



भारतीय रिज़र्व बैंक संपदा विभाग

ई-निविदा सूचना

भारतीय रिज़र्व बैंक के भोपाल स्थित मुख्य कार्यालय भवन और स्टाफ क्वार्टर चार इमली, मे कीट नियंत्रण उपचार की सेवाएं प्रदान करने के लिए व्यापक वार्षिक सेवा अनुबंध के लिए पात्र और इच्छुक फर्मों से ई-निविदा आमंत्रित करता है। इस कार्य पर ₹9,80,440/- प्रति वर्ष (कर सहित) खर्च होने का अनुमान है।

2. यह एक खुली निविदा है केवल वे फर्मों, जो एमएसटीसी पोर्टल पर पंजीकृत हैं, निविदा प्रक्रिया में भाग ले सकेंगी। निविदा दस्तावेज डाउनलोड करने के लिए वेबसाइट <https://www.mstcecommerce.com/eprocn/> पर उपलब्ध है।

3. निविदा दो भागों में ऑनलाइन प्रस्तुत की जाएगी। निविदा के भाग-I में प्रस्तावित कार्य के लिए बैंक की मानक तकनीकी शर्तें शामिल होंगी, जिन पर निविदाकर्ताओं की सहमति होनी चाहिए। निविदा के भाग-II में बैंक की मात्रा की अनुसूची और निविदाकर्ता की मूल्य बोली ऑनलाइन जमा की जाएगी।

4. पात्रता मानदंडों को पूरा करने वाली और काम देने के लिए विचार किए जाने की इच्छुक फर्मों को <https://www.mstcecommerce.com/eprocn/> पर 16 मार्च 2026 (14:00 बजे) तक या उससे पहले सभी आवश्यक दस्तावेज अपलोड करने चाहिए।

5. निविदा का भाग-I, 16 मार्च 2026 को 15:00 बजे, MSTC की वेबसाइट पर खोला जाएगा। निविदा की समय-सीमा इस प्रकार है:

A	ई-निविदा सं.	RBI/Bhopal Office/Estate/25/25-26/ET/1070	Regional
B	निविदा की प्रणाली	ई-प्रोक्योरमेंट प्रणाली https://www.mstcecommerce.com/eprocn/ के माध्यम से ऑनलाइन भाग I – तकनीकी - बोली और भाग II - मूल्य बोली	
C	डाउनलोड करने हेतु पार्टियों को एनआईटी उपलब्ध होने की तारीख	06 मार्च 2026 को 12:00 बजे से 10 मार्च 2026 को 18:00 बजे तक	
D	बोली-पूर्व बैठक -	11 मार्च 2026 को 11:30 बजे पता - Estate Department, 5 th Floor, Reserve Bank of India, Hoshangabad Road, Arera Hills, Bhopal	

E	<p>i) बयाना राशि</p> <p>ii) अनुमानित लागत</p> <p>ii) निविदा शुल्क</p>	<p>₹19,609/- (To be submitted by all the bidders) Last date and time for receipt of EMD at RBI, Bhopal - upto 14:00 Hrs on March 16, 2026.</p> <p>EMD shall be remitted by all the ntending bidders, except those having MSE (Micro and Small Enterprises only) Udyam Registration Number (Udyog Aadhar Memorandum Number), who are exempted from submission of the EMD at the time of bidding. Such bidders must submit their MSE registration certificate at the time of submission of their bid (Part I) for claiming exemption of EMD. Failure to do so will disqualify themselves from participating in the bid.</p> <p>₹9,80,440/- प्रति वर्ष (कर सहित)</p> <p>निरंक</p>
F	<p>वेबसाइट https://www.mstcecommerce.com/eprocn/ पर ऑनलाइन तकनीकी बोली और मूल्य बोली प्रस्तुत करने के लिए ई-निविदा शुरू होने की तिथि</p>	<p>12 मार्च 2026 को 15:00 बजे से</p>
G	<p>तकनीकी बोली और मूल्य बोली प्रस्तुत करने के लिए ऑनलाइन ई-निविदा के बंद होने की तिथि</p>	<p>16 मार्च 2026 को 14:00 बजे तक</p>
H	<p>भाग-I (अर्थात तकनीकी बोली) खुलने की तिथि और समय</p> <p>भाग-II (अर्थात मूल्य बोली): भाग-II खुलने की तिथि और समय</p>	<p>16 मार्च 2026 को 15:00 बजे</p> <p>मूल्य बोली की सूचना अलग से दी जाएगी।</p>
I	<p>लेनदेन शुल्क</p>	<p>As intimated by MSTC to be paid through MSTC Payment Gateway/NEFT/RTGS in favour of MSTC Limited or as advised by M/s MSTC Ltd.</p>

क्षेत्रीय निदेशक
भारतीय रिज़र्व बैंक
भोपाल



भारतीय रिज़र्व बैंक
संपदा विभाग

भारतीय रिज़र्व बैंक के भोपाल स्थित मुख्य कार्यालय भवन और स्टाफ क्वार्टर चार इमली, मे कीट नियंत्रण उपचार की सेवाएं प्रदान करने के लिए व्यापक वार्षिक सेवा अनुबंध

निविदा आमंत्रण सूचना - (एनआईटी)

निविदाकार का नाम : _____

पता: _____

प्रस्तुत करने की अंतिम तिथि	:	16 मार्च 2026 को 14:00 बजे तक
भाग-I (अर्थात तकनीकी बोली) खुलने की तिथि और समय	:	16 मार्च 2026 को 15:00 बजे तक
भाग-II मूल्य बोली : खुलने की तिथि और समय	:	मूल्य बोली खुलने की तिथि और समय की सूचना अलग से दी जाएगी।

अस्वीकरण

भारतीय रिज़र्व बैंक (बैंक), संपदा विभाग, भोपाल ने यह निविदा दस्तावेज तैयार किया है। संभावित बोलीदाताओं को इस निविदा में निर्धारित नियमों और शर्तों के अनुसार अनुबंध में निर्दिष्ट तिथि से **भारतीय रिज़र्व बैंक के भोपाल स्थित मुख्य कार्यालय भवन और स्टाफ क्वार्टर चार इमली मे कीट नियंत्रण उपचार की सेवाएं प्रदान करने के लिए व्यापक वार्षिक सेवा अनुबंध** के लिए बोली लगाने में सक्षम बनाने के लिए और ऐसी जानकारी से संबंधित कोई अन्य नियम और शर्तों की जानकारी प्रदान की जाती है।

यह निविदा न तो किसी पक्ष के साथ समझौता है और न ही किसी पक्ष को किसी भी प्रकार का कार्य / सेवा करने के लिए आमंत्रण है। इस निविदा का उद्देश्य सभी इच्छुक पार्टियों के साथ बैंक की आवश्यकताओं को साझा करना है ताकि वे अपनी बोली जमा कर सकें। जबकि बैंक ने इसमें निहित जानकारी को तैयार करने में उचित सावधानी बरती है, बैंक यह दावा नहीं करता है कि जानकारी संपूर्ण है। इस निविदा के प्रतिवादियों को अपनी स्वयं की पूछताछ करने की आवश्यकता है और उन्हें केवल निविदा में दी गई जानकारी पर भरोसा नहीं करना चाहिए। यदि प्रतिवादी द्वारा कोई उचित तत्परता नहीं बरती जाती है तो बैंक जिम्मेदार नहीं है। बैंक इस निविदा को आगे नहीं बढ़ाने, इस दस्तावेज़ में दर्शाई गई समय सारणी में परिवर्तन करने या लागू होने वाली- प्रक्रिया या प्रक्रिया को बदलने का अधिकार सुरक्षित रखता है। यह रुचि व्यक्त करने वाले किसी भी पक्ष के साथ मामले पर आगे चर्चा करने से इनकार करने का अधिकार भी सुरक्षित रखता है। रुचि व्यक्त करने वाले व्यक्तियों या संस्थाओं को किसी भी प्रकार की लागत की कोई प्रतिपूर्ति नहीं की जाएगी।

भारतीय रिज़र्व बैंक, भोपाल
संपदा विभाग
भाग I - निविदा आमंत्रण सूचना
(केवल ई-प्रोक्योरमेंट द्वारा)
निविदा की अनुसूची

नोट : यह एक खुली निविदा पूछताछ है हालाँकि, केवल वे बोलीदाता/विक्रेता जो नीचे उल्लिखित पूर्व-योग्यता मानदंडों के अनुसार कार्य के लिए योग्य हैं, इस निविदा में भाग लेने के लिए पात्र हैं। बोलीदाताओं को सलाह दी जाती है कि वे प्रस्तुतिकरण के दौरान निविदा के लिए अपनी पात्रता के समर्थन में दस्तावेज़ जमा करें।

a. ई-निविदा सं .	RBI/Bhopal Regional Office/Estate/25/25-26/ET/1070
b. निविदा की प्रणाली	e-Procurement System (Online Part I – Technical Bid and Part II - Price Bid) through (https://www.mstcecommerce.com/eprocn/)
c. डाउनलोड करने हेतु पार्टियों को एनआईटी उपलब्ध होने की तारीख	06 मार्च 2026 को 12:00 बजे से 10 मार्च 2026 को 18:00 बजे तक
d. बोली-पूर्व बैठक	11 मार्च 2026 को 11:30 बजे Location - Estate Department, 5 th Floor, Reserve Bank of India, Hoshangabad Road, Arera Hills, Bhopal
e. i) बयाना राशि	₹ 19,609/- (To be submitted by all the bidders) Last date and time for receipt of EMD at RBI, Bhopal - upto 14:00 Hrs on March 16, 2026. EMD shall be remitted by all the intending bidders, except those having MSE (Micro and Small Enterprises only) Udyam Registration Number (Udyog Aadhar Memorandum Number), who are exempted from submission of the EMD at the time of bidding. Such bidders must submit their MSE registration certificate at the time of submission of their bid (Part I) for claiming exemption of EMD. Failure to do so will disqualify themselves from participating in the bid.
ii) अनुमानित लागत	₹9,80,440/- प्रति वर्ष (कर सहित)
iii) निविदा शुल्क	निरंक

f.	वेबसाइट https://www.mstcecommerce.com/eprocn/ पर ऑनलाइन तकनीकी बोली और मूल्य बोली प्रस्तुत करने के लिए ई निविदा-शुरू होने की तिथि	12 मार्च 2026 को 15:00 बजे से
g.	तकनीकी बोली और मूल्य बोली प्रस्तुत करने के लिए ऑनलाइन ई-निविदा के बंद होने की तिथि	16 मार्च 2026 को 14:00 बजे तक
h.	भाग-I (अर्थात तकनीकी बोली) खुलने की तिथि और समय भाग-II मूल्य बोली : खुलने की तिथि और समय Part-II (i.e.Price Bid):	16 मार्च 2026 को 15:00 बजे मूल्य बोली की सूचना अलग से दी जाएगी।
i. PRE- QUALIFICATION CRITERIA		
i	Minimum Experience	The intending bidders must have minimum 5 years of experience in undertaking similar works viz. Pest Control Services ending February, 2021.
ii	Minimum value of each completed work (qualifying)	The intending tenderers must have successfully executed similar works as mentioned above, during last five years ending February, 2026 as per the criteria's mentioned below : a) Three works each costing not less than the amount equal to 40 % of the estimated cost OR b) Two works each costing not less than the amount equal to 50 % of the estimated cost OR c) One work costing not less than the amount equal to 80 % of the estimated cost
iii	Turnover	The intending bidder should have a minimum annual turnover of 100% of the annual estimated cost i.e. ₹ 9,80,440/- certified by Chartered Accountant during the last three (03) financial years ending March 31, 2025 supported by audited financial statements
iv	Solvency Certificate / banker's certificate	Should furnish Solvency / Bankers certificate issued by the Applicant's banker specifically for the purpose of the work, for an amount equal or greater than the estimated cost of the work.

v	Office set up	Have a service set up in Bhopal for rendering after sales service provided with supporting documents viz., registration certificate, electricity bills, Telephone (landline) bills, and rental agreements.
	J. Transaction Fee	As intimated by MSTC to be paid through MSTC Payment Gateway/NEFT/RTGS in favour of MSTC Limited or as advised by M/s MSTC Ltd.

यदि ऊपर दर्शाई गई किसी तारीख को अवकाश घोषित कर दिया जाता है, तो अगला कार्य दिवस उसमें उल्लिखित संबंधित प्रयोजन के लिए प्रभावी तारीख मानी जाएगी।

उपरोक्त सभी कागजात के साथ मुहरबद्ध सभी पृष्ठ विधिवत हस्ताक्षरित निविदा एमएसटीसी साइट पर अपलोड किया जाएगा और बैंक द्वारा इसके परीक्षण हेतु निविदा के भाग- I को खोलने के समय डाउनलोड किया जाएगा। इसके अलावा, बैंक द्वारा आगे की निविदा प्रक्रिया हेतु दस्तावेजों की मूल प्रति मांगे जाने पर ठेकेदार इसे प्रस्तुत करेगा।

ई-प्रॉक्यूरमेंट हेतु महत्वपूर्ण अनुदेश

बोलीदाताओं से अनुरोध है कि अपनी ऑनलाइन निविदा प्रस्तुत करने से पहले निविदा संबंधी नियम एवं शर्तों को पढ़ लें।

ई-निविदा की प्रक्रिया:

A) पंजीकरण: इस प्रक्रिया में एमएसटीसी ई-प्रोक्योरमेंट पोर्टल पर विक्रेता का पंजीकरण शामिल है जो निःशुल्क है। पंजीकरण के बाद ही, विक्रेता अपनी बोलियां इलेक्ट्रॉनिक रूप से प्रस्तुत कर सकते हैं। तकनीकी बोली के साथ-साथ वाणिज्यिक बोली प्रस्तुत करने हेतु इलेक्ट्रॉनिक बोली इंटरनेट के माध्यम से की जाएगी। विक्रेता के पास श्रेणी-III हस्ताक्षर प्रकार का डिजिटल प्रमाणपत्र होना चाहिए। विक्रेताओं को बोली लगाने हेतु इंटरनेट से जुड़े पीसी की व्यवस्था करनी होगी। ऐसी व्यवस्था करने के लिए एमएसटीसी जिम्मेदार नहीं है। (डिजिटल हस्ताक्षर के बिना बोलियां रिकॉर्ड नहीं की जाएगी)।

विशेष नोट: तकनीकी बोली और वाणिज्यिक बोली <https://www.mstcecommerce.com/eprocn/> पर ऑनलाइन प्रस्तुत की जानी है।

1) विक्रेताओं को एमएसटीसी वेबसाइट पर स्वयं को ऑनलाइन लिंक <https://www.mstcecommerce.com/eprocn/> पर पंजीकृत करना आवश्यक है।

2) विक्रेताओं को पंजीकरण फार्म भरने के दौरान दिए गए ईमेल पर उनके पंजीकरण की पुष्टि के संबंध में सिस्टम जनरेटेड मेल प्राप्त होगा।

किसी भी स्पष्टीकरण के मामले में, ई-निविदा के निर्धारित समय से पहले आरबीआई/एमएसटीसी से संपर्क करें :

संपर्क व्यक्ति (आरबीआई):

- 1) Shri. Sabu Antony, AGM (Tech-Civil), Estate Department
755-2519570 / estatebhopal@rbi.org.in
- 2) Shri. Srikant Satish Sharma, Manager, Estate Department
755-2519598 / estatebhopal@rbi.org.in
- 3) Smt. Pratiba Bais, Assistant Manager, Estate Department
755-2519569 / estatebhopal@rbi.org.in

संपर्क व्यक्ति (एमएसटीसी लिमिटेड):

MSTC IVRS Helpdesk number: 07969066600

After system settings please download "Bidding Guide" for better understanding the bid-submission process

MSTC Bhopal Office numbers : 0755-2552241, 2593772, 2593775, 2593776 ;

Mr. Neeraj Mathur, Dy.Manager, Mob. 8871111473, Email: bplopn4@mstcindia.in,
mstcbpl@mstcindia.in

B) सिस्टम संबंधी आवश्यकताएँ:

- i. Windows 7 or above Operating System
- ii. IE-7 and above Internet browser.
- iii. Signing type digital signature
- iv. Latest updated JRE 8 (x86 Offline) software to be downloaded and installed in the system.

To disable "Protected Mode" for DSC to appear in The signer box following settings may be applied.

- Tools => Internet Options => Security => Disable protected Mode If enabled- i.e., Remove the tick from the tick box mentioning "Enable Protected Mode".
- Other Settings:

Tools => Internet Options => General => Click on Settings under "browsing history/ Delete Browsing History" => Temporary Internet Files => Activate "Every time I Visit the Webpage".

To enable ALL active X controls and disable 'use pop up blocker' under Tools Internet Options→ custom level (Please run IE settings from the page <https://www.mstcecommerce.com> once)

2. तकनीकी वाणिज्यिक बोली बोली और मूल्य बोली को <https://www.mstcecommerce.com/eprocn/> पर ऑनलाइन प्रस्तुत करना होगा। निविदाएं निविदा में विनिर्दिष्ट तिथि और समय पर इलेक्ट्रॉनिक रूप से खोली जाएंगी।
3. निविदा में सभी प्रविष्टियां बिना किसी त्रुटि के तकनीकी और वाणिज्यिक प्रारूपों में ऑन लाइन माध्यम से दर्ज की जानी चाहिए।

लेनदेन शुल्क हेतु विशेष नोट:

विक्रेता, लॉगिन में "my menu" के अंतर्गत "लेन-देन शुल्क भुगतान" लिंक का उपयोग करके लेनदेन शुल्क का भुगतान करेगा। विक्रेताओं को इवेंट ड्रॉपडाउन बॉक्स से संबंधित निविदा का चयन करना होगा। विक्रेता के पास एनईएफटी या ऑनलाइन भुगतान के माध्यम से भुगतान करने की सुविधा होगी। विक्रेता एनईएफटी का चयन करते हुए एक फॉर्म भरकर चालान जनरेट करेगा। विक्रेता चालान पर मुद्रित ब्यौरे के अनुसार इसमें कोई बदलाव किए बिना लेन-देन शुल्क की राशि जमा करेगा। ऑनलाइन भुगतान का चयन करने पर, विक्रेता को अपने क्रेडिट/डेबिट कार्ड/नेट बैंकिंग का उपयोग करके भुगतान करने का प्रावधान होगा। एक बार जब भुगतान एमएसटीसी के नामित बैंक खाते में जमा हो जाता है, तो लेनदेन शुल्क स्वतः स्वीकृत हो जाएगा और विक्रेता को एक सिस्टम जनरेटेड मेल प्राप्त होगा।

लेनदेन शुल्क वापस न करने योग्य है।

लेन-देन शुल्क का भुगतान किए बिना विक्रेता को ऑनलाइन ई-निविदा का एक्सेस नहीं प्राप्त होगा।

नोट:

बोलीदाताओं को सूचित किया जाता है वे उक्त के समापन से पर्याप्त समय पहले लेनदेन शुल्क जमा कर दें ताकि बोली प्रस्तुत करने के लिए पर्याप्त समय प्राप्त हो सके।

4. अपलोड की गई निविदाओं/शुद्धिपत्र की जानकारी निविदा को अंतिम रूप देने की प्रक्रिया के दौरान ईमेल द्वारा भेजी जाएगी। इसलिए विक्रेताओं को यह सुनिश्चित करने की आवश्यकता है कि उनकी कॉर्पोरेट ईमेल आई.डी. एमएसटीसी के साथ विक्रेता के पंजीकरण के समय वैध और अद्यतन किया गया हो। विक्रेताओं से भी अनुरोध है कि वे अपने डीएससी (डिजिटल सिग्नेचर सर्टिफिकेट) की वैधता सुनिश्चित करें।

5. एनआईटी में उल्लिखित नियत तारीख और समय के बाद ई-निविदा का उपयोग नहीं किया जा सकता है।

6. ई-निविदा में बोली लगाना:

a) सफल बोलीदाता को काम सौंपने के समय आवश्यक सुरक्षा राशि जमा करना होगा। विक्रेता (ओं) द्वारा अपेक्षित ईएमडी-NEFT/बैंक गारंटी/डीडी केवल अनुसूचित वाणिज्यिक बैंक द्वारा जारी किया हुआ होना चाहिए। ई-निविदा में ऑनलाइन बोली लगाने हेतु निविदा शुल्क (यदि कोई हो) और लेनदेन शुल्क (यदि कोई हो) का भुगतान आवश्यक है। निविदा शुल्क और लेनदेन शुल्क वापसी न करने योग्य हैं। निविदा, जिसके साथ ईएमडी नहीं है, पर विचार नहीं किया जाएगा। ईएमडी पर कोई ब्याज देय नहीं होगा। असफल विक्रेता (विक्रेताओं) की ईएमडी निविदा आमंत्रित करने वाले प्राधिकारी द्वारा वापस कर दी जाएगी।

b) इस प्रक्रिया में तकनीकी और वाणिज्यिक बोली प्रस्तुत करने के लिए इलेक्ट्रॉनिक बोली शामिल है।

c) केवल लेन-देन शुल्क जमा करने वाले विक्रेता एमएसटीसी वेबसाइट पर इंटरनेट के माध्यम से अपनी तकनीकी बोली और वाणिज्यिक बोली प्रस्तुत कर सकते जिसकी लिंक इस प्रकार है <https://www.mstcecommerce.com/eprocn/>.

d) विक्रेता को जावा एप्लिकेशन संचालन की अनुमति देनी चाहिए। यह प्रक्रिया बिड फ्लोर खुलने के तुरंत बाद करना है। फिर उन्हें कॉमन टर्म्स/कमर्शियल स्पेसिफिकेशन भरना होगा और उसे सेव करना होगा। इसके बाद टेक्निकल बिड पर क्लिक करें। यदि इस एप्लिकेशन को रन नहीं किया जाता है, तो विक्रेता अपनी तकनीकी बोली को सेव/सबमिट नहीं कर पाएगा।

e) तकनीकी बोली भरने के बाद, विक्रेता को अपनी तकनीकी बोली रिकॉर्ड करने के लिए 'सेव' पर क्लिक करना चाहिए। एक बार ऐसा करने के बाद, वाणिज्यिक बोली लिंक सक्रिय हो जाता है और उसे भरना होता है और फिर विक्रेता को अपनी वाणिज्यिक बोली दर्ज करने के लिए "सेव" पर क्लिक करना चाहिए। फिर एक बार तकनीकी बोली और वाणिज्यिक बोली दोनों सेव कर लिए जाने के बाद, विक्रेता अपनी बोली दर्ज करने के लिए "फाइनल सबमिशन" बटन पर क्लिक कर सकता है।

f) विक्रेताओं को निर्देश दिया जाता है कि वे एक से अधिक दस्तावेज़ अपलोड करने के लिए अटैच डॉक बटन का उपयोग कर सकते हैं।

g) सभी मामलों में, विक्रेता को अपनी बोली जमा करते समय डिजिटल हस्ताक्षर के साथ अपनी आईडी और पासवर्ड का उपयोग करना चाहिए।

h) पूरी ई-निविदा प्रक्रिया के दौरान, विक्रेता एक दूसरे और अन्य सभी के लिए पूरी तरह से गुमनाम रहेंगे।

i) ई-निविदा फ्लोर पूर्व-निर्धारित तिथि और समय से और ऊपर बताई गई अवधि तक खुली रहेगी।

j) ई-निविदा प्रक्रिया के दौरान प्रस्तुत सभी इलेक्ट्रॉनिक बोलियां विक्रेता पर कानूनी रूप से बाध्यकारी होंगी। विक्रेता द्वारा प्रस्तावित किसी भी बोली को वैध बोली के रूप में माना जाएगा और क्रेता द्वारा उसकी स्वीकृति, आपूर्ति के निष्पादन हेतु क्रेता और विक्रेता के बीच एक बाध्यकारी अनुबंध होगी।

k) यह अनिवार्य है कि सभी बोलियों को डिजिटल हस्ताक्षर प्रमाण पत्र के माध्यम से प्रस्तुत किया जाए अन्यथा इसे सिस्टम द्वारा स्वीकार नहीं किया जाएगा।

l) क्रेता के पास बिना कोई कारण बताए निविदा को रद्द करने या अस्वीकार करने या स्वीकार करने या वापस लेने या पूर्ण रूप से या आंशिक रूप से विस्तारित करने का अधिकार सुरक्षित है।

m) निविदा दस्तावेज़ के नियमों और शर्तों में कोई परिवर्तन स्वीकार्य नहीं है। किसी भी विक्रेता द्वारा ई-निविदा फ्लोर में बोली प्रस्तुत करना निविदा के नियम और शर्तों की स्वीकृति की पुष्टि करता है।

n) इस निविदा के परिणामस्वरूप कोई भी आदेश उसमें उल्लिखित नियमों और शर्तों द्वारा शासित होगा।

o) निविदा आमंत्रित करने वाले प्राधिकारी को यह अधिकार है कि वह बिना कोई कारण बताए इस ई-निविदा को रद्द कर सकता है या बोली (बोलियों) की प्राप्ति की नियत तारीख को बढ़ा सकता है।

p) विक्रेताओं से अनुरोध है कि वे विक्रेता मार्गदर्शिका पढ़ें और बोली लगाने से पहले सिस्टम से परिचित होने के लिए <https://www.mstcecommerce.com/eproc/> पर उपलब्ध वीडियो देखें।

q) तकनीकी और वाणिज्यिक नियमों और शर्तों में किसी भी विचलन की अनुमति नहीं है

7. उपरोक्त सभी पात्रता मानदंड संबंधी दस्तावेज़ (सभी पृष्ठ विधिवत हस्ताक्षरित और मुहरबद्ध) को एमएसटीसी साइट पर अपलोड किया जाएगा और इसे बैंक द्वारा परीक्षण हेतु निविदा के भाग-1 को खोलने के समय डाउनलोड किया जाएगा। इसके अलावा, बैंक द्वारा आगे की निविदा प्रक्रिया हेतु दस्तावेज़ों की मूल प्रति मांगे जाने पर ठेकेदार इसे प्रस्तुत करेगा।

