

**OFFICE OF THE  
CHIEF ENGINEER,  
METRO ZONE,  
GTS COLONY, ERRAGADDA,  
HYDERABAD – 500 045  
Ph. No. 040-23836705**

**TENDER Specification No. CE/MZ/Hyd/P- 06/2018-19**

Name Of The Work : Supply of various types of Printing Stationery for various Circles in Metro Zone, Hyderabad.

Name of the firm : M/s.....

.....

.....

**Sd/-  
CHIEF ENGINEER,  
METRO ZONE/HYDERABAD.**

## CONTENTS

<u>Sl.No.</u>	<u>Page No.</u>
1. Summary Sheet	3
2. Section-I General	4-7
3. Section-II Financial	8-9
4. Form-IIIA	10
5. Form-IIIC	11
6. Form-IIID	12
7. Section-IV (Schedules A-G)	13-14
8. Proforma of Bank Guarantee	15-17
9. Tender Form	18



**Energy saved is  
Energy Produced**

**TRANSMISSION CORPORATION OF TELANGANA LIMITED**  
Website: [www.tstransco.in](http://www.tstransco.in) CIN No: U40102AP2014SGC064248

Office of the  
Chief Engineer/ Metro Zone  
TSTRANSCO /Erragadda /Hyderabad.

**TENDER NOTIFICATION.NO.CE/MZ/PURCHASE/P- 06/2018-19/HYD/ADE-O&M/AE(P)/F./D.NO. 2710 / 18, DT. 08 .01.2019.**

**Sub:-** Metro zone - Hyderabad – Supply of various types of Printed Stationary Items for various offices in Metro Zone. - Reg.

\* \* \*

Sealed Tenders from the manufacturers (OEMs)/authorized dealers of manufacturers/suppliers/bidders are invited for "Supply of Printed Stationary Items for various offices in Metro Zone" with the following

\* \* \*

Sl. No.	Spec. No.	Description of work	Qty.	E.M.D.
1.	P-06/18-19	Supply of Various types of Printed Stationary Items for various offices in Metro Zone.	As per schedule	Rs.7650/- (Rupees Seven Thousand Six Hundred and Fifty Only)

Detailed tender specification can be downloaded from TSTRANSCO website, [www.tstransco.in](http://www.tstransco.in) from **09.01.2019**.

The following documents and DD's are to be enclosed scrupulously, along with the specification:

- 1) A demand draft for **Rs.590/- (Rupees Five Hundred and Ninety Only)** drawn on any scheduled bank in favour of Superintending Engineer/OMC/Metro-Central/TSTRANSCO/Hyderabad payable at Hyderabad for each specification. The specification cost is non-refundable.
- 2) A demand draft for an amount of Rs.7650/-(Rupees Seven Thousand Six Hundred and Fifty Only) drawn on any scheduled bank in favour of Superintending Engineer/OMC/ Metro-Central/TSTRANSCO/Hyderabad payable at Hyderabad towards EMD.

The filled in tenders duly signed & superscribing on envelope as mentioned in specification shall be deposited in the sealed tender box provided in the O/o Chief Engineer/Metro-Zone/Hyderabad.

**Last date for receipt of filled in sealed tender in tender box: 08.02.2019 upto 13:00 Hrs.**

**Date & time of opening of the tenders : 08 .02.2019 at 15:00 Hrs.**

For further details please contact this office (phone No.040-23836705) during office working period or visit website [www.tstransco.in](http://www.tstransco.in)

**Sd/-  
CHIEF ENGINEER,  
METRO ZONE/HYDERABAD**

**Copy to:**

The Superintending Engineer/OMC/Metro-East, West, Central/Hyderabad.  
The Superintending Engineer/ Metro-Civil, Telecom, 400KV Construction/Hyderabad.  
Notice Board.

TRANSMISSION CORPORATION OF TELANGANA LIMITED

\*\*\*

**SUMMARY SHEET**

TENDER SPECIFICATION No. Chief Engineer/MZ/Hyd/P- 06/2018- 19

1. Material supplied : Supply of Printed Stationary Items for various offices in Metro Zone/TSTRANSCO/Hyd.
2. Officer to whom the tenders shall be submitted : Chief Engineer/Metro Zone /TSTRANSCO/ Erragadda/Hyderabad.
3. Superscription on the sealed Covers :
  - i) GST Registration No. of the Vendor with Tender validity particulars if any.
  - ii) Tender against Specification No.
  - iii) Due date and time for submission.
  - iv) Date and time for opening.
  - v) Payment of E.M.D. & Cost of specification. Give details; D.D. No., Date
  - vi) Whether 90 days validity offered..... YES/NO
  - vii) Whether the quotation is made with TSTRANSCO payment terms as per clause 8 of Sec. II (Financial).....YES/NO
  - viii) Whether the delivery is as per delivery schedule indicated.....YES/NO
4. Last date & Time of receipt of tenders : 13:00 Hrs. on 08 -02-2019.
5. Date & Time of opening of tenders : 15:00 Hrs. on 08 -02-2019.
6. Place of opening : O/o. Chief Engineer /Metro Zone / TSTRANSCO/GTS Colony/ Erragadda /Hyderabad – 500 045.
7. EMD to be paid along with and : Rs.7650/-(Rupees Seven Thousand Six Hundred Fifty Only) by the way of Demand Draft or Bankers cheque in favour of "Superintending Engineer/OMC/ Metro-Central/Erragadda/ Hyderabad" on any Scheduled Bank payable at Hyderabad.
8. Security Deposit : **5% of the purchase value**
9. Validity of tender : 90 days from the date of opening
10. Cost of specification : DD for Rs. 590/- to be drawn in favour of Superintending Engineer/OMC/Metro-Central/ TSTRANSCO/Hyderabad. (Including GST @ 18%)

Sd/-  
CHIEF ENGINEER,  
METRO ZONE /HYDERABAD.

