



भारतीय रिज़र्व बैंक / Reserve Bank of India  
संपदा विभाग / Estate Department  
गुवाहाटी / Guwahati

**आरबीआई कार्यालय भवन, गुवाहाटी में 2x30 केवीए यूपीएस सिस्टम के लिए सील्ड मेटेनेंस फ्री (SMF), 12 वी.  
100 Ah, 34 नग FR केसिंग बैटरी की आपूर्ति, स्थापना, परीक्षण और कमीशनिंग।  
सूचना**

भारतीय रिज़र्व बैंक, गुवाहाटी उपरोक्त कार्य के लिए बोली आमंत्रित करता है। बोली दस्तावेज़ 25 जुलाई 2025 को शाम 03:00 बजे से RBI की वेबसाइट [www.rbi.org.in](http://www.rbi.org.in) से डाउनलोड/देखा जा सकता है।

2. कार्य योजना और प्रक्रिया के संक्षिप्त विवरण निम्नलिखित हैं:

1. कुल अनुमानित लागत: ₹3.98 Lakh
2. बयाना : ₹7,960/-
3. इवेंट का प्रकाशन- दिनांक और समय: 25.07.2025 को 15:00 बजे से।
4. बोली प्रारंभ होने की दिनांक और समय: 25.07.2025 को 15:00 बजे से।
5. बोली बंद होने की दिनांक और समय: 18.08.2025 को 14:00 बजे ।
6. बोली खोलने की दिनांक और समय: 18.08.2025 को 15:00 बजे से।

3. इस कोटेशन के संबंध में कोई भी संशोधन/शुद्धिपत्र/स्पष्टीकरण केवल वेबसाइट/ई-पोर्टल पर अपलोड किया जाएगा।

4. बैंक न्यूनतम कोटेशन स्वीकार करने के लिए बाध्य नहीं है और किसी भी या सभी कोटेशन ऑ को बिना कोई कारण बताए अस्वीकार करने का अधिकार बैंक सुरक्षित रखता है।

5. कृपया ध्यान दें कि यह एक सीमित कोटेशन है। यह केवल सूचना के लिए प्रकाशित की जा रही है और इस सीमित कोटेशन में बोली लगाने के लिए खुला आमंत्रण नहीं है। इस कोटेशन में भागीदारी केवल आमंत्रण द्वारा है और बैंक के सूचीबद्ध ठेकेदारों तक ही सीमित है। अनचाहे प्रस्तावों को अनदेखा किया जाएगा। हालांकि, जो ठेकेदार भविष्य में ऐसी कोटेशन ऑ में भाग लेना चाहते हैं, वे प्रक्रिया के अनुसार आरबीआई के साथ पैनल में शामिल होने के लिए आवेदन कर सकते हैं।

क्षेत्रीय निदेशक  
भारतीय रिज़र्व बैंक  
उत्तर पूर्वी राज्य



भारतीय रिज़र्व बैंक / Reserve Bank of India  
संपदा विभाग / Estate Department  
गुवाहाटी / Guwahati

**Quotation for**  
***Supply, installation, testing & commissioning of Sealed Maintenance Free (SMF), 12 V, 100 Ah, 34 nos. FR casing batteries for 2x30 KVA UPS system at RBI office Building, Guwahati***

**PART-I**

Name of the Vendor/ Firm: \_\_\_\_\_

Address: \_\_\_\_\_

E-mail ID and Phone no: \_\_\_\_\_

**Last Date of Submission: August 18, 2025 till 02:00 PM**

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Supply, installation, testing & commissioning of Sealed Maintenance Free (SMF), 12 V, 100 Ah, 34 nos. FR casing batteries for 2x30 KVA UPS system at RBI office Building, Guwahati

