



भारतीय रिजर्व बैंक / Reserve Bank of India  
सम्पदा विभाग / Estate Department  
चंडीगढ़ / Chandigarh

**E-Tender Notice**

**General Repairs, Repainting and flooring work in Basement parking area and PU flooring in Cash Area at Main Office Building, Chandigarh**

Reserve Bank of India, Chandigarh (the Bank) invites e-Tender from eligible and willing firms for undertaking "**General Repairs, Repainting and flooring work in Basement parking area and PU flooring in Cash Area at Main Office Building, Chandigarh**". The work is estimated to cost ₹37.51 lakh (including GST).

2. It is a **limited e-tender**. Only those firms which are empaneled in Estate Department, Reserve Bank of India, Chandigarh in Civil Repair Works (Trade No. 2) and Civil interior and renovation work (Trade no. 3) for upto ₹50.00 Lakh (Category V) are eligible to take part in the tender process. The tender document is available on the Bank's website <https://rbi.org.in> for download.

3. e-Tender shall be submitted online in two parts. Part-I of the e-tender will contain the Bank's standard technical and commercial conditions for the proposed work, which must be agreed to by the tenderers. Part-II of the e-tender will contain the Bank's schedule of quantities and tenderer's price bid to be submitted online.

4. The firms fulfilling the eligibility criteria and desirous of being considered for award of the work shall upload all the required documents at <https://www.mstcecommerce.com/eprocn/> on or before **February 11, 2026 till 11:00 AM**.

5. Part-I of the e-tender will be opened on **February 11, 2026 at 11:30 AM** on MSTC website. The timeline of the tender is as follows:

A	E-Tender No.	RBI/Chandigarh Regional Office/Estate/21/25-26/ET/922
B	Mode of Tender	e-Procurement System (Online Part I – Techno-Commercial Bid and Part II - Price Bid through MSTC Portal ( <a href="https://www.mstcecommerce.com/eprocn/">https://www.mstcecommerce.com/eprocn/</a> )
C	Estimated Cost	₹37.51 lakh (Rupees Thirty Seven Lakh Fifty One thousand only) (Including GST)
D	Date of availability of Tender Document for download on MSTC portal	<b>January 29, 2026, from 05:00 PM onwards</b>

E	<u>Starting date of e-Tender for submission of Part-I (Techno-Commercial Bid) and Part-II (Price Bid) at <a href="https://www.mstcecommerce.com/eprocn/">https://www.mstcecommerce.com/eprocn/</a></u>	<b>January 29, 2026, from 05:00 PM onwards</b>
F	<u>Earnest Money Deposit (Only through NEFT/DD)</u>	<b>₹75,020/- (Rupees Seventy Five Thousand Twenty Rupees Only)</b> <b>Beneficiary Name-</b> Reserve Bank of India <b>IFSC:</b> RBIS0CGPA01 (5th and 10th being zero) <b>Account No:</b> 186003001  <b>Note: Kindly mention your name/ company name in the NEFT Transaction remarks.</b>
G	<u>Date and time of pre bid meeting</u>	<b>February 05, 2026, at 11:00 AM</b>  <b>Venue:</b> Estate Department, 3rd Floor, Main Office Building, Reserve Bank of India, Central Vista, Sector-17, Chandigarh
H	<u>Last date to deposit EMD</u>	<b>February 10, 2026</b>
I	<u>Closing Date of e-tender for submission of Techno-Commercial Bid &amp; Price Bid</u>	<b>February 11, 2026, till 11:00 AM</b>
J	Date and Time of opening of Part-I (Techno-Commercial Bid)  Date of opening of Part II (Price Bid)	<b>February 11, 2026, at 11:30 AM</b>  Part II will be opened on same day if no deviation is submitted by bidders. Otherwise, the Part II will be opened on any other date which will be communicated to bidders through email.
K	Transaction fee	Payment of transaction fee through MSTC payment gateway / NEFT / RTGS in favour of MSTC Limited

The Bank is not bound to accept the lowest tender and reserves the right to accept either in full or in part any tender. The Bank also reserves the right to reject all the tenders without assigning any reason thereof.

This notice is being published for information only and is not an open invitation to quote in this limited tender. Participation in this tender is by invitation only and is limited to the selected Procuring Entity's enlisted contractors. Unsolicited offers are liable to be ignored. However, contractors who desire to participate in such tenders in future may apply for enlistment with RBI as per procedure.

-SD-  
Regional Director  
Reserve Bank of India,  
Chandigarh



Reserve Bank of India  
Estate Department  
Chandigarh

**General Repairs, Repainting and flooring work in Basement parking area and PU flooring in Cash Area at Main Office Building, Chandigarh**

**चंडीगढ़ स्थित मुख्य कार्यालय भवन के बेसमेंट पार्किंग क्षेत्र में सामान्य मरम्मत, रंगाई और फ्लोरिंग का कार्य तथा नकदी क्षेत्र में पीयू फ्लोरिंग का कार्य**

**RBI/Chandigarh Regional Office/Estate/21/25-26/ET/922**

**भाग-I (तकनीकी-वाणिज्यिक बोली) / Part-I (Techno-Commercial Bid)**

**बोलीदाता का नाम :** .....

**पता:** .....

**दूरभाष सं:** .....

**ई-मेल:** .....

<b>बोली पूर्व बैठक की तिथि, समय एवं स्थान:</b>	05 फरवरी 2026 को पूर्वाह्न 11:00 बजे <b>स्थान:</b> सम्पदा विभाग, तृतीय तल, मुख्य कार्यालय भवन, भारतीय रिज़र्व बैंक, चंडीगढ़, सेंट्रल विस्टा, सैक्टर - 17, चंडीगढ़
<b>बोली प्रस्तुत करने की अंतिम तिथि:</b>	11 फरवरी 2026 को पूर्वाह्न 11:00 बजे तक
<b>निविदा का भाग-I अर्थात् तकनीकी-वाणिज्यिक बोली खोलने की तिथि:</b>	11 फरवरी 2026 को पूर्वाह्न 11:30 बजे

**Note: This is an-e tender. Hence, signed & scanned Part I must be uploaded to MSTC website. Part II/price bid excel must be uploaded on the MSTC Portal separately.**

**Bidder/Contractor/Tenderer means those who are participating in the tendering process. Successful bidder/contractor/Tenders mean who quote Lowest rates after evaluating the Part I and Part II of tender.**

This document is the property of Reserve Bank of India (RBI). It may not be copied, distributed, or recorded on any medium, electronic, or otherwise, without the RBI's written permission thereof, except for the purpose of responding to RBI for the said purpose. The use of the contents of this document, even by the authorized personnel / agencies for any purpose other than the purpose specified herein, is strictly prohibited, and shall amount to copyright violation and thus, shall be

## अस्वीकरण / DISCLAIMER

भारतीय रिज़र्व बैंक, सम्पदा विभाग, चंडीगढ़ ने इच्छुक पक्षों को कार्य की पृष्ठभूमि की जानकारी देने के लिए यह दस्तावेज़ तैयार किया है। जबकि भारतीय रिज़र्व बैंक ने इसमें निहित जानकारी को तैयार करने में उचित सावधानी बरती है और इसे सटीक मानते हैं, न तो भारतीय रिज़र्व बैंक और न ही इसके किसी भी प्राधिकरण या एजेंसियों और न ही उनके संबंधित अधिकारियों, कर्मचारियों, एजेंटों या सलाहकारों में से कोई भी इस दस्तावेज़ में निहित जानकारी की पूर्णता या सटीकता के संबंध में कोई वारंटी या नुमाइंदगी, व्यक्त या निहित प्रदान करता है।

Reserve Bank of India, Estate Department, Chandigarh, has prepared this document to give background information on the work 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 accurate, 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.

इस दस्तावेज़ का प्रयोजन सम्पूर्ण जानकारी प्रदान करने का नहीं है। इच्छुक पार्टियों से अपनी स्वयं की पूछताछ करना अपेक्षित है। इस ई-निविदा के प्रत्यर्थी को अपनी स्वयं की पूछताछ करने की आवश्यकता है और उन्हें केवल खाली ई-निविदा दस्तावेजों / फार्मों में निहित जानकारी पर भरोसा नहीं करना चाहिए। यदि उत्तरदाताओं द्वारा सम्यक उद्यम का पालन नहीं किया जाता है तो भारतीय रिज़र्व बैंक ज़िम्मेदार नहीं होगा।

The information is not intended to be exhaustive. Interested parties are required to make their own inquiries. Respondents to this e-tender are required to make their own inquiries and they should not rely solely on the information contained in the blank e-tender documents / forms. The Reserve Bank of India is not responsible if no due diligence is performed by the Respondents.

यह जानकारी इस आधार पर प्रदान की जाती है कि यह भारतीय रिज़र्व बैंक या इसके किसी भी प्राधिकरण या एजेंसियों या उनके संबंधित अधिकारियों, कर्मचारियों, एजेंटों या सलाहकारों पर बाध्यकारी नहीं है।

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.

भारतीय रिज़र्व बैंक परियोजना के साथ आगे बढ़ने या परियोजना के विन्यास को बदलने, इस दस्तावेज़ में परिलक्षित समय सारिणी को बदलने या लागू होने वाली प्रक्रिया को बदलने का अधिकार सुरक्षित रखता है। यह रूचि व्यक्त करने वाले किसी भी पक्ष के साथ मामले पर आगे चर्चा करने से इनकार करने का अधिकार भी सुरक्षित रखता है। रूचि व्यक्त करने वाले व्यक्तियों या संस्थाओं को किसी भी प्रकार की लागत की प्रतिपूर्ति का भुगतान नहीं किया जाएगा।

Reserve Bank of India reserves the right not to proceed with the Project or to change the configuration of the Project, to alter the time table 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.

## Contents

भाग-I (तकनीकी-वाणिज्यिक बोली) / Part-I (Techno-Commercial Bid).....	1
अस्वीकरण / DISCLAIMER.....	2
ई-निविदा सूचना.....	4
E-Tender Notice .....	6
Section - I .....	10
Important instructions regarding e-tender.....	10
Section II .....	16
General Instructions to Contractors and General Terms & Conditions .....	16
Section III .....	23
The Conditions Hereinbefore Referred To .....	23
Section IV .....	39
<b>SPECIAL CONDITIONS OF THE CONTRACT</b> .....	39
SAFETY CODE .....	44
FIRE SAFETY CODE .....	45
Section V .....	46
Specifications for Work.....	46
Annexure- I .....	62
Appendix therein Before Referred.....	62
Annexure- II .....	64
करानामा का प्रारूप / Draft Articles of Agreement .....	64
Annexure- III .....	73
PROFORMA OF BANK GUARANTEE for PERFORMANCE SECURITY DEPOSIT/ Retention Money.....	73
Annexure- IV .....	76
Undertaking regarding declaration of debarment by public institution(s).....	76
भाग-II (मूल्य बोली) / Part-II (Price Bid) .....	77
Unpriced BOQ .....	78



**भारतीय रिज़र्व बैंक / Reserve Bank of India**  
**सम्पदा विभाग / Estate Department**  
**चंडीगढ़ / Chandigarh**

**ई-निविदा सूचना**

**चंडीगढ़ स्थित मुख्य कार्यालय भवन के बेसमेंट पार्किंग क्षेत्र में सामान्य मरम्मत, रंगाई और फ्लोरिंग का कार्य तथा नकदी क्षेत्र में पीयू फ्लोरिंग का कार्य हेतु ई-निविदा**

“चंडीगढ़ स्थित मुख्य कार्यालय भवन के बेसमेंट पार्किंग क्षेत्र में सामान्य मरम्मत, रंगाई और फ्लोरिंग का कार्य तथा नकदी क्षेत्र में पीयू फ्लोरिंग का कार्य” के लिए भारतीय रिज़र्व बैंक, चंडीगढ़ पात्र और इच्छुक फर्मों से ई-निविदाएं आमंत्रित करता है। कार्य की अनुमानित लागत ₹37.51 लाख मात्र (जी॰ एस॰ टी॰ सहित) है।

2. यह एक **सीमित ई-निविदा** है। केवल वे फर्म जो संपदा विभाग, भारतीय रिज़र्व बैंक, चंडीगढ़ में Civil Repair Works (Trade no. 2) और Civil interior and renovation work (Trade no. 3) में ₹50.00 लाख तक के कार्यों के लिए सूचीबद्ध हैं (Category V), ई-निविदा प्रक्रिया में भाग ले सकेंगी। ई-निविदा दस्तावेज वेबसाइट <https://rbi.org.in> पर डाउनलोड के लिए उपलब्ध है।

3. ई-निविदा दो भागों में ऑनलाइन प्रस्तुत की जाएगी। ई-निविदा के भाग- I में प्रस्तावित कार्य के लिए बैंक की मानक तकनीकी और वाणिज्यिक शर्तें होंगी, जिन पर निविदाकर्ता को सहमत होना होगा। ई-निविदा के भाग- II में बैंक की मात्राओं की अनुसूची निर्धारित की गयी है और निविदाकर्ता द्वारा मूल्य बोली ऑनलाइन प्रस्तुत की जाएगी।

4. पात्रता मानदंड को पूरा करने वाली फर्मों और कार्य के आवंटन के लिए विचार किए जाने की इच्छुक निविदाकर्ता को **11 फरवरी 2026** को पूर्वाह 11:00 बजे तक या उससे पहले सभी आवश्यक दस्तावेजों को <https://www.mstcecommerce.com/eprocn/> पर अपलोड करना होगा।

5. ई-निविदा के भाग-I को **11 फरवरी 2026** को पूर्वाह 11:30 बजे MSTC Portal पर खोला जायेगा। ई-निविदा की समय-सारणी निम्न अनुसार है:

क	ई-निविदा सं॰	RBI/Chandigarh Regional Office/Estate/21/25-26/ET/922
ख	निविदा प्रणाली	ई-प्रापण प्रणाली (ऑनलाइन <a href="https://www.mstcecommerce.com/eprocn/">https://www.mstcecommerce.com/eprocn/</a> पर भाग- I तकनीकी-वाणिज्यिक बोली तथा भाग- II मूल्य बोली)
ग	अनुमानित लागत	₹37.51 लाख मात्र (रुपए सैंतीस लाख इक्याबन हजार मात्र) (जी॰ एस॰ टी॰ सहित)

घ	ई-निविदा दस्तावेज़ बैंक की वेबसाइट से डाउनलोड करने की प्रारम्भिक तिथि	<b>29 जनवरी 2026 को साँच्य 05:00 बजे से</b>
ङ	<a href="https://www.mstcommerce.com/e/procn/">https://www.mstcommerce.com/e/procn/</a> पर ई-निविदा (ऑनलाइट तकनीकी-वाणिज्यिक बोली और मूल्य बोली) प्रारंभ होने की तारीख	<b>29 जनवरी 2026 को साँच्य 05:00 बजे से</b>
च	बयाना राशि (केवल NEFT/DD के माध्यम से)	<b>₹75,020/-</b> (रूपए पचहत्तर हजार बीस रुपए मात्र) लाभार्थी का नाम -भारतीय रिज़र्व बैंक IFSC Code: RBIS0CGPA01 (पंचवा तथा दसवां अंक शून्य है) खाता सं°: 186003001
छ	बोली पूर्व बैठक की तिथि एवं समय	<b>05 फरवरी 2026 को पूर्वाह्न 11:00 बजे</b> स्थान: संपदा विभाग, तृतीय तल, मुख्य कार्यालय भवन, भारतीय रिज़र्व बैंक, सेंट्रल विस्टा, सेक्टर-17, चंडीगढ़
ज	बयाना राशि जमा करने की अंतिम तिथि	<b>10 फरवरी 2026</b>
झ	ई-निविदा (तकनीकी-वाणिज्यिक बोली एवं मूल्य बोली) बंद होने की तारीख	<b>11 फरवरी 2026 को पूर्वाह्न 11:00 बजे तक</b>
ञ	ई-निविदा का भाग I (अर्थात तकनीकी-वाणिज्यिक बोली (खोलने की तारीख) भाग II - मूल्य बोली (खोलने की तिथि-अलग से सूचित की जाएगी)	<b>11 फरवरी 2026 को पूर्वाह्न 11:30 बजे</b> यदि बोलीदाताओं द्वारा कोई विचलन प्रस्तुत नहीं किया गया तो भाग-II। उसी दिन खोला जाएगा। अन्यथा भाग-II किसी अन्य तिथि पर खोला जाएगा जिसकी सूचना बोलीदाताओं को ईमेल के माध्यम से दी जाएगी।
ट	अंतरण फीस	अंतरण फीस का भुगतान एमएसटीसी भुगतान गेटवे / एनईएफटी माध्यम से एमएसटीसी लिमिटेड के पक्ष में किया जाएगा।

बैंक न्यूनतम निविदा को स्वीकार करने के लिए बाध्य नहीं है और किसी भी निविदा में पूर्ण या आंशिक रूप से स्वीकार करने का अधिकार सुरक्षित रखता है। बैंक बिना किसी कारण बताए सभी निविदाओं को अस्वीकार करने का अधिकार भी सुरक्षित रखता है।

यह नोटिस केवल सूचना के लिए प्रकाशित किया जा रहा है और इस सीमित निविदा में बोली लगाने के लिए यह खुला आमंत्रण नहीं है। इस निविदा में भागीदारी केवल आमंत्रण द्वारा है और चयनित खरीद इकाई के सूचीबद्ध ठेकेदारों तक सीमित है। अनचाहे प्रस्तावों को अनदेखा किया जा सकता है। हालांकि, जो ठेकेदार भविष्य में ऐसी निविदाओं में भाग लेना चाहते हैं, वे प्रक्रिया के अनुसार भारतीय रिज़र्व बैंक के पास नामांकन के लिए आवेदन कर सकते हैं।

कृते/-  
क्षेत्रीय निदेशक  
भारतीय रिज़र्व बैंक, चंडीगढ़



**भारतीय रिज़र्व बैंक / Reserve Bank of India**

**सम्पदा विभाग / Estate Department  
चंडीगढ़ / Chandigarh**

**E-Tender Notice**

**General Repairs, Repainting and flooring work in Basement parking area and PU flooring in Cash Area at Main Office Building, Chandigarh**

Reserve Bank of India, Chandigarh (the Bank) invites e-Tender from eligible and willing firms for undertaking “**General Repairs, Repainting and flooring work in Basement parking area and PU flooring in Cash Area at Main Office Building, Chandigarh**”. The work is estimated to cost ₹37.51 lakh (including GST).

2. It is a **limited e-tender**. Only those firms which are empaneled in Estate Department, Reserve Bank of India, Chandigarh in Civil Repair Works (Trade No. 2) and Civil interior and renovation work (Trade no. 3) for upto ₹50.00 Lakh (Category V) are eligible to take part in the tender process. The tender document is available on the Bank's website <https://rbi.org.in> for download.

3. e-Tender shall be submitted online in two parts. Part-I of the e-tender will contain the Bank's standard technical and commercial conditions for the proposed work, which must be agreed to by the tenderers. Part-II of the e-tender will contain the Bank's schedule of quantities and tenderer's price bid to be submitted online.

4. The firms fulfilling the eligibility criteria and desirous of being considered for award of the work shall upload all the required documents at <https://www.mstcecommerce.com/eprocn/> on or before **February 11, 2026 till 11:00 AM**.

5. Part-I of the e-tender will be opened on **February 11, 2026 at 11:30 AM** on MSTC website. The timeline of the tender is as follows:

A	E-Tender No.	<b>RBI/Chandigarh Regional Office/Estate/21/25-26/ET/922</b>
B	Mode of Tender	e-Procurement System (Online Part I – Techno-Commercial Bid and Part II - Price Bid through MSTC Portal ( <a href="https://www.mstcecommerce.com/eprocn/">https://www.mstcecommerce.com/eprocn/</a> ))
C	Estimated Cost	<b>₹37.51 lakh (Rupees Thirty Seven Lakh Fifty One thousand only) (Including GST)</b>
D	Date of availability of Tender Document for download on MSTC portal	<b>January 29, 2026, from 05:00 PM onwards</b>
E	Starting date of e-Tender for submission of Part-I (Techno-Commercial Bid) and Part-II (Price Bid) at	<b>January 29, 2026, from 05:00 PM onwards</b>

	<a href="https://www.mstcecommerce.com/eprocn/">https://www.mstcecommerce.com/eprocn/</a>	
F	Earnest Money Deposit (Only through NEFT/DD)	<b>₹75,020/- (Rupees Seventy Five Thousand Twenty Rupees Only)</b> <b>Beneficiary Name-</b> Reserve Bank of India <b>IFSC:</b> RBIS0CGPA01 (5th and 10th being zero) <b>Account No:</b> 186003001  <b>Note: Kindly mention your name/ company name in the NEFT Transaction remarks.</b>
G	Date and time of pre bid meeting	<b>February 05, 2026, at 11:00 AM</b>  <b>Venue:</b> Estate Department, 3rd Floor, Main Office Building, Reserve Bank of India, Central Vista, Sector-17, Chandigarh
H	Last date to deposit EMD	<b>February 10, 2026</b>
I	Closing Date of e-tender for submission of Techno-Commercial Bid & Price Bid	<b>February 11, 2026, till 11:00 AM</b>
J	Date and Time of opening of Part-I (Techno-Commercial Bid)  Date of opening of Part II (Price Bid)	<b>February 11, 2026, at 11:30 AM</b>  Part II will be opened on same day if no deviation is submitted by bidders. Otherwise, the Part II will be opened on any other date which will be communicated to bidders through email.
K	Transaction fee	Payment of transaction fee through MSTC payment gateway / NEFT / RTGS in favour of MSTC Limited

The Bank is not bound to accept the lowest tender and reserves the right to accept either in full or in part any tender. The Bank also reserves the right to reject all the tenders without assigning any reason thereof.

This notice is being published for information only and is not an open invitation to quote in this limited tender. Participation in this tender is by invitation only and is limited to the selected Procuring Entity's enlisted contractors. Unsolicited offers are liable to be ignored. However, contractors who desire to participate in such tenders in future may apply for enlistment with RBI as per procedure.

-SD-  
Regional Director  
Reserve Bank of India,  
Chandigarh

**Form of E-Tender**

To,  
 Regional Director  
 Reserve Bank of India,  
 Estate Department,  
 Chandigarh

Madam / Dear Sir,

Having examined the specifications, drawings, designs and schedule of quantities relating to the works specified in memorandum hereinafter set out and having visited and examined the site of the works specified in the said memorandum having acquired the requisite information relating thereto as affecting the e-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 e-tender, the Articles of 'Agreement, Special Conditions, Schedule of Quantities and Conditions of Contract and with such materials as are provided for by, and in all other respects in accordance with such conditions so far as they may be applicable.

**MEMORANDUM**

(a)	Name of work	:	<b>General Repairs, Repainting and flooring work in Basement parking area and PU flooring in Cash Area at Main Office Building, Chandigarh</b>
(b)	Estimated cost of the work	:	Rs. 37.51 lakh/-
(c)	Earnest Money Deposit(EMD)	:	<b><u>Rs. 75,020/-</u></b>
(e)	Time allowed for completion of the work from the 7 <sup>th</sup> day of written order to commence the work	:	60 days.

2. Should this e-tender be accepted, I/We hereby agree to abide by and fulfill the terms and provisions of the said Conditions 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. **I / We, agree to deposit EMD of Rs. 75,020/- with the Reserve Bank of India, which amount is not to bear any interest.** Should I / We fail to execute the contract when called upon to do so, I/We do hereby agree that this sum shall be forfeited by me/us to the Reserve Bank of India.

4. Our bankers are (full address)

(i)	
(ii)	

The names of partners of our firm are:

(i)	
(ii)	

Name of the partner of the firm authorized to sign	
OR	
Name of person having power of Attorney to sign the Contract (certified true copy of the Power of Attorney should be attached)	

Yours faithfully,

**(Signature of Contractor with stamp)**

Signatures and addresses of witnesses

	Signature	Address
(i)		
(ii)		

## Section - I

### Important instructions regarding e-tender

This is an e-procurement event of Reserve Bank of India (Chandigarh). The e-procurement service provider is MSTC Limited.

You are requested to read and understand the Notice Inviting E-Tender and subsequent Corrigendum, if any, before submitting your online tender. Tenderers who do not comply with the conditions with documentary proof (wherever required) will not qualify in the Tender for opening of price bid.

