



माखनलाल चतुर्वेदी राष्ट्रीय पत्रकारिता एवं संचार विश्वविद्यालय

माखनपुरम परिसर, बिसनखेडी, शूटिंग अकादमी के सामने, भोपाल

वर्ष 2026-2027

विश्वविद्यालय बिसनखेडी परिसर के पावर सब-स्टेशन में स्थापित AIR CIRCUIT
BREAKERS (ACB's) के सुधार/ सर्विसिंग हेतु निविदा सूचना

विश्वविद्यालय के बिसनखेडी परिसर के पावर सब-स्टेशन में स्थापित 800A/1100A/1600A/2500A के AIR CIRCUIT BREAKERS (ACB's) - 26 Nos. (MAKE:- LEGRAND) के सुधार/ सर्विसिंग हेतु दरें आमंत्रित की जाती हैं। इच्छुक पात्र निविदाकर्ता राशि रुपये 1,000/- + 18% GST = 1,180/- का बैंक ड्राफ्ट जो कुलसचिव, माखनलाल चतुर्वेदी राष्ट्रीय पत्रकारिता एवं संचार विश्वविद्यालय, भोपाल के पक्ष में देय हो, देकर विश्वविद्यालय के संधारण शाखा से निविदा फार्म कार्यालयीन समय में प्राप्त कर सकते हैं या विश्वविद्यालय की वेबसाइट www.mcu.ac.in से डाउनलोड कर जमा कर सकते हैं। निविदा जमा करने की अंतिम तिथि, दिनांक 31.08.2026 अपरान्ह 3:00 बजे तक है। प्राप्त निविदाओं को उसी दिनांक सांय 3:30 बजे निविदाकारों के समक्ष खोला जाएगा। निविदाकर्ता निविदा जमा करने से पूर्व AIR CIRCUIT BREAKERS (ACB's) का निरीक्षण भी स्वयं के स्तर से कर सकते हैं।

कुलसचिव

**MAKHANLAL CHATURVEDI NATIONAL UNIVERSITY
OF JOURNALISM AND COMMUNICATION,
BHOPAL-462044**



NOTICE INVITING QUOTATION

FOR

Maintenance and servicing of Air Circuit Breakers (ACBs)

START DATE OF SUBMISSION: 13/08/2026

LAST DATE OF SUBMISSION : 31/08/2026

**Registrar
MCNUJC**

INSTRUCTIONS FOR BIDDERS/बोलीदाताओं के लिए निर्देश		
1.	Scope of Maintenance & Servicing Work:	
	a	Bidders are encouraged to inspect and assess the site and its surroundings before submitting their bids, ensuring they fully understand the nature of the work (to the extent practicable), the site's layout, access routes, and any accommodation requirements. In addition, bidders should gather all necessary information regarding risks, contingencies, and other factors that may impact their bids. It will be assumed that bidders have complete knowledge of the site, whether they choose to inspect it or not, and no additional charges will be permitted based on any misunderstandings or lack of information.
	b	It will be imperative on each bidder to fully acquaint himself with the site conditions and factors which would have any effect on the performance of the work and / or the cost.
	c	The work shall be done as per the Bill of Quantity and Specifications mentioned in ANNEXURE-I .
	d	Where ISI certification marked Spares & Accessories are available in market, procurement should generally be limited to goods with those or equivalent marking only. If Spares & Accessories supplied by bidder.
	e	After the supply of Spares & Accessories, the bidder must execute its repair at the designated location(s). No extra cost shall be paid for this reason.
	f	The given work can be done on-site or off-site and the test for Air Circuit Breakers (ACBs) should be done by ISI standard and all a test reports should be issued by bidder.
	g	Servicing work should also be done.
	h	Opening the Air Circuit Breakers (ACBs) and checking it should be done in the presence of a MCNUJC engineer.
	i	The Work mention in the bill of quotation in ANNEXURE-I is tentative. Whatever repair/change of part is done by the bidder shall be paid accordingly.
	j	Bidder must be submitting a report about parts/accessories which required to be replaced with rates within 7 days after service/inspection.
	h	Bidder must be replaced parts/accessories within 7 day after approval of

