

NOTICE INVITING TENDER

TP Ajmer Distribution Limited Invites Tenders (Two-Part Bidding Process), from interested and eligible Vendors for the following Works required for Ajmer Division:

A. Summary of the tendered packages:

Sr. No.	Description	Tender Reference no.	Bid Guarantee Fee / EMD (Rs.)	Tender Fee (Rs.)
<p>TP Ajmer Distribution Limited intends to enter into a “3 Year Outline Agreement” with suitable Bidders for Meter Reading and Bill Distribution activity –</p> <p>TPADL intends to enter into a “3 Year Outline Agreement” with suitable Bidders for meter reading and bill distribution activity. The scope of this proposal covers</p> <ol style="list-style-type: none">1. Meter Reading (normal cycle meter reading, special cycle meter reading, special meter reading, Solar meter reading, special site verification report through manual reading, SMRD, CMRI & OCR technology).2. Bill Distribution (normal cycle bill distribution, special bill distribution).3. Distribution of Disconnection Notices.				
1.	OLA of 3 Years for Meter Reading and Bill Distribution Activities.	TPADL/PUR/2000000970	5,00,000/-	2,000 + 18% GST

For additional technical details and Pre-qualification criteria for the subject works please refer to section C below.

B. Guidelines for Participating:

Interested and eligible vendors can participate by submitting the following up to EOD on **Friday – 3th July 2026**:

1. Payment of non-refundable Tender Fee, as indicated in the table above to be paid by direct deposit in the following bank account

Beneficiary Name	– TP Ajmer Distribution Limited
Bank Name	– IndusInd Bank
Branch Name	– Ajmer Branch, Rajasthan
Address	– IndusInd Bank Limited, Ajmer Branch, Near T.B. Hospital Opp. Pehchaan showroom, Jaipur Road, Ajmer - 305001
Branch Code	– 0129
Bank & Branch Code	– AJRA
Account No	– 650014087234
Account type	– Cash Credit Account

2. Submission of duly signed and stamped Authorization Letter (Refer Annexure - 1) indicating the name of an authorized person, contact number, and e-mail id (mandatory) on Vendor's letterhead. The letter shall also mandatorily include payment details of the Tender fee and Tender Reference no **TPADL/PUR/2000000970**.

Authorization Letter along with proof of submission of tender fee should be e-mail to **Ms. Kumari Kanak Lata** (kumari.lata@tatapower.com) and copy to **Mr. Anil Pathak** (anil.pathak@tatapower.com) and **Mr. Shubham Saini** (shubham.saini@tatapower.com)

Note: - Once the above-mentioned documents are received, a detailed RFP shall be issued through e-mail.

3. It is clarified that Bid Guarantee/EMD as mentioned in section "A" above, is not required to be submitted at this stage, and it will be required to be submitted in the form of a Bank guarantee at the time of Bid Submission.
4. It may be noted that all future correspondence will be strictly done only with Interested Vendors who have done the above steps (As mentioned in section "B") in time.
- 5. Stage for Bidder Qualification:**
 Stage 01- Safety Bid Evaluation – If passed then entertained for next stage.
 Stage 02- Technical Evaluation - If passed then entertained for next stage.
6. Stage 03- Commercial Evaluation - If passed then entertained for further tender process

C. Addition technical details: (Please refer to the following pages for details)

Prequalification Criteria (Technical & Commercial):

Package Name: OLA of 3 Years for Meter Reading and Bill Distribution Activities.			
Tender No: TPADL/PUR/2000000970			
Pre-Qualification Requirement (PQR) - Please note that the PQR is for information only and the documentary evidence to ascertain the meeting of the requirement has to be submitted along with the bid and not along with the tender fee.			
Sr No	Parameter	TP Ajmer Distribution Limited Requirement	Documents to be submitted by the vendor to ascertain meeting of Pre-Qualification Requirement
1	Bidder's Technical Capability to handle jobs detailed in the Tender	<p>The Bidder shall have minimum 5 Year of experience, in the last 3 years, of working with Distribution Companies at District Level covering all categories of consumers of any state for Electricity Meter Reading and Electricity Bill Delivery activity with satisfactory performance.</p> <p style="text-align: center;">OR</p> <p>The Bidder who has worked in Tata Power Distribution Business in area of Meter Reading and Bill</p>	Bidder to submit list of jobs and major orders executed including Order Copies, Customer Reference Documents.

