



भारतीय रिज़र्व बैंक
संपदा विभाग
कोलकाता

ई-निविदा आमंत्रण सूचना (एनआईटी)

बैंक के मुख्य कार्यालय भवन, कोलकाता में 6 यात्री लिफ्टों की डिजाइन आपूर्ति स्थापना परीक्षण और कमीशनिंग (डीएसआईटीसी)

भारतीय रिज़र्व बैंक, कोलकाता, "बैंक के मुख्य कार्यालय भवन, कोलकाता में 6 पैसेंजर लिफ्ट के डीएसआईटीसी" के लिए दो हिस्सों में ओपन ई-निविदा मंगा रहा है। काम की अनुमानित लागत ₹2.6 करोड़ है और इसे 48 हफ्तों में पूरा करना है।

2. **पात्रता मानदंड:** पैसेंजर लिफ्ट के सिर्फ ओईएम (ओरिजिनल इक्विपमेंट मैनुफैक्चरर) जिनके पास निविदा में हिस्सा लेने के लिए नीचे दिए गए पात्रता मानदंड को पूरा करने वाले लोग पात्र होंगे।

2.1 **पिछले अनुभव की अवधि:** इसी तरह के काम करने का कम से कम 5 साल का अनुभव होना चाहिए* (बोली लगाने वाले को पैसेंजर लिफ्ट (किसी भी रकम का) के डिजाइन, सप्लाई, इंस्टॉलेशन, टेस्टिंग और कमीशनिंग के काम के लिए कार्य आदेश और उसके कंप्लीशन सर्टिफिकेट की एक कॉपी 30 सितंबर, 2021 को या उससे पहले पूरी करनी होगी और टीडीएस सर्टिफिकेट (जैसा लागू हो) जमा करना होगा।

और

2.2 **प्रत्येक संपूर्ण कार्य न्यूनतम मूल्य (अर्हक):** बोली लगाने वाले के पास पिछले पांच वर्षों में लिफ्ट के डिजाइन, सप्लाई, इंस्टॉलेशन, टेस्टिंग और कमीशनिंग जैसे इसी तरह के काम* करने का अनुभव होना चाहिए (काम 01 अक्टूबर, 2021 और 30 सितंबर, 2026 के बीच पूरा होना चाहिए) और पूरे किए गए काम की कम से कम कीमत नीचे दी गई होनी चाहिए :

- (i) तीन एक जैसे पूरे किए गए काम, जिनमें से हर एक की लागत अनुमानित लागत के 40% के बराबर हो।

या

- (ii) दो एक जैसे पूरे हुए काम, जिनमें से हर एक की लागत अनुमानित लागत के 50% के बराबर हो।

या

- (iii) एक ऐसा ही काम जिसकी लागत अनुमानित लागत के 80% के बराबर हो।

* इसी तरह का काम: कम से कम 2.5 mps (मीटर प्रति सेकंड) की स्पीड वाली एक ही मेक की पैसेंजर लिफ्ट की सप्लाई, इंस्टॉलेशन टेस्टिंग और कमीशनिंग।

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2.3 **सालाना टर्नओवर:** 31 मार्च 2025 को खत्म होने वाले पिछले तीन वित्तीय वर्षों के दौरान अनुमानित लागत का 100% या उससे ज़्यादा

और

2.4 **सॉल्वेंसी:** निविदा देने वाले के बैंकर से जारी किया गया सॉल्वेंसी सर्टिफिकेट देना होगा, जो खास तौर पर काम के मकसद के लिए हो, और काम की अनुमानित लागत के बराबर रकम का हो।

और

2.5 **सर्विस सेटअप:** बताए गए काम के लिए पूरा कोलकाता महानगर क्षेत्र में सर्विस सेटअप उपलब्ध होना चाहिए।

3. निविदा देने वालों को ई-निविदा प्रक्रिया में हिस्सा लेने की अपनी पात्रता के बारे में बैंक को संतुष्ट करने के लिए निविदा दस्तावेज के साथ नीचे दी गई जानकारी/दस्तावेज ज़रूर देने चाहिए।

(ए)	फर्म की संरचना	संविदाकर्ता की फर्म की पूरी जानकारी (चाहे संविदाकर्ता कोई व्यक्ति हो, या पार्टनरशिप फर्म हो, या कंपनी वगैरह) विवरण में अपलोड करनी होगी, साथ ही नाम और पता, पार्टनर के आर्टिकल्स ऑफ़ एसोसिएशन/पावर ऑफ़ अटॉर्नी/दूसरे ज़रूरी दस्तावेज की कॉपी भी अपलोड करनी होगी। देखें: अनुबंध I और III।
(बी)	काम का अनुभव और तय समय में तय कीमत के मिलते-जुलते काम पूरे करना	कालिफाइंग कामों के लिए डिटेल्ड कार्य आदेश की कॉपी, जिसमें काम देने की तारीख, काम की कीमत, काम पूरा करने के लिए दिया गया समय वगैरह लिखा हो, और उससे जुड़े कंप्लीशन सर्टिफिकेट, जिसमें काम पूरा होने की असली तारीख और किए गए वैसे ही कामों की असली कीमत लिखी हो, काम के अनुभव के सबूत के तौर पर साथ में लगानी चाहिए। किसी भी सेंटर पर भारतीय रिज़र्व बैंक के लिए काम करने के पिछले अनुभव, अगर कोई हो, के कागजी सबूत के साथ विवरण, भी अपलोड किया जाना चाहिए (अनुबंध IV)।
(सी)	संविदाकर्ता की क्रेडिट योग्यता और बताई गई अवधि के दौरान उनका टर्नओवर	फर्म के बिज़नेस के लेटेस्ट फ़ाइनल अकाउंट्स के साथ इनकम टैक्स असेसमेंट ऑर्डर, जो चार्टर्ड अकाउंटेंट से सर्टिफ़ाई किए गए हों, उनकी क्रेडिट और पिछले तीन वर्षों के टर्नओवर के सबूत के तौर पर संलग्न किए जाने चाहिए।



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(डी)	सेवा सेटअप	कोलकाता मेट्रोपॉलिटन एरिया में पूरी तरह से सर्विस सेटअप होने के सपोर्ट में मैनुफैक्चरर्स से सर्टिफिकेट/कोई दूसरा वैलिड दस्तावेज साथ में लगाना होगा। (अनुबंध III)
(ई)	बैंकर्स और उनके मौजूदा कॉन्टैक्ट एग्जीक्यूटिव्स के नाम और पते	अपने बैंकर्स के नाम और पते के बारे में लिखी हुई जानकारी, साथ ही कॉन्टैक्ट एग्जीक्यूटिव (यानी वे लोग जिनसे उनके बैंकर्स के कार्यालय में संपर्क किया जा सकता है) की पूरी जानकारी, जैसे नाम, पोस्टल एड्रेस, ई-मेल आईडी, टेलीफोन (लैंडलाइन और मोबाइल) नंबर, फैक्स नंबर वगैरह अपलोड करनी होगी।
(एफ)	बैंक खातों का विवरण	उनके बैंक अकाउंट की पूरी जानकारी, जैसे अकाउंट नंबर, टाइप, कब खोला गया वगैरह, अपलोड की जानी चाहिए। (अनुबंध III)
(जी)	क्लाइंट्स और उनके मौजूदा कॉन्टैक्ट एग्जीक्यूटिव्स के नाम और पते	अपने क्लाइंट्स के नाम और पते के बारे में लिखी हुई जानकारी, साथ ही कॉन्टैक्ट एग्जीक्यूटिव (यानी वे लोग जिनसे उनके क्लाइंट्स के कार्यालय में संपर्क किया जा सकता है) की पूरी विवरण, जैसे नाम, पोस्टल एड्रेस, ई-मेल आईडी, टेलीफोन (लैंडलाइन और मोबाइल) नंबर, फैक्स नंबर वगैरह अपलोड करनी चाहिए (अनुबंध IV)।
(एच)	पूर्ण किए गए कार्यों का विवरण	क्लाइंट के हिसाब से काम के नाम, काम पूरा होने का साल, दिए गए काम की असली कीमत, संविदा में तय काम पूरा होने का समय और काम पूरा होने में लगा असली समय, जिन अधिकारियों/अधिकारियों/विभागों के तहत काम पूरा हुआ/हुए, उनके नाम और संपर्क की पूरी जानकारी दी जानी चाहिए (अनुबंध IV)।

4. जो बोलीकर्ता आवेदन करना चाहते हैं, उन्हें अपनी ज़रूरी पात्रता के समर्थन में कागजी सबूत देकर बैंक को संतुष्ट करना होगा और अगर वे ऐसा नहीं कर पाते हैं, तो बैंक के पास उनका उम्मीदवारी खारिज़ करने का अधिकार है। अगर अपलोड किए गए निविदा में कोई दस्तावेज गायब है या नकली पाया जाता है, तो बैंक के पास गायब दस्तावेज/सर्टिफिकेट मांगने और इन सर्टिफिकेट को खुद से जाँच करने का अधिकार होगा।

5. बैंक, निविदा देने वाले के क्लाइंट्स और बैंकर्स से उसके पिछले कार्य-प्रदर्शन की रिपोर्ट लेगा। बैंक, निविदाओं के भाग-II खोलने से पहले इन रिपोर्ट्स का मूल्यांकन करेगा। अगर किसी भी समय किसी निविदा देने वाले में निविदा प्रक्रिया में हिस्सा लेने के लिए ज़रूरी पात्रता नहीं पाई जाती है और/या उसके क्लाइंट्स और/या उसके बैंकर्स से मिली उसकी कार्य-प्रदर्शन रिपोर्ट ठीक नहीं पाई जाती है, तो बैंक निविदा का भाग-I खुलने के बाद भी उसका ऑफर अस्वीकार करने का अधिकार रखता है और उसका सीलबंद लिफाफा जिसमें निविदा का भाग-II और ईएमडी है, उसे वैसे ही वापस कर दिया जाएगा। बैंक ऐसा करने के लिए कोई कारण बताने के लिए मजबूर नहीं है।



