



FORM-A

(On the Letter Head of the Bidder)

BIDDER'S PROFILE

Proposal No.:

Date:

1	Name & address of the Bidder with phone/fax/e-mail.	
2	a. Year of incorporation (attach copies of incorporation documents).	
	b. Date & year of commencement of business (in case the Bidder is a public company).	
3	Certificate by Company Secretary (or the equivalent thereof in the jurisdiction of the Bidder's incorporation) showing the current shareholding of the Bidder along with copies of most recent filings made with the Registrar of Companies (or the equivalent thereof in the jurisdiction of the Bidder's incorporation) reflective of the latest shareholding.	
4	Names of directors and other key executives with designation.	
5	Designation of individuals authorized to act for the Bidder.	
6	Total no. of professional staff on direct roll of Bidder: a. Managerial Staff; b. Maintenance engineers/supervisor (Mechanical/Electrical/C&I); c. Operators; d. Maintenance technicians (Mechanical/Electrical/C&I); and e. Others.	
7	Has the Bidder ever abandoned the awarded gas turbine maintenance service contract or long term maintenance contract or contract for supply of parts before its completion? If so, give name of the power plant and reasons for abandonment.	



8	Has the Bidder ever been debarred/black-listed for competing in any organisation at any time? If yes, please give details.	
9	Has the Bidder ever been convicted by a court of law? If so, give details.	
10	Details of litigation and details of insolvency proceedings pending against it or any Affiliate in any jurisdiction.	
11	Any other information considered necessary but not included above.	

Place: _____
(Signature) _____

Date: _____
(Printed Name) _____
(Designation) _____
(Common Seal) _____

- Note:**
- (i) In case of an Indian company, common seal may be affixed in accordance with the procedure prescribed under its articles of association/board resolution and in accordance with the Companies Act, 2013.
 - (ii) In case the Bidder is a foreign company, then the common seal/corporate seal of such foreign company shall be affixed in accordance with the procedures prescribed under its constituent documents and the applicable law in the jurisdiction of incorporation of such foreign company.
 - (iii) In case the Bidder is relying on the financial capability of the Parent then the above details for the Parent must be provided.



FORM-B
(On the Letter Head of the Bidder)

DETAILS OF PRESENT COMMITMENT AND PAST EXPERIENCE

Proposal No.:

Date:

S. No.	Contract no. & date	Contract awarding agency	Name & location of the plant	Capacity & unit no. covered in contract	Scope of work	Contract price	No. of events completed (HGPI and MI)	Date of completion of work, if applicable	Details of major parts supplied	Customer Satisfaction Level Certificate
A.	Present Commitment									
B.	Past Experience									

(Signature) _____



Place:

(Printed Name) _____

(Designation) _____

Date:

(Common Seal) _____

Note:

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FORM-C**(On the Letter Head of the Bidder)****AUDITED FINANCIAL INFORMATION FOR THE LAST THREE FINANCIAL YEARS**

Proposal No.:

Date:

a.	Legal name of the Bidder.	
b.	Date of incorporation.	
c.	Registered office address.	
d.	Bidder's share capital employed in the business.	
e.	Turnover of the Bidder in last three financial years ending as on 31 March: <ul style="list-style-type: none">• 2023• 2024• 2025	
f.	Profit (before tax) earned by the Bidder in last three financial years: <ul style="list-style-type: none">• 2023• 2024• 2025	
g.	Value of fixed asset of the business by the Bidder in last three financial years: <ul style="list-style-type: none">• 2023• 2024• 2025	
h.	Net Worth of the Bidder in last three financial years (Net Worth): <ul style="list-style-type: none">• 2023• 2024• 2025	
i.	Cash flow from operations in last three financial years: <ul style="list-style-type: none">• 2023• 2024• 2025	
j.	Guarantee limits (if any) enjoyed by the Bidder	
k.	Overdraft limits (if any) enjoyed by the Bidder.	



Note: All the above documents shall be duly certified by banks/auditors, as the case may be.

Place: (Signature) _____

Date: (Printed Name) _____

(Designation) _____

(Common Seal) _____

Note:

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- (ii) In case the Bidder is a foreign company, then the common seal/corporate seal of such foreign company shall be affixed in accordance with the procedures prescribed under its constituent documents and the applicable law in the jurisdiction of incorporation of such foreign company.
- (iii) In case the Bidder is relying on the financial of the Parent then the above details for the Parent must be provided.

