

**NOTICE INVITING TENDER FOR EMPANELMENT OF ELECTRICAL CONSULTANT  
FOR THE PROPOSED HT & LT EQUIPMENT REPLACEMENT WORK AT UCO BANK  
ZONAL OFFICE BUILDING - CHENNAI**

Sealed bids are invited from competent person/agencies having sound technical capability for consultancy towards Monitoring of electrical works and establishing liaison with TNEB authorities for the proposed **HT & LT equipment replacement work at UCO bank Zonal office building - Chennai (Estimated Cost of the Work is Rs 47.5 Lakhs)**

**Detailed terms & conditions are given below:-**

**1. Broad Scope of work regarding HT & LT equipment replacement work at UCO bank Zonal office building – Chennai is as follows:-**

• **Dismantling and Shifting**

Dismantling and shifting of the following from Power Room I and Power Room II to a designated area **within the premises**

- Old Transformer
- Old OCB (Oil Circuit Breaker)
- Old MV (Medium Voltage) Panels
- Old Distribution Panels

• **Supply, Installation, Testing & Commissioning**

Supply, erection, installation, testing, and commissioning of

- New 500 KVA Dry-type Transformer
- New VCB (Vacuum Circuit Breaker)
- New MV Panels
- New Distribution Panels

• **Cable Trenching & Laying**

Construction of new 11kV cable trench.

Laying of new 11kV HT & LT cables for the following connections:

- From existing RMG (Ring Main Gear) to the new single VCB
- From VCB to the new Transformer
- From Transformer to Main MV Panel
- From MV Panel to Distribution Panels
- From Distribution Panels to respective floor loads

• **Generator Supply**

Retrieval and re-relaying of the existing generator cable to serve as **Incomer II** for the MV Panel.

EB (Electricity Board) power to serve as **Incomer I**.

• **Cable Terminations**

11kV cable terminations at:

- RMG to Transformer
- Transformer to MV Panel

End terminations for all existing and newly installed panels.

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UCO BANK, ZONAL OFFICE, 2<sup>ND</sup> FLOOR, 328, THAMBU STREET, CHENNAI – 600001  
दूरभाष Phone: 044: 43405577/ 578 ई-मेल E-mail: zo.chennai@uco.bank.in



- Civil Works  
Construction of new RCC/PCC foundations as required for the installation of:  
New Transformer  
Single VCB  
MV and Distribution Panels  
Foundations to be supported by suitable C-channels or equivalent structural supports.
- Power Room Renovation  
Renovation of existing Power Rooms including:  
Electrical wiring  
Installation of lighting  
Provision of safety goods and warning/identification stickers as per standards
- Earthing  
**Complete earthing of the entire electrical installation as per statutory norms and safety requirements.**
- Drawings, Approvals & Final Commissioning  
Preparation and submission of required electrical drawings.  
Obtaining necessary approvals from relevant authorities of Govt. of Tamil Nadu.  
Final testing and commissioning of the complete system.

**2. Eligibility Criteria of the bidder person/ agency:**

- a) Firms should have the persons with Graduate/ Post Graduate degree in Electrical Engineering from India or abroad and/ or possessing the membership of the Institution of Engineers or any other professional institute. Firms should also have (BEE Certified) Electrical Energy Auditor/ Appropriate License issued by the State Electrical Licensing Authority of Tamil Nadu
- b) Firms should have at least three years experience in consultancy/audit for similar work i.e. Electrical Consultancy/Audit preferably for multi storied buildings in Banks/Public Sector/reputed private sector organisations.
- c) Firms should have successfully **executed Electrical consultancy for the following:-**

1. **Three similar completed works** costing not less than the amount equal to **Rs 19 Lakhs each** during last three years ending 31.07.2026

OR

2. **Two similar completed works** costing not less than the amount equal to Rs **24 Lakhs each** during last three years ending 31.07.2026

OR

3. **One similar completed work** costing not less than the amount equal to Rs **38 Lakhs** during last three years ending 31.07.2026



d) Firm should have their office/ establishment with adequate infrastructure at Chennai.

e) Firm must be GST enlisted company.