8. बैंक निविदाओं की कीमत बोली का मूल्यांकन करने से पहले उक्त रिपोर्टों का मूल्यांकन करेगा। यदि किसी निविदाकार को किसी भी समय निविदा प्रक्रिया में भाग लेने के लिए आवश्यक पात्रता नहीं पाई जाती है, तो बैंक के पास निविदा के भाग-1 को खोलने के बाद भी उसके प्रस्ताव को अस्वीकार करने का अधिकार सुरक्षित है। बैंक ऐसा करने हेतु कोई कारण बताने के लिए बाध्य नहीं है।

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

क्षेत्रीय निदेशक
भारतीय रिज़र्व बैंक
भोपाल



भारतीय रिज़र्व बैंक
RESERVE BANK OF INDIA

भोपाल
Bhopal

ई- निविदा

भारतीय रिज़र्व बैंक के भोपाल स्थित मुख्य कार्यालय भवन और स्टाफ क्वार्टर चार इमली, मे कीट नियंत्रण उपचार की सेवाएं प्रदान करने के लिए व्यापक वार्षिक सेवा अनुबंध

E- Tender for
Comprehensive Annual Service Contract (ASC) for providing Pest Control Services at the Bank's Main Office Premises at Arera Hills and Staff quarters at Char Imli, Bhopal, Madhya Pradesh - 462011

भारतीय रिज़र्व बैंक, भोपाल पूर्व-योग्यता मानदंडों को पूरा करने वाली पात्र फर्मों/ठेकेदारों से भोपाल में बैंक के मुख्य कार्यालय भवन और स्टाफ क्वार्टर चार इमली, मे कीट नियंत्रण उपचार की सेवाएं प्रदान करने के लिए **व्यापक** वार्षिक सेवा अनुबंध के लिए दो भागों (भाग 1 - तकनीकी- वाणिज्यिक बोली और भाग 2 - मूल्य बोली) में ई-निविदा आमंत्रित करता है। संविदा की प्रारम्भिक अवधि **31 मार्च 2027** तक होगी, जिसे संतोषजनक प्रदर्शन होने की स्थिति मे अधिकतम दो वर्षों के लिये, एक बार मे अधिकतम एक वर्ष के लिए या बैंक द्वारा निर्धारित अन्य अवधि के लिये विस्तारित किया जा सकता है।

The Reserve Bank of India, Bhopal invites e-tender in two parts (Part I – Techno- commercial bid & Part II – Price Bid) for providing Pest Control Services at the Bank's Main Office Premises at Arera Hills and Staff Quarters at Char Imli, Bhopal under Comprehensive Annual Service Contract (ASC) from eligible bidders fulfilling the Pre-Qualification / Eligibility criteria. The contract will be initially awarded for a period of 01 (one) year with effect from **April 01, 2026 to March 31, 2027**, and may be extended / renewed for a further period not exceeding two more years, one year at a time, subject to satisfactory performance of the contractor at the sole discretion of the Bank.

कार्य की अनुमानित लागत Estimated cost of the Comprehensive Annual Service Contract per annum.	बयाना राशि जमा Earnest Money Deposit (EMD)
₹ 9,80,440/- (inclusive of GST %)	₹19,609/- (2% of estimated cost)

ई-निविदा जमा करने की अंतिम तिथि **16 मार्च 2026 को 14:00 बजे तक** है। अधिक जानकारी के लिए कृपया वेबसाइट <https://www.rbi.org.in> पर "निविदा" अनुभाग पर जाएं और निविदा अपलोड करने के लिए कृपया एमएसटीसी वेबसाइट: <https://www.mstcecommerce.com> पर जाएं और पंजीकरण करें। कृपया यह भी नोट करें कि आगे के परिशिष्ट/ शुद्धिपत्र को केवल भारतीय रिज़र्व बैंक की वेबसाइट पर प्रकाशित किया जाएगा।

The last date & time for submission of the e-tenders is **March 16, 2026 up to 14:00 hrs.** For further details please visit "Tender" section of website: <https://www.rbi.org.in> and for uploading the tender please visit and register on MSTC website: <https://www.mstcecommerce.com>. Please also note that further Addendum / Corrigendum, if any will only be published on RBI website, only.

स्थान/ Place:
भोपाल / Bhopal

क्षेत्रीय निदेशक / Regional Director
भारतीय रिज़र्व बैंक / Reserve Bank of India
भोपाल / Bhopal

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अस्वीकरण / DISCLAIMER

भारतीय रिज़र्व बैंक, संपदा विभाग, भोपाल ने इच्छुक पार्टियों को 'कार्य' की जानकारी देने के लिए यह निविदा दस्तावेज तैयार किया है। जबकि भारतीय रिज़र्व बैंक ने इसमें निहित जानकारी को तैयार करने में उचित सावधानी बरती है और इसे सही मानता है, न तो भारतीय रिज़र्व बैंक और न ही इसके किसी भी प्राधिकरण/ एजेंसी/ उनके संबंधित अधिकारियों, कर्मचारियों, एजेंटों या सलाहकारों ने इस दस्तावेज़ में निहित जानकारी की पूर्णता या सटीकता या इसके साथ प्रदान की जाने वाली किसी भी जानकारी के बारे में कोई वारंटी या इस बारे में कोई प्रतिनिधित्व, व्यक्त या निहित, प्रदान की है।

The Reserve Bank of India, Estate Department, Bhopal, has prepared this document to provide brief information about the services to be provided under the Scope of the Annual Service Contract (ASC). While the Reserve Bank of India has taken due care in the preparation of the information contained herein and believe it to be in order, neither the Reserve Bank of India nor any of its authorities or agencies nor any of their respective officers, employees, agents or advisors give any warranty or make any representations, express or implied as to the completeness or accuracy of the information contained in this document or any information which may be provided in association with it.

जानकारी संपूर्ण नहीं मानी जाये। इच्छुक पार्टियाँ अपनी स्वयं की पूछताछ करने के लिये स्वतंत्र हैं और उन्हें लिखित रूप में पुष्टि करने की आवश्यकता होगी कि उन्होंने ऐसा किया है, और वे केवल भारतीय रिज़र्व बैंक द्वारा निविदा दस्तावेज में प्रदान की गई जानकारी पर भरोसा नहीं करते हैं। यह जानकारी इस आधार पर प्रदान की जाती है कि यह भारतीय रिज़र्व बैंक या उसके किसी प्राधिकरण या एजेंसियों या उनके किसी संबंधित अधिकारी, कर्मचारियों, एजेंटों या सलाहकारों पर गैर-बाध्यकारी है।

The information is not intended to be exhaustive. Intending bidders 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 herein while submitting their tenders. The information is provided on the basis that it is non-binding on the Reserve Bank of India or any of its authorities or agencies or any of their respective officers, employees, agents or advisors.

इस 'कार्य' को आगे नहीं बढ़ाने या 'कार्य' के तरीके को बदलने, इस दस्तावेज में दिखाई गई समय-सारिणी में परिवर्तन करने या लागू होने वाली प्रक्रिया या प्रक्रिया को बदलने का अधिकार भारतीय रिज़र्व बैंक सुरक्षित रखता है। यह रुचि व्यक्त करने वाले किसी भी पक्ष के साथ इस मामले पर आगे चर्चा करने से इनकार करने का अधिकार भी सुरक्षित रखता है। रुचि व्यक्त करने वाले व्यक्तियों या संस्थाओं को किसी भी प्रकार की लागत की कोई प्रतिपूर्ति नहीं की जाएगी।

The Reserve Bank of India reserves the right to itself not to proceed with the Annual Service Contract or to change the configuration of the Contract, to alter the time schedule provided 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.



भारतीय रिज़र्व बैंक
RESERVE BANK OF INDIA

संपदा विभाग

Estate Department

भोपाल

Bhopal

ई- निविदा आमंत्रण सूचना / NOTICE INVITING TENDER (NIT)
(केवल ई-खरीद के माध्यम से / Only through e-procurement)

भारतीय रिज़र्व बैंक, भोपाल पूर्व-योग्यता मानदंडों को पूरा करने वाली पात्र फर्मों / ठेकेदारों से भोपाल में बैंक के मुख्य कार्यालय भवन और स्टाफ क्वार्टर चार इमली, मे कीट नियंत्रण उपचार की सेवाएं प्रदान करने के लिए वार्षिक सेवा अनुबंध के लिए दो भागों (भाग 1 - तकनीकी- वाणिज्यिक बोली और भाग 2 - मूल्य बोली) में ई-निविदा आमंत्रित करता है। संविदा की प्रारम्भिक अवधि **31 मार्च 2027** तक होगी जिसे संतोषजनक प्रदर्शन होने की स्थिति में अधिकतम दो वर्षों के लिये, एक बार में अधिकतम एक वर्ष के लिए या बैंक द्वारा निर्धारित अन्य अवधि के लिये विस्तारित किया जा सकता है।

The Reserve Bank of India, Bhopal invites e-tender in two parts (Part I – Techno- commercial bid & Part II – Price Bid) for providing Pest Control Services at the Bank's Main Office Premises at Arera Hills and Staff Quarters at Char Imli, Bhopal under Comprehensive Annual Service Contract (ASC) from eligible bidders fulfilling the Pre-Qualification / Eligibility criteria stipulated herein. The contract will be initially awarded for a period of 01 (one) year with effect from **April 01, 2026 to March 31, 2027**, and may be extended / renewed for a further period not exceeding two more years, one year at a time, subject to satisfactory performance of the contractor at the sole discretion of the Bank.

निविदा की अनुसूची / SCHEDULE OF TENDER (SOT)

क्रमसं S. N.	मर्दे Item	विवरण Details
1	ई-निविदा सं / E-Tender No.:	RBI/Bhopal Regional Office/Estate/25/25-26/ET/1070
2	निविदा का तरीका / Mode of tender	एमएसटीसी वेबसाइट पर केवल ई-प्रोक्योरमेंट सिस्टम (ऑनलाइन भाग I - तकनीकी-वाणिज्यिक बोली और भाग II – मूल्यबोली) के माध्यम से

		Through MSTC website in e-Procurement System (Online Part I - Techno-Commercial Bid and Part II - Price Bid) only Website link/ लिंक- www.mstcecommerce.com/eprocn/
3	कार्य का नाम / Name of work:	भारतीय रिज़र्व बैंक के भोपाल स्थित मुख्य कार्यालय भवन और स्टाफ क्वार्टर चार इमली, मे कीट नियंत्रण उपचार की सेवाएं प्रदान करने के लिए व्यापक वार्षिक सेवा अनुबंध Comprehensive Annual Service Contract (ASC) for providing Pest Control Services at Bank's Main Office Premises at Arera Hills and Staff Quarters at Char Imli, Bhopal, Madhya Pradesh.
4	अनुमानित लागत प्रति वर्ष (12 महीने) / Estimated Cost of the contract per annum (12 months):	लगभग ₹9,80,440/- (नौ लाख अस्सी हजार चार सौ चालीस रुपये केवल) प्रतिवर्ष सभी करों सहित Approximately ₹9,80,440/- (Rupees Nine Lakh Eighty thousand four hundred forty Only) per annum inclusive of all applicable taxes
5	i) बयाना राशि जमा / Earnest Money Deposit (EMD)	₹ 19,609/- (उन्नीस हजार छह सौ नौ रुपये मात्र) ₹ 19,609/- (Rupees Nineteen thousand six hundred nine only) by: (1) एनईएफटी के माध्यम से आरबीआई खाता संख्या. 186003001, आईएफएससी कोड: RBIS0BLPA01 (5वा और 10 वा अंक शून्य है), NEFT, RBI A/c No. 186003001, IFSC Code: RBIS0BLPA01 (5 th & 10 th digit is zero), अथवा / or (2) भारतीय रिज़र्व बैंक, भोपाल के पक्ष में डिमांड ड्राफ्ट, DD drawn in favor of Reserve Bank of India from a Scheduled Commercial Bank and payable at Bhopal, अथवा / or (3) बैंक के मानक प्रोफार्मा (अनुबंध- B) में अनुसूचित बैंक द्वारा जारी एक अपरिवर्तनीय बैंक गारंटी An irrevocable Bank Guarantee issued by a Scheduled Commercial Bank as per the Bank's proforma (Annexure-B) provided herein. (4) EMD shall be remitted by all the intending bidders, except those having MSE (Micro and Small Enterprises only) Udyam Registration Number (Udyog

		Aadhar Memorandum Number), who are exempted from submission of the EMD at the time of bidding. Such bidders must submit their MSE registration certificate at the time of submission of their bid (Part I) for claiming exemption of EMD. Failure to do so will disqualify themselves from participating in the bid.
	ii) निविदा शुल्क / Tender fees:	As specified in the MSTC portal.
6	लेनदेन शुल्क / Transaction Fee	Payment of 'Transaction Fee' as mentioned in the MSTC portal through MSTC payment gateway / NEFT in favour of MSTC LIMITED.
7	निष्पादन बैंक गारंटी / Performance Bank Guarantee: सफल बोलीदाता द्वारा प्रस्तुत किया जाना है / to be submitted only by the successful bidder	उद्धृत राशि का 5% 5% of the quoted amount (contract value): Within 14 days from the written communication of the Bank about acceptance of the tender.
8	पार्टियों के लिए डाउनलोड करने के लिए एनआईटी उपलब्ध होने की तिथि Date of Notice Inviting Tender (NIT) available to parties to download / view:	From 12:00 hrs of March 06, 2026 to 18:00 hrs of March 10, 2026 06 मार्च 2026 को 12:00 बजे से 10 मार्च 2026 को 18:00 बजे तक
9	प्री-बिड बैठक (ऑनलाइन) (a) Pre-Bid Meeting (Off-line) (b) Venue:	11 March 2026 at 11:30 Hrs Reserve Bank of India, Estate Department, 5 th floor, Hoshangabad Road, Bhopal, Madhya Pradesh – 462011.
10	ऑनलाइन तकनीकी-वाणिज्यिक बोली जमा करने के लिए ई-निविदा शुरू होने की तिथि Date of Starting of e-Tender for submission of online Technical and price Bid:	15:00 hrs of March 12, 2026 12 मार्च 2026 को 15:00 बजे से
11	बयाना राशि (EMD) जमा करने की अंतिम तिथि	16 मार्च 2026 को 14:00 बजे तक

	Last date and time for submission of the Earnest Money Deposit (EMD):	March 16, 2026 upto 14.00 Hrs
12	तकनीकी-वाणिज्यिक बोली जमा करने के लिए ऑनलाइन ई-निविदा बंद होने की तिथि Last date and time for submission of online e-tenders:	16 मार्च 2026 को 14:00 बजे तक March 16, 2026 upto 14.00 Hrs
13	भाग I : (तकनीकी वाणिज्यिक बोली) खोलने की तारीख व समय Due date & time for opening of Part - I (Techno-Commercial Bids) of the tenders:	March 16, 2026 at 15.00 Hrs 16 मार्च 2026 को 15:00 बजे
	भाग II : (वित्तीय बोली) खोलने की तारीख व समय Date & time for opening of Part-II: (Price Bids) of the tenders:	भाग-II अर्थात वित्तीय बोली खोलने की तिथि की सूचना भाग-I में सभी पात्र बोलीदाताओं को ई-मेल द्वारा अलग से दी जाएगी। Date & time for opening of Part - II (Price Bid) of those bidders who are found to be eligible by the Bank after opening of Part – I (Techno – Commercial bid) of the tenders and scrutiny of documents submitted along with it, shall be informed separately by e-mails only.
14	निविदा की वैधता Validity of the bids:	निविदा के भाग- I के खुलने की तिथि से तीन माह तक 03 (Three) months from the date of opening of the Part-I (Techno – commercial bids) of the tenders.

नोट: इच्छुक बोलीदाता कृपया ध्यान दें कि निविदा में कोई भी संशोधन/शुद्धिपत्र, यदि भविष्य में जारी किया जाता है, केवल आरबीआई की वेबसाइट पर अधिसूचित किया जाएगा और समाचार पत्र में प्रकाशित नहीं किया जाएगा।

Note: Intending bidders may please note that any amendments / corrigendum pertaining to this tender, if issued in future, will only be notified on the website of the Reserve Bank of India and will not be published in any of the other media / the newspaper.

क्षेत्रीय निदेशक / Regional Director
भारतीय रिज़र्व बैंक / Reserve Bank of India
भोपाल/Bhopal

Section-B

प्रस्ताव का पत्र / LETTER OF OFFER

Place: _____

Date: _____

Ms. Rekha Chandanaveli

Regional Director, Reserve Bank of India

Estate Department

Bhopal - 462011.

Madam,

Having examined the specifications and schedule of quantities relating to the Pest Control Services to be provided under this Annual Service Contract, specified in the memorandum hereinafter set out and having examined the premises, where the services are required to be provided as specified in the said memorandum and having acquired the requisite information relating thereto as affecting the tender, I / We hereby offer to execute the contract specified in the said memorandum within the time specified in the said memorandum at the rates offered by us in this Part – II (Price – bid) of this tender and in accordance in all respects with the specifications and instructions in writing referred to in the Articles of Agreement, General Conditions of the Tender, Schedule of Services / Rates and Terms & Conditions of Contract, with such services and 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 the Annual Service Contract:	Comprehensive Annual Service Contract (ASC) for providing Pest Control Services at the Bank's Main Office Premises at Arera Hills and Staff quarters at Char Imli, Bhopal, Madhya Pradesh - 462011
(b)	Estimated cost of the contract per annum:	₹9,80,440/- (Rupees Nine Lakh Eighty thousand four hundred forty Only)

(c)	Earnest Money Deposit (EMD):	₹19,609/- (Rupees Nineteen thousand six hundred nine only) (will not any interest)
(d)	Validity of the contract / contract period:	The contract shall be initially awarded for a period of 01 (one) year (12 months) with effect from April 01, 2026 to March 31, 2027 and may be extended / renewed for further period(s) but not exceeding the 02 (two) more years at the discretion of the Bank, if the Services of the contractor is found to be satisfactory by the Bank.
(e)	Performance Bank Guarantee	5% of the 'contract value' to be submitted in the form of an irrevocable Bank Guarantee issued by a Scheduled Commercial Bank.

2. I / We undertake to deposit a sum of ₹19,609/- (Rupees Nineteen thousand six hundred nine only) as Earnest Money Deposit (EMD) with the Reserve Bank of India at the time of submitting the e-Tender documents which amount is not to bear any interest. Should I / we fail to execute the contract when called upon to do so, I / we do hereby agree that this sum shall be forfeited by the Reserve Bank of India. I / We also agree to keep the Bank Guarantee towards Performance Guarantee valid during the entire period of contract.

3. I / We also agree that our tender will remain valid for acceptance by the Bank for 90 days from the date of opening of Part - I (Techno – commercial bid) of the tender and this period of validity may be extended for such period as may be mutually agreed between the Bank and me / us in writing.

4. Should this tender be accepted, I / We hereby agree to abide by and fulfil all the terms and conditions of the tender so far as they may be applicable and in default thereof, to forfeit and pay to the Reserve Bank of India such sums of money as are stipulated in the conditions contained in the tender together with the written acceptance of the Contract.

5. I / We understand that Reserve Bank of India reserve the right to accept or reject any or all of the tenders either in whole or in part, without assigning any reason thereof.

6. The tender is submitted in two parts. Part - I (Techno – Commercial Bid) containing all commercial terms & conditions, technical particulars, Earnest Money Deposit (EMD) and Part II (Price – Bid) containing only the price bid in the Bank's proforma.

7. Should this tender be accepted, I / We hereby agree to abide by and fulfil the terms and provisions of the said Conditions of the 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.

Name of the partner of the firm authorized to sign

OR

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

Yours faithfully,

Signature of Bidder

Signatures and addresses of witnesses:

	Signature	Address
(i)		
(ii)		



भारतीय रिज़र्व बैंक
RESERVE BANK OF INDIA

संपदा विभाग

Estate Department

भोपाल

Bhopal

(केवल ई-खरीद के माध्यम से / Only through e-procurement)

भाग- I / PART- I

भारतीय रिज़र्व बैंक के भोपाल स्थित मुख्य कार्यालय भवन और स्टाफ क्वार्टर चार इमली, मे कीट नियंत्रण उपचार की सेवाएं प्रदान करने के लिए व्यापक वार्षिक सेवा अनुबंध

Comprehensive Annual Service Contract (ASC) for providing Pest Control Services at the Bank's Main Office Premises at Arera Hills and Staff quarters at Char Imli, Bhopal, Madhya Pradesh - 462011

निविदाकर्ता का नाम/ Name of the bidder: -----

पता / Address: -----

जमा करने के लिए अंतिम तिथी और समय Last date & time for submission	16 मार्च 2026 को 14:00 बजे तक March 16, 2026 upto 14.00 Hrs
बोली पूर्व बैठक Due date for Pre-Bid meeting	11 March 2026 at 11:30 Hrs 11 मार्च 2026 को 11:30 बजे
Venue for Pre-bid meeting:	Reserve Bank of India, Estate Department, Hoshangabad Road, Bhopal, Madhya Pradesh – 462011.
बोली की वैधता Validity of the tender	निविदा के भाग- I के खुलने की तिथि से तीन माह तक 90 days from the date of opening of the Part- I (Techno-commercial bid) of the tender
निविदा फॉर्म का शुल्क Cost of Application form / tender	As indicated in the MSTC Portal.

Section-C

Interpretation Clause

In construing these Conditions, Specifications, Schedule of Quantities and Contract Agreement, the following words shall have the meanings herein assigned to them except where the subject or context otherwise required.

(a)	The 'Bank'	The Bank shall mean 'The Reserve Bank of India' and shall include its assigns and successors.
(b)	The 'Contractor' (in the case of a partnership)	The 'Contractor' shall mean the Firm doing business in the field of providing Pest Control Services, having a place of business at Bhopal, Madhya Pradesh and shall include the partners for the time being of the said 'Firm' and shall include their heirs / Successors and the legal representatives of a deceased partner.
	(in the case of an individual)	The 'Contractor' shall mean Shri / Smt. / Ms. _____ doing business in the field of providing Pest control treatment services and shall include his heirs, successors and legal representatives.
	(in the case of a Company)	The 'Contractor' shall mean Company, a company incorporated under Companies Act, 2013 or under any previous company law and having its full-fledged service setup at Bhopal, Madhya Pradesh and shall include its successors and assigns.
(c)	The 'Site'	The 'Site' shall mean the premises where the Pest Control Services including common peripheral areas thereon and any other land (inclusively) as aforesaid decided by the Bank to be covered under the Scope of the Contract
(d)	'This Contract'	'This Contract' shall mean the Articles of Agreement, the Special Conditions, the Conditions, the Appendix, the Schedule of Quantities and Specifications, etc., attached hereto and duly signed by the Bank and the Contractor.
(e)	'Tender'	E-tender being uploaded / invited in the website: www.mstcecommerce.com/eprocn/
(f)	'Bank's Engineer / Officer / Caretaker'	The 'Bank's Engineer / Officer / Caretaker' shall mean the person appointed and paid by the Bank to inspect the Services to be provided under the Contract. The Contractor shall afford the Bank's Engineer / Officer / Caretaker every facility and assistance for overseeing / inspecting the Services to be provided under the Contract. Neither the Bank's Engineer / Officer / Caretaker nor any representative of the Bank shall have the power to set out the scope of the services under the ASC or to revoke, alter, enlarge or relax any terms & conditions of the Contract, or to sanction any day work, additions, alterations, deviations, or omissions, or any extra work whatever, except in so far as such authority may be specifically conferred by a written order of the Bank's Engineer / Officer. The Bank's Engineer / Officer / Caretaker or any representative of the Bank shall have power to issue notices to the Contractor

		or her / his / their representative provided materials used / supplies and such deficiencies / lapses shall be suspended or the use of such materials shall be discontinued.
(g)	'Notice in writing'	Notice in writing shall mean a notice in written, typed or printed characters sent (unless delivered personally or otherwise proved to have been received) by registered post to the last known private or business address to have been received when in the ordinary course of post, it would have been delivered.
(h)	'Act of Insolvency'	'Act of Insolvency' shall mean any 'Act of Insolvency' as defined by the Presidency Towns Insolvency Act or the Provincial Insolvency Act(s) or any Act amending such original.
(i)	'The works'	'The works' shall mean the Comprehensive Annual Service Contract (ASC) for providing Pest Control Services at the Bank's Main Office Premises at Arera Hills and Staff quarters at Char Imli, Bhopal, Madhya Pradesh as provided herein.

