



ଓଡ଼ିଶା ସରକାର

GOVERNMENT OF ODISHA

OFFICE OF THE ENGINEER-IN- CHIEF ELECTRICITY-CUM-
PRINCIPAL CHIEF ELECTRICAL INSPECTOR, ODISHA,
UNIT-V, POWER HOUSE SQUARE, VIDYUT MARG, BHUBANESWAR

Tel.-0674-2394873, Fax-0674-2391255

Email: eic-epcei@nic.in, sdaorissa@nic.in

SHORT TENDER CALL NOTICE

No. Tech-EC-920/149/ Dated, 10th January 2023.

Sealed tenders are invited from the organizations meeting the qualification requirement as per tender specification for organizing one day Conference on “Investment Bazar for Energy Efficiency”. The bidders should have valid PAN and GST registration for participation in the tender. The tenders will be received in sealed cover up to **1:00 PM of 27.01.2023** in the office of the undersigned by Regd. Post or hand delivered with due acknowledgement. The authority will not be responsible for postal delay for whatsoever reason thereof. The tenders shall be opened on **27.01.2023, 4:00 PM** in the presence of tenderers or their authorized representatives if any. The cost of tender document needs to be paid in shape of Demand Draft of **Rs.2,000/-** (Rupees Two Thousand) only drawn in favour of **Executive Engineer (P & M) -cum- DEI**, Bhubaneswar drawn on any Nationalized Bank, payable at Bhubaneswar and is to be submitted along with the bid. The tender document can be obtained from the **Executive Engineer (P & M) -cum- DEI**, Office of EIC (Electricity) -cum-Principal Chief Electrical Inspector, Govt, of Odisha, Power House Square, Bhubaneswar – 751001 on payment of cost of tender document or can also be downloaded from our website: eicelectricityodisha.nic.in within **12.00 PM of 27.01.2023**. For further details, please contact EE (P & M) -cum- DEI, O/o EIC (E) -cum- PCEI, Unit-V, Power House Square, Bhubaneswar, Odisha or visit our website: eicelectricityodisha.nic.in. The undersigned reserves the right to reject the tenders without assigning any reason thereof.

Sd/-

EIC (E)-cum-PCEI & SDA (O).



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DETAILED TENDER CALL NOTICE

(In continuation to Notice No. **149**, dated the **10th January 2023**)

The bidder may submit bids for the following work(s):

Sl. No.	Name of the Work	Approx Estimated Cost including GST
1	Organizing one day Conference on “Investment Bazar for Energy Efficiency”.	Rs.5,00,000/-

A. Purchase of Bid Documents:

- 1) Non-transferable Bid documents will be available for sale in the office of the Engineer-in Chief (Electricity) -cum- Principal Chief Electrical Inspector, Odisha during office hours on all working days only from dated **13.01.2023 at 10.00 A.M. and up to 27.01.2023 at 12:00 P.M.**
- 2) The cost of tender document needs to be paid in shape of Demand Draft of **Rs.2,000/-** (Rupees Two Thousand) only drawn in favour of **Executive Engineer (P & M) -cum- DEI, Bhubaneswar drawn on any Nationalized Bank, payable at Bhubaneswar** and is to be submitted along with the bid. The tender document can be obtained from the **Executive Engineer (P & M) -cum- DEI, Office of EIC (Electricity) -cum-Principal Chief Electrical Inspector, Govt., of Odisha, Power House Square, Bhubaneswar – 751001** on payment of cost of tender document or can also be downloaded from our website: eicelectricityodisha.nic.in within **12.00 PM of 27.01.2023.**
- 3) Bid documents requested by mail will be dispatched by Regd. Post / Speed Post on payment of an extra amount of Rs.500.00 (Rupees Five Hundred) only over and above the cost of Bid documents. It must be clearly noted that department will not be held responsible in any manner for any postal delay in delivery of the Bid document or even for non-receipt of the same by the applicant.