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6. ई-निविदा सेंट्रल पब्लिक प्रोक्योरमेंट पोर्टल (सीपीपीपी) द्वारा किया जाएगा। <https://etenders.gov.in/eprocure/app> को आरबीआई की तरफ से थर्ड पार्टी के तौर पर अपलोड किया जाएगा। इसलिए, निविदा प्रक्रिया में हिस्सा लेने के लिए इंटरस्टेड फर्मों को सीपीपीपी पोर्टल पर रजिस्टर करना होगा। सीपीपीपी पर रजिस्ट्रेशन और ई-निविदा के प्रक्रिया की विवरण **अनुबंध II** में संलग्न की गई है। ई-निविदा दो भागों में ऑनलाइन जमा किया जाएगा। ई-निविदा के भाग-I में प्रपोज़्ड काम के लिए स्टैंडर्ड टेक्निकल और कमर्शियल शर्तें होंगी और ई-निविदा के भाग-II में प्राइस बिड होगी। सभी ज़रूरी अनुबंध और कागजी सबूत भी निविदा के भाग I के साथ अपलोड किए जाएंगे। यह ई-निविदा है, इसको खोलने के लिए बोलीकर्ता के मौजूद रहने की ज़रूरत नहीं है।
7. बैंक सबसे कम बोली को स्वीकार करने के लिए बाध्य नहीं है और किसी भी निविदा को पूरी तरह या कुछ हिस्से में स्वीकार करने का अधिकार रखता है। बैंक बिना कोई कारण बताए, अपनी मर्जी से किसी भी निविदा या सभी निविदा को अस्वीकार करने का अधिकार रखता है।
8. कृपया यह भी ध्यान दें कि आगे का परिशिष्ट / शुद्धिपत्र / प्री-बिड मीटिंग के कार्यवृत्त, जो सिर्फ आरबीआई की ऑफिशियल वेबसाइट और सीपीपीपी पोर्टल पर प्रकाशित किए जाएंगे। ऐसे अपडेट निविदा दस्तावेज का एक ज़रूरी हिस्सा होंगे, और अलग-अलग बोलीकर्ताओं को कोई अलग सूचना नहीं भेजी जाएगी। किसी भी बदलाव के लिए इन पोर्टल्स को मॉनिटर करना बोलीकर्ताओं की पूरी ज़िम्मेदारी है।
9. निविदा की समय सारणी इस तरह है:

I.	ई-निविदा संख्या	2026_आरबीआई_293014
II.	निविदा का तरीका	ई-खरीद प्रणाली (ऑनलाइन भाग I – तकनीकी-व्यावसायिक बोली और भाग II - सीपीपीपी पोर्टल https://etenders.gov.in/eprocure/app के माध्यम से मूल्य बोली)
III.	अनुमानित लागत	₹2.6 करोड़ (जीएसटी सहित)
IV.	काम पूरा होने की समय अवधि	48 सप्ताह
V.	बयाना राशि जमा (केवल एनईएफटी/डिमांड ड्राफ्ट/बैंक गारंटी के माध्यम से)	₹5.2 लाख (पांच लाख बीस हजार रुपये मात्र) a) एनईएफटी / आरटीजीएस लाभार्थी का नाम: भारतीय रिज़र्व बैंक, कोलकाता; IFSC: RBIS0KLP01 (बाएं से 5वें और 10वें स्थान पर संख्यात्मक शून्य); खाता संख्या: 186003001. b) डिमांड ड्राफ्ट/बैंक गारंटी



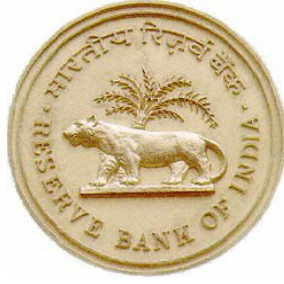
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		किसी शेड्यूल्ड बैंक से भारतीय रिज़र्व बैंक, कोलकाता के नाम पर, कोलकाता में पेएबल, फिजिकल फॉर्म में, तीसरा तल, संपदा विभाग, भारतीय रिज़र्व बैंक, 15, एनएस रोड, कोलकाता - 700001 पर सुपुर्द किया जाना है।
VI.	सीपीपी पोर्टल /आरबीआई वेबसाइट पर डाउनलोड के लिए ई-निविदा दस्तावेज की उपलब्धता की तारीख	02 अक्टूबर, 2026
VII.	प्री-बिड मीटिंग की तारीख और समय	22 अक्टूबर, 2026 सुबह 11:00 बजे स्थान : सम्मेलन कक्ष, तीसरी मंजिल, संपदा विभाग, भारतीय रिज़र्व बैंक, 15, एनएस रोड, कोलकाता – 700001 नोट: स्पष्टीकरण के लिए सवाल 19 अक्टूबर, 2026 को या उससे पहले estatekolkata@rbi.org.in पर ई-मेल से भेजे जा सकते हैं। इसके अलावा, मीटिंग में शामिल होने के लिए विज़िटर पास के लिए ई-मेल भी 20 अक्टूबर, 2026 को या उससे पहले भेजा जा सकता है।
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क्षेत्रीय निदेशक
भारतीय रिज़र्व बैंक
कोलकाता



**Reserve Bank of India
Estate Department
Kolkata**

E-Tender/bid for

Design Supply Installation Testing & Commissioning (DSITC) of 6 nos of passenger lifts at Bank's Main Office Building, Kolkata

Part – I

(Techno commercial bid)

**Regional Director
Reserve Bank of India
Main Office Building,
Kolkata**

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Section-I

Notice Inviting E-Tender (NIT)

Design Supply Installation Testing & Commissioning (DSITC) of 6 nos of passenger lifts at Bank's Main Office Building, Kolkata

The Reserve Bank of India, Kolkata, invites open E-tender in two parts for "DSITC of 6 nos of passenger lifts at Bank's Main Office Building, Kolkata." The estimated cost of the work is ₹ 2.6 Crores and is to be completed within 48 weeks.

2. **Eligibility Criteria:** Only OEMs (original equipment manufacturer) of passenger Lift who have the following eligibility criteria will be eligible to participate in the tender.

2.1 **Duration of past experience:** Should have minimum 5 years of experience of executing similar works* (The bidder shall submit a copy of work order and its completion certificate for the work of Design, Supply, Installation, Testing and commissioning of passenger lift (of any amount) completed on or before September 30, 2021 and TDS certificate (as applicable)

and

2.2 **Minimum value of each completed work (qualifying):** The bidder must have experience in executing similar works* of Design, Supply, Installation, Testing and commissioning of lift(s) in last five years ((work completion should be between October 01, 2021, and September 30, 2026) having minimum value of executed works as under:

(i) Three similar completed works each costing not less than the amount equal to 40% of the estimated cost.

or

(ii) Two similar completed works each costing not less than the amount equal to 50% of the estimated cost.

or

(iii) One similar work costing not less than the amount equal to 80% of the estimated cost.

* **Similar work:** Supply, installation testing and commissioning of passenger lifts of same make with a speed of minimum 2.5 mps (meter per second).

and

2.3 **Yearly turnover:** 100% of estimated cost or more during the last three financial years ending 31st March 2025

and

2.4 **Solvency:** Should furnish solvency certificate issued by the tenderer's banker, specifically for the purpose of the work, for an amount equal to the estimated cost of the work.

and

2.5 **Service setup:** Full-fledged service setup should be available for the specified job at Kolkata Metropolitan Area.

3. The Tenderers should invariably furnish the following information/documents along with the tender documents to satisfy the Bank about their eligibility for participation in the e-Tendering process.

(a)	Composition of the firm	Full particulars (whether contractor is an individual, or a partnership firm, or a company etc.) of the composition of the firm of contractors in details should be uploaded along with name(s) and address (es), of the partner's copy of the Articles of Association/ Power of Attorney/other relevant document. Refer: Annexure I & III
(b)	Work experience & Completion of similar works of specified value during the specified period	Copies of the detailed work orders for the qualifying works indicating date of award, value of awarded work, time given for completing the work, etc. and the corresponding completion certificates indicating actual date of completion and actual value of executed similar works should be enclosed in proof of the work experience. The details along with documentary evidence of previous experience, if any, of carrying out works for the Reserve Bank of India at any centre, should also be uploaded (Annexure IV).
(c)	Credit worthiness of the contractor and their turnover during the specified period	Income Tax Assessment Orders along with the latest final accounts of the business of the firm duly certified by a Chartered Accountant should be enclosed in proof of their creditworthiness and turnover for last three years.
(d)	Service setup	Certificate from the manufacturers/any other valid document in support of having a full-fledged service setup at Kolkata Metropolitan Area should be enclosed. (Annexure III)
(e)	Name(s) and address(es) of the Bankers and their present contact executives	Written Information about the names and addresses of their bankers along with full details, like names, postal addresses, e-mail IDs, telephone (landline and mobile) nos., fax nos., etc. of the contact executives (i.e. the persons who can be contacted at the office of their bankers) should be uploaded.
(f)	Details of bank accounts	Full particulars of their Bank accounts, like account no. type, when opened etc., should be uploaded. (Annexure III)
(g)	Name(s) and address(es) of the Clients and their present contact executives	Written information about the names and addresses of their clients along with full details, like names, postal addresses, e-mail IDs, telephone (landline and mobile) nos., fax nos. etc., of the contact executives (i.e. the persons who can be contacted at the office of their clients) should be uploaded (Annexure IV).
(h)	Details of completed works	The client-wise names of work(s), year(s) of execution of work(s), awarded and actual cost(s) of executed work(s), completion time stipulated in the contract(s) and actual time taken to complete the work(s), name(s) and full contact-details of the officers/ authorities / departments under whom the work(s) was/were executed should be furnished (Annexure IV).

