

Date : 23/06/2026 Time: 3:00 PM to 5:00 PM	TPCODL	Tender Ref No
	Minutes of Meeting	TPCODL/P&S/2026-27/1000009868

Tender Description : Rate Contract for Maintenance of HT & LT Network at TPCODL for a Period of 3 Years

Subject : Pre-Bid Meeting

Venue : Virtual Mode (Microsoft Office)

MOM Prepared By : Arijeet Choudhury, Procurement, TPCODL

Introduction

A Pre-Bid Meeting was conducted by TPCODL through Microsoft Teams on 23 June 2026 to provide prospective bidders with a comprehensive understanding of the tender requirements, contractual provisions, scope of work, commercial aspects, safety requirements, statutory compliances, and bid submission process for the subject tender.

Participants

TPCODL Representatives

1. Mr. Asish Karmakar – Head, Procurement & Stores
2. Mr. Vishal Kishore Sharma – HoD, Procurement
3. Mr. Manas Bhattacharjee – HoD, Distribution Services (DS)
4. Mr. Santosh Dange – Group Head, Safety
5. Mr. Rajib Sarkar – Head of Group, BA Cell
6. Mr. Arijeet Choudhury – Procurement

Bidder Representatives

A total of 56 representatives from various prospective bidder organizations attended the meeting.

Tender Overview

Participants were briefed on the overall tender process and key provisions of the bidding document, including:

- Tender timeline and critical bid submission dates.
- Qualification requirements and eligibility criteria.
- Technical and commercial evaluation methodology.
- Earnest Money Deposit (EMD) requirements.
- Special Conditions of Contract (SCC).
- Applicable statutory and contractual obligations.
- MSME preferential procurement norms.
- Important instructions for bid preparation and submission.

The procurement team emphasized the importance of complying with all tender requirements and ensuring submission of complete documentation within the stipulated timelines.

Participants were provided with an overview of the Schedule of Items (BOQ) and the pricing methodology.

Date : 23/06/2026 Time: 3:00 PM to 5:00 PM	TPCODL	Tender Ref No
	Minutes of Meeting	TPCODL/P&S/2026-27/1000009868

The following key aspects were explained:

- Bidders are required to provide separate cost break-ups for:
 - 11 kV Network Maintenance Charges
 - 33 kV Network Maintenance Charges
 - Primary Substation (PSS) Operational Charges

Bidders were advised to carefully review the BOQ before submission and seek clarifications, if required.

The procurement team provided a detailed briefing on the SAP ARIBA platform and the bid submission process. Bidders were advised to ensure that all mandatory documents are uploaded in the designated sections.

A detailed explanation was provided regarding the MSME preferential procurement provisions applicable to this tender.

Mr. Manas Bhattacharjee, HoD – Distribution Services (DS), provided a detailed presentation on the technical scope of work /SLA and operational requirements under the contract.

Mr. Santosh Dange, Group Head – Safety, explained TPCODL's safety philosophy, safety management requirements and contractual safety obligations.

Queries Raised and Clarifications Provided

The following queries were raised by participating bidders and clarifications were provided by TPCODL:

Bidder Query: Whether MSMEs registered in states other than Odisha would be eligible for MSME preferential benefits under this tender.

TPCODL Clarification: As per the tender provisions, MSME Preferential Procurement Norms are applicable only to MSMEs registered in the State of Odisha.

Bidder Query: Clarification was sought regarding the monthly and annual quantities reflected in the Schedule of Items (BOQ).

TPCODL Clarification: TPCODL informed participants that a revised BOQ will be shared with everyone with better clarification.

Other queries were also shared from the bidders, where we instructed all the bidders to kindly share the Queries in the Pre-Bid Queries Format shared with all the bidders. A consolidated response will be shared with all the bidders.