



भारतीय रिज़र्व बैंक  
निर्गम विभाग  
नागपुर

(निविदा आमंत्रण सूचना)

**कटे हुए करेंसी नोटों की ब्रिकेट और अनुपयोगी लकड़ी के स्क्रेप की बिक्री के लिए ई-निविदा नोटिस**

भारतीय रिज़र्व बैंक, नागपुर द्वारा कटे हुए करेंसी नोट ब्रिकेट और अनुपयोगी लकड़ी के स्क्रेप की बिक्री के लिए दो बोली प्रणाली (तकनीकी बोली और मूल्य बोली) के तहत ई-निविदा आमंत्रित की जाती है। अनुबंध की अवधि शुरू में एक वर्ष के लिए होगी, यानी 01 अप्रैल, 2026 से 31 मार्च, 2027 तक और संतोषजनक प्रदर्शन और आपसी समझौते के आधार पर दो वर्षों की आगे की अवधि हेतु एक बार में एक वर्ष की अवधि के लिए बढ़ाई जा सकती है। विस्तृत निविदा सूचना और सामान्य अनुदेशों के साथ ई-निविदा एमएसटीसी साइट <https://www.mstcecommerce.com> और भारतीय रिज़र्व बैंक की वेबसाइट <https://www.rbi.org.in> पर "निविदाएं" मेनू के तहत उपलब्ध है। सभी इच्छुक निविदाकर्ताओं को ई-टेंडरिंग प्रक्रिया में भाग लेने के लिए एमएसटीसी पोर्टल पर खुद को पंजीकृत करना होगा।

2. कार्य की अनुमानित लागत **₹ 30 लाख** प्रति वर्ष (लगभग) है, हालांकि वास्तविक राशि भिन्न हो सकती है। ई-टेंडरिंग प्रक्रिया की अनुसूची इस प्रकार है:

ई-निविदा सं.	आरबीआई/नागपुर क्षेत्रीय कार्यालय/क्र/4/25-26/ईटी/818
निविदा का तरीका	एमएसटीसी ई-कॉमर्स साइट ( <a href="https://www.mstcecommerce.com/eprocn">https://www.mstcecommerce.com/eprocn</a> ) पर ई-टेंडरिंग प्रणाली (ऑनलाइन भाग-I तकनीकी बोली और ईएमडी, भाग-II मूल्य बोली)
एनआईटी की दिनांक और देखने और डाउनलोड करने के लिए उपलब्ध निविदा दस्तावेज़	जनवरी 14, 2026 (12:00 बजे)
बयाना जमा राशि (केवल एनआईटी के माध्यम से प्रेषित किया जाना है)	₹60,000/- (रुपये साठ हजार मात्र) एनआईटी के माध्यम से (हमारे खाता संख्या 8714295 में, जिसका नाम है – आरबीआई नागपुर आईएफएससी RBISONGPA01 (5वें और 10वें अक्षर शून्य हैं) टिप्पणी: निर्गम विभाग द्वारा ब्रिकेट अनुबंध

बोली-पूर्व बैठक का कार्यक्रम (वैकल्पिक)	फरवरी 11, 2026 (16:00 बजे)
<a href="http://www.mstcecommerce.com">www.mstcecommerce.com</a> पर ऑनलाइन तकनीकी बोली और मूल्य बोली जमा करने के लिए ई-निविदा शुरू होने की तिथि	फरवरी 14, 2026 (11:00 बजे)
तकनीकी बोली और मूल्य बोली जमा करने के लिए ऑनलाइन ई-निविदा की अंतिम तिथि	फरवरी 24, 2026 (11:00 बजे)
ईएमडी प्रस्तुत करने की अंतिम तिथि	फरवरी 24, 2026 (09:00 बजे)
तकनीकी बोली - भाग- I के खुलने की तिथि और समय	फरवरी 24, 2026 (16:00 बजे)
भाग- II (मूल्य बोली) के खुलने की तिथि और समय	भाग- II अर्थात मूल्य बोली केवल उन निविदाकर्ताओं के संबंध में खोली जाएगी जिनकी भाग- I यानी तकनीकी-वाणिज्यिक बोली बैंक द्वारा स्वीकार्य पाई गई है। ऐसे निविदाकर्ताओं (निविदारों) को उनके द्वारा प्रस्तुत वैध ई-मेल आईडी के माध्यम से भाग- II मूल्य बोली खोलने की तारीख को सूचित किया जाएगा।
लेनदेन शुल्क	एमएसटीसी लिमिटेड द्वारा लगाए गए प्रभारों के अनुसार।

3. बैंक बिना कोई कारण बताए किसी भी या सभी ई-निविदाओं को स्वीकार या अस्वीकार करने का अधिकार रखता है।

4. सभी निविदाकारों को नीचे निर्धारित शर्तों के अनुसार पात्रता सुनिश्चित करना अपेक्षित है:

निविदाकर्ता अनुभवी, संसाधनपूर्ण, वित्तीय रूप से सक्षम और लाइसेंस प्राप्त इकाई (कंपनी/साझेदारी/मालिकाना फर्म, आदि) होना चाहिए, जिसके पास

4.1 इसी तरह के कार्यों ( जिसके लिए आवेदन मंगाए गए हैं उसके पिछले माह के अंतिम दिन को समाप्त पिछले 5 वर्षों के दौरान ) को निष्पादित करने का न्यूनतम 5 वर्ष का अनुभव हो \*\*। आवेदक को पिछले 5 वर्षों के दौरान उनके द्वारा किए गए कार्यों का विवरण दिखाते हुए अपनी ग्राहक सूची प्रस्तुत करनी चाहिए। सूची में ग्राहक का नाम, निष्पादित कार्य का मूल्य, कार्य शुरू करने और समाप्त होने की तिथि, देरी के कारण, यदि कोई हो, आदि जैसे विवरण शामिल होंगे। आवेदक को न्यूनतम 5 वर्ष के अनुभव के समर्थन में दस्तावेजी साक्ष्य प्रस्तुत करना

होगा। इस अनुभव में निम्नलिखित को शामिल होना चाहिए:

- अ)** इस प्रकार के पूर्ण किए गए तीन कार्य जिनमें से प्रत्येक की लागत अनुमानित लागत के 40% के समान राशि से कम नहीं है (यानी इस प्रकार के पूर्ण किए गए प्रत्येक कार्य ₹12,00,000/- से कम का नहीं होना चाहिए); या
- आ)** इस प्रकार के पूर्ण किए गए दो कार्य जिनमें से प्रत्येक की लागत अनुमानित लागत के 50% के समान राशि से कम नहीं है (यानी इस प्रकार के पूर्ण किए गए प्रत्येक कार्य ₹15,00,000/- से कम नहीं होना चाहिए); या
- इ)** अनुमानित लागत के 80% के बराबर राशि से कम लागत वाला इस प्रकार के पूर्ण कार्य (अर्थात्, इस प्रकार के पूर्ण किए गए प्रत्येक कार्य ₹ 24,00,000/- से कम नहीं होना चाहिए)

**\*\*नोट:** इस प्रकार के कार्यों का मतलब निम्नानुसार होगा:

- i. भारतीय रिज़र्व बैंक के अन्य कार्यालयों से कटे हुए करेंसी नोटों की ब्रिकेट उठाना, या
- ii. भारतीय रिज़र्व बैंक के अन्य कार्यालयों के लिए /केंद्र/राज्य सरकार/सार्वजनिक क्षेत्र के उपक्रमों/राष्ट्रीयकृत बैंकों/प्रतिष्ठित संगठनों के कागज के कचरे और/या लकड़ी के कचरे का निपटान, या
- iii. पार्टिकल बोर्ड निर्माताओं के लिए, इसी प्रकार के कार्यों का मतलब उन कार्यों से होगा जिनमें लकड़ी के कच्चे माल के लिए इनपुट लागत निर्धारित मूल्यों के बराबर होगी

भारतीय रिज़र्व बैंक, नागपुर का निर्णय कि क्या किसी निविदाकार का पिछला कार्य अनुभव निविदा दस्तावेज में दिए गए पात्रता मानदंडों के तहत आवश्यक समान प्रकृति के कार्य के रूप में योग्य है या नहीं, अंतिम और सभी निविदाकर्ताओं के लिए बाध्यकारी होगा।

4.2 पिछले तीन वित्तीय वर्षों के दौरान अनुमानित अनुबंध मूल्य के 100 प्रतिशत यानी 30 लाख रुपये का न्यूनतम वार्षिक कारोबार लेखापरीक्षित वित्तीय विवरणों द्वारा विधिवत समर्थित होगा ;

4.3 नवीनतम लेखापरीक्षित बैलेंस शीट के अनुसार सकारात्मक निवल मालियत। निविदाकार बैंक द्वारा विधिवत प्रमाणित सॉल्वेंसी प्रमाण पत्र (कार्य की अनुमानित राशि तक) प्रस्तुत करेंगे।

4.4 निविदाकर्ता के पास कर्तव्यों के निर्वहन के लिए लागू स्थायी खाता संख्या (पैन) और जीएसटीएन संख्या होगी।

4.5 अनुबंध के निष्पादन के लिए निविदाकर्ता के पास नागपुर नगर निगम की सीमा के भीतर एक कार्यालय/स्थानीय प्रतिनिधि होगा।

4.6 निविदा किसी भी अनुसूचित वाणिज्यिक बैंकों के पास एक खाता बनाए रखेगा। बैंक का नाम और बनाए गए खाते की जानकारी बैंक को प्रस्तुत की जाएगी।

4.7 एजेंसी को बैंक के कार्यालय में ब्रिकेट/लकड़ी के स्क्रेप को बिना किसी अतिरिक्त लागत के और यहां तक कि जब भी आवश्यक हो, अल्प-सूचना पर उठाने में सक्षम होना चाहिए।

4.8 बैंक नोट पेपर सबस्ट्रेट में अंतर्निहित सामग्री जैसे सुरक्षा धागे और फाइबर, सुरक्षा स्याही और बैंक नोटों की छपाई में उपयोग किए जाने वाले अन्य रसायनों के पर्यावरणीय प्रभाव को ध्यान में रखते हुए और गंदे बैंक नोटों के निपटान के लिए स्थायित्व मूल्य श्रृंखला को बनाए रखने की दृष्टि से, रिज़र्व बैंक नोटों के टुकड़े/ब्रिकेट के निपटान के लिए टिकाऊ और पर्यावरण के अनुकूल समाधानों की खोज कर रहा है। इस तरह के टिकाऊ विकल्पों में से एक कुछ लंबे समय तक चलने वाली सामग्री जैसे बोर्ड पैनल, इंटीरियर डिजाइन के लिए सामग्री, पार्टिकल बोर्ड फर्नीचर और ध्वनिक अनुप्रयोगों के निर्माण के लिए गंदे बैंकनोट के टुकड़ों का पुनः उपयोग है। इस संबंध में, रिज़र्व बैंक ने पर्यावरण, वन और जलवायु परिवर्तन मंत्रालय, भारत सरकार के अंतर्गत एक स्वायत्त निकाय, इंस्टीट्यूट ऑफ वुड साइंस एंड टेक्नोलॉजी (आईडब्ल्यूएसटी) द्वारा एक अध्ययन शुरू किया था, जिसमें पार्टिकल बोर्डों का निर्माण करने के लिए लकड़ी के कणों के साथ बैंकनोट ब्रिकेट प्रतिस्थापन की उपयुक्तता का मूल्यांकन किया गया था। अध्ययन ने यह पुष्टि की कि मुद्रा ब्रिकेट कणों के एक निश्चित प्रतिशत के साथ बनाए गए पार्टिकल बोर्ड तकनीकी आवश्यकताओं के अनुरूप होंगे। चूंकि उपरोक्त अध्ययन से यह पुष्टि हो गई है कि बैंकनोट श्रेड्स का उपयोग पार्टिकल बोर्डों के निर्माण के लिए कच्चे माल के पूरक के रूप में और कटे हुए करेंसी नोट ब्रिकेट के पर्यावरण के अनुकूल अनुप्रयोग सुनिश्चित करने के लिए किया जा सकता है, इसलिए पार्टिकल बोर्ड निर्माताओं को पार्टिकल बोर्ड के निर्माण में कच्चे माल के रूप में इन ब्रिकेटों का उपयोग करने के उद्देश्य से ब्रिकेट की खरीद/उठाने के लिए संभावित बोलीदाताओं के रूप में भी माना जाएगा।

नोट: निविदाकर्ता आवश्यक योग्यता/पात्रता मानदंड रखने के अपने दावों के समर्थन में दस्तावेजी साक्ष्य प्रस्तुत करेगा। ग्राहक के प्रमाण पत्र के संबंध में, सरकारी/सार्वजनिक क्षेत्र की कंपनियों के लिए किए गए कार्यों के लिए, प्रमाण पत्र पर संबंधित कार्यकारी अभियंता या समकक्ष या उच्च रैंक के अधिकारी द्वारा हस्ताक्षर किए जाने चाहिए। निजी कंपनियों के लिए किए गए कार्यों के लिए, क्रेडेंशेल्स /संविदा राशि को साबित करने के लिए टीडीएस की प्रति प्रस्तुत करनी होती है।

5. कृपया यह नोट किया जाए कि ई-निविदा में कोई भी संशोधन/शुद्धिपत्र, यदि भविष्य में जारी किया जाता है, तो केवल भारतीय रिज़र्व बैंक और एमएसटीसी की वेबसाइट पर ही अधिसूचित किया जाएगा जैसा कि ऊपर दिया गया है और समाचार पत्र में प्रकाशित नहीं किया जाएगा।

क्षेत्रीय निदेशक  
भारतीय रिज़र्व बैंक  
नागपुर



**RESERVE BANK OF INDIA  
ISSUE DEPARTMENT  
NAGPUR**

**(Notice Inviting Tender)**

**E-TENDER NOTICE FOR SALE OF BRIQUETTES OF SHREDDED CURRENCY NOTES AND  
UNSERVICEABLE WOODEN SCRAP**

Reserve Bank of India, Nagpur invites E-Tender under two bid system (Technical Bid and Price Bid) for sale of shredded currency note briquettes and unserviceable wooden scrap. The period of contract will be initially for one year, i.e., from April 01, 2026 to March 31, 2027 and extendable for further period of two years, one year each at a time, based on satisfactory performance and mutual agreement. The E-Tender along with the detailed tender notice and general instructions is available at MSTC site <https://www.mstcecommerce.com> and the website of the RBI at <https://www.rbi.org.in> under the menu "Tenders".