Section-D

ई-निविदा के संबंध में महत्वपूर्ण निर्देश / Important Instructions Regarding E-tender

बोली प्रस्तुत करने वाले लोगों से अनुरोध है कि वे अपनी ऑनलाइन निविदा प्रस्तुत करने से पहले इस निविदा के नियम और शर्तों को पढ़ लें।

Bidders are requested to read the important instructions for the e-tendering process as given below and the Terms & Conditions of this tender given in subsequent pages before submitting their online bids.

1 **ई-निविदा की प्रक्रिया / Process of E-tender:**

A) पंजीकरण / Registration:

इस प्रक्रिया में एमएसटीसी ई-प्रॉक्युमेंट पोर्टल में वेंडर का पंजीकरण शामिल है जो निःशुल्क है। पंजीकरण के बाद ही वेंडर अपनी बोली इलेक्ट्रॉनिक रूप से प्रस्तुत कर सकता है/ सकते हैं। तकनीकी बोली और वाणिज्यिक बोली की प्रस्तुति के लिए बोली इंटरनेट पर लगाई जाएगी। वेंडर के पास क्लास III साइनिंग और एन्क्रिप्शन टाइप डिजिटल सिग्नेचर सर्टिफिकेट होना चाहिए। वेंडरों को इंटरनेट से जुड़े पीसी से बोली लगाने के लिए स्वयं व्यवस्था करनी होगी। एमएसटीसी ऐसी व्यवस्था करने के लिए जिम्मेदार नहीं है। (इलेक्ट्रॉनिक सिग्नेचर के बिना बोली को रिकार्ड नहीं किया जाएगा।)

The process involves vendor's registration with MSTC e-procurement portal which is free of cost. Only after registration, the vendor(s) can submit her / his / their bids electronically. Electronic Bidding for submission of Part – I (Techno – commercial bid) Part – II (Price – bid) of the tenders shall be done over the internet. The vendor should possess Class III signing and encryption type Digital Signature Certificate (DSC). Vendors shall make their own arrangement for bidding from a personal computer / laptop, connected with internet. MSTC is not responsible for making such arrangement. (*Bids will not be recorded without Digital Signature*).

विशेष नोट: तकनीकी और वाणिज्यिक बोली www.mstcecommerce.com/eprocn पर ऑनलाइन प्रस्तुत की जानी है।

Special Note: The Part – I (Techno – commercial bid) and Part – II (Price – bid) submitted on-line through MSTC website: www.mstcecommerce.com/eprocn

i) विक्रेताओं के लिए स्वयं को नीचे दी गई प्रक्रिया/ लिंक के द्वारा ऑनलाइन पंजीकरण करना आवश्यक है।

mstcecommerce.com → e-Procurement → New Common Portal → Register as Vendor → Filling up details and creating own user id and password → Submit

Vendors are required to register themselves online following the process / link, given below:

mstcecommerce.com → e-Procurement → New Common Portal → Register as Vendor → Filling up details and creating own user id and password → Submit.

ii). वेंडरों को उनके रजिस्ट्रेशन फार्म भरते समय दिए गए ई-मेल आईडी पर उनके पंजीकरण की पुष्टि करने वाला एक सिस्टम जेनरेटेड मेल मिलेगा। किसी स्पष्टीकरण के लिए भारतीय रिज़र्व बैंक/ एमएसटीसी से (ई-निविदा के लिए निर्धारित समय से पहले) संपर्क करें।

Vendors will receive a system generated e-mail confirming their registration in their email address which has been provided to the vendor while submitting the registration form online. In case of any clarification, please contact RBI or MSTC, (well before the scheduled due date & time for submission of the e- tender).

संपर्क व्यक्ति (भारतीय रिज़र्व बैंक) / Contact person (RBI):

i)	श्रीमती प्रतिभा बैस, (सहायक प्रबंधक, संपदा विभाग) Smt. Pratibha Bais, (Assistant Manager, Estate Department)	estatebhopal@rbi.org.in Contact No.: - 755-2519569,
ii)	श्री श्रीकांत सतीश शर्मा (प्रबंधक, संपदा विभाग) Shri. Shrikant Satish Sharma (Manager, Estate Department)	estatebhopal@rbi.org.in Contact No.: - 755-2519598,
iii)	Shri. Sabu Antony, (Assistant General Manager, Estate Department)	estatebhopal@rbi.org.in Contact No.: 755-2519570

संपर्क व्यक्ति (एमएसटीसी लि.) / Contact person (MSTC Ltd):

For system related technical assistance please contact: MSTC IVRS Helpdesk number: 07969066600. After system settings, please download "Bidding Guide" for better understanding of the bid submission process Contact numbers of MSTC Bhopal Office: 0755-2552241, 2593772, 2593775, 2593776; Mr. Neeraj Mathur, Manager, Mob. 8871111473, Email: bplopn4@mstcindia.in, mstcbpl@mstcindia.in Google hangout ID- (for text chat)- mstceproc@gmail.com

B) सिस्टम आवश्यकता / System Requirement:

- i) विंडोज 7 या उससे ऊपर ऑपरेटिंग सिस्टम
Windows 7 or above Operating System
- ii) नवीनतम गूगल क्रोम, मोज़िला या माइक्रोसॉफ्ट एज इंटरनेट ब्राउज़र
Latest Google Chrome, Mozilla or Microsoft Edge Internet browser.
- iii) वैध क्लास-III हस्ताक्षर और इनक्रिप्शन दोनों प्रकार के डिजिटल प्रमाणपत्र
Valid Class-III Digital Signature Certificate (DSC) both Signing & Encryption type Certificate
- iv) सिस्टम में डाउनलोड और स्थापित करने के लिए नवीनतम अद्यतन Java Runtime Environment (JRE) 1.8 (विंडोज x86 ऑफ़लाइन) सॉफ्टवेयर
Latest updated Java Runtime Environment (JRE) 1.8 (Windows x86 Offline) software shall be downloaded and installed in the system.

2	<p>एमएसटीसी ई-प्रोक्योरमेंट पोर्टल का उपयोग करने के लिए आवश्यक सिस्टम सेटिंग्स को लागू करने के लिए, कृपया एमएसटीसी द्वारा प्रदान की गई सिस्टम सेटिंग्स गाइड का संदर्भ लेते हुए पीकेआई एप्लिकेशन इंस्टॉल करें।</p> <p>To apply the required system settings for using MSTC e-procurement portal, kindly install PKI application while referring to the system settings guide provided by MSTC.</p>
3	<p>तकनीकी-वाणिज्यिक बोली और मूल्य बोली www.mstcecommerce.com/eprocn पर ऑनलाइन जमा करना होगा। निविदा दस्तावेज़ में दिए गए अनुसार निर्दिष्ट तिथि और समय पर निविदाएं इलेक्ट्रॉनिक रूप से खोली जाएंगी।</p> <p>The Part – I (Techno-commercial Bid) and the Part – II (Price Bid) of the tenders shall be submitted online through the e-tendering portal on the MSTC website www.mstcecommerce.com/eprocn .Tenders will be opened electronically on specified date and time as given in the tender document.</p>
4	<p>निविदा में सभी प्रतिष्ठियों को बिना किसी अस्पष्टता के ऑनलाइन तकनीकी और वाणिज्यिक प्रारूपों में दर्ज किया जाना चाहिए।</p> <p>All entries while submitting tender (both Part – I & Part – II) should be made online in the formats specified herein without any ambiguity.</p>
5	<p>लेन-देन शुल्क के प्रति विशेष नोट / Special Note towards Transaction fee:</p> <p>लेनदेन शुल्क ई-निविदा प्रक्रिया में भाग लेने के लिए अपने पोर्टल का उपयोग करने के लिए एमएसटीसी द्वारा लगाया जाने वाला पोर्टल उपयोग शुल्क है। ‘Transaction Fees’ is the portal usage charges levied by the MSTC for using their portal for participating in the e- tendering process.</p> <p>विक्रेता लॉगिन में ‘मेरा मेनू’ के तहत ‘लेनदेन शुल्क भुगतान’ लिंक का उपयोग करके लेनदेन शुल्क का भुगतान करेंगे। विक्रेताओं को इवेंट ड्रॉपडाउन बॉक्स से विशेष निविदा का चयन करना होगा। विक्रेता के पास एनईएफटी या ऑनलाइन भुगतान के माध्यम से भुगतान करने की सुविधा होगी। एनईएफटी का चयन करने पर, विक्रेता एक फॉर्म भरकर चालान उत्पन्न करेगा। विक्रेता चालान पर मुद्रित विवरण के अनुसार लेनदेन शुल्क राशि को बिना किसी बदलाव के भेज देगा। ऑनलाइन भुगतान का चयन करने पर, विक्रेता को अपने क्रेडिट / डेबिट कार्ड / नेट बैंकिंग का उपयोग करके भुगतान करने का प्रावधान होगा। एक बार जब भुगतान एमएसटीसी के नामित बैंक खाते में जमा हो जाता है, तो लेनदेन शुल्क स्वतः अधिकृत होगा और विक्रेता को सिस्टम जनित मेल प्राप्त होगा।</p> <p>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 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’ as per the details printed on the challan without making change in the same. On selecting Online Payment option, the vendor shall have the provision of making payment using Credit / Debit Card / Net Banking. Once the payment gets credited to</p>

	<p>MSTC's designated bank account, the 'Transaction Fee' shall be auto authorized and the vendor will receive a system generated e-mail.</p> <p><i>लेन-देन शुल्क गैर-वापसी योग्य है। लेन-देन शुल्क के भुगतान के बिना एक विक्रेता के पास ऑनलाइन ई-निविदा तक पहुंच नहीं होगी।</i></p> <p><i>'Transaction Fee' is non-refundable. A vendor will not have the access to the online e-tender, without paying the 'Transaction Fee.'</i></p> <p><i>नोट: बोलीदाताओं को सलाह दी जाती है कि वे घटना के समापन समय से पहले लेनदेन शुल्क को अच्छी तरह से जमा करें ताकि बोली जमा करने के लिए खुद को पर्याप्त समय मिल सके।</i></p> <p><i>NOTE: Bidders are advised to pay the 'Transaction Fee', well in advance before the closing date & time of the event, so as to give themselves sufficient time to submit the bid.</i></p>
6	<p>अपलोड की गई निविदाओं / शुद्धिपत्रों / परिशिष्ट के बारे में सूचना निविदा को अंतिम रूप दिए जाने तक प्रक्रिया के दौरान ही ईमेल द्वारा भेजी जाएगी। इसलिए विक्रेताओं को यह सुनिश्चित करने की आवश्यकता है कि एमएसटीसी के साथ विक्रेता के पंजीकरण के समय प्रदान किया गया उनका कॉर्पोरेट ईमेल आईडी वैध और अपडेट किया गया है। विक्रेताओं से यह भी अनुरोध किया जाता है कि वे अपने डीएससी (डिजिटल हस्ताक्षर प्रमाण पत्र) की वैधता सुनिश्चित करें।</p> <p>Information about the tender / Corrigendum(s) / Addendum(s) uploaded shall be sent only by email during the process till finalization of the tender. Hence the vendors are required to ensure that their email I.D. provided is valid and updated at the time of registration of vendor with MSTC. Vendors are also requested to ensure validity of their DSC (Digital Signature Certificate).</p>
7	<p>एनआईटी में उल्लिखित नियत तिथि और समय के बाद ई-निविदा तक नहीं पहुंचा जा सकता है। This e-tender cannot be accessed after the date and time mentioned in NIT</p>
8	<p>ई-निविदा में बोली / Bidding in e-tender :</p> <p>a) विक्रेताओं को ई-निविदा में ऑनलाइन बोली लगाने के लिए पात्र होने के लिए आवश्यक ईएमडी, निविदा शुल्क और लेनदेन शुल्क (यदि कोई हो) जमा करने की आवश्यकता है। निविदा शुल्क और लेनदेन शुल्क गैर-वापसी योग्य हैं। ईएमडी पर कोई ब्याज नहीं दिया जाएगा। असफल विक्रेता (ओं) का ईएमडी निविदा आमंत्रित करने वाले प्राधिकरण द्वारा वापस कर दिया जाएगा। Vendor(s) shall submit necessary EMD, 'Tender Fees' and 'Transaction Fees' (If any) to be eligible to participate in the online e-tendering process. Tender fees and 'Transaction Fees' are non-refundable. No interest will be paid on EMD remitted by the bidders. EMD of the unsuccessful bidders will be refunded by the tender inviting authority.</p> <p>b) इस प्रक्रिया में (भाग-I) तकनीकी और (भाग-II) वाणिज्यिक बोली प्रस्तुत करने के लिए इलेक्ट्रॉनिक बोली शामिल है। The process involves online Electronic Bidding for submission of Part – I (Techno – Commercial bid) and Part – II (Price – bid) of the tender.</p>

c) जिन विक्रेताओं ने लेनदेन शुल्क जमा किया है, केवल वे एमएसटीसी ई-प्रोक्योरमेंट वेबसाइट www.mstcecommerce.com → e-procurement → New Common Portal → Login → My menu → Auction Floor Manager → live event → Selection of the live event में इंटरनेट के माध्यम से अपनी तकनीकी बोली और वाणिज्यिक बोली जमा कर सकते हैं।

The vendor(s) who have submitted specified 'Transaction Fee' only will be allowed to submit their Part -I (Techno – commercial bid) and Part – II (Price – bid) through internet in MSTC website: www.mstcecommerce.com → e-procurement → New Common Portal → Login → My menu → Auction Floor Manager → live event → Selection of the live event

d) विक्रेता को जावा एप्लिकेशन चलाने की अनुमति देनी चाहिए। यह अभ्यास बोली तल खोलने के तुरंत बाद किया जाना है। फिर उन्हें सामान्य शर्तों / वाणिज्यिक विनिर्देशों को भरना होगा और उसी को सहेजना होगा। उसके बाद टेक्निकल बिड पर क्लिक करें। यदि यह आवेदन नहीं चलता है, तो विक्रेता अपनी तकनीकी बोली को सहेजने / जमा करने में सक्षम नहीं होगा।

The vendors should allow running JAVA application. This exercise shall be done immediately after opening of the Bid Floor. Then they have to fill up Common terms / Commercial conditions & specification and save the same. Thereafter click on the Part – I (Techno-commercial bid). If this application does not run, the vendor will not be able to save / submit their Part – I (Techno – Commercial bid).

e) तकनीकी बोली भरने के बाद, विक्रेता को अपनी तकनीकी बोली रिकॉर्ड करने के लिए 'सहेजें' पर क्लिक करना चाहिए। एक बार ऐसा करने के बाद, वाणिज्यिक बोली लिंक सक्रिय हो जाता है। इसे भरना होगा और विक्रेता को अपनी वाणिज्यिक बोली रिकॉर्ड करने के लिए "सहेजें" पर क्लिक करना चाहिए। एक बार तकनीकी बोली और वाणिज्यिक बोली दोनों सहेजे जाने के बाद, विक्रेता अपनी बोली पंजीकृत करने के लिए "अंतिम सबमिशन" बटन पर क्लिक कर सकता है।

After filling the Techno-commercial bid, vendor should click 'save' option / button for recording their Part – I (Techno-commercial bid). Once the same is done, the Part – II Commercial / Price Bid link becomes active. The same shall be filled and vendor should click on 'Save' option / button to record their Part II (Commercial / Price bid). Once both Techno-commercial bid & Commercial / Price bid have been saved, the vendor can click on the 'Final submission' button to register their bid

f) विक्रेताओं को दस्तावेज अपलोड करने के लिए डॉक बटन का उपयोग करने का निर्देश दिया जाता है। एकाधिक दस्तावेज अपलोड किए जा सकते हैं।

Vendors are instructed to use 'Attach Doc' button / option to upload documents. Multiple documents can be uploaded.

g) सभी मामलों में, विक्रेता को अपनी बोली जमा करते समय डिजिटल हस्ताक्षर के साथ अपनी आईडी और पासवर्ड का उपयोग करना चाहिए।

In all the cases, vendor should use their own ID and Password, along with Digital Signature at the time of submission of their bid.

h) पूरी ई-टेंडर प्रक्रिया के दौरान, विक्रेता एक-दूसरे के लिए और हर किसी के लिए पूरी तरह से गुमनाम रहेंगे।

	<p>During the entire e-tendering process, the vendors will remain completely anonymous to one another and to everybody else.</p> <p>i) ई-टेंडर फ्लोर पूर्व-घोषित तिथि और समय से और ऊपर उल्लिखित अवधि के लिए खुला रहेगा। The 'E-tender Floor' shall remain open from the date & time specified herein and for as much duration as mentioned herein.</p> <p>j) ई-निविदा प्रक्रिया के दौरान प्रस्तुत सभी इलेक्ट्रॉनिक बोलियां विक्रेता पर कानूनी रूप से बाध्यकारी होंगी। एक बोली को उस विक्रेता द्वारा पेश की गई वैध बोली के रूप में माना जाएगा और खरीदार द्वारा इसे स्वीकार करने से आपूर्ति के निष्पादन के लिए बैंक और विक्रेता के बीच एक बाध्यकारी अनुबंध होगा। All electronic bids submitted during the e-tendering process shall be legally binding on the vendor. A bid will be considered as the valid bid offered by that vendor and acceptance of the same by the Buyer will form a binding contract between the Bank and the vendor for execution of the Contract.</p> <p>k) यह अनिवार्य है कि सभी बोलियां डिजिटल हस्ताक्षर के साथ प्रस्तुत की जाएं अन्यथा सिस्टम द्वारा इसे स्वीकार नहीं किया जाएगा। It is mandatory that all the bids are submitted with Digital Signatures otherwise the same will not be accepted by the system.</p> <p>l) बैंक बिना कोई कारण बताए निविदा को रद्द करने/ अस्वीकार करने / स्वीकार करने / वापस लेने / विस्तारित करने का अधिकार सुरक्षित रखता है। The Bank reserves the right to itself cancel / reject / accept / withdraw / extend the tender in full or part, as the case may be without assigning any reason thereof.</p> <p>m) निविदा दस्तावेज के नियमों और शर्तों में कोई विचलन स्वीकार्य नहीं है। किसी भी विक्रेता द्वारा ई-निविदा मंजिल में बोली प्रस्तुत करना निविदा के लिए नियमों और शर्तों की स्वीकृति की पुष्टि करता है। No deviation in the terms and conditions of the tender document is acceptable. Submission of bid on the 'E-tender Floor' by any vendor confirms her / his / their acceptance of the terms & conditions provided in this tender document.</p>
9	<p>इस निविदा से उत्पन्न कोई भी आदेश उसमें उल्लिखित नियमों और शर्तों द्वारा शासित किया जाएगा। Any order resulting from this tender shall be governed by the terms and conditions mentioned therein.</p>
10	<p>तकनीकी और वाणिज्यिक नियमों और शर्तों में कोई विचलन की अनुमति नहीं है। No deviation in the technical and commercial terms & conditions are allowed.</p>
11	<p>बैंक को इस ई-निविदा को रद्द करने या बिना कोई कारण बताए बोली प्राप्त करने की नियत तिथि बढ़ाने का अधिकार है। The Bank has the right / authority to cancel this e-tender or extend the due date of submission of the bid(s) without assigning any reason thereof.</p>
12	<p>विक्रेताओं से अनुरोध है कि वे विक्रेता गाइड पढ़ें और बोली लगाने से पहले सिस्टम से परिचित होने के लिए www.mstcecommerce.com/eproc/ पृष्ठ में वीडियो देखें।</p>

<p>Vendors are requested to read the VENDOR GUIDE and see the video in the web page www.mstcecommerce.com/eprocn/ to familiarize themselves with the system, before bidding.</p>
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Section-E

ई-निविदा में भाग लेने के लिए पात्रता मानदंड / Eligibility Criteria for participating in the e-Tender

1. The Reserve Bank of India, Bhopal, Madhya Pradesh - 462011 invites e-Tender in two parts Part – I (Techno-Commercial bid) and Part – II (Price bid) for Annual Service Contract (ASC) for providing Pest Control Services at Bank's Main Office Premises at Arera Hills and Staff Quarters Char Imli, Bhopal, Madhya Pradesh - 462011 at an annual estimated cost of Rs. 9.80 lakhs (inclusive of all taxes).
2. Only bidders who fulfill the following Per-Qualification criteria are eligible to participate in the e-tendering process.

A. Having the prescribed experience in the field of providing Pest Control Services for at least 05(five) consecutive years (i.e. The bidder should have undertaken and satisfactorily completed at least one similar Annual Service Contract (ASC) on or before ending February , 2021 and have undertaken and satisfactorily completed similar Annual Service Contract (ASC) during previous five consecutive years (Scanned copies of Work Orders and Work Completion certificates issued by the Clients shall be uploaded along with Part – I (Techno-commercial bid) of the tender, in support of the Service Contracts executed on or before ending February, 2026 as follows:-

- i. Three works each costing not less than the amount equal to 40 % of the estimated cost
अथवा / Or,
- ii. Two works each costing not less than the amount equal to 50 % of the estimated cost
अथवा / Or,
- iii. One work costing not less than the amount equal to 80 % of the estimated cost

B. Annual financial turnover for the last 03 (three) consecutive years i.e. FY- 2022-23, FY - 2023-24 & FY - 2024-25 (the intending bidder shall upload scanned copies of the Audited Balance Sheets duly certified by a Chartered Accountant or Turn Over Certificate issued by CA registered with the Institute of Chartered Accountants of India (ICAI) and having Unique Document Identification Number (UDIN) along with Part – I (Techno-Commercial bid) of the tenders, also copies of Income Tax Returns for the relevant year) should not be less than ₹ 9.80 lakh per each year.

C. Shall be financially solvent / sound for undertaking and executing contracts estimated to cost ₹ 9.80 lakhs. The intending bidder shall upload scanned copies of the Solvency Certificate issued by a Scheduled Commercial Bank along with Part – I (Techno – Commercial bid) of the tender. Solvency Certificate valid on the due date of submission of the tender and issued for specific purpose of this tender.

D. The bidder should have a self-owned full-fledged service setup at Bhopal.

The bidders fulfilling these Pre – Qualification / Eligibility Criteria may apply for membership of MSTC entering web- portal as indicated in Section I of the tender and submit the documentary proof in the captioned criteria at the time of uploading of tender document.

3. The intending bidders should invariably furnish, the following information in writing and submit relevant documents to satisfy the Bank about their eligibility for participating in the tendering process along with the tender form.

