



भारतीय रिज़र्व बैंक / Reserve Bank of India
संपदा विभाग / Estate Department
तिरुवनंतपुरम / Thiruvananthapuram

NOTICE INVITING TENDER

Reserve Bank of India invites Tender (Sealed Quotation) for undertaking Electrical Safety Audit of the Electrical/Electromechanical installations provided in the Office Building and Residential Quarters at Kowdiar, Thamalam, Plamood and Nanthencode at Thiruvananthapuram. This is an open tender. Bidders are advised to check with RBI regarding their eligibility for this tender before participating.

SCHEDULE OF TENDER (SOT)

a. Tender Name	Undertaking Electrical Safety Audit of the Electrical/Electromechanical installations provided in the RBI Office Building and Residential Quarters at Kowdiar, Thamalam, Plamood and Nanthencode at Thiruvananthapuram
b. Estimated Cost	₹2.50 lakh (Including GST)
c. Date of Notice inviting tender	August 6, 2025, 05:00 PM
d. Validity of the tender for acceptance by the Bank	90 days from the date of opening of the quotation
e. Start date for submission of tenders	August 28, 2025, 11:00 AM
f. Last date to submit tenders	September 8, 2025, 02:00 PM
g. Date of opening of tenders	September 8, 2025 03:00 PM

Applicants intending to apply will have to satisfy the Bank by furnishing documentary evidence in support of their possessing required eligibility and in the event of their failure to do so, the Bank reserves the right to reject their candidature.

Regional Director for Kerala and Lakshadweep

DISCLAIMER

Reserve Bank of India, Estate Department, Thiruvananthapuram, has prepared this document to give background information on the Project to the interested parties. While Reserve Bank of India has taken due care in the preparation of the information contained herein and believe it to be in order, neither Reserve Bank of India 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 they have done so and they do not rely only on the information provided by RBI 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 Project or to change the configuration of the Project, to alter the timetable reflected in this document or to change the process or 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.

Section – I

Commercial Terms and Conditions

FORM OF TENDER

Place.....

Date.....

To
The Regional Director
Reserve Bank of India
Estate Department
Bakery Junction
Thiruvananthapuram - 695 033

Dear Sir

We have carefully examined the specifications, drawings, designs and schedule of quantities relating to the works specified in memorandum hereinafter set out and have visited and examined the site of the works specified in the said memorandum have acquired the requisite information relating thereto as affecting the tender. We hereby offer to supply and execute the works specified in the said memorandum, within the time specified in the time memorandum, at the rates mentioned in the attached schedule of quantities and in all respects with the specifications, designs, drawings and instructions in writing referred to in conditions of tender, the Articles of Agreement, Special Conditions, Schedule of Quantities and conditions of Contract and with such materials as are provided for by us, and in all other respects in accordance with such conditions so far as they may be applicable.

MEMORANDUM

(a)	Description of works	Undertaking Electrical Safety Audit of the Electrical/Electromechanical installations provided in the RBI Office Building and Residential Quarters at Kowdiar, Thamalam, Plamood and Nanthencode at Thiruvananthapuram
(b)	Estimated cost	₹2.50 Lakh (Inclusive of GST)
(c)	Earnest Money	Nil
(d)	Time allowed for completion of the work from 10 th date of work order	Six weeks

2. Should this tender be accepted, we hereby agree to abide by and fulfill the terms and provisions of the said Condition of Contract annexed hereto so far as they may be applicable or in default thereof to forfeit and pay to the Reserve Bank of India the amount mentioned in the said conditions.
3. Should this Tender be accepted, I/we hereby agree to abide by and fulfill 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.

Dated: this _____ day of _____ 2025.

