



**TP CENTRAL ODISHA DISTRIBUTION LIMITED**  
(A Tata Power & Odisha Govt. joint venture)  
2nd Floor, IDCO Tower, Janpath Bhubaneswar, Odisha 751022

NIT No.: TPCODL/P&S/29/2020-21

**OPEN TENDER NOTIFICATION**

**FOR**

**RATE CONTRACT FOR SUPPLY,  
INSTALLATION, TESTING AND  
COMMISSIONING OF METER TEST BENCH**

**Tender Enquiry No.: TPCODL/P&S/29/2021**

**Due Date for Bid Submission: 29-Jul-2020 [13:00 Hrs.]**

**TP Central Odisha Distribution Limited**  
**(A TATA Power and Odisha Government Joint Venture)**  
**Procurement & Stores Department,**  
**2<sup>nd</sup> Floor, IDCO Towers, Janpath, Bhubaneswar – 751022**



**TP CENTRAL ODISHA DISTRIBUTION LIMITED**  
(A Tata Power & Odisha Govt. joint venture)  
2nd Floor, IDCO Tower, Janpath Bhubaneshwar, Odisha 751022

NIT No.: TPCODL/P&S/29/2020-21

**CONTENTS OF THE ENQUIRY**

<b>S. NO.</b>	<b>PARTICULARS</b>
1.	Event Information
2.	Submission of Bid Documents
3.	Bid Opening & Evaluation process
4.	Evaluation Criteria
5.	Award Decision
6.	Order of Preference/Contradiction
7.	Post Award Contract Administration
8.	Specifications and Standards
9.	General Conditions of Contract
10.	Safety
<b>Annexures</b>	
I	Annexure I – Schedule of Items
II	Annexure II – Technical Specifications
III	Annexure III – Schedule of Deviations
IV	Annexure IV – Schedule of Commercial Specifications
V	Annexure V – Document Check List
VI	Annexure VI – Acceptance Form for Participation in Reverse Auction Event
VII	Annexure VII – Scope of Work and Service Level Agreement
VIII	Annexure VIII – General Condition of Contract
IX	Annexure IX - Safety Policy and Safety Terms and Conditions
X	Annexure X – Tata Code of Conduct (TCoC)
XI	Annexure XI - Environment & Sustainability Policy



**TP CENTRAL ODISHA DISTRIBUTION LIMITED**  
(A Tata Power & Odisha Govt. joint venture)  
2nd Floor, IDCO Tower, Janpath Bhubaneswar, Odisha 751022

NIT No.: TPCODL/P&S/29/2020-21

## 1.0 Event Information

### 1.1. Scope of work

**Open Tenders** are invited from interested Bidders for a Rate Contract valid for one year for the following:

S. No.	Description	EMD Amount (Rs.)	Tender Fee* (Rs.)
1.	Supply, Installation, Testing and Commissioning of "20 position Test Bench for Single Phase Meters"	4,00,000	5,000
2.	Supply, Installation, Testing and Commissioning of "20 position Test Bench for Poly Phase Meters"		

*\*inclusive of GST*

### 1.2. Availability of Tender Documents

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

**Chief (Procurement & Stores)**

TP Central Odisha Distribution Limited  
2<sup>nd</sup> Floor, IDCO Towers, Janpath, Bhubaneswar – 751022

Tender documents may be downloaded by interested eligible bidders from TPCODL website [www.tpcentralodisha.com](http://www.tpcentralodisha.com) with effect from 08 July 2020. In the event of detailed tender documents are downloaded from TPCODL website, the Tender Fee shall be compulsorily submitted either online through NEFT/ RTGS or demand draft/ Banker's cheque drawn in favor of "TP Central Odisha Distribution Limited", payable at Bhubaneswar only. Any such bid submitted without this Fee shall be rejected.

Bidders are requested to visit TPCODL website [www.tpcentralodisha.com](http://www.tpcentralodisha.com) regularly for any modification/ clarification to the bid documents.

### 1.3. Calendar of Events

(a)	Date of sale/ availability of tender documents from TPCODL Website	From 08.07.2020 1000 Hours to 29.07.2020 1300 Hours
(b)	Date & Time of Pre-Bid Meeting (if any)	Not Applicable
(c)	Last Date of receipt of pre-bid queries, if any	15.07.2020 1000 Hours
(d)	Last Date of Posting Consolidated replies to all the pre-bid queries as received	17.07.2020 1800 Hours
(e)	Last date and time of receipt of Bids	29.07.2020 1300 Hours
(f)	Date & Time of Opening of Technical Bids	29.07.2020 1500 Hours



**TP CENTRAL ODISHA DISTRIBUTION LIMITED**  
(A Tata Power & Odisha Govt. joint venture)  
2nd Floor, IDCO Tower, Janpath Bhubaneshwar, Odisha 751022

NIT No.: TPCODL/P&S/29/2020-21

**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 TPCODL's office, the last date of submission of bids and date of opening of bids will be the day following working day at appointed times.

#### **1.4 Mandatory documents required along with the Bid**

- 1.4.1 EMD of requisite value and validity
- 1.4.2 Tender Fee in case the tender is downloaded from website
- 1.4.3 Requisite Documents for compliance to Qualification Criteria mentioned in Clause 1.7.
- 1.4.4 Drawing, Type Test details along with a sample of each item as specified at Annexure I (as applicable)
- 1.4.5 Duly signed and stamped 'Schedule of Deviations' as per Annexure III on bidder's letter head.
- 1.4.6 Duly signed and stamped 'Schedule of Commercial Specifications' as per Annexure IV on bidder's letter head.
- 1.4.7 Proper authorization letter/ Power of Attorney to sign the tender on the behalf of bidder.
- 1.4.8 Copy of PAN, GST, PF and ESI Registration (In case any of these documents is not available with the bidder, same to be explicitly mentioned in the 'Schedule of Deviations')

**Please note that in absence of any of the above documents, the bid submitted by a bidder shall be liable for rejection.**

#### **1.5. Deviation from Tender**

Normally, the deviations to tender terms are not admissible and the bids with deviation are liable for rejection. Hence, the bidders are advised to refrain from taking any deviations on this Tender. Still in case of any deviations, all such deviations shall be set out by the Bidders, clause by clause in the 'Annexure III - Schedule of Deviations' and same shall be submitted as a part of the Technical Bid.

#### **1.6. Right of Acceptance/Rejection**

Bids are liable for rejection in absence of following documents:-

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

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

#### **1.7 Qualification Criteria**

1. *The bidder should have average annual turnover of Rs.5 Crore in last three years (FY 16-17, FY 17-18 and FY 18-19). (Audited balance sheet and profit and loss statement from the statutory auditors of the company to be submitted).*
2. *The bidder should have supplied at least 5 nos. of Single / Three Phase or better meter testing systems during last 5 years. (Copy of work order / completion certificate to be submitted).*



**TP CENTRAL ODISHA DISTRIBUTION LIMITED**  
(A Tata Power & Odisha Govt. joint venture)  
2nd Floor, IDCO Tower, Janpath Bhubaneshwar, Odisha 751022

NIT No.: TPCODL/P&S/29/2020-21

3. Bidder shall submit at least 2 performance certificates showing satisfactory operation for more than 01 year from NABL accredited laboratory / Utilities / Govt. Dept. of India / Any reputed organization. The work against these issued certificates should be completed in last five years from the date of bid submission.

*In case the bidder has a previous association with Tata Power for similar products and services, the performance feedback for that bidder by Tata Power's User Group, shall only be considered irrespective of performance certificates issued by any third organization. (Please note that Performance Certificate should not be older than 5 years form due date of submission of bids).*

4. The bidder should have at least 5 years of experience in design and manufacturing of similar or better meter test equipment. (Bidder should submit the undertaking in this regard).
5. The bidder must have permanent office set up in India for troubleshooting and technical support. (Self-undertaking to be submitted).
6. Indian subsidiary of global companies / authorized dealers / distributors of OEM, are also eligible to bid if the qualification requirements stated above are met independently or in combination with parent company / OEM. (Copy of agreement / self-undertaking with supporting document / authorization letter from OEM to be submitted).

### **1.8. Marketing Integrity**

We have a fair and competitive marketplace. The rules for bidders are outlined in the General Condition of Contracts. Bidders must agree to these rules prior to participating. In addition to other remedies available, TPCODL 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 honor prices submitted to the marketplace
- Breach of terms as published in TENDER/NIT

### **1.9. Supplier Confidentiality**

All information contained in this tender is confidential and shall not be disclosed, published or advertised in any manner without written authorization from TPCODL. This includes all bidding information submitted to TPCODL. All tender documents remain the property of TPCODL and all suppliers are required to return these documents to TPCODL upon request. Suppliers who do not honor these confidentiality provisions will be excluded from participating in future bidding events.

### **2.0 Evaluation Criteria**

- The bids will be evaluated technically on the compliance to tender terms and conditions
- The bids will be evaluated commercially on the overall all-inclusive lowest cost on line-item basis as calculated in Schedule of Items [Annexure I]. TPCODL however, reserves right to split the order line item wise and/or quantity wise among more than one Bidder. Hence all bidders are advised to quote their most competitive rates against each line item.
- Bidder has to mandatorily quote against each item of Schedule of Items [Annexure I]. Failing to do so, TPCODL may reject the bids.



**TP CENTRAL ODISHA DISTRIBUTION LIMITED**  
(A Tata Power & Odisha Govt. joint venture)  
2nd Floor, IDCO Tower, Janpath Bhubaneswar, Odisha 751022

NIT No.: TPCODL/P&S/29/2020-21

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

**2.1 Price Variation Clause:** The prices shall remain firm during the entire contract period.

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

### **3.0 Submission of Bid Documents**

#### **3.1 Bid Submission**

Bidders are requested to submit their offer in line with this Tender document. TPCODL shall respond to the clarification raised by various bidders and the replies will be sent to all participating bidders through TPCODL website/ e-tender portal/ e-mail.

Bids shall be submitted in 3 (three) parts:

**FIRST PART: "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 BG / Bank Draft / Bankers Pay Order (issued from a Scheduled Bank) online NEFT/ RTGS transfer favoring 'TP Central Odisha Distribution Limited' payable at Bhubaneswar. The EMD has to be strictly in the format as mentioned in General Condition of Contract, failing which it shall not be accepted by TPCODL 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.

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

**Account Name: TP CENTRAL ODISHA DISTRIBUTION LIMITED**

**Bank Name: SBI, IDCO Towers, Bhubaneswar**

**Bank Account No. : 10835304915**

**IFSC Code: SBIN0007891**

**SECOND PART: "TECHNICAL BID"** shall contain the following documents:

- a) Documentary evidence in support of qualifying criteria
- b) Technical literature/GTP/Type test report etc. (if applicable)
- c) Qualified manpower (if available)
- d) Testing facilities (if applicable)
- e) No Deviation Certificate as per the Annexure III – Schedule of Deviations
- f) Acceptance to Commercial Terms and Conditions viz. Delivery schedule/period, payment terms etc. as per the Annexure IV – Schedule of Commercial Specifications.
- g) Quality Assurance Plan/Inspection Test Plan for supply items (if applicable)

**The technical bid shall be properly indexed and is to be submitted through authorized person in shape of hard copy in duplicate.**

**THIRD PART: "PRICE BID"** shall contain only the price details and strictly in format as mentioned in Annexure I along with explicit break up of basic prices, Taxes & duties, Freight



**TP CENTRAL ODISHA DISTRIBUTION LIMITED**  
(A Tata Power & Odisha Govt. joint venture)  
2nd Floor, IDCO Tower, Janpath Bhubaneswar, Odisha 751022

NIT No.: TPCODL/P&S/29/2020-21

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

**EMD**

**“SUPPLY, INSTALLATION, TESTING AND COMMISSIONING OF METER TEST BENCH”**

**Bids have to be mandatorily submitted only in hard copy sealed envelope.**

**Bidder shall mention Enquiry No. on the Tender and drop the same at TP Central Distribution Limited, 2nd Floor, IDCO Towers, Janpath, Bhubaneswar-751022. Bids submitted through any other form/ route shall not be admissible.**

The envelope shall be addressed to:

**Chief (Procurement & Stores)**

TP Central Odisha Distribution Limited  
2<sup>nd</sup> Floor, IDCO Towers, Janpath, Bhubaneswar-751022

The envelope shall also bear the Name and Address of the Bidder along with Tender No. and subject.

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

The Bidder has the option of sending the Bids in person. Bids submitted by Email/Telex/Telegram /Fax will be rejected. No request from any Bidder to the TPCODL to collect the proposals from Courier/Airlines/Cargo Agents etc. shall be entertained by the TPCODL.

**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.



**TP CENTRAL ODISHA DISTRIBUTION LIMITED**  
(A Tata Power & Odisha Govt. joint venture)  
2nd Floor, IDCO Tower, Janpath Bhubaneshwar, Odisha 751022

NIT No.: TPCODL/P&S/29/2020-21

A bid by a person who affixes to his signature the word 'President', 'Managing Director', 'Secretary', 'Agent' or other designation without disclosing his principal will be rejected.

The Bidder's name stated on the Proposal shall be the exact legal name of the firm.

### **3.2 3.2. Contact Information**

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

#### **Communication Details:**

##### HoG (Service Procurement):

Name: Imran Ahmad  
Contact No.: 9958294855  
E-Mail ID: [imrana.a@tatapower-ddl.com](mailto:imrana.a@tatapower-ddl.com)

##### General Manager (Procurement – Commercial Services):

Name: Mr. Sudhakar Behera, GM  
Contact No.: 9437282663  
E-Mail ID: [purchase@cescoorissa.com](mailto:purchase@cescoorissa.com)

##### Chief – Procurement & Stores:

Name: Mr. Praveen Kumar Jain  
Contact No.: 9223322641  
E-Mail ID: [pkjain@tatapower.com](mailto:pkjain@tatapower.com)

### **3.3 Bid Prices**

Bidders shall quote for the entire Scope of Supply/ work with a break up of prices for individual items and Taxes & duties. The bidder shall complete the appropriate Price Schedules included herein, stating the Unit Price for each item & total price with taxes, duties & freight up to destination at various sites of TPCODL. The all-inclusive prices offered shall be inclusive of all costs as well as Duties, Taxes and Levies paid or payable during the execution of the supply work, breakup of price constituents.

#### **Applicable GST to be specified clearly.**

The quantity break up shown else-where other than Price Schedule is tentative. The bidder shall ascertain himself regarding material required for completeness of the entire work. Any items not indicated in the price schedule but which are required to complete the job as per the Technical Specifications/ Scope of Work/ SLA mentioned in the tender, shall be deemed to be included in prices quoted.

### **3.4 Bid Currencies**

Prices shall be quoted in Indian Rupees Only.

### **3.5 Period of Validity of Bids**

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

Notwithstanding clause above, the TPCODL 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.

*Property of TPCODL – Not to be reproduced without prior written permission of TPCODL*





**TP CENTRAL ODISHA DISTRIBUTION LIMITED**  
(A Tata Power & Odisha Govt. joint venture)  
2nd Floor, IDCO Tower, Janpath Bhubaneswar, Odisha 751022

NIT No.: TPCODL/P&S/29/2020-21

### **3.6 Alternative Bids**

Bidders shall submit Bids, which comply with the Bidding documents. Alternative bids will not be considered. The attention of Bidders is drawn to the provisions regarding the rejection of Bids in the terms and conditions, which are not substantially responsive to the requirements of the bidding documents.

### **3.7 Modifications and Withdrawal of Bids**

The bidder is not allowed to modify or withdraw its bid after the Bid's submission. The EMD as submitted along with the bid shall be liable for forfeiture in such event.

### **3.8 Earnest Money Deposit (EMD)**

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

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

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

#### ***The EMD shall be forfeited in case:***

a) The bidder withdraws its bid during the period of specified bid validity.

**Or**

b) The successful Bidder does not

- a) accept the Purchase Order, or
- b) furnish the required Performance Security Bank Guarantee

## **4 Bid Opening & Evaluation process**

### **4.1. Process to be confidential**

Information relating to the examination, clarification, evaluation and comparison of Bids and recommendations for the award of a contract shall not be disclosed to Bidders or any other persons not officially concerned with such process. Any effort by a Bidder to influence the TPCODL's processing of Bids or award decisions may result in rejection of the Bidder's Bid.

### **4.2. Technical Bid Opening**

Bids will be opened at TPCODL Office, Bhubaneswar. All tender bids shall be opened internally by TPCODL. Presence of any bidder will not be allowed during bid opening process. Technical bid must not contain any cost information whatsoever.

First the envelope marked "EMD" will be opened. Bids without EMD/cost of tender (if applicable) of required amount/ validity in prescribed format, shall be rejected.

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

### **4.3. Preliminary Examination of Bids/Responsiveness**

TPCODL will examine the Bids to determine whether they are complete, whether any computational errors have been made, whether required sureties have been furnished,



**TP CENTRAL ODISHA DISTRIBUTION LIMITED**  
(A Tata Power & Odisha Govt. joint venture)  
2nd Floor, IDCO Tower, Janpath Bhubaneswar, Odisha 751022

NIT No.: TPCODL/P&S/29/2020-21

whether the documents have been properly signed, and whether the Bids are generally in order. TPCODL 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, TPCODL will determine the substantial responsiveness of each Bid to the Bidding Documents including production capability and acceptable quality of the Goods offered. A substantially responsive Bid is one, which conforms to all the terms and conditions of the Bidding Documents without material deviation.

Bid determined as not substantially responsive will be rejected by the TPCODL and may not subsequently be made responsive by the Bidder by correction of the non-conformity.

#### **4.4. Techno Commercial Clarifications**

Bidders need to ensure that the bids submitted by them are complete in all respects. To assist in the examination, evaluation and comparison of Bids, TPCODL may, at its discretion, ask the Bidder for a clarification on its Bid for any deviations with respect to the TPCODL specifications and attempt will be made to bring all bids on a common footing. All responses to requests for clarification shall be in writing and no change in the price or substance of the Bid shall be sought, offered or permitted owing to any clarifications sought by TPCODL.

#### **4.5. Price Bid Opening**

Price bids will be opened internally without the presence of any bidder representative. The EMD of the bidder withdrawing or substantially altering his offer at any stage after the technical bid opening will be forfeited at the sole discretion of TPCODL without any further correspondence in this regard.

#### **4.6. Reverse Auctions**

TPCODL reserves the right to conduct the reverse auction (instead of public opening of price bids) for the products/ services being asked for in the tender. The terms and conditions for such reverse auction events shall be as per the Acceptance Form attached as Annexure VI of this document. The bidders along with the tender document shall mandatorily submit a duly signed copy of the Acceptance Form attached as Annexure VI as a token of acceptance for the same.

### **5 Award Decision**

TPCODL will award the contract to the successful bidder whose bid has been determined to be the lowest-evaluated responsive bid as per the Evaluation Criterion mentioned at Clause 2.0. The Cost for the said calculation shall be taken as the all-inclusive cost quoted by bidder in Annexure I (Schedule of Items) subject to any corrections required in line with Clause 3.2 above. The decision to place purchase order/LOI solely depends on TPCODL on the cost competitiveness across multiple lots, quality, delivery and bidder's capacity, in addition to other factors that TPCODL may deem relevant.

TPCODL 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.



**TP CENTRAL ODISHA DISTRIBUTION LIMITED**  
(A Tata Power & Odisha Govt. joint venture)  
2nd Floor, IDCO Tower, Janpath Bhubaneshwar, Odisha 751022

NIT No.: TPCODL/P&S/29/2020-21

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

## **6 Order of Preference/Contradiction**

In case of contradiction in any part of various documents in tender, following shall prevail in order of preference:

1. Schedule of Items (Annexure I)
2. Post Award Contract Administration (Clause 7.0)
3. Submission of Bid Documents (Clause 3.0)
4. Scope of Work and SLA (Annexure VII)
5. Technical Specifications (Annexure II)
6. Acceptance Form for Participation in Reverse Auction (Annexure VI)
7. General Conditions of Contract (Annexure VIII)

## **7 Post Award Contract Administration**

### **7.1. Special Conditions of Contract**

- After finalization of tender, Order shall be issued to successful bidder. Prices shall remain firm.
- Business Associate (BA) shall submit applicable Performance Bank Guarantee as per GCC within 30 days of issuance of order. PBG applicable shall be 10% of Order Value. PBG submitted, shall be released after completion of applicable guarantee period plus one month.
- Guarantee applicable shall be as per technical specifications.
- BA shall submit GTP / Drawing within 2 weeks from issuance of contract for approval from TPCODL. In case BA does not get necessary approvals of drawing/GTP within mentioned / mutually agreed timelines, then TPCODL reserve the right to cancel issued contract and also reserve the right to forfeit EMD / PBG.
- Any change in statutory taxes, duties and levies during the contract period shall be borne by TPCODL.
- All the terms and conditions of TPCODL General Conditions of Contract shall be applicable.

### **7.2 Drawing Submission and Approval**

The relevant drawings and GTPs need to be submitted as per special condition of contract mentioned in point no. 7.1

### **7.3 Delivery Timelines**

Supply, Installation, Testing and Commissioning of Test Benches shall be completed within 60 days at TPCODL – Odisha, from the placement of contract. TPCODL reserves the right to depute their representative for stage inspection before dispatch. An advance written notice of two weeks for proposed stage inspection date / readiness of material shall be given to enable TPCODL to depute their representative for such inspections. No material shall be dispatched without written Material Dispatch Clearance Certificate (MDCC) from TPCODL. Testing shall be done as per technical specification and relevant IS applicable.

### **7.4 Warranty Period**

Applicable as per technical specification attached separately with this tender

*Property of TPCODL – Not to be reproduced without prior written permission of TPCODL*



**TP CENTRAL ODISHA DISTRIBUTION LIMITED**  
(A Tata Power & Odisha Govt. joint venture)  
2nd Floor, IDCO Tower, Janpath Bhubaneswar, Odisha 751022

NIT No.: TPCODL/P&S/29/2020-21

### **7.5 Payment Terms**

On completion of the installation work of the materials in good condition and certification of acceptance by TPCODL, BA shall submit the Bills / Invoices in original in the name of TP Central Odisha Distribution Limited to Invoice Desk.

The payment shall be released within 30 days from the date of submission of certified bills/ invoices.

### **7.6 Climate Change**

Significant quantities of waste are generated during the execution of project and an integrated approach for effective handling, storage, transportation and disposal of the same shall be adopted. This would ensure the minimization of environmental and social impact in order to combat the climate change. Please refer attached Environment Policy and Sustainability Policy, Annexure-XI for more details.

### **7.7 Ethics**

TPCODL is an ethical organization and as a policy TPCODL lays emphasis on ethical practices across its entire domain. Bidder should ensure that they should abide by all the ethical norms and in no form either directly or indirectly be involved in unethical practice.

TPCODL work practices are governed by the Tata Code of Conduct which emphasizes on the following:

- We shall select our suppliers and service providers fairly and transparently.
- We seek to work with suppliers and service providers who can demonstrate that they share similar values. We expect them to adopt ethical standards comparable to our own.
- Our suppliers and service providers shall represent our company only with duly authorized written permission from our company. They are expected to abide by the Code in their interactions with, and on behalf of us, including respecting the confidentiality of information shared with them.
- We shall ensure that any gifts or hospitality received from, or given to, our suppliers or service providers comply with our company's gifts and hospitality policy.
- We respect our obligations on the use of third party intellectual property and data.

Bidder is advised to refer Tata Code of Conduct (TCOC) attached at Annexure X for more information.

Any ethical concerns with respect to this tender can be reported to the following e-mail ID:

[purchase@cescoorissa.com](mailto:purchase@cescoorissa.com) / [pkjain@tatapower.com](mailto:pkjain@tatapower.com)

### **8 Specification and standards**

As per Annexure.

### **9 General Condition of Contract**

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

### **10 Safety**

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



TP CENTRAL ODISHA DISTRIBUTION LIMITED  
(A Tata Power & Odisha Govt. joint venture)  
2nd Floor, IDCO Tower, Janpath Bhubaneshwar, Odisha 751022

NIT No.: TPCODL/P&S/29/2020-21

**ANNEXURE I**

**Schedule for Items**

S. No.	Item Description	Quantity	Unit	HSN/SAC Code	Unit Rate (Rs.)	Appl. Taxes & Duties	All Inclusive Unit Rate (Rs.)	Total All Inclusive Value (Rs.)
1	SITC of 20 position Test Bench for Single phase Meters	2	Each					
2	SITC of 20 position Test Bench for Poly Phase Meters	2	Each					
<b>Total All Inclusive Value for complete BOQ (Rs.)</b>								

**Signature & Seal of the Bidder**

**NOTE:**

- The bidders are advised to quote prices strictly in the format attached.
- The bidder must fill each and every column of the format attached. **Mentioning “extra/inclusive” in any of the column may lead for rejection of the price bid.**
- No cutting/ overwriting in the prices is permissible.
- The unit price to be indicated in col. No. 6 should be exclusive of taxes & duties which are to be indicated in separate columns meant for the purpose.
- The bids will be evaluated commercially on the overall lowest cost in line item basis.
- The prices shall be FOR TPCODL Locations.