<p><b>1. Process of E-Tender:</b></p> <p><b>A) Registration:</b> 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 Techno-Commercial Bid as well as Price Bid over the internet will be done. The Vendor should possess Class III signing type digital certificate. Vendors are to make their own arrangement for bidding from a P.C. connected with Internet. MSTC / RBI (Chandigarh) is not responsible for making such arrangement. (Bids will not be recorded without Digital Signature).</p> <p><b>SPECIAL NOTE: The price bid and the commercial bid has to be submitted on-line only at <a href="https://www.mstcecommerce.com/eprocn/">https://www.mstcecommerce.com/eprocn/</a></b></p> <p>1). Vendors are required to register themselves online with <a href="https://www.mstcecommerce.com">www.mstcecommerce.com</a> → e-Procurement → New Common Portal → Register as Vendor Filling up details and creating own user id and password → Submit.</p> <p>2). Vendors will receive a system generated mail confirming their registration in their email which has been provided while filling the registration form.</p> <p>In case of any clarification, please contact MSTC / RBI (Chandigarh) (before the scheduled time of the e-tender).</p> <p><b>Contact details:</b></p> <p>a) <b><u>Contact person (MSTC Ltd.) for Vendors regarding System Settings/Bidding related issues etc:</u></b></p> <p>(i) HO Central Help Desk:</p> <p>Phone Number :07969066600</p> <p><a href="mailto:helpdeskho@mstcindia.in">helpdeskho@mstcindia.in</a> (Please mention "HO Helpdesk" as subject while sending emails)</p> <p><b><u>Availability</u></b></p> <p>9:30 AM to 5:00 PM on all working days for all Technical issues e-Tenders, System settings etc.</p> <p>ii) Mr Pankaj Kumar, Deputy Manager, Email- <a href="mailto:cdgopn2@mstcindia.in">cdgopn2@mstcindia.in</a>; M. No.- 7229068247.</p>
--

iii) Mr Ashish Kumar, Manager, Email- [cdgopn5@mstcindia.in](mailto:cdgopn5@mstcindia.in), M. No.- 7230022882.

**b) Contact person at RBI (RO/TE)**

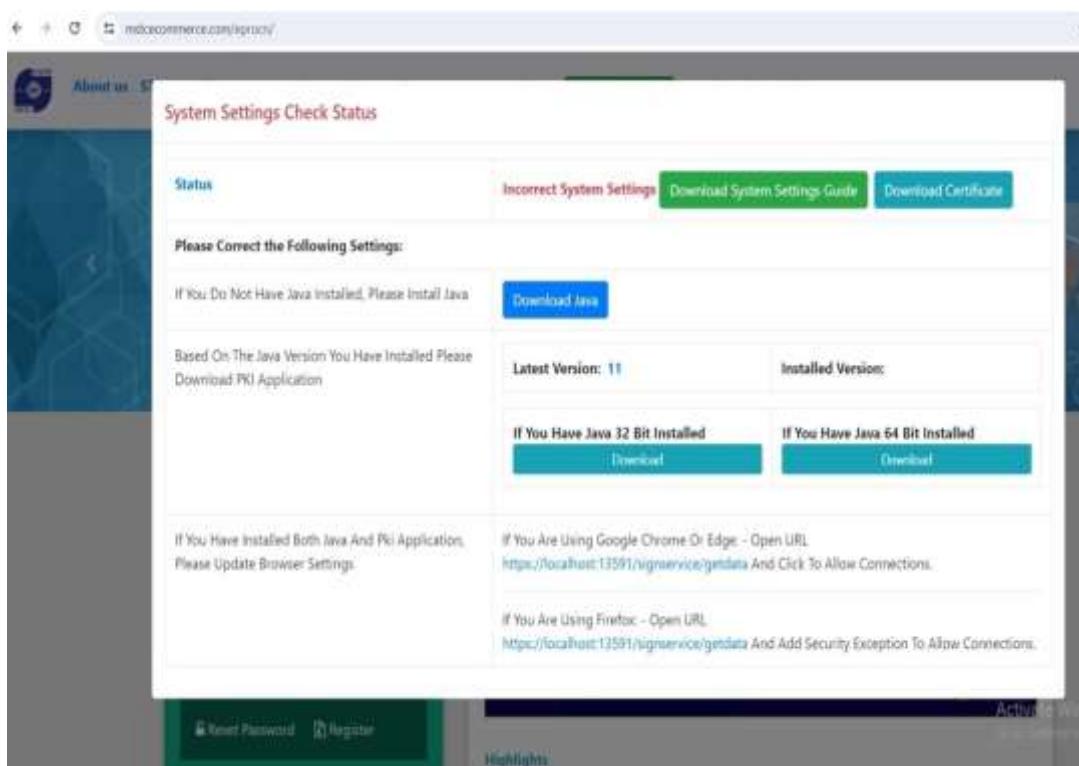
**Contact person (RBI):**

- i) Sh. Pushkar Pahwa (Asst. General Manager): ([pushkarpahwa@rbi.org.in](mailto:pushkarpahwa@rbi.org.in))
- ii) Sh. Nakul Nagde (Manager Tech. Civil) +91-98295-89139, ([nakulnagde@rbi.org.in](mailto:nakulnagde@rbi.org.in))

**B) System Requirement:**

- i) Signing and Encryption type class-III Digital Signature.

For details, vendor may refer to the **DOWNLOAD SYSTEM SETTING GUIDE** available <https://www.mstcecommerce.com/eprocn>.



2. (A) Part I Techno-Commercial bid will be opened electronically on specified date and time as given in the NIT.

(B) If no deviation is observed in the tender submitted by the bidder, then Part II i.e., Financial Bid will be opened on the same day, else, the Financial Bid will be opened on a later date, intimation of which will be given to the bidders via email later

**Note:**

The tenderers are advised to offer their best possible rates. There would generally be no negotiations hence please submit your most competitive prices while submitting the price bid. However, in case the lowest rate appears to be reasonable considering the prevailing market conditions, the order may be awarded to the

	lowest bidder and if the rate is still considered high, action as per prevailing instruction/guideline shall be taken.
3.	All the entries in the e-tender should be entered in online Technical & Commercial Formats without any ambiguity.
4.	<p><b>Special Note towards Transaction fee:</b> The vendors shall pay the transaction fee using “Transaction Fee Payment” Link against the specific tender in the “Bid Floor”/through the “Pay Transaction fee” in “Event catalogue” through their login. Service Provider / Contractor / Vendor shall have the facility of making the payment either through NEFT or Online Payment. On selecting NEFT, Service Provider / Contractor / Vendor shall generate a challan by filling up a form. Service Provider / Contractor / 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, Service Provider / Contractor / Vendor shall have the provision of making payment using its Credit / Debit Card / Net Banking. Once the payment gets credited to MSTC’s designated bank account, the transaction fee shall be auto authorized.</p> <p><b>Transaction fee is non-refundable.</b> A vendor will not have the access to online e-tender without payment of the transaction fee.</p> <p><b>NOTE:</b> Bidders are advised to remit the transaction fee well in advance before the closing time of the event so as to give themselves sufficient time to submit the bid.</p> <p>Vendors are advised not to deposit cash in bank as it becomes difficult to ascertain the details of the remitter from such cash transactions.</p> <p>Bidders may please note that the transaction fee should be deposited by debiting the account of the bidder only; transaction fee deposited from or by debiting any other party’s account will not be accepted.</p> <p>In case of failure to make payment towards Transaction fee for any reason, the vendor, in term, will not have the access to online e-tender.</p>
5.	<p>Vendors are instructed to use <b>Upload Documents</b> link in My menu to upload documents in document library. Multiple documents can be uploaded. Maximum size of single document for upload is 5 MB.</p> <p>Once documents are uploaded in the library, vendors can attach documents through <b>Attach Document</b> link against the particular e-Tender. Please note that if the documents are not attached to any e-Tender, the same cannot be downloaded by RBI (Chandigarh) and it will be deemed that the vendor has not submitted the documents. For further assistance please follow instructions of vendor guide.</p>
6.	All notices and correspondence to the bidder(s) shall be sent by email only during the process till finalization of e-Tender by RBI (Chandigarh) as well as by MSTC (e-procurement service provider). Hence the bidders are required to ensure that their email address provided is valid and updated at the stage of registration of vendor with MSTC (i.e., Service Provider). Bidders are also requested to ensure validity of their DSC (Digital Signature Certificate).

7.	<p>(i) Please note that there is no provision to take out the list of parties downloading the e-tender document from the web site mentioned in NIT. As such, bidders are requested to see the web site once again before the due date of e-Tender opening to ensure that they have not missed any corrigendum uploaded against the said e-Tender after downloading the e-Tender document. The responsibility of downloading the related corrigenda, if any, will be of the bidders only.</p> <p>(ii) No separate intimation in respect of corrigendum to this NIT (if any) will be sent to tenderer(s) who have downloaded the documents from web site. Please see website <a href="https://www.mstcecommerce.com/eprocn/">https://www.mstcecommerce.com/eprocn/</a> of MSTC Ltd.</p>
8	E-tender cannot be accessed after the due date and time mentioned in NIT.
9.	<p><b><u>Bidding in E-tender:</u></b></p> <p>a) Bidder(s) need to submit necessary EMD, e-tender fees (If any) and Transaction fee separately for the e-tender. Transaction fees if any are non-refundable. No interest will be paid on EMD.</p> <p>b) The process involves Electronic Bidding for submission of Techno Commercial Bid as well as Price Bid.</p> <p>The bidder(s) who have submitted the above fees can only submit their Techno Commercial Bids and Price Bid through internet in MSTC website.</p> <p><b>Please Note:</b> The vendor after successful remittance of the transaction fees and EMD details, will get the attach documents and common terms tab enabled in their login. Post successful completion of this step, the vendors will be allowed to save the lot specific terms and submit their price bid against the lot through the portal or download and upload the excel file for submitting price bids, as the case may be. In case the attach documents and/or saving common terms step is unsuccessful, the tabs for saving lot specific terms and submitting price bid would be disabled. The status of whether the same is successful/pending would be displayed in the bid status button.</p> <p>c) First the vendor needs to fill up the Commercial specification if any and save it. Then the vendor should fill up the Techno-commercial bid. After filling the Techno-Commercial Bid, bidder should click 'save' for recording their Techno-Commercial bid. Once the same is done, the Price Bid link becomes active and the same has to filled up and then bidder should click on "save" to record their price bid. Then once both the Techno-Commercial bid &amp; price bid has been saved, the bidder can click on the "Final Submission" button to register their bid</p> <p><b>NOTE:</b> - After clicking the final submission "Delete bid" option would be shown. If the vendor wants to delete the bid after final submission and re submit the bid, then he/she should click delete bid and resubmit the same and again click final submission.</p> <p>d) In all cases, bidder should use their own ID and Password along with Digital Signature at the time of submission of their bid.</p> <p>e) During the entire e-tender process, the bidders will remain completely anonymous to one another and also to everybody else.</p>

	<p>f) The e-tender floor shall remain open from the pre-announced date &amp; time and for as much duration as mentioned above.</p> <p>g) All electronic bids submitted during the e-tender process shall be legally binding on the bidder. Any bid will be considered as the valid bid offered by that bidder and acceptance of the same by the Buyer will form a binding contract between Buyer and the Bidder for execution of supply/work. Such successful tenderer shall be called hereafter <b>SUPPLIER / CONTRACTOR</b>.</p> <p>h) It is mandatory that all the bids are submitted with class III signing and encryption type of digital signature certificate otherwise the same will not be accepted by the system.</p> <p>i) Buyer reserves the right to cancel or reject or accept or withdraw or extend the tender in full or part as the case may be without assigning any reason thereof.</p> <p>j) No deviation of the terms and conditions of the e-Tender document is acceptable. Submission of bid in the e-tender floor by any bidder confirms his acceptance of terms &amp; conditions for the e-Tender.</p> <p>k) Unit of Measure (UOM) is indicated in the e-tender Floor. Rate to be quoted should be in Indian Rupee as per UOM indicated in the e-tender floor/tender document.</p> <p>l) All the above Eligibility criteria papers duly signed and sealed on all pages shall be uploaded on MSTC site and same will be downloaded at the time of opening Part-I of tender for examination by the Bank. Further, the contractor should submit the original of the documents to the Bank when demanded for further tendering process.</p> <p>m) The Bank will evaluate the said reports before evaluation of price bid of the tenders. If any tenderer is not found to possess the required eligibility for participating in the tendering process at any point of time, the Bank reserves the right to reject his offer even after opening of Part-I of the tender. The Bank is not bound to assign any reason for doing so</p> <p>n) The Bank is not bound to accept the lowest tender and reserves the right to accept either in full or in part any tender. The Bank also reserves the right to reject all the tenders without assigning any reason there for.</p>
10.	Any order resulting from this open e-tender shall be governed by the terms and conditions mentioned therein.
11.	No deviation to the technical and commercial terms & conditions are allowed.
12.	RBI (Chandigarh) has the right to cancel this e-tender or extend the due date of receipt of bid(s) without assigning any reason thereof.
13	The online e-Tender should be submitted strictly as per the terms and conditions and procedures laid down in the website <a href="https://www.mstcecommerce.com/eprocn/">https://www.mstcecommerce.com/eprocn/</a> of MSTC Ltd.
14.	The bidders must upload all the documents required as per terms of NIT. Any other document uploaded which is not required as per the terms of the NIT shall not be considered.

15	The bid will be evaluated based on the filled-in technical & commercial formats.
16.	The documents uploaded by bidder(s) will be scrutinized. In case any of the information furnished by the bidder is found to be false during scrutiny, EMD of defaulting bidder(s) will be forfeited. Punitive action including suspension and banning of business can also be taken against defaulting bidders.

Regional Director  
Reserve Bank of India

Chandigarh

## **Section II**

### **General Instructions to Contractors and General Terms & Conditions**

Reserve Bank of India, Estate Department, Chandigarh invites e-tenders on [www.mstcommerce.com/eprocn/](http://www.mstcommerce.com/eprocn/) in two parts from its empaneled contractors in Trade 2 and 3 from ₹25 Lakh to ₹50.00 Lakh (Category V) for Civil work. Empaneled contractors needed to submit a Part I (Techno-commercial bid) and Part II (Financial bid) on the mentioned portal.

**a) E-tender Document:**

- i. Tender shall consist of documents (Part I & Part II). Part I contains techno-commercial conditions (all sections and annexures) along with any schedules, addendum or corrigendum etc. issued by Reserve Bank of India for the purpose. Part II contains only financial bid. E-Tender Document / Notice Inviting Tender may be downloaded from [www.mstcommerce.com/eprocn/](http://www.mstcommerce.com/eprocn/).
- ii. Tenderers are advised to study the E-tender documents thoroughly.
- iii. Submission of e-tender shall be deemed to have been done after careful study and examination of the e-tender documents with full understanding of its implications.

**b) Obtaining of E-tender documents:**

- a)** The E-tender Document / Notice Inviting Tender may be downloaded from [www.mstcommerce.com/eprocn/](http://www.mstcommerce.com/eprocn/).
- b)** Interested parties, if they so desire, may contact the Estate Department Officials on the phone / e-mail for further any clarification.

**c) Pre-bid Meeting**

Reserve Bank of India shall conduct pre-bid meeting(s) at the time and venue mentioned in Notice Inviting Bid, to answer any queries / provide clarifications that the Tenderers may have in connection with the Project and to give them relevant information regarding the same.

**d) Amendment to E-tender Document**

- i. At any time prior to the deadline for the submission of Bids, Reserve Bank of India may, for any reason, whether at its own initiative or in response to a clarification or query raised by a prospective tenderer, modify the e-tender by an amendment and same will be uploaded in the form of Corrigendum on [www.rbi.org.in](http://www.rbi.org.in) and [www.mstcommerce.com/eprocn/](http://www.mstcommerce.com/eprocn/) for information of prospective bidders.
- ii. In order to afford prospective tenderers reasonable time for preparing their Bids after taking into account such amendments, the Reserve Bank of India may, at its discretion, extend the deadline for the submission of Bids.

**e) Preparation of Tender**

**a) Part I / Techno – Commercial bid:**

- 01.** All Sections and Annexures are the part of Technical – Commercial bid. All the sections and annexures must be signed by the Tenderers.
- 02.** Tenderer must fill all the details specified in different section and attached the leaflet /necessary documents/brochure of product etc.
- 03.** Tenderers must submit all documents for prequalification criteria and other documents as stated in the tender by uploading scanned copy of all documents on [www.mstcommerce.com/eprocn/](http://www.mstcommerce.com/eprocn/).

**b) Part II / Financial Bid:**

**Currency of Bid:** Bid prices shall be quoted in Indian Rupees only. These prices should include all costs associated with the work including any out of pocket / mobilization expenses, tools, uniforms of worker, Contract Labour Act, all other logistic as mentioned in the tender, all taxes (**inclusive of GST**), charges, levies, cess, insurance, transportation, entry taxes,), labour, other Govt Taxes, Minimum wages of Central Government and EPF / ESI contribution, etc. **as applicable from time to time as per rules.**

The price should be quoted strictly in line with the price schedule leaving no column blank whatsoever to avoid any ambiguity.

The tenderer should ensure that all columns of the price schedule may be duly filled, and no column is left blank. After opening of the Part II/Financial Bid, no clarifications whatsoever shall be entertained by the RBI.

The e-tender submitted on behalf of a firm shall be signed by all the partners of the firm or by a partner who has the necessary authority on behalf of the firm to enter into the proposed contract. Otherwise, the e-tender may be rejected by the Bank.

It will be imperative on each tenderer to fully acquaint himself with all the local conditions and factors, which would have any effect on the performance of the contract and cost of the items. No request for the change of price or time schedule of delivery of items shall be entertained, on account of any local condition or factor once the offer is accepted by the Tenderers.

**f) Period of Validity of Bids**

Bids shall remain valid for acceptance by RBI for the period 90 days from the date of opening of Techno – Commercial bid as indicated in Appendix. This period will be further mutually extended, if required.

**g) The Reserve Bank of India does not bind itself to accept the lowest or any tender and reserves to itself to accept or reject any or all the tenders, either in whole or in part, without assigning any reason for doing so.**

**h) All bidder need to submit EMD of Rs. 75,020/- through NEFT/ Net banking only (to A/c No. 186003001, IFSC- RBIS0CGPA01 of Reserve Bank of India, Chandigarh)**

If EMD is not received till the last date and time of submission mentioned in Notice Inviting Tender, the tender shall be treated as non-bona-fide and will be rejected without further advice to the tenderer. EMD should be interest free and shall be returned to unsuccessful bidders after awarding the work and EMD of L1 bidder/ successful bidder will be returned on submission of Performance Bank Guarantee in prescribed format.

**i) Security Deposit:**

(a) Retention Money of 5% of contract amount (including GST, interest free) will be deducted from all the bills including running and final bill i.e. 5% from each bill and same will be returned after completion of one year of defect liability period (DLP). All defect will be rectified free of cost during one year of DLP. All Penalties, if any mentioned in the tender, will be recovered from security deposit account.

(b) **Performance Bank Guarantee (PBG):** A Performance Bank Guarantee (@ 5% of the contract value) in prescribed format (see Annexure-III)/ or amount equivalent to PBG through online mode (NEFT), or alternative mechanism like withholding of an amount equivalent to PBG amount from vendor's bill, with explicit written consent of vendor, till submission of PBG / completion of contractual obligations may also be considered, including charges / interest amount as detailed below. This PBG shall be submitted by the successful tenderer(s) **within 7 days** from Award of Work for due fulfilment of the contractual obligations which will be released after virtual completion of the work. EMD of successful bidder will be refunded only after the submission of Performance Bank Guarantee.

**Note: In case of delays in submission, charge for delay will be recovered from the contractor at Bank rate.**

The vendor(s) has/have to extend the period of validity of PBG up to extended time in case any extension of time for completion of work is granted by the Bank. The Bank will not pay any charges for extending the validity of PBG for such extended period.

(c) **The Security Deposit/EMD shall be paid by the tenderer to the Reserve Bank of India, Chandigarh as security for due fulfilment of the contract. No interest shall be paid on the said deposits. The Bank reserves the right to forfeit the deposit if the successful bidder fails to execute the contract. The security Deposit/EMD shall be forfeited in the following circumstances:**

1. Made misleading or false representations in the forms, statements and attachments submitted, suppressed any material information, details of any legal proceedings pending in the court which might otherwise would have created any impact on the eligibility criteria; or

2. The tenderer has been blacklisted by any government agency, PSU and the blacklisting is still in force.

3. In case of the successful tenderer, if he fails to complete the work within the prescribed time limit.

j) On receipt of intimation from the Employer of the acceptance of his / their tender, the successful tenderer shall sign an agreement within 7 days in accordance with the draft agreement and the Schedule of Conditions but the written acceptance by the Reserve Bank of India of tender will constitute a binding contract between the Reserve Bank of India and the person so tendering, whether such formal agreement is or is not subsequently executed.

k) All compensation or other sums of money payable by the contractor to the Bank under the terms of this Contract may be deducted from his earnest money and the security deposit if the amount so permits and the Contractor shall, unless such deposit as become otherwise payable, within ten days after such deduction make good in cash the amount so deducted.

#### **I) Procedure for Submission of Bids**

It is proposed to have a **Two-Cover / Part System** for this tender

**Techno – Commercial Bid/Part I consist of following items**

i. Part- I / Techno – Commercial Bid (all sections and annexes). Please note that prices should not be indicated in Part- I / Techno – Commercial Bid. Techno-Commercial bid may

be submitted on [www.mstcecommerce.com/eprocn/](http://www.mstcecommerce.com/eprocn/).

## **Part II /Financial Bid**

- I. Part II / Financial Bid may be submitted on [www.mstcecommerce.com/eprocn/](http://www.mstcecommerce.com/eprocn/)
- II. No conditional / optional quote shall be accepted.
- III. Tenderers shall not be permitted to alter or modify their bids after receipt of their bids.
- IV. Those who have downloaded the tender are required to submit the eligibility criteria, if any.

## **Receipt of E-Tenders**

The e-tender bids will be accepted till the schedule time and date as referred to in the Notice Inviting Tender. **The e-tenders received thereafter shall not be entertained in any circumstances.**

## **Opening of Part I**

The Technical – Commercial bids will be opened on the scheduled time and date as referred to in the Notice Inviting Tender at Estate Department, RBI Chandigarh. The tenderers or their authorized representatives may be present, if they so desire.

## **Opening of Part I and Part II (Financial Bid)**

The financial bid may be opened along with the technical bid on the date scheduled for opening of technical bid.

## **Scrutiny of Part II (Financial Bid)**

The Part II shall be evaluated as per the procedure indicated in special condition of contract. Accordingly, Lowest tenderer (L1) shall be declared.

Bank has Right to vary quantities at the time of placing Order / signing of Contract / during execution of the work.

## **m) Bank's right to accept any Bid and to reject any or all Bids**

(a) Notwithstanding anything mentioned above, RBI reserves the right to accept or reject any Bid at any time prior to award of Contract without thereby incurring any liability to the affected tenderer or tenderers. The Bank shall not assign any reason for rejection of any or all Bids.

(b) RBI reserves the right to cancel / annul the selection process, at any stage prior to the award of the Contract on account of the following:

i. In case no Bid is received.

ii. Occurrence of any event due to which it is not possible to proceed with the selection process.

iii. An evidence of a possible collaboration / mischief on part of Tenderers, manipulating the competition and transparency of the selection process, any other reason, which in the opinion of the Bank necessitates the cancellation of the selection process.

iv. On occurrence of any such event, RBI shall notify all the Tenderers within 7 days or any reasonable time of such decision. RBI is not obligated to provide any reason or clarification to any tenderer on this account. Liability of the RBI under this clause is restricted to returning the Bid Security and no other reimbursements of costs/ expenses of any type shall be made by the Bank on this account.

v. The Bank further reserves the right to re-tender the process or get the work done by a Government agency or Quasi Government agency if the Bank is of the opinion that the bids received are not economically or otherwise feasible or not acceptable due to reasons in sub clauses (i) to (iv) above.

vi. The Bank discourages the stipulation of any additional conditions by the tenderer.

