

SAVE ELECTRICITY IN THE
INTEREST OF THE NATION

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Office of the :
MANAGING DIRECTOR
Paschimanchal Vidyut Vitran Nigam Ltd.
Urja Bhawan, Victoria Park,
MEERUT-250 001
CIN: U31200UP2003SGC027458

No.: 6950 /PVVNL-MT/TIPA/25-26

Date: 20/02/2026

Subject:- Regarding offer for Empanelment of Third Party Inspection Agency on rate contract basis for site inspection work for quality and quantity of different Electrical Works under PVVNL, Meerut.

- 1- All PSUs of Govt of India or any State Govt working Electrical TPIA works.
- 2- All firms who have worked as TPIA under REC/ PFC in last 5 years.

In reference to above cited subject, it is to inform that PVVNL are planning to appoint Third Party Inspection agency on rate contract basis for site inspection work for quality and quantity of different works under System Strengthening/Construction works in Business Plan, Nagar Nikay, Deposit, Supervision, System Improvement, O&M, various schemes funded by central & state government/financial institutions etc. for two years from the date of appointment/contract for work executed in different District under PVVNL (Discom), Meerut on the following rate with terms & Conditions are given here under :-

Sl. No.	Works Description	Unit Basic Rate (Per Man day in Rs.) (Without GST)
1	2	4
1	Engagement of Third Party Inspection Agencies for Quality Assurance of System Development/ Strengthening Works in Discom	4888.00

*GST shall be paid as extra at actual as applicable.

* The rates shall be remain Firm during the entire period of contract.

1. **Scope of works :-**

The TPIA will have to carry out inspection activities and ensure good quality of construction/strengthening works of electricity distribution system carried out in Business Plan, Nagar Nikay, Deposit, Supervision, System Improvement, O&M & various schemes funded by central & state government/financial institutions etc. on issuance of inspection order for the concerned project/works.

The scope of work for the TPIA shall include but will not be limited to :-

- i. Inspection of works as per Field Quality Plans (FQP)/Construction Drawings (CD)/Technical Specifications (TS) in accordance with the tender documents/ agreement/electricity rules/regulations.
- ii. During implementation of the project also the TPIA may be asked to carry out inspections at some/all sites to verify that works are being carried out in compliance to the CD/TS and accordingly send site observation reports to Discom, mentioning discrepancies and required remedial actions by the contractor.
- iii. On completion of respective works, TPIA may be asked to carry out joint inspection with the Discom officials for final measurement and quality control.
- iv. Ensure that the construction of plants/lines is in accordance with the electrical safety standards specially in pole grouting, earthing, guarding of lines, height of conductors from ground, clearance from structures/trees, pole mounted distribution transformers etc. If the work has been executed as per the BoQ/drawing but the relevant standards/safety regulations have not been followed, then the same shall be mentioned in the inspection report.

- v. On observation of supply of sub-standard material at site, report the same to Discom.
- vi. The TPIA may also be asked to formulate comprehensive quality assurance plan for the respective work.
- vii. The TPIA shall also check and match the quantity as mentioned in agreement, BOQ and MB. It will also examine whether all information has been duly uploaded in ERP or not.
- viii. Upload the field inspection details on ERP. A separate login will be provided to the TPIA for the same. There shall be provision of E-form on ERP consisting of Inspection Summary & Detailed Report.
- ix. Submit Final Inspection Report within 15 days of issuance of inspection order from Discom. However, in special circumstances Discom may grant additional 07 days to the TPIA for report submission. The date of inspection shall be intimated to the Discom & contractor by the concerned inspectors before departing for inspection.
- x. Give suggestions & inputs regarding specifications, drawings, GTPs etc. for quality assurance/ enhancement of the power distribution infrastructure in the state.

Note- All tools required for inspecting the works will be arranged and transported at site by the TPIA at its own cost and expenses on receipt of information from authorized officer of the Discom for carrying out inspections till the completion of the respective project.

