SOUTHERN POWER DISTRIBUTION COMPANY OF T.G. LIMITED

# Operation, Vikarabad Circle,

## Tender Notification No :09/2025-26



**Name of the Work: Providing House Keeping and Maintenance of Vikarabad Circle office at Vikarabad for the period from April 2025 to March 2026 of Vikarabad Circle.**

### Tender Notification No.SE/Op/VKB/T. No. 09/2025-26

**Issued to Sri/Smt. M/s. ---------------------------------------------------------------**

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**(SEAL OF THE TENDERER)**

Details of Specification cost, **Rs.1180/-** DD. No………….……… Dt :

Details of Bid Security @ 2%, **Rs 15,638/-** DD. No…… …… Dt :

Value of the contract: **Rs. 7,81,915/-**

**Superintending Engineer**

Operation, Vikarabad Circle

##### **SOUTHERN POWER DISTRIBUTION COMNPANY OF TELANGANA STATE LIMITED**

**Office of the**

**Superintending Engineer**

**Operation : Vikarabad Circle**

# Tender Notification No.SE/Op/VKB/09/25-26

Name of the work **Providing House Keeping and Maintenance of Vikarabad Circle office at Vikarabad for the period from April 2025 to March 2026 of Vikarabad Circle.**

Last date of Receipt of Tender 08.09.2025 up to 13.00 Hours

Opening Date of Tender 08.09.2025 on 15.00 hours

Price : Rs.1,180/-

(Inclusive of GST)

**SUPERINTENDING ENGINEER**

**Operation : Vikarabad Circle**

Sold to :

Vide Demand Draft No. dated

Cash Receipt No. dated

N O T E: This sheet must be enclosed to the tender

Certified that I have carefully studied and understood all the terms and conditions and specification mentioned in bid document and abide the same.

**SIGNATURE OF THE BIDDER**

**SOUTHERN POWER DISTRIBUTION COMNPANY OF TELANGANA STATE LIMITED**

# SUMMARY SHEET

Name of the work **Providing House Keeping and Maintenance of Vikarabad Circle office at Vikarabad for the period from April 2025 to March 2026 of Vikarabad Circle.**

Specification No. SE/Op/VKB – 05**/2025-26**

Cost of Specification: Rs.1180/-

Contents of Specification : : Section - General

SCHEDULES : a. Tender Form

Officer to whom the tender shall be Addressed : **Superintending Engineer**

**Operation, Vikarabad Circle**

**TGSPDCL, Vikarabad.**

Superscription of the Tender : 1. Specification No. Name of work and due date of

Opening

1. Validity of Tender
2. Acceptance of Board’s Terms and payment
3. Name of the tenderer
4. EMD Details.

Last date and time of receipt of tender : at 13.00 hours on 08**.09**.2025

Due date and time of opening of tender: at 15.00 hours on 08.09.2025

EMD to be paid 2 % of the tender value

Completion period with in 60 days is the

essence of the Specification

Officer-in-charge of the work : Superintending Engineer Vikarabad Circe

To

The Superintending Engineer,

Operation, Vikarabad Circle,

Sir,

I/We do hereby tender and in this tender be accepted, undertakes to execute the work for Superintending Engineer Vikarabad Circle include supply of materials and labour charges and described in the Specifications deposited in the office of the Superintending Engineer, Operation, Vikarabad Circle of with such variations by way of alterations of additions to and commissions from the said works and method of payment as are provided for in the conditions of the contract for the sum of Rs.

of such other sum as may be arrived at under the clause of the standard preliminary specification relating to a payment on lumpsum basis or by final measurement of unit prices.

I/We have also completed the price list of items in Schedule annexed (in words and figures) for which I/We agree to execute the work when the lumpsum payment under the terms of the agreement is varied by payment on measured quantities.

I/We hereby distinctly and expressly declare and acknowledge that before the submission of my/our tender, I/We have carefully followed the instructions in the tender notice and have read the A.P Detailed specifications and the preliminary specifications here in and the A.P.S.S. abended value and that I/We have made such examination of the contract documents and of plan specifications and quantities and of the location where the said work is to be done and such investigation the work required to be furnished as to enable me/us to thoroughly understand the intention the same and the requirements covents, agreement stipulations and resections contained in the contract and in the said plans and specification and distinctly agree that I/We will not hereafter make any claim or demand upon the TGSPDCL based upon or arising out of any alleged misunderstanding or misconception or mistake on my/our part of the convenience, agreements, stipulations and restrictions and conditions.

