C-399

Dr. Shakuntala Misra National Rehabilitation University
Lucknow
REQUEST FOR PROPOSAL
Repairing & Servicing of 990 KVA& 1000 KVA Transformer

Name of Bidder/Co. Name.....

Signature of Bidderwith Seal

About Dr.Shakuntala Misra National Rehabilitation University, Lucknow

Dr. Shakuntala Misra National Rehabilitation University, Lucknow has been set-up by Uttar Pradesh Govt. which is currently offering programs at Undergraduate, Postgraduate and Doctoral levels etc. There is strength of around 5000 students including disabled and non-disabled students. The University intends to engage reputed agency/firm forrepair and service of transformer installed at university campus.

Tenders, in two-part bids, are invited from reputed firms to manage the repairing and servicing of transformer at Dr. Shakuntala Misra National Rehabilitation University, Lucknow.

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NOTICE INVITING TENDER (89/2025-26)

REPAIRING & SERVICING OF 990 KVA & 1000 KVA FOR TRANSFORMER

DR. SHAKUNTAL MISRA NATIONAL REHABILITATION UNIVERSITY, LUCKNOW

ELIGIBILITY CRITERIA:

Sealed tender is invited from various Firms/Agencies/Contractors for the repairing & servicing Contract of 990 KVA & 1000 KVA Transformer, who are eligible and experienced with sound financial strength, as per eligibility criteria given below:-

a) The contractor should have executed similar contract in Govt./ PSU/ Autonomous bodies.
b) The tenderer must satisfy themselves that they have adequate experience to handle the above job. They should produce documentary proof of satisfactory completing at least one jobs of similar nature costing not less than Rs. 07.00 Lakhs or two jobs of similar nature costing not less than Rs. 04.00 Lakhs or three jobs of not less than Rs. 03.00 Lakhs for government, Semi-Government public sectororganization, Autonomous bodies during the last three years
c) The contractor should have experience of minimum 03 years or more for the similar works in Govt./PSU/Autonomous bodies. (Certificate required)
d) The contractor should have sufficient trained manpower and workshop facility. Address of Workshop, List of workers along with their qualifications be submitted.
e) The contractor should have GST registration with the relevant statutory authority.
f) The company/firm should have its registered/branch office in Lucknow.
g) The contractor should be a profit making firm and having annual turnover for service contracts minimum Rs. 10 Lakh and The Balance Sheet/P&L account for the last three years ending 31/03/2025 should be submitted along with tender.
h) Latest Solvency certificate with any scheduled bank where the contractor is maintaining his account. The solvency certificate should not be more than three months old from the date of publication of this tender document. The solvency certificate should be submitted in original and should be in the name of Dr. Shakuntala Misra National Rehabilitation University, Lucknow.

The bidder may purchase the tender form before the last date from the Office of Dr Shakuntala Misra National Rehabilitation University, Lucknow by submitting Rs. 1,400/- DD towards the cost of tender document in the name of "Finance Officer, Dr Shakuntala Misra National Rehabilitation University, Lucknow. Alternatively, the bidder may download the Tender document from the University's website from the following link http://dsmru.up.nic.in. The downloaded tender form must be accompanied by a DD of tender cost at the time of tender submission in the name of "Finance Officer, Dr. Shakuntala MisraNational Rehabilitation University." payable at Lucknow.

All tender forms must be complete in all respects and submitted before the last date and time in the Tender Box placed in the Nazarat Section alongwith the other tender documents, An additional DD drawn in favour of "The Finance Officer, Dr. Shakuntala Misra National Rehabilitation University." payable at Lucknow, towards the Earnest Money Deposit (EMD).

Bidders will submit "Technical Bid" and "Financial Bid" in two separate sealed envelopes, addressed to The Registrar, Dr. Shakuntala Misra National Rehabilitation University, Mohaan Road, Lucknow-226017.

Both the separate sealed envelopes of "Technical Bid" and "Financial Bid" should be kept in a third envelopeduly sealed and superscribed with the name of work on top of the envelope.

In the Technical bid, the bidders will have to accept all the terms and conditions as mentioned in tender document. The validity period of the tender shall be for 90 days from the date of opening of tender document.

