



ODISHA KNOWLEDGE CORPORATION LIMITED

**TENDER FOR SUPPLYING TOOLS AND EQUIPMENTS
NECESSARY FOR IMPARTING TRAINING IN SOLAR PV
TECHNOLOGY DOMAIN 2025**

SHORT TENDER CALL NOTICE

OKCL invites Tender Document submission from experienced and reputed technical Agencies for supplying SOLAR Tools and equipment necessary for imparting training in SOLAR PV Technology domain. The tender document is available in the website of www.okcl.org, which may be downloaded for use. Interested parties may submit their proposal super-scribing as **“Tender for supplying SOLAR Tools and Equipment for imparting Training”** to the undersigned through speed post / Registered Post/Courier at OKCL office which should reach on or before **11.00 A.M** of 20th January 2025 positively and the same will be opened at **3.00 P.M** of the same date. Alternatively, the documents may be sent by mail to accounts@okcl.org. The undersigned reserves the right to reject any or all the tender without assigning any reason thereof.

Sd/-
Managing Director
Odisha Knowledge Corporation Limited
07-01-2025

ODISHA KNOWLEDGE CORPORATION LIMITED

Plot no- 108/3607, Behind Pal Heights, Jaydev Vihar, Bhubaneswar-751013

TERMS AND CONDITIONS

1. Tender/Bid Document:

The prospective bidders/agency may download the complete set of the tender documents directly from the website at www.okcl.org and submit the same to OKCL with sign & seal on each and every page. Managing Director, OKCL shall have no responsibility for any delay / omission on part of the bidder. The tender application will be rejected if the bidder changes any clause or Annexure of the bid document downloaded from the website, or not submitted on or before the due date or not supported by necessary documents & Earnest deposit money.

2. Bid Submission:

- a) The tender shall be submitted **in two bid system** i.e. Technical Bid & Financial Bid. Financial Bid contains only the price Bid as per Annexure – I and Technical Bid contains all other documents as per the tender terms except Price format. The Technical Bid & Financial Bid will be covered in two separate envelopes clearly written on the top of the envelope as **Technical Bid & Financial Bid** respectively and these two bids will be covered in a big envelope super scribed as **“Tender for supplying SOLAR Tools and Equipment for imparting Training”**
- b) The tender shall be for all/partial item(s) as described in the schedule of requirement and specification. The price bid is specified in **Annexure- I**, which should be used at the time of submission of tender.
- c) The quoted bid price shall be inclusive of all taxes and including packaging, transportation, and delivery at OKCL’s office Bhubaneswar.

3. Each bidder shall submit tender as mentioned in the tender document. Submission of bid without the Earnest Money Deposit shall be rejected.
4. The bidder shall submit up-to-date self-attested photocopy of GST Registration certificate along with PAN Card copy.
5. The tender paper downloaded from the website should be signed by the bidder at bottom of each pages with their official seal duly affixed.
6. Bids may also be scanned and submitted through e-mail to accounts@okcl.org with 2 separate folders marking as Technical Bid and Financial Bid. Financial Bid is to be sent in a password protected document. The password for the same shall be made known by the vendor at the time of opening of bid to OKCL.
6. OKCL may give full/partial order to one or many bidders based on L1 price and/or quality specifications.
7. The Work Order for the materials shall be released on need basis and delivery of the materials should be completed within 15 days from the date of releasing the Work Order.
8. Full payment will be made within 15 days of satisfactory delivery of the items supported with original bills & challans after deducting necessary statutory deductions and deductions if any subject to Point No. 15,16,17 and 18 referred below.