2. All interested tenderers must register themselves on MSTC Portal to participate in the E-Tendering process.

3. The estimated cost of the work is **₹ 30 Lakh** per annum (approx.), however the actual amount may vary.

4. The schedule for the E-Tendering process is available in the Tender Document. The Part-II i.e., price bid will be opened at later date as intimated by the Bank in respect of only those contractors/bidders who satisfy eligibility criteria stipulated in Part-I.

5. The Bank reserves the right to accept or reject any or all E-Tenders without assigning any reasons thereof.

NOTE: All the tenderers may please note that any amendments/corrigendum to the E-Tender, if issued in future, will only be notified on the RBI and MSTC Website as given above and will not be published in newspaper.

Date: January 14, 2026

Regional Director  
Reserve Bank of India  
Nagpur



**RESERVE BANK OF INDIA  
ISSUE DEPARTMENT  
NAGPUR**

**E-TENDER FOR SALE OF BRIQUETTES OF SHREDDED CURRENCY NOTES  
AND UNSERVICEABLE WOODEN SCRAP**

**RBI/Nagpur Regional Office/Issue/4/25-26/ET/818**

**RESERVE BANK OF INDIA  
ISSUE DEPARTMENT  
NAGPUR**

**MAHARASHTRA  
INDIA**

## **DISCLAIMER**

Reserve Bank of India (the Bank), Issue Department, Nagpur has prepared this document to give background information on the Contract to the interested parties. While the Bank has taken due care in the preparation of the information contained herein and believes it to be in order, neither the Bank nor any of its authorities or agencies nor any of their respective officers, employees, agents or advisors give any warranty or make any representations, express or implied as to the completeness or accuracy of the information contained in this document or any information which may be provided in association with it.

The information is not intended to be exhaustive. Interested parties are required to make their own inquiries and respondents will be required to confirm in writing that they have done so, and they do not rely only on the information provided by the Bank in submitting the Tender. The information is provided on the basis that it is non – binding on Reserve Bank of India or any of its authorities or agencies or any of their respective officers, employees, agents or advisors.

Reserve Bank of India reserves the right not to proceed with the Contract or to change the configuration of the Contract, to alter the timetable reflected in this document or to change the process/ procedure to be applied. It also reserves the right to decline to discuss the matter further with any party expressing interest. No reimbursement of cost of any type will be paid to persons or entities expressing interest. Reserve Bank of India neither promises nor assures any specific quantity of work under the contract.

## Table of Contents

<b>Sr No</b>	<b>Section</b>	<b>Details</b>
1	Section I	Notice Inviting Tender (NIT) Schedule of Tender
2	Section II	Important Instructions regarding e-tender
3	Section III	Form of Tender – Part-I (Technical Bid) Memorandum
4	Section IV	General Instructions to Contractors and Special Conditions of Contract
5	Section V	Scope of Work
6	Section VI	Technical Bid - Part I
7	Section VII	Articles of Agreement
8	Schedule A	List of documents (Checklist)
9	Schedule B	Organizational details
10	Schedule C	List of clients
11	Annex – I	Client's Certificate - Performance of Contractor
12	Annex – II	Form of Bankers Certificate from a Scheduled Bank
13	Section VIII	Tender Form – Part-II (Price Bid)



**RESERVE BANK OF INDIA  
ISSUE DEPARTMENT  
NAGPUR**

**SECTION-I  
NOTICE INVITING TENDER (NIT)  
(Only through e-tendering)**

1. Reserve Bank of India, Nagpur invites electronic, digitally signed and encrypted e-Tender under two bid system (technical bid and price bid) for “Sale of Briquettes of Shredded Currency Notes and Unserviceable Wooden Scrap”.
2. Only those who fulfil the qualification criteria are eligible to participate in this tender. The contract shall be for a period of one year (April 01, 2026 to March 31, 2027) which can be extended by the Bank, at its discretion, for a further period of two years, one year each at a time with/ without any variation in the terms and conditions, subject to satisfactory performance of the contractual terms and conditions, and also subject to annual review by the Bank based on the performance of the service provider/s.
3. For the above work, the tenderers should submit their proposal, as per the ‘Important instructions regarding E-Tender’, along with all supporting documents complete in all respect. Tenderers shall submit tender proposal along with refundable **Earnest Money Deposit (EMD)** of **₹60,000/-** only through NEFT. The technical bids will be opened electronically on February 24, 2026. In the event of any date indicated above being declared a Holiday, the next working day shall become operative for the respective purpose mentioned herein.
4. Tender document can be downloaded from [www.mstcecommerce.com](http://www.mstcecommerce.com). Any amendment(s)/corrigendum/ clarifications with respect to this tender shall be uploaded on the website/e-portal only. The tenderer should regularly check the above website/e-portal for any amendment/ corrigendum/ clarification on the above website.
5. The services specified above must be provided by the successful bidder/s to Reserve Bank of India, Issue Department, Nagpur.

### Schedule of Tender (SOT)

e-Tender No.	RBI/Nagpur Regional Office/Issue/4/25-26/ET/818
Mode of Tender	E-Tendering System on MSTC e-commerce site ( <a href="https://www.mstcecommerce.com/eprocn">https://www.mstcecommerce.com/eprocn</a> ) (Online Part-I Technical Bid and EMD, Part-II Price Bid)
Estimated Value of the Work	₹ 30 Lakh (approx. per annum)
Date of NIT and Tender documents available for view and download	January 14, 2026 (12:00 hrs)
Earnest Money Deposit ( <b>To be remitted through NEFT only</b> )	₹60,000/- (Rupees Sixty Thousand only) through NEFT (in our A/c No. 8714295, bearing the name – RBI Nagpur 2) IFSC RBIS0NGPA01 (5th and 10th characters are zero) Remarks: Briquettes contract by Issue Department
Schedule of pre-bid meeting (optional)	February 11, 2026 (16:00 hrs)
Date of Starting of e-Tender for submission of online Technical Bid and Price Bid at <a href="http://www.mstcecommerce.com">www.mstcecommerce.com</a>	February 14, 2026 (11:00 hrs)
Date of closing of online e-tender for submission of Technical Bid and Price Bid	February 24, 2026 (11:00 hrs)
Last date of submission of EMD	February 24, 2026 (09:00 hrs)
Date & time of opening of Technical Bid - Part-I	February 24, 2026 (16:00 hrs)
Date & time of opening of Part-II (Price Bid)	Part-II i.e. Price Bid will be opened in respect of only those Tenderers whose Part-I i.e. Techno-Commercial Bid is found to be acceptable by the Bank. Such tenderer(s) shall be intimated the date of opening of Part-II Price Bid, through valid e-mail ID submitted by them.
Transaction Fee	As charged by MSTC Ltd.

## Section – II

### Important Instructions for E-Tender

Bidders are requested to read the terms & conditions of this tender before submitting their online tender. Tenderers who do not comply with the conditions with documentary proof (wherever required) will not be considered to have qualified in the Tender for opening of the price bid.

#### **Process of E-tender:**

**A) Registration:** The process involves vendor's registration with MSTC e- procurement portal which is free of cost. Only after registration, the vendor(s) can submit his/their bids electronically. Electronic Bidding for submission of Technical Bid as well as Price Bid will be done over the internet. The Vendor should possess Class III signing type Digital Signature Certificate (DSC). Vendors are to make their own arrangement for bidding from a P.C. connected with Internet. MSTC/ RBI Nagpur is not responsible for making such arrangements. (Bids will not be recorded without Digital Signature).

**SPECIAL NOTE: THE TECHNICAL BID AND THE PRICE BID HAVE TO BE SUBMITTED ON-LINE AT <https://www.mstcecommerce.com/eprocn>**

i. Vendors are required to register themselves online with [www.mstcecommerce.com](http://www.mstcecommerce.com) → e-Procurement → PSU/Govt depts → Select RBI Logo → Register as Vendor → After filling up details and creating own user id and password → Submit.

ii. Vendors will receive a system generated mail confirming their registration in their e-mail which has been provided during filling the registration form. In case of any clarification, please contact RBI/MSTC, (before the scheduled time of the e- tender).

➤ **Contact person (MSTC Ltd):**

Name	E-Mail ID	Contact No.
Shri Tanmay Sarkar	helpdesk@mstcindia.co.in	8349894664
Shri Sushil Nale	sushil@mstcindia.co.in	9987758430
Ms Archana	archana@mstcindia.co.in	9990673698
Help Desk/ Office	helpdesk@mstcindia.co.in	0674-2544199/ 2950091

#### **HO Central Help Desk: (For vendors)**

E-mail: [helpdeskho@mstcindia.in](mailto:helpdeskho@mstcindia.in) (Please mention "HO Helpdesk" as subject while sending e-mails)

Availability: 9:30 AM to 5:00 PM on all working days for all technical issues relating to e-Auction, e-Tenders, System settings etc.

➤ **Contact person (RBI Nagpur - During Office Hours only):**

Name	E-Mail ID	Contact No.
------	-----------	-------------

Shri Ritesh Dongre, Manager	<a href="mailto:riteshdongre@rbi.org.in">riteshdongre@rbi.org.in</a>	9146178591 0712-2806405
Shri Tejas Bachhav, AM	<a href="mailto:tejasbachhav@rbi.org.in">tejasbachhav@rbi.org.in</a>	9175742643

## B) System Requirements:

- Windows 7 or above Operating System.
- IE-7 and above Internet browser.
- Signing type Digital Signature
- Latest updated JRE 8 (x86 offline) software to be downloaded and installed in the system.
- To disable “Protected Mode” for DSC to appear in the signer box following settings may be applied.
- Tools => Internet Options => Security => Disable protected Mode If enabled- i.e., Remove the tick from the tick box mentioning “Enable Protected Mode”.
- Other Settings:  
Tools => Internet Options => General => Click on Settings under “browsing history / Delete Browsing History” => Temporary Internet Files => Activate “Every time I Visit the Webpage”.
- To enable ALL active X controls and disable ‘use pop up blocker’ under Tools  
=>Internet Options => custom level (Please run IE settings from the page [www.mstcecommerce.com](http://www.mstcecommerce.com) once)
- The ‘Techno-Commercial Bid’ and the ‘Price Bid’ shall have to be submitted online at <https://www.mstcecommerce.com/eprocn>.
- Tenders will be opened electronically on specified date and time as given in the tender.
- All entries in the tender should be entered in online Technical & Commercial Formats without any ambiguity.

### 1) Special Note towards Transaction fee:

The vendors shall pay the transaction fee using “Transaction Fee Payment” Link under “My Menu” in the vendor login. The vendors have to select the particular tender from the event dropdown box. The vendor shall have the facility of making the payment either through NEFT or Online Payment. On selecting NEFT, the vendor shall generate a challan by filling up a form. The vendor shall remit the transaction fee amount as per the details printed on the challan without making change in the same. On selecting Online Payment, the vendor shall have the provision of making payment using Credit/ Debit Card/ Net Banking. Once the payment gets credited to MSTC’s designated bank account, the transaction fee shall be auto authorized, and the vendor shall be receiving a system generated mail. **Transaction fee is non-refundable.** A vendor will not have the access to online e-tender without making the payment towards transaction fee.