		your rates or if parts/accessories provided by MCNUJC.
2.	Delivery of Installation:	
	a	The purchaser/ Tenderer is interested in complete delivery of Spares & Accessories along with Repair & Maintenance by bidder within stipulated time limit.
	b	The material shall be inspected on receipt at site and the bidder shall be responsible for any damage during the transit of Spares & Accessories.
	c	The insurance cover including insuring the goods against loss or damage incidental to manufacture or acquisition, transportation, storage and delivery shall be obtained by the bidder by his own name and not in the name of purchases/ Tenderer.
	d	The ACB may have to be moved from the site. If the ACB or any part of it breaks or gets damaged during transportation, the bidder will be responsible for the same.
3.	Warranty & After Work Services:	
	a	The bidder shall offer on-site a Non - comprehensive warranty of service for 01 (One) Year from the date of successful completion of work at MCNUJC Bhopal. The purchaser/ Tenderer is not liable to pay any extra charges on any account during the warranty period.
	b	The bidder shall ensure to render after sales services during the warranty period to the satisfaction of purchaser.
4.	Eligibility Criteria:	
	a	Bidder should have registered with appropriate Authority and have GST Number.
	b	Bidder should have a minimum annual turnover of Rs. 6.00 lakh value in the last three years. CA Certification in this regard is to be submitted.
	c	Bidder should both have GST Number & Income PAN.
	d	Bidder should have valid A Class Electrical Contractor Certificate Which issue From M.P. Licensing Board (Electrical), Government of Madhya Pradesh.
	e	Bidder must have experience in similar nature of work/any Electrical work like Sub-station installation or any other Electrical work which have ACBs Servicing or AMC work included at least same value or more, during last three years. The bidder/ OEM should have experience

		in successfully Supply/execution/ executing work of similar nature during last 03 (three) years of any Central/State Government Organizations, PSU's, Government Research Institutes or Public Listed Companies in India. (Bidder must submit a copy of PO/Work Completion Certificate from the Client in following manner. 1. One similar work costing not less than 4.00 Lakh or 2. Two similar works costing not less than 3.00 Lakh or 3. Three similar works costing not less than 2.00 Lakh.
	f	Bidder should have experience in repairing/Servicing/AMC of ACBs for rating 2500A or more. Attach the related documents.
	g	Bidder should have experience in Repair & Maintenance in Public sector/Private sector/Hospitals, which should be supported by copy of Experience Certificates/Performance certificate/work orders issued by the competent authority of the concerned institutes, issued within last 03 years.
5.	Price Bid	
	a)	The Prices should be quoted in Indian Rupees only as per Annexure-II
	b)	The bidder shall consider all costs including loading, unloading, transportation, etc. at the location of work before quoting the rates. In this regard claim whatsoever shall not be entertained.
	c)	The bidders are advised not to indicate any separate discount. Discount, if any should be merged with the quoted unit prices.
	d)	The price quoted in the price bid shall be firm but subject to change in rate of applicable taxes if any.
	e)	The Bidder should avoid the use of vague terms such as "Extra as applicable". Such offers should be treated as non-responsive.
6.	Bid Submission	
		The tender must be placed in a properly sealed envelope super-scribed "Repair, Servicing & Maintenance of Air Circuit Breakers (ACBs) at MCNUJC Bhopal." with tender inquiry number and its due date addressed to The Registrar, Makhanlal Chaturvedi National University Of Journalism & Communication, Bhopal- 462044 and must reach the office of Maintenance Section, Makhanlal Chaturvedi National University Of Journalism & Communication, Bhopal- 462044 by 31/08/2026 up to 03:00 PM. The sealed Envelope should consist of followings:

	a)	INSTRUCTION TO BIDDERS duly signed and accepted.
	b)	ANNEXURE-I duly signed and accepted.
	c)	Copy of Certificate of Registration of Company/ Firm/ Agency
	d)	Copy of valid GST Number & PAN both.
	e)	Certificate mentioning Turnover for the last three years.
	f)	Copy of valid A Class Electrical Contractor Certificate Which issue From M.P. Licensing Board (Electrical), Government of Madhya Pradesh.
	g)	Copy(s) of P.O./ W.O. & work completion certificate in respect of similar nature of work during the last three years.
	h)	The bidder would have to quote the prices for the total scope of work item wise in the ANNEXURE-II. Partial quote is liable to be rejected.
	i)	EMD:- DD In Favor of “Registrar, Makhanlal Chaturvedi National University Of Journalism & Communication, Bhopal”.
7.	Evaluation of Bid	
	The University shall evaluate all the items together or separately depending upon the nature of items of circumstance and compare the quotations determined to be substantially responsive i.e. which:	
	a)	Are properly signed.
	b)	Confirm the eligibility criteria of the vendor.
	c)	Confirm the terms & conditions, and technical specifications.
8.	Validity of Tender:	
	a)	The tender shall be valid for a period of 60 days from the date of opening of the bid of tender. Terms and financial details submitted in the bid shall be treated as firm during the 60-day period.
	b)	In exceptional circumstances, prior to the expiry of the bid validity period, the purchaser/ Tenderer may request bidders to extend the period of validity of their bids. The request and the responses shall be made in writing.
9.	Notification of Award:	
	a)	Prior to the expiry of the period of bid validity, the purchaser/ Tenderer shall notify the successful bidder, in writing, that its bid has been

