall be of shade- RAL-7032 and shall be provided with weather proof flush doors and

locking facility. Bidder shall design and furnish the foundation drawings for the poles to withstand basic wind speed of minimum 50 meter/sec.

- b. The supply of poles shall be complete with fixing bracket/necessary pipe reducer for fixing the fitting and also include the necessary associated pole mounted junction boxes. The required sizes of poles and the junction box shall be as indicated in the attached drawings.

3.14 Complete Lighting DB, Panels shall comply with the following requirements:

A1.	415 V Switchgear & Busbar Rating		
1.0	Rated voltage, Phase & Frequency		415V , Three phase, 50 Hz for AC
2.0	System Neutral Earthing		Solidly Grounded
3.0	Maximum system voltage	Volts	440V
4.0	A) One-minute Power frequency voltage	Volts	2500V for power circuit 2500V for control circuit
	B) Impulse voltage with-stand	Volts	2500 V
5.0	Continuous current rating of bus bars under site reference ambient temperature	Amps	
6.0	Reference ambient Temperature	Deg. C	50°C
7.0	Maximum Temperature of Bus bars, Droppers and Contacts at continuous current rating under site reference ambient temperature	Deg. C	90°C
8.0	Short circuit withstand for Bus bars and droppers		25 kA 1 sec
	A) Short time (1 sec) at 415 V	kA (RMS)	25 kA(RMS)-ACDB
	B) Dynamic rating	kA	110kA-ACDB

9.0	Standard Applicable		IS 13947 / IS 8623 / IS 10118			
10.0	Thickness of Sheet steel (CRCA)	Mm	2.5mm (Frame), 1.6mm (Doors and Covers)			
11.0	Degree of protection as per IS:13947		For indoor type - IP 54 for outdoor type - IP 65			
12.0	Earthing bus material and size		Copper of min 25X3 sq.mm			
13.0	Main Busbar Material		Aluminium			
14.0	Clearances in air of live parts		Phase to Phase: 30 mm Phase to Earth: 30 mm			
15.0	Mounting arrangement		Floor mounting with stand wherever required			
16.0	Colour (power coating)		Light Grey shade 631 of IS 5 / RAL 7032			
17.0	Designation	Bus-bar Details		Cable entry	Indoor / outdoor	
		Amp	Current Density	TP/TPN		
	415 V Switchgear	1.25 times Incomer MCCB Rating	For AI: 0.8 A / sq.mm	TPN	Bottom	Indoor

Supply of MCCB / MCB for I/C and B/C and outgoing shall be as follows:

I/C and B/C Rating	Requirement
< 63 A	MCB
>=63 A and < 400A	MCCB

MCCBs/MCBs:

- i. MCCBs shall be hand operated, air break, heavy duty, quick make, quick break type conforming to applicable standards.

- ii. MCCBs shall be provided with overload/ short-circuit protective device and handle (as hand operated). The tripping time of the MCCB's shall be less than 20 msec.
- iii. It shall be the responsibility of the VENDOR to fully coordinate the overload and short circuit tripping of the MCCBs with the downstream fuses to provide satisfactory discrimination.
- iv. Switch handle shall have provision for locking in both fully open and fully closed positions.
- v. All outgoing feeder modules shall be operated in local mode. MCCBs / MCBs shall be provided with separator links.
- vi. All MCCBs/MCBs shall be provided with 2 nos. potential free Aux contact for status indication to SCADA.
- vii. For DCDBs, DC MCCB/MCB shall be used.

1.	AC MCCB / MCB:	
1.0	Voltage, frequency & Phases	415V , 50 Hz , 3 Phase
2.0	Current	As per load list
2.0	Rated operating duty	B – 3 min – MB – 3 min – MB
3.0	Rated breaking capacity	For MCB: 25KA & MCCB : 35KA
4.0	Rated making capacity	62.5 kA (peak)
5.0	Protections	Overload, short circuit (variable setting) & earth fault release
6.0	Standard applicable	IS 8828 / IS 13947
7.0	Standard ratings of MCCBs	63A/100A/125A/150A/200A/250A
8.0	Standard ratings of MCBs	4A/6A/10A/16A/20/32A/40A/50A

Indicating LEDs:

- a. Indicating LEDs shall be Cluster LED with control fuse shall be provided for indication RYB phase of incomer supply and for outgoing feeders for ON/OFF/Trip indication.

Interior Lighting and Receptacle:

- b. Control cabinet shall be provided with a 240 V, 1 phase, 50 Hz, 40 W LED lighting fixture for interior illumination controlled by door operated a 'ON-OFF' switch and 240 V, 1 phase, 6/16 amp, 3 pin receptacle. Power source for interior lighting and receptacles shall be completely independent of control power source.

Cabinet Internal Wiring / Accessories:

- c. Control cabinets shall be supplied completely wired, ready for the Owner's external connections at the terminal blocks. All wiring shall be carried out with 1100V grade, FRLS PVC insulated with anti-rodent treatment, stranded conductors. Power circuits shall be wired with stranded copper conductors of adequate sizes to suit the rated circuit current the minimum size shall be 4 sq.mm. Control, alarm and indication circuits shall be wired with stranded copper conductors of at least 2.5 sq.mm for CT, PT and 1.5 sq.mm for the other circuits.
- d. Engraved identification ferrules marked to correspond with the wiring diagram shall be fitted at both ends of each wire. All wiring shall be terminated on terminal blocks by means of rounded type crimped. Forked type lugs shall not be used. Not more than 2 wires shall be terminated on each terminal. Terminals shall be adequately rated for the circuit current; the minimum rating shall be 20A.
- e. Terminal Blocks shall be of Fed through 1100V grade, 10 Amps rated complete with insulated barriers. All spare contacts and terminals of the cubicle mounted equipment and devices to be wired to terminal blocks ready for Owner's external cable connections.
- f. The terminal blocks shall be suitable for connecting the following conductors of the cables on each side:
- a. All circuits except CT circuits: Minimum of 2.5 mm² copper.
- g. There shall be a minimum clearance of 250 mm between the first row of terminal blocks and the associated cable gland plate. Also, the clearance between two rows of terminal blocks shall be a minimum of 150 mm.

Earthing:

- h. An earthing bus shall be provided and extended throughout the length of the switchgear. It shall be bolted to the framework of each unit and brazed each breaker earthing contact bar.

- i. The earth bus shall have sufficient cross section to carry the momentary short circuit and short time fault current for at least one second or higher without exceeding maximum allowable temperature rise causing damage to the switchgear (LV – 10kA for 1 Sec.)

Painting:

- l. The panels shall be complete with wiring, earthing terminals and shall be duly degreased, de-rusted, phosphate, given two coats of red oxide primer and two coats of enamel-based paint of shade as indicated. The final finished thickness of paint film on steel shall not be less than 100 microns and shall not be more than 150 microns.

3.15 LIGHTING FIXTURES AND ACCESSORIES Codes & Standards

- a. The items of supply shall confirm to the latest applicable electrical rules, all currently applicable standards codes of practice indicated in Table 2, regulations and safety codes of the locality where the equipment are to be installed. In case of conflict between these standards and specification, requirements of this specification shall govern. Nothing in this specification shall be construed to relieve the CONTRACTOR of his responsibility. Where no standards are available, the supply items shall be backed by test results shall be of good quality and workmanship and any supply items which are bought out by the VENDOR shall be procured from approved manufacturers acceptable to the OWNER/ENGINEER.