4. Bidder intending to apply will have to satisfy the Bank by furnishing documentary evidence in support of their possessing required eligibility and in the event of their failure to do so, the Bank reserves the right to reject their candidature. If any documents are missing or found fabricated in the

uploaded tender, the Bank shall have the right to request the missing documents/certificates and independently verify these certificate.

5. The Bank shall obtain reports on past performance of the tenderer from his clients and bankers. The Bank shall evaluate the said reports before opening of the Part – II of the tenders. If any tenderer is not found to possess the required eligibility for participating in the tendering process at any point of time and/or his performance reports received from his clients and/or his bankers are found unsatisfactory, the Bank reserves the right to reject his offer even after opening of Part - I of the tender and his sealed cover containing Part-II of the tender along with EMD shall be returned back to him as it is. The Bank is not bound to assign any reason for doing so.

6. The e-tender will be carried out by **Central Public Procurement Portal (CPPP)** <https://etenders.gov.in/eprocure/app> as third party on behalf of RBI. Therefore, interested firms are required to register on the CPP portal to participate in the tendering process. The detail regarding the registration on CPPP and procedure of e tendering has been attached at **Annexure II**. E-Tender shall be submitted online in two parts. Part-I of the e-tender will contain the standard technical and commercial conditions for the proposed work and Part-II of the e-Tender will contain the price bid. All required annexures along with documentary proofs will also be uploaded along with Part I of the tender. This is e-tender bidder are not required to be present for opening

7. The Bank is under no obligation to accept the lowest bid and reserves the right to accept either in full or in part, any tender. The Bank reserves the right to reject any tender or all tenders at its sole discretion, without assigning any reason therefore.

8. Please also note that further Addendum / corrigendum/ minutes pre-bid meeting, which I shall be published solely on the official website of RBI and CPP Portal. Such updates shall form an integral part of the tender document, and no separate notification will be sent to the individual bidders. It is the sole responsibility of the bidders to monitor these portals for any amendment/s.

9. The schedule for the tender (SOT) is as follows:

I.	E-Tender No.	2026_RBI_293014
II.	Mode of Tender	e-Procurement System (Online Part I – Techno-Commercial Bid and Part II - Price Bid through CPP Portal https://etenders.gov.in/eprocure/app)
III.	Estimated Cost	₹2.6 crore (inclusive GST)
IV.	Time period for completion of the work	48 weeks
V.	Earnest Money Deposit (Only through NEFT/Demand Draft/Bank Guarantee)	₹5.2 lakh (Rupees Five lakh Twenty Thousand only) a) NEFT / RTGS Beneficiary name: Reserve Bank of India, Kolkata; IFSC: RBIS0KLPA01 (Numeric Zero at 5th and 10th place from left); A/c no.: 186003001. b) Demand Draft/Bank Guarantee Drawn on a scheduled Bank in favour of Reserve Bank of India, Kolkata, payable at Kolkata to be delivered in physical form at 3 rd floor, Estate Department, Reserve Bank of India, 15, N S Road, Kolkata - 700001

VI.	Date of availability of E-Tender Document for download on CPP portal /RBI website	October 02, 2026
VII.	Date and time of pre-bid meeting	October 21, 2026 at 11:00 AM Venue: Conference room, 3 rd floor, Estate Department, Reserve Bank of India, 15, N S Road, Kolkata – 700001 Note: the queries seeking clarifications shall be sent by e-mail at estatekolkata@rbi.org.in on or before October 19, 2026. Further, the e-mail for visitor pass to attend the said meeting may also be sent on or before October 20, 2026
VIII.	Date of Publishing minutes of pre-bid meeting on RBI website/CPPP	October 23, 2026
IX.	Starting date of e-tender for submission of Part-I (Techno-Commercial Bid) and Part-II (Price Bid) at	October 23, 2026 from 07:00 PM onwards
X.	Last date and time of submission of EMD	November 02, 2026 till 02:00PM (must be reflected in our account)
XI.	Last Date and time of submission of Tender	November 02, 2026 till 03:00PM
XII.	a. Date and Time of opening of Part-I (Techno-Commercial Bid) b. Date of opening of Part II (Price Bid)	November 03, 2026 on 03:00PM Part II of the tender will be opened only for those bidders who are found eligible upon scrutiny of the Part I submissions. The eligible bidders will be informed separately through email
XIII.	Name of officers regarding any clarification on this tender /forwarding the detail of EMD etc.	Name: Kiran Paul (Assistant General Manager) Email: kiranpaul@rbi.org.in Mobile Number: 9674033358 Name: R N Kisku (MGR T-E) Email: rnkisku@rbi.org.in Mobile Number: 9831914122 Name: Shashi Shankar Sinha (AM T-E) Email: shashisinha@rbi.org.in Mobile Number: 8424058435

Regional Director
Reserve Bank of India
Kolkata

Section II
Form of Tender

Shri Sudhanshu Prasad
Regional Director
Reserve Bank of India
Estate Department
Kolkata

Dear Sir,

Having examined the drawings, specifications, designs and schedule of quantities relating to the works specified in the Memorandum hereinafter set out and having visited and examined the site of the works specified in the said Memorandum and having acquired the requisite information relating thereto as affecting the Tender, I/we hereby offer to execute the works specified in the said memorandum within the time specified in the said memorandum at the rates mentioned in the attached Schedule of Quantities and in accordance in all respects with the specifications, designs, drawings and instructions in writing referred to in Conditions of Tender, Articles of Agreement, special condition of contract, general condition of contract hereinbefore referred to, specifications, data sheet and Schedule of Quantities and with such materials as are provided for, by and in all other respects in accordance with such conditions so far as they may be applicable.

MEMORANDUM

(a)	Description of works	E-Tender for DSITC of 6 nos of passenger lifts at Bank's Main Office Building, Kolkata
(b)	Estimated cost	₹ 2.6 Crore
(c)	Payment Terms	As mentioned in Part-I of tender
(d)	Earnest Money Deposit	₹5.2 Lakh
(e)	Security Deposit	As mentioned in Part-I of tender
(f)	Amount to be deducted from each bill	@ 5% is to be recovered from each on-account bill till the total recovery amounts to 5% of the contract value as stipulated in the tender document or submit BG of @ 5% of contract value.
(g)	Performance Bank Guarantee	As mentioned in Part-I of tender
(h)	Time allowed for completion of the work	48 weeks

2. 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 of the tender and this period of validity can be extended for such period as may be mutually agreed between the Bank and us in writing. We also agree to keep the **Bank Guarantee towards earnest money deposit (EMD)** valid during the entire period of validity of tender and the extended period, if any, as per enclosed proforma ([Annexure X](#)).
3. Should our tender be accepted, we hereby agree to abide by and fulfil all the terms and conditions of the contract and in default thereof, to forfeit Earnest Money Deposit and pay to

you or your successors, or assignees or nominees such sums of money as are stipulated in the said conditions.

4. Should our Tender be accepted, we hereby agree to abide by and fulfil all the Terms and Conditions of the Tender and in default thereof, to forfeit and pay to you or your successors, or assignees or nominees such sums of money as are stipulated in the conditions contained in the tender together with the written acceptance of the Contract.
5. We understand that you reserve the right to accept or reject any or all the tenders either in full or in part without assigning any reason therefor. If we fail to execute the Contract when called upon to do so, we do hereby agree that EMD deposited shall be forfeited by us to the Reserve Bank of India.
6. We hereby declare that We shall treat the tender documents and other records connected with the work as secret/confidential documents and shall not communicate information/derived therefrom to any person other than a person to whom I/We am/are authorized to communicate the same or use the information in any manner prejudicial to the safety of the Reserve Bank of India

Dated thisday of 2026.

For and on behalf of M/s

(Signature of authorized signatory with seal)

Name _____

Designation _____

Place _____

Date _____

(Certified true copy of Board Resolution or mandate or Power of Attorney of the above signatory as authorized signatory should be enclosed as per format [Annexure I](#) .

Section III
A. General Instruction to the Bidders

1. This is an open e-tender enquiry in two parts i.e. Part-I (Techno Commercial) I & Part II (Price bid). Only those bidders/contractors/tenderers who are qualified for the work as per pre-qualification/eligibility criteria stipulated in the tender are eligible to participate in this tender.
2. **Brief Scope of work:** A brief scope of the work is as below. However, detailed scope of the work is mentioned at **Section VII, VIII and IX** of this tender.
 - I. Replacement of 6 nos of passenger lifts at Bank's Main Office Building, Kolkata after safely dismantling existing lifts from the site.
 - II. **Comprehensive Annual Maintenance of new lifts:** Provision of all-inclusive service, including all necessary spares, during the defect liability period of one year (The DLP for all the lifts shall commence from handing over of all the lifts to the Bank, however, the lifts commissioned in earlier phases shall be handed over to the Bank for uses) and the subsequent 19-year Comprehensive Annual Maintenance Contract (**CAMC**) period after one year of defect liability period.
 - III. **Comprehensive Maintenance of existing lifts:** Provision of all-inclusive service, including all necessary spares for smooth operation of the existing lifts from April 01, 2027 till replacement of these lifts with new lifts. For this purpose, the tenderer will depute their team at least fifteen days before the due date of takeover and understand the system thoroughly. During this period, the contractor shall make all efforts to keep the lifts operational. The charges for this maintenance work shall be quoted by the bidder in the price-bid.
 - IV. **Sequence for replacement of lifts:** The replacement of lifts will be taken up in phased manner i.e. a set of two lifts will be taken up for replacement in each phase and shall be completed in all respect in two months and thereafter 15 days trail period of the lifts shall be observed before taking up the replacement of next set of lifts.
3. **E-Tender on CPP Portal:** The procedure for e -tendering has been detailed at [Annexure II](#). The details of firms required to be furnish in format specified at [Annexure III](#). The estimate cost of the work with completion period has been mentioned in section I.
4. **Eligibility Criteria:** As per Para 2 of NIT (Section I).
 - 4.1 The Tenderers should invariably furnish the information/documents as mentioned in para 3 of NIT.
 - 4.2 Bidder, intending to apply will have to satisfy the Bank by furnishing documentary evidence in support of their possessing required eligibility and in the event of their failure to do so, the Bank reserves the right to reject their candidature. If any documents are missing or found fabricated in the uploaded tender, the Bank shall have the right to request the missing documents/certificates and independently verify these certificates.
 - 4.3 The Bank shall obtain reports on the past performance of the bidders from their clients and bankers alongside validating submitted solvency certificates. Evaluation of the said reports shall be completed before opening of the Part – II of the tenders. If any bidder is not found to possess the required eligibility at any stage of the process, or if his performance reports received from his clients/bankers are found unsatisfactory, the Bank reserves the right to reject his offer even after opening of Part - I of the tender. Consequently, his Part II bid will not be opened and the EMD shall

be returned to him in its original form. The Bank is under no obligation to assign any reason for such actions.

