



KARNATAKA POWER TRANSMISSION CORPORATION LIMITED.

Corporate Office
Kaveri Bhavan,
Bangalore 560009
Date: 16/09/2014

KPTCL/B9/3707/06-07

**NOTIFICATION FOR EMPANELMENT OF AGENCIES FOR SURVEYING
AND GEO-TECHNICAL INVESTIGATION WORKS FOR CONSTRUCTION
OF TRANSMISSION LINES AND SUB STATIONS IN KPTCL.**

KPTCL Invites applications from eligible agencies for empanelment for Surveying and Geo-technical investigation works for construction of Transmission lines and Substations of various voltage class, all over the state. The empanelled agencies will only be eligible to take up Surveying and Geo-Technical Investigation Works in KPTCL. The application form, Registration fee, procedure, rules and terms and conditions for empanelment are notified in KPTCL website www.kptcl.com on hyperlink empanelment of agencies for surveying. Any other details required in this regard can be had from the office of the undersigned during office hours.

Agencies who have already applied for empanelment in response to this office notification dated 17/04/2012 need not apply again.

Sudha 16/9/14
Deputy General Manager (Tech)
KPTCL, Kaveri Bhavan,
Bangalore.



KARNATAKA POWER TRANSMISSION CORPORATION LIMITED

**APPLICATION FOR EMPANELMENT OF AGENCIES FOR SURVEYING AND GEO
TECHNICAL INVESTIGATION WORKS IN TRANSMISSION LINES AND SUB STATIONS OF
KPTCL.**

A. DETAILS OF FIRM	
1	Name of the Firm/Company
2	Established in the Year (Please furnish date)
3	Address Details
a)	Registered Office/Head Office
	Telephone:
	FAX:
	Mobile:
	e-mail:
b)	Address for correspondence
	Telephone:
	FAX:
	Mobile:
	e-mail:
B. CLASS OF EMPANELMENT	
1	Class of Empanelment Class-I - Surveying and Geo-technical Investigation works for Transmission Lines and Substations of 33 KV, 66 KV, 110 KV, 220 KV and 400 KV Voltage class. Class-II - Surveying and Geo-technical Investigation works for Transmission Lines and Substations of 33 KV, 66 KV and 110 KV Voltage class.

2	Details of empanelment fee paid Empanelment Fee Rs.5,000/- for Class-I category Rs.2,500/- for Class-II category	
	Demand Draft No. and Date.	
C.FINANCIAL BACKGROUND		
1	Turnover details in the last 5 years	
	FY 2009-10	
	FY 2010-11	
	FY 2011-12	
	FY 2012-13	
	FY 2013-14	
D. DETAILS OF MAN POWER EMPLOYED		
1	Technical	
	Graduate Engineers and their experience	
	Diploma Engineers and their experience	
	Others	
2	Non-Technical	
	Graduates and their experience	
	Other Staff and their experience	
3	Total Employees:	
E. TECHNICAL		
1	Details of Surveying equipments like total stations, GPS, Digital theodolites , Auto levels etc., available.	
2	Details of Software available with the agency for Generating drawings and reports.	
3	Details of owning soil testing laboratory or tying up with any reputed soil testing laboratory for conducting Geo-technical investigation works. (Details of equipments available, skilled laboratory technicians, Engineers with expertise in Geo-technical investigation works shall be furnished). The soil testing laboratories will have to be approved by the Executive Engineer (Civil) of KPTCL.	
F.COMMERCIAL		
1	Details of orders, if any executed in K.P.T.C.L (copies to be enclosed)	
2	Details of empanelment or Registration in any other Government/Semi Government/PS Undertakings (enclose copy of such order).	
3	Details of Surveying and Geo-technical works executed during the past 3 years with Central Government, State Government. PS Undertakings/ Power utilities/Private companies (Copies of order to be enclosed).	

4	Performance certificate for successful execution of Surveying/ Geo-technical works issued by an officer of the rank of Executive Engineer and above.	
5	Details of Transmission line Surveying and Geo-technical investigation works executed during past 3 year with Central Government, State Government, PS undertakings/ Power utilities (copy of order to be enclosed)	
G. DOCUMENTS TO BE ENCLOSED		
1	Partnership Deed/ Articles of Association/Memorandum of Association etc., (Notarized) or Certificate of Incorporation/Registration of Company/firm/Industry as applicable (Notarized).	
2	Statement of Balance Sheet for last three years duly certified by the Auditors (Notarized).	
3	Copies of Registration or empanelment with Government/PSU organizations (Notarized).	
4	Performance certificate issued by a responsible Officer not below the rank of Executive Engineer.	
5	Statement showing the list of work executed in the last three years.	

I/we do hereby declare that the information furnished in the application are true and correct to the best of my/our knowledge.

Place:

Date:

Signature of the applicant
(Affix seal/rubber stamp)



KARNATAKA POWER TRANSMISSION CORPORATION LIMITED

Corporate Office
Kaveri Bhavan,
Bangalore 560005
Date: -17/04/2012

KPTCL/B9/3707/06-07

PROCEDURE, RULES, TERMS and CONDITIONS FOR EMPANELMENT OF AGENCIES FOR SURVEYING AND GEO TECHNICAL INVESTIGATION WORKS FOR TRANSMISSION LINES AND SUB STATIONS.

1. Procedure for Registration. The Agency shall submit an application in the prescribed proforma to the Deputy General Manager (Technical), Corporate office, KPTCL, Kaveri Bhavan, Bangalore-560009, together with necessary documents in support of their application. The authority competent to empanel the Agency will take necessary action to verify the credentials/antecedents of the Agency and empanel the Agency in the eligible class.

2. Empanelment Fee and mode of payment: The empanelment of Agencies for carrying out surveying and geo technical investigation works will be made under the following two categorizes.

Sl No.	Particulars	Empanelment Fee
1	Surveying and geo technical investigation works for transmission lines and substations of 33KV, 66KV, 110KV, 220 KV and 400 KV voltage class.	Rs.5,000/-
2	Surveying and geo technical investigation works for transmission lines and substations of 33 KV,66KV and 110 kV voltage class	Rs.2,500/-

The empanelment fee is to be paid along with the application form by way of Demand Draft of any scheduled bank drawn in favour of **Director (A & HRD), KPTCL, Bangalore** payable at Bangalore. The empanelment fee paid will not be refunded under any circumstances.

3. Class of empanelment: The class of empanelment will be accorded as detailed below.

Class	Eligibility criteria
Class-I	Surveying and geo technical investigation works for transmission lines and substations of 33KV, 66KV, 110KV, 220 KV and 400 KV voltage class.
Class-II	Surveying and geo technical investigation works for transmission lines and substations of 33 KV,66KV and 110 kV voltage class

4. Qualifying requirements: *The agency in its name should have in the last 5 years.*

- *achieved in at least two financial years a minimum financial turn over (in all types of surveying/ geo- technical investigation/ consultancy works only) of Rs.5.00 Lakhs for Class-I and Rs2.50 Lakhs for Class-II category.*
- *satisfactorily completed as prime contractor, at least one surveying/geo-technical investigation works for transmission lines/sub stations of appropriate voltage class of value not less than Rs.2.50 Lakhs for Class-I and Rs.1.00 Lakh for Class II category..*
- *liquid assets and/or availability of credit facilities of not less than Rs.5.00 Lakhs for Class-I and Rs.2.50 Lakhs for Class-II category. (credit lines/ letter of credit/ certificate from banks for meeting the fund requirement).*
- *attested copies of audited balance sheet, profit and loss statement and income tax, service tax remittance details, clearly indicating the financial turn over in surveying/ geo- technical investigation/ consultancy services only.*

The agency should further demonstrate.

- *availability by owning the key surveying equipments like total stations, GPS, digital theodolites, auto levels and appropriate software for generating drawings and reports etc.*
- *availability of key personnel, their qualification and experience. The firm should have at least two qualified Engineers with degree in*

Civil Engineering with adequate experience as their staff along with other supporting staff.

- *availability by owning soil testing laboratory or tying up with any reputed soil testing laboratory for conducting geo-technical*

investigation works. The soil testing laboratories will have to be got approved from Executive Engineer (Civil), KPTCL.

5. **Processing time:** The empanelment certificate will be issued within 15 days from the date of receipt of application. The list of empaneled Agencies will be made available in the official web site www.kptcl.com

6. **Rules for empanelment and renewal:**

- a. The empanelment of Agencies shall be done by the Deputy General Manager (Technical), Corporate office, KPTCL, Kaveri Bhavan, Bangalore or by any authority appointed by KPTCL from time to time.
- b. The empanelment once done in a class shall be in force for 3 years in that particular class unless change of class is sought by the Agency. The Agency shall empanel afresh every 3 years thereafter.
- c. The empanelment of Agencies, change of class etc., shall be done throughout the year.
- d. An Agency empaneled in his name shall not be eligible for empanelment in the name of partnership Firm /Company which runs in his name.
- e. An Agency already empaneled can form partnership Firm/ Company only by a separate empanelment foregoing his individual empanelment.
- f. In case of partnership Firm/ Companies any changes in the Partners/ Directors shall be reported to the empaneling authority within one month from the date of such change.
- g. The name, address and other particulars of the Agency/ Firms/ Company should exactly match with those mentioned in all the Licenses/ Registrations/Certificates issued by various authorities. It

is the Agencies responsibility to keep all the Licenses/ Registrations/Certificates issued the various authorities in live. The Agency shall produce all the renewed Licenses/ Registrations/ Certificates to the empanelment authority well before the expiry.

h. The Agency should be well acquainted with all existing Acts, Rules, Regulations, Orders and Byelaws including all Statutory amendments and enactments of State or Central Government and other local authorities and any other Enactments, Notifications and Acts that may be passed in future either by the State or the Central Government or local authorities in respect of Electricity laws, Labour and Service Regulations.

7. Terms and Conditions for empanelment:

- a. Surveying and geo technical investigation works shall be carried out wherever directed in the jurisdiction of the entire state.
- b. The empanelment made is not transferrable.
- c. The empanelment made will not confer any special rights or privileges.
- d. The empanelment made is valid for a period of three (3) years from the date of empanelment.
- e. The empanelment is valid only for the class for which it is made.
- f. Application for renewal, if desired, should be submitted before one month of date of expiry of validity of empanelment.
- g. The empanelment made is liable for revocation or cancellation, if it is found at any time that the particulars furnished by the Agency are false.
- h. The authority competent to accept the application for Empanelment reserves the right to cancel or demote or suspend from business or blacklist without any notice and without assigning any reasons thereof.

8. Removal from the empanelled list; The empaneling authority on specific reasons /remarks from the concerned Chief Engineer (Ele) and with the approval of the Management may remove the name of an Agency from the empanelled list, if the Agency:

a. Has on more than one occasion failed to execute a contract or has executed it unsatisfactorily (or).

b. Fails to abide by the conditions of empanelment or is found to have given false particulars/ information at the time of empanelment (or).

c. Persistently violates any important condition (s) of the contract (or)

d. Is proved to be responsible for executing the works with defects in a number of cases (or).

e. If the Agency himself or any of his employee is found to be an Engineer /Officer who retired from services and not obtained permission from KPTCL for accepting the Contract/reemployment within a period of (2) years from the date of retirement (or).

f. Is declared or in the process of being declared bankrupt or insolvent, or wound up or dissolved or partitioned (or).

g. Persistently violates the Labour Regulations and Rules.

9. Demotion of Agencies: The Empanelling authority on specific reason/remarks from the concerned Chief Engineer (Ele) and with the approval of the Management may demote an Agency to a lower class, if the Agency.

a. Fails to execute contract or executes it unsatisfactorily or is proved to be responsible for defects (or)

b. Has no longer adequate equipment, technical personnel or financial resources (or).

c. Violates any important conditions of contract (or).

d. Is responsible for any other matter which may justify his demotion to a lower class (or).

e. Is litigious by nature.

10. Suspension of business: The Empanelling Authority on specific reasons/remarks from the concerned Chief Engineer (Ele) and with the approval of the Management may suspend the business with an Agency for any indefinite period pending full enquiry into the allegations, if the Empanelling Authority is prima facie of the view that it is not desirable to continue business with the Agency, as he is guilty of an offence in relation to the business dealings, which if established would result in removal or black listing.

The Empanelling Authority may order suspension of business with an Agency for a specific period when the Agency is responsible for minor technical offence (s).

11. Black listing: The Empanelling Authority on specific reasons/ remarks from concerned Chief Engineer(Ele) and with the approval of the Management may black list an Agency, where.

a. There are sufficient and strong reasons to believe that the Agency or his employee has been guilty of malpractice (s) such as irregular practices including formation of ring, bribery, corruption and fraud including substitution and in tenders smuggling, pilfering of unauthorized use of disposal of Department materials issued for specific work (or).

b. The agency continuously refuses to pay Department dues without showing adequate reasons (or).

c. The agency or his partner or his representative has been convicted by a court of law for offence involving moral turpitude in relation to business dealing (s) (or).

d. Security considerations including suspected disloyalty to the Department so warrant.

12. Copies of the orders together with the specific reasons for removal/demotion/suspension/ blacklisting an Agency should be furnished to the Empanelling Authority by the concerned Chief Engineer (Ele).

13. In all the above cases, the reasons for removal/demotion/ suspension /blacklisting shall be intimated to the Agency and two weeks' time shall be given to him to offer his explanation. If the explanation is not satisfactory, action for removal/demotion/suspension/blacklisting will be taken. The EMD deposited by the Agency for that particular work will also be forfeited if the Agency is removed /blacklisted from the empaneled list.

14. The Empanelment fee paid by the Agency will be forfeited if the Agency is removed/blacklisted from the empanelled list.

15. The Empaneling Authority is responsible for keeping up to date list of removed/demoted/suspended/blacklisted Agencies

16. **Restoration:** The Empanelling Authority on specific reasons/ remarks from the concerned Chief Engineer (Ele) and with the approval of the Management may consider at any appropriate time on the merits of each case and revoke the removal/demotion/suspension/ blacklisting orders, if

a. In respect of the same offence, the accused has been honorably acquitted by a court of Law.

b. On review, the Management is of the opinion that the punishment already undergone is adequate in the circumstances of the case.

B. S. Srinivas, 17.04.12
Deputy General Manager (Tech)
KPTCL, Kaveri Bhavan,
Bangalore.