



भारतीय प्रबन्धन संस्थान राँची
(शिक्षा मंत्रालय, भारत सरकार के अधीन)
प्रबन्धन नगर, नयासराए मार्ग, राँची, झारखण्ड , पिन- ८३५ ३०३

INDIAN INSTITUTE OF MANAGEMENT RANCHI

(Under Ministry of Education, Govt. of India)

Prabandhan Nagar, Nayasarai Road,
Ranchi, Jharkhand, PIN - 835303

URL: www.iimranchi.ac.in

Email: purchase@iimranchi.ac.in

Notice Inviting Tender (NIT) for

Repair and Testing of UPS at IIM Ranchi

Tender No. : IIM Ranchi/NIT/UPS Repair/2025-26/17

Dated: 08.08.2025

Issued by:
Administrative Officer - Purchase
Indian Institute of Management, Ranchi
(For & on behalf of the Director, IIM Ranchi)

IIM Ranchi is an Institution of National Importance (INI) and Second Generation IIM under the Ministry of Education, Government of India, established in 2009 in the State of Jharkhand. The institute intends to take the repair and testing services of an expertise agency towards repair and testing of 09 in number (10 KVA- 02, 15 KVA-03, 20 KVA-04) UPS installed in IIM Ranchi campus.

Interested firms/ agencies with requisite experience and expertise may submit their bids in the prescribed format. All prospective bidders may download the NIT document from the institute's website at www.iimranchi.ac.in / CPP portal.

Sealed Bids under two bid system (technical & financial bids in separate envelopes) may be submitted super-scribing the envelope as "Repair and testing of UPS at IIM Ranchi" vide NIT No. IIM Ranchi/NIT/UPS Repair/2025-26/17 dated 08.08.2025" containing sealed and signed NIT document, technical & financial bids and other supporting documents towards eligibility duly signed, sealed and sent to the:

Administrative Officer - Purchase & Stores
Indian Institute of Management Ranchi
Prabandhan Nagar, Mudma, Nayasarai Road,
Ranchi, Jharkhand, PIN-835303

through Post/ Courier/ by Hand on or before 29.08.2025 till 03:00 PM. Bids received by Fax/ Email or any other mode will not be accepted. The bids will be opened on 29.08.2025 at 04:00 PM, in the presence of the bidders who wish to be present at IIM Ranchi, Birsa Munda Block), Prabandhan Nagar, Mudma, Nayasarai Road, Ranchi, Jharkhand.

Interested firms are advised to read the entire tender document carefully before submitting their bid. The bids not received in the prescribed format and are found to be incomplete in any respect will be summarily rejected.

Amendment/ Corrigendum, if any, will be notified on the above websites only. No press notification will be issued in this regard. Bidders are therefore requested to visit the above websites for updates regularly.

TENDER SCHEDULE

Name of the work	Repair and testing of UPS at IIM Ranchi
Cost of Tender Document	Nil
Bid Security	Rs. 8000/- (Rupees Eight Thousand Only) Through SB Collect link- (https://www.onlinesbi.sbi/sbicollect/icollecthome.htm?saraID=-997825186) EMD exemption to MSEs as per the extant rules of the Government.
Bid Validity	The validity of bids shall be 90 (ninety) days from the date of opening of bids or any extension thereof.
Inspection of defective UPS	It is compulsory to inspect the defective UPS before submitting the bid. Interested bidders may visit and inspect the defective UPS during working hours.
Security Deposit	Rs. 12,000/- (Rupees Twelve Thousand only) (Will be released after completion of a warranty period of 03 months.)
Pre-Bid Meeting	11:00 AM to 12:00 PM on 14.08.2025 for clarifications of queries, if any, at IIM Ranchi Campus.
Last Date of Submission of Tender	up to 03.00 PM on 29.08.2025
Opening of Tender	Part - I: Technical Bid Technical bids will be opened on 29.08.2025 at 04:00 PM. Part - II: Financial Bid Financial bids of the technically responsive bidders shall be opened at a later date. The financial bid opening date and time shall be intimated to the technically qualified bidders separately by the Institute.
Contact Person (for any clarification during the tendering process)	Administrative Officer - Purchase & Stores Indian Institute of Management Ranchi Email: purchase@iimranchi.ac.in