**3. Schedule for submission of Bids:**

| <u>Sl.</u> | <u>Process</u>                                | <u>Schedule</u>                                                                                                                                      |
|------------|-----------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1          | Date of commencement of tender                | 07/09/2026                                                                                                                                           |
| 2          | Pre-bid meeting                               | <b>11/09/2026 at 3 PM</b> at General Administration Department, UCO Bank Zonal Office, Chennai                                                       |
| 3          | Last date of receipt of Sealed Bids           | <b>21/09/2026 up to 4 PM</b> , tender receipt after that timeline would not be considered for evaluation.                                            |
| 4          | Address for communication/ submission of bids | <b>Zonal Manager, UCO Bank, Zonal Office, General Administration Department, UCO Bank, Zonal Office, 328, Thambu Chetty Street, Chennai – 600001</b> |
| 5          | Date of opening of Technical Bids             | <b>21/09/2026 at 4:30 PM</b>                                                                                                                         |
| 6          | Earnest Money deposit (Refundable)            | <b>Rs. 3000/-</b> ; Demand draft in the name of UCO Bank, Zonal Office, Chennai.                                                                     |
| 7          | Performance Security Deposit (Refundable)     | 10% of the cost of work to be submitted by successful bidder in the form of Demand draft <b>at the time of allotment of work.</b>                    |
| 8          | Validity of tender                            | 120 days from the date of opening                                                                                                                    |

**4. Quotation should be submitted in two Parts in separate sealed envelopes containing Part-I and Part-II which should be put in a third sealed envelope, super scribing 'Electrical Consultancy for replacement of HT & LT Equipments (Switchgear equipment) at Zonal Office Building at Thambu Chetty Street. The third outer envelope must contain name, address, e-mail and contact Phone number of the bidders.**

**5. The Part-I & Part-II must contain the following documents:**

a. Part-I - of tender, super scribing "PART-I (Technical Bid for Electrical Consultancy for replacement of HT & LT Equipments (Switchgear equipment) at Zonal Office Building at Thambu Chetty Street", should contain Application in Bank's prescribed format as per **Annexure-A** along with all relevant documents as mentioned in the **Annexure-B** and an acceptance of terms & conditions as mentioned in **Annexure-C. There should not be any**

indication of price/rate/charges in Part-I of the tender. Conditional tenders will not be accepted.

b. **Part-II** - of tender should be submitted in separate sealed cover, super scribing "PART-II (Price Bid for Electrical Consultancy for replacement of HT & LT Equipments (Switchgear equipment) at Zonal Office Building at Thambu Chetty Street". The price should be quoted in the prescribed format given in **Annexure D**.

**6- Evaluation of Bids:** Part (I) Eligibility/Technical bid would be opened first, bidders who qualified in the evaluation of their eligibility bid are only considered for empanelment & evaluation of their financial bids Part-II. Date of opening of bids should be intimated to bidders through Mail and Phone, in case of further rescheduling of the same, intimation would again be sent to bidders through bidder's email & telephone no. as shown on outer envelope of their bid. Bank is not liable of non receipt of information of opening of bids in case of not mentioning of email ID / telephone no, bounce back of email, not connecting to bidders through telephone. Bank reserves the right to reject any/all bids without assigning any reason thereto. Bidders can witness the tender opening process through their authorized representative of schedule date & time, it is not mandatory for bidder to present at the time of opening of bids. We are not bound to hold the process of opening of tender due to absence of representative of any or all of the bidders at the time of opening of bids.

**7- Allotment of work:** Price bids of eligible bidders would be comparatively evaluated & lowest bid (L-1) would be decided on the basis of price quoted by bidders for Electrical Consultancy (Annexure- D, Price Bid). Work would be allotted to lowest (L-1) bidder; bank can also distribute the work among other eligible bidder(s) at the lowest rate. In that case major share of work would be allotted to lowest bidder. Bank reserves the right to negotiate with lowest bidder.