क्रं. S. No.	जानकारी Information	जमा किए जाने वाले दस्तावेज Documents to be scanned and uploaded along with Part -I (Techno-Commercial bid)
(a)	Composition of the bidding entity / organization:	<p>Full particulars in the format prescribed under Annexure-II (whether bidder is an individual, or a partnership firm, or a company, Public Sector Undertaking (PSU), Government etc.) of the composition of the bidding entity / organization in details should be submitted along with name(s) and address (es), of the proprietor partners copy of the Articles of Association / Power of Attorney / Attorney or any another relevant document.</p> <p>In case of a company, the Certificate of Registration, Memorandum and Articles of Association of the company and other relevant documents and particulars of all the directors and responsible officials are required to be submitted. In case of a Partnership Firm, the Partnership Deed, Power of Attorney, if any and particulars of all the partners constituting the Firm; and in case of an Agency or Proprietorship, the particulars of the individual / individuals involved therein along with the name(s) and address (es)' etc; are required to be submitted.</p> <p>Registration Certificate of the Establishment issued by the relevant authority, Copies of E.P.F. Registration Certificate and E.S.I Registration Certificate and applicable tax registrations, viz., PAN, TAN, GST, etc. should be submitted.</p>
(b)	Work experience and completion of similar Annual Service Contract (ASCs) of specified value during the specified period.	<p>The intending bidders should submit documentary evidence in support of the prescribed minimum experience of 05 (five) years in executing similar contract (The intending bidder should have undertaken at least one similar work on or before ending February 2021).</p> <p>Documentary evidence for having successfully completed similar Annual Service Contracts (ASCs) of specified value (i.e. value as indicated under 2.A.i,</p>

		<p>2.A.ii or 2.A.iii above and Annual Service Contract of similar nature) during last 05 consecutive years ending on February 2026.</p> <p>Copies of the detailed Work Orders / Letter of Award (LoA) of the contract for the similar Annual Service Contracts (ASCs) of specified value indicating date of award, value of the contract, time period of the contract of completion etc. and the corresponding Completion Certificates, indicating actual date of completion and actual value of executed similar contract should be submitted in proof of the experience and similar contracts of specified value / values executed during the specified period.</p> <p>The Details along with documentary evidences of previous experience, if any, in executing similar contracts for the Reserve Bank of India at any center, should also be submitted.</p> <p>The Bank reserves the right to itself verify documents submitted in support of their experience and value of similar works executed by nominating its representative for the Clients' site visit(s).</p>
(c)	Details of the satisfactorily completed contracts.	Client-wise names of contracts, year(s) of execution of contract(s), awarded and actual cost(s) of executed contract(s), name(s) and full contact details of the officials / authorities / departments under whom the contract(s) was / were executed should be furnished in the format prescribed under Annexure- I.
(d)	Client Certificates	<p>Bidders shall submit Client Certificates for the executed contracts in the Proforma as prescribed under (Annexure V) for each of the executed similar Annual Service Contract of specified value during the specified period.</p> <p>Work orders and Work Completion Certificates issued by the Client with details of Work Order and value of the successfully executed contracts indicated therein shall be submitted to fulfil the Eligibility Criteria of having completed minimum number of similar Annual Service Contracts of specified value during the specified period prescribed under para 3(b).</p>

		<p>Client Certificate(s) will be considered only when they are signed by an Officer of the rank of Executive Engineer or equivalent in case of Government / Semi-Government Clients or a PSU and shall be supported by adequate proof of payments received by the Contractor for the work done by them.</p> <p>Client's report issued by private organization shall be accompanied by Tax Deducted at Source (TDS) Certificates.</p> <p>All columns should be filled in properly and signed. Client Certificate(s) should be on letter head of the Client with signature of the authorized official.</p> <p>Bids received without the above-mentioned certificates in the specified format will be rejected and Bank reserves the right to verify the certificates submitted by the bidders independently. The Bank reserves the right to itself to obtain reports about the past performance of the bidders from their clients.</p>
(e)	Name(s) and address (es) of the Clients and their present contact executives	information about the names and addresses of the bidders clients along with full details, like names, postal addresses, e- mail IDs, telephone (landline and mobile) Nos., Fax Nos. etc., of the contact executives who may be contacted by the Bank (i.e. the persons who can be contacted at the office of their Clients by the Bank in case it is so needed) should be furnished.
(f)	Credit Worthiness of the bidders financial and their turnover during the specified period.	Scanned copies of the Income Tax Clearance Certificates / Income Tax Assessment Orders / Income Tax Returns (ITRs) along with the latest final accounts of the business of the bidder duly certified by a Chartered Accountant registered with the Indian Council of Accountants (ICAI) with Unique Identification Number (UDIN) should be uploaded along with Part – I (Techno-Commercial bid) as a proof of the bidders' Creditworthiness and Turnover for the last 03 (three) consecutive Financial years ending on March 31, 2025.

(g)	Name(s) and address (es) of the bankers and their present contact executives:	Written information about the names and addresses of the bankers the intending bidder's along with full details like names, postal addresses, e- mail IDs, telephone (landline and mobile) Nos., Fax Nos., etc. of the executives who may be contacted by the Bank (i.e. the persons who can be contacted at the office of the bankers of the bidder by the Bank, in case it is so needed) should be furnished in the format prescribed under Annexure- VI.
(h)	Details of the bidder's bank accounts	Full particulars of the bidder's bank accounts, like account No., type of account, when it was opened etc., should be provided by the intending bidders.
(i)	Banker / Solvency Certificate	4. The intending bidder should submit banker's (Solvency) Certificate issued by applicant's banker in the format prescribed under as Annexure-VII specifically for the purpose of this tender, for an amount not less than ₹ 9.80 lakhs. Solvency Certificate issued by a Scheduled Commercial Bank only is acceptable. Solvency Certificate valid on the due date of submission of the tender and issued for specific purpose of this tender. The Bank reserves the right to itself to obtain reports about the past performance of the bidder / solvency of the tenderer from his bankers.
(j)	Service setup	The intending bidders shall submit valid document in support of having full-fledged service setup/ back office/ administrative office in Bhopal, wherefrom required support in terms of manpower and supervision are provided during the contract period for the specified job.
(k)	Legal / statutory approvals	The intending bidders should furnish an undertaking declaring that they have obtained all the required legal / statutory approvals for carrying out this business at Bhopal along with all relevant valid documents.
(l)	Conviction in a Court of Law / Debarment by any Public institution(s) / pending Civil Suits:	The bidders shall submit an undertaking in the format prescribed under Annexure-VIII declaring that they have not been convicted by Court of Law. This shall include declaration for not having been debarred / suspended / blacklisted by any public institution / entity in India or any other country on any grounds.

		<p>The tenderer shall provide details if any Civil Suit pending in connection with any of the contracts executed by the bidder.</p> <p>Concealment of facts and subsequent detections may lead to rejection of the bid / annulment of the contract forthwith.</p>
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4. In the exceptional cases such as merger, acquisition, takeover etc., the intending bidder may submit all the relevant documents for seeking any exemption / deviation, that it requests the Bank to consider. The Bank is not bound to accept such requests and reserves its right to itself to allow or reject such exemptions / deviations. The Bank's decision in this regard shall be final and binding on the bidder.
5. Intending bidder shall upload relevant documents supporting their Pre-Qualification / Eligibility Criteria and scanned copy of proof of remittance of the Earnest Money Deposit (EMD) (NEFT statement / Bank Guarantee / Demand draft), along with Part- I (Techno-commercial bid) of the tender.
6. Earnest Money Deposit (EMD) of ₹19,609/- (Rupees Nineteen thousand six Hundred nine Only) shall be deposited through
 - a) NEFT in favour of the Reserve Bank of India, Bhopal to A/c 186003001 (current Account) with IFSC – RBIS0BLPA01 before 14:00 Hrs on March 16, 2026,
 - or
 - b) in the form of an irrevocable Bank Guarantee issued by a Scheduled Commercial bank in the Bank's standard proforma (Annexure- IV). The Bank Guarantee issued by a Scheduled Commercial Bank) submitted towards Earnest Money Deposit (EMD) shall be valid for period of the tender + (plus) additional 45 days. In case of Bank Guarantee, the original of the same should be submitted at the Reserve Bank of India, Estate Department, Hoshangabad Road, before 14:00 Hrs on March 16, 2026 and a scanned copy of the same shall be submitted along with Part – I (Techno-Commercial bid) of the tender.
 - or
 - c) in form of a Demand Draft (DD) drawn from a scheduled Commercial Bank in favour of the Reserve Bank of India, Estate Department, Hoshangabad Road. In such case, the original of the Demand Draft (DD) should be submitted to the Bank physically before 14:00 Hrs on March 16, 2026 and a scanned copy of the same shall be uploaded along with Part – I (Techno-Commercial bid) of the tender.
7. Under no circumstances, the Earnest Money Deposit (EMD) will be accepted in the form of Fixed Deposits (FDs) banks, cheque or cash. A tender not accompanied by Earnest Money Deposit (EMD) as prescribed herein the tender, shall be treated as 'Non Bonafide Tender'

and shall not be considered for acceptance / further processing.

Earnest Money Deposit (EMD), submitted by the unsuccessful bidders will be returned, without any interest, after issue of supply order to the successful bidder. Earnest Money Deposit (EMD) submitted by the successful bidder will be returned after submission of requisite Performance Bank Guarantee. In case of a MSE vendor emerges as successful / L-1 (lowest bidder), the bidder shall submit necessary Performance Bank Guarantee at the time of award of work. In the event of the intending bidders' failure to fulfill the above requirements, Bank reserves the right to itself to reject any of the tender even after opening of Part-I (Techno-Commercial bid) of the tenders and Part-II (Price bid) of the such rejected tenders will not be considered for further processing.

8. If any of the bidders is not found to be not fulfilling Pre- Qualification / Eligibility Criteria specified herein for participating in the tendering process at any point of time vendor's performance client 's reports received from their clients and / or their bankers' report are found to unsatisfactory, the Bank reserves the right to itself reject his offer even after opening of Part-I of tender. In such case, Part-II (Price -bid) of the rejected tender will not be opened / processed further and the Earnest Money Deposit (EMD) deposited by such shall be returned but without any interest. The Bank is not bound to assign any reason for doing so.
9. A bidder is liable for debarment / disqualification from bidding on the following grounds:
 - A. If it is determined by the Bank that the bidder has committed the following acts or omissions in contravention of the code of integrity:
 - i.
 - a) Offering, soliciting or accepting of bribe, reward or gift or any material benefit, either directly or indirectly, in exchange for an unfair advantage in the procurement process or to otherwise influence the procurement process.
 - b) any omission or misrepresentation that may mislead or attempt to mislead so that any financial or other benefit(s) may be obtained, or an obligation avoided.
 - c) any collusion, bid rigging or anticompetitive behaviour that may impair the transparency, fairness and the progress of the procurement process.
 - d) improper use of information provided by the Bank to the bidder with an intent to gain unfair advantage in the procurement process or for personal gain.
 - e) any financial or business transactions between the bidder and any official of the Bank, related to the tender or execution process of the contract, which can affect the decision of the Bank directly or indirectly.
 - f) any coercion or any threat to impair or harm, directly or indirectly, any party or its property to influence the procurement process.
 - g) obstruction of any investigation or auditing of the procurement process.
 - h) making false declaration or providing false information for participation in a tender process or to secure the contract.
 - ii. failed to disclose conflict of interest.
 - iii. failed to disclose any previous transgressions made in respect of the provisions of sub- clause 9 (A) (i) with any public institution / entity in India or any other country during the last 03 (three) years or of being debarred by any public procurement /

entity.

- B. For any actions or omissions by the bidder other than violation of the code of integrity, which in the opinion of the Bank warrants debarment, for the reasons like supply of sub-standard material(s), non-supply of material(s), abandonment of the contract, sub-standard quality of services provided, failure to abide by the terms & conditions of the tender etc.
- C. If the bidder has been convicted of an offence- (a) under the Prevention of Corruption Act, 1988; or (b) the Indian Penal Code or any other Law in force, for causing any loss of life or property or causing a threat to the public health as part of execution of this contract.

I / We hereby declare that I / we have read and understood the schedule of Pre-Qualification (PQ) / Eligibility Criteria and have read and understood all the above conditions and the same shall remain binding upon me / us.

Section-F

बोली मूल्यांकन मानदंड / Bid Evaluation Criteria

1. Part – I (Techno- Commercial Bid) Evaluation

- a. The Part – I (Techno- Commercial Bid) of the tenders shall be evaluated based on the scrutiny of the documents submitted along with it documents submitted by the bidders through the MSTC portal.
- b. Bank may seek such clarification(s) / information / document(s) as may be required by the Bank to fulfill the eligibility of the bidders.
- c. Failure on the part of the bidder to provide such clarification(s) / information / document(s) within the stipulated time, may entail cancellation of the bid(s) submitted by such bidder(s).
- d. Any clarification submitted by a bidder that is not in response to a written instruction request by the Bank shall not be considered.
- e. The Bank's instructions for clarifications and the response shall be in writing through post or email.

2. (Part- II) Price Bid Evaluation

- a. The Part-II (Price Bid) of those bidders who were found to be eligible by fulfilling the Pre-Qualification / Eligibility Criteria specified herein after opening of Part – I (Techno – Commercial Bid) only will be considered for opening and further processing by the Bank.
- b. To assist in the examination, evaluation, and comparison of the Part – II (Price bid), of the tenders, the Bank may, at its discretion, seek any further document(s) / clarifications.
- c. The clarification(s) / documents so called, should be given with detailed price analysis containing the cost of components all the chemicals, tools, equipment, machines, liveries, compliance of statutory requirements (Contractor All Risk Insurance, Third Party Liability Insurance, Workmen Compensation Act, Bonus Act (if applicable) etc.) and other over-heads administrative charges etc. required to provide the services to the satisfaction of the Bank and should be supported with quotations received from the suppliers/ providers of the above-mentioned goods and services.
- d. On scrutiny of the clarification(s) / documents so submitted, if the rates quoted by the bidder are found not workable / reasonable, the Bank reserves its right to itself to summarily reject such tenders.
- e. Failure on the part of the bidders to provide such clarification within the stipulated time, may entail cancellation of the bid of such bidder.
- f. Any clarification submitted by a bidders that is not in response to a request by the Bank shall not be considered.
- g. The Client's request for clarification and the response shall be in writing through post or email.
- h. 'Price Bids' shall be evaluated based on the rates quoted in MSTC portal.

- i. No request for any change in rate or conditions after the opening of the Part II (Price – bid) of tender will be entertained.
- j. In case two or more bidders quote the same lowest amount, for the purpose of selection of the successful bidder, the bids of these bidders who quoted the same lowest amounts will be evaluated on the basis of following Evaluation Criteria:

Criteria 1 - Past Experience (in the field of providing similar Pest Control Services)	
Evaluation will be done based on Certificate of Registration and the oldest Work Order / agreement / contract pertaining to similar Pest Control Services submitted by the bidder, along with copy of Part-I (Techno-Commercial bid) of the tender / Scope of work under the contract	
5-10 years	10 Marks
10-15 years	15 Marks
15-20 years	20 Marks
> 20 years	25 Marks
Criteria 2 - Average Financial Turnover during the Previous Three Financial Years	
Evaluation will be done based on 'Turnover Certificates', ITRs, Profit & Loss and Balance Statement for the last 3 (three) consecutive financial years ending on March 31, 2025 duly certified by a Chartered Accountant submitted by the bidder along with Part- I of the tender	
9.05 lakh - 50 lakh	10 Marks
50 lakh - 1 Crore	15 Marks
1 Crore - 5 Crore	20 Marks
> 5 Crore	25 Marks
Criteria 3 – Number / Quantum of Manpower on Rolls	
Bidders will be required to provide this information along with the latest EPF/ ESIC statement in support of their claim whenever asked for)	
01-05 Employees / Workmen	10 Marks
06- 10 Employees / Workmen	15 Marks
11- 20 Employees / Workmen	20 Marks
> 20 Employees / Workmen	25 Marks

मानदंड 4- वर्तमान में किए जा रहे समान कार्यों की संख्या

Criteria 4- Number of Similar Annual Service Contracts / Pest Control Services in hand

Bidders will be required to provide this information along with work order(s) / agreement(s) / Contract , TDS certificates and Bank statement showing receipt of payment against the claimed work, whenever asked for

01-03 Contracts	10 Marks
04-05 Contracts	15 Marks
06-10 Contracts	20 Marks
>10 Contracts	25 Marks

- k. Upon evaluation of the bidders who have quoted the same lowest amount based on the above criteria, the bidder with the highest consolidated total mark for all criteria together will be declared successful in the tendering process. However, the Bank's decision in this regard will be final and binding on the bidders and it shall not be open to arbitration.
- l. The Reserve Bank of India does not bind itself to accept the lowest or any tender and reserves to itself, the right to accept or reject any or all the tenders, either in whole or in part, without assigning any reasons for doing so.
- m. The bids along with the prices shall remain valid initially for a period of 3 months from the date of opening of Part- I (Techno-Commercial Bid) of the tender, which period may be further extended by mutual agreement in writing by the bidder and the bidders shall not cancel or withdraw the tender during this period or change the quoted rates.
- n. In case any bidder withdraws the bids during the validity period, the EMD remitted / submitted by such bidders shall be forfeited by the Bank.

I / We hereby declare that I / we have read and understood the Bid 'Evaluation Criteria' and also have read and understood all the above conditions and the same shall remain binding upon me / us.

Section-G

करार की शर्तें / Articles of Agreement

(Bank reserves the right to further modify/revise/change the content of the agreement)

यह करार भोपाल में वर्ष 2026 महीने केदिन एक भाग के रूप में भारतीय रिज़र्व बैंक, केंद्रीय कार्यालय फोर्ट, मुम्बई में तथा एक कार्यालय भोपाल में है, (जिसे इसके बाद "बैंक" कहा गया है) तथा दूसरे भाग के रूप में (प्रोपराइटर/ पार्टनरशिप फर्म/ कम्पनी का नाम), जो कि कम्पनी अधिनियम के प्रावधानों के तहत निगमित है और जिसके पंजीकृत कार्यालय का पता है, जिसका प्रतिनिधित्व (इसके बाद "ठेकेदार" कहा गया है) के द्वारा किया जा रहा है, जो अपने निदेशक मंडल द्वारा यह करार संपादित करने के लिए प्राधिकृत है के बीच निष्पादित किया गया है।

This AGREEMENT is made at Bhopal on this ___ day of _____, 2026 between the Reserve Bank of India, a statutory body established under the RBI Act, 1934, having its Central Office at Fort, Mumbai, and one of its Offices at Bhopal, (hereinafter called "the Bank") on the one part and _____ (proprietorship /partnership firm / Company), incorporated under the provisions of the Companies Act (in case of a Company) and having its registered office at _____ (hereinafter called "the Contractor") represented by Shri / Smt..... who is authorized to enter this agreement by its Board of Directors on the other part.

जबकि बैंक "भोपाल स्थित बैंक की विभिन्न सम्पत्तियों में कीट नियंत्रण उपचार की सेवाएं प्रदान करने के लिए वार्षिक सेवा अनुबंध" के लिए एक ठेकेदार नियोजित करने के लिए इच्छुक है और संबंधित कार्य की आवश्यकताओं और विनिर्देशों का निर्धारण बैंक के प्रबंधक के द्वारा या उसके निर्देशों के अधीन कर लिया गया है।

AND WHEREAS the Bank has intention of engaging a contractor for Annual Service Contract for Pest Control Treatment at Bank's various properties at Bhopal has caused requirements and specifications describing the works to be done to be prepared by or under the direction of Bank's Manager.

तथा जबकि बैंक ने पात्र ठेकेदारों से "भोपाल स्थित बैंक की विभिन्न सम्पत्तियों में कीट नियंत्रण उपचार की सेवाएं प्रदान करने के लिए वार्षिक सेवा अनुबंध" के कार्य, जैसा कि निविदा के साथ संलग्न कार्य का दायरा और अन्य दस्तावेज में दर्शाया गया था, के लिये निविदा आमंत्रित किये थे।

AND WHEREAS the Bank had invited for tenders from eligible contractors for Annual Service Contract (ASC) for Pest Control Services at the Bank's Office Premises at Area Hills and Staff Quarters at Char Imli, Bhopal as indicated in the scope of work and other documents attached to the tender.

तथा जबकि, तथाकथित शर्तों को एतद द्वारा दोनो पक्षों द्वारा अथवा उनकी ओर से हस्ताक्षरित किया गया है।

AND WHEREAS the said conditions have been signed by or on behalf of the parties hereto.

तथा जबकि ठेकेदार इसमें उल्लिखित "नियम और शर्तों", "निविदाकर्ताओं को सामान्य निर्देश और अनुबंध की विशेष शर्तें", "कार्य का दायरा" और बाकि सभी शर्तों (इसके बाद समग्र रूप से "उल्लिखित शर्तें" कहा गया है) को पालन करने और इसके अधीन रहने पर सहमत है तथा उक्त मात्राओं की सूची में उल्लिखित कार्यों के लिए निर्धारित दरों पर भुगतान के लिए देय (अब इसे " अनुबंध राशि" कहा जाएगा) राशि पर उक्त कार्यों का निष्पादन करने के लिए सहमत है।

AND WHEREAS the Contractor has agreed to execute upon and subject to the Conditions set

forth herein, and to the General Instructions to the bidders' and Special Conditions of the Contract, Terms and Conditions of Contract, Scope of Services to be provided and Schedule of Quantities set forth in this tender document (all of which are collectively hereinafter referred to as "the said Conditions") the Scope of Services to be provided indicated in the said Schedule of Quantities / Services 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. अब निम्नानुसार सहमति बनी है:-

NOW IT IS HEREBY AGREED AS FOLLOWS

1. यह करार _____ से प्रभावी होगा और 31 मार्च, 2027 तक लागू रहेगा और दोनों पक्षों की आपसी सहमति के अनुसार ठेकेदार द्वारा प्रदान की गई संतोषजनक सेवाओं के अनुसार वार्षिक रूप से दो और वर्षों तक बढ़ाया जा सकता है, के, , जब तक कि इसे इसके अधीन शर्तों के अनुसार समाप्त नहीं किया जाता है। अनुबंध का नवीनीकरण अनुबंध की अवधि समाप्त होने के बाद, वार्षिक आधार पर, समान नियमों और शर्तों पर बैंक द्वारा तय किए गए दरों में अधिकतम अनुमेय वृद्धि, जो सीपीआई और डब्ल्यूपीआई सूचकांकों पर आधारित होगी, जो पिछले वर्ष की तुलना में चालू वर्ष के लिए अनुबंध की प्रारंभ तिथि से 6 महीने पहले सीपीआई और डब्ल्यूपीआई सूचकांकों पर आधारित होगा। (औद्योगिक श्रमिकों का सीपीआई, रसायन और रासायनिक उत्पादों के निर्माण के तहत औद्योगिक श्रम और कीटनाशकों और अन्य कृषि रसायन उत्पादों के लिए डब्ल्यूपीआई पर विचार किया जाएगा)। इस संबंध में बैंक का निर्णय अंतिम और बाध्यकारी होगा। निविदा दस्तावेज में निहित सभी नियम और शर्तें और इस संदर्भ में जारी किये गये कोई स्पष्टीकरण (शुद्धिपत्र) इस करार के भाग माने जायेंगे और सभी पक्षों पर लागू होंगे।

This contract will be with effect from April 01, 2026 and will remain in force up to March 31, 2027 and the same may be annually renewed for a further period not exceeding 02 (two) years at the sole discretion of the Bank, subject to mutual consent of the both parties, provided satisfactory services were rendered by the Contractor. As per the terms and conditions the renewal of the contract may be done immediately after expiry of the previous contract period, on an annual basis with effect from April 01 to March 31 or part thereof, on the same terms and conditions, with applicable escalation / reduction based on CPI and WPI indices 6 months prior to the date of the commencement of the contract for the current year compared to the previous year, as decided by the Bank (**CPI of Industrial labour and WPI for Pesticides and other Agrochemical products under Manufacture of Chemicals and Chemical products will be considered**). The decision of the Bank in this regard shall be final and binding on the contractor. The terms and conditions contained in this tender document and any clarifications (Corrigendum / Addendum) issued in connection with this tender shall be treated as part of this contract and shall be binding on both the parties.

2. ₹ _____ (_____ रुपये मात्र) का प्रभार श्रमशक्ति और सामाग्रियों इत्यादि के सहित होगा और इसका भुगतान त्रैमासिक आधार पर बिल/ चालान जमा करने पर किया जायेगा। सेवाएं संतोषजनक रूप से प्रदान किए जाने की पुष्टि पर बैंक के अधिकारियों द्वारा विधिवत प्रमाणित किए जाने के बाद इस प्रभार का भुगतान किया जाएगा, जिस पर वैधानिक कटौतियाँ लागू होंगी।

The contract amount of Rs. _____ (Rupees _____ only) is inclusive of manpower and materials etc. and shall be payable on Quarterly basis subject to submission of bill / invoice by the contractor, along with the documents

stipulated herein. The payment thereon will be made after the same is duly certified by the Bank's authorized officials to the effect that the services have been provided satisfactorily, subject to statutory deductions and deductions as per terms and conditions stipulated in this tender document.