### **COMMERCIAL CONDITIONS**

1. Sealed Tenders are invited for supply, installation, testing & commissioning of 34 nos. 12 V, 100 Ah, Fire Retardant casing SMF batteries for UPS system at office Building, RBI Guwahati.
2. The tenders for the above work in two parts i.e. Part I containing technical specifications of equipment's offered, and the terms and conditions (rates & amounts of items shall not appear anywhere in this part) and Part II containing only rates of items and amounts stated in figures and words shall be submitted to **Regional Director, Reserve Bank of India, Estate Department, Guwahati, so as to reach not later than 14:00 hrs on August 18, 2025**. Certificate to the effect that Part II does not contain any terms and conditions shall be submitted along with Part I of the tender. Part I of tenders will be opened on the same day at 15:00 hrs. All the envelopes shall be super scribed "Tenders for Supply, Installation, testing & Commissioning of 34 nos. 12 V, 100 Ah, FR casing SMF batteries at RBI office building, Guwahati". Part I and Part II shall be kept in the separate envelopes and both the envelopes shall be kept in another one envelop.
3. The tenders shall be valid for acceptance by the Bank for a period of 90 days from the date of opening of Part I.
4. The rates quoted shall be firm and shall include charges for all taxes, duties, levies, consumables, labour, transport, insurance for transit, packing, installation of battery at Banks premises at Guwahati.
5. Bank will not accept any liability for any mishap/accident caused while working in the Bank.
6. Work is estimated to cost Rs.3.98 Lakh and is to be completed within 60 days.

**Note: Part I & Part II shall be kept in the separate envelopes and both these envelopes shall be kept in another one envelope.**

7. The tenderers shall pay a sum of Rs.7,960/- towards earnest money deposit by Demand draft drawn on a scheduled bank in favour of Reserve Bank of India,



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Guwahati. Under no circumstances Earnest money deposit will be accepted in the form of fixed deposit receipts or insurance guarantee or cheque or cash. The earnest money deposited by the successful tenderer will be held by the Reserve Bank of India as security for the execution and due fulfilment of work. No interest shall be paid on the said earnest money deposit and shall be returned after supply and installation of all batteries in Bank's premises.

8. Following terms of payments shall be applicable.
  - a) 95 % of the quoted rate on completion of work.
  - b) Balance 5 % after expiry of defect liability period of three years. No other terms of payment will be accepted and tender with any other condition is liable to be rejected. Defect liability period - three years from the date of completion of the work.
9. Time is the essence of the contract. Entire work shall be completed within 45 days from the 10th day of the date of letter of acceptance, failing which liquidated damages at the rate of 0.25 % of the contract value per week to a maximum of 10% of the contract value will be recovered for delay beyond the contractual period of completion.
10. The schedule of quantities is only indicative. The Bank reserves the right to increase or decrease the quantities for any items or to delete any item during execution of work.
11. Faulty batteries shall be replaced by the firm free of cost during the defect liability period of three years.
12. All debris/boxes shall be disposed off by the contractor as per the rules & regulation of local authorities concerned beyond the property limits and the site shall be kept free of safety / fire hazards.
13. The Bank reserves the right to accept or reject any or all the tenders without assigning any reason thereof.
14. Make of the batteries: **1. Exide. 2. Amara Raja (Quanta). 3. Panasonic.**
15. The replacement of battery work shall be done by the successful vendor/bidder in coordination with the AMC vendor of UPS system with minimum shut down. The



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necessary liaison and coordination shall be done by the Bidder itself with no extra charges to the bank.

Date:

Place:

Signature of the Contractors/firm  
(By a person holding the Authority/Power of Attorney)



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**Details of Banker (s)**

Sr. no.	Particulars	Details
01	Address	
02	Account no./type	
03	Contact Person	
04	E-mail	
05	Telephone number	
06	Fax number	

**Details of Firm**

Sr. no.	Particulars	Details
01	Address	
02	PAN No.	
03	GST no.	
04	Telephone number	
05	Fax number	

Signature of Tenderer with firms seal



**Supply, installation, testing & commissioning of Sealed Maintenance Free (SMF), 12 V, 100 Ah, 34 nos. FR casing batteries for 2x30 KVA UPS system at RBI office Building, Guwahati**

**Format for Articles of Agreement**  
**(For successful tenderer)**

ARTICLES OF AGREEMENT made the \_\_\_\_\_ day of \_\_\_\_\_ between the Reserve Bank of India, (hereafter called "The Bank") of the one part and \_\_\_\_\_ (thereinafter called "the Contractor") of the other part.

WHEREAS The Bank is desirous of **Supply, installation, testing & commissioning of Sealed Maintenance Free (SMF) 12 V, 100 Ah, 34 nos. FR casing SMF batteries for 2x30 KVA UPS system at RBI, Office Building, Guwahati** and has caused specifications describing the works to be done.