**n) The Contractor shall not assign the Contract or any part thereof.** He shall not sublet any portion of the Contract except with the written consent of the Bank. In case of breach of these conditions, the bank may serve a notice in writing on the contractor rescinding the Contract whereupon the security deposit shall stand forfeited to the Bank, without prejudice to his other remedies against the contractor.

**o) The Contractor shall carry out all the work strictly in accordance with schedule of quantities, details and instructions given by Bank's Engineer.** If in the opinion of the Bank's Engineer, changes have to be made in the design and with the prior approval in writing of the Employer, they desire the Contractor to carry out the same. The contractor shall carry out the same without any extra charge. The Bank's decision in such cases shall be final and shall not be open to arbitration.

**p) A Schedule of probable quantities in respect of each work and specifications accompany these special conditions.** The Schedule of probable quantities is liable to alteration by omissions, deductions or addition at the discretion of the Bank. Each tender should contain not only the rates but also the value of each item of work entered in a separate column and all the items should be totaled in order to show the aggregate value of the entire tender.

**q) The tenderer must obtain for himself, on his own responsibility and at his own expenses, all the information which may be necessary for the purpose for making a tender and for entering into a contract and must examine the specifications and must inspect the site of the work and acquaint himself with all local conditions, means of access to work, nature of work and all matters appertaining thereto.**

**r) The rates quoted in the tender shall include all charges for double scaffolding (if required), centering hire for any tool and plants, shade for materials, marking out and clearing of site, watering, as mentioned in the specifications.** The rates quoted shall be deemed to be for the finished work to be measured at site. The rates shall also be firm and shall not be subject to exchange variations, labour conditions, fluctuations in railway freights or any conditions whatsoever. Tenderers must include in their rates GST, sales tax, excise duty, VAT, octroi, sales tax on works contract and any other tax and duty or other levy levied by the Central Government or any State Government or Local Authority, if applicable. No claim in respect of GST, sales tax, excise duty, octroi or other tax, duty or levy whether existing or future, shall be entertained by the Employer.

The work shall be carried out in such a manner that there shall be minimum disruption to Bank premises and its working. A programme shall be drawn in consultation with the Banks Engineer for this purpose.

**s) The Contractor should note that unless otherwise stated the e-tender is strictly on item rate basis and his attention is drawn to the fact that rates for each and every item should be correct, workable and self-supporting.** The quantities in the Schedule of Quantities approximately indicate the total extent of work but may vary to any extent and may even be omitted thus altering the aggregate value of the contract. No claim shall be entertained on

this account. The contractor shall bring to the notice of the Employer in case of any extra items not mentioned in the schedule of quantities during the course of the work and shall only carry out the same on written approval from the Bank's Engineer.

**t)** Time allowed for carrying out the work as mentioned in the Memorandum shall be strictly observed by the Contractor and it shall be reckoned from the 7th day after written order to commence the work is issued. The work shall throughout the stipulated period of the contract, be proceeded with all due diligence. If the contractor fails to complete the work within the specified period, he shall be liable to pay Liquidated damages as defined in Clause 27 (Section III) of the conditions of contract. The tenderer shall before commencing work, prepare a detailed work programme which shall be approved by the Employer.

**u)** The Contractor shall not be entitled to any compensation for any loss suffered by him on account of delays in commencing or executing the work, whatever the cause of delays may be, including delays arising out of modifications to the work entrusted to him or in any sub-contract connected therewith or delays in awarding contracts for other trader of the project or in commencement or completion of such works or in procuring Government controlled or other building materials or in obtaining water and power connections for construction purpose or for any other reason whatsoever and the employer shall not be liable for any claim in respect thereof. The Employer does not accept liability for any sum besides the e-tender amount, subject to such variations as are provided for herein.

**v)** The successful tenderer is bound to carry out all items of work necessary for the completion of the job even though these items are not included in the quantities and rates. The Employer will issue schedule of instructions in respect of such additional items and their quantities in writing.

**w)** The successful tenderer must cooperate with the other contractors appointed by the Employer so that the work shall proceed smoothly with the least possible delay and to the satisfaction of the Employer.

**x)** The Contractor must bear in mind that all the work shall be carried out strictly in accordance with the specifications and also in compliance of the requirement of the legal public authorities and no deviation on any account will be permitted.

**y)** The successful tenderer should make with his own arrangements to obtain all materials required for the work.

**z)** The Contractor shall strictly comply with the provision of safety code annexed hereto. The security deposit of the successful tenderer will be forfeited if he fails to comply with any of the conditions of the contract.

**aa)** Income Tax, service tax, Trade taxes, GST or other tax shall be deducted as applicable from time to time.

**bb)** The contractor shall abide by and fulfil all requirements regarding contract labour laid down under the occupational safety, health and working conditions code 2020 and the rules framed there under and all other relevant acts (such as Code of Wages 2019 etc.). If the number of labourers employed for the job is twenty or more, it is the sole responsibility of the contractor to obtain the license from the Regional Labour Commissioner, maintain all registers/ documents as required by the Regional Labour Commissioner at site and should furnish the same to the Bank or its representative as and when required.

**cc)** **The quoted rate shall include the amount payable towards ESI, EPF, Bonus or any other compensation etc. payable under various labour laws.** The agency or contractor shall ensure payments of Employees' State Insurance (ESI) & Employees'

Provident Fund (EPF) as applicable in respect of workmen/contract labours employed by him/her/ them. No extra payment over & above quoted rates shall be made to the agency or contractor on this account. The agency or contractor shall be responsible to comply with all statutory provisions including for the purpose of ESI and EPF and shall indemnify the Bank and shall keep indemnified for any contravention and non-compliance of labour laws including that of EPF and ESI."

**dd)** The work not executed as per the tender specifications or up-to the satisfaction of the Bank, the same will not be considered as work completed and no claims will be entertained for payment until the same is corrected/rectified within the specified time duration at the contractor's cost.

**ee)** The contractor shall get all the material approved by the Bank before using the same at site or placing order. Work executed by using non-approved materials will not be considered for payment and the contractor shall re-execute the work with approved makes and no compensation shall be granted for the same.

I/We hereby declare that I/we have read and understood the above instructions for the guidance of tenderers.

Signature of tenderer \_\_\_\_\_

Address \_\_\_\_\_

Place: \_\_\_\_\_

### Section III

#### The Conditions Hereinbefore Referred To

1) In constructing these conditions, the specification, schedule of quantities and Contract Agreement, the following words shall have the meaning herein assigned to them except where subject or context otherwise requires.

a) "Employer"	Shall mean the Reserve Bank of India and shall include its assignee and successors.
b) In the case of company	"Contractor shall mean _____ a company incorporated under _____ 19__ and having its registered office at _____ and shall include its successors and assigns.
c) "Site"	Shall mean the site of the contract works including any building and erection thereon and any other land (inclusively) as aforesaid allotted by the Employer for the Contractor's use.
d) "This Contract"	Shall mean the Article of Agreement, the special conditions, the conditions, the Appendix, the schedule of quantities and specifications attached hereto and duly signed.
e) "Notice in writing"	Shall mean a notice in written, typed or printed or written notice" characters sent (unless delivered personally otherwise proved to have been received) by registered post to the last known private or business address or registered office of the addressee and shall be deemed to have been received when in the ordinary course of post it would have been delivered.
f) "Act of Insolvency"	Shall mean any Act of insolvency as defined by the Presidency Town Insolvency Act, or the provincial insolvency Act or any Act amending such original Act.
g) "Net Prices"	If in arriving at the contract amount the Contractor shall have added to or deducted from the total of items in the e-tender any sum, either as a percentage or otherwise, then net price of any item in their tender shall be the sum arrived at by adding to or deducting from the actual figures appearing in the e-tender as the price of that the item a similar percentage or proportionate sum provided always that in determining the percentage or proportion of the sum so added or deducted by the Contractor the total amount of the any Prime Cost items and provisional sums of money shall be deducted from the total amount of the e-tender. The expression "net rates" or "net prices" when used with reference to the contract or account shall be held to mean rates or prices so arrived at.
h) "The works"	Shall mean " <b>General Repairs, Repainting and flooring work in Basement parking area and PU flooring in Cash Area at Main Office Building, Chandigarh</b> "

2) **Scope of Contract:** The contractor shall carry out and complete the said work in every respect in accordance with this contract and with the directions of and to the satisfaction of the Bank. The Bank's Engineer may in his absolute discretion and from time to time issue further drawings and/or written instructions, details, direction and explanations which are hereafter collectively referred to as "Bank's Engineer's instruction in regard to":

- a) The variations or modifications of the design, quality or works or the addition or omission or substitutions of any work.
- b) Any discrepancy in the drawing or between the Schedule of Quantities and/or Drawing and/or specifications.
- c) The removal from the site of any materials brought thereon by the contractor and the substitution of any other material thereof.
- d) The removal and/or re-execution of any works executed by the contractor.
- e) The dismissal from the works of any persons employed thereupon. The opening up for inspections of any work covered up.
- f) The amending and making good of any defects under clause 21 hereof.

The contractor shall forthwith comply with and duly execute any work comprised in such Bank's Engineer's instructions provided always that verbal instructions, directions and explanations given to the Contractor or his representative upon the works by the Bank's Engineer shall, if involving a variation, be confirmed in writing by the Contractor within seven days, such shall be deemed to be Employer's instructions within the scope of the Contract. The contractor shall submit a statement of variations giving quantity and rates duly supported by analysis of rates, vouchers etc. The rates on scrutiny and final acceptance by the Employer shall form a supplementary e-tender. The Employer shall not be liable for payment of such variations until these statements are sanctioned by him.

3) The Contract shall be executed in duplicate. The contractor on the signing hereof shall be furnished free of cost one copy of each of the said Drawings and of specifications and one copy of all further Drawings issued during the progress of the works. Any further copies of such Drawings required by the Contractor shall be paid for by him. The contractor shall keep one copy of all Drawings on the works and Bank's Engineer or his representative shall at all reasonable times have access to the same. Before the issue of the final certificate to the Contractor he shall forthwith return to the Bank's Engineer all Drawings and Specifications.

4) The Contractor shall provide at his cost everything necessary for the proper execution of the works according to the intent and meaning of the Drawings, Schedule of Quantities and specifications taken together, whether the same may or may not be particularly shown or described therein provided that the same can reasonably be inferred there from, and if the Contractor finds any discrepancy in the Drawings or between the drawings, Schedule of quantities and Specifications, he shall immediately and in writing refer the same to the Bank's Engineer, who shall decide which is to be followed. The contractor is advised to take the measurement of executed quantities at site and report to Bank's Engineer.

5) **Authorities, notices and patents:** The Contractor shall conform to the provisions of any Act of the Legislature relating to the works, and to the regulations and bye-laws of any authority, and of any water, electricity supply and other companies and/or authorities with whose system the structure is proposed to be connected, and shall, before making any

variations from the Drawings or Specifications that may be necessitated by so conforming, give to the Bank written notice, specifying the variation proposed to be made and the reason for making it and apply for instructions thereon. In case the Contractor shall not within ten days receive such instructions he shall proceed with the work conforming to the provisions, regulations, or bye-laws in question, and any variation so necessitated shall be dealt with under clause 13 hereof. The contractor shall bring to the attention of the Employer all notices required by the said Acts, regulations or bye-laws to be given to any authority and pay to such authority or to any public office all fees that may be properly chargeable-in respect of the works and lodge the receipts with the Employer.

The Contractor shall indemnify the Employer against all claims in respect of patent rights and shall defend all actions arising from such claims and shall himself pay all royalties, licence fees, damages cost and charges of all and every sort that may be legally incurred in respect thereof.

6) **Setting out of work:** The contractor shall set out the works and shall be responsible for the true and perfect setting out of the same and for the correctness of the position levels, dimensions and alignment of all parts thereof. If at any time any error in this respect shall appear during the progress of the works or within a period of one year from the completion of the works, the Contractor shall, if so required, at his own expense rectify such error to the satisfaction of the Bank's Engineer.

7) **Materials and workmanship to conform to description:** All materials and workmanship shall so far as procurable be of the respective kinds described in the list of materials, Schedule of Quantities and/or specifications and in accordance with the contract and the Contractor shall furnish to the Employer with all invoices, accounts, receipts and other vouchers to prove that the materials comply therewith. The Contractor shall at his own cost arrange for samples of the material for approval and /or carry out any test of any materials.

8) **Contractor's superintendence and representative on the works:** The Contractor shall give all necessary personal superintendence during the execution of the works and so long thereafter as the Employer may consider necessary until the expiration of the "Defects Liability Period" stated in the Appendix hereto. The contractor shall, also during the whole time the works are in progress employ a competent representative who shall be constantly in attendance at the works while the men are to work. Any directions, explanations, instructions or notice given by the Bank's Engineer to such representative shall be held to be given to the Contractor.

9) **Dismissal of workmen:** The Contractor shall on the request of the Bank's Engineer immediately dismiss from the works any person employed thereon by him who may, in the opinion of the Bank's Engineer, be incompetent or misconduct himself and such persons shall not be again employed on the works without the permission of the Bank's Engineer.

10) **Access to works:** The Employer, shall at all reasonable times, have free access to the works and/or to the workshops, factories or other places where materials are lying or from which they are being obtained and the Contractor shall give every facility to the Employer necessary for Inspections and examination and test of the materials and workmanship. No person not authorised by the Employer except the representatives of public authorities shall be allowed on the works at any time.

11) **Assistant Manager (Tech.) / Manager (Tech.):** The term "Assistant Manager (Tech) shall mean the person appointed and paid by the Employer to inspect the works.

The Contractor shall afford the Assistant Manager (Tech.)/ Manager (Tech.) every facility and assistance for inspecting the works and materials and for checking and measuring time and materials. The Assistant Manager (Tech.)/ Manager (Tech.) or the Employer shall have power to give notice to the Contractor or to his representative of non-approval or any work or materials and such work shall be suspended, or the use of such materials shall be discontinued. The work will from time to time be examined by the Assistant Manager (Tech.)/ Manager (Tech.) but such examination shall not in any way exonerate the Contractor from the obligation to remedy any defects which may be found to exist at a stage of the works or after the same is completed. Subject to the limitations of this clause the Contractor shall take instructions only from the Bank's Engineer.

12) **Assignment and Subletting:** The whole of the works included in the Contract shall be executed by the Contractor and the contractor shall not directly or indirectly transfer, assign or under-let the Contract or any part share thereof or any interest therein without the prior written consent of the Employer and such undertaking shall not relieve the Contractor from the full and entire responsibility of the Contract or from active superintendence of the works during their progress.

13) No alteration, omission or variation shall vitiate this contract but in case the Bank's Engineer thinks proper at any time during the progress of the works to make any alterations in, or addition to, or omissions from the works or any alteration in the kind of quality of the materials to be used therein and shall give notice thereof in writing under his hand to the Contractor, the Contractor shall alter, add to, or omit from, as the case may be, in accordance with such notice, but the contractor shall not do any work extra to or make any alterations or additions to or omissions from the works or any deviation from any of the provisions of the Contract. Stipulations, specifications or Contract Drawings without the previous consent in writing of the Employer and the value of such extra alterations, additions or omission shall, in all cases, be determined by the Employer in accordance with the provisions of Clause 17 hereof, and the same shall be added to, or deducted from the Contract Amount, as the case may be accordingly.

14) **Schedule of Quantities:** The Schedule of quantities, unless otherwise stated shall be deemed to have been prepared in accordance with the Standard Method of Measurement.

Any error in description or in quantity or in omission of items from the schedule of quantities shall not vitiate this contract but shall be rectified and the value thereof, as ascertained under Clause 17 hereof, shall be added to, or deducted from the Contract Amount (as the case may be) provided that no rectification of errors, if any, shall be allowed in the Contractor's schedule of rates.

15) **Sufficiency of Schedule of Quantities:** The Contractor shall be deemed to have satisfied himself before tendering as to the correctness and sufficiency of his tender for the works and of the prices stated in the Schedule of Quantities and/or the schedule of rates and prices which rates and prices shall cover all his obligations under the contract, and all matters and things necessary for the proper completion of the works.

16) **Measurement of works:** The Bank's Engineer may, from time to time, intimate to the contractor that he requires the works to be measured, and the Contractor shall forthwith attend or send a qualified agent to assist Bank's Engineer in taking such measurements and calculations and to furnish all particulars or to give all assistance required by any of them.

Should the Contractor not attend or neglect or omit to send such agent then the measurement taken by the Bank's Engineer or a person approved by him shall be taken to be correct measurement of the works. Such measurements shall be taken in accordance with the Mode of Measurements detailed in the Specifications.

The Contractor or his Agent may at the time of measurement take such notes and measurement as he may require.

All authorised extra works, omissions and all variations made with the prior approval in writing of Employer shall be included in such measurements.

17) **Prices for extra:** The Contractor may, when authorised and shall, when directed, in writing by the Employer, add to, omit from or vary the works shown upon the drawings, or described in the specification, or included in the schedule of Quantities, but the contractor shall make no addition, omission or variation without such authorisation or direction. A verbal authority or direction by the Bank's Engineer shall, if confirmed by them in writing within seven days, be deemed to have been given in writing. No claim for an extra shall be allowed unless it shall have been executed under provisions of clause v hereof with the concurrence of the Employer herein mentioned. Any such extra in herein referred to as authorised and shall be made in accordance with the following provisions.

i) The net rates or prices in the original e-tender shall determine the valuation of the extra work where such extra work in similar character and executed under condition as the work priced therein.

ii) Rates for all items, wherever possible should be derived out of the rates given in the priced Schedule of Quantities.

iii) The net prices of the original e-tender shall determine the value of items omitted provided if omissions vary the conditions under which any remaining items of works are carried out, the prices for the same shall be valued under sub-clause(iii) hereof.

iv) Where the extra works are not of similar character and/or quoted under similar conditions as aforesaid or where the omissions vary the conditions under which any remaining items of works are carried out or if the amount of any omissions or additions relative the amount of the whole of the Contract works or to any part thereof shall be such that in the opinion of the Bank's engineer, the net rate or price contained in the priced Schedule of Quantities or e-tender or for any item of the works involves loss or expenses beyond that reasonably contemplated by the contractor or is by reason of such omission or addition rendered unreasonable or inapplicable, the Bank's Engineer shall fix such other rate or price as in the circumstances he shall think reasonable and proper, with the prior approval in writing of the Employer.

v) Where extra work cannot be properly measured or valued, the Contractor shall be allowed day work prices as the net rates stated in the e-tender or the Priced Schedule or Quantities or, if not so stated, then in accordance with the local day work rates and wages for the district provided that in either case vouchers specifying the daily time (the workmen's names) and materials employed be delivered for verification to the Bank's Engineer at or before the end of the week following that in which the work has been executed. The measurement and valuation in respect of the Contract shall be completed within the "period of final measurements" stated in the Appendix or if not stated then within six months of the completion of the Contract works as defined in Clause 22 hereof.

18) **Price adjustment for basic rate of material:** Price adjustment will be made only on the actual quantity measured. The price adjustment will be made for the difference between the basic rate and the actual market / material purchase rate and 15% profit thereon in the rate quoted for respective item in the e-tender. Basic rate indicates cost of material at site excluding GST, transportation charges, sales tax, excise/custom duty, VAT, SAT, Octroi or any other tax and duty or other levy charged by the Central Government or State Government or local authority as applicable.

**Vendor shall submit the catalogue along with basic rate of the materials (Basic rate of each of available shades/ pattern) for approval of color/shade/pattern and finish and basic rate. Hence vendor shall ensure that before placing the order of the materials and after approval of the color/shade/pattern for which basic rate has been mentioned; basic rates of the approved material and its variation from Basic rate (if any, from the basic rate of material as mentioned in tender) has been approved. If the vendor submits only the catalogue but not the basic rate; and material got approved; by default, Bank will assume that the basic rate of the approved material is either less than or equal to the basic rate mentioned in the tender. It will be vendor's responsibility to get the approval of the basic rate of the approved material, in case basic rate of the approved material is higher than the basic rate mentioned in the tender.**

**Adjustment in rates in case of difference in Basic price of material**

If there is difference in Basic price of material, the quoted rates for item item including fixing / installation / laying etc of that items, will be adjusted as below-For each Rs. 1.00 (One rupee) variation in basic rates of per unit of that material, there will be Rs. 1.357 (Multiplying factor) for adjustment in the rates.

**Revised rates =**

**Rates quoted in the tender + (Actual basic rate of approved material – basic rates mentioned in the tender) X CPOH @ 15% X GST @ 18 %**

**Note :**

- CPOH @ 15 % is the 15 % of the difference in basic prices of material.
- GST @ 18 % is the 18% of the difference in basic prices of material.
- Necessary documents for verification of the rates need to be supplied before commencement of work at site.

**19) Unfixed materials when taken into account to be the property of the Employer**

Where in any certificates (of which the Contractor has received payment) the Bank's Engineer has included the value of any unfixed materials included for and/or placed on or adjacent to the works such materials shall become the property of the Employer and they shall not be removed except for use upon the works, without the written authority of the Employer. The Contractor shall be liable for any loss of, or damage to, such materials.

20) **Removal of improper work:** The Employer shall, during the progress of the works, have power to order in writing from time to time the removal from the works within such reasonable time or times as may be specified in the order of any materials which in the opinion of the Bank's Engineer are not in accordance with the Specifications, the substitutions of proper materials, and the removal and proper re-execution of any work executed with materials or workmanship not in accordance with the drawings & specifications or instructions and the contractor shall forthwith carry out such order at his own cost. In case of default on the part of Contractor to carry out such order, the Employer shall have the power to employ any pay other persons to carry out the same; and all expenses consequent thereon, or incidental thereto, shall be borne by the Contractor, or may be deducted by the Employer from any moneys due, or that may become due, to the Contractor.

21) **Defects after virtual completion:** Any defect, shrinkage, settlement or other fault which may appear within the "Defects Liability Period" stated in the Appendix hereto, or, if none stated them within twelve months after the virtual completion of the works, arising in the opinion of the Employer from materials of workmanship not in accordance with the contract, shall upon the direction in writing of the Employer, and within such reasonable time as shall be specified therein, be amended and made good by the Contractor, at his own cost and in case of default the Employer may employ and pay other persons to amend and make good such defects, shrinkage settlements or other faults, and all damages loss and expenses consequent thereon are incidental thereto shall be made good and borne by the Employer or may be deducted by the Employer, upon the Bank's Engineer's Certificate in writing, from any money due or that may become due to the Contractor, or the Employer may in lieu of such amending and making good by the Contractor deduct from any money due to the Contractor a sum, to be determined by the Employer equivalent to the cost of amending such work and in the event of the amount retained under clause 32 hereof being insufficient, recover the balance from the Contractor, together with any expenses the Employer may have incurred in connection therewith. Should any defective work have been done or materials supplied by any sub-contractor employed on the works who has been nominated as provided under clause 12 and 23 hereof, the contractor shall be liable to make good in the same manner as if such work or material had been done or supplied by the Contractor and been subject to the provision of this clause and clause 2 hereof. The contractor shall remain liable under the provisions of the clause notwithstanding the signing of any certificate or the passing of any accounts by the Employer.

22) **Certificate of virtual completion and defects liability period:** The works shall not be considered as completed until the Bank's Engineer has certified in writing that they have been virtually completed. The defects liability period shall commence from the date of such certificates.

23) **Nominated Sub-Contractor:** All Specialists, Merchants, Tradesmen and others executing any work of supplying and fixing any goods for which the prime cost prices or provisional sums are included in the Schedule of Quantities and/or Specifications who may be nominated or selected by the Employer or hereby declared to be sub-contractors employed by the contractor and are herein referred to as nominated sub-contractors. No nominated sub-contractors shall be employed on or in connection with the works against the Contractor shall make reasonable objection are (save where the Bank's Engineer and the Contractor shall otherwise agree) who will not enter into contract providing. That the

nominated sub-contractor shall indemnify the contractor against the same obligation in respect of the sub-contract as the contractor is under in respect of this contract. That the nominated sub-contractor shall indemnify the contractor against claims in respect of any negligence by the sub-contractors his servants or agents or any misuse by him or them or any scaffolding or other plant, the property of the Contractor or under any Workmen's Compensation Act under The code on social security, 2020, in force. Payment shall be made to the nominated sub-contractor within fourteen days of his receipt of the Employer's Certificate provided that before any Certificate is issued the Contractor shall upon request furnish to the Bank proof that all nominated sub-contractors accounts included in previous certificates have been duly discharged; in default whereof the Employer may pay the same upon a Certificate of the Bank and deduct the amount thereof from any sums due to the Contractor. The exercise of this power shall not create private of contract as between Employer and Sub-Contractor.