B. Dropping of Bid Documents:

- 4) The tender is to be submitted in sealed cover must contain Price Bid (Annexure-I), Undertaking (Annexure-II), Bid Security Declaration (Annexure-III) & Checklist for Bidders (Annexure-IV) duly filled & signed in by the tenderer, attested copy of Registration Certificate, PAN card.
- 5) Initial Security Deposit (ISD) needs to be paid in shape of Demand Draft of **Rs.5,000/-** (Rupees Five Thousand) only drawn in favour of **Executive Engineer (P & M) -cum- DEI, Bhubaneswar drawn on any Nationalized Bank, payable at Bhubaneswar** and is to be submitted along with the bid. ISD will be returned to all the unsuccessful bidders.

- 6) ISD of successful bidder will be kept till successful completion of the work after duly certified by the supervising officer.
- 7) Agencies meeting the requirements of the tender and offering the total lowest price computed for all the items shall be awarded the work.
- 8) The tenderers are not required to write their names on the cover containing the bid documents. They are required to write only the name of the work and authority who had issued the tenders.
- 9) Throughout these documents, the term 'Bid' and 'Tender' and their derivatives (bidder / tender, bid / tender, bidding / tendering, etc.) are synonymous.
- 10) Before the deadline for submission of bids, the tender inviting authority may modify the bidding documents by issuing addenda.
- 11) Any addendum thus issued shall be part of the bidding documents and shall be communicated in writing by registered post or by phone to all purchasers of the bidding documents. Prospective bidders shall acknowledge receipt of each addendum by phone of the tender inviting authority.
- 12) To give prospective bidders reasonable time in which to take an addendum into account in preparing their bids, the tender inviting authority shall extend, as necessary, the deadline for submission of bids.
- 13) The Bid comprising of documents in sealed Cover must be delivered / dropped by the tenderer in the right tender box having TCN No. kept in the offices during office hours on working days only from dated **13.01.2023 at 11.00 A.M. and up to 27.01.2023 at 01:00 P.M.**
- 14) If one tenderer submits more than one bid for a particular work in the TCN, then all his / her bids for that work will be rejected.
- 15) Tender dropped in the wrong tender box (TCN No.) will not be taken into consideration.
- 16) If the Bid documents sent through mail (Regd. Post / Speed Post) reaches any of the above mentioned offices after **01:00 P.M. of dated 27.01.2023** then the same will not be considered on any account even if the Bid documents were dispatched by the tenderer before the last date of Receipt.

C. Opening of Bid Documents:

- 17) The tender will be OPENED by the SE (EC) in the office of the Engineer in Chief (Electricity) -cum- Principal Chief Electrical Inspector, Odisha, Bhubaneswar at 4:00 P.M. on dated **27.01.2023.**

D. Extension of the Completion Date:

- 18) The time allowed for execution of the work as specified in the contract shall be the essence of the Contract. The execution of the works shall commence from the date of Agreement or such time period as mentioned in letter of Award after the date on which the work order is issued to commence the work.
- 19) Completion date will be intimated in the work order and agreement.
- 20) Request for reschedule and extension of time, to be eligible for consideration, shall be made by the Agency in writing three days prior to the completion date. The agency may also, if practicable, indicate in such a request the period for which extension is desired.

21) In any such case a fair and reasonable extension of time for completion of work may be given. Such extension shall be communicated to the Agency by the Engineer-in Chief (Electricity) -cum-Principal Chief Electrical Inspector, Odisha in writing, within 2 (two) days the date of receipt of such request.

E. Compensation for Delay:

22) If the agency fails to complete the work on before the date of completion or extended date of completion, he/she will be penalized as per Bid Security Declaration.

F. PENALTY:

23) In case of delay or unsatisfactory performance in execution of work, penalty amount as decided by the authority will be deducted from the ISD.

G. Scope of Work:

Organizing one day Conference on “Investment Bazar for Energy Efficiency”.