2. Service Level Agreement :- The Service level agreement (SLA) for the TPLA shall include the following:

- I. Submission of field inspection reports within 15 days of issuance of notice/information by Discom for carrying out the inspection.
- II. Rotation of inspectors i.e. changing the area allotted to inspectors at least after every 03 months.
- III. For the critical parts of works including pole grouting, earthing of poles, distribution transformer, substation equipment earthing (where execution work has been performed), HT & LT line sag provide the photographs with GPS co-ordinates of the location.
- IV. Reports submitted by TPIA shall include-
 - a) General Information pertaining to works inspected like area, scheme/head, contractor, supplier etc.
 - b) Summary of discrepancies along with rating of the works executed by the contractor in the following gradings:-
 - 1) Bad-replacement required
 - 2) Below Average-Unacceptable & needs improvement/replacement.
 - 3) Average & acceptable
 - 4) Better than Average
 - 5) Outstanding
 - c) Detailed report with photographs of all discrepancies, pole grouting & earthing of electrical equipment and observations on quality of works.
 - d) Suggested improvement in line/plant construction practices for further quality enhancement.
 - e) Comment on the quality of material used mentioning irrespective of whether the material was centrally supplied or supplied by the contractor.
- f) Additional criteria when TPIA inspects the works already inspected by another TPIA-**
 - 1) Submission of inspection report of by TPIA within 10 days of issuance of notice/information from the Discom for the same.
 - 2) Summary of critical discrepancies not identified in the first inspection by the concerned TPIA (if any).
 - 3) Rating of inspection report submitted by the concerned TPIA that originally inspected works (on the scale of 5 i.e. 0/1/2/3/4/5 best being 5).

3. Team Structure :-

Following experts shall be appointed by the TRIA :-

- i. TPIA shall deploy inspectors having qualification and experience as below for carrying out inspection work under the contract-

Minimum Number*	Education Qualification	Minimum Work Experience
One*	Degree in Electrical/ Electrical & Electronics engineering (B.E./ B.Tech) from a recognized university	Over 7 years of experience in the power sector including at least 3 years of experience in inspection of infrastructure works in Power Distribution Sector.

**The number of required inspectors may be increased/decreased as per site requirement or on the instructions of Discom.*

The TPIA shall nominate an official of Manager rank to act as a single point of contact with Discom for co-ordination/correspondence regarding all inspection related activities.

4. Inspection time-

Sr. No.	Details of works	Time duration in Man days
1	New 33/11 KV substation	01 Day per sub-station
2	Capacity Enhancement and other related electrical work of 33/11KV substations	01 Day per sub-station
3	Installation of New Power Transformer and related work of 33/11KV substations	01 Day per sub-station
4	Replacement of 33KV/11 KV VCB and related work of 33/11KV substations.	0.5 Day per sub-station
5	Construction of 33KV/11 KV/LT lines	07 Km. per Day
6	Re-conductoring work of 33 KV/11 KV/ LT lines	07 Km. per Day
7	Construction of LT line with LT AB Cable	07 Km. per Day
8	Replacement of LT AB Cable of LT line	07 Km. per Day
9	Construction of Underground 33 KV/11KV/ LT line	05 Km. per Day
10	Replacement of damage 33 KV/11 KV/ LT line	05 Km. per Day
11	Construction of 11/0.4KV substation	0.25 day per sub-station
12	Capacity Enhancement and other related electrical work of 11/0.4KV substations	0.25 day per sub-station

Man-days of works other than those mentioned above will be decided as per approval by the Director (Technical) of Discom. The TPIA may submit its request for the same however Discom is not obligated to accept such request and the man-days decided as above shall be binding on the TPIA.

4.1. **Area of Work-** All districts under the jurisdiction of PVVNL Discom.