**SECTION-1**  
**GENERAL**

**1. Scope of Work:**

This specification covers the supply of printed stationary items to the O/o Chief Engineer/Metro Zone/Hyderabad. The schedule of printed stationary items are attached to the specification. The tenderer has to supply the printed stationary items to the consignee. **Bidder is requested to quote for printed stationary items in the schedule i.e., Form-III (B) in full shape. Bidder is requested to take clarification from the office of Chief Engineer/Metro Zone/Hyderabad on phone No. 23836705 if any.** The samples of printed stationary items are available in the office of Chief Engineer/Metro Zone/Hyderabad.

**2. Filling up of Schedules:**

All the schedules should be duly filled in but not necessary in the form sheets attached to the specification. Unless full details required in the schedules are furnished. Tender offers will not be considered.

**3. Clearing of doubts:**

If the Tenderer has any doubt about the meaning of any portion of this specification, he should at once obtain the required clarifications information in writing from the Chief Engineer / Zone TSTRANSCO, Opp. CTI, GTS Colony, Erragadda, Hyderabad – 500 045 from whom he has received the specification, before 15 days from the date of tender opening after which no correspondence will be entertained.

**4. Earnest Money Deposit:**

Each Tenderer must pay an E.M.D to a value of Rs.7,650/- (Rupees Seven Thousand Six Hundred and Fifty Only). This amount should be paid by way of Crossed Demand Draft on the State Bank of Hyderabad, State Bank of India or any other scheduled Bank drawn in favour of the Superintending Engineer/OMC/Metro-Central/Hyderabad payable at Hyderabad. The crossed DD shall compulsorily be enclosed to the tender.

- a) Submission of EMD by way of cheque cash money order, call deposit or Bank guarantee will not be accepted.
- b) Where the EMD required to be deposited for any particular tender exceeds Rs.50,000/- Tenderer may pay Rs.50,000/- by way of D.D and furnish the balance by way of Bank Guarantee from any Scheduled bank valid for 6 months or for a period equal to the period of validity of the tender whichever is longer.
- c) Requests for exemption from payment of EMD will not be entertained in any case even though the Tenders are registered with DGS & D and NSIC & S.S.I Unit
- d) The EMD will be refunded to unsuccessful Tender on application after intimation of the rejection of the Tender. In case of successful Tenderer of Tenders, the EMD may be adjusted towards part security deposit in cases where such EMD has been paid separately for the Tender and does not form the permanent EMD.

The EMD will be forfeited in the following cases.

- i) When the successful Tender does not accept the order after issue of Purchase Order
- ii) When Tender is disqualified for the reasons outlined in para 11 (i).  
When a Tenderer alters his price or withdraws his offer during the validity period.
- e) The fact of having enclosed the E.M.D by Demand Draft along with the Tender on the fact of the Tenderer holding PEMD should be clearly superscribed in the sealed envelope.
- f) Tenders which do not contain the above superscription on the sealed envelope shall be returned to the respective Tenderers unopened without any consideration what so ever.
- h) Cases where the EMD is superscribed on the cover but the Demand Draft is not found in the cover and also if full EMD amount is not furnished shall run the risk of being blacklisted by TSTRANSCO.

## 5. Validity of Tender:

- a) Tender should be kept valid and open for acceptance for a period of 90 days counted from the date of opening of the Tenders. The period of validity cannot be counted from any due date other than the date of opening of Tenders. The tenderers will not be permitted to withdraw or vary their offers once made within 90 days from the date of opening of the Tenders and if they do so, the EMD will be forfeited.
- b) The Tenderer should clearly superscribed on the sealed tender envelope about the validity of Tender i.e. No. of days. Any offer giving a lesser period of validity other than 90 days is liable to be returned un-opened at the discretion of the TSTRANSCO.

## 6. Past performance:

The Tenderer should furnish full particulars regarding supplies of the materials in question made so far to the TSTRANSCO and other boards and organizations in India.

## 7. Quantity to quote:

Suppliers would be required to quote for total quantities of each item in full, of a lot indicated in the specification. Offers quoting less than the prescribed quantity are liable for rejection.

## 8. Completeness of Tender:

The Tender should be complete with all details of materials, illustrative and descriptive literature and drawings, and information regarding the country of manufacture and origin of materials used in the manufacture of the articles. Tenders not accompanied by this information are liable for rejection.

## 9. Deviations from Specification:

No deviations from the terms and conditions are allowed. All Tenders shall strictly conform to the conditions notified. Any Tenders not strictly in conformity with the notified conditions are liable to be rejected.