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)

Witnesses

(1) Signature with _____
name, address and date _____

(2) Signature with _____
name, address and date _____

Terms and conditions, preliminary data sheet for baseline studies and other details for Conducting Electrical Safety Audit of Bank's Office Building and Residential Quarters at Kowdiar, Thamalam, Plamood and Nanthencode, Thiruvananthapuram

Introduction

Reserve Bank of India, Thiruvananthapuram is desirous of undertaking Electrical Safety Audit of the Electrical/Electromechanical installations provided in the Office Building and Residential Quarters at Kowdiar, Thamalam, Plamood and Nanthencode at Thiruvananthapuram. The Office Building and residential quarters receives power supply from the Electricity supply authorities. In addition, diesel generator sets of suitable capacities have been installed at Office to meet critical applications during power outages.

Objective

The objective of conducting Electrical safety is to review the condition of the existing electrical installation and to recommend measures for further strengthening the system in order to eliminate/reduce the electrical/fire hazards and to improve the safety of the personnel. The audit shall mainly focus on:

- Identifying the potential electrical/fire hazards
- Boosting employee morale by providing safe working environment.
- Smoothening the operation and maintenance of electrical installation.
- Avoiding loss of human life, properties, and costly equipment.
- Ensuring the compliance with relevant codes and practice, statutory rules and regulations.
- Establishing procedures and process of safe working in electrical installation.

A. Statutory Requirements:

Electrical Safety Audit (ESA) of the Building and Electrical Installations shall be carried out with reference to applicable Indian Standard, Indian Electricity Rules(IE), PD Manual (Para 4.11), and other relevant codes of Practice to identify potential electrical hazards to prevent or minimize accidents. The Audit should be carried out using calibrated instruments and personal protective equipment during field visits for inspection and data collection. During the Audit, the audit team should ensure that in addition to other provisions of the IE rules as per IE Act, the provisions contained in para 29 of the IE act specifically listed as under are complied with:

Para 29:- Construction, installation, protection, operation and maintenance of electric supply lines and apparatus-

(1) All electric supply lines and apparatus shall be of sufficient ratings for power, insulation and estimated fault current and of sufficient mechanical strength, for the duty which they may be required to perform under the environmental conditions of installation, and shall

be constructed, installed, protected, worked and maintained in such a manner as to ensure safety of 2[human beings, animals and property].

(2) Save as otherwise provided in these rules, the Bureau of Indian Standards including National Electrical Code, if any may be followed to carry out the purposes of this rule and in the event of any inconsistency, the provision of these rules shall prevail.

(3) The material and apparatus used shall conform to the relevant specifications of the Bureau of Indian Standards where such specifications have already been laid down.

1. Subs. by GSR 358, dt. 30.4.1987, w.e.f. 9.5.1987.
2. Subs. by GSR 45, dt. 1.1.1993, w.e.f.23.1.1993.
3. Subs. by GR. 466, dt. 18.7 .1991, w.e.f. 17 .8.1991.
4. Ins. by GSR 358, dt. 30.4.1987, w.e.f. 5.9.1987.

Some of the relevant codes of practice are enumerated below:

- a. Indian Electricity Rules, 1956 (as amended up to date)
- b. IS: 5216 (part-I) Recommendations on Safety Procedures and practices in Electrical Work.
- c. IS: 5216 (part-II) Recommendations on Safety Procedures and practices in ElectricalWork.
- d. IS: 1646-1961 Code of Practice for fire safety (General) : Electrical works
- e. IS. 4770'.1968 - Specifications for Rubber gloves for Electrical Purpose
- f. IS. 2309 Protection of Buildings and Allied Structures against Lighting
- g. Gazette Notification dated 20th September 2010 issued by Central Electricity Authority regarding Regulations for measures relating to safety and Electric Supply.
- h. National Building Code, 2005 (as amended up to date)
- i. para 4.11 of PD Manual "Guidelines for operations and maintenance of various installations in the Bank's properties
- j. Any other local guidelines / bylaws as applicable.

B. Details of Electrical Installations in Bank's office building and residential Quarters:

Substation, Transformers, Switchgear, Electrical Panels, Capacitor Panels, Distribution Board, Distribution circuits, Electrical wiring consisting of power, lighting and fan circuits including earthing, Building and Equipment Earthing, Various types of motors, DG set, UPS, Central Air-conditioning Plant, Room Air conditioner, Air Handling Units, Lifts, Lightening Arrester, Kitchen Equipment, Water Pumps, Servers, switches, PCs, printers and other IT equipment, Solar Power Plants and any other equipment and gadgets connected to power supply prone to fire hazards.