4.2. **Allotment of Man-Days-** The mandays shall be decided by the discom level as per the requirement & the Work Distribution Criteria for Empanelled TPIA mentioned at Sl. No.(8).



5. Payment Terms :-

- 5.1 Subject to the Agency fulfilling its obligations under the Contract, the Discom shall pay to the Agency the Contract Value as per the terms of the Contract. The Discom shall, notwithstanding any provision to the contrary included in the Contract, be entitled to deduct from and/or set off against any amount due or become due, whether related to this contract or other contracts awarded to agency. However, any and all amounts which the Agency is liable to pay to the Discom, the agency shall make payment as per the agreed schedule to avoid any set off / deductions.
- 5.2 The invoices to be submitted by the Agency shall be in the format approved by the Discom. Each invoice submitted by the Agency under the Contract shall be supported with relevant documents as instructed by the Discom from time to time. On receipt of the invoice by the Discom, the Discom shall scrutinize the same to check for any errors and to verify that the amount claimed under the Bill is in conformity with the Contract.
- 5.3 The Agency shall raise monthly invoices on per man per day basis. The payment against the invoice shall be released in the following manner-
 - i. 70% of the invoice amount to be released within 21 days of receipt of correct bill if inspection report has been submitted by the Agency.
 - ii. Balance 30% of the invoice amount to be released only after acceptance of inspection report by Discom within 45 days of receipt of correct bill.
 - iii. Discom may hold 10% of payment if re-inspection of the respective work has been ordered. This 10% shall be released only after a satisfactory report is obtained on re-inspection.

6. Timeline & Price Variation

The TPIA shall be appointed for a period of 02 year from the date of appointment/contract. The same shall be reviewed by the Discom after above period and the contract will be extended for another 01 year (maximum) on same terms and conditions. There shall not be any price variation during the currency of the contract.

7. Penalty

- 7.1 Penalty at the rate of 1% of invoice amount for respective work per week or part thereof will be imposed for delay in submission of report with respect to the given timelines (including extension granted by Discom (if any)).
- 7.2 If the submitted inspection report is found unacceptable by Discom then the Agency will be granted seven (07) working days" time to submit the amended report. However, if the TPIA fails to submit the amended report even after the additional time granted as above or the amended report submitted is again found unacceptable penalty of 0.5% invoice amount for respective work will be imposed in addition to the penalty mentioned above at serial no. 7.1.
- 7.3 The total deduction due to penalties as per point no. 7.1 & 7.2 above, shall not be more than 10% of the total invoices submitted by the Agency pertaining to such work.
- 7.4 In case any non-conformities (wrong report/fraudulent details) are found in the works of Agency a penalty of 50% of the invoice amount for respective inspection work shall be imposed. If a major discrepancy is found, 100% deduction shall be made from invoices submitted for respective inspection work. This clause shall be over and above the clause 7.3 above and the ceiling of 10% of the total invoice submitted shall not apply in these cases. Also, if repeated cases of such non-conformities are found, Discom can take strong action against the Agency.

8 Work Distribution Criteria for Empanelled TPIA :

1. List of Empanelled TPIA:

The empanelment list shall be in the order of application being received.

2. Work shall be assigned territorially.
3. Territories shall be formed by the Discom Level Committee headed by Director (Technical). Territories shall, as far as possible, be extant administrative units or geographically contiguous groups of the same.
4. The unit selected for making territories shall depend on the final roster of empanelled agencies:-
 - 4.1 In case numbers are within 11, the territories may be zones, or combination thereof.
 - 4.2 In case the numbers lie within 12 to 25, the relevant unit may be circles
 - 4.3 In case of agencies being more than 25, the same shall be done at Division level.
5. The allotment of such territories shall be done by an open lottery which the empanelled firms shall have option to attend.
 - 5.1 The number of territories T shall be divided by the number of firms F.
 - 5.2 The territory (T) shall yield a quotient Q and remainder R, such that $T = QF + R$. Each firm shall get territories equivalent to the quotient, and the remainder number of territories shall go to only R distinct firms as per lottery.