I/We enclose as income-tax verification certificate (or) I/We have already produced as Income-tax verification during the current calendar year in respect of (Particulars of the previous accession on which the certificate as produced should be given.

I/We enclosed herewith a crossed draft for the payment of the sum Rs. /- as earnest money deposit not to bear interest.

If my/our tender is not accepted, this sum shall be returned to me/us of rejection or at the expiration of 4 months from the date of this tender whichever is earlier, if my/our tender as accepted, the deposit money deposit shall be retained by the Board as security deposit due fulfillment of the contract. If upon written intimation to me/us by the Superintending Engineer, Operation, Vikarabad Circle on acceptance of my/our tender, I/We fail to make the additional security deposit or to enter into the required agreement as defined in clause 4 of the tender notice, then I/We agree to the forfeiture of the earnest money. Any notice required to be served on me/us hereunder shall be sufficiently served on me/us if delivered to me/us by post (Registered or ordinary) or left at my/our address given therein. Such notice shall. If sent by post be deemed to have been served on me/us at time when in due course of post it would be delivered at the address at the address to which it is sent.

I/We fully understand that the written agreement of the entered into between me/us and the TGSPDCL shall be formation of the right of the both portions and the contracts shall not be deemed to be completed until the agreement has first been signed.

DETAILS OF TECHNICAL PERSONNEL IN THEIR FIRM

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Name and address | Technical Qualification | Professional experience and details of the work carried out | Field in which now engaged | Remarks |
|  |  |  |  |  |
|  |  |  |  |  |

DETAILS OF WORK CARRIED OUT EARLIER

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Description of work | Place & State | Agt. Number and Date | Estimated value of contract (Rs) | Name & Address of Division & Circle | Stipulated period of completion | Date of completion | Remarks |
|  |  |  |  |  |  |  |  |

DETAILS OF WORKS ON HAND

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Description of work | Place & State | Agt. Number and Date | Estimated value of contract (Rs) | Name & Address of Division & Circle | Stipulated period of completion | Date of completion | Remarks |
|  |  |  |  |  |  |  |  |

SIGNATURE OF THE TENDERER

TERMS & CONDITIONS

1. Tender must be submitted in sealed covers, and should be addressed to the Superintending Engineer, Operation, Vikarabad Circle, Near 33/11KV SS Vikarabad the name of the tenderer and the name of the work being noted on the cover. If the tender is made by an individual, it should be signed and his full name and his address shall be given. If it is made by a firm it shall be signed with the Co-partnership name by a member of the firm shall be given. If the tender is made by a Corporation it shall be signed by a duly authorized officers, who shall produce with his tender, satisfactory evidence of the authorization such tendering corporation may be required, before the contract is executed, to furnish evidence of its corporate existence.
2. Each tenderer must pay an Earnest money deposit of Rs. /- any schedule Bank in the shape of crossed demand draft in favour of TGSPDCL, Vikarabad at Vikarabad.

The Earnest money deposit will be refunded to the Un-successful tenderer on application after intimation is sent rejecting the tender or at expiration of 4 months after the last date prescribed for the receipt of tender, whichever is earlier. This refund will be given by cheque on State Bank of Vikarabad in favour of unsuccessful tenderer. The tender received without the stipulated Earnest Money Deposit will be summarily rejected.

The Earnest money deposit will be retained in the case of successful tenderer, and it will not carry any interest.

The tenders received will be retained for a period of 4 months and after expiry of the last date prescribed for the receipt of the tenders the decision regarding the disposal of the tenders will be informed at any time.

During the above mentioned period no plea will not be entertained made by the tenderer for any sort of modification of the tender based upon or arising out, arising out of any alleged mis-understanding or misconception or mistake or for any reason will be entertained.

In consideration of the Superintending Engineer, undertaking to investigate and to take into account each tender and in consideration of the work thereby involved, also earnest money deposited by the withdrawing his tender at his instance within the said period of 4 months.