5. Tendering Process: a. The tenders for the above work in **two parts** i.e., **Part I** containing commercial-technical bid of captioned tender, and the terms and conditions (Rates and amounts of items shall not appear anywhere in this part) and **Part II** containing only rates need to be uploaded at CPP portal as per NIT.

b. Part-I of the tender will be opened on the date and time mentioned in NIT. c. Part II of the eligible bidders will be opened on a subsequent date under intimation to all the bidders. The detail evaluation criteria is mentioned in part I of the tender. Note: All the information/Annexures called for, shall be complete in all respects and to be uploaded in CPP portal with supporting documents. Information furnished on sheets other than those supplied may not be considered. However, the firms can upload only the relevant catalogues/leaflets/brochures of the manufacturers of the equipment offered.

6. **Earnest Deposit Money (EMD) :** Intending tenderers shall pay an Earnest money a sum of mentioned at section-I NIT by way of NEFT to the Bank or by a Demand Draft drawn on any scheduled commercial bank in favour of Reserve Bank of India payable at Kolkata. Alternatively, the tenderer may also furnish an irrevocable Bank Guarantee from any scheduled commercial bank for an equivalent amount towards EMD in the proforma enclosed ([Annexure – VII](#)). The Bank Guarantee submitted towards EMD shall remain valid up to March 31, 2027. The proof of NEFT/DD/Bank Guarantee details should be uploaded along with technical bid / Part I and also to be sent by email as mentioned in NIT. No interest shall be paid on EMD. A tender, which is not accompanied by EMD in the form as mentioned above, shall be treated as non-responsive, and will be summarily rejected by the Bank.

I. The EMD of the unsuccessful tenderers shall be returned after award of work to the successful tenderer. The EMD of the successful tenderer shall be returned after submission of requisite Bank Guarantee towards security deposit (Refer clause 14. II) for completion period extended up to defect liability period.

II. **EMD shall be forfeited if the Bidder:**

- a) makes misleading or false representations in the forms, statements and attachments submitted, has suppressed any material information, details of any legal proceedings pending in the court which might otherwise have created any impact on the eligibility criteria; or
- b) withdraws his Bid during the period of Bid validity; or does not sign the contract after award of Contract.
- c) has been blacklisted by any Government agency and the blacklisting is in force as on date of notice inviting the tender.
- d) withdraws bid after opening of the price bid.
- e) fails to commence the work awarded within the prescribed time limit.
- f) fails to sign article of agreement within 14 days after issue of work order.

7. **Pre-bid Meeting:** A pre-tender briefing meeting of the eligible tenderers will be held on date and place as per NIT, to clarify any point / doubt raised by them in respect of the tender. No separate communication will be sent for this meeting.

- I. All communications regarding points requiring clarifications shall be given in writing/email to the address mentioned in NIT by the eligible tenderers one day before said meeting.
- II. All firms are required to attend the pre-bid meeting in order to get clarification on any issue related to the tender from the Bank. No request for change in date of pre-bid meeting will

be entertained thereafter. If a firm don't attend pre bid meeting, no clarification in future will be entertained and Minutes of Pre-Bid meeting will be binding on them.

- III. Inclusion/submission of any deviations in the tender conditions in Part-I of the tender after pre-bid meeting may be liable for rejection.
- IV. The minutes of pre-bid meeting and corrigendum/modification/addendums issued regarding bidding process if any, will be hosted in the Bank's website and CPPP only and shall not be published in any Newspaper

8. **Deviations:** The Bank discourages the stipulation of any addition conditions by the tenderer. However, if the intending tenderers feels that any of the terms and conditions of the tender documents (Techno- commercial) are not acceptable to them or they feel that additional terms and conditions are required to be incorporated, they may indicate these conditions or additional or amended conditions uploaded in the format as per [Annexures VIII](#). The submitted deviations will be examined and after discussions with all the tenderers, the conditions that are accepted to the Bank will be intimated to the tenderers. If accepted condition affect the price than all the tenderers will be advised to quote a percentage above or below their tendered amount already submitted in part II. The quoting of such as a percentage above or below their tendered amount shall have a definite bearing on the condition/s the tenderers have to withdraw or additional benefit liable to be received as per the condition accepted by the Bank. The letter containing the tenderer's quoting percentage above or below their quoted tendered amount should be submitted in sealed cover on or before date fixed to department subsequently and advised to the tenderers. This letter together with already submitted tendered rate shall be called Part II, will be opened in presence of the representatives of firms on the due date advised. All other terms and conditions on which there are no observations by the intending tenderers shall be constructed as acceptable to the tenderer.

9. **Validity:** Tenders shall remain open to acceptance by the Bank for a period of 90 days from the date of opening Part-I of the Tender. This period may be extended by mutual agreement and the tenderer shall not cancel or withdraw the tender during this period.

10. **Language:** The Tender form must be filled in English or in Hindi. In the event of any discrepancy or ambiguity between the English and Hindi version of the documents, the English version shall prevail in matters of interpretation.

11. **Rates in price-bid (Part II):** All the payment will be made in INR

- I. The rates quoted shall be firm and shall not be subjected to variations in exchange rate, duties, local levies, GST, custom duty, excise duty, octroi, import/export license fee or any other taxes/ duties imposed by state/ local bodies.
- II. The rates shall be quoted for complete work, i.e., supply, installation, testing and commissioning of the lifts and shall include charges for all taxes, scaffoldings, consumable, labor, transport, insurance, storage, workmen compensation & third party liability policies, etc., at the specified site till the work is finally handed over to the Bank. No concessional form for any taxes, duties and levies will be issued by the Bank. Equipment, if required to be imported shall be arranged to be imported against the contractors own import license.
- III. The rates inclusive of insurance cover as mentioned in the special conditions of the contract.
- IV. Quote the yearly CAMC rate, inclusive of all charges, for the proposed lifts in the respective row/column of Part II.
- V. Quote the lumpsum rate for comprehensive maintenance of existing lifts from due date of taking over of exiting lifts till replacement of the same with new lifts.

12. **Successful bidder:** The bidder who quoted lowest (as per evaluation criteria mentioned at clause 15) in Part II will be considered as successful or L1 bidder subjected to compliance of all the techno-commercial terms and conditions of the tender.
13. **Article of Agreement:** On receipt of intimation/ letter of award/work order from the Bank of the acceptance of his/their tender, the successful tenderer shall be bound to sign an article of agreement (as per format [Annexure IX](#)) within 14 days from the date of issue of work order. The agreement should be on a non-judicial stamp paper of required value as per applicable stamp act and the cost for the same shall be completely borne by the tenderer.

If the successful bidder fails to sign and execute the formal Article of Agreement within **14 days** from the date of issuance of the work order/Letter of Award, such failure shall constitute a breach of the tender conditions. In such an event, the Bank reserves the absolute right to:

- i. **Cancel the award** of the contract.
 - ii. **Forfeit the Earnest Money Deposit (EMD)** absolutely, without any notice or financial liability to the bidder.
 - iii. **Blacklist or debar** the bidder from participating in future tenders of the Bank for a specified period.
14. **Type of Security Deposit:**
- I. **Retention Money:** The Retention Money @ 5% will be recovered from each on-account bill till the total recovery amounts to 5% of the contract value as stipulated in the tender document. Such amount shall be released to the contractor after completion of the Defect Liability Period (DLP), without any interest. Firm may also submit the Bank Guarantee (BG) in lieu of retention money, valid till one year of DLP. The format of BG mentioned at [Annexure X](#).
 - II. **Performance Bank Guarantee (PBG):** In addition to the Retention Money as specified above, on award of the work, the successful tenderer shall furnish an amount equal to 5% (Five percent) of the contract value in the form of a Bank Guarantee (BG) from any scheduled Bank as per [Annexure X](#) towards entire period of currency of Contract (work completion period+DLP+60 days) for due fulfilment of the Contractual obligations by the contractor. This Performance Bank Guarantee (PBG) shall be initially valid for a period of contract duration plus 60 days and shall be suitably extended till DLP of the work plus 60 days in case of extension of contract period. Such Performance Bank Guarantee (PBG) should be submitted to the Bank within 14 days of the issue of work order.
 - III. Submission of Performance Bank Guarantee shall be ensured as stipulated in the tender. In case of delay in unavoidable circumstances, charge for delay in submission of Performance Bank Guarantee shall be recovered from the bills of the contractor at Bank rate.
 - IV. The Bank reserves the right to enforce the Bank Guarantee in case of unsatisfactory performance of the terms, conditions of DLP set out in the tender at any time during the DLP i.e one year from handing over the work.
 - V. **Performance Bank Guarantee for Comprehensive Annual Maintenance Contract (CAMC- PBG):** Performance Bank Guarantee (5%) and Retention Money (5%) shall be released after the completion of defect liability period of one year and on submission of new Performance Bank Guarantee (PBG) for due fulfilment of the terms and obligations towards Committed Comprehensive Annual Maintenance Contract (CAMC) Period for 19 years (after one year of DLP) in the format mentioned at [Annexure X](#). PBG should be submitted to the Bank before 15 days of completion of DLP. The PBG for due fulfilment of obligation of CAMC shall be submitted by the contractor as follows:
 - a) PBG equal to 10% of capital cost of the lifts valid for initial 10 years of CAMC

- b) A new PBG equal to 5% of capital cost of the lifts (i.e. 50% of previous PBG) valid for remaining 9 years of CAMC.