3. बैंक ठेकेदार को उक्त अनुबंध राशि अथवा अन्य ऐसी देय राशि का भुगतान उल्लिखित शर्तों में दर्शाए संख्या और तरीके के आधार पर करेगा।
The Bank shall pay the Contractor the said Contract Amount or such other sum as shall become payable, at the times and in the manner specified in the said Conditions.
4. यह प्रभार अपरिवर्तनीय हैं और श्रमिकों की स्थिति, विनिमय में बदलाव या ऐसी किसी अन्य परिस्थितियों में परिवर्तित नहीं होगी।
The rate quoted by the L-1 bidder (the Contractor) in the Part – II (Price-Bid) of the tender shall be firm and not subject to labour conditions, exchange variations or any other conditions pertaining to this contract whatsoever.
5. उपर्युक्त प्रभार में जीएसटी, बीमा प्रभार और अन्य कर, शुल्क या अन्य लेवी समाहित हैं, भले ही वह वर्तमान में लागू हों अथवा भविष्य में केंद्र सरकार, राज्य सरकार अथवा किसी स्थानीय प्राधिकरण द्वारा वसूले जाएँ।
The contract amount also include GST, Insurance Charges and any other taxes and duties or other levies, whether existing or levied in future by the Central Government or the State Government or any local authority.
6. ठेकेदार नियमित आधार पर कार्य के दायरे और अनुबंध के नियम एवं शर्तों के अनुसार सेवाएं प्रदान करने के लिये जिम्मेदार रहेगा।
The contractor shall be responsible for providing the Pest Control Services on a regular basis as per the Scope of Services and Terms and Conditions of the Contract.
7. उल्लिखित शर्तों में "बैंक के उप महाप्रबंधक/ सहायक महाप्रबंधक" का तात्पर्य ऐसे अधिकारी अथवा बैंक के किसी अन्य उत्तराधिकारी से होगा जिसे बैंक द्वारा इस प्रयोजन के लिए नामित किया जायेगा और वह "बैंक के उप महाप्रबंधक/ सहायक महाप्रबंधक " के रूप में कार्य करेगा।
The term 'Bank's Deputy General Manager / Assistant General Manager' in the said Conditions shall mean the officer his / her successor nominated by the Bank for that purpose who will function as Bank's authorized representative.
8. भारतीय रिज़र्व बैंक कार्यों के पर्यवेक्षण के लिए प्रशासन और व्यवस्था बैंक के कर्मचारियों के माध्यम से करेगा, जिसमें बिलों का प्रमाणीकरण, भुगतान, अनुबंध के विभिन्न नियमों और शर्तों का क्रियान्वयन, कार्यों का निष्पादन, कार्य की गुणवत्ता, सामाग्रियों की गुणवत्ता, और अनुबंध की प्रगति और समाप्ति शामिल होंगे।
The Reserve Bank of India will administer and arrange for supervision of the works through the Bank's authorized officials, including certification of bills, making payments and implementation of various terms, conditions and stipulations of the contract, execution of the work, quality of work., etc. through authorized officials.
9. उल्लिखित शर्तों को इस करार की संरचना के भाग के रूप में पढ़ा और माना जाएगा, और अब दोनों पक्ष इनका पालन और उल्लिखित शर्तों के को पूरा करने के लिए प्रस्तुत रहेंगे और उसमें निहित शर्तों के अपने हिस्से का पालन करेंगे।
The said conditions shall be read and construed as forming part of this contract, and the parties hereto shall respectively abide by, subject themselves to the said Conditions and perform the agreements on their part respectively in the said Conditions contained.

10. इसमें वर्णित सभी करार और दस्तावेज इस अनुबंध की संरचना का आधार बनेंगे।
This agreement and documents mentioned herein shall form the basis of this Contract.
11. इस करार के अंतर्गत बैंक द्वारा किए जाने वाले सभी भुगतान केवल भोपाल में ही किए जायेंगे।
All payments to be made by the Bank under this Contract will be made only at Bhopal.
12. इस करार से उत्पन्न होने वाले और किसी भी प्रकार से इससे सम्बंधित सभी विवादों को भोपाल में उत्पन्न होना माना जायेगा और इसका निर्धारण सिर्फ भोपाल के न्यायालयों के अधिकार क्षेत्र में होगा।
All disputes arising out of or in any way connected to this contract shall be deemed to have arisen at Bhopal and only Courts in Bhopal shall have jurisdiction to determine the same.
13. यह कि इस अनुबंध के विभिन्न भागों को ठेकेदार द्वारा पढ़ा गया है और पूरी तरह से समझ लिया गया है। बैंक के प्रबंधक से जब तक लिखित निर्देश नहीं दिए जाते, तब तक ठेकेदार निविदाओं में उल्लिखित मात्राओं से अधिक मात्रा के लिए भुगतान का हकदार नहीं होगा।
That several parts of this Contract have been diligently perused and fully understood by the Contractor. The Contractor shall not be entitled for payment for any services / quantities beyond the Services provided in the tender document unless ordered for by specific written instructions by the Bank's authorized official(s).
14. **अप्रकटीकरण खंड** – इस करार के संबंध में दायित्वों के निर्वाहन के क्रम में ठेकेदार प्रत्यक्ष या अप्रत्यक्ष रूप से कोई सूचना, सामग्री और बैंक की आधारभूत संरचना/ सिस्टम/ उपकरणों आदि जानकारी किसी तीसरे पक्ष के साथ साझा नहीं करेगा और वह इस गोपनीयता का हमेशा कड़ाई से पालन करेगा। संविदा के दायित्वों का निर्वाह करने के लिए या लागू कानूनों के पालन के लिए आवश्यक बातों को छोड़कर ठेकेदार संविदा के ब्योरो को निजी और गोपनीय मानेगा। ठेकेदार बैंक के पूर्व लिखित अनुमति के बिना किसी भी औद्योगिक या तकनीकी पेपर में प्रकाशित, प्रकाशित करने के लिए अनुमति या कार्य के किसी ब्योरे की जानकारी साझा नहीं करेगा। ठेकेदार बैंक को किसी भी गोपनीय जानकारी के साझा होने से हुई हानि की क्षतिपूर्ति करेगा। ऐसा नहीं कर पाने को ठेकेदार की ओर से अनुबंध का उल्लंघन माना जाएगा और बैंक क्षतिपूर्ति का दावा करने और कानूनों उपाय लेने का हकदार होगा। ठेकेदार अपने कर्मचारियों के संबंध में सभी उचित उपाय करेगा ताकि यह सुनिश्चित किया जा सके कि करार के अंतर्गत गोपनीय जानकारी के नॉन-डिस्क्लोजर के संबंध में दायित्वों का पूर्णतः संतोषजनक रूप से पालन हो रहा है। नॉन डिस्क्लोजर और गोपनीयता के संबंध में ठेकेदार के दायित्व किसी भी कारण से इस करार की समाप्ति के बाद भी लागू रहेंगे।

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 her /his / their contractual obligations in connection with this contract, 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 Bank. The Contractor shall indemnify the Bank for any loss suffered by the Bank as a result of disclosure of any confidential information. Failure to observe the above shall be treated as breach of the contract on the part of the Contractor and the Bank shall be entitled to claim damages and pursue legal remedies. The Contractor shall take all appropriate actions with respect to her / his / their employees, to ensure that the obligations of non-disclosure of confidential information under this contract are fully satisfied. The

Contractor's obligations with respect to non-disclosure and confidentiality will survive the expiry or termination of this contract for whatever reason.”

15. मुझे ----- (प्रोपराइटर/ पार्टनरशिप फर्म/ कम्पनी का नाम) को बैंक के भोपाल स्थित विभिन्न सम्पत्तियों में कीट नियंत्रण उपचार की सेवाएं प्रदान करने के लिए वार्षिक सेवा अनुबंध अवार्ड किया गया है, मैं वचन देता हूँ कि इस कार्य के लिए मेरे द्वारा नियोजित सभी स्टाफ को सौंपे गए उक्त कार्य को पूरा करने के संबंध में उस दर से मजदूरी का भुगतान करूंगा जो न्यूनतम मजदूरी अधिनियम 1948 में निर्धारित दर से कम नहीं होगा और सीएलआरए अधिनियम 1970 के तहत निर्धारित आवश्यक सुविधाओं को प्रदान करने संबंधी अनुपालन सुनिश्चित करूंगा। साथ ही, यदि उक्त दर पर मजदूरी या आवश्यक सुविधाएं उपलब्ध कराने में विफल होने पर सांविधिक प्राधिकारियों द्वारा मुख्य नियोक्ता के विरुद्ध कार्रवाई पहल की जाती है तो उन सभी कार्रवाइयों के लिए मैं मुख्य नियोक्ता की प्रतिपूर्ति करूंगा।

I / We ----- (Name of the Proprietor / Partnership Firm/ Company), that the Annual Service Contract for Pest Control Services at the Bank's Main Office Premises at Arera Hills and Staff Quarters at Char Imli Bhopal; has been awarded to me / us. I / We undertake to actually pay wages to each employee / workmen to be deployed by me / us for completion of the said work as under this Annual Service Contract awarded to me / us at the rates which are not less than the one prescribed under the Minimum Wages ACT 1948 and to ensure compliance with the essential amenities as to be provided as per the provisions under the Contractor's Labour Regulation and Abolition (CLRA Act 1970) and also keep the Principle Bank indemnified against all the actions that may be initiated against the Principle Employer by any Statutory Authorities for her / his / their failure to pay such wages and provide the essential amenities to the workmen / employee.

16. महिलाओं का कार्यस्थल पर लैंगिक उत्पीड़न (निवारण, प्रतिषेध और प्रतितोष) अधिनियम, 2013 के अंतर्गत अनुपालन

Compliance under Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013.

क) 'महिलाओं का कार्यस्थल पर लैंगिक उत्पीड़न (निवारण, प्रतिषेध और प्रतितोष) अधिनियम, 2013' के पूर्ण अनुपालन के लिए ठेकेदार ही जिम्मेदार होंगे। बैंक परिसर में ठेकेदार के कर्मचारियों के विरुद्ध लैंगिक उत्पीड़न की शिकायत आने की स्थिति में, ऐसे मामलों को बैंक द्वारा गठित आंतरिक शिकायत समिति में दर्ज किया जाएगा और ठेकेदार यह सुनिश्चित करेंगे कि इन शिकायतों के संबंध में उक्त अधिनियम के अंतर्गत उपयुक्त कार्रवाई की जाती है।

The Contractor 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 the contractor's employees within the premises of the Bank, the complaint will be filed before the Internal Complaints Committee constituted by the Bank and the Contractor shall ensure appropriate action under the said Act in respect of the complaints.

ख) ठेकेदार की किसी कर्मचारी द्वारा बैंक के किसी कर्मचारी के विरुद्ध लैंगिक उत्पीड़न की शिकायत की जाती है तो उसका निपटान बैंक द्वारा गठित क्षेत्रीय शिकायत समिति द्वारा किया जाएगा।

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.

ग) यदि ठेकेदार के किसी कर्मचारी द्वारा बैंक की किसी कर्मचारी के विरुद्ध लैंगिक उत्पीड़न सिद्ध हो जाता है तो पीड़ित कर्मचारी को दिए जाने वाले मौद्रिक मुआवजे का भुगतान ठेकेदार द्वारा किया जाएगा।

The Contractor shall be responsible for any monetary compensation that may need to be paid to the Bank's employee(s) in case the incident involves the employees of the Contractor, if any sexual violence by the employee of the Contractor is proved.

घ) यह ठेकेदार का दायित्व होगा कि वह कार्यस्थल पर लैंगिक उत्पीड़न की रोकथाम और संबंधित मामलों से अपने कर्मचारियों को शिक्षित करें।

The Contractor shall be responsible for educating her / his / their employees about prevention of sexual harassment at workplace and related issues.

ङ) ठेकेदार द्वारा बैंक परिसर में नियोजित किए गए सभी कर्मचारियों की पूर्ण और अद्यतन सूची ठेकेदार द्वारा उपलब्ध कराई जाएगी।

The Contractor shall provide a complete and updated list of her / his / their employees who are deployed within the Bank's premises.

बैंक और ठेकेदार निम्न साक्षी की उपस्थिति में प्रस्तुत दस्तावेज पर दो अनुलिपियों में उपर्युक्त उल्लिखित दिन और वर्ष पर हस्ताक्षरित

यदि ठेकेदार साझेदार या व्यक्ति है

बैंक निम्न साक्षी की उपस्थिति में प्रस्तुत दस्तावेज पर अपने अधिकृत अधिकारी के माध्यम से और ठेकेदार इन दस्तावेजों पर अपनी सामान्य मुहर लगाकर उपर्युक्त उल्लिखित दिन और वर्ष पर हस्ताक्षरित

यदि ठेकेदार कंपनी है

हस्ताक्षर खंड

निम्न के हाथों भारतीय रिज़र्व बैंक द्वारा हस्ताक्षरित और सुपुर्द

श्री

(नाम और पदनाम)

.....

..... की उपस्थिति में

(1)

पता

(2)

पता

.....

.....

साक्षी

द्वारा हस्ताक्षरित और सुपुर्द

.....

1).....

पता

2)

पता

यदि पक्ष साझीदारी फर्म या व्यक्ति है, सभी द्वारा या सभी साझेदारों के पक्ष में हस्ताक्षर किए जाने हैं।

----- तारीख को आयोजित बैठक में निदेशक मंडल द्वारा पारित संकल्प के अनुरूप एतद्वारा कॉमन मुहर लगाया गया

की उपस्थिति में

1 ()

2 ()

यदि ठेकेदार अपने कॉमन मुहर के नीचे हस्ताक्षर करता है, हस्ताक्षर खंड उनके समझौता ज्ञापन के मुहर खंड से मेल करना चाहिए।

की उपस्थिति में जिन निदेशकों द्वारा हस्ताक्षरित

ठेकेदार पॉवर ऑफ अटर्नी के द्वारा हस्ताक्षर कर रहा है चाहे वह कंपनी हो या व्यक्ति

(1)

(2)

निम्न के हाथों ठेकेदार द्वारा हस्ताक्षरित
और सुपुर्द

श्री

एवं विधिवत संगठित ऑटर्नी

IN WITNESS WHEREOF the Bank and the Contractor have set their respective hands to these presents and two duplicates hereof the day and year first hereinabove written.

If the contractor is a partnership or an individual.

IN WITNESS WHEREOF the Bank has set its hands to these presents through its duly authorized official and the Contractor has caused its common seal to be affixed hereunto and the said duplicate/ has caused these presents and the said two duplicates here of to be executed on its behalf, the day and year first hereinabove written.

If the contractor is a company.

Signature Clause:

SIGNED AND DELIVERED by the Reserve Bank of India by the hand of Shri / Smt.

(Name and designation)

In the presence of

Witness:

(1)

Address

(2)

Address

SIGNED AND DELIVERED by Shri / Smt.
In the presence of:
Witness:
(1)

Address

(2)

Address

If the party is a Partnership Firm or an individual should be signed by all or on behalf of all the partners.

THE COMMON SEAL OF
was hereunto affixed pursuant to the resolutions passed by its Board of Directors at the meeting held on _____ in the presence of:

(1)

(2)

Directors who have signed these presents in token thereof in the presence of
(1)

(2)

If the Contractor signs under its common seal, the signature clause should tally with the sealing clause in the Articles of Association.

SIGNED AND DELIVERED BY the Contractor by the hand of Shri _____ and duly constituted attorney.

If the Contractor is signing by hand of power of Attorney, whether a company or individual.

SECTION – H

General Instruction to Bidders and Special Conditions

Tenders online through MSTC website / portal shall be submitted in two parts i.e. Part-I (techno-Commercial bid) and Part-II (Price – bid).

1. **Part - I (Techno – Commercial bid)** of the tenders, titled '**Part - I Tender for Comprehensive Annual Service Contract (ASC) for providing Pest Control Services at the Bank's Main Office Premises at Arera Hills and Staff quarters at Char Imli, Bhopal, Madhya Pradesh – 462011**' shall be submitted online thorough MSTC website / portal along with the following:
 - (i) Power of Attorney/ authorization with the seal of the Company/ Firm in the name of the person signing the tender documents.
 - (ii) The Bank discourages stipulation of any additional conditions by the bidder. However, in case any bidder wishes to include any condition/ clarification / covering letter, while he / She shall submit the same along with the Part – I (Techno-commercial Bid) of the tender and shall accompany the followings:
 - (a) List of deviation(s), if any, in the commercial terms and conditions.
 - (b) List of deviation(s), if any, in technical specifications / Scope of Services to be provided.
 - (c) Any other technical information the bidder wishes to furnish
 - (iii) The specified pages of the Tender Document (Part-I) issued by the Bank – duly stamped and signed
2. **Part - II** of the tender will contain no conditions but only the Price Bid in the Schedule of Quantities / Services titled '**Part - II Tender for Comprehensive Annual Service Contract (ASC) for providing Pest Control Services at the Bank's Main Office Premises at Arera Hills and Staff quarters at Char Imli, Bhopal, Madhya Pradesh - 462011.**

This part shall contain rates / prices in Indian Rupees only to be submitted with detailed break-up of price as per format (Part - II) in figures against each item of service through the MSTC portal. Rates shall be quoted for all items of services provided in the Schedule of Quantities / Services. If any bidder has not quoted rate for any of the items of Service in th Schedule of Quantity of Services or the Part II (Price bid) of the tender any format other than specified, such tenders shall not be valid and shall be treated as null and void.

Both Part-I and Part-II shall be submitted through MSTC portal up to **14:00 Hrs. on March 16, 2026** in the manner prescribed in the Tender document.

3. **Collection of information & Site inspection:** The intending bidders may obtain at their own responsibility and cost all the information which may be necessary to submit

the bid and also inspect the site of work for the purpose of making & submitting the tender and for entering into a contract.

4. **Job Work on Lump Sum basis:** The Contractor shall note that unless otherwise Specifically stated, the tender is strictly not on Job Work on Lump sum Basis but on item rate basis for each item of Service provided in the Schedule of Quantities / Services under Part II (Price bid) of the tender and his / her / their attention is drawn to the fact that rates for each and every item of service should be correct, workable and self-supporting. The quantities in the Part – II (Price – bid) items of the tender approximately indicates the total extent of services to be provided under the Annual Service Contract but may vary to any extent and may even be omitted thus altering the aggregate value of the Contract. Claim in such case shall be entertained on pro rata basis.
 5. **Tender Format:** The tenders shall be submitted only online through the MSTC website / Portal.
 6. **Rates:**
 - a. The bidders shall quote rates for all items of Services provided in the Schedule of Quantities / Services in the Part II (Price bid) of the tender through MSTC portal. If the vendor fails to quote rate for any item in the Part-II (Price bid) of the tender, the tender will be rejected by the Bank. No advice whatsoever especially on any change in rate, specifications or conditions after opening of Part II (Price bid) of the tender will be entertained by the Bank.
 - b. The rates shall also be firm and be valid for the entire duration of the contract and any change or extension thereof shall be made and shall not be subject to exchange variations, labour conditions, fluctuations in freights charges or any conditions whatsoever.
 - c. The rates quoted by the bidders for all items of Services in the Schedule of Quantities / Services under Part II (price bid) of the tender shall include all charges including GST. Bidders shall include in their rates any other prevailing taxes, royalties and duty levied by the Central Government or any State Government or local authorities, if applicable. No separate claim in respect of any such tax, duty or levy whether existing or future shall be entertained by the Bank.
2. **Endorsement:**
 - a. Parts of the tender document specified herein shall be downloaded, printed / typed filled in, signed scanned and uploaded along with Part – I (Techno-Commercial bid) of the tender such documents shall be signed by the authorized person or persons submitting the tender after having acquainted herself / himself / themselves with the instructions to the bidder, General Conditions of Contract, General Specifications, Special Conditions, etc. as laid down in these documents. Tenders of those bidders with any of such documents not so signed will be rejected.
 - b. The tender submitted on behalf of partnership firm shall be signed by all the partners of the Firm or by a partner who has the necessary authority on behalf of the Firm to enter into the proposed Contract or by a person holding the Power of Attorney in the case of a company. Otherwise, the tender will be rejected by the Bank.
 3. **Opening of the tenders:**
 - a. Part-I (Techno-commercial bid) of the tenders will be opened on March 16, 2026, at 15:00 Hrs. (If this day falls to be a holiday, tenders will be opened on

- the next working day of the Bank) in the presence of bidders or their authorized representatives who choose to be present by the tenderers.
- b. It is not incumbent on the Bank to accept any additional condition(s), if any submitted by the bidder; the bidder shall withdraw all their conditions which are not acceptable to the Bank.
 - c. The Bank reserves the right to itself reject any of the bids even after opening Part – I (Techno-commercial bid) or Part – II (Price bid) of the tenders.
 - d. Part-II (Price bid) of only those bidders who fulfill the Pre-Qualification / Eligibility Criteria stipulated under Part I (Techno-Commercial bid) of the tender document and found eligible by Bank for participating in the tender will be opened on a subsequent date, which will be intimated to the eligible bidders only by e-mails.
4. **Due date for submission of bids:** No tender uploaded after March 16, 2026, at 14:00 Hrs under any circumstances whatsoever, will be accepted by the Bank.
 5. **Disqualification - Missing & Unsigned documents:** The specified portion & document of the tender must be filled in English or Hindi signed and scanned copies of the same shall be submitted by uploading along with Part I (techno-Commercial bid) of the tender. If any of the specified documents are missing or unsigned, the tender may be considered invalid by the Bank at its discretion.
 6. **Right to Accept or Reject:** The Reserve Bank of India does not bind itself to accept the lowest or any other tender and reserves to itself the right to accept or reject any or all the tenders either in whole or in part, without assigning any reasons for doing so. The bidders whose tender is not accepted shall not be entitled to claim any costs, charges, damages and expenses of and incidentals to or incurred by her / him / them through or in connection with her / him / them submission of tenders, even though the Bank may and has a right to modify/ withdraw the tender.
 7. **Validity of Tender:** The tender along with the prices shall remain valid initially for a period of 3 months, from the date of opening of Part-I (Techno-Commercial bid), which period may be further extended by mutual agreement in writing. The bidder shall not cancel or withdraw their tender during this period or change the quoted rates.
 8. The contractor should follow the following and continue to have valid licenses, if any, during the validity of the contract period:
 - a) Contract Labour (Regulation and Abolition) Act 1970
 - b) Payment of Wages Act 1956
 - c) Employment of Children's Act 1923
 - d) Minimum Wages Act
 - e) Employee Provident Fund Act 1952 and scheme made under said Act.
 - f) Employees' State Insurance Act 1948
 - g) Indian Pest Control Association (IPCA) or equivalent
 - h) 'Commercial Pest Control Work' license issued by the Department of Agriculture, Government of Madhya Pradesh or equivalent.Obtain required licenses/clearances etc. from Assistant Labour Commissioner, Municipality and other local agencies/bodies at his own cost, whatever necessary.

