



भारतीय रिज़र्व बैंक  
RESERVE BANK OF INDIA

**Illumination of residential building for Independence Day and Republic Day Celebration (for FY 2025-26) at Bank's Governor Bungalow & D G Flats, Mumbai.**

Estate Office, Mumbai Regional Office, Reserve Bank of India invites limited e-tenders for the captioned work from eligible vendors in the 05 Lakh to 10 Lakh Category. The schedule of tender is as follows:

1. e-Tender No.	RBI/Mumbai Regional Office/Estate/40/25-26/ET/304
2. Mode of tender	e-Procurement System  (Online Part I - Techno-Commercial Bid and Part II - Price Bid through ( <a href="http://www.mstcecommerce.com/eprocni/">www.mstcecommerce.com/eprocni/</a> ))
3. Estimated cost of the work	Rs. 8.92 Lakhs
4. Date of NIT available to parties to download (View Tender Time)	July 17, 2025, from 6:00 PM onwards
5. Pre-Bid meeting	Offline 11.30 AM on July 21, 2025 at  Estate Office, 2nd Floor, Main Building,  Mumbai Regional Office, Fort, Mumbai:  400001.
6. Earnest Money Deposit	EMD of Rs 17,840/- (Rupees Seventeen Thousand Eight Hundred Forty only) by NEFT/ DD or in the form of BG on or before 2:00 PM on July 28, 2025. The DD shall be submitted in sealed cover addressed by name to The Regional Director, Main Office

	<p>Building, Reserve Bank of India, Fort, Mumbai - 400001 so as to reach Estate Office, Main Office Building, Reserve Bank of India, within the prescribed time.</p> <p>ii) NEFT Details: A/c No – 04861436206 IFSC CODE – RBIS0MBPA04</p>
7. Last date of submission of EMD	July 28, 2025, till 2:00 PM
8. Date of Starting of e-Tender for submission of online Techno-Commercial bid and Price bid at <a href="http://www.mstcecommerce.com/eprocn/">www.mstcecommerce.com/eprocn/</a>	July 17, 2025, from 6:00 PM onwards
9. Date of closing of online e-tender for submission of Techno-Commercial bid & Price bid	July 28, 2025, till 2:00 PM
10. Date and time of opening of Part-I (Techno-commercial bid)	<p>July 28, 2025, at 2:30 PM</p> <p>Part-II Price Bid: Date of opening Part II i.e., price bid shall be informed separately</p>
11. Transaction Fee	<p>Rs.1,000.00 plus GST @ 18%</p> <p>To be paid through MSTC Payment Gateway/NEFT/RTGS in favour of MSTC Limited.</p>



भारतीय रिज़र्व बैंक  
RESERVE BANK OF INDIA  
Estate Office  
Mumbai

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**Quotation for “Illumination of residential building for Independence Day and Republic Day Celebration at Bank’s Governor Bungalow & D G Flats, Mumbai”**

**Techno-Commercial - Bid**

Name of Bidder: \_\_\_\_\_

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

\_\_\_\_\_

**Last Date for Submission: July 28, 2025, till 02:00PM**



### Form of Quotation

Place \_\_\_\_\_  
Date \_\_\_\_\_

Regional Director  
Reserve Bank of India  
Estate Office  
Fort, Mumbai

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 residential building for Independence Day and Republic Day Celebration at Bank's Governor Bungalow & D G Flats, Mumbai
(b)	Estimated cost	<b>₹ 8.92 Lakhs</b>
(c)	Earnest Money	<b>₹ 17,840/-</b>
(d)	Mode of payment	As per clause of commercial condition
(e)	Time Period for the work	<b>03 days (plus one additional day, if required) for each event</b>

2. 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. Tender quoted rates will be valid till January 31, 2026 for completion of works.
3. 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.



4. 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.

5. We have deposited a sum of **Rs.17,840/-** 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.

**6. The offered rates / amounts should be valid till 31.01.2026.**

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 \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_



### **Commercial Terms and Conditions**

E-quotations are invited for “Illumination of residential building for Independence Day and Republic Day Celebration at Bank’s Governor Bungalow Carmichael Road & D G Flats, Nepean Sea Road, Mumbai” and should be addressed to, The Regional Director, Reserve Bank of India, Estate Office, Main Office Building, Second Floor, Fort, Mumbai. The E-quotation should be submitted by July 28, 2025, till 02:00 PM.