		accepted. The notification letter shall specify the sum that the purchaser will pay to the bidder in consideration of Repair, Servicing & Maintenance of Air Circuit Breakers (ACBs) at MCNUJC, Bhopal.
10.	Penalty Clause:	
	a)	The bidder shall indicate the period within which the ordered work will be completed. The bidder shall note that in case bidder fails to do so within the period of work completion indicated by the bidder in bid of this tender, penalty @0.50% of value of the order per week of delay would be levied subject to maximum 20 weeks. It means the bidder shall have the liability of delayed work to the maximum of 20 weeks after expiry of scheduled date of completion of work.
11.	Earnest Money Deposit:	
	a)	The EMD amount Rs. 25000/- shall be remitted through Bank DD In Favor of “Registrar, Makhanlal Chaturvedi National University Of Journalism & Communication, Bhopal”. The offers without EMD from the bidders shall be rejected.
	b)	The Purchaser/Tenderer shall not be liable for payment of any interest on EMD.
	c)	Any request by the bidders to consider their EMD already furnished by them to any of the other offices of the purchaser/Tenderer, for any other contract/ tender will not be considered as EMD for this tender.
	d)	The EMD will be returned to the unsuccessful bidders soon after the orders are placed on the successful bidder.
12.	Performance Guarantee:	
	a)	The EMD amount Rs. 25000/- shall be considered as a performance security for the due performance of the work of successful bidder validity up to ninety (90) days beyond the Defect Liability Period i.e. warranty period 6 months after work completion.
	b)	The DD will be released after the successful completion of Defect Liability.
13.	Terms of Payment:	
	a)	The Payment shall be made within 60 days after successful completion of the work.
15.	Agreement and Jurisdiction:	

ANNEXURE-I

SN	Details of work	Unit	Quantity
1	Cleaning of breaker with CRC-226.	Job	26
2	Removal of old grease and re-greasing the same with recommended grease.	Job	26
3	Check the condition of arcing contact and gap between fixed and moving arcing contacts.	Job	26
4	Checking the reset mechanism, tripping of breaker through push button and check main operating mechanism.	Job	26
5	Checking the presence of all E clips and springs.	Job	26
6	Checking the condition of ACB wiring.	Job	26
7	Checking proper closing of all poles together.	Job	26
8	Checking condition of arc chutes.	Job	26
9	Checking U/V release pick up and drop off.	Job	26
10	Checking ACB tripping through shunt release.	Job	26
11	Checking motor operation in case of EDO ACB.	Job	26
12	Checking closing coil operation in case of EDO ACB.	Job	26
13	Checking continuity and proper changeover of aux contact block.	Job	26
14	The setting of release as per the load.	Job	26
15	Checking the healthiness of CTs.	Job	26
16	After the inspection/ service, the ACB shall be checked for proper termination.	Job	26
17	Maintenance, Repair and Replacement of ACBs parts if any	Job	

We confirm with our acceptance the technical specifications as given above.

Date:

BIDDER'S NAME & SIGNATURE WITH SEAL

Annexure-II							
Makhanlal Chaturvedi National University of Journalism and Communication, Bhopal-462044							
Format for Submission of Bid Price/बोली मूल्य जमा करने का प्रारूप							
To, The Registrar MCNUJC, Bhopal-462044							
Ref: Tender No:				Date:			
Subject: Price Bid with reference to enquiry document dated .							
S. No.	Description of Servicing, Repair & Maintenance	Unit	Qty.	Unit Price	Amount	GST	Total
(1)	(2)	(3)	(4)	(5)	(6=4*5)	(7)	(8=6+7)
1.1	Cleaning of breaker with CRC-226.	Job					
1.2	Removal of old grease and re-greasing the same with recommended grease.	Job					
1.3	Check the condition of arcing contact and gap between fixed and moving arcing contacts.	Job					
1.4	Checking the reset mechanism, tripping of breaker through push button.	Job					
1.5	Checking the presence of all E clips and springs.	Job					
1.6	Checking the condition of ACB wiring.	Job					
1.7	Checking proper closing of all poles together.	Job					
1.8	Checking condition of arc chutes.	Job					
1.9	Checking U/V release pick up and drop off.	Job					
1.10	Checking ACB tripping through shunt release.	Job					
1.11	Checking motor operation in case of EDO ACB.	Job					

1.12	Checking closing coil operation in case of EDO ACB.	Job					
1.13	Checking continuity and proper changeover of aux contact block.	Job					
1.14	The setting of release as per the load.	Job					
1.15	Checking the healthiness of CTs.	Job					
1.16	After the inspection/ service, the ACB shall be checked for proper termination.	Job					
1.17	Maintenance, Repair and Replacement of ACBs parts if any						
Total Goods & Service Tax							
						Total Rs	
In Words:							
a)	The price quoted above is inclusive of basic price, statutory levies and taxes, duties, transportation, incidental services (including Insurance, Loading/unloading, Packing & Forwarding charges etc.) at MCNUJC, Bhopal.						
b)	Taxes are subject to change/ revision.						
c)	Offer price shall be valid for a period of 120 days from the date of opening of bid of this tender.						
d)	We will agree to offer services for on-site non comprehensive warranty on the work completed through this tender for Six (06) Months.						
f)	We agree with the terms and conditions specified in "Instructions to Bidders" and if selected, the execution of works would be made in compliance.						
Date: Signature of Authorized Bidder with Seal:							

Name

Designation

Mobile No.