

A.ANAND
ADMINISTRATIVE OFFICER

17.07.2026

Ref: MSE/AOI/ Short Re-Tender– 21-2026-2027/

Madras School of Economics invites sealed Short Re-Tenders for the supply, installation, testing, and commissioning of DG sets.

Sealed tenders are invited from OEMs/Authorised Dealers for the supply, installation, testing, and commissioning of one (1) 125 kVA and one (1) 200 kVA DG set at the premises of Madras School of Economics, Gandhi Mandapam Road, Chennai, as per the Bill of Quantities (BOQ) enclosed with this tender document.

The documents can be downloaded from the website of Madras School Of Economics (www.mse.ac.in).

Prices quoted shall remain firm throughout the execution of the contract and shall include all applicable taxes and duties.

The completed tender documents, duly signed on every page, shall be submitted in a sealed cover addressed to the Director, Madras School of Economics, on or before **3rd August 2026, 5:00 PM**.

Alteration or modification of the BOQ format is strictly prohibited. Bidders shall enter only the quoted rates in the designated fields. Any modification to the BOQ shall render the bid liable for rejection.

The Pre-Bid Meeting shall be held at **11:00 AM on 31th July 2026** at the Madras School of Economics.

Eligible bidder/s are advised to inspect the site of work and examine the surroundings and collect all information that may be necessary for proper assessment of the work during working hours Monday to Friday between 11.00 AM to 3.00 PM before sending their offer.

The contact Phone number: 044 – 22352157/22300304/07, E-mail: info@mse.ac.in

For site visit, please contact Mr.D.N.Ravichandran maintenance engineer MSE and for technical clarification please contact consultant Mr.G.N.Mohan Kumar.
Once the offer is submitted, it will be presumed that the bidder/s has seen and understood the complete scope of work at MSE.

Scope of Work

1. Supply, installation, testing, and commissioning of DG sets, along with all associated mechanical and electrical works, as detailed in the Bill of Quantities (BOQ).
2. Bidders shall submit their offers under the **Two-Cover System**:
 - a. **Technical Bid**: The first cover shall contain the technical details of the DG set offered, including the make/brand, fuel tank capacity, fuel consumption at 25%, 50%, and 100% load, static and dynamic weight, overall dimensions, foundation details, exhaust piping specifications, and other relevant technical information.
 - b. **Price Bid**: The second cover shall contain the duly completed BOQ with the quoted rates.
3. The bidder shall clearly indicate any deviations, if applicable, from the specifications or items mentioned in the BOQ.
4. All tools, tackles, equipment, and machinery required for loading the DG sets at the bidder's premises, transportation, unloading at the MSE site, and installation shall be provided by the bidder at their own cost.
5. The bidder shall arrange, at their own cost, all welding, cutting, grinding machines, and other tools and equipment, including the required power source, for execution of the work.
6. Power supply, if required for execution of the work, may be availed from MSE on a chargeable basis at the rates approved by MSE.
7. The bidder shall make their own arrangements for the safe storage and security of all materials, equipment, and tools at the site during the execution of the work.
8. MSE will reimburse the statutory inspection fees payable to the CEIG office upon submission of the relevant supporting documents and receipts.
9. The bidder shall ensure that all works are carried out in compliance with applicable Central and State Government regulations, statutory requirements, and relevant codes and standards.
10. The bidder shall submit a detailed work schedule and execution plan for MSE's approval before commencement of the work.
11. The scope of work includes the supply, installation, testing, and commissioning of **one (1) 125 kVA DG set and one (1) 200 kVA DG set**, complete with **Auto Start/Stop Panels** and all associated mechanical and electrical works, as specified in the BOQ.
12. The work shall be carried out in accordance with the specifications of the OEM, IER, CEIG, and all applicable standards, codes of practice, and statutory requirements.
13. It shall be the responsibility of the successful bidder to deliver the DG set and all related components to the designated location at the MSE campus, as specified by MSE.
14. The DG set, along with all accessories, shall be delivered in properly packed condition and adequately protected against any damage during transportation, handling, and installation. Any expenses incurred in this regard shall be borne by the bidder.
15. It shall be the responsibility of the bidder to protect the DG set and all allied accessories from adverse weather conditions until the work is completed and the equipment is handed over to MSE.
16. The bidder shall make their own arrangements for the storage of materials at the designated work site within the MSE campus at their own cost.
17. The offer shall be unconditional and submitted strictly in the format prescribed in the tender document. However, if the tenderer wishes to seek any clarification or propose any condition or stipulation, the same shall be submitted in writing on or before the Pre-Bid Meeting. All such clarifications and conditions received from the tenderers shall be examined and discussed during the Pre-Bid Meeting. Conditions found acceptable to

MSE shall be communicated to all tenderers in writing. The tenderer shall return the communication duly signed along with the Technical Bid, and the same shall form an integral part of the tender document. No additional conditions or deviations shall be accepted thereafter, and any deviation from the approved terms shall render the tender liable for rejection. **Please note that if the Technical Bid contains the Price Bid or any indication of the quoted price, the tender shall be rejected outright.**