24) **Other persons employed by Employer:** The Employer reserves the right to use premises and any portion of the site for the execution of any work not included in this Contract which it may desire to have carried out by other persons, and the Contractor shall allow all reasonable facilities for the execution of such work but shall not be required to provide any plant or material for the execution of such work except by special arrangement with the Employer. Such work shall be carried out in such manner as not to impede the progress of the works included in the Contract and the Contractor shall not be responsible for any damage or delay which may happen to or occasioned by such work.

25) **Insurance in respect of damage to person and property:**

i. The CONTRACTOR shall be responsible for all injury or damage to persons, animals or things and for all damage to property which may arise from any factor omission on the part of the CONTRACTOR or any SUB- CONTRACTOR or any nominated SUB - CONTRACTOR or any of their employees. The liability under this clause shall cover also inter-alia any damage to structures, whether immediately adjacent to the works or otherwise, any damage to roads, streets, footpaths, bridges as well as damage caused to the building and other structures and works forming the subject matter of this contract. The CONTRACTOR shall also be responsible for any damage caused to the buildings and other structures and works forming the subject matter of this contract due to rain, wind, frost or other inclemency of weather. The CONTRACTOR shall indemnify and keep indemnified the BANK and hold him harmless in respect of all and any loss and expenses arising from any such injury or damage to persons or property as aforesaid and also against any claim made in respect of injury or damage, whether under any statute or otherwise and also in respect of any award or compensation or damage consequent upon such claims. The CONTRACTOR shall, at his own expense, effect and maintain till issue of the virtual completion certificate under this contract, with an insurance company approved by the BANK, an **All Risks Policy** for Insurance for the full amount of the contract including earth quake risk in the joint names of the BANK and the CONTRACTOR (the name of the former being placed first in the policy) against all risks as per the standard all risk policy for CONTRACTORs and deposit such policy or policies with the BANK before commencing the works.

ii. The CONTRACTOR shall reinstate all damage of every sort mentioned in this clause so as to do delivery of the whole of the works complete and perfect in every respect and so as to make good or otherwise satisfy all claims for damage to property or third parties.

- iii. The CONTRACTOR shall also indemnify and keep indemnified the BANK against all claims which may be made against the BANK by any person in respect of anything which may arise in respect of the works or in consequence thereof and shall at his own expense, effect and maintain until the virtual completion of the contract, with an Insurance Company approved by the BANK a policy of Insurance in the joint names of the BANK and the CONTRACTOR (name of the former being placed first in the policy) against such risks and deposit such policy or policies before commencement of the works.
- iv. The minimum limit of the coverage under the policy shall be Rs. 2.00 Lakh per person for any one accident or occurrence and Rs. 5.00 Lakh in respect of damage to property for any one accident or occurrence. The CONTRACTOR shall also indemnify the BANK against all claims which may be made upon the BANK, whether under the Workmen Compensation Act or any other statute in force, during the currency of this contract or at Common Law in respect of any employee of the CONTRACTOR or SUB -CONTRACTOR and shall be at his own expense, effect and maintain until the Virtual Completion of the Contract with an Insurance Company approved by the BANK a policy of Insurance against such risks and deposit such policy or policies with the BANK from time to time during the currency of this contract.
- v. In default of the CONTRACTOR insuring as provided above, the BANK may so insure and may deduct the premiums paid from any money due or which may become due to the CONTRACTOR.
- vi. The CONTRACTOR shall be responsible for any liability which may not be covered by the insurance policies referred to above and also for all other damages to any person, animal or defective carrying out of this contract, whatever, may be the reasons due to which the damage shall have been caused.
- vii. The CONTRACTOR shall also indemnify and keep indemnified the BANK against all and any costs, charges or expenses arising out of any claim or proceedings relating to the works and also in respect of any award of damage or compensation arising there from.
- viii. Without prejudice to the other rights of the BANK against CONTRACTORS in respect of such default, the BANK shall be entitled to deduct from any sums payable to the CONTRACTOR the amount of any damages, compensation costs, charges and other expenses paid by the BANK and which are payable by the CONTRACTOR under this clause.
- ix. The CONTRACTOR shall upon settlement by the insurer of any claim made against the insurer pursuant to a policy taken under this clause, proceed with due diligence to rebuild or repair the works destroyed or damaged. In this event all the money received from the insurer in respect of such damage shall be paid to the CONTRACTOR and the CONTRACTOR shall not be entitled to any further payment in respect of the expenditure incurred for rebuilding or repairing of the materials or goods destroyed or damaged.
- x. The CONTRACTOR, in case of re-building or reinstatement after damage shall be entitled to such extension of time for completion as the BANK may deem fit, but shall, however, not be entitled to reimbursement by the BANK of any shortfall or deficiency in the amount finally paid by the insurer in settlement of any claim arising as set out herein.
- xi. Without prejudice to his liability under this clause, the CONTRACTOR shall also cause all nominated SUB-CONTRACTORS to effect, for their respective portions of the works similar policies of insurance in accordance with the provisions of this clause and shall produce or cause to produce to the BANK such policies. The CONTRACTOR shall not permit a

nominated SUB-CONTRACTOR to commence work at the site unless said insurance policies are submitted. In the event of failure, of the SUB -CONTRACTOR to take out such policy or policies of insurance before commencing the works at the site, the CONTRACTOR shall be responsible for any claim or damage attributable to the said SUB-CONTRACTOR. These policies shall be valid till the completion of the work and shall be submitted prior to obtaining any permission to work at site.

The vendor(s) need to extend the period of validity of all type of insurance up to extended time in case any extension of time for completion of work is granted by the Bank. Bank will not pay any charges for extending the validity of all type of insurance for such extended period.

26) **Date of commencement and completion:** The Contractor shall be allowed admittance to the site on "Date of Commencement" stated in the Appendix hereto, or each later date as may be specified by the Employer and be shall thereupon and forthwith begin the works and shall regularly proceed with and complete the same (except such painting or other decorative work as the bank may desire to delay) or before the "Date of Completion" stated in the Appendix subject nevertheless to provisions for extension of time hereinafter contained.

27) **Damages for non-completion:** If the Contractor fails to complete the works by the date stated in the Appendix or within any extended time, under Clause 27 here, the Contractor shall pay the Employer the sum named in the Appendix as " Liquidated Damages" for the period during which the said works shall so remain incomplete and the Bank may deduct such damages from any moneys due to the Contractor. The recovery of Liquidated Damages shall be quantum of liquidated damages per week (or part thereof) shall be 0.25% of the gross amount payable and subject to a maximum 10% of the contract value.

28) **Delay and extension of time:** If in the opinion of the Employer the works be delayed (a) by force majeure or (b) by reason of any exceptionally inclement weather or c) by reason of proceedings taken or threatened by or dispute with adjoining or neighboring owners or public authorities arising otherwise than through contractor's own default or (d) by the works or delays of other contractor or Tradesmen engaged or nominated by the Employer and not referred to in the schedule of quantities and/or specifications or (e) by reasons of Bank's Engineer instruction as per clause 2 hereof (f) by reason of civil commotion, local combination of workmen or strike or lockout affecting any of the building trades or (g) in consequence of the Contractor not having received in due time necessary instructions from the Bank for which he shall have specifically applied in writing or (h) from other causes which the Bank may certify as beyond the control of contractor or (I) in the event, the value of the work exceed the value of the Priced Schedule of Quantities owing to variation, the Bank may make a fair and reasonable extension of time for completion shall as soon as may be given written notice thereof to the bank but the Contractor shall nevertheless constantly use his endeavors to prevent delay and shall do all that may reasonably has required to the satisfaction of Bank to proceed with work.

29) **Contractor's failure to comply with Employers instruction:** If the Contractor after receipt of written notice from the Employer requiring compliance within 10 days fails to comply with such further drawings and/or Bank's instructions the Employer may employ and pay other persons to execute any such work whatsoever that may be necessary to give effect thereto, and all costs incurred in connection therewith shall be recoverable from the

Contractor by the Employer as a debt or may be deducted by him from any moneys due to the Contractor.

30) **Termination of Contract by the Employer:** If the Contractor being an individual or a firm commits any "act of insolvency" or shall be adjudged an insolvent or being an incorporated company shall have an order for compulsory winding up made against it or pass an effective resolution for winding up voluntarily or subject to the supervisions of the court and the Official Assignee or the Liquidator in such acts of insolvency or winding up, as the case may be, shall be unable within seven days after notice to him requiring him to do so to show the reasonable satisfaction of the Bank that he is able to carry out and fulfil the Contract and to give security therefore, if so required by the Bank.

Or if the Contractor (whether an individual, first or incorporated company shall suffer execution or other process of court attaching property to be issued against the Contractor or shall suffer any payment under this contract to be attached by or on behalf of any of the creditors of the Contractors. Or shall assign to sublet this Contract without the consent in writing of the Employer first had and obtained or shall charge or encumber this Contract or any payments due or which may become due to the Contractor hereunder.

1) Has abandoned the Contract, or Has failed to commence the works, or has without any lawful excuse under these conditions suspended the progresses of the works for fourteen days after receiving from the Bank notice to proceed or

2) Has failed to proceed with the work with such due diligence and failed to make such due progress as would enable the works to be completed within the time agreed upon, or

3) Has failed to remove materials from the site or to pull down and replace work for seven days receiving from the Bank written notice that the said materials or work were condemned and rejected by the Bank's Engineer under these conditions' or

4) Has neglected or failed persistently to observe and perform all of any of the acts, matter or things by the Contract to be observed and performed by the Contractor for seven days after written notice shall have been given to the Contractor requiring the Contractor to observe or perform the same.

Then and in any of the said cases the Employer may, notwithstanding any previous waiver, after giving seven days' notice in writing to the Contractor, determine the Contract, the whole of which shall continue in force as fully as if the Contract has not been so determined, and so if the works subsequently execute had been executed by or on behalf of the Contractor. And further, the Employer by his agents or servants may enter upon and taken possession of the works and all plant, tools scaffoldings, sheds, machinery, steam and other power utensils and materials lying upon the premises or the adjoining lands or roads, and use the same as his own property or may employ the same by means of his own servants and workmen in carrying on and completing the work or by employing any other Contractor or other person or persons to complete the works, and the Contractor shall not in any way interrupt or do any act matter or thing to prevent or hinder such other contractor or other person or persons employed for completing and finishing or using the materials and plant for the works. When the works shall be completed or as soon thereafter as convenient the Bank shall give a notice in writing to the Contractor to remove his surplus materials and plant, and should the Contractor fail to do so within a period of fourteen days after receipt thereof by him, the Employer may sell the same by public auction, and give credit to the Contractor for the net amount realized. The employer shall thereafter ascertain and certify

in writing under his hand what of the said plant and materials so taken possessions or by the Employer and the expenses or loss which the Employer shall have been put to in procuring the works to be completed and the amount. If any, owing the Contractor and the amount which shall be so certified shall thereupon be paid by the Employer to the Contractor or by the Contractor to the Employer, as the case may be, and the Certificate of the Bank shall be final and conclusive between the parties.

31) **Termination of Contract by Contractor:** If this payment of the amount payable by the Employer under Certificate of the Bank's Engineer shall be in arrears and unpaid for thirty days after notice in writing requiring payment of the amount as aforesaid shall have been given by the Contractor to the Employer, or if the Employer interferes with or obstructs the issue of any such Certificate, or if the Employer shall repudiate the Contract, or if the works be stopped for three months under the order of the Employer or by any injunction or other order of any court of the Law, then and in any of the said cases the Contractor shall be in liberty to determine the Contract by notice in writing to the Employer, and he shall be entitled to recover from the Employer, payment for all works executed and for any loss he may sustain upon any plant or materials supplied or purchased or prepared for the purpose or the Contract.

In arriving at the amount of such payment the net rates contained in the Contractor's original e-tender shall be followed or where the same may not apply valuation shall be made in accordance with Clause 17 of this section.

32) **Certificates and Payments:** The Contractor shall be paid by the Employer from time to time by instalments under clause 42 under interim Certificate to be issued by the Bank's Engineer on account of the works executed work to the approximate value named in the Appendix as 'Value of work for Interim Certificate' has been executed in accordance with this Contract, subject, however, to a retention of the percentage of such value named in the Appendix as "Total Retention Money" after which time the instalments shall be up to the full value of the work subsequently so executed and fixed in the building. And when the works have been virtually completed, the Contractor shall be paid by the Employer in accordance with the Certificate to be issued by the Bank's Engineers the sum of money named in the Appendix as " instalment after Virtual Completion" being a part of the said Total Retention Money. And the Contractor shall be entitled to the payment of the Final Balance in accordance with the final Certificate at the expiration of the period referred to as 'the Defects liability Period' in the Appendix hereto from the date of virtual completion or as soon as after expiration of such period as the works shall have been finally completed and all defects made good according to the true intent and meaning hereof whichever shall last happen provided always or at or after their completion shall not relieve the Contractor from his liability under clause 2 and 20 nor relieve the Contractor of his inability in cases of fraud, dishonesty, or fraudulent concealment relating to the works or materials or to any matter dealt with in the Certificate and in case of the all defects and insufficiencies in the works or materials which a reasonable examination would not have disclosed. The Employer shall have power to withhold any Certificate if the works or any parts thereof are not being carried out to his satisfaction.

The following terms of payment only are applicable for the work.

Full and final bills shall be made as under detailed item-wise measurement will be taken and payment shall be made based on completion of specific item of work basis on the

quoted rate. All payment shall be subject to recovery of security deposit, income tax and work contract tax (Trade Tax), GST, etc.

33) The decision, opinion, direction Certificate (except for payment) with respect to all or any of the matters under Clause 2(a), 2(b), 4, 7, 12, 19 & 29 hereof (which matters are herein referred to as the expected matters) shall be final and conclusive and binding on the parties hereto and shall be without appeal. Any other decision, opinion, direction, shall be subject to the right of Arbitration and review under the Clause 34 hereof in the same way in all respects (including the provisions as to opening the reference).

34) **Settlement of disputes by Arbitration:** All disputes and differences of any kind whatever arising out of or in connection with the Contract or the carrying out of the works (whether during the progress of the works or after their completion and whether before or after the determination, abandonment or breach of the contract) shall be referred to and settled by the Bank who shall state his decision in writing. Such decision may be in the form of a final certificate or otherwise. The decision of the Bank with respect to any of the expected matters shall be final and without appeal. But if either the Employer or the Contractor be dissatisfied on a matter, question of dispute of any kind except any of the excepted matters then and in any such case either party (the Employer or the Contractor any such case either party (the Employer or the Contractor may within 28 days after receiving notice of such decision give a written notice to the other party requiring the matters in dispute be arbitrated upon such written notice shall specify the matters which are in dispute or difference of which such written notice has been given and no order shall be and is hereby referred to the Arbitration and final decision of an arbitrator to be agreed upon and appointed by both the parties or, in case of disagreement as to the appointment of a single arbitrator, to the appointment of two arbitrators, one to be appointed by each party, which arbitrators shall before taking upon themselves the burden or reference appoint an Umpire.

The Arbitrator or Arbitrators, as the case may be, shall have power to open up, review and revise any Certificate, opinion, decision requisition or notice, save in regard to the excepted matters referred to in the preceding clause, and to determine all matters to dispute which shall be submitted to arbitration and of which notice shall have been given as aforesaid.

The Arbitrator or Arbitrators, as the case may be, shall make his or their award within one year (or such further extended time as may be decided by him or them as the case may be with the consent of the parties) from the date of entering on the reference. In case during the arbitration proceedings the parties mutually settle, compromise or compound their dispute or difference, the reference to arbitration and the appointment of the Arbitrator or Arbitrators, as the case may be, shall be deemed to have been revoked and the arbitration proceedings shall stand withdrawn or terminated with effect from the date on which the parties file a joint memorandum of settlement thereof, with the Arbitrator or Arbitrators as the case may be.

Upon every of any such reference, the cost of an incidental to the reference and Award respectively shall be in the discretion of the Arbitrator or Arbitrators, as the case may be who may determine the amount thereof or direct the same to be taxed as between attorney and client or as between 1<sup>st</sup> party and 2<sup>nd</sup> party and shall direct by whom and to whom and in what matter the same shall be borne and paid. This submission shall be deemed to be a submission to arbitration within the meaning of the Indian Arbitration Act (latest amendment) or any statutory modification thereof. The Award of the Arbitrator or Arbitrators,

as the case may be, shall be final and binding parties. It is agreed that the contractor shall not delay the carrying out of the works by reasons of any such matter, question or dispute being referred, to arbitration, but shall proceed with the works with all due diligence and shall, until the decision of the Arbitrator or Arbitrators, diligence and shall, until the decision of the Arbitrator or Arbitrators, as the case may be, is given, abide by the decision of the Bank and no Award of the Arbitrator or Arbitrators, as the case may be shall relieve the Contractor of his obligations to adhere strictly to the Bank's instructions with regard to the actual carrying out of the works. The employer and the Contractor hereby also agree that arbitration under this clause shall be a condition precedent to any right of action under the Contract.

**35) Right of technical scrutiny of final bill**

The Employer shall have a right to cause a technical examination of the works and the final bill of the contractor including all supporting vouchers, abstracts, etc. to be made at the time of payment of the final bill. If as a result of this examination or otherwise any sum is found to have been overpaid or over certified it shall be lawful for the employer to recover the sum.

**36) Employer entitled to cover compensation paid to workmen**

If, for any reason, the Employer is obliged, by virtue of the provisions of the Workmen's Compensation Act, 1923, or any statutory modification or re-enactment thereof to pay compensation to a workman employed by the Contractor in execution of the works, the Employer shall be entitled to recover from the Contractor the amount of compensation so paid, and without prejudice to the rights of the Employer under the said Act. The Employer shall be at liberty to recover such amount or any part thereof by deducting it from the security deposit or from any sum due by the Employer shall not be bound to contest any claim made against it under the said Act, except on the written request of the Contractor and upon his giving to the Employer full security to the satisfaction of the Employer for all costs for which the Employer might become liable in consequence of contesting such claim.

**37) Abandonment of works**

If at any time after the acceptance of the e-tender, the Employer shall for any reasons whatsoever not require the whole or any part of the works to be carried out, the Bank shall give notice in writing to the Contractor who shall have no claim to any payment of compensation or otherwise whatsoever on account of any profit or advantage which he might have derived from the execution of the whole works.

**38) Return of surplus materials**

Notwithstanding anything to the contrary contained in any or all the clauses of this Contract, where any material for the execution of the Contract is procured with the assistance of the Employer by purchase made under orders or permits or licenses issued by Government, the Contractor shall hold the said materials economically and solely for the purpose of the Contract and not dispose of them without the prior written permission of the Employer and return it to the Employer, if required by the Employer, at the price to be determined by the Bank having due regard to the conditions of the materials, the price to be determined not be exceed the purchase price thereof inclusive of GST, sales tax, octroi and other such levies paid by the Contractor in respect thereof, in the event of breach of the aforesaid condition, the Contractor shall in addition to being liable to action for contravention of the terms of licenses or permit and/or criminal breach of trust, be liable to Employer for all

moneys, advantages or profits resulting or which in the usual course would have resulted to his by reason of such breach.

**39) Right of employer to terminate contract in the event of death of Contractor or individual**

Without prejudice to any of the rights or remedies under this Contract, if the Contractor, being an individual, dies, the Employer shall have the option of terminating the contract without incurring any liability for such termination.

**40) EPF and ESI:** The contractor shall ensure that he is registered with EPFO and should abide with the rules and regulations issued by EPFO and ESI.

**41) A bidder is liable for debarment / disqualification from bidding on the following grounds:**

**41.1 If it is determined that the bidder has committed the following acts or omissions in contravention of the code of integrity:**

- making offer, solicitation or acceptance of bribe, reward or gift or any material benefit, either directly or indirectly, in exchange for an unfair advantage in the procurement process or to otherwise influence the procurement process.
- any omission or misrepresentation that may mislead or attempt to mislead so that financial or other benefit may be obtained or an obligation avoided.
- Any collusion, bid rigging or any competitive behaviour that may impair the transparency, fairness and the progress of the procurement process.
- improper use of information provided by the procuring entity to the bidders with an intent to gain unfair advantage in the procurement process or for personal gain.
- any financial or business transactions between the bidder and any official of the procuring entity related to tender or execution process of contract: which can affect the decision of the procuring entity directly or indirectly.
- any coercion or any threat to impair or harm, directly or indirectly, any party or its property to influence the procurement process.
- obstruction of any investigation or auditing of a procurement process.
- making false declaration or providing false information for participation in a tender process or to secure a contract.
- Failed to disclose conflict of interest.
- Failed to disclose any previous transgressions made in respect of the provisions of Failed to disclose conflict of interest with any public institution / entity in India or any other country during the last three years or of being debarred by any public procuring institution / entity.

**41.2 For any actions or omissions by the bidder other than violation of code of integrity, which in the opinion of the Bank warrants debarment, for the reasons like supply of sub-standard material, non-supply of material, abandonment of works, sub-standard quality of works, failure to abide terms of the tender, etc.**

**41.3 If the bidders has been convicted of an offence- (a) under the Prevention of Corruption Act, 1988: or (b) the India Penal Code or any other law for the time being in force, for causing nay loss of life or property or causing a threat to public health as part of execution of a public procurement contract.**

**42. Payment Condition:**

- (a) Minimum value of interim bill shall be 10.00 lakh and will be paid within 30 working days from the date of submission of all the required documents (2 Copies of Computerized Hard Bound measurement book, tax invoice, guarantee/warranty of item of work, supplier's bill (if required) etc.
- (b) final Bill will be paid after satisfactorily completion of work and within 45 days from the date of submission of all the required documents (2 Copies of Computerized Hard Bound measurement book, tax invoice, guarantee/warranty of item of work, supplier's bill (if required) etc.
- (c) **Security deposit** of 5% of contract amount (including GST, interest free) will be deducted from the bill (indicated in the b) and same will be returned after completion of one year of defect liability period (DLP). All defects will be rectified free of cost during one year of DLP. All Penalties, if any mentioned in the tender, will be recovered from security deposit.
- (d) The Employer shall have power to withhold any payment if the works or any parts thereof are not being carried out to his satisfaction.

Place:

Signature of the tenderer

Date:

Address:

## Section IV

### SPECIAL CONDITIONS OF THE CONTRACT

1. Quantity of the material to be procured is responsibility of the vendor. Bank is not responsible for excess/shortage for quantity of material procured and same will not be considered for the cause of delay.
2. Vendor need to submit/execute sample of work for each item of work for approval regarding the basic price, specifications, shade/colour/pattern of each of the item before procurement and execution of work.
3. All the material should be of approved make and specifications.
4. Dismantling work should be planned in consultation with the Bank's engineer
5. Removal of debris/cleaning of the work area and its adjacent area should be done on daily basis. On intimation (verbal or written) by the Bank to remove the debris, it should be get removed immediately and in case of failure, penalty of Rs. 500/- (including GST) per instance will be levied on.
6. Vendor(s) need to get their work checked by the Bank's designated official at each stage of work.
7. Quality of work should be best in class. In case of improper work, contractor need to get it rectified at their risk and cost.
8. Safety of workmen should be insured by providing proper and required PPE's to them.
9. The tenderer is strictly advised to inspect the proposed site of work to understand the scope of work. The rates shall be quoted considering the site conditions/Undulations of the work area, distance between designated storage area and working site, condition of existing surface/substrate and other factors. Any claim regarding the variation of the quantity of item / sub item of the work due to non-consideration of the above factors will not be entertained and will be rejected.
10. Proper care should be taken during the demolition and disposal of debris.
11. Area under consideration for work will be handed over to the successful bidder only for said work. Contractor should get the approval of the brand and specification of material before start of work. Contractor is advised to isolate the area of work from the remaining area by suitable barricading and partitioning before start of work. Extreme care should be taken to see that the existing structures/fittings/finishes in nearby area or within the Bank's property are not damaged/ defaced due to the work. Any damages caused during the execution of the work shall be made good at the cost and responsibility of the contractor.
12. The work should be carried out with the co-ordination with Bank's Engineer/care taker before start of work. Vendor need to inform the care taker to ensure that all the goods kept in the nearby area have been removed.
13. All the electrical fittings and fixtures are to be covered. Any damages to the fixtures and fittings will be recovered from the bill of the contractor.
14. The successful tenderer must co-operate with the other Contractors appointed by the Employer so that the work shall proceed smoothly with the least possible disturbance / delay
15. Contractors shall acquaint themselves of the security procedures of Reserve Bank of India, Chandigarh. They shall make necessary arrangements to obtain prior

permissions and passes. Any delays in work on account of delay in obtaining such passes required for working shall be accounted as delay on Contractor's part.

