

SCHEDULE OF TENDER (SOQ)

Tender for Illuminating Bank's Central Office Building Fort, Mumbai

1.	e-Tender No.	RBI/PD-Central Office Departments/Others/4/24-25/ET/142
2.	Mode of Tender:	e-Procurement System / physical submission (Part I – Techno-Commercial Bid and Part II - Financial Bid) through MSTC website (www.mstcecommerce.com/eprochome/rbi)
3	Estimated cost of the work:	₹15,50,000/- (Rupees Fifteen Lakh Fifty Thousand only)
4	Date of NIT available on MSTC portal for viewing of e-Tender	02.07.2024 from 11:00 hrs. onwards
5	Date and Time of the Pre-Bid Meeting (Online)	09.07.2024 at 11:30 hrs. Venue: Conference Room, 5 th floor, Central Office Building, Fort, Mumbai. (<i>Participants who are willing to attend the Pre-Bid meeting are requested to remain present at the Venue, Date & time</i>)
6	Earnest Money Deposit (EMD)	₹31,000/- (Rupees Thirty One Thousand only) The EMD may be submitted in favour of the Reserve Bank of India, Mumbai in the demand draft of the scheduled bank or in the proforma given in the enclosure therewith in the office of the tendering authority or through NEFT on or before 18.07.2024 upto 02.00 p.m. The account details for NEFT transfer are as follows: Name of beneficiary - Reserve Bank of India IFS code – RBIS0COD0001 Account No. – 41861403873 Any such bid received without EMD shall be treated as non bona fide and shall be rejected from participating in the tender process.
7	Bidding start date of Technocommercial Bid and Financial Bid at https://www.mstcecommerce.com/eprochome/rbi or submission in physical form in two parts in separate sealed envelopes. Part I contains all commercial terms and conditions and technical particulars and Part II contains only the price bid in the Bank's proforma at 5th floor, Premises Department, Central Office Building, Fort, Mumbai.	10.07.2024 from 10:00 hrs. onwards
8	Date of closing of online e- Tender for submission of	18.07.2024 upto 14:00 hrs.



	Techno-commercial Bid and	
	Financial Bid or submission of	
	bid in physical form in two part in	
	separate sealed envelopes	
9	Date & Time of opening of Part-	18.07.2024 from 15:00 hrs.
	I (i.e. Techno-Commercial Bid)	
10	Date & Time of opening of Part-	Will be intimated to the eligible bidders.
	II (i.e. Financial Bid)	

Note: Firms will have to pay the mandatory transfer fee to the MSTC payment gateway in favour of MSTC Limited.



RESERVE BANK OF INDIA Premises Department, Mumbai Notice Inviting tender (NIQ)

Tender for Illuminating Bank's Central Office Building at Fort, Mumbai

- 1. Reserve Bank of India, Central Office invites tender from eligible vendors / contractors for the work Illuminating Bank's Central Office Building at Fort, Mumbai. The work is estimated to cost ₹15.50 Lakh inclusive of taxes for a total of **four days on 2 occasions (i.e., August 14-15, 2024 and January 25 26, 2025)**
- 2. Tender forms will be available for viewing from 02.07.2024 after 11.00 hrs. at MSTC and RBI websites. tender forms can be downloaded from the website https://www.mstcecommerce.com and shall be uploaded on MSTC website or submitted in physical form at Bank's Office at Premises Department, 5th floor. Central Office Building, RBI, Shahid Bhagat Singh Marg, Fort, Mumbai 400001 in two parts on or before 02.00 PM on 18.07.2024. Part I contains all commercial terms and conditions and technical particulars and Part II contains only the price bid in the Bank's proforma

3. Eligibility Criteria:

Only those contractors who possess the following shall be eligible to participate in the tender process for the captioned work.

i. The firm shall have successfully executed similar works on or before May 31, 2024 for high raise building /large office building/ commercial premises/industrial houses etc.

AND

- ii. Should furnish solvency / Banker certificate for financial soundness issued by the applicant Banker for an amount not less than the estimated cost.
- 5. The Earnest Money Deposit (EMD) of ₹31,000/- may be remitted through NEFT and documentary evidence in support of remittance shall be submitted in sealed cover addressed to Chief General Manager- In- Charge, Premises Department, Central Office Building, Mumbai-400 001 to reach Premises Department Central Office up to 14:00 Hrs. on 18.07.2024 superscripted as "EMD for tender for Illuminating Bank's Central Office Building at Fort, Mumbai. Further, Submission of EMD is exempted to the MSEs having Udyam Registration Number (Udyog Aadhar Memorandum Number) irrespective of the category, at the time of bidding.

- 6. Any amendments / corrigendum to the Tender, if any, issued in future will only be notified on the RBI Website and MSTC Website as given above.
- 7. Part I of the Tenders will be opened at 15:00 Hrs. on 18.07.2024. Part-II (Price bid) shall be opened for the eligible bidders on a subsequent date which will be intimated to the eligible bidders in advance.
- 8. The Bank shall evaluate the documents before processing the tenders and opening of price bid of the Tenders. If any bidder is not found to possess the required eligibility for participating in the quoting process at any point of time and/or his performance reports received from his clients and/or his bankers are found unsatisfactory, 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.

Place: Mumbai Date: -----

> Chief General Manager-in-Charge Premises Department Reserve Bank of India Central office Building Mumbai

SCHEDULE OF TENDER (SOQ)

Tender for Illuminating Bank's Central Office Building at Fort, Mumbai

1.	Tender No.	RBI/PD-Central Office Departments/Others/4/ 24-25/ET/142[Illumination of Bank's COB]
2.	Mode of Tender:	e-Procurement System / physical submission (Part I – Techno- Commercial Bid and Part II - Financial Bid) through MSTC website (www.mstcecommerce.com/eprochome/rbi)
3	Estimated cost of the work:	₹15,50,000/- (Rupees Fifteen Lakh Fifty Thousand only)
4	Date of NIT available in MSTC portal for viewing of e-Tender	02.07.2024 from 11:00 hrs. onwards
5	Date and Time of the Pre-Bid Meeting (Online)	09.07.2024 at 11:30 hrs. Venue: Conference Room, 5 th floor, Central Office Building, Fort, Mumbai. (Participants who are willing to attend the Pre-Bid meeting are requested to remain present at the Venue, Date & time)
6	Earnest Money Deposit (EMD)	₹31,000/- (Rupees Thirty-one thousand only) .The EMD may be submitted in favour of the Reserve Bank of India, Mumbai in the demand draft of the scheduled Bank or in the proforma given in the enclosure therewith in the office of the Tendering authority or through NEFT on or before 18.07.2024 upto 02.00 p.m. The account details for NEFT transfer are as follows: Name of beneficiary - Reserve Bank of India IFS code – RBIS0COD0001 Account No. – 41861403873 Any such bid received without EMD shall be treated as non bona fide and shall be rejected from participating in the Tender process.
7	Bidding start date of Techno-commercial Bid and Financial Bid at https://www.mstcecommerce.com/eprochome/r bi or submission in physical form in two parts in separate sealed envelopes. Part I contains all commercial terms and conditions and technical particulars and Part II contains only the price bid in the Bank's proforma at 5th floor, Premises Department, Central Office Building, Fort, Mumbai.	10.07.2024 from 10:00 hrs. onwards
8	Date of closing of online tender for submission of Techno-commercial Bid and Financial Bid or submission of bid in physical form in two part in separate sealed envelopes	18.07.2024 up to 14:00 hrs.
9	Date & Time of opening of Part-I (i.e. Techno-Commercial Bid)	18.07.2024 from 15:00 hrs.

10	Date & Time of opening of Part- II (i.e.	Will be intimated to the eligible bidders.
	Financial Bid)	
e: F	irms will have to pay the mandatory transfer fee	to the MSTC payment gateway in favour of MSTC Limited.

Important instructions for e-procurement of MSTC Portal

This is an e-procurement event of MSTC LTD. You are requested to read the terms & conditions of this tender before submitting your online Tender. Bidders who do not comply with the conditions with documentary proof (wherever required) will not qualify in the tender for opening of price bid.