C. Scope of work

The scope of work for the electrical safety audit shall include but not limited to:

1. Study of existing safety measures, procedures and system for controlling electrical hazards being followed in the office with respect to statutory and regulatory requirements, electricity rules etc. and suggest for further measures in case of any gap.
2. Correction of single line diagram (SLD) of Electrical Installation. The existing SLD from HT panel to Floor panels (attached), covering transformers, main LT panel, capacitor panel, DG set, UPS Panel etc. is to be checked for its correctness and any deviation observed, is to be corrected. The SLD should indicate the ratings of the equipment, feeders (wherever possible) etc. A soft copy and a hard copy of the final diagram shall be submitted along with the report.
3. Correction of earthing layout (attached) encompassing all the accessible and working earth pits in the office premises. Each earth pit should be given a unique identification number and marked on building plan. A soft copy and a hard copy of the final diagram shall be submitted along with the report.
4. Earth Resistance Testing
 - The earth resistance testing shall be carried out to measure the earth resistance on all the earth pits and its compliance with respect to Indian Electricity Rules may be verified.
 - The continuity of earth strip/conductor from the earth pit the earth terminal of the respective electrical equipment shall be checked and verified.
 - The work includes identification of each earth pits, removal of existing earth rod/ bare copper and reconnection using nut bolts, checking of individual and combined earth pit values and its marking on each earth pit etc.
5. Identification of any unbalancing of loads. The unbalancing/overloading, if any, in the electrical installation viz. transformers, LT panels, Emergency panel, Floor Distribution Panels, Distribution Boards etc. shall be identified with the help of measuring equipment.
6. Identification of Hot Spots using thermal camera: The hot spots, if any, in the electrical installation panels and distribution boards shall be identified with the help of thermal imaging/thermography.
7. Checking Record of test reports carried out by the OEMs or their authorized representatives for proper functioning of transformers, HT/LT switchgear and proper functioning of their protective relays, failsafe interlocking of Circuit breakers
8. Checking of Elevators for passenger and freight / bullion movement and passenger safety testing including testing of door safeties, alarms, overload protection and Automatic

rescue devices, firemen control/switch, wiring in shaft and machine room etc. provided in the lift installations and gaps if any shall be identified and indicated in the audit report.

9. Physical inspection of the sources of power supply viz. Transformers, substation equipment, DG set , UPS installations and associated power distribution electrical installations including power supply systems & wirings for server rooms, IT equipment etc. shall be done with reference to applicable Indian standards, Indian Electricity Rules and other relevant codes of practice Any leakage of oil in transformer, capacitor banks, diesel/water/oil in DG sets, leakage of oil/refrigerant in AC plant, leakage of water in lift shaft, leakage of water over any electrical equipment etc. to be checked.

10. Checking provisions and sufficiency of AC services comprising AC units/ PAC systems and ventilation systems in areas housing electrical/IT equipment in 24x7x365 operations namely UPS systems, battery rooms, server rooms etc. as per existing circulars and guidelines issued by the Bank. Checking of the alternate operation of the standby fans / AC units through timers or any OEM installed logic circuits etc. for proper operation.

11. Verification of circulars, Records of Preventive maintenance of electrical installation and equipment maintenance, practices & documentations and compliance thereof as per Premises Department Manual (Para 4.1 1) shall be done'

12. Identification of Electrical hazards such as loose wire hanging, cables not dressed properly, broken switches, plugs and sockets etc' shall be done'

13. Checking of the protection devices in upstream and downstream switchgears and their settings to ensure that the same are in the desired graded manner as designed as per the requirements of existing standards including setting/adequacy of ELCB and their ratings for earth leakage protection.

14. Checking of the Lightning protection system of the building and ensuring that lightning arrestors are connected to two isolated earth pits. These pits should not be connected to electrical system earth.