	Equipment/Components	Applicable Standards
1	Electric Lighting Fittings General and	IS:1913
2	Safety Requirements	BS:4533
3	Luminaires - Part 1: General requirements and tests	IEC:60598
4	Code OF Practice for Industrial Lighting	IS:6665
5	Calculation of Co-efficient of Utilization	IS:3646
6	Industrial Lighting Fittings with Metal Reflectors	IS:1777 IEC:60598
7	Decorative Lighting Outfits	IS:5077
8	Dust Proof Electric Lighting Fittings	IS:4012 IEC:60598
9	Dust Tight Electric Lighting Fittings	IS:4013
10	Electric Lighting Fittings for Division 2 Areas as per IS:5572 (P1)	IS:8224 BS:4533 IEC: Part II SECT 2

11	Flame Proof Lighting Fittings	IS:4013
12	Flame Proof Enclosure	IS:2148
13	Flood Lights	IS:10322 BS:4533 IEC: Pt-V SECT-5
14	Luminaries for Street Lighting	IS:10322 BS: IEC: Pt-V SECT-3
15	Waterproof Electric Lighting Fittings	IS:3528 BS:4533 IEC: BS:5225 (1)
16	Bayonet Lamp Holders	IS:1258
17	Edison Screw Lamp Holders	IS:10276
18	Bi-Pin Lamp Holders for Tubular	IS:3323
19	Emergency Lighting Units	IS:9583
20	Ignition Proof Enclosures, Dust-Tight for	IS:11005
21	Luminaires (Part 1 to V)	IS:10322

- e. All codes and standards referred to in the specification shall be understood to be the latest version on the date of offer made by the bidder unless otherwise indicated.
- f. The CONTRACTOR shall ensure that instruments and gauges to be used for testing and inspection of critical parameters as identified in the specification have valid calibration and the accuracy can be traced to National standards.

3.16 Lighting Fixtures (Luminaires)

General Requirements

- Luminaires shall be designed for continuous trouble-free operation under atmospheric conditions as specified in Project Information Memorandum without reduction in lamp life or without deterioration of materials and internal wiring. Outdoor fittings shall be weather- proof and water-proof type.
- For each type of luminaire, the VENDOR shall furnish the utilization factor tables to indicate the proportion of the light emitted by the bare lamps which falls on the working plane.
- All luminaries shall be supplied complete with lamps suitable for operation on supply voltage and the variation in supply voltage and frequency.

- d. Each luminaire shall have a terminal block suitable for loop-in, loop-out and T-off connection by 1100 V, 1 core, PVC insulated copper conductor wires up to 4 sq.mm in size. In outdoor, corrosive and hazardous areas the termination at the luminaire shall be suitable for 1100 V, PVC insulated, copper conductor, armoured cables of sizes up to 6 sq.mm conductors. Terminals shall be of stud or clamp type. The internal wiring should be completed by the MANUFACTURER by means of stranded copper wire of minimum 1 sq.mm size and terminated on the terminal block. Terminal blocks shall be mounted with minimum two fixing screws.
- e. Mounting facility and conduit knockouts for the luminaires shall be provided.
- f. All hardware used in the luminaire shall be suitably plated or anodized and passivated for use in chemical, industrial and power plants.

Earthing

- a. Each luminaire shall be provided with an earthing terminal suitable for connection to the OWNER's earthing conductor of suitable sized Cu wire unless otherwise specified.
- b. Where separate control gear box is provided for housing the accessories the same shall be provided with an earthing terminal suitable for connecting OWNER's earthing conductor of suitable sized Cu wire unless otherwise specified.
- c. All metal or metal enclosed parts of the luminaire / control gear box shall be bonded and connected to the earthing terminal so as to ensure satisfactory earthing continuity.

Painting / Finish

- a. All surfaces of the luminaire / control gearbox housing accessories shall be thoroughly cleaned and degreased. It shall be free from scale, rust, sharp edges and burrs.
- b. When enamel finish is specified, it shall have a minimum thickness of 2 mils for outside surface and 1.5 mils for inside surfaces. The finish shall be non- porous and free from blemishes, blisters and fading.
- c. The luminaire housing shall be stove-enamelled / epoxy stove-enamelled- vitreous enamelled or anodized as indicated under various types of fittings. Aluminium paint on flameproof fittings is prohibited.
- d. The surface shall be scratch resistant and shall show no sign of cracking or flaking when bent through 90 deg. over 12.5 mm dia mandrel.
- e. The finish of the luminaire shall be such that no bright spots are produced either by direct light source or by reflection.
- f. External control gearbox provided for housing accessories shall be painted or galvanized.

3.17 Following table to be referred for Illumination levels and type of Lighting fixtures:

Area which are not covered under this list shall comply with the latest IS 665 Minimum Lux level.

Sl.No	Room	Min. Lux level for Normal Lighting (in lumen)	Type of Fixtures	Type of lamp
1	Control room	500	Decorative recessed type with wide-angle mirror optic reflector	LED
2	Battery room	50	Totally enclosed flame and corrosion proof with clear acrylic cover	LED
3	Auxiliary room (chargers, rectifiers)	50	Industrial type with vitreous enamel reflector (surface mounted)	LED
4	Pantry	300	Industrial type with vitreous enameled reflector	LED
5	office	500	Decorative recessed type with wide angle mirror optic reflector	LED
6	Toilet/Washroom	100	Industrial type with vitreous enameled reflector	LED
7	Conference room	300	Decorative recessed type with wide angle mirror optic reflector	LED
8	Maintenance room	150	Industrial type with vitreous enamel reflectors/industrial high bay	LED
9	Corridor/passage	100	Industrial type with vitreous enamel reflectors/channel mounted box type	LED
10	Staircase	100	Decorative	LED
11	DG set	100	bay for mounting heights above 5m	LED
12	Security cabins	150	Industrial type with vitreous enamelled reflector	LED

13	Store room	50	Industrial type with vitreous enamelled reflector	LED
14	lobby	75	Decorative recessed type with wide-angle mirror optic reflector.	LED
15	Switchgear room	150	Industrial type with vitreous enamel reflector (surface mounted)	LED
16	Lift	100	Industrial type with vitreous enamel reflector	LED
17	Switchyard	20	Weather proof, flood light medium beam type mounted on lighting / lightning masts	LED
18	Transformer yard	15	Dust proof / dust tight well glass on fire partition walls	LED
19	Road lighting	20	Street light with clear acrylic cover semi cut- off type with integral mounted control gear	LED
20	Peripheral lighting	15	Street light with clear acrylic cover semi cut- off type with integral mounted control gear/general purpose flood light	LED

minimum of 50 lux lighting shall be maintained in the roads, parking area, boundary wall and other general areas of the habitat.

Lighting for Walkways

Lighting for walkways shall be as given below:

- Lighting should illuminate the walkway; lighting fixtures not exceeding a height of 4 m from ground level should be provided.
- Lighting shall be provided every 20 m to 30m, focusing light not on the car lanes, but on the walkways.
- White lighting at average 35 to 40 lux is recommended to ensure colour contrast of tactile blocks and to ensure visibility at night to persons with low vision.
- Lower-level light poles are preferred to avoid shadow where there are high trees.

3.18 LIGHTING SYSTEM INSTALLATION WORK

INSTALLATION WORK

- a. The installation of lighting fixtures shall be based on the mounting arrangement shown in the layout drawings prepared by Contractor and approved by Owner. The shall be included in the cost of installation of lighting fixtures.
- b. Installation of receptacles and switches shall be carried out suitably as per the lighting layout drawings prepared by Contractor and approved by Owner. Switch shall be mounted in flush with the front cover plate.
- c. Lighting distribution boards shall be installed in the location indicated in the layout drawings prepared by Contractor and approved by Owner. Each floor should have lighting DB. Outdoor lighting distribution boards shall be installed on a concrete plinth. The top of plinth shall be 1000mm (min.) above the grade level. No cement and steel will be supplied by OWNER. Installation cost of lighting distribution board shall include cost of installation of earthing conductor from LDB to the nearest earthing grid.

Point Wiring

Point wiring also covers the wiring of the associated control switches of lighting fixtures/control switches of receptacle units.

Primary Point Wiring

- a. Primary point wiring covers the wiring between a circuits of the lighting panel to the first lighting fixture/ receptacle unit, connected to that circuit of the lighting panel. In some cases where there are junction boxes, the primary point covers the wiring between junction box and the first lighting fixture /receptacle unit in that circuit.

Secondary Point Wiring

- b. Secondary point wiring covers the wiring of the remaining lighting fixtures/ receptacle units other than that covered under primary point of that circuit in the lighting panel.
- c. Secondary point wiring also covers the wiring of the associated control switches of lighting fixtures/control switches of receptacle units.
- d. Secondary point wiring covers the wiring between the junction box and the lighting fixture on the pole in case of street light and between junction box mounted near the base of the tower and all subsequent junction boxes mounted on that tower and also between junction box and the flood light fixture. The above refers to the remaining fixtures covered under the circuit referred under primary

point wiring. Secondary point also covers the wiring of the associated control fuses, switches, looping of terminals, etc. as required.