18. The **Pre-Bid Meeting** will be held at the office of MSE at **11:00 Hrs on 31 July 2026**.
19. Upon receipt of the Work Order from MSE, the successful bidder shall submit the following documents to MSE and the Electrical Consultant, **Mr. G. N. Mohan Kumar**, for approval:
20. Drawings showing the exhaust piping layout, including stacking arrangements and support details.
21. Drawings indicating the location of earth pits and complete earthing details for the DG set.
22. Cable routing drawings from the DG set to the control panel and from the control panel to the ATyS panel.
23. A detailed work schedule/bar chart indicating the activities related to the installation work.
24. The bidder shall submit the General Arrangement (GA) drawing for the MCCB/ATyS panel and General Arrangement (GA) drawings of the DG set, along with the manufacturer's manuals, test certificates, and other relevant technical documents for the approval of MSE and the Electrical Consultant, **Mr. G. N. Mohan Kumar**.
25. All panels shall be fabricated by a manufacturer holding a valid **CPRI Test Certificate**.
26. It shall be the responsibility of the bidder to liaise and coordinate with MSE, the Consultant, and other concerned agencies, as required, for carrying out all works related to the installation of the DG set, including all associated mechanical and electrical works.

Terms and Conditions

Eligibility Criteria

1. Bidders shall possess a valid **GST Registration, PAN, and Electrical Contractor Licence**, as required by the applicable statutory authorities.
2. The bidder/firm shall have valid registrations under the **Income Tax Act, Employees' Provident Fund (EPF), Employees' State Insurance (ESI)**, and other applicable statutory authorities.
3. The bidder/firm shall hold a valid **Electrical Contractor Licence** approved by **CEIG** and shall be registered under **MSME** (if applicable).
4. Experience in executing similar works for **Public Sector Undertakings (PSUs), Government Organisations, Educational Institutions, or other reputed establishments** shall be preferred.

Period of Completion

5. The entire work shall be completed within **6 to 8 weeks** from the date of issue of the Work Order.

Warranty

6. The bidder shall clearly specify the warranty period offered for the DG sets and all associated equipment. The bidder shall also quote the **Annual Maintenance Contract (AMC)** charges for a period of **two (2) years** after the expiry of the warranty period. The offer shall

further include the cost of a **non-comprehensive AMC** for the DG sets for **two (2) years** following the **one-year Defect Liability Period (DLP)**.

Terms of Payment

7. **25%** of the contract value along with the Work Order.
8. **45%** against delivery of materials at the site.
9. **20%** upon completion of the work to the entire satisfaction of MSE and the Consultant.
10. **5%** upon successful completion of the entire work, including obtaining all required approvals.
11. **5%** shall be retained as a retention amount for a period of **six (6) months** from the date of successful completion of the work.

12. **Validity:** The offer shall remain valid for a period of **30 days** from the date of submission of the tender.

13. **Retention:** Retention shall be governed in accordance with the prevailing norms and policies of **Madras School of Economics (MSE)**.

14. The bidder shall maintain all statutory registers, records, and documents as required under the **Employees' State Insurance (ESI) Act** and other applicable labour laws. Such records shall be made available for inspection by MSE officials and the concerned statutory authorities whenever required. The Contractor shall be responsible for filing all statutory returns and remitting ESI contributions within the prescribed timelines.

The bidder shall be solely responsible for complying with all provisions of the **ESI Act** and shall be liable for any legal or financial consequences arising out of non-compliance. **EPF and ESI coverage shall be provided to every contract worker deployed for the execution of work at the MSE campus.**

1. The bidder shall comply with all applicable provisions of the **Employees' Provident Fund (EPF) Act** and the **ESI Act** in connection with the execution of the contract. The bidder shall obtain all necessary statutory registrations and compliance certifications applicable to the contract. The Contractor shall submit documentary proof of remittance of both the Employer's and Employee's contributions to the **ESI Corporation (ESIC)** and the **Employees' Provident Fund Organisation (EPFO)**, as and when required by MSE.
2. The Contractor shall insure all personnel deployed for the work against accidents, injuries, and other occupational risks, as required under the applicable laws. The Contractor shall be solely responsible for payment of compensation to its employees under the **Employees' Compensation Act, 1923**, or any other applicable legislation. **Madras School of Economics (MSE) shall not, under any circumstances, be held responsible or liable for any such claims, compensation, or legal obligations.**

II. Safety Norms: The bidder shall ensure the safety, health, and welfare of all personnel deployed for the execution of the work at the Madras School of Economics (MSE) campus. The bidder shall strictly comply with all applicable statutory safety regulations and shall

ensure that all technicians, supervisors, and workmen observe the prescribed safety procedures while carrying out the work.