Bidder will also have to deposit the following documents in the Technical Bid.

1. Company's profile on the letterhead bearing full address.It must contain the following details along with self-attested documents:
   i) Place of registration
   ii) GST No.
   iii) PAN No.
   iv) Telephone/Mobile No./Email ID
   v) Official Address along with Contact Details.
   vi) The Balance Sheet/P&L Account for the past three years.
   vii) DD of EMD
   viii) Any other certificate, if any.
2. "Financial Bids", Annexure-III in respect of only those tenders/bidders will be opened, whose "technical bids" have been found acceptable as per eligibility criteria as prescribed.

Dr. Shakuntala Misra National Rehabilitation University, Mohaan Road, Lucknow, reserves the right to accept/reject any or all of the tender without assigning any reason whatsoever. Unrealistic prices quoted by the bidder would debar them from being considered for and future contracts. Tender submitted without a valid earnest money shall be disqualified.

The right is reserved by the Dr. Shakuntala Misra National Rehabilitation University, Mohaan Road, Lucknow to revise or amend the tender documentat any stage. The addendum or corrigendum shall be notified/published at University's Website. Bidders are advised to look at University's website regularly for any such addendum/corrigendum.

The Earnest Money will be refunded without any interest to all the unsuccessful tenders after the award of the work subject to the relevant provisions in the tender documents. Any false information furnished by the contractor shall lead to the forfeiture of the earnest money.

Applications are liable to be summarily rejected due to incomplete, incorrect information and/non fulfilment of eligibility criteria. Dr. Shakuntala Misra National Rehabilitation University, Mohaan Road, Lucknow, decision shall be final and binding on the bidders.

Sealed tenders superscribed as "Repairing & Servicingof 990 KVA& 1000 KVA Transformer" should be addressed to:-

The Registrar
Dr. Shakuntala Misra National Rehabilitation University,
Mohaan Road, Lucknow-226 017

and submitted by due date and time of submission. Tenders received thereafter will not be considered. Authorized representatives of company may be present at the time of the opening of the tender.

The contractor shall not be entitled to any compensation for loss suffered by hindrance on account of delays in commencing, executing the work, whatever the cause for such delays.

Registrar

Name of Bidder/Co. Name.....

Signature of Bidderwith Seal

Schedule of Tender

Sl.No.	Event	Details
1	Tender Cost	Rs. 1,400/-
2	Sale of tender	From:23/05/2025 to 09 /06/2025 Timings: 11:00 AM to 03:00 PM or may be downloaded from thewebsite.http://dsmru.up.nic.in
3	Last date for submission of bids with all documents and annexures (duly signed by Owner/Authorised representative of Co./Firm etc. on each page)	09 /06 /2025upto 03 :00 PM
4	Opening of Technical Bid	11/06/2025 at : 03:00PM
5	Pre- Bid Meeting	If required
6	Opening of Commercial Bids	Will be communicated by Phone/e-mail to the bidders who qualify after scrutiny of Technical Bids.
7	Estimated Contract Value	Rs. 5.56 Lakhs
8	Earnest Money Deposit (EMD)	Rs. 6500/-
9	Security Deposit	5% of the Contract Value

GENERAL TERMS AND CONDITIONS

1. **DEFINITIONS:**

In construing these conditions and specifications, schedule of quantities and agreement, the following works shall have the meaning herein assigned to them except where the subject or context otherwise requires:

a) DSMNRU shall mean The Dr. Shakuntala Misra National Rehabilitation University Lucknow.

b) "Employer/Owner" means Dr. Shakuntala Misra National Rehabilitation University, Lucknow on whose behalf tenders are invited and including its legal representatives.

c) "Contractor" means the person or persons, firm and company whether incorporated or not, employed as contractor by the Employer for undertaking the work and shall include Contractor's representatives, successors, legal heirs and permitted assigns.

d) "Vice-Chancellor" and "Registrar" will mean the Vice-Chancellor and Registrar of The Dr. Shakuntala Misra National Rehabilitation University, Lucknow at the relevant time. Relevant time will mean the time when action is taken under this Agreement.