- For any queries, bidder may contact the GAD/ Security Dept. – ZO Chennai on working days between 10 A.M. to 5 P.M.
- Bank is not responsible for any typographically mistake in the tender documents, late receipt bid or damage of bid in transit.
- Any dispute arising in this matter will be settled in the jurisdiction of Chennai.

**8. Earnest money deposit:** - Bidder has to provide earnest money deposit of **Rs. 3000/- (Three thousand)** in the form of Demand draft (DD) in favour of UCO Bank Zonal Office, Chennai along with tender document (Part-I bid). In case the bidder is exempted by Govt. order, he/ she needs to provide an undertaking on non-judicial stamp stating that he/ they will not refuse to execute the purchase order/ contract if awarded by bank. EMD is liable to be forfeited in the event of:

- a) Revocation of the tender or increasing the rates after opening of the tender and before the expiry of the validity of tender.
- b) Refusal of the bidder/auditor to execute the work or not complying with the contractual terms & conditions after awarding of contract.



- c) EMD of unsuccessful bidder would be returned.
4. Bank is not responsible for any typographically mistake in the tender documents, late receipt bid or damage of bid in transit.
5. Any dispute arising in this matter will be settled in the jurisdiction of Chennai.

**Zonal Manager**  
UCO Bank, Zonal Office Chennai,  
328, 2<sup>nd</sup> Floor, Thambu Chetty Street  
Parry's Corner, Opp. Madras High court,  
Chennai – 600 001

**Ph-044-4340 5540/556/570**

**Enclosures: - Annexure- A, B, C, D**



ANNEXURE-A

**APPLICATION FOR EMPANELMENT OF ELECTRICAL CONSULTANT**

1. Name of Applicant  
(Company/Firm/Individual/Agency):
2. Registered Address of the Applicant  
with Telephone No. & E-mail ID:
3. Address of the Applicant in Chennai (If any)  
with Telephone No. & E-mail ID:
4. Year of Establishment:
5. Status of the Applicant (whether  
Proprietary/Private Ltd./Public Limited/  
Co-operative Society/Public sector/  
Autonomous body/Govt. Department):  
(Enclose copies of relevant documents)
6. Name of Proprietor/Directors/Partners/  
Controlling body  
i)  
ii)
7. Whether registered with the Registrar  
of Companies/Registrar of Firms/Registrar  
of Co-operative societies. If so, please mention  
the number of such registration and date.:  
(Enclose copies of relevant documents)
8. Whether registered for GST.  
If so, please mention the GST  
number and furnish a copy:
9. Details of Permanent  
Account Number:  
(Enclose photocopy of PAN Card)  
Whether the documentary proofs establishing  
The eligibility for empanelment has been provided

(Enclose copies of relevant documents/ work orders, completion certificates specified in Annexure-B)

The particulars furnished in the application, eligibility bid- Annexure-B & documentary proofs submitted along with are true to the best of my/our knowledge & belief. I/we understand that if any of the particulars is found incorrect, even at a later stage, my/our empanelment will be cancelled & EMD can be forfeited. I/ we understand and accept the terms & conditions of the tender.

Date:

(Signature & Seal of bidder)  
Name of Bidder

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**ELIGIBILITY BID (PART-I)**