16. Work shall be executed using makes / brands of materials / chemicals stipulated/Specifications in the tender. Wherever contractors propose to use equivalent make, the same shall be done with prior approval of Banks Engineer in writing. In such cases the contractor shall submit necessary documents / test reports and carry out necessary tests as required by the Bank's Engineer to prove that the proposed materials conform to the technical parameters stipulated in the tender. Any additional expenditure and time due to this shall be solely on contractor's account and no claims whatsoever shall be entertained in this regard
17. The contractor shall submit a properly planned & prepared work program to the Employer before commencement of the work so as to enable the Employer to intimate other agencies in advance for smooth working, progress and coordination and the time schedule in the work program should be strictly adhered to,
18. It is the Contractor's responsibility to ensure that the materials delivered on site within the specified timelines and the delivered material is safeguarded from the time of its purchase until work is handed over in a finished form. It is recommended to store the materials in a pre-decided. location in such environment which is recommended by manufacturer
19. All the materials shall be installed by a thoroughly experienced workmen and the type of installation shall be as per manufacturer's specifications.
20. Any damages caused to any of the furniture/fitting/wall finish or any other Bank's property during the execution (dismantling / demolition / fixing / installation / laying etc) shall be made good by the Contractor matching to the aesthetics of the board room at no additional charge.
22. The water required for the work or workmen can be availed from the available source free of cost. The Contractor has to make his own arrangements to take the supply to the requisite position. The electric power required for the work can be drawn from the supply available at site at free of cost. The Contractor has to make his own arrangements to take the supply to the requisite position.
23. Permission, if any, required from the local bodies shall be obtained by the Contractor at his cost.
24. Even though in finishing items, the number of coats of paint / polish are mentioned, the contractor shall note that the entire surface be finished in top class while handing over, including if necessary, additional coat of painting/polishing etc. without any extra cost.
25. The intending tenderer can obtain any clarifications regarding the e-tender drawings, specifications etc. if any from the office of the Regional Director, Reserve Bank of India Estate Department, Chandigarh on any Bank's working day.
26. The contractor will have to take permission from Bank for taking material for the work to the working area using the lift (if available). **Bank may or may not consider this request.** The debris / dust or any wastage generated out of the above work shall be cleaned as frequently as required and as instructed by the Bank's Engineer.
27. The tenderer may please note that the work has to be carried out in the working office hours. The rates quoted for each item shall be quoted accordingly.
28. Wherever the basic rate for the material is specified, the contractor should furnish to the Bank for verification of the entire paid bill. The purchase rate shall be got approved from

the Bank before purchasing. The adjustment in price shall be made only on measured quantity. 15% profit shall be considered on the cost difference. The basic prices are ex-go-down and are exclusive of GST, excise duty, sales tax, octroi and all other duties levied by Local authority / Government. The rate quoted shall include transportation to site, storing and handling etc.

29. Bank reserves the right to insist on selection of material, workmanship, detailing and finishes, which they consider, are appropriate, and suitable for the intended use. The contractor is not eligible to claim extra on this account.
30. Bank will require the contractor to produce, samples of all the materials, accessories / finishes prior to procurement / manufacture. Failure to comply with these instructions can result in rejection of the work.
31. Samples of the materials for the work shall be got approved by the Bank's Engineer.
32. Any inconsistent deviation is found while on execution between the specification and drawings it is to be expressively noted that the specification prevails well and supersedes the drawings.
33. The tenderer should note the e-tender drawings and other documents describing each item in the schedule are only indicative in nature and cannot be taken as complete in detail and finishes. Being e-tender for interior works which calls for workmanship and finish including use of good quality materials of high standard, it is expected that the tenderer should understand the intent of the e-tender drawings and specifications and provide for materials, workmanship, finishes and accessories appropriately so as to deliver the product of high standards in keeping with the function for which it is intended. No claim from the contractor at a later date will be entertained for his failure to understand this condition. The decision of the Bank in respect of the quality of material, type of work, workmanship, finish etc., shall be final and binding on the contractor. The contractor's claim for not providing in his e-tender for such materials, workmanship and finish cannot be entertained.
34. The successful contractor shall make sure that they protect their materials and hand them over in good shape to the Bank satisfactorily. At the time of handing over any damages, scratches, dents or such defects noticed shall be got rectified as directed without any extra charge by the Contractor to the satisfaction of the Bank.
35. The successful tenderers shall include, in the quoted price, all allied civil works such as chasing in wall, drilling holes etc. to support the frames, partitions, make the surface good after grouting etc.
36. Neat housekeeping at all times is the responsibility of the successful tenderer, who shall also ensure that the removal of debris, waste materials etc. from the site at their own cost and the same shall be organized at regular basis.
37. **The successful contractor shall also be responsible for the safety and security of all their materials and also for ensuring fire prevention steps at all times in the working premises including their part of the work.**
38. The work has to be carried out in phases (if required as per the site conditions) with least disturbance to the Office. Necessary barricading of the area, if required from the rest of the area shall have to be arranged by the successful contractor at no extra cost.
39. The contractors also have to subject themselves to the security restrictions imposed by the Bank.

40. Extreme care has to be taken during the painting of the nearby area. There should not be any traces/stains of the paint/primer on any of the fitting/mesh/wooden frame/fitting of door. This work should be carried out with the co-ordination with Caretaker/Assistant Caretaker/Bank's Engineer and before start of work for any of the Block, Vendor need to inform the Bank' official to ensure that all the goods kept in the area of work have been removed. If any of the fitting gets faded or stains due to paint/coating/grinding or related work, contractor need to replace them with same specification or same rate without any charges.

41. The tenderer is advised to inspect the proposed site of work to understand the scope of work. The rates shall be quoted considering the site conditions/Undulations of the surface and other factors. Any claim regarding the variation of the quantity of item / sub item of the work due to non-consideration of the above factors will not be entertained and will be rejected.

42. Successful bidder has to carry out the work on at least two working fronts (engaging two team simultaneously) to complete the work within given time frame.

43. Area under consideration for work will be handed over to the successful bidder only for said work. Contractor should get the approval of the brand of material before start of work. Contractor is advised to use Masking tape for covering of plumbing, carpentry and electrical fittings prior of coating work. Masking tape is also required to be use at the border line between two different type/shade/texture/specifications of paint or coat and also between new paint/coat and old paint where no painting work is proposed or not in scope of this contract. waterproofing work may be started only after getting the covering/masking checked by Engineer in charge/ concerned junior Engineer. Any damages caused during the execution of the work shall be made good at the cost and responsibility of the contractor.

44. All the material should strictly be of approved make and as per the technical specifications.

45. Cleaning/housekeeping of site on daily basis is mandatory. Deduction of Rs 500/- (per instance) (Inclusive of GST) will be made from RA and Final bill if cleaning/housekeeping of site is not done on daily basis, at the end of working time.

46. Vendors need to submit/execute sample of work for each item of work for approval regarding the basic price, specifications, shade/color of each of the item before procurement and execution of work.

47. Dismantled debris should not be thrown from the terrace. Disposal of dismantled debris should be done via staircase and daily cleaning of the staircase is the responsibility if the vendor.

48. Dismantled debris should be stacked/stored at a designated place. These Debris should be disposed off on weekly basis (preferably on Monday). Deduction of Rs 1000/- (Inclusive of GST) will be made from RA and Final bill if Disposal of debris from the Bank's premises is not done on weekly basis.

**49. Strict compliance of consumption of material as per the manufacturer's recommendation and/or surface condition is to be ensured by the vendor.**

50. SBR/coating material/other chemicals need to be stored at a designated place in the Bank's Premises.

51. SBR/coating material/other chemicals are to be used within the specified period as mentioned in the Technical Data Sheet provided by the manufacturer.

- 52. If the number of coats completed in lesser consumption as specified by manufacturer, even then vendor has to carry out the extra coats to match the consumption as specified by manufacturer.**
- 53. If the specified consumption as recommended by manufacturer is achieved in lesser coats as specified in the BOQ, even then vendor has to carry out the extra coats to meet the number of coats as specified in the Bill of Quantity.**
- 54. It is the responsibility of the contractor to protect the work from unfavorable weather conditions such as rain, storm, dusty winds, sandstorm etc. Contractors need to redo the work if it gets disturbed by any of the factor mentioned.**

Signature of the tenderer

Place:

Date:

**SAFETY CODE**

1. There shall be maintained in a readily accessible place first aid appliance including adequate supply of sterilized dressings and cotton wool. An injured person shall be taken to a public hospital without loss of time, in cases where the injury necessitates hospitalization.
2. Suitable and strong scaffolds should be provided for workmen for all work that cannot safely be done from ground.
3. No portable single ladder shall be over 8 meters in length. The width between the side rails shall not be less than 30 cm. (clear) and the distance between two adjacent rungs shall not be more than 30 cm. When a ladder is used an extra labour shall be engaged for holding the ladder.
4. Every opening in the floor of a building or in a working platform shall be provided with suitable means to prevent the fall of persons or materials by providing suitable fencing or railing; minimum height shall be one meter.
5. No floor, roof or other part of the structure shall be so overloaded with debris of materials as to render it unsafe.
6. Workers employed on mixing and handling material such as asphalt, cement mortar or concrete shall be provided with protective footwear and rubber hand-gloves.
7. Those engaged in welding works shall be provided with welder's protective eye-shields and gloves.
8. No paint containing lead or lead products shall be used except in the forms of paste or readymade paint.
9. Suitable face masks shall be supplied for use by the workers when the paint is applied in the form of spray or surface having lead paint dry rubbed and scrapped. Overalls shall be supplied by the Contractor to the painters and adequate facilities shall be provided to enable the working painters to wash during the period of cessation of work.
10. Hoisting machines and tackle used in the works, including their attachments, anchorage and support shall be in perfect condition.

The ropes used in hoisting or lowering material, or a means of suspension shall be of durable quality and adequate strength and free from defects.

Place:  
Name & Address

Signature of Contractor with Seal  
Date:

**FIRE SAFETY CODE**

- a) Cutting / drilling machine and other electrically operated equipment used at site shall be plugged into correctly rated electrical outlets.
- b) Only ISI marked 3-pin plug and other appliances and equipment shall be used.
- c) Electrical power cables/wires used shall not have any joints and shall be properly rated.
- d) All electrical appliances, i.e., welding, drilling, cutting machine etc. shall be safely and securely earthed to prevent leakage current while in operation.
- e) Two buckets of water and sand shall be kept in an easily accessible area on the site.
- f) Fire extinguishers recommended shall be kept on the site. Used paint drums shall be stored in specified store only after closing them properly.
- g) Personal protective equipment such as safety shoes, hand gloves, welder's mask, ear plug etc. depending upon the requirement of the work shall be provided by the contractor to the workmen to prevent occupational health hazards.
- h) The safety belt shall be provided by the contractor and used by the workmen while working from height for more than 10 feet from Ground level.
- i) None of the passages near lift lobby and staircases lobby shall be used for stacking / dumping any kind of materials/waste.
- j) None of the fire extinguishers shall be removed/shifted from its designated location.
- k) Power supply shall be switched off from the mains when equipment is not in use.
- l) Any debris generated from the work shall be collected on daily basis, removed from site and stored at the designated place in proper manner.

Place:

Signature of the tenderer:

Date:

Address:

## Section V

### Specifications for Work

#### **General Specifications:**

The carriage and stacking of materials shall be done as directed by the Bank's Engineer. Any tools and plants, required for the work shall be arranged by the Contractor.

#### Responsibility for loss or damage

Loading, carriage, unloading and stacking shall be done carefully to avoid loss or damage to the materials. In case of any loss or damage, recovery shall be effected from the Contractor at twice the Departmental issue rates of the materials. If the departmental issue rates of the materials are not available, then the recovery shall be effected at twice the prevailing market rates as determined by the Bank's Engineer.

#### Mode of carriage

Depending upon the feasibility and economy, the Bank's Engineer shall determine the mode of carriage viz. whether by mechanical transport or manual labour.

#### **General consideration for stacking and storage**

##### Planning of Storage Layout

For any site, there should be proper planning of the layout for stacking and storage of different materials, components and equipment's with proper access and proper maneuverability of the vehicles carrying the material. While planning the layout, the requirements of various materials, components and equipments at different stages of construction shall be considered. For further details, refer IS- 4082.

Material shall be stored in such a manner as to prevent deterioration or intrusion of foreign matter and to ensure the preservation of their quality and fitness for the work.

##### Protection against atmospheric agencies

Materials stored at site, depending upon the individual characteristics, shall be protected from atmospheric actions, such as rain, sun, winds and moisture to avoid deterioration.

##### Protection against fire and other hazards

Materials like timber, coal, paints, etc. shall be stored in such a way that there may not be any possibility of fire hazards. Inflammable materials like kerosene and petrol, shall be stored in accordance with the relevant rules and regulations so as to ensure the desired safety during storage. Stacks shall not be piled so high as to make them unstable under fire fighting conditions and in general they shall not be more than 4.5 m in height. The provisions given in IS 13416 (part 5) shall be followed.

##### Materials

Materials shall be of the best-approved quality obtainable and they shall comply with the respective IS specifications (for those materials covered by BIS). Samples of all materials shall be got approved before placing an order and the approved sample shall be deposited in the Bank.

1. Materials shall be of the best approved quality obtainable and they shall comply with the respective latest IS specification.
2. Samples of all materials shall be got approved before placing an order and the approved sample shall be deposited with the Bank.
3. In case of non-availability of materials in metric sizes, the nearest size in FPS units shall be provided with the prior approval of the Engineer for which neither extra will be paid nor any rebate shall be recovered.
4. Under Exceptional circumstances, when bank may in the opinion to test any of the material from third party, below mentioned for the independent test shall be followed:
5. Any of the material may be tested in any government/ NABL certified testing laboratory approved by the Assistant Manager/ Manager (Tech), as per the testing guidelines issued by the Employer, which can be perused by the Contractor from the Bank. Results of such tests in original issued by the laboratory shall be submitted to the Bank with Assistant Manager/ Manager (Tech). The entire charges connected with such testing including for repeated tests if ordered by the Engineer shall be borne by the Contractor.
6. The frequency, the procedure for the testing and acceptance criteria will be as stated in the respective I.S codes. The Contractor shall at his own expenses supply and deliver to a Testing House or Analyst such materials as may be directed by the Engineer. Should the result of any test be unsatisfactory to the Engineer or his Representative, the materials represented will be rejected. The costs of all the tests shall be borne by the contractor.

#### Quality

All materials for incorporation into the works shall be of the best quality of their respective kinds as specified herein and shall comply strictly with the tests prescribed hereinafter or, where tests are not laid down in list Specification, with the requirements of the latest edition of the relevant Indian Standards approved by the Engineer.

### Samples

Samples of all materials proposed to be used or incorporated in the works and to be supplied by the Contractor may be called for at any time by the Engineer or his Representative.

#### Approval of Samples, Handling of material:

1. Submit manufacturer's standard size sample of sections of all size that are to be used to the work.
2. Submit samples that are large enough to exhibit the technical specifications color and other properties.
3. Deliver materials to site in original factory wrappings and containers, clearly labeled with identification of manufacturer, brand name,
4. Store materials in original undamaged packages and containers, inside well-ventilated area protected from weather, moisture, soiling, extreme temperatures, humidity; laid flat, blocked off ground to prevent sagging and warping.
5. Do not stack packages higher than recommended by manufacturer.

### Mode of measurement

The method of measurement for various items in the tender shall be generally in accordance with the IS: 1200 unless otherwise specifically stipulated in this tender document.

### **Technical Specifications: -**

#### **1) Repair works**

**Material-** All the materials (*SBR based bonding agent, OPC cement (43 Grade), Cement Sand Mortar (1 cement :3 coarse sand), Cement concrete with ratio 1:1.5:3, Polymer Modified Mortar* to be used for the work; should be strictly as per the technical specification and of approved make as specified in the tender. Material should be free from any defect (defect in manufacturing, damaged during transportation, storage, handling, placing/installation/laying/fixing etc. All the material should be supplied in sealed and packed condition.

### **Dismantling of Unsound Surface**

Contractors need to carefully check the unsound surface and mark with the identified area with rectangular or square shape. Marking should be done with the help of synthetic enamel paint and numbered as directed by Bank's Engineer. These areas will then be jointly checked and verified by Bank's Engineer. Any additional area which seems unsound to Bank's engineer also need to be marked and numbered. Joint measurement of these should be done after the completion of dismantling and before the repairing work.

The damaged/unsound patch, where the existing plaster has cracked, crumbled or sounds hollow when gently tapped on the surface, shall be removed. The patch shall be cut out to a square or rectangular shape at position marked on the slab/parapet wall/ parapet top as directed by the Engineer-in-Charge or his authorized representative. The edges shall be slightly under cut to provide a neat joint. *Carefully dismantling and removing the portions of damaged/unsound roof top/parapet top/ similar location (damaged portion may be of combination of plastered surface and concrete cover and top portion of brick bat coba. The mode of repairing depends on the thickness of dismantling as given below:*

- a. *For thickness up to 20 mm= Repair with Polymer modified mortar/ Micro-concrete (as specified). For surface where only top plasters are damaged or unsound*
- b. *For thickness more than 20 mm and up to 80 mm= Repair with cement concrete of 1:1.5:3. For surface where both plaster and base (concrete cover /brickbat coba) are damaged or unsound*

*Removal of the existing top surfaces shall be done manually/ mechanically with the low impact frequency hammer without damaging the existing sound concrete surface. The damaged/unsound surface should be cut in rectangular shape (Only this rectangular portion will be measured for payment.) and cleaned thoroughly with the help of water, wire brush and blower*

### **Preparation of surface**

- a. Clean the surface with wire brush or scrubber to remove hidden dirt, loose particles, laitance & dust. degrease the surface by using suitable solvents.
- b. Prepare the spalled/damaged/unsound plaster/concrete portion by saw, cutting the extreme edges of the repair location to a depth of at least 10 mm to avoid feather edging & to provide strong bond.
- c. Clean the base surface to remove any contamination where breaking is not possible. Roughen the surface by scrubbing or grit blasting.

d. If required, expose corroded rebar in the repairing area fully. Remove all loose scales & corrosion deposits and immediately clean the surface.

## **Application**

### **Bonding Slurry as Primer**

For priming of plaster/concrete substrate, the surface should be thoroughly saturated with potable water. Remove any excess of water prior to application. Slurry of primer coat is prepared by mixing of one part SBR bonding agent, one part of water and 3 parts of fresh OPC cement (43 grade). **Do not add extra water or more than recommended dosage.** Slowly mix cement with binder to obtain a smooth consistency. Continue mixing the slurry during application to prevent settlement. This slurry should be applied at the rate of 2.5 sqmt/litre. Avoid 'puddling' of the slurry coat. The topping (concrete/repair mortar/micro concrete) must be applied on to the wet slurry. If the slurry dries out it must be removed and the clean substrate re-primed. All surfaces including edges must be primed. All applications should be wet on wet, the primer must not be allowed to dry.

### **2) Repair with Cement Concrete 1:1.5:3 admixed with SBR (Latex)**

All applications should be wet on wet, the primer must not be allowed to dry. The concrete should be laid within the plastic state i.e. within the initial setting time of cement (approx. 30 minute) Hence only that much quantum of concrete must be prepared which can be laid and finished within plastic state. Excess concrete need not be used and should be disposed off. All ingredients of concrete shall be used by mass except water and chemical admixtures which may be by volume.

Stone Aggregate: It should conform to IS 383. It shall consist of naturally occurring (uncrushed, crushed or broken) stones. It shall be hard, strong, dense, durable and clean. It shall be free from veins, adherent coating, injurious amounts of disintegrated pieces, alkali, vegetable matter and other deleterious substances. It shall be roughly cubical in shape. Flaky and elongated pieces shall be avoided.

### **Mixing**

Weigh the cement, sand and, and aggregate into the mixer and dry blend together for 1 minute. With the machine in operation, add the pre-mixed SBR (Latex) and clean water. Continue mixing for 3 minutes to ensure complete dispersal into the sand and cement and aggregate. Make any small adjustment to the quantity of clean water but do not significantly

exceed the recommended dosage specified by manufacturer. Recommended dosage of SBR is 5 litres for 50 kg (per bag) of cement or as specified by manufacturer.

Concrete shall be mixed in mechanical batch type concrete mixers conforming to IS 1791 having two blades and fitted with power loader (lifting hopper type). Half bag mixers and mixers without lifting hoppers shall not be used for mixing concrete. In exceptional circumstances, such as mechanical break down of mixer, work in remote areas or power breakdown and when the quantity of concrete work is very small, hand mixing may be done with the specific prior permission of the Engineer-in Charge in writing subject to adding 10% extra cement. When hand mixing is permitted, it shall be carried out on a water tight platform and care shall be taken to ensure that mixing is continued until the concrete is uniform in colour and consistency. Before mixing the stone aggregate or gravel shall be washed with water to remove, dirt, dust and other foreign materials. For guidance, the mixing time may be 2 to 2 minutes, for hydrophobic cement it may be taken as 21/2 to 3 minutes.

### **Hand Mixing**

When hand mixing has been specifically permitted in exceptional circumstances by the Engineer-in-Charge in writing, subject to adding 10% extra cement, it shall be carried out on a smooth, clean and water tight platform of suitable size. Measured quantity of sand shall be spread evenly on the platform and the cement shall be dumped on the sand and distributed evenly. Sand and cement shall be mixed intimately with spade until mixture is of even colour throughout. Measured quantity of coarse aggregate shall be spread on top of cement sand mixture and mixing done by shovelling and turning till the coarse aggregate gets evenly distributed the cement sand mixture. Three quarters of the total quantity of water required shall be added in a hollow made in the middle of the mixed pile and the material is turned towards the middle of pile with spade. The whole mixture is turned slowly over and again and the remaining quantity of water is added gradually. The mixing shall be continued until concrete of uniform colour and consistency is obtained. The mixing platform shall be washed and cleaned at the end of the day.

### **Transportation and Handling**

Concrete shall be transported from the mixer to the place of laying as rapidly as possible by methods which will prevent the segregation or loss of any of the ingredients and maintaining the required workability. During hot or cold weather, concrete shall be transported in deep containers, other suitable methods to reduce the loss of water by evaporation in hot weather and heat loss in cold weather may also be adopted.

### **Placing**

The concrete shall be deposited as nearly as practicable in its final position to avoid re-handling. It shall be laid gently (not thrown) and shall be thoroughly vibrated and compacted before setting commences and should not be subsequently disturbed. Method of placing shall be such as to preclude segregation.

### **Curing**

Exposed surfaces of concrete shall be kept continuously in a damp or wet condition by ponding or by covering with a layer of sacking, canvas, Hessian or similar materials and kept constantly wet for at least 7 days from the date of placing concrete in case of ordinary Portland cement and at least 10 days where mineral admixtures or blended cements are used. The period of curing shall not be less than 10 days for concrete exposed to dry and hot weather conditions. In the case of concrete where mineral admixtures or blended cements are used, it is recommended that above minimum periods may be extended to 14 days.

### **3) Repair work with Polymer modified mortar:**

#### **Preparation of surface**

The concrete substrate must be saturated with water till saturated surface dry condition is achieved. Any excess water may be removed by cloth or oil free compressed air.