15. Checking of illumination level in various working area as per standard and identifying gaps / shortfalls if any as per process/area requirement.

16. Checking of the provision of electrical shock treatment chart in Hindi and local language near electrical equipment and substation. Checking the record of the training provided to the electrical staff on electrical safety, shock treatment and to handle emergencies and artificial respiration.

17. Checking the log of electrical accidents maintained.

18. Checking of the provision of Danger sign Boards indicating the voltage at a prominent location of electrical installation.

19. Checking of the cable terminations at various panel and distribution boards to avoid phase and earth fault.
20. Checking of the provision of protective guards and belt covers for all the rotating electrical equipment.
21. Checking the provision of firefighting equipment and fire alarm system detectors near all the electrical installations. It is to be ensured that Fire buckets filled with free flowing sand and DCP/CO2 fire extinguishers are provided near electrical substation and electrical panel locations.
22. Verifying that all the workmen engaged on electrical installation work has been provided Personal Protective Equipment (PPE) i.e. insulated gloves, safety shoes and insulated tools etc. and the same are being used. The equipment should be periodically checked for their proper functioning.
23. Verifying provision of First Aid boxes and their periodic replacement of expired medicines.
24. To check the provision of insulated mats of ISI mark in front of all the electrical panels.
25. To check the provision and use of proper height, strong and properly insulated ladders for the maintenance work.
26. To check the provision of proper ventilation of substation, transformer rooms, electrical panel rooms and battery rooms etc.
27. In addition to the above, checking form any shortfalls in the existing systems which impact human and fire safety.

D. Equipment / Measuring Instruments

All the equipment / instruments required for carrying out the Electrical Safety Audit will have to be arranged by the firm without any extra payment to the Bank. The firm should have the following minimum equipment / instruments for Electrical Safety Audit:

- Three-phase Power analyser
- Thermography camera
- Earth tester
- Megger
- Any other equipment / instruments.

Please note that the Bank will not provide any kind of assistance in the form of men/material and the firm will have to make their own arrangement for all assistance.

E. Eligibility:

The intending firms for conducting Electrical Safety Audit should be professionally qualified degree holder and experienced Electrical Safety Auditor.

The firm should have the experience of carrying out at least two electrical safety audits in Banks, Financial institutions, major hotels or multi storied office buildings or any other electrical installations with a minimum connected load of 500 KW in last 5 years.

The Contractors should attach documentary support for the eligibility conditions along with the quotation as per Annexure II. Failing to do so shall result in rejection of quotation.

F. Agreement:

Successful contractor should execute and agreement with Bank in Rs. 200/- Stamp Paper as per the agreement format given in Annexure III

G. Completion Period:

The time for completion of the entire work is **six weeks from the tenth date of award of work**. The site survey, data collection/measurements and draft report shall be completed in five weeks and the final report shall be submitted within one week thereafter.

H. Terms of payment:

The following terms of payment shall be applicable for the work:

100% of the quoted amount after completion of Electrical Safety Audit and submission of final report to the Bank.

I. Work at site

The firm may visit the premises and ascertain site conditions. The work has to be carried out in a working office building without causing inconvenience to the normal working of the Bank. No power shut down will be provided during office hours. Power shut down required for the work will be given on holidays and after office hours at the discretion of the Bank. No extra claims will be admissible later on these grounds.

The firm should deploy only qualified and experienced Engineers/Technician having requisite licenses to carry out such works. Utmost care shall be exercised by the firm in carrying out the work to ensure that no damage is caused to persons and properties. The Bank will not be liable for any injury or damage to persons and any such happening will be entirely the responsibility of the firm. The persons carrying out the Electrical safety audit shall also use all the required Personnel protective equipment for their own protection.

J. Submission of Report:

After completion of the audit, post audit review meeting shall be held with the Bank's engineers detailing about their observations. The audit report shall include the status of the entire electrical installation observed by the audit team during the safety audit. The report shall also include the recommendations of the audit team for improvement in the electrical installations.