		Distribution/Recovery for 3 Year in last 5 years with satisfactory performance.	
2	Capability to Handle Job financially if awarded	<p>Average annual turnover of the bidder for last Three years shall not be less than Rs. 2 Crores.</p> <p>Also, bidder shall have successfully completed above listed work (as indicated in point 1 of this table) worth;</p> <p>1.Single purchase order of Rs 1 Crores OR 2.Two purchase order of Rs 50 Lakhs each. OR 3.Three purchase order of Rs 33 Lakh</p>	<p>Profit and Loss Statements, Balance Sheet, Cash Flow Statements for the Three (3) preceding financial years duly audited and approved by Authorized Audit Firm / CA.</p> <p>Copies of audited Balance Sheet and P&L Statements by Authorized Audit Firm/ CA along with UDIN number to be submitted in this regard.</p> <p>Order copy along with proof of work execution, with details of Customer for whom work is done.</p>
<p>Note: Apart from the above PQR bidder has to also qualify in Safety evaluation. Details will be shared along with tender documents.</p>			

Note: Above Pre-qualification details need not be submitted at this stage. These shall be required to be submitted along with bid submission. At this stage, Interested Vendors who fulfill the above criteria need to participate in the tender by paying a tender fee and submitting an authorization letter as detailed in section “B” above. However, if bidder fail to submit these documents at the time of Bid Submission, then bidder shall be disqualified from tendering process.

D. Safety Evaluation Criteria: In this tender safety bid evaluation shall be Evaluate and **passing marks shall be 70**. So kindly provide required documents as per criteria. **Safety Bid Evaluation Criteria.**

Safety Evaluation Criteria

S. No	Description	Max Marks	Criteria for Evaluation
1	Qualification and Experience of manpower	15	As per Clause No. 1 CSM F6 (R6)
2	Tools and Tackles to be provided by bidder	15	To be evaluated as per approved tool list of concerned departments.
3	PPE Requirements	5	To be evaluated as per approved PPEs standard and PPE Matrix specified in CSM F8.(R6)
4	Job Safety Plan/ Method	15	To be evaluated as per as per SOP/WI/HIRA

5	Vehicle Deployment	5	Weightage will be given for CNG/Electrical Vehicles with endorsement of CNG kit on RC (R6)
6	Crane and Mechanized heavy equipment Deployment	15	Date of manufacturing or running hours or stipulated in laws.(R6)
7	Training Records	5	Training records to be evaluated with evidence and scoring to be done as per availability of records
8	Certificate Accreditation	5	ISO 9001-2.5 Marks ISO 45001- 2.5 Marks ISO14001- 2.5 Marks. Total Max 5 Marks for all Three
9	Safety Initiative for learnings implemented in accidents in organization and work force (Fatal / Non-Fatal)	15	Maximum 15 marks will be awarded for visible evidence in terms of safety initiative deployed based on learning of accident in organization and workforce in case of accident
10	Rewards and Recognition Process	5	Maximum 5 marks will be awarded for R&R process evidence
Total		100	

Safety Records (Lag Parameter)-

1	Fatal Accident	(-) 10 Marks for each case with max of 15 marks	For any fatality in Tata power /Other company in Current and last three years 10 marks will be deducted with maximum up to 15 marks. For new entrant BA, these marks will be deducted for Past safety records.If and BA found hiding such facts, then contract will be terminated immediately during the execution stage.
2	LWDC (Non-fatal)	(-) 5 Marks for each case with max of 10 marks	For each LWDC (Non-Fatal) case in Tata power /Other company in Current and last years, 5 marks will be deducted with maximum up to 10 marks. For new entrant BA, these marks will be deducted for past safety records. If and BA found hiding such facts, then contract will be terminated immediately during the execution stage.

Annexure – 1

Note: Submission of duly signed and stamped Authorization Letter on vendor's letter head.

Date:

To,
Anil Pathak
Head Contracts
TP Ajmer Distribution Limited
Ajmer

Sub: Package reference - "TPADL/PUR/2000000970" (OLA of 3 Years Rate Contract for Meter Reading and Bill Distribution Activities)

Dear Sir,

This is with reference to above NIT as mentioned in the subject published on dated....., below mentioned are the details required for receipt of RFP of the above-mentioned package.

- | | |
|-------------------------------------|---|
| 1. Company Name | - |
| 2. Person Authorized | - |
| 3. Contact No. of authorized person | - |
| 4. E-mail ID of authorized person | - |
| 5. Payment details | - |

Signature and Stamp