**ANNEXURE- B**

| SN | Documentary proofs establishing eligibility of bidder                                                                                                                     | Provided (Yes/No) |
|----|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------|
| 1  | Name of the bidder and Address                                                                                                                                            |                   |
| 2  | License of Electrical Auditors/ Degree in Electrical engineering/ Accredited by BEE./Appropriate License issued by the State Electrical Licensing Authority of Tamil Nadu |                   |
| 3  | Degree/ license/ BEE accreditation in favour of staff to be entrusted for doing electrical audit in branches.                                                             |                   |
| 4  | Copy of GST & PAN in the name person/agency                                                                                                                               |                   |
| 5  | Earnest money DD/ undertaking in case of exempted firm.                                                                                                                   |                   |
| 6  | List of clients with contact details                                                                                                                                      |                   |
| 7  | <b>Three similar completed works</b> costing not less than the amount equal to <b>Rs 19 Lakhs each</b> during last five years ending 31.07.2026                           |                   |
|    | Work order/ contract -1                                                                                                                                                   |                   |
|    | Successful completion certificate                                                                                                                                         |                   |
|    | Work order/ contract -2                                                                                                                                                   |                   |
|    | Successful completion certificate                                                                                                                                         |                   |
|    | Work order/ contract -3                                                                                                                                                   |                   |
|    | Successful completion certificate                                                                                                                                         |                   |
| 8  | <b>Two similar completed works</b> costing not less than the amount equal to <b>Rs 24 Lakhs each</b> during last five years ending 31.07.2026                             |                   |
|    | Work order/ contract -1                                                                                                                                                   |                   |
|    | Successful completion certificate                                                                                                                                         |                   |
|    | Work order/ contract -2                                                                                                                                                   |                   |
|    | Successful completion certificate                                                                                                                                         |                   |
| 9  | <b>One similar completed work</b> costing not less than the amount equal to <b>Rs 38 Lakh</b> during last five years ending 31.07.2026                                    |                   |
|    | Work order/ contract -1                                                                                                                                                   |                   |
|    | Successful completion certificate                                                                                                                                         |                   |

The particulars furnished in the application are true to the best of my/our knowledge & belief. I/we understand that if any of the particulars is found incorrect, even at a later stage, my/our empanelment will be cancelled & EMD can be forfeited.

(Signature & Seal of bidder)  
 Name of Bidder  
 Date



**TERMS & CONDITIONS:**

1. The Successful Bidder(s) will be engaged for doing "EMPANELMENT OF ELECTRICAL CONSULTANT FOR HT & LT ELECTRICAL EQUIPMENT (SWITCHGEAR EQUIPMENT) REPLACEMENT IN UCO BANK CHENNAI ZONAL OFFICE BUILDING"
2. The work is to be started in consultation with General Administration Department/ Security Department, UCO Bank, Zonal office, Chennai.
3. The Successful Bidder will have to carry out the work without making hindrances to other agencies, whose works are likely to be carried out simultaneously at the same site during working hours.
4. The Successful Bidder will take all measure on the site of the work to protect the public, our staff as well as their workmen from accidents and shall be bound to bear the expenses related to loss /damage to property, loss of life/ injury / medical treatment of any person caused by the act of person doing Electrical audit and defense of every suit, action or other proceedings at law that may be brought by any persons for injury sustained owing to neglect of the above precautions from their end and to pay compensation to any such persons as per law.
5. The Successful Bidder will have to inform the names of their authorized representatives/ engineer to be deployed at the site for the work. Bidder will submit a verified copy of electrical engineering certificate along with two passport size photo of the staff or representative, who will be assigned for conducting the work in our building. Authorization to conduct the audit/ assessment of Scope of Work will be issued from our office in the name of that staff.
6. There will be no escalation of rate during the period of rate contract.
7. No space will be provided for site office, labour camps, storage etc.
8. Canvassing in connection with tender is strictly prohibited and the tenders submitted by the applicants who resort to canvassing will be liable to rejection.
9. No payment will be made towards expenses related to transportation, accommodation, food, site office, labour camps, storage etc.
10. The Applicants may visit the locations before submission of their quotation.
11. Refundable Performance security equivalent to 10% of the cost of work as a guarantee of timely & satisfactory accomplishment of work to be deposited at the time of allotment of work to successful bidder, in case of any default it can be forfeited. Performance security deposit can be forfeited in case bidder fails to complete the allotted work at the schedule time; auditing work is not up to the level of satisfaction.
12. In case Bank is not satisfied with the report bank can assign the auditor to re audit the same without paying any additional charges for the re audit.
13. If the project work is found unsatisfactory, bank can terminate the work at any time in between by giving 7 days' notice to the agency and their performance security can be forfeited.
15. Bank reserves the right to accept or reject any or all quotation/s without assigning any reason.
- B) COMPLETION TIME:** To be fixed in consultation with General Administration Department/ Security Department, UCO Bank, Zonal office, Chennai.
- C) PAYMENT TERMS:** Payment will be made by Zonal Office Chennai, against invoice after completion of job, subject to compliance of terms of contract and statutory deductions like TDS & GST TDS as per Rule.