Supply and Installation of Conduit Point Wiring

- e. Only G.I conduit shall be used for all exposed/embedded wiring including above false ceiling
- f. Wires used for conduit point wiring of lighting fixtures and receptacles shall be 1100 V grade, PVC insulated, single core, stranded copper conductor wires of sizes not less than 2.5 sq.mm/ and 4 sq.mm respectively. Wires shall conform to IS-694 and shall bear the ISI mark. In conference hall, administrative block, and control room and in buildings where there is false ceiling, concealed wiring shall be adopted. Bidder shall Include necessary control switches. The control switches shall be housed in galvanized box of sheet steel.
- g. Bidder shall take into consideration necessary galvanized MS fixing clamps when the wiring conduits are to be supported from steel roof truss/structural members.
- h. Wherever concealed conduit wiring is required, the supply and installation of rigid conduits in ceiling/walls from lighting panels to lighting fixtures/receptacles shall be in CONTRACTOR"s scope. Routing of conduits shall also be in the scope of CONTRACTOR. As no conduit layout will be furnished to CONTRACTOR, the CONTRACTOR shall coordinate closely with the Civil CONTRACTOR, prepare and furnish drawings indicating the locations of embedded conduits/junction boxes/pull boxes/inspection boxes based on OWNERs lighting layout drawings.
- i. Bidder shall conform to the relevant clauses for conduits, junction boxes and lighting wires in Clause 6.5 (Lighting System Equipment) of Lighting System.

Supply and Installation of Cable Point Wiring

- j. The point wiring shall include supply of necessary materials for the cable wiring such as 1100 V grade multicore, stranded aluminium conductor, PVC insulated, armoured cables of sizes 4 sq.mm and 6 sq.mm (conforming to IS 1554), for wiring of lighting and receptacles in buildings and outdoor areas, where cable wiring is specified, MS fixing saddles with spacing plates, junction boxes, nylon / fibre fixing plugs galvanized MS fixing screws, control switches and installation/termination of cables including supply of cable glands as required, installation of control switches, junction boxes, drilling holes in brick walls/RCC roof and grouting necessary conduit sleeves for taking the cables and any other work materials necessary for making the point wiring complete in all respects.
- k. Bidder shall take into consideration necessary galvanized MS fixing clamps when the wiring cables are to be cleated along steel roof trusses/structural members.

- I. Bidder shall take into consideration specific material finish if any, other than galvanizing, such as corrosion resistant painting epoxy painting or chlorinated rubber painting of all the installation accessories as called for in the relevant lighting layout drawings/BOQ.

3.19 Supply & Installation of Point Wiring for Street and Flood Lighting

The scope shall include supply and installation of cables required between LDB and junction box mounted on street lighting pole/flood lighting tower and also between junction box to metal enclosed control gear box located near light fixture, supply and installation of all the termination accessories such as crimping type cable lugs and double compression cable glands at each junction box and fixture, termination, testing and commissioning of cables. CONTRACTOR's scope of work also includes excavation, preparation of riddled soil bedding, supply and installation of protective covers over the cable, backfilling, ramming, supply and installation of route. Supply and installation of HDPE pipes for road crossing, etc, supply and installation of necessary cleating arrangement for cabling on flood light tower, supply of labor, supervision, welding equipment, all tools and tackles and testing equipment as required. CONTRACTOR shall plan and cut the cables in such a way that there is no wastage and no cable jointing is required in any run. However, should any joint become necessary the same shall be provided by the CONTRACTOR and a joint marker shall also be provided at no extra cost. Earthing of street light pole/ flood light tower, lighting fixtures, control gear boxes, junction boxes etc. are included under point wiring. The CONTRACTOR shall earth street light pole / flood light poles and junction boxes with Cu flat tapped off from Cu earthing grid. The CONTRACTOR shall interconnect his earth grid to the main earth grid of the plant at first and last pole of each feeder circuit and at some intermediate poles. Flood lighting tower earthing shall be carried out. The Lighting fixture shall be earthed by 2.5 sq mm Cu flexible FRLS wires (unless otherwise specified).

Point wiring rates shall also include/hold good for the following:

- a) Supply and installation of lighting control switches and switch boxes complete with fixing accessories.
- b) Drilling holes in brick/RCC wall and roof for taking cable or conduit, sealing and refinishing with cement plaster.
- c) Marginal shifting of any fixture / accessory from the location indicated in the lighting layout drawings.,
- d) Testing, commissioning and handing over the lighting system in commercial working condition.
- e) CONTRACTOR shall provide necessary foundation for erecting street light pole/flood light tower and install the same. CONTRACTOR shall prepare and submit foundation drawings with necessary details to OWNER/CONSULTANT for approval.

3.20 Supply and Installation of Lighting Poles /High Mast for Outdoor Lighting (Street and Flood Lighting)

- a. Supply and installation of street light poles and flood light towers including associated junction boxes with fuses, links and terminals near each flood light fixture.
- b. Street light poles and flood light towers shall conform to relevant standard drawings. All street light poles and towers shall be painted with one shop coat of red oxide oil primer followed by two coats of aluminium alkyd paint.
- c. The CONTRACTOR shall be responsible for the safe erection and installation of the High Mast in mechanically and structurally safe working condition for the design life of the Mast. The holding down bolts shall be of high tensile strength and shall be supplied complete with anchor plate of 6 mm thick for casting into the foundation. The precision-made steel template with tube holes shall be provided to ensure correct verticality and horizontality of bolt alignment.
- d. The Lantern Carriage shall be so installed that it does not cause any damage to the surface of the Mast and is provided with protective buffer arrangement. The complete Lantern Carriage shall be hot dip galvanized after fabrication.
- e. Supply and Installation of Lighting Distribution Boards, Lighting Panels (AC & DC), 24 V AC 1 PH Distribution Boards, Remote Control Panels for Street and Boundary Lighting
- f. Supply and installation of lighting distribution boards, lighting panels, etc. as per latest IS/IEC standards
- g. Installation of above items shall include necessary foundation channels, bolts/nuts, etc. for grouting lighting distribution boards, Iron brackets/grouting brackets, bolts/nuts for wall/column mounted panels and associated civil works.

Wiring

- a. All wires shall be FRLS and Fire survival type. Wiring shall have provision for easy inspection. Exposed wiring when run along wall shall be as near the ceiling as possible. Where cable wiring is specified, cable shall be cleated on to the wall as close to the ceiling as possible. In all types of wiring, due consideration shall be given for neatness and appearance.
- b. Wherever emergency lighting is provided, emergency lighting wires shall run in a separate conduit.

- c. Wherever lighting system has three phase distribution, separate conduits shall be used for different phases. For easy identification of phases and neutral wires the following color wires shall be used.

d. R - Phase -	Red
e. Y - Phase -	Yellow
f. B - Phase -	Blue
g. Neutral -	Black
h. Earthing-	Green

- i. There shall be a circuit breaker or a linked switch on each live conductor of supply mains at the point of entry. The wiring throughout the installation shall be such that there is no break in neutral wire in the form of switch or fuse unit.
- j. Receptacles and lighting fittings in general shall be fed from different circuits. Five amps receptacles for toilet or small rooms can be fed from the lighting circuit with proper isolating arrangement.
- k. Each final sub-circuit from a lighting panel shall be controlled by a single pole switch/MCB connected to the live conductor.
- l. For long conduit wiring runs, inspection/pull boxes shall be provided at intervals not extending 10 m. Such facilities shall also be provided at conduit bends.

General Practices

- a. All receptacles and switches to be installed in offices and control rooms shall be flush mounted within the wall and those in other areas shall be wall or column mounted.
- b. Ceiling roses shall not embody fuse terminals as an integral part. For voltages exceeding 250 volts, a ceiling rose or any similar attachment shall not be used.
- c. A socket outlet shall not embody fuse terminals as an integral part of it. The switch controlling the socket outlet shall be on the live side of the line.
- d. All exposed metal parts of the plug, when the plug is in complete engagement with the socket outlet, shall be in effective electrical connection with the earthing pin.
- e. Conduits and fittings shall be earthed by suitable sized GI wires (unless otherwise stated), run along the length of the conduit and secured by means of suitable clamps efficiently fastened to conduit. To achieve perfect electrical continuity, the conduits shall be bonded effectively on either end of a coupling and other joints.