AND WHERE AS the said specifications, the Schedule of Quantities and drawings have been signed by or on behalf of the parties hereto.

AND WHEREAS the Contractor has agreed to execute upon the subject to the Conditions set forth herein and to the Conditions set forth in the Special Conditions and in the Schedule of Quantities and Conditions of Contract (all of which are collectively hereinafter referred to as "the said Conditions") the works shown upon the said drawings and/or described in the said specification and included in the Schedule of Quantities at the respective rates therein set forth amounting to the sum as therein arrived at or such other sum as shall become payable thereunder(hereinafter referred to as 'the said Contract Amount')

**NOW IT IS HEREBY AGREED AS FOLLOWS:**

1. In consideration of said Contract Amount to be paid at the times and in the manner set forth in the said conditions, the Contractor shall upon and subject to the said Conditions execute and complete the work shown upon the said Drawings and described in the said Drawings and described in the said Specifications and the Schedule of Quantities.
2. The Bank shall pay the Contractor the said Contract Amount, or such other sum as shall become payable, at the times and in the manner specified in the said conditions.
3. The said Conditions and Appendix thereto shall be read and construed as forming part of this agreement and the parties hereto shall respectively abide by, submit themselves to



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the said Conditions and perform the agreements on their part respectively in the said Conditions contained.

4. The plans, agreement and documents mentioned herein shall form the basis of this Contract.
5. This contract is deemed to be Supply and installation of Sealed Maintenance Free (SMF) 12 V, 100 Ah, FR casing batteries 34 nos. for office Building, RBI Guwahati.
6. The Contractor shall afford every reasonable facility for the carrying out of all works relating to civil works and electrical installations, fittings and other ancillary works in the manner laid down in the said Conditions, and shall make good any damages done to walls, floors etc. after the completion of such works.
7. The Bank reserves to itself the right of altering the Drawings and nature of the work by adding to or omitting any items of work or having portions of the same carried out without prejudice to this contract.
8. Time shall be considered as the essence of this Contract, and the Contractor hereby agrees to commence the work soon after the site is handed over to him or from tenth day after the day of issue of formal works order as provided for in the said Conditions, whichever is later, and to complete the entire work within 60 days subject nevertheless to the provisions for extension of time.
9. All payments by The Bank under this Contract will be made only at Guwahati.
10. All disputes arising out of or in any way connected with this agreement shall be deemed to have arisen at Guwahati and only Courts in Guwahati shall have jurisdiction to determine the same.
11. That the several parts of this Contract have been read by the Contractor and fully understood by the Contractor.

If the contractor is a Partnership or an Individual

IN WITNESS WHEREOF The Bank and the Contractor have set their respective hands to these presents and two duplicate hereof the day and year first hereinabove written.





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If the contractor is a Company

IN WITNESS WHEREOF The Bank has set its hand to these presents through its duly authorised official and the Contractor has caused its common seal to be affixed hereunto and the said two duplicate/has caused these presents and the said two duplicates hereof to be executed on its behalf, the day and year first hereinabove written.

### Signature Clause

SIGNED AND DELIVERED by the Reserve Bank of India by the hand of

Shri .....  
(Name and designation)

.....  
..... in the presence of

(1)  
Address

(2)  
Address

.....  
.....  
.....

### Witnesses

SIGNED AND DELIVERED BY If the part is a partnership firm or any individual should be signed by all or on behalf of all the partners.

.....  
...1).....

Address

.....

.....

.....

2)

.....

..

Address

.....

If the Contractor signs under its common Seal the signature clause should tally with their sealing clause in the Articles of Associations.



**Supply, installation, testing & commissioning of Sealed Maintenance Free (SMF), 12 V, 100 Ah, 34 nos. FR casing batteries for 2x30 KVA UPS system at RBI office Building, Guwahati**

.....

.....

Witnesses

The Contractor is signing by the hand of power of attorney whether a company or individual.

THE COMMON SEAL OF

Was hereunto affixed pursuant to the resolutions passed

The Contractor is signing by the hand of power of attorney whether a company or individual.

By its Board of Directors at the meeting held on

.....

.....

.....

.....

In the presence of

( 1 )

.....

....

( 2 )

.....

....

Directors who have signed these presents in taken thereof in the presence of

(1) .....

.....

(2) .....

.....

SIGNED AND DELIVERED BY the Contractor by the hand Of

Shri

.....

and duly constituted attorney.