1. Process for submission of e-tender

(A) Registration:-

The process involves vendor's registration with MSTC e-procurement portal which is free of cost. Only after registration, the vendor(s) can submit his/their bids electronically. Electronic Bidding for submission of 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 is not responsible for making such arrangement. (Bids will not be recorded without Digital Signature). SPECIAL NOTE: The price bid and the commercial bid has to be submitted on-line at https://www.mstcecommerce.com/eprochome/rbi

- (1) Vendors are required to register themselves online with www.mstcecommerce.com
 → e-Procurement →PSU / Govt. depts. →Click on RBI →Register as Vendor Filling up details and creating own user id and password→ Submit.
- (2) Vendors will receive a system generated mail confirming their registration in their e-mail which has been provided during filling the registration form. Bidders are advised to refer to the VENDOR GUIDE and VIDEO GUIDE available under "VIEW VIDEO" Link at www.mstcecommerce.com/eprochome for detailed guidance. In case of further clarification, please contact MSTC, (before the scheduled time of the e- Tender).

Contact person (MSTC):

- 1. Mr. Manas Mallick Senior Manager- manas@mstcindia.co.in Mobile- 9831108435
- 2. Mr. Sushil Nale, Asst. Manager sushil@mstcindia.co.in Mobile-09987758460
- 3. HO Central Help Desk: (For vendors)

Phone Number: 07969066600 <u>helpdeskho@mstcindia.in</u> (Please mention "HO Helpdesk" as subject while sending emails)

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

4. Google hangout ID- (for text chat)- mstceproc@gmail.com

Contact Person (RBI):

1. Sh. H. Rahaman, AGM (Tech-Elec)

hrahaman@rbi.org.in

022-22602505 / 8763528236

2. Sh. Ashish Chourasia Assistant Manager (Tech- Electrical)

achourasia@rbi.org.in

8239999157

(B) System Requirement: -

- i) Windows 7 and above Operating System
- ii) IE-9 and above Internet browser.
- iii) Signing type digital signature
- iv) JRE 8 update 161 and above software to be downloaded and installed in the system (File Name- Windows X86 Offline)

To enable ALL active X controls and disable 'use pop up blocker' under Tools →Internet Options→ custom level Bidders are advised to refer to the "Vendor Guide" and a "Video Guide" before proceeding with the Tender process.

- 2. (A) Part I Techno-Commercial bid will be opened electronically on specified date and time as given in the NIT. Bidder(s) can witness electronic opening of bid.
- (B) Part II Price bid will be opened electronically of only those bidder(s) whose Part I Techno Commercial Bid is found to be Techno-Commercially acceptable by RBI. Such bidder(s) will be intimated date of opening of Part II Price bid, through valid e-mail confirmed by them.

Note: The bidders 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 taking into account 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 entries in the tender should be entered in online Technical & Commercial Formats without any ambiguity.
- 4. Vendors are instructed to use Attach Documents link in bidding floor to upload documents in document library. Multiple documents can be uploaded. Maximum size of single document for upload is 4 MB. For further assistance please follow instructions of vendor guide. Special Note towards Transaction fee: The vendors shall pay the transaction fee using "Transaction Fee Payment" Link under "My Menu" in the vendor login. The vendors have to select the particular e -tender from the event dropdown box. The vendor shall have the facility of making the payment either through NEFT or Online Payment. On selecting NEFT, the vendor shall generate a challan by filling up a form. The vendor shall remit the transaction fee amount as per the details printed on the challan without making change in the same. On selecting Online Payment, the vendor shall have the provision of making payment using its Credit/ Debit Card/ Net Banking. Once the payment gets credited to MSTC's designated bank account, the transaction fee shall be auto authorized, and the vendor shall be receiving a system generated mail. Transaction fee is non-refundable. A vendor will not have the access to online tender without making the payment towards transaction fee.

NOTE - Bidders are advised to remit the transaction fee well in advance before the closing time of the event so as to give themselves sufficient time to submit the bid.

- 5. All notices and correspondence to the bidder(s) shall be sent by e-mail only during the process till finalization of e-tender by RBI. Hence the bidders are required to ensure that their corporate e-mail I.D. 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).
- 6. (i) Please note that there is no provision to take out the list of parties downloading the 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 tender opening to ensure that they have not missed any corrigendum uploaded against the said e -tender after downloading the tender document. The responsibility of downloading the related corrigenda, if any, will be that of the downloading parties.
- (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 www.mstcecommerce.com/eprochome/rbi of MSTC Ltd.
- 7. e -tender cannot be accessed after the due date and time mentioned in NIT.

- 8. Bidding in e-Tender:
- (a) Bidder(s) need to submit necessary EMD (in Case of EMD in the form of DD/Bank Guarantee) in person at Premises Department, Central Office Building, Reserve Bank of India, Mumbai-400001 to be eligible to bid online in the e-Tender. No interest will be paid on EMD.
- (b) The process involves Electronic Bidding for submission of Techno Commercial Bid as well as Price Bid.
- (c) The bidder(s) who have submitted the above fees can only submit their Techno Commercial Bids and Price Bid through internet in MSTC website www.mstcecommerce.com → e-procurement →PSU /Govt. depts. →RBI Vendor Login→My menu→ Auction Floor Manager→ live event →Selection of the live event→ Techno Commercial Bid.
- (d) The bidder should allow to run an application namely en Apple by accepting the risk and clicking on run. This exercise has to be done twice immediately after clicking on the Techno-Commercial bid. If this application is not run then the bidder will not be able to save/submit his bid.
- (e) 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 & price bid has been saved, the bidder can click on the "Submit" button to register their bid.
 - NOTE: The Techno-Commercial Bid & price bid cannot be revised once the "Final Submission" button has been clicked by the bidder.
- (f) In all cases, bidder should use their own ID and Password along with Digital Signature at the time of submission of their bid.
- (g) During the entire tender process, the bidders will remain completely anonymous to one another and also to everybody else.
- (h) The tender floor shall remain open from the pre-announced date & time and for as much duration as mentioned above.
- (i) All electronic bids submitted during the 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. Such successful bidder shall be called hereafter supplier.
- (j) It is mandatory that all the bids are submitted with digital signature certificate otherwise the same will not be accepted by the system.
- (k) Buyer reserves the right to cancel or reject or accept or withdraw or extend the e tender in full or part as the case may be without assigning any reason thereof.
- (I) No deviation of the terms and conditions of the e tender document is acceptable. Submission of bid in the e-e tender floor by any bidder confirms his acceptance of terms & conditions for the Tender.
- (m) Unit of Measure (UOM) is indicated in the e-tender. Rate to be quoted should be in Indian Rupee (both in figure and word) as per UOM indicated in the tender document
- 9. Any order resulting from this open tender shall be governed by the terms and conditions mentioned therein.
- 10. No deviation to the technical and commercial terms & conditions are allowed.
- 11. After submitting online bid, the bidder cannot access the Tender, once it has been submitted with digital signature.
- 12. RBI has the right to cancel this 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 www.mstcecommerce.com/eprochome/rbi 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.

Place: Signature and seal of the Bidder	
Date:	Name:
	Address:
	Email:
	Phone:
	Mobile no



केंद्रीय कार्यालय भवन /CENTRAL OFFICE BUILDING परिसर विभाग /Premises Department भारतीय रिज़र्व बैंक /Reserve Bank of India, Mumbai - 400 001 Tender

भाग I/ Part I (Techno-Commercial Bid)

Illuminating Bank's Central Office Building at Fort, Mumbai - 400001.

Name of Bidder	
Address	

Date of Pre-Bid Meeting : 09.07.2024 at 11:30 Hrs.

Due date and time for submission of e-tender: 18.07.2024 up to 14:00 Hrs.

Date of opening of Part- I of Tender : 18.07.2024from 15:00 Hrs.

Venue : Premises Department

5th Floor, Central Office Building

Reserve Bank of India,

Mumbai- 400 001

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 these documents, 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 punishable under the Indian Law.