3) When a tender is to be accepted, the tenderer whose tender is under consideration shall attend the Superintending Engineer’s Office on the date fixed by written intimation to this he shall forthwith upon intimation being given to him by the Superintending Engineer of acceptance of his tender. The tenderer shall make a further security deposit in the shape in the shape of Demand draft infavour of TGSPDCL, Vikarabad, payable at Vikarabad and sign an agreement in the proper departmental form, for the due fulfillment of contract. This security deposit, including Earnest Money amount withheld according to clause 68 of the standard preliminary specification of Andhra Pradesh Standard Specification , shall be retained as security equivalent to 5% face value of the work for the due fulfillment of this contract. Failure to attend the Circle Office on the date fixed in the written intimation as defined in this paragraph shall entail forfeiture of the Earnest money Deposit. The written agreement to be entered into between the contractor and the Company shall not be deemed to be completed until the agreement has first bee, signed by the contractor and then by the proper Officer authorized to enter into contract on behalf of T.G.S.P.D.C.L.

4) The tenderer shall examine closely A.P.S.S. and also the standard preliminary specifications contained therein and sign the circle office copy of the A.P.S.S. and its addenda value in token of such suede before submitting his tender unit rates which shall be for finished work at site. He shall also carefully study the drawings and additional specification and all the documents which form part of the agreement to be entered into by the accepted tenderer. The T.G. Standard Specifications and other documents connected with the contract such as specifications plans, descriptive specification caution sheet regarding materials etc. can be seen at any time between 10-30 A.M and 5-00 P.M on office days in office of the Superintending Engineer, Operation, Near 33/11KV SS Vikarabad.

5) The tender’s attention is directed to the requirements for Materials and Workmanship in the preliminary Specification. Materials confirming to the Indian Standard specifications shall be used on the work, and the tenderer shall quote his rates accordingly.

6) Every tenderer is expected, before quoting his rates to inspect the site of the proposed work. The TGSPDCL will not, however, after acceptance of a contract rate pay any extra charges for lead or for any other reason in case the contractor is found later on to have misjudged the materials available. Attention of the Contractor’s is directed to the standard Preliminary Specifications regarding payment of seignior age, tools etc.

7) The Tenderers particulars attention is drawn to the sections and clauses in the standard Preliminary Specifications dealing with.

* 1. Test, Inspection & rejection of defective materials & work.
  2. Carriage
  3. Construction plant.
  4. Water and Lighting.
  5. Cleaning up during progress and for delivery.
  6. Accidents.
  7. Delays.
  8. Particulars of payment.

The contractor should closely pursue all the specifications clauses which govern the rates which he is tendering.

8) A Schedule with nature of works attached to this specification. It shall be definitely understood that the TGSPDCL does not accepts any responsibility for the correctness of the completeness of this schedule and that this schedule is liable to alterations by omissions deductions, or additions at the discretion of the Superintending Engineer or as said forth in the conditions of the contract. The tenderer will however based his lumpsum tender on this schedule of quantities.

9) The item wise unit rate shown in the schedule for arriving the total unit estimated rate. The tenderer is requested to fill percentage excess, less or at estimated rate in the place shown in the schedule.

Ex-1: If a contractor wants to quote ‘A%’ of excess on unit estimated cost:

|  |  |
| --- | --- |
| **Offer** | **Percentage Offer** |
| Excess ***√*** | **A%** |
| Less |  |
| Equal |  |

Ex:-2: If a contractor wants to quote B%’ of Less on unit estimated cost:

|  |  |
| --- | --- |
| **Offer** | **Percentage Offer** |
| Excess |  |
| Less ***√*** | **B%** |
| Equal |  |

Ex-3: If a contractor wants to quote at unit estimated cost:

|  |  |
| --- | --- |
| **Offer** | **Percentage Offer** |
| Excess |  |
| Less |  |
| Equal | ***√*** |

Over writings or in-correct fillings will disqualify the tender.

The above percentage of offer is to all the items of the schedule and is also applicable to items added to the schedule as an amendment.

10) The tenderer should work out his own rate without reference being made to the TGSPDCL estimate rates.

11) The price at which and the source from which certain particular materials shall be obtained by the Contractor are given at the end of the schedule accompanying the tender form Tenderers must accept the material at these price and shall quote their price for finished work accordingly. Notwithstanding any subsequent charge to the contractor will remain as originally entered in the written contract. No cartage or incidental charges will be borne by the TGSPDCL in connection with this supply.

12) The tenderer shall start the work immediately, after obtaining the LOI, as per the directions of the Officer In-charge of the work.

13) No Part of the contract shall be subject without the written permission of the Superintending Engineer not shall transfer be made by power of Attorney, authorizing others to receive payment on the contractor’s behalf.