e) "Consultant' means the person or firm as may be notified by the Consultant for the purpose. There may be a number of such representatives for varying purposes. The consultant's representatives shall be responsible to the Consultant.

f) "Contract" means the documents forming the tender and acceptance thereof and the Contract Agreement between the Dr. Shakuntala Misra National Rehabilitation University, Lucknow, Mohaan Road, Lucknow and the Contractor, if executed, together with the documents referred to therein including the terms and conditions, general and special specifications/conditions, designs, financial bid, schedule of quantities and instructions issued from time to time by the Consultant/DSMNRU Officer in-charge and all these documents taken together shall be deemed to form one contract and shall be complimentary to one another.

g) "Contract Price" means the sum named in the Letter of Acceptance subject to such additions or deductions as may be made under the terms of the Contract.

h) "Works" means the work to be executed in accordance with the contract.

i) "Temporary Works" means all temporary work of all kind required for the execution of the works by the Contractor.

j) "Specifications" means the specification annexed to or issued with the tender and any modification thereof or additions thereto as may be from time to time furnished or approved in writing by the Consultants/Employer.

k) "Site" means University's office located at Mohaan Road, Lucknow-226017.The workis to be executed or carried out at any other places provided by the employer or used for the contract.

l) "Approved" means approved in writing, including subsequent written confirmation of previous verbal approval and "approval" means approval in writing including as aforesaid,

m) Witten notice shall be deemed to have been duly served if delivered in person to the individual or to a member of the firm or to an office of the corporation for whom it is intended, or if delivered at or sent by registered mail to the last business address known to him who gives the notice or through e-mail.

n) Bidder shall mean the firm who participates in the tender and submits its Bid.

o) Bid/ Proposal shall mean the Bid submitted by the Bidders in response to this tender.

p) Successful Bidder: The Bidder who inter- alia meets the following requirements:

   (i) Technical and Financial criteria

   (ii) Bid Proposal is acceptable to the Dr. Shakuntala Mishra National Rehabilitation University, Lucknow

   (iii) Adheres / consents to all other conditions laid down by Dr. Shakuntala Mishra National Rehabilitation University Lucknow

2. SINGULAR AND PLURAL

   Words importing the masculine gender or singular number shall also include the feminine gender and plural and vice-versa where the context so requires.

3. The Consultant shall be the owner's representative. The consultant shall visit the site to familiarize himself generally with the progress and the quality of the work and to determine in general, if the work is proceeding in accordance with the work order. During such visits and on the basis of his observation at the site, he shall keep the owner informed of the progress of the work and shall endeavour to guard the owner

against defects and deficiencies in the work of the contractor and he shall condemn work which fails to confirm to the work order. He shall have authority to stop the work whenever it may be necessary in his reasonable opinion to ensure the proper execution of the work.

4. The Contractor's company will be responsible for proper and consistent functioning of the transformer.
5. The payment will be made towards the repairing and servicingon successful completion and satisfactory report from the concerned deptt./on the quoted rates as approved by the Dr. Shakuntala Misra National Rehabilitation University, Lucknow.
6. Bidder is advised to visit the site before quoting the price.
7. The bidder is advised to acquaint himself with the job involved, examine site conditions, labour, power, water, material availability, transport, communication facility, environmental regulation, laws and bye-laws of statutory bodies and collect all information necessary for preparing the bid and for entering into a contract. The cost of visiting the site and collecting information for the purpose of the bid shall be on bidder's account.
8. While submitting the tender, the bidder will be deemed to have accepted, understood and accepted all the terms and conditions stated in this document and no change whatsoever will be entertained by Dr. Shakuntala Misra National Rehabilitation University, Lucknow.
9. No interest will be paid on EMD/Security amount.
10. The EMD will be forfeited, if bidder withdraws his bid during the period of bid validity.
11. Any bid received by the Dr. Shakuntala Misra National Rehabilitation University ,Lucknowafter the prescribed date and time for submission will be returned unopened to the bidder.
12. The work will be awarded to the bidder whose bid has been determined and found to be eligible and to be substantially responsive to the bid documents and who has offered the lowest evaluated bid of bill of quantity, provided further that the bidder has the capability and resources to effectively carry out the work.
13. Dr. Shakuntala Misra National RehabilitationUniversityLucknow reserves the right to reject or to accept any tender in whole or in part, without assigning any reason whatsoever.