SECTION – I

Scope of Work and Schedule of Quantities

A. Scope of Services to be provided under the Annual Service Contract shall include:

Item No.	Locations:	Name of the property / premises	Frequency of treatments / Services
1	<p>Carrying out General Pest Control treatments – Spraying/ gel baiting ISI mark of non-polluting, eco-friendly pest -control chemicals permitted and approved by Central Insecticides Board and Registration Committee (CIB & RC) and the Food Safety and Standards Authority of India (FSSAI) in the proportions / concentrations / dosages specified by the manufacturers, approved by the Bank.</p> <p>Pest Control Services should include treatments to abate / control crawling insects / pests such as cockroaches, bed bugs, ants, silverfish, carpet beetles, bugs etc., Wood borers termites, drainage flies, fruit flies, honeybees, mosquitoes, flesh flies, wasps, hoppers. etc. whenever and wherever noticed and non-insect pests such as spiders, mites, ticks, lizards etc. If treatments are not found effective, additional treatments at no extra cost shall have to be carried out as per the instructions of the Bank’s authorized officials.</p> <p>Additionally, removal of beehives / wasp hives from the Bank’s premises (Office and Staff Quarters) including buildings, garden areas, periphery boundary walls and adjoining areas shall be done without using any harsh chemicals at the very onset of hive formation.</p>		
	<p>(i) Office Premises at Arera Hills (Approximate area of land 5.00 acre)</p> <p>a) General Office areas including cabins & washrooms b) Officers’ Lounge, c) Pantries, d)Executive Lounge, e) Police Guard Rooms / Barrack areas, f) Residential Security Officer’s (RSO) Quarter and other essential Staff Quarters g) Staff Canteen including kitchens and wash areas h) The Common areas such as staircases / lobbies / passages / corridors / Caretaker’s Office, Pump Rooms, Store Rooms and Sports Club. i) Staff Society j) Officer’s / Staff Association Office Rooms k) UPS Rooms, Battery Rooms, Electric Panel Room. l) Dispensary Parking Areas, A.C. plant area / Electrical Substation, Server Room,</p>	<p>Bank’s Entire Premises at</p> <ul style="list-style-type: none"> • Main Office Building (MOB) • Annex Building at MOP • Open Areas around building. 	<p>Frequency as mentioned under the respective item under Part – II (Price bid) of the tender.</p> <p>Frequency as mentioned under the respective item under Part – II (Price bid) of the tender.</p>

Item No.	Locations:	Name of the property / premises	Frequency of treatments / Services
	CCTV Console Room, Record / Store Room, vaults, Office Areas of Cabins, Washrooms, ducts SBS Rooms / areas, CVPS Room, Safety Yard area, lift cars & shaft, parking areas, Porches, Porta cabins, Dog Kennels, overhead security towards ISS block, NTH block, Garbage collection areas, Outsourced Service Staff Rest Rooms, Executive Areas open and underground sewers including manholes & chambers, open areas including garden etc.		
	<p>(ii) Staff Quarters at Char Imli</p> <p>a) All occupied and vacant flats including VOFs, THHs, SRAs.</p> <p>b) Common service areas such as staircases / lobbies / passages / corridors / Engineers' / Caretaker's offices, Guard Rooms, Pump Rooms, Community Hall and Sports Club / Dispensary, Porta cabins, wash rooms, shelters housing, Sewage Treatment Plant (STP) & Organic Composting machine, parking areas, store rooms, ducts, Garbage collection and storage areas, Rest / Washrooms of outsourced service staff, Security booths, open and underground sewers / drains including manholes, chambers etc., open areas including gardens and turfs, etc.</p> <p>[Approximate area of land 19.50Acre].</p>	Bank's Staff Quarters at Char Imli	Frequency as mentioned under the respective item under Part – II (Price bid) of the tender.
2.	<p>Rodent Control Treatment / Services – Providing and doing Treatments / Services for controlling Roof Rats, Norway Rats, Mice, Shrew & Bandicoots. Mouse Traps (along with bait/biscuits) to be kept at locations as advised by the Bank's authorized officials. To check these traps regularly so as to remove the mouse if trapped, at the earliest.</p> <p>Note: In case Mouse traps are not effective, chemicals or any other suitable methods etc. to be used as additional measures to effectively abate & control rodents without any extra cost.</p> <p>Representative(s) of the contractor shall visit office and staff Quarters premises on a daily basis to place and monitor mouse traps and to attend rodent related complaints in addition to attending complaints on call basis. Repair/ replacement of damaged/ misplaced mouse traps shall be done by the contractor at no additional cost.</p>		

Item No.	Locations:	Name of the property / premises	Frequency of treatments / Services
	(i) Office Premises at Arera Hills	Main Office Building MOB: 35	Frequency as mentioned under the respective item under Part – II (Price bid) of the tender.
	(ii) Staff Quarters at Char Imli	Char Imli staff Quarters (CISQ): 50	
		Total 85 mouse traps (the number of mouse traps mentioned above is indicative and may be increased as per the Bank's requirements to effectively abate control rodents.)	
3.	Thermal Fogging Treatment / Service – Providing and doing Thermal Fogging Treatment / Service to abate & control breeding, growth of Mosquitos and other insects / vectors as directed by the Bank authorized official.		
	(i) Office Premises at Arera Hills [Approximate area of land: 5.00 Acre]	Main Office Premises (MOP)	Frequency as mentioned under the respective item under Part – II (Price bid) of the tender.
	(ii) Staff Quarters at Char Imli [Approximate area of land: 19.50 Acre]	Bank's Residential Colonies CISQ (Char Imli Staff Quarters)	

B. Details of Areas

Sr. No.	Details of Areas:	
Main Office Premises:		
1	<p>Main Office Premises (MOP): Consists of following areas:</p> <p>i) Ground floor level comprising Vaults, Briquetting Room, Record rooms, Machine Room, Store Room, Safety Yards, Stationary / Record / Store Room, CCTV Console Room, Shredding Machine Room including the lobby for representatives of Banks, common areas, passages, porches, store areas, Compressor / machine Rooms, A.C. plant, staircase, lift lobbies, lift cars and shafts, Security Guard Rooms / Posts, overhead police Guard Security Posts, Pump Room, Porta cabins UPS Room and Server Room, etc.</p> <p>ii) First floor to Fifth floor level comprising Banking Hall including counters, all Sections / Departments, cabins in office areas, lift / staircase, lobbies, staircases, wash rooms, store rooms, vaults etc.</p> <p>iii) Sixth floor consisting of Executive Area including Senior Executives cabins, lobbies, Store Rooms Officers' Lounge and Dining Room (OLDR) including washrooms & kitchen, staircase, staircase corridors, lift lobbies, passages, EB panel Rooms etc.</p> <p>iv) Outer areas, viz. open areas, parking lots, garden areas, other open spaces.</p> <p>v) Annex Building including dispensary, staff canteen, society office, offices of various associations/unions, guard rooms, dog squad room, various other areas.</p> <p>vi) Manhole Chambers.</p>	<p>Built up Area:</p> <p>Bank's Main Office Premises (MOP) approximate area 5.00 Acre</p>
Residential Colony		
2	<p>Char Imli staff quarters (CISQ)</p> <p>A Type Flat - (Approximate carpet area 122.425 Sqm. per flat). – No. of Flats: 64</p> <p>B Type Flat - (Approximate carpet area 80.60 Sqm. per flat) – No. of Flats: 40</p>	<p>Built up Area:</p> <p>Residential Colony approximate area 19.50 acre (Char Imli Staff Quarters)</p>

Sr. No.	Details of Areas:	
	Combo type Flat (Approximate carpet area 110.45 Sqm) – 8 Nos THH and Quarantine Flat-4 Nos. (Approximate carpet area 55.525 sq. mt.) C Type Flat -59 (Approximate carpet area.55.525 sq. mt.) The common areas include security post, pump room, water meter room, garages, parking lots, car parking sheds, OWC area, Community Hall, Gym, Storerooms, common rooms for vendors, STP shed, guard room, transformer area, sub-station room, caretaker room, reading room, staircases of all the blocks/buildings (A, B, C), etc.	Total Flats: 192

C. Method of treatment: -

1. Chemical spray method for crawling insects, pests.
2. Gel baiting method for cockroach control
3. Thermal Fogging to control breeding of mosquitos
4. RB cakes/ cages for rodent control
 - Placement of baits in bait stations/ baiting in external areas
 - Extensive trapping in internal areas
 - Maps of bait stations and traps to be submitted on monthly basis
 - Conducting thorough inspection to assess the rodent infestation
 - Identification of entry points and nesting areas of rodents
 - Daily inspection of the bait stations and traps and their replacement, if required.

D. Instructions to vendors: -

1. All the pesticides, insecticides, rodent repellents, other required materials and equipment will be provided by the contractor without any extra cost.
2. Products safe for human beings, eco-friendly and approved by competent government bodies/ central Insecticides Board/ WHO shall only be used. Copy of certificates to be submitted for the same.
3. Material Safety Datasheets for all products to be submitted before using.
4. Products should not cause any odor and stain.
5. Frequency of each service is tabulated above. The treatment once done should remain effective until the next treatment. In case of any complaint during this cycle, the contractor shall have to repeat the treatment free of charge.
6. Any other approved procedure for treatment may be used, whenever necessary for effective treatment, at no extra cost to the Bank.

SECTION – J

Terms & Conditions of Contract

1. **Agreement:** On receipt of intimation from the Bank the acceptance of his/ their tender, the successful tenderer shall be bound to sign the formal Contract agreement within fourteen days, in accordance with the draft agreement and the Schedule of Conditions, but written acceptance by the Reserve Bank of India of a tender will constitute a binding contract between the Reserve Bank of India and the Person so tendering, whether such formal agreement is or is not subsequently executed within the stipulated period of Fourteen days. Unless the contract agreement is signed, no payment shall be entertained by the Bank. The agreement shall be executed in duplicate. One copy will remain in the custody of Employer and the second set of copy will remain in the custody of contractor. The agreement shall be made on necessary stamp paper (having worth equal to applicable stamp duty in the state of Madhya Pradesh) and the cost of necessary stamp duty on both the documents shall be borne solely by the contractor.
2. **Duration of Contract & Review:** The contract is only for one year and can be continued if the treatment and workmanship is found satisfactory. Quarterly review will be taken on the performance of the contractor. If within the first three months the work is found unsatisfactory, the contract can be terminated by giving 07 days' notice.
3. **Subletting Contract:** The Contractor shall make all arrangements for carrying out the work as per the schedule of quantities, the employer will not provide any kind of assistance in the form of men/ material. The Contractor shall not assign or not sublet any portion of the contract except with the written consent of the Employer. In case of breach of these conditions, the Employer may serve a notice in writing on the Contractor rescinding the contract whereupon the security deposit shall stand forfeited to the Employer, without prejudice to his other remedies against the Contractor.
4. **Nature of Work:** Work/job to be undertaken by the contractor through employment of Labourers /workers/employees is not of permanent nature.
5. **Earnest Money Deposit/Security Deposit:** of the successful tenderer /bidder shall be transferred to security deposit. The EMD/ security deposit shall be released without any interest to the contractor on termination of AMC.
6. **Retention Money:** A Performance (Bank) Guarantee (to be arranged by the contractor at his own cost) obtained from any of the nationalized/ scheduled bank, in the format prescribed under Annex III for an amount equivalent to 5% of the contract value as retention money
7. **Deductions from EMD/Security Deposit:** All compensation or other sums of money payable by the contractor to the Bank under the terms of this Contract may be deducted from his earnest money and the security deposit if the amount so permits, and Contractor shall, unless such deposit as become otherwise payable,

within ten days after such deduction make good the amount so deducted.

8. **Performance (Bank) Guarantee:** In addition to the EMD and retention money described above, the successful tenderer, within a period of 14 days from the date of award of work by the Bank, shall submit a Performance (Bank) Guarantee (to be arranged by the contractor at his own cost) obtained from any of the nationalized/ scheduled bank, in the format approved by the Bank for an amount equivalent to 5% of the contract value. This is to ensure adherence to complete the work and execution:
- a. Of abnormally low rated items up to the full tender quantity.
 - b. Strictly as per the specifications and instructions.
 - c. With usage of only approved materials as per tender provisions.
 - d. With best quality workmanship.

The above-noted Performance Guarantee shall be valid up to the satisfactory completion of the work in all respects and shall have to be renewed by the contractor up to extended completion time, if any. In case, the contractor fails to comply with any of the above conditions, the Bank will be at liberty to invoke the Guarantee based on the certificate issued by the Bank's Security Manager. The Guarantee shall be released after issue of completion certificate.

9. **Clarification:** In all cases of omissions and/ or doubts or discrepancies in any item or specification a reference shall be made to the Employer whose elucidation, elaboration or decision shall be considered as authentic. The Contractor shall be held responsible for any errors that may occur in the work through lack of such reference and precaution.
10. **Antecedent and Police Verification of Contract Staff:** The contractor shall ensure that the workers employed have not been convicted by a court of law/ do not have criminal record or criminal proceeding against them. Full bio-data, including passport size photograph, of each employee/ labourer employed for the job shall be submitted to the Bank. The successful tenderer shall submit the necessary Police Verification Certificate of each worker deployed at Bank's premises from Local Police Authorities about his antecedents/identity records. The contractor shall provide the police clearance certificate for all the contract staff before employing them in the Bank's premises. Further, renewed Police clearance certificates for all contract staff shall be obtained and submitted to the Bank on annual basis.
11. **Identity Cards & Uniform:** The contractor shall issue identity cards/ badges and uniform to his employee's/workers/ laborers. The contract staff will also have to carry the Bank's contract worker pass which shall be countersigned by the Bank's Security Manager.
12. **Conduct of Contract Workers:** The contractor will take responsibility for the conduct and good behavior of his employees/ workers/ laborers and if any complaint is received against any of the employees/ workers/ laborers, the contractor shall arrange for his/ her immediate removal and replacement from the Bank's premises.
13. **Sexual Harassment of women:** The contractor /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 employees 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 of the complaints. 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. 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. The contractor shall be responsible for educating their employees about prevention of sexual harassment at workplace and related issues.

14. **Supervision & Quality of work:** The contractor shall ensure that the workers / laborers employed by him do their work faithfully and fittingly. Supervisor appointed by the contractor shall conduct surprise visits on a regular basis inside the premises to ensure that the staff are working properly.
15. **Schedule:** The tenderer shall before commencement of work, prepare a detailed work program which shall be approved by the Bank’s Security officer/Manager.
16. **Timings:** The pest control staff will remain available for pest control treatment throughout the week (including Saturday and Sunday). The timings for pest control treatment will be informed by the Bank’s Security Officers as per the administrative convenience of the Bank.
17. **Extra Work:** No claim for any extra work shall be allowed unless it has been executed with the concurrence of the Employer. Any such extra work as authorized shall be made in accordance with the following provisions.
 - a. The net rates or prices in the original tender shall determine the valuation of the extra work where such extra work is of similar character and executed under similar conditions as the work priced therein.
 - b. Rates for all items, wherever possible, should be derived out of the rates given in the Price Bid (Part-II of Tender).
18. **Reporting & Coordination:** Contractor shall, at least once in the month and/ or as and when called, in person visit the Protocol & Security Establishment at the respective offices for better coordination and / or performance review.
19. **Bank’s Property:** Should any treasure, fossils, minerals or works of art of antediluvian interest be found during or while carrying out the works, the contractor shall give immediate notice of any such discovery and shall make over such finds to the bank. Contractor shall hand over the same to RBI and that contractor shall not claim any right title interest for the same.
20. **Quality of Pest Control Materials:** Contractor shall use good quality Bank approved branded ISI mark materials for treatment so that the said premises remain in disinfested and healthy condition. The chemicals used must be Green certified which do not pollute and harm the environment. The chemicals used

must concur with Green Pro or similar certification and will be handled with utmost safety. At no point of time any chemical or part of it will be kept in the Office or Residential premises. In case Bank is not satisfied with the quality of the material used, the same should be changed/ replaced immediately by contractor.

21. **Unsatisfactory Service:** In case services rendered by the contractor are found to be unsatisfactory, a written notice shall be issued and the amount, on proportionate basis will be deducted from of bill.
22. **Ineffective Treatment:** If the treatment is not found effective additional treatment at no extra cost will have to be carried out.
23. **Terms of Payment:** The payment for the works to be executed under this contract shall be made on Quarterly basis through NEFT on receipt of bill from the contractor and no variation in the mode of payment will be acceptable to the Reserve Bank of India. The amount payable will be on actuals / pro-rata basis subject to satisfactory service, net of any recoveries for deficiency in services, imposed as per the provisions of this contract. The bill should be submitted as per GST format. Copy of following documents for a particular month duly certified by the firm to be submitted along with bill for payment:
 - i. a record giving full details of pest control treatment done duly signed by
 - department admin/ vault custodian - in case of departments/ vaults in offices
 - residents - in case of occupied flats in colonies (flat wise)
 - caretaker of the concerned property- in case of common areas of offices/ colonies and vacant flats in colonies (flat wise)
 - ii. Any other logbooks/ document as directed by the Bank.
 - iii. Documentary evidence indicating the payment made towards PF/ESI, if applicable.
 - iv. Declaration/ Certificate of Compliance of payment to workers as per Minimum Wages Act & provision of amenities as per CLRA Act and all other Statutory and Regulatory requirements as applicable.
24. **Delayed Payment:** Any amounts payable by the Bank to the Contractor in pursuance of submission of any bill by the contractor for this work and provided the bill submitted by the contractor is found to be in order (i.e., the bill is found to be arithmetically accurate and as per the agreed rates and submitted along with all the necessary documents as stipulated in clause 23 above) shall, if not paid within the 30 working days in case of quarterly bills and within three months in case of final bill, carry interest at the rate of interest of provident fund. However, it may be noted that no interest shall be paid by the Bank under any circumstances if the delay in payment of bills is caused due to non-submission of the above-mentioned documents by the contractor or non-responsiveness of contractor in case any clarification is sought by the Bank in respect of the invoice or the work mentioned thereunder.

25. Escalation Clause: The rates shall remain firm during the contract (2026-27) and the Agency shall not seek for any kind of increase in the agreed charges during the contract period. At the sole discretion of the Bank, the AMC shall be considered for further renewal for the years, 2027-28 and 2028-29, on same terms and conditions, with the maximum permissible increase in the rates which will be based on **CPI** and **WPI** indices, as decided by the Bank, The renewal of the contract can be done after the expiry of the contract period, on an annual basis, on the same terms and conditions, with the maximum permissible increase in the rates which will be based on CPI and WPI indices 6 months prior to the commencement date of contract for the current year compared to the previous year, as decided by the Bank (***CPI of Industrial labour and WPI for Pesticides and other Agrochemical products under Manufacture of Chemicals and Chemical products will be considered***) provided the Bank finds the services of the Contractor satisfactory. The decision of the Bank in this regard shall be final and binding.

Renewal of Contract: On renewal of contract, the revision of rates may be done on the basis of cost escalation and shall be calculated by using following formula:

$A_c = A_p [(30 \times (EPI_c/EPI_p) + 70 \times (CPI_c/CPI_p))] \times 1/100$	
A_c	The contract amount for the current year.
A_p	The contract amount for the previous year.
EPI_c	Wholesale Price Index for Pesticides and other Agrochemical products under Manufacture of Chemicals and Chemical products 6 months prior to the commencement date of contract for the current year.
EPI_p	Wholesale Price Index for Pesticides and other Agrochemical products under Manufacture of Chemicals and Chemical products 6 months prior to the commencement date of contract for the previous year.
CPI_c	Consumer Price Index for Industrial Workers (All India Average) 6 months prior to the commencement date of contract for the current year.
CPI_p	Consumer Price Index for Industrial Workers (All India Average) 6 months prior to the commencement date of contract for the previous year.

26. Payment by Contractor to Contract Workers:

- a. Tenderer is advised to ensure payment of wage to all employees including contract workers only through bank account.
- b. Being a Principal Employer, the Bank shall be at liberty to call upon the contractor to submit the evidence in respect of complying with this condition at Bank's discretion.
- c. The contractor will have to comply with the provisions of the Minimum Wages Act and other statutory obligations (i.e. the Employees Provident Fund, Employee State Insurance Corporation etc.)
- d. Labourers/ Workers if deployed on National Holidays shall be compensated appropriately by contractor and the charges/expenditure for the same are to be borne by the contractor. The same may be accounted for during submission of price bid.

27. Compliance of the requirements of the Minimum Wages Act / Rules and Contract Labour (R & A) Act / Rules and other Laws/Rules/Notification as applicable

- a. The contractor shall be responsible to get himself registered under the Contract Labour (Regulation and Abolition) Act, 1970 / the Contract Labour (Regulation and Abolition) Central Rules, 1971 and other relevant laws, whenever it is required. The Contractor shall follow all the relevant provisions of the Contract Labour (R & A) Act, 1970 and Contract Labour (R & A) Central Rules, 1971, ensure to maintain all the records as prescribed there under and by the Office of the Labour Commissioner (Central).
- b. The Contractor shall be responsible to make payment to their workmen strictly in accordance with the provisions of the Minimum Wages Act, 1948 and Minimum Wages (Central) Rules 1950 and the Notifications issued there under by the Government of India from time to time. The contractor shall maintain the relevant records with regard to minimum wages as required under the Minimum Wages Act / Rules / Notifications issued by the Government of India from time to time.
- c. The Contractor shall maintain all the documents, Registers and records as required under the Contract Labour (R & A) Act, 1970 / the Contract Labour (R & A) Central Rules, 1971, Minimum Wages Act, 1948 and Minimum Wages (Central) Rules 1950, and the relevant labour and general laws/Rules and Notifications and make the same available for inspection by the Bank or its officials and the Official of Labour Commissioner (Central) or any other statutory authority conferred with such powers under the respective Laws/Rules.
- d. The Contractor shall be responsible to ascertain any changes made applicable in the rates of minimum wages by the Government of India vide their Notification issued from time to time and shall implement the said changes and make payment of wages to their workmen accordingly with immediate effect and maintain all the records updated in this regard and keep the Bank posted with the said development producing the necessary documentary proof without delay.
- e. The Contractor shall be responsible for due observation and implementation of the entire statutory conditions and requirements of labour laws as

applicable to his workmen such as Industrial Disputes Act, Payment of P.F., ESI Act, Workmen's compensations Act, Bonus Act (if applicable) etc. and all Government Liabilities at his/her own cost.

- f. The Contractor shall be responsible for compliance of all the legal requirements as per the prevailing labour laws and other Laws / Rules / Regulations as the case may be and the Bank shall not, in any manner be responsible for any act, omission or commission on part of the Contractor and no claim in this respect will lie against the Bank or his representatives.
- g. The proof of remittance of statutory contribution of PF (Employer and Employee) and ESI to the appropriate agency, for those workers deployed by the Contractor to execute the contract work in the Bank, must be provided by the selected Contractor/Agency to the Bank every month along with the claim bill, failing which the claim bill shall not be settled.

28. Certificate of Compliance of payment as per Minimum Wages Act & provision of amenities as per CLRA Act: Before release of its payment a contractor has to submit a certificate that he has actually paid all the dues of all the worker engaged by him for completion of the warded job/ work at the rate which is not less than the one prescribe under the Minimum Wages Act 1948 and he has complied with the provisions of CLRA Act with regard to providing the essential amenities to the contract labour. The veracity of such certificate may be verified by the Assistant Manager/ Manager nominated and authorized by the Bank as his/ her representative to verify actual disbursement of wages by the contractor.

29. GST Liability: All the statutory deductions (including TDS under GST) will be deducted at source. Tenderer should have GST registration number. The rates quoted online in MSTC portal shall be excluding GST. GST will be calculated extra on total monthly charges to arrive at the contract cost and will be paid as applicable on actual basis. The monthly invoice submitted by the contractor shall include GST levied by the Central Government and State Government at the prevailing rate for various items. It is mandatory for contractor to disclose the breakup of his portion of tax liability while submitting the claims for payment i.e. taxable value and applicable taxes in prescribed bill format/schedule issued by GST council for composite or supply of goods and services as applicable in the cases. The Bank is not responsible for payment of GST for the service rendered by the contractor. It is the responsibility of the contractor to pay GST to the tax authority.

30. Liability of damages to Bank's property: Any damage to the Bank's property caused by the contractor will have to be made good by the contractor at his cost failing which the same will be deducted from the amount payable to the contractor.

31. Liquidated damages/ penalty: will be levied in following manner:

- a. In case, the requisite number of services as mandated by the bank based on Scope of works and schedule of quantities are not made available, Bank shall recover Damages on Pro-rata basis in respect of deficiency in number of services provided/ work executed and/or deficiency in duration of service.

- b. Further, in case of deficiency in services causing serious inconvenience to the Bank and its officials, the Bank reserves the right to impose a suitable penalty as deemed fit.
- c. Liquidated damages/ penalty so imposed shall be subject to a maximum of 10% of contract value and shall be recovered from the contractor's monthly Payment or by revoking PBG.

32. Right to Terminate Contract: The Bank reserves the right to cancel the contract at any time before the due date if the services rendered are not found to be satisfactory by giving one month's notice. The decision of the Bank in this regard shall be final and binding on the contractor and no correspondence /compensation claim shall be entertained by the Bank in this regard.

33. Indemnity and Liability of damages due to pest treatment: The firm awarded the contract will be fully liable for any damages suffered to the premises or to any person or any occupant or resident directly or indirectly by the presence of pests or by the treatment provided by the firm.

34. Indemnity and Liability towards contract staff: The contractor will be solely responsible for the risk involved during discharge of duties by his workers. The employer accepts no liability towards helper/ labour deployed by the contractor.