## 10. Due date and submission of Tender:

Tenders in complete shape with all schedules and Tender forms filled in together with all accompanying Tender drawings, descriptive and illustrative literature must be sent in a sealed cover kept in an outer sealed cover both addressed to the Chief Engineer/ Metro Zone, Opp. CTI, GTS Colony, Erragadda, Hyderabad-500045 so as to reach him by the due date and time specified in the tender notification. The name of the Supplier/Tenderer should be clearly written both on the sealed cover and outer envelope.

## 11. The sealed cover as well as the outer envelope should be superscribed as follows:

- a) Registration No. of the Vendor with validity particulars if any.
- b) Tender against Specification No.
- c) Due date and time for submission.
- d) Date and time for opening.
- e) Payment of E.M.D. & Cost of specification.  
Give details; D.D. No., Date
- f) Whether 90 days validity offered.....YES/NO
- g) Whether the quotation is made with TSTRANSCO  
payment terms as per clause 8 of Sec. II (Financial).....YES/NO
- h) Whether the delivery is  
as per delivery schedule indicated.....YES/NO

Tenders not superscribed as in clause 11 are liable to be rejected.

The Tenderers shall invariably complete Forms III A, III B, IIIC & IIID attached to the specification and enclose the same to the Tender without fail. Tenders without these enclosures will be rejected.

The time of actual receipt in the Tender receiving office only will count for the acceptance of the Tender and the date of Tender, date stamp of post office or date stamp of any other office will not count. The TSTRANSCO will not be responsible for any postal or any other transit delays.

The Tenderers who have purchased the specification only should quote.

Standard printed conditions attached to the tender will not be accepted. Only those mentioned in the body of the Tender will be considered. Should the Tender wish to depart from the provision of this specification, he shall list such departures in the body of the Tender and submit full particulars and reasons for such departure. Unless so specifically brought out and explained the equipment/ materials offered shall be considered to comply in every respect with the terms and conditions contained in the specification.

Telegraphic quotations and quotations given by fax will not be entertained under any circumstances. Clarifications, amplifications, and/or any other correspondence from the Tenderer subsequent to the opening of Tender will not be entertained. The Tenderers are advised to ensure that their Tenders are sent in complete shape at the first instance itself.

- i. Post Tender rebates, revisions or deviations in quoted prices and/or conditions or any such offers which will give a benefit to the Tenderer over others will not only be rejected outright but the original tender itself will get disqualified on this account the Tenders EMD will be forfeited. Conditional discounts are not acceptable.

In the event of the specified date for the submission of Tenders, being declared a holiday for a purchaser, the Tenders will be received upto the appointed time on the next working day.

## 12. Tender opening date:

Tender will be opened at the office of the Chief Engineer/Metro Zone/Opp. CTI, GTS Colony, Erragadda, Hyderabad as indicated in the Enquiry From the date and time as specified therein in the presence of such of those Tenders or their authorized representatives as may desire to be present.

In the event of the specified date of the Tender opening being declared a holiday for the purchaser, the Tenders shall be opened at the appointed time and location on the next working day or any other day as notified on the notice board at the O/o Chief Engineer/Metro Zone/Hyderabad.

## 13. Acceptance:

It is not binding on the TSTRANSCO to accept the lowest or any Tender. The TSTRANSCO reserves the right to place orders for individual items with different Tenderers and to revise the quantities at the time of placing the order and to order extra materials upto the extent of the offered quantities within the validity of the Tender. The orders for the items may be split up between different Tenders to facilitate quick delivery of the materials required. The TSTRANSCO also reserves the right to accept or reject any particular Tender without assigning any reasons therefore. The TSTRANSCO reserves the right to vary the ordered quantity during the execution of the order. The evaluation will be done item wise to decide L1

## 14. Post Tender Offers:

Under no circumstances shall a Tenderer alter his price or price variation formula during the validity period after Tenders are opened. Any Tenderer who does so resulting in recalling of Tenders by the TSTRANSCO shall not only lose his E.M.D but also run the risk of being blacklisted by the TSTRANSCO which reserves the right under the law to recover damages resulting there from.

## 15. Interchangeability:

All similar material and removable parts of similar equipment shall be interchangeable with each other. A specific confirmation of this should be furnished in the tender.

## 16.Places of location:

Particulars of site location and nearest rail heads to which the equipments/material have to be supplied will be given to successful Tenderers.

## 17. Delivery:

**It is the mandatory responsibility of the supplier to submit from proof of printing stationery. The proof of printing stationery shall be got approved from this office before delivery.** Delivery period shall be reckoned from the date of receipt of the detailed purchase order. The delivery quoted shall be firm, definite, unconditional and on the basis of receipt of materials at destination in good condition without any bearing on the procurement of raw materials or any similar pre-requisites. The commencement date and date of completion of deliveries shall be indicated. The preferred delivery time which is the essence of this specification is indicated in the Schedule-IIIB Final deliveries are however, subject to confirmation at the time of placing the Order. Delay in delivery of materials FADS – (Free at Destination, at O/o. Chief Engineer/Metro Zone/Hyderabad) due to non availability of railway booking. Non – allotment of

wagons and any such reasons will not be considered. It is the responsibility of the supplier to make alternative arrangements for transporting the materials by road or rail so as to see that the material reaches the destination within the stipulated period. TSTRANSCO reserves it right to defer the delivery date at any time after orders are placed giving not less than 2 months notice without any change in the other conditions of supply. The delivery period which shall be reckoned from the date of receipt of the Detailed Purchase Order shall be guaranteed under penalty as in clause 8 of Sec. II (Financial).