अस्वीकरण

भारतीय रिज़र्व बैंक,केन्द्रीय कार्यालय, परिसर विभाग, ने इस दस्तावेज़ को इच्छुक पक्षों को परियोजना के बारे में पृष्ठभूमि की जानकारी देने के लिए तैयार किया है। हालांकि भारतीय रिजर्व बैंक ने यहां मौजूद जानकारी तैयार करने में आवश्यक सावधानी बरती है और उसके अनुसार यह सूचना सही है लेकिन इस दस्तावेज में दी गई जानकारी की पूर्णता या सटीकता या इसके साथ दी गई किसी सूचना के बारे में भारतीय रिज़र्व बैंक या उनके अधिकारियों या एजेंसियों या उनसे कोई भी संबंधित अधिकारियों, कर्मचारियों, एजेंटों या सलाहकारों द्वारा कोई भी वारंटी या उसका दावा, चाहे वह व्यक्त या अंतर्निहित हो, नहीं किया जाता है।

व्यक्त जानकारी संपूर्ण नहीं है। इच्छुक पार्टियों को स्वयं पूछताछ करने और प्रतिवादियों को लिखित रूप में पृष्टि करने की आवश्यकता होगी कि उन्होंने ऐसा किया है और वे केवल निविदा प्रस्तुत करने के लिए भारतीय रिज़र्व बैंक द्वारा दी गई जानकारी पर निर्भर नहीं हैं। यह जानकारी इस आधार पर दी जाती है कि यह भारतीय रिज़र्व बैंक या इसके किसी भी प्राधिकरी या एजेंसियों या उनके संबंधित अधिकारियों, कर्मचारियों, एजेंटों या सलाहकारों के लिए बाध्यकारी नहीं है।

भारतीय रिजर्व बैंक परियोजना को आगे बढ़ाने या परियोजना के स्वरुप को बदलने के लिए, इस दस्तावेज़ में दर्शाई गई समय सारणी को बदलने या लागू होनेवाली प्रक्रिया या प्रणाली को बदलने का अधिकार सुरक्षित रखता है। यह इस परियोजना में रुचि दिखाने वाले किसी भी पक्ष से इस मुद्दे पर चर्चा करने से इनकार करने का अधिकार भी रखता है। इस परियोजना में रुचि दिखाने वाले किसी भी पक्ष या संस्थाओं को किसी भी प्रकार की लागत की प्रतिपूर्ति नहीं की जाएगी।

Disclaimer

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

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 Reserve Bank of India in submitting the e-Tender. The information is provided on the basis that it is non – binding on Reserve Bank of India or any of its authorities or agencies or any of their respective officers, employees, agents or advisors.

Reserve Bank of India reserves the right not to proceed with the Contract or to change the configuration of the Contract, to alter the timetable reflected in this document or to change the process 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.

Table of Contents

Item	Description				
Notice inviting Tend	Notice inviting Tender				
Schedule of Tender	r				
Important instructio	ns for e – Procurement				
Part – I					
Section I	Form of Tender				
	a) Article of agreement				
Section II	Important instructions to bidder(s)				
Section III	General conditions of the contract				
	a) Commercial conditions				
	b) Special conditions of the contract				
	c) Safety Code				
	d) Fire Safety				
Section IV	Special instructions to the Bidder				
Section V	Scope of work				
	Information to be filled by the bidder				
	Commercial Conditions				
Un priced bid Schedule of quantity (not for quote)					

भाग -। ई बोली का फॉर्म

प्रभारी मुख्य महाप्रबंधक भारतीय रिजर्व बैंक परिसर विभाग केंद्रीय कार्यालय भवन मुंबई – 400 001.

महोदय,

बैंक के केंद्रीय कार्यालय भवन की प्रकाश व्यवस्था हेतु ई-बोली

उपर्युक्त कार्य से संबंधित आवश्यकताओं, शर्तों और मात्राओं की अनुसूची की जांच करने और कार्यों के स्थल का दौरा करने और जांच करने के बाद और निविदा में शामिल इससे संबंधित अपेक्षित जानकारी प्राप्त करने के बाद , मैं/हम फोर्ट मुंबई में बैंक के केंद्रीय कार्यालय भवन की प्रकाश सज्जा हेतु ई-बोली संलग्न मात्राओं की अनुसूची में उल्लिखित दरों और ई-बोली की शर्तों और इसके साथ संलग्न संविदा की शर्तों के अनुसार प्रस्तुत करने का प्रस्ताव देते हैं।

ज्ञापन

	कार्य का विवरण		बैंक के केंद्रीय कार्यालय भवन की प्रकाश सज्जा
(ক)	बयाना राशि (रु)	:	₹:31,000/-
(ख)	प्रतिशत, यदि कोई हो,जो प्रत्येक	:	शून्य
	बिल से काटा जाना है		
(1J)	कार्य की अवधि	:	4 दिवस (14-15 अगस्त 2024, 25 और 26 जनवरी, 2025)
(ঘ)	भुगतान का तरीका	:	बोली दस्तावेज के अनुभाग ॥। के खंड 3.15 के अनुसार

- 2. हम इस बात से भी सहमत हैं कि बोली भाग-। के खुलने की तारीख से 90 दिनों तक बैंक द्वारा स्वीकृति के लिए हमारी बोली वैध रहेगी और वैधता की इस अविध को बैंक और हमारे बीच पारस्परिक रूप से सहमत अविध के लिए बढ़ाया जा सकता है।
- 3. यदि इस बोली को स्वीकार कर लिया जाता है, तो मैं/हम बोली के सभी निबंधनों और शर्तों का पालन करने और उन्हें पूरा करने के लिए सहमत हैं और इस संबंध में किसी भी चूक की स्थिति में, उक्त बोली दस्तावेज़ में उल्लिखित शर्तों में निर्धारित राशि संविदा की लिखित स्वीकृति के साथ जब्त किये जाने और आप या आपके उत्तराधिकारी, या समन्देशिती या नामांकित व्यक्ति को अदा करने के लिए सहमत हूँ हैं।/

4.मैं/हम समझता हूं/ समझते हैं कि आप बिना कोई कारण बताए किसी भी या सभी बोली को पूर्ण रूप से या आंशिक रूप से स्वीकार या अस्वीकार करने का अधिकार सुरक्षित रखते हैं।					
2024 का दिनांक का दिवस मैसर्स की ओर और के लिए					
(मुहर के साथ प्राधिकृत हस्ताक्षरकर्ता के हस्ताक्षर)					
नाम					
पदनाम स्थान					
दिनांक					
(प्राधिकृत हस्ताक्षरकर्ता के रूप में उपरोक्त हस्ताक्षरकर्ता के बोर्ड संकल्प या अधिदेश या मुख्तारनामे की प्रमाणित स्वच्छ प्रति संलग्न की जानी चाहिए)। साक्षी					
(1) नाम, पता और तारीख के साथ हस्ताक्षर					
साक्षी (2) नाम, पता और तारीख के साथ हस्ताक्षर					

Section-I

Form of Tender

Chief General Manager – in – Charge Reserve Bank of India Premises Department Central Office Building Mumbai – 400 001.

Sir.

Tender for Illuminating Bank's Central Office Building at Fort, Mumbai

Having examined the requirements, conditions and schedule of quantities relating to the captioned work and having visited and examined the site of the works and also having acquired the requisite information relating thereto as involving the Tender, I/We hereby offer to take up the **tender for Illuminating Bank's Central Office Building at Fort, Mumbai** at the rates mentioned in the attached schedule of quantities and in accordance with the conditions of the tender and conditions of contract attached hereto.

Memorandum

	Description of work		Illuminating Bank's Central Office Building at Fort, Mumbai
(a)	Earnest Money (Rs.)	:	₹31,000/-
(b)	Percentage, if any, to be deducted from each bill	:	NIL
(c)	Period of work	:	4 days (August 14-15, 2024 and January 25 and 26 , 2025)
(d)	Mode of Payment	:	As per clause 3.15 of Section III of this tender document

- 2. We also agree that our tender will remain valid for acceptance by the Bank for 90 days from the date of opening of the tender Part-I and this period of validity can be extended for such period as may be mutually agreed between the Bank and us in writing.
- 3. Should this tender be accepted, I/we hereby agree to abide by and fulfill all the terms and conditions of the tender and in the event of any default thereof, to forfeit and pay to you or your successors, or assignees or nominees such sums of money as are stipulated in the conditions contained in the tender document with the written acceptance of the Contract.
- 4. I/We understand that you reserve the right to accept or reject any or all the tender either in full or in part without assigning any reason therefor.