- f. Conduits shall be grounded at the ends adjacent to switch boards at which they originate or otherwise at the earth clip, clamp or gland, in effective electrical contact with the conduit.
- g. In hazardous areas, and where wiring is done with multicore armoured cables, the third core of each single-phase circuit shall be used as earthing conductor and connected to the fitting / junction box internal earthing terminal. The external earthing terminal of each junction box shall be earthed by 2.5 Sq mm Cu for wire for smaller size DBs or 4 sq mm Cu wire for large DBs (unless otherwise specified) to the nearest earth grid.

3.21 LAYOUT REQUIREMENTS FOR THE EQUIPMENT / SYSTEM

- a. The design of the lighting system shall be carried out by the Bidder based on site layout. Installation of Lighting system shall be carried out by the Contractor as per Lighting Layout drawings prepared by Contractor and approved by the Owner.

4. OPERATIONAL REQUIREMENTS

- 4.1 Lighting system shall be designed and installed so as to have adequate lighting in the station to meet operational requirements satisfactorily.

4.2 MAINTENACE REQUIRMENT

Contractor to provide catalogue and O& M manual of all components of Lighting system.

The equipment offered shall be suitable for continuous operation under the above conditions at the full rated capacity. The equipment offered shall be suitable for heavily polluted atmosphere.

5. Technical Parameters of Equipment including DATA SHEET

Sr. NO	DETAILS	UNIT	TPSODL/TPCODL/TPNODL/TPWODL Specification	By Bidder
1	Switchgear designations		As per SLD	
2	Single front or double front	SF/DF	SF	
3	Applicable Standard		Refer Specs	
4	Fully draw out/semi draw out/Fixed	FD/SD/F	F	
5	Total dimensions of each complete switchgear L x W x D	mm	By Bidder	
6	Width of each vertical	mm	By Bidder	

	section with cable alley			
7	Width of cable alley only	mm	By Bidder	
8	Minimum clear space required			
	a) In front	mm	By Bidder	
	b) Back	mm	By Bidder	
9	Max. cubicle weight with components	kg	By Bidder	
10	Have all the feeders and components specified in enclosed Drawings		By Bidder	
11	GENERAL PARTICULARS			
12	Sheet steel			
	a) Cold rolled/Hot rolled		Cold rolled	
	b) Thickness :			
	i) Frames	mm	2.5	
	ii) Door	mm	2	
	iii) Rear cover	mm	2	
	iv) Side and top covers	mm	2	
	v) Panel partitions	mm	1.6	
13	Degree of protections provided by the enclosure (As per IS : 13947)		IP 54 for indoor IP 65 for outdoor	
14	Earth busbar size	Sq.m m	25 x 3 sq mm, Copper	
15	Earthing Wire	Sq.m m	2.5 sq mm / 4 sq mm	
16	BUSBAR			
	a) Material of busbars		Al	
	b) Section	Sq.m m	By Bidder	
	c) Continuous current rating under site conditions	A	As per SLD	

	d) Whether busbars have been insulated	Y/N	YES	
17	DETAILS	UNIT	TPSODL/TPNODL/TPCODL/TPWODL Specification	By Bidder
	a) Type of insulation		By Bidder	
	b) Temperature rise over the reference ambient when carrying rated current	°C	105	
	c) Material of busbar supports		By Bidder	
	d) Clearance in air :			
	e) Between phases	mm	25.4	
	i) Between phases earth	mm	19.4	
	f) Short time rating (One Sec.)	kA	25	
	g) Momentary rating (peak)	kA	62.5	
18	MCCBs & MCB			
	Make		MCCB- Siemens, L&T, ABB, C&S, Schneider, havells MCB- Siemens, ABB, Legrand, Schneider, havells	
	a. Moulded case circuit breakers provided	YES/NO	YES	
	c. Voltage, frequency & no. Of phases		415V, 3ph, 50Hz	
	d. Rated operating duty		S1	
	e. Rated breaking capacity (at 415v 0.25 p.f.)	kA	25	
	f. Rated making current	kA	62.5	
	g. Rated current at site reference			
	h. ambient temperature			

	k. ON/OFF operation :			
	l. Manual	YES/NO	YES	
	m. Releases required :			
	n. Overload	YES/NO	YES	
	o. Earth Fault	YES/NO	YES	
	p. Rated voltage	V	415	
	q. Rated current for individual circuits to be provided as per requirements of protection coordination	YES/NO	YES	
19	INDICATING LAMPS			
	a. Make		By Bidder	
	b. Type		Cluster type LED	
	c. Voltage	V	220V /110V DC	
	d. Wattage of lamp	W	By Bidder	
20	PUSH BUTTONS			
	a. Make		By Bidder	
	b. No of contacts:			
2 1	WIRING AND TERMINAL BLOCKS			
	a. Voltage grade	kV	1.1kV	
	b. Insulation		PVC	
	c. Minimum size of conductor for :			
	i) Power wiring	Sq.m m	2.5	
	ii) Control wiring	Sq.m m	1.5	
22	Type of terminal blocks :			
	i) For withdrawable Type		Stud	
	ii) For Fixed type		Stud	
23	Minimum current rating of terminal blocks	A	10	

24	Switch, sockets & lighting fittings, Cables		Make: Switch & socket: Anchor, cona, havells, Legrand Lighting: Bajaj, Crompton, havells, Philips, syska, wipro Cable: KEI, Polytech, Havells, Finolex or equivalent	
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6.Tests:-

The bidder shall submit Type test reports obtained from NABL/ International Accredited Lab for the equipment / material offered. The type tests should have been conducted on the equipment / material of the same design. The type tests should have been conducted within 5 years prior to the date of bid opening. Time period for type test can be extended by another 5 years as a special case, if there is no change in design / material of construction (MOC). In case the type test reports furnished are not for the quoted equipment / material but for the equipment / material with higher voltage class and/or different capacity, then type test shall be carried out for the offered equipment / material from NABL / International Accredited Lab without any cost implication to the owner and the Type Test reports shall be submitted before dispatch of the equipment / material.

6.1 Type test:

- Degree of protection
- Short circuit making breaking capacities

6.2 Routine Test:

- Visual dimension check
- Bus bar joints, wire termination, nut & bolt tighten check
- Measurement of resistance of main circuit
- Verification of Clearance & creepage distance
- Verification of correct wiring & continuity of circuit
- Tests after erection on site.

- a. All test routine test, performance test, special tests, type tests and acceptance test as per the relevant standards and approved MQP shall be carried out.

7. Performance Guarantee Parameters

- a. Lighting lux levels as per table 1 in Lighting fixtures and Luminaries in various areas of the substation shall be satisfactorily complied with.

Warranty

- b. Bidder shall warrant that the equipment hardware is free of defects in material and workmanship or faults in design, in so far as the equipment fails to meet the requirements of this technical specification, for a period of 60 months from the date of final acceptance by the purchaser after completion of 30 days trouble free operation.

8. Mandatory Spares

10% of supplied quantity of luminaries shall be provided.

9. Data Submission By Bidder

Drawings and Data

- a. As part of the proposal the BIDDER shall furnish relevant technical/ descriptive literature of all quoted items and the general arrangement drawing showing dimensioned views for Lighting Distribution boards and lighting panels and junction boxes.

9.1 Bidder shall submit the following information along with the Technical Bid.

- Acknowledgement of Bid receipt by duly signing all the pages of the bid documents.
- Bid Qualifying Data.
- Organization Chart
- Manufacturing Capacity and list of products manufactured
- List of Projects executed with Reference List
- Technical Literature of Product offered with all details
- Guaranteed Technical parameters of cables and accessories with drawings offered in this bid duly signed and acknowledged.
- Type Test Reports wherever applicable
- Testing Facility and Testing Plan for the cable system offered.
- Data Sheets duly filled.
- Unpriced copy of price schedule along with technical bid.

