

Annex I
FORM OF TENDER

Place:

Date:

To
The Chief General Manager
Reserve Bank of India
Central Establishment Section
Medical Section
Kochi

Dear Sir,

Having read and examined the Notice Inviting Tender, specifications, terms and conditions, instructions to tenderers and all other contents in the tender document for the work specified in the memorandum hereinafter set out and having acquired the requisite information relating thereto as affecting the tender, I/We hereby offer to supply medicines to the beneficiaries specified in the said memorandum within the time specified in the said memorandum at the discount mentioned in the Price Bid contained in the Part II by and in all other respects in accordance with such conditions so far as they may be applicable.

MEMORANDUM

NIT No / e-Tender no.	RBI/Kochi Regional Office/Estate/4/25-26/ET/131
Name of the Work:	Home delivery of medicines to retirees and serving employees (referred to as "beneficiaries") of the Bank within the state of Kerala
Estimated Cost of the work	1,10,00,000/- (Rupees One Crore Ten Lakh only)
Earnest Money Deposit (EMD)	₹2,20,000/- (Rupees Two Lakh Twenty Thousand only)
Performance Bank Guarantee (PBG)	₹5,50,000/- (Rupees Five lakh Fifty thousand only) (₹2,75,000/- Rupees Two Lakh Seventy Five Thousand only in case the work is distributed amongst two bidders)

2. We agree to keep the tender open for the validity period (July 01, 2025 to June 30, 2026) and not to make any modification in its terms and conditions during the validity period or any other extended period as agreed mutually.

3. A sum of ₹2,20,000- (Rupees two lakh twenty thousand only) mentioned as Earnest Money at para 3 of Section III (a) of tender document is hereby forwarded/ uploaded in the form specified therein. If I/We, fail to furnish the prescribed performance bank guarantee within the prescribed period as specified at para 4 of Section III (a), I/We agree that the Reserve Bank of India or its successors, in office shall without prejudice to any other right or remedy, be at liberty to forfeit the said earnest money absolutely. Further, if I/We fail to commence work with seven (07) days, I/ We agree that Reserve Bank of India or its successors in office shall without prejudice to any other right or remedy available in law, be at liberty to forfeit the said performance bank guarantee absolutely. The said Performance Bank Guarantee shall be a guarantee to execute all the works referred to in the tender document upon the terms and conditions contained therein.

4. Further, I/We agree that in case of forfeiture of Earnest Money or Performance Bank Guarantee as aforesaid, I/We shall be debarred from participation in the re-tendering process of the work.

5. I/We undertake and confirm that eligible similar work(s) has/have not been got executed through another contractor on back-to-back basis. Further that, if such a violation comes to the

notice of Reserve Bank of India, then I/We shall be debarred from tendering in Reserve Bank of India in future. Also, if such a violation comes to the notice of Reserve Bank of India before date of start of work, the Employer shall be free to forfeit the entire amount of Earnest Money Deposit/Performance Bank Guarantee.

6. I/We hereby declare that I/We shall treat the tender document and other records connected with the work as secret/confidential documents and shall not communicate information derived therefrom to any person other than a person to whom I/We am/are authorized to communicate the same or use the information in any manner prejudicial to the safety of the Reserve Bank of India.

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

8. Our bankers are (Name and full address) –

The names of partners of our firm are:

Name of the partner of the firm authorized to sign:

Yours faithfully,

Signature of Tenderer with seal

Signatures and addresses of witnesses –

	Signature	Address
(i)		
(ii)		