Dated this	day of	2024	
For and on beha	alf of M/s		

(Signature of authorized signatory with seal)

Name		_
Designation		_ Place
 Date		
(Certified true copy of Boas authorized signatory sl Witnesses (1) Signature with name, and date		of Attorney of the above signatory
Witness (2) Signature with Name, and date	address	

Articles of Agreement
ARTICLES OF AGREEMENT made the day of between the Reserve Bank of India Central Office, Shahid Bhagat Singh Marg, Fort, Mumbai-400001, having its Central Office at Shahid Bhagat Singh Marg , Fort, Mumbai 400001 (hereinafter called "the Employer" or "the Reserve Bank" or "the Bank") represented by
(hereinafter called "the Contractor") represented bywhich expression shall include his successors, assigns and legal representative of the other part.
WHEREAS the Employer is desirous of carrying out the work of tender for Illuminating Bank's Central Office Building at Fort, Mumbai and has caused scope of work describing the works to be done [as detailed in tender Documents (Part I, Part II, annexures and amendments thereof)].
AND WHEREAS the said scope of work and the Schedule of Quantities have been signed by or on behalf of the parties hereto.
AND WHEREAS the Contractor has agreed to execute upon and subject to the Conditions set forth herein and to the Conditions set forth in the General Conditions of Contract, Special Conditions, and in the Schedule of Quantities (all of which are collectively hereinafter referred to as "the said Conditions") the works described in the said Scope of works and included in the Schedule of Quantities at the Respective rate 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").
 A. NOW IT IS HEREBY AGREED AS FOLLOWS: This agreement will come into effect from and will remain in force up to or unless it is terminated as per the terms herein after contained. The Contract is neither a fixed lump sum Contract nor a Piece Work Contract but is a Contract to carry out the complete work amounting to Rs inclusive of GST amount to be paid for according to actual measured quantities at the rates contained in the Schedule of work and Probable quantities or as provided in the said Conditions.

iv. The Employer reserves to itself the right of altering the 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.

iii. The Contractor shall make good any damages done to walls, floors etc. after the completion of such

works.

- v. The payment thereon will be made after the same is duly certified by the Bank's officials to the effect that the services have been provided satisfactorily and after deducting all statutory dues/taxes etc.
- vi. The above charges are firm and not subject to labor conditions, exchange variations or any other condition whatsoever.
- vii. The above charges also include Insurance Charges and any other tax and duty or other levy, whether existing or levied in future by the Central Government or the State Government or any local authority. GST will be paid separately at the applicable rate.
 - viii. The contractor shall be responsible for providing services as per the scope of work and terms and conditions of the contract.

B. Services to Be Rendered by the Contractor:

The contractor shall:

- i. Ensure that he deploys trained and competent persons who are physically fit and are not suffering from any chronic or contagious diseases for carrying out the works. Be responsible and liable for payment of salaries, statutory minimum wages and other legal dues to the persons who are employed by him for the purpose of rendering the services required by the Bank/ employer under the agreement.
- ii. Ensure that all persons employed by him, for the purpose for rendering the services required by the Bank under this agreement, are insured with Government of India recognized insurance companies, for which no extra payment will be made by the Bank. The contractor shall be responsible for any injury or damages to any persons, animals or any other things.
- iii. Ensure that his employees, while in the office or residential premises of the Bank or while carrying out their obligations under this agreement, observe the standards of cleanliness, decorum, safety, good behavior and general discipline laid down by the Bank or its authorized agents and the Bank/ employer shall be the sole judge as to whether or not the contractor and/ or his employees have observed the same.
- iv. Personally, and exclusively supervise the work of his employees to ensure that the services rendered under this agreement are carried out to the satisfaction of the Bank.
- v. Ensure that no employees of the contractor will enter or remain on the Bank's premises beyond the specified time limits unless and absolutely necessary for fulfilling contractor's obligations.
- vi. Be liable for any damage caused to the bank or its premises or any part thereof or to any fixtures or fittings/equipment thereof or any property of the Bank and therein by any act, omission, default or negligence of the contractor or his employees or agents.
- vii. Supply identity cards and uniforms to his/ her employees or agents who shall be doing the job at the Bank's premises. All the employees and agents should bear the identity card and uniforms for all the times while they are working in the Bank's premises.

C. Minimum wages

- I. Rates quoted by the firm should be in accordance with the Contract Labour Act 1970 /minimum code 2019 or latest / Minimum Wages Act. Tender having quoted rates below the prescribed rates will be rejected. The firm shall ensure payment of minimum wages to the workmen employed by they/them through NEFT to their bank account/s and shall maintain a register of wages and shall issue a wage slip to every workman employed by they/them and obtain their signature or thumb impression on the wage slips. In addition, they have to provide essential amenities like drinking water, first aid facility etc. to their employees as per Contract Labour Act 1970/latest code 2019.
- II. Salary of the employees shall be disbursed through NEFT only to their bank account and a copy of the NEFT payment shall be produced with the bill to be submitted to the Bank for payment.
- III. The successful Bidder has to give undertaking on Non Judicial Stamp Paper of applicable value before the award of the work that he undertakes to actually pay wages to all the labours of all descriptions to be engaged by him for completion of that particular job/work at the rate which is not less than the one prescribed under minimum wages under CLRA Act and also keep the Principal Employer indemnified against all the actions that may be initiated against the Principal Employer by the Statutory Authorities for his failure to pay such wages and provide the essential amenities.
- IV. The successful Bidder shall indemnify and keep indemnified the Bank against all losses and claims, damages or compensation for breach of any provisions of the Payment of Wages Act, 1936, Minimum Wages Act, 1948 and code 2019, Contract Labour (Regulation and Abolition) Act, 1970 or any other labour law/statute in force in this regard. The firm only shall be responsible for liabilities, if any, in this regard.
- V. The Bank may also insist, if necessary, the successful Bidder for bank account payment of labours and he will furnish the bank account details of engaged labours as proof of payment on

enquiry.

Penalty clause: If there is a case of delay in illumination of the central office building (COB) beyond the pre specified time, a penalty of Rs. 5000/- per hours shall be deducted from the bill payable to the contractor, subject to maximum 10 % of the Contract amount.

- **D.** Prevention of Sexual harassment Clause: The Service Provider / Agency shall comply with the provisions of "the Sexual Harassment of women at work place (Prevention, Prohibition and Redressal) Act, 2013".
- a. The Service Provider agency shall be solely responsible for full compliance with the provisions of the "sexual harassment of women at workplace (prevention prohibition and Redressal) Act 2013" in case of any complaint of sexual harassment against its employee within the premises of the Bank, the complaint will be filed before the internal complaints committee constituted by the Service Provider/ agency and the Service Provider/ agency shall ensure appropriate action under the said act in respect of the complaint.
- b. Any complaint of sexual harassment from any aggrieved employee of the Service Provider against any employee of the Bank shall be taken cognizance of by the Regional Complaints Committee constituted by the Bank.
- c. The Service Provider shall be responsible for any monetary compensation that may need to be paid in case the incident involves the employees of the Service Provider, for instance any monetary relief to Banks employee, if sexual violence by the employee of the Service Provide is proved.
- d. The Service Provider shall be responsible for educating its employee about prevention of sexual harassment at workplace and related issues.
- e. The Service Provider shall provide a complete and updated list of its employees who are deployed within the Banks premises.
- E. Non- Disclosure Clause: The Contractor shall not disclose directly or indirectly any information, materials and details of the Bank's infrastructure/systems/equipment etc., which may come to the possession or knowledge of the Contractor during the course of discharging its contractual 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 the expiry or termination of this agreement for whatever reason."

F. Insurance (separate Insurance for each occasions):

The successful bidder shall take workmen compensation policy for the workers engaged in the work for individual occasions (i.e., August 14-15, 2024 and January 25 – 26, 2025) separately. Further, the bidder also takes third party liability policy for a total of Rs.7.75 lakh and with a limit of Rs. 2 lakh per person per accident for individual occasions (i.e., August 14-15, 2024 and January 25 – 26, 2025) separately.