#### **18. Packing:**

The packing may be in accordance with manufacture's standard practice unless otherwise specified. The supplier should however, ensure that the packing is such that equipments reach the destination without damages after transport by Air, Sea, Rail and/or Road.

The supplier, whenever dispatches materials to a destination should prepare the following information in the form of packing slip in quadruplicate and send the same to the consignee and obtain his acknowledgement on the same. The consignee will return to the supplier one copy of the packing slip with his remarks. The proforma of packing slip will be as follows:

#### **19. PACKING SLIP:**

1. Purchase Order No. & Date.
2. Quantity allotted to the stores and rate applicable.
3. Quantity so far supplied to the stores and the rate applied.
4. Quantity now supplied and the rate applied.
5. Total quantity supplied under the Purchase Order with rates applied.
6. Programme for supplying the balance quantity to the stores.

The supplier shall invariably send to the Purchasing officer a copy of delivery challan whenever materials are dispatched

#### **20. Guarantee:**

The successful Tenderer shall guarantee among other things the following:

- a. Quantity and Quality of material used.
- b. Safe electrical and mechanical stresses on all parts of the equipment, under specified conditions of operation.
- c. The material shall be guaranteed for satisfactory operation for a period of atleast one year (12 months) from the date of commissioning or putting the material into use or eighteen months (18 months) from the date of receipt of stores in good conditions whichever is earlier.

If during the period of guarantee, any of the material equipment or plant is found defective and/or fails in test or operation, such materials, equipment or plant shall be repaired or replaced by the Tenderer free of cost to the TSTRANSCO irrespective of the reimbursements from the insurance company within reasonable time which shall in no circumstances be more than 15 days or such other reasonable time as the TSTRANSCO may deem proper to afford, failing which the cost of the failed units will be deducted from the subsequent bills/Bank Guarantee.

#### **21 Jurisdiction.**

All and any disputes or differences arising out of or touching the order against this specification shall be decided only by the Courts or Tribunals situated in Hyderabad/ Secunderabad cities. No suit or other legal proceedings will be instituted elsewhere.

**Sd/-  
CHIEF ENGINEER,  
METRO ZONE/HYDERABAD**



## **SECTION-I1**

### **FINANCIAL**

#### **1. Prices:**

Prices shall be quoted in Indian Rupees only on firm basis and the quotation should be FADS price inclusive of GST and other legally permissible duties and levies wherever applicable, handling charges and insurance to cover the transport by road from destination railway station to site/stores and storage at site/stores for 30 days thereafter but Exclusive of S.T.

Even through composite Firm price is quoted, the break-up for all the taxes, freight, insurance etc., shall be furnished.

It is the responsibility of Tenderer to inform himself of the correct rates of duties and taxes leviable on the materials at the time of tendering.

If the rates of statutory levies assumed by the Tenderer are less than the correct rates prevailing at the time of Tendering the TSTRANSCO will not be responsible for such errors. If the rates of statutory levies assumed by the Tenderer are later proved to be higher than the actual/correct rates prevailing at the time of Tendering, the difference shall be passed onto the credit of the TSTRANSCO. If the rates of statutory levels assumed by the Tenderer increase due to increase in turnover, the increase shall be borne by the Tenderer.

In case the Tenderer is exempted from paying excise duty or Sales Tax such Tenderer shall invariably enclose a copy of the excise duty/sales tax exemption certificate. Otherwise excise duty gate pass has to be invariably furnished along with each bill if order is placed.

The proforma credit available to the supplier on the purchases of inputs (raw materials) consequent to the introduction of "MODVAT" scheme may be taken into account while quoting the prices. The duties and taxes, if any, payable extra may be stated.

#### **2. Variable prices & price variation basis:**

Note: If the Tenderers quote with variable prices when firm prices are specified in the specification or vice versa their tender will be rejected and will not be considered for evaluation.

#### **3. Statutory Variation:**

Any variation up or down in statutory levy or new levy introduced after opening of the Tender/after placing of the order under this specification shall be to the account of the TSTRANSCO provided that in cases where delivery schedule is not adhered to by the Tenderer and there is upward variation/revision after the agreed delivery date, the Tender/Supplier shall bear the impact of such levies and if there is downward variation/ revision of TSTRANSCO shall be given credit to that extent.

#### **4. Security Deposit:**

The successful Tenderers shall furnish Security Deposit equal to 5% of the total accepted tender value for proper fulfillment of the contract, which will included the guarantee period failing which the E.M.D will be forfeited. This will not be waived in any case under any circumstance. The amount shall be forfeited, if the successful Tenderer fails to fulfill the terms of contract/order.

Security Deposit may be paid by crossed Demand Draft on any scheduled Bank in the Headquarters of the officer in whose favour it is to be made or by Bank Guarantee from any scheduled bank covering a period of 6 months over and above the guarantee period in the prescribed proforma.

The Bank guarantee for Security Deposit should be extended suitably in case the equipment is found defective and not attended to within the performance guarantee period.

