

## CENTRALIZED CONTRACTS GROUP

NIT No.: TPCODL/CCG/23-24/028

### INFORMATION TO THE BIDDERS TO PARTICIPATE IN E-TENDER SYSTEM OF TPCODL

#### -: Steps for E-tender submission: -

**Bids are to be submitted only through online e-procurement platform, ARIBA. Any other form of bid submission will not be accepted. Online Link for submission of bid through ARIBA will be sent only after confirmation of payment of tender fee from bidder.**

**Step 1:**

The bidder can get primary information about the tender from the NEWSPAPER advertisement / TPCODL website (in case of open tender) / invitation through e-mail (in case of limited tenders)

**Step 2:**

First, the prospective Bidder who intends to participate in an open tender should deposit the requisite tender fee as mentioned in the tender document trough NEFT/ RTGS in the a/c of TPCODL as mentioned in the tender document. Deposit of the Tender fee should be made within the scheduled time for such deposit as indicated in the Tender document.

**Step 3:**

After deposit of the tender fee, the bidder should furnish the following information through e-mail to the contact person indicated in the tender document.

SI No	Description	Bidder's Response
1	Tender Enquiry No.	
2	Description of materials / Works Tendered	
3	Name of the bidding company	
4	Place & Detail Address of the Company	
5	Postal Code (PIN Code)	
6	Name of the authorized contact person of the Bidder	
7	Contact No./Mobile No. authorized person	
8	E-mail Id of the contact person	
9	Tender Fee details (Bank Name / Amount / NEFT-RTGS UTR No / Date)	
10	GST No.	

**Step 4:**

After receipt of the above information through e-mail, Vendor will get an **invitation e-mail** from ARIBA System, which is the e-tendering platform of TPCODL/TPNODL/TPSODL/TPWODL. In this mail, there will be an online link as **Click Here** to participate in the tender.

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**Step 5:**

Click "[Click Here](#)" to access this event.

**Step 6:**

If you are bidding first time for TPCODL/TPNODL/TPSODL/TPWODL through ARIBA site, then please "Sign UP by creating User Name and password as mentioned in Sign Up page. Please follow the process, as mentioned in the Sign Up page, during creation of User Name and password.

Those who are already having User Name and password for accessing TPCODL/TPNODL/TPSODL/TPWODL events, they can LOGIN using same User Name and password.

**Step 7:**

Click Continue. The simple one-page registration screen will open for first time user. **All \* mark mandatory field to be filled in.**

**Step 8:**

You will be able to see the RFQ (i.e. Detail Tender document).

**Step 9:**

After review and downloading of all documents click on "[Accept Review Pre-requisites](#)", i.e. acceptance of terms and conditions.

**Step 10:**

Review and accept "[Bidder Agreement](#)".

**Step 11:**

You can see attached tender document in PDF format against clause no 1.1.1 (Introduction).

**Step 12:**

Vendor has to attach PDF version of technical bid in clause no. 2.1 and 2.2. **(In this field, do not attach any price document.)**

**Step 13:****Uploading of Price Bid**

- (a) Price schedule is attached in envelope.3.1 of ARIBA. Same has to be downloaded and price and tax details to be filled in as per the format given, print to be taken in vendor's letter head and signature and seal to be made by authorized person. PDF version of this price bid to be attached. For Price Bid put all the unit price, taxes, and duties in provided field. Put "0" (ZERO) in not applicable field.
- (b) In addition, the bidder has to upload the editable form of the price bid in EXCEL format in envelope 3.2 of ARIBA system.

**Step 14:**

After uploading successfully Techno commercial offer and price part then click on "[Submit Entire Response](#)"

**Note: Once user ID and password created, bidder can also login to ARIBA site through the following URL:**

<https://service.ariba.com/Sourcing.aw/124997008/aw?awh=r&awssk=oxt0s1BN&dard=1>



TP Central Odisha Distribution Limited



TP Northern Odisha Distribution Limited



TP Southern Odisha Distribution Limited



TP Western Odisha Distribution Limited

## CENTRALIZED CONTRACTS GROUP

NIT No.: TPCODL/CCG/23-24/028

### OPEN TENDER NOTIFICATION

FOR

A RATE CONTRACT FOR SITC  
OF  
SERVER, STORAGE, TAPE LIBRARY & RED HAT LICENSES  
AT TPCODL/TPNODL/TPSODL/TPWODL

Tender Enquiry No.: TPCODL/CCG/23-24/028

Due Date for Bid Submission: 18.08.2023 [17:00 Hrs.]

Centralized Contracts Group  
TP Central Odisha Distribution Limited  
(A TATA Power and Odisha Government Joint Venture)  
1<sup>st</sup> Floor, Anuj Building, Plot No. 29, Satya Nagar, Bhubaneswar 751007

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**Definition & Introduction of Centralized Contracts Group**

The Centralized Contracts Group (CCG) is a shared services group of all the 4 Discoms. (TPCODL/TPNODL/TPSODL/TPWODL) in Odisha. The contract finalized by CCG shall be used by 4 Discoms to execute the work.

**1.0 Event Information****1.1 Scope of work**

**Open Tenders** are invited in e-tender bidding process from interested Bidders for entering into a Rate Contract with TPCODL/TPNODL/TPSODL/TPWODL as defined below:

S. No.	Description	EMD Amount (Rs.)	Tender Fee (Rs.)
1	RC for SITC of Server, Storage, Tape Library & Red Hat Licenses	5,00,000	5,000

\* EMD is exempted for MSMEs registered in the State of Odisha.

\*\* MSMEs registered in the State of Odisha shall pay tender fee of Rs. 1,000/- including GST.

For details of MSME norms, pls refer "Annexure VIIa"

Please note that corresponding details mentioned in this document will supersede any other details mentioned anywhere else in the Tender Document.

**1.2 Availability of Tender Documents**

Non-transferable tender documents may be downloaded by interested eligible bidders from tender section of our website <https://www.tpcentralodisha.com>, <https://www.tpsouthernodisha.com>, <https://www.tpwesternodisha.com>, <https://www.tpnodl.com>. Same will also be sent to bidder through ARIBA e-procurement system after payment of tender fee as mentioned in "Process for bidding" in the tender above. Bidder can participate in the tender only through ARIBA e-procurement platform.

Bidders are requested to visit TPCODL/TPNODL/TPSODL/TPWODL website <https://www.tpcentralodisha.com>, <https://www.tpsouthernodisha.com>, <https://www.tpwesternodisha.com>, <https://www.tpnodl.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 27.07.2023 to Onwards
(b)	Last date and time of Payment of Tender Fee	05.08.2023 up to 17:00 Hours
(c)	Last Date of receipt of pre-bid queries, (through mail), if any	08.08.2023 up to 17:00 Hours
(d)	Last Date of Posting Consolidated replies to all the pre-bid queries as received	11.08.2023 up to 17:00 Hours
(e)	Last date and time of receipt of Bids	18.08.2023 up to 17:00 Hours