**TP CENTRAL ODISHA DISTRIBUTION LIMITED**  
(A Tata Power & Odisha Govt. joint venture)  
2nd Floor, IDCO Tower, Janpath Bhubaneshwar, Odisha 751022

NIT No.: TPCODL/P&S/29/2020-21

**ANNEXURE II**

**Technical Specifications**

**Attached:**

1. Technical Specification for Fully Automatic Twenty Position Meter Test Bench for Single Phase Meters
2. Technical Specification for Fully Automatic Twenty Position Meter Test Bench for Poly Phase Meters

CONFIDENTIAL



**TP CENTRAL ODISHA DISTRIBUTION LIMITED**  
(A Tata Power & Odisha Govt. joint venture)  
2nd Floor, IDCO Tower, Janpath Bhubaneshwar, Odisha 751022

NIT No.: TPCODL/P&S/29/2020-21

**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 TPCODL's specifications:***

<b>S. No.</b>	<b>Clause No.</b>	<b>Tender Clause Details</b>	<b>Details of deviation with justifications</b>

***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:**



**TP CENTRAL ODISHA DISTRIBUTION LIMITED**  
(A Tata Power & Odisha Govt. joint venture)  
2nd Floor, IDCO Tower, Janpath Bhubaneswar, Odisha 751022

NIT No.: TPCODL/P&S/29/2020-21

**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.)***

<b>S. No.</b>	<b>Particulars</b>	<b>Remarks</b>
1.	Prices firm or subject to variation (If variable indicate the price variation clause with the ceiling if applicable)	Firm / Variable
1a.	If variable price variation on clause given	Yes / No
1b.	Ceiling	----- %
1c.	Inclusive of GST	Yes / No (If Yes, indicate % rate)
1d.	Inclusive of transit insurance	Yes / No
2.	Delivery	Weeks / months
3.	Guarantee clause acceptable	Yes / No
4.	Terms of payment acceptable	Yes / No
5.	Performance Bank Guarantee acceptable	Yes / No
6.	Liquidated damages clause acceptable	Yes / No
7.	Validity (180 days) (From the date of opening of bid)	Yes / No
8.	Inspection during stage of manufacture	Yes / No
9.	Rebate for increased quantity	Yes / No (If Yes, indicate value)
10.	Change in price for reduced quantity	Yes / No (If Yes, indicate value)
11.	Covered under Small Scale and Ancillary Industrial Undertaking Act 1992	Yes / No (If Yes, indicate, SSI Reg'n No.)

**Seal of the Bidder:**

**Signature:**

**Name:**





**TP CENTRAL ODISHA DISTRIBUTION LIMITED**  
(A Tata Power & Odisha Govt. joint venture)  
2nd Floor, IDCO Tower, Janpath Bhubaneshwar, Odisha 751022

NIT No.: TPCODL/P&S/29/2020-21

**ANNEXURE V**

**Checklist of all the documents to be submitted with the Bid**

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

<b>S. No.</b>	<b>Documents attached</b>	<b>Yes / No / Not Applicable</b>
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**



**TP CENTRAL ODISHA DISTRIBUTION LIMITED**  
(A Tata Power & Odisha Govt. joint venture)  
2nd Floor, IDCO Tower, Janpath Bhubaneswar, Odisha 751022

NIT No.: TPCODL/P&S/29/2020-21

**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 more fair and transparent, TPCODL 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. TPCODL 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. TPCODL will make every effort to make the bid process transparent. However, the award decision by TPCODL would be final and binding on the supplier.
3. The bidder agrees to non-disclosure of trade information regarding the purchase, identity of TPCODL, 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 TPCODL.
6. In case of intranet medium, TPCODL shall provide the infrastructure to bidders. Further, TPCODL has sole discretion to extend or restart the auction event in case of any glitches in infrastructure observed which has restricted the bidders to submit the bids to ensure fair & transparent competitive bidding. In case of an auction event is restarted, the best bid as already available in the system shall become the start price for the new auction.
7. In case the bidder fails to participate in the auction event due any reason whatsoever, it shall be presumed that the bidder has no further discounts to offer and the initial bid as submitted by the bidder as a part of the tender shall be considered as the bidder's final no regret offer. Any offline price bids received from a bidder in lieu of non-participation in the auction event shall be out-rightly rejected by TPCODL.
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 TPCODL site.
10. The prices submitted by a bidder during the auction event shall be binding on the bidder.
11. No requests for time extension of auction event shall be considered by TPCODL.
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**



**TP CENTRAL ODISHA DISTRIBUTION LIMITED**  
(A Tata Power & Odisha Govt. joint venture)  
2nd Floor, IDCO Tower, Janpath Bhubaneswar, Odisha 751022

NIT No.: TPCODL/P&S/29/2020-21

**ANNEXURE VII**  
**SCOPE OF WORK**

Supply, Installation, Testing and Commissioning of 20 position Meter Test Bench for Single Phase and Polyphase Meters.

These meters shall be installed at the following locations:

- a) Single Phase Meter Test Bench: 2 nos. at Bhubaneswar Lab
- b) Poly Phase Meter Test Bench: 1 no. at Bhubaneswar Lab and 1 no. at Cuttack Lab.

CONFIDENTIAL



**TP CENTRAL ODISHA DISTRIBUTION LIMITED**  
(A Tata Power & Odisha Govt. joint venture)  
2nd Floor, IDCO Tower, Janpath Bhubaneshwar, Odisha 751022

NIT No.: TPCODL/P&S/29/2020-21

**ANNEXURE VIII**  
**GENERAL CONDITIONS OF CONTRACT**

**Attached:** General Conditions of Contract for Supply Orders

CONFIDENTIAL



**TP CENTRAL ODISHA DISTRIBUTION LIMITED**  
(A Tata Power & Odisha Govt. joint venture)  
2nd Floor, IDCO Tower, Janpath Bhubaneshwar, Odisha 751022

NIT No.: TPCODL/P&S/29/2020-21

## **ANNEXURE IX**

### **SAFETY POLICY AND SAFETY TERMS AND CONDITIONS**

#### **Definitions**

**Order Manager:** Order Manager is the Tata Power representative, who has the ownership of the given job under the signed contract.

**Service Provider/Contractor/Vendor:** An individual or an organization that provides services to Tata Power under a signed contract.

**Site Safety Management Plan:** It is the safety plan agreed between Contractor / Service provider and Tata Power. It will contain the entire job specific safety requirement and will be signed by the service provider.

**High Risk Job:** Any job which has significant health and safety risk associated to it. The list of high risk jobs has been identified at Tata Power level.

**Emergency:** A serious, unexpected, business discontinuity and often dangerous situation resulting into loss of revenue / property and requiring immediate action.



**TP CENTRAL ODISHA DISTRIBUTION LIMITED**  
(A Tata Power & Odisha Govt. joint venture)  
2nd Floor, IDCO Tower, Janpath Bhubaneshwar, Odisha 751022

NIT No.: TPCODL/P&S/29/2020-21

## 1. Safety Policy



### HEALTH AND SAFETY POLICY

Tata Power is committed to provide safe and healthy working environment for the prevention of work related injuries and ill-health. Safety is one of our core values. We strive to be a leader in safety excellence in the global power and energy business. In pursuit of this, we are committed to the following:

- Maintain and continually improve our management systems to eliminate hazards and reduce health & safety risks to all our stakeholders.
- Incorporate appropriate health & safety criteria into business decisions for selection of plant and technology, performance appraisal of individuals and appointments in key positions.
- Comply and endeavour to exceed all applicable health & safety legal and other requirements
- Integrate health & safety procedures and best practices into every operational activity with assigned line-functional responsibilities at all levels.
- Involve our employees and business associates in maintaining a safe and healthy work environment through consultation and participation
- Inculcate safety culture by visible leadership and empowerment.
- Ensure required competency to enable our employees and business associates for working safely.
- Promptly report incidents, investigate, share crucial learnings and prevent recurrences.
- Influence our business associates in enhancing their health and safety standards and align with Tata Power's health & safety codes and practices.
- Set safety & health metrics as indicators of excellence, monitor progress and continually improve health and safety performance.

We shall ensure the availability of appropriate resources at all times to fully implement and communicate this policy to all stakeholders by suitable means and periodically review its relevance in continuously changing business environment.

(Praveer Sinha)  
CEO & Managing Director

Date: 11<sup>th</sup> March, 2019  
**TATA POWER**  
Lighting up Lives!





**TP CENTRAL ODISHA DISTRIBUTION LIMITED**  
(A Tata Power & Odisha Govt. joint venture)  
2nd Floor, IDCO Tower, Janpath Bhubaneswar, Odisha 751022

NIT No.: TPCODL/P&S/29/2020-21

## **2. Safety Organization & Responsibilities**

### **2.1 Contractor Site Management and Supervision**

Each Contractor will be responsible for fulfilling all statutory and safety requirements as per the laws of the land and not limited to Factory Act, Electricity Act, Electricity Rules and Regulations, Shop and Establishment Act etc.

Each Contractor shall provide at least one competent full time safety supervisor for workforce of less than 100 numbers. When workforce ranges from 100 to 1000, the contractor has to provide at least one qualified safety officer and safety supervisors (reporting to the safety officer) in the ratio 1:100. For every 1000 addition in workforce, the contractor has to add 1 safety officer. The Tata Power Project Safety Manager will review and approve the appointment of all safety supervisors. Contractor/Subcontractor safety supervisors/officers will work with Tata Power Safety Managers and align themselves with Tata Power safety requirements.

Each Contractors'/Subcontractors' Site Manager is responsible, and will be held accountable, for the safety of their sub-contractors and workforce and for ensuring that all equipment, materials, tools and procedures remain in safety compliance at job site, including:

- Holding officer/supervisors accountable for safety and actively promote safe work performance.
- Participate in and cooperate with all safety program requirements to be implemented in order to meet Tata Power safety objectives.
- Ensure timely reporting of safety incidents, near misses, unsafe acts and conditions.
- Identify the training needs of its employees and maintain all safety training documents.
- Provide safety performance report at an agreed frequency.
- Stopping of unsafe work (acts and/or conditions) immediately, until corrective action be taken.

### **2.2 Contractor Supervisors and General Staff**

Contractors' site supervisors and general staff members in charge of job site functions such as field engineering, warehousing, purchasing, cost and scheduling, etc. are responsible for the safe performance of the work of those they supervise. They must set an example for their fellow employees by being familiar with applicable sections of the Site Safety program and ensuring that all site activities are performed with SAFETY as the primary objective.

Each site supervisor is responsible and will be held accountable for identifying, analyzing and eliminating or controlling all hazards through implementation of an aggressive, pro-active Health, Safety and Environmental Program from project inception through project completion. Each supervisor will proactively participate in the SHE program by observing, correcting unsafe acts, and recording these observations.

### **2.3 Contractor Workforce**



**TP CENTRAL ODISHA DISTRIBUTION LIMITED**  
(A Tata Power & Odisha Govt. joint venture)  
2nd Floor, IDCO Tower, Janpath Bhubaneswar, Odisha 751022

NIT No.: TPCODL/P&S/29/2020-21

Contractor workforce must make safety a part of their job by following safety rules and regulations and by using all safeguards and safety equipment. They must take an active part in the Site Safety program to ensure their own safety and injury-free employment as well as being alert to unsafe practices of their fellow employees.

Every member of the workforce is expected to report for work without influence of any Drug/Alcohol. All employees are expected to report any hazardous conditions practices and behaviors in their work areas and correct where ever possible. Workforce is responsible for active participation in safety and health programs, suggestion systems, trainings and in immediate reporting of all injuries, any unsafe practices, conditions or incidents to their supervisors.

#### 2.4 Vendor/Contractor

Vendors/Contractor shall at all times comply with, and ensure that their workforce comply with all site safety rules and regulations. Specifically, with applicable provisions of the Tata Power Site Safety Management Plan, and all statutory safety rules and regulations.

### 3. Site Safety Rules and Procedures

The work in the safest possible manner can only happen when it has been carefully planned and all applicable procedures are followed. The Tata Power Safety Procedures are derived from Tata Power best practices and the applicable Government acts regulations. In each case, the most stringent regulation is used.

Following is the list of Tata Power's critical Safety Rules and Procedures. Contractor shall refer to approved Rules and Procedures for detailed requirements and ensure conformance.

#### 3.1 Lock Out and Tag Out Procedure

This procedure is intended to be used for the protection of Personnel while servicing or performing maintenance on equipment / pipeline / vessel / process systems. This is a general procedure that shall be used as the minimum requirements for isolation of equipment, pipelines, machines, system from all possible sources of hazardous energy and / or material such as Steam, Hot Water, Compressed Air, any other process fluid / chemical energy/Mechanical energy or Electrical energy. For complete procedure kindly refer Procedure Document No. TPSMS/CSP/LOTO/001 REV 01 available on official website of Tata Power ([www.tatapower.com](http://www.tatapower.com))

#### 3.2 Excavation Safety (Shoring and Sloping) Procedure

This procedure is developed to cover the safe practices required for shoring and sloping in excavation and trenching jobs. This procedure is developed to establish mandatory requirements for practices to protect personnel, property and equipment from hazards associated with above activities. For complete procedure kindly refer Procedure Document No TPSMS/CSP/EXS/002 REV 01 available on official website of Tata Power ([www.tatapower.com](http://www.tatapower.com))

#### 3.3 Confined Space Entry Procedure





**TP CENTRAL ODISHA DISTRIBUTION LIMITED**  
(A Tata Power & Odisha Govt. joint venture)  
2nd Floor, IDCO Tower, Janpath Bhubaneshwar, Odisha 751022

NIT No.: TPCODL/P&S/29/2020-21

This procedure outlines the steps required to perform the confined space entry and to protect personnel from the hazards of entering and conducting operations in confined spaces. For complete procedure kindly refer Procedure Document No –TPSMS/CSP/CSE/003 REV 01 available on official website of Tata Power ([www.tatapower.com](http://www.tatapower.com))

#### 3.4 Working at Height Procedure

This procedure describes the rules and procedures to protect employees from the hazards of working at heights.

This procedure is developed to cover the safe practices required for Working at Heights. This procedure is developed to establish mandatory requirements for practices to protect personnel from hazards associated in this area. For complete procedure kindly refer Procedure Document No –TPSMS/CSP/WAH/004 REV 01 available on official website of Tata Power ([www.tatapower.com](http://www.tatapower.com))

#### 3.5 Heavy Equipment Movement Safety Procedure

Heavy equipment lifting and movement is an activity involving loading, unloading, storage and movement from one place to another including lifting and erection or repairing of equipment with cranes or hoists. Material, machinery and equipment handling operations are being carried out by large capacity cranes and hoists, which make the job safer and faster. This procedure addresses the hazards and precautions associated with such equipment and their use. For complete procedure kindly refer Procedure Document No –TPSMS/CSP/HEMS/005 REV 01 available on official website of Tata Power ([www.tatapower.com](http://www.tatapower.com))

#### 3.6 Mobile Crane Safety Procedure

Mobile cranes are responsible for many incidents, injuries. Falling loads from mobile cranes pose a severe hazard to operators and nearby workers and property. Many types of cranes, hoists, and rigging devices are used for lifting and moving materials. To maintain safe, appropriate standards has to be adhered to and only qualified and licensed individuals shall operate these devices. For complete procedure kindly refer Procedure Document No –TPSMS/CSP/MCS/006 REV 01.

#### 3.7 Scaffold Safety Procedure

This procedure is developed to provide information on the safe erection, use, dismantling and maintenance of access scaffolding in the workplace. It is developed to establish mandatory requirements for practices to protect personnel from hazards associated with erection, use and dismantling of scaffolds. For complete procedure kindly refer Procedure Document No –TPSMS/CSP/SCAF/007 REV 01 available on official website of Tata Power ([www.tatapower.com](http://www.tatapower.com))

#### 3.8 Electrical Safety Procedure

The objective of these standards is to specify minimum mandatory requirements and advisory guidance for identifying and controlling hazards to ensure 'Zero Harm' with regard to operation maintenance and



**TP CENTRAL ODISHA DISTRIBUTION LIMITED**  
(A Tata Power & Odisha Govt. joint venture)  
2nd Floor, IDCO Tower, Janpath Bhubaneshwar, Odisha 751022

NIT No.: TPCODL/P&S/29/2020-21

testing of electrical equipment. For complete procedure kindly refer Procedure Document No-TPSMS/CSP/ELEC/010 REV 01 available on official website of Tata Power ([www.tatapower.com](http://www.tatapower.com))

### 3.9 Job Safety Analysis (JSA) Procedure

This objective of this procedure is to have a task based risk assessment process in place that identifies, evaluates and controls the risks associated with work activities, and as a result, prevents those involved in the task or those potentially affected by the task, from being harmed. For complete procedure kindly refer Procedure Document No- TPSMS/CSP/JSA/009 REV 01 available on official website of Tata Power ([www.tatapower.com](http://www.tatapower.com))

### 3.10 Fire Safety Management Procedure

Objective of This standard is to specify the minimum mandatory requirements and advisory guidelines to ensure prevention of fire related incidents and managing / controlling their impacts if they do occur. For complete procedure kindly refer Procedure Document No- TPSMS/CSP/FSM/011 REV 01

### 3.11 Permit To Work Procedure

Given the inherent hazards of the power generation and distribution industry, a significant number of TATA POWER operations and installations are critical. Work Permit (WP) System is an essential element in controlling the workplace risks in an effective manner. For complete procedure kindly refer Procedure Document No –TPSMS/CSP/PTW/008 REV 01 available on official website of Tata Power ([www.tatapower.com](http://www.tatapower.com))

### 3.12 Lift (Elevator) Safety Procedure

To provide safe operating procedure for taking control of lift car before entering and existing the pit of OTIS make elevators. For complete procedure kindly refer Procedure Document No – TPSMS/GSP/LIFT/001 REV 01 available on official website of Tata Power ([www.tatapower.com](http://www.tatapower.com))

### 3.13 Working on conveyor belt Procedure

This procedure is developed to cover the safe practices required for Working on live equipment and to protect personnel from hazards associated with it. For complete procedure kindly refer Procedure Document No – TPSMS/GSP/CONV/002 REV 01 available on official website of Tata Power ([www.tatapower.com](http://www.tatapower.com))

### 3.14 Handling Hazardous Materials Procedure

This Procedure is developed to provide procedure for recycling and / or safe disposal of used / waste batteries in compliance with all legislation. For complete procedure kindly refer Procedure Document No-TPSMS/GSP/HAZM/003 REV 01 available on official website of Tata Power ([www.tatapower.com](http://www.tatapower.com))

### 3.15 Material Handling and Storage Procedure



**TP CENTRAL ODISHA DISTRIBUTION LIMITED**  
(A Tata Power & Odisha Govt. joint venture)  
2nd Floor, IDCO Tower, Janpath Bhubaneshwar, Odisha 751022

NIT No.: TPCODL/P&S/29/2020-21

The purpose of this document is to provide procedures to assist the safe handling of materials (manual handling and mechanical handling). For complete procedure kindly refer Procedure Document No – TPSMS/GSP/MATL/004 REV 01 available on official website of Tata Power ([www.tatapower.com](http://www.tatapower.com))

### 3.16 Contractor Safety Management Procedure

The purpose of this document is to engage with contractors in a way to create safe work environment for everyone working for Tata Power. For complete procedure kindly refer Procedure Document No – TPSMS/GSP/CSM/015 REV 01 available on official website of Tata Power ([www.tatapower.com](http://www.tatapower.com))

The above procedures will be updated periodically and the updated version of the procedures as well as any additional critical procedure will be available on official website of Tata Power ([www.tatapower.com](http://www.tatapower.com)) for your reference.

## 4. Training and Capability Building

Safety Training and capability building of workforce is a major component of safety management program. All training required must be provided and documented as specified by Tata Power and Indian Regulations. Tata Power Safety Manager will audit contractors training and related documentation to assure its adequacy.

### 4.1 Tata Power Site Safety Orientation

All Tata Power contractor and subcontractor workforce is required to attend Tata Power Site Safety Orientation Training to receive a Safety Training Card, which is required to obtain a Gate Pass to the site, prior to entry.

This Safety Orientation Course will be for duration of minimum half day. The information provided during the orientation will include, but is not limited to following:

- Job rules, personal safety and conduct
- Hazards reporting
- Reporting of injuries
- Emergency procedures
- Safety Activities and Program including disciplinary measure and incentives.
- Critical safety procedure relevant to the job

### 4.2 Capability Building

Appropriate training such as L1, L2 & L3 is given to ensure that a jobholder, either supervisor or worker, is competent to do his/her job safely. The skill training is provided through TPSDI and other agencies authorized by Tata Power on the list of 15 procedures mentioned under safety procedure.

Contractor shall ensure that concerned workmen are provided with adequate training before he/she is allowed to execute the work.



**TP CENTRAL ODISHA DISTRIBUTION LIMITED**  
(A Tata Power & Odisha Govt. joint venture)  
2nd Floor, IDCO Tower, Janpath Bhubaneshwar, Odisha 751022

NIT No.: TPCODL/P&S/29/2020-21

An evaluation test will be conducted after the completion of the training. Those workmen employee who meet the minimum required competency will be provided with Gold Card which is valid for 3 years, post which the workmen has to reappear for the assessment. If the workman is not able to qualify the assessment, he/she will be given 3 additional attempts to clear in 3 month timeframe failing which he/she will not be allowed to work on high risk jobs.

**5. Pre-Employment and Periodic Medical check up**

Contractor shall arrange to conduct a pre-employment and periodic medical check-up for its entire workforce by Tata Power medical officer or Tata Power authorized medical officer. The contractor shall be able to produce the certificate prior to the employment. The contractor shall also organize to conduct periodical medical checkup (six monthly) for the following category of employees:

- Drivers (Check for Vision & Hearing)
- Equipment Operators (Check for Vision & Hearing)
- Workforce working at Height (Check for Vision, Hearing, Vertigo & Height Phobia)
- Workforce Handling the hazardous substances (Coal, ash and chemicals)
- Workforce in high decibel area (> 90 Decibel, Check for Hearing)
- Workforce, working in specific areas requiring specific medical attention should conduct the medical test as laid down in the respective Site Safety Management Plan.

**6. Safety Performance Evaluation and Penalties**

A certain percentage of the bill value will be retained against every running bill as safety performance retention. The amount will be released with the last invoice based on "Safety Performance score" attached in CSM-F-3 of CSM procedure. The amount is based on following table

Contract Value	Retention Amount (%)
Upto 10 Lakhs	2.5
10 – 50 lakhs	2
0.5 to 10 Cr	1.5
>10 Cr	1

- Safety performance Score will be monitored by the Order Manager every month.
- For the contract value of more than Rs 1 Cr or contract duration more than 12 months, the retention amount shall be released half yearly based on safety performance. For all remaining contracts, the retention amount will be released with the final bill.
- In case of job stoppage due to safety violations/ unsafe observations at the site, no time extension shall be given to the contractor, if such delays are attributable to contractor.



**TP CENTRAL ODISHA DISTRIBUTION LIMITED**  
(A Tata Power & Odisha Govt. joint venture)  
2nd Floor, IDCO Tower, Janpath Bhubaneshwar, Odisha 751022

NIT No.: TPCODL/P&S/29/2020-21

- In case of fatality, limb loss or loss of property, vendor has to pay for liability, legal, statutory and additional mutually agreed settlement charges imposed by the appointed committee. This charge is over and above the retention amount.
- The committee will finalize an amount between 5 -50 lakhs based on factors such as advise by statutory authorities, contract value and impact of accident etc.
- Safety performance bonus 1% (limiting to 50 lakhs) of the invoice value will be considered at the end of the job if the contractual safety performance score is 100%.
- During the progress of the work, concerned Supervisor/Engineer will visit and inspect the work site regularly and evaluate the safety performance of the contractor based on matrix attached herewith.
- Order Manager, divisional chief and SBU head have the authority to terminate the contract in case of three consecutive serious violations.