10. SCHEDULED DEVIATIONS:

(TO BE ENCLOSED WITH TECHNICAL BID)

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

Sl no	Clause No	Details deviation with justification
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We confirm that there are no deviations apart from those detailed above.

Seal of the Company:

Signature
Designation

GCC-Supply
(Annexure to Tender Documents)

CONFIDENTIAL

	TP WESTERN ODISHA DISTRIBUTION LIMITED	
	WORK INSTRUCTION /OPERATING GUIDELINES	
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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 TPWODL, 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 TPWODL 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

3.0 CONTRACT PARAMETERS

3.1 Issue/Award of Contract

TPWODL 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 TPWODL 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 TPWODL, 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

TPWODL 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 TPWODL'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.

TPWODL 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 TPWODL, provide Purchaser with a reasonably detailed estimate of the cost of the change outlined in the request.

In the event, TPWODL 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 TPWODL.

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 TPWODL, packaging and forwarding charges, freight and transit insurance charges covering loading at Associate's works, transportation to TPWODL store/site & unloading & delivery at TPWODL stores/TPWODL 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 variable 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 variable irrespective of IEEMA TPWODL making changes in quantum in allor 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 TPWODL 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 TPWODL.

6.0 TERMS OF PAYMENT

On delivery of the materials in good condition and certification of acceptance by TPWODL official, Associate shall submit the Bills/Invoices in original in the name of "TP Western Odisha Distribution Ltd" to invoice desk, complete with all required documents as under:

- Test Reports (4 sets).
- MDCC issued by TPWODL.
- 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. TPWODL 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 TPWODL 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 TPWODL 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, TPWODL 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 TPWODL 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 TPWODL 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 TPWODL. 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 TPWODL indemnified always till completion of contracts.

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9.2 SA 8000

As TPWODL 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

TPWODL 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**

TPWODL 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 TPWODL 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 TPWODL/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 TPWODL.

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 TPWODL 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 TPWODL. 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 TPWODL, 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 TPWODL. All such products and equipment shall be used or installed in strict accordance with original manufacturer's recommendations, unless otherwise directed by the TPWODL. 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

TPWODL 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 TPWODL during contract execution time.

All inspections and participations shall be carried out by TPWODL 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 TPWODL'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 TPWODL's Engineers.

The Associate shall provide free of charge office accommodation, office facilities, secretarial services, communication facilities, general and drawing office stationary, etc. as may be reasonably required by the TPWODL'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 TPWODL/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 TPWODL inspectors are not satisfied with the safety arrangements at the plant, TPWODL 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 TPWODL along with the inspection call, for scrutiny of TPWODL.

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

11.3 Third Party Nomination

TPWODL 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 TPWODL as far as conducting the inspection.

11.4 Waiver of Inspections

TPWODL 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 TPWODL 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 TPWODL. Material delivered at TPWODL stores or at project site without a valid MDCC issued by the designated official of TPWODL 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 TPWODL, 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 Sambalpur	12 days
2	Within Sambalpur	5 days
3	Waiver*	3 working days

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

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 TPWODL and have to supply back the material within next 30 days or within the timeframe mutually decided by Associate and TPWODL.

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", TPWODL, Burla.

12.4 Submission of mandatory documents on Delivery

Following documents shall be mandatorily submitted by BA along with supply of material to TPWODL 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	TPWODL material code and material description shall be mentioned in invoice and on material.
3	"Property of TPWODL" 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, "PROPERTY OF TPWODL, Burla", Guarantee period and Associate's name.
8	In case of manual unloading, supplier / transporter shall deploy sufficient Labour for unloading the material at TPWODL central store. For heavy item(s), crane will be provided by TPWODL [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 TPWODL 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 36 Months from the Date of Commissioning or 42 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, TPWODL will be at liberty to get the same done at Associate's risks and costs and recover all such expenses plus the TPWODL'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 TPWODL. However, if replacement of the Equipment is required, Associate shall notify the same to TPWODL within 7 days of reporting the issue by TPWODL. 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, TPWODL 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 TPWODL, as described below:

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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 quantity is supplied within 130% of the original contract time. If full contractual quantity is not delivered within 130% of contract time for delivery, TPWODL 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 TPWODL, 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, TPWODL 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 TPWODL 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 TPWODL's interest failing which appropriate action (legal or otherwise) may be taken against the Associate by the TPWODL, 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 TPWODL in connection with the performance of the contract shall be held confidential by the Associate and shall remain the property of the TPWODL 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 TPWODL.

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 TPWODL shall not be published or

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disclosed to the third parties or taken out of the country without prior written approval of the TPWODL and upon execution of confidentiality agreements satisfactory to the TPWODL 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. TPWODL 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 TPWODL. 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 TPWODL under the Contract shall be passed on to the TPWODL. The TPWODL 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 TPWODL.

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 TPWODL. All rights, with respect to, or arising from such intellectual property, as afore mentioned, shall solely vest in TPWODL.

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 TPWODL shall arise in this respect, and any costs, damages, expenses, compensation payable by TPWODL 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 TPWODL 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 TPWODL is held liable for by any court judgement. In this connection, the TPWODL 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 TPWODL 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 TPWODL 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 TPWODL.

The TPWODL 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 TPWODL 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 TPWODL. The constituents & leader of the consortium or joint venture shall not be changed without the prior consent of TPWODL.

TPWODL 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

TPWODL 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 be executed by Associate under the contract by providing to the Associate at least two business days written notice for contracts having contract completion period less than sixty days and at least 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 TPWODL, 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 TPWODL, 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.

TPWODL 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 TPWODL and not due to any breach of contract conditions by the associate, TPWODL 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 TPWODL.

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 TPWODL 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 TPWODL 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 TPWODL 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.

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- 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.
- 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 TPWODL 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 TPWODL.

If the default or breach as specified under clause 22 (except sub clause g thereof) be committed by the associate for the first time, TPWODL shall issue, along 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 TPWODL then TPWODL 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, TPWODL shall have the right to terminate all the contracts TPWODL is having with the Associate by issuing termination notice which shall be without prejudice to the other rights of TPWODL available to it under law.

Without prejudice to its right to terminate for breach of contract, TPWODL 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 TPWODL 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 TPWODL.
- 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 TPWODL sites or in transit thereto. However the associate shall continue to fulfill its contractual obligations with regard to the part of contract not terminated.

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- d) It shall be open for TPWODL 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 regard to which the associate claims having completed its obligations before or during such termination.
- e) It shall be open to TPWODL 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 TPWODL 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 TPWODL 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, TPWODL 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 TPWODL 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 TPWODL 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 TPWODL against the amount recoverable from him on this ground. The same shall be without prejudice to other rights available to TPWODL 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 , TPWODL shall be entitled to bar the associates its agents , affiliates from undertaking any negotiation / tendering, bidding , participation activities concerning TPWODL for a period of two years from date of such termination. The same shall be without prejudice to other rights available to TPWODL.

22.2 Termination for Convenience of Associate

Associate at its convenience may request for termination of contract, clearly assigning the reason for such request. TPWODL 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 TPWODL

TPWODL at its sole discretion may terminate the contract by giving 30 days prior notice in writing or through email to the Associate. TPWODL 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.

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23.0 DISPUTE RESOLUTION & ARBITRATION

In case of any dispute or difference the parties shall endeavor 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 1996 and the place of arbitration shall be Sambalpur. 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 TPWODL or suspended by the arbitrator. Further, TPWODL 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 Sambalpur 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 TPWODL or not. However any error in design/drawing arising out of any incorrect data/written information from TPWODL 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 TPWODL on acceptance of material by store/site after Inspection.

However, such passing of title of ownership and property to the TPWODL 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.

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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 TPWODL.
- b) TPWODL 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. TPWODL 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 TPWODL 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) TPWODL 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 TPWODL'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 TPWODL 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. TPWODL, 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 TPWODL and without affecting the completion time.

28.0 SUGGESTIONS & FEEDBACK

We welcome all our Business Associates to write to us about their experience with TPWODL; 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 to provide your feedback.

- Suggestions for us
- Feedback form
- Knowledge Sharing/ Experience with TPWODL

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- Any issues with TPWODL.