#### **MIXING**

**Polymer Modified Mortar** must be mixed mechanically. For this, heavy-duty slow speed drill with spiral mixing paddle or forced action mixer can be used. Add 3.5 litres of water into the mixer. Start the mixer and add **Polymer Modified Mortar** rapidly and continuously. Mix for 3 minutes until mortar is homogeneous and lump free. Add water, if necessary, to get the desired consistency. Mix for a further 1 to 2 minutes. Under no circumstances should excess water be added. Little extra water may be required in hot climatic conditions. If ambient temperature is more than 300C, use chilled water for mixing and store unused product in shed.

#### **Application**

Polymer Modified Mortar can be sprayed or trowel applied. When applying by hand Polymer Modified Mortar must be forced tightly into the substrate to ensure complete contact with the pre-wetted substrate. In situations where reinforcement steel is countered, the mixed material should be placed behind the bars tightly and then subsequent thickness should be

built. Leveling and initial finishing should be carried using a wooden or plastic float. Final finishing should be carried out using a steel float

### **Curing**

Exposed surfaces of concrete shall be kept continuously in a damp or wet condition by ponding or by covering with a layer of sacking, canvas, Hessian or similar materials and kept constantly wet for at least 7 days from the date of placing concrete in case of ordinary Portland cement and at least 10 days where mineral admixtures or blended cements are used. The period of curing shall not be less than 10 days for concrete exposed to dry and hot weather conditions. In the case of concrete where mineral admixtures or blended cements are used, it is recommended that above minimum periods may be extended to 14 days.

### **4) Injection Grouting**

**Dismantling of plaster:** Contractors need to carefully check the Damp patches/cracks in plaster/unsound surface and mark with rectangular or square shape. Extend the application and marking area up to minimum 2 feet in wide in excess to the damp patches. Marking should be done and with the help of synthetic enamel paint and numbered as directed by Bank's Engineer. These areas will then be jointly checked and verified by Bank's Engineer. Any additional area which seems unsound to Bank's engineer also need to be marked and numbered. Joint measurement of these should be done after the completion of dismantling and before the repairing work. Identification of dampness on wall surface. Clean the effected surface thoroughly with clean water using a brush. Remove all loosely bound sand particles, lime, from damp wall and previous painted surface. Extend the scraping work up to minimum 2 feet in wide in excess to the damp patches/Cracked Patches.

### **Providing and fixing NRV GI Nozzle:**

Providing and fixing non-return packers GI nozzle or Special Needle at identified place by drilling holes of min 10 mm dia at average distance of 600mm (or as instructed by Bank's Engineer). The GI nozzle shall be fixed at an angle of 45 degree from the vertical for corner joint or perpendicular to surface for surface nozzle. The nozzle shall be fixed using polymer mortar. The work include cleaning the area for fixing nozzles, marking the nozzle points, getting it checked with Bank's Engineer, Fixing the nozzle with polymer modified mortar, removal of nozzle after grouting and sealing of Holes, and cleaning of area all complete as per direction of Bank's Engineer.

**Unit of measurement will be Number of nozzles fixed and grouted.**

**Repair of Area Which is Affected by Capillary Action in RCC wall.**

**(Injection Grouting by Super low Viscosity Epoxy Grout System:)**

Providing and doing Epoxy injection grout with GI Nozzle in affected wall using flowable epoxy grout of approved make including epoxy injection grouting with electric grouting pump till nozzles refused to accept the grout under prescribed pressure. Grout the material through pre-fixed nozzles in the structural elements and monitor the leakages through other nozzles while grouting and seal them as per the requirement all complete as per the direction of Engineer-In-Charge. Rates include all material including wastage, plant and machinery, labour, scaffolding material required for the work.

**Unit of measurement will be per litre/Kg consumption of Epoxy injection Grout.**

## **5) Polyurethane based heavy duty flooring**

The work should be done as per the manufacturers "Application guide/Method statement/Application Methodology for Heavy duty Polyurethane flooring". Work to be carried out through the authorized applicator only. Authorization letter need to be submitted before commencement of work.

## **6) Chequered Tile Flooring**

The tiles shall be of nominal sizes such as  $20 \times 20$  cm,  $25 \times 25$  cm and  $30 \times 30$  cm or of standard sizes with equal sides. The size of tiles to be used shall be as shown in drawings or as required by the Engineer-in- Charge. The center-to-center distance of chequers shall not be less than 2.5 cm and not more than 5 cm.

The overall thickness of the tiles shall not be less than 30 mm. The grooves in the chequers shall be uniform and straight. The depth of the grooves shall not be less than 3 mm. The chequered tiles shall be cement tiles, as specified in the description of the item. The thickness of the upper layer, measured from the top of the chequers shall not be less than 6 mm.

Laying, curing, Polishing and Finishing of the tiles and the chequer grooves, after laying, may be done by hand. Special care shall be taken to polish the grooves in such a manner as to get a uniform section and that their finish shall match with the finish of flat portion of the tiles. Cement concrete tiles normally do not require polishing but where polishing is required the same shall be done as described above.

## 7) Painting and Finishing

### **Priming over masonry surface:**

Cement primer coat is used as a base coat on wall finish of cement, lime or lime cement plaster or on non-asbestos cement surfaces before oil emulsion distemper Paints are applied on them. The cement primer is composed of a medium and pigment which are resistant to the alkalies present in the cement, lime or lime cement in wall finish and provides a barrier for the protection of subsequent coats of Paints.

Primer coat shall be preferably applied by brushing and not by spraying. Hurried priming shall be avoided particularly on absorbent surfaces. New plaster patches in old work should also be treated with cement primer before applying Paints etc.

Preparation of the Surface: The surface shall be thoroughly cleaned of dust, old white or color wash by washing and scrubbing. The surface shall then be allowed to dry. It shall then be sand papered to give a smooth and even surface. Any unevenness shall be made good by applying putty, on the entire surface including filling up the undulations and then sand papering the same after it is dry.

Application: The wood primer shall be applied with a brush on the clean dry and smooth surface. Horizontal strokes shall be given first and vertical strokes shall be applied immediately afterwards. This entire operation will constitute one coat. The surface shall be finished as uniformly as possible leaving no brush marks. It shall be allowed to dry before Paint is applied.

### **Painting**

#### Commencing work

No paint work shall be done until a sample of the color of the required tint or shade has been got approved from the Bank's designated officials. The color shall be of even tint or shade over the whole surface. If it is blotchy or otherwise badly applied, it shall be redone by the contractor.

Painting shall not be started until the Engineer-in-Charge has inspected the items of work to be painted, satisfied himself about their proper quality and given his approval to commence the painting work. Painting, except the priming coat, shall generally be taken in hand after practically finishing all other building work.

The area should be thoroughly swept out at least one day in advance of the Paint work being started. Enough quantity of paint be mixed to finish one area at a time. The application of a coat in each area shall be finished in one operation and no work shall be started in other area, which cannot be completed the same day.

After each day's work, the roller/brushes shall be washed in hot water and hung down to dry. Old brushes/roller which are dirty or caked with paint shall not be used. Approved paint shall be brought to the site of work by the contractor in its original containers in sealed condition. The material shall be brought in at a time in adequate quantities to suffice for the whole work or at least a fortnight's work. The empty containers shall not be removed from the site of work till the relevant item of work has been completed and permission obtained from the Engineer-in-Charge.

#### Preparation of Surface

The surface shall be thoroughly cleaned and dusted off. All rust, dirt, scales, smoke splashes, mortar droppings and grease shall be thoroughly removed before painting is started. The prepared surface shall have received the approval of the Engineer-in- Charge after inspection, before painting is commenced.

#### Application

The painting shall be laid on evenly and smoothly by means of crossing and laying off, the latter in the direction of the grains of wood/ longitudinal direction of the board. The crossing and laying off consists of covering the area over with Paint, brushing the surface hard for the first time over and then brushing alternately in opposite direction, two or three times and then finally brushing lightly in a direction at right angles to the same. In this process, no brush marks shall be left after the laying off is finished. The full process of crossing and laying off will constitute one coat.

After the surface has been prepared; a coat of approved paint shall be applied over the patches and repairs. Then a single coat, or two or more coats of approved paint, as stipulated in the description of the item shall be applied over the entire surface. The painted surface shall present a uniform finish.

The application of each coat shall be as follows: The entire surface shall be coated uniformly, with proper Roller or distemper in horizontal strokes followed immediately by vertical ones which together shall constitute one coat. The subsequent coats shall be

applied only after the previous coat has dried. The finished surface shall be even and uniform and shall show no brush marks.

#### **Painting over steel surface:**

All surfaces which are to be painted, oiled or otherwise treated shall be dry and thoroughly cleaned to remove all loose scale and loose rust. Surfaces not in contact but inaccessible after shop assembly, shall receive the full specified protective treatment before assembly. This does not apply to the interior of sealed hollow sections. A priming coat of approved steel primer such as Red Oxide/Zinc Chromate primer conforming to IS 2074 shall be applied before any member of steel structure are placed in position or taken out of workshop.

#### **Making good to damages**

For making good the damage to the under mentioned items of work, the specifications as given in the following paras shall apply, unless directed otherwise.

(a) **Masonry Work:** The masonry work shall be made good by using the same class of bricks, tiles or stones as was damaged during the execution of the work. The mortar used shall be cement mortar 1:5 (1 cement: 5 fine sand) or as directed by the Engineer-in-Charge.

(b) **Plain Concrete Work :** Concrete work for sub-grade of the flooring, foundations and other plain concrete works shall be cement concrete 1:2:5 (1 cement : 2 coarse sand : 4 graded stone aggregate 20 mm nominal size). A coat of neat cement slurry shall be applied at the junction with old work, before laying fresh concrete.

(c) **Cement Concrete Flooring and R.C.C. Work:** Cement concrete 1:2:4 (1 Cement : 2 Coarse sand : 4 graded stone aggregate 20 mm nominal size) shall be used after applying a coat of neat cement slurry at the junction with old work, and the surface finished to match with the surrounding surface.

(d) **Plastering:** Cement plaster 1:4 (1 cement: 4 sand) shall be used. The sand shall be fine or coarse, as used in the original work. The surface shall be finished with two or more coats of white wash, colour wash, distemper or painting as required, but where the surface is not to be white washed, colour washed, distempered or painted, it shall be finished as required to match with the surrounding surface.

(e) **Other Items:** Damage to any other item shall be made good as directed by the Engineer-in Charge.

Note: In all the above operations the damaged portion shall be cut in regular geometric shape and cleaned before making good the same.

### **Electricity, Water and Storage**

Bank will provide the electricity and water at free of cost to the Vendor only for the intended use. However contractor should make his own arrangement for drawing the power and tapping the water from the existing source of power and water supply to the work site like power cable of suitable length and capacity and water supply flexible pipe of suitable length and capacity etc. Vendor is strictly advised to utilize the electricity and water judiciously. The materials should be stored at designated places which may be at any location inside the premises of the Bank.

### **Wastage**

The vendor should analyze the BOQ (in terms of quantity and specifications), carry out the market survey for availability and size available so that it conforms to the technical specifications and aesthetic, visit the site and understand the quantum of work, including the wastage material to meet the specifications of the work, labor part and quote his/her rate (inclusive GST) accordingly. Contractors need to plan his work to minimize the wastage. No claim regarding non-consideration of the factors as per site conditions and technical specification will be entertained by the Bank.

**Signature of Tenderer:**

**Date:**

**Name & address**

## **Scope of Work**

- 1) Getting the Bank's approval for Make of each material before start of work.
- 2) Identify and mark the area for repair. Jointly Measure the area under consideration and procure the materials as per the consumption recommended by the manufacturer for the area where repairing of cracks/repairing of damp patches/coating work is to be done.
- 3) Storing the materials at place designated by the Bank.
- 4) Covering the nearby area/adjacent fitting with poly-ethylene sheet/Masking tape (whichever is applicable)
- 5) Masking of all the plumbing, carpentry, electrical and fire hydrant fittings.
- 6) Dismantling the unsound/damaged/spalled surface/plaster and stacking and disposal of dismantled debris out of Bank's Premises at the authorized dumping yard.
- 7) Cleaning/housekeeping of the area on regular basis.
- 8) Repairing of unsound/damaged/spalled/damp/cracked surface as per the methodology, specifications and with material mentioned in the specifications and Bill of quantity.
- 9) Curing of repairing part as per the technical specifications.
- 10) PU flooring in Cash Area as per the manufacturers methodology ( after approval by the Bank)
- 11) Painting and Finishing of the Area.

Signature of contractor

Date

Place

**Approved make of Materials:**

**Note:**

1. Contractor shall submit in writing the make of material. Its technical data sheet and sample of material he proposes to use in the work for approval of the Bank. Bank will scrutinize the material, its specification in light of the tender specification and after approval from the Bank, contractor shall place the order for procurement of the material.
2. All materials to be used in the work shall strictly conform to the detailed technical specifications under each item.
3. If the approved brands mentioned are not available in the market, equivalent material with written approval of the Bank' only shall be used in the work. Wherever the contractor proposes to use equivalent makes (i.e., other than those specified), the same shall be done with prior approval of the Bank's Engineer. In such cases, it is the responsibility of the contractor to prove, to the satisfaction of the Bank's Engineer, with necessary technical data sheet/ documents / tests reports that the equivalent materials proposed to be used in the work conform to all the technical specifications / parameters stipulated in the specifications. Any additional expenditure and time on account of this shall be solely on contractor's account and no claims whatsoever shall be entertained by the Employer in this regard.

<b>S No</b>	<b>Material</b>	<b>Approved Make</b>
1.	Cement (OPC-43 Grade)	Ultra Tech/ACC/Ambuja or approved equivalent
2.	Primer	Dr. Fixit(pidilite) /Fosroc/Asian/Sika or approved equivalent
3.	Polymer Modified Mortar	Dr. Fixit(pidilite) /Fosroc/Asian/Sika or approved equivalent
4.	SBR (Latex)	Dr. Fixit(pidilite) /Fosroc/Asian/Sika or approved equivalent
5.	PU Sealant	Dr. Fixit(pidilite) /Fosroc/BASF/Asian/Sika or approved equivalent
6.	Single Component Hybrid Polyurethane based elastomeric coating	Dr. Fixit(pidilite) /Fosroc/Asian/Sika or approved equivalent
7.	modified acrylic polymer	Dr. Fixit(pidilite) /Fosroc/Asian/Sika or approved equivalent
8.	SBR Latex	Dr. Fixit(pidilite) /Fosroc/Asian/Sika or approved equivalent
9.	integral waterproofing compound	Dr. Fixit(pidilite) /Fosroc/Asian/Sika or approved equivalent

10.	Styrene Butadiene co-polymer latex	Dr. Fixit(pidilite) /Fosroc/Asian/Sika or approved equivalent
11.	Poly Urethane Sealant	Dr. Fixit(pidilite) /Fosroc/Asian/Sika or approved equivalent
12.	Acrylate-Silicon waterproofing	Dr. Fixit(pidilite) /Fosroc/Asian/Sika or approved equivalent
13.	acrylic emulsion polymer	Dr. Fixit(pidilite) /Fosroc/Asian/Sika or approved equivalent
14.	acrylic emulsion polymer	Dr. Fixit(pidilite) /Fosroc/Asian/Sika or approved equivalent
15.	Polymer Modified Mortar	Dr. Fixit(pidilite) /Fosroc/Asian/Sika or approved equivalent
16.	Epoxy bonding agent	Dr. Fixit(pidilite) /Fosroc/Asian/Sika or approved equivalent
17.	non-shrink grout	Dr. Fixit(pidilite) /Fosroc/Asian/Sika or approved equivalent
18.	Paint/Primer	Asian / Berger / Nerolac or approved equivalent
19.	White Cement based Putty	or approved equivalent
20.	PU Flooring	Ucrete MF / Nitoflor SL3000 UT of Fosroc / Sikafloor 21N PurCem of Sika / FloArm Top HPU 4 Plus of Myk Arment / SmartCare Apcoflor PU screed of Asian or approved equivalent

Signature of contractor

Date

Place

Annexure- IAppendix therein Before Referred

a)	Estimated cost of the work	<b>Rs. 37.51 lakh/- ( Inclusive of GST)</b>
b)	E-Tender documents can be downloaded from	<a href="https://rbi.org.in/web/rbi/tenders">https://rbi.org.in/web/rbi/tenders</a> and <a href="http://www.mstcecommerce.com/eprocn">www.mstcecommerce.com/eprocn</a>
c)	Commencement Date	As specified in the work order.
d)	Minimum value Interim Bill	Rs. 10.00 lakh
e)	Validity of the e-tender	90 days from the date of opening of Techno – Commercial bid
f)	All disputes arising shall be subject to the jurisdiction	Chandigarh
g)	Defect liability Period	1 Year from the date of issue of virtual completion certificate.
h)	Period of final measurement	45 days from the date of final commissioning.
i)	Date of commencement	7th day from the date of award of work or handing over the site of work whichever is later.
j)	Date of completion	<b>60 days from 7<sup>th</sup> day from date of work order.</b>
k)	Contact Details for the Estate Department	Address:- RBI Chandigarh, Estate Department, 3 <sup>rd</sup> floor, Central Vista, Sector-17A, Chandigarh-160017 e-mail:- <a href="mailto:estatecharo@rbi.org.in">estatecharo@rbi.org.in</a>
l)	Liquidated Damages	The recovery of Liquidated Damages shall be quantum of liquidated damages per week (or part thereof) shall be 0.25% of the gross amount payable and subject to a maximum 10% of the contract value.
m)	EMD	<b>Rs. 75,020/-</b>
n)	Retention Money (R.M.)	<b>5% of the value of each bill</b>
o)	Performance Bank Guarantee	<b>5% of the contract value</b> (in addition to the retention money) valid till the virtual completion of the work.
p)	Installment of Security Deposit to be refunded	a) EMD shall be refunded to unsuccessful bidders after issuance of work order to successful bidder. b) EMD shall be refunded to successful bidder after submission of Performance Bank Guarantee.

		c) Performance Bank Guarantee shall be refunded after virtual completion of the work. d) Retention money will be released after successful expiry of defects liability period.
q)	Period for honouring certificates	30 working days for interim bills and 45 days for Final Bill from the date of submission of all the required documents in the department.
r)	Interest for delayed payment	@ rate of interest of Provident Fund

Date: Name & Signature of tenderer

Place: Contact/Mob. No.-

**Annexure- II****करारनामा का प्रारूप / Draft Articles of Agreement**

(₹100/- स्टाम्प पेपर पर) / (On Rs. 100/- stamp paper)  
(केवल सफल बोलीकर्ता हेतु) / (Only for successful bidder)

यह करार वर्ष 2026 के ..... माह के ..... वें दिन एक पक्ष के तौर पर भारतीय रिजर्व बैंक, चंडीगढ़ (जिसे इसके बाद “बैंक” कहा गया है) और दूसरे पक्ष ..... (जिन्हें इसके बाद “संविदाकर्ता” कहा गया है) के बीच निष्पादित किया गया।

ARTICLES OF AGREEMENT made the ..... day of ..... 2026 between the Reserve Bank of India, Chandigarh (hereafter called “The Bank”) of the one part and M/s ..... (hereinafter called “the Contractor”) of the other part.

जबकि बैंक “चंडीगढ़ स्थित मुख्य कार्यालय भवन के बेसमेंट पार्किंग क्षेत्र में सामान्य मरम्मत, रंगाई और फ्लोरिंग का कार्य तथा नकदी क्षेत्र में पीयू फ्लोरिंग का कार्य” कार्य कराने का इच्छुक है और विनिर्देश तैयार किए हैं जिसमें किए जाने वाले कार्यों का उल्लेख है।

और जबकि उक्त विनिर्देश, मात्राओं की अनुसूची पर उनके द्वारा अथवा पक्षकारों की ओर से हस्ताक्षर किए गए हैं। WHEREAS the Bank is desirous of getting the work ‘General Repairs, Repainting and flooring work in Basement parking area and PU flooring in Cash Area at Main Office Building, Chandigarh’ and has caused specifications describing the works to be done.

AND WHEREAS the said specifications, the Schedule of Quantities have been signed by or on behalf of the parties hereto.

और जबकि बोलीकर्ता इसमें निर्धारित की गई शर्तों और संविदा की विशेष शर्तों और मात्रा अनुसूची में उल्लिखित की गई शर्तों तथा यथा संशोधित एवं अंतिम रूप से दोनों पक्षकारों द्वारा सहमत संविदा की शर्तों (जिन्हें समग्रतः इसके बाद “कथित शर्तें” कहा गया है) में निहित शर्तों के अधीन बैंक की उक्त अपेक्षा और /अथवा कथित विनिर्देश में उल्लिखित कार्य और मात्रा-अनुसूची में शामिल कार्य को निष्पादित करने हेतु सहमत है जिसे वह उक्त में तय की गई राशि के अनुसार अथवा उसके अधीन देय होने वाली राशि के अनुसार निर्धारित दर (जिसे इसके बाद ‘कथित संविदा राशि’ कहा गया है) पर करेगा।

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

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

अब इस बात पर निम्न तरह से सहमति है:

1	उक्त शर्तों में निर्दिष्ट अवधियों में और प्रणाली से देय ठेके की राशि के बदले ठेकेदार उक्त शर्तों पर तथा उनके अधीन और उक्त आरेखनों में दर्शित तथा उक्त विनिर्देशों एवं परिमाणों की अनुसूची में उल्लिखित निर्माण कार्य निष्पादित करेगा और पूरा करेगा।
	In consideration of said Contract Amount to be paid at the times and in the manner set forth in the said conditions, the Contractor shall upon and subject to the said Conditions

	execute and complete the work shown upon the said Drawings and described in the said Drawings and described in the said Specifications and the Schedule of Quantities.
2	<p>बैंक ठेकेदार को उक्त शर्तों में निर्दिष्ट अवधियों में तथा उनमें निर्दिष्ट प्रणाली से उक्त ठेके की राशि या ऐसी कोई अन्य राशि, जो देय हो जाए अदा करेगा।</p> <p>The Bank shall pay the Contractor the said Contract Amount, or such other sum as shall become payable, at the times and in the manner specified in the said conditions.</p>
3	<p>उक्त शर्तों को और उनके परिशिष्ट को इस करार के भाग के साथ पढ़ा जाएगा तथा इस करार से संबन्धित पक्ष उक्त शर्तों का क्रपशः पालन करेंगे, अपने-आपको उनके अधीन मानेंगे तथा उसमें उल्लिखित शर्तों के अधीन अपनी और से करार का निष्पादन करेंगे।</p> <p>The said Conditions and Appendix thereto shall be read and construed as forming part of this agreement and the parties hereto shall respectively abide by, submit themselves to the said Conditions and perform the agreements on their part respectively in the said Conditions contained.</p>
4	<p>इसमें उल्लिखित नक्शे, करार और प्रलेख इस संविदा के आधार माने जायेंगे।</p> <p>The plans, agreement and documents mentioned herein shall form the basis of this Contract.</p>
5	<p>यह संविदा न तो निर्धारित एकमुश्त राशि की संविदा है और न ही फूटकर कार्य की संविदा, परंतु यह सम्पूर्ण "चंडीगढ़ स्थित मुख्य कार्यालय भवन के बेसमेंट पार्किंग क्षेत्र में सामान्य मरम्मत, रंगाई और फ्लोरिंग का कार्य तथा नकदी क्षेत्र में पीयू फ्लोरिंग का कार्य" के संबंध में कार्य को पूरा करने की संविदा है जिसके लिए दरों की अनुसूची तथा संभाव्य परिमाणों में उल्लिखित दरों पर या उक्त शर्तों में निर्दिष्ट दरों पर वस्तुतः हिसाब लगायी गयी मात्राओं के अनुसार अदायगी की जाएगी।</p> <p>This Contract is neither a fixed/ Lump sum Contract nor a Piece work Contract but is a Contract to carry out the "<b>General Repairs, Repainting and flooring work in Basement parking area and PU flooring in Cash Area at Main Office Building, Chandigarh</b>" to be paid for according to actual measured quantities at the rates contained in the Schedule of Rates and Probable quantities or as provided in the said Conditions.</p>
6	<p>अनुबंध में दिये अनुसार ठेकेदार को सिविल संबंधी सभी कार्यों हेतु वाजिब सुविधा वहन करनी होगी एवं ऐसे कार्यों के पूरा होने के बाद दीवारों, फर्श आदि को हुये नुकसान को ठीक करना होगा।</p> <p>The Contractor shall afford every reasonable facility for the carrying out of all works relating to civil works and other ancillary works in the manner laid down in the said Conditions, and shall make good any damages done to walls, floors etc. after the completion of such works.</p>