Alternatively, the successful Tenderer may deposit with the TSTRANSCO a permanent fixed deposit of rupees ten lakhs (Rs.10,00,000) in the shape of a demand draft or in the form of B.G in the prescribed proforma (on a stamp paper of value of Rs.100/-) constituting the sum as Security Deposit for the satisfactory fulfillment of the terms of contract. No interest will be payable on such amount. Such persons need not pay Security Deposit separately for each order. They need only refer to the date of the deposit and furnish particular thereof.

#### **5. Terms of Payment:**

- a. 100% payment inclusive of taxes & duties will be made after 45 days from the date of receipt of goods in good condition by TSTRANSCO by Cheque duly certified by the consignee or after approval of the test certificates whichever is later. No interest will be payable in case the payment is delayed for whatever reason.

Payment for the materials supplied will be made by cheque on any scheduled bank at the Headquarters of the paying officer.

If the supplier has received any over payments by mistakes or if any amounts are due to the TSTRANSCO due to any other reason, when it is not possible to recover such amounts under the contract resulting out of this specification, the TSTRANSCO reserves the right to collect the same from any other amounts and/or Bank Guarantees given by the company due to or with the TSTRANSCO.

When the supplier does not at any time, fulfill his obligation in replacing, rectifying etc., of the damaged/defective materials in part or whole promptly to the satisfaction of the TSTRANSCO's Officers, the TSTRANSCO reserves the right not to accept the bills against subsequent dispatches made by the supplier and only the supplier will be responsible for any demurrages, wharfages or damage occurring to consignment so dispatched.

b) IT & other applicable taxes, if any, will be deducted from the bills.

## **6. Currency of Payment:**

**6.1 All payments will be made in Indian Rupees.**

## **7. Responsibility of the Tenderer for Loss/Damage:**

The Tenderer is responsible for the safe delivery of the goods in good condition at the destination. He should acquaint himself of the conditions obtaining for handling and transport of the goods to destination and shall include and provide for security and protective packing of the goods so as to avoid damage in transit.

External damages or shortages that are prima facie the results of rough handling in transit or due to defective packing will be intimate within a freight of the receipt of the materials. Internal defects, damages or shortages of any integral parts which cannot ordinarily be detected on a superficial visual examination though due to bad handling in transit or defective packing will be intimate within 2 months from the date of receipt of the materials. In either case the defective or damaged materials should be replaced by the supplier free of cost to the TSTRANSCO. If no steps are taken within 15 days of receipt of intimation of defects or such other reasonable time as the TSTRANSCO may deem proper to afford, the TSTRANSCO may without prejudice to its other rights and remedies cause to be repaired or rectified the defective material or replace the same and recover the expenditure incurred there for from the deposit such as Earnest Money, Security and Performance or other monies available with TSTRANSCO or by resorting to legal action.

For the purpose of any legal construction, the materials shall be deemed to pass into TSTRANSCO's ownership only at the final destination where they are delivered and accepted.

## **8. Penalty for late delivery:**

(i) **General:** The time for and the dates for delivery mentioned in the purchase order shall be deemed to be the essence of the contract. In case of delay in delivery of materials at destination. Whatever be the reason, the TSTRANSCO may at its option, demand and recover an amount equivalent to half percent of the value of the materials not delivered within the prescribed time limit for every week of delay or part thereof, subject to max of 5% of the total value of the contract.

This right of the TSTRANSCO shall be without prejudice to its rights under the law including the right to cancel the contract, forfeit the deposit and/or recover damages for breach of contract.

(ii) The date of receipt of materials at the destination stores in good condition (Form-13) will be taken as the date of delivery.

For penalty, the number of days of delay would be rounded off to the nearest week and interest calculated accordingly. Materials/equipment which are not of acceptable quality or are not conforming to specification would be deemed to be not delivered.

The penalty specified in this Clause shall be levied and would be adjusted against subsequent pending bills.

## **9. Force Majeure:**

The supplier will not be liable for delay or for failing to supply the material/equipment for reasons of 'Force Majeure' such as acts of God, acts of Public enemy, acts of Govt., fires, floods, strikes, lockouts etc., and strikes in works of manufacturers of proprietary items as specified by the TSTRANSCO.

The supplier shall within 10 days from the beginning of such delay notify to the TSTRANSCO in writing the cause of delay. The TSTRANSCO shall verify the facts and grant such extension of time as facts justify.

No price variation shall be allowed during the period of force majeure and penalty would not be levied for this period.

## **10. Risk Purchase and Black Listing:**

In case of supplier who has not adhered to the delivery schedule, The TSTRANSCO reserves the right to purchase the balance quantity from the open market/floating another Tender and recover the extra expenditure thus incurred from the supplier. TSTRANSCO reserves the right to Black List the supplier who has not adhered to the delivery schedule. This is in addition to the rights of the TSTRANSCO mentioned in the specification.