### **Note**

Bidders are advised to remit the transaction fee well in advance before the closing time of the event

to give themselves sufficient time to submit the bid.

Information about tenders /corrigendum uploaded shall be sent by e-mail only during the process till finalization of tender. Hence, the vendors are required to ensure that their e-mail I.D. provided is valid and updated at the time of registration of vendor with MSTC. Vendors are also requested to ensure validity of their DSC (Digital Signature Certificate).

2) E-tender cannot be accessed after the due date and time mentioned in NIT (Notice Inviting Tender).

**3) Bidding in e-tender:**

- a) Vendor(s) need to submit necessary EMD, Tender fees and Transaction fees (If ANY) to be eligible to bid online in the e-tender. Tender fees and Transaction fees are non-refundable. No interest will be paid on EMD. EMD of the unsuccessful vendor(s) will be refunded by the tender inviting authority.
- b) The process involves Electronic Bidding for submission of Technical and Price Bid. Bids must be submitted within prescribed timeline.
- c) Only those vendor(s) who have submitted transaction fee and EMD can submit their Technical Bid and Price Bid through internet in MSTC website [www.mstcecommerce.com](http://www.mstcecommerce.com) → e-procurement → PSU/Govt depts → Login under RBI → My menu → Auction Floor Manager → live event → Selection of the live event.
- d) The vendor should have running JAVA application. This exercise must be done immediately after opening of Bid floor. Then they must fill up Common terms/Commercial specification and save the same. After that click on the Techno-Commercial Bid. If this application does not run, then the vendor will not be able to save/submit his Techno-Commercial Bid.
- e) After filling the Techno-Commercial Bid, vendor should click 'save' for recording their Technical bid. Once the same is done, the Price Bid link becomes active and the same must be filled up and then vendor should click on "save" to record their Price bid. Once both the Techno-Commercial Bid & Price Bid have been saved, the vendor can click on the "Final submission" button to register their bid.
- f) Pages of Part I (Techno-Commercial Bid) of the tender where details shall be filled in and signed, shall be downloaded from the uploaded tender documents, details filled in, signed and uploaded. Vendors are instructed to use 'Attach Doc' button to upload documents. Multiple documents can be uploaded.
- g) In all cases, vendor should use their own ID and Password along with Digital Signature at the time of submission of their bid.
- h) During the entire e-tender process, the vendors will remain completely anonymous to one another and to everybody else.
- i) The e-tender floor shall remain open from the pre-announced date & time and for as much duration as mentioned in Schedule of Tender (SOT).
- j) All electronic bids submitted during the e-tender process shall be legally binding on the vendor. Any bid will be considered as the valid bid offered by that vendor and acceptance of

the same by the Buyer will form a binding contract between Buyer and the Vendor for execution of work. Such successful vendor shall hereafter be referred to as CONTRACTOR.

- k) It is mandatory that all the bids are submitted with digital signature certificate otherwise the same will not be accepted by the system.
  - l) RBI Nagpur reserves the right to cancel or reject or accept or withdraw or extend the tender in full or part without assigning any reason thereof.
  - m) No deviation of the terms and conditions of the tender document is acceptable. Submission of bid in the e-tender floor by any vendor confirms his acceptance of terms & conditions for the tender.
- 4) Any order resulting from this tender shall be governed by the terms and conditions mentioned therein.
  - 5) No deviation to the technical and commercial terms & conditions are allowed.
  - 6) The tender inviting authority has the right to cancel this e-tender or extend the due date of receipt of bid(s) without assigning any reason thereof.
  - 7) Vendors are requested to read the vendor guide and see the video in the page <https://www.mstcecommerce.com/eprocn> to familiarize them with the system before bidding.
  - 8) Vendors are requested to quote rates without GST, in Indian Rupee as per Unit of Measure indicated in Tender Form (Price Bid), on 'Works Contract' and the same may be explicitly indicated in the column/ row specifically meant for that. No Change in quoted rates will be accepted.
  - 9) In case any of the information furnished by the Tenderer is found to be false during scrutiny, EMD of defaulting Tenderer(s) shall be forfeited. Punitive action including suspension, blacklisting and banning of business may also be taken against defaulting Tenderers.
  - 10) Since this is an e-tendering process, Tenders sent in physical form through post or deposited in any Quotation Box shall not be accepted. Similarly, Tenders submitted through Fax or E-mail shall not be accepted. No Tenders received after the expiry of the timeline shall be entertained under any circumstances whatsoever.

**Section III**

**Form of Tender (Part 1 – Technical Bid)**

Place \_\_\_\_\_

Date \_\_\_\_\_

The Regional Director  
Reserve Bank of India,  
Dr. Raghavendra Rao Road,  
Civil Lines, P.B.No.15,  
Nagpur - 440 001

Dear Sir,

We have carefully examined the specifications, general instructions and special conditions relating to the works specified in the memorandum hereinafter set out and having acquired the requisite information relating thereto as affecting the tender, I /we hereby offer to execute the works specified in the said memorandum within the time specified in the said memorandum at the rates mentioned in the Part II (Price Bid) and in accordance in all respects with specifications and instructions in writing referred to in general instructions and special conditions to the tenderer(s) and in scope of work by and in all other respects, in accordance with such conditions in so far as they may be applicable.

Dated this \_\_\_\_\_ day of \_\_\_\_\_ 2026.

For and on behalf of M/s \_\_\_\_\_

\_\_\_\_\_

(Signature with seal)

Name \_\_\_\_\_ Designation \_\_\_\_\_ Place \_\_\_\_\_

## **MEMORANDUM**

(a)	Description of works	Disposal of shredded currency note briquettes and unserviceable wooden scrap
(b)	Estimated cost (Per Annum)	₹ 30 Lakh (approx.)
(c)	Earnest Money Deposit	₹ 60,000 /-
(d)	Mode of deposit of Earnest Money	Through NEFT (in our A/c No. 8714295, bearing the name – RBI Nagpur 2) IFSC RBIS0NGPA01 (5th and 10th characters are zero) Remarks: Briquettes Contract by Issue Department
(e)	Execution of works	From April 01, 2026 to March 31, 2027

2. I / we also agree that our tender will remain valid for acceptance by the Bank for 90 days from the date of opening of Part-I of the tender and this period of validity can be extended for such period as may be mutually agreed between the Bank and me / us in writing.

3. Should this Tender be accepted, I / we or my/our successors, or assignees or nominees hereby agree to abide by and fulfil all the Terms and Conditions of the Tender and in default thereof, to forfeit and pay to you or your successors, or assignees or nominees such sums of money as are stipulated in the conditions contained in the tender together with the written acceptance of the Contract.

4. I / we understand that you reserve the right to accept or reject any or all the tender either in full or in part without assigning any reason therefor.

5. The Tender is submitted through e-tendering process in two parts, i.e., Part I and Part II. Part I contains all commercial terms and conditions and technical particulars and Part II contains only the price bid in the Bank's proforma.

Dated this \_\_\_\_\_ day of \_\_\_\_\_ 2026.

For and on behalf of M/s \_\_\_\_\_

\_\_\_\_\_

(Signature with seal)

Name \_\_\_\_\_ Designation \_\_\_\_\_ Place \_\_\_\_\_

Date \_\_\_\_\_

(Certified true copy of the Power of Attorney of the above signatory should be enclosed, if applicable).

Witnesses

(1) Signature with \_\_\_\_\_

Name, address and date \_\_\_\_\_

(2) Signature with \_\_\_\_\_

Name, address and date \_\_\_\_\_

**Section IV**  
**General Instructions to Contractors and Special Conditions of Contract**

**1. Eligibility :**

The tenderer must be experienced, resourceful, financially sound and licensed entity (company/partnership/proprietary firm, etc.) having;

1.1. Minimum 5 years of experience of executing similar works\*\* (during last 5 years ending last day of month previous to the one of which applications are invited). Applicant should furnish their Client list showing the details of work carried out by them during the last 5 years. The list shall include details such as Name of the Client, Value of work executed, Date of Start and Finish of the work, Reasons of delay, if any, etc. The Applicant should submit documentary evidence in support of minimum experience of 5 years. This experience should include:

a) Three similar completed works each costing not less than the amount equal to 40% of the estimated cost (i.e. Each individual completed similar work should not be less than ₹12,00,000/-);

OR

b) Two similar completed works each costing not less than the amount equal to 50% of the estimated cost (i.e. Each individual completed similar work should not be less than ₹15,00,000/-);

OR

c) One similar completed work costing not less than the amount equal to 80% of the estimated cost (i.e., Each individual completed similar work should not be less than ₹ 24,00,000/-)

\*\*NOTE: Similar works will mean work related to:

i. Lifting of briquettes of shredded currency notes at other offices of RBI, OR

ii. Disposal of paper waste and/ or wooden scrap for other offices of RBI / Central / State Government/ PSUs / Nationalized Banks / Reputed Organizations, OR

iii. For Particle Board Manufacturers, similar works would mean works wherein input cost for wooden raw material amounted to the values as prescribed

The decision of Reserve Bank of India, Nagpur on whether the past work experience of any tenderer qualifies as work of similar nature or not as necessitated under eligibility criteria given in the tender document shall be final and binding on all the tenderers.

1.2. Minimum annual turnover of 100% of estimated contract value i.e. ₹30 Lakh during the last three financial years duly supported by the audited financial statements;

1.3. Positive net worth as per the latest audited balance sheet. The tenderers shall submit solvency certificate (up to estimated amount of work) duly certified by the bank (Annex III).

1.4. The tenderer shall have Permanent Account Number (PAN) and GSTN number, as applicable to discharge the duties.

1.5. The tenderer shall have an office/ local representative within Nagpur Municipal Corporation limits for execution of the contract.

1.6. The tender shall maintain an account with any of the scheduled commercial banks. The name of the bank and nature of account maintained shall be furnished to the Bank.

1.7. The agency should be capable of lifting the briquettes/ wooden scrap at the Bank's Office with no additional cost and even at short-notice whenever necessary.

1.8. In consideration of the environmental impact of the ingredients embedded in banknote paper substrate such as security threads and fibres, security inks and other chemicals used in banknote printing and with a view to move up the sustainability value chain for disposal of soiled banknotes, the Reserve Bank has been exploring sustainable and eco-friendly solutions for disposal of the banknote shreds/briquettes. One of such sustainable options is re-usage of the soiled banknote shreds for fabricating certain long-lasting materials such as board panels, materials for interior design, particle board furniture and acoustic applications. In this regard, Reserve Bank had commissioned a study 'Evaluation of Suitability of Banknote Briquettes Replacement with Wood Particles to Manufacture Particle Boards', by Institute of Wood Science and Technology (IWST), an autonomous body under the Ministry of Environment, Forest and Climate Change, Government of India. The study established that particle boards created with a certain percentage of currency briquette particles would conform to the technical requirements of particle board. Since the above study established that banknote shreds can be used to supplement the raw material for manufacturing of particle boards and for ensuring eco-friendly application of the Shredded Currency Note briquettes, "Particle Board Manufacturers", shall also be considered as prospective bidders for procuring/lifting of briquettes for the purpose of utilising these briquettes as raw material in manufacturing of particle boards.

NOTE: The tenderer shall submit documentary evidences in support of their claims of possessing the required qualification / eligibility criteria. Regarding Client's certificate, for works carried out for Government/ public sector companies, the certificate should be signed by the concerned Executive Engineer or an officer in an equivalent or higher rank. For works carried out for Private companies, copy of TDS has to be submitted for proving the credentials/contract amount.

Please note that for being eligible to participate in the e-tendering process, all the prospective tenderers are required to complete all the formalities prescribed by MSTC Ltd and also obtain necessary log-in id/password and knowledge for placing the bids in the system/portal. The System will not allow any person/firm to log-in at the portal of MSTC Ltd and view the tender document/other conditions without authentic log-id and password. Further, an e-tender / e-bid submitted without necessary approvals / supporting documents or by an entity who is found to be not satisfying any of the above criteria, will be rejected by the system and no request or claims for reconsideration will be entertained. Decision of MSTC Ltd. in this regard shall be final.

## **2. Issue and Submission of Tender: -**

**2.1 Tender for “Sale of Briquettes of Shredded Currency Notes and Unserviceable Wooden Scrap”** shall be uploaded through **MSTC website** strictly in accordance with the procedures prescribed in “**Important Instructions Regarding E-tender**” of this document and will remain open to the tenderer for participation only until **February 24, 2026 (11:00 hrs)**.