6. To this end, territories shall be numbered 1 to n, and the first F territories shall be put to lottery in that order, and lottery for each work shall be picked one by one. Firms, whose lottery gets picked for a work, shall be removed from the lot one by one, till F works have been allotted, and then the lottery of F+1st work shall resume with all firms in the lottery pool in the same way. In the last round, of course, only R firms will be selected for R works.

7. **REFUSAL/NON PERFORMANCE/QUALITY ISSUES:**

7.1 If a firm refuses to take up a territory, it shall be allowed to withdraw at the lottery stage, in which case a fresh lottery may be drawn. Nonattendance of lottery shall lead to forfeiture of such opportunity.

7.2 If a firm refuses to work or non performance after allotment, it shall be blacklisted, and fresh lottery shall be called for such territory.

7.3 In case any territory remains un-allotted after lottery, it shall be merged into the nearest chosen territory, distance being that of territory headquarters.

7.4 In case the work of any firm is found unsatisfactory, it may be removed from the panel and periodic blacklisting may be done. In case of moral turpitude, permanent blacklisting may also be resorted to.

9. **Document required for Empanelment of TPIA:**

भारत व राज्य सरकार के अधीन सभी सार्वजनिक क्षेत्र के उपक्रम (PSU), जो कि विभिन्न विद्युत कार्यों की गुणवत्ता हेतु थर्ड पार्टी इन्स्पेक्शन एजेंसी (TPIA) का कार्य विगत 05 वर्षों में कभी भी सम्पादित किया हों एवं उपरोक्त कार्यों से संबंधित कार्य अनुभव के वैध प्रमाण-पत्र/दस्तावेज उपलब्ध हों।

अथवा

एजेंसी REC एवं/ अथवा PFC के अन्तर्गत विगत 05 वर्षों में कभी भी थर्ड पार्टी इन्स्पेक्शन (TPIA) का कार्य सफलतापूर्वक किया गया हो तथा एजेंसी के पास उपरोक्त कार्यों से संबंधित कार्य अनुभव के वैध प्रमाण-पत्र/दस्तावेज उपलब्ध हों।

Note: The applications received shall be checked for eligibility. All eligible applicants shall be empanelled.

10. **Blacklisting/ Debarrment:** The agency should not have been blacklisted by any Government-Central or provincial or any of its agencies. In this regard an Affidavit on Rs. 100 Stamp Paper should be submitted along with the document required at Sl. No.(9).

11. **Security Deposit:-**

The Agency should submit Performance Bank Guarantee of amount **Rs. 10.00 Lacs (Rupees Ten Lacs Only)** in the form of Bank guarantee in favour of Managing Director, PVVNL, Meerut on Non judicial stamp paper as applicable as per rules, issued from a Scheduled Bank, as per the proforma of Bank Guarantee. The B.G. Shall be valid upto 24 months from the issue of LOI date with a further claim period of six months and a non-judicial stamp paper of Rs. 100/- along with power of attorney for signing of above contract along with Form-A to this office. Other terms & conditions shall be as per PVVNL, Meerut. Please note that contract will be executed only after depositing the required security money deposit.

You are requested to submit your acceptance along with the required documents **within 07 days** from the date of issuance of this letter through email at **harikesh2@uppcl.org**. Please note that no hard copy shall be accepted.

Thanking you.

Encl: As above


(HARIKESH)

SUPERINTENDING ENGINEER (MM-I)

Copy forwarded following:-

1. Managing Director, Pashchimanchal Vidyut Vitraa Nigam Limited Meerut
2. Director (Technical/ Finance), Pashchimanchal Vidyut Vitran Nigam Limited, Meerut
3. Chief Engineer (MM), Pashchimanchal Vidyut Vitran Nigam Limited Meerut.