FORM-D

FORMAT OF CV OF KEY PERSONNEL

- a. Name of Bidder: _____
- b. Name of professional: _____
- c. Date of birth: _____
- d. Years with Bidder: _____
- e. Nationality: _____
- f. Membership in professional societies: _____
- g. Detailed task assigned: _____
- h. Key qualification:
(Give an outline of staff member's experience and training relevant to responsibility in context of assignment. Describe degree of responsibility held by staff member on relevant previous assignment and give dates and location.)
- i. Education:
(Summarize college/university and other specialised education of staff member.)
- j. Employment record:
(Starting with present position, list in reverse order every employment held. List all positions held by staff member since graduation, giving dates, name(s) of employing organisation(s), title of position held and location of assignments. For experience in last ten years, also give type of activities performed and client references, where appropriate.)

Place:

(Signature) _____

Date:

(Printed Name) _____

(Designation) _____

(Common Seal) _____

Note:

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FORM-E

PROFORMA FOR PRE-BID QUERIES

Proposal No.:

Date:

Sl. No.	Reference of Bidding Document				Bidder's Query
	Part / Vol.	Page No.	Clause No.	Subject	

(Signature) _____

Place:

(Printed Name) _____

(Designation) _____

Date:

(Common Seal) _____



Note:

- (i) In case of an Indian company, common seal is to be affixed in accordance with the procedure prescribed under its articles of association/board resolution and in accordance with the Companies Act, 2013.
- (ii) In case the Bidder is a foreign company, then the common seal/corporate seal of such foreign company shall be affixed in accordance with the procedures prescribed under its constituent documents and the applicable law in the jurisdiction of incorporation of such foreign company.

FORM-G

SCHEDULE OF TECHNICAL DEVIATION

1. Deviations to Bidding Document, if any, shall be indicated only in this schedule.
2. Deviations listed elsewhere shall be ignored.
3. No printed terms & conditions shall be considered.

Sl. No.	Section	Clause No.	Page No.	Description as specified	Deviation taken

Place:

(Signature) _____

Date:

(Printed Name) _____

(Designation) _____

(Common Seal) _____

Note:

- (i) In case of an Indian company, common seal is to be affixed in accordance with the procedure prescribed under its articles of association/board resolution and in accordance with the Companies Act, 2013.
- (ii) In case the Bidder is a foreign company, then the common seal/corporate seal of such foreign company shall be affixed in accordance with the procedures prescribed under its constituent documents and the applicable law in the jurisdiction of incorporation of such foreign company.

FORM-H

SCHEDULE OF COMMERCIAL DEVIATION

1. Deviations to Bidding Document, if any, shall be indicated only in this schedule.
2. Deviations listed elsewhere shall be ignored.
3. No printed terms & conditions shall be considered.

Sl. No.	Section	Clause No.	Page No.	Description as specified	Deviation taken

(Signature) _____

Place:

(Printed Name) _____

Date:

(Designation) _____

(Common Seal) _____

Note:

- (i) In case of an Indian company, common seal is to be affixed in accordance with the procedure prescribed under its articles of association/board resolution and in accordance with the Companies Act, 2013.
- (ii) In case the Bidder is a foreign company, then the common seal/corporate seal of such foreign company shall be affixed in accordance with the procedures prescribed under its constituent documents and the applicable law in the jurisdiction of incorporation of such foreign company.



FORM-K

[ON THE LETTERHEAD OF THE BIDDER]

PROFORMA FOR LETTER OF AUTHORITY

Proposal No.:

Date:

To
ONGC Tripura Power Company Limited,
10th Floor, Core 4 & Central, SCOPE Minar,
Laxmi Nagar, Delhi – 110092 (India)
Ph: +91-11-22404700
Fax: +91-11-22017731

Ref: Tender No. _____ (the "**Tender**")

Dear Sir,

We, _____ do hereby confirm that Mr. _____ (Name (s), position held and address) is/are authorized to represent us in connection with the EOI for 9FA.03 Gas Turbine Rotor and also for long term comprehensive maintenance services for Covered Units of 2x363.3 MW combined cycle power plant of ONGC Tripura Power Company Limited (**OTPC**) at Palatana, Tripura, India *inter alia* to tender, sign and submit the bid/proposals and all related documents and provide information/response to OTPC, represent us in all matters before OTPC, and generally deal with OTPC in all matters in connection with our bid.

A board resolution authorising Mr. _____ (Name (s), position held and address) in this behalf is attached to this letter as Annexure-1. We confirm that we shall be bound by whatsoever our said representative(s) shall commit.