**(a) Part I – Technical & Commercial/Scope of works and Commercial conditions**

a. Estimated cost of work is **₹ 30 Lakh** (approx.) per annum; however, the actual amount may vary.  
b. Part-I shall contain the unpriced tender consisting of scope of works as specified, specifications of item of works, documents and commercial terms and conditions etc. Earnest Money shall be submitted through NEFT only.

c. Part-I of the tender as submitted shall contain the following unless otherwise stated separately in this document:

(i) Earnest Money Deposit (EMD) shall be deposited only through NEFT in favor of Reserve Bank of India, Nagpur, IFSC: RBISONGPA01 (5th and 10th characters are zero) in our A/c No. 8714295 on or before the date and time given in NIT.

(ii) Power of Attorney/authorization with the seal of the company/firm etc. in the name of the person signing the tender documents.

(iii) Any other technical information the tenderer wishes to furnish.

a. The tenderers are advised to visit the site and acquaint themselves of the site conditions before tendering.

b. The tenderers are advised to submit the tender strictly based on the General and Special Conditions of the Contract and scope of works as specified in the tender documents, and not to stipulate any deviations. If acceptance of the terms and conditions given in the tender documents has any price implications, the same should be considered and included in the quoted price. Tender containing any deviation from the terms and conditions is liable to be rejected.

c. All information, correspondence letters shall be addressed to *Deputy General Manager, Issue Department, Reserve Bank of India, Nagpur.*

**(b) Part II – Price Bid**

a. This part shall contain prices in **Indian Rupees only** and **up to two decimal points** shall be opened for only those tenderers who fulfil the minimum eligibility criteria and have a satisfactory track record of providing similar services. Change of terms and conditions and technical deviations, if any, found in Part I of the tender will not be considered and such tender will be treated as null and void. Date and time for opening of Part -II shall be informed separately through e-mail provided by the tenderer.

b. Rates should be quoted in **Indian Rupees only, exclusive of GST** as per Unit of Measure indicated in Tender Form (Price Bid). No request for any change in rate or conditions after the opening of the Part II tender will be entertained.

- c. The rates quoted shall be firm and binding without any **reduction** for the entire Contract period.
- d. For any item, if the rate and amount do not tally with respect to the bill of quantities, then the amount arrived based on quoted rates shall only be acceptable and in case of variation of rates in the original and duplicate, the higher of the two rates will be considered for arriving at the total amount for that item.
- e. The estimated quantum for FY 2026-27 for the items to be disposed under this tender are given below:

<u>Item</u>	<u>Quantum estimated</u>
Shredded currency notes briquettes	7,20,000 Kgs
Unserviceable wooden boxes / planks scrap	28,000 Kgs

NOTE: The Bank does not guarantee the above quantum of work. The same is indicative only, and subject to variation.

- f. While evaluating price bids, composite score for deciding **H1 bidder** for award of contract will be calculated as below:

	<u>Unit for bid</u>	<u>Weighting factor</u>
Rate for Shredded currency notes briquettes (R1)	Per Kg	0.98
Rate for wooden boxes / planks scrap (R2)	Per Kg	0.02

**Composite score= (R1x0.98) + (R2x0.02) [Contract will be awarded to bidder with highest composite score]**

## **2.2 Opening of Tender:**

As per the procedures laid down in Section-I hereto for opening of e-tender.

## **2.3 Pre-Bid Meeting**

A pre-tender briefing meeting of the intending tenderers (optional) will be held at Issue Department, RBI, Main Office Building, Civil Lines, Opp Vidhan Bhawan, Nagpur on **February 11, 2026 at 16:00 hrs** to clarify any point/doubt raised by them in respect of the tender. No separate communication will be sent for this meeting. It is recommended that all participating tenderers attend the Pre-Bid meeting in their own interest.

## **2.4 Validity of Tender**

The tender shall be valid for acceptance by the bank for a period of 90 days from the date of opening of Part -I of tender and shall be extended by such period as may be mutually agreed to. In case of withdrawal of tender by the tenderer during the period, the Bank may forfeit the Earnest Money Deposit. The rates quoted by the tenderer shall remain firm during the period of contract i.e., April 01, 2026 to March 31, 2027. Further, any request for reduction of rate at the time of renewal of contract shall not be entertained. The contract can be extended for further two years, one year at a time by mutual agreement in writing by the Tenderer and RBI subject to satisfactory performance.

## **2.5 Highest tender not necessarily to be accepted**

**2.5.1** The Bank is not bound to accept the highest or any other tender and reserves the right to reject any or all the tenders, either in whole or in part, without assigning any reason whatsoever.

**2.5.2** The tenderer whose tender is not accepted shall not be entitled to claim any costs, charges, damages and expenses of and incidental to or incurred by him through or in connection with his submission of tenders, even though the Bank may decide to modify/withdraw the tender.

## **2.6 Earnest money & security deposit**

**2.6.1** Interested tenderers shall pay as Earnest Money Deposit (EMD), a sum of **₹ 60,000 (Rupees Sixty Thousand Only)** to be deposited only through NEFT in favor of Reserve Bank of India, Nagpur, IFSC: RBIS0NGPA01 (5th and 10th characters are zero) in our A/c No. 8714295 on or before the date and time given in NIT. If the Tenderer, after submission of the tender, deviates from his/their offer or modifies the terms and conditions thereof, such tenders shall be liable to be cancelled and the EMD shall be liable to be forfeited. Bank will not pay any interest on EMD. Any tender without depositing the EMD is liable to be rejected.

**2.6.2** The EMD of successful tenderer shall stand discharged on production of Security Deposit within seven days of award of work or on non-acceptance of tender, but not earlier than the expiry date of the period for which the tender is kept valid or till the award of the contract whichever is earlier.

**2.6.3** Should the Invitation to Tender be withdrawn or cancelled by the Bank, (which shall have the right to do so at any time), the EMD will be discharged.

**2.6.4** Should the successful Tenderer fail to furnish the Security Deposit, the EMD submitted by the tenderer shall be forfeited without prejudice to his being liable for any further loss or damage incurred in consequence, by the Bank.

## **2.7 Commencement / Renewal:**

**2.7.1** On receipt of intimation from the Bank of the acceptance of his / their tender(s), the successful tenderer shall:

(a) submit the Security Deposit of ₹ 1,50,000/- (**Rupees One Lakh Fifty Thousand Only**), within seven days of award of work, with the Reserve Bank of India, Nagpur.

(b) execute, implement the contract and sign an agreement on a non-judicial stamp paper with the Bank within seven days of award of work in accordance with the conditions in tender document and schedule of rates. The Contractor shall bear the stamp duty on agreement and shall ensure that the agreement is stamped with proper duty chargeable thereon as per applicable clause of the Maharashtra Stamp Act, 1958 (MS Act). The agreement shall be executed in duplicate, and the Bank shall retain the original and the contractor shall retain the duplicate.

**2.7.2** Contract shall be valid for twelve months (i.e. April 01, 2026 – March 31, 2027) which can be extended by the Bank at its discretion for a further period of two years, one year each at a time without any variation in the terms and conditions, subject to satisfactory performance of the contractor.

**2.7.3** When the period of the contract is about to expire, the matter of extension of the contract shall be considered by the Bank. The Contractor shall provide in writing to the Bank, three months before the expiry of the existing contract, whether he is willing to renew the contract for a further period of one year on the existing terms and conditions.

## **2.8 Duties of the Contractor:**

- i. The Contractor shall arrange required labourers to collect the entire output of briquettes from the briquette collection area, pack them into suitable gunny bags of 45 to 50 kilograms capacity and shift them to the designated storage area on a daily basis while ensuring that the briquette collection and storage area is kept clean, neat and organized.
- ii. The Contractor shall submit a list of the labourers whom he would engage for the purpose of lifting of the briquettes and should give their complete names and addresses along with recent passport size photographs. It is imperative on the part of the Contractor to get antecedents and character of all the labourers engaged by him verified by the Police before the commencement of the contract.
- iii. The Contractor shall also make arrangement for sufficient number of suitable gunny bags at his own cost. The bags of briquettes and unserviceable wooden boxes/ planks are to be removed from the Bank's premises as prescribed in scope of work.
- iv. The Bank retains the right to impose penalty up to ₹10,000/- at its discretion as liquidated damages per instance in case the Contractor fails to lift the briquettes / wooden boxes/ planks as per the periodicity mentioned in scope of work or there is accumulation beyond limits prescribed therein or as and when advised by RBI. The penalty applicable will be ₹5 per bag per day for briquettes and ₹3 per box per day for wooden boxes beyond accumulation limits as specified above. The Contractor shall intimate RBI about the schedule and details of the truck assigned by him for lifting the briquettes/ wooden scrap.
- v. It shall remain the Contractor's responsibility to successfully execute the contract till the completion of validity period. In case Contractor fails to deliver as per the assigned scope of work, his Security Deposit shall be forfeited. Further, the Contractor must indemnify the Bank from any type of loss

due to any negligence on its part and for which the Bank is not responsible.

- vi. The contractor shall be required to obtain necessary permits and pay all relevant taxes on his own.
- vii. The contractor shall be responsible for procuring proper security passes for himself/ /labour/vehicles, while entering/ leaving the bank premises. It will be his/her responsibility that all documents /certificates provided should be current and valid.
- viii. The Contractor shall not assign the contract onwards. He shall not sublet any portion of the contract except with the prior written consent of the Bank. In case of breach of this condition, the Bank may rescind the contract and cause forfeiture of the Security Deposit.
- ix. The Contractor shall ensure that the vehicles used for the work are having valid permission issued by RTO concerned, Registration papers, permit, PUC certificate, Fitness Certificate, tax paid, Insurance cover etc up to date. The drivers must have valid driving license. The Contractor will indemnify and keep the Bank indemnified against any loss, costs, charges and expenses incurred or suffered by the Bank on account of lack of said permit, license, certificates, etc.
- x. The briquettes shall be disposed/used in eco-friendly way and the Contractor shall be required to furnish a certificate/ undertaking to this effect regarding end-use.

## **2.8 Prohibited Practices:**

The Bank requires that tenderers, suppliers, contractors, interested in having business relationship with the Bank, observe the highest standard of ethics with the Bank, during the period of contract / engagement. In pursuance of this policy, the Bank defines, for the purposes of this provision, the terms set forth below as Prohibited Practices:

- i. "corrupt practice" means the offering, giving, receiving, or soliciting, directly or indirectly, of anything of value to influence improperly the actions of another party;
- ii. "fraudulent practice" means any act or omission, including a misrepresentation, that knowingly or recklessly misleads, or attempts to mislead, a party to obtain a financial or other benefit or to avoid an obligation;
- iii. "coercive practice" means impairing or harming, or threatening to impair or harm, directly or indirectly, any party or the property of the party to influence improperly the actions of a party; and
- iv. "collusive practice" means an arrangement between two or more parties designed to achieve an improper purpose, including influencing improperly the actions of another party;

The Bank will reject a proposal for award if it determines that the tenderer recommended for award has engaged in prohibited practices in competing for the tender in question;

The Bank may declare a tenderer ineligible, either indefinitely or for a stated period of time, if, at any time, the Bank determines that the tenderer has engaged in prohibited practices in competing for, or in executing the contract

## **2.9 Terms of contract and payment**

**2.9.1** The Contractor shall submit a valid Labour license from the Office of the Assistant Labour Commissioner, Government of India, Nagpur, as provided under Section 12 (1) of the Contract Labour (Regulation and Abolition) Act, 1970 and the Contract Labour (Regulations and Abolition) Central Rules, 1971 and also comply with the other requirements of the above Act/Rules (as amended from time to time) which inter-alia include payment of minimum wages, statutory dues etc and also comply with all applicable labour laws of the country. The contractor will indemnify and keep the bank indemnified for any violation of cost of lifting, labour, transportation, statutory dues for fulfilment of all statutory obligations, bonus, overhead costs, profit margin, all taxes, levies etc

**2.9.2 Other terms and conditions of contract:**

(i) In terms of section 21 (4) of the Contract Labour (Regulation & Abolition) Act, 1970, if the Contractor fails to make payment of wages within the prescribed period or makes short payment, RBI would make payment of wages in full or the unpaid balance due, as the case may be, to the contract labour employed by the Contractor and recover the amount so paid from the Contractor either by deduction from any amount payable to the Contractor under any contract or from the Security Deposit.

(ii) The Contractor shall maintain all types of record/ registers in respect of the contract labour employed by the Contractor.

(iii) It is obligatory on the part of the Contractor to pay wages which should not be less than minimum wages as prescribed by the appropriate authority under Minimum Wages Act, to his contract labour, retrenchment compensation, notice pay, gratuity and bonus as payable and the Contractor is liable to provide all welfare measures to the contract labour as required under the Act & Rules.