Supply, installation, testing & commissioning of Sealed Maintenance Free (SMF), 12 V, 100 Ah, 34 nos. FR casing batteries for 2x30 KVA UPS system at RBI office Building, Guwahati

### Proforma for Bank Guarantee

(To be submitted on non-judicial stamp paper of appropriate value purchased in the name of the issuing Bank)

This deed of guarantee made this \_\_\_\_\_ day of \_\_\_\_\_ two thousand \_\_\_\_\_ between \_\_\_\_\_ (Name of Banker) having its registered office at \_\_\_\_\_ (place) and one of its local offices at \_\_\_\_\_ (hereinafter referred to as the Surety), and Reserve Bank of India, a Corporation constituted by the Reserve Bank of India Act, 1934, having its Central Office at Central Office Building, Shahid Bhagat Singh Road, Mumbai-400 001 INDIA (hereinafter referred to as the Bank).

WHEREAS \_\_\_\_\_ (Tenderer's name hereinafter referred to as 'Tenderer'), a Company registered under \_\_\_\_\_ and having its registered office at \_\_\_\_\_ is bound to deposit with the Bank by way of earnest money INR \_\_\_\_\_ (INR \_\_\_\_\_ only) in connection with its **"Supply, installation, testing & commissioning of Sealed Maintenance Free (SMF) 12 V, 100 Ah, 34 nos. FR casing batteries for 2x30 KVA UPS system at office Building, RBI Guwahati"** and the specifications and terms and conditions enclosed therein.

#### NOW THIS GUARANTEE WITNESSETH

1. That the Surety in consideration of the above Tender made by the Tenderer to the Bank hereby undertakes to guarantee payment on demand without demur to the Bank the said amount of INR \_\_\_\_\_ (INR \_\_\_\_\_ only) within one week from the date of receipt of the demand from the Bank on presentation of this deed of guarantee, which the Tenderer is bound to deposit with the Bank by way of earnest money in connection with his Tender.
2. This guarantee shall not be affected by any infirmity or irregularity on the part of the Tenderer or by the dissolution or any change in the constitution of the Bank, Tenderer or the Surety.
3. The Bank shall be eligible to make any claim under this guarantee if the Tenderer after submitting his Tender, rescinds from his offer or modifies the terms and conditions thereof in a manner not acceptable to the Bank or expresses his unwillingness to accept the order after the Bank has decided to place order with the **"Supply, installation, testing & commissioning of Sealed Maintenance Free (SMF) 12 V, 100 Ah, 34 nos. FR casing batteries for office Building, RBI Guwahati."** The Banks' decision in this regard shall be final and binding.
4. The Surety shall not and cannot revoke this guarantee during its currency except with previous consent of the Bank in writing.
5. Notwithstanding anything contained in the foregoing, the Surety's liability under the guarantee is restricted to INR \_\_\_\_\_ (INR \_\_\_\_\_ only).
6. This guarantee shall remain in force and effective up to \_\_\_\_\_ and shall expire and become ineffective thereafter.



**Supply, installation, testing & commissioning of Sealed Maintenance Free (SMF), 12 V, 100 Ah, 34 nos. FR casing batteries for 2x30 KVA UPS system at RBI office Building, Guwahati**

7. The Surety will make the payment pursuant to the demand notice issued by the Bank, notwithstanding any dispute that may exist or arise between the Tenderer and the Bank or any other person.
8. Any forbearance, act or omission on the part of the Bank in enforcing any of the conditions of the said tender or showing of any indulgence by the Bank to the tenderer shall not discharge the Surety in any way and the obligations of the Surety under this guarantee shall be discharged only on the intimation thereof being given to the Surety by the Bank.
9. Notwithstanding anything contained hereinabove, unless a demand or claim under this guarantee is made on the Surety in writing on or before \_\_\_\_\_ before 3:00 PM (Indian Standard Time), the Surety shall be discharged from all liabilities under guarantee thereafter and the guarantee ceases to be in effect in all respects whether or not the original Bank Guarantee is returned to the surety. The guarantee is to be returned to the surety within 15 days from the date it ceases to be in force. If the guarantee is not received by the surety within that date, it shall be deemed to be automatically cancelled.
10. The Surety has the power to issue this guarantee under its Memorandum and Articles of Association and the person who is hereby executing this deed has the necessary powers to do so under the Power of Attorney granted to him by the Surety.

