



**Reserve Bank of India
Estate Department
C.B.D. Belapur**

SEALED QUOTATION INVITING

(Only through offline mode)

IMPORTANT INFORMATION and SCHEDULE OF QUOTATION

Name of Work:	Sealed Quotation for “Illumination of Bank’s Office Building on the eve of Republic Day at RBI, Belapur, Navi Mumbai”
Date of Invitation of Sealed Quotation	December 18, 2024; 15:00 Hrs
Last date of Submission of Sealed Quotation	January 02, 2025; 15:00 Hrs
Date and time of opening of Sealed Quotation	January 02, 2025; 15:30 Hrs

The sealed quotation addressed to, The Chief General Manager, Reserve Bank of India, 2nd floor, Estate Cell, Belapur should reach this office **by January 02, 2025; 15:00 Hrs** superscribing **“Sealed Quotation for “Illumination of Bank’s Office Building on the eve of Republic Day at RBI, Belapur, Navi Mumbai”**



भारतीय रिज़र्व बैंक
संपदा विभाग
सी.बी.डी. बेलापुर

गणतंत्र दिवस की पूर्व संध्या पर आरबीआई, बेलापुर, नवी मुंबई में बैंक के
कार्यालय भवन की रोशनी के लिए मुहरबंद कोटेशन।

भाग - I (तकनीकी-वाणिज्यिक बोली)

बोलीदाता का नाम: _____

पता: _____

ईमेल आईडी: _____

मोबाइल नंबर: _____

डाउनलोड के लिए उपलब्ध ई-निविदा की तिथि और समय	18 दिसंबर, 2024; 18:00 बजे
ई-निविदा जमा करने की अंतिम तिथि	02 जनवरी, 2025; 15:00 बजे
ई-निविदा खोलने की तिथि और समय	02 जनवरी, 2025; 15:30 बजे

उद् घोषणा

भारतीय रिज़र्व बैंक, संपदा विभाग, बेलापुर ने इच्छुक पक्षों को परियोजना की पृष्ठभूमि संबंधी 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 मानता है, न तो भारतीय रिज़र्व बैंक और न ही इसके किसी भी प्राधिकरण या एजेंसी या उनके संबंधित अधिकारी, कर्मचारी, एजेंट या सलाहकार इस दस्तावेज़ में निहित जानकारी या इसके साथ प्रदान की जाने वाली किसी भी जानकारी की पूर्णता या सटीकता के बारे में कोई वारंटी देते हैं या कोई प्रतिनिधित्व करते हैं, चाहे वह व्यक्त हो या निहित।

यह जानकारी संपूर्ण नहीं है। इच्छुक पक्षों को अपनी जांच स्वयं करनी होगी और उत्तरदाताओं को लिखित रूप में पुष्टि करनी होगी कि उन्होंने ऐसा किया है और वे निविदा प्रस्तुत करने में केवल RBI द्वारा प्रदान की गई जानकारी पर निर्भर नहीं हैं। यह जानकारी इस आधार पर प्रदान की जाती है कि यह भारतीय रिज़र्व बैंक या उसके किसी भी प्राधिकरण या एजेंसी या उनके किसी भी संबंधित अधिकारी, कर्मचारी, एजेंट या सलाहकार के लिए बाध्यकारी नहीं है।

भारतीय रिज़र्व बैंक परियोजना को आगे न बढ़ाने या परियोजना के स्वरूप को बदलने, इस दस्तावेज़ में दर्शाई गई समय-सारिणी को बदलने या लागू की जाने वाली प्रक्रिया या प्रक्रिया को बदलने का अधिकार सुरक्षित रखता है। इसके अलावा, वह इस मामले में रुचि दिखाने वाले किसी भी पक्ष के साथ आगे चर्चा करने से इनकार करने का अधिकार भी सुरक्षित रखता है।

रुचि व्यक्त करने वाले व्यक्तियों या संस्थाओं को किसी भी प्रकार की लागत की प्रतिपूर्ति नहीं की जाएगी।



**Reserve Bank of India / भारतीय रिज़र्व बैंक
Estate Cell / संपदा विभाग
Belapur / बेलपुर**

**Sealed Quotation for “Illumination of Bank’s Office Building on the
eve of Republic Day at RBI, Belapur, Navi Mumbai”**

Techno-Commercial - Bid

Name of Bidder: _____

Address: _____

Email ID: _____

Mobile No: _____

Date and time of e-Tender available for Downloading and Bidding	December 18, 2024; 18:00 Hrs
Last date of Submission of e-Tender	January 02, 2025; 15:00 Hrs
Date and time of opening of e-Tender	January 02, 2025; 15:30 Hrs

DISCLAIMER

Reserve Bank of India, Estate Cell Belapur, has prepared this document to give background information on the Project to the interested parties. While Reserve Bank of India has taken due care in the preparation of the information contained herein and believe it to be 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.