(iv) It shall be the duty of the Contractor to keep documentary evidence of compliance of above-mentioned requirements of Contract Labour Act/Rules and other requirements of the said Act. RBI shall have the right to call for such document for inspection or verification and it shall be the duty of the Contractor to provide the same as and when asked by the RBI.

**2.9.3** All compensation or other sums of money payable by the Contractor to the Bank under the terms and conditions of this Contract shall be deducted from the EMD/ Security Deposit if the amount so permits and the Contractor shall, unless such deposit has become otherwise payable, within ten days after such deduction make good in cash the amount so deducted.

**2.9.4** The contract period shall be Twelve months (i.e., 1<sup>st</sup> April, 2026 – 31<sup>st</sup> March, 2027) so that the contract period is commensurate with the Financial Year of the Bank which can be extended by the Bank at its discretion for further period of two years, one year each at a time without any variation in terms and conditions of the contract agreement and subject to satisfactory performance of the contract terms.

**2.9.5** The operations to be entrusted to the Contractor will be time critical. Therefore, the Contractor should supply sufficient and adequate number of labours/vehicles at such notice as may be specified by the Bank.

**2.9.6** The Bank reserves the right to recover/enforce recovery of any underpayments detected after payment is made to the Bank as a result of post-payment audit or technical examination or by any other means. All compensations or other sums of money payable by the Contractor to the Bank under the terms of the contract, if unpaid, shall be deducted from Security Deposit or other dues payable. The Contractor shall keep the Bank indemnified in this regard.

**2.10 Taxes:**

- (i) GST and other taxes at the applicable rate will be added to the rates quoted by the contractor.
- (ii) The Contractor shall pay the amount at the rates mentioned in the agreement. The said charges are fixed for the entire contract period.

**NOTE: Taxes have not been included while arriving at estimated value of work for this tender. The contractor shall also remit to the Bank applicable taxes such as GST, TCS and other taxes (if any) on the disposal / lifting of briquettes of shredded currency notes and wooden scrap. The existing applicable GST on sale of briquettes and wooden scrap is 5%.**

**2.11 Insurance:**

The Contractor shall take all insurances at his cost to cover all kinds of risks including damages to persons and property. The Contractor is therefore advised to furnish Workmen compensation policy for the employees of the Contractor. These policies shall be valid for the accepted contract period. If the Contractor does not provide these policies, the RBI reserves the right to take the above insurance policies themselves and recover the cost thereof from the bill of the Contractor. Documentary evidence in this regard should be produced when required by the Bank.

**2.12 Rights of the Bank:**

**2.12.1** The Bank reserves the right to extend the period of tender availability and / or the date of opening of the bids.

**2.12.2** The Bank reserves the right to accept or reject any / all applications or annul the process of qualification without any liability or assigning any reason thereof.

**2.12.3** The Bank reserves right to split the scope of the work to more than one agency/ agencies without assigning any reason whatsoever. No claim will be entertained on account of this.

**2.12.4** The terms and conditions specified herein are indicative in nature and the same shall not restrain the Bank from imposing or requiring the Bidder to agree upon such further or other terms and conditions at the time of executing the agreement with the successful Bidder, or to alter, modify or omit the terms and conditions contained herein, as are considered necessary for the due and proper execution of the work being awarded under this Tender.

**2.12.5** The Contractor or its agents / workers / drivers committing any breach of terms and

conditions mentioned herein and / or rendering unsatisfactory services in the opinion of the Bank, shall render itself liable for penalty and/or termination of the agreement forthwith without any notice or any compensation in lieu thereof.

**2.12.6** Without prejudice to above, the Agreement can be terminated with a notice of three months on either side, during the Agreement period.

### **2.13 Dispute Resolution:**

**2.13.1** It is to be duly noted that in case of any / all disputes on terms and condition of this tender, the English version of the tender document shall prevail (in case tender is issued in English and any other language simultaneously).

**2.13.2** If a dispute of any kind arises between the Bank and the contractor/counterparty in connection with or arising out of the contract or the execution of the works, the parties must attempt to resolve it amicably by way of mutual discussions, in good faith, within a period of 30 days from the date on which any party gives the other party a notice to negotiate/engage in amicable discussions.

**2.13.3** Dispute Resolution Committee (DRC)- Regional Director, Nagpur, would constitute an internal DRC comprising of minimum three members with at least one senior officer not connected with the project/ procurement for resolution of disputes under this contract.

**2.13.4** If an amicable settlement is not forthcoming within the aforesaid period, then the dispute shall then be referred to and finally resolved through arbitration or conciliation as per the Arbitration and Conciliation Act 1996, as amended from time to time. The award passed by the arbitrator shall be binding on the parties and shall apply to the contract.

**2.13.5** However, for any dispute/issue, not settled through arbitration, the legal jurisdiction shall be with Courts in Nagpur only. Alternate settlement modes can be used for settling any legal dispute with mutual consent only.

### **2.14 Force Majeure**

**2.14.1** Notwithstanding anything else contained in this document, neither party shall be liable for any delay in performing its obligations hereunder if such delay is caused by circumstances beyond its reasonable control [including ,without limitation, any delay caused by the acts of governments, acts of God, natural or social calamities, strikes, riots in any region, network failure, terrorist attack, war (declared and undeclared)] provided however that any delay by the supplier of the Party so delaying shall not relieve that Party from liability for delay except where such delay is beyond the reasonable control of the supplier concerned.

## **2.15 Disclaimer**

**2.15.1** Though adequate care has been taken while preparing this document, the tenderers shall satisfy themselves that the document is complete in all respects. Intimation of any discrepancy shall be given to this office immediately. If no intimation is received from any tenderer within seven (7) days from the date of NIT, it shall be considered that this document is complete in all respects.

**2.15.2** The Bank reserves the right to modify, amend or supplement this document including all formats and Annexures. All such modifications shall be notified by way of a Corrigendum published on RBI website as well as MSTC portal. It is in the interest of the tenderer to check the RBI website and MSTC portal frequently.

**2.15.3** While this document has been prepared in good faith, neither the Bank nor their employees or advisors make any representation or warranty, express or implied, or accept any responsibility or liability, whatsoever, in respect of any statements or omissions herein, or the accuracy, completeness or reliability of information, and shall incur no liability under any law, statute, rules or regulations as to the accuracy, reliability or completeness of this document, even if any loss or damage is caused by any act or omission on their part.

## **2.16 Confidentiality Statement:**

**2.16.1** The information contained in this Tender Document or subsequently provided to tenderer(s) whether verbally or in documentary form by or on behalf of the Bank or by any of its employees, shall be subject to the terms and conditions set out in this Tender Document and all other terms and conditions subject to which such information is provided.

**2.16.2** The purpose of this tender document is to provide the tenderer(s) with information to assist the formulation of their proposals.

**2.16.3** This Tender Document does not purport to contain all the information each tenderer may require.

**2.16.4** This tender document may not be appropriate for all persons, and it is not possible for the Bank and/or its employees to consider the financial situation and particular needs of each bidder who reads or uses this tender document.

**2.16.5** Each tenderer should conduct its own investigations and analysis and should check the accuracy, reliability and completeness of the information in this tender document and where necessary obtain independent advice from appropriate sources.

**2.16.6** The Bank and its employees make no representation or warranty and shall incur no liability under any law, statute, rules or regulations as to the accuracy, reliability or completeness of the tender document.

**2.16.7** This document and the information provided therein are confidential and intended solely for the use of the Tenderer(s).

**2.17 Disqualification/ Termination/ Penalty:**

**2.17.1** It will be treated as a serious misdemeanor in case a tenderer attempts to do any canvassing by or on behalf of the tenderer or to bring political or other outside influence with regard to the Bank's decision on scrutiny, comparison, evaluation and award of the contracts. In such case the tender of the tenderer shall be liable for rejection in addition to being blacklisted for next 3 years. If such instances go undetected during the selection process but are detected subsequently, such disqualification will take place with immediate effect.

**2.17.2** The contract may be terminated by either of the two parties for any reason, giving to the other party three months' notice in writing of such termination.

**2.17.3** In event of any delay by the Contractor in complying with any requisition issued by the Bank for disposal of shredded currency notes briquettes/ wooden scrap as prescribed in scope of work or any breach of instructions of the contract, considered by the GM / DGM, Issue Department, Reserve Bank of India, Nagpur to be of serious nature, the aforesaid GM / DGM in consultation with Regional Director, Nagpur Office, on behalf of Reserve Bank of India, may impose a penalty not exceeding ₹ 10,000 (Rupees ten thousand only) on the Contractor for each instance as liquidated damages. The penalty applicable will be ₹5 per bag per day for briquettes and ₹3 per box per day for wooden boxes beyond accumulation limits as specified above.

**2.17.4** In case of frequent or continued delay or in case of any breach by the Contractor of any of the provisions of the agreement, the Bank may terminate the contract with immediate effect by giving intimation in writing by the GM / DGM, Issue Department, with the approval of the Regional Director, Nagpur on behalf of the Bank, whether any penalty as herein before provided for such delay or breach has been imposed or not.

**2.17.5** Continuation of the contract shall depend primarily upon the performance of the Contractor. In case the performance of Contractor is found to be unsatisfactory at any point of time, or if the Contractor fail to provide services for more than 3 occasions continuously, then the Bank has right to terminate the Contract with/ without giving any notice whatever may be the reason and the Contractor shall not be entitled to claim any compensation.

**2.18 Compliance with Statutes:**

**2.18.1** The Contractor shall abide by all relevant laws in force in the country and state(s) concerned. The Contractor shall indemnify the Bank from all types of legal implications due to any negligence on their or their worker's part and for which the Bank is not responsible. The Contractor shall maintain all records and legal documents updated as per prevailing statute and produce the same before the management / statutory authorities as and when asked for. The Contractor shall be solely responsible for full compliance with all applicable statutory obligations relating to labour, wages,

social security, safety, welfare, taxation and employment conditions under all applicable laws including the Code on Wages, 2019, Industrial Relations Code, 2020, Occupational Safety, Health and Working Conditions Code, 2020 and the Code on Social Security, 2020 and rules made thereunder, and shall indemnify and keep indemnified the Bank from any liability, claim, penalty, loss or prosecution arising due to non-compliance by the Contractor or its personnel.

**2.18.2** The Contractor shall abide by all labour laws in force, particularly the Contract Labour (Regulation & Abolition) Act, 1970; the Minimum Wages Act, 1948; the Employees' State Insurance (ESI) Act, 1948; Payment of Bonus Act, 1965, the Employees' Provident Fund (EPF) Act, 1952; the Payment of Gratuity Act, 1972; the Payment of Wages Act, 1936; the Minimum Wages (Central) Rules, 1950 and the State Motor Vehicles Act and Rules. The Contractor shall produce to the Bank their books, registers, documents and certificates etc. whenever required for verification/examination by the government authorities. The contractor shall abide by the provisions of the Motor Vehicle Acts and the rules of various States in force in the States concerned. The Contractor shall have a valid EPF Account for making EPF Contribution for its workmen. In case of any complaint regarding non-compliance of any statutory payments, the same shall be deducted from the Security deposit without prejudice to the Bank's right to cancel the contract. The Contractor shall abide by all the statutory provisions of the Contract Labour (Regulation & Abolition) Act, 1970.

**2.18.3** In the event the Bank as principal employer is required/called upon to pay any amount to the contract labour engaged by the Contractor due to lapse or default on the part of the Contractor in discharging his obligation towards the contract labour in terms of any law in force, the Contractor shall be liable to reimburse to the Bank such amount paid by the Bank and such amount would be recoverable by the Bank from the Contractor as debt due to the Bank from the Contractor.

**2.18.4** The Contractor shall indemnify and keep the Bank indemnified all the time, against any claims, demands, actions or proceeding that may be made against the Bank or that may be suffered by the Bank by any reason of anything done by the Contractor or arising out of the Contractor to fulfil their obligations under the Contract Labour (Regulation and Abolition) Act, 1970 and Central Rules, 1971 or under any other Law/Act.

### **2.19 Non-Disclosure Clause:**

The Contractor shall not disclose directly or indirectly any information, materials and details of the Bank's infrastructure/systems/equipment etc., which may come to the possession or knowledge of the Contractor during the course of discharging its contractual obligation in connection with this agreement, to any third party and shall at all times hold the same strictest confidence. The Contractor shall treat the details of the contract as private and confidential, except to the extent necessary to carry out the obligation under it or comply with applicable laws. The Contractor shall not publish, permit to be published, or disclose any particulars of the works in any trade or technical paper or elsewhere without the previous written consent of the employer. The Contractor shall indemnify the Bank for any loss suffered by the Bank as a result of disclosure of any confidential information. Failure

to observe the above shall be treated as breach of contract on the part of the Contractor and the Bank shall be entitled to claim damages and pursue legal remedies. The Contractor shall take all appropriate actions with respect to its workers to ensure the obligation of non-disclosure of confidential information under this agreement is fully satisfied. The Contractor's obligations with respect to non-disclosure and confidentiality will survive the expiry or termination of this agreement for whatever reasons.