Note: These policies shall be valid till the completion of the work. If the successful Bidder does not provide these policies, the Bank reserves the right to take the above insurance policies themselves and recover the cost thereof from the bill of the successful Bidder.

G. Termination of Agreement:

- i. Without prejudice to what is contained hereinabove, the Bank shall at its sole and absolute discretion, be entitled to terminate this agreement forthwith by written notice without assigning any reason and without payment of any compensation, if
- a) In the opinion of the Bank (which shall not call-in question by the contractor and shall be binding on the contractor), the contractor fails or refuses to implement this agreement to the Bank's satisfaction and/ or
- b) The contractor commits a breach of any terms and conditions of this agreement and/
- c) For any reason whatsoever, the contractor becomes disentitled in law to perform his obligations under this agreement and/ or
- d) 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.
- ii. In the event of termination of this agreement for any reason whatsoever, the contractor/ or persons employed by him or his/ her agents shall not be entitled for any sum or sums whatsoever from the Bank by way of compensation, damages or otherwise.

H. Stamp duty:

The contractor shall bear the cost of the stamp duty of this agreement. Bank shall retain the original and the contractor shall retain the copy of the same.

- **I.** The contractor shall ensure payment of minimum wages to the workmen employed by him/her/them.
- **J.** The contractor shall indemnify and keep indemnified the Bank against all losses and claims, damages or compensation for breach of any provisions of the payment of wages Act, 1936, Minimum Wages Act, 1948, Contract Labour (Regulation and Abolition) Act, 1970 or any other labour law/ statute in force in this regard. The contractor only shall be responsible for liabilities, if any, in this regard.
- **K.** The several parts of this contract have been read and fully understood by the contractor.
- L. All payments by the Employer under this Contract will be made only at Mumbai.
- **M.** In consideration of the 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 specifications and the schedule of quantities.
- **N.** The Employer 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.
- O. **Penalty clause:** If there is a case of delay in illumination of the COB beyond the pre specified time, a penalty of Rs. 5000/- per hours shall be deducted from the bill payable to the contractor, subject to maximum 10 % of the Contract amount.
- 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.

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

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

Signature Claus

Signed and delivered by Reserve Bank of India, Mumbai.

(Name and Designation) In the presence of: Witnesses: 1.		
Address:		
2.		
Address:		
If the party is a Partnership firm or individual: Name and Designation) In the presence of:		
Witnesses: 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

Section - II

Important Information Tender for Illuminating Bank's Central Office Building at Fort, Mumbai

2.1 Important Information:

Estimated cost	₹15.50 Lakh
Earnest Money Deposit (EMD)	₹31,000/- in the form of irrevocable Bank Guarantee or may be remitted through NEFT to be submitted. Documentary evidence for NEFT shall be submitted to the Chief General Manager-in-Charge, Premise Department, Central Office Building, Reserve Bank of India, Fort, Mumbai- 400 001 on or before 14:00 hrs on 18.07.2024. Failure to comply with this condition will render the tender void.
Date of issue of Tender / downloaded from https://www.mstcecommerce.com	02.07.2024 from 11:00 Hrs.
Date and place of Pre-Bid meeting	All the intending bidders are advised to study the tender documents and may send their queries through email to hrahaman@rbi.org.in / snkatarnavare@rbi.org.in on or before 09.07.2024 for clarification. With prior notice on the above email and confirmation from the Bank, site visit will be facilitated to intending Tenders to provide the first feel of the work at site. No separate communication will be sent for this meeting. The bidders are expected to get all the issues clarified during this meeting and should not deviate from the Bank's tender conditions / specifications in their technical (Part I) and Price Bids (Part II).
Last date of submission of Bid in online mode as well as physical form at above cited address.	18.07.2024 up to14 :00 Hrs.
Date and time of opening of Part-I Tender.	18.07.2024 from 15:00 Hrs.
Date and time of opening of Financial Bids	Shall be intimated to all eligible Bidders later.
Commencement Date	As specified in the work order
Payment condition	shall be made on submission of bill with supporting documents after illumination.

Penalty	Refer Para 4.4 of Section-IV
Validity of the Tender	90 days from the date of opening of Price Bid i.e.: tender Part -I
All disputes arising shall be subject to the jurisdiction of courts in	Mumbai
Contact person for communication in connection with this Tender	Name and Designation: Shri. Ashish Chourasia, AM (Tech-Elect), Premises Department, Mumbai

- 2.2 The Bank reserves the right to accept or reject any or all bids without assigning any reasons. No Bidder shall have any cause of action or claim against the Bank for rejection of his Bid.
- 2.3 All information submitted in response to this tender shall be the property of Reserve Bank of India and it shall be free to use the concept of the same at its will.

Chief General Manager – in – Charge Reserve Bank of India Premises Department Central Office Building Mumbai – 400 001.

Section - III

General instructions to Bidders

3.1	Tender Document:
3.1.1	Tender shall consist of this document having Five Sections along with any annexures, schedules, addendum, or corrigendum etc. issued by the Bank for the purpose.
3.1.2	Bidders are advised to study all sections of tender documents thoroughly. Submission of Bid shall be deemed to have been done after careful study and examination of the tender documents with full understanding of its implications.
3.1.3	The tender shall be prepared and submitted in two parts, viz. Part I and Part II on the MSTC web portal (https://www.mstcecommerce.com) clearly indicating "Part I — Technical Bid" and "Part II — Prices Bid", respectively. If the Bidders desire to submit additional information, they may do so on their own letter head. Each page of the forms shall be signed and uploaded before due date of opening of tender or tender form can be submitted in physical form in two parts in separate sealed envelopes. Part I contains all commercial terms and conditions and technical particulars and Part II contains only the price bid in the Bank's proforma at 5th floor, Premises Department, Central Office Building, Fort, Mumbai
3.2	Amendment to tender document
3.2.1	At any time prior to the deadline for the submission of Bids, the Bank may, for any reason, whether at its own initiative or in response to a clarification or query raised by a prospective bidder, modify the tender by an amendment.
3.2.2	The said amendment in the form of the addendum/ corrigendum will be loaded on the MSTC web portal (https://www.mstcecommerce.com). This communication shall be binding on the bidders. The addendum (s) issued will form part of the tender documents.
3.2.3	To afford prospective bidders reasonable time for preparing their Bids after taking into account such amendments, the Bank may, at its discretion, extend the deadline for the submission of Bids.
3.3	Submission of Bid: tender in prescribed form shall be submitted/uploaded in two parts on MSTC website https://www.mstcecommerce.com or in physical format as stated above at premises department, Central Office Building, Fort, Mumbai.

	Tender in prescribed form shall be submitted in duplicate in two parts, Part-I of tender will contain the Bank's standard technical and commercial conditions, if any for the proposed work, bidders' covering letter be sealed in one cover, super scribing "Part – I of tender for Illuminating Bank's Central Office Building on Republic Day at Fort, Mumbai". Part - II of tender will contain no conditions but Bank's schedule of quantities, and price bid only and be sealed in a separate cover, super scribing "Part – II of tender for Illuminating Bank's Central Office Building on Republic Day at Fort, Mumbai." Both these sealed covers will further be sealed in another envelope addressed by name to Chief General Manager – in – charge, Reserve Bank of India, Premises Department, Central Office Building, Fort, Mumbai. Tenders shall reach the Bank up to 14.00 Hrs. on in the manner described in the tender form. Tenders received after the due date and time will not be accepted under any circumstances.
3.3.1	Technical Bid
	Part-I of the tender will contain Bank's standard technical and commercial conditions for the proposed work, Bidders covering letter with relevant eligibility documents and the documentary evidence of EMD of ₹31,000/- (proof of NEFT).
(i)	Sections I to V are parts of the Technical Bid . All partners in case of partnership firms or representatives authorized by the Board in case of a company, should sign the tender document.
(ii)	Bidder must fill all the details specified in various sections. It should be ensured that price bids / quotes should not be indicated in Part I / Technical Bid.
(iii)	EMD shall be part of Tender.
(iv)	The tender documents must be filled in English. If any of the documents is missing or unsigned, the tender may be considered invalid by the Bank at its discretion.
3.3.2	The Price Bid shall be as per the format given in Part II. The Bidder will have to quote the charges of work as described in the scope of works.
(i)	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, all taxes, charges, levies, cess, insurance, other Govt. Taxes, tools, dress, ladder other safety equipment etc.
(ii)	Any correction in the amount without Bidder's attestation will not be accepted.
(iii)	The price should be quoted strictly in line with the price schedule leaving no column blank whatsoever to avoid any ambiguity. No conditions should be put in the price Bid.
(iv)	The bidder should ensure that all columns of the price schedule are duly filled in and no column is left blank. After opening of the price Bid, no clarifications whatsoever shall be entertained by the Bank.