Acceptance of above terms and condition as per **Annexure -C**

(Signature & Seal of bidder)  
Name of Bidder & Date



**The bid should be submitted strictly as per the following terms and conditions:-**

A) Bids should be submitted in sealed envelopes super scribing 'EMPANELMENT OF ELECTRICAL CONSULTANT FOR HT & LT ELECTRICAL EQUIPMENT (SWITCHGEAR EQUIPMENT) REPLACEMENT IN UCO BANK CHENNAI ZONAL OFFICE BUILDING"

B) Bids should be submitted to the **General Administration Department, UCO Bank, Zonal Office, 328, Thambu Chetty Street, CHENNAI – 600001** as per the following schedule.

C) Technical Bid for Engagement of 'Electrical Consultant')", should contain Application in Bank's prescribed format as per Annexure - A along with all relevant documents as mentioned therein and a letter from the applicant towards acceptance of scope of services and terms & conditions as mentioned in Annexure - C. **There should not be any indication of price/rate/charges in Technical bid of the tender. Conditional offer will be not accepted.**

UCO Bank shall not be responsible for non-receipt of bids within the specified date and time due to any reason including holidays or postal delay. In case the specified date and time is declared a holiday the bid will be received till the specified time on the next working day at specified time on the same day.

The vendor may modify or withdraw its offer, after its submission prior to the closing date and time scheduled for submission of documents & bid provided a written notice of the modification or withdrawal is received by UCO Bank.

The Bank shall be under no obligation to accept the lowest or any other offer received in response to this tender and shall be entitled to reject any or all offers at any stage without assigning any reasons whatsoever. Applicants can email to [zo.chennai.gad@uco.bank.in](mailto:zo.chennai.gad@uco.bank.in) till **21/09/2026** for any queries/clarifications.

**ZONAL MANAGER**  
UCO Bank, Zonal Office,  
328, Thambu Street,  
Chennai-600001

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E-mail [zo.chennai@ucobank.co.in](mailto:zo.chennai@ucobank.co.in)



**PART-II (PRICE BID)**

**ANNEXURE-D**

**ELECTRICAL CONSULTANCY FOR HT & LT ELECTRICAL EQUIPMENT (SWITCHGEAR EQUIPMENT)  
REPLACEMENT IN UCO BANK CHENNAI ZONAL OFFICE BUILDING**

Bank requires to engage Electrical consultants for HT & LT ELECTRICAL EQUIPMENT (SWITCHGEAR EQUIPMENT) REPLACEMENT IN UCO BANK CHENNAI ZONAL OFFICE BUILDING

Electrical Consultancy Charges for that work to be quoted in the format as per below-mentioned table.

Lowest bid would be decided on comparative evaluation of price quoted in the below table.

| Sl. No                          | Charges for monitoring the Work in accordance with TNEB Specifications & Liaison with TNEB Authorities along-with the L1 Contractor for requisite drawing approvals/ legal permissions as per the extant Policy guidelines of the State Govt. |
|---------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1                               |                                                                                                                                                                                                                                               |
| <b><u>AMOUNT IN WORDS:-</u></b> |                                                                                                                                                                                                                                               |

Above charges would include, labour, transportation, halting charges, equipments, etc. **only GST will be paid extra at applicable rate.**

(Signature & Seal of bidder)

**Evaluation Criteria for arriving at L - 1 price:**

Evaluation of offers would be made on charges quoted by TECHNICALLY QUALIFIED bidders as per the format at Annexure D, without any discrimination. The bidders are requested to quote accordingly.

The Bank shall be under no obligation to accept the lowest or any other offer received in response to this tender and shall be entitled to reject any or all offers at any stage without assigning any reasons whatsoever. Part-II will be opened only if Bank is satisfied with Part-I. Applicants can email to [zochennai.gad@uco.bank.in](mailto:zochennai.gad@uco.bank.in) till **21/09/2026** for any queries/ clarifications.

**ZONAL MANAGER**  
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