**2.20 Sexual Harassment Clause:**

The Contractor/ Agency shall be solely responsible for full compliance with the provisions of “the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013”. In case of any complaint of sexual harassment against its worker within the premises of the Bank, the complaint will be filed before the Internal Complaints Committee constituted by the Contractor/ and the Contractor/ shall ensure appropriate action under the said Act in respect to the complaint. Any complaint of sexual harassment from any aggrieved worker of the Contractor against any employee of the Bank shall be taken cognizance of by the Regional Complaints Committee constituted by the Bank. Any complaint of sexual harassment from any aggrieved employee of the Bank against any worker of the Contractor shall be taken cognizance of by the Regional Complaints Committee constituted by the Bank. The Contractor shall be responsible for any monetary compensation that may need to be paid in case the incident involves the worker of the Contractor, for instance any monetary relief to Bank's employee, if sexual violence by the employee of the Contractor is proved. The Contractor shall be responsible for educating its workers about prevention of sexual harassment at workplace and related issues.

I / we hereby declare that I / we have read and understood all the above instructions / conditions for the guidance of tenderers and accept the same.

Signature of the Tenderer

Address \_\_\_\_\_

SEAL

Witness

1. Signature:

Name:

Address:

2. Signature:

Name:

Address:

## **Section-V**

### **Scope of works**

1. The Contractor shall arrange required labourers to collect the entire output of briquettes from the briquette collection area, pack them into suitable gunny bags of 45 to 50 kilograms capacity and shift them to the designated storage area on a daily basis while ensuring that the briquette collection and storage area is kept clean, neat and organized. The Contractor shall also make arrangement for sufficient number of suitable gunny bags at his own cost. The bags of briquettes are to be removed from the Bank's premises at least once (Truck load) in a week or more frequently depending upon accumulation of bags as decided by the RBI from time to time. There shall not be an accumulation of more than 300 bags/ 15,000 kgs of briquettes in the briquette collection and storage area at any point of time. The employees / representatives of the Contractor collecting briquettes should be present during the operation of CVPS/SBS. They should be present on all days, including Saturdays and Sundays, and holidays, if need be, to collect briquettes from SBS till the shredding/briquetting work is completed irrespective of the time/duration.
2. The Contractor shall also arrange to dispose wooden boxes/ planks from the designated area on regular basis. The Contractor should arrange to keep this designated area neat, clean and organized. Wooden boxes/ planks should be cleared regularly, such that at any point of time there is not an accumulation of more than 80 boxes / 800 kgs of wooden scrap at the designated area. The Contractor shall intimate RBI about the schedule and details of the truck assigned by him for lifting the material.
3. RBI retains the right to impose penalty up to ₹10,000/- at its discretion as liquidated damages per instance in case the Contractor fails to lift the briquettes and unserviceable wooden boxes as per the periodicity mentioned or there is accumulation beyond above limits or as and when advised by RBI. The penalty applicable will be ₹5 per bag per day for briquettes and ₹3 per box per day for wooden boxes beyond accumulation limits as specified above.
4. The Contractor shall arrange to submit the load weight of the empty truck and the load weight of the same truck (with lifted material inside), which has been weighed at a reputable, certified agency near the Bank's premises, on the same day of lifting the material. The Bank, at its discretion, may cause verification of the weights of the lifted materials at the weighbridge by deputing its staff, or on the basis of SBS meter reading, or through any other means and demand additional payment from the vendor.
5. The invoice for total sale value of material is to be calculated based on difference between the certified load weights of the truck, when empty and when laden, subject to verification. The full payment, on the invoice amount raised, shall be made by the Contractor, within a maximum period of three working days from the day of lifting of briquette load, by National Electronic Fund Transfer (NEFT) to the account of RBI [IFSC - RBISONGPA01, Account Number - 8714295].
6. If the Contractor fails to lift the Briquettes / wooden scrap regularly, as mentioned above, the

Bank will be at liberty to dispose of the briquettes / wooden scrap in the manner as it may deem fit and cancel the contract including forfeiting of Contractor's security deposit for non- performance of the contract. In case of any further delay in lifting the briquettes / wooden scrap by the Contractor, the Bank may get the material lifted by its own resources or by any other party, the cost of which shall be borne by the Contractor.

7. The Bank shall have the liberty to cancel the agreement at any time without assigning any reason. If the Contractor fails to carry out any of his obligations/duties, in terms of the Agreement or violates any general instructions and special conditions, the contract may be terminated by the Bank forthwith without any notice and the Security Deposit shall be forfeited.

8. The Contractor shall not sell/handover the briquettes to any other party without the prior permission of the Bank. In case, the Contractors themselves are not the end users of the briquettes, then the Contractors shall also furnish the names and addresses of end users.

9. The briquettes shall be disposed/used in eco-friendly way and the Contractor shall be required to furnish a certificate/undertaking to this effect regarding end-use.

10. While transporting the briquettes to the destination, Contractor shall ensure that no briquettes fall by the wayside or come into possession of wrong/unintended persons.

11. That any Tax as applicable imposed by the Central/ State Government/ local authorities, on the sale / disposal of shredded note briquettes/ wooden scrap by the Bank shall be borne by the Contractor.

12. That the Contractor shall make good, indemnify and reimburse the Bank any damage or loss sustained while taking out material from premises of the Bank or by reason of any inefficiency, incompetence, negligence or defect or delay or by reason of any act of dishonesty or fraudulent conduct on his part or the workers engaged by him. The assessment of such loss by the Bank shall be final and the Contractor shall, on due notice, make good the loss.

13. It is expressly stated that any worker/employee/partner/associate etc. of the Contractor coming and working within the Bank for the purposes of this contract or otherwise, shall not claim to be staff of Reserve Bank of India nor misuse the security pass/identification issued to him/her for any unauthorized purpose within or outside Bank premises during/after the contract period. The Contractor shall educate his personnel/workers about this aspect and shall indemnify the Bank, in case any loss is caused to the Bank, because of violation of this clause.

#### **Other Important Instructions:**

##### **A. General Conditions:**

i. The Bank is not responsible for the completeness of the Tender Document.

ii. In the event of any difference between figures & words of quoted rates, the rate in words shall be considered for evaluating the Tender.

iii. The tenderer is expected to examine all instructions, forms, terms, and specifications in the Tender Document. Failure to furnish all / any information or documentation required by the Tender

Document may result in the rejection of the Tender.

**B. Situations leading to disqualification / rejection of tenders**

- i. Any canvassing by or on behalf of the Tenderer or bringing political or other outside influence with regard to their selection shall lead to disqualification from the process. Such Tenderer/s shall be blacklisted for a period of minimum one year, extendable to three years. If such instances go undetected during the selection process but are detected subsequently, such disqualification will take place with immediate effect.
- ii. All the tenders should be complete in all respects with all attachments / enclosures / annexure. Incomplete forms, or bids received in any format other than the prescribed one or without proper documentary evidence etc. will be out rightly and summarily rejected by the Bank.
- iii. Tenders received by fax or e-mail or any manner other than the specified one shall not be accepted and shall be summarily rejected. No correspondence will be entertained on this matter.
- iv. Bid proposals received without or lesser than the prescribed EMD / processing fee shall be summarily rejected.
- v. Tenders received after the due date and time shall be summarily rejected.
- vi. Conditional tenders shall be straightway rejected, and no additional clause will be entertained.
- vii. No tender may be modified subsequent to the last date of submission of tender. No tender may be withdrawn in the interval between the last date for submission of tender and the expiry of the tender validity period specified by the tenderer in the tender. Withdrawal of the tender during the interval shall result in forfeiture of the EMD.
- viii. Alternative Proposals / Time for Completion shall not be permitted.

Signature of the Tenderer

Address \_\_\_\_\_

SEAL

Witness

1. Signature:

Name:

Address:

2. Signature:

Name:

Address:

**SECTION VI**

**PART-I**  
**TECHNICAL BID FORM**

(Note- To be filled and uploaded in the e-tendering portal)

<b>Sr. No</b>	<b>Particulars</b>	<b>Information submitted by the Bidder</b>		
1.	Name of the Tenderer			
2.	Whether the tenderer is a company, LLP, partnership firm or proprietary concern			
3.	Name and designations of the persons who are authorized to execute the contract. (Furnish documentary evidence such as Memorandum / Articles of Association, Partnership Deed etc. and PAN in support)			
4.	Registered address and contact address of the Company/Firm/Proprietorship Concern (Furnish valid proof of address)	Registered address	Local office / representative address in Nagpur	
5.	Telephone Number (s)	<b>Office</b>	<b>Residence</b>	<b>Mobile</b>
6.	E-mail ID			
7.	Fax Number			
8.	Are you a manufacturer of Particle Boards (Yes / No)			
9.	Experience in undertaking similar work (No. of years) (Certificates are to be attached)			
10.	Name, address, IFS Code, Account Type, Account number and Contact number of the Bank (Copy of cancelled cheque to be attached)			
11.	GSTIN (To be attached)			
12.	PAN & TAN details (to be attached)			
13.	Average Annual Turnover of the last three years (audited financial statements are to be attached)	2022-23 (₹ ) 2023-24 (₹ ) 2024-25 (₹ )	In 17285000 In lakh) In lakh)	

		In lakh)
14.	Net worth as per the latest audited balance sheet (Copy to be attached)	

**13. Details of the institutions with which the tenderer has entered into similar contracts**  
(Documents / Certificates in support thereof may be enclosed)

Sr. No.	Name of the Institution	Address and Telephone Number (Submit Relevant document)	Period of Contract	Actual value of work done in the institution

**14 (a). Whether the tenderer has ever been blacklisted by RBI or State / Central Government Department or PSU or any other ? Yes / No**

(If the firm or its director/s have been debarred from applying or are/have been blacklisted by RBI or convicted by any criminal court, they need not apply).

**(b). Whether any proceeding against the firm or its director/s are pending in any court? Yes / No**

If Yes, then give details (A separate sheet may be attached)

**15. Are the terms and conditions of the contract acceptable to the tenderer? Yes/No**

If Yes, a copy of the terms and conditions of the contract, given in Section-IV and scope of work, given in Section V of this tender document, duly signed on each page, should be submitted with the tender.

**16. Details of Earnest Money deposited through NEFT into the Account of RBI, Nagpur**

NEFT Details:-

- IFSC: RBIS0NGPA01 ( 5th and 10th characters are zero)
- Account No: 8714295 (Earnest money deposit received A/c)

c. Amount: ₹ 60,000/-

**17. Declaration:**

- a) All the information given by me/us are true and correct to the best of my/our knowledge and belief and if any of them is subsequently proved to be wrong/incorrect, the Bank is free to take any penal action it may deem fit.
- b) I/we understand that our tender is liable for rejection at any stage if any information furnished by me/us is found to be incorrect/wrong and the decision of the RBI in this regard will be final.

**Name of the Authorized Official of the Company/Firm:**

**Signature (With Seal of the Company/Firm):**

**Date:**

**Witness:**

1.

**Signature:**

**Name:**

**Address:**

2.

**Signature:**

**Name:**

**Address:**

## **SECTION VII**

### **Articles of Agreement**

(To be entered with successful tenderer)

#### **Disposal of shredded currency briquettes produced by Shredding and Briquetting System and unserviceable wooden scrap from the Bank's premises**

The AGREEMENT made on \_\_\_\_ day of \_\_\_\_ month of 2026 between the Reserve Bank of India, (hereinafter called "the Bank"), Nagpur Regional Office which expression shall unless repugnant to the context include its successors in office of the one part and \_\_\_\_\_ having its registered office at \_\_\_\_\_ (hereinafter called "the Contractor") which expression shall include its/ his successors, assigns and legal representative of the other part.

WHEREAS the Bank is desirous for sale of currency briquettes produced by Shredding and Briquetting System and unserviceable wooden boxes from the Bank's premises and the Contractor has agreed to execute upon and subject to the conditions of Contract accepted by both the parties.

The said specifications and the scope of work [as detailed in Tender documents and Corrigendum/s, if any] have been signed by or on behalf of the Contractor AND WHEREAS the Contractor has agreed to execute upon and subject to the terms and conditions of Contract accepted by both the parties.