Yours faithfully,

Place: _____
Date: _____

(Signature) _____
(Printed Name) _____
(Designation) _____
(Common Seal) _____



Note:

1. This letter of authority should be signed by the director or company secretary or any other authorised person and having a power of attorney or a board resolution (power of attorney/board resolution shall be annexed) to bind such Bidder.
2. In case of an Indian company, common seal is to be affixed in accordance with the procedure prescribed under its articles of association/board resolution and in accordance with the Companies Act, 2013.
3. In case the Bidder is a foreign company, then the common seal/corporate seal of such foreign company shall be affixed in accordance with the procedures prescribed under its constituent documents and the applicable law in the jurisdiction of incorporation of such foreign company.

Form K (I)

Format for Board Resolutions

The Board, after discussion, at the duly convened meeting on..... (Insert date), with the consent of the Directors present and in compliance of the provisions of the Companies Act, 2013, passed the following resolution:

RESOLVED THAT Mr/Ms.....be and is hereby authorized to do on our behalf, all such acts, deeds and things necessary in connection with or incidental to our bid/EOI proposal for 9FA Gas Turbine Rotor and long term comprehensive maintenance services for Covered Units, i.e., 2x363.3 MW gas based combined cycle power plant at Palatana, Udaipur, Tripura, including signing and submission of our bid/EOI proposal and all related documents and providing information/clarification, representing us in all matters before ONGC Tripura Power Company Limited (**OTPC**), and generally dealing with OTPC in all matters in connection with our bid for the said operation and maintenance services and supply of consumables and computerized plant maintenance management system.

Certified true copy

(Signature, Name and stamp of Company Secretary / Director)

Note:

- 1 This certified true copy should be submitted on the letter head of the Bidder, and should be signed by the company secretary/director of the Bidder.
- 2 This format may be modified only to the limited extent required to comply with the local regulations and laws applicable to a foreign entity submitting this resolution. For example, reference to Companies Act, 2013 may be suitably modified to refer to the laws applicable to the entity submitting the resolution. However, in such case, the foreign entity shall submit an unqualified opinion issued by the legal counsel of such foreign entity, stating that the Board resolutions are in compliance with the applicable laws of the respective jurisdictions of the issuing company and the authorizations granted therein are true and valid.



FORM-N

**[ON THE LETTERHEAD OF THE BIDDER]
DISCLOSURE OF RELATIONSHIP**

Proposal No.:

Date:

**To
ONGC Tripura Power Company Limited,
10th Floor, Core 4 & Central, SCOPE Minar,
Laxmi Nagar, Delhi – 110092 (India)
Ph: +91-11-22404700
Fax: +91-11-22017731**

Ref: Tender No. _____

Dear Sir,

We, _____ hereby submit the following information pertaining to relatives of our Director(s) who are employed with ONGC Tripura Power Company Limited (OTPC).

Tick anyone as applicable.

1. The Director(s) of our company DO NOT HAVE any relatives employed in OTPC.
2. The Director(s) of our company HAVE relatives employed in OTPC and their particulars are as below:
 - i. _____
 - ii. _____
3. For the purpose of this disclosure, 'relative' shall have the meaning prescribed to such term under Section 2(77) of the Companies Act, 2013.

Yours faithfully,

Place:

(Signature) _____

(Printed Name) _____



Date:

(Designation) _____

(Common Seal) _____

Note:

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FORM-P

[ON THE LETTERHEAD OF THE AUDITOR]

**CERTIFICATE FROM STATUTORY/REPUTED AUDITOR FOR FINANCIAL CAPACITY OF THE
BIDDER**

Proposal No.:

Date:

To

**ONGC Tripura Power Company Limited,
10th Floor, Core 4 & Central, SCOPE Minar,
Laxmi Nagar, Delhi – 110092 (India)
Ph: +91-11-22404700
Fax: +91-11-22017731**

Ref: Tender No. _____ and all the bidding documents issued to us for the said tender on purchase ("**Bidding Document**").

Dear Sir,

In our capacity as statutory auditor of[*insert name of the Bidder*]/an auditor acting for [*insert name of the Bidder*] we have verified the relevant statutory and other records of the [*insert name of the Bidder*] and certify that the Net Worth of the [*insert name of the Bidder*], as defined in the **EOI** dated [●] issued by ONGC Tripura Power Limited, is positive as on 31 December, 2025 (or if the Bidder follows a different financial year (other than April to March) then as on the last date of its last financial year, as duly adopted by it and acceptable as per the laws applicable to it).

Capitalised terms used in this certificate but not defined herein shall have the meaning given to them under the Bidding Document.

Yours faithfully,

Place:

Date:

Signature and Stamp of the Statutory/Reputed Auditor