1. To organize the conference which includes arrangements for venue, projector and backdrop, and food. Venue should cover exhibition area. However, cost of putting up stalls shall be borne by banks/NBFCs (5-10 Stalls) and OEMs (5-10 Stalls)
2. To design Background note, Agenda and Proceedings.
3. Printing of backdrop, podium stand, outside standee and name tags as per BEE design provided by SDA.
4. To arrange for boarding and lodging which will also cover local conveyance for all the eminent speakers/experts as well as for SDA officials.
5. Reimbursing all domestic (economy class ticket or second-class AC rail fare), local travel incurred by eminent speakers/experts.
6. Arranging of projector, Screen and two laptops.
7. Arranging of good quality kits which shall include good quality bag, printed conference material, notepad and ball point pen.
8. Arranging of mementoes for speakers. Mementoes should represent Energy Efficiency in some way.
9. Arranging of photographer to take at least 50 pictures and submit photo album as well as soft copies to SDA.
10. Arranging of the Name Board for speakers (including dignitaries).
11. Printing of feedback forms, background note, final agenda, and Guidelines for Energy Efficiency financing conference.
12. Sending invitation letters to speakers, industries and banks/NBFCs for participation.
13. Preparation of Proceedings for the conference and submit a colour copy to SDA.
14. Sitting arrangement (in round tables) for at least 100 participants and ensure COVID norms are followed during the events.
15. To invite, Industry Association, PAT industries and to showcase investment potential in their respective units/sectors. These speakers can also present successful case studies of implementing Energy Efficiency projects where financing was sought from Banks/NBFCs.
16. Preparation of background papers, bringing industries as well as industry associations and Financial Institutions on EE for this conference, identify bankable EE projects in industries that could be

showcased in this conference (with DPR and presentation for projects). At least, 5 bankable projects should be showcased.

Please note: The knowledge partner should at least have 1 Financial expert and 1 Technical expert who will assist SDA in identifying the required bankable EE projects to be showcased during investment bazaar event.

17. Invite state government officials for inaugural session.

18. To invite potential speakers from

- i. Large Scale Industries, Industry Associations
- ii. Financial Institutions (FIs), Banks
- iii. SIDBI
- iv. IREDA
- v. PFC
- vi. Public Sector Banks (regionally active) and Public Financial Institutions

Notes:

- The Organiser shall prepare Background note, Agenda and submit to SDA in advance to finalize.
- The Organiser shall provide the design of mementoes to SDA to finalize (mementos shall represent Energy Efficiency in some way).
- The Organiser shall provide the list of eminent speakers participating in the conference in advance. SDA also provide the certain participants list as suggested by BEE GoI.
- The Organiser shall take consent from participants and submit the list of participants (the participants shall be ESCOs, Industry associations, Industries, Banks, NBFC and OEMs) in advance to SDA.
- The Organiser shall submit a draft copy of feedback forms and Guidelines for Energy Efficiency Financing conference in advance to SDA to finalize.
- The Organiser shall prepare and send invitation to participants on behalf of SDA and also submit a copy to SDA. So that SDA also send the invitation to the concerned.
- The Organiser shall submit Proceedings and participants list of the conference and submit a colour copy to SDA.
- SDA is requesting to the Organiser to provide timely updates on organising of the conference. SDA will also provide suggestions If any.

Note: Organizer should execute each job in proper time period, in consultation and prior approval from State Designated Agency (O).

GENERAL TERMS AND CONDITIONS

1. CONSIGNEE / OFFICER IN CHARGE:

Asst. Executive Engineer (EC-I) under Executive Engineer (EC-II) is the Consignee / Officer in charge. The officer in charge will look after the work under the supervision of Superintending Engineer (EC).

2. PAYMENT:

100% payment, inclusive of all taxes and levies after deduction of TDS as applicable shall be paid after successful completion of the work.

After completion of the work, the bills in triplicate along with a copy of the GST Registration Certificate & PAN Card shall be submitted to this office for verification and payment. Payment will be made after due submission of completion and verification certificate from consignee / officer -in-charge and certificate of supervision from Supervising Officer.

The rate should be quoted strictly as per Annexure-I.

Cost of additional items if any required for the successful organization of the event needs to be clearly indicated along with details in the offer.