Note:

1. The capital cost or contract value is the cost mentioned in item no 1.01 and 1.02 of Price Bid for DSITC of six new lifts.
2. The renewed PBG shall have to be submitted by the contractor at least 15 days before the due date. The Bank reserve the right to enforce the Bank Guarantee in case of unsatisfactory performance during the Contract Period.
3. The Bank reserve the right to enforce the Bank Guarantee in case of unsatisfactory performance during the Contract Period.

15. Evaluation of tenders:

15.1 The tenders will be evaluated not only on the basis of capital cost quoted for the lifts less buyback value of the old lifts but also taking into account the effect of rates quoted for comprehensive all-inclusive Annual Maintenance Contract (CAMC) for a period of 19 years after expiry of one year of Defect Liability Period, after handing over all the lifts for the period of 20 years by using Net Present Value (NPV) method. For arriving at the NPV of CAMC amount, the following will be considered:

(a)	Discount factor	8 % per annum
(b)	Annual Escalation	5 % per annum
(c)	Period of CAMC	19 years
(d)	Payment terms of CAMC	Half yearly payment after satisfactory completion of the service
(e)	Payment terms for comprehensive maintenance of existing lifts	on completion of project.

Total Cost of Ownership = (A – B) + C X F1 +D

The bidder with the lowest Total Cost of Ownership (TCO) will be identified as the L1 bidder.

Where, A=Capital Cost of the all new lifts

B= Buy Back Value of the Old Lifts

C= Comprehensive AMC Value of all the new lifts

D= Charges for maintaining existing lifts during replacement with the new lifts.

F1=13.04 (Multiplying Factor)

15.2 Minimum Base Rate for Comprehensive CAMC:

In case, **the tenderer quotes the rates for comprehensive AMC lower than 4% of the quoted capital Cost**, then 4% (Four) of the quoted capital cost (Excluding Buyback) shall be considered for Calculation of Total Cost of Ownership. However, the Bank shall pay only the quoted rate of the CAMC during the currency of the committed contract period of 19 years subject to revision as specified in clause B.1 of Section VII of the tender.

16. **Insurance:** The contractor shall, within 14 days from the date of issue of the work order, insure the works at his cost and keep them insure until the virtual completion of works, against loss or damage by fire with an office in the joint names of the employer and the contractor (the name of the employer i.e. "RESERVE BANK OF INDIA" being placed first in the policy). It shall cover the following risks.

- I. **Contractors all risk (CAR) policy** insurance inclusive of Storage, erection, testing and commissioning policy for the full contract value including fire risk and Transit insurance for transportation from manufacturer's works to site (by Air/Sea/Road etc. as applicable).
- II. **Workmen compensation policy** for the employees of the contractor at site.
- III. **Third party liability policy** with a limit of Rs 5 lakh per accident.

Note: If the contractor does not provide these policies, the Bank reserves the right to take the above insurance policies themselves and recover **double the cost as penalty** thereof from the bill of the contractor or any other action as it deems fit.

17. **Drawing and documents:** The Contractor shall carry out all the work strictly in accordance with drawings, details specifications and instructions of the Bank's Engineer. After completion, the contractor shall submit as executed layout drawing of the entire system in a flash disk drive (Pen drive) and three hard copies of the same for records. The schedule of quantities is based on probable quantities. The Contractor should note that unless otherwise stated the tender is strictly on item rate basis and his attention is drawn to the fact that rates for each and every item should be correct, workable and self-supporting. The quantities in the Schedule of Quantities approximately indicate the total extent of work but may vary to any extent and may even be omitted depending upon the site conditions and requirements solely at the discretion of the Bank thus altering the aggregate value of the Contract. No claim shall be entertained on this account.

18. **Factory inspection /Cost of Inspection:** The lift shall be inspected at factory premises by the Bank Engineers. The contractor shall provide, without any extra charge, all materials, tools, labour and assistance of every kind which the Bank's Engineers may demand of him for any test/inspection and examination which he shall require to be so made on the contractor's premises and shall bear and pay all costs attendant thereon. However, cost of traveling, boarding and lodging of Bank's Engineer (s) to the site of inspection shall be borne by the Bank.

19. **Method of Testing:**

- I. The system shall be tested in the manufacturer's factory/Contractor's works to ascertain the compliance of offered specifications.
- II. Before offering the system to the Bank for testing, the firm shall carryout the various tests mentioned in the tender in their factory and forward the copy of those test reports to the Bank along with invitation for Bank's testing. All the testing facilities should be available at the time of testing of equipment by the Bank's engineers. Satisfactory performance at this stage meeting the prescribed limits will only be construed as acceptance of the system. System, which falls short of the prescribed specifications, is liable to be rejected.
- III. Further, the system shall be tested at the site for proper functioning and performance.
- IV. The above will, however, not in any way absolve the contractor of his responsibility about proper performance of the system / components after installation and commissioning at the designated place.

20. **Inspector Authority to certify performance:** The Bank's Engineer shall have the power:

- I. To certify that the system or any portion thereof are not in accordance with the contract owing to adoption of any unsatisfactory method of manufacture.
- II. To reject any equipment or parts submitted as not being in accordance with the specification;

- III. To reject the whole of the equipment tendered for inspection, if after inspection of such portion thereof as he may in his discretion think fit, he is satisfied that the same is unsatisfactory; and
- IV. To mark the rejected equipment or parts with a rejection mark so that it may easily be identified if re-submitted.

The Bank's Engineer decision as regards the rejection shall be final and binding on the contractor subject to contractor's appeal.

21. **Consequence of rejection:** If on the equipment or the equipment or its part thereof, being rejected by the Bank's Engineer, the contractor has to rectify/replace the same at his own risk and cost for which no additional time shall be granted.

22. **Packing and dispatch:** The equipment shall be properly and securely packed in boxes suitable for multiple handling and transportation under Indian conditions. All equipment/ components shall be delivered on Duty Delivery Paid (DDP) basis in the Bank's Office Building.

23. **Time for Completion:**

- (a) Time allowed for carrying out the work as mentioned in the Memorandum shall be strictly observed by the Contractor and it shall be reckoned from the 14th day after written order to commence the work is issued. The work shall throughout the stipulated period of the Contract be proceeded with all due diligence and if the Contractor fails to complete the work within the specified period he shall be liable to pay compensation as defined in clause 28 of the Conditions of Contract. The tenderer shall before commencing the work prepare a detailed work programme which shall be approved by the Employer.
- (b) The Contractor shall not be entitled to any compensation for any loss suffered by him on account of delays in commencing or executing of the work, whatever the cause of delays may be, including delays arising out of modifications to the work entrusted to him or in any sub-contract connected therewith or delays in awarding contracts for other trades of the project or in commencement or completion of such works or in procuring Government controlled or other building materials or in obtaining water and power connections for construction purposes or for any other reason whatsoever and the Employer shall not be liable for any claim in respect thereof. The Employer does not accept liability for any sum besides the tender amount, subject to such variations as are provided for herein.
- (c) The Tenderers shall indicate the time schedule as per broad items of the work listed at [Annexure XI](#).

24. **Liquidated Damages:** Time is the essence of the contract. The entire work shall be completed within 48 weeks. The work shall, throughout the stipulated period of the contract, be proceeded with all due diligence. If the contractor fails to complete the work within this specified period, he shall be liable for liquidated damages @ **0.25% of the contract value** per week of delay subject to a maximum of 10% of the contract value (contract value means the total value of capital cost of work) as defined in "Appendix herein before referred to" of the contract. The liquidated damages will be levied in following manner:

- I. If the Contractor fails to maintain the required progress of the works by the completion time stipulated in the Contract or within any extended time under time extension Clause and the employer certifies in writing that in her/ his opinion the same ought reasonably to have been completed, the Contractor shall pay the Employer the sum named as "Liquidated Damages" for the period during which the said works shall so remain incomplete and the Employer may deduct such damages from any moneys due to the Contractor.
- II. The projects falling under this category shall be broken down in at least three suitable milestones clearly indicating time and amount for achieving each milestone. In case, the contractor does not achieve a particular milestone(s), if any, mentioned in the Contract or

rescheduled milestone(s) in terms of time extension clause, the amount to be calculated based on the targeted financial progress for the milestone and the delay up to the Running Account bill under processing shall be withheld (as per the method given below) to be adjusted against the liquidated damages levied at the time of completion of contract. Withholding of payments on failure to achieve a milestone shall be automatic and without any notice to the Contractor. However, if the Contractor catches up with the progress of work on the subsequent milestone(s), the withheld amount shall be released. In case the contractor fails to make-up for the delay before the subsequent milestone(s), the amount mentioned against each missed milestone shall also be withheld. No interest whatsoever shall be paid by the Bank on such withheld amount/s.

- III. The delay period shall be calculated from the stipulated date of occurrence of a milestone until the date when the milestone is achieved, however, the amount to be withhold from a R.A. bill before reaching to a particular milestone(s) shall be calculated for the delay until the date of R.A. bill. The application of liquidated damages shall not effect a change in the milestone or release the Contractor of her/ his obligation to improve the progress of work.
- IV. The contractor hereby specifically agrees and authorizes the Employer to deduct such liquidated damages, if any, from any instalment of payment becoming due and payable to the contractor in terms of this contract or from the retention money.