Date _____

Signature of the Agency

Place _____

Name and Address

Details of Existing Electrical Systems**A. MOB- Main Office Building**

Sanctioned MD (kVA):	825 kVA
Connected Load (kW):	925 kW
Number of Air Handling units:	17 nos
Number of standalone AC units:	129 nos
Gross built up area:	12802 sq.m. (Main office – Basement + Gr + 3 floors)
	3898 sq.m. (Annex Building - Gr + 3 floors)
Gross Air-conditioned area:	7362 sq.m. approx.

Details of Major Power Equipments:

Transformers	Capacity (KVA)	Voltage ratio	Type of cooling (oil / air)
Transformer No. 1	630 KVA	11KV/433 Volt	ONAN
Transformer No. 2	630 KVA	11KV/433 Volt	ONAN

Central AC Plant Data:

Chiller Units	Capacity (TR)	Compressor Motor 1 (KW)	Compressor Motor 2 (KW)	Chilled Water Flow (LPM)	Condenser Water Flow (LPM)
Chiller No. 1	225 TR	102	102	2416	4100
Chiller No. 2	225 TR	102	102	2416	4100

	Flow(LPM)	Head (M)	Motor (KW)
Chilled Water Pump 1	2416	30	18.5
Chilled Water Pump 2	2416	30	18.5
Chilled Water Pump 3	2416	30	18.5

	Flow (LPM)	Head (M)	Motor (KW)
Condenser Water Pump 1	4100	32	30
Condenser Water Pump 2	4100	32	30
Condenser Water Pump 3	4100	32	30

	Capacity (TR)	Flow (LPM)	Motor (KW)
Cooling Tower 1	280	4100	5.5
Cooling Tower 2	280	4100	5.5

Lifts

Sl. No.	Location	Make	Passenger Capacity	Speed (m/s)	No. of floors served	Whether controller V3F or not
1	MOB	Johnson	8 passengers	1	4(Gr+3)	Yes
2	MOB	Johnson	8 passengers	1	4(Gr+3)	Yes
3	MOB	Johnson	8 passengers	1	5(Basement+G+3)	Yes
4	MOB	Otis	2000Kg	0.6	4 (Bsement+G+2)	Yes
5	Amenities	Omega	6 passengers	1	4(Gr+3)	Yes

UPS Details

Sl. No.	Location	Make	Capacity (KVA)
1	Centralized UPS Room	Power one	2x100KVA
2	20kVA UPS Room	Power one	2x 20 KVA

DG Sets

Sl. No.	Location	Make	Rating (kVA)
DG SET No. 1	DG Set room	Greaves	320 kVA
DG SET No. 2	DG Set room	Kirloskar	320 kVA

Special Equipment viz. Shredding & Briquetting Machine, CVPS Machine etc.

Sl. No.	Name of the machine	Make	Power Rating of each machine (kW)	Expected operating hours per day
1	CVPS (3 Nos.)	GND	4 KW	8 hrs.
2	Briquetting Machine	Kusters	37 KW	8 hrs.
3	Shredding Machine	Kusters	14 KW	8 hrs.

Water Pumps

Sl. No.	Location	Make	Capacity (HP)
1	Pump Room	Kirloskar	10
2	Pump Room	Kirloskar	5
3	Pump Room	Kirloskar	5

4	Pump Room behind Banking Hall	Crompton Greaves	2
5	Pump Room behind Banking Hall	Crompton Greaves	3

B. Residential Quarters

The audit may cover all external electrical installation in all residential premises i.e., **pump house, meter room and any 3 phase/heavy loads** etc.

Around **10% of the total number of flats** from different blocks may be considered for the audit and accordingly internal electrical wiring / infrastructure inside the flats may be checked.

Details of Existing Electrical Systems in various quarters are as follows.