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

1. This agreement will be effective **from April 01, 2026, to March 31, 2027**, in respect of disposal of shredded currency briquettes produced by Shredding and Briquetting System and disposal of unserviceable wooden scrap. The terms and conditions contained in the tender document dated \_\_\_\_\_ and Corrigendum/s, if any, and in Work order dated \_\_\_\_\_ shall be treated as part and parcel of this agreement.

2. On receipt of intimation from the Bank of the acceptance of his / their tender(s), the Contractor shall submit the Security Deposit of ₹ 1,50,000/- (Rupees One Lakh Fifty Thousand Only), within seven days of award of work, with the Reserve Bank of India, Nagpur. This Security Deposit will be returned after the expiry of contract, without any interest.

3. The Contractor shall bear the stamp duty on agreement and shall ensure that the agreement is stamped with proper duty chargeable thereon as per applicable clause of the Maharashtra Stamp Act, 1958 (MS Act). The agreement shall be executed in duplicate, and the Bank shall retain the original and the contractor shall retain the duplicate.

4. The Contractor shall arrange required labourers to collect the entire output of briquettes from the briquette collection area, pack them into suitable gunny bags of 45 to 50 kilograms capacity and shift them to the designated storage area on a daily basis while ensuring that the briquette collection and storage area is kept clean, neat and organized. The Contractor shall also make arrangement for sufficient number of suitable gunny bags at his own cost. The bags of briquettes are to be removed from the Bank's premises at least once (Truck load) in a week or more frequently depending upon accumulation of bags as decided by the Bank from time to time. There shall not be an accumulation of more than 300 bags/ 15,000 kgs of briquettes in the briquette collection and storage area at any point of time. The employees / representatives of the Contractor collecting briquettes should be present during the operation of CVPS/SBS. They should be present on all days, including Saturdays and Sundays, and holidays, if need be, to collect briquettes from SBS till the shredding/briquetting work is completed irrespective of the time/duration.

5. The Contractor shall also arrange to dispose wooden boxes/ planks from the designated area on regular basis. The Contractor should arrange to keep this designated area neat, clean and organized. Wooden boxes/ planks should be cleared regularly, such that at any point of time there is not an accumulation of more than 80 boxes / 800 kgs of wooden scrap at the designated area. The Contractor shall intimate the Bank about the schedule and details of the truck assigned by him for lifting the material.

6. In the event of any delay by the Contractor in complying with any requisition issued by the Bank for disposal of shredded currency notes briquettes/ wooden scrap as prescribed or any breach of instructions of the contract, considered by the GM / DGM, Issue Department of the Bank to be of serious nature, the Bank retains the right to impose penalty up to ₹10,000/- at its discretion as liquidated damages per instance. The penalty applicable will be ₹5 per bag per day for briquettes and ₹3 per box per day for wooden boxes beyond accumulation limits as specified above. In case of any further delay in lifting the briquettes / wooden scrap by the Contractor, the Bank may get the material lifted by its own resources or by any other party, the cost of which shall be borne by the Contractor.

7. In case of frequent or continued delay or in case of any breach by the Contractor of any of the provisions of the agreement, the Bank may terminate the contract with immediate effect by giving intimation in writing by the GM / DGM, Issue Department, with the approval of the Regional Director, Nagpur on behalf of the Bank, whether any penalty as herein before provided for such delay or breach has been imposed or not.

8. Continuation of the contract shall depend primarily upon the performance of the Contractor. In case the performance of Contractor is found to be unsatisfactory at any point of time, or if the Contractor fail to provide services for more than 3 occasions continuously, then the Bank has right to terminate the Contract with/ without giving any notice whatever may be the reason and the Contractor shall not be entitled to claim any compensation.

9. The Bank shall have the liberty to cancel the agreement at any time without assigning any reason. If the Contractor fails to carry out any of his obligations/duties, in terms of the Agreement or violates any general instructions and special conditions of the Tender, the contract may be terminated by the Bank forthwith without any notice and the Security Deposit shall be forfeited. If the Contractor fails to lift the Briquettes / wooden scrap regularly, the Bank will be at liberty to dispose of the briquettes / wooden scrap in the manner as it may deem fit and cancel the contract including forfeiting of Contractor's security deposit for non- performance of the contract.

10. The Contractor shall arrange to submit the load weight of the empty truck and the load weight of the same truck (with lifted material inside), which has been weighed at a reputable, certified agency near the Bank's premises, on the same day of lifting the material. The Bank, at its discretion, may cause verification of the weights of the lifted materials at the weighbridge by deputing its staff, or on the basis of SBS meter reading, or through any other means and demand additional payment from the vendor.

11. The invoice for total sale value of material is to be calculated based on difference between the certified load weights of the truck, when empty and when laden, subject to verification. The full payment, on the invoice amount raised, shall be made by the Contractor, within a maximum period of three working days from the day of lifting of briquette load, by National Electronic Fund Transfer (NEFT) to the account of RBI [IFSC - RBIS0NGPA01, Account Number - 8714295]. The schedule of agreed rates is as follows:

	Rate (excluding taxes)
Briquettes	
Unserviceable wooden scrap	

Tax as applicable, imposed by the Central/ State Government/ local authorities, on the sale / disposal of shredded note briquettes/ wooden scrap by the Bank shall be borne additionally by the Contractor.

12. The Contractor shall submit a list of the labourers whom he would engage for the purpose of lifting of the briquettes and should give their complete names and addresses along with recent passport size photographs. It is imperative on the part of the Contractor to get antecedents and character of all the labourers engaged by him verified by the Police before the commencement of the contract.

13. The contractor shall be required to obtain necessary permits and pay all relevant taxes on his own. The contractor shall be responsible for procuring proper security passes for himself/ /labour/vehicles, while entering/ leaving the bank premises. It will be his/her responsibility that all documents /certificates provided should be current and valid.

14. The Contractor shall ensure that the vehicles used for the work are having valid permission issued

by RTO concerned, Registration papers, permit, PUC certificate, Fitness Certificate, tax paid, Insurance cover etc up to date. The drivers must have valid driving license. The Contractor will indemnify and keep the Bank indemnified against any loss, costs, charges and expenses incurred or suffered by the Bank on account of lack of said permit, license, certificates, etc.

15. The briquettes shall be disposed/used in eco-friendly way and the Contractor shall be required to furnish a certificate/ undertaking to this effect regarding end-use.

16. The Contractor shall not assign the contract onwards. He shall not sublet any portion of the contract except with the prior written consent of the Bank. In case of breach of this condition, the Bank may rescind the contract and cause forfeiture of the Security Deposit.

17. The Contractor shall not sell/handover the briquettes to any other party without the prior permission of the Bank. In case, the Contractors themselves are not the end users of the briquettes, then the Contractors shall also furnish the names and addresses of end users.

18. While transporting the briquettes to the destination, Contractor shall ensure that no briquettes fall by the wayside or come into possession of wrong/unintended persons.

19. The Contractor shall make good, indemnify and reimburse the Bank any damage or loss sustained while taking out material from premises of the Bank or by reason of any inefficiency, incompetence, negligence or defect or delay or by reason of any act of dishonesty or fraudulent conduct on his part or the workers engaged by him. The assessment of such loss by the Bank shall be final and the Contractor shall, on due notice, make good the loss.

20. It is expressly stated that any worker/employee/partner/associate etc. of the Contractor coming and working within the Bank for the purposes of this contract or otherwise, shall not claim to be staff of Reserve Bank of India nor misuse the security pass/identification issued to him/her for any unauthorized purpose within or outside Bank premises during/after the contract period. The Contractor shall educate his personnel/workers about this aspect and shall indemnify the Bank, in case any loss is caused to the Bank, because of violation of this clause.

21. The Contractor shall submit a valid Labour license from the Office of the Assistant Labour Commissioner, Government of India, Nagpur, as provided under Section 12 (1) of the Contract Labour (Regulation and Abolition) Act, 1970 and the Contract Labour (Regulations and Abolition) Central Rules, 1971 and also comply with the other requirements of the above Act/Rules (as amended from time to time) which inter-alia include payment of minimum wages, statutory dues etc and also comply with all applicable labour laws of the country. The contractor will indemnify and keep the bank indemnified for any violation of cost of lifting, labour, transportation, statutory dues for fulfilment of all statutory obligations, bonus, overhead costs, profit margin, all taxes, levies etc

22. In terms of section 21 (4) of the Contract Labour (Regulation & Abolition) Act, 1970, if the Contractor fails to make payment of wages within the prescribed period or makes short payment, the Bank would make payment of wages in full or the unpaid balance due, as the case may be, to the contract labour employed by the Contractor and recover the amount so paid from the Contractor either by deduction from any amount payable to the Contractor under any contract or from the Security Deposit. It is obligatory on the part of the Contractor to pay wages which should not be less than minimum wages as prescribed by the appropriate authority under Minimum Wages Act, to his contract labour, retrenchment compensation, notice pay, gratuity and bonus as payable and the Contractor is liable to provide all welfare measures to the contract labour as required under the Act & Rules.

23. The Contractor shall maintain all types of record/ registers in respect of the contract labour employed by the Contractor. It shall be the duty of the Contractor to keep documentary evidence of compliance of above-mentioned requirements of Contract Labour Act/Rules and other requirements of the said Act. The Bank shall have the right to call for such document for inspection or verification and it shall be the duty of the Contractor to provide the same as and when asked by the Bank.

24. All compensation or other sums of money payable by the Contractor to the Bank under the terms and conditions of this Contract shall be deducted from the EMD/ Security Deposit if the amount so permits and the Contractor shall, unless such deposit has become otherwise payable, within ten days after such deduction make good in cash the amount so deducted.

The operations to be entrusted to the Contractor will be time critical. Therefore, the Contractor should supply sufficient and adequate number of labourers / vehicles at such notice as may be specified by the Bank.

25. The Bank reserves the right to recover/enforce recovery of any underpayments detected after payment is made to the Bank as a result of post-payment audit or technical examination or by any other means. All compensations or other sums of money payable by the Contractor to the Bank under the terms of the contract, if unpaid, shall be deducted from Security Deposit or other dues payable. The Contractor shall keep the Bank indemnified in this regard.

26. It shall remain the Contractor's responsibility to successfully execute the contract till the completion of validity period. In case Contractor fails to deliver as per the assigned scope of work, his Security Deposit shall be forfeited. Further, the Contractor must indemnify the Bank from any type of loss due to any negligence on its part and for which the Bank is not responsible.

27. The Contractor shall take all insurances at his cost to cover all kinds of risks including damages to persons and property. The Contractor is therefore advised to furnish Workmen compensation policy for the employees of the Contractor. These policies shall be valid for the accepted contract period. If the

Contractor does not provide these policies, the RBI reserves the right to take the above insurance policies themselves and recover the cost thereof from the bill of the Contractor. Documentary evidence in this regard should be produced when required by the Bank.

28. The Contractor or its agents / workers / drivers committing any breach of terms and conditions mentioned herein and / or rendering unsatisfactory services in the opinion of the Bank, shall render itself liable for penalty and/or termination of the agreement forthwith without any notice or any compensation in lieu thereof.

29. Without prejudice to above, the Agreement can be terminated with a notice of three months on either side, during the Agreement period.

30. If a dispute of any kind arises between the Bank and the contractor in connection with or arising out of the contract or the execution of the works, the parties must attempt to resolve it amicably by way of mutual discussions, in good faith, within a period of 30 days from the date on which any party gives the other party a notice to negotiate/engage in amicable discussions.

31. Dispute Resolution Committee (DRC)- Regional Director, Nagpur, would constitute an internal DRC comprising of minimum three members with at least one senior officer not connected with the project/procurement for resolution of disputes under this contract.

32. If an amicable settlement is not forthcoming within the aforesaid period, then the dispute shall then be referred to and finally resolved through arbitration or conciliation as per the Arbitration and Conciliation Act 1996, as amended from time to time. The award passed by the arbitrator shall be binding on the parties and shall apply to the contract.

33. However, for any dispute/issue, not settled through arbitration, the legal jurisdiction shall be with Courts in Nagpur only. Alternate settlement modes can be used for settling any legal dispute with mutual consent only.

34. Force Majeure: Notwithstanding anything else contained in this document, neither party shall be liable for any delay in performing its obligations hereunder if such delay is caused by circumstances beyond its reasonable control [including ,without limitation, any delay caused by the acts of governments, acts of God, natural or social calamities, strikes, riots in any region, network failure, terrorist attack, war (declared and undeclared) provided however that any delay by the supplier of the Party so delaying shall not relieve that Party from liability for delay except where such delay is beyond the reasonable control of the supplier concerned.