**7. Safety Performance Evaluation - CSM-F-3**

S. No.	Lead Indicators	Unit Of measurement	Target	Weightage
1	% of Employee certified in TPSPDI/Authorized agency	%	50	10
2	CFSA score (Annexure 6.1)	Average Severity of Violations	1.49	20
3	Monthly inspection completed for Critical Equipments, lifting Tools & Tackles and hand tools used at site	%	80	5
4	Condition of tools, tackles and equipments	%	100	15
<b>Lag Indicators</b>				
1	Number of Fatalities	No.	0	30
2	Number of Lost work day case (LWDC)	No.	0	10
3	Man-days Lost	No.	0	10

In addition to above evaluation criteria, for specific violations penalty shall be imposed on the contractors under following circumstances:



**TP CENTRAL ODISHA DISTRIBUTION LIMITED**  
(A Tata Power & Odisha Govt. joint venture)  
2nd Floor, IDCO Tower, Janpath Bhubaneswar, Odisha 751022

NIT No.: TPCODL/P&S/29/2020-21

Sr No	Description of violation	Severity	Penalty /
1.	Working without Permit	5	5000/-
2.	Untrained (TPSDI) worker on high-risk jobs.	5	5000/-
3.	Unhygienic/Bad condition of PPE	2	250/-
4.	Not following Tata Power Procedure & Standard	4	2000/-
5.	Unsafe Act/Condition of Severity 4	4	2000/-
6.	Unsafe Act/Condition of Severity 5	5	5000/-
7.	No Earthing of Electrical equipment	5	5000/-
8.	Damaged welding cable	5	5000/-
9.	Violation of Positive Isolation Procedure ( LOTO Not followed )	5	5000/-
10.	ELCB of more than 30 mA/ELCB not working	5	5000/-
11.	On/Off switch of welding m/c not working	5	5000/-
12.	Electric cable tied with metal wire	5	5000/-
13.	Leakage found DA hose / cylinder	5	5000/-
14.	Use of LPG	5	5000/-
15.	Use of Three-wheeler at the work site.	5	5000/-
16.	Starting the job without Tool Box Talk	5	5000/-
17.	Spatter falling on DA hose / Gas-line/ pathways / Equipment	5	5000/-
18.	No safety latch in crane hook	5	5000/-
19.	Load raised or swung over people or occupied areas of buildings	5	5000/-
20.	Persons standing in swing area of construction equipments.	5	5000/-
21.	Using damaged slings.	5	5000/-
22.	Unstable scaffolding/non standard Scaffolding in use	5	5000/-
23.	Handrails and mid-rails are missing	5	5000/-
24.	Safety Harness not anchored with lifeline/fixed structure	5	5000/-
25.	Fall arrestor not provided/ Not being used.	5	5000/-
26.	Double life line not used for working at height	5	5000/-
27.	No rubber mat in DB room	4	2000/-
28.	Water found accumulated in DB room/near welding machine.	4	2000/-
29.	Inserting electric cables into socket, without using plug.	4	2000/-
30.	Use of damaged electrical cable/two core cables.	4	2000/-
31.	Inflammable material found in D.B Room./ welding areas.	4	2000/-
32.	Loose material falling into excavated pit	4	2000/-
33.	Water logging into excavated pit	4	2000/-
34.	No / inadequate Barricade	4	2000/-



**TP CENTRAL ODISHA DISTRIBUTION LIMITED**  
(A Tata Power & Odisha Govt. joint venture)  
2nd Floor, IDCO Tower, Janpath Bhubaneshwar, Odisha 751022

NIT No.: TPCODL/P&S/29/2020-21

Sr No	Description of violation	Severity	Penalty /
35.	Undercut / cave-in found on sides of excavated pits	4	2000/
36.	Grinding wheel/ Coupling/ Piling winch/other rotating parts without guard	4	2000/
37.	The HMV/Mobile Crane operator does not having a valid HMV driving license.	4	2000/
38.	The loading area is not leveled properly.	4	2000/
39.	Ladder not anchored at top	4	2000/
40.	Opening found in working platform of scaffolding/floor	4	2000/
41.	Inadequate illumination at the working area	4	2000/
42.	Loose material lying on Gantry ,platform	4	2000/
43.	Cleaning body with Compressed Air.	3	500/-
44.	Gas Cylinders using without cap.	3	500/
45.	Gas Cylinders stored without securing	3	500/
46.	Bringing inside any other chemicals, apart from approved by Safety dept.	3	500/
47.	Using drum for sitting or accessing height.	3	500/
48.	Misusing emergency facilities like fire hydrant line/ hose box/ spray system/ eye wash etc.	3	500/
49.	No provision of Safety net where falling materials or tools may occurs	3	500/
50.	Taking electrical supply from non designated outlet (other than socket).	3	500/
51.	Restricted gangways due to unwanted materials.	3	500/
52.	Not reporting incident.	3	500/
53.	Entering into restricted area like switch yard/ hazardous storage etc.	3	500/
54.	Work without supervision	3	500/
55.	Parking of vehicle without applying wheel choke at right front-front and left rear-rear wheels other than passengers cars.	3	500/
56.	Vehicle without helper or co-driver.	3	500/
57.	Not wearing florescent safety jacket at site.	3	500/
58.	People travelling in load body of vehicle.	3	500/
59.	Parking of vehicles at non designated area.	3	500/
60.	Shifting heavy materials without guide ropes.	3	500/
61.	Using other than 24V lamp inside the confined space/Use of other than 24V lamps.	3	500/
62.	Angular/ starch loading/ lifting with Crane or hoist.	3	500/
63.	By passing the limit switch/ Safety Interlock.	3	500/
64.	Housekeeping activities on road without proper barricade.	3	500/



**TP CENTRAL ODISHA DISTRIBUTION LIMITED**  
(A Tata Power & Odisha Govt. joint venture)  
2nd Floor, IDCO Tower, Janpath Bhubaneshwar, Odisha 751022

NIT No.: TPCODL/P&S/29/2020-21

Sr No	Description of violation	Severity	Penalty /
65.	Trying to board or alit from running vehicle.	3	500/-
66.	Cylinder Valves of Gas cylinders not closed when not in use.	3	500/-
67.	Flash-back arrester not used.	3	500/-
68.	Trolley wheel found damaged.	3	500/-
69.	Guy ropes of required length on both sides of object are not used during movement with load.	3	500/-
70.	Scotch block/wedge not provide when the vehicle is parked.	3	500/-
71.	Suitable Trolley not provided to hold the cylinders.	3	500/-
72.	Locked First Aid box	3	500/-
73.	Caution boards, danger signs (luminescent /red) along with emergency contact number are not found displayed.	3	500/-
74.	Person found jumping barricading tape	3	500/-
75.	Stacking of pipes, pile casing , drums without chock blocks/wedges	3	500/-
76.	The terrain on which Heavy Equipment/Machinery moves is not reasonably hard.	3	500/-
77.	Without Safety Helmet at working sites	4	250/-
78.	Without Crash Helmet (on bikes)	4	500/-
79.	Without Full body double lanyard Safety Harness (for work at height)	5	5000/-
80.	Without Hand gloves - Material Handling, Welding, Cutting,	4	100/-
81.	Without Safety goggles/ face shield - Welding/Cutting /Grinding	5	5000/-
82.	Handling Chemical without PVC Apron	5	5000/-
83.	Smoking in prohibited area (Closed Go-downs, Storage of flammable material, Storage of Gas cylinders)	5	1000/-
84.	Sleeping at Work Place	3	100/-
85.	Driving beyond speed limit	3	1000/-
86.	Seat Belt While Driving (for front seat passengers and driver)	3	500/-
87.	Driving without license	4	1000/-
88.	Heavy Commercial vehicles without reverse horn	3	500/-
89.	Non functional Head light/ tail light and side indicators	3	100/-
90.	Using Mobile Phone During Driving	5	5000/-
91.	Poor visibility of registration number/ without registration number	3	100/-
92.	Broken/ without Side view mirror	3	100/-
93.	Over speeding above specified limit	3	500/-
94.	Broken/ Without Pressure gauge on Oxygen/ LPG / Acetylene cylinder.	3	500/-





**TP CENTRAL ODISHA DISTRIBUTION LIMITED**  
(A Tata Power & Odisha Govt. joint venture)  
2nd Floor, IDCO Tower, Janpath Bhubaneshwar, Odisha 751022

NIT No.: TPCODL/P&S/29/2020-21

Sr No	Description of violation	Severity	Penalty /
95.	Without Flash back arrestor on Industrial Acetylene & Oxygen cylinders.	5	5000/-
96.	Spillage of hazardous material/chemicals during transportation	4	2000/-
97.	Electrical equipment without Earthing/ ELCB/ Double Insulation Cable.	5	5000/-
98.	Lifting Tools & Tackles used without/ expired Test Certificates.	5	5000/-
99.	Housekeeping repeatedly not maintained		
100.	<ul style="list-style-type: none"><li>• First Time</li></ul>	3	Warning
101.	<ul style="list-style-type: none"><li>• Second Time</li></ul>	4	1000/-
102.	<ul style="list-style-type: none"><li>• Third Time</li></ul>	5	5000/-
103.	Serious Violation Of House Keeping (after 1 <sup>st</sup> or 2 <sup>nd</sup> warning to be decided by Project Manager depending on the severity)		Rs.10000/- and above
104.	Repeat Violation of same nature	5	5X Violation

CONFIDENTIAL



**TP CENTRAL ODISHA DISTRIBUTION LIMITED**  
(A Tata Power & Odisha Govt. joint venture)  
2nd Floor, IDCO Tower, Janpath Bhubaneshwar, Odisha 751022

NIT No.: TPCODL/P&S/29/2020-21

**ANNEXURE X**  
**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 Chief Procurement & Stores e-mail ID: [pkjain@tatapower.com](mailto:pkjain@tatapower.com).

CONFIDENTIAL



**TP CENTRAL ODISHA DISTRIBUTION LIMITED**  
(A Tata Power & Odisha Govt. joint venture)  
2nd Floor, IDCO Tower, Janpath Bhubaneshwar, Odisha 751022

NIT No.: TPCODL/P&S/29/2020-21

**ANNEXURE XI**  
**ENVIRONMENT & SUSTAINABILITY POLICY**



**CORPORATE ENVIRONMENT POLICY**

**Tata Power is committed to a clean, safe and healthy environment, and we shall operate our facilities in an environmentally sensitive and responsible manner. Our commitment to environmental protection and stewardship will be achieved by:**

- Complying with the requirements and spirit of applicable environmental laws and striving to exceed required levels of compliance wherever feasible
- Ensuring that our employees are trained to acquire the necessary skills to meet environmental standards
- Conserving natural resources by improving efficiency and reducing wastage
- Making business decisions that aim towards sustainable development
- Engaging with stakeholders to create awareness on sustainability

(Praveer Sinha)  
CEO & Managing Director

Date: 15<sup>th</sup> June, 2018

**TATA POWER**  
Lighting up Lives!





**TP CENTRAL ODISHA DISTRIBUTION LIMITED**  
(A Tata Power & Odisha Govt. joint venture)  
2nd Floor, IDCO Tower, Janpath Bhubaneshwar, Odisha 751022

NIT No.: TPCODL/P&S/29/2020-21



## **CORPORATE SUSTAINABILITY POLICY**

At Tata Power, our Sustainability Policy integrates economic progress, social responsibility and environmental concerns with the objective of improving quality of life. We believe in integrating our business values and operations to meet the expectations of our customers, employees, partners, investors, communities and public at large

- We will uphold the values of honesty, partnership and fairness in our relationship with stakeholders
- We shall provide and maintain a clean, healthy and safe working environment for employees, customers, partners and the community
- We will strive to consistently enhance our value proposition to the customers and adhere to our promised standards of service delivery
- We will respect the universal declaration of human rights, International Labour Organization's fundamental conventions on core labour standards and operate as an equal opportunities employer
- We shall encourage and support our partners to adopt responsible business policies, Business Ethics and our Code of Conduct Standards
- We will continue to serve our communities:
  - By implementing sustainable Community Development Programmes including through public/private partnerships in and around our area of operations
  - By constantly protecting ecology, maintaining and renewing bio-diversity and wherever necessary conserving and protecting wild life, particularly endangered species
  - By encouraging our employees to serve communities by volunteering and by sharing their skills and expertise
  - By striving to deploy sustainable technologies and processes in all our operations and use scarce natural resources efficiently in our facilities
  - We will also help communities that are affected by natural calamities or untoward incidence, or that are physically challenged in line with the Tata Group's efforts

The management will commit all the necessary resources required to meet the goals of Corporate Sustainability.

(Praveer Sinha)  
CEO & Managing Director

Date: 15<sup>th</sup> June, 2018

**TATA POWER**  
Lighting up Lives!



**CONTENTS**

CLAUSE NO.	DESCRIPTION
<b>1.0</b>	<b>ORGANIZATIONAL VALUES</b>
<b>2.0</b>	<b>ETHICS</b>
<b>3.0</b>	<b>CONTRACT PARAMETERS</b>
3.1	Issue/Award of Contract
3.2	Contract Commencement Date
3.3	Contract Completion Date
3.4	Contract Period/ Time
3.5	Contract Execution Completion Date
3.6	Contract Price /Value
3.7	Contract Document
3.8	Contract Language
3.9	Reverse Auction
<b>4.0</b>	<b>SCOPE OF WORK</b>
<b>5.0</b>	<b>PRICES/RATES/TAXES</b>
5.1	Changes in statutory Tax Structure
<b>6.0</b>	<b>TERMS OF PAYMENT</b>
6.1	Quantity Variation
6.2	Full and Final Payment
<b>7.0</b>	<b>MODE OF PAYMENT</b>
<b>8.0</b>	<b>SECURITY CUM PERFORMANCE DEPOSIT</b>
<b>9.0</b>	<b>STATUTORY COMPLIANCE</b>
9.1	Compliance to Various Acts
9.2	SA 8000
9.3	Affirmative Action
<b>10.0</b>	<b>QUALITY</b>
10.1	Knowledge of Requirements
10.2	Material/Equipment/Works Quality
10.3	Adherence to Rules & Regulations
10.4	Specifications and Standards
<b>11.0</b>	<b>INSPECTION/PARTICIPATION</b>
11.1	Right to Carry Out Inspection
11.2	Facilitating Inspection
11.3	Third Party Nomination
11.4	Waiver of Inspections
11.5	Incorrect Inspection Call

Doc. Title	GENERAL CONDITIONS OF CONTRACT FOR SUPPLY ORDERS	
Rev. No	0	Page 2 of 43

CONTENTS	
CLAUSE NO.	DESCRIPTION
<b>12.0</b>	<b>MDCC &amp; DELIVERY OF MATERIALS</b>
12.1	Material Dispatch Clearance Certificate
12.2	Right to Rejection on Receipt
12.3	Consignee
12.4	Submission of Mandatory Documents on Delivery
12.5	Dispatch and Delivery Instructions
<b>13.0</b>	<b>GUARANTEE</b>
13.1	Guarantee of Performance
13.2	Guarantee period
13.3	Failure in Guarantee period (GP)
13.4	Cost of repairs on failure in GP
13.5	Guarantee Period for Goods Outsourced
13.6	Latent Defect
13.7	Support beyond the Guarantee Period
<b>14.0</b>	<b>LIQUIDATED DAMAGES</b>
14.1	LD Waiver Request
<b>15.0</b>	<b>UNLAWFUL ACTIVITIES</b>
<b>16.0</b>	<b>CONFIDENTIALITY</b>
16.1	Documents
16.2	Geographical Data
16.3	Associate's Processes
16.4	Exclusions
16.5	Violation
<b>17.0</b>	<b>INTELLECTUAL PROPERTY RIGHTS</b>
<b>18.0</b>	<b>INDEMNITY</b>
<b>19.0</b>	<b>LIABILITY &amp; LIMITATIONS</b>
19.1	Liability
19.2	Limitation of Liability
<b>20.0</b>	<b>FORCE MAJEURE</b>
<b>21.0</b>	<b>SUSPENSION OF CONTRACT</b>
21.1	Suspension for Convenience
21.2	Suspension for Breach of Contract Conditions
21.3	Compensation in lieu of Suspension
<b>22.0</b>	<b>TERMINATION OF CONTRACT</b>
22.1	Termination for Default/Breach of Contract
22.2	Termination for Convenience of Associate
22.3	Termination for Convenience of TPCODL

Doc. Title	GENERAL CONDITIONS OF CONTRACT FOR SUPPLY ORDERS	
Rev. No	0	Page 3 of 43

CONTENTS	
CLAUSE NO.	DESCRIPTION
<b>23.0</b>	<b>DISPUTE RESOLUTION AND ARBITRATION</b>
23.1	Governing Laws and jurisdiction
<b>24.0</b>	<b>ATTRIBUTES OF GCC</b>
24.1	Cancellation
24.2	Severability
24.3	Order of Priority
<b>25.0</b>	<b>ERRORS AND OMISSIONS</b>
<b>26.0</b>	<b>TRANSFER OF TITLES</b>
<b>27.0</b>	<b>INSURANCE</b>
<b>28.0</b>	<b>SUGGESTIONS &amp; FEEDBACK</b>
<b>29.0</b>	<b>CONTACT POINTS</b>
<b>30.0</b>	<b>LIST OF ANNEXURES</b>

GENERAL CONDITIONS OF CONTRACT

Doc. Title	GENERAL CONDITIONS OF CONTRACT FOR SUPPLY ORDERS	
Rev. No	0	Page 4 of 43

## 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 TPCODL, 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 TPCODL 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.tpccentralodisha.com](http://www.tpccentralodisha.com).

## 3.0 CONTRACT PARAMETERS

### 3.1 Issue/Award of Contract

TPCODL 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.



Doc. Title	GENERAL CONDITIONS OF CONTRACT FOR SUPPLY ORDERS	
Rev. No	0	Page 5 of 43

On receipt of the contract, the associate shall return to TPCODL 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 TPCODL, 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.

Doc. Title	GENERAL CONDITIONS OF CONTRACT FOR SUPPLY ORDERS	
Rev. No	0	Page 6 of 43

### **3.9 Reverse Auction**

TPCODL 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.

### **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 TPCODL'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.

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

In the event, TPCODL 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 TPCODL.

### **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 TPCODL, packaging and forwarding charges, freight and transit insurance charges covering loading at Associate's works, transportation to TPCODL store/site & unloading & delivery at TPCODL stores/TPCODL site, cost of documentation including all the relevant test certificates and other supportive documents to be furnished.

Doc. Title	GENERAL CONDITIONS OF CONTRACT FOR SUPPLY ORDERS	
Rev. No	0	Page 7 of 43

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 remain firm 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 unchanged irrespective of TPCODL making changes in quantum in all or 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 TPCODL 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 TPCODL.

### **6.0 TERMS OF PAYMENT**

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

- Test Reports (4 sets).
- MDCC issued by TPCODL.
- Packing List.
- Drawing and Catalogue.
- Guarantee/Warrantee Card.
- Delivery Challan.
- O&M Manual.
- Copy of Order.
- Minutes of Meeting.

Bills/ invoices shall mention Supplier's GST Number. TPCODL 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 TPCODL and not on the basis of contract quantity.

Doc. Title	GENERAL CONDITIONS OF CONTRACT FOR SUPPLY ORDERS	
Rev. No	0	Page 8 of 43

## 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 TPCODL 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, TPCODL 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 TPCODL 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 TPCODL 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 TPCODL. 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 TDPPL indemnified always till completion of contracts.

Doc. Title	GENERAL CONDITIONS OF CONTRACT FOR SUPPLY ORDERS	
Rev. No	0	Page 9 of 43

## 9.2 SA 8000

TPCODL 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

TPCODL 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\*\*

TPCODL 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 TPCODL 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

Doc. Title	GENERAL CONDITIONS OF CONTRACT FOR SUPPLY ORDERS	
Rev. No	0	Page 10 of 43

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 TPCODL/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 TPCODL.

### **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 TPCODL 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 TPCODL. 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 TPCODL, 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

Doc. Title	GENERAL CONDITIONS OF CONTRACT FOR SUPPLY ORDERS	
Rev. No	0	Page 11 of 43

qualities of the bought out items without the prior written approval of the TPCODL. All such products and equipment shall be used or installed in strict accordance with original manufacturer's recommendations, unless otherwise directed by the TPCODL. 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**

TPCODL 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 TPCODL during contract execution time.

All inspections and participations shall be carried out by TPCODL 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 TPCODL'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 TPCODL'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 TPCODL'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 TPCODL/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 TPCODL inspectors are not satisfied with the safety arrangements at the plant, TPCODL 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 TPCODL along with the inspection call, for scrutiny of TPCODL.

The Associate and TPCODL shall jointly document all the observations, comments and action points after completion of inspection and it shall be binding on the Associate to provide

Doc. Title	GENERAL CONDITIONS OF CONTRACT FOR SUPPLY ORDERS	
Rev. No	0	Page 12 of 43

compliance on all the points requiring compliance and furnish the compliance report to the designated authority of TPCODL for receiving clearance for dispatch of materials

### **11.3 Third Party Nomination**

TPCODL 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 TPCODL as far as conducting the inspection.

### **11.4 Waiver of Inspections**

TPCODL 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 TPCODL 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 TPCODL. Material delivered at TPCODL stores or at project site without a valid MDCC issued by the designated official of TPCODL 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 TPCODL, 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.



Doc. Title	GENERAL CONDITIONS OF CONTRACT FOR SUPPLY ORDERS	
Rev. No	0	Page 13 of 43

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 Bhubaneswar	12 days
2	Within Bhubaneswar	5 days
3	Waiver*	3 working days

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

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

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", TPCODL, Bhubaneswar.

### 12.4 Submission of mandatory documents on Delivery

Following documents shall be mandatorily submitted by BA along with supply of material to TPCODL 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

Doc. Title	GENERAL CONDITIONS OF CONTRACT FOR SUPPLY ORDERS	
Rev. No	0	Page 14 of 43

## 12.5 Dispatch and Delivery Instructions

S. No.	Instructions
1	Purchase order/ Release order no. shall be mentioned on invoice and on material
2	TPCODL material code and material description shall be mentioned in invoice and on material.
3	"Property of TPCODL" 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 TPCODL, Bhubaneswar", Guarantee period and Associate's name.
8	In case of manual unloading, supplier / transporter shall deploy sufficient Labour for unloading the material at TPCODL central store. For heavy item(s), crane will be provided by TPCODL [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 TPCODL 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 12 Months from the Date of Commissioning or 24 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

Doc. Title	GENERAL CONDITIONS OF CONTRACT FOR SUPPLY ORDERS	
Rev. No	0	Page 15 of 43

intended quality performance. If Associate fails to repair/rectify/replace the equipment or material supplied rendered under the contract, failed in Guarantee Period, TPCODL will be at liberty to get the same done at Associate's risks and costs and recover all such expenses plus the TPCODL'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 TPCODL. However, if replacement of the Equipment is required, Associate shall notify the same to TPCODL within 7 days of reporting the issue by TPCODL. 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, TPCODL 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 TPCODL, as described below:

Doc. Title	GENERAL CONDITIONS OF CONTRACT FOR SUPPLY ORDERS	
Rev. No	0	Page 16 of 43

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, TPCODL 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 TPCODL, 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, TPCODL 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 TPCODL 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 TPCODL's interest failing which appropriate action (legal or otherwise) may be taken against the Associate by the TPCODL, 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 TPCODL in connection with the performance of the contract shall be held confidential by the Associate and shall remain the property of the TPCODL 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 TPCODL.

##### **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 TPCODL shall not be published or

Doc. Title	GENERAL CONDITIONS OF CONTRACT FOR SUPPLY ORDERS	
Rev. No	0	Page 17 of 43

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

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

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 TPCODL shall arise in this respect, and any costs, damages, expenses, compensation payable by TPCODL in this regard to a third party/parties, arising from a legal proceeding/s or otherwise, shall be recoverable from the Associate.

Doc. Title	GENERAL CONDITIONS OF CONTRACT FOR SUPPLY ORDERS	
Rev. No	0	Page 18 of 43

## 18.0 INDEMNITY

The Associate shall at all times indemnify, keep indemnified and hold harmless the TPCODL 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 TPCODL is held liable for by any court judgement. In this connection, the TPCODL 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 TPCODL 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 TPCODL 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 TPCODL.

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

TPCODL 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.

Doc. Title	GENERAL CONDITIONS OF CONTRACT FOR SUPPLY ORDERS	
Rev. No	0	Page 19 of 43

## 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

TPCODL 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

Doc. Title	GENERAL CONDITIONS OF CONTRACT FOR SUPPLY ORDERS	
Rev. No	0	Page 20 of 43

- 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 TPCODL, 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 TPCODL, 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.**

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

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 TPCODL 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 TPCODL 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 TPCODL 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.



Doc. Title	GENERAL CONDITIONS OF CONTRACT FOR SUPPLY ORDERS	
Rev. No	0	Page 21 of 43

- 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 TPCODL 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 TPCODL.

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

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

Doc. Title	GENERAL CONDITIONS OF CONTRACT FOR SUPPLY ORDERS	
Rev. No	0	Page 22 of 43

- d) It shall be open for TPCODL 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 TPCODL 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 TPCODL 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 TPCODL 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, TPCODL 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 TPCODL 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 TPCODL 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 TPCODL against the amount recoverable from him on this ground. The same shall be without prejudice to other rights available to TPCODL 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 , TPCODL shall be entitled to bar the associates its agents , affiliates from undertaking any negotiation / tendering, bidding , participation activities concerning TPCODL for a period of two years from date of such termination. The same shall be without prejudice to other rights available to TPCODL.