14. Clarifications: All clarification regarding the purchase/bid should be sought in writing. Clarifications can be sought up to the last date of submission of tender but the tender submission date can't be extended.
15. The details of installations is briefly described in Annexure- II.
    The reparing/ servicing shall be done without disturbing the normal functioning of the office.
16. All tools for repair/maintenance of transformer equipment shall be arranged by the Contractor.
17. For major repairs which cannot be carried out at site as decided by the designated representativeof the Owner, the contractor will have to organize transportation of equipments at designated place for repairs. The transportation charges will be borne by the contractor for the same.
18. All replacements, repairs, rectification and any such work shall have to be carried out as per the directions of Owner/Employer to his entire satisfaction.
19. All works under, and in course of execution shall at all times be open to inspection and supervision of the Owner or his authorized subordinates. Orders given to the contractor's agent shall be considered, as if these have been given to the contractor.
20. In case of any accident/damage etc. caused due to the negligence of the staff deployed by the contractor, the loss shall have to be made good by the contractor and no claim will be entertained by Dr. Shakuntala Misra National Rehabilitation University, Lucknow.
21. The contractor shall keep records of all replacements of defective, worn-out fixtures by keeping material stores tidy and all accounts shall be kept up-to- date.
22. The contractor shall handover the equipment in perfect running/working order to the owner/incoming contractor appointed by Owner, at the expiry of the work.
23. The entire work shall have to be carried out in complete coordination with the security and other working agencies. Any damages to the equipments belonging to the other agencies shall have to be made good by the Contractor at his own cost.
24. The intending tenderer shall visit the site to imspect the condition of equipments, their installation and visualize the maintenance and its related performance factors including scope of work before quoting.
25. The contractor shall have to service the equipments required to be done as per manufacturers recommendations during the reparing and servicing of the

transformer, Nothing extra shall be paid on this account.

26. SECURITY DEPOSIT

The successful bidder shall pay an amount equivalent to 5% of the accepted bid amount on acceptance of the tender as Security Deposit. The amount cannot be utilized by contractor towards adjustment of any liability of the Contractor.

In case of default on the part of contractor to perform and observe any conditions and provisions herein contained, it shall be lawful for Dr. Shakuntala Misra National Rehabilitation University, Lucknow in its absolute discretion to forfeit the whole of the security deposit or a part thereof without prejudice to any other right or remedy that may be available to it against the Contractor under this agreement, for such breach.

The security deposit will be refunded only after satisfactory fulfilment of the work after 03 months. In case the contractor abandons the contract or leaves the contract unperformed, the Security Deposit is liable to be forfeited.

27. All compensation or other sums of money payable by the Contractor to the Owner under the terms of this contractmay bededucted or recovered by the sale of a sufficient part of his Security deposit or from the interest arising therefrom or from any sums which may be due or may become due to the contractor by Owner on any account whatsoever and in the event of his security deposit being reduced by reasons of such deductions or sale as aforesaid of notice of demand from Owner make for the deficit. The owner has every right to forfeit the security deposit in part/full for any default from the contractor side.

28. PAYMENT TERMS:

The payment will be made after deducting the eligible taxes. The contract amount shall be inclusive of all taxes, levies etc. including the GST as enforced by Govt. The contractor shall indicate percentage and amount of GST in their bills separately.

No escalation shall be granted on any account over the rates quoted in the tender.

29. GENERAL INSTRUCTIONS:

Tenderer should quote in figures as well as in words the rates tendered. Special care must be taken in writing the rates in figure as well in words to avoid the possibility of interpolation. Erasures and alterations must be avoided, but if made unavoidable, the wrong figures and words must be neatly scored out under the full signature of the Tenderer and the correct figures and words neatly rewritten but not overwritten. Overwriting is not permitted.

In the event of any discrepancy between the rates quoted in words and the rates in figures, the former shall prevail. Similarly, if rates are written in Hindi & English, the English words shall prevail.

Contractors are requested to note that if they have got firms in different name, they should submit the tender in the name of only one firm.