	representatives may remain present for the same if they choose to be present.	
	intimated about the date and time accordingly. The Bidders or their authorized	
ა.ჟ	The financial Bids of the eligible Bidders will be opened later, and they will be	
3.9	Opening of Financial Bid	
3.8	As per terms and conditions of tender Part-I	
	Part-II of the tender will be opened only those bidders / Agencies meet the requirement of the Bank, provide all the documents as indicated in the Tender. Price bid (tender Part-II) shall be opened of eligible bidders those are given satisfactory demonstration at site.	
	The tender Part-I will be opened. on 18.07.2024 from 15:00 Hrs in the presence of those authorized Bidders who choose to be present.	
3.7	Opening of Tender	
3.6	All the intending bidders are advised to study the tender documents and may send their queries through email to hrahaman@rbi.org.in / snkatarnavare@rbi.org.in on or before 09.07.2024 for clarification. With prior notice on the above email and confirmation from the Bank, Site visit will be facilitated to the intending bidders to provide the first feel of the work and site.	
2.6	Dro hid Mosting	
3.5.3	Bidder shall not be permitted to alter or modify their Bids after receipt of Bids.	
3.5.2	No conditional/optional quote shall be accepted.	
3.5.1	If it is found that the Technical bid (tender Part-I) and the Financial Bid (Part-II) have been uploaded in the Technical bid/ Part-I section, the Bid will be liable for rejection.	
3.5	Procedure for Submission of Bids-refer to para 3.3 above.	
3.4	Bids shall remain valid for 90 days from the date of opening of tender Part-I for acceptance by the Bank. This period may be further extended, if required, by mutual consent.	
	It will be imperative on the part of each Bidder 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 shall be entertained, on account of any local condition or factor once the offer of the Bank is accepted by the Bidder.	

	Bidder is required to quote the charges total cost to company in format given in Part II.	
	a) If, in the price structure quoted by a Bidder, there is discrepancy between the unit price and the total price (which is obtained by multiplying the unit price by the quantity), the unit price shall prevail and the total price corrected accordingly, unless the Bank feels that the bidder has made a mistake in placing the decimal point in the unit price, in such case the total price as quoted shall prevail over the unit price and the unit price corrected accordingly.	
	b) If there is an error in a total price, which has been worked out through addition and / or subtraction of subtotals, the subtotals shall prevail, and the total corrected accordingly.	
	c) If there is a discrepancy between the amount expressed in words and figures, the amount in words shall prevail, subject to sub clauses 'a' and 'b' above.	
	d) In case for any item rate is not filled / found blank, the bid is liable for rejection.	
	e) If there is any arithmetical error in totaling of individual items, the correct total shall be computed by the Bank and the same shall prevail.	
3.11	The successful Bidder has to give undertaking on Non Judicial Stamp Paper of applicable value before the award of the work that they undertake to actually pay wages to its personnel of all descriptions to be engaged by them for completion of that particular job/work at the rate which is not less than the one prescribed as minimum wages under CLRA Act, 1970/wages code 2019 and also keep the Principal Employer indemnified against all the actions that may be initiated against the Principal Employer by the Statutory Authorities for his failure to pay such wages and/or provide the essential amenities.	
3.12(a)	The successful Bidder shall indemnify and keep indemnified the Bank against all losses and claims, damages or compensation for breach of any provisions of the Payment of Wages Act, 1936, Minimum Wages Act, 1948, Contract Labour (Regulation and Abolition) Act, 1970, wages code 2019 or any other labour law/statute in force in this regard. The firm only shall be responsible for liabilities, if any, in this regard.	
(b)	In view of para 3.12 (a) it is necessary, for the successful Bidder to furnish the	

3.13	Insurance (separate Insurance policies for each occasions): The successful Bidder shall take "workmen compensation policy for the workers engaged in the work in the name of Reserve Bank of India, Mumbai and the contractor the first being the name of RBI. The successful Bidder shall indemnify the Bank for any loss or damage that occurs to persons or building or third party while executing the work. Third party liability policies shall be taken minimum ₹2 lakh per person for any one accident or occurrence and total of ₹7.75 lakh in respect of for any one accident or occurrence.
	Note: The policies shall be taken separately for 2 occasions viz., Independence Day 2024 and Republic Day 2025. These policies shall be valid during the period the successful Bidder provides the services mentioned in the contract to the Bank. If the firm does not provide these policies, the Bank reserves the right to take the above insurance policies themselves and recover the cost thereof from the bill of the Bidder at the rate double the premium whether the Bank take such insurance policy or otherwise. The contractor shall also obtain appropriate insurance policy to insure their workmen and submit the same to the Bank along with the workmen compensation policy as stated above.
3.14	Signing of Contract Agreement The General instructions to the bidders and special conditions, conditions hereinbefore referred to, Conditions of Contract enclosed with the tender documents, the subsequent correspondence exchanged between the Bank and the bidder and the work order placed shall be the basis of the final contract to be entered into with the successful Bidder. On receipt of intimation from the Bank of the acceptance of the Tender, the successful Bidder shall be bound to implement the Contract before commencement of work and sign an agreement in bilingual. The cost of necessary stamp paper for execution of the agreement shall be borne by the Bidder. The successful Bidder shall not sublet any portion of the contract. In case of breach of these conditions, the Bank may serve a notice in writing on the successful Bidder rescinding the contract whereupon the EMD/ performance security deposit shall stand forfeited by the Bank, without prejudice to his other remedies against the Bidder.
3.15	The payment for the works to be executed under this contract shall be made as follows and no variation in the mode of payment will be acceptable to the Reserve Bank of India. 100% of the quoted rate after satisfactory completion of work and on submission of the Insurance policy & agreement before execution of work.
3.16	In case the successful bidder is not signed the Article of agreement then the work order will be the binding contract document for this contract.
3.17	Right to Accept Part Tender: The Bank reserves the right to accept the tender either in whole or in part or reject completely.

Place:

Date:

Name:

Address:

Email & mobile phone no:

SAFETY CODE

- 1. First-aid appliances, including adequate supply of sterilized dressings and cotton wool, shall be Maintained in a readily accessible place.
- 2. The injured person shall be taken to a public hospital without loss of time, in cases where the injury necessitates hospitalization.
- 3. Suitable and strong scaffolds should be provided for workmen for all works that cannot safely be done from ground.
- 4. No portable single ladder shall be over 8 meters in length, the width between the side rails not 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 mazdoor shall be engaged for holding the ladder.
- 5. The excavated material shall not be placed within 1.5 meters of the edge of the trench or half of the depth of the trench, whichever is more. All trenches and excavations shall be provided with necessary minimum height shall be one meter.
- 6. Every opening in the floor of a building or a working platform shall be provided with suitable means to prevent the fall of persons or materials by providing suitable fencing or railing whose minimum height shall be one meter.
- 7. No floor, roof or other part of the structure shall be so over-loaded with debris or materials as to render it unsafe.
- Workers employed on mixing and handling material such as asphalt, cement, mortar or concrete and lime mortar shall be provided with protective footwear and rubber handgloves.
- 9. Those engaged in welding works shall be provided with welder's protective eye- shields and gloves.
- 10. No paint containing lead or lead products shall be used except in the form of paste or readymade paint.
- 11. Suitable face masks should 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.
- 12. Hoisting machines and tackles used in the work, including their attachments, anchorage and supports shall be in perfect condition.
- 13. The ropes used in hoisting or lowering material or as a means of suspension shall be of durable quality and adequate strength and free from defects.

Place:	
Date:	Seal & Signature of the bidder.