RBI Officer's Quarters, Kowdiar:

Transformer

1 No. of 500 KVA Transformer from KSEB

Total Nos. of flats:69

Sl. No.	Block	Flats per Block	Type of Connection to Flats	Connected Load Per Flat (kW)
1	A	8	3 ph	9.00
2	B	8	3 ph	9.00
3	C	8	3 ph	8.00
4	D	8	3 ph	9.00
5	E	8	3 ph	9.00
6	F	8	3 ph	9.00
7	G	16	3 ph	12.00
8	H	4	3 ph	15.00
9	I	1	3 ph	8.00

Other Connections

Sl. No.	Name	Location	Type of Connection	Connected Load (kW)
1	A Common	A Block	1 ph	1.00

2	B Common	B Block	1 ph	1.00
3	C Common	C Block	1 ph	1.00
4	D Common	D Block	1 ph	1.00
5	E Common	E Block	1 ph	1.00
6	F Common	F Block	1 ph	1.00
7	G-1 Common	G Block	1 ph	1.00
8	G-2 Common	G Block	1 ph	1.00
9	H Common	H Block	1 ph	1.00
10	Palace	-	3 ph	19.00
11	Pump House- 1	Near main gate	3 ph	15.00
12	Pump House- 2	Near I block	3 ph	4.00

Water Pumps

Sl. No.	Location	Capacity (HP)
1	Near Main Sump	10
2	Near Main Sump	10
3	Near Main Sump	5
4	Sump below overhead tank	7.5
5	Borewell (Only Stater connection to be checked)	2
6	Open well (Submersible pump, Only Stater connection to be checked)	1.5

RBI Staff Quarters, Thamalam

Transformer

2 Nos. of 250 KVA Transformer from KSEB

Total Nos. of flats:96

Sl. No.	Block	Flats per Block	Type of Connection to Flats	Connected Load Per Flat (kW)
1	A	6	3 ph	6.00
2	B	12	1 ph	2.00
3	C	12	1 ph	2.00
4	D	6	1 ph	2.00
5	E	6	1 ph	3.00
6	F	6	1 ph	2.00
7	H	12	1 ph	2.00

8	J	12	1 ph	2.00
9	K	12	1 ph	2.00
10	L	12	1 ph	2.00

Other Connections

Sl. No.	Name	Location	Type of Connection	Connected Load (kW)
1	A Common	A Block	1 ph	2.00
2	B Common	B Block	1 ph	2.00
3	C Common	C Block	1 ph	2.00
4	D Common	D Block	1 ph	2.00
5	E Common	E Block	1 ph	2.00
6	F Common	F Block	1 ph	6.00
7	H Common	H Block	1 ph	2.00
8	J Common	J Block	1 ph	2.00
9	K Common	K Block	1 ph	2.00
10	L Common	L Block	1 ph	2.00
11	Pump House	Near main gate	3 ph	25.00
12	Community Hall	-	3 ph	3.00
13		-	3 ph	7.00
14		-	3 ph	10.00
15	STP- Sewage Treatment Plant	Near C Block	3 ph	6.00

Water Pumps

Sl. No	Location	Capacity (HP)
1	Main Sump (Only Stater connection to be checked)	7.5
2	Main Sump (Only Stater connection to be checked)	7.5
3	Main Sump (Only Stater connection to be checked)	7.5
4	Main Sump (Only Stater connection to be checked)	7.5
5	Mono Block in the ground Pump room (Only Stater connection to be checked)	1.5
5	Mono Block in STP (Only Stater connection to be checked)	1

RBI Staff Quarters, Plamood

Transformer

1 No. of 250 KVA Transformer from KSEB to be checked (Only Visual Inspection)

Total Nos. of flats:48

Sl. No.	Block	Flats per Block	Type of Connection to Flats	Connected Load Per Flat (kW)
1	A	8	1 ph	4.00
2	B	8	1 ph	4.00
3	C	8	1 ph	4.00
4	D	8	1 ph	4.00
5	E	8	1 ph	4.00
6	F	8	1 ph	4.00