The tenderer shall bear all the expenses in connection with the submission of tender. All the pages of tender documents should be signed and stamped by the tenderer.

The tenderer whose tender is accepted is bound to execute a formal agreement as per Dr. ShakuntalaMisra National Rehabilitation University Lucknow.

Annexure-I

Details of Firm

1.	Name of the Firm / Company :	
2.	Registered Address: Address for Communication:	
3.	Contact Information Office Phone Number: Residence Phone Number: Mobile Number: E-Mail:	
4.	Status of the Firm: (Please tick appropriate box & attach proof)	☐ Company ☐ Partnership ☐ Proprietary Firm ☐ Individual
5.	Year of Establishment:	
6.	Registration Details Companies / Firm Registration Number & Date: Income Tax PAN No.: Goods & Service Tax No.: (attach proof)	
7.	Income Tax Turnover of the Company/firm (Please attach copy of audited balance sheet and profit & loss account / IT Returns for last three financial years)	
8.	Details of work done in last 3 years. Please mention only those works which qualifies.	1. 2.
9.	Specify the maximum value of work done in a	Rs..... Year .....

Name of Bidder/Co. Name.....

Signature of Bidderwith Seal

10	Name & Address of Bankers (Enclose Solvency Certificate in Original in the name of "Dr. ShakuntalaMisra National Rehabilitaion University, Lucknow.")	☐ YES ☐ NO		
11.	Details of three responsible clients/ persons to whom the major works carried out by the applicant with address and telephone number who will be in a position to certify about the quality as well as past performance of your organization	1. 2. 3.		
12.	Details of service network in Lucknow / details of engineers and persons to be entrusted with the responsibility of maintenance/service be attached along with their technical Qualification and experience.			
13.	Details of Tender Fee	DD No.	Date	Issuing Company / Branch
	Details of EMD			

DECLARATION

1. All the information furnished by me/us is correct to the best of my knowledge and belief.
2. I/we have no objection if enquiries are made about the work listed by me/us in the accompanying sheets /Annexures.
3. I/We agree that the decision of Dr. Shakuntala Misra National Rehabilitation University, Lucknow in selection of contractor will be final and binding on me/us.
4. I/We have read the instructions and I/we understood that if any false information is detected at a later date, the tender of the concerned shall be cancelled and is liable for any action, as deemed fit by the Dr. ShakuntalaMisra National Rehabilitation University Lucknow.

Place:
Date:

SIGNATURE.....
NAME & DESIGNATION .....

Note:

Where copies are to be furnished, they have to be certified copies by the concerned agencies.

Name of Bidder/Co. Name.....

Signature of Bidderwith Seal

Annexure-II

TRANSFORMER DETAILS

Transformers installed in University Campus:

1. 990 KVA Voltage Transformer (Make:- NUCON) Boys Hostel. - 01
   Quantity.
2. 1000 KVA Voltage Transformer (Make:- NUCON) Girls Hostel. - 01
   Quantity.

Annexure-III

FINANCIAL BID

(To be submitted in separate sealed envelope super-scribing "Financial Bid" and on Firm's letterhead)

To,
The Registrar,
Dr. ShakuntalMisra National Rehabilitation University,
Lucknow.-220 017

Dear Sir,

Sub: Repairing and Servicing of 990 KVA& 1000 KVA Transformer installed at The Dr. Shakuntala Misra National Rehabilitation University, Mohaan Raod, Lucknow.

I/We hereby offer for Repairing and Servicing of 990 KVA& 1000 KVA Transformer installedat The Dr. ShakuntalaMisra National Rehabilitation University, MohaanRaod, Lucknowat the following rates:

Sl. No.	Item	Rate
1.	Repairing and servicing of 990 KVA& 1000 KVA Transformer as per scope of work and other terms & conditions of tender document.	Rs._____ (In figures) =_____ (In Words) GST. (……..%) =_____ (In figures) Total Cost Rs. _____ (In figures) =_____ (In Words)

(The tenderer shall quote in figures and in words)
Submitted by:
Signature: _____

Name: _____

Contact No.: _____

Name of Bidder/Co. Name……. Signature of Bidderwith Seal