1. All applicable statutory regulations, safety standards, and safety measures shall be strictly complied with throughout the execution of the work.
2. The bidder shall provide safety helmets, safety shoes, and appropriate **Personal Protective Equipment (PPE)** to all workmen and supervisors deployed for the work. All safety equipment shall conform to the relevant **ISI/BIS standards** and shall be periodically inspected, tested, and certified for fitness by a competent person authorised by the **Directorate of Industrial Safety and Health, Government of Tamil Nadu**, wherever applicable. The bidder shall ensure that appropriate PPE, including but not limited to safety helmets, safety shoes, safety belts, goggles, face shields, face masks, nose masks, dust respirators, asbestos suits, aprons, leg guards, rubber gloves, hand gloves, ear plugs, ear muffs, welding screens, fall protection nets, and any other safety equipment required based on the nature of the work, is provided to all personnel and that the same is used at all times during the execution of the work.
3. No person below the age of **18 years** shall be employed by the contractor for any work. Women employees shall not be engaged for work during prohibited hours except as permitted under the applicable labour laws and statutory provisions.
4. In the event of any accident involving the contractor's workmen or supervisors, the Contractor shall immediately arrange for medical treatment at the nearest hospital and submit the prescribed Accident Report to the concerned authorities and MSE without delay.
5. If any workman or supervisor of the Contractor is found violating safety regulations or engaging in unsafe acts, including but not limited to those specified below, a minimum penalty of **₹5,000 (Rupees Five Thousand only)** per violation shall be imposed on the Contractor, and the amount shall be recovered from the contractor's bills.
6. Upon completion of the work, the Contractor shall ensure that the work area is thoroughly cleaned and restored to its original condition, free from debris, waste materials, and any other obstructions.
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12. Upon completion of the work, the Contractor shall ensure that the work area is thoroughly cleaned and restored to its original condition, free from debris, waste materials, and any other obstructions

Responsibility

1. The work shall be carried out with due care and diligence and without causing any hindrance or inconvenience to the activities of MSE or any other institutions operating within the campus.
2. Any damage to, misuse of, or theft of MSE property, equipment, or infrastructure during the execution of the work shall be the sole responsibility of the Contractor. Any loss arising therefrom shall be borne entirely by the Contractor.
3. If the Contractor fails to execute the work to the satisfaction of MSE, as jointly certified by the appointed Consultant and the Maintenance Department, MSE reserves the right to terminate the contract without assigning any reason.
4. The Contractor shall inspect the site, equipment, and working conditions and make a thorough assessment of the nature and scope of the work before submitting the bid. No claim, representation, or request for additional payment arising out of inadequate site inspection or lack of understanding of the scope of work shall be entertained after submission of the bid.
5. Payment shall be made only for the actual quantity of work executed and duly certified by MSE and the Consultant.
6. The work shall be carried out continuously, in accordance with the site conditions, and completed within the stipulated period specified in the agreement and as directed by the Consultant appointed by MSE.
7. Any modification or alteration required to the existing installation for successful completion of the work shall be deemed to be within the Contractor's scope of work unless otherwise specifically stated in the tender.
8. If the Contractor fails to complete or abandons the work, MSE reserves the right to engage any other agency to complete the balance work. Any additional expenditure, loss, or inconvenience incurred by MSE on this account shall be recovered from the defaulting Contractor.
9. MSE reserves the right to inspect and/or test the materials during and after manufacture at the supplier's works and/or at the MSE site. In the event of rejection at any stage, the Contractor shall replace the rejected materials at their own cost without any additional financial implication to MSE.
10. The quoted prices shall be based on the prevailing CSR rates and shall be inclusive of packing and forwarding charges, freight, loading and unloading charges, all taxes, duties, levies, and **Goods and Services Tax (GST)**, unless otherwise specifically indicated.
11. All import-related charges, including but not limited to **Basic Customs Duty (BCD)**, **Anti-Dumping Duty**, **Safeguard Duty**, and any other applicable duties or levies on imported items, shall be deemed to be included in the **ex-works price** of the Plant and Equipment, including spare parts.
12. Ownership of the **Plant and Equipment**, including all accessories and spare parts, shall pass to the Purchaser upon delivery and acceptance at the MSE site in accordance with the terms of the contract.

13. Transportation of all goods up to the MSE site shall be arranged by the Contractor at their own cost. Freight charges, if quoted separately in the Price Bid, shall be payable proportionately based on the quantity of supplies completed.
14. The Contractor shall bear and pay all taxes, fees, licence fees, duties, royalties, commissions, deposits, and all other statutory charges, except those specifically excluded under the contract, in connection with the execution of the work.
15. The provisions relating to **GST** on the supply of goods and/or services and **TDS/TCS** under the Income Tax Act shall be applicable as per the prevailing statutory provisions.
16. The Contractor shall submit a valid GST Registration Certificate for the concerned State and ensure that the registration remains active throughout the contract period.
17. The Contractor shall issue Tax Invoices, Debit Notes, and Credit Notes, as applicable, indicating the HSN/SAC Code, description of goods/services, value, tax rate, applicable GST, and all other particulars in compliance with the provisions of the GST Act and the Rules framed there under.

We look forward to receiving your competitive bid within the stipulated time:-

With Regards,
ADMINISTRATIVE OFFICER