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

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

**TP Western Odisha Distribution Ltd
Burla**

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
TP Western Odisha Distribution Ltd (TPWODL) in the sum of _____ for
which payment well and truly to be made to the TPWODL 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 TPWODL 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 TPWODL upto the above amount upon receipt of its first written demand, provided that in its demand the TPWODL 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.

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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
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:

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

TP Western Odisha Distribution Ltd
Burla

CP cum EP BG No.....

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

- 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.
- 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.
- 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

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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 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 Sambalpur branch and claim will also be payable at Sambalpur Branch (to be confirmed by Sambalpur Branch by a letter to that effect in case BG is from the branch outside Sambalpur).
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 TPWODL 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 TPWODL, in respect of our aforesaid Order No _____ dated _____ including amendments, if any, issued by TPWODL to our entire satisfaction and we further confirm that we have no claim whatsoever pending with TPWODL 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 TPWODL, 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 TP Western Odisha Distribution Ltd,

Burla

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 "TPWODL 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

☐ Sambalpur ☐ Within 200 kms from Sambalpur ☐ More than 200 kms from Sambalpur

Your nearly turnover with TPWODL

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

Additional Information

Your Name	
Your Designation	
Your Organization	
Contact Nos.	
Email	

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	TPWODL demonstrate willingness to be flexible in administration of Contract / Purchase Order						
7	We provide timely responses / clarifications to your queries						
8	TPWODL representative you interact / coordinate with is adequately empowered to support you in meeting contractual obligations						
9	TPWODL provide you all necessary infrastructure support for timely and quality completion of work (including AMC)						
10	TPWODL Engineer-in-Charge timely certifies the jobs executed/ material supplied						
11	TPWODL 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	TPWODL never defaults on contractual terms						
15	In TPWODL 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	TPWODL 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 TPWODL 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 TPWODL in comparison to your other clients in terms of fairness of treatment and transparency with its Business Associates?						
3	How would you rate TPWODL in comparison to your other clients in terms of processes and systems to manage partnership with its Business Associates						
4	How would you rate TPWODL in comparison to your other clients in terms of building long term & mutually relationship 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 TPWODL, would you like to continue your relationship with TPWODL?					
2	If someone asks you about TPWODL, would you talk "positively" about					

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	TPWODL?					
3	Would you refer TPWODL 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 TPWODL, 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 TPWODL'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 TPWODL to adopt. Please give your valuable salient recommendations.

Please spare your thoughts for TPWODL'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 TPWODL)	Timely payment	
	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	

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	Performance Guarantee/EMD released in time	
5	Inspection & quality assurance support for timely job completion	

We thank you for your time and courtesy!!

ANNEXURE-E

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, TPWODL 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. TPWODL 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. TPWODL will make every effort to make the bid process transparent. However, the award decision by TPWODL would be final and binding on the supplier.
3. The bidder agrees to non-disclosure of trade information regarding the purchase, identity of TPWODL, 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 TPWODL.
6. In case of intranet medium, TPWODL shall provide the infrastructure to bidders. Further, TPWODL 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 TPWODL.
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 TPWODL 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 TPWODL.
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 TPWODL well in time at our own. Further, we kept TPWODL 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

TO BE SUBMITTED BY VENDOR (To be filled as applicable)			
VENDOR:			
1.0	DETAILS OF THE FIRM		
	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	:
2.0	PRODUCTS MANUFACTURED		
3.0	TURNOVER DURING THE LAST 3 YEARS (TO BE VERIFIED WITH THE LATEST PROFIT & LOSS STATEMENT).		
4.0	VALUE OF FIXED ASSETS		
5.0	NAME & ADDRESS OF THE BANKERS		
6.0	BANK GUARANTEE LIMIT		
7.0	CREDIT LIMIT		
8.0	TECHNICAL		
	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	:
9.0	MANUFACTURE		
	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	:
10.0	INSPECTION / QC / QA / TESTING		
	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	EXPERIENCE (INCLUDING CONSTRUCTION / ERECTION / COMMISSIONING) TO BE FURNISHED IN THE FORMAT INDICATED IN APPENDIX)		:
12.0	SALES, SERVICE AND SITE ORGANIZATIONAL DETAILS		:
13.0	CERTIFICATE FROM CUSTOMERS (ATTACH COPIES OF DOCUMENTS)		:
14.0	POWER SITUATION		:
15.0	LABOUR SITUATION		:
16.0*	APPLICABILITY OF SC/ST RELAXATION (Y/N) IF YES, SUPPORTING DOCUMENTS TO BE ATTACHED		
17.0	ORGANIZATIONAL DETAILS 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	DOCUMENTS TO BE ENCLOSED:		

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	1. FACTORY LICENSE 2. ANNUAL REPORT FOR LAST THREE YEARS 3. TYPE TEST REPORT FOR THE ITEM 4. PAST EXPERIENCE REPORTS 5. ISO CERTIFICATE –QMS, EMS, OHAS, SA 6. REGISTRATION OF SALES TAX 7. COPY OF TIN NO. 8. COPY OF SERVICE TAX NO. 9. REGISTRATION OF CENTRAL EXCISE 10. COPY OF INCOME TAX CLEARANCE. 11. COPY OF PF REGISTRATION 12. COPY OF ESI REGISTRATION 13. COPY OF INSURANCE FOR WORK MAN COMPENSATION ACT NO 14. COPY OF ELECTRICAL CONTRACT LIC NO 15. COPY OF PAN NO 16. COPY OF WC TAX REGISTRATION 17. DOCUMENTS IN SUPPORT OF SC/ST RELAXATION AT S.NO.16.0 18. GSTN CERTIFICATE	
--	--	--

*** 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 TP Western Odisha Distribution Ltd,
Burla

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

	Version 1.2
Company Confidential	DEC - 2020

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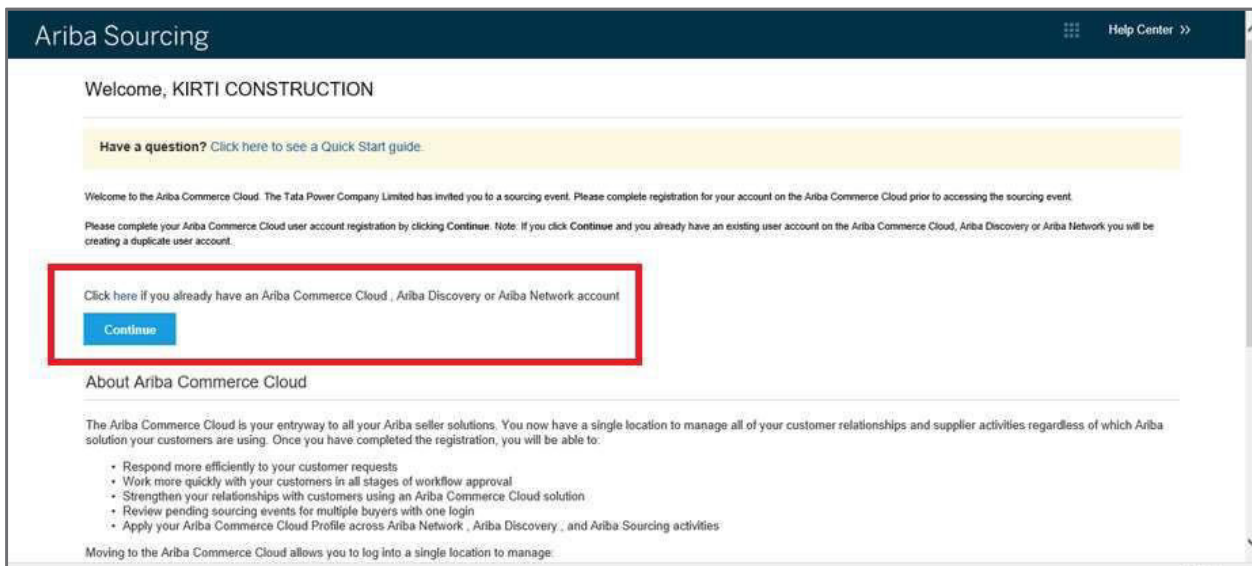
1- Accessing Ariba Sourcing

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 Koperkhairane 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 password 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 currently checked.
- "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

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

The screenshot shows the SAP Ariba Supplier Login interface. At the top, it says "SAP Ariba Proposals Powered by Ariba Sourcing" and includes a "Help Center" link. The main heading is "Supplier Login". Below this are input fields for "User Name" and "Password", followed by a blue "Login" button. There is a link for "Forgot Username or Password". At the bottom, it says "Need help? See Quick Start". On the right side, there is a graphic of a laptop displaying a dashboard with various charts and data.