**SIGNED AND DELIVERED**

For and on behalf of

For and on behalf of above named Bank.

(Banker's Name and Seal)

Branch Manager

(Banker's seal)



Supply, installation, testing & commissioning of Sealed Maintenance Free (SMF), 12 V, 100 Ah, 34 nos. FR casing batteries for 2x30 KVA UPS system at RBI office Building, Guwahati

#### APPENDIX HEREIN REFERRED TO

1.	Defects liability Period / Warranty period / guarantee period	<b>3 years from the date of completion of the work and handing over the work.</b>
2.	Period of final measurement & payment of bill	From 90 days from date of final commissioning of the battery.
3.	Date of commencement	10th day from the date of award letter.
4.	Period of completion	<u>45 days from the 10th day of work order</u>
5.	Liquidated Damages for delay in completing the work.	0.25% of the contract amount per week subject to a maximum of 10% of the work value.
6.	Interest for delayed payment	3 percent per annum( if the payment is not made within 90 days of submission of bill)
7.	Retention Money	5 % of the work value till end of defect liability period or submission of valid BG of equal amount.
8.	Period for honoring certificates	One month for interim bills and 3 months for final bill.

Place:

Seal & signature of Contractor

Date:



Supply, installation, testing & commissioning of Sealed Maintenance Free (SMF), 12 V, 100 Ah, 34 nos. FR casing batteries for 2x30 KVA UPS system at RBI office Building, Guwahati

## Appendix-II

### Commercial Check List

[Copy (in pdf format) duly filled, to be enclosed with tender]

No.	Description	Bank's Requirements	Confirmation (Yes/No)
1	Validity of tender	90 days from opening of Tender part-I	
2	Earnest Money Deposit (EMD)	₹7960/- (Rupees Seven thousand nine hundred and sixty only) as DD / BG (as per Annexure-III) / NEFT in favour of Reserve Bank of India to be delivered in physical form (DD/BG in original form) at Estate Department, Reserve Bank of India, Guwahati on or before 14.00 hrs on , 2025 No interest shall be payable on EMD.	
3	Prices	Shall remain firm for the entire period of contract	
4	Completion Period	45 days from the 10th day of the date of issue of work order.	
5	Liquidated damages for delay in completion of work	0.25% of the contract amount per week subject to maximum of 10% of work value.	
6	<b>Warranty period/defect liability period/guarantee period</b>	<b>3 years after the date of completion of the work and handing over the work</b>	
7	Penalty during warranty to be deducted from security deposit (RMD)	The supplied batteries shall be warranted for 3 years from the date of installation. During the warranty period the faulty batteries shall be replaced by the Tenderer within 48 hours after lodging the complaint over telephone /email/fax/ text. There will be a penalty of Rs.500/- per day per battery, if the defective battery is not rectified within the period of 48	



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		hours after lodging the complaint by telephone, email, letter etc. as stated above. Also, an amount of ₹1,000/- per quarter shall be deducted from the security deposit for not rendering preventive maintenance (quarterly) and battery bank testing services.	
8	Terms of payment	As per Clause of the General instructions.	
9	Insurance	Shall include for Contractor All Risk Policy including storage, erection, testing and commissioning etc. which shall be submitted within 14 days of award of work.	

Signature of the contractor \_\_\_\_\_

Name of the firm \_\_\_\_\_

Seal of the firm \_\_\_\_\_



## Insurance

The contractor should submit Insurance, within 14 days from the date of award of works, insure the works at his cost and keep them insure until the virtual completion of works, against loss or damage by fire with an office in the joint names of the employer and the contractor (**the name of the former i.e. RBI being placed first in the policy**) for the full amount of the contract. Such policy shall cover the property of the "Employer" only. The contractor shall deposit the policy and receipts for the premium with the employer within fourteen days from award of work. In default of the contractor, insuring as provided above, the employer may so insure the works and may deduct the premium paid from any moneys due, penalty etc., or which may become due to the Contractor without prejudice to the other rights of the Employer in respect of such default. In case it becomes necessary to suspend the works, the Contractor shall as soon as the claim under the policy is settled, or the work reinstated by the Insurance Office, should they elect to do so, proceed with all due diligence with the completion of the works in same manner as though the fire had not occurred and in all respects under the same conditions of Contract. The Contractor in case of rebuilding or reinstatement after fire shall be entitled to such extension of time for completion as deems fit.