### **22.2 Termination for Convenience of Associate**

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

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

Doc. Title	GENERAL CONDITIONS OF CONTRACT FOR SUPPLY ORDERS	
Rev. No	0	Page 23 of 43

## **23.0 DISPUTE RESOLUTION & ARBITRATION**

In case of any dispute or difference the parties shall endeavour 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 Bhubaneswar. 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 TPCODL or suspended by the arbitrator. Further, TPCODL 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 Bhubaneswar 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 TPCODL or not. However any error in design/drawing arising out of any incorrect data/written information from TPCODL 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 TPCODL on acceptance of material by store/site after Inspection.

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

Doc. Title	GENERAL CONDITIONS OF CONTRACT FOR SUPPLY ORDERS	
Rev. No	0	Page 24 of 43

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

## 28.0 SUGGESTIONS & FEEDBACK

We welcome all our Business Associates to write to us about their experience with TPCODL; 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-E*. You can also log on to our website [www.tpcentralodisha.com](http://www.tpcentralodisha.com) to provide your feedback.

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

Doc. Title	GENERAL CONDITIONS OF CONTRACT FOR SUPPLY ORDERS	
Rev. No	0	Page 25 of 43

- Any issues with TPCODL.

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.tpcentralodisha.com](http://www.tpcentralodisha.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

Doc. Title	GENERAL CONDITIONS OF CONTRACT FOR SUPPLY ORDERS	
Rev. No	0	Page 26 of 43

**ANNEXURE-A**

**PROFORMA FOR BID SECURITY BANK GUARANTEE**

**The TP Central Odisha Distribution Limited  
Bhubaneswar**

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 Central Odisha Distribution Limited (TPCODL) in the sum of \_\_\_\_\_  
for which payment well and truly to be made to the TPCODL 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 TPCODL 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 TPCODL upto the above amount upon receipt of its first written demand, provided that in its demand the TPCODL 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.

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)

	TP CENTRAL ODISHA DISTRIBUTION LIMITED	
	WORK INSTRUCTION /OPERATING GUIDELINES	
Doc. Title	GENERAL CONDITIONS OF CONTRACT –SUPPLY ORDERS	
Rev. No	0	Page 27 of 43

**ANNEXURE- B**

**PROFORMA FOR PERFORMANCE BANK GUARANTEE (CP cum EP)**

**(On Rs.100/- Stamp Paper) Note:**

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

**The TP Central Odisha Distribution Limited**

**Bhubaneswar**

**CP cum EP BG No.....**

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

1. 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.
2. 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.
3. 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 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

Doc. Title	GENERAL CONDITIONS OF CONTRACT FOR SUPPLY ORDERS	
Rev. No	0	Page 28 of 43

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 Bhubaneswar branch and claim will also be payable at Bhubaneswar Branch (to be confirmed by Bhubaneswar Branch by a letter to that effect in case BG is from the branch outside Bhubaneswar).
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



Doc. Title	GENERAL CONDITIONS OF CONTRACT FOR SUPPLY ORDERS	
Rev. No	0	Page 29 of 43

**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 TPCODL 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 TPCODL, in respect of our aforesaid Order No \_\_\_\_\_ dated \_\_\_\_\_ including amendments, if any, issued by TPCODL to our entire satisfaction and we further confirm that we have no claim whatsoever pending with TPCODL 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 TPCODL, with full knowledge and with our free consent without any undue influence, misrepresentation, coercion etc.

**Place**

**Name**

(Company Seal)

Doc. Title	GENERAL CONDITIONS OF CONTRACT FOR SUPPLY ORDERS	
Rev. No	0	Page 30 of 43

**ANNEXURE-D**

**PROFORMA FOR APPLICATION FOR ISSUANCE OF CONSOLIDATED TDS  
CERTIFICATE**

To be printed on the letterhead

To,

The TP Central Odisha Distribution Limited,

Bhubaneswar

**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**

Doc. Title	GENERAL CONDITIONS OF CONTRACT FOR SUPPLY ORDERS	
Rev. No	0	Page 31 of 43

**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 "TPCODL 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**

- Bhubaneswar    Within 200 kms from Bhubaneswar    More than 200 kms from Bhubaneswar

**Your nearly turnover with TPCODL**

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

**Additional Information**

<b>Your Name</b>	
<b>Your Designation</b>	
<b>Your Organization</b>	
<b>Contact Nos.</b>	
<b>Email</b>	

*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)*

**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	TPCODL demonstrate willingness to be flexible in administration of Contract / Purchase Order						
7	We provide timely responses / clarifications to your queries						
8	TPCODL representative you interact / coordinate with is adequately empowered to support you in meeting contractual obligations						
9	TPCODL provide you all necessary infrastructure support for timely and quality completion of work (including AMC)						
10	TPCODL Engineer-in-Charge timely certifies the jobs executed/ material supplied						
11	TPCODL 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						

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	TPCODL never defaults on contractual terms						
15	In TPCODL 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	TPCODL Employees follow Ethical behaviour						

GENERAL CONDITIONS OF CONTRACT

**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 TPCODL 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 TPCODL in comparison to your other clients in terms of <b>fairness of treatment and transparency</b> with its Business Associates?						
3	How would you rate TPCODL in comparison to your other clients in terms of <b>processes and systems to manage partnership</b> with its Business Associates						
4	How would you rate TPCODL in comparison to your other clients in terms of <b>building long term &amp; mutually relationship</b> 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 TPCODL, would you like to continue your relationship with TPCODL?					
2	If someone asks you about TPCODL, would you talk "positively" about					

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

Please spare your thoughts for TPCODL's improvement in particular areas of major concerns for you. We also welcome your suggestions to adopt any best practices, attitudes that you

Recommendation	<i>Please tick (✓) your top 5 expectations out of the following 10 points listed below -</i>	
(Please list down improvement you expect from TPCODL)	<i>Timely payment</i>	
1	<i>Flexibility in Contracts/PO</i>	
	<i>Clarity in PO,s &amp; Contracts</i>	
2	<i>Timely response to quarries</i>	
	<i>Timely certification of works executed</i>	
3	<i>Clarity in Specs, drawings, other docs etc.</i>	
	<i>Adequate information provided on website for tender notification, parties qualified etc.</i>	
4	<i>Timely receipt of material at site for execution</i>	
	<i>Performance Guarantee/EMD released in time</i>	

Doc. Title	GENERAL CONDITIONS OF CONTRACT FOR SUPPLY ORDERS	
Rev. No	0	Page 36 of 43

5	<i>Inspection &amp; quality assurance support for timely job completion</i>
---	---

We thank you for your time and courtesy!!

**ANNEXURE-F**

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



Doc. Title	GENERAL CONDITIONS OF CONTRACT FOR SUPPLY ORDERS	
Rev. No	16	Page 37 of 43

**ANNEXURE-G**

To,  
DGM (Finance)  
The TP Central Odisha Distribution Limited  
Bhubaneswar

**Sub: e-Payments through National Electronic Fund Transfer (NEFT) OR Real Time Gross Settlement System (RTGS)**

Dear Sir,

We request and authorize you to affect e-payment through NEFT/RTGS to our Bank Account as per the details given below:-

Vendor Code :

Title of Account in the Bank :

Account Type :

(Please mention here whether account is Savings/Current/Cash Credit)

Bank Account Number :

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

Name & Address of Bank :

Bank Contact Person's Names :

Bank Tele Numbers with STD Code :

Bank Branch MICR Code :

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

(Please enclose a Xerox a copy of a cheque. This cheque should not be a payable at par cheque)

Bank Branch IFSC Code :

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

(You can obtain this from branch where you have your account)

Email Address of accounts person: :  
(to send payment information)

Doc. Title	GENERAL CONDITIONS OF CONTRACT FOR SUPPLY ORDERS	
Rev. No	16	Page 38 of 43

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 TPCODL well in time at our own. Further, we kept TPCODL 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)**

**ANNEXURE-H**  
**VENDOR APPRAISAL FORM**

<b>TO BE SUBMITTED BY VENDOR (To be filled as applicable)</b>			
<b>VENDOR:</b>			
<b>1.0</b>	<b>DETAILS OF THE FIRM</b>		
	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	:
<b>2.0</b>	<b>PRODUCTS MANUFACTURED</b>		
<b>3.0</b>	<b>TURNOVER DURING THE LAST 3 YEARS (TO BE VERIFIED WITH THE LATEST PROFIT &amp; LOSS STATEMENT).</b>		
<b>4.0</b>	<b>VALUE OF FIXED ASSETS</b>		
<b>5.0</b>	<b>NAME &amp; ADDRESS OF THE BANKERS</b>		
<b>6.0</b>	<b>BANK GUARANTEE LIMIT</b>		
<b>7.0</b>	<b>CREDIT LIMIT</b>		
<b>8.0</b>	<b>TECHNICAL</b>		
	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 /	:

		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	:
<b>9.0</b>	<b>MANUFACTURE</b>		
	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	:
<b>10.0</b>	<b>INSPECTION / QC / QA / TESTING</b>		
	10.1	NUMBER OF PERSONNEL (INDICATE NO. OF YEARS OF EXPERIENCE)	:
	10.2	INDEPENDENCE FROM PRODUCTION	:

Doc. Title	GENERAL CONDITIONS OF CONTRACT FOR SUPPLY ORDERS	
Rev. No	16	Page 41 of 43

	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	:
<b>11.0</b>		<b>EXPERIENCE (INCLUDING CONSTRUCTION / ERECTION / COMMISSIONING) TO BE FURNISHED IN THE FORMAT INDICATED IN APPENDIX)</b>	:
<b>12.0</b>		<b>SALES, SERVICE AND SITE ORGANIZATIONAL DETAILS</b>	:
<b>13.0</b>		<b>CERTIFICATE FROM CUSTOMERS (ATTACH COPIES OF DOCUMENTS)</b>	:
<b>14.0</b>		<b>POWER SITUATION</b>	:
<b>15.0</b>		<b>LABOUR SITUATION</b>	:
<b>16.0 *</b>		<b>APPLICABILITY OF SC/ST RELAXATION (Y/N) IF YES, SUPPORTING DOCUMENTS TO BE ATTACHED</b>	
<b>17.0</b>		<b>ORGANIZATIONAL DETAILS</b> 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	:
<b>18.0</b>		<b>DOCUMENTS TO BE ENCLOSED:</b>	

Doc. Title	GENERAL CONDITIONS OF CONTRACT FOR SUPPLY ORDERS	
Rev. No	16	Page 42 of 43

	<ol style="list-style-type: none"> <li>1. FACTORY LICENSE</li> <li>2. ANNUAL REPORT FOR LAST THREE YEARS</li> <li>3. TYPE TEST REPORT FOR THE ITEM</li> <li>4. PAST EXPERIENCE REPORTS</li> <li>5. ISO CERTIFICATE –QMS, EMS, OHAS, SA</li> <li>6. REGISTRATION OF SALES TAX</li> <li>7. COPY OF TIN NO.</li> <li>8. COPY OF SERVICE TAX NO.</li> <li>9. REGISTRATION OF CENTRAL EXCISE</li> <li>10. COPY OF INCOME TAX CLEARANCE.</li> <li>11. COPY OF PF REGISTRATION</li> <li>12. COPY OF ESI REGISTRATION</li> <li>13. COPY OF INSURANCE FOR WORK MAN COMPENSATION ACT NO</li> <li>14. COPY OF ELECTRICAL CONTRACT LIC NO</li> <li>15. COPY OF PAN NO</li> <li>16. COPY OF WC TAX REGISTRATION</li> <li>17. DOCUMENTS IN SUPPORT OF SC/ST RELAXATION AT S.NO.16.0</li> <li>18. GSTN CERTIFICATE</li> </ol>	
--	--	--

**\* 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.*

Doc. Title	GENERAL CONDITIONS OF CONTRACT FOR SUPPLY ORDERS	
Rev. No	16	Page 43 of 43

**ANNEXURE-I**  
**MANUFACTURER AUTHORIZATION FORM**

*(To be submitted on OEM's Letter Head)*

Date: .....

Tender Enquiry No.: .....

To,  
Chief (Procurement & Stores)  
The TP Central Odisha Distribution Limited,  
Bhubaneswar

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.

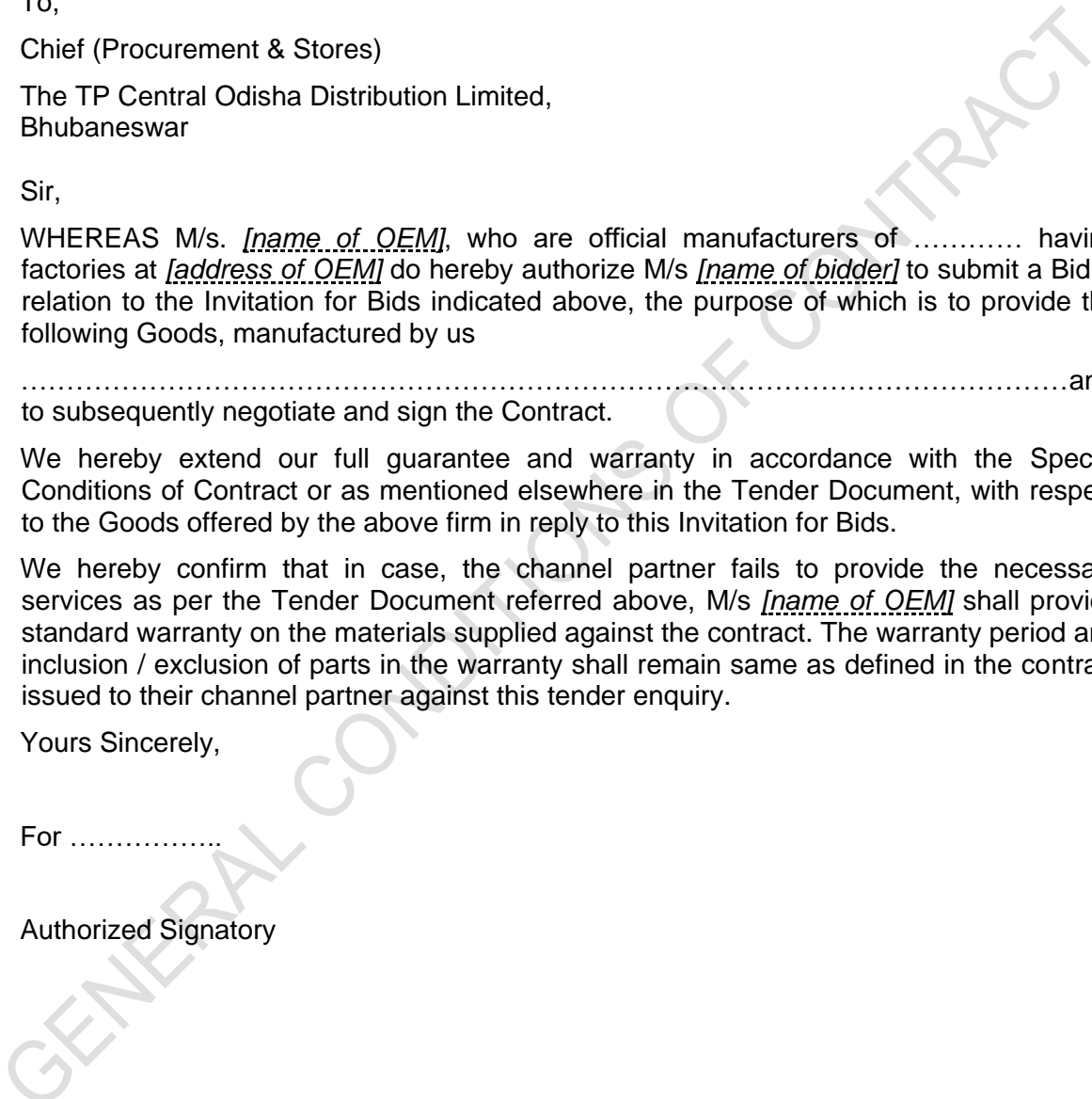
We hereby extend our full guarantee and warranty in accordance with the Special Conditions of Contract or as mentioned elsewhere in the Tender Document, with respect to the Goods offered by the above firm in reply to this Invitation for Bids.

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



	TP CENTRAL ODISHA DISTRIBUTION LIMITED	
	TECHNICAL SPECIFICATION	
Document Title	Specification for Fully Automatic Twenty Position Meter Test Bench for Single Phase Meters	
Document No.		Eff. Date: 01.06.2020

## CONTENTS

- 1.0 SCOPE**
- 2.0 APPLICABLE STANDARDS**
- 3.0 CLIMATIC CONDITIONS OF THE INSTALLATION**
- 4.0 GENERAL TECHNICAL REQUIREMENTS**
- 5.0 GENERAL CONSTRUCTIONS**
- 6.0 NAME PLATE AND MARKING**
- 7.0 TESTS**
- 8.0 TYPE TEST CERTIFICATES**
- 9.0 PRE-DESPATCH INSPECTION**
- 10.0 INSPECTION AFTER RECEIPT AT STORE**
- 11.0 GUARANTEE**
- 12.0 PACKING**
- 13.0 TENDER SAMPLE**
- 14.0 QUALITY CONTROL**
- 15.0 MINIMUM TESTING FACILITIES**
- 16.0 MANUFACTURING ACTIVITIES**
- 17.0 SPARES, ACCESSORIES AND TOOLS**
- 18.0 DRAWING AND DOCUMENTS**
- 19.0 GURANTEED TECHNICAL PARTICULARS**
- 20.0 SCHEDULE OF DEVIATIONS**



1.0	SCOPE	<p>This Specification covers the technical requirements of design, engineering, manufacturing, testing at manufacturer’s works, packing, forwarding, supply, unloading and commissioning of Fully Automatic Modular Twenty Position Meter Test Bench for Single Phase Meters at site/store. The following types of Sub Standard Meter of Accuracy Class 0.05, 0.1, and electricity meters of class 0.2, 0.5, 1 and 2.0 available with utility can be tested (electronic and electromechanical type).</p> <p>The test bench should consist of Static voltage and current source, a high accuracy class Reference standard meter of 0.02 class, supply source, 20 nos. optical sensor(photo electric probe), computer system with meter test software resident on it and energy meter mounting rack.</p> <p>In addition to above, bidder shall also be required to provide:</p> <ul style="list-style-type: none"> <li>i. Operations &amp; Maintenance Manuals including drawings.</li> <li>ii. Training to at least two personnel from TPCODL personals on all aspects of operation, maintenance and trouble shooting.</li> <li>iii. Continued technical support during warranty period</li> </ul>																		
2.0	APPLICABLE STANDARDS	<p>The equipment covered by this specification shall conform to the requirements stated in latest editions of relevant Indian/ IEC Standards and shall conform to the regulations of local statutory authorities.</p> <table border="1" data-bbox="483 940 1495 1373"> <tr> <td>a</td> <td>IS 12346: 1999</td> <td>Specifications for testing equipment for A.C. Electrical energy meter</td> </tr> <tr> <td>b</td> <td>IS 15707: 2006</td> <td>Testing Evaluation Installation and maintenance of AC Electricity Meters – Code of practices</td> </tr> <tr> <td>c</td> <td>IEC 60736</td> <td>Testing equipment for electrical energy meters</td> </tr> <tr> <td>d</td> <td>IEC 62052-11</td> <td>Electricity metering equipment (AC) General requirements, tests and test conditions Part 11: Metering equipment</td> </tr> <tr> <td>e</td> <td>IEC 62053-11,21,22,23</td> <td>Electricity metering equipment (AC) Particular requirements- Static meter for active energy( Class 1 and 2)</td> </tr> <tr> <td>f</td> <td>IEC 61010</td> <td>Safety requirements for electrical equipment for measurement, control, and laboratory use</td> </tr> </table>	a	IS 12346: 1999	Specifications for testing equipment for A.C. Electrical energy meter	b	IS 15707: 2006	Testing Evaluation Installation and maintenance of AC Electricity Meters – Code of practices	c	IEC 60736	Testing equipment for electrical energy meters	d	IEC 62052-11	Electricity metering equipment (AC) General requirements, tests and test conditions Part 11: Metering equipment	e	IEC 62053-11,21,22,23	Electricity metering equipment (AC) Particular requirements- Static meter for active energy( Class 1 and 2)	f	IEC 61010	Safety requirements for electrical equipment for measurement, control, and laboratory use
a	IS 12346: 1999	Specifications for testing equipment for A.C. Electrical energy meter																		
b	IS 15707: 2006	Testing Evaluation Installation and maintenance of AC Electricity Meters – Code of practices																		
c	IEC 60736	Testing equipment for electrical energy meters																		
d	IEC 62052-11	Electricity metering equipment (AC) General requirements, tests and test conditions Part 11: Metering equipment																		
e	IEC 62053-11,21,22,23	Electricity metering equipment (AC) Particular requirements- Static meter for active energy( Class 1 and 2)																		
f	IEC 61010	Safety requirements for electrical equipment for measurement, control, and laboratory use																		
3.0	CLIMATE CONDITIONS OF THE INSTALLATION	<ul style="list-style-type: none"> <li>a) Max. Ambient Temperature : 50 deg.C</li> <li>b) Max. Daily average ambient temp. : 40 deg.C</li> <li>c) Min Ambient Temp : 0 deg C</li> <li>d) Maximum Humidity : 95%</li> <li>e) Minimum Humidity : 10%</li> <li>f) Average No. of thunderstorm days per annum : 50</li> <li>g) Maximum Annual Rainfall : 1450 mm</li> <li>h) Average No. of rainy days per annum : 60</li> <li>i) Rainy months : June to Oct.</li> <li>j) Altitude above MSL not exceeding : 1000 meters</li> <li>k) Wind Pressure : 150 kg/sq m up to an elevation at 10 m.</li> </ul> <p>The atmosphere is generally laden with mild acid and dust in suspension during the dry months and is subjected to fog in cold months. The design of equipment and accessories shall be suitable to withstand seismic forces corresponding to an acceleration of 0.3 g.</p>																		

4.0	GENERAL TECHNICAL REQUIREMENTS	
4.1	APPLICATION	To provide facilities for carrying out routine, acceptance and certification test on all types of Electronics, Ferrari, electromechanical single phase whole current energy Meters & Reference meters in Active and Reactive Mode.
4.2	OPERATING CONDITIONS	<p>The meter test system shall be suitable for giving an uninterrupted service in following Conditions:</p> <ol style="list-style-type: none"> <li>Mains voltage shall be 240V ± 10% for Single phase supply.</li> <li>Frequency 50Hz ± 5 %.</li> <li>Ambient temperature (-) 10°C to (+) 45°C for operation and from (-) 10°C to (+) 60°C for storage.</li> <li>Relative humidity up to 95%.</li> <li>Cabinet for source must be dust proof.</li> </ol>
4.3	TEST TO BE PERFORMED	<p>The offered meter test system shall be capable to perform the following tests on the meters as per IEC 62052-11, 62053-11, 21, 22, 23 and IS 13779</p> <ol style="list-style-type: none"> <li>Simultaneous calibration/ testing of ERS Meter</li> <li>Pre-warming</li> <li>Accuracy test as per IS/IEC</li> <li>Starting current test</li> <li>Creep test</li> <li>Dial test</li> <li>Influence quantity test related to accuracy test. <ul style="list-style-type: none"> <li>▪ Voltage, Frequency, reverse phase sequence, voltage unbalance.</li> <li>▪ Influence of Harmonic component in voltage and current circuit, odd and sub harmonic, DC and Event harmonics and voltage dip and interruption test.</li> </ul> </li> </ol> <p>In addition, the offered meter-testing system shall be capable to perform the following tests on RSS and ERSS under testing using frequency output of built-in ERSS.</p> <ol style="list-style-type: none"> <li>Accuracy testing of reference standard used in test system against high precision reference standard</li> <li>Accuracy testing of reference standard (low accuracy) against the built in reference standard.</li> </ol> <p>Note- Phase and Neutral circuit should be tested independently without changing connection physically. It should also be possible to test meters like Real time installation (Phase and Neutral elements, together)</p>
5.0	GENERAL CONSTRUCTIONS	
5.1	CONSTRUCTION AND COMPONENT OF SYSTEM	<ol style="list-style-type: none"> <li>The cabinet shall be rack mounted cabinet on which components of the source and reference standard shall be placed.</li> <li>This cabinet shall have facility for easy opening and closing as and when required, preferably with doors system. Doors shall be lockable to allow access by authorised personnel only. In the case of closed-type cabinet, a cooling fan of suitable capacity shall be provided to avoid temperature increase inside the cabinet during normal operation.</li> <li>The cabinet shall have protective earth terminals which shall be earthed during installation at site</li> <li>The cabinet shall have one mains-switch to switch-off the incoming power supply. The cabinet shall also be protected against overload, under voltage and over voltage through suitable protection devices.</li> </ol>