35. Insurance

- a. The successful tenderer shall take "all risk (CAR) policy" for the contract value, "third party / public liability " for the contract in the joint names of the Bank and the Contractor (name of the former being placed first in the policy) and "workmen compensation policy" for the workers engaged in the work (Name and location of the work must be mentioned clearly in the insurance policy). The Minimum cover under third party / public liability shall be for a minimum of Rs.2.00 lakh per accident, for up to 5 accidents during execution of work. The Minimum cover under (Workmen Compensation Policy) shall be in accordance with the minimum wages paid to the workman deployed for the fulfilment of the contract.
- b. The contractor shall be responsible for all injury to persons, animals or things and for all structural and decorative damage to property which may arise from the operation or neglect of himself or of any nominated employees, whether such injury or damage arise from carelessness, accident or any other case whatsoever in any way connected with the carrying out of the contract. This clause shall be held to include, inter-alia, any damage to buildings, whether immediately adjacent or otherwise and any damage to roads, streets, footpaths, bridges or ways as well as all damage caused to the buildings and works forming the subject of this contract, by frost or other inclemency of weather. The contractor shall indemnify the bank and hold him harmless in respect of all and any expenses arising from any such injury or damage to persons or property as aforesaid and also in respect of any claim made in respect of injury or damage under any Acts of Government of India or otherwise and also in respect of any award of compensation or damages consequent upon such claims.

Note: These policies shall be valid till the completion of the work. If the contractor

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 contractor or by revoking PBG.

36. **Undertaking for Statutory Compliance & Indemnity against non-compliance by the Contractor:** An undertaking should be given on a Non Judicial Stamp paper of applicable value before award of work to the effect that if the particular job /work is awarded to him, he under takes to actually pay wages to all the laborers of all descriptions to be engage by him for completion of that particular job/ work, at the rate which is not less than the one prescribed under the **Minimum Wages Act 1948** and to ensure compliance of essential amenities as provided under the **CLRA Act** and also keep the Principle Employer Indemnified against all the action that may be initiated against the Principle Employer by the Statutory Authorities for his failure to pay such wages and provide the essential amenities.
37. **Cooperation with other agencies:** The successful tenderer must co-operate with contractor/(s) engaged by the Bank for other work so that the work shall proceed smoothly without any delay and to the satisfaction of the Bank.
38. **Labour Licence:** Contract Labour License: Necessary contract license for deploying contract labour (as per prevailing contract labour Act 1970) shall be obtained from the central labour authorities if applicable.
39. **Statutory Compliance of Labour Laws including provisions of Industrial Disputes Act, Provident Fund, ESI Act, Workmen's Compensation Act and other statutory liabilities:** The Contractor shall be responsible for due observation and implementation of the entire statutory conditions and requirements of labour laws as applicable to his workmen such as Industrial Disputes Act, Payment of P.F., ESI Act, Workmen's compensations Act, etc. and all Government Liabilities. Further, the contractor shall ensure adherence to all government laid guidelines and legal procedures while removing any worker from service.
40. **Safety Measures:** All safety measures as per the safety code shall be strictly adhered.

I / We hereby declare that I/we have read and understood the above instructions to the contractors.

Signature of tenderer with seal

Address:

Date:

SECTION – K

Safety Code

1.	First aid appliances including adequate supply of sterilized dressing and cotton wool shall be kept in a readily accessible place.
2.	An injured person shall be taken to a public hospital without loss of time, in cases where the injury necessitates hospitalization
3.	Chemicals carried for the work shall be handled with utmost safety and at no time any chemical or part of it will be kept unattended in the Office or Residential premises
4.	Workers employed shall be provided with protective footwear, rubber hand gloves and facemasks.
5.	Harness and Suitable and strong scaffolds should be provided for workmen for all works that cannot safely be done from the ground.
6.	No portable single ladder shall be over 8 meters in length. The width between the side rails shall not be less than 30 cm (clear) and the distance between two adjacent rungs shall not be more than 30 cm. When a ladder is used an extra mazdoor shall be engaged for holding ladder.
7.	The contractor shall provide all the safety gadgets to the workers for carrying out the work as per statutory norms.
8.	During the work execution necessary fire safety measures shall also be taken
9.	The vendor shall take all COVID-19 related measure/precautions to the workers deployed by him for the work like issuing and wearing mask at all times, sanitizing hands frequently etc., as per orders issued by MHA, Government of India/ the state government/ the Bank time to time.
10.	Every employee so engaged by the contractor shall wear Personal Protective Equipment (PPEs), uniform, a badge bearing his / her name, and safety shoes while on duty. The said Personal Protective Equipment (PPEs), uniform, badge and safety shoes shall be provided by the contractor at his cost.
11.	The intending bidder shall have an exclusive SHE (Safety, Healthy and Environment) Department / set-up, with professionally qualified staff, for taking care of the safety of their employees and the safety of the customer. Details of the staff, with their designation and qualification shall be uploaded, along with Part I of the tender.

I/We hereby declare that I/we have read and understood all the above conditions and the same shall remain binding upon me/us in case the work is entrusted to me/us.

Signature of tenderer with seal

Address:

Date:

SECTION – L

वाणिज्यिक शर्तों की चेकलिस्ट / Check List of Commercial Conditions

क्रं Sr. No.	विवरण Description	बैंक की शर्त Bank's terms	क्या निविदाकर्ता को स्वीकार्य है (हाँ अथवा नहीं) Whether acceptable to the bidder (YES or NO)
1.	बोली की वैधता Bid Validity	निविदा के भाग- I खोलने से तीन माह की अवधि तक 3 months from the date of opening of Part- I of the tender	
2.	बयाना जमा राशि Earnest Money Deposit (EMD)	एनईएफटी/ डिमांड ड्राफ्ट/ बैंक गारंटी के रूप में ₹19,609/- (उन्नीस हजार छह सौ नौ रुपये मात्र) ₹19,609/- (Rupees Nineteen thousand six hundred nine only) in form of NEFT/ Demand Draft/ Bank Guarantee.	
3.	प्रतिधारण धन (प्रतिभूति जमा) Retention Money (Security Deposit)	पूरी अनुबंध अवधि के लिए अनुबंध लागत का 5% बैंक गारंटी के रूप में (केवल सफल बोलीदाता के लिए) 5% of the contract cost for the entire contract duration, in form of Bank Guarantee in format as prescribed in Annex-III (only for the successful bidder)	
4.	निष्पादन गारंटी Performance Guarantee	ईएमडी और सिक्योरिटी डिपॉजिट के अलावा पूरी अनुबंध अवधि के लिए अनुबंध लागत का 5% बैंक गारंटी के रूप में (केवल सफल बोलीदाता के लिए) 5% of the contract cost for entire contract duration, in addition to EMD and Security Deposit, in form of Bank Guarantee (only for the successful bidder)	
5.	दरें Prices	अनुबंध अवधि के दौरान दरें स्थाई रहेंगी और ठेकेदार अनुबंध अवधि के दौरान सहमत शुल्कों में किसी भी प्रकार की वृद्धि की मांग नहीं करेगा। बैंक के विवेक पर, अनुबंध को समान नियमों और शर्तों पर, वर्ष 2027-28 और 2028-29 के लिए आगे नवीनीकरण के लिए विचार किया जाएगा, जिसमें दरों में अधिकतम वृद्धि सीपीआई और डब्ल्यूपीआई सूचकांक पर आधारित होगी जो बैंक द्वारा तय किया जाएगा, बशर्ते कि बैंक ठेकेदार की सेवाओं को संतोषजनक पाता हो। इस संबंध में बैंक का निर्णय अंतिम और बाध्यकारी होगा। The rates shall remain firm during the contract period and the Contractor shall not seek for any kind of increase in the agreed charges during the contract period. At the sole discretion of the Bank, the AMC shall be considered for further renewal for	

		the years, 2027-28 and 2028-29, on same terms and conditions, with the maximum permissible increase in the rates which will be based on CPI and WPI indices, as decided by the Bank, provided the Bank finds the services of the Contractor satisfactory. The decision of the Bank in this regard shall be final and binding.	
6	दंड Penalty	खंड J – “अनुबंध के नियम और शर्तों” के क्लॉज़ 31 के अनुसार In terms of clause 31 of Section J- “Terms and conditions of Contract”	
7	ठेके की समाप्ति/ निर्धारण Termination/ Determination of contract	खंड J – “अनुबंध के नियम और शर्तों” के क्लॉज़ 2 और 32 के अनुसार In terms of clause 32 of Section J- “Terms and conditions of Contract”	
8	भुगतान की शर्तों Terms of Payment	निर्धारित दस्तावेजों को जमा करने पर मासिक आधार पर भुगतान किया जाएगा। Payment shall be made on Quarterly basis on submission of prescribed documents.	
9	बीमा Insurance	खंड J – “अनुबंध के नियम और शर्तों” के क्लॉज़ 35 के अनुसार In terms of clause 35 of Section J- “Terms and conditions of Contract”	
10	साइट का दौरा Visit at site	कुशल व्यक्ति को अनुबंध अवधि के दौरान कर्मचारियों के प्रदर्शन की जांच करने के लिए बिना किसी शुल्क के मासिक आधार पर साइट पर दौरा करना होगा। Skilled person has to visit at site on Monthly basis without any charges to check performance of the staff during contract period	

I / We hereby declare that I/we have read and understood all the above conditions and the same shall remain binding upon me/us in case the work is entrusted to me /us.

Signature of tenderer with seal

Address:

Date:

Annexure-II

DETAILS OF BIDDER

(to be submitted along with supporting documents)

S. No.	Particulars of the Company/ Firm	
1	Name and full address of the firm	
2	Registered Office with full address, Telephone No., Fax Nos., E-mail address, website URL	
3	Type of Company whether, Proprietorship, partnership etc.	
4	Name and address of the Proprietor/ Partners/Directors of the company	
5	Registration (Firm, company etc.)/Registration Authority, Date, Number etc.	
6	Income Tax Registration number (PAN)	
7	Goods and Services Tax Identification Number (GSTIN)	
8	Provident Fund Registration Number	
9	ESIC Registration Number	
10	Whether tenderer holding a License under Section 12 (1) of Contract Labour(R&A) Act 1970 read with section 21 of Contract Labour Act 1971. If so, furnish the details of license no. etc. and enclose a copy	
11	Date of ISO -9001 Certificate & Its validity period if applicable.	
12	Name and addresses and designation of the person who will represent the agency while dealing with the Bank (attach letter of authority)	
13	Experience in undertaking similar services to other organizations	_____years
14	Total value of the services provided to the other organization for the last 3 years.	2022-23 ₹
		2023-24 ₹
		2024-25 ₹
15	Whether financially sound to undertake services (Furnish audited balance sheet for last 3 years)	2022-23 ₹
		2023-24 ₹
		2024-25 ₹
16	Indicate if involved in any litigation	
17	Any civil suits pending in any of the orders executed, give details	

Place:

Date:

Signature with seal of the Bidder

Annexure-III

Proforma for Bank Guarantee for Security Deposit

(To be submitted on non-judicial stamp paper of appropriate value purchased in the name of the issuing bank)

No. _____ Date _____

To:

The Regional Director
Reserve Bank of India
Hoshangabad Road
Bhopal- 462011.

Madam,

In consideration of your agreeing to accept the security deposit of (Rs _____ only) furnishable to you by M/s _____ (hereinafter referred to as "the Contractor") in terms of their contract with you for "**Comprehensive Annual Service Contract (ASC) for providing Pest Control Services at the Bank's Main Office Premises at Arera Hills and Staff quarters at Char Imli, Bhopal, Madhya Pradesh - 462011**" as per their Tender dated _____ and your Special Conditions of Contract and other tender documents relating thereto subject to the conditions and alterations mutually agreed upon the set forth or referred to in your Contract dated _____ in the form of guarantee from us in the manner hereinafter contained, we _____ (Name of the Bank) do hereby covenant and agree with you as follows :

1. We undertake to indemnify you and keep you indemnified from time to time to the extent of Rs _____ (Rupees _____ only) against any loss or damage caused to or suffered by or that may be caused to or suffered by you by reason of any breach or breaches on the part of the Contractor of any of the terms and conditions contained in the said Contract and in the event of the Contractor making any default or default in carrying out any of the work under the said Contract or otherwise in the observance and performance of any of the terms and conditions relating thereto in accordance with the true intent and meaning thereof, we shall forthwith on demand pay to you such sum or sums not exceeding in total the said sum of Rs _____ (Rupees _____ only) as may be claimed by you as your losses and/or damages, costs, charges or expenses by reason of such default on the part of the Contractor.

2. Notwithstanding anything to the contrary, your decision as to whether the Contractor has made any such default or defaults and the amount or amounts to which you are entitled by reasons thereof will be binding on us and we shall not be entitled to ask you to establish your claim or claims under this Guarantee but will pay the same forthwith on your demand without any protest or demur.

3. This guarantee shall continue and hold good until it is released by you on the application by the Contractor after expiry of the relative guarantee period of the said Contract and after the contractor had discharged all his obligations under the said Contract and produced a certificate of due completion of the work under the said contract and submitted a "No Demand Certificate", provided always that this guarantee shall in no event remain in force after the day

of _____ without prejudice to your claim or claims arisen and demanded from or otherwise notified to us in writing before the expiry of six months from the said date which will be enforceable against us notwithstanding that the same is or are enforced after the said date.

4. Should it be necessary to extend this guarantee on account of any reason whatsoever, we undertake to extend the period of this Guarantee on your request till such time as may be required by you. Your decision in this respect shall be final and binding on us.

5. You will have the fullest liberty without effecting this guarantee from time to time to vary any of the terms and conditions of the said contract or extend the time of performance of the Contractor or to postpone for any time or from time to time any of your rights or powers against the Contractor and either to enforce or forbear to enforce any of the terms and conditions of the said Contract and we shall not be released from our liability under this guarantee by the exercise of your liberty with reference to matters aforesaid or by reason of any time being given to the Contractor or any other forbearance, act or omission on your part or any indulgence by you to the Contractor or by any variation or modification of the said contract or any other act, matter or things whatsoever, which under the law relating to sureties would but for the provisions hereof have the effect of so releasing us from our liability hereunder provided always that nothing herein contained will enlarge our liability hereunder beyond the limit of Rs _____ (Rupees _____ only) as aforesaid.

6. This guarantee shall not in any way be affected by your taking or varying or giving up any securities from the Contractor or any other person, firm or company on its behalf or by the winding up, dissolution, insolvency or death as the case may be, of the Contractor.

7. In order to give full effect to the guarantee herein contained you shall be entitled to act as if we were your principal debtors in respect of all your claims against the Contractor hereby guaranteed by us as aforesaid and we hereby expressly waive all our rights of surety-ship and other rights, if any, which are in any way inconsistent with any of the provisions of this guarantee.

8. Subject to the maximum limit of our liability as aforesaid, this guarantee will cover all your claim or claims against the contractor from time to time arising out of or in relation to the said contract and in respect of which your claim in writing is lodged on us before expiry of six months from the date of expiry of this guarantee.

9. Any notice by way of demand or otherwise hereunder may be sent by special courier, telex, fax or registered post to our local address as aforesaid and if sent by post, it shall be deemed to have been given when the same has been posted.

10. This guarantee and the powers and provisions herein contained are in addition to and not by way of limitation of or substitution for any other guarantee or guarantees heretofore given to you by us (whether jointly with others or alone) and now existing uncanceled and that this guarantee is not intended to and shall not revoke or limit such guarantee or guarantees.

11. This guarantee shall not be affected by any change in the constitution of the contractor or us nor shall it be affected by any change in your constitution or by any amalgamation or absorption thereof or therewith but will ensure to the benefit of and be available to and enforceable by the absorbing or amalgamated company or concern.

12. Any forbearance, act or omission on the part of the Bank in enforcing any of the conditions of the said tender or showing of any indulgence by the Bank to the Tenderer shall not

discharge the Surety in any way and the obligations of the Surety under this guarantee shall be discharged only on the intimation thereof being given to the Surety by the Bank.

13. This guarantee is irrevocable during the period of its currency and shall not be revoked without your previous consent in writing.

14. We further agree and undertake to pay you without demur the amount demanded by you in writing notwithstanding any difference or dispute or controversy that may exist or arise between you and contractor or any other person.

15. Notwithstanding anything contained herein above our liability under this guarantee is restricted to Rs_____ (Rupees_____ only). Unless a written claim is lodged on us for payment under this guarantee within six months from the date of expiry, including extensions if any, of this guarantee all your rights under the guarantee shall be forfeited and we shall be deemed to have been released and discharged from all liabilities thereunder, irrespective of whether or not the original guarantee is returned to us.

16. We have power to issue this guarantee in your favour under the Memorandum and Articles of Association of our Bank and the undersigned has full power to execute this Guarantee under the Power of Attorney granted to him by the Bank.

SIGNED AND DELIVERED

(For & on behalf of the above named bank)

For & on behalf of

(banker's Name & Seal)

BRANCH MANAGER

(banker's Seal)

Address

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

Annexure- IV

Proforma of Bank Guarantee for Earnest Money Deposit/ Bid Security

(To be submitted on non-judicial stamp paper of appropriate value purchased in the name of the issuing bank)

Place: _____

Date: _____

To:

The Regional Director
Reserve Bank of India
Hoshangabad Road
Bhopal- 462011.

Madam,

Name of Work: **Comprehensive Annual Service Contract (ASC) for providing Pest Control Services at the Bank's Main Office Premises at Arera Hills and Staff quarters at Char Imli, Bhopal, Madhya Pradesh - 462011**

Ref.: NIT/ Advt.No.

date

WHEREAS

The Reserve Bank of India, having its Central Office at Shahid Bhagat Singh Road, Mumbai (hereinafter called the "RBI") has invited tenders for the captioned work (hereinafter called "the said tender") on the terms and conditions mentioned in the said tender documents.

It is one of the terms of invitation of tenders that the tenderer shall furnish a Bank Guarantee for a sum of ₹ (Rupees only) as Earnest Money Deposit (EMD).

M/s. (Name of the Tenderer/Bidder) _____, (hereinafter called as "the Tenderer/ Bidder"), who are our Clients/Constituents intend to submit their tender/ Bid for the said work and have requested us to furnish Bank Guarantee to RBI in respect of the said sum of ₹ _____ (Rupees only) in respect of EMD.

NOW THIS GUARANTEE WITNESSETH

1. We _____ (Name of the bank) do hereby agree with and undertake to RBI, their Successors, Assigns that in the event of the RBI coming to the conclusion that the Tenderer have not performed their obligations under the said conditions of the tender or have committed a breach thereof, which conclusion shall be binding on us as well as the said Tenderer; we shall on demand by the RBI, pay without demur to the RBI, a sum of ₹----- (Rupees only) or any lower amount that may be demanded by the RBI. Our guarantee shall be treated as equivalent to the Earnest Money Deposit for the due performance of the obligations of the

Tenderer under the said Conditions, provided, however, that our liability against such sum shall not exceed the sum of ₹ ----- (Rupees only).

2. We also agree to undertake to and confirm that the sum not exceeding ₹----- (Rupees only) as aforesaid shall be paid by us without any demur or protest, merely on demand from the RBI on receipt of a notice in writing stating that the amount is due to them and we shall not ask for any further proof or evidence and the notice from the RBI shall be conclusive and binding on us and shall not be questioned by us in any respect or manner whatsoever. We undertake to pay the amount claimed by the RBI forthwith upon receipt of the notice as aforesaid.

3. We confirm that our obligation to the RBI under this guarantee shall be independent of the agreement or agreements or other understandings between the RBI and the Tenderer. This guarantee shall not be revoked by us without prior consent in writing of the RBI. We hereby further agree that –

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

b) Our liability under these presents shall not exceed the sum of ₹ ----- (Rupees only).

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

d) This guarantee shall remain in force up to (six months from the last date of receipt of tender) provided that if so desired by the RBI, this guarantee shall be renewed for a further period as may be indicated by them on the same terms and conditions as contained herein.

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

Yours faithfully,

For and on behalf of ----- bank.

Authorised Official (with seal)

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

Annexure-V

CLIENT'S CERTIFICATE REGARDING PERFORMANCE OF CONTRACTOR

Name & Address of The Client:

Details of Works Executed by Shri/ M/s -

1	Name of work with brief particulars	
2	Agreement No. and date	
3	Agreement amount	
4	Date of commencement of work	
5	Stipulated date of completion	
6	Actual date of completion	
7	Details of compensation levied for delay (indicate amount) if any	
8	Gross amount of the work completed and paid**	
9	Name & address of the authority under whom works executed	
10	i) Quality of work (indicate grading)	Outstanding / Very Good / Good / Satisfactory / Poor
	ii) Amount of work paid on reduced rates, if any	
11	i) Did the contractor go for arbitration?	
	ii) If yes, total amount of claim	
	iii) Total amount awarded	
12	Comments on the capabilities of the Contractor	
	a) Technical Proficiency	Outstanding / Very Good / Good / Satisfactory / Poor

	b) Financial soundness	Outstanding / Very Good / Good / Satisfactory / Poor
	c) Mobilization of adequate T&P	Outstanding / Very Good / Good / Satisfactory / Poor
	d) Mobilization of manpower	Outstanding / Very Good / Good / Satisfactory / Poor
	e) General behavior	Outstanding / Very Good / Good / Satisfactory / Poor

Signature of the client with Seal

Note:

- i) All columns should be filled in properly countersigned.
- ii) The Client Certificates should be submitted for each of the Prequalification work/s
- iii) Signed by an official of the rank of Officer of the rank of Executive Engineer or equivalent in case of Govt./Semi-Govt., organisations or a PSU.
- iv) Supported by adequate proof of payments received by the contractor for the work done by them.
- v) Client's report issued by private organization shall be accompanied by TDS Certificates
- vi) All columns should be filled in properly countersigned. Client certificate should be on letter head of the Client with signature of Authorized person.

Annexure-VI
DETAILS OF BANKERS

Details of our banker/s are:

	Banker 1	Banker 2
Name of the Banker		
Name of the branch and its complete Postal Address		
Name and Job –title of the Contact Person along with his/her Telephone No. (s). and Fax No(s) etc.		
Type of Account and Account No.		
Whether Credit facility/ Overdraft facility enjoyed by the contractor.		
The period from which the contractor has been banking with the Banker		
Any other information which the contractor may like to furnish about its Bankers:		

Authorized Signatory
(with name)

Annexure-VII
FORM OF BANKERS' CERTIFICATE FROM A SCHEDULED BANK
(On Bankers' Letter Head)

To
The Regional Director,
Reserve Bank of India,
Bhopal

This is to certify that to the best of our knowledge and information M/s. / Shri. M/s. _____
_____ is a customer of our bank having marginally
noted address, are/is respectable and can be treated as good for any engagement up to a limit
of ₹ _____ lakh). This certificate is issued without any guarantee or responsibility on the
Bank or any of its officers.

For the bank with Name, Designation & Seal

Note:

- 1. Bankers' certificates should be on letter head of the bank.**
- 2. In case of partnership firm, certificate should include names of all partners as recorded with the bank**

Annexure- VIII
Undertaking to be submitted by the tenderer on their letterhead

Name of Work:

1. I/We (Name of the bidder) declare that

- a) My/ Our track records are clean. I/ we or any of our allied firm* have not been involved in any illegal activities/ financial frauds. I/We have not been convicted in a Court of Law on any grounds. There is no such case with the Police/ Court/ Regulatory authorities against me/ us.
- b) I/ We or any of our allied firm* have not been prosecuted or suffered any penalty for violation of any statutory laws by any Authority.
- c) I/ We or any of our allied firm* is/ are not debarred / suspended / blacklisted by any public institution / entity in India or any other country as on (Last date of submission of bid).

or

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

- d) I/ We or any of our allied firm* have not made any transgression in respect of the code of integrity with any public institution / entity in India or any other country in last three years as on(Last date of submission of bid).
- e) I/We will inform the Bank in writing, in case, I/we or any of our allied firm* is/are debarred / suspended / blacklisted by any public institution / entity in India or any other country on or before award of work for the captioned work.
- f) I/ We have not rescinded/abandoned any contract awarded by any of his clients before the expiry of prescribed period of contract.
- g) The details of all disputes I/ we had with my/ our clients and the current status thereof are attached for your information and record.

(seal and signature of the bidder)

Date

Place

(Note: strike out which is not applicable)

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

Annexure- IX
बायो- डाटा फॉर्म / Bio- Data Form

(to be submitted in letter head of the successful contractor for each staff employed)

नाम / Name		स्व-सत्यापित पासपोर्ट साइज़ फोटो लगायें Affix Self-attested Passport size photograph
पिता का नाम / Father's Name		
जन्म तिथि / Date of Birth		
लिंग / Gender		
शैक्षणिक योग्यता / Educational Qualification		
वर्तमान पता / Current Address		
स्थायी पता / Permanent Address		
मोबाइल नं. / Mobile No.		
आधार नं. / Aadhaar No.		
पैन नं. / PAN No.		
बैंक खाता विवरण / Bank Account Details	खाता संख्या/ Account No.- आई.एफ.एस.सी. कोड/ IFSC Code-	
पी.एफ. (यू.ए.एन.) संख्या / PF (UAN) No.		
ई.एस.आई.सी. (आई.पी.) नं. / ESIC (IP) No.		
नमूना हस्ताक्षर अथवा अंगूठे का निशान/ Specimen Signature or Thumb impression		

ऊपर दर्शाये गये विवरण मेरे द्वारा जाँच लिये गये हैं और उपयुक्त दस्तावेजों के साथ समर्थित हैं।
The above details are verified by me and are supported with suitable documents.