The contractor shall take all insurances at his cost to cover all kinds of risks from the time the equipment's/materials leave the manufacturer's works till handing over the said system to the Bank, in the joint names of the Bank and the contractor and it shall cover the following risks.

- Storage, erection, testing and commissioning policy.
- Workmen compensation policy for the employees of the contractor at site.
- Third party liability policy for a total of Rs.10.00 lakh and with a limit of Rs.2 lakh per accident.

Note: These policies shall be valid till the completion of the work & in the joint name of RBI with RBI's name being the first one. If the contractor does not provide these policies, the Bank reserves the right to take the above insurance policies themselves and recover the cost thereof from the bill of the contractor or any other action.

17. The payment for the system will be made by RBI, Guwahati. The dispute arising out of this contract will also be sorted out within the jurisdiction of courts situated in Guwahati.

18. The contractors shall submit all technical details of the system along with the tender. The tenderers are requested to use the enclosed proforma only for this purpose (and do not use their own formats and data sheets). However, if they wish to submit any additional





information/details, they may furnish the same on a separate sheet with Part I of the tender and upload it along with other documents forming a part of e-tender.

19. The tenderers shall give the names and postal addresses of their bankers, and bankers certificate as per proforma Annexure-VI

20. The tenderers shall give the full name, Contact Numbers and postal addresses of clients to whom similar equipment has been supplied by them in Annexure-I.

21. The tenderers are requested to fill in the enclosed proforma (Appendix-II) on terms and conditions of the contract. They are advised to confirm whether they agree to the Bank's terms and conditions by indicating "YES" or "NO" only. If "NO" then only they shall list out the deviations proposed by them in the appropriate column.

### **Service set-up**

The tenderers shall indicate details of the service center in **Guwahati** along with contact numbers as per enclosed

### **Sexual harassment of women at work place:**

- (a) The contractor/agency shall be solely responsible for full compliance with the provisions of the "the Sexual harassment of women at work place (Prevention, Prohibition & Redressal) Act, 2013. In case of any complaint of sexual harassment against its employee within the premises of the Bank, the complaint will be filed before the Internal Complaints Committee constituted by the contractor/agency or local complaint committee as the case may be and the contractor/agency shall ensure appropriate action under the said Act in respect of the complaint.
- (b) Any complaint of sexual harassment from any aggrieved employee of the contractor against any employee of the Bank or any employee of any other firm working in the Bank shall be taken cognizance of by the Regional Complaints Committee constituted by the Bank.
- (c) The Contractor shall be responsible for any monetary compensation that may need to be paid in case the incident involves the employee of the contractor, for instance any monetary relief, to Bank's employee or other firm's employee, if sexual violence by the employee of the contractor is proved.
- (d) The Contractor shall be responsible for educating his/her employees about prevention of sexual harassment at work place and related issues.
- (e) The contractor shall provide a complete and updated list of employees who are deployed within the Bank's premises.



#### **Section IV: Safety Code**

1. First-aid appliances, including adequate supply of sterilized dressings and cotton wool, shall be maintained in a readily accessible place.
2. The injured person shall be taken to a public hospital without loss of time, in cases where the injury necessitates hospitalisation.
3. Suitable and strong scaffolds should be provided for workmen for all works that cannot safely be done from ground.
4. No portable single ladder shall be over 8 meters in length, the width between the side rails not less than 30 cm (clear) and the distance between two adjacent rungs shall not be more than 30 cm. When a ladder is used, an extra mazdoor shall be engaged for holding the ladder.
5. The excavated material shall not be placed within 1.5 meters of the edge of the trench or half of the depth of the trench, whichever is more. All trenches and excavations shall be provided with necessary minimum height shall be one metre.
6. Every opening in the floor of a building or a working platform shall be provided with suitable means to prevent the fall of persons or materials by providing suitable fencing or railing whose minimum height shall be one metre.
7. No floor, roof or other part of the structure shall be so over-loaded with debris or materials as to render it unsafe.
8. Workers employed on mixing and handling material such as asphalt, cement, mortar or concrete and lime mortar shall be provided with protective footwear and rubber hand-gloves.
9. Those engaged in welding works shall be provided with welder's protective eye-shields and gloves.
10. No paint containing lead or lead products shall be used except in the form of paste or readymade paint.
11. Suitable face masks should be supplied for use by the workers when the paint is applied in the form of spray or surface having lead paint dry rubbed and scrapped.
12. Hoisting machines and tackles used in the work, including their attachments, anchorage and supports shall be in perfect condition.
13. The ropes used in hoisting or lowering material or as a means of suspension shall be of durable quality and adequate strength and free from defects.