		<p>5. With its doors closed, the cabinet housing the source and reference standard shall provide degree of protection equal to or better than IP-30.</p> <p>6. The amplifier used in the source shall have high efficiency, power factor compensation device.</p> <p>7. The source shall be easily programmable so as to provide:</p> <p>a) Reference output frequency independent of mains, with quartz controlled operation range from 40 Hz. to 70 Hz. in steps of 0.01 Hz. with high efficiency, power-factor compensation according to IEC 60555.</p> <p>b) Stability at inductive, capacitive and non-linear loads for the power factor.</p> <p>c) Protection against overload and short circuit and provision for superimposition of harmonics in the range of 2nd to 31st harmonics.</p> <p>Power Factor compensation shall be provided as per IEC 60555 so that the meter-testing system shall draw purely sinusoidal current from the mains A.C. supply without polluting it.</p> <p>8. OEM must be manufacturer of following components of Standard Testing Material</p> <ol style="list-style-type: none"> <li>a. Reference standard meter</li> <li>b. Power source</li> <li>c. Error evaluation &amp; display system</li> <li>d. ICT's</li> <li>e. Scanning head</li> <li>f. Aluminum test rack</li> </ol> <p>Note: - The complete test bench, including all accessories shall be from OEM (Original Equipment Manufacturer) only. The bidder is allowed to include the PC, printer and accessories from India.</p>																																				
5.2	SPECIFICATION OF VOLTAGE AMPLIFIER	<p>Voltage amplifier should have following capabilities:</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 10%;">S. No.</th> <th style="width: 60%;">DESCPRITION</th> <th style="width: 30%;">MEASURMENT</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>Electronic protection against Overload and Short Circuit.</td> <td></td> </tr> <tr> <td>2</td> <td>LED indication for faults like overload, short circuit and power supply failure shall be provided.</td> <td></td> </tr> <tr> <td>3</td> <td>Efficiency</td> <td>Better than 85%.</td> </tr> <tr> <td>4</td> <td>Stability</td> <td>100 ppm / h, or better with integration time of 60 seconds</td> </tr> <tr> <td>5</td> <td>Distortion factor</td> <td>&lt; 0.5 %.</td> </tr> <tr> <td>6</td> <td>Provision for super-imposing of harmonics in the range of</td> <td>2nd to 31st harmonic</td> </tr> <tr> <td>7</td> <td>Maximum possible DC content</td> <td>&lt; 0.05 %</td> </tr> <tr> <td>8</td> <td>Test voltage range</td> <td>30 -300 V (Phase-Neutral)</td> </tr> <tr> <td>9</td> <td>Output VA burden rating</td> <td>Not less than 500VA</td> </tr> <tr> <td>10</td> <td>Accuracy of the test setting amplitude</td> <td>0.05 % or better</td> </tr> <tr> <td>11</td> <td>Accuracy of the test setting phase adjustment</td> <td>0.01 ° or better.</td> </tr> </tbody> </table>	S. No.	DESCPRITION	MEASURMENT	1	Electronic protection against Overload and Short Circuit.		2	LED indication for faults like overload, short circuit and power supply failure shall be provided.		3	Efficiency	Better than 85%.	4	Stability	100 ppm / h, or better with integration time of 60 seconds	5	Distortion factor	< 0.5 %.	6	Provision for super-imposing of harmonics in the range of	2nd to 31st harmonic	7	Maximum possible DC content	< 0.05 %	8	Test voltage range	30 -300 V (Phase-Neutral)	9	Output VA burden rating	Not less than 500VA	10	Accuracy of the test setting amplitude	0.05 % or better	11	Accuracy of the test setting phase adjustment	0.01 ° or better.
S. No.	DESCPRITION	MEASURMENT																																				
1	Electronic protection against Overload and Short Circuit.																																					
2	LED indication for faults like overload, short circuit and power supply failure shall be provided.																																					
3	Efficiency	Better than 85%.																																				
4	Stability	100 ppm / h, or better with integration time of 60 seconds																																				
5	Distortion factor	< 0.5 %.																																				
6	Provision for super-imposing of harmonics in the range of	2nd to 31st harmonic																																				
7	Maximum possible DC content	< 0.05 %																																				
8	Test voltage range	30 -300 V (Phase-Neutral)																																				
9	Output VA burden rating	Not less than 500VA																																				
10	Accuracy of the test setting amplitude	0.05 % or better																																				
11	Accuracy of the test setting phase adjustment	0.01 ° or better.																																				
5.3	SPECIFICATION OF CURRENT AMPLIFIER	<p>Current amplifiers should have following capabilities</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 10%;">S. No.</th> <th style="width: 60%;">DESCPRITION</th> <th style="width: 30%;">MEASURMENT</th> </tr> </thead> <tbody> </tbody> </table>	S. No.	DESCPRITION	MEASURMENT																																	
S. No.	DESCPRITION	MEASURMENT																																				

		<table border="1"> <tr> <td>1.</td> <td>Electronic protection against open circuit and over load.</td> <td></td> </tr> <tr> <td>2.</td> <td>Efficiency</td> <td>Better than 85%.</td> </tr> <tr> <td>3.</td> <td>Stability</td> <td>100 ppm / h with integration time of 60 sec</td> </tr> <tr> <td>4.</td> <td>Test Current range</td> <td>1 mA to 120 A</td> </tr> <tr> <td>5.</td> <td>Accuracy of the test setting amplitude</td> <td>0.05 % or better</td> </tr> <tr> <td>6.</td> <td>Accuracy of the test setting phase adjustment</td> <td>0.01 °</td> </tr> <tr> <td>7.</td> <td>Distortion factor</td> <td>0.5 %</td> </tr> <tr> <td>8.</td> <td>Output VA burden rating</td> <td>Not less than 600VA</td> </tr> <tr> <td>9.</td> <td>Provision for super-imposing of harmonics in the range of</td> <td>2nd to 31st harmonic.</td> </tr> <tr> <td>10.</td> <td>Output circuit shall be protected against open circuit/overload</td> <td></td> </tr> </table>	1.	Electronic protection against open circuit and over load.		2.	Efficiency	Better than 85%.	3.	Stability	100 ppm / h with integration time of 60 sec	4.	Test Current range	1 mA to 120 A	5.	Accuracy of the test setting amplitude	0.05 % or better	6.	Accuracy of the test setting phase adjustment	0.01 °	7.	Distortion factor	0.5 %	8.	Output VA burden rating	Not less than 600VA	9.	Provision for super-imposing of harmonics in the range of	2nd to 31st harmonic.	10.	Output circuit shall be protected against open circuit/overload																												
1.	Electronic protection against open circuit and over load.																																																										
2.	Efficiency	Better than 85%.																																																									
3.	Stability	100 ppm / h with integration time of 60 sec																																																									
4.	Test Current range	1 mA to 120 A																																																									
5.	Accuracy of the test setting amplitude	0.05 % or better																																																									
6.	Accuracy of the test setting phase adjustment	0.01 °																																																									
7.	Distortion factor	0.5 %																																																									
8.	Output VA burden rating	Not less than 600VA																																																									
9.	Provision for super-imposing of harmonics in the range of	2nd to 31st harmonic.																																																									
10.	Output circuit shall be protected against open circuit/overload																																																										
5.4	SPECIFICATION OF ELECTRONIC REFERENCE STANDARD METER (RSM)	<p>Reference standard should have auto-range selection facility and facility of dial test (power dosing) and RS 232 serial communication port for communicating with PC. It must frequency output proportional to the power to calibrate against better standard.</p> <table border="1"> <thead> <tr> <th>S.No.</th> <th>DESCPRITION</th> <th>MEASURMENT</th> </tr> </thead> <tbody> <tr> <td>1.</td> <td>The class of accuracy of reference standard should be 0.02 or better for active and reactive energies, over the entire load range &amp; independent of the measuring mode.</td> <td>0.02 or better</td> </tr> <tr> <td>2.</td> <td>Measuring modes</td> <td>2 wire active and 2 wire reactive mode</td> </tr> <tr> <td>3.</td> <td>Frequency Range</td> <td>Basic frequency 40-70 Hz and total detectable frequency range 0...3500 Hz</td> </tr> <tr> <td>4.</td> <td>Voltage Range</td> <td>10-480V ( phase - neutral )</td> </tr> <tr> <td>5.</td> <td>Current Ranges</td> <td>1 mA to 120A direct connected</td> </tr> <tr> <td>6.</td> <td>Accuracy (shall be same for Active and reactive measurement)</td> <td></td> </tr> <tr> <td>a.</td> <td>Power / Energy ( For active and reactive measurement )</td> <td></td> </tr> <tr> <td></td> <td>0.02 % at <math>\cos\phi = 1</math> or <math>\sin\phi = 1</math> (20mA to 120A)</td> <td></td> </tr> <tr> <td></td> <td>0.04 % at <math>\cos\phi = 0.5</math> or <math>\sin\phi = 0.5</math></td> <td></td> </tr> <tr> <td></td> <td>0.05 % for the range of 1 mA to 50 mA at <math>\cos\phi = 1</math> or <math>\sin\phi = 1</math></td> <td></td> </tr> <tr> <td>b.</td> <td>Voltage</td> <td></td> </tr> <tr> <td></td> <td>0.01 % for the range of 10 V to 480 V ( P-N)</td> <td></td> </tr> <tr> <td>c.</td> <td>Current</td> <td></td> </tr> <tr> <td></td> <td>0.01 % (50 mA to 120 A)</td> <td></td> </tr> <tr> <td></td> <td>0.02 % (10 mA to 50 mA)</td> <td></td> </tr> <tr> <td></td> <td>0.05 % (1 mA to 10 mA)</td> <td></td> </tr> <tr> <td>7.</td> <td>Phase Angle Accuracy</td> <td>0.01 °</td> </tr> <tr> <td>8.</td> <td>Voltage, Current &amp; Power measurement drift (Drift for individual parameters shall be defined clearly in the offer.)</td> <td>equal to or better than 100PPM / year</td> </tr> </tbody> </table>	S.No.	DESCPRITION	MEASURMENT	1.	The class of accuracy of reference standard should be 0.02 or better for active and reactive energies, over the entire load range & independent of the measuring mode.	0.02 or better	2.	Measuring modes	2 wire active and 2 wire reactive mode	3.	Frequency Range	Basic frequency 40-70 Hz and total detectable frequency range 0...3500 Hz	4.	Voltage Range	10-480V ( phase - neutral )	5.	Current Ranges	1 mA to 120A direct connected	6.	Accuracy (shall be same for Active and reactive measurement)		a.	Power / Energy ( For active and reactive measurement )			0.02 % at $\cos\phi = 1$ or $\sin\phi = 1$ (20mA to 120A)			0.04 % at $\cos\phi = 0.5$ or $\sin\phi = 0.5$			0.05 % for the range of 1 mA to 50 mA at $\cos\phi = 1$ or $\sin\phi = 1$		b.	Voltage			0.01 % for the range of 10 V to 480 V ( P-N)		c.	Current			0.01 % (50 mA to 120 A)			0.02 % (10 mA to 50 mA)			0.05 % (1 mA to 10 mA)		7.	Phase Angle Accuracy	0.01 °	8.	Voltage, Current & Power measurement drift (Drift for individual parameters shall be defined clearly in the offer.)	equal to or better than 100PPM / year
S.No.	DESCPRITION	MEASURMENT																																																									
1.	The class of accuracy of reference standard should be 0.02 or better for active and reactive energies, over the entire load range & independent of the measuring mode.	0.02 or better																																																									
2.	Measuring modes	2 wire active and 2 wire reactive mode																																																									
3.	Frequency Range	Basic frequency 40-70 Hz and total detectable frequency range 0...3500 Hz																																																									
4.	Voltage Range	10-480V ( phase - neutral )																																																									
5.	Current Ranges	1 mA to 120A direct connected																																																									
6.	Accuracy (shall be same for Active and reactive measurement)																																																										
a.	Power / Energy ( For active and reactive measurement )																																																										
	0.02 % at $\cos\phi = 1$ or $\sin\phi = 1$ (20mA to 120A)																																																										
	0.04 % at $\cos\phi = 0.5$ or $\sin\phi = 0.5$																																																										
	0.05 % for the range of 1 mA to 50 mA at $\cos\phi = 1$ or $\sin\phi = 1$																																																										
b.	Voltage																																																										
	0.01 % for the range of 10 V to 480 V ( P-N)																																																										
c.	Current																																																										
	0.01 % (50 mA to 120 A)																																																										
	0.02 % (10 mA to 50 mA)																																																										
	0.05 % (1 mA to 10 mA)																																																										
7.	Phase Angle Accuracy	0.01 °																																																									
8.	Voltage, Current & Power measurement drift (Drift for individual parameters shall be defined clearly in the offer.)	equal to or better than 100PPM / year																																																									

		<p>9. A common modular cabinet should be used for housing source and reference standard. All the measured values like voltage, current, power, phase angle, frequency should be available on the display screen of the control PC and on the local display of reference meter.</p> <p>10. Temperature coefficient(Bidder Should submit certificate of Reference standard along with Bid to specify the temperature coefficient of Reference standard</p> <p>11. Display -The reference meter shall have following display parameters. (All the parameters also required in actual graphical mode with wave form with THD% value)</p> <p>a. True RMS value of each voltage &amp; current input</p> <p>b. Phase angle between voltage / current and defined reference</p> <p>c. Power factor</p> <p>d. Frequency</p> <p>e. Active , reactive &amp; apparent power</p> <p>f. Integration time</p> <p>12. Facility to select integration time between 1 to 99 second shall be provided in the RSM.</p> <p>13. Reference Channel</p> <p>The RSM shall have facility to select reference for phase angle measurement. Selection of reference shall be provided manually and automatically.</p> <p>14. Frequency output</p> <p>This shall provide frequency output proportional to power to calibrate the reference standard against high precision reference standard. This output shall be in commonly used BNC type socket.</p>	10PPM/ K or better
5.5	SPECIFICATION OF MULTI SECONDARY VOLTAGE TRANSFORMER/ CT	<p>Test bench shall include MSVT to facilitate testing of link-less single-phase meters. MSVT shall be installed in the voltage circuit of the test bench with minimum 22 secondary windings and one primary winding, other specifications being Ratio Error (worst case) : 0.05% Maximum Sec. Voltage: 300 V AC</p> <p>ICT is required for test of MAIN &amp; NEUTRAL Element test together. For 20 position test bench 4 Numbers of ICT would be required and delivered. ICT with Ratio (1:1) &amp; Ratio Error: 0.02% or better, Phase Error: 0.8 Min. or better for current range: 100mA ... 120A. Output VA: 60VA/Phase (with single turn)</p>	
5.6	SPECIFICATION OF HARMONIC INJECTION UNIT	<p>Over the range 2nd to the 31st harmonic to the test voltage and test current, Magnitude of each harmonic shall be adjustable from 0-40% of the fundamental wave and with maximum peak value of the wave form shall be 130% of the magnitude of the fundamental wave. Facility of controlling the phase angle of harmonics shall be provided (0 to 180 degree). The super-imposition of harmonics shall be possible to carry out all the tests prescribed at Clause 6g.</p>	
5.7	SOFTWARE	<p>The user friendly software should be menu driven operated with the help of mouse and keyboard in manual/automatic mode.</p> <p>The Manual operation mode shall allow following tasks:</p>	

		<ul style="list-style-type: none"> <li>• Control the source</li> <li>• Actual value on PC screen</li> <li>• Wave form of output and Harmonic analysis</li> <li>• Perform the accuracy test</li> </ul> <p>The licensed proprietary software of meter testing equipment shall allow, at least, performance of following tasks -</p> <ul style="list-style-type: none"> <li>• User interface to operate the system</li> <li>• Easy to prepare test table by using “ drag &amp; drop “ concept</li> <li>• Supervision and control of the test procedure</li> <li>• Supervision and display of the test current and voltage</li> <li>• Indication of the errors of the meters under test</li> <li>• Evaluation and report of the test results</li> <li>• Manual testing, semiautomatic and automatic testing facility</li> <li>• Adjustment testing i.e. software shall guide to the operator for the adjustment of particular screw in case of Ferrari meters</li> <li>• It shall have facility to define the test parameters in terms of percentage and absolute terms.</li> <li>• It shall have facility to define the error limit in two levels.</li> <li>• It shall have facility to interrupt the testing and restart it again.</li> <li>• Password facility for each main and sub-option</li> <li>• Print out facility with desired header</li> <li>• Facility to take back up of data</li> <li>• Absolute measurement with more precious standard</li> <li>• Testing facility of at-least 20 different meters with 20 different constants.</li> <li>• Software shall have facility to display of different voltage and current</li> <li>• Display of curve of test voltage and current in presence of harmonics.</li> <li>• Protection of Meter under test form high voltage and current.</li> <li>• It shall have facility to protect the system from over voltage in manual and automatic mode.</li> <li>• It shall have facility to display of curve of test voltage and current in presence of harmonics.</li> <li>• Absolute measurement with higher precision /more accurate standard in fully automatic mode using BNC type socket provided on meter mounting rack.</li> </ul> <p>The software shall have facility to display following parameters.</p> <ul style="list-style-type: none"> <li>• Individual phase voltage</li> </ul>
--	--	--

		<ul style="list-style-type: none"> <li>• Individual phase current</li> <li>• Phase angle, power factor symmetrical or unsymmetrical star system</li> <li>• Total Power Factor</li> <li>• Total Power (Active, Reactive and Apparent)</li> <li>• Frequency</li> <li>• Phase Sequence</li> <li>• Measurement mode</li> <li>• Vectorial display</li> <li>• Analog view</li> </ul>																																	
5.8	TECHNICAL DATA FOR PC AND PRINTER	<table border="1"> <thead> <tr> <th>S. No.</th> <th>DESCPRITION</th> <th>MEASURMENT</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>Color Monitor</td> <td>SVGA 24" LCD</td> </tr> <tr> <td>2</td> <td>Pentium Processor</td> <td>Pentium corei3,2.4GHZ Minimum</td> </tr> <tr> <td>3</td> <td>RAM</td> <td>16GB</td> </tr> <tr> <td>4</td> <td>HDD</td> <td>1 TB</td> </tr> <tr> <td>5</td> <td>Cache Memory</td> <td>4 MB</td> </tr> <tr> <td>6</td> <td>DVD</td> <td>COMBO drive</td> </tr> <tr> <td>7</td> <td>Keyboard</td> <td>Type 101</td> </tr> <tr> <td>8</td> <td>Ports</td> <td>3 serial and 2 parallel</td> </tr> <tr> <td>9</td> <td>Printer</td> <td>LASER JET HP 1160</td> </tr> <tr> <td>10</td> <td>Operation System</td> <td>Windows 10 Pro</td> </tr> </tbody> </table>	S. No.	DESCPRITION	MEASURMENT	1	Color Monitor	SVGA 24" LCD	2	Pentium Processor	Pentium corei3,2.4GHZ Minimum	3	RAM	16GB	4	HDD	1 TB	5	Cache Memory	4 MB	6	DVD	COMBO drive	7	Keyboard	Type 101	8	Ports	3 serial and 2 parallel	9	Printer	LASER JET HP 1160	10	Operation System	Windows 10 Pro
S. No.	DESCPRITION	MEASURMENT																																	
1	Color Monitor	SVGA 24" LCD																																	
2	Pentium Processor	Pentium corei3,2.4GHZ Minimum																																	
3	RAM	16GB																																	
4	HDD	1 TB																																	
5	Cache Memory	4 MB																																	
6	DVD	COMBO drive																																	
7	Keyboard	Type 101																																	
8	Ports	3 serial and 2 parallel																																	
9	Printer	LASER JET HP 1160																																	
10	Operation System	Windows 10 Pro																																	
5.9	SPECIFICATION OF METER MOUNTING RACK	<ol style="list-style-type: none"> <li>1. The rack shall consist of a lightweight aluminum frame for mounting of sensor heads, display devices and meters under test.</li> <li>2. Meters under test shall get connected to the current circuit by means of quick acting connector and voltage circuit by means of connecting leads.</li> <li>3. Design of the frame should be such that ERS (substandard meter) or 20 nos. meters of any make can be safely and easily accommodated on it. Meter fixing arrangement shall be moveable in both X and Y axis for their easy installation. Meter mounting rack shall additionally have emergency stop switch.</li> <li>4. In addition to above Meter Mounting Rack shall have all necessary arrangement which shall include connectors, BNC socket and platform to keep &amp; test substandard Meters. The Rack shall be designed in such a way that substandard meter of any make can be kept and can be tested simultaneously in fully automatic mode.</li> <li>5. There should be a warning lamp &amp; two emergency push button on Meter mounting rack.</li> <li>6. Necessary socket to test standard meters against higher accuracy standard shall be provided on Meter Mounting Rack.</li> <li>7. The Meter Mounting Rack shall be provided with necessary BNC sockets for absolute measurement. The offered software shall have facility to test the external and internal reference standards by using these BNC terminals. These terminals shall be provided with necessary hardware.</li> <li>8. The offered meter test system should be capable to carry out following tamper test simultaneously</li> </ol>																																	

		<ul style="list-style-type: none"> <li>• Accuracy test for Single Phase Meter for phase Element &amp; Neutral Element, Phase &amp; Neutral Element combined together.</li> <li>• Accuracy test for Single Phase Meter in case of reverse power for phase &amp; Neutral channel for same magnitude of current.</li> <li>• Facility to disconnection neutral simultaneously for all meters.</li> </ul>
5.10	CONNECTION CABLES	Apart from connection cable required to install and commission the meter test system itself, Supplier shall provide the set of connection cable for meter under test
5.11	SPECIFICATION FOR SCANNING HEAD AND ERROR INDICATION UNITS	<ol style="list-style-type: none"> <li>1. 1 photoelectric scanning head for each position suitable for reading the marking from the disc of Ferraris wheel meters without opening the cover of the meter. Same scanner should also be suitable for reading the pulse output of electronic meters.</li> <li>2. Each scanning head should be designed in such a way that the scanning head can be fixed easily in a position which would facilitate accurate and proper testing of the meter-under-test. Mounting arrangement for scanning head should have facility to move vertical, horizontal, forward or backward directions.</li> <li>3. It should be insensitive to ambient light. It should give optical indication of pulses by LED.</li> <li>4. The scanner must be able to measure LED pulse output of frequency up to 1 kHz.</li> <li>5. An Error indication device shall be mounted on each test position. The resolution of error indication shall be 4 ½ digit with decimal point configurable by software and the error indication unit should LED/LCD. There shall be provision on the error indication unit to reset the error or to repeat it if something is wrong. The same should have acknowledgement function while testing of starting and creep testing manually.</li> </ol>
5.12	SPECIFICATION FOR DIGITAL PROCESS UNIT	<p>For the simultaneous error measurement of 20 meters under test, the basic unit shall be equipped with:</p> <ol style="list-style-type: none"> <li>i. 20 inputs for scanning head pulses.</li> <li>ii. 1 input for reference output</li> <li>iii. 1 interface for connection with PC.</li> <li>iv. Controlled output for Dosage Operation (Dial Test).</li> </ol>
6.0	NAME PLATE AND MARKING	All the components and Operating Devices of the test bench shall be provided with durable and legible nameplates containing all technical parameters. Name shall be embossed with "PO No. with date, "Property of TPCODL", along with Manufacturer's Name
7.0	TESTS	All routine, acceptance & type tests shall be carried out in accordance with the relevant IS/IEC. All routine & type tests shall be witnessed by the purchaser/his authorized representative. All the components shall also be type tested as per the relevant standards. Calibration certificate of the Reference Standard which will be supplied should have calibration certificate valid for a period of one year. This calibration should be done from laboratory accredited as per ISO/IEC 17025. Name of the <b>laboratory shall be given in the bid.</b>
7.1	TYPE TEST	Bidder must submit type test certificate of similar model fully automatic test system as per IS 12346.
7.2	ROUTINE/ACCEPTANCE TEST	<p>The following checks are to be carried out for Fully- automatic Meter Testing Bench as per Appendix B (Clause 8) of IS 12346 detailed as under as applicable for fully - automatic test benches:</p> <ol style="list-style-type: none"> <li>i. Mechanical construction.</li> <li>ii. Wiring and connections specially those of parts which can be moved.</li> </ol>