35. The Contractor shall abide by all relevant laws in force in the country and state(s) concerned. The Contractor shall indemnify the Bank from all types of legal implications due to any negligence on their

or their worker's part and for which the Bank is not responsible. The Contractor shall maintain all records and legal documents updated as per prevailing statute and produce the same before the management / statutory authorities as and when asked for. The Contractor shall be solely responsible for full compliance with all applicable statutory obligations relating to labour, wages, social security, safety, welfare, taxation and employment conditions under all applicable laws including the Code on Wages, 2019, Industrial Relations Code, 2020, Occupational Safety, Health and Working Conditions Code, 2020 and the Code on Social Security, 2020 and rules made thereunder, and shall indemnify and keep indemnified that Bank from any liability, claim, penalty, loss or prosecution arising due to non-compliance by the Contractor or its personnel.

36. The Contractor shall abide by all labour laws in force, particularly the Contract Labour (Regulation & Abolition) Act, 1970; the Minimum Wages Act, 1948; the Employees' State Insurance (ESI) Act, 1948; Payment of Bonus Act, 1965, the Employees' Provident Fund (EPF) Act, 1952; the Payment of Gratuity Act, 1972; the Payment of Wages Act, 1936; the Minimum Wages (Central) Rules, 1950 and the State Motor Vehicles Act and Rules. The Contractor shall produce to the Bank their books, registers, documents and certificates etc. whenever required for verification/examination by the government authorities. The contractor shall abide by the provisions of the Motor Vehicle Acts and the rules of various States in force in the States concerned. The Contractor shall have a valid EPF Account for making EPF Contribution for its workmen. In case of any complaint regarding non-compliance of any statutory payments, the same shall be deducted from the Security deposit without prejudice to the Bank's right to cancel the contract. The Contractor shall abide by all the statutory provisions of the Contract Labour (Regulation & Abolition) Act, 1970.

37. In the event the Bank as principal employer is required/called upon to pay any amount to the contract labour engaged by the Contractor due to lapse or default on the part of the Contractor in discharging his obligation towards the contract labour in terms of any law in force, the Contractor shall be liable to reimburse to the Bank such amount paid by the Bank and such amount would be recoverable by the Bank from the Contractor.

38. The Contractor shall indemnify and keep the Bank indemnified all the time, against any claims, demands, actions or proceeding that may be made against the Bank or that may be suffered by the Bank by any reason of anything done by the Contractor or arising out of the Contractor to fulfil their obligations under the Contract Labour (Regulation and Abolition) Act, 1970 and Central Rules, 1971 or under any other Law/Act.

39. Non-Disclosure Clause: The Contractor shall not disclose directly or indirectly any information, materials and details of the Bank's infrastructure/systems/equipment etc., which may come to the possession or knowledge of the Contractor during the course of discharging its contractual obligation in connection with this agreement, to any third party and shall at all times hold the same strictest confidence. The Contractor shall treat the details of the contract as private and confidential, except to

the extent necessary to carry out the obligation under it or comply with applicable laws. The Contractor shall not publish, permit to be published, or disclose any particulars of the works in any trade or technical paper or elsewhere without the previous written consent of the employer. The Contractor shall indemnify the Bank for any loss suffered by the Bank as a result of disclosure of any confidential information. Failure to observe the above shall be treated as breach of contract on the part of the Contractor and the Bank shall be entitled to claim damages and pursue legal remedies. The Contractor shall take all appropriate actions with respect to its workers to ensure the obligation of non-disclosure of confidential information under this agreement is fully satisfied. The Contractor's obligations with respect to non-disclosure and confidentiality will survive the expiry or termination of this agreement for whatever reasons.

40. Sexual Harassment Clause: The Contractor/ Agency shall be solely responsible for full compliance with the provisions of "the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013". In case of any complaint of sexual harassment against its worker within the premises of the Bank, the complaint will be filed before the Internal Complaints Committee constituted by the Contractor/ and the Contractor/ shall ensure appropriate action under the said Act in respect to the complaint. Any complaint of sexual harassment from any aggrieved worker of the Contractor against any employee of the Bank shall be taken cognizance of by the Regional Complaints Committee constituted by the Bank. Any complaint of sexual harassment from any aggrieved employee of the Bank against any worker of the Contractor shall be taken cognizance of by the Regional Complaints Committee constituted by the Bank. The Contractor shall be responsible for any monetary compensation that may need to be paid in case the incident involves the worker of the Contractor, for instance any monetary relief to Bank's employee, if sexual violence by the employee of the Contractor is proved. The Contractor shall be responsible for educating its workers about prevention of sexual harassment at workplace and related issues.

41. The Contractor will adhere to the relevant provisions of IS policy of the Bank.

SIGNED AND DELIVERED for CONTRACTOR \_\_\_\_\_

\_\_\_\_\_  
(नाम और पदनाम Name and designation)

की उपस्थिति में In the presence of

साक्षी Witness-

\_\_\_\_\_

पता Address \_\_\_\_\_

SIGNED AND DELIVERED for RESERVE BANK OF INDIA by \_\_\_\_\_

\_\_\_\_\_  
(नाम और पदनाम Name and designation)

की उपस्थिति में In the presence of  
साक्षी Witness-

\_\_\_\_\_

पता Address \_\_\_\_\_

**Schedule A**  
**Check List of Documents to be uploaded**

Sr. No.	Description	Bidder's Confirmation
1.	Duly signed Tender Part-I (Section III to VI) and Part-II (Section VII)	
2.	Duly filled Schedule A, B, C	
3	<a href="#">Annexures I &amp; II</a>	
4	Documentary evidence of EMD paid	
5.	Self-attested photocopy of PAN (mandatory) and GST registration (mandatory)	
6.	Bank statement/self-attested photocopy of front page of pass book	
8.	Power of Attorney	
9.	Audited Financial Statements of last 3 years and ITR	
10	Work Order and Client Certificates	
11	Experience Certificates	
12	Power of Attorney/authorization with the seal of the company/firm in the name of the person signing the tender documents.	
13	Undertaking stating that the tenderer is not wilful defaulter to any bank/financial institution and that there is no criminal case against the company/person	
14	Copies of the Permanent Account Number (PAN) and GSTIN	
15	Copies of Income Tax Returns for previous three years	
16	Document showing that the tenderer has an Office/local representative within Municipal area of Nagpur.	

17	Acceptance of the Terms and Conditions of the contract (contained in the Section IV) and scope of work (Section V) by the applicant by submitting a copy of the same duly signed by the Tenderer	
18	Advice / Proof of the Earnest Money Deposited to RBI, Nagpur Account through NEFT	
19	Copy of cancelled cheque of the Banker	
20	Form of Bankers Certificate from a Scheduled Bank (Annex III)	

**Note: All the above documents should be submitted/uploaded by the Tenderer along with the Technical Bid while submitting the Bids through E-Tender portal. In case of non-submission of any of the above document by the tenderer, the tender will be treated as disqualified in Part-I at the sole discretion of the Bank.**

**Schedule B**  
**Organizational**  
**Details**

Name of the tenderer				
Whether individual proprietorship, partnership or limited company				
Date of formation of partnership / Ltd. Company				
Postal Address	Local Address		Permanent / Regd. Office Address	
Pin code				
Telephone No. (with STD code)	<b>Office</b>	<b>Residence</b>	<b>Mobile</b>	<b>Fax</b>
E-mail				

Place:

Date:

Signature of bidder (with seal)

**Schedule C**

**(For whom similar work was undertaken in the last 3 years)**  
**List of Clients**

<b>Sr No</b>	<b>Details</b>	<b>Client (1)</b>	<b>Client (2)</b>	<b>Client (3)</b>
1.	Name			
2.	Address			
3.	E-mail Id			
4.	Contact No			
5.	Brief details of the work (if Particle Board Manufacturer, indicate input cost of wooden raw material used)			
6.	Date of award of contract (Please attach Letter of Award of Contract)			

Place:  
Date:

Signature of bidder (with seal)

**Annex I**

**CLIENT'S CERTIFICATE - PERFORMANCE OF CONTRACTOR**

**(on Client's Letterhead)**

The Regional Director  
Reserve Bank of India, Nagpur

Dear Sir,

**Client's Certificate Regarding Performance of M/s**

---

i.	Name of work with brief particulars	
ii.	Agreement No.& date	
iii.	Agreement amount	
iv.	Date of commencement of work	
v.	Stipulated date of completion	
vi.	Actual date of completion	
vii.	Details of compensation levied for delay (indicate amount) if any	
viii.	Gross amount of the work completed and paid	
ix.	Name & address of the authority under whom works executed	
x.	Whether the contractor employed qualified Engineer/overseer during execution of work	
xi.	i) Quality of work (indicate grading)	Outstanding/Very Good/Good/Satisfactory/Poor
xii.	ii) Amount of work paid on reduced rates, if any	
xiii.	i) Did the contractor go for arbitration?	
xiv.	ii) If Yes, total amount claim	
xv.	iii) Total amount awarded	
xvi.	Comments on the capabilities of the contractor	

xvii.	a) Technical Proficiency	Outstanding/Very Good/Good/Satisfactory/Poor
xviii.	b) Financial Soundness	Outstanding/Very Good/Good/Satisfactory/Poor
xix.	c) Mobilization of adequate T & P	Outstanding/Very Good/Good/Satisfactory/Poor
xx.	d) Mobilization of Manpower	Outstanding/Very Good/Good/Satisfactory/Poor
xxi.	e) General behaviour	Outstanding/Very Good/Good/Satisfactory/Poor

Signature of the Reporting Officer with office seal

**Name: -**

**Designation:**

-

**Contact No: -**

**Annex II**  
**Form of Banker's Certificate from a Scheduled Bank**

(To be submitted by the contractor along with the Tender)

This is to certify that to the best of our knowledge and information M/s/Shri/ M/s\_\_\_\_\_having marginally noted address at \_\_\_\_\_, a customer of our bank are/is respectable and can be treated as good for any engagement up to a limit of ₹ (Rupees \_\_\_\_\_).

This certificate is issued without any guarantee or responsibility on the bank or any of the officers.

(Signature and stamp)

For the bank

Contact Number (mandatory field):

Contact E-mail Address (mandatory field):

Place:

Date:

Note:

1. Banker's certificate should be on letter head of the bank, addressed to the Regional Director, Reserve Bank of India, Nagpur Regional Office.
2. In case of partnership firm, certificate to include names of all partners as recorded with the Bank.

**SECTION-VIII**

**PART-II-**

**PRICE BID**

**Rates quoted for Disposal of shredded currency note briquettes and unserviceable wooden scrap**

<b><u>Item No.</u></b>	<b><u>Description</u></b>	<b><u>Unit of Measurement</u></b>	<b><u>Rate (Excluding applicable taxes) in ₹ (in words and figures, upto two decimal points )</u></b>
1.	Disposal of shredded currency note briquette on "As is Where is Basis" from Bank's premises. The work includes providing labourers for regularly collecting/lifting of the briquettes and packing in gunny bags, procuring sufficient number of good quality Gunny bags (appropriate to lift 45 to 50 kilograms of briquettes per gunny bag) and making arrangements for transportation of shredded currency note briquettes at his own cost , as laid out in scope of work.	Per Kg	
2.	Disposal of unserviceable wooden boxes /planks on "As is Where is Basis" from Bank's premises. The work involves making arrangements for transportation of wooden boxes /planks at his own cost , as laid out in scope of work.	Per Kg	

**Notes to Price Bid:-**

1. In addition to the payment mentioned above, the contractor shall also remit the applicable taxes such as GST, TCS other taxes as applicable on the disposal / lifting of briquettes of shredded currency notes and wooden scrap.

2. The estimated quantum for FY 2026-27 for the items to be disposed under this tender are given below:

<b><u>Item</u></b>	<b><u>Quantum estimated</u></b>
Shredded currency notes briquettes	7,20,000 Kgs

Unserviceable wooden boxes / planks scrap	28,000 Kgs
--	------------

**NOTE:** The Bank does not guarantee the above quantum of work. The same is indicative only.

3. While evaluating price bids, composite score for deciding **H1 bidder** for award of contract will be calculated as below:

	<u>Unit for bid</u>	<u>Weighting factor</u>
Rate for Shredded currency notes briquettes (R1)	Per Kg	0.98
Rate for wooden boxes / planks scrap (R2)	Per Kg	0.02

**Composite score= (R1x0.98) + (R2x0.02) [Contract will be awarded to bidder with highest composite score]**

(Proforma of Price Bid placed above is for your reference only. Price Bid to be filled in the MSTC e-tendering Portal Only)

**Name and Address of the Authorized Official of the Company/Firm:**

**Signature (With Seal of the Company/Firm):**

**Date:**

**Witness:**

1.

**Signature:**

**Name:**

**Address:**

2.

**Signature:**

**Name:**

**Address:**