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

The screenshot shows the Ariba Sourcing portal interface. The top navigation bar includes the SAP logo, 'Ariba Proposals and Questionnaire', 'Standard Account', and an 'Upgrade' button. A dropdown menu is open under 'Ariba Proposals and Questionnaire', showing options like 'Ariba Discovery', 'Ariba Proposals And Questionnaire', 'Ariba Contracts', and 'Ariba Network'. A blue oval points to the 'Ariba Proposals And Questionnaire' option with the text: "Goto 'Ariba Proposals & Questionnaire' after logging in at supplier.ariba.com".

The main content area displays a welcome message from Tata Power, a 'Public Profile Completeness' bar at 30%, and a list of 'Events'. A blue oval 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".

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

The screenshot shows the 'Event Details' page for Doc2420255101 - Tender Documents-Meter Reading Cum Spot bill... The page includes a 'Time remaining' of 8 days 03:36:25. A blue oval points to the 'Review Prerequisites' button with the text: "Click on 'Review Prerequisites'".

The page layout includes a left sidebar with 'Event Messages', 'Download Tutorials', and 'Response Team'. The main content area has a 'Checklist' with steps: 1. Review Event Details, 2. Review and Accept Prerequisites, and 3. Submit Response. Below the checklist is the 'Event Contents' section, which includes 'Tender Documents' and 'Techno Commercial Bid'. The 'Tender Documents' section shows a list of documents, including '1.1 Introduction'.

The 'Review Prerequisites' button is highlighted with a blue oval and the text: "Click on 'Review Prerequisites'".

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...

Time remaining: 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...), 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.

References

(*) indicates a required field

Submit Entire Response

Update Totals

Excel Import

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

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

Devendra Sharma (desharma@gmail.com) last visited 26 May 2020 10:55:18 PM - Horizon Cybersoft Ltd. AN01523624134
© 1996-2019 Ariba, Inc. All rights reserved.

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.

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.

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

3 Communicating with Tata Power Buyer during e- bidding

Step 1: Click "Compose Message".

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

Compose New Message

From: shingare.manufacturers (Ravi Shingare)

To: Project Team

Subject: Doc681345837 sourcing project 001

Attachments: attach a file

Dear Sir,

Can we submit the price ??

Regards

ABC

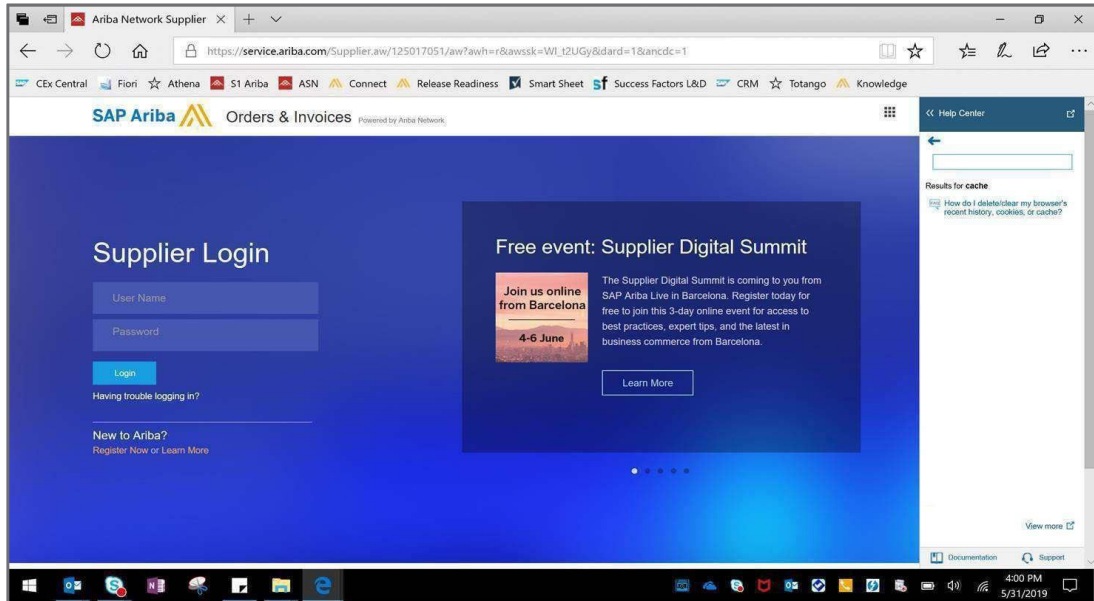
ARIBA TRAINING VIDEOS

[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

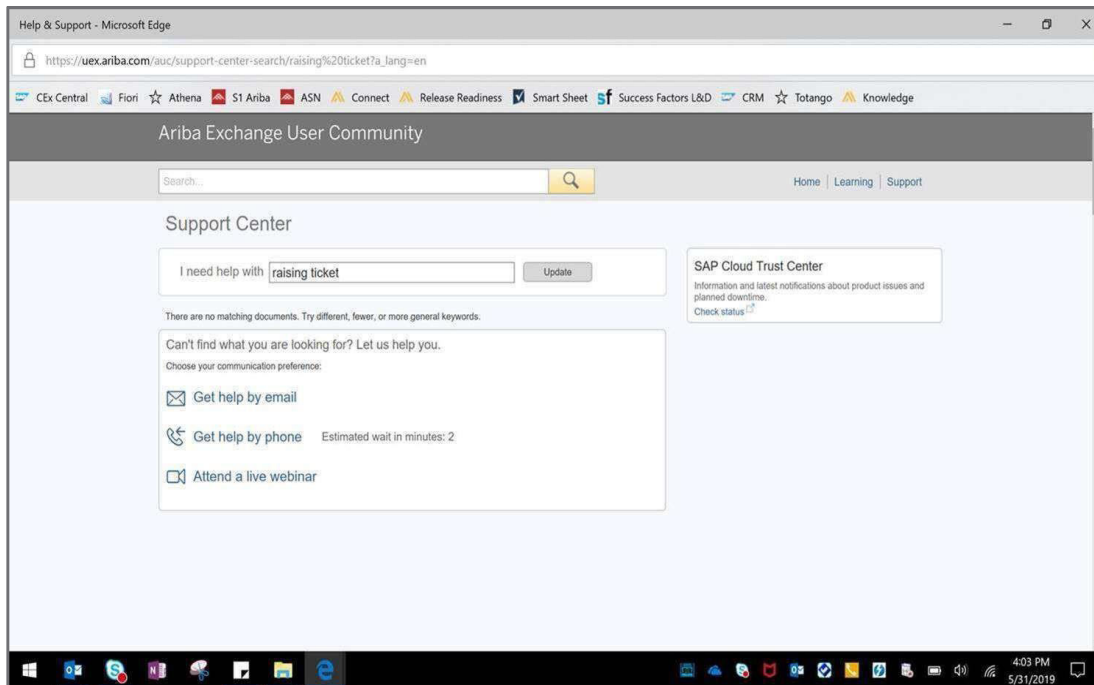
Support from Ariba - Supplier can raise the Ticket for “Support”

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.



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.