FIRE SAFETY

- 1. Cutting / drilling machine and other electrically operated equipment used at site shall be plugged into correctly rated electrical outlets.
- 2 Only ISI marked 3 pin plug and other appliances and equipment shall be used.
- 3. Electrical power cables/wires used shall not have any joints and shall be properly rated.
- 4. All electrical appliances i.e. welding, drilling, cutting machine etc. shall be safely and securely earthed to prevent leakage current while in operation.
- 5. Before commencing the welding work for the first time on any day, fire section shall be informed and only after the site inspection by the Fire officers/Personnel, work shall be started.
- 6. Two buckets of water and sand shall be kept in an easily accessible area on the site.
- 7. Fire extinguishers recommended and issued by fire officers shall be kept on the site.
- 8. Used paint drums shall be stored in specified store only after closing them properly.
- 9. Personal protective equipment's 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.
- 10. The safety belt shall be provided by the contractor and used by the workmen while working from height for more than 10' from Ground level.
- 11. None of the passages near lift lobby and staircases shall be used for stacking / dumping any kind of materials/waste.
- 12 Both the staircase doors shall be normally kept closed.
- 13. None of the fire extinguishers shall be removed/shifted from its designated location.
- 14. Power supply shall be switched off from the Centrals when equipment is not in use.
- 15. Wood-shavings and saw-dust generated from the work shall be collected on daily basis, removed from site and stored at the designated place in proper manner.
- 16. Any debris generated from the work shall be collected on daily basis, removed from site and stored at the designated place in proper manner.
- 17. Battery operated emergency light/torches shall be provided by the contractor to the workmen while working beyond office hours.

Place:	
Date:	Seal & Signature of the bidder

Section-IV Special Conditions of the contract

1 1	Non-disclosure
4.1	The Firm 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 Firm during the course of discharging contractual obligations in connection with this agreement, to any third party and shall at all times hold the same in strictest confidence. The Firm shall treat the details of the contract as private and confidential, except to the extent necessary to carry out the obligations under the contract or to comply with applicable laws. The Firm 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 Bank. The Firm shall indemnify the Bank for any loss suffered by it because of disclosure of any confidential information. Failure to observe the above shall be treated as breach of contract on the part of the Firm and the Bank shall be entitled to claim damages and pursue legal remedies. The Firm 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 Firm's obligations with respect to non-disclosure and confidentiality will survive the expiry or termination of this agreement for whatever reason.
4.2	The successful Bidder shall provide identity cards to his/her employees or agents who shall be doing the subject job at the Bank's premises. All the employees and agents should bear the identity card for all the times they are working in Bank's premises.
4.3	The successful Bidder shall obtain Police Verification Report on character and antecedents of its personnel and provide other details relating to age, educational qualification, name and permanent address to be provided under this contract along with their passport size photographs before engaging them for duty in Bank's Premises.
4.4	Penalty
	If there is a case of delay in illumination of the COB beyond the pre-specified time, a Penalty of ₹5000/- per hour shall be deducted from the bill payable to the Contractor, subject to maximum of 10% of the contract amount for the occasion of Independence day / Republic day.
4.5	Termination of the contract on default
4.5.1	The Bank may without prejudice to any other remedy for breach of Contract, by written notice of default sent to the successful Bidder and upon the successful Bidder's failure and neglect to propose and/or execute any corrective action to set right the default, terminate this Contract in whole or in part: shall be done in case:
(i)	If the successful Bidder fails to deliver any or all of the items of work as specified in the tender document within the time period(s) specified in the Contract; or

(ii)	If the successful Bidder fails to perform any other obligation(s) under the Contract.
4.5.2	On termination of the Contract for default, action will be taken to blacklist the successful Bidder at the discretion of the Bank.
4.5.3	The Bank has right to go to court of law in case of breach of the terms and conditions as specified in the tender document.
4.5.4	Termination for Insolvency: The Bank may at any time terminate the Contract by giving written notice to the Bidder, without compensation to the Bidder, if the Bidder becomes bankrupt or otherwise insolvent, provided that such termination will not prejudice or affect any right of action or remedy which the Bank is or will be entitled to take or seek.
4.6	Patents: The successful Bidder shall indemnify the Bank against all claims in respect of patent rights and shall defend all actions arising from such claims and shall himself pay all royalties, license fees, damages cost and charges of all and every sort that may be legally incurred in respect thereof.
4.7	Adherence to Safety Measures:
	 The successful Bidder will have to adhere to the safety code as detailed below: a) The successful Bidder shall follow all safety regulations. He shall provide necessary safety appliances to his employees as instructed by the Bank depending upon the nature of work. b) The injured person shall be taken to a public hospital without loss of time, in cases where the injury necessitates hospitalization. c) There may be venomous reptiles and insects in the green areas where work is to be carried out. Utmost care shall be taken by the successful Bidder throughout the contract period to prevent accidents. d) The successful bidder shall provide First Aid Box, ladder helmet, hand gloves, ropes
4.8	Abiding by the provisions of Sexual Harassment Act, 2013 at workplace: The successful Bidder shall be solely responsible for full compliance with the provision of 'Sexual Harassment for Women at workplace (Prevention, Prohibition & 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 successful Bidder and the successful Bidder shall ensure appropriate action under the said Act in respect of the complaint. Any complaint of sexual harassment from any aggrieved employee of the successful Bidder against any employee of the Bank shall be taken cognizance of by the Regional Complaints Committee constituted by the Bank.

The successful Bidder shall be responsible for any monetary compensation that may need to be paid in case the incident involves the employee of the successful Bidder, for instance any monetary relief to Bank's employee, if sexual harassment by the employee of the successful Bidder is proved.

The successful Bidder shall be responsible for educating its employees about prevention of sexual harassment at workplace and related issues.

The successful Bidder shall provide a complete and updated list of its employees who are deployed within the Bank's premises.

4.9 Force Majeure:

- a) The Bidder shall not be liable for forfeiture of its EMD, liquidated damages or termination for default, if the delay in performance or other failure to perform its obligations under the contract is a result of an event of Force Majeure. For purposes of the clause, "Force Majeure" means an event beyond the control of the Bidder and not involving the Bidder's fault or negligence and not foreseeable. Such events may include wars or revolutions, fires, floods, earthquakes, epidemics, quarantine restrictions, freight embargoes etc.
- b) Bank will decide whether delay or failure on the part of the Bidder was the result of an event beyond his control or not. The decision of the Bank in this regard will be final and binding on the Bidder and will not be open to question before any court / forum in any proceedings.

4.10 Indemnification

- 1. The Contractor agrees to indemnify and to keep the office premises, RBI and its officers, employees, directors and representatives indemnified against all claims (including third party claims), actions, losses, damages, costs, expenses, charges, including legal expenses (attorney/advocate fee included) which RBI may suffer or incur on account of:
 - a. any violations of applicable laws, regulations, guidelines during the contract period; or
 - b. any breach or non-performance of the terms and conditions of this Agreement; or
 - c. any breach of the representations and warranties made by the Contractor; or
 - d. any negligent or fraudulent act or omission by the Contractor; or any third party for reasons attributable to the Contractor.

4.11 **Disputes Resolution**

Any claims, dispute and or difference (including a dispute regarding the existence, validity or termination of this Agreement) arising out of or relating to this contract including interpretation of its terms will be resolved through joint discussion of the Authorized Representatives of the concerned parties. However, if the disputes are not resolved by the discussions as aforesaid, then the matter will be referred for adjudication to the arbitration of a sole arbitrator to be appointed by The Regional Director, Reserve Bank of India, Mumbai. In case the Contractor does not agree to such appointment, both the parties will appoint an arbitrator each and the arbitrators then will appoint the Presiding Arbitrator. The Arbitrator may give interim awards and/or directions, as may be required. The award of the Arbitrator/panel of Arbitrators shall be final and binding on both the parties. The Arbitration and Conciliation Act, 1996 shall be applicable. The venue of arbitration shall be Mumbai. The cost of the Arbitration proceeding shall be borne by the Bidder. The fees of presiding Arbitrator shall be borne by both the parties. The fees of Arbitrator appointed by individual shall be borne by them.

4.12 **Stamp Duty**

The Contractor shall bear the stamp duty on agreement and shall ensure that the agreement is stamped with proper duty chargeable thereon as per the Maharashtra Stamp Act. The agreement shall be executed in duplicate and the RBI Mumbai shall retain the original and the contractor shall retain the duplicate.