7	<p>बैंक इस अनुबंध में बिना किसी पूर्वाग्रह के किए जानेवाले कार्य में किसी भी मद को जोड़ने या हटाने एवं ड्रॉइंग और कार्य की प्रकृति को बदलने का अधिकार रखता है।</p> <p>The Bank reserves to itself the right of altering the Drawings and nature of the work by adding to or omitting any items of work or having portions of the same carried out without prejudice to this contract.</p>
8	<p>समय को इस संविदा का सबसे महत्वपूर्ण कारक माना जाएगा और संविदाकर्ता इसके द्वारा औपचारिक कार्यदिश जारी होने के 7वें दिन से जैसा कि उक्त शर्तों में प्रावधान है, कार्य प्रारंभ कर देने और पूरा विनिर्दिष्ट कार्य <b>60 दिन</b> के भीतर पूर्ण कर देने पर सहमत है, तथापि यह समय विस्तार के प्रावधान के अधीन होगा।</p> <p>Time shall be the essence of this Contract and the Contractor hereby agrees to commence the work soon after the site is handed over to him or from seventh day after the date of issue of formal work order as provided for in the said conditions whichever is later and to complete the entire work within 60 days subject nevertheless to the provisions for extension of time.</p>
9	<p>कार्य, अनुबंध की निर्धारित अवधि के दौरान, सम्यक उद्यम के साथ किया जाएगा और यदि ठेकेदार निर्दिष्ट अवधि के भीतर काम पूरा करने में विफल रहता है, तो वह परिसमापन हजारि का भुगतान करने के लिए उत्तरदायी होगा। परिसमापन हजारि की वसूली निष्पादित कार्य की राशि का 0.25% प्रति सप्ताह (या उसके भाग) होगी तथा अधिकतम स्वीकृत निविदा राशि का 10% होगी और नियोक्ता ठेकेदार को देय किसी भी धन से ऐसे नुकसान की कटौती कर सकता है।</p> <p>The work shall, throughout the stipulated period of the contract, be preceded with all the diligence and if the contractor fails to complete the work within the specified period, he shall be liable to pay liquidated damages. The recovery of Liquidated Damages shall be 0.25% of the cost of work executed per week (or part thereof) and subject to a maximum 10% of the accepted tender amount and the Employer may deduct such damages from any money due to the Contractor.</p>
10	<p>इस अनुबंध के तहत बैंक द्वारा सभी भुगतान केवल चंडीगढ़ में किए जाएंगे।</p> <p>All payments by the Bank under this Contract will be made only at Chandigarh.</p>
11	<p>इस समझौते से जुड़े या किसी भी तरह से उत्पन्न होने वाले सभी विवादों को चंडीगढ़ में उत्पन्न माना जाएगा और इनका निपटान केवल चंडीगढ़ में न्यायालयों के ही अधिकार क्षेत्र में होगा।</p> <p>All disputes arising out of or in any way connected with this agreement shall be deemed to have arisen at Chandigarh and only Courts in Chandigarh shall have jurisdiction to determine the same.</p>
12	<p>इस संविदा के विभिन्न अंशों को ठेकेदार ने पढ़ लिया है तथा उन्हे पूर्ण रूप से समझ लिया है।</p>

	That the several parts of this Contract have been read by the Contractor and fully understood by the Contractor.
13	<p><b>गैर-प्रकटीकरण खंड:</b> ठेकेदार, बैंक के बुनियादी ढांचे/प्रणालियों/उपकरणों आदि की प्रत्यक्ष या अप्रत्यक्ष रूप से किसी भी जानकारी, सामग्री और विवरण का किसी तीसरे पक्ष को खुलासा नहीं करेगा, जो इस समझौते के संबंध में अपने संविदात्मक दायित्वों के निर्वहन के दौरान ठेकेदार के कब्जे या ज्ञान के पास आ सकता है, और हर समय इस पर विश्वास रखेगा। ठेकेदार सिवाय इसके तहत दायित्वों को पूरा करने या लागू कानूनों का पालन करने के लिए आवश्यक सीमा के अलावा अनुबंध के विवरण को वैयक्त और गोपनीय मानेगा। ठेकेदार नियोक्ता की पिछली लिखित सहमति के बिना किसी भी व्यापार या तकनीकी पत्र या अन्य जगहों पर कार्यों के किसी भी विवरण का खुलासा, प्रकाशित होने की अनुमति नहीं देगा। ठेकेदार किसी भी गोपनीय जानकारी के प्रकटीकरण के परिणामस्वरूप नियोक्ता को होने वाले किसी भी नुकसान के लिए नियोक्ता को क्षतिपूर्ति करेगा। उपर्युक्त का पालन करने में विफलता को ठेकेदार की ओर से अनुबंध का उल्लंघन माना जाएगा और नियोक्ता नुकसान का दावा करने और कानूनी उपचारों को आगे बढ़ाने का हकदार होगा। ठेकेदार अपने कर्मचारियों के मध्य सभी उचित कार्रवाई करेगा ताकि यह सुनिश्चित किया जा सके कि इस समझौते के तहत गोपनीय सूचनाओं का प्रकटीकरण न करने के दायित्व पूरी तरह से संतुष्ट हों। गैर-प्रकटीकरण और गोपनीयता के संबंध में ठेकेदार के दायित्व किसी भी कारण से इस समझौते की समाप्ति या इस समझौते के टरमिनेशन के बाद भी बने रहेंगे।</p> <p><b>Non-Disclosure clause:</b> 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 obligations in connection with this agreement, to any third party and shall at all times hold the same in strictest confidence. The Contractor shall treat the details of the contract as private and confidential, except to the extent necessary to carry out the obligations under it or to 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 Employer for any loss suffered by the Employer 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 Employer shall be entitled to claim damages and pursue legal remedies. The Contractor shall take all appropriate actions with respect to its employees to ensure that the obligations of non-disclosure of confidential information under this agreement are fully satisfied. The Contractor's obligations with respect to non-disclosure and confidentiality will survive even after the expiry or termination of this agreement for whatever reason.</p>
14	<p><b>यौन उत्पीड़न की रोकथाम संबंधी उपबंध / Prevention of Sexual harassment clause</b></p> <p>ठेकेदार / एजेंसी कार्य स्थल (रोकथाम, निषेध और निवारण) अधिनियम 2013 में महिलाओं के यौन उत्पीड़न के प्रावधान के पूर्ण अनुपालन के लिए पूरी तरह जिम्मेदार होगी। बैंक के परिसर के भीतर अपने कर्मचारी के खिलाफ यौन उत्पीड़न की किसी भी शिकायत के मामले में ठेकेदार / एजेंसी द्वारा गठित आंतरिक शिकायत समिति के समक्ष शिकायत दर्ज की जाएगी और ठेकेदार/एजेंसी शिकायत के संबंध में उक्त अधिनियम के तहत उचित कार्रवाई सुनिश्चित करेगी। बैंक के किसी भी कर्मचारी के खिलाफ ठेकेदार के किसी भी गंभीर कर्मचारी से यौन उत्पीड़न की किसी भी शिकायत का बैंक द्वारा गठित क्षेत्रीय शिकायत समिति द्वारा संज्ञान लिया जाएगा। यदि ठेकेदार के कर्मचारी द्वारा यौन हिंसा साबित हो जाती है, तो ठेकेदार किसी भी मौद्रिक मुआवजे के लिए जिम्मेदार होगा, जिसे घटना में कर्मचारी शामिल होने की स्थिति में</p>
	That the several parts of this Contract have been read by the Contractor and fully understood by the Contractor.
13	<p><b>गैर-प्रकटीकरण खंड:</b> ठेकेदार, बैंक के बुनियादी ढांचे/प्रणालियों/उपकरणों आदि की प्रत्यक्ष या अप्रत्यक्ष रूप से किसी भी जानकारी, सामग्री और विवरण का किसी तीसरे पक्ष को खुलासा नहीं करेगा, जो इस समझौते के संबंध में अपने संविदात्मक दायित्वों के निर्वहन के दौरान ठेकेदार के कब्जे या ज्ञान के पास आ सकता है, और हर समय इस पर विश्वास रखेगा। ठेकेदार सिवाय इसके तहत दायित्वों को पूरा करने या लागू कानूनों का पालन करने के लिए आवश्यक सीमा के अलावा अनुबंध के विवरण को वैयक्त और गोपनीय मानेगा। ठेकेदार नियोक्ता की पिछली लिखित सहमति के बिना किसी भी व्यापार या तकनीकी पत्र या अन्य जगहों पर कार्यों के किसी भी विवरण का खुलासा, प्रकाशित होने की अनुमति नहीं देगा। ठेकेदार किसी भी गोपनीय जानकारी के प्रकटीकरण के परिणामस्वरूप नियोक्ता को होने वाले किसी भी नुकसान के लिए नियोक्ता को क्षतिपूर्ति करेगा। उपर्युक्त का पालन करने में विफलता को ठेकेदार की ओर से अनुबंध का उल्लंघन माना जाएगा और नियोक्ता नुकसान का दावा करने और कानूनी उपचारों को आगे बढ़ाने का हकदार होगा। ठेकेदार अपने कर्मचारियों के मध्य सभी उचित कार्रवाई करेगा ताकि यह सुनिश्चित किया जा सके कि इस समझौते के तहत गोपनीय सूचनाओं का प्रकटीकरण न करने के दायित्व पूरी तरह से संतुष्ट हों। गैर-प्रकटीकरण और गोपनीयता के संबंध में ठेकेदार के दायित्व किसी भी कारण से इस समझौते की समाप्ति या इस समझौते के टरमिनेशन के बाद भी बने रहेंगे।</p> <p><b>Non-Disclosure clause:</b> 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 obligations in connection with this agreement, to any third party and shall at all times hold the same in strictest confidence. The Contractor shall treat the details of the contract as private and confidential, except to the extent necessary to carry out the obligations under it or to 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 Employer for any loss suffered by the Employer 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 Employer shall be entitled to claim damages and pursue legal remedies. The Contractor shall take all appropriate actions with respect to its employees to ensure that the obligations of non-disclosure of confidential information under this agreement are fully satisfied. The Contractor's obligations with respect to non-disclosure and confidentiality will survive even after the expiry or termination of this agreement for whatever reason.</p>
14	<p><b>यौन उत्पीड़न की रोकथाम संबंधी उपबंध / Prevention of Sexual harassment clause</b></p> <p>ठेकेदार / एजेंसी कार्य स्थल (रोकथाम, निषेध और निवारण) अधिनियम 2013 में महिलाओं के यौन उत्पीड़न के प्रावधान के पूर्ण अनुपालन के लिए पूरी तरह जिम्मेदार होगी। बैंक के परिसर के भीतर अपने कर्मचारी के खिलाफ यौन उत्पीड़न की किसी भी शिकायत के मामले में ठेकेदार / एजेंसी द्वारा गठित आंतरिक शिकायत समिति के समक्ष शिकायत दर्ज की जाएगी और ठेकेदार/एजेंसी शिकायत के संबंध में उक्त अधिनियम के तहत उचित कार्रवाई सुनिश्चित करेगी। बैंक के किसी भी कर्मचारी के खिलाफ ठेकेदार के किसी भी गंभीर कर्मचारी से यौन उत्पीड़न की किसी भी शिकायत का बैंक द्वारा गठित क्षेत्रीय शिकायत समिति द्वारा संज्ञान लिया जाएगा। यदि ठेकेदार के कर्मचारी द्वारा यौन हिंसा साबित हो जाती है, तो ठेकेदार किसी भी मौद्रिक मुआवजे के लिए जिम्मेदार होगा, जिसे घटना में कर्मचारी शामिल होने की स्थिति में</p>

	<p>भुगतान करने की आवश्यकता हो सकती है। ठेकेदार अपने कर्मचारी को कार्यस्थल पर यौन उत्पीड़न की रोकथाम और संबंधित मुद्दे के बारे में शिक्षित करने के लिए जिम्मेदार होगा।</p> <p>The contractor / Agency shall be solely responsible for full compliance with the provision of "the sexual Harassment of women at workplace (Prevention, Prohibition and Redressal) Act 2013". In case of any complaint of sexual harassment against its employee within the premises of Bank, complaint will be filed before the Internal complaint committee constituted by the Contractor / Agency and the Contractor / Agency shall ensure appropriate action under the said Act in respect to the complaint. Any complaint of sexual harassment from any aggravated employee of the contractor against any employee of the Bank 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 employee, if sexual violence by the employee of the contractor is proved. The contractor shall be responsible for educating its employee about prevention of sexual harassment at workplace and related issue.</p>
15	<p>संविदाकार निम्न के संबंध में भारतीय रिजर्व बैंक के पक्ष में बीमा करवाएगा/संबन्धित दस्तावेज़ जमा करेगा और उसे लागू रखेगा:</p> <ul style="list-style-type: none"> <li>i) कार्य के निष्पादन से व्यक्ति या संपत्ति को हुये नुकसान से / दौरान होने वाली तीसरी पार्टी के नुकसान / उत्पन्न कोई भी दावा;</li> <li>ii) कार्य के निष्पादन के दौरान संविदाकार द्वारा नियोजित श्रमिकों को होने वाली हानि/क्षति से उत्पन्न होने वाला कोई भी दावा।</li> <li>iii) लागू पीएफ/श्रम कानूनों, ईएसआई, विनियमों आदि के गैर-अनुपालन के कारण कोई भी दावा।</li> </ul> <p>The Contractor shall indemnify and keep indemnified the RESERVE BANK OF INDIA against:</p> <ul style="list-style-type: none"> <li>i) Any claim arising out of third-party loss/ damage to life or property caused by/during execution of the work.</li> <li>ii) Any claim arising out of loss/ damage to the workmen engaged by the contractor during execution of the work.</li> <li>iii) Any claim due to non-compliance of applicable PF/ Labour laws, ESI, regulations etc.</li> </ul>
16	<p>संविदाकार को कार्य शुरू करने से पहले पहली पार्टी के रूप में भारतीय रिजर्व बैंक के नाम पर सभी आवश्यक बीमा कवर अर्थात संविदाकार की सम्पूर्ण जोखिम पॉलिसी, श्रमिक क्षतिपूर्ति पॉलिसी, तृतीय पक्ष देयता आदि, जो भी लागू हो) लेना होगा।</p> <p>The contractor shall take necessary insurance covers (i.e. Contractor All Risk Policy, Workmen Compensation Policy, Third Party Liability etc as applicable) with Reserve Bank of India as the first name, at their cost, before commencement of the work.</p>
17	<p>ठेकेदार अपने या अपने उप-ठेकेदार द्वारा नियोजित श्रमिकों के संबंध में, बोलीदाता श्रम विनियम में दिए गए सभी प्रावधानों का अनुपालन करेगा या करवाएगा। ठेकेदार न्यूनतम मजदूरी के प्रावधानों (2019), नियोक्ता दायित्व अधिनियम, 1938, कामगार मुआवजा एवं मातृत्व लाभ (2020), औद्योगिक विवाद</p>

	<p>(2020), कार्यस्थल पर महिलाओं का यौन उत्पीड़न (रोकथाम, निषेध एवं निवारण) अधिनियम, 2013 या इसके किसी भी संशोधन, ईपीएफ/ईएसआई अंशादान आदि (2020), व्यावसायिक सुरक्षा, स्वास्थ्य एवं कार्य परिस्थितियाँ संहिता) के प्रावधानों का अनुपालन करेगा। साथ ही, वह समय-समय पर बनाए गए संविदा श्रम संबंधी नियमों और उनसे संबंधित अन्य कानूनों एवं नियमों का भी अनुपालन करेगा।</p> <p>The Contractor shall in respect of labour employed by him or his sub-contractor comply with or cause to be complied with the Bidder Labour Regulation in regard to all matters provided therein. The contractor shall comply with the provisions of the Minimum Wages as per 'The code of Wages, 2019', Employers Liability Act, 1938, Workmen's Compensation and Maternity Benefits as per 'The Code on Social Security, 2020', Industrial Disputes as per 'The Industrial Relations Code, 2020', Sexual Harassment of Women at work place (Prevention, Prohibition and Redressal) Act, 2013, or any modification thereof, EPF / ESI contribution, etc. as per 'The Code on Social Security, 2020' and contract labour as per 'The Occupational safety, health and working conditions code 2020' and any other law relating thereto and rules made there under from time to time</p> <p>ठेकेदार कर्मियों को उनके लिए लागू अवकाश वेतन, बोनस, ग्रेच्युटी आदि सहित मासिक वेतन के भुगतान के लिए जिम्मेदार है।</p> <p>The contractor is responsible for payment of monthly salary including leave salary, bonus, gratuity etc., to the personnel as applicable to them.</p>
18	<p><b>अप्रत्याशित घटना / Force Majeure:</b></p> <p>इस करार के तहत दायित्वों को पूरा करने में किसी चूक के लिए कोई भी पार्टी जिम्मेदार नहीं मानी जाएगी, यदि चूक किसी पार्टी के नियंत्रण से परे कार्य के परिणामस्वरूप हुई हो (जैसे दैवी संकट, युद्ध की स्थिति, विद्रोह, महदूर हड्डताल, किसी सरकारी कार्य, भूकंप, तृफान, टाइफून और अन्य प्राकृतिक आपदा आदि।) प्रत्येक पक्ष इस करार के तहत निष्पादन किए जाने वाले कार्यों को जारी रखने के सभी संभव प्रयास करने के लिए सहमति व्यक्त करती है। यदि अप्रत्याशित घटनाओं के कारण कार्य निष्पादन में बाधा की अवधि 30 दिनों से अधिक हो जाती है, तो पार्टी जिसकी कार्य निष्पादन क्षमता प्रभावित नहीं हुई है, लिखित सूचना देते हुए इस करार को निरस्त कर सकती है।</p> <p>If either party is unable to perform its obligations under this Agreement due to the occurrence of an event beyond its control (such as acts of God, war like situations, riots, labour strike, government actions, earthquakes, cyclones, typhoons, and other natural calamities, etc.), that party will not be deemed to have defaulted under this Agreement. Each party agrees to use all reasonable efforts to enable performance under this Agreement to continue. If the period of non-performance due to a force majeure event exceeds 30 days, the party whose ability to perform has not been so affected may, by giving written notice, terminate this Agreement.</p>
19	<p><b>अनुबंध की समाप्ति / Termination of Contract:</b></p> <p>यहां ऊपर दी गई बातों पर प्रतिकूल प्रभाव डाले बिना, बैंक अपने एकमात्र और पूर्ण विवेक पर, बिना कोई कारण बताए और बिना किसी मुआवजे के भुगतान के इस समझौते को तुरंत समाप्त करने का हकदार</p>

होगा, यदि बैंक की राय में (जिसे नहीं बुलाया जाएगा) ठेकेदार द्वारा प्रश्न और ठेकेदार पर बाध्यकारी होगा) :-

Without prejudice to what is contained hereinabove, the Bank shall at its sole and absolute discretion, be entitled to terminate this agreement forthwith without assigning any reason and without payment of any compensation, if in the opinion of the bank (which shall not be called into question by the contractor and shall be binding on the contractor):-

i. संविदाकर्ता बैंक की संतुष्टि के अनुसार इस समझौते को लागू करने में विफल रहता है या मना कर देता है। यदि ठेकेदार निविदा शर्तों के अनुसार फ्लैट/फ्लैट में सेवा देने से बचता रहता है या काम नहीं करता है।

The contractor fails or refuses to implement this agreement to the Bank's satisfaction. If the contractor keeps on avoiding or non-performing the service in flats/flat as per the tender conditions.

**and/or**

ii. यदि संविदाकर्ता का व्यक्ति/कर्मचारी किसी कदाचार में पाया जाता है जैसे कि निवासी के हस्ताक्षर की जालसाजी, ड्यूटी के दौरान शराब पीना।

If contractor's person/workers found in any malpractice such as forgery of resident signature, drinking of alcohol while in duty.

**and/or**

iii संविदाकर्ता इस अनुबंध के किसी भी नियम और शर्तों का उल्लंघन करता है।

The contractor commits a breach of any terms and conditions of this agreement.

**and/or**

iv. संविदाकर्ता को दिवालिया घोषित कर दिया गया है या उसके द्वारा अपने लेनदारों के साथ समझौता किया गया है या यदि संकट या निष्पादन या अन्य प्रक्रिया पर लगाया गया है या ठेकेदार की संपत्ति या संपत्ति के किसी हिस्से का रिसीवर नियुक्त किया गया है।

The contractor is adjudged an insolvent or a compromise is entered by him with his creditors or if distress or execution or other process is levied upon or receiver is appointed of any part of the assets or property of contractor.

**and/or**

v. किसी भी कारण से, संविदाकर्ता इस समझौते के तहत अपने दायित्वों को पूरा करने के लिए कानूनन अयोग्य हो जाता है।

For any reason whatsoever, the contractor becomes disentitled in law to perform his obligations under this agreement.

**and/or**

	<p>vi. संविदाकर्ता या उसके व्यवसाय के स्वामित्व/साझेदारी या प्रबंधन में इस तरह के बदलाव के लिए बैंक की लिखित पूर्व अनुमति के बिना कोई भिन्नता है।</p> <p>There is any variation in the ownership/partnership or management of the contractor or his business without the prior approval in writing of the Bank to such variation.</p>
20	<p>ठेकेदार को यह सुनिश्चित करना चाहिए कि वेतन के विलंबित भुगतान पर कर्मियों की ओर से किसी भी शिकायत की कोई गुंजाइश न हो। ठेकेदार द्वारा नियुक्त कर्मचारी केवल ठेकेदार के रोजगार में होंगे, भारतीय रिज़र्व बैंक के नहीं। ठेकेदार कर्मचारी भविष्य निधि और विविध प्रावधान अधिनियम, 1952 और कर्मचारी राज्य बीमा अधिनियम, 1948 के प्रावधानों के अनुसार भविष्य निधि और कर्मचारी राज्य बीमा निधि के संबंध में नियोक्ता के योगदान का भुगतान करेगा।</p> <p>The contractor should ensure that there is no scope for any grievance from the personnel on delayed payment of wages. The employees engaged by the Contractor will be in the employment of the Contractor only and not of the Reserve Bank of India. The contractor shall pay the employer's contribution with regard to provident fund and employees' state insurance fund as per the provisions of the employees' Provident fund and miscellaneous provisions act, 1952 and employees' state insurance act, 1948.</p> <p>किसी भी परिस्थिति में ठेकेदार और उसके कर्मचारियों/कर्मचारियों के बीच विवाद के कारण उत्पन्न होने वाले किसी भी जुमनि या दावे के लिए ठेकेदार पूरी तरह से जिम्मेदार होगा। यदि ठेकेदार और उसके कर्मचारियों/कर्मचारियों के बीच विवाद के कारण कोई दावा या जुर्माना बैंक के लिए कानूनी रूप से बाध्यकारी है, तो उसे ठेकेदार से वसूला जाएगा।</p> <p>The contractor will be solely responsible for any penalty or claim arising due to dispute between the contractor and its employee/es under any circumstance. If any claim or penalty is legally binding to the Bank due to the dispute between contractor &amp; its employee/es, same shall be recovered from the contractor.</p>
	<p>यदि ठेकेदार एक भागीदारी या एक व्यक्ति है</p> <p>If the contractor is a Partnership or an Individual</p> <p>इसके साक्ष्य में बैंक तथा ठेकेदार ने इन दस्तावेजों तथा मूल प्रति पर इसके ऊपर उल्लेखित दिन और वर्ष में हस्ताक्षर किए हैं।</p> <p>IN WITNESS WHEREOF the Bank and the Contractor have set their respective hands to these presents and two duplicates hereof the day and year first hereinabove written.</p>
	<p>यदि ठेकेदार एक कंपनी है</p> <p>If the contractor is a Company</p> <p>इसके साक्ष्य में बैंक ने अपने विधिवत प्राधिक्रत किये हैं और ठेकेदार ने इन पर तथा उक्त दोनों प्रतिलिपयों पर अपनी नियमित मोहर लगवाई है/इसके पहले उक्त दिनांक और वर्ष को अपनी ओर से इन दस्तावेजों तथा उक्त दो प्रतिलिपयों का निष्पादन करवाया है।</p> <p>IN WITNESS WHEREOF The Bank has set its hand to these presents through its duly authorized official and the Contractor has caused its common seal to be affixed hereunto and the said two duplicate/has caused these presents and the said two</p>

		duplicates hereof to be executed on its behalf, the day and year first hereinabove written.
--	--	---

Signature Clause

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

Shri ..... (name and designation)

in the presence of

(1)

Address

(2)

Address

For and on behalf of Contractor

SIGNED AND DELIVERED BY .....

in the presence of

(1)

Address

(2)

Address

**Note: Bank reserves the right to modify the contents of the Articles of the Agreement before the agreement is entered with the contractor.**

Annexure- III**PROFORMA OF BANK GUARANTEE for PERFORMANCE SECURITY DEPOSIT/ Retention Money**

(On Non-Judicial Stamp Paper of appropriate value purchased in the name of the issuing Bank)

Place : \_\_\_\_\_

Date : \_\_\_\_\_

The Regional Director

Reserve Bank of India,

\_\_\_\_\_  
Dear Sir,

**Name of the work** \_\_\_\_\_ -

**Bank Guarantee For PERFORMANCE SECURITY DEPOSIT/ Retention Money**

WHEREAS

Reserve Bank of India, having its Central Office at Shahid Bhagat Singh Road, Mumbai, (hereinafter called "the RBI") has awarded the Contract for the captioned project (hereinafter called the "Contract") to M/s \_\_\_\_\_ (Name of the Contractor) (hereinafter called "the said Contractor" which expression shall include its successors and assigns).