Other Connections

Sl. No.	Name	Location	Type of Connection	Connected Load (kW)
1	A Common	A Block	1 ph	2.00
2	B Common	B Block	1 ph	2.00
3	C Common	C Block	1 ph	2.00
4	D Common	D Block	1 ph	2.00
5	E Common	E Block	1 ph	2.00
6	F Common	F Block	1 ph	6.00
7	Pump House	Near main gate	3 ph	25.00
8	Community Hall	-	3 ph	5.00
9	Dispensary	-	1 ph	1.00
10	Gate	-	1 ph	2.00

Water Pumps

Sl. No.	Location	Capacity (HP)
1	Main Sump	7.5
2	Main Sump	7.5
3	Bore well Submersible	1.5

RBI Staff Quarters, Nanthencode

Transformer

1 No. of 250 KVA Transformer from KSEB to be checked (Only Visual Inspection)

Total Nos. of flats:56

Sl. No.	Block	Flats per Block	Type of Connection to Flats	Connected Load Per Flat (kW)
1	A	8	1 ph	3.00
2	B	8	1 ph	3.00
3	C	8	1 ph	3.00
4	D	8	1 ph	3.00
5	E	8	1 ph	3.00
6	F	8	1 ph	3.00
7	G	8	1 ph	3.00

Other Connections

Sl. No.	Name	Location	Type of Connection	Connected Load (kW)
1	A Common	A Block	1 ph	1.00
2	B Common	B Block	1 ph	1.00
3	C Common	C Block	1 ph	1.00
4	D Common	D Block	1 ph	1.00
5	E Common	E Block	1 ph	1.00
6	F Common	F Block	1 ph	1.00
7	G Common	G Block	1 ph	1.00
8	Pump House	Near main gate	3 ph	12.00
9	Community Hall	-	1 ph	1.00
10		-	1 ph	1.00

Water Pumps

Sl. No.	Location	Capacity (HP)
1	Main Sump	5
2	Main Sump	5

Annexure II

List of clients

(For whom similar scope has been completed in the last 5 years.)

Sr. No.	Details	Name of client (1)	Name of the client (2)
1	Address, fax and telephone numbers		
2	Establishment name, location and address.		
3	Brief details of the work		
4	Date of award of contract		
5	Date of completion of work		
6	Connected load of the installation		
7	Whether the Establishment is with central air-conditioning system		

Attach the following documents:

1. Workorders for the above-mentioned works.
2. Degree certificate and Experience certificate of the Electrical Safety Auditor.

Articles of Agreement

ARTICLES OF AGREEMENT made the _____ day of _____ between the Reserve Bank of India, Thiruvananthapuram having its Central Office at Mumbai (hereinafter called "the Employer") of the one part and _____ (hereinafter called "the Auditor") on the other part.

WHEREAS the Employer is desirous of **Conducting Electrical Safety Audit of Bank's Office Building and Residential Quarters at Kowdiar, Thamalam, Plamood and Nanthencode, Thiruvananthapuram** and has caused drawings and specifications describing the work to be done AND WHEREAS the said specifications, and the schedule of quantities have been signed by or on behalf of the parties hereto.

AND WHEREAS the Auditor has agreed to execute upon the subject work to the conditions set forth herein and to the conditions set forth in the special conditions and in the schedule of quantities and conditions of Contract as modified and finally accepted by both the parties (all of which are collectively hereinafter referred to as "the said Conditions") the works shown upon the said drawings and/or described in the said Specifications and included in the Schedule of quantities at the respective rates therein set forth, amounting to the sum as therein arrived at or such other sum as shall become payable there under (**hereinafter referred to as "the said Contract Amount"**).

NOW IT IS HEREBY AGREED AS FOLLOWS-

2.1 In consideration of the said Contract amount to be paid at the times and in the manner set forth in the said conditions, the Auditor shall, upon and subject to the said conditions, execute and complete the work shown upon the said drawings and described in the said specifications and the schedule of quantities.

2.2 The Employer shall pay the Auditor the said Contract amount or such other sum as shall become payable at the times and in the manner specified in the said conditions.