		<ul style="list-style-type: none"> <li>iii. Stated accuracy of all measuring instruments.</li> <li>iv. Di-electric properties.</li> <li>v. Phase Sequence.</li> <li>vi. Voltage Circuit Control.</li> <li>vii. Measuring range verification.</li> <li>viii. Voltage adjusting facility, regulating capacity at various loads.</li> <li>ix. Voltage balance adjustment facility.</li> <li>x. Verification of VA burden of voltage circuit.</li> <li>xi. Verification of VA burden of current circuit.</li> <li>xii. Current Circuit control.</li> <li>xiii. Measuring range verification.</li> <li>xiv. Current circuit regulating facility and verification of capacity on various loads.</li> <li>xv. Measuring circuits.</li> <li>xvi. Accuracy of display of various parameters like, current, voltage, P.F., phase angle etc. of measuring range, measuring methods, checking of phase displacement (lagging-leading).</li> <li>xvii. Accuracy of measurement of energy by connecting High precision reference meter with it.</li> <li>xviii. Distortion factor Control</li> <li>xix. Input terminals of meter testing bench.</li> <li>xx. Output terminals of Meter Testing Bench.</li> <li>xxi. Software operated controls for measurements of voltage &amp; current circuits &amp; other parameters.</li> <li>xxii. Verification of various output reports.</li> </ul>
8.0	TYPE TEST CERTIFICATE	<p>The bidder shall furnish the type test certificates of the meter for the tests as mentioned above as per the corresponding standards. All the tests shall be conducted at CPRI/ERDA as per the relevant standards. For communication testing any national approved laboratory or international acclaimed lab or equivalent will also suffice at the discretion of TPCODL. 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 or any/all type tests (including additional type tests, if any) not carried out, same shall be carried out without any cost implication to TPCODL.</p>
9.0	PRE-DESPATCH INSPECTION	<p>Equipment shall be subject to inspection by a duly authorized representative of the TPCODL. Inspection may be made at any stage of manufacture at the discretion of the purchaser and the equipment, if found unsatisfactory as to workmanship or material, the same is liable to rejection.</p> <p>Equipment shall be subject to inspection by a duly authorized representative of the Purchaser. Bidder shall grant free access to the places of manufacture to TPCODL's representatives at all times when the work is in progress. Inspection by the TPCODL 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 TPCODL. Following documents shall be sent along with material</p> <p>a) Test reports</p>

		<ul style="list-style-type: none"> <li>b) MDCC issued by TPCODL</li> <li>c) Invoice in duplicate</li> <li>d) Packing list</li> <li>e) Drawings &amp; catalogue</li> <li>f) Guarantee / Warrantee card</li> <li>g) Delivery Challan</li> <li>h) Other Documents (as applicable)</li> <li>i) One no. leaflet with each meter</li> </ul>
10.0	INSPECTION AFTER RECEIPT AT STORE	<p>The material received at TPCODL 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 concerned Project Engineering department. The supply shall be accepted only after such test is done successfully, as it confirms on successful withstand of short circuit and healthiness of the active parts.</p>
11.0	GUARANTEE	<p>Bidder shall stand guarantee towards design, materials, workmanship &amp; 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 the purchaser 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, Bidder shall be liable to undertake to replace/rectify such defects at its own costs, within mutually agreed time frame, and to the entire satisfaction of the Company, failing which the purchaser will 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.</p> <p>Bidder shall further be responsible for 'free replacement at site' for another period of THREE years from the end of the guarantee period for any 'Latent Defects' if noticed and reported by the purchaser.</p>
12.0	PACKING	<p>Bidder shall ensure that all material covered under 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. The material used for packing shall be environmentally friendly.</p>
13.0	TENDER SAMPLE	N.A
14.0	QUALITY CONTROL	<p>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 and bought out items and fully assembled component and equipment after finishing. 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.</p> <p>14.1 The bidder shall invariably furnish following information along with his bid, failing which his bid shall be liable for rejection. Information shall be separately given for individual type of equipment offered.</p> <ul style="list-style-type: none"> <li>a. Statement giving list of important raw materials, names of sub-suppliers for the raw materials, list of standards according to which the raw materials are tested. List of tests normally carried out on raw materials in the presence of bidder's representative, copies of test certificates.</li> </ul>

		<ul style="list-style-type: none"> <li>b. Information and copies of test certificates as in (l) above in respect of bought out accessories.</li> <li>c. List of manufacturing facilities available.</li> <li>d. Level of automation achieved and list of areas where manual processing exists.</li> <li>e. List of areas in manufacturing process, where stage inspections are normally carried out for quality control and details of such test and inspection.</li> <li>f. List of testing equipment available with the bidder for final testing of equipment along with valid calibration reports shall be furnished with the bid. Manufacturer shall possess 0.1 class instruments for measurement of losses.</li> <li>g. Quality Assurance Plan (QAP) with hold points for Purchaser's inspection as per annexure.</li> </ul> <p>14.2 The successful bidder shall within 30 days of placement of order, submit following information to the Purchaser.</p> <ul style="list-style-type: none"> <li>a. List of raw materials as well as bought out accessories and the names of sub-suppliers selected from those furnished along with offer.</li> <li>b. Type test certificates of the raw materials and bought out accessories.</li> </ul> <p>14.3 The successful bidder shall submit the routine test certificates of bought out accessories and central excise passes for raw material at the time of routine testing.</p>
15.0	MINIMUM TESTING FACILITIES	Bidder shall have adequate in house testing facilities for carrying out all routine tests & acceptance tests as per relevant International / Indian standards/TPCODL specification. The bidder shall have duly calibrated Reference Standard meter of Class 0.01 accuracy or better.
16.0	MANUFACTURING ACTIVITIES	The successful bidder will have to submit the bar chart for various manufacturing activities clearly elaborating each stage, with quantity. This bar chart shall be in line with the Quality assurance plan submitted with the offer. This bar chart will have to be submitted within 15 days from the release of the order.
17.0	SPARES, ACCESSORIES AND TOOLS	<p>17.1-INSTALLATION &amp; COMMISSIONING-The supplier shall be responsible to install &amp; commission the meter test equipment at the purchaser location. The supplier shall submit the layout plan, installation proposal and electric supply requirements within 4 weeks after receiving the purchase order.</p> <p>17.2-TRAINING- The supplier shall provide Two days training on operation and maintenance of the meter test equipment to engineers of TPCODL. (Excluding the period of installation and commissioning)</p>

**18.0 DRAWINGS AND DOCUMENTS**

Following drawings & Documents shall be prepared based on TPCODL specifications and statutory requirements and shall be submitted with the bid:

- a) Completely filled-in Technical Parameters.
- b) General arrangement drawing of the meter
- c) Terminal Block dimensional drawing
- d) Mounting arrangement drawings.
- e) General description of the equipment and all components with makes and technical requirement
- f) Type Test Certificates
- g) Experience List
- h) Manufacturing schedule and test schedule

After the award of the contract, four (4) copies of following drawings, drawn to scale, describing the equipment in detail shall be forwarded for approval:

S. No.	Description	For Approval	For Review Information	Final Submission
1	Technical Parameters	√		√
2	General Arrangement drawings	√		√
3	Terminal block Dimensional drawings	√		√
4	Mounting arrangement drawing.	√		√
5	Manual/Catalogues		√	
6	Transport/ Shipping dimension drawing		√	√
7	QA & QC Plan	√	√	√
8	Routine, Acceptance and Type Test Certificates	√	√	√

Bidder shall subsequently provide Four (4) complete sets of final drawings, one of which shall be auto positive suitable for reproduction, before the dispatch of the equipment. Soft copy (Compact Disk CD) of all the drawing, GTP, Test certificates shall be submitted after the final approval of the same to TPCODL.

All the documents & drawings shall be in English language.

Instruction Manuals: Bidder shall furnish two softcopies (CD) and four (4) hard copies of nicely bound manuals (In English language) covering erection and maintenance instructions and all relevant information and drawings pertaining to the main equipment as well as auxiliary devices.

DOCUMENTATION-The bidder shall submit detailed General arrangement drawing for Source, Meter Mounting Rack with different terminal required for voltage and current circuit connection, proposed installation scheme of complete system and leads and connectors provided to mount any number of meters on the Meter Mounting Rack along with their offer. In absence of this their offer will liable to rejection.

Two set of following documents shall be supplied along with each test system.

		<ul style="list-style-type: none"> <li>Operating manual of each components of test equipment like reference standard, amplifier, etc.</li> <li>Wiring diagram</li> <li>Service manual</li> <li>Calibration certificate of reference standard from the laboratory accredited as per ISO/IEC/17025</li> <li>Test certificate of complete test system</li> </ul>																																																																														
19.0	GUARANTEED TECHNICAL PARTICULARS	<table border="1"> <thead> <tr> <th>S.No.</th> <th>Specifications</th> <th>To be furnished by bidder</th> </tr> </thead> <tbody> <tr> <td>1</td> <td><b>OPERATING CONDITIONS:</b></td> <td></td> </tr> <tr> <td></td> <td>The meter test system shall be suitable for giving an uninterrupted service in following conditions:</td> <td></td> </tr> <tr> <td>1.1</td> <td>Ambient temperature (-) 10°C to (+) 45°C for operation.</td> <td></td> </tr> <tr> <td>1.2</td> <td>Relative humidity up to 95%.</td> <td></td> </tr> <tr> <td>1.3</td> <td>Mains voltage shall be 240V ± 10% for Single phase supply.</td> <td></td> </tr> <tr> <td>1.4</td> <td>Frequency 50Hz ± 5 %.</td> <td></td> </tr> <tr> <td>2</td> <td><b>TEST TO BE PERFORMED</b></td> <td></td> </tr> <tr> <td>2.1</td> <td>The offered meter test system shall be capable to perform the following tests on the meters as per IEC 62052-11, 62053-11,21,22,23, IS 13779 and IS 16444</td> <td></td> </tr> <tr> <td>2.2</td> <td>Simultaneous calibration/ testing of ERS Meter</td> <td></td> </tr> <tr> <td>2.3</td> <td>Pre-warming</td> <td></td> </tr> <tr> <td>2.4</td> <td>Accuracy test as per IS/IEC</td> <td></td> </tr> <tr> <td>2.5</td> <td>Starting current test</td> <td></td> </tr> <tr> <td>2.6</td> <td>Creep test</td> <td></td> </tr> <tr> <td>2.7</td> <td>Dial test</td> <td></td> </tr> <tr> <td>2.8</td> <td>Influence quantity test related to accuracy test and harmonics</td> <td></td> </tr> <tr> <td></td> <td>Voltage, Frequency, reverse phase sequence, voltage unbalance</td> <td></td> </tr> <tr> <td></td> <td>Influence of Harmonic component in voltage and current circuit</td> <td></td> </tr> <tr> <td>2.9</td> <td>Phase and Neutral circuit should be tested independently without changing connection physically</td> <td></td> </tr> <tr> <td>3</td> <td><b>CONSTRUCTION AND COMPONENT OF SYSTEM</b></td> <td></td> </tr> <tr> <td>3.1</td> <td>The source cabinet shall be rack mounted cabinet on which components of the source and reference standard shall be placed.</td> <td></td> </tr> <tr> <td>3.2</td> <td>The source cabinet shall have protective earth terminal.</td> <td></td> </tr> <tr> <td></td> <td>Protection against overload, under voltage and over voltage of mains supply shall be provided.</td> <td></td> </tr> <tr> <td></td> <td>The amplifier used in the source shall have high efficiency, power factor compensation device.</td> <td></td> </tr> <tr> <td>3.3</td> <td>System shall be easily programmable to give reference output frequency independent of mains, with quartz controlled operation range from 45-60Hz Hz in steps of 0.01 Hz.</td> <td></td> </tr> <tr> <td></td> <td>The system shall comprise of :</td> <td></td> </tr> </tbody> </table>	S.No.	Specifications	To be furnished by bidder	1	<b>OPERATING CONDITIONS:</b>			The meter test system shall be suitable for giving an uninterrupted service in following conditions:		1.1	Ambient temperature (-) 10°C to (+) 45°C for operation.		1.2	Relative humidity up to 95%.		1.3	Mains voltage shall be 240V ± 10% for Single phase supply.		1.4	Frequency 50Hz ± 5 %.		2	<b>TEST TO BE PERFORMED</b>		2.1	The offered meter test system shall be capable to perform the following tests on the meters as per IEC 62052-11, 62053-11,21,22,23, IS 13779 and IS 16444		2.2	Simultaneous calibration/ testing of ERS Meter		2.3	Pre-warming		2.4	Accuracy test as per IS/IEC		2.5	Starting current test		2.6	Creep test		2.7	Dial test		2.8	Influence quantity test related to accuracy test and harmonics			Voltage, Frequency, reverse phase sequence, voltage unbalance			Influence of Harmonic component in voltage and current circuit		2.9	Phase and Neutral circuit should be tested independently without changing connection physically		3	<b>CONSTRUCTION AND COMPONENT OF SYSTEM</b>		3.1	The source cabinet shall be rack mounted cabinet on which components of the source and reference standard shall be placed.		3.2	The source cabinet shall have protective earth terminal.			Protection against overload, under voltage and over voltage of mains supply shall be provided.			The amplifier used in the source shall have high efficiency, power factor compensation device.		3.3	System shall be easily programmable to give reference output frequency independent of mains, with quartz controlled operation range from 45-60Hz Hz in steps of 0.01 Hz.			The system shall comprise of :	
S.No.	Specifications	To be furnished by bidder																																																																														
1	<b>OPERATING CONDITIONS:</b>																																																																															
	The meter test system shall be suitable for giving an uninterrupted service in following conditions:																																																																															
1.1	Ambient temperature (-) 10°C to (+) 45°C for operation.																																																																															
1.2	Relative humidity up to 95%.																																																																															
1.3	Mains voltage shall be 240V ± 10% for Single phase supply.																																																																															
1.4	Frequency 50Hz ± 5 %.																																																																															
2	<b>TEST TO BE PERFORMED</b>																																																																															
2.1	The offered meter test system shall be capable to perform the following tests on the meters as per IEC 62052-11, 62053-11,21,22,23, IS 13779 and IS 16444																																																																															
2.2	Simultaneous calibration/ testing of ERS Meter																																																																															
2.3	Pre-warming																																																																															
2.4	Accuracy test as per IS/IEC																																																																															
2.5	Starting current test																																																																															
2.6	Creep test																																																																															
2.7	Dial test																																																																															
2.8	Influence quantity test related to accuracy test and harmonics																																																																															
	Voltage, Frequency, reverse phase sequence, voltage unbalance																																																																															
	Influence of Harmonic component in voltage and current circuit																																																																															
2.9	Phase and Neutral circuit should be tested independently without changing connection physically																																																																															
3	<b>CONSTRUCTION AND COMPONENT OF SYSTEM</b>																																																																															
3.1	The source cabinet shall be rack mounted cabinet on which components of the source and reference standard shall be placed.																																																																															
3.2	The source cabinet shall have protective earth terminal.																																																																															
	Protection against overload, under voltage and over voltage of mains supply shall be provided.																																																																															
	The amplifier used in the source shall have high efficiency, power factor compensation device.																																																																															
3.3	System shall be easily programmable to give reference output frequency independent of mains, with quartz controlled operation range from 45-60Hz Hz in steps of 0.01 Hz.																																																																															
	The system shall comprise of :																																																																															

	3.3.1	Voltage amplifier and current amplifiers	
	3.3.2	Single Phase Reference Meter	
	3.3.3	Harmonic Injection Unit.	
	3.3.4	Window based software to operate the system.	
	3.3.5	Source should have : Stability at inductive, capacitive and non-linear loads for the power factor, Protection against O/L and short circuit. Provision for superimposition of voltage and current harmonics for the range of 2nd to 40th harmonics. Note: - All major equipment of Test Bench like Power Source, Reference Meter, Measuring Unit, Scanner, ICT and MSVT from one manufacturer. This all equipment shall have CE marking	
	4.0	<b>VOLTAGE AMPLIFIER:</b>	
		Voltage amplifier should have following capabilities:	
		Electronic protection against O/L and Short Circuit.	
		LED indication for fault shall be provided on amplifier.	
		Efficiency better than 85%.	
		Stability 100 ppm / h, or better ,	
		Distortion factor < 0.5 %.	
		Provision of super imposing of harmonics in the range of 2nd to 31st harmonic	
		Test voltage range: 30 -300 V (Phase-Neutral)	
		Output Power : not less than 500VA	
		Accuracy of the test setting amplitude 0.05 % or better	
		Accuracy of the test setting phase adjustment 0.01 ° or better.	
	5.0	<b>CURRENT AMPLIFIER</b>	
		Current amplifiers should have following capabilities	
		Electronic protection against open circuit and over load.	
		Efficiency better than 85%.	
		Stability 100 ppm / h with integration time of 60 sec	
		Accuracy of the test setting amplitude 0.05 % or better	
		Accuracy of the test setting phase adjustment 0.01 °	
		Distortion factor 0.5 %	
		Output circuit shall be protected against open circuit/overload	
		Provision of super imposing of harmonics in the range of 2nd to 31st harmonic.	
		Test Current range 1 mA to 120 A	
		Output Power : not less than 600 VA	
	6.0	<b>HARMONIC INJECTION UNIT:</b>	
		Over the range 2nd to the 31st harmonic to the test voltage and test current, Magnitude of each harmonic shall be adjustable from 0-40% fundamental wave; with maximum peak value of the wave form shall be 130% of the magnitude of the fundamental wave. Facility of controlling the phase angle of harmonics shall be provided (0 to 180 degree).	

	7.0	SPECIFICATION OF ELECTRONIC REFERENCE STANDARD METER (RSM):	
	7.1	The class of accuracy of reference standard should be 0.02 or better for active and reactive energies, over the entire load range & independent of the measuring mode.	
	7.2	Current range of reference standard should be 1 mA to 120 A direct connected.	
	7.3	Voltage range from 10-480V ( phase - neutral )	
	7.4	Frequency output proportional to the power to calibrate against better standard.	
	7.5	RS 232 serial communication port for communicating with PC.	
	7.6	Reference standard should have auto-range selection facility.	
	7.7	Technical specifications of Reference Standard Meter of the test system( RSM)	
	7.7.1	Measuring modes	
	7.7.1.1	<ul style="list-style-type: none"> <li>• 2 wire active ,</li> <li>• 2 wire reactive mode</li> </ul>	
	7.7.2	Frequency Range	
		Basic frequency 40-70 Hz and total detectable frequency range 0...3500 Hz	
	7.7.3	Voltage Range : 10-480 V Phase to Neutral	
	7.7.4	Current Ranges: 1 mA to 120A direct connected	
	7.7.5	Accuracy	
	7.7.5.1	Voltage & Current : 0.01%	
	7.7.5.3	Power / Energy ( For active and reactive measurement )	
		0.02 % at $\cos \phi$ or $\sin \phi =1$ (20mA to 120A)	
		0.04 % at $\cos \phi$ or $\sin \phi =0.5$ (20mA to 120mA)	
		0.05 % for the range of 1 mA to 50 mA at $\cos \phi =1$ or $\sin \phi =1$	
	7.7.5.4	The Accuracy shall be same for Active and reactive measurement	
	7.7.5.5	Phase Angle Accuracy 0.01 °	
	7.7.5.6	Voltage, Current & Power measurement drift shall be equal to or better than 100PPM / year . Drift for individual parameters shall be defined clearly in the offer.	
	7.7.5.7	A common modular cabinet should be used for housing source and reference standard. All the measured values like voltage, current, power, phase angle, frequency should be available on the display screen of the control PC and on the local display of reference meter	
	7.7.5.8	Temperature drift for power measurement shall be 10PPM/ K or better	
	7.7.6	Display of reference standard	

	7.7.6.1	The reference meter shall have following display parameters.	
	7.7.6.2	voltage & current	
	7.7.6.3	Phase angle between voltage / current and defined reference	
	7.7.6.4	Power factor	
	7.7.6.9	Frequency, Waveshape of Selected voltage or current signal and Harmonics in the selected phase along with THD information	
	7.7.7	Reference Channel	
		The RSM shall have facility to select reference for phase angle measurement. Selection of reference shall be provided automatically.	
	7.7.8	Frequency output for calibration of reference standard:	
		This shall provide frequency output proportional to power to calibrate the reference standard against high precision reference standard. This output shall be in commonly used BNC type socket.	
	8.0	Multi-secondary voltage transformer / ICT	
	8.1	Multi Secondary Voltage Transformer Test bench shall include MSVT to facilitate testing of link-less single-phase meters. MSVT shall be installed in the voltage circuit of the test bench with minimum 22 secondary windings and one primary winding, other specifications being Ratio Error (worst case) : 0.05% Maximum Sec. Voltage : 300 V AC  Isolation Current Transformer: Ratio: 1:1 Ratio Error: better than 0.02% Phase Error: better than 0.8 Min. for current range: 100mA ... 120A Output VA: 60VA/Phase (with Single turn)	
	9.0	<b>SOFTWARE :</b>	
		The user friendly software should be menu driven operated with the help of mouse and keyboard in manual/automatic mode. The Manual operation mode shall allow following tasks: <ul style="list-style-type: none"> <li>• Control the source</li> <li>• Actual value on PC screen</li> <li>• Wave form of output and Harmonic analysis</li> <li>• Perform the accuracy test</li> </ul> The program should support the following tasks: <ul style="list-style-type: none"> <li>• User interface to operate the system</li> <li>• Easy to prepare test table by using “ drag &amp; drop “ concept</li> <li>• Supervision and control of the test procedure</li> </ul>	



			<ul style="list-style-type: none"> <li>• Supervision and display of the test current and voltage</li> <li>• Indication of the errors of the meters to test</li> <li>• Evaluation and report of the test results</li> <li>• Manual testing, semiautomatic and automatic testing facility</li> <li>• Adjustment testing i.e. software shall guide to the operator for the adjustment of particular screw in case of Ferrari meters</li> <li>• It shall have facility to interrupt the testing restart it again.</li> <li>• Password facility for each main and sub-option</li> <li>• Print out facility with desired header</li> <li>• Absolute measurement with more precious standard</li> <li>• Testing facility of at-least 20 different meters with 20 different constants.</li> <li>• Software shall have facility to display of different voltage and current</li> <li>• Display of curve of test voltage and current in presence of harmonics.</li> <li>• Protection of Meter under test form high voltage and current.</li> </ul> <p>The software shall have facility to display following parameters.</p> <ul style="list-style-type: none"> <li>• Individual phase voltage</li> <li>• Individual phase current</li> <li>• Phase angle, power factor symmetrical or unsymmetrical star system</li> <li>• Total Power Factor</li> <li>• Individual phase power (Active, Reactive and Apparent)</li> <li>• Total Power (Active, Reactive and Apparent)</li> <li>• Frequency</li> <li>• Phase Sequence</li> <li>• Measurement mode</li> </ul>	
--	--	--	--	--

			<ul style="list-style-type: none"> <li>• Vectorial display</li> <li>• Analog view</li> </ul>	
		10.0	METER MOUNTING RACK	
		10.1	The rack shall consist of a lightweight aluminum frame for mounting of sensor heads, display devices and meters under test, from OEM (Original Equipment manufacturer)	
		10.2	Meter shall get connected to the current circuit by means of quick acting connector and voltage circuit by means of connecting leads. Design of the frame should be such that ERS (substandard meter) or 20 nos. meters of any make can be safely and easily accommodated on it. Meter mounting rack shall additionally have emergency stop switch.	
		10.3	In addition to above Meter Mounting Rack shall have all necessary arrangement which shall include connectors, BNC socket and platform to keep and test substandard Meters. The Rack shall be designed in such a way that sub standard meter of any make can be kept and can be tested simultaneously in fully automatic mode.	
		10.4	There should be a warning lamp & two emergency push button on Meter mounting rack	
		10.5	Necessary socket to test standard meters against higher accuracy standard shall be provided on Meter Mounting Rack.	
		10.6	The Meter Mounting Rack shall be provided with necessary BNC sockets for absolute measurement. The offered software shall have facility to test the external and internal reference standards by using these BNC terminals. These terminals shall be provided with necessary hardware.	
		11.0	PC and printer as per Cl.no. 5.8(Yes/no)	
		12.0	Scanning head and error indication units as per Cl.no-5.11(Yes/no)	
		13.0	Digital process unit as per Cl.no. 5.12(Yes/no)	
		14.0	Connection cables to be supplied(Yes/No)	



Document Title

Specification for Fully Automatic Twenty Position Meter Test Bench for Single Phase Meters

Document No.