AND Whereas the Contractor is bound by the said Contract to submit to RBI a Performance Security for a total amount of ₹. \_\_\_\_\_ (Rupees \_\_\_\_\_ only) (Amount in figures and words) for the due fulfilment by the said contractor of the terms and conditions contained in the contract. We, \_\_\_\_\_ (Name of the Bank), (hereinafter called "the Bank"), at the request of M/s \_\_\_\_\_, the contractor, do hereby undertake to pay to the RBI an amount not exceeding Rs \_\_\_\_\_ as Performance Guarantee for due fulfilment of the terms and conditions of the contract.

NOW THIS GUARANTEE WITNESSETH

1. We \_\_\_\_\_ (Name of the Bank) do hereby agree with and undertake to RBI, their Successors, Assigns that in the event of the RBI coming to the conclusion that the Contractor has not performed his obligations under the said conditions of the contract or have committed a breach thereof, which conclusion shall be binding on us as well as the said contractor; we shall on demand by the RBI, pay without demur to the RBI, a sum of Rs. \_\_\_\_\_ (Rupees \_\_\_\_\_

only) or any lower amount that may be demanded by the RBI. Our guarantee shall be treated as equivalent to the Performance Guarantee Amount for the due performance of the obligations of the Contractor under the said Contract, provided, however, that our liability against such sum shall not exceed the sum of Rs. \_\_\_\_\_ (Rupees \_\_\_\_\_ only).

2. We also agree to undertake to and confirm that the sum not exceeding Rs. \_\_\_\_\_ (Rupees only) as aforesaid shall be paid by us without any demur or protest, merely on demand from the RBI on receipt of a notice in writing stating that the amount is due to them and we shall not ask for any further proof or evidence and the notice from the RBI shall be conclusive and binding on us and shall not be questioned by us in any respect or manner whatsoever. The Bank shall pay to RBI any money so demanded notwithstanding any dispute/disputes raised by the Contractor in any suit or proceedings pending before any Court, Tribunal or Arbitrator/s relating thereto and the liability under this guarantee shall be absolute and unequivocal. We undertake to pay the amount claimed by the RBI within a period of one week from the date of receipt of the notice as aforesaid.

3. We confirm that our obligation to the RBI under this guarantee shall be independent of the agreement or agreements or other understandings between the RBI and the Contractor.

4. This guarantee shall not be revoked by us without prior consent in writing of the RBI.

We hereby further agree that –

a) Any forbearance or commission on the part of the RBI in enforcing the conditions of the said agreement or in compliance with any of the terms and conditions stipulated in the said Contract and/or hereunder or granting of any time or showing of any indulgence by the RBI to the Contractor or any other matters in connection therewith shall not discharge us in any way and our obligation under this guarantee. This guarantee shall be discharged only by the performance by the Contractor of their obligations and in the event of their failure to do so, by payment by us of the sum not exceeding Rs. \_\_\_\_\_ (Rupees \_\_\_\_\_ only).

b) Our liability under these presents shall not exceed the sum of Rs. \_\_\_\_\_  
(Rupees \_\_\_\_\_ only) .

c) Our liability under this agreement shall not be affected by any infirmity or irregularity on the part of our said constituents/clients or their obligations thereunder or by dissolution or change in the constitution of our said constituents.

d) This guarantee shall remain in force upto \_\_\_\_\_ (90 days beyond the Defect liability period) provided that if so desired by the RBI, this guarantee shall be renewed for a further period as may be indicated by them on the same terms and conditions as contained herein.

e) Our liability under these presents will terminate unless these presents are renewed as provided hereinabove on the \_\_\_\_\_ or on the day when our said constituents comply with their obligations, as to which a certificate in writing by the RBI alone is the conclusive proof whichever date is later. Unless a claim or suit or action is filed against us within \_\_\_\_\_ or any extended period, all the rights of the RBI against us under this guarantee shall be forfeited and we shall be released and discharged from all our obligations and liabilities hereunder.

In witness whereof I/We of the Bank have signed and sealed this guarantee on the ----- day of ----- (Month) (Year) being herewith duly authorized.

For and on behalf of \_\_\_\_\_ (Name of the Bank)

Signature of authorized Bank official

Name:

Designation

Stamp/ Seal of the Bank

Signed, sealed and delivered for and on behalf of the Bank by the above named in the presence of :

Witness 1

Signature .....

Name .....

Address .....

(NB: This guarantee will require stamp duty as applicable in the state, where it is executed and shall be signed by the official whose signature and authority shall be verified).

**Undertaking regarding declaration of debarment by public institution(s)**

(To be submitted by the tenderer on their letterhead)

Name of work: [Abstract]

1. I / we ..... (Name of the bidder) declares that

- (a) I / we or any of our allied firm\* is / are not debarred / suspended / blacklisted by any public institution / entity in India or any other country as on ..... (last date of submission of bid).
- (b) I / we or any of our allied firm\* have not made any transgression in respect of the code of integrity (as mentioned in the tender) with any public institution / entity in India or any other country in last three years as on ..... (last date of submission of bid).
- (c) I / we will inform the Bank in writing, in case, I / we or any of our allied firm\* is / are debarred / suspended / blacklisted by any public institution / entity in India or other country on or before award of work for the captioned work.

2. I / we ..... (Name of the bidder) declare that I /we or our allied firm\* ..... (Name of the allied firms(s)) is / are debarred / suspended / blacklisted by ..... (Name and address of public institution in India or any other country) and the same effective up to ..... (date). A copy of such letter is attached for your information and record.

(seal and signature of the bidder)

Date:

Place:

(Note: Strike out one of the above two declarations which is not applicable)

\*Allied firm: A firm would be termed as “allied firm” if the management is common, or substantial or majority shares are owned by the banned / suspended firm and by virtue of this it has a controlling voice. Further all successor firms will also be considered as allied firms.



भारतीय रिज़र्व बैंक / Reserve Bank of India  
 सम्पदा विभाग / Estate Department  
 चंडीगढ़ / Chandigarh

चंडीगढ़ स्थित मुख्य कार्यालय भवन के बेसमेंट पार्किंग क्षेत्र में सामान्य मरम्मत, रंगाई और  
 फ्लोरिंग का कार्य तथा नकदी क्षेत्र में पीयू फ्लोरिंग का कार्य हेतु ई-निविदा

Tender for

General Repairs, Repainting and flooring work in Basement parking area and  
 PU flooring in Cash Area at Main Office Building, Chandigarh

RBI/Chandigarh Regional Office/Estate/21/25-26/ET/922

भाग-II (मूल्य बोली) / Part-II (Price Bid)

बोलीदाता का नाम : .....

पता: .....

दूरभाष सं: .....

ई-मेल: .....

बोली पूर्व बैठक की तिथि, समय एवं स्थान:	05 फरवरी 2026 को पूर्वाह्न 11:00 बजे स्थान: सम्पदा विभाग, तृतीय ताल, मुख्य कार्यालय भवन, भारतीय रिज़र्व बैंक, सेंट्रल विस्टा, सैक्टर - 17, चंडीगढ़
बोली प्रस्तुत करने की अंतिम तिथि:	11 फरवरी 2026 को पूर्वाह्न 11:00 बजे तक
निविदा का भाग-I अर्थात तकनीकी-वाणिज्यिक बोली खोलने की तिथि:	11 फरवरी 2026 को पूर्वाह्न 11:30 बजे

**Note: This is an-e tender. Hence, signed & scanned Part I must be uploaded to MSTC website. Part II/price bid excel must be uploaded on the MSTC Portal separately.**

Bidder/Contractor/Tenderer means those who are participating in the tendering process. Successful bidder/contractor/Tenders mean who quote Lowest rates after evaluating the Part I and Part II of tender.



**भारतीय रिज़र्व बैंक / Reserve Bank of India**  
**सम्पदा विभाग / Estate Department**  
**चंडीगढ़ / Chandigarh**

**Unpriced BOQ**

**General Repairs, Repainting and flooring work in Basement parking area and PU flooring in Cash Area at Main Office Building, ChandigarhRBI/Chandigarh**

<b>Sr. No</b>	<b>Description of work</b>	<b>Unit of Measurement</b>	<b>Quantity</b>
<b>Basement Parking</b>			
1	<b>Dismantling of flexible pavement</b> Dismantling of flexible pavement (bituminous courses) by mechanical means in such way that after dismantling; the exposed surface must have smooth gradual slope for easy drainage of water. Work also includes disposal of dismantled material to approved municipal dumping ground (authorised by local municipal Corporation/Local Bodies) (including loading, transporting, unloading) as approved by Engineer-in-charge for all leads including all lifts involved.	Sqmt	531.02
2	<b>Dismantling Paver block</b> Dismantling paver block/Grass Pavers( For thickness of paver above 25 mm and up to 80 mm) including disposal of dismantled material to approved municipal dumping ground (authorised by local municipal Corporation/Local Bodies) (including loading, transporting, unloading) as approved by Engineer-in-charge for all leads including all lifts involved.	Sqmt	85.00
3	<b>Disposal of building rubbish / malba</b> Disposal of building rubbish / malba / similar unserviceable, dismantled or waste materials by mechanical means, including loading, transporting, unloading to approved municipal dumping ground or as approved by Engineer-in-charge, beyond 50 m initial lead, for all leads including all lifts involved.	CUM	6

4	<b>Plain Cement Concrete</b> Providing and laying in position plain cement concrete of grade-1:2:4 (1 cement : 2 coarse sand (zone-III) : 4 graded stone aggregate 20 mm nominal size) including curing, finishing the surface such that the finished surface must have smooth gradual slope for easy drainage of water.	CUM	30.80
5	<b>Precast Cement Concrete Tiles</b> Providing and laying chequered precast cement concrete tiles of size 200 mm X 200 mm, Min 30 mm thick Heavy Duty in external parking area, jointed with neat cement slurry mixed with pigment to match the shade of tiles, including rubbing and cleaning etc. complete, on 20 mm thick bed of cement mortar 1:4 (1 cement: 4 coarse sand) in the design and pattern all complete, as per the instructions of the Engineer-in-Charge.	Sqmt	616.0246
6	<b>Kerb Stone</b> Providing and laying at or near ground level factory made kerb stone of M-25 grade cement concrete in position to the required line, level and curvature, jointed with cement mortar 1:3 (1 cement: 3 coarse sand), including making joints with or without grooves (thickness of joints except at sharp curve shall not to more than 5mm), including making drainage opening wherever required complete etc. as per direction of Engineer-in-charge (length of finished kerb edging shall be measured for payment). (Precast C.C. kerb stone shall be approved by Engineer-in-charge). Size of Kerb stone shall be 300*300*100 or as approved by the Bank	Cum	2.839939
7	<b>Repairs to Plaster on Wall</b> Repairing the damaged portion of plaster by providing & rendering with cement mortar 1:4 (1 part cement: 4 part fine sand) mixed with Styrene butadiene rubber {SBR} (latex) emulsion as per manufacturer's specifications at all heights, levels & floors as per the existing design/pattern and thickness with matching finish in patches including <b>cutting the patch in proper shape</b> , raking out joints etc. to match with the neighboring surfaces including carefully breaking the existing damaged plaster at all levels and floors and carting away & disposing off the debris at local administration authorised dumping yard, etc. all complete as directed by Bank's Engineer. <b>Note:</b> 1. Area to be jointly assessed before taking up the work.	Sqmt	209.24

	2. No extra will be paid for extra thickness required to match the existing thickness. 3. Measurement for patches more than 0.1 SqM will only be considered for payment. 4. SBR shall be 2% by wt of cement used.		
8	<p><b>Structural Repairs to RCC members:</b> Providing and repairing the damaged R.C.C members like columns, Ceiling, beams, lintels, sunshades, loft slabs or any other R.C.C members ,comprising the following:</p> <p>(i) Carefully dismantling and removing the loose/ spalled plaster and concrete to expose the surface of the intact concrete surface/ corroded reinforcement bars, using hammer and chisel or any other approved methods, thoroughly cleaning the exposed surface of the concrete/ reinforcements using clean water.</p> <p>(ii) Removing the rust on the Steel reinforcement with approved rust removers and wire brush etc. as directed.</p> <p>(iii) Providing and applying corrosion passivator (like Nitozinc primer manufactured by M/s. Fosroc (India) Limited or approved equivalent as per the manufacturers specifications) for the exposed surfaces of the steel reinforcement.</p> <p>(iv) Providing and applying Epoxy bonding agent on prepared concrete surface (like Nitobond - EP manufactured by M/s. Fosroc (India) Limited or approved equivalent as per the manufacturers specifications) for the exposed concrete surfaces.</p> <p>(v) Providing and rendering cement plaster Cement Mortar 1:3 modified with polymer (like Nitobond SBR latex manufactured by M/s. Fosroc (India) Limited or approved equivalent as per the manufacturers specifications) for the required thickness (up to 25 mm). If thickness of plaster is more than 25 mm the plaster has to be done in two layers with 6 mm or down size graded broken stone metals mixed in the mortar in the appropriate proportion as per the instructions of Bank's Engineers for the first layer. The rate shall include disposing off the debris at local administration authorised dumping yard, providing and erecting, dismantling and removing necessary scaffolding, curing etc. all complete as directed by the Bank's Engineer.</p>	Sqmt	84.55

	<b>Repairs to Floor</b> Repairing of Damaged/unsound/loose floor surface: unsound surface need to be jointly checked with Bank's Engineer and removed with suitable means such as diamond cutter and this portion need to be repaired with Epoxy Bonding agent & High strength repair mortar of minimum Compressive strength of 50 MPA (28 days compressive strength) prior to flooring application as per manufacturer's specification. The patch to be repaired must be chipped to a minimum depth of 25 mm and upto 60 mm and all loose particles, dust, etc., removed to leave a clean, vertical edge all round. It must be ensured that patches to be treated must be cut back and made either square or rectangular in shape. The area to be repaired should be cleaned by vacuum or compressed air to ensure proper cleaning. The rate shall include disposing off the debris at local administration authorised dumping yard etc. all complete as directed by the Bank's Engineer.		Sqmt 145.6263
9	<b>Providing and fixing NRV GI Nozzle:</b> Providing and fixing Non Return packers GI nozzle or Special Needle at retaining wall/ RCC structural member by drilling holes of min 10 mm dia at average distance of 600mm (or as instructed by Bank's Engineer). The nozzle shall be fixed using polymer mortar. The work include cleaning the area for fixing nozzles, marking the nozzle points, getting it checked with Bank's Engineer, Fixing the nozzle with polymer modified mortar, removal of nozzle after grouting and sealing of Holes, and cleaning of area all complete as per direction of Bank's Engineer. <b>Unit of measurement will be Number of nozzle fixed and grouted.</b>		Nos 100
11	<b>Repair of Area Which is Affected by dampness/Seepage/leakage</b> <b>(Injection Grouting by Super low Viscosity Epoxy Grout System:)</b> Providing and doing Epoxy injection grout with already fixed GI Nozzle in <b>affected area</b> to wall using flowable epoxy grout of approved make including epoxy injection grouting with electric grouting pump till nozzles refused to accept the grout under prescribed pressure. Grout the material through pre-fixed nozzles in the structural elements and Monitor the leakages through other nozzles while grouting and seal them as per the requirement all complete as per the direction of Engineer-In-Charge. Rates		Litre 20.00

	include all material, labour, scaffolding, plant and machinery, required for the work. <b>Unit of measurement will be per litre consumption of Epoxy injection Grout.</b>		
12	<b>Scraping and White Cement Based Putty:</b> Providing and applying white cement based putty of average thickness 1.00 mm, of approved brand and manufacturer, over the plastered wall surface to prepare the surface even and smooth complete. Rate inclusive of removing of existing finish by scrapping, removing the loose paint either with manual or mechanical means such as sand papering/chemical paint remover or electric paint stripper (wherever Required).	Sqmt	293.79
13	<b>Providing and applying 100% Acrylic emulsion</b> (i) Carefully preparing the surface by sand papering, wire brush, washing with water, etc. so as to remove dust, dirt, algae, fungi, wild growth etc., filling of holes, carefully opening up the cracks developed on plaster surface in V shape and filling it with approved quality and make crack filler materials compatible with the existing surface to be painted including required materials, labour etc. (ii) Providing and applying 2 or more coats of 100% premium Acrylic Exterior emulsion over a coat of a suitable acrylic based primer of approved make and shade and in design/ pattern to the wall and ceiling of basement parking, external wall/faces of the building from ground floor to the terrace level, including RCC columns, beams, balconies, inside & outside surfaces of sunshades, drops, canopies, external & internal of parapets, external surface of staircases, mummy rooms, sills, soffits, jambs, plinth beams and ducts etc. all as per the technical specification of manufacturer etc. all complete as directed by the Bank's Engineer. <b>Note:</b> i) The make of paints of approved manufacturers are specified in tender. The Bank may approve one or more of them and the same shall only be considered for application. The contractors shall workout their rates accordingly including for difference in given quantities/rates if any before quoting. ii) The paint coverage shall be strictly maintained as specified by the manufacturer or more than that specified depending upon the surface conditions, maintaining shade uniformity etc.	Sqmt	2427.36

	iii) The rate shall be inclusive of all materials, labour, scaffolding, tools & plants, etc. to be incurred for proper completion of work at all height, level, floors.		
14	<p><b>Synthetic Enamel Paint to steel work:</b></p> <p>(i) Carefully preparing metal surface by sand papering or any other approved method so as to remove dust, dirt, loose/peeled off layers of existing paint, etc.</p> <p>(ii) Providing and applying a base coat of approved quality zinc chromate primer and two or more coats of premium quality Synthetic Enamel Paint of approved make and shade, as per manufacturer's specifications to the Metal Surfaces of Rolling shutter, balcony railings, window grills, weld mesh etc. all complete as directed by Bank's Engineer.</p> <p><b>Note:</b> 1). The rate shall be inclusive of all materials, labour, scaffolding, tools &amp; plants, etc. to be incurred for proper completion of work at all height, level, floors.</p> <p>2). For rolling shutters coefficient should be 1.1 as per IS 1200( Part 13) 1976.</p>	Sqmt	65.32
15	<p><b>Synthetic Enamel Paint on Plastered surface</b></p> <p>Providing and applying two or more coats of 1st quality synthetic enamel paint of approved manufacture and shade to achieve the desired smooth finish as per specifications including scraping, surface preparation,cleaning etc. all complete as directed by the Bank's Engineer. The quoted rate shall include the cost of application of primer over a new surfaces before the application of first coat of synthetic enamel paint etc. complete all as directed by the Bank's Engineer. The work will be takenup with proper tarpolene covering of floors/ Walls of the area</p>	Sqmt	286.19
16	<p><b>Miscellaneous Re-painting Works</b></p> <p>Scraping the existing paint and painting with two or more coats of premium quality synthetic enamel paint to Fire hydrant line ( including sprinkler line), C.I. pipes of all diameter, parking divider, exposed C.I. soil and rain water pipes, manhole covers, etc., as directed. The colour/ shade of the paint on each type of component (Fire hydrant Pipe/ CI piper/ Divider manhole Cover) may vary.</p> <p><b>Bidder is strictly advised to visit the basement parking and assess the quantum of work regarding Fire Hydrant Line (for all diameter pipe), parking divider, Cast iron Soil and rain Water pipes (for all diameter), manhole</b></p>	Lump Sum	1

	Covers	etc.	
	<b>Security Area</b>		
17	<b>Dismantling of Kota Stone Flooring and skirting</b> Dismantling of existing Kota stone flooring with skirting along mortar base and disposal of dismantled debris out of bank premises	Sqmt	92.37
18	<b>Providing and fixing of Kota Stone Slab as Flooring</b> Providing & Fixing 25 mm thick Kota stone slab flooring over 20 mm (average) thick base laid over and jointed with grey cement slurry mixed with pigment to match the shade of the slab with base of cement mortar 1 : 4 (1 cement : 4 coarse sand) complete in all respect and as directed by Bank's Engineer:	Sqmt	97.68
19	<b>Removing the Mild Steel Chequered plate</b> Removing the Mild Steel Chequered plate fixed to floor after cutting the welding joint, anchoring bolt etc and filling the holes/damaged portion with High strength repair mortar of minimum Compressive strength of 50 MPA (28 days compressive strength) after cleaning and applying Epoxy Bonding agent on the exposed surface of damaged portion/holes. Contractor has to make sure that the surface shall be in level in order to maintain the thickness of flooring.stack the chequered plate at the designated places	Sqmt	132.13

20	<p><b>Surface preparation &amp; PU Flooring:</b></p> <p>1). Levelling the surface either by chiselling or by dismantling the uneven surface of the top portion of the flooring and repairing the same in level with Epoxy Bonding agent &amp; High strength repair mortar of minimum Compressive strength of 50 MPA (28 days compressive strength). (except for the portion of anchoring bolt of Ms Chequered plate for which repairing has been considered in the item of removal of MS Chequered plate). Contractor has to make sure that the surface shall be in level in order to maintain the thickness of flooring.</p> <p>2). Preparing the surface by suitable mechanical means preferably by scarifier, removing the loosely adhered mortar/slurry, making the surface free from dust, oil or any other deleterious materials. as per the specification of the manufacturer.</p> <p>3). Making grid of 4 meter X 4 meter (Maximum Bay size for groove) of groove of size 8 mm x 8mm size or as specified by manufacturer at the floor and all along the line of edge of the RCC floor for having anchorage for the flooring. The Grid shall start at a distance of average distance of 75 mm from the wall/edge or as specified by manufacturer.</p> <p>4)Substrate preparation including repair and grooving should be done in accordance with the "Application guide/Method statement/ Application methodology" for flooring. Air Blowing the surface to remove dust or any other loose particles.</p> <p>5).Supply and application minimum 4mm thick Polyurethane heavy duty Flooring system in Desired Colour</p> <p>Providing and applying minimum 4mm thick self smoothing/self levelling breathable Polyurethane heavy duty Flooring system of Ucrete MF of BASF/ Nitoflor SL3000 UT of Fosroc/Sikafloor 21N PurCem of Sika/FloArm Top HPU 4 Plus of Myk Arment/SmartCare Apcoflor PU screed of Asian or approved equivalent (including scratch and body coat/floor topping/Top coating) as per the specifications and recommendation of manufacturers and adopting the application methodology of manufacturers. The application procedure should be strictly in accordance to the "Application guide/Method statement/ Application methodology" for flooring of the manufacturer</p>	Sqmt	469.26
----	--	------	--------

21	<b>Buyback</b> Buyback for dismantled MS Chequered plate.	Sqmt	132.13
	<b>Total</b>		