INFORMATION TO THE BIDDERS:

The details of defective UPS (Uninterruptible Power Supply) equipments are mentioned below:

- (i) 10 KVA online UPS (Make-Numeric), Quantity - 02
 - (a) Model no. HPI3310KVA, Serial no. XLL200900838
 - (b) Model no. HPMAX10KVAFMIC, Serial no. XLL200903696

(ii) 15 KVA online UPS (Make-Numeric), Quantity - 03

- (a) Model no. HPI3315KVA, Serial no. XLL200900866
- (b) Model no. HPI3315KVA, Serial no. XLL200900865
- (c) Model no. HPI3320KVA, Serial no. XLL210500423

(iii) 20 KVA online UPS (Make-Eaton), Quantity - 04

- (a) Model no. 93E-20-D-MBS, Serial no. 4L145LXX25
- (b) Model no. 93E-20-D-MBS, Serial no. 4L144LXX31
- (c) Model no. 93E-20-D-MBS, Serial no. 4L145LXX24
- (d) Model no. 9355-15-NC-O, Serial no. 2L214JBA03

Eligibility Criteria:

- (i) The agency/ bidder must possess a valid PAN & GST issued by the appropriate authority.
- (ii) The agency/ bidder should not be black listed with any govt organisation/ autonomous bodies/ PSU.
- (iii) The bidder should have experience of at least 03 years in UPS servicing and repairs .Relevant documents needs to be enclosed (Only UPS servicing and repairs will be considered as experience). Work orders/ work completion certificate will be the relevant documents.

INSTRUCTION TO THE BIDDERS:

1. Tender documents sent through Post or Courier will be at the risk of the tenderer and IIM Ranchi will not be responsible for any loss or non-receipt of the tender documents. Tenders received after due date/time will not be entertained/considered. If tender closing/opening date is declared a Holiday at IIM Ranchi, the last date of submission/opening of the Bids will automatically stand extended to the same time of the next working day.

2. It is clarified that any individual signing the tender or other documents in connection with the tender must certify whether he signs as:

- ◆ A "Sole Proprietor" of the firm or constituted attorney of such sole proprietor
- ◆ A partner of the firm, if it is a partnership must have authority to refer to arbitration, disputes concerning the business of the partnership either by virtue of the partnership agreement or a power of attorney. In the alternative, the tender should be signed by all the Partners.

- ◆ Director, if it is a One Person Company.
- ◆ Constituted attorney of the firm, if it is a Company.
- ◆ Authorized signatory of the firm.

3. Financial quotes should be filled in prescribed format (as per Annexure - V to subject tender document) duly signed and stamped and prices be clearly written/ typed both in words and figures without any overwriting. Corrections & overwriting, if any, should be counter signed by the tenderer. If there exists any doubt with respect to the price mentioned the price mentioned in words will be taken as the final quote.

4. Tenderers are advised to study the tender document carefully. Submission of tender shall be deemed to have been done after careful study and examination of the tender document with full understanding of its implications.

5. Conditional bids would not be accepted, and are liable to be rejected.

6. In the event of default in supply of materials and undertake the repair work, IIM Ranchi reserves the right to cancel the contract order entered into, and initiate claims against damages from the successful tenderer, and also reserves the right to award the contract to another vendor at the cost and risk of the successful tenderer.

7. The firm should be mandatorily registered with GSTN and should hold GSTN number for invoicing.

8. The cancellation of tender solely vest with the institute, and tender can be scrapped before offering of Service order/LOA/Contractual Agreement to L1 vendor or at any time as deemed to be fit by IIM Ranchi before service order/contractual agreement is handed over to vendor without any prior notice and the same will be notified at a later stage after decision is implemented.

9. The bid opening date will be extended to new date, if required number of minimum participants doesn't respond to the published bid or as deemed to be fit by the tender convening authority or Competent authority of the institute. The extended date of bid opening will be notified through institute website.

10. L1 Vendor is to transfer price advantage on supplies being provided to IIM Ranchi arising due to any reduction in applicable taxes for supplies being rendered.

11. All pages of the tender document to be signed by the vendor, signing the financial quotes.

12. All the spares used for defect rectification must be genuine and a declaration towards the same is required to be enclosed with the work completion.