Specimen Milestone Chart:

Milestone	Due date	Milestone Target amount
Project Start	D0	0
1st	D1	T1
(N-X) th	D(N-X)	T(N-X)
(N-X+1) th	D(N-X+1)	T(N-X+1)
(N-X+2) th	D(N-X+2)	T(N-X+2)
(N-1) th	D(N-1)	T(N-1)
N th	D(N)	T(N)

Say a RA bill received on $D_{(R)}$ is certified for gross amount of R where:

- a) $T_{(N-X)} \leq R < T_{(N-X+1)}$ i.e., Progress reached up to (N-X)th milestone
- b) RA Bill date $D_{(R)}$ is after $D_{(N)}$ i.e. Nth milestone has become due as on RA bill date
- c) Withhold amount for not achieving Nth milestone

$A_{(N)} = (0.0025/7) * (D_R - D_N) * (T_N - T_{(N-1)})$ where $T_{(N-1)}$ will be zero if Nth milestone is the first in the series of delayed milestones.

- V. Gross Withhold amount for current RA bill: The withhold amount shall be calculated as follows:
 - a) Withhold amount for milestones achieved with delay till previous RA Bill = P
 - b) withhold amount for milestones achieved with delay during current RA bill = Q
 - c) withhold amount for milestone due but not achieved till current RA bill. = R

$$P = A_{(1)} + A_{(2)} + \dots + A_{(N-X-1)}$$

$$Q = A_{(N-X)}$$

$$R = (0.0025/7) * ((D_R - D_{(N-X+1)}) * (T_{(N-X+1)} - T_{(N-X)}) + (D_R - D_{(N-X+2)}) * (T_{(N-X+2)} - T_{(N-X+1)}) + \dots + (D_R - D_N) * (T_N - T_{(N-1)}))$$

For this Project N = 4 i.e., four milestones as follows:

Milestone	Due from scheduled commencement of work	Milestone Target amount
Project Start	D ₀	0
1 st	D ₁ = 12 weeks	T ₁ = 20% of contract value
2 nd	D ₂ = 23 weeks	T ₂ = 40% of contract value
3 rd	D ₃ = 34 weeks	T ₃ = 70% of contract value
4 th	D ₄ = 48 weeks	T ₄ = 100% of contract value

Minimum Running account bill will be 1/10 of contract value.

25. Payment Terms of each phase/milestone: The following terms of payment, subject to statutory deductions, shall be applicable to this contract:

- I. 70% value of the quoted rate shall be released on pro rata basis, after equipment's is/are tested in the factory and on delivery at site of the same together with all the ancillary items and are accepted at site by the Employers authorized representatives along with submission of following documents.
 - a. Manufacturer's inspection and test certificate.
 - b. Certificate that all the components, parts, subsystems, consumables etc., for successful installation, commissioning and testing of the systems including maintenance have been received at site in good condition and if any shortfall is noticed during installation, commissioning and testing they will be supplied immediately without any additional cost to the Bank.
 - c. Policies of insurance/ PBG as per tender conditions.
- II. 20% value of the quoted rate shall be released on pro rata basis after removing the old lifts and installation of new lift as per milestone.
- III. Balance 10% of the quoted rate on satisfactory completion of erection, testing, commissioning and handing over the system to the Bank and submission of the lift licenses from the lift inspector of West Bengal.
- IV. In addition, I.T. surcharge, TDS and any other statutory tax as per the Government rules and RMD @5% shall be deducted from all the Running Account bills.

26. Schedule of Quantities in respect of each work: The Schedule of Quantities is liable to alteration by omissions, deductions or additions at the discretion of the Bank. The payment shall be made based on measurement of finished items of work only. Any extra material left after completion of work shall not be paid.

27. **Site condition:** The work has to be carried out in an occupied office Building which may restrict the availability of work fronts during working hours. The tenderers are therefore advised to plan for execution of work beyond Bank's normal working hours and full day working on hours during the Saturdays/Sundays/Bank's holidays subject to availability of site. The above aspect may be kept in mind while submitting the tenders.

- I. It is essential that the Contractor gives special attention and priority to all matters concerning safety, protection from dust and loose materials, reduction of noise levels, protection from water and air infiltration into Building, and maintenance of neat and orderly conditions in and around work areas inside and outside of Building. Packaging, scrap materials and demolition debris shall be promptly removed from the Building and site on a daily basis.
- II. If the contract includes works, which will be disruptive during normal business operations, or would be dangerous to Building occupants, said works shall be performed during hours as the Employer dictates. The Contractor shall perform such work during Employer dictated hours and shall include all costs in its tender.

28. **Police Verification:** The contractor shall also arrange and provide Police Verification of the workmen deputed by them under the contract, in case of regular deputation at site.

B. Special Condition of Contract:

29. **Conformity to the rules on Bidder from Countries sharing Land Border with India:**

The instruction / rules issued by Public Procurement Division, Department of Expenditure, Ministry of Finance, Government of India, vide Office Memorandum (OM) F. No. 6/18/2019-PPD dated July 23, 2020, in respect of bidders from countries sharing land border with India and subsequent revisions and Public Procurement Orders issued in furtherance thereto shall be mandatory. In this regard, Bidder shall submit a copy of Undertaking / Declaration / Certificate on their letter head duly sealed and signed by the authorized signatory in the format given in [Annexure XII](#).

30. **Debarment/court case:** 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 for the time being in force, for causing any loss of life or property or causing a threat to public health as part of execution of a public procurement contract. In this regard, Bidder shall submit a copy of Undertaking / Declaration / Certificate on their letter head duly sealed and signed by the authorized signatory in the format given in [Annexure XIV](#).

31. **Site visit and sufficiency of technical specifications:** The Contractor shall be deemed to have visited the site for the installation of the proposed Lifts and satisfied themselves before tendering about the correctness and sufficiency of their tender for the works and of the prices stated in the Schedule of Quantities and/or the Schedule of Rates and Prices which rates and prices shall cover all his obligations under the Contract, and all matters and things necessary for the proper completion of the works. Bidder shall submit a copy of Undertaking / Declaration / Certificate on their letter head duly signed by the authorized signatory in the format given in [Annexure XIII](#).

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Section IV

Safety Code

A. GENERAL SAFETY

1. First aid appliances including adequate supply of sterilized dressings and cotton wool shall be provided 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. Suitable and strong scaffolds should be provided for workmen for all work that cannot safely be done from ground.
4. No portable single ladder shall be over 8 meters in length. The width between the side rails 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 the ladder.
5. The excavated material shall not be placed within 1.5 meters of the edge of the trench or half of the depth of trench, whichever is more. All trenches and excavations shall be provided with necessary fencing and lighting.
6. Every opening in the floor of a building or in a working platform shall be provided with suitable means to prevent the fall of persons or materials by providing suitable fencing or railing; minimum height shall be one metre.
7. No floor, roof or other part of the structure shall be so overloaded with debris of materials as to render it unsafe.
8. Workers employed on mixing and handling material such as asphalt, cement mortar or concrete and lime mortar shall be provided with protective footwear and rubber hand-gloves.
9. Those engaged in welding works shall be provided with welder's protective eye-shields and gloves.
10. i) No paint containing lead or lead products shall be used except in the forms of paste or readymade paint.
ii) Suitable face masks shall be supplied for use by the workers when the paint is applied in the form of spray or surface having lead paint dry rubbed and scrapped.
11. Overalls shall be supplied by the Contractor to the painters and adequate facilities shall be provided to enable the working painters to wash during the period of cessation of work.
12. Hoisting machines and tackle used in the works, including their attachments, anchorage and support shall be in perfect condition.
13. The ropes sued in hoisting or lowering material or a means of suspension shall be of durable quality and adequate strength and free from defects.
14. The contractor shall provide all the safety gadgets to the workers for carrying out the work as per statutory norms.
15. During the work execution necessary fire safety measures shall also be taken.

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B. FIRE AND ELECTRICAL SAFETY

1. All the temporary electrical power for carrying out various services at site such as cutting / drilling machine shall be provided through properly rated earth leakage protection devices (ELCB).
2. Only ISI marked 3 pin plug and other appliances and equipment's shall be used. Electrical power cables/wires used shall be properly rated and joints should be avoided. If there, the joint should be proper and insulated.
3. All electrical appliances i.e. welding, drilling, cutting machine, etc. shall be safely and securely earthed to prevent leakage current while in operation. Before commencing the welding work for the first time on any day, fire section shall be informed and only after the site inspection by the Fire officers/Personnel, work shall be started.
4. Fire buckets filled with clean dry sand and ready for immediate use for extinguishing fires, in addition to fire-extinguishers suitable for dealing with fires, shall be conspicuously marked and kept at site at convenient location.
5. Used paint drums shall be stored in specified store only after closing them properly.
6. None of the fire extinguishers shall be removed/shifted from its designated location.
7. Personal protective equipment such as safety shoes, hand gloves, welder's mask, ear plugs, etc. as applicable depending upon the requirement of the work, shall be used by the workmen to prevent occupational health hazards.
8. None of the passages near lift lobby and staircases shall be used for stacking/ dumping any kind of materials/waste
9. Power supply shall be switched off from the Mains when equipment is not in use.
10. Wood-shavings, saw-dust or any debris generated from the work shall be collected on daily basis, removed from site and stored at the designated place in proper manner.
11. The work site shall be properly illuminated during the work.
12. All the electrical works should be carried out by licensed/ authorized electricians/ wiremen
13. Portable battery-operated lights may be used at work site to avoid laying of temporary wire for lights.
14. Necessary barricading and signage boards of good quality shall be fixed at conspicuous locations at the work site.
15. Aluminium / steel ladders should have proper rubber insulation at the base and wherever required, these ladders shall be kept on electrical insulating safe rubber mats.
16. Any debris generated from the work shall be collected on daily basis, removed from site and stored at the designated place in proper manner

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Section V
The General Conditions of Contract Hereinafter Referred To

Interpretation Clause

1. In construing these Conditions, the Scope of work, 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.

I.	“Employer”	Shall mean The Reserve Bank of India and shall include its assigns and successors.
II.	“RBI”	Shall mean Reserve Bank of India, having its Central Office at Shahid Bhagat Singh Road, Mumbai– 400001 and having its Regional Offices at various places.
III.	“Tender document”	Shall mean document named as such issued by the Employer to the Bidders inviting Bids for the Project.
IV.	“Contractor/bidder/tenderer”	“Contractor/tenderer/bidder” shall mean who participate in the tender. It may be partnership firm, individual firm and a company. Legal representatives of a deceased partner.
V.	“Site”	Shall mean the site of the contract works including any Building and erections thereon and any other land (inclusively) as aforesaid allotted by the Employer for the Contractor’s use.
VI.	“ Contract”	Shall mean and include the all sections of the tender document, corresponding letters, work order, Articles of Agreement, CAMC agreement and minutes of pre-bid etc. attached hereto and duly signed.
VII.	“Notice in writing”	Or written notice 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.
VIII.	“Act of Insolvency”	Shall mean any Act of Insolvency as defined by the Insolvency and Bankruptcy Code (IBC), 2016 or any Act amending such original.
IX.	“Net Prices”	The price of item mentioned in part II of the tender at CPPP.
X.	“Market Rate”	shall be the rate as decided by the Engineer-in-Charge on the basis of the cost of materials and labour at the site where the work is to be executed plus the percentage mentioned in clause 19(e) to cover all overheads and profits.
XI.	“The works”	Shall mean name of the tender mentioned in the NIT.

XII.	Day/Month/Year	Shall mean Calendar day/month/year
XIII.	Working Day	Shall mean The days when Employer's office is working i.e. Days excluding Public holidays, Saturdays and Sundays
XIV.	Engineer-in-charge/Bank's Engineer	Means the Engineer Officer employed and paid by the Employer and acting under the orders of the Employer who shall supervise and be in-charge of the work. All works to be executed under the contract shall be executed under the direction and subject to the approval in all respects of him/her.
XV.	Authorized representatives of Engineer-in-charge	GM(Tech)/Manager(Tech)/AM(Tech)) means the Engineer officers employed and paid by the Employer and acting under the orders of the Employer who shall supervise day to day execution of work under the direction and guidance of Engineer-in-Charge.
XVI.	Manufacturer	refers to a person or firm who is the producer and furnisher of the material or designer and fabricator of equipment
XVII.	Contractor's Works or Manufacturer's Works	Shall mean and include the land and other places which are used by the CONTRACTOR/FABRICATOR or SUB-CONTRACTOR/SUB-FABRICATOR for the manufacture of "Equipment" or performing the "Works".
XVIII.	Contract Price or Contract	Amount shall mean the total amount as calculated from quoted unit rates by the successful bidder and quantities mentioned in the Schedule of quantities (Price Bid) and as accepted by the Employer and indicated in the letter of award of work.
XIX.	Contract Period	Shall mean the period specified in the tender document for execution of the contract/ completion of the work, including any authorized extended period by the Employer
XX.	Contract Agreement	Shall mean the agreement signed between the Contractor and the Employer for the execution of the Project.

2. **Scope of Contract**

The Contractor shall carry out and complete the said work in every respect in accordance with this Contract and with the directions of and to the satisfaction of the Employer. The Employer may in his absolute discretion and from time to time issue further drawings and/or written instructions, details, directions and explanations, which are hereafter collectively referred to as "Employer's Instructions" in regard to:

- (a) The variation or modification of the design, quality or quantity of works or the addition or omission or substitution of any work.
- (b) Any discrepancy in the Drawings or between the Schedule of Quantities and/or Drawings and/or Specifications.
- (c) The removal from the site of any materials brought thereon by the Contractor and the substitution of any other material therefor.
- (d) The removal and/or re-execution of any works executed by the Contractor.
- (e) The dismissal from the works of any persons employed thereupon.
- (f) The opening up for inspection of any work covered up.
- (g) The amending and making good of any defects under Clause 28 hereof.

The Contractor shall forthwith comply with and duly execute any work comprised in such Employer's instructions provided always that verbal instructions, directions and explanations given to the Contractor or his representatives upon the works by the Employer shall, if involving a variation, be confirmed in writing by the Contractor within seven days, and if not dissented from in writing within a further seven days by the Employer, such shall be deemed to be Employer's instructions within the scope of the Contract. . Where the context so requires, words imparting the singular only also include the plural and vice versa. Any reference to masculine gender shall whenever required include feminine gender and vice versa.

Necessary **"Site instruction Book, Hindrance Register, Labour Register"** strictly maintained by contractor on daily basis and got duly authenticated from Engineer-in-charge.

3. **Variations to be approved by Employer**

All the variation in the scope of the work shall be approved by the Bank's Engineer. The Contractor shall submit a statement of variations giving a quantity and rates duly supported by analysis of rates, vouchers etc. The rates on scrutiny and final acceptance by the Employer shall form a supplementary tender. The Employer shall not be liable for payment of such variations until these statements are approved by the Bank's Engineer.

4. **Drawings, Schedule of Quantities & Agreement**

The Contract shall be executed in duplicate and the Contractor shall be entitled to one executed copy for his use. The contractor shall pay the applicable stamp duty on the agreement. Before the issue of the final certificate to the Contractor, he shall forthwith return to the Employer all Drawings and Specifications.

5. **Contractor to provide everything necessary at his cost**

The Contractor shall provide at his cost, everything necessary for the proper execution of the works according to the intent and meaning of the Drawings, Schedule of Quantities and Specifications taken together whether the same may or may not be particularly shown or described therein provided that the same can reasonably be inferred therefrom, and if the Contractor finds any discrepancy in the Drawings or between the Drawings, Schedule of Quantities and Specifications, he shall immediately and in writing refer same to the Employer who shall decide which is to be followed. The Contractor shall provide all works under this specification in full accordance with Health and Safety Regulations.

6. **Authorities, Notices and Patents**

The Contractor shall conform to the provisions of any Act of the Legislature relating to the works, and to the regulations and bye-laws of any authority, and of electric supply and other companies and/or authorities with whose systems, the installation is proposed to be connected and shall, before making any variations from the Drawings or Specifications that may be necessitated by so conforming, give to the Employer, written notice, specifying the variation proposed to be made and the reason for making it and apply for instructions thereon. In case the Contractor shall not receive such instructions **within ten days**, he shall proceed with the work conforming to the provisions, regulations or byelaws, in question, and any variation so necessitated shall be dealt with under Clause No. 14 thereof.

The Contractor shall bring to the attention of the Employer, all notices required by the said Acts, regulations or bye-laws to be given to any authority and pay to such authority, or to any

public office, all fees that may be properly chargeable in respect of the works, and lodge the receipts with the Employer for payment.

The Contractor shall indemnify the Employer against all claims in respect of rights, and shall defend all actions arising from claims, and shall himself pay all royalties, license fees, damages, cost and charges of all and every sort that may be legally incurred in respect thereof.

7. **Setting out of work**

The Contractor shall set out the works and shall be reasonable for the true and perfect setting out of the same and for the correctness of the positions, levels, dimensions, and alignment of all parts thereof. If at any time any error in this respect shall appear during the progress of the works within a period of one year from the completion of the works, the Contractor shall, if so required, at his own expense, rectify such error to the satisfaction of the Employer.

8. **Materials and workmanship to conform the descriptions**

All materials and workmanship shall so far as procurable be of the respective kinds described in the Schedule of Quantities and/or Specifications and in accordance with the Employer's instructions, and the Contractor shall upon the request of the Employer furnish him with all invoices, accounts receipts and other vouchers to prove that the materials comply therewith. The Contractor shall at his own cost arrange for and/or carry out any test of any materials which the Employer may require.

9. **Contractor's superintendence and representative on the works**

The Contractor shall give all necessary personal superintendence during the execution of the works, and as long thereafter as the Employer may consider necessary until the expiration of the "Defects Liability Period" stated in the Appendix hereto. The Contractor shall also during the whole time the works are in progress, employ a competent representative who shall be constantly in attendance at the works while the men are at work. Any directions, explanations, instructions or notices given by the Employer to such representative shall be held to be given to the Contractor.

10. **Dismissal of Workmen**

The Contractor shall on the request of the Engineer-in-charge, immediately dismiss from the works, any person employed thereon by him who may, in the opinion of the Engineer-in-charge, be incompetent or misconduct himself and such persons shall not be again employed on the works, without the permission of the Engineer-in-charge.

11. **Access to Works**

The Employer and their respective representatives shall at all reasonable times have free access to the works and/or the workshops, factories or other places where materials are lying or from which they are being obtained and the Contractor shall give every facility to the Employer and their representatives necessary for inspection and examination and test of the materials and workmanship. No person not authorised by the Employer except the representatives of public authorities shall be allowed on the works at any time.

12. **The Bank's Engineer: Assistant Manager (Tech)/Manager (Tech)/GM(Tech)**

The term "Assistant Manager (Tech)/Manager (Tech)/GM(Tech)" shall mean the person appointed and paid by the Employer to inspect the works, the Contractor shall afford the Assistant Manager (Tech) / Manager (Tech) / GM (Tech), every facility and assistance for

inspecting the works and materials and for checking and measuring time and materials. The Assistant Manager (Tech)/Manager (Tech)/GM (Tech) shall have power to set out works or to revoke, alter, enlarge or relax any requirements of the Contract or to sanction any work, additions, alterations, deviations or omissions or any extra work whatever, except in so far as such authority may be specially conferred by a written order with the prior concurrence in writing of the Employer.

