

## Checklist for Bid Submission

1	Certificate regarding Certificate of Incorporation	To be submitted in case company	To be submitted in Soft Copy.
2	Soft copy of Attachments & Bid Form	Duly Filled Excel Sheet of Attachment and Bid Form to be uploaded in Soft Copy along with Bid.	To be submitted in Soft Copy.
3	Power of Attorney (POA)	<p>Duly notarized (<b>on Stamp Paper of requisite value</b>), indicating that the person(s) signing the bid has(ve) the authority to sign the bid.</p> <p><i>In case of bid submitted by a Joint Venture two (lead + other) partners, if allowed as per stipulated Qualification Requirements in Annexure-A (BDS), bidder shall submit. Power of Attorney for Joint Venture and Joint Venture Agreement as per given format</i></p>	Submission of Hard copy in 'Original' and uploading of Scanned Copy

4	Bid Security	<p>The bid security shall, at the bidder's option, be in the form of a crossed bank draft in favour of OPTCL or a bank guarantee from a reputed bank selected by the bidder. Alternatively, same can be submitted as online payment through OPTCL ONLINE PAYMENT "<a href="http://www.tenderwizard.com/OPTCL">www.tenderwizard.com/OPTCL</a>", a link of which is provided on the. The copy of 'Online Payment Acknowledgement – Suppliers' generated subsequent to the payment shall be submitted along with hard copy part of the bid. The format of the bank guarantee shall be in accordance with the form of bid security included in the Bidding Documents. Bid security shall be valid upto <b>240 days from the date of Bid Opening</b>. The Bid Security shall be in favour of Odisha Power Transmission Corporation Limited payable at Bhubaneswar.</p>	Submission of Hard copy and uploading of Scanned Copy
5	Bidding Document Fee	<p>Bid document cost for amount as specified in BDS- Hard copy of document related to online payment of bid document cost as indicated in BDS . Copy of the payment proof may be uploaded online on the portal.</p>	Submission of Hard copy and uploading of Scanned Copy

6	<b>Tender Processing Fee</b>	Tender Processing Fee for amount as specified in BDS- Hard copy of document related to online payment of Tender Processing Fees indicated in BDS. Copy of the payment proof may be uploaded online on the portal.	<b>Submission of Hard copy and uploading of Scanned Copy</b>
7	<b>Attachment-8: Manufacturers Authorization Form (if applicable)</b>	To be submitted on Company's Letterhead. Signed and stamped with company seal by a full time Director/ CEO/ Chairman-cum-Managing Director.	<b>Submission of Hard copy and uploading of Scanned Copy</b>
8	<b>Attachment-14: Integrity Pact</b>	To be submitted on a non-judicial stamp paper of Rs. 100/-. ( <b>in two originals</b> , Signed on each page by Power of Attorney Holder and duly witnessed)	<b>Submission of Hard copy in 'Original' and uploading of Scanned Copy</b>
9	<b>Attachment-18: Safety Pact</b>	To be submitted on a non-judicial stamp paper of Rs. 100/-. ( <b>in two originals</b> , Signed on each page by Power of Attorney Holder and duly witnessed)	<b>Submission of Hard copy in 'Original' and uploading of Scanned Copy</b>
10	<b>Attachment 20: Declaration of Key Managerial Person jointly with Power of Attorney holder</b>	Signed by CEO/Managing Director/Company Secretary/ Director/ CFO/ any of the partner in case of partnership firm/ any other officer entrusted with substantial powers of the management of the affairs of the company/firm and POA Holder	<b>To be submitted in Soft Copy.</b>
11	<b>Attachment 23: Compliance to the process of E-Reverse Auction.</b>	On Company's Letterhead	<b>To be submitted in Soft Copy.</b>

12	<p><b>Attachment-24: Declaration by the bidder regarding events encountered pursuant to ITB Clause 2.1.</b>  <i>(In case of a Joint Venture bid, the declaration shall be given by all partners of the Joint Venture )</i></p>	On Company's Letterhead	<b>To be submitted in Soft Copy.</b>
15	<p><b>Attachment-27: Certification by the Bidder as per order no. F.No.6/18/2019-PPD dated 23/07/2020 issued by Public Procurement Division, Department of Expenditure, Ministry of Finance, Government of India (DoE Order) in line with ITB 2.1</b>  <i>(In case of a Joint Venture bid, the declaration shall be given by all partners of the Joint Venture )</i></p>	Company's Letterhead	<b>To be submitted in Soft Copy.</b>
16	<b>Attachment 28: Power of Attorney by Joint Venture partners</b>	To be submitted on a non-judicial stamp paper of Rs. 100/-. <b>(in two originals</b> , Signed on each page by Power of Attorney Holder and duly witnessed)	<b>Submission of Hard copy in 'Original' and uploading of Scanned Copy</b>
17	<b>Attachment 29: Joint Deed of Undertaking by Joint Venture partners</b>	To be submitted on a non-judicial stamp paper of Rs. 100/-. <b>(in two originals</b> , Signed on each page by Power of Attorney Holder and duly witnessed)	<b>Submission of Hard copy in 'Original' and uploading of Scanned Copy</b>

18	Documents for Qualifying Requirement (QR)	In support of meeting the qualifying requirements (QR) such as copy of letter of award/ work order, completion certificate, copy of audited balance sheet for five years etc., shall be uploaded by the bidder along on the portal as part of technical bid	To be submitted in Soft Copy.
19	Price Schedule (in excel)	Duly Filled "Price_Schedule" Excel Sheet to be uploaded in Soft Copy along with Bid mandatory. Non submission will lead to rejection of bid.	To be submitted in Soft Copy.
NOTE:	This checklist is not exhaustive and issued for the purpose of reference Only. In case of any ambiguity, the provisions of Bidding Documents shall prevail.		