2.3 The term "Architect" in the said conditions shall mean CGM – in - charge, Premises Department, Central Office, Reserve Bank of India and on his ceasing to be the architect for the purpose of this Contract for whatever reason, such other person or persons as shall be nominated for that purposes by the Employer, not being a person to whom the Auditor shall object for reasons considered to be sufficient by the Employer PROVIDED ALWAYS that no person or perhaps persons subsequently appointed to be architect under this Contract shall be entitled to disregard or overrule any previous decisions or approval or direction given or expressed in writing by the architect for the time being.

2.4 The said Conditions and Annexures thereto shall be read and construed as forming part of this agreement and the parties hereto shall respectively abide by, submit

themselves to the said conditions and perform the agreements on their part respectively in the said conditions contained.

2.5 The drawings, agreement and documents mentioned herein shall form the basis of this Contract.

2.6 This Contract is deemed to be lump sum Contract as described in the bill of quantities and specifications of the tender documents.

2.7 The Auditor shall afford every reasonable facility for carrying out of all works relating to Electrical Safety Audit in the manner laid down in the said conditions, and shall make good any damages done to walls, floors, etc., after the completion of such works.

2.8 The Employer reserves to itself the right of altering the drawings and nature of the work by adding to or omitting any items of work or having portions of the same carried out at any time during the currency of Contract, without prejudice to this Contract.

2.9 Time shall be considered as the essence of this Contract and the Auditor hereby agrees to commence the work from the day of issue of works order/letter of acceptance as provided for in the said conditions and to complete the entire work **within 6 weeks from the 10th date of work order** subject nevertheless to the provisions for the extension of time.

2.10 All payments by the Employer under this Contract will be made only at Reserve Bank of India, Thiruvananthapuram.

2.11 All disputes arising out of or in any way connected with this agreement shall be deemed to have arisen in Thiruvananthapuram and only courts in Thiruvananthapuram shall have jurisdiction to determine the same.

2.12 That the several parts of this Contract have been read by the Auditor and fully understood by the Auditor.

If the Auditor is a partnership or an individual	IN WITNESS WHEREOF the Employer and the Auditor have set their respective hands to these presents and two duplicates hereof the day and year first herein above written.
If the Auditor is a company	IN WITNESS WHEREOF the Employer has set its hands to these presents through its duly authorised official and the Auditor has caused its common seal to be affixed hereunto and the said two duplicates hereof to be executed on its behalf, the day and year first hereinabove written.

Signature Clause:

SIGNED AND DELIVERED by **Reserve Bank of India, Thiruvananthapuram**

.....
(Name and designation)

In the presence of -

Witnesses -

1. Signature
Address

2. Signature.....
Address

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.....
.....

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.....
.....

If the part is a partnership firm or any individual should be SIGNED AND
DELIVERED by Signature

.....
(Name and designation)

in the presence of (Witness)

1. Signature
Address

2. Signature.....
Address

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

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

The common seal of

Was hereunto affixed pursuant to the resolutions passed by its Board of Directors at the meeting held on

in the presence of (Witness)

1. Signature 2. Signature.....

Address Address

.....
.....

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

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

1. Signature 2. Signature.....

Address Address

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.....
.....

If the Contractor is signed by the hand of power of attorney, whether a company or individual

SIGNED AND DELIVERED by the Contractor by the hand of

Shri / Smt. and duly constituted attorney.

in the presence of (Witness)

1. Signature 2. Signature.....

Address Address

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

**Reserve Bank of India
Estate Department
Thiruvananthapuram**

Bill of Quantity

Name of Work: Conducting Electrical Safety Audit of Bank's Office Building and Residential Quarters at Kowdiar, Thamalam, Plamood and Nanthencode, Thiruvananthapuram.

Sr No	Description	Qty	Unit	Rate	Amount
1	Rate for conducting Electrical Safety Audit and Submitting Electrical Safety Audit Reports (Soft Copy and Hard Copy- 3 Nos.) as per the scope specified in the terms and conditions.	1	Lump Sum		
2.	GST				
3.	Total				

Place:
Date :

Seal and Signature of the contractor