**Sd/-  
CHIEF ENGINEER,  
METRO ZONE/HYDERABAD**

**FORM-III-A**  
**(TO BE FILLED BY THE TENDERER)**

1. Enquiry No. :
2. Specification No. :
3. Name of the Material :
4. Vendor Registration No. For this item :
5. Quantity on Enquiry :
6. Last date and time for submission of tender :
7. Date and time for opening of tender :
8. Whether EMD is enclosed :
9. Whether the quotation is in single part/two part. :
10. Whether the specified minimum quantity is quoted. :
11. Whether prepared to furnish performance Bank Guarantee @ 10% if order is placed. : --Not applicable--
12. Cost of specification whether remitted :
13. Whether month-wise delivery schedule is indicated. :
14. Prices whether Variable. :
15. Whether exercise duty is included/excluded :
16. Whether sales tax included/excluded :
17. Whether TSTRANSCO's terms of payment are accepted:
18. Quantity offered for supply :
19. Whether 90 days validity offered :
20. Whether sample is enclosed :
21. Whether the material/equipment offered conforms to the relevant TSTRANSCO's/ISS specifications and drawings : --Not applicable—
22. Whether executed orders of the Board previously for the items tendered now. Please give full details. : --Not applicable--
23. Similar details in respect of supplies made to other S.E.Bs:
24. Whether E.M.D exemption letter enclosed, if exempted. : --Not applicable--
25. Whether Income Tax clearance certificate enclosed. : --Not applicable--
26. Whether the product bears ISI mark. : --Not applicable--

**SIGNATURE OF THE TENDERER**

FORM-III C

PAST PERFORMANCE DETAILS

(For a Period of last five years, year wise prior to date of tender opening, Item wise with subtotals year wise)

Material:-

Year:-

Sl. No.	Order Placed by (Name and full address of purchaser)	Order No. & Date	Description and quantity	Value of Order	Date of Completion of Order		Whether the Performance Certificate from Purchase attached (Yes/No)
					As Per Order	Actual	

**Note:-** It is responsibility of the Tenderer to prove the qualifying requirements by furnishing copies of P.Os and by enclosing the performance certificates issued by the purchasers, with actual utilization particulars of the material/equipment. Offers without these details are liable for rejection.

Signature of Tenderer with Seal and Date

FORM-III D

DETAILS TO BE FURNISHED IN CASE OF A MANUFACTURER

1. Name and address of firm
2. Location of manufacturing works/  
factory/factories owned.
3. Details of additional plant and  
machinery erected.
4. Details of stores or class of  
stores which the factory, as  
equipped is capable of production  
( Specifying each item separately)
5. Production capacity of each item,  
with the existing plant and  
machinery.
6. Details of arrangements for quality  
control of products such as  
laboratory etc.
7. Whether there is scope for  
expansion and to what extent?
8. Whether samples were tested to any  
standard specification, if so, copies  
of original test certificates should  
be submitted in triplicate

PLACE:

SIGNATURE AND DESIGNATION

DATE:

SECTION-IV

SCHEDULE 'A'

DEPARTURE FROM SPECIFICATION

.....  
Reference to clause No. Departures  
of this specification  
.....

SCHEDULE 'B'

MANUFACTURERS AND PLACES OF MANUFACTURE TESTING & INSPECTION

.....  
Sl. No. Description Manufacturer Place of Place of testing  
Manufacture and inspection  
.....

SCHEDULE 'C'

LIST OF SUPPLIES MADE SO FAR WITH FULL DETAILS OF GOODS SUPPLIED AND TO WHOM SUPPLIED

.....

.....

**SCHEDULE 'D'**

**WEIGHT AND DIMENSIONS OF PACKAGES OF DESPATCH**

Sl. No.	Equipment	Contents of individual packages	Weight Kg	Dimensions
---------	-----------	---------------------------------	-----------	------------

**SCHEDULE 'E'**

**DESCRIPTIVE LITERATURE AND FULL PARTICULARS OF THE EQUIPMENT OFFERED**

Sl. No.	Item No.	Description
---------	----------	-------------

**SCHEDULE 'F'**

**SCHEDULE OF TESTS PERFORMED**

Sl. No.	Description of material	Description of tests	Place of Test performed	Test results	Whether standard tested certificates enclosed or not
---------	-------------------------	----------------------	-------------------------	--------------	--

All tests in accordance with the latest issue of ISS shall be performed on all the equipment. Detailed lists of all the tests performed shall be indicated in this Schedule

**SCHEDULE 'G'**

**SCHEDULE OF RATES FOR SUPERVISION OF ERECTION & COMMISSIONING OF EQUIPMENT**

**DELETED**

**(A) PROFORMA OF BANK GUARANTEE FOR SECURITY DEPOSIT**  
**This Bank Guarantee has to be executed on Rs.100/- Stamp Paper**

Applicable to the State Bank of India and other Scheduled Banks approved in terms of the Government of India, Ministry of Finance, Office Memorandum No. F (27)-F-1/54 dated the 25<sup>th</sup> February, 1955, for guarantee without deposit of securities upto prescribed limit.

In consideration of the Transmission Corporation of Telangana Ltd., (hereinafter called "THE TSTRANSCO") have agreed to exempt.....(here-in-after called the "SAID CONTRACTORS") from the demand, under the terms and conditions of an agreement P.O No.....Dt:..... made between the TSTRANSCO and M/s..... for supply of .....against Specification No: TST.....(hereinafter called " THE SAID AGREEMENT") for Security Deposit for the due fulfillment by the said contractors of the terms and conditions contained in the said agreement, on production of a Bank Guarantee for Rs.....(Rupees.....) we..... Bank Ltd., do hereby undertake indemnity and keep indemnified the TSTRANSCO to the extent of Rs:..... against any loss or damage caused to or suffered by the TSTRANSCO by reason of any breach of by the said contractors of any of the terms and conditions contained in the said agreement.