**“Illumination of residential building for Independence Day and Republic Day Celebration at Bank’s Governor Bungalow Carmichael Road & D G Flats, Nepean Sea Road, Mumbai”.**

1. The rate should be valid up to January 31, 2026 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.: 14.08.2025 to 16.08.2025 and 25.01.2026 to 27.01.2026, but it may prepone or extended for one day than proposed three-day schedule as per instruction by Bank’s Engineer.
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 Mumbai or through NEFT / Bankers Cheque. The EMD draft or proof of EMD (either DD/NEFT) shall be submitted along with the quotation.
  - Vendors having MSEs (Micro and Small Enterprises only) Udyam Registration Number (Udyog Aadhar Memorandum Number) irrespective of the category are exempted from the payment of cost of quotation documents and submission of EMD at the time of bidding. Bidders must submit MSE (Micro and Small Enterprises only) 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 front side of both buildings i.e. Governor Bungalow, Carmichael Road, Mumbai and D G flats, Nepean Sea Road, Mumbai, as per the scheme detailed below:



i) **Governor Bungalow – Front side and garden area** shall be illuminated with **LED rope / strip** lights in tricolour to display Indian Flag in horizontal shape pattern. The spacing in-between two ropes should be minimum to get dense effect of lights.

ii) **DG Flats- Front side and garden area** shall be illuminated with **LED rope / strip** lights in tricolour to display Indian Flag in horizontal shape pattern. The spacing in-between two ropes should be minimum to get dense effect of lights.

8. The successful contractor should take necessary safety measures while installation & dismantling of lights at both buildings. The successful contractors shall carry out the installation & dismantling of lighting through Electrical licensed holder experienced electricians to avoid any mishaps.

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

10. The Contractor must submit these quotation papers, duly signed on every page.

11. The rates quoted should include all taxes, materials, duties, labour charges for loading and unloading of material and transportation and insurance charges etc.

12. This is an item rate quotation. Bank reserves its right of splitting the quantity among bidders if rate is found to be same for each item and bank reserves its right to consider item with lowest offer.

**13. 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.**

- a. **Workmen compensation policy.**
- b. **Third party liability policy**

14. **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 at front side of both buildings. 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

15. 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.

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

17. 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 quote for all the items, otherwise quotation will be considered as null, void and shall be rejected.

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

(c) 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.

(d) Bid will be evaluated for total three days plus one additional day. However, illumination of additional day other than three days (14,15 & 16 / 25, 26 & 27) will be as per description and requirement of Bank.

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

19. 100 % payment will be made to the successful vendor after completion of the work as per scope of work in the tender i.e. supply of materials, fixing of fittings / material, setting up of the system, operation of illumination for the period given by the Bank, dismantling and taking away of the material from the site.

## **20. Non-disclosure clause**

The contractor shall not disclose directly or indirectly any information, materials and of the Bank's infrastructure/ system/equipments etc. which may come to the profession or knowledge of the contractor during the course of discharging its contractual obligations in connection with the 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 the expiry or termination of this agreement for whatever reason.

## **21. Prevention of Sexual harassment Clause**

The contractor shall comply to the provisions of Prevention of Sexual





## Harassment at workplaces Act.

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

**Place:**

**Date :**

**Signature and seal with full address of contractor**



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Reserve Bank of India  
Estate Office  
Mumbai

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**“Illumination of residential building for Independence Day and Republic Day Celebration at Bank’s Governor Bungalow Carmichael Road & D G Flats, Nepean Sea Road,Mumbai”**

**Price - Bid**

Name of Bidder:\_\_\_\_\_

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

\_\_\_\_\_

**Last Date for Submission: July 28, 2025 till 02:00 PM**

**Reserve Bank of India**



**Estate Office,MRO**

**“Illumination of residential building for Independence Day and Republic Day Celebration at Bank’s Governor Bungalow Carmichael Road & D G Flats, Nepean Sea Road,Mumbai”**

**Bill of Quantity (BOQ)**

S. No	Description of Item	Qty.	Unit	Rate	Amount
A	Illumination of Bank’s Bungalow, Carmical Road & D G Flats, Nepeasea Road, Mumbai during night hours for 3 nights for following events as per detailed scope of work given in this quotation.				
1	Independece Day: August 14, 2025 – August 16, 2025	1	Job		
1a	Illumination of Bank’s Bungalow,Carmicale Road & D G Flats, Nepeasea Road, Mumbai during night hours for extra day (i.e: prior or post of the given schedule as specified in form of quotation) as per detailed scope of work given in this quotation.	1	Day		
2	Republic Day: January 25, 2026 – January 27, 2026	1	Job		
2a	Illumination of Bank’s Bungalow,Carmicle Road & D G Flats, Nepeasea Road, Mumbai during night hours for extra day (i.e: prior or post of the given schedule as specified in form of quotation) as per detailed scope of work given in this quotation.	1	Day		
B	Sub total				
C	CGST	9%			
D	SGST	9%			
E	Total				

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

**Place:**

**Date:**

**Signature and seal of contractor with full address**