## **FIRE SAFETY**

- i. Cutting / drilling machine and other electrically operated equipments used at site shall be plugged into correctly rated electrical outlets.
- ii. Only ISI marked 3 pin plug and other appliances and equipments shall be used.
- iii. Electrical power cables/wires used shall not have any joints and shall be properly rated.
- iv. All electrical appliances i.e. welding, drilling, cutting machine etc. shall be safely and securely earthed to prevent leakage current while in operation.
- v. Before commencing the welding work for the first time on any day, fire section shall be informed and only after the site inspection by the Fire officers/Personnel, work shall be started.
- vi. Two buckets of water and sand shall be kept in an easily accessible area on the site.
- vii. Fire extinguishers recommended and issued by fire officers shall be kept on the site.
- viii. Used paint drums shall be stored in specified store only after closing them properly.
- ix. Personal protective equipments such as safety shoes, hand gloves, welder's mask, ear plug etc. depending upon the requirement of the work shall be provided by the contractor to the workmen to prevent occupational health hazards.
- x. The safety belt shall be provided by the contractor and used by the workmen while working from height for more than 10' from Ground level.
- xi. None of the passages near lift lobby and staircases shall be used for stacking / dumping any kind of materials/waste.
- xii. Both the staircase doors shall be normally kept closed.
- xiii. None of the fire extinguishers shall be removed/shifted from its designated location.
- xiv. Power supply shall be switched off from the mains when equipment is not in use.
- xv. Wood-shavings and saw-dust generated from the work shall be collected on daily basis, removed from site and stored at the designated place in proper manner.
- xvi. Any debris generated from the work shall be collected on daily basis, removed from site and stored at the designated place in proper manner.
- xvii. Battery operated emergency light/torches shall be provided by the contractor to the workmen while working beyond office hours.



**Supply, installation, testing & commissioning of Sealed Maintenance Free (SMF), 12 V, 100 Ah, 34 nos. FR casing batteries for 2x30 KVA UPS system at RBI office Building, Guwahati**

## **Technical specification**

### **General requirements:-**

Supply, installation, testing and commissioning new SMF batteries of 12 V, 100 Ah capacity having FR casing by replacement of old battery for 2x30 KVA UPS system. The work involves supply, installing, testing & commissioning of new batteries after carefully removing the existing batteries as per site condition.

### **Documents to be submitted & Scope of work:**

1. The tenderer shall submit type test certificates for fire retardant casing from reputed testing facility / lab for the battery to be supplied along with delivery of materials.
2. The tenderer is required to submit the brochure/catalogue/leaflet of the battery from the manufacturer.
3. The bidder must visit the site before bidding to ascertain site conditions. The successful bidder has to accommodate the batteries in the existing battery rack, or else provide new racks of suitable size for which the cost shall be included in the quotation. No extra cost for replacement of rack to be provided by the Bank.

In addition to that, the bidder must examine the interconnecting cable between battery and battery to UPS. If it need replacement it must be replaced for which the cost shall be included in the tender. No separate cost shall be paid for that.

4. Firm has to visit every month to the site for inspection, checking of the battery condition and ensure that battery banks are working healthy and shall do necessary preventive maintenance of the battery on quarterly basis and quarterly discharge test during the warranty period i.e. up to 3 years.