9. Eligibility Criteria:

Sl.	Basic Requirement	Specific Requirements	Documents Required
1)	Legal Existence	The Bidder should have all necessary & applicable registrations under Companies Act, Income Tax Act, GST, Employee Provident Fund Rules, ESI and proof of operating for at least five years.	Certificates of incorporation, Pan Card, GST & other Registration certificates as per applicability.
2)	Technical Capability	The bidder should have at least 3 years of experience in Solar PV Technology Domain. (The minimum experience of 3 years is exempt for bidders registered as Startup)	Work Orders/Letter of Award, Experience Details. (Annexure II)
3)	Turn Over	Bidders should have an average turnover of minimum Rs. 50 lakhs in last 3 Financial Years. (For bidders registered as Startup, the average turnover of minimum 10 lakhs shall be considered)	Audited Profit & Loss Account of last 3 Financial or Turnover Certificate from a Chartered Accountant.
4)	Blacklisting	A self-certified letter by the authorized signatory of the bidder that the bidder has not been blacklisted by any Central / State Government (Central/State Government and Public Sector) or under a declaration of ineligibility for corrupt or fraudulent practices as of date of Bid Submission must be submitted on original letter head of the bidder with signature and stamp.	A Self Certified letter by authorized signatory. (Annexure III)

10. The bids are liable to be rejected if any of the above conditions are not complied with.

11. The bids are to be accompanied with detailed technical specifications, brand name and other technical information which should be signed and stamped by the bidder. This shall be used for verification at the time of delivery of materials.

12. Bid Processing Fees:

The bidder must furnish a Non-Refundable Bid Processing Fee of Rs. 11,800/- (Rupees Eleven Thousand Eight Hundred Only) in the shape of Demand Draft from any nationalized bank in favor of **“ODISHA KNOWLEDGE CORPORATION LIMITED”** payable at **Bhubaneswar**.

13. Earnest Money Deposit:

Bidder will submit EMD of Rs. 50,000/- (Rupees Fifty Thousand Only) in the shape of Demand Draft/Pay Order from any nationalized bank in favor of **“ODISHA KNOWLEDGE CORPORATION LIMITED”** payable at **Bhubaneswar**. The same will be refunded to the

bidders (except selected bidder) without interest.

- 14.** The work order will be placed to the selected bidder whose bid has been determined to be substantially responsive. A bidder who fulfils the minimum eligibility criteria as per clause no 9, will be considered for taking part next level bidding i.e. Financial Bid. The L-1 Bidder whose quality specifications are satisfactory in the Financial Bid will be awarded the contract.
- 15.** In case, the firm fails to execute the order, the EMD will be forfeited and necessary legal action shall be taken to blacklist the firm.
- 16.** In case of any defects or deviation from the specifications of Work order, penalty at such rates as per the decision of the OKCL management shall be levied. Decision of Managing Director, OKCL will be final in this regard.
- 17.** Penalty of 5% (Maximum 10%) of order value per week would be imposed for non-observance of schedule of delivery. However, MD-OKCL is authorized to waive the delay penalty if the delay is not attributable to the fault of bidder.
- 18.** Retention money of 5% of order value shall be retained for satisfactory quality and quantity verification and shall be released after a retention time period of 30 days.
- 19.** Any effort by a bidder to influence the purchaser in its decision on bid evaluation may result in rejection of the bidder's offer.
- 20.** Any legal disputes arising out of this are subject to Bhubaneswar jurisdiction only.
- 21.** Bidders may be present in person or their authorized representative during the opening of bids at **03:00 PM on 20.01.2025** at OKCL's Regd. Office, Bhubaneswar.