ऑफिशियल सील के साथ हस्ताक्षर / Signature with official seal-
अधिकारी का नाम / Name of Official-
पदनाम / Designation-
स्थान / Place-
दिनांक / Date-

इस बायो-डाटा फॉर्म के साथ आधार कार्ड अथवा किसी अन्य उपयुक्त फोटो आईडी कार्ड की प्रति लगानी आवश्यक है
It is mandatory to submit Photocopy of Aadhaar Card or any other suitable Photo ID Card with this bio-data form.

Annex - X

Proforma of Undertaking / Declaration / Certificate by the Bidder regarding country sharing land border with India

(To be submitted by the bidders on their letter head duly sealed and signed by the authorised signatory)

Regional Director
Reserve Bank of India,
Estate Department,
Bhopal.

Madam,

Name of work: Comprehensive Annual Service Contract (ASC) for providing Pest Control Services at the Bank's Main Office Premises at Arera Hills and Staff quarters at Char Imli, Bhopal, Madhya Pradesh – 462011.

I/We _____ (Name and address, including country of location of bidder) have read and understood the contents of the Office Memorandum (OM) F. No. 6/18/2019-PPD dated July 23, 2020 and its subsequent orders / revision issued by Public Procurement Division, Department of Expenditure, Ministry of Finance, Government of India regarding the restrictions on procurement from a bidder of a country which shares a land border with India.

2. I/We certify that _____ (Name of the bidder)

- i. Is not from a country sharing land border with India, or
- ii. Is from a country sharing land border with India and has been registered with the Competent Authority, the certificate of which is enclosed, or
- iii. Is from a country sharing land border with India where Government of India has extended lines of credit, or
- iv. Is from a country sharing land border with India where Government of India is engaged in development projects.

(strikeout whichever of the above is not applicable)

2. I/ We further certify that _____ (Name of the bidder) fulfils all requirements in this regard and is eligible to be considered under the provision of the above referred Office Memorandum and its subsequent orders / revision. I/We also undertake that even in case of contracts where we are permitted by the Bank/RBI to sub-contract I/We _____ (Name of the bidder) will not sub-contract any work to a contractor from country(ies) sharing land border with India, unless such contractor fulfils all the requirements contained in the above referred office memorandum/ order.

4. I/We know and understand that, if this Undertaking / Declaration / Certification / Certificate submitted by us is found to be false, the Bank shall be free to reject / terminate our tender / Work Order and that the Bank shall also be free to initiate any legal action in accordance with law including forfeiting of Earnest Money Deposit / Performance Bank Guarantee / Security Deposit and / or debarring us from participating in tenders invited by the Bank in future.

Signature and name of the authorised signatory of the Bidder with stamp

Date:

Place:

Annexure- XI

MSTC पोर्टल पर निविदा के भाग -1 के साथ अपलोड किए जाने वाले दस्तावेजों की चेकलिस्ट
Checklist for documents to be uploaded on MSTC portal along with Part-I (Techno-Commercial bid) of Tender

Sr. No.	Particulars of the documents	Submitted (Yes/ No/ Not Applicable*) *Kindly provide valid reason for non-applicability
1.	Tender Document issued by the Bank – duly filled, stamped and signed (including all Annexures, Minutes of pre-bid meeting and corrigendum if any)	
2.	Power of Attorney/ authorization with the seal of the company/ firm in the name of the person signing the tender documents	
3.	Copy of NEFT Receipt/ Bank Guarantee/ Demand Draft as evidence of remitting EMD amount of ₹ 19,609/-	
4.	Certificate of incorporation and Memorandum and Articles of Association / partnership deed/ other relevant certificate of registration for commencement of business	
5.	Particulars of tenderer (in format prescribed under Annexure- II) along with particulars of all the directors and responsible officials/ partners/ individual/individuals involved	
6.	Copy of PAN Card & other related Income Tax documents	
7.	Copy of GST Registration Certificate	
8.	Copy of MSMED Registration Certificate, if any	
9.	Copy of EPF Registration	
10.	Copy of ESIC Registration	
11.	Copy of License under Section 12 (1) of Contract Labour (R&A) Act 1970 read with section 21 of Contract Labour Act 1971	
12.	Work Orders and completion certificates in support of experience of more than 5 years in carrying out similar works	
13.	Details of similar qualifying works completed in last 5 years along with contact details of clients (in format prescribed under Annexure- I)	

Sr. No.	Particulars of the documents	Submitted (Yes/ No/ Not Applicable*) *Kindly provide valid reason for non-applicability
14.	Work Orders for all similar qualifying works completed in last 5 years	
15.	Client's Certificates (in format prescribed under Annexure V) from different clients in letterhead of the client and signed by authorized signatory for all similar qualifying works completed in last 5 years	
16.	Copy of TDS Certificates as a proof of payment for all client certificates issued by private organizations	
17.	Completion certificates for all similar qualifying works completed in last 5 years	
18.	Work Orders for previous experience, if any, of carrying out Works for the Reserve Bank of India at any center	
19.	Copies of the Audited Final Accounts for last 3 years and a certificate issued by Chartered Accountant indicating the turnover for the last 3 years	
20.	Copies of the Income Tax Clearance Certificates/ Income Tax Assessment Orders/ Income Tax Returns for last 3 years	
21.	Details of Bank Accounts along with Contact details of Banker(s) (in format prescribed under Annexure VI)	
22.	Banker's Certificate in letter head of the Bank and signed by authorized signatory	
23.	Valid document in support of having full-fledged service setup/ back office/ administrative office in Bhopal	
24.	Undertaking of having all the required legal/ statutory approvals for carrying out this business at Bhopal	
25.	Undertaking of not having convicted in a Court of Law and declaration regarding debarment/ suspension / blacklisting by any public institute on any grounds	
26.	Particulars of all Civil suits pending, if any	
27.	List of deviations, if any, in commercial terms and conditions	
28.	List of deviation, if any, in technical specifications	
29.	Other relevant documents, if any	

Sr. No.	Particulars of the documents	Submitted (Yes/ No/ Not Applicable*) *Kindly provide valid reason for non-applicability
1.	
2.	
3.	
4.	
5.	

Place:

Date:

Signature of the tenderer with seal

PART- II
PRICE BID

(This is for illustrative purpose only; the Price Bid should not be submitted with Part I –Technical Bid. It should be submitted online in MSTC Portal)

Comprehensive Annual Service Contract (ASC) for Pest Control Services at the Banks Main Office Premises at Arera Hills and Staff quarters at Char Imli Bhopal, MP

UNPRICED BILL OF QUANTITY

S.No.	Premise	Nature of Treatment	Periodicity	Unit	Quantity
1.1	Pest Control treatment Office Premises-Internal	<p>Pest Control Treatment: For all the Office buildings of Bank for all floors & at all heights: -</p> <p>Providing and spraying cyfluthrin 2.45% SC or any other ISI approved equivalent chemical pesticide (such as deltamethrin 2.5% sc, lambda cyhalothrin, Malathalon 50% EC or as per the manufacturer's or relevant ISI specifications) alternatively on rotation (i,e 1st service to be done by cyfluthrin 2.45% SC followed with the next service to be done by Malathalon 50% EC and so on) to have an effective Pest Control.</p> <p>for:-</p>			

S.No.	Premise	Nature of Treatment	Periodicity	Unit	Quantity
		<p>Heavy Cockroaches, Bugs, Small Cockroaches, Spiders, Silver fish, Rodents (rat & mice) , reptiles, Lizards, termites etc. in the following areas of the Bank's Premises as per the details given below</p> <p>a. If cyfluthrin 2.45% SC is used, then 20ml. of the chemical shall be mixed with the prescribed quantity of water and sprayed to have an effective pest control</p> <p>b) If Malathalon 50% EC is used, then 40ml. of the chemical shall be mixed with the prescribed quantity of water and sprayed to have an effective pest control.</p>			
		Note: - The rates shall include to control rodent, lizards, termites, Cockroaches, doing special treatment as and when required. Treatment shall be done for the following 05 areas (A-E).			
		A) Main Office building (MOB)			
		Ground Floor - 43148.00 Sqft	Weekly Treatment	Rate per Treatment	52
		First Floor - 43148.00 Sqft	Weekly Treatment	Rate per Treatment	52
		Second Floor -15010.00 Sq ft	Weekly Treatment	Rate per Treatment	52
		Third Floor-15010.00 Sq ft.	Weekly Treatment	Rate per Treatment	52

S.No.	Premise	Nature of Treatment	Periodicity	Unit	Quantity
		Fourth Floor-15010.00 Sq ft.	Weekly Treatment	Rate per Treatment	52
		Fifth Floor-15010.00 Sq ft.	Weekly Treatment	Rate per Treatment	52
		Sixth Floor -15010.00 Sq ft	Weekly Treatment	Rate per Treatment	52
1.2	Pest Control treatment Office Premises- Internal	<p>Work description same as Item (1-1) above but for-</p> <p>B) Annex Building</p> <p>1) Ground Floor - Parking, Sport Recreation club, Rest Room, Dog Handler Room.8812.00 Sq ft</p> <p>2) First Floor - Staff Canteen, Dispensary, Association Room Toilet Block -8748.00 Sq ft</p> <p>3) 2nd floor - 484.00 Sqm</p>	Weekly Treatment	Rate per Treatment	52
1.3	Pest Control Treatment Residential	<p>Work description same as Item (1-1) above but for-</p> <p>C) Annex Building Quarter</p>			

S.No.	Premise	Nature of Treatment	Periodicity	Unit	Quantity
	Quarter Internal -	1) Ground Floor - B Type Flat -74.65 Sqm	Quarterly Treatment	Rate per Treatment	4
		2) First Floor - C type Flat -61.83 Sqm.	Quarterly Treatment	Rate per Treatment	4
		3) Class IV Flat 2 Nos flat of area admeasuring 46.29 sqm.	Quarterly Treatment	Rate per Treatment	8
		4) one number Crèche of area admeasuring 46.29 sqm	Weekly Treatment	Rate per Treatment	52
1.4	Pest Control treatment Office Premises- Internal	Work description same as Item (1-1) above but for- D) Integrated Security System (ISS)	Weekly Treatment	Rate per Treatment	52
1.5	Pest Control treatment Office Premises- Internal	Work description same as Item (1-1) above but for- E) Other buildings of Office Premises: Pump rooms, scooter parking, car parking, cycle stand, ATM room, substations, generator rooms.	Monthly Treatment	Rate per Treatment	12
2.1	Pest Control treatment Office Premises- (External)	Providing / applying/ spraying/as required "deltamethrin 2.5% sc, lambda cyhalothrin, Malathion 50% EC or any other ISI approved equivalent chemical pesticides (as per the manufacturers of relevant ISI specifications) must be used with the prescribed methods. Its dosages /coverage area and mixing particulars along with its			

S.No.	Premise	Nature of Treatment	Periodicity	Unit	Quantity
		<p>application as per the manufacturers or relevant IS specification shall be mentioned).</p> <p>Area of Work- Treatment shall be carried out for the following: -</p> <ul style="list-style-type: none"> i. For external areas i.e., entire open area inside the compound wall of Office premises. ii. For the periphery of the MOB, Annex building & ISS, garbage bins and along the compound wall. iii. Treatment shall be carried out for the sewage pipes, waste pipes, drainage, manhole covers, inspection chambers, ducts etc. in Office Premises 	Monthly Treatment	Rate per Treatment	12
3.1	Pest Control & Rodent control treatment- CISQ -Internal	<p>(i) Pest Control Treatment For all Residential colonies "Internal & External areas of all the Residential buildings for all flats at all height of floors: - Providing and spraying "ISI approved chemical pesticide for this purpose alternatively rotation, (for e.g. 1st service to be done by cyfluthrin 2.45% SC by Malathion 50% EC and so on)followed with the next service to be done to have an effective Pest Control for:- Heavy Cockroaches, Bugs, Small Cockroaches, Spiders, Silver fish, Rodents (rat & mice), reptiles, Lizards, termites etc. in the following areas of the Bank's various Residential buildings as per the details given below: (Kindly note that the chemical used for this purpose shall be</p>			

S.No.	Premise	Nature of Treatment	Periodicity	Unit	Quantity
		<p>mixed/diluted with the prescribed quantity of water and sprayed.)</p> <p>ii)RODENTS CONTROL TREATMENT For the internal areas / common areas of all the Residential buildings for all the flats and at all floors: -Providing and spraying, fumigating, balting as required, Zinc phosphate/ Recumin or any other approved ISI or equivalent chemical pesticide as per the manufacturers or relevant ISI specifications.</p> <p>➤ If “Recumin is used then 10 mg. of Recumin may be applied to have an effective Rodent control for Rats (small and big) & mice, reptiles, etc.,</p> <p>In place of above-mentioned chemical pesticides, if other ISI approved equivalent chemical pesticides are proposed to be used then their doses coverage area, mixing particulars along with their application as per the Manufacturers, or relevant ISI specification shall be mentioned by the contractor, while posting.</p> <p>Treatment shall be done in the following residential colonies as</p> <p>per details given below: -</p> <p>Char Imli Staff Quarter</p>			

S.No.	Premise	Nature of Treatment	Periodicity	Unit	Quantity
3.1(a)		Work description same as Item (3.1) above but for- A Type flat - 60 (Admeasuring approx.122.425 Sqm. per flat)	Quarterly Treatment	Rate per Treatment	240
3.1(b)		Work description same as Item (3.1) above but for- Char Imli Staff Quarters- A type Flat VOF - 4 Nos (Admeasuring approx. 122.425 Sqm)	Quarterly Treatment	Rate per Treatment	16
3.1 (c)		Work description same as Item (3.1) above but for- Char Imli Staff Quarters B type Flat - 40 Nos (Ad measuring approx. 80.60 Sqm.)	Quarterly Treatment	Rate per Treatment	160
3.1 (d)		Work description same as Item (3.1) above but for- Char Imli Staff Quarters Combo type Flat (Admeasuring approx. 110.45 Sqm) - 8Nos	Quarterly Treatment	Rate per Treatment	32
3.1 (e)		Work description same as Item (3.1) above but for- Char Imli Staff Quarters Dispensary (Admeasuring approx. 110.45 Sqm)- 1 Nos	Quarterly Treatment	Rate per Treatment	8

S.No.	Premise	Nature of Treatment	Periodicity	Unit	Quantity
3.1(f)		Work description same as Item (3.1) above but for Char Imli Staff Quarters THH and Quarantine Flat-4 Nos. (Admeasuring approx. 55.525 sq. mt.)	Quarterly Treatment	Rate per Treatment	16
3.1(g)		Work description same as Item (3.1) above but for Sharing Flat -7 Nos (Admeasuring approx. 55.525 sq. mt.)	Quarterly Treatment	Rate per Treatment	28
3.1(h)		Work description same as Item (3.1) above but for Char Imli Staff Quarters C Type Flat - 59 (Admeasuring approx.55.525 sq. mt.)	Quarterly Treatment	Rate per Treatment	236
3.1(i)	Pest Control & Rodent control treatment- CISQ -Internal	Work description same as Item (3.1) above but for New Community Hall, Study Room, ACT office and toilet block - 1 Nos (Admeasuring approx. 153.00 sq. mt.)	Quarterly Treatment	Rate per Treatment	4
3.1(i)	Pest Control & Rodent control treatment- CISQ-Internal	Work description same as Item (3.1) above but for-- Security Post, Pump room, water meter room, garages, parking, car Parking shed, OWC area, STP plant room, Old Community- (Gym and Storeroom), staircases of all the blocks/buildings (A, B, C), etc.	Quarterly Lumpsum Treatment	Rate per Treatment	4

S.No.	Premise	Nature of Treatment	Periodicity	Unit	Quantity
4.1	Pest Control- CISQ - External	<p>External Treatments: - For the external areas of the Residential colonies/buildings i.e., entire open area inside the compound wall of Bank's colony premises.</p> <p>For Periphery of the buildings:- Providing and spraying cyfluthrin 2.45% SC or any other ISI approved equivalent chemical pesticide (such as deltamethrin 2.5% sc, lambda cyhalothrin, Malathion 50% EC or as per the manufacturer's or relevant ISI specifications) alternatively on rotation (for e.g. 1st service to be done by cyfluthrin 2.45% SC followed with the next service to be done by Malathion 50% EC and so on) to have an effective Pest Control</p> <p>Kindly note that : dosage/coverage area of the chemical pesticides and the mixing particulars along with its application as per the manufacturers or relevant IS specification shall be mentioned by the contractors, while quoting.Treatment shall be carried out for the following site-Char Imli Staff Quarter.</p> <p>i. For the external areas of the Residential colonies/ buildings i.e., entire open area inside the compound wall of Bank's colony premises.</p> <p>ii. For sewage pipes, waste pipes, drainage, gully chambers</p>	Monthly Treatment	Rate per Treatment	12

S.No.	Premise	Nature of Treatment	Periodicity	Unit	Quantity
5.1	Fogging treatment Office Premises	<p>Fogging treatment</p> <p>For the entire Office premises providing and spraying ISI / WHO approved fogging chemical to control flying insects, mosquitoes and epidemic of vector borne diseases. The chemical diluting with diesel or kerosene as per manufacturer specifications and can be applied by ULV (ultra-low volume) or thermal fogging as space sprays. Spraying involves the application of small droplets of insecticides into the air to kill adult mosquitoes or to control high densities of nuisance insects that may cause public health problem. Method of application: - After diluting, applied as thermal fog or ultra-low volume aerosols spray. The concentration should be stirred or shaken thoroughly prior to dilution. For ULV, the maximum volume median diameter should not be > 50 microns and preferably below 25 microns. For mosquito control, the spraying should coincide with the peak activities/biting times of species, for most species at evening or night. For fly control, spraying should be done early in the morning when the flies are at ground level.</p> <p>Following frequency of Fogging per treatment may be considered:</p> <ul style="list-style-type: none"> I. During Summers: - 8 times in a month (Twice in a week) (From April to June). 24 Nos II. During Monsoon -8 times in a month (Twice in a week) (From July to September). 24 Nos 			

S.No.	Premise	Nature of Treatment	Periodicity	Unit	Quantity
		<p>III. During remaining year: - Twice in a month. (From October to March). 12 Nos. Note: - The Contractor is advised that the fogging shall be done in manner up to the satisfaction to the Bank.</p> <p>Area of Work - The areas involved under scope of work are as under: -</p> <ul style="list-style-type: none"> • All the staircases of Office premise up to the top floor. • Security guard gumti, Security guard gumti. 	As per periodicity mentioned in specification	Rate per Treatment	60
6.1	RESIDENTIAL COLONIES CISQ	<p>Fogging treatment</p> <p>For the entire Office premises providing and spraying ISI / WHO approved fogging chemical to control flying insects, mosquitoes and epidemic of vector borne diseases. The chemical diluting with diesel or kerosene as per manufacturer specifications and can be applied by ULV (ultra-low volume) or thermal fogging as space sprays. Spraying involves the application of small droplets of insecticides into the air to kill adult mosquitoes or to control high densities of nuisance insects that may cause public health problem.</p>			

S.No.	Premise	Nature of Treatment	Periodicity	Unit	Quantity
		<p>Method of application: - After diluting, applied as thermal fog or ultralow volume aerosols spray. The concentration should be stirred or shaken thoroughly prior to dilution. For ULV, the maximum volume median diameter should not be > 50 microns and preferably below 25 microns. For mosquito control, the spraying should coincide with the peak activities/biting times of species, for most species at evening or night. For fly control, spraying should be done early in the morning when the flies are at ground level.</p> <p>Frequency of fogging per treatment may be considered: -</p> <p>I. During Summers: - 8 times in a month (Twice in a week) (From April to June). 24 Nos</p> <p>II. During Monsoon -8 times in a month (Twice in a week) (From July to September). 24 Nos</p> <p>III. During remaining year: - Twice in a month. (From October to March). 12 Nos. The areas involved under scope of work are as under- Entire open premises of the colonies</p> <ul style="list-style-type: none"> • Entire open premises of the colonies. • All the staircases of all the blocks up to top floor. • Lawn, Children playground. • Security guard room. • Pump rooms & generator rooms. • Car / scooter parking area 	As per periodicity mentioned	Rate per Treatment	60

S.No.	Premise	Nature of Treatment	Periodicity	Unit	Quantity
			in specification		
7.1	Removing of Beehive and carrying out of Reptile Repeller treatment at CISQ & Office Building	<p>Removal of honeybee hives from time to time, particularly near the entrance and wherever found in and around the building, throughout the year. The honeybee hives shall be removed by the contractor within 3 days of intimation by Security officer (P & SE). Cleaning / clearance of the dark spots caused by removal of beehives.Note: -</p> <p>a) Scope of work is inclusive of all necessary consumables, tools, tackles etc. required at the cost of contractor.</p> <p>b) The labourers engaged for this work should be well conversant with the work involved and safety rules. They must be provided with all safety appliances, tools, tackles etc</p> <p>c) This work shall be carried out after 9:00 pm for which all the colonies residents shall be informed through on duty security guard to close their doors and windows. This will be the responsibility of the contractor.</p> <p>d) Reptile Repeller Treatment using non-lethal natural substances/gels/ chemicals/ powders etc; for control/ restrict various reptiles like snakes, lizards etc; in the Office/residential premises. The rates shall be applicable for complete job including cost of all material labour, chemicals T & P etc.,</p>	As per Scope of the work	Rate per Treatment	12

S.No.	Premise	Nature of Treatment	Periodicity	Unit	Quantity
8.1	Gel Treatment for pest control- inside kitchen Office Premises- Internal Main Office Building	Carrying of gel treatment for pest control inside the kitchen in residential flats. The rates shall be applicable for complete job including cost of all material labour, chemicals T & P etc.,			
8.1(a)		Main Office Building -Second Floor Pantry, Third floor pantry, Fourth floor Pantry, Fifth floor pantry, Sixth floor officer lounge kitchen Annex Building - Staff canteen kitchen	Half Yearly Treatment	Rate per Treatment	2
8.1(b)	Annex Building Quarter	Staff canteen kitchen	Half Yearly Treatment	Rate per Treatment	2
8.1(c)		Ground Floor - B Type Flat Kitchen	Half Yearly Treatment	Rate per Treatment	2
8.1(d)		First Floor - C type Flat - Kitchen	Half Yearly Treatment	Rate per Treatment	2
8.1(e)		Class IV Flat 2 Nos flat - Kitchen	Half Yearly Treatment	Rate per Treatment	4
8.1 (f)		Creche kitchen	Half Yearly Treatment	Rate per Treatment	4

S.No.	Premise	Nature of Treatment	Periodicity	Unit	Quantity
9.1	Gel Treatment for pest control inside kitchen Residential Colonies - Internal	Carrying of gel treatment for pest control inside the kitchen in residential flats. The rates shall be applicable for complete job including cost of all material labour, chemicals T & P etc.,			
9.1(a)		Work description same as Item (9.1) above but for- A Type flat -60 no's -kitchen	Half Yearly Treatment	Rate per Treatment	120
9.1(b)		Work description same as Item (9.1) above but for- Char Imli Staff Quarters A type Flat VOF-1 Nos- Kitchen	Half Yearly Treatment	Rate per Treatment	2
9.1(c)		Work description same as Item (9.1) above but for- Char Imli Staff Quarters B type Flat-40 Nos – Kitchen	Half Yearly Treatment	Rate per Treatment	80
9.1(d)		Work description same as Item (9.1) above but for- Char Imli Staff Quarters Combo type Flat - 8 Nos- Kitchen	Half Yearly Treatment	Rate per Treatment	16
9.1(e)		Work description same as Item (9.1) above but for- Char Imli Staff Quarters THH and Quarantine Flat-4 Nos-Kitchen	Half Yearly Treatment	Rate per Treatment	8

S.No.	Premise	Nature of Treatment	Periodicity	Unit	Quantity
9.1(f)		Work description same as Item (3.1) above but for- Sharing Flat -7 Nos-Kitchen	Half Yearly Treatment	Rate per Treatment	14
9.1(g)		Work description same as Item (3.1) above but for- Char Imli Staff Quarters C Type Flat -59- Kitchen	Half Yearly Treatment	Rate per Treatment	118

Signature of bidder with seal

Address:

Date:

