



ODISHA HYDRO POWER CORPORATION LTD.

OFFICE OF THE GENERAL MANAGER (ELECTRICAL),
BALIMELA HYDRO ELECTRIC PROJECT,
AT/POST: BALIMELA, DIST. MALKANGIRI, PIN-764051(ODISHA)
PHONE Nos.- 06861 – 232581(O) / 232641(R), FAX No. 06861 - 232541.
E-mail : unit.head_balimela@yahoo.com/ bhep.balimela@gmail.com

REGD.OFFICE: ODISHA HYDRO POWER CORPORATION LIMITED
(A Government of Odisha Undertaking)

BHOI NAGAR, JANAPATH, BHUBANESWAR-22

Tel.:91-0674-2542983, 2542802, 2545526, 2542826 Fax: 2542102, TELEGRAM: HYDROPOWER,

E-MAIL:ohpc.co@gmail.com/md@ohpcltd.com, Web:www.ohpcltd.com,

GSTIN: 21AAAC02575P1Z9

CIN: 40101OR1995SGC003963

e-PROCUREMENT NOTICE No. BHEP/18/2026-27 DATED-28.07.2026

DETAILED TENDER CALL NOTICE FOR: -

“Annual Cleaning of Power House, Valve House, fire fighting building, Stores of BHEP, Balimela on Job Contract Basis for 02 (two) years”

TECHNICAL BID

- | | | |
|---|---|--|
| 1 | Approximate Estimated Cost | : Rs 72,04,861.00 |
| 2 | Date & Time of availability of bid document in the portal | : From 10:00 Hrs of 29.07.2026 to 17:00 Hrs of 12.08.2026 |
| 3 | Last date & time of receipt of bid online | : Up to 17:00 Hrs of 12.08.2026 |
| 4 | Date & Time of opening of the bid(s) | : 10:30 Hrs onwards of 13.08.2026
(Only Technical bid) |
| 5 | Cost of bid document | : Rs. 11,800/- (Rupees Eleven thousand & eight hundred) only
(Rs. 10,000/- + GST @ 18%) |

Sd/-
Unit Head,
Balimela Hydro Electric Project,
Balimela.

C O N T E N T S

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'e'-Procurement Notice

NOTICE INVITING TENDER NO. BHEP/ 18 /2026-27 DATED-28.07.2026

The Unit Head, Balimela Hydro Electric Project, Balimela, Dist-Malkangiri invites percentage rate bids in **Double Cover System i.e. Cover-I (Technical Bid) & Cover II (Price bid)** for the work through e-procurement as detailed in the table below.

Sl. No.	Name of Work	Approx. Estimated cost in Rs.	E.M.D in Rs.	Class of Contractor/Firm	Cost of bid documents in Rs.	Period of Completion
1	"Annual Cleaning of Power House, Valve House, fire fighting building, Stores of BHEP, Balimela on Job Contract Basis for 02 (two) years"	72,04,861.00	72,100.00	'B'/ Registered Service Provider/ Agency	10000/- + GST @ 18% = 11800/-	730 days

Date & Time of availability of bid document in the portal:

**From 10:00 Hrs of 29.07.2026 to 12.08.2026
(up to 17:00 Hrs)**

Last date & time of submission of bid:

Up to 17:00 Hrs of 12.08.2026

The date & Time of opening of the bid:

**10:30 Hrs onwards of 13.08.2026
(Only Technical bid)**

Further details can be seen from the e-procurement portal <https://tendersodisha.gov.in>

**Sd/-
Unit Head,
Balimela Hydro Electric Project,
Balimela.**

ODISHA HYDRO POWER CORPORATION LIMITED.

BALIMELA HYDRO ELECTRIC PROJECT:

BALIMELA –764 051 (MALKANGIRI),

NAME OF THE WORK- “Annual Cleaning of Power House, Valve House, fire fighting building, Stores of BHEP, Balimela on Job Contract Basis for 02 (two) years”

INSTRUCTIONS TO TENDERERS:

1. AVAILABILITY OF DOCUMENTS FOR BIDDING:

Bid documents consisting of instructions, general terms and conditions, specifications, the schedule of quantities, BoQ and other necessary documents can be seen at website <https://tendersodisha.gov.in>. The bid documents will be available at <https://tendersodisha.gov.in> as per the time schedule given in tender notice. Any Addendum/ Corrigendum to the tender will be uploaded in the e-procurement portal along with OHPC website only. Tenderers are advised to visit the e-procurement portal & OHPC website regularly to update themselves about the tender.

2. PROCEDURES FOR BID SUBMISSION USING ELECTRONIC PAYMENT OF TENDER PAPER COST & EMD BY THE BIDDER:

- a) The bidders have to log onto the Odisha e-procurement portal (<https://tendersodisha.gov.in>) using his/her digital signature certificate then search and then select the required active tender from the “Search Active Tender” option. Now submit button can be clicked against the selected tender so that it comes to the “My Tenders” section.
- b) Uploading of prequalification/Technical/Financial bid: The bidders have to upload the required prequalification/Technical/Financial bid, as mentioned in the bidding document and in line with Works Department office memorandum no. 7885/W dated 23.07.2013.
- c) **Electronic Payment of Tender Paper Cost:** Then the bidders have to select and submit the bank name as available in the payment options.
 - i. A bidder shall make electronic payment using his/her internet banking enabled account with designated banks or their aggregator banks.
 - ii. A bidder having account in other banks can make payment using NEFT / RTGS facilities of designated banks.
 - iii. Online NEFT/RTGS payment using internet banking of the bank in which the bidder holds his account by adding the account number as mentioned in the challan as an inter-bank beneficiary.
- d) **Bids Submissions:** Only after receipt of intimation at the e-procurement portal regarding successful transaction by bidder the system will activate the “Freeze Bid Submission” button to conclude the bid submission process.
- e) **System generated acknowledgement receipt for successful bid submission:** System will generate an acknowledgement receipt for successful bid submission. The bidder should make a note of “Bid ID” generated in the acknowledgement receipt of tracking their bid status.

3. SUBMISSION OF BID (ONLINE MODE):

- 3.1 The Bidder must possess compatible Digital Signature Certificate (DSC) of Class-II or Class-III. The bidder shall carefully go through the tender and prepare the required documents. The bid shall have a Technical Bid and a Financial Bid. The Technical bid generally consists of GSTIN, PAN, Contractor's Registration Certificate, Affidavits, fulfilling eligibility criteria, List of similar nature of works executed, list of construction machineries owned/lease holder and any other information required as per DTCN.
- 3.2 The Financial Bid shall consist of the Bill of Quantities (BOQ). Bidders are to submit only the original BOQ (in .xls format) uploaded by the Tender Inviting Authority (TIA) after entering the relevant fields without any alteration/ deletion/ modification. Multiple BOQ submission by bidder shall lead to cancellation of bid. In the percentage rate tender the bidder quoting zero

- percentage is valid and will be taken at par with the estimated rate of the work put to tender.
- 3.3 The bidder shall upload the scanned copy/ copies of document in support of eligibility criteria and qualification information in prescribed format in Portable Document Format (PDF) to the portal in the designated locations of Technical Bid.
 - 3.4 The bidder shall write his name in the space provided in the specified location in the Protected Bill of Quantities (BOQ) published by the Officer Inviting Tender. The bidder shall type rates in figure only in the rate column of respective items(s) without any blank cell in the rate column in case of item rate tender and type percentage excess or less up to two decimal places only in case of percentage rate tender.
 - 3.5 The bidder shall log to the portal with his/ her DSC and move to the desired tender for uploading the documents in appropriate place one by one simultaneously checking the documents.
 - 3.6 Bids cannot be submitted after due date and time. The bids once submitted cannot be viewed, retrieved or corrected. The Bidder should ensure correctness of the Bid prior to uploading and take print out of the system generated summary of submission to confirm successful uploading of bid. The bids cannot be opened even by the TIA or the Procurement Officer Publisher/ opener before the due date and time of opening.
 - 3.7 Each process in the e-procurement is time stamped and the system can detect the time of log in of each user including the Bidder.
 - 3.8 The Bidder should ensure clarity/ legibility of the document uploaded by him to the portal.
 - 3.9 The system shall require all the mandatory forms and fields filled up by the contractor during the process of submission of the bid/ tender.
 - 3.10 The bidder should check the system generated confirmation statement on the status of the submission.
 - 3.11 The bidder should upload sufficiently ahead of the bid closure time to avoid traffic rush and failure in the network.
 - 3.12 The Tender Inviting Officer is not responsible for any failure, malfunction or breakdown of the electronic system used during the e-procurement process.
 - 3.13 The Bidder is required to upload documents related to his eligibility criteria and qualification information and Bill of Quantity duly filled in. It is not necessary for the part of the bidder to upload the drawing and the other Bid documents (after signing) while uploading his bid. It is assumed that the bidder has referred all the drawings and documents uploaded by the TIA.
 - 3.14 The Bidder will not be able to submit his bid after expiry of the date and time of submission of bid (server time). The date and time of bid submission shall remain unaltered even if the specified date for the submission of bids declared as a holiday for the Officer Inviting the Bid.
 - 3.15 The 'Online bidder' shall digitally sign on all statements, documents, certificates uploaded by him, owning responsibility for their correctness/ authenticity as per IT ACT 2000. If any of the information furnished by the bidder is found to be false/ fabricated/ bogus, he will be debarred from tendering for a period of 180 days and his registration in the portal shall be blocked and the bidder is liable to be blacklisted.
 - 3.16 The tender accepting authority will verify the originals of all the scanned documents of the successful lowest bidder only within 5 days of opening of the tender. In the eventuality of failure on the part of the lowest successful bidder to produce the original documents, he will be debarred in future from participating in tender for 3 years and will be black listed by the competent authority. In such a situation, successful L-2 bidder will be required to produce his original documents for consideration of his tender at the negotiated rate equal to L1 bidder.
 - 3.17 **Contractor exempted from payment of EMD will be able to participate in the tender directly by uploading documentary evidences i.e. Affidavit towards his eligibility for such exemption.**
 - 3.18 Contractors not registered with Govt. of Odisha can participate in the e-Procurement after

necessary enrollment in the portal but have to subsequently register themselves with the appropriate registering authority of the State Govt. before award of work as per prevalent registration norms of the State.

- 3.19 In case of any discrepancy in printing or omissions of statutory specifications or any other part or portion of the approved document during download of the bid document, the decision of the officer inviting the bid will be binding on the bidder.

4. RESUBMISSION AND WITHDRAWAL OF BIDS:

- 4.1 Resubmission of bid by the bidders for any number of times before the final date and time of submission is allowed.
- 4.2 Resubmission of bid shall require uploading of all documents including price bid afresh.
- 4.3 If the bidder fails to submit his modified bids within the pre-defined time of receipt, the system shall consider only the last bid submitted.
- 4.4 The bidder should avoid submission of bid at the last moment to avoid system failure or malfunction of internet or traffic jam or power failure etc.
- 4.5 The Bidder can withdraw his bid before the closure date and time of receipt of the bid by uploading scanned copy of a letter addressing to the Procurement Officer Publisher (Officer Inviting Tender) citing reasons for withdrawal. The system shall not allow any withdrawal after expiry of the closure time of the bid.

5. OPENING OF THE BID:

- 5.1 Bid opening date and time is specified during tender creation or can be extended through corrigendum. Bids cannot be opened before the specified date & time.
- 5.2 All bid openers have to log-on to the portal to decrypt the bid submitted by the bidders.
- 5.3 The bidders & guest users can view the summary of opening of bids from any system. Contractors are not required to be present during the bid opening at the opening location if they so desire.
- 5.4 In the event of the specified date of bid opening being declared a holiday for the Officer inviting the Bid, the bids will be opened at the appointed time on the next working day.
- 5.5 Combined bid security for more than one work is not acceptable.
- 5.6 The electronically submitted bids may be permitted to be opened by the predefined Bid opening officer from their new location if they are transferred after the issue of Notice inviting Bid and before bid opening. Further, action on bid documents shall be taken by the new incumbent of the post.
- 5.7 In case of non-responsive tender the officer inviting tender should complete the e-Procurement process by uploading the official letter for cancelled / re-tender.

6. EVALUATION OF BIDS:

- 6.1 All the opened bids shall be downloaded and printed for taking up evaluation. The officer authorized to open the tender shall sign and number on each page of the documents downloaded and furnish a certificate that "the documents as available in the portal containing 20 nos. of pages".
- 6.2 The bidder may be asked in writing/ online (in their registered e-mail ids) to clarify on the uploaded documents provided in the Technical Bid, if necessary, with respect to any doubts or illegible documents. The Officer Inviting Tender may ask for any other document of historical nature during Technical Evaluation of the tender. Provided in all such cases, furnishing of any document in no way alters the Bidder's price bid. Non-submission of legible documents may render the bid non-responsive. The authority inviting bid may reserve the right to accept any additional document.

- 6.3 The bidders will respond in not more than 7 days of issue of the clarification letter, failing which the bid of the bidder will be evaluated on its own merit.
- 6.4 The Technical evaluation of all the bids shall be carried out as per information furnished by Bidders.
- 6.5 The Procurement Officer-Evaluators; will evaluate bid and finalize list of responsive bidders.
- 6.6 The financial bids of the technically responsive bidders shall be opened on the due date of opening. The Procurement Officer-Openers shall log on to the system in sequence and open the financial bids.
- 6.7 The Financial Bid will be opened on the notified date & time online.
- 6.8 At the time of opening of "Financial Bid", bidders whose technical bids were found responsive will be opened.
- 6.9 The responsive bidders' name, bid prices, item wise rates, total amount of each item in case of item rate tender and percentage above or less in case of percentage rate tenders may see online.
- 6.10 Procurement Officer-Openers shall sign on each page of the downloaded BoQ and the Comparative Statement and furnish a certificate to that respect.
- 6.11 Bidder can witness the principal activities and view the documents summary reports for that particular work by logging on to the portal with his DSC from anywhere.
- 6.12 System provides an option to Procurement Officer Publisher for reconsidering the rejected bid with the approval of concern Nodal officer of the Department.

7. NEGOTIATION OF BIDS:

- 7.1 For examination, evaluation, and comparison of bids, the officer inviting the bid may, at his discretion, ask the lowest bidder for clarification of his rates including reduction of rate on negotiation and breakdown of unit rates.

8. BLACKLISTING/ DEBAR OF CONTRACTOR:

A contractor may be black listed as per amendment made to Appendix XXXIV to OPWD Code Vol.-II on rules for black listing of Contractors vide letter no.3365 dt.01.03.2007 of Works Department, Odisha.

As per said amendment a Contractor may be blacklisted under;

- a. Misbehaviour/threatening of Departmental & supervisory officers during execution of work/tendering process.
- b. Involvement in any sort of tender fixing.
- c. Constant non-achievement of milestones on insufficient and imaginary grounds and non-adherence to quality specifications despite being pointed out.
- d. Persistent and intentional violation of important conditions of contract.
- e. Security consideration of the State i.e., any action that jeopardizes the security of the State.
- f. Submission of false/ fabricated / forged documents for consideration of a tender.
- g. Non submission of Additional Performance Security (APS) within stipulated period as specified in Clause 28 (iii) as per Works Department Office Memorandum No.14402 dtd.06.10.2017.
- h. Keeping Business Relationship with a fraud Company in any manner that affects the contract executed with Government or Government agency as per Works Department Office Memorandum No.10496 dtd.12.07.2018..

9. SITE VISIT:

9.1 Before submission/uploading of their bids bidders may, if they so wish, conduct site visit of BHEP, Balimela at their own expenses to get conversant with the actual site conditions. BHEP shall not entertain request of the successful bidder for any modification to the work order once the same is issued. The bidder should also inspect the quarries and approach roads to quarries and satisfy himself/themselves about the quality and availability of materials/labours.

10. ADDITIONAL PERFORMANCE SECURITY ENVELOPE:

10.1 Additional performance security (APS) if any, as described under Clause No.2 of the General Terms & Conditions shall be deposited by the successful bidder only. The APS of successful bidder shall be returned after satisfactory completion of the work and issue of no objection certificate by the E.I.C.

11. OPENING OF ONLINE BID:

11.1 Bids received "online" shall be opened as per the time schedule prescribed in the tender call notice in the office of the Unit Head, Balimela Hydro Electric Project, Balimela, Malkangiri in the presence of bidders who wish to attend. Bidders who participated in the bid can witness the opening of bids after logging on to the site through their DSC. If the office is closed on the date of opening of Bids as specified, all the bids will be opened on the next working day.

12. NON- SUBMISSION OF BID COST & EMD:

12.1 The authority shall not be responsible for any delay and/or non-receipt of the EMD and tender paper cost on or before specified date and time. Non-submission of EMD and tender paper cost within the stipulated period shall debar the bidder(s) from participating in the online bidding system in future and their portal registration shall be blocked. Further, their names shall also be informed to the registering authority for cancellation of their respective registration as contractor.

13. ACCEPTANCE/ REJECTION OF TENDER:

The authority reserves the right to accept/ reject any or all bids without assigning any reason thereof.

14. OFFER:

- a. The bidders should quote their rates on percentage rate basis in the BoQ format in accordance with rules & procedures laid down for e- tendering by Govt. of Odisha. The contractor has to quote percentage excess or less over the estimated cost in the Price Bid appended to the tender document. The estimated cost is excluding GST. The rates of item basing on which estimated cost has been derived are excluding GST on different components to arrive at such rates. The Contractor will quote percentage excess/less up to two decimal point only. If he writes the percentage excess/less up to three or more decimal points, the second decimal point shall only be considered without rounding off (vide Works Department O.M No- 7885 dtd. 23.07.2013).
- b. As per the Office memorandum of Works Department, Government of Odisha vide no 07764600022025/632 Dated 09/01/2026, the threshold negative bid caps **15%** introduced in Appendix-IX, clause 36 of OPWD code has been abolished.
- c. The concessions/ facilities for 10% Purchase preference shall be allowed only to the Individual registered Contractors belonging to Schedule Caste and Schedule Tribe having Registration Certificate up to 'B' Class as per Works Department Resolution No.16262 dtd.30.10.2018. To this effect the desired bidder shall have to mention in the affidavit along with self-attested copy of Caste Certificate while submitting the tender as per Rules and Regulations laid down by PWD, Govt. of Odisha. Otherwise, they will not be entitled to avail such facilities and treated as General category & the bid will be evaluated on its own merit.
- d. The Security Deposit (Earnest Money, Security and Performance Security) at half the usual rate may be deposited/ realized by/from the Scheduled Caste or Scheduled Tribe Contractors coming

under the Categories up to "B" Class only as against the prescribed percentage under Rule-13 of Appendix-VIII (P.W.D. Contractors' Registration Rules, 1967) of O.P.W.D. Code, Volume-II.

- e. By admission of a tender for the work, a tenderer will be deemed to have satisfied himself by actual inspection of the site and locality of the work, about the quality and availability of the required quantity of material including medical aid, labour and food stuff etc., and that rates quoted by him in the tender will be adequate to complete the work according to the specifications attached there to and that he had taken in to account all conditions and difficulties that may be encountered during its progress and to have quoted rates including labour and materials, other duties, lead, lifts, loading and unloading, freight for all materials and all other charges necessary for the completion of the work, to the entire satisfaction of the Engineer-in-Charge of the work and his authorized subordinates. After acceptance of the contract rate, OHPC will not pay any extra charges for any reason in case the contractor claims later on to have misjudged as regard availability of materials, labour and other factors. The rates quoted by the Contractor shall be excluding GST. GST as applicable for works contract shall be payable to Contractor on bill amount.
- f. The contractor is required to pay royalty, EMF, DMF and additional charges as applicable to Govt. towards use of minor minerals and produce such documents in support of their payment to the concerned Executive Engineer with their bills, failing which the amount towards royalties, EMF, DMF and additional charges of different materials as utilized by them in the work will be recovered from their bills and deposited in the Government revenue. This is as per the Gazette Notification No. 2280 dtd. 15.12.2016 of Steel & Mines Department, Government of Odisha and Lr. No. 186/XVII-02/2023 dtd. 31.05.2023 of Collector Malkangiri.
- g. Labour Cess @ 1 (one) % of the amount of each bill shall be proportionately deducted from the Contractor's bill at the time of making payment of each bill.
- h. No price escalation due to escalation in rates of minerals and other building materials will be admissible in any circumstances throughout the contract period. The bidders are instructed to quote their rate accordingly while submitting the bids.
- i. No bonus will also be admissible for early completion of work. However, the successful bidder will have to complete the work entrusted to him/her well within stipulated work completion period.

15. DOCUMENTS TO BE UPLOADED:

A. The following documents to be uploaded in the web portal failing which the tender will be **out-rightly rejected**.

- i. **Self-attested copy of valid Contractor's Registration Certificate/ Registered Service Provider/ Agency**
- ii. **Self-attested copy of valid IT PAN card**
- iii. **Self-attested copy of valid GST Registration Certificate**
- iv. **Proof of payment of tender paper cost & EMD**

B. The following documents also required to be uploaded failing which the tender may be liable for rejection.

- a) Work experience certificate (Annexure-I)
- b) Tender acceptance letter (Annexure-II)
- c) Affidavit/Self-declaration of authenticity of documents and must not have been blacklisted by any Central Government / State Government / PSU/ Government Bodies and No relation certificate (Annexure-III)
- d) Check list (Annexure-IV)
- e) Documents relevant to eligibility criteria.

16. DEFINATION:

- a) "**CUSTOMER**" means the Unit Head, Balimela Hydro Electric Project, Balimela.

- b) The “**FIRM**” shall mean the contractor/firm/agency, who intends to participate in the Tender.
- c) “**JOB WORKS**” means the work to be executed as defined and set out in the Tender Specifications and includes all maintenance works ordered by the Engineer-in-Charge in accordance with the provisions of the contract.
- d) “**LABOUR**” shall mean all categories of labour engaged by the Contractor, in connection with the execution of the Job work covered in Tender Specification. All these labourers will be deemed to be employed primarily by the Contractor.
- e) The “**ENGINEER-IN-CHARGE**” shall mean the Divisional Head, Generation Division, Balimela in charge of works under the scope of the contract.
- f) “**THE COMPLETION CERTIFICATE**” shall mean the certificate to be issued by the Engineer-in-charge when the works have been completed to his/her satisfaction.
- g) “**FINAL CERTIFICATE**” shall mean the certificate regarding the satisfactory compliance of the various provisions of the contract and to be issued by the Engineer-in-charge after completion of the work.
- h) Unless otherwise provided, all reference to sums of money shall refer to Indian currency and all payments by the Project under the contract shall be made in Indian currency.

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GENERAL TERMS AND CONDITIONS:

1. PERFORMANCE SECURITY DEPOSIT:

The successful bidder shall have to deposit **05% of the ordered value (excluding GST)**, towards security for performance in shape of **B.C/D.D/B.G(as per prescribed format of OHPC)** from any nationalized Bank / Scheduled Bank drawn in favour of **Odisha Hydro Power Corporation Ltd., Payable at SBI, Orkel, Branch Code-04853, IFSC Code-SBIN0004853** within 07 days of issue of work order to the undersigned. **The total security deposit of 05% of the contract value shall be refunded after successful completion of the contract period on receipt of no objection certificate from the Engineering-In-Charge.** No interest shall be payable on SD.

The Security Deposit (Earnest Money, Initial Security and Performance Security) at half the usual rate may be deposited/ realized by/from the Scheduled Cast or Scheduled Tribe Contractors coming under the categories up to "B" Class only as against the prescribed percentage under Rule-13 of Appendix-VIII (P.W.D. Contractors' Registration Rules, 1967) of OPWD Code, Volume-II.

2. ADDITIONAL PERFORMANCE SECURITY (APS) /DIFFERENTIAL AMOUNT:

Additional Performance Security (APS) is being obtained from the Successful Bidder when the Bid amount is less than estimated cost put to tender to the extent as given below, in shape of **D.D/B.C/B.G(as per prescribed format of OHPC)** in favour of Odisha Hydro Power Corporation Ltd., Balimela from any Nationalized /Scheduled Bank in India counter guaranteed by its local branch within **07 (seven) days of issue of Letter of Acceptance (LoA)** to the undersigned, otherwise the bid of the successful bidder shall be cancelled, the Contractor/ Firm will be debarred from tendering for a period of 180 days & the EMD amount shall be forfeited. Further, proceeding for blacklisting shall be initiated against the bidder. This is as per amendment to para 3.5.5 (v) of OPWD Code, Vol-I vide Works Department Office Memorandum No.14459/W dated 20.09.2018 & Office Memorandum No.4559 dtd.05.04.2021 of Works Department, Government of Odisha. **APSD shall be deposited by the successful bidder only. The APSD of successful bidder shall be returned after satisfactory completion of the work and issue of no objection certificate by the E.I.C.** No interest will be payable on APSD.

As per Govt. of Odisha, Works Department Office Memorandum No. 173 Dated 03.01.2026 Additional Performance Security shall be taken on an incremental basis from the selected/successful bidder for low bid prices in the works as under;

- a) **Where the bid price is below 0% but not below 10% of the project cost put to bid,** no Additional Performance guarantee / security percentage is required.
- b) **Where the bid price is below 10% but not below 20% of the project cost put to bid,** the Additional Performance guarantee / security percentage shall be incremented by 0.1% for every percentage of bid price below 10% of the project cost put to bid starting at 11% with the additional bid Performance guarantee being 0.1% and this additional performance guarantee percentage shall be applied on the bid price.
- c) **Where the bid price is below 20% but not below of the project cost put to bid,** the Additional Performance guarantee / security percentage shall be incremented by 0.2% for every percentage of bid price below 20% of the project cost put to bid in addition to 1% of the bid price and this additional Performance guarantee percentage shall be applied on the bid price.
- d) The additional Performance guarantee percentage shall be rounded off the next lower percentage based on whether the decimal point of the percentage of bid price is below 0.5 % or next higher percentage based on whether the decimal point of the percentage of bid price is 0.5% or more.
- e) **The additional Performance Security shall be treated as part of the Performance Security.**
- f) Justification for abnormally low bids shall be scrutinized by the Departmental Technical Committee and recommended to the competent authority of the Administrative Department for the approval of the Additional Performance Security (APS). An abnormally low bid is one in which the Bid price, in combination with other elements of the Bid, appears so low that it raises material concerns as to the capability of the Bidder to perform the contract at the offered price.

Procuring Entity may, in such cases, seek written clarification from the Bidder, including detailed price analyses of its Bid price in relation to scope, schedule, resource mobilization, allocation of risks and responsibilities, and any other requirements of the bid document., If, after evaluating the price analyses, the procuring entity determines that the Bidder has substantially failed to demonstrate its capability to deliver the contract at the offered price, the Procuring Entity may reject the Bid/ Proposal.

3. GRANT OF CONCESSION (S) TO SCHEDULED CASTE AND SCHEDULED TRIBE CONTRACTORS:

The concessions/ facilities for 10% Purchase preference shall be hereby allowed only to the Individual registered Contractors belonging to Schedule Caste and Schedule Tribe having Registration Certificate up to 'B' Class as per Works Department Resolution No.16262 dtd.30.10.2018. To this effect the desired bidder shall have to mention in the affidavit while tender submission as per Rules and Regulations laid down by PWD, Govt. of Odisha.

4. As per the Office memorandum of Works Department, Government of Odisha vide no 07764600022025/632 Dated 09/01/2026, the threshold negative bid caps **15%** introduced in Appendix-IX, clause 36 of OPWD code has been abolished.

5. The Security Deposit (Earnest Money, Security and Performance Security) at half the usual rate may be deposited/ realized by/from the Scheduled Caste or Scheduled Tribe Contractors coming under the Categories up to "B" Class only as against the prescribed percentage under Rule-13 of Appendix-VIII (P.W.D. Contractors' Registration Rules, 1967) of O.P.W.D. Code, Volume-II.

6. The S.T/S.C contractors seeking exemption of EMD or price preference are required to produce an affidavit to this effect. Both engineering & S.T/S.C contractors should submit the affidavit in writing regarding the benefit to be availed, from the concerned officer inviting tender, otherwise they will not entitled to get the benefit. The S.T/S.C Contractors having Degree/ Diploma in Engineering are not allowed to avail both the benefits.

7. A bidder can submit only one set of tender paper. Submission of more than one set of tender paper bidder for a particular work will be liable for rejection of all such tender paper of the concerned bidder. All other details can be seen in the bidding documents.

8. Notwithstanding the details mentioned herein, the process of e-tendering shall be governed as per GoO in works Dept. Order No - FA-R-3/08-1027/W, Dtd. 24.01.2009 & subsequent amendments thereof.

9. TOOLS AND PLANTS:

The Contractor shall arrange all the tools and plants required for execution of the work at his own cost. The contractor shall also provide all safety gadgets for his workmen during execution of work.

10. CONTRACTOR'S RISK & RESPONSIBILITY:

The Contractor/Firm shall take upon himself whole risk of executing the works and supply all materials for the purpose of the contract. All works executed shall be at his own risk until a certificate of completion of the work is issued by the Engineer-in-Charge. The work is to be executed as per the direction of the E.I.C or his representative by the successful bidder after execution of agreement. The work as indicated in the tender schedule shall also be executed by the persons having expertise in construction and successful completion of similar nature of work and as per instruction and satisfaction of Engineer- in-charge. No quantity of each item of work allotted should be deviated without prior approval of the competent authority.

11. PAYMENT OF WAGES TO WORKERS:

- i. Payment of wages to workmen employed by the contractor shall be paid by the contractor in accordance with provision laid under contractor labour (Regulation and Abolition) Act 1970 and rules made there under, read with provisions made in the Payment of Wages Act 1936, rules made there under.
- ii. The rate of daily wages shall not be less than minimum wages as fixed by the Government from time to time. The wages of every worker shall be paid by the contractor within seven days of the monthly wages due. Any increase of minimum wages or VDA by the Govt. during the

period of contract shall be to the account of the contractor.

- iii. The contractor should make payment through any nationalized bank to the workmen bank account directly every month to the deployed workmen within the first seven days of succeeding month. The above bank payment sheet has to be witnessed/ certified by the Engineer-In-Charge or his representatives of the concerned Division.
- iv. Where the employment of any worker is terminated / retrenched by the contractor, the wages and other benefits earned by them shall be paid on the day of termination / retrenchment by the contractor. The Engineer-In-Charge will not be in any way responsible for non-payment of wages so terminated/retrenched by the firm to the workmen.
- v. In case the contractor fails to make payment of wages within the prescribed period or make short payment, the Engineer-In-Charge shall take appropriate action for payment and recover the amount so paid from the contractor either by deduction of any amount payable to the firm under any contract or security deposit of the contracts under the agreement under any contract or as a debt payable by the contractor.

12. INSURANCE TO WORKMEN:

The Contractor shall take an insurance policy for all the workmen engaged for the work. The Contractor shall take all responsibilities towards injury/death of a worker arising out of any accident to workmen and his supervisors during execution of the work and pay necessary compensation as per Workmen's Compensation Act & rules framed there under.

13. EXECUTION:

The work is to be executed as per the direction of the E.I.C or his representative after execution of agreement. The work as indicated in the tender schedule shall also be executed by the persons having expertise in carrying out similar nature of work and as per instruction and satisfaction of Engineer-in-charge. *Since, this work relates to Swachha & hygienic of Premises, the contractor/Firm shall take every step to keep these premises in Cleaned condition.* The solid waste & other solid waste/debris coming out of the premises should be disposed of at the designated place identified by the EIC in consultation with the Executive Officer, Balimela NAC. Since the PH, VH and Stores are places where people work day & night should be kept in cleaned & dry condition to avoid any accident arising out of slipping of workmen in the floors. The PH & VH are important places for VIP & tourists visit. Hence, it requires thorough cleaning as per the scope of work to avoid bad name to OHPC Ltd. **No quantity of each item of work allotted should be deviated without prior approval of the competent authority.**

14. ELIGIBILITY CRITERIA:

- a) The Contractor/Firm shall have a valid & appropriate class of Contractor's license/Firm Registration Certificate indicating relevant service at the time of participation in the tender.
- b) The bidder shall have experience of execution of **similar nature of work during last 05 (five) years in any Govt. Departments/ PSUs** and they have to submit documentary evidence regarding the same.

- 15.** Offers of the contractors/agencies who have failed to execute the previous work order placed on him/them by BHEP, Balimela shall not be considered.

16. COMPLIANCE TO STATUTORY OBLIGATIONS:

The Contractor has to comply with all statutory formalities/ requirements including payment of minimum wages, use of safety gadgets by the workmen during execution of work etc. The Contractor shall maintain all the requisite Registers required for law enforcing agencies during the contract Period. The firm/contractor shall be responsible for Payment of compensation towards injury/death of any of his workmen during the course of the performing duties as per Workmen's Compensation Act, 1923 during the period of contract. OHPC Ltd shall have no liability in the above matter.

17. VALIDITY: The tender should be valid for a minimum period of **120 days** from the date of opening of the tender failing which the tender will be rejected.

18. LIQUIDATED DAMAGE: As per the BOQ, the works have been categorically mentioned as daily, weekly, quarterly etc. Hence the contractors should complete the work within that period or else penalty of 0.5% of the cost of the particular work per day of delay will be recovered from the contractor (*Example: If the contractor is unable to execute 1000 Sqm of cleaning of floor with broom stick/ phool jhadu, an amount i.e. $(0.5 \times 1000 \times \text{Rs.}2.26)/100 = \text{Rs. } 11.30$ will be recovered from the contractor as penalty*). Any delay in execution of work in response to complaints received or as directed by the EIC/his representative, penalty will be imposed on the contractor as decided by the Tender Inviting Authority, Which limits to a maximum of 05% of the contract value.

The Liquidated Damages shall be recoverable from the Contractor for breach of the terms of the contract e.g. failure to complete the job as mentioned in the Work Order to the full satisfaction of the organization.

19. PAYMENT TO THE CONTRACTOR:

The Contractor shall submit GST compliant bill in triplicate in each month after completion of part of the assigned work on measurement basis to the Engineer-in-charge for verification & certification. The Engineer-in-Charge, after verification & certification of the work executed shall send the bill to the Finance Wing for pass & Payment. Payment will be made within 45 days of submission of bill. TDS on IT and GST and labour cess as applicable will be deducted from the payable.

20. PAYING OFFICER:

The Finance Wing Head, O/o of Unit Head, Balimela Hydro Electric Project, Balimela.

21. TAXES:

The quoted price shall include all taxes & duties as applicable except GST which will be paid extra as per applicable rates and rules. Income tax, Cess etc as applicable shall be deducted from the invoices of the bidders as per rules prevailing at the time.

22. PERIOD OF COMPLETION OF WORK:

The work completion period will be **730 days from date of execution of agreement**. The period of completion is fixed and cannot be altered except in case of exceptional circumstances with due approval of next higher authority. In the event, the contractor fails or refuses to complete the work, appropriate action shall be initiated against the contractor including recovery of the additional expenses required to complete the work.

23. FORCE MAJURE:

The contractor shall not be liable for any L.D. for delay in fulfilling the obligation of the contract for reasons of force majeure such as Acts of Govt., Act of Public Enemy, Fire, Floods, Epidemic, Quarantine, War restriction imposed by Govt., Strike etc provided that the contractor shall, within **07 days** of the beginning of such delay, notify to the EIC in writing of the nature and cause of such delay. OHPC shall verify the facts and may grant such time extension (s) as facts justify.

24. OUTRIGHT REJECTION CRITERIA: The bidders shall be out-rightly rejected in the following conditions:

- i. Submitting false evidences that cannot be verified during the process shall be disqualified/terminated from consultancy
- ii. The bidder blacklisted by any Central Government/ State Government/ PSU/ Government Bodies.
- iii. Non-submission of Self attested copy of valid Contractor's License, IT PAN card and GST Registration Certificate.
- iv. Non-submission of requisite amount of EMD and cost of tender paper.
- v. If the contractor obtains the assignment on the basis of false information/false statement.

25. EXTENSION OF CONTRACT PERIOD:

In case the fresh work, order could not be placed or fresh tender could not be finalized due to any reason whatsoever, then the ongoing contract may be extended for a time period at the same rate

without changing other terms and conditions with prior willingness of the contractor.

26. DISPUTE AT SITE:

Disputes arising out of execution of the work in respect of quality of AMC works or quantity of utilization of materials or for any other reason in connection with this contract, the decision of the Unit Head, Balimela Hydro Electric Project, Balimela shall be final.

27. JURISDICTION OF COURT:

Suits if any arising out of this contract shall be filed by either party in a Court of Law, to which the jurisdiction of High Court of Odisha extends.

28. EXECUTION OF THE CONTRACT AGREEMENT AND COMMENCEMENT OF WORK:

The contractor shall execute contract agreement with the **Divisional Head, Generation Division, BHEP, Balimela** within **07 (Seven) days of issue of the work order** on non-judicial stamp paper worth Rs. 100/-, payable by the contractor. **The commencement of work shall start from date of signing of agreement. The Contractor has to deposit the security deposit before signing of the contract agreement.** The work is to be completed in all respects within the time period as specified in the Contract Data. The Engineer-in-Charge will verify all the original documents as mentioned below.

Documents to be submitted at the time of execution of Agreement:

- i. Self-attested copy of valid Contractor's Registration Certificate/ Registered Service Provider/ Agency
- ii. Self-attested copy of valid IT PAN card
- iii. Self-attested copy of valid GST Registration Certificate
- iv. Copy of work order

29. REJECTION OF WORK:

In case, the work entrusted to the contractor is not completed in time the quality of the work is poor, or the Contractor refuses to work after carrying out some portion the work, or the contractor becomes insolvent, the contract shall be rescinded with rescission notice in writing by the ordering authority and in such case, an amount equivalent to 20% of the value of left-over work will be realized from the Contractor as penalty. This is as per works Dept Memo No. 13396, D1.01.07.2005 forming the part of Amendment to the F2 Agreement in OPWD Code.

30. TERMINATION OF CONTRACT:

The annual maintenance contract shall be terminated on the following conditions with a notice of one month.

- If the firm fails to discharge its responsibility as per the terms & conditions laid down in the work order.
- If the firm fails to fulfill its contractual obligations as provided in the Agreement/tender documents/ work order.
- If the Supervisor of the firm remains absent for days together from the site without information to the Engineer-In-Charge or his representative.
- If the firm violates the terms & conditions of tender / work order/ agreement.
- If the work entrusted to the contractor/ service provider is not completed in time or the quality of the work is poor or the contractor violates the contractual provisions/statutory provisions, or the Contractor/ service provider refuses to work after carrying out the work for some months or the contractor/ service provider becomes insolvent then the firm will be served a notice of termination seeking clarification of the firm on the charges so indicated in the termination notice. The Unit Head shall consider the charges and the reply of the firm to the charges & decide accordingly.
- If the firm is found to be involved in fraudulent activities or found to be involved in manipulation of any record / document or found to be involved in malpractice etc, the Unit Head reserves the right to terminate the contract.

- The Authority reserves the right to terminate the contract without assigning any reason thereof, at any time during the period of contract by giving 30 days' notice of its intention to do so. In the event of such termination of the contract, the firm shall only be entitled for an amount equivalent to 20% of the value of left-over work will be realized from the Contractor as penalty. This is as per works Dept Memo No. 13396, Dt.01.07.2005 forming the part of Amendment to the F2 Agreement in OPWD Code.

31. The S.T/S.C contractors seeking exemption of EMD or price preference are required to produce an affidavit to this effect. Both engineering & S.T/S.C contractors should submit the affidavit in writing regarding the benefit to concerned officer inviting tender, otherwise they will not entitle to get the benefit. The S.T/S.C Contractors having Degree/ Diploma in Engineering are not allowed to avail both the benefits.
32. A bidder can submit only one set of tender paper. Submission of more than one set of tender paper for a particular work will be liable for rejection of all such tender paper of the concerned bidder. All other details can be seen in the bidding documents.
33. Notwithstanding the details mentioned herein, the process of e-tendering shall be governed as per GoD in works Dept. Order No - FA-R-3/08-1027/W, Dtd. 24.01.2009 & subsequent amendments thereof.
34. **RESPONSIBILITY OF THE FIRM/CONTRACTOR:**
 - (i) The persons deployed by the Firm/contractor should not have any adverse Police records/ criminal cases pending against them. The agency should make adequate inquiries about the character and antecedents of the persons whom they are deploying. The character and antecedents of each personnel of the agency must have been verified before their deployment in the Power House/Valve House Premises.
 - (ii) The firm/contractor shall submit identity proofs like Copies of Aadhar card, proof of residence (present and permanent), and recent passport size photograph of the employees it intends to deploy to the EIC before the execution of Agreement.
 - (iii) The Service provider / agency/ contractor will also ensure that the personnel deployed are medically fit and should keep it in record a certificate of their medical fitness.
 - (iv) The Firm/ contractor shall be responsible for any loss to OHPC Ltd, Balimela due to any accident caused due to negligence of the contractor/firm or its workmen. If it is proved that the damage to equipment/ theft due to negligence of the personnel engaged by the firm/ contractor, the Firm/contractor will bear the actual expenses failing which it shall be recovered from the security deposit / bills.
 - (v) The firm/ contractor shall maintain all statutory registers required for the work and comply with all the statutory provisions of labour laws/ labour codes with respect to the personnel engaged by him and shall produce the same, on demand, to the EIC/his representative/ statutory authorities as & when required.
 - (vi) In case of termination of this Agreement on its expiry or otherwise, the personnel deployed by the Firm/contractor shall not be entitled to and shall have no claim for any employment in OHPC.
 - (vii) The Firm/contractor shall deploy the required Man power on as-is-where-is basis as per the instructions of the Engineer- In-Charge from time to time.
 - (viii) The firm/contractor shall be responsible for compensation towards injury/death of any of his workmen during the course of the performing duties as per Workmen's Compensation Act, 1923 during the period of contract.
 - (ix) **The firm shall ensure the payment of the minimum wages along with all statutory dues in respect of his employees during the first seven days of every succeeding month of wage period positively in the presence of the authorized representative of OHPC without waiting for release of payment of preceding month from OHPC. Alternately, the payment of the wages of the deployed personnel can be made through bank**

account of the concerned deployed personnel and the copy of the bank acknowledged statement duly certified by the contractor may be produced along with the bill.

- (x) The service provider deployed shall be required to report for work as per the direction issued by the Engineer-in-charge and are required to work for eight hours in a day.
- (xi) The Firm/contractor shall nominate a supervisor/ site in-charge who shall be responsible for immediate interaction with EIC or his representatives so that optimal services of the persons deployed can be availed without any disruption of official work.
- (xii) For all intents and purposes, the Firm/contractor shall be the 'Employer' within the meaning of different Rules and Acts in respect of manpower so deployed. The persons deployed by the Firm/contractor shall not have any claim whatsoever like employer and employee relationship against OHPC Ltd or any of its office concerned.
- (xiii) The Firm/contractor shall be solely responsible for the redressal of grievances or resolution of disputes relating to persons deployed. The Authority of OHPC shall, in no way, be responsible for settlement of such issues whatsoever.
- (xiv) The personnel deployed by the Firm shall not claim nor shall be entitled to pay, perks and other facilities admissible to regular/ confirmed employees during the currency or after expiry of the Agreement.
- (xv) The firm/contractor shall submit the attendance of employees in each month to the concerned officers where he/she is attached to work as a proof of providing the service for that month.
- (xvi) The OHPC shall have the power to withhold partly or fully the dues / security deposit of the firm/contractor for reasons to be communicated to the firm for contravention of any terms and conditions. In such cases, the firm will not withhold payment of wages and statutory dues / contributions to statutory authorities in respect of their employees.

35. LIABILITY OF THE FIRM:

1. In case of failure of the firm/contractor to deliver the satisfactory services or to pay wages with all statutory dues and contributions in respect of their employees in time or for any such reason, the firm/contractor will be liable to pay compensation to the OHPC, the decision on the compensation payable by the firm/contractor to the OHPC shall be determined by the OHPC, which will be binding on the firm/contractor. In case of any dispute in this regard, the decision of the Unit Head will be final and binding on both the parties.
2. The engagement of workmen by the firm/contractor for the execution of the work is purely on outsourcing basis and shall not confer any claim/right for regular employment in future. The liability of the workmen is with the firm.
3. The firm/contractor shall not be allowed to transfer, assign,pledge or subcontract its rights and liabilities under this Agreement to any other agency or organization by whatever name be called without the prior written consent of the Authority.
4. The firm/contractor shall also be liable for depositing all taxes, duties, cess etc. to the concerned tax collecting authorities from time to time on account of service rendered by the Agency to OHPC as per the rules and regulations of the Govt. during the contract period. Attested photo copies of such documents shall be furnished to OHPC.
5. In case, the firm/contractor fails to comply with any liability under appropriate law, and as a result of which, OHPC is put to any loss/ obligation, monetary or otherwise, then OHPC will be entitled to get itself reimbursed out of the outstanding bills or the Performance Security Deposit of the Man power provider / agency/contractor, to the extent of the loss or obligation in monetary terms.

The OHPC shall have the power to withhold partly or fully the dues / security deposit of the firm for reasons to be communicated to the firm for contravention of any terms and conditions. In such

cases, the firm will not withhold payment of wages and statutory dues / contributions to statutory authorities in respect of their employees.

36. RIGHT OF AUTHORITY:

The undersigned reserves the right to accept/reject any or all tenders and also reserves the right to increase/decrease the quantity and value of the contract without assigning any reason whatsoever. The Contract/Agreement will be cancelled, if the contractor fails to fulfill the contractual obligations/violates any terms & conditions mentioned in the tender document/ work order/ agreement. The contract will be liable for cancellation, if the contractor's workmen are found to be involved in such activities which are detrimental to the interests of OHPC, Balimela.

37. LETTER OF ACCEPTANCE:

The letter of acceptance along with the APSD if any should be submitted to the office within **07 (seven) days** of issue of the confirmation letter of successful bidder by the TIA, failing which the bid of the successful bidder shall be cancelled & the EMD amount shall be forfeited.

N.B:- In case of any clause as per the tender / work order/ agreement differs with that of provision under OPWD Code, the clause which has been specified by OHPC shall prevail. However, where OHPC has not specified any clause on any issue, the provisions under OPWD code shall be followed.

**Sd/-
Unit Head,
Balimela Hydro Electric Project,
Balimela**

TENDER SCHEDULE:

- 1) Name of the work : "Annual Cleaning of Power House, Valve House, fire fighting building, Stores of BHEP, Balimela on Job Contract Basis for 02 (two) years ".
- 2) Estimated Cost : Rs. 72,04,861.00
- 3) Cost of Tender Paper : Rs. 11,800.00
- 4) Amount of E.M.D. : Rs. 72,100.00
- 5) Period of completion 730 days from date of signing of agreement.
- 6) Last Time & Date of submission of bids in online mode : Up to 17:00 Hrs of 12.08.2026
- 7) Time & Date of opening of tenders : 10:30 Hrs onwards of 13.08.2026
(Only Technical Cover)
- 8) The price cover of technically qualified bidders will be opened on prior information after technical evaluation.

**Sd/-
Unit Head,
Balimela Hydro Electric Project,
Balimela**

CONTRACT DATA

A. GENERAL INFORMATION

Sl. No.	Item	Details
01	E- Notice Inviting Tender No.	BHEP/18/2026-27 dated- 28.07.2026
02	Name of the Work	Annual Cleaning of Power House, Valve House, fire fighting building, Stores of BHEP, Balimela on Job Contract Basis for 02 (two) years.
03	Tender Inviting Authority	Unit Head, BHEP, Balimela
04	Engineer-in-Charge	Divisional Head, Generation Division, BHEP, Balimela
05	Name of the Office	O/o the Unit Head, Balimela Hydro Electric Project, Balimela
06	Accepting Authority	Unit Head, BHEP, Balimela
07	Estimated Cost	Rs. 72,04,861.00

B. BID INFORMATION

08	Intended completion period/Time period assigned for Completion as per clause 22 of General Terms & Conditions of DTCN		730 days
09	Last Date & time of submission of Bid (as per NIT)		12.08.2026 up to 17:00 Hrs
10	Cost of Bid Document (Clause No. 12.1 of DTCN)		
	i.	To be remitted online	Rs 11,800.00 (inclusive of GST)
11	Additional Performance Security (Clause No.2 of General Terms & Conditions of DTCN)		
	i.	Pledged in favour of	Odisha Hydro Power Corporation Limited
	ii.	payable at	SBI, Orkel (code No. 4853)
	iii.	Type of instrument	Bankers Cheque/ D.D/B.G
12	Bid validity period (Clause No. 17 of General Terms & Conditions of DTCN.)		120 days
13	Currency of Contract		INR
14	Language of Contract		English
15	Similar Nature of work as per Clause 14 of DTCN		Similar nature of works during last 05 (five) years in any Govt. Departments/PSUs and they have to submit documentary evidence regarding the same