Eff. Date: 01.06.2020

20.0

SCHEDULE OF DEVIATIONS

(TO BE ENCLOSED WITH THE 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:

Signature

Designation

	TP CENTRAL ODISHA DISTRIBUTION LIMITED	
	TECHNICAL SPECIFICATION	
Document Title	Specification for Fully Automatic Twenty Position Meter Test Bench for Three Phase Meters	
Document No.		Eff. Date: 01.06.2020

## CONTENTS

- 1.0 SCOPE**
- 2.0 APPLICABLE STANDARDS**
- 3.0 CLIMATIC CONDITIONS OF THE INSTALLATION**
- 4.0 GENERAL TECHNICAL REQUIREMENTS**
- 5.0 GENERAL CONSTRUCTIONS**
- 6.0 NAME PLATE AND MARKING**
- 7.0 TESTS**
- 8.0 TYPE TEST CERTIFICATES**
- 9.0 PRE-DESPATCH INSPECTION**
- 10.0 INSPECTION AFTER RECEIPT AT STORE**
- 11.0 GUARANTEE**
- 12.0 PACKING**
- 13.0 TENDER SAMPLE**
- 14.0 QUALITY CONTROL**
- 15.0 MINIMUM TESTING FACILITIES**
- 16.0 MANUFACTURING ACTIVITIES**
- 17.0 SPARES, ACCESSORIES AND TOOLS**
- 18.0 DRAWING AND DOCUMENTS**
- 19.0 GURANTEED TECHNICAL PARTICULARS**
- 20.0 SCHEDULE OF DEVIATIONS**

<p><b>1.0</b></p>	<p><b>SCOPE</b></p>	<p>This Specification covers the technical requirements of design, engineering, manufacturing, testing at manufacturer's works, packing, forwarding, supply, unloading and commissioning of Fully Automatic Modular Twenty position Meter Test Bench for Three phase Meters at site.</p> <p>The Sub Standard Meter should be of 0.02 Accuracy Class for testing of electricity meters of class 0.2, 0.5 and 1 available with utility can be tested for IS 13779 &amp; IS 14697 latest amendment.</p> <p>The test bench should consist of transformer operated voltage and current source, a high accuracy class Reference standard meter of 0.02 class, DC and Harmonic injection kit, computer system with meter test software resident on it and energy meter mounting rack.</p> <p>In addition to above, bidder shall also be required to provide:</p> <ul style="list-style-type: none"> <li>i. Operations &amp; Maintenance Manuals including drawings.</li> <li>ii. Training to at least four personnel from TPCODL personals on all aspects of operation, maintenance and trouble shooting.</li> <li>iii. Continued technical support during warranty period.</li> </ul> <p>It is not the intent to specify completely herein all the details of tech design and construction of material. However, the material shall conform in all respects to high standards of engineering, design and workmanship and shall be capable of performing in continuous commercial operation in manner acceptable to TPCODL, who will interpret the meanings of drawings and specification and shall have the power to reject any work or material which, in his judgment is not in accordance therewith. The offered material shall be complete with all components necessary for their effective and trouble free operation. Such components shall be deemed to be within the scope of Bidder's supply irrespective of whether those are specifically brought out in this specification and/or the commercial order or not.</p>																		
<p><b>2.0</b></p>	<p><b>APPLICABLE STANDARDS</b></p>	<p>The equipment covered by this specification shall conform to the requirements stated in latest editions of relevant Indian/ IEC Standards and shall conform to the regulations of local statutory authorities.</p> <table border="1" data-bbox="483 1318 1495 1749"> <tr> <td>a</td> <td>IS 12346: 1999</td> <td>Specifications for testing equipment for A.C. Electrical energy meter</td> </tr> <tr> <td>b</td> <td>IS 15707: 2006</td> <td>Testing Evaluation Installation and maintenance of AC Electricity Meters – Code of practices</td> </tr> <tr> <td>c</td> <td>IEC 60736</td> <td>Testing equipment for electrical energy meters</td> </tr> <tr> <td>D</td> <td>IEC 62052-11</td> <td>Electricity metering equipment (AC) General requirements, tests and test conditions Part 11: Metering equipment</td> </tr> <tr> <td>E</td> <td>IEC 62053-11,21,22,23</td> <td>Electricity metering equipment (AC) Particular requirements- Static meter for active energy( Class 1 and 2)</td> </tr> <tr> <td>f</td> <td>IEC 61010</td> <td>Safety requirements for electrical equipment for measurement, control, and laboratory use</td> </tr> </table>	a	IS 12346: 1999	Specifications for testing equipment for A.C. Electrical energy meter	b	IS 15707: 2006	Testing Evaluation Installation and maintenance of AC Electricity Meters – Code of practices	c	IEC 60736	Testing equipment for electrical energy meters	D	IEC 62052-11	Electricity metering equipment (AC) General requirements, tests and test conditions Part 11: Metering equipment	E	IEC 62053-11,21,22,23	Electricity metering equipment (AC) Particular requirements- Static meter for active energy( Class 1 and 2)	f	IEC 61010	Safety requirements for electrical equipment for measurement, control, and laboratory use
a	IS 12346: 1999	Specifications for testing equipment for A.C. Electrical energy meter																		
b	IS 15707: 2006	Testing Evaluation Installation and maintenance of AC Electricity Meters – Code of practices																		
c	IEC 60736	Testing equipment for electrical energy meters																		
D	IEC 62052-11	Electricity metering equipment (AC) General requirements, tests and test conditions Part 11: Metering equipment																		
E	IEC 62053-11,21,22,23	Electricity metering equipment (AC) Particular requirements- Static meter for active energy( Class 1 and 2)																		
f	IEC 61010	Safety requirements for electrical equipment for measurement, control, and laboratory use																		

<p><b>3.0</b></p>	<p><b>CLIMATE CONDITIONS OF THE INSTALLATION</b></p>	<p>a) Max. Ambient Temperature : 50 deg.C                  b) Max. Daily average ambient temp. : 40 deg.C                  c) Min Ambient Temp : 0 deg C                  d) Maximum Humidity : 95%                  e) Minimum Humidity : 10%                  f) Average No. of thunderstorm days per annum : 50                  g) Maximum Annual Rainfall : 1450 mm                  h) Average No. of rainy days per annum : 60                  i) Rainy months : June to Oct.                  j) Altitude above MSL not exceeding : 1000 meters                  k) Wind Pressure : 150 kg/sq m up to an elevation at 10 m.</p> <p>The atmosphere is generally laden with mild acid and dust in suspension during the dry months and is subjected to fog in cold months. The design of equipment and accessories shall be suitable to withstand seismic forces corresponding to an acceleration of 0.3 g.</p>
<p><b>4.0</b></p>	<p><b>GENERAL TECHNICAL REQUIREMENTS</b></p>	
<p><b>4.1</b></p>	<p><b>APPLICATION</b></p>	<p>To provide facilities for carrying out routine, acceptance and certification test on all types of Electronic meters from single phase meter, three phase whole current, CT energy Meters and &amp; Portable Reference meters in Active, Reactive &amp; Apparent Mode.</p>
<p><b>4.2</b></p>	<p><b>OPERATING CONDITIONS</b></p>	<p>The meter test system shall be suitable for giving an uninterrupted service in following Conditions:</p> <p>a. Mains voltage shall be 230/440V ± 10% for Three phase supply.                  b. Frequency 50Hz ± 5 %.                  c. Ambient temperature (-) 10°C to (+) 45°C for operation and from (-) 10°C to (+) 60°C for storage.                  d. Relative humidity up to 95%.                  e. Cabinet for source must be dust proof.</p>
<p><b>4.3</b></p>	<p><b>TEST TO BE PERFORMED</b></p>	<p>The offered meter test system shall be capable to perform the following tests on the meters as per IEC 62052-11, 62053-11,21,22,23, IS 13779 and IS 14697</p> <p>a. Simultaneous calibration/ testing of ERS Meter                  b. Pre-warming                  c. Accuracy test as per IS/IEC                  d. Starting current test                  e. Creep test                  f. Dial test                  g. Influence quantity test related to accuracy test.</p> <ul style="list-style-type: none"> <li>▪ Voltage, Frequency, reverse phase sequence, voltage unbalance.</li> <li>▪ Influence of Harmonic component in voltage and current circuit, odd and sub harmonic, DC and Even harmonics and voltage dip and interruption test.</li> </ul> <p>In addition, the offered meter-testing system shall be capable to perform the following tests on RSS and ERSS under testing using frequency output of built-in ERSS.</p> <p>h) Accuracy testing of reference standard used into test system against high precision reference standard                  i) Accuracy testing of reference standard (low accuracy) against the built in reference standard.</p>
<p><b>5.0</b></p>	<p><b>GENERAL CONSTRUCTIONS</b></p>	

<p><b>5.1</b></p>	<p><b>CONSTRUCTION AND COMPONENT OF SYSTEM</b></p>	<p>1. The cabinet shall be rack mounted cabinet on which components of the source and reference standard shall be placed.</p> <p>2. This cabinet shall have facility for easy opening and closing as and when required, preferably with doors system. Doors shall be lockable to allow access by authorised personnel only. In the case of closed-type cabinet, a cooling fan of suitable capacity shall be provided to avoid temperature increase inside the cabinet during normal operation.</p> <p>3. The cabinet shall have protective earth terminals which shall be earthed during installation at site</p> <p>4. The cabinet shall have one mains-switch to switch-off the incoming power supply. The cabinet shall also be protected against overload, under voltage and over voltage through suitable protection devices.</p> <p>5. With its doors closed, the cabinet housing the source and reference standard shall provide degree of protection equal to or better than IP-30.</p> <p>6. The amplifier used in the source shall have high efficiency, power factor compensation device.</p> <p>7. The source shall be easily programmable so as to provide:</p> <p>a) Reference output frequency independent of mains, with quartz controlled operation range from 45 Hz. to 65 Hz. in steps of 0.01 Hz. with high efficiency, power-factor compensation according to IEC 60555.</p> <p>b) Stability at inductive, capacitive and non-linear loads for the power factor.</p> <p>c) Protection against overload and short circuit and provision for superimposition of harmonics in the range of 2nd to 31st harmonics.</p> <p>8. OEM must be manufacturer of following components of Standard Testing Material</p> <p>a. Reference standard meter</p> <p>b. Power source</p> <p>c. Error evaluation &amp; display system</p> <p>d. ICT's</p> <p>e. Scanning head</p> <p>f. Aluminum test rack</p> <p>Power Factor compensation shall be provided as per IEC 60555 so that the meter-testing system shall draw purely sinusoidal current from the mains A.C. supply without polluting it.</p> <p>Note: - The complete test bench shall be delivered by OEM, the PC and associated IT services can be outsourced. These all equipment's shall have CE/ISI marking and should be modular in design. The spares shall be available for 20 years from supply.</p>																		
<p><b>5.2</b></p>	<p><b>SPECIFICATION OF VOLTAGE AMPLIFIER</b></p>	<p>Voltage amplifier should have following capabilities:</p> <table border="1" data-bbox="483 1564 1534 1938"> <thead> <tr> <th>S.No.</th> <th>DESCPRITION</th> <th>MEASUREMENT</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>Electronic protection against Overload and Short Circuit.</td> <td></td> </tr> <tr> <td>2</td> <td>LED indication for faults like overload, short circuit and power supply failure shall be provided.</td> <td></td> </tr> <tr> <td>3</td> <td>Efficiency</td> <td>Better than 85%.</td> </tr> <tr> <td>4</td> <td>Stability</td> <td>100 ppm / h, or better with integration time of 60 seconds</td> </tr> <tr> <td>5</td> <td>Distortion factor</td> <td>&lt; 0.5 %.</td> </tr> </tbody> </table>	S.No.	DESCPRITION	MEASUREMENT	1	Electronic protection against Overload and Short Circuit.		2	LED indication for faults like overload, short circuit and power supply failure shall be provided.		3	Efficiency	Better than 85%.	4	Stability	100 ppm / h, or better with integration time of 60 seconds	5	Distortion factor	< 0.5 %.
S.No.	DESCPRITION	MEASUREMENT																		
1	Electronic protection against Overload and Short Circuit.																			
2	LED indication for faults like overload, short circuit and power supply failure shall be provided.																			
3	Efficiency	Better than 85%.																		
4	Stability	100 ppm / h, or better with integration time of 60 seconds																		
5	Distortion factor	< 0.5 %.																		

		6	Provision for super-imposing of harmonics in the range of	2 <sup>nd</sup> to 31st harmonic minimum
		7	Maximum possible DC content	< 0.05 %
		8	Output voltage range	30 -300 V (Phase-Neutral)
		9	Output VA burden rating	Not less than 800VA/phase @ 50Hz RMS (should able to handle load of meter of 7 watts/ meter simultaneously for 20 meters without heating)
		10	Accuracy of the test setting amplitude	0.05 % or better
		11	Accuracy of the test setting phase adjustment	0.01 ° or better.
		12	Should able to work for 8 Hrs continuously without heating or any error	Continuous duty
5.3	<b>SPECIFICATION OF CURRENT AMPLIFIER</b>	Current amplifiers should have following capabilities		
		<b>S.No</b>	<b>DESCRPTION</b>	<b>MEASURMENT</b>
		1.	Electronic protection against open circuit and over load.	
		2.	Efficiency	Better than 85%.
		3.	Stability	100 ppm / h with integration time of 60 sec
		4.	Test Current range	1 mA to 120 A
		5.	Accuracy of the test setting amplitude	0.05 % or better
		6.	Accuracy of the test setting phase adjustment	0.01 °
		7.	Distortion factor	0.5 %
		8.	Output VA burden rating	Not less than 1200VA/phase @50Hz RMS
		9.	Provision for super-imposing of harmonics in the range of	2nd to 31st harmonic minimum
		10.	Output circuit shall be protected against open circuit/overload	
		11.	Should able to work for 8 Hrs continuously without heating or any error	
5.4	<b>SPECIFICATION OF ELECTRONIC REFERENCE STANDARD METER (RSM)</b>	Reference standard should have auto-range selection facility and facility of dial test (power dosing) and RS 232 serial communication port for communicating with PC. It must frequency output proportional to the power to calibrate against better standard.		
		<b>S.No.</b>	<b>DESCRPTION</b>	<b>MEASURMENT</b>
		1.	The class of accuracy of reference standard should be 0.02 or better for active and reactive energies, over the entire load range & independent of the measuring mode.	0.02 or better
		2.	Measuring modes	4 wire active and 4 wire reactive mode



		3.	Frequency Range	Basic frequency 40-70 Hz and total detectable frequency range 0...3000 Hz	
		4.	Voltage Range	10-480V ( phase - neutral )	
		5.	Current Ranges	1 mA to 120A direct connected	
		6.	Accuracy (shall be same for Active and reactive measurement)		
		a.	Power / Energy ( For active and reactive measurement )		
			0.02 % at $\cos\phi = 1$ or $\sin\phi = 1$ (10mA to 120A)		
			0.04 % at $\cos\phi = 0.5$ or $\sin\phi = 0.5$		
			0.05 % for the range of 1 mA to 50 mA at $\cos\phi = 1$ or $\sin\phi = 1$		
		b.	Voltage		
			0.01 % for the range of 10 V to 480 V ( P-N)		
		c.	Current		
			0.01 % (50 mA to 120 A)		
			0.02 % (10 mA to 50 mA)		
			0.05 % (1 mA to 10 mA)		
7.	Phase Angle Accuracy	0.01 °			
8.	Voltage, Current & Power measurement drift (Drift for individual parameters shall be defined clearly in the offer.)	equal to or better than 100PPM / year			
9.	A common modular cabinet should be used for housing source and reference standard. All the measured values like voltage, current, power, phase angle, frequency should be available on the display screen of the control PC and on the local display of reference meter.				
10.	Temperature coefficient(Bidder Should submit certificate of Reference standard along with Bid to specify the temperature coefficient of Reference standard	10PPM/ K or better			
11.	<b>Display</b> -The reference meter shall have following display parameters. (All the parameters also required in actual graphical mode with wave form with THD% value) This is a feature required as per ISO17025/NABL				
a.	True RMS value of each voltage & current input				
b.	Phase angle between voltage / current and defined reference				
c.	Power factor				
d.	Frequency				
e.	Active , reactive & apparent power				
f.	Integration time				
12.	Facility to select integration time between 1 to 99 second shall be provided in the RSM.				
13.	<b>Reference Channel</b>				
	The RSM shall have facility to select reference for phase angle measurement. Selection of reference shall be provided manually and automatically.				
14.	<b>Frequency output</b>				

		<p>This shall provide frequency output proportional to power to calibrate the reference standard against high precision reference standard. This output shall be in commonly used BNC type socket.</p>
5.5	<b>SPECIFICATION OF ICT</b>	<p>Test bench shall include ICT to facilitate testing of link-less single-phase and poly phase meters.</p> <p>Nominal primary current 100A  Maximum Primary current 120A  Nominal Secondary Current 100A  Maximum Secondary current 120A  VA rating 50VA@ 100A  Accuracy ratio error <math>\pm 0.01\%</math> (1A to 120A)  Accuracy ratio error <math>\pm 0.03\%</math> (0.15A to &lt;1A)  Accuracy ratio error <math>\pm 0.15\%</math> (0.02A to &lt;0.15A)  Accuracy ratio error <math>\pm 0.3\%</math> (0.01A to &lt;0.02A)  Phase angle error <math>\pm 1</math> min (1A to 120A)  Phase angle error <math>\pm 3</math> min (0.15A to &lt;1A)  Phase angle error <math>\pm 10</math> min (0.02A to &lt;0.15A)</p> <p>There shall be provision to bypass individual ICT automatically when secondary of ICT kept open and same shall be logged in the meter test report in software. Sufficient protection should be provided in the ICT to protect it when secondary opens and full load current is running in primary.</p> <p>ICT should be designed in such a way that the primary and secondary of ICT can carry full load current of 120A for two hours minimum without any heating or failure of any component.</p> <p>The ICT with fault indication is preferred. And the software shall log and provide the faults in ICT such as overload or open circuit. Manufacturer traceable test report/calibration reports to be submitted along with bid.</p>
5.6	<b>SPECIFICATION OF HARMONIC INJECTION UNIT</b>	<p>Over the range 2<sup>nd</sup> to the 31<sup>st</sup> harmonic to the test voltage and test current, Magnitude of each harmonic shall be adjustable from 0-40% of the fundamental wave and with maximum peak value of the wave form shall be 130% of the magnitude of the fundamental wave. Facility of controlling the phase angle of harmonics shall be provided (0 to 180 degree). The super-imposition of harmonics shall be possible to carry out all the tests prescribed in IS and this document.</p>
5.7	<b>SOFTWARE</b>	<p>The user friendly software should be menu driven operated with the help of mouse and keyboard in manual/automatic mode.</p> <p>The Manual operation mode shall allow following tasks:</p> <ul style="list-style-type: none"> <li>• Control the source</li> <li>• Actual value on PC screen</li> </ul>

		<ul style="list-style-type: none"> <li>• Wave form of output and Harmonic analysis</li> <li>• Perform the accuracy test</li> </ul> <p>The licensed proprietary software of meter testing equipment shall allow, at least, performance of following tasks -</p> <ul style="list-style-type: none"> <li>• User interface to operate the system</li> <li>• Easy to prepare test table by using “ drag &amp; drop “ concept</li> <li>• Supervision and control of the test procedure</li> <li>• Supervision and display of the test current and voltage</li> <li>• Indication of the errors of the meters under test</li> <li>• Evaluation and report of the test results</li> <li>• Manual testing, semiautomatic and automatic testing facility</li> <li>• Adjustment testing i.e. software shall guide to the operator for the adjustment</li> <li>• It shall have facility to define the test parameters in terms of percentage and absolute terms.</li> <li>• It shall have facility to define the error limit in two levels.</li> <li>• It shall have facility to interrupt the testing and restart it again.</li> <li>• Password facility for each main and sub-option</li> <li>• Print out facility with desired header</li> <li>• Facility to take back up of data</li> <li>• Absolute measurement with more precious standard</li> <li>• Testing facility of at-least 20 different meters with 20 different constants.</li> <li>• Software shall have facility to display of different voltage and current</li> <li>• Display of curve of test voltage and current in presence of harmonics.</li> <li>• Protection of Meter under test form high voltage and current.</li> <li>• It shall have facility to protect the system from over voltage in manual and automatic mode.</li> <li>• It shall have facility to display of curve of test voltage and current in presence of harmonics.</li> <li>• Absolute measurement with higher precision /more accurate standard in fully automatic mode using BNC type socket provided on meter mounting rack.</li> </ul> <p>The software shall have facility to display following parameters.</p> <ul style="list-style-type: none"> <li>• Individual phase voltage</li> <li>• Individual phase current</li> <li>• Phase angle, power factor symmetrical or unsymmetrical star system</li> </ul>
--	--	---

		<ul style="list-style-type: none"> <li>• Total Power Factor</li> <li>• Total Power (Active, Reactive and Apparent)</li> <li>• Frequency</li> <li>• Phase Sequence</li> <li>• Measurement mode</li> <li>• Vectorial display</li> <li>• Analog view</li> </ul>																																	
<p>5.8</p>	<p><b>TECHNICAL DATA FOR PC AND PRINTER</b></p>	<table border="1"> <thead> <tr> <th>S.No.</th> <th>DESCPRITION</th> <th>MEASUREMENT</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>Color Monitor</td> <td>24" Full HD LED Back lit</td> </tr> <tr> <td>2</td> <td>Intel Processor</td> <td>Intel core i7, 4.7GHZ Minimum</td> </tr> <tr> <td>3</td> <td>RAM</td> <td>16GB</td> </tr> <tr> <td>4</td> <td>HDD</td> <td>1TB</td> </tr> <tr> <td>5</td> <td>Cache Memory</td> <td>12 MB</td> </tr> <tr> <td>6</td> <td>DVD</td> <td>COMBO drive</td> </tr> <tr> <td>7</td> <td>Keyboard</td> <td>Type 104</td> </tr> <tr> <td>8</td> <td>Ports</td> <td>3 serial and 2 parallel, 2 USB</td> </tr> <tr> <td>9</td> <td>Printer</td> <td>LASER JET HP 1160 or better</td> </tr> <tr> <td>10</td> <td>Operation System</td> <td>Windows 7 or better</td> </tr> </tbody> </table>	S.No.	DESCPRITION	MEASUREMENT	1	Color Monitor	24" Full HD LED Back lit	2	Intel Processor	Intel core i7, 4.7GHZ Minimum	3	RAM	16GB	4	HDD	1TB	5	Cache Memory	12 MB	6	DVD	COMBO drive	7	Keyboard	Type 104	8	Ports	3 serial and 2 parallel, 2 USB	9	Printer	LASER JET HP 1160 or better	10	Operation System	Windows 7 or better
S.No.	DESCPRITION	MEASUREMENT																																	
1	Color Monitor	24" Full HD LED Back lit																																	
2	Intel Processor	Intel core i7, 4.7GHZ Minimum																																	
3	RAM	16GB																																	
4	HDD	1TB																																	
5	Cache Memory	12 MB																																	
6	DVD	COMBO drive																																	
7	Keyboard	Type 104																																	
8	Ports	3 serial and 2 parallel, 2 USB																																	
9	Printer	LASER JET HP 1160 or better																																	
10	Operation System	Windows 7 or better																																	
<p>5.9</p>	<p><b>SPECIFICATION OF METER MOUNTING RACK</b></p>	<ol style="list-style-type: none"> <li>1. The rack shall consist of a lightweight aluminum frame for mounting of sensor heads, display devices and meters under test.</li> <li>2. Meters under test shall get connected to the current circuit by means of quick acting connector and voltage circuit by means of connecting leads.</li> <li>3. Design of the frame should be such that ERS (substandard meter) or 20 nos. meters of any make can be safely and easily accommodated on it. Meter fixing arrangement shall be moveable in both X and Y axis for their easy installation. Meter mounting rack shall additionally have emergency stop switch.</li> <li>4. In addition to above Meter Mounting Rack shall have all necessary arrangement which shall include connectors, BNC socket and platform to keep &amp; test substandard Meters. The Rack shall be designed in such a way that substandard meter of any make can be kept and can be tested simultaneously in fully automatic mode.</li> <li>5. There should be a warning lamp &amp; two emergency push button on Meter mounting rack.</li> <li>6. Necessary socket to test standard meters against higher accuracy standard shall be provided on Meter Mounting Rack.</li> <li>7. The Meter Mounting Rack shall be provided with necessary BNC sockets for absolute measurement. The offered software shall have facility to test the external and internal reference standards by using these BNC terminals. These terminals shall be provided with necessary hardware.</li> <li>8. The offered meter test system should be capable to carry out following tamper test simultaneously             <ul style="list-style-type: none"> <li>• Accuracy test for Three phase Meter for phase &amp; Neutral channel for same magnitude of current.</li> </ul> </li> </ol>																																	

		<ul style="list-style-type: none"> <li>Accuracy test for Three phase Meter in case of reverse power for phase &amp; Neutral channel for same magnitude of current.</li> <li>Facility to disconnection neutral simultaneously for all meters.</li> </ul>
5.10	<b>CONNECTION CABLES</b>	Apart from connection cable required to install and commission the meter test system itself, Supplier shall provide the set of connection cable for meter under test
5.11	<b>SPECIFICATION FOR SCANNING HEAD AND ERROR INDICATION UNITS</b>	<ol style="list-style-type: none"> <li>1 photoelectric scanning head for each position suitable for reading the pulse output of electronic meters.</li> <li>Each scanning head should be designed in such a way that the scanning head can be fixed easily in a position which would facilitate accurate and proper testing of the meter-under-test. Mounting arrangement for scanning head should have facility to move vertical, horizontal, forward or backward directions.</li> <li>It should be insensitive to ambient light. It should give optical indication of pulses by LED.</li> <li>The scanner must be able to measure LED pulse output of frequency up to 500Hz.</li> <li>An Error indication device shall be mounted on each test position. The resolution of error indication shall be 4 ½ digit with decimal point configurable by software and the error indication unit should LED/LCD. There shall be provision on the error indication unit to reset the error or to repeat it if something is wrong. The same should have acknowledgement function while testing of starting and creep testing manually.</li> </ol>
5.12	<b>SPECIFICATION FOR DIGITAL PROCESS UNIT</b>	<p>For the simultaneous error measurement of 20 meters under test, the basic unit shall be equipped with: The system should be Communication Interface free.</p> <ol style="list-style-type: none"> <li>10 inputs for scanning head pulses.</li> <li>1 input for reference output</li> <li>1 interface for connection with PC.</li> <li>Controlled output for Dosage Operation (Dial Test).</li> <li>The LED displays shall be preferred.</li> </ol>
5.13	<b>METER TEST BENCH TESTING CAPACITY</b>	The test bench should work for minimum 8 Hrs. continuously per day and should able to complete minimum 8 cycles of meter testing per day tests as per IS and NABL guidelines. The voltage source, current source and allied instruments must be design for handling this continuous loading and necessary cooling arrangement to be ensured.
6.0	<b>NAME PLATE AND MARKING</b>	All the components and Operating Devices of the test bench shall be provided with durable and legible nameplates containing all technical parameters. Name shall be embossed with "PO No. with date, "Property of TPCODL", along with Manufacturer's Name
7.0	<b>TESTS</b>	All routine, acceptance & type tests shall be carried out in accordance with the relevant IS/IEC. All routine & type tests shall be witnessed by the purchaser/his authorized representative. All the components shall also be type tested as per the relevant standards. Calibration certificate of the Reference Standard which will be supplied should have calibration certificate valid for a period of one year. This calibration should be done from laboratory accredited as per ISO/IEC 17025. Name of the <b>laboratory shall be given in the bid.</b>
7.1	<b>TYPE TEST</b>	Bidder must submit type test certificate of similar model fully automatic test system as per IS 12346.

