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, JH- 835303

Notice Inviting Tender for Servicing and Overhauling of LT (Low Tension) Switchboard Panel

Indian Institute of Management Ranchi invites sealed tenders from the authorised/reputed vendors under a two-bid system (Technical Bid & Financial Bid) to Servicing and overhauling of LT Switchboard panel. Interested bidders shall submit their sealed bids to "Administrative Officer (S&P), IIM Ranchi, Prabandhan Nagar, Naya Sarai Road, Ranchi-835303".

Tender Schedule

Tender Number	IIM Ranchi/NIT/LTPanel/2026-27/37 Dt. 24.08.2026
Cost of Tender Document	Nil
Bid Security/ EMD	Rs. 7000/- (Rupees Seven Thousand only)
Website for downloading Tender Document, Corrigendum or Addendum, etc.	www.iimranchi.ac.in (under the 'Tender' section),
Estimated Bid Value	Rs. 3,41,610/- (Rupees Three Lakh Forty-One Thousand Six Hundred Ten only)
Bid Validity	The validity of bids shall be 90 (Ninety) days from the date of opening of bids or any extension thereof.
Last Date of bid submission	up to 03.00 PM on 07.09.2026
Opening of Tender (Technical bid)	04.00 PM on 07.09.2026
Opening of Financial bid	Financial bids of technically qualified bidders shall be opened on later with the intimation to the technically qualified bidders.
Contact Person (For any clarification during the tendering process)	Administrative Officer - Purchase & Stores Indian Institute of Management Ranchi Email: **purchase@iimranchi.ac.in**

PROCEDURE FOR SUBMISSION OF BID:-

The participating Bidders should submit a Bid in Three Separate Sealed Envelopes.

i) Technical Bid (Envelope A)

The bidders should submit the Following Documents along with the Technical Bid towards eligibility of the tender, i.e Envelope A:

a) PAN, GST Registration Certificate and Bank Account Details.
b) The bidder must have at least 02 years of experience in the completion of similar nature of work (i.e., work on LT/HT panel). Work order/ Work completion to be submitted.

c) Experience in one similar contract with a contract value of equal to or more than 80% of the total estimated tender value
   Or,
   Two similar contracts with 60% of the total estimated tender value each
   Or,
   Three similar contracts with 40% of the total estimated tender value each. The bidder must enclose the work order/ completion certificate issued by any government organisation in support of its claim.
d) EMD of Rs. 7,000/- in the form of DD/NEFT/FDR.
e) MSME exemption applicable as per the rule of the Government of India.
f) If the tender opening date is a holiday or declared holiday by the Government of India, then the tender will be opened on the next working day.

This envelope should be SUPERSCRIBED with the following text: ***"Technical Bid to*** **Servicing and Overhauling of LT Switchboard Panel"**

ii) Price Bid (Envelope B)

Price bid must be quoted as per the format specified, failing which the bid will be rejected. The Price Bid should be put in a separate cover, and the cover should be sealed. This envelope should be SUPERSCRIBED with the following text: ***"Price/Financial Bid to*** **Servicing and Overhauling of LT Switchboard Panel"**

iii) Master Envelope (Envelope C)

Contains both Envelope A and Envelope B. This envelope should be SUPERSCRIBED with the following text: ***"*****Tender for Servicing and Overhauling of LT Switchboard Panel"**

II. EVALUATION PROCESS

The process for selection of the successful Bidder would be determined as under: -

Stage 1: Evaluation of Sample: The bidders who submitted all required documents as per the technical requirements of the tender will be eligible to further evaluation process. The Bidders' Competency will be assessed by the previous experience documents submitted in the Technical Bid. The decision taken by the Institute will be final and binding.

Stage 2: Opening of Price Bid: The price bids of all the eligible bidders (from Stage - I*)* will be opened in the presence of the committee members and bidders or authorized representatives of the

firm. The lowest price quoted by the Bidder in the Price Bid will be considered as a successful Bidder (L1), and the Work Order will be awarded to the L1 Bidder.

III. Other Terms & Conditions:-

a) The bid forwarding letter (Annexure-II) and others is a part of the Technical bid.
b) The bidder should submit the tender duly signed and stamped on all the pages
c) The financial bid shall be opened only to a technically qualified bidder(s) in the presence of the intending bidders or their authorised representatives, if they wish to be present at that time.
d) The tender job will be awarded on an overall L1 basis, not on an individual item basis. L1 will be decided on the basis of the total quoted rates of all items, such as supply, transportation, labour cost, GST, etc., of technically qualified bidders only.
e) After the selection of the successful bidder, the Work Order shall be issued by the Institute to the Successful Bidder, and the Successful Bidder shall, within 07 (seven) working days of the receipt of the WO, sign and return the duplicate copy of the same in acknowledgement thereof.
f) Time allowed for the execution of the work is 15 days.
g) The Institute reserves the right to modify the conditions of the tender at any time without assigning any reasons for the same.
h) IIM Ranchi reserves the right to accept/reject any bid without assigning any reason whatsoever.
i) If the last date of opening of the bid coincides with a holiday, then the next working day shall be the opening.
j) The work should be completed within 15 days of the confirmed Work Order, or else an amount equivalent to 1% of the maximum, up to 10 % of the total value per week of delay, will be deducted from the payment to the bidder or as decided by the Competent Authority.
k) IIM Ranchi will seek clarification from the bidder for the evaluation of bids, and the decision made by IIM Ranchi will be final.
l) No financial information should be disclosed in the technical bid. Otherwise, bids will be rejected.
m) The bidders are requested to visit the site for better analysing of work scope.
n) All spares used to rectify any defect/ issue is the responsibility of the successful bidder within the amount offered in the financial bid by the bidder. No additional cost will be considered.
o) The LT panel must be fully operating while handing over by the vendor post servicing and overhauling.
p) Warranty of 06 months post servicing and overhauling. The agency shall submit an undertaking to this effect on its letter head.
q) All safety precautions and tools during the work execution are responsibility of the service provider.
r) Joint ventures are not accepted.
s) All disputes arising out of this contract shall be subject to the Courts at Ranchi.