The Assistant Manager (Tech) / Manager (Tech) / GM(Tech) or any representative of the Employer shall have power to give notice to the Contractor or to his representative of non-approval of any work or materials and such work shall be suspended or the use of such materials shall be discontinued by the Assistant Manager(Tech)/Manager (Tech) but such examination shall not in any way exonerate the Contractor from the obligation to remedy any defects which may be found to exist at any stage of the works or after the same is completed.

13. **Assignments and Sub-letting**

The whole of the works included in the Contract shall be executed by the Contractor and the Contractor shall not directly or indirectly transfer, assign or under-let the Contract or any part share thereof or any interest therein without the prior written consent of the Employer, and no undertaking shall relieve the Contractor from the full and entire responsibility of the Contract or from active superintendence of the works during their progress.

14. **Alterations, additions, omissions etc.**

No alteration, omission or variation shall vitiate this Contract but in case the Employer thinks proper at any time during the progress of the works to make any alterations in or additions to or omissions from the works or any alteration in the kind or quality of the materials to be used therein and shall give notice thereof in writing under his hand to the Contractor, the Contractor shall alter, add to or omit from, as the case may be, in accordance with such notice but the Contractor shall not do any work extra to or make any alterations or additions to or omissions from the works or any deviation from any of the provisions of the Contract, Stipulation, Specifications or Contract Drawings without the previous consent in writing of the Employer and the value of such extras, alterations, additions or omissions shall in all cases be determined with the prior approval in writing of the Employer in accordance with the provisions of Clause 19 hereof, and the same shall be added to or deducted from the Contract Amount, as the case may be, accordingly.

15. **Bill of Quantities**

The Schedule of Quantities, unless otherwise stated, shall be deemed to have been prepared in accordance with the Standard Method of Measurement.

Any error in description or in quantity or in omission of items from the Schedule of Quantities shall not vitiate this contract but shall be rectified and the value thereof as ascertained under Clause 18 hereof, shall be added to, or deducted from the Contract Amount (as the case may be) provided that no rectification of errors, if any, shall be allowed in the Contractor's Schedule of Rates.

16. **Sufficiency of Bill of Quantities**

The Contractor shall be deemed to have satisfied himself before tendering as to the correctness and sufficiency of his tender for the works and of the prices stated in the Schedule of Quantities and/or the Schedule of Rates and Prices which rates and prices shall cover all his obligations under the Contract, and all matters and things necessary for the proper completion of the works.

17. **Measurement of Works**

The Assistant Manager (Tech)/Manager (Tech) may from time to time intimate to the Contractor and the Employer that he requires the works to be measured, and the Contractor shall forthwith attend or send a qualified Agent to assist the Assistant Manager (Tech)/Manager (Tech) in taking such measurements and calculations and to furnish all particulars or to give all assistance required by any of them.

Should the Contractor not attend or neglect or omit to send such Agent, then the measurement taken by the Assistant Manager (Tech)/Manager (Tech) shall be taken to be correct measurements of the works. Such measurements shall be taken in accordance with the Mode of Measurement detailed in the Specifications.

The Contractor or his Agent may at the time of measurement take such notes and measurements as he may require.

All authorised extra works, omissions and all variations made with the prior approval in writing of the Employer shall be included in such measurements.

18. **Measurements Book**

a. Bank's Engineer shall, except as otherwise provided, ascertain and determine by measurement, the value in accordance with the contract of work done. The Interior Contractor shall, without extra charge, provide all assistance with every appliance, labour and other things necessary for measurements and recording levels.

b. Measurement of all items having financial value shall be entered in Computerized Measurement Book (CMB) so that a complete record is obtained of all works performed under the contract after joint measurement of Bank and authorized representative of the contractor. All bills (Running Account (RA) & Final bill) should be in bound volume of Computerised Measurements (A4 size) to be furnished by the contractor, duly machine numbered for pages, and with MB number to be given by the Bank. – Format of Measurement and Abstract Book as provided by the Bank.

c. The Bank Engineer shall incorporate necessary corrections in the sheets of MB. After incorporating the corrections, the Contractor shall submit revised copies. All pages of the finalized, computerized MB sheets, after due check / test check measurements shall have full signature with date of the authorized official of the Contractor.

19. **Prices for extras etc. ascertainment of**

The Contractor may, when authorised by Employer, add to, omit from, or vary the works shown upon the drawings, or described in the Specification, or included in the Schedule of Quantities, but the Contractor shall make no addition, omission or variation without such authorisation or direction. A verbal authority or direction by the Employer shall, if confirmed by him in writing within **seven days**, be deemed to have been given in writing.

No claim for any extra shall be allowed unless it shall have been executed under provisions of Clause 6 hereof with the concurrence of the Employer as herein mentioned. Any such extra is herein referred to as authorised extra and shall be made in accordance with the following provisions.

- (a) (i) 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 up to 25% increase of quantity.
- (ii) Rates for all items, wherever possible, should be derived out of the rates given in the Priced Schedule of Quantities.
- (b) The net prices of the original tender shall determine the value of the items omitted, provided if omissions vary the conditions under which any remaining items of works are carried out, the prices for the same shall be valued under sub-clause (c) hereof.
- (c) Where the extra works are not of similar character and/or executed under similar conditions as aforesaid or where the omissions vary the conditions under which any remaining items of works are carried out or if the amount of any omission or additions, relative to the amount of the whole of the Contract works or to any part thereof shall be such that in the opinion of the Employer the net rate or price contained in the Priced Schedule of Quantities or tender or for any item of the works involves loss or expense beyond that reasonably contemplated by the Contractor or is by reason of such omission or addition rendered unreasonable or inapplicable, the Employer shall fix such other rate or price as in the circumstances he shall think reasonable and proper.
- (d) Where extra work cannot be properly measured or valued, the Contractor shall be allowed day work prices at the net rates in accordance with the local day work rates and wages for the district, provided that in either case vouchers specifying the daily time and materials employed, be delivered for verification to the Employer at or before the end of the week following that in which the work has been executed.
- (e) It is further clarified that for all such authorised extra items where rates cannot be derived from tender or the quantity of any of the tender items increases 25% beyond the Bill of Quantities, the contractors shall submit rates supported by the rate analysis worked on the "actual cost basis" plus 15% towards establishment charges, contractor's overhead and profits. Such item will not be eligible for the escalation.

The measurement and valuation in respect of the Contract shall be completed within the "period of final measurement" stated in the Appendix, or if not stated then within six months of the completion of the contract works as defined in Clause 23 hereof.

20. **Unfixed materials when taken into account to be the property of the Employer**

Where in any Certificate (of which the Contractor has received full payment) the Employer has included the value of any unfixed materials intended for and/or placed on or adjacent to the works, such materials shall become the property of the Employer and they shall not be removed except for use upon the works, without the written authority of the Employer. The Contractor shall be liable for any loss of or damage to such materials.

21. **Removal of improper work**

The Employer shall, during the progress of the works, have power to order in writing from time to time the removal from the works within such reasonable time or times, as may be specified in the order, of any materials which in the opinion of the Employer are not in accordance with the Specifications or the instructions of the Employer, the substitution of proper materials, and the removal and proper re-execution of any work executed with materials or workmanship not in accordance with the Drawings and Specifications or instruction, and the Contractor shall forthwith carry out such order at his own cost. In case of

default on the part of the Contractor to carry out such order, the Employer shall have the power to employ and pay the other persons to carry out the same, and all expenses consequent thereon, or incidental thereto shall be borne by the Contractor, or may be deducted by the Employer from any moneys due, or that may become due, to the Contractor.

22. **Defects after virtual completion**

Any defect, shrinkage, settlement or other faults which may appear within the “Defects Liability Period” stated in the Appendix hereto, if none stated, **then within 12 months after** the virtual completion of the works, arising in the opinion of the Employer from materials or workmanship not in accordance with the contract, shall upon the directions in writing of the Employer, and within such reasonable time as shall be specified therein, be amended and made good by the Contractor, at his own cost.

In case of default, the Employer may employ and pay other persons to amend and make good such defects, other faults, and all damages, loss and expenses consequent thereon or incidental thereto shall be made good and borne by the Contractor and such damage, loss and expenses shall be recoverable from him by the Employer or may be deducted by the Employer from any moneys due or that may become due to the Contractor, or the Employer may in lieu of such amending and making good by the Contractor deduct from any money due to the Contractor a sum to be determined by the Employer equivalent to the cost of amending such work and in the event of the amount retained as Security Deposit being insufficient, recover the balance from the Contractor, together with any expenses the Employer may have incurred in connection therewith. Should any defective work have been done or material supplied by any Sub-Contractor employed on the works who has been nominated or approved by the Employer as provided in clause 13 & 24 hereof, the Contractor shall be liable to make good in the same manner as if such work or material had been done or supplied by the Contractor and been subject to the provisions of this Clause and Clause 2 hereof. The Contractor shall remain liable under the provision of this Clause, notwithstanding the signing of any certificate or the passing of any accounts, by the Employer.

23. **Certificate of virtual completion and Defects Liability Period**

The works shall not be considered as completed until the Employer has certified in writing that they have been virtually completed. The Defects Liability Period shall commence from the date of such Certificate.

24. **Nominated Sub-Contractor**

All Specialists, Merchants, Tradesman and others executing any work of supplying and fixing any goods, for which prime cost prices or provisional sums are included in the Schedule of Quantities and/or Specifications, who may be nominated or selected by the Employer are hereby declared to be Sub-Contractors employed by the Contractor and are herein referred to as nominated Sub-Contractors.

No nominated Sub-Contractors shall be employed on or in connection with the works against whom the Contractor shall make reasonable objection or (save where the Employer and Contractor shall otherwise agree) who will not enter into Contract provided

- (a) That the nominated Sub-Contractors shall indemnify the Contractor against the obligation in respect of the Sub-Contractor as the Contractor is under in respect of this Contract.
- (b) That the nominated Sub-Contractor shall indemnify the Contractor against claims in respect of any negligence by the Sub-Contractor, his