Sd/-
Managing Director
Odisha Knowledge Corporation Limited
07-01-2025

Annexure - I**Requirement and specification along with Format for submission of Bid Price**

Please Note: Kindly refer the Annexure Attached for the detailed Specification of the items:

Sr. No.	Equipment Name	Price for 1 Unit/Kit (Amount in Rs.)
1	Allen Key Set	
2	Batteries	
3	Cable Ties	
4	Charge Controller	
5	Connecting Wires	
6	Digital Multimeter	
7	Drill Machine	
8	Lead Solder	
9	Load (AC/DC)	
10	MC4 Connectors	
11	Mechanical Fixtures Required For Panel Installation	
12	PCUs	
13	Plier	
14	Regulated Power Supply	
15	Safety Gloves –PVC	
16	Safety Gloves –Cotton	
17	Safety Helmet	
18	Safety goggles	
19	Ear plug	
20	Reflective jacket	
21	First aid kit	
22	Safety Shoes	
23	Screw Driver Set	
24	Solar Chart	
25	Solar Conversion Kits	
26	Solar Inverter	
27	Solar Panels	
28	Soldering Flux	
29	Soldering Iron	
30	Wire Stripper	
31	2 KW Solar PV Rooftop Off Grid System(RCC Roof Mounts)	
32	Domestic Electrical Wiring training Tools & Equipment (Casing Capping, Copper Wire, Boards, Switches, Circuit Breakers, various types of electrical points, Wiring Practice Station) – As needed	
33	Double ended ring spanner	
34	Combination plier	
35	Side cutting pliers	
36	Nose pliers	
37	Measuring tape -Steel	
38	Measuring tape -Leatherette	
39	Standard wire gauge	
40	Ball pin hammer	
41	Megger	
42	Earth tester	
43	Tester	
44	Earthing Rod and Earthing materials	
	TOTAL PRICE (In figures)	

Grand Total including of all Taxes: Rs. _____)

- ❖ The prices given above are inclusive of all taxes, freight, insurance etc.
- ❖ Goods to be delivered at OKCL's regd. office.

Date:

Name and Address of the Bidder

Place:

Signature of the bidder

Annexure-II

Format for submission of past performance

Sl. No.	Financial Year	Order No. with Date	Order value (Rs.)	Name of the Organisation /Department	Role and Responsibility performed
01	2022-23				
02	2023-24				
03	2024-25				

Date:

Name and Address of the Bidder

Place:

Signature of the bidder

Self-Declaration: Not Black listed (in company letterhead)

To,

Managing Director

ODISHA KNOWLEDGE CORPORATION LTD

In response to the Tender titled “(Tender for supplying SOLAR Tools and equipment necessary for imparting training in SOLAR PV Technology domain)”, as an owner/ partner/ Director of (organisation name)_____

_____/ We hereby declare that presently our Company/ firm is having unblemished record and is not declared ineligible for corrupt & fraudulent practices, black listed either indefinitely or for a particular period of time, or had work withdrawn, by any State/ Central government/ PSU.

If this declaration is found to be incorrect then without prejudice to any other action that may be taken, my/ our security may be forfeited in full and the tender if any to the extent accepted may be cancelled.

Thanking you,

Name of the Bidder:

Authorised Signatory:

Signature:

Seal:

Date: _____

Place: _____

Check list of submission of Tender

Sl. No.	Information Desired	Document Submitted			Page No.
		Type of Doc/	Yes	No	
1	Name of the Firm/Organisation/Company				
2	Address of the Firm/Organisation/Company				
3	ID Proof of the Owner of Organisation/Company/Firm (PAN Card /Voter ID / Aadhaar Card)				
4	Telephone No/ Mobile No. & E-mail ID				
5	Date of incorporation of establishment				
6	Details of Branches including addresses & telephone No. if any				
7	Status of the Bidder (registered under Act) (Company /Partnership /Individual /Society ...)				
8	PAN Number of Bidder (Copy enclosed)				
9	Experience Details (Annexure II)				
10	Self-attested photocopy of GST Registration Certificate				
11	Undertaking regarding the firm not been charge sheeted or blacklisted (Format Annexure –IV)				
12	Audited Balance Sheet , Profit & Loss A/C of last 3 Financial Years or Turn-Over Certificate certified by a Chartered Accountant indicating (Last 3 Years)				
13	Income Tax Returns of last 3 Financial Years				

Name & Address of the Bidder

Signature with date and seal