IV. Scope of Work

i Opening of all doors, side covers and cleaning & dusting of the equipment with cora cloth and vacuum cleaner. Contractors shall provide all cleaning agents and equipment for the above activity.
ii Checking and tightening of the contacts assembly for any pitting, hot spots or any abnormal conditions and replacing damaged contacts with new spares.
iii Cleaning the operation mechanism including spring mechanism/ motor operation, limit

switches etc of the breaker.

iv Oiling of the moving mechanism and check for proper operation.

v Checking and correcting the internal wiring of the unit, testing of the wiring.

vi Checking and tightening of Bus Bar, all control and power connection, and testing of Power Factor Capacitor, Power Contactor, APFCR relay.

vii Checking the internal wiring of the unit includes metering, panel indication lamps (RED, BLUE, GREEN, YELLOW), switches and replacing the defective items such as panel locks, digital display meters.

viii Checking and tightening of all busbars of switchgear terminal blocks and checking for any hotspots.

ix Checking and connecting the external earth flat to meet safety and statutory norms. (concerned earth pit values are to be recorded)

x Replacement of damaged gaskets for prevention of dust and entry of insects. Cleaning and closing of any openings at the bottom/ side for prevention of entry of rats.

xi Test and operate the panel and observe all relevant parameters in satisfactory range in presence of the institute's representative/ Engineer-in-Charge. Record and submission of IR values of each panel and combination of the panels in the form of a type test certificate.

xii All the work has to be carried out without hampering the utilities of premises.

Items required for repairing/BOQ: -

Sr.No	ITEM's	QTY
1.	630A MCCB	4 NOS
2.	400A MCCB	3 NOS
3.	160A MCCB	2 NOS
4.	200A MCCB	7 NOS
5.	100A MCCB	5 NOS
6.	315A MCCB	6 NOS
7.	800A MCCB	3 NOS
8.	1250A MCCB	3 NOS
9	500A MCCB 4P	12 NOS
10	125A MCCB	2 NOS
11	1600A ACB 4P	2 NOS
12	2500A ACB 4P	4 NOS
13	1200A ACB 4P	6 NOS
14	LT Panels	8Set

Submission of Bids:

Sealed proposal are invited on behalf of the Director, IIM Ranchi from registered/ reputed dealer/supplier for above requirement of goods/services as per the Terms & Conditions mentioned therein **in two packet system in two separate sealed covers, duly marked 'Technical Bid' and 'Price/ Financial Bid' placed in another sealed cover/envelope**. The quotations as per the given format are to be submitted in a Sealed Envelope, addressed to the Administrative Officer (S&P), Indian Institute of Management Ranchi, Prabandhan Nagar, Naya Sarai Road, Ranchi-835303 (Jharkhand), with the Tender name, number & date boldly superscribed **on the top of the envelope**. The offers are to be sent by Speed Post/ Registered Post/ By Hand to be dropped into tender box **on or before 07.09.2026 up to 03:00 pm.**

Annexure-I

FINANCIAL BID

(To be submitted on the letterhead of the bidder)

Date of Submission of Financial Bid: - -.- -.2026	GST No.
Tender No. IIM Ranchi/NIT/LTPanel/2026-27/37	Dated 24.08.2026
Name of the Bidder: Correspondence Address: Tel/ Mob No.: Email:	

(Amount in INR)

Sl. No.	Particulars	Quantity (nos.)	Total Amount (Including GST)
1.	**Servicing and Overhauling of LT Switchboard Panel completely**	**01 Work**	
Total Amount (Including GST)			
Total Amount in Words:			

i. The bidder offering the Lowest Rate (L1) will be declared the successful bidder.
ii. No extra payment shall be made for the work.
iii. Applicability of GST will be as per the extant rules of the Govt. of India.

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 the tender document.

Place: (Name & signature with stamp of the bidder)

Date:

Annexure-II

BID FORWARDING LETTER

(To be submitted on the letterhead of the bidder as per this format only)

Date: _____

To
The Administrative Officer (S&P),
Indian Institute of Management Ranchi,
Prabandhan Nagar, Nayasarai Road,
Ranchi, Jharkhand, PIN - 835303

Sub: NIT for Servicing and Overhauling of LT Switchboard Panel
.
Tender No. IIM Ranchi/NIT/LTPanel/2026-27/37 Dated -24.08.2026

Sir,

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

I/ We also keep the offer open for 90 (Ninety) days from the date of opening of the bid.

Yours faithfully,

(Name & signature with stamp of the bidder)