4.13 **Termination for Default.**

- a. The Bank may without prejudice to any other remedy for breach of Contract, by One Day (01) written notice of default sent to the Bidder and upon the Bidder's failure and neglect to propose and/or execute any corrective action to set right the default, terminate this Contract in whole or in part:
 - (i) If the Bidder fails to deliver any or all of the items of work as specified in the tender document within the time period(s) specified in the Contract;

OR

- (ii) If the Bidder fails to perform any other obligation(s) under the Contract.
- b. On termination of the Contract for default, the EMD of the Bidder will be forfeited.
- c. On termination of the Contract for default, action will be taken to blacklist the Bidder.
- d. Bank has right to go to court of law in case of breach of the terms and conditions as specified in the tender document.

I/We hereby declare that I/We have read and understood all the above instructions/conditions and the same will remain binding upon me/us in case the abovement i oned Contract is entrusted to me/us. I/we also note that this letter will form

part of the contract document and that the control to the conditions in the tender and not in a specifically provided herein.	
Bidder Date:	Place: Signature and seal of the Name: Address: Email: Phone: Mobile no.:

Section -V

SCOPE OF WORK:

The Bank intends to Illuminate **two faces** (i.e., mint side and front faces, a drawing is enclosed for reference please) of the Central Office (high rise) building. The lighting may be kept subtle and in accordance with the stature of the Bank. A mood lighting system completes the chill out feel. Lighting steps and level changes makes sense safety-wise but will also bring a horizontal element into the *lighting design*.

- 5.1 The COB has Ground plus 25 stories, two basement and two service floors (26th and 27th floor). The height of the building is approximately 370 ft. from the ground level. The light shall be programmable and fine tunable using controller to form the desired pattern.
- 5.2 It may please be noted that Lights on **both the faces** of building should be **activated sharp at 06:00 pm one day prior to desired dates**. The contactor shall arrange sufficient required lighting arrangement (strip) for dynamic pixel mapping lighting with controller and projecting the static laser logo etc. as approved by Bank as per complete site condition and as directed by Bank's Engineer. The color bands shall be visible distinctly without mixing up with other color bands. Similarly, lighting shall be subtle and in accordance with the stature of the Bank as approved by the Bank and shall be visible from ground level distinctively.
- 5.3 The bidder shall coordinate with vendors carrying out other works at the site, with respect to shifting of lights to arrange the event smoothly.
- 5.4 The bidder shall arrange the technician for each day to switching (i.e., on/off) the lights including laser logo and attending breakdown call, if any.

Information to be filled by the bidder.

Sr. No.	Description of the works (for each occasion i.e. Independence day- 2024 / Republic day- 2025)	To be filled by the firm
	The lighting shall be kept subtle and in accordance with the	(Yes/No)
1.	stature of the Bank on all two faces (front face and mint side)	,
	of the Bank's Central Office Building. The color bands shall	
	be distinctly visible. The light shall be programmable and	
	fine tunable using controller to form the desired pattern as	
	approved by the Bank`s Engineer.	
2.	2 nos of distinctly visible static laser logo, as approved by Bank, to be illuminated at the center of the Front face	(Yes/No)
3.	Number of lights/strips provided per face:	
	a) Front face minimum 27 Nos.	(Nos.)
	b) Mint side minimum 13 Nos.	(Nos.)
4.	Stand height/strip length used for the formation:	
	a) Front face: 370 feet	
	b) Mint side:370 feet	
5.	Board, Controller provided for controlling the light for high quality and fine tuning	(Yes/No)
6	Provision of Illumination of the laser Logo / sample to be approved by the Bank	(Yes/No)

Commercial Conditions (To be filled –in by the Bidder & uploaded along with Part-I)

Sr. No.	Description	Bank's Terms	Acceptance of Bank's terms (YES/NO)
1	Validity of Tender	90 days	
2	EMD	₹31,000/	
3	Terms of payment	Payment shall be made on submission of bill against completion of work (each occasion i.e. Independence day- 2024 / Republic day- 2025) as per clause	
4	Technical /commercial specifications	As per specifications in Part I of the Tender	
5	Termination of contract & Penalties	Section-IV of this Tender	
6	Insurance Clause accepted	Section III (3.13)	

Part II should not contain any terms and conditions but only priced bill of quantity. Terms and conditions, if any, incorporated in Part II, will not be valid or considered.

Place:	Signature and seal of the					
Bidder	-					
Date:	Name:					
	Address:					
	Email:					
	Phone:					
	Mohile no					

Unpriced Bill of Quantity

Sr. No.	Description of Items	Qty.	Unit
1	Illuminating front and mint side faces (i.e. left and front side) of Bank's Central Office Building (Approx. height of 370 feet) from bottom to top of building with lighting kept subtle and in accordance with the stature of the Bank. The lighting shall be provided by installing the dynamic pixel mapping system with controller along with minimum 40 nos strips, tools and equipment etc. all complete as per scope of work mentioned in part-I of the tender and as directed by the Bank's Engineer on the following occasions:		
1.1	Independence Day (August 14-15, 2024)	1	Job
1.2	Republic Day (January 25-26, 2025)	1	Job
2	Projecting 2 nos of static laser projection logos on center of front face of the Central Office Building (e.g., RBI logo, RBI@90 logo, etc.), with controller along with stand, tools and equipment etc. all complete as per scope of work mentioned in part-I of the tender and as directed by the Bank's Engineer on the following occasions:		
2.1	Independence Day (August 14-15, 2024)	1	Job
2.2	Republic Day (January 25-26, 2025)	1	Job

Place Date: Seal & Signature of Contractor

Dimension of the Bank's Central Office Building: PERIPHERAL DIMENSIONS FOR ILLUMINATION PURPOSE



केंद्रीय कार्यालय भवन /CENTRAL OFFICE BUILDING परिसर विभाग /Premises Department

भारतीय रिज़र्व बैंक /Reserve Bank of India, Mumbai - 400 001 Tender

भाग II/ Part II (Price Bid)

Illuminating Bank's Central Office Building at Fort, Mumbai - 400001.

Address			

Name of Bidder

Date of Pre-Bid Meeting : 09.07.2024 at 11:30 Hrs.

Due date and time for submission of e- tender: 18.07.2024 up to 14:00 Hrs.

Date of opening of Part- I of Tender :18.07.2024 from 15:00 Hrs.

Venue : Premises Department

5th Floor, Central Office Building

Reserve Bank of India, Mumbai- 400 001

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 these documents, 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 punishable under the Indian Law.

Bill of Quantity

(Price Bid)

	(Price Bid)					
Sr.	Description of Items	Qty.	Unit	Rate	Amount	
No.				in Rs.	in Rs.	
1	Illuminating front and mint side faces (i.e. left and front side) of Bank's Central Office Building (Approx. height of 370 feet) from bottom to top of building with lighting kept subtle and in accordance with the stature of the Bank. The lighting shall be provided by installing the dynamic pixel mapping system with controller along with minimum 40 nos strips, tools and equipment etc. all complete as per scope of work mentioned in part-I of the tender and as directed by the Bank's Engineer on the following occasions: [Rate shall be inclusive of all applicable insurance, transportation, labour charges,					
1.1	all accessories etc.]. Independence Day (August 14-15, 2024)	1	Job			
1.2	Republic Day (January 25-26, 2025)	1	Job			
1.3	Applicable GST for 1.1 and 1.2 above					
2	Projecting 2 nos of static laser projection logos on center of front face of the Central Office Building (e.g., RBI logo, RBI@90 logo, etc.), with controller along with stand, tools and equipment etc. all complete as per scope of work mentioned in part-I of the tender and as directed by the Bank's Engineer on the following occasions: [Rate shall be inclusive of all applicable insurance, transportation, labour charges, all accessories etc.].					
2.1	Independence Day (August 14-15, 2024)	1	Job			
2.2	Republic Day (January 25-26, 2025)	1	Job			
2.3	Applicable GST for 2.1 and 2.2 above	<u> </u>				
3	Total price inclusive of all in Rs.					
J	Total price inclusive of all III No.					

Ρ	la	1	26	Э
D	а	t	e	