13. On tender opening date vendors/representatives of vendors who have submitted bids against subject tender are welcome to witness the event. The participant should hold valid authorisation letter/valid Identity card issued by the company.

14. All quotations to be submitted only in INR.

15. Tenders should be duly signed and stamped on every page by an authorised signatory of the tenderer.

16. The price quoted should be clearly typed /written in figures and words, free from corrections or overwriting. Corrections, if any, must be authenticated by the full signature of the person who has signed the quotation/bid. If there exists any variation in figures and words, amount mentioned in words will be considered as final.

17. The successful bidder will be required to deposit performance security of Rs. 12,000/- within 02 weeks, after issue of the Letter of Award. The security deposit will be released post completion of the warranty period of 03 months.

18. ROUNDS FOR REJECTION OF BIDS

The bids are liable to be rejected forthwith i.e., without being evaluated, on the following grounds:

- (a) If the tender has been received after the closing date/time of the tender.
- (b) If the tender has not been signed by the authorized signatory of the tenderer.

Price bids of only those tenderers, who meets the eligibility criteria and have inspected the unserviceable UPS modules would be opened, and accordingly such tenderers would be intimated in advance of the date of opening of the price bids by Email and, or by telephone.

The contractor has to follow all safety norms throughout the repair and testing activities. All the workers shall be equipped with the required safety gadgets while working at site.

19. FORCE MAJUERE CLAUSE

(a) Neither party shall bear responsibility for the complete or partial non- performance of any of its obligations (except for failure to pay any sum which has become due on account of receipt of goods/services under the provisions of the present contract), if the non-performance results from such Force Majeure circumstances as Flood, Fire, Earth Quake and other acts of God as well as War, Military operation, blockade, Acts or Actions of State Authorities or any other circumstances beyond the parties control that have arisen after the conclusion of the present contract.

(b) In such circumstances the time stipulated for the performance of an obligation under the present contract is extended correspondingly for the period of time of action of these circumstances and their consequences.

(c) The party for which it becomes impossible to meet obligations under this contract due to Force Majeure conditions, is to notify in written form the other party of the beginning and cessation of the above circumstances immediately, but in any case not later than 10 (Ten) days from the moment of their beginning.

SCOPE OF WORK:

- (i) The vendor should inspect prior to quoting for it.
- (ii) The price quote should be net cost including all components without any hidden cost.
- (iii) 03 months warranty on UPS functioning, post repair and testing of UPS.
- (iv) Post repair of UPS, the trials be shown and witnessed by the representative of the institute.

Note- The site visit for inspection of unserviceable UPS prior to bid submission is must. The inspection report also to be submitted.

Technical Proposal Checklist

(To be submitted on the letterhead of the bidder)

Ref: IIM Ranchi/NIT/UPS Repair/2025-26/17 dt. 08.08.2025

Sl. No.	Particulars	Supporting Documents Submitted (Y/N)	Remarks, if any
1	Details of all works of similar nature(UPS servicing and repairing) completed during last three years		
2	The bidder must possess a valid PAN & GST issued by the appropriate authority.		
3	Bid Forwarding Letter as per the format in Annexure - II		
4	Self-Declaration about Non-Blacklisting as per the format in Annexure-III		
5	EMD submission proof		
6	Power of Attorney/ Authorization Letter, if tender is submitted by the authorized partner/ representative of the firm (on the letterhead of the bidder).		
7	Duly signed and stamped of the entire tender document along with its addendum/ corrigendum, if any		
8	Duly signed and stamped format for undertaking for site inspection as per Annexure-IV		

Declaration

I/We..... (Name of the Partner/s or Authorized Representative of Bidder) of (Name of the firm) do hereby declare that the entries made here are true to the best of my/our knowledge. I/We hereby agree to abide by all terms and conditions laid down in the tender document.

Place:
Date:

(Name & signature with stamp of the bidder)

BID FORWARDING LETTER
(To be submitted on the letterhead of the bidder)

Date: _____

To
The Administrative Officer - Purchase & Stores
Indian Institute of Management Ranchi
Prabandhan Nagar, Nayasarai Road
Ranchi - 835303

Subject: Bid Forwarding Letter.