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

Reserve Bank of India reserves the right not to proceed with the Project or to change the configuration of the Project, to alter the timetable reflected in this document or to change the process or procedure to be applied. It also reserves the right to decline to discuss the matter further with any party expressing interest.

No reimbursement of cost of any type will be paid to persons or entities expressing interest.

Section I

Form of Quotation

Place _____

Date _____

To,

The Chief General Manager
Reserve Bank of India
Estate Cell,
Belapur

Dear Sir,

We have carefully examined the specifications, design and schedule of quantities relating to the work specified in the memorandum hereinafter set out and have visited and examined the installation site of the works specified in the said memorandum and have acquired the requisite information relating thereto as affecting the Quotation. We hereby offer to execute the works specified in the said memorandum within the time specified in the said memorandum at the rates mentioned in the attached Schedule of Quantities and in accordance in all respects with specifications, designs and instructions in writing referred to in articles of agreement, general instructions to the contractors and special conditions, conditions hereinbefore referred to, specifications, schedule of works, data sheet and schedule of quantities 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)	Description of works	“Illumination of Bank’s Office Building on the eve of Republic Day at RBI, Belapur, Navi Mumbai”
(b)	Estimated cost	₹2.50 Lakh
(c)	Earnest Money	₹5,000/- (Rupees Five Thousand only) EMD shall be paid by each intending bidder in the form of an irrevocable Bank Guarantee (BG) issued by a scheduled bank in the Bank’s standard proforma (which is available in the tender-form) or through Demand Draft in favour of ‘Reserve Bank of India’, payable at Mumbai or be remitted to Reserve Bank of India Account through NEFT, before January 02, 2025; 15:00 Hrs. The account details for NEFT transactions are as under:

		<p>Beneficiary Name: RBI Belapur</p> <p>Beneficiary A/c No: 186003001 IFSC: RBIS0NMPA01</p> <p>(Fifth and Tenth characters in IFSC are Zero)</p> <p>Kindly mention your name/ company name in the NEFT Transaction remarks.</p> <p>The intended bidders are also advised to upload / send the proof (scanned copy) of remittance of EMD with transaction number to the following e-mail ID:</p> <p>1. estatebelapur@rbi.org.in 2. akshaychourasia@rbi.org.in 3. vvishwamurthy@rbi.org.in</p>
(d)	Time Period for the work	03 days (25/01/2025 to 27/01/2025)

- We also agree that our Quotation will remain valid for acceptance by the Bank for 90 days from the date of opening of the Quotation and this period of validity can be extended for such period as may be mutually agreed between the Bank and us in writing.
- Should this Quotation be accepted, we hereby agree to abide by and fulfil all the Terms and provisions of the said Conditions of the contract annexed hereto so far as they may be applicable and in default thereof, and pay to you or your successors, or assignees or nominees such sums of money as are stipulated in the said conditions.
- We understand that you reserve the right to accept or reject any or all the Quotations either in full or in part without assigning any reason therefor.
- We have deposited a sum of **Rs.5,000/-** as earnest money with the Reserve Bank of India, which amount is not to bear any interest. Should we fail to execute the Contract when called upon to do so, we do hereby agree that this sum shall be forfeited by the Reserve Bank of India.

Dated this _____ day of _____ 2025.

For and on behalf of M/s _____

(Signature with seal)

Name _____
Designation _____
Place _____

Date _____

Witnesses

(1) Signature with
name, address and date

(2) Signature with
name, address and date

Section II

Commercial Terms and Conditions

Sealed quotations are invited for **“Illumination of Bank’s Office Building on the eve of Republic Day at RBI, Belapur, Navi Mumbai”**, and should be addressed to, The Chief General Manager, Reserve Bank of India, 2nd floor, Estate Cell, Belapur. The quotation in sealed cover should reach this office by January 02, 2025; 15:00 Hrs superscribing **““Illumination of Bank’s Office Building on the eve of Republic Day at RBI, Belapur, Navi Mumbai”**

The quotation will be opened on the same day at 3 P.M. in the presence of contractor who choose to be present.

1. The rate should be valid for 90 days from the date of opening of sealed quotation.
2. The Contractor should ensure that no damage is caused to the personnel & property while carry out the captioned work and damage caused, if any, will have to be made good by them.
3. The period of Illumination will be 03 days i.e.: 25th January 2025 to 27th January 2025.
4. The said illumination work shall be completed and tested one day before the prescribed period.
5. **Earnest Money Deposit (EMD):** The Earnest Money Deposit shall be paid by the Contractor either in the form of Demand Draft drawn in favour of Reserve Bank of India payable at Belapur, Navi Mumbai or through NEFT. The proof of submission of EMD (either copy of DD/NEFT UTR details) shall be submitted along with the quotation.
 - Vendors having MSEs (Micro and Small Enterprises only) valid Udyam Registration Number (Udyog Aadhar Memorandum Number) irrespective of the category are exempted from submission of EMD at the time of bidding. Bidders must submit MSE (Micro and Small Enterprises only) valid registration certificate at the time of submission of quotation for claiming exemption of EMD.
6. The EMD of the Successful contractor will be held without any interest till the completion of the work and released along with final bill of payment after satisfactory completion of the contract. The EMDs of non-successful firms will be returned to them after award of contract to successful contractor.
7. **The illumination shall be done on highway side and main gate side wall of RBI Belapur office building with LED pixel lights with graphics having pitch 6 x 7 inch**

the dimensions of the walls are as follows: -

- **Highway side wall: - 100 Feet X 50 Feet**
- **Front side wall: - 86 Feet X 40 Feet**
- **Logo wall: - 20 Feet X 23 Feet**
- **Front side wall from Main gate: - 20 Feet X 50 Feet**

8. The successful contractor should take necessary safety measures while installation & dismantling of lighting. **Contractor shall ensure Electrical safety during the work and provision of ELCB/RCCB has to be made for taking supply from main source.** The successful contractors shall carry out the installation & dismantling of lighting through Electrical licensed holder experienced electricians to avoid any mishaps.

The Bank reserves the right to accept or reject any or all quotations without assigning any reasons, whatsoever.

9. The Contractor must submit these quotation papers, duly signed on every page.
10. The rates quoted should include all taxes, materials, duties, labour charges for loading and unloading of material and transportation and insurance charges etc.
11. This is a lump sum rate quotation. Tenders will be evaluated on the basis of total quoted amount by the bidders and work will be awarded for the lowest quote.
12. The Successful contractor shall, at his own expense, arrange the following insurance policies and deposit such policy or policies with the Bank from time to time during the currency of this Contract.
1. Workmen compensation policy.
 2. Third party liability policy
13. **Contractors are advised to visit the site before quoting the rates.** The entire work is to be meticulously planned so that the entire illumination work is done as per requirement of the Bank. Thus, the rate quoted shall include for extra time and labour, if any, due to this fact. In case of non-availability of site due to some constraints, no compensation shall be paid on that account to contractor. Therefore, contractor may take into account this fact also while quoting the rates
14. The successful contractor shall make payment to their workmen strictly in accordance with the minimum wage Act (Central Government) and shall comply all the provision of the contract labour Act and shall keep & maintain all necessary documents/records for inspection.

15. The successful contractor shall submit their working team details along with their electrical PWD license copies prior to commence the work.

16. The contractor should note that unless otherwise stated the quotation 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 and even may be omitted thus altering the aggregate value of the contract. No claim for any compensation shall be entertained in this regard.

(a) The Contractor shall advise to **write the rates in figure and words both.**

(b) Wherever there is discrepancy in rates and amount quoted, the rate shall be considered valid, and amount shall be calculated based on rates. Wherever there is any discrepancy in rate quoted in figure and words, the rate quoted in words shall be considered as correct and the quotation shall be evaluated accordingly.

17. All payments by the Employer under this Contract will be made only at Belapur, Navi Mumbai & jurisdiction for any dispute will be at Belapur, Navi Mumbai.

Place:

Date:

Signature and seal with full address of contractor



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of Republic Day at RBI, Belapur, Navi Mumbai”**

Price - Bid

Name of Bidder: _____

Address: _____

Email ID: _____

Mobile No: _____

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**“Illumination of Bank’s Office Building on the eve of Republic Day at RBI,
Belapur, Navi Mumbai”
Bill of Quantities (BOQ)**

Sr. No.	Description	Qty.	Units	Rate in Rs.	Amount in Rs.
1	Illumination of Bank’s Office building at Belapur as per the specified patterns (LED pixel lights with graphics) decided by Bank for three days i.e., from 25/01/2025 to 27/01/2025.	01	Job		
	<u>CGST@9%</u>				
	<u>SGST@9%</u>				
	Total Amount				
In words:					

Note: All the above rates are inclusive of all GST, transport, labour etc.

Place:

Date:

Signature and seal of contractor with full address