14) Any clarification regarding the specification can be cleared from this office before quoting the rates during the officer hours on working days.

15) The Superintending Engineer, Operation, Vikarabad Circle at Near 33/11KV SS Vikarabad or other sanctioning authority reserves the right to reject by tender or all tenders without assigning any reasons thereof.

16) Preference in the selection from among the tenders will be given other things being equal to those who are themselves professionally qualified or who undertake, to employ qualified men at their cost to look after the work. The tenderers should therefore state in clear terms whether they are professionally qualified or whether they undertake to employ technical staff and if so to give their professional qualifications or of the staff to be employed. In case the selected tenderer is one who have undertaken to employ technical staff under him, he should see that one of the staff is always at site of the work and paying extra attention to such works as may demand special attention e.g., reinforce concrete work, etc.

17) Tenderers who have not already registered themselves as public works department or TGSPDCL contractors shall furnish evidence of their good record and capacity to do works.

18) The contractors will provide amenities to the labour as per the rules.

19) The tenderer who gives the earliest date for completion of the above work will receive preferential consideration.

20) Tenders shall specify their previous experience with similar work and give instances of the same.

21) The T.G. Standard Specification shall be followed in all cases where no specifically covered by the above clauses.

22) The form of agreement shall be lump sum contract form.

23) The Contractor will be permitted to erect temporary sheds to facilitate contraction in the work premises with the written permission of the Superintending Engineer. The Contractor has to pay current consumption charges if the contractor is utilizing the TGSPDCL Shed.

24) The Tenderers containing absurdly high or absurdly low rate are liable to be rejected.

25) The earnest money of the tender who withdraws the tender within 120 days of the last date of receipt or tenders will forfeiter.

26) DEPARTURE FOR SPECIFICATION:

The printed conditions of the companies will not be considered under any circumstances. Only those mentioned in the body of the tender will be considered. If any specific deviation from the speciation are involved they shall be mentioned by the tenderer in the bodes of the tender duly explaining fully the reasons there of unless this is done the requirements of the specification will be deemed to have been accepted if every respect omission to mention about departure will not absolve the tenderer from the acceptance of the specification.

27) The printed conditions will be governed by workmen Compensation Act 1923 in case any accidents occur during the exercise of the work. The Contractor is wholly responsible for the welfare and proper working of the labour he employed. All existing labour acts and rules shall be followed by the Contractor. The Contractor will be responsible for the proper behavior of the labour employed by him. The Department reserves the right to make deductions from the bills of the Contractor of rake such other suitable action for any damage caused to the departmental property be the laborers.

28) The Department reserved the right to terminate the contract within 15 days notice if the work is found to be unsatisfactory, or for any other cause. No claim in such regards, i.e., after termination of contact.

29) The no work shall be carried out on Sundays and other public holidays as will be intimated by the department from time to time. No compensation or any other payments will be made for such stoppage of work. This work shall be carried out on all working days during normal 8 hours working period only.

30) No assistance except as stated already in the above para will be extended by the department.

31) Payment will be made once in the month normally. If the payment is delayed at any time due to any cause no compensation will be paid nor any claim, entertained in this regard. No interest will be paid for delayed payments. The contractor should progress with the work in the normal way even payments are delayed.

32) The contractor shall provide his own machinery & T&P required for fabrication of various materials. He is responsible for repairs and maintenance of his machinery and tools.

##### **Superintending Engineer**

**Operation, Vikarabad Circle**

###### SIGNATURE OF THE TENDERER

FORM – III ‘A’

(To be filled by the Tenderer)

1) Specification/Enquiry No :

2) Name of the Work :

3) State your vendor Registration :

No. for this work

4) Last date and time for submission :

of tender

5) Date and time for opening of tender :

6) State whether EMD is enclosed :

7) Are you prepared to furnish performance :

Bank Guarnantee

8) Cost of specification whether remitted :

9) Rates whether variable / Firm :

10) State whether TGSPDCL terms of payment :

are accepted.

11) State whether 120 days validity offered :

12) Whether the material/equipment offered :

confirms to be relevant TGSPDCL / ISS

specifications and drawings.

13) Whether you had executed orders of the :

TGSPDCL previously for the items tendered

Now please give full details.

14) Whether EMD exemption letter :

enclosed if

15) Whether Income tax clearance certificate :

enclosed.

SIGNATURE OF THE TENDERER