SUPPLIER MANUAL ANSWERING TO E-BIDDING

	Version 1.2
Company Confidential	DEC - 2020

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4 Ariba TRAINING AND Ariba SUPPORT	8
5 SUPPLIER FREQUENTLY ASKED QUESTION	11

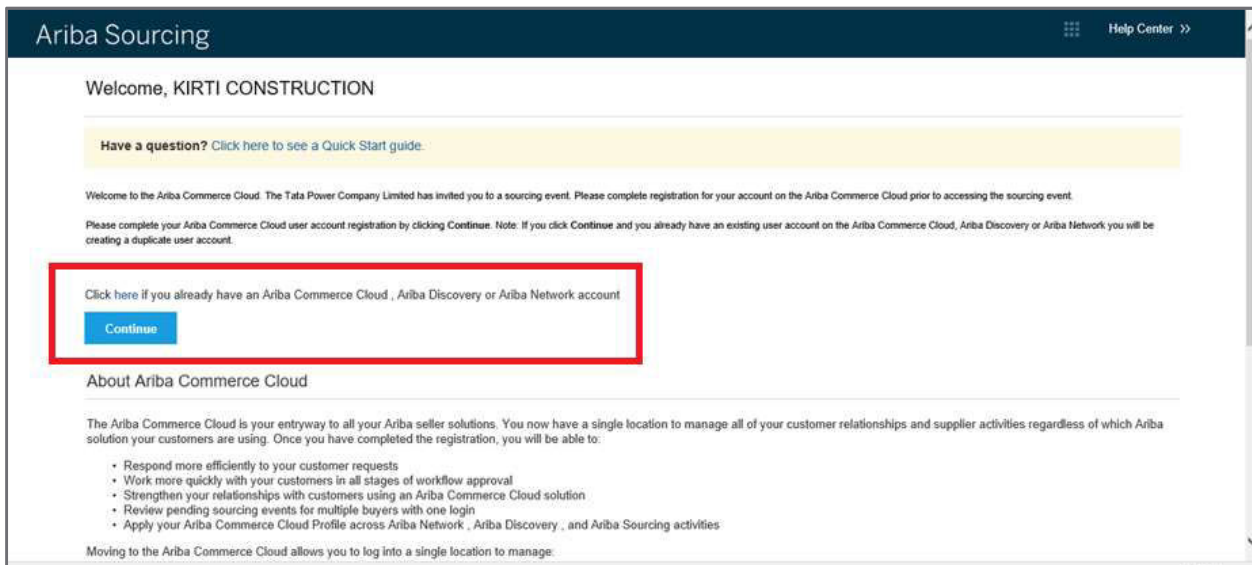
1- Accessing Ariba Sourcing

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 Koperkhairne 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."
- A second password field (*****).
- 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 box.
- "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

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

The login screen features the SAP Ariba logo and the text "Proposals Powered by Ariba Sourcing". 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, a laptop displays a dashboard with a line chart and various data tables.

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

Title	ID	End Time	Event Type
Status: Open (2)			
Maintenance of HT and LT Networks for Tata Power Distribution 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 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

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

Time remaining: 8 days 03:36:25

Review and respond to the prerequisites. Prerequisite questions must be answered before you can view event content or participate in the event. Some prerequisites may require the owner of the event to review and accept your responses before you can continue with the event. If you decline the terms of the prerequisites, you cannot view the event content or participate in this event.

Download Content Review Prerequisites Decline to Respond Print Event Information

Review the terms of the prerequisites. Review them.

Next

Tender Documents

1. Review Event Details

2. Review and Accept Prerequisites

3. Submit Response

Event Contents

All Content

1 Tender Documents

2 Techno Commercial Bid

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...

Prerequisites must be completed prior to participation in an event.

Checklist

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

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.

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☒ 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...

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

Name 1

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 ...), fill in the same with, and re-attach the same after filling in prices as their Price Bid. No Alterations/changes shall be made by the bidders in this ... as requested.

References

(*) indicates a required field

Submit Entire Response

Update Totals

Excel Import

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

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

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 1 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

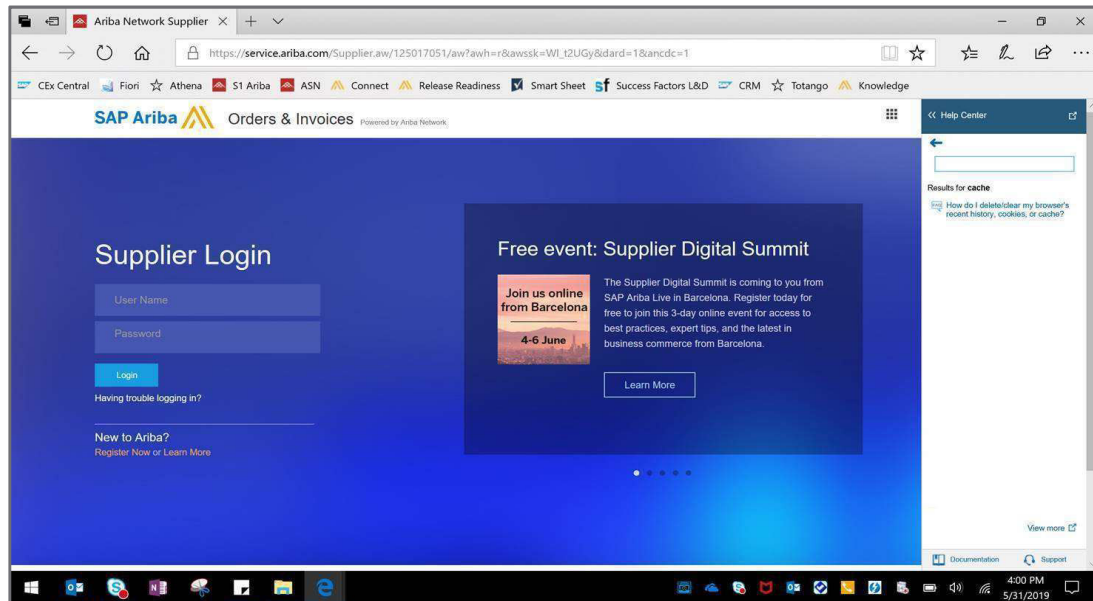
ARIBA TRAINING VIDEOS

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

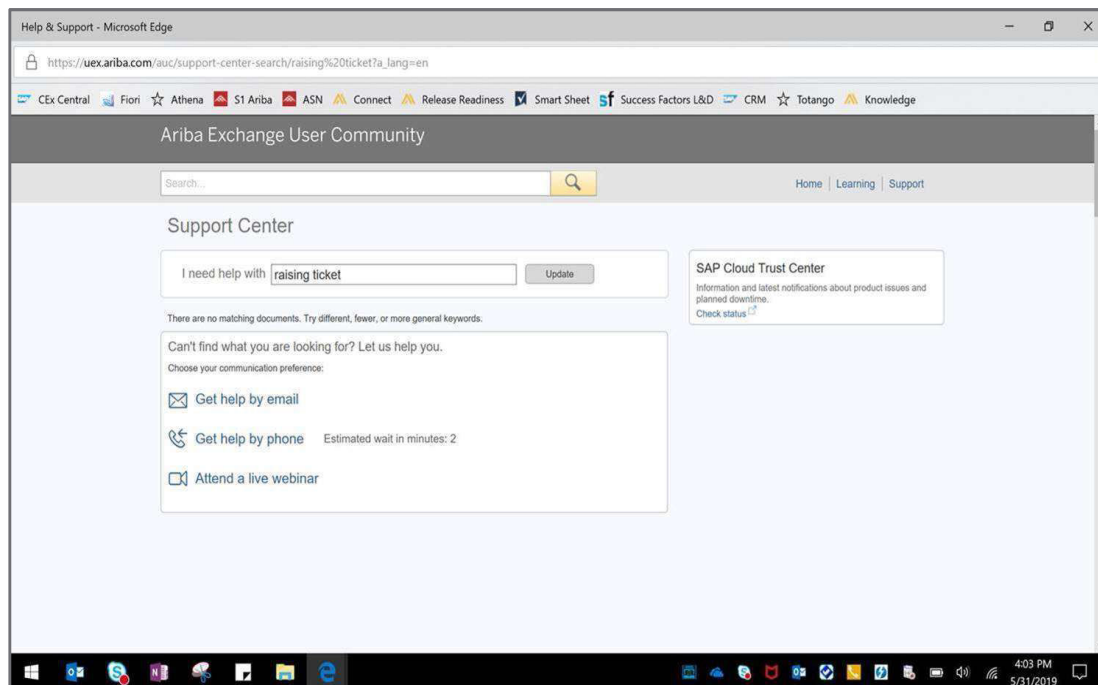
Support from Ariba - Supplier can raise the Ticket for “Support”

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=caline

Cx 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:

Contact Information

First Name:

Last Name:

Company:

Email:

Requested Language: **English** [Select a different language from the Home tab.](#)

Phone: 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

Windows taskbar: 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.