Ref: IIM Ranchi/NIT/UPS Repair/2025-26/17 dt. 08.08.2025.

Sir,

I/ We hereby confirm and declare that I/We have carefully studied the tender document therein and undertake myself/ ourselves to abide by the terms and conditions laid down in the tender.

I/ We also keep the offer open for 90 (Ninety) days from the end date of tender or any amendment thereon.

Yours faithfully,

(Name & signature with stamp of the bidder)

ANNEXURE - III

Self-Declaration about Non-Blacklisting
(To be submitted on the letterhead of the bidder)

Date: _____

To
The Administrative Officer - Purchase & Stores
Indian Institute of Management Ranchi
Prabandhan Nagar, Nayasarai Road
Ranchi - 835303

Subject: Self-Declaration about Non-Blacklisting.
Ref: IIM Ranchi/NIT/UPS Repair/2025-26/17 dt. 08.08.2025.

Sir,

In response to your tender under reference, I/ We hereby declare that presently our agency is having unblemished record and is not declared ineligible for corrupt & fraudulent practices either indefinitely or for a particular period of time by any Central/ State Govt. Department, Central/ State Universities, Public Sector Undertakings, Autonomous Bodies, Academic Institutions and Commercial Organizations.

We further declare that presently our agency is also not blacklisted/ debarred and not declared ineligible for any reason other than corrupt & fraudulent practices by any Central/ State Govt. Department, Central/ State Universities, Public Sector Undertakings, Autonomous Bodies, Academic Institutions and Commercial Organizations in past five years from the last date of submission of proposal.

If this declaration is found to be incorrect then without prejudice to any other action that may be taken, my/ our performance security may be forfeited in full and the tender if any to the extent accepted may be cancelled.

Yours faithfully,

(Name & signature with stamp of the bidder)

FORMAT OF UNDERTAKING FOR SITE INSPECTION

(To be submitted on the letterhead of the bidder)

To
The Administrative Officer - Purchase & Stores
Indian Institute of Management Ranchi
Prabandhan Nagar, Nayasarai Road
Ranchi – 835303

I/we hereby give an undertaking for the given work as follows: -

Sub: For Repair and testing of UPS at IIM Ranchi.

I/we have inspected and examined the defective UPS (09 number) and its surroundings is / are satisfied before submitting our bid as to the nature of the defect and spares required to repair them. I/we shall be responsible for arranging the required genuine spares and install them. I/we shall be maintaining at our own cost all other requirements like tools, test equipment, safety gadgets, facilities for workers and all other services required for executing the work unless otherwise specifically provided for in the contract documents.

Submission of a bid by a I/we implies that I/we have read this notice and all other contract/ tender document and has made myself / our self-aware of the scope and specifications of the work to be done and other factors having a bearing on the execution of the work.

Yours faithfully,

(Name & signature with stamp of the bidder)

FINANCIAL BID

(To be submitted on the letterhead of the bidder)

Date of Submission of Financial Bid : _____	
Ref: Tender for Repair and testing of UPS at IIM Ranchi Tender No.: IIM Ranchi/NIT/UPS Repair/2025-26/17 dt. 08.08.2025	
Name of the Bidder: Correspondence Address: Tel/ Mob No.: Email:	

(Amount in INR)

SL NO	DESCRIPTION OF DEFECTIVE UPS	QTY	UNIT REPAIR & TESTING CHARGES	TOTAL AMOUNT (Exclusive of GST)
1	15 KVA Online UPS, make-Numeric	03 No.		
2	10 KVA Online UPS, make-Numeric	02 No.		
3	20 KVA online UPS, make- Eaton	04 No.		
GST				
Total amount Rs.				
Total amount in words:				

- i. The bidder offers the Lowest Rate (L1), will be declared as the successful bidder.
- ii. Selection Method: Lowest cost proposal (L1) of technical responsive bidder will be considered for award of contract.

Declaration

I/We..... (Name of the Partner/s or Authorized Representative of Bidder) of (Name of the vendor/ firm/ agency) do hereby declare that the entries made here are true to the best of my/our knowledge. I/We hereby agree to abide by all terms and conditions laid down in tender document.

Place:
Date:

(Name & signature with stamp of the bidder)