<p><b>7.2</b></p>	<p><b>ROUTINE/ACCEPTANCE TEST</b></p>	<p>The following checks are to be carried out for Fully- automatic Meter Testing Bench as per Appendix B (Clause 8) of IS 12346 detailed as under as applicable for fully - automatic test benches:</p> <ul style="list-style-type: none"> <li>i. Mechanical construction.</li> <li>ii. Wiring and connections specially those of parts which can be moved.</li> <li>iii. Stated accuracy of all measuring instruments.</li> <li>iv. Di-electric properties.</li> <li>v. Phase Sequence.</li> <li>vi. Voltage Circuit Control.</li> <li>vii. Measuring range verification.</li> <li>viii. Voltage adjusting facility, regulating capacity at various loads.</li> <li>ix. Voltage balance adjustment facility.</li> <li>x. Verification of VA burden of voltage circuit.</li> <li>xi. Verification of VA burden of current circuit.</li> <li>xii. Current Circuit control.</li> <li>xiii. Measuring range verification.</li> <li>xiv. Current circuit regulating facility and verification of capacity on various loads.</li> <li>xv. Measuring circuits.</li> <li>xvi. Accuracy of display of various parameters like, current, voltage, P.F., phase angle etc. of measuring range, measuring methods, checking of phase displacement (lagging-leading).</li> <li>xvii. Accuracy of measurement of energy by connecting High precision reference meter with it.</li> <li>xviii. Distortion factor Control</li> <li>xix. Input terminals of meter testing bench.</li> <li>xx. Output terminals of Meter Testing Bench.</li> <li>xxi. Software operated controls for measurements of voltage &amp; current circuits &amp; other parameters.</li> <li>xxii. Verification of various output reports.</li> </ul>
<p><b>8.0</b></p>	<p><b>TYPE TEST CERTIFICATE</b></p>	<p>The bidder shall furnish the type test certificates of the meter for the tests as mentioned above as per the corresponding standards. All the tests shall be conducted at CPRI/ERDA as per the relevant standards. For communication testing any national approved laboratory or international acclaimed lab or equivalent will also suffice at the discretion of TPCODL. 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 or any/all type tests (including additional type tests, if any) not carried out, same shall be carried out without any cost implication to TPCODL.</p>
<p><b>9.0</b></p>	<p><b>PRE-DESPATCH INSPECTION</b></p>	<p>Equipment shall be subject to inspection by a duly authorized representative of the TPCODL. Inspection may be made at any stage of manufacture at the discretion of the purchaser and the equipment, if found unsatisfactory as to workmanship or material, the same is liable to rejection.</p> <p>Equipment shall be subject to inspection by a duly authorized representative of the Purchaser. Bidder shall grant free access to the places of manufacture to TPCODL's</p>

		<p>representatives at all times when the work is in progress. Inspection by the TPCODL 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 TPCODL. Following documents shall be sent along with material</p> <ul style="list-style-type: none"> <li>a) Test reports</li> <li>b) MDCC issued by TPCODL</li> <li>c) Invoice in duplicate</li> <li>d) Packing list</li> <li>e) Drawings &amp; catalogue</li> <li>f) Guarantee / Warrantee card</li> <li>g) Delivery Challan</li> <li>h) Other Documents (as applicable)</li> <li>i) One no. leaflet with each meter</li> </ul>
<b>10.0</b>	<b>INSPECTION AFTER RECEIPT AT STORE</b>	<p>The material received at TPCODL 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 concerned Project Engineering department. The supply shall be accepted only after such test is done successfully, as it confirms on successful withstand of short circuit and healthiness of the active parts.</p>
<b>11.0</b>	<b>GUARANTEE</b>	<p>Bidder shall stand guarantee towards design, materials, workmanship &amp; 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 the purchaser 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, Bidder shall be liable to undertake to replace/rectify such defects at its own costs, within mutually agreed time frame, and to the entire satisfaction of the Company, failing which the purchaser will 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.</p> <p>Bidder shall further be responsible for 'free replacement at site' for another period of THREE years from the end of the guarantee period for any 'Latent Defects' if noticed and reported by the purchaser.</p>
<b>12.0</b>	<b>PACKING</b>	<p>Bidder shall ensure that all material covered under 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. The material used for packing shall be environmentally friendly.</p>
<b>13.0</b>	<b>TENDER SAMPLE</b>	N.A
<b>14.0</b>	<b>QUALITY CONTROL</b>	<p>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 and bought out items and fully assembled component and equipment after finishing. 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.</p> <p><b>14.1</b> The bidder shall invariably furnish following information along with his bid, failing which his bid shall be liable for rejection. Information shall be separately given for individual type of equipment offered.</p>

		<ul style="list-style-type: none"> <li>a. Statement giving list of important raw materials, names of sub-suppliers for the raw materials, list of standards according to which the raw materials are tested. List of tests normally carried out on raw materials in the presence of bidder's representative, copies of test certificates.</li> <li>b. Information and copies of test certificates as in (I) above in respect of bought out accessories.</li> <li>c. List of manufacturing facilities available.</li> <li>d. Level of automation achieved and list of areas where manual processing exists.</li> <li>e. List of areas in manufacturing process, where stage inspections are normally carried out for quality control and details of such test and inspection.</li> <li>f. List of testing equipment available with the bidder for final testing of equipment along with valid calibration reports shall be furnished with the bid. Manufacturer shall possess 0.1 class instruments for measurement of losses.</li> <li>g. Quality Assurance Plan (QAP) with hold points for Purchaser's inspection as per annexure.</li> </ul> <p><b>14.2</b> The successful bidder shall within 30 days of placement of order, submit following information to the Purchaser.</p> <ul style="list-style-type: none"> <li>a. List of raw materials as well as bought out accessories and the names of sub-suppliers selected from those furnished along with offer.</li> <li>b. Type test certificates of the raw materials and bought out accessories.</li> </ul> <p><b>14.3</b> The successful bidder shall submit the routine test certificates of bought out accessories and central excise passes for raw material at the time of routine testing.</p>
<p><b>15.0</b></p>	<p><b>MINIMUM TESTING FACILITIES</b></p>	<p>Bidder shall have adequate in house testing facilities for carrying out all routine tests &amp; acceptance tests as per relevant International / Indian standards/TPCODL specification. The bidder shall have duly calibrated Reference Standard meter of Class 0.01 accuracy or better.</p>
<p><b>16.0</b></p>	<p><b>MANUFACTURING ACTIVITIES</b></p>	<p>The successful bidder will have to submit the bar chart for various manufacturing activities clearly elaborating each stage, with quantity. This bar chart shall be in line with the Quality assurance plan submitted with the offer. This bar chart will have to be submitted within 15 days from the release of the order.</p>
<p><b>17.0</b></p>	<p><b>SPARES, ACCESSORIES AND TOOLS</b></p>	<p>17.1-INSTALLATION &amp; COMMISSIONING-The supplier shall be responsible to install &amp; commission the meter test equipment at the purchaser location. The supplier shall submit the layout plan, installation proposal and electric supply requirements within 4 weeks after receiving the purchase order.</p> <p>17.2-TRAINING- The supplier shall provide Two days training on operation and maintenance of the meter test equipment to engineers of TPCODL. (Excluding the period of installation and commissioning)</p>



**18.0 DRAWINGS AND DOCUMENTS**

Following drawings & Documents shall be prepared based on TPCODL specifications and statutory requirements and shall be submitted with the bid:

- a) Completely filled-in Technical Parameters.
- b) General arrangement drawing of the meter
- c) Terminal Block dimensional drawing
- d) Mounting arrangement drawings.
- e) General description of the equipment and all components with makes and technical requirement
- f) Type Test Certificates
- g) Experience List
- h) Manufacturing schedule and test schedule

After the award of the contract, soft copies of following drawings, drawn to scale, describing the equipment in detail shall be forwarded for approval:

S. No.	Description	For Approval	For Review Information	Final Submission
1	Technical Parameters (GTP)	√		√
2	General Arrangement drawings with all items of bench	√		√
3	Terminal block Dimensional drawings	√		√
4	Mounting arrangement drawing of bench	√		√
5	Manual/Catalogues		√	
6	Drawing of Rack with RSM, Voltage and current source etc.		√	√
7	QA & QC Plan	√	√	√
8	Routine, Acceptance and Type Test Certificates	√	√	√

Bidder shall subsequently provide Four complete sets of final drawings, one of which shall be auto positive suitable for reproduction, before the dispatch of the equipment. Soft copy (Compact Disk CD) of all the drawing, GTP, Test certificates shall be submitted after the final approval of the same to TPCODL.

All the documents & drawings shall be in English language.

Instruction Manuals: Bidder shall furnish two softcopies (CD) and four (4) hard copies of nicely bound manuals (In English language) covering erection and maintenance instructions and all relevant information and drawings pertaining to the main equipment as well as auxiliary devices.

**DOCUMENTATION-**The bidder shall submit detailed General arrangement drawing for Source, Meter Mounting Rack with different terminal required for voltage and current circuit connection, proposed installation scheme of complete system and leads and connectors provided to mount any number of meters on the Meter Mounting Rack along with their offer. In absence of this their offer will liable to rejection.

		<p>Two set of following documents shall be supplied along with each test system.</p> <ul style="list-style-type: none"> <li>• Operating manual of each components of test equipment like reference standard, amplifier, etc.</li> <li>• Wiring diagram</li> <li>• Service manual</li> <li>• Calibration certificate of reference standard from the laboratory accredited as per ISO/IEC/17025</li> <li>• Test certificate of complete test system</li> </ul>		
19.0	GUARANTEED TECHNICAL PARTICULARS	<b>S.No.</b>	<b>Specifications</b>	<b>To be furnished by bidder</b>
		<b>1</b>	<b>OPERATING CONDITIONS:</b>	
			The meter test system shall be suitable for giving an uninterrupted service in following conditions:	
		1.1	Ambient temperature (-) 10°C to (+) 45°C for operation.	
		1.2	Relative humidity up to 95%.	
		1.3	Mains voltage shall be 240V ± 10% for Three phase supply.	
		1.4	Frequency 50Hz ± 5 %.	
		<b>2</b>	<b>TEST TO BE PERFORMED</b>	
		2.1	The offered meter test system shall be capable to perform the following tests on the smart meters with RF NIC as per IEC 62052-11, 62053-11,21,22,23, IS 13779 and IS 16444 part1 and 2	
		2.2	Simultaneous calibration/ testing of ERS Meter	
		2.3	Pre-warming	
		2.4	Accuracy test as per IS/IEC	
		2.5	Starting current test	
		2.6	Creep test	
		2.7	Dial test	
		2.8	Influence quantity test related to accuracy test and harmonics Voltage, Frequency, reverse phase sequence, voltage unbalance Influence of Harmonic component in voltage and current circuit	
		2.9	Phase and Neutral circuit should be tested independently without changing connection physically	
		2.10	DC and even Harmonics test kit	
		<b>3</b>	<b>CONSTRUCTION AND COMPONENT OF SYSTEM</b>	
		3.1	The source cabinet shall be rack mounted cabinet on which components of the source and reference standard shall be placed.	
		3.2	The source cabinet shall have protective earth terminal.	
Protection against overload, under voltage and over voltage of mains supply shall be provided.				
The amplifier used in the source shall have high efficiency, power factor compensation device.				
3.3	System shall be easily programmable to give reference output frequency independent of mains, with quartz			

		controlled operation range from 45-65Hz Hz in steps of 0.01 Hz. The system shall comprise of :	
	3.3.1	Voltage amplifier and current amplifiers	
	3.3.2	Three phase Reference Meter	
	3.3.3	Harmonic Injection Unit.	
	3.3.4	Window based software to operate the system.	
	3.3.5	Source should have : Stability at inductive, capacitive and non-linear loads for the power factor, Protection against O/L and short circuit. Provision for superimposition of voltage and current harmonics for the range of 2 <sup>nd</sup> to 31st harmonics.  Completer Test Station from OEM. Country of Origin	
	<b>4.0</b>	<b>VOLTAGE AMPLIFIER:</b>	
		Voltage amplifier should have following capabilities:	
		Electronic protection against O/L and Short Circuit. LED indication for fault shall be provided on amplifier.	
		Efficiency better than 85%.	
		Stability 100 ppm / h, or better ,	
		Distortion factor < 0.5 %.	
		Provision of super imposing of harmonics in the range of 2nd to 31st harmonic	
		Test voltage range: 30 -300 V (Phase-Neutral)	
		Output Power : not less than 800VA/Phase @ 50HZ RMS	
		Accuracy of the test setting amplitude 0.05 % or better	
		Accuracy of the test setting phase adjustment 0.01 ° or better.	
	<b>5.0</b>	<b>CURRENT AMPLIFIER</b>	
		Current amplifiers should have following capabilities	
		Electronic protection against open circuit and over load.	
		Efficiency better than 85%.	
		Stability 100 ppm / h with integration time of 60 sec	
		Accuracy of the test setting amplitude 0.05 % or better	
		Accuracy of the test setting phase adjustment 0.01 °	
		Distortion factor 0.5 %	
		Output circuit shall be protected against open circuit/overload	
		Provision of super imposing of harmonics in the range of 2 <sup>nd</sup> to 31st harmonic.	
		Test Current range 1 mA to 120 A	
		Output Power : not less than 1200 VA/phase @50Hz RMS	
	<b>6.0</b>	<b>HARMONIC INJECTION UNIT:</b>	
		Over the range 2 <sup>nd</sup> to the 31st harmonic to the test voltage and test current, Magnitude of each harmonic shall be adjustable from 0-40% fundamental wave; with maximum	

			peak value of the wave form shall be 130% of the magnitude of the fundamental wave. Facility of controlling the phase angle of harmonics shall be provided (0 to 180 degree).	
	7.0		<b>SPECIFICATION OF ELECTRONIC REFERENCE STANDARD METER (RSM):</b>	
	7.1		The class of accuracy of reference standard should be 0.02 or better for active and reactive energies, over the entire load range & independent of the measuring mode.	
	7.2		Current range of reference standard should be 1 mA to 120 A direct connected.	
	7.3		Voltage range from 10-480V ( phase - neutral )	
	7.4		Frequency output proportional to the power to calibrate against better standard.	
	7.5		RS 232 serial communication port for communicating with PC.	
	7.6		Reference standard should have auto-range selection facility.	
	7.7		Technical specifications of Reference Standard Meter of the test system( RSM)	
	7.7.1		Measuring modes	
	7.7.1.1		<ul style="list-style-type: none"> <li>• 4 wire active ,</li> <li>• 4 wire reactive mode</li> </ul>	
	7.7.2		Frequency Range	
			Basic frequency 40-70 Hz and total detectable frequency range 0...3500 Hz	
	7.7.3		Voltage Range : 10-480 V Phase to Neutral	
	7.7.4		Current Ranges: 1 mA to 120A direct connected	
	7.7.5		Accuracy	
	7.7.5.1		Voltage & Current : 0.01%	
	7.7.5.3		Power / Energy ( For active and reactive measurement )	
			0.02 % at $\cos \phi$ or $\sin \phi = 1$ (10mA to 120A)	
			0.04 % at $\cos \phi$ or $\sin \phi = 0.5$ (10mA to 120mA)	
			0.05 % for the range of 1 mA to 50 mA at $\cos \phi = 1$ or $\sin \phi = 1$	
	7.7.5.4		The Accuracy shall be same for Active and reactive measurement	
	7.7.5.5		Phase Angle Accuracy 0.01 °	
	7.7.5.6		Voltage, Current & Power measurement drift shall be equal to or better than 100PPM / year . Drift for individual parameters shall be defined clearly in the offer.	
	7.7.5.7		A common modular cabinet should be used for housing source and reference standard. All the measured values like voltage, current, power, phase angle, frequency should be available on the display screen of the control PC and on the local display of reference meter	

	7.7.5.8	Temperature drift for power measurement shall be 10PPM/ K or better	
	7.7.6	Display of reference standard	
	7.7.6.1	The reference meter shall have following display parameters.	
	7.7.6.2	voltage & current with % THD display of selected voltage/current signal	
	7.7.6.3	Phase angle between voltage / current and defined reference along with Vector diagram	
	7.7.6.4	Power factor	
	7.7.6.9	Frequency	
	7.7.7	<b>Reference Channel</b>	
		The RSM shall have facility to select reference for phase angle measurement. Selection of reference shall be provided automatically.	
	7.7.8	Frequency output for calibration of reference standard:	
		This shall provide frequency output proportional to power to calibrate the reference standard against high precision reference standard. This output shall be in commonly used BNC type socket..	
	8.0	<b>ICT</b>	
	8.1	<p>Test bench shall include ICT to facilitate testing of link-less single-phase meters and poly phase meters.</p> <p>Nominal primary current 100A  Maximum Primary current 120A  Nominal Secondary Current 100A  Maximum Secondary current 120A  VA rating 50VA@ 100A  Accuracy ratio error <math>\pm 0.01\%</math> (1A to 120A)  Accuracy ratio error <math>\pm 0.03\%</math> (0.15A to &lt;1A)  Accuracy ratio error <math>\pm 0.15\%</math> (0.02A to &lt;0.15A)  Accuracy ratio error <math>\pm 0.3\%</math> (0.01A to &lt;0.02A)  Phase angle error <math>\pm 1</math> min (1A to 120A)  Phase angle error <math>\pm 3</math> min (0.15A to &lt;1A)  Phase angle error <math>\pm 10</math> min (0.02A to &lt;0.15A)</p> <p>There shall be provision to bypass individual ICT automatically when secondary of ICT kept open and same shall be logged in the meter test report in software. Sufficient protection should be provided in the ICT to protect it when secondary opens and full load current is running in primary.</p> <p>ICT should be designed in such a way that the primary and secondary of ICT can carry full load current of 120A for two hours minimum without any heating or failure of any component.</p> <p>The ICT with fault indication is preferred. And the software shall log and provide the faults in ICT such as overload or</p>	

			open circuit. Manufacturer traceable test report/calibration reports to be submitted along with bid.	
		9.0	<b>SOFTWARE :</b>	
			<p>The user friendly software should be menu driven operated with the help of mouse and keyboard in manual/automatic mode.</p> <p>The Manual operation mode shall allow following tasks:</p> <ul style="list-style-type: none"> <li>• Control the source</li> <li>• Actual value on PC screen</li> <li>• Wave form of output and Harmonic analysis</li> <li>• Perform the accuracy test</li> </ul> <p>The program should support the following tasks:</p> <ul style="list-style-type: none"> <li>• User interface to operate the system</li> <li>• Easy to prepare test table by using “ drag &amp; drop “ concept</li> <li>• Supervision and control of the test procedure</li> <li>• Supervision and display of the test current and voltage</li> <li>• Indication of the errors of the meters to test</li> <li>• Evaluation and report of the test results</li> <li>• Manual testing, semiautomatic and automatic testing facility</li> <li>• Adjustment testing i.e. software shall guide to the operator</li> <li>• It shall have facility to interrupt the testing restart it again.</li> <li>• Password facility for each main and sub-option</li> <li>• Print out facility with desired header</li> <li>• Absolute measurement with more precious standard</li> <li>• Testing facility of at-least 20 different meters with 20 different constants.</li> <li>• Software shall have facility to display of different voltage and current</li> <li>• Display of curve of test voltage and current in presence of harmonics.</li> <li>• Protection of Meter under test form high voltage and current.</li> </ul>	

			<p>The software shall have facility to display following parameters.</p> <ul style="list-style-type: none"> <li>• Individual phase voltage</li> <li>• Individual phase current</li> <li>• Phase angle, power factor symmetrical or unsymmetrical star system</li> <li>• Total Power Factor</li> <li>• Individual phase power (Active, Reactive and Apparent)</li> <li>• Total Power (Active, Reactive and Apparent)</li> <li>• Frequency</li> <li>• Phase Sequence</li> <li>• Measurement mode</li> <li>• Vectorial display</li> <li>• Analog view</li> </ul>	
		10.0	<b>METER MOUNTING RACK</b>	
		10.1	The rack shall consist of a light weight aluminium frame for mounting of sensor heads, display devices and meters under test. The rack shall take weight of all type of Poly phase meters	
		10.2	Meter shall get connected to the current circuit by means of quick acting connector and voltage circuit by means of connecting leads. Design of the frame should be such that ERS (substandard meter) or 20 nos. meters of any make can be safely and easily accommodated on it. Meter mounting rack shall additionally have emergency stop switch.	
		10.3	In addition to above Meter Mounting Rack shall have all necessary arrangement which shall include connectors, BNC socket and platform to keep and test substandard Meters. The Rack shall be designed in such a way that sub standard meter of any make can be kept and can be tested simultaneously in fully automatic mode.	
		10.4	There should be a warning lamp & two emergency push button on Meter mounting rack	
		10.5	Necessary socket to test standard meters against higher accuracy standard shall be provided on Meter Mounting Rack.	
		10.6	The Meter Mounting Rack shall be provided with necessary BNC sockets for absolute measurement. The offered software shall have facility to test the external and internal reference standards by using these BNC terminals. These terminals shall be provided with necessary hardware.	
		11.0	PC and printer as per Cl.no. 5.8(Yes/no)	
		12.0	Scanning head and error indication units as per Cl.no-5.11(Yes/no)	
		13.0	Digital process unit as per Cl.no. 5.12(Yes/no)	
		14.0	Connection cables to be supplied(Yes/No)	
		15.0	All major equipment's of Test Bench like Power Source, Reference Meter, and Measuring Unit shall be made by	

			bidder himself in his factory. These all equipment's shall have CE/ISI marking and should be modular in design. The spares shall be available for 20 years from supply from OEM.	
		16.0	The test bench should work for minimum 8 Hrs. continuously per day and should able to complete minimum 8 cycles of meter testing per day tests as per IS and NABL guidelines. The voltage source, current source and allied instruments are capable for same.	
		17.0	The mounting of the meter shall be on both sides of the bench.	
		18.0	Size of the Power source, RSS cabinet (L,B,H)	
		19.0	Size of the test bench offered (L,B,H)	
		20.0	Service Support- The bidder should have service support in Odisha and should reach within 48 Hrs for addressing the complaint.	
		21.0	Technical competency- Bidder has supplied Min. 5 Benches of same configuration in India or abroad and performance report for successful running for two years minimum to be provided in English	

**20.0 SCHEDULE OF DEVIATIONS**

**(TO BE ENCLOSED WITH THE 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:

Signature

Designation