3. DOCUMENTS SUPPORTING EXPERIENCE:

The following **Authenticated documents should be submitted along with tender:**

- **Copy of PAN Card.**
- **Copy of GST Registration.**

Registered Agencies / Organizations having experience in event managements shall only participate in the tender.

Only the price bid of organization / Registered Agency furnishing required documents and meeting experience requirements and furnishing details as per the tender requirement shall be opened and evaluated.

4. ARBITRATION:

In the event of any dispute or differences arising out of this contract the same shall be referred for arbitration to the EIC or any arbitrator appointed by him after due notice and such appointment and the award of the arbitrator shall be final and binding. The appropriate court at Bhubaneswar shall have jurisdiction over such dispute or differences.

5. FORCE MAJEURE:

Force majeure clause will mean and be limited to the following in the execution of the contract / purchase orders placed by the EIC (E) –cum– PCEI:

- War / hostilities.
- Riot or Civil commotion.
- Earthquake, flood, tempest, lightning or other natural physical disaster.
- Restriction imposed by the Government or other statutory bodies, which is beyond the control of the tenderer.

In this case, the tenderer shall inform the EIC (E) –cum– PCEI in writing, at the beginning and the end of the above causes of delay, within two days of the occurrence of the force majeure conditions or as directed by the undersigned in writing, the tenderer shall continue to perform as per the terms and conditions of the tender.

6. Resolution Of Dispute :

Any dispute arising out of this contract is subject to jurisdiction of court in Bhubaneswar.

Sd/-
EIC (E)-Cum-PCEI, Odisha.

PRICE BID

Organizing one day Conference on “Investment Bazar for Energy Efficiency”.

Sl. No.	Item Description	
1	Venue, Food, Exhibition Centre	
2	Printing of reports, Conference Material & Folder / Bags; Mementos, Backdrop, Audio / Visual, Photography	
3	Boarding, Lodging & Travelling of eminent Speakers / Experts	
4	Knowledge Partner, Engagement of Local Industry Associations	
		Total
Rupees		(Including GST)

Seal & Signature of the tender

UNDERTAKING

1. The undersigned do hereby certify that all the statements made in the required attachments are true and correct.
2. The undersigned also hereby certifies that neither I / our firm M/s_____ nor any of its constituent partners have abandoned any work in India nor any contract awarded to us for such works have been rescinded during the last five years prior to the date of this bid.
3. The undersigned hereby authorised and request (s) any bank, person, firm or Corporation to furnish pertinent information as deemed necessary and as requested by the Department to verify this statement or regarding my (our) competency and general reputation.
4. The undersigned understands and agrees that further qualifying information may be requested and agree to furnish any such information at the request of the Department.

Signature with Seal

Name of Firm

Date:

FORM-O

**FORMAT OF BID SECURITY DECLARATION FROM BIDDERS IN LIEU OF EMD
(on Bidders Letter Head)**

I/We, the authorized signatory of M/s _____ participating in the tender for the
work _____

vide Notice No _____ dated _____ do hereby declare.

That in the event we withdraw /modify our bid during the period of validity or I / We fail to execute formal contract agreement within the given timeline or I / We commit any breach of Tenderer Conditions / Contract which attracts penal action of forfeiture of EMD and I/we will be suspended from being eligible for bidding /award of all future contract(s) of Government of Odisha for a period of three year from the date of committing such breach.

Signature and Seal of Authorized
Signature of Bidder

Name of the Authorized
Signatory _____

Company Name M/s _____

CHECKLIST FOR BIDDERS

Organizing one day Conference on “Investment Bazar for Energy Efficiency”.

Mark / Write where necessary

Documents submitted	Yes	No	Page Reference	Remarks
Copy of registration Certificate of the firm				
Copy of PAN Card submitted				
Copy of GST registration certificate				
Copy of documents in support of experience in event management				
Bid Document Price Details to be given: Draft No. & Date				
Initial Security Deposit (ISD) Price Details to be given: Draft No. & Date				
Undertaking (Annexure-II)				
Bid Security Declaration (Annexure-III, FORM–O)				

Signature of the bidder**Complete address****Full name of the bidder****Seal of the establishment****Date:****Place:**