**5. If any fault develops in the battery during warranty /defect liability period of 3 years from the handing over, the battery shall be replaced in free of cost.**

**6. Vendor shall do necessary liaison with the AMC vendor and in coordination with the AMC VENDOR, the installation and testing of battery shall be done with minimum down time.**



Supply, installation, testing & commissioning of Sealed Maintenance Free (SMF), 12 V, 100 Ah, 34 nos. FR casing batteries for 2x30 KVA UPS system at RBI office Building, Guwahati

### Unpriced bill of Quantities / Details of work

**Supply, installation, testing & commissioning of Sealed Maintenance Free (SMF) 12 V, 100 Ah, 34 nos. FR casing batteries for 2x30 KVA UPS system at office Building, RBI Guwahati.**

**Specify the make of battery for which price has been quoted:**

Sl. No.	Item details	Quantity
01	Supply, installation, testing & commissioning of 12 V, 100 Ah Valve regulated Lead acid battery sealed maintenance free of required capacity having fire retardant casing for Bank's UPS system 2x30 KVA. Battery should be of Panasonic/ Quanta / Exide make and having minimum three year onsite replacement of faulty batteries inclusive of all taxes.	34 nos.
02	Buy-back for old batteries  The rate quoted will be including of dismantling the old batteries of 12 V, 100 Ah & taken out from Bank's Office Building and Installation of new batteries in existing batteries cubical, interconnecting them with suitable size new jumper cable (copper), terminal connectors, nut bolts. (Rates inclusive of taxes, GST as applicable).	34 nos.



Supply, installation, testing & commissioning of Sealed Maintenance Free (SMF), 12 V, 100 Ah, 34 nos. FR casing batteries for 2x30 KVA UPS system at RBI office Building, Guwahati

## Annexure – VIII

### DETAILS OF OFFERED MAKE AND SERVICE SET UP OF THE FIRM

**[Scanned copy (in pdf format) of this Annexure duly filled, to be uploaded with tender]**

Accepted the specifications and agreed to carry out the work as specified in the tender.  
The details of battery opted for supply is as given below:

a	Make Offered by the contractor FR batteries (Exide/Panasonic/amar raja)	
b	Model No	
c	Capacity	100 AH
d		
<b>Details of Service Setup in Guwahati</b>		
A	Address	
B	Telephone numbers	
C	FAX numbers	
D	Email address	
E	Contact person (name and Mobile No)	

1. Please specifically indicate the details of the office as above, from where the service for the proposed system at Guwahati will be offered.
2. Please attach additional sheet wherever required.

Seal and Signature of the contractor



Supply, installation, testing & commissioning of Sealed Maintenance Free (SMF), 12 V, 100 Ah, 34 nos. FR casing batteries for 2x30 KVA UPS system at RBI office Building, Guwahati

भारतीय रिज़र्व बैंक / Reserve Bank of India  
संपदा विभाग / Estate Department  
गुवाहाटी / Guwahati

Quotation for  
***Supply, installation, testing & commissioning of Sealed Maintenance Free (SMF), 12 V, 100 Ah, 34 nos. FR casing batteries for 2x30 KVA UPS system at RBI office Building, Guwahati***

## **PART-II**

Name of the Vendor/ Firm: \_\_\_\_\_

Address: \_\_\_\_\_

E-mail ID and Phone no: \_\_\_\_\_

**Last Date of Submission: August 18, 2025 till 02:00 PM**

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Supply, installation, testing & commissioning of Sealed Maintenance Free (SMF), 12 V, 100 Ah, 34 nos. FR casing batteries for 2x30 KVA UPS system at RBI office Building, Guwahati

## Part – II

### Bill of Quantities

Quotation for Supply, installation, testing & commissioning of Valve Regulated Lead Acid, Sealed Maintenance Free (SMF) 12 V, 100 Ah, 34 nos. FR casing batteries for 2x30 KVA UPS system at office Building, RBI Guwahati.

Specified the make out of : 1. Exide 2. Amara Raja (Quanta) 3. Panasonic				
Sr. no.	Description	Quantity	Rate (Rs.)	Amount (Rs.)
01	Supply, installation, ,testing and commissioning of 12 V, 100 Ah, SMF (sealed maintenance free) battery having fire retardant casing for Bank's UPS 2x30 KVA. Battery should be of Panasonic/ Amara Raja-Quanta / Exide make and having minimum three year onsite replacement of faulty batteries (Rate inclusive of all taxes, GST, transportation)	34 nos.		
02	Buy-back for old batteries  The rate quoted will be including of dismantling the old batteries of 12 V, 100 Ah & taken out from Bank's Office Building and Installation of new batteries in existing batteries cubical, interconnecting them with suitable size new jumper cable (copper), terminal connectors, nut bolts. (Rates inclusive of all taxes, GST as applicable).	34 nos.		
	Net cost ( A-B) : In words			