We.....Bank Ltd., further agree that the guarantee herein contained shall remain in full force and effect during the period that would be taken for the performance of the said agreement and that it shall continue to be enforceable till all the dues of the TSTRANSCO under or by virtue of the said agreement have been fully paid and its claims satisfied or discharged or till Chief Engineer/Metro Zone/Hyderabad certifies that the terms and conditions of the said agreement have been fully and property carried out by the said contractors and accordingly discharge the guarantee subject, however, that the TSTRANSCO shall have no right under this bond after the expiry of (Note: This period will cover 18 months from the date of receipt of last consignment), (period) from the date.....of its execution.

Notwithstanding anything contained in the foregoing our liability is restricted to Rs:.....(Rupees.....). Our guarantee shall remain in force until.....unless a claim under the guarantee is made against us within 6 months from the date, and the rights of the TSTRANSCO under the guarantee shall be forfeited and we shall be relived and discharged from all liability hereunder. We the guarantee such part thereof as required within one week of the same being demanded by the TSTRANSCO, without reference to the supplier and without questioning the right of the Board to make such demand or the propriety or legality of the demand. We.....Bank Ltd, lastly undertake not to revoke this guarantee during its currency except with the previous consent of the TSTRANSCO in writing.

Dated the.....Day of.....

**Signature:**  
for.....Bank Ltd.,



**Guarantee Bond For 10% Value Towards Performance Security Deposit  
This Bank Guarantee has to be executed on Rs.100/- Stamp Paper**

Applicable to the State Bank of India and other Scheduled Banks, When securities are to be deposited as cover against Guarantees etc.

In consideration of the Transmission Corporation of Telangana Ltd., a statutory corporation constituted under Telangana Electricity Reform Act 1998 (Act No.30 of 1998) (hereinafter called "THE TSTRANSCO") having at our request agreed to accept this .....Bank Ltd., guarantee in lieu of cash deposit required from M/s.....for making 100% payment against material receipted challan by the TSTRANSCO for the due fulfillment by them of the terms and conditions of the agreement dated.....made between M/s.....and the TSTRANSCO for the supply of.....against P.O No.....Date:..... hereinafter called said agreement during the period commencing from .....and ending on.....or the extended period. If any, to indemnify and keep indemnified the TSTRANSCO to the extent of Rs.....(Rupees.....) representing 10% of the value of the contract against any loss or damages caused to or suffered by the TSTRANSCO by reason of any breach by the said M/s.....or any terms & conditions of the said agreement. We .....Bank Ltd., further agree that the guarantee herein contained shall remain in full force and effect upto and inclusive of the .....date.....referred to above or the expiry of the extended period, if any, and that it shall continue to be enforceable till all the dues of the TSTRANSCO under or by virtue of the said agreement have been fully paid and its claims satisfied and discharged or till the Chief Engineer / Metro Zone / Hyderabad certifies that the terms and conditions of the said agreement have been fully and properly carried out by the said M/..... and accordingly discharge the guarantee subject, however, that the TSTRANSCO shall have no right under this bond after the expiry of (period) from the date of its execution. Not with standing anything contained in the foregoing our liability under this is restricted to Rs..... only. Our guarantee shall remain in force until..... Unless a claim under the guarantee is made against us within 6 months from the date, and the rights under the guarantee shall be forfeited and we shall be relived and discharged from all liability hereunder.

We the guarantee Bank undertake to pay the amount guaranteed hereunder or such part hereof as required within one week of the sum being demanded by the TSTRANSCO, without reference to the suppliers and without questioning the right of the TSTRANSCO to make such demand or the propriety or legality of the demand.

We.....Bank Ltd, lastly undertake not to revoke this guarantee during its currency except with the previous consent of the TSTRANSCO in writing.

Dated the.....Day of.....

**Signature:**  
for.....Bank Ltd.,

**Bank Guarantee proforma for earnest money deposit**  
**This Bank Guarantee has to be executed on Rs.100/- Stamp Paper**

Ref. No.

Date:

Bank Guarantee.....

In accordance with invitation to Tender Specification No..... dated..... for purchase of M/s.....or Mr.....address..... Directors(S) .....Wish(es) to participate in the said tender and as a bank guarantee for the Sum of Rs.....valid for 90 (Ninety) days is required to be submitted by the tenderer, this bank hereby guarantees and undertakes during the above said period to immediately pay on written request by Chief Engineer / Metro Zone / Hyderabad / Transmission Corporation of Telangana limited the amount.....to the said Engineer without any reservations.

This guarantee would remain valid upto 5.00PM on..... (date) and if any further extension to this is required, the will be extended on receiving instructions from the .....on whose behalf this guarantee has been issued.

Bank.....

**TENDER FORM**

**TRANSMISSION CORPORATION OF TELANGANA LIMITED**

SPECIFICATION.....(To be filled in by the Tenderer)

MATERIAL.....(To be filled in by the Tenderer)

To  
The Chief Engineer  
Metro Zone  
Erragadda  
Hyderabad.

Dear Sir,

Having examine the above specifications together with the accompany general conditions therein referred to we hereby offer to provide and execute the order described in the said specification according to the specification general conditions at the rates entered in the attached schedule of prices.

- 1) We hereby undertake to have the material delivered within the time specified in the Form III-B.
- 2) We hereby guarantee the particulars entered in the schedules attached to the specification.
- 3) In accordance with Clause 2.4 of the specification we propose to furnish securities to the extent 5% percent of the values of the contractor.
- 4) We hereby agree to execute the work as per the terms of Clauses 2.7 and 2.8.1.

**SIGNATURE OF THE TENDERER**

**From-III (B) SCHEDULE OF QUANTITY AND PRICES**

**SPECIFICATION No. CE/METRO ZONE/P- 06/2018-19 OF CE/MZ/HYDERABAD**

SL No	Description	Total Qty	U/M	TSTRANS CO's Delivery Schedule	Whether the prices firm or Variable	Ex-works price per unit including packing	Freight and Insurance /Unit	8 Digit HSN Code	GS T %	Rate per Unit 11=(6+7+8+10)	Total Value (12=11*3)	Remarks (Make/Type/ Model of the offered material shall be mentioned)
(1)	(2).	(3).	(4).	(5).	(6).	(7).	(8).	(9).	(10)	(11).	(12).	(13).
1	Attendance Register with cardboard binding (as per sample).	146	Nos.									
2	Consumable Register (as per sample)	96	Nos.									
3	Gate pass book, 1/8",each pad contains 50 nos (1+3) (as per sample)	45	Nos.									
4	Inward registers with card board binding each containing 400 pages on two sides print(Full scape size) (as per sample)	116	Nos.									
5	Interruption Registers 200 Pages (as per sample)	261	Nos.									
6	LLBs (Vehicle log Book) of size 13"x 16.5" of 100 folios with numbering card board binding vehicles) (as per sample).	8	Nos.									
7	LC books Each book of (100X 2 folios) in duplicate (1+1) with numbering and ledger paper 60GSM with ordinary binding (as per sample).	235	Nos.									
8	Max.Min. Demand Registers 200 Pages (as per sample)	170	Nos.									
9	M. Books of size 13"X 8" containing 100 folios with numbering, printing on both sides and card board binding (as per sample)	255	Nos.									
10	Notice book for 132KV (for CBD) (1+1 duplicate), 1/8, 50 pages with numbering on one side print and card board binding on one side (1 copy detachable) (as per sample).	58	Nos.									
11	Notice book for 220KV (for CBD) (1+1 duplicate), 1/8, 50 pages with numbering on one side print and card board binding on one side ( 1 copy detachable) (as per sample).	28	Nos.									
12	Outward registers with card board binding each containing 400 pages on two sides print(Full scape size) (as per sample)	135	Nos.									

13	Patrolling diary of 6.5"x 4" size of 100 pages on two side print and ordinary binding 60 GSM (as per sample).	<b>61</b>	Nos.									
14	PTR History Book (as per sample)	<b>132</b>	Nos.									
15	Printed log books 16sets of documents each set containing printed pages 3 blank white pages (as per sample)	<b>380</b>	Nos.									
16	PCB of size 13"X 8" containing 100 folios in duplicate i.e. 100X2 original ,detachable on one side printing with numbering. (as per sample)	<b>96</b>	Nos.									
17	Diesel Requisition book of 6.5"x 8" size of 200 pages (1+3 Quadruplicate) with numbering on one side printing and ordinary binding.( 3 copies detachable) (as per sample)	<b>37</b>	Nos.									
18	T-Note Books (300 pages) of full scape size (1+3) in triplicate with numbering on one side print and ordinary binding 60 GSM , Original & duplicate perforated. (as per sample)	<b>75</b>	Nos.									
19	Tappal books (100 pages) 6.5" x 8" size of 200 pages with 2 sides print and cardboard binding. (as per sample)	<b>60</b>	Nos.									
20	T&P Registers (as per sample)	<b>67</b>	Nos.									
21	Transformer maintenance registers (as per sample)	<b>137</b>	Nos.									
22	Substation History Books (as per sample)	<b>42</b>	Nos.									
23	File pads (2 LB Board with flag) as per sample	<b>2850</b>	Nos.									
24	File Folders No, 999 with hole calico rebit with printing	<b>2290</b>	Nos.									
Total (Rs.)												

**Note:**

1. Discount if any may be mentioned
2. Company shall deliver the material within 2 months.
3. Bidder is requested to quote for above printed stationary items and as per the samples.
4. The Company has to deliver the material (Printed Stationary) to O/o Chief Engineer/Metro Zone/ Hyderabad, O&M Section.  
The bills will be processed & transmitted to OMC Metro-Central circle for arranging payments.
5. EMD for Rs.7650/-(Rupees Seven Thousand Six Hundred and Fifty Only and cost of specification to the tune of Rs. 590/-shall be enclosed otherwise tender will be disqualified.
6. Company has to quote duly verifying samples which are available in the O/o. Chief Engineer/Metro/Zone/Hyd.
7. Superscription on the envelope is mandatory failing which bid will be treated as unsuccessful.
8. ST, IT & other applicable taxes will be deducted from the bills of company

**Sd/-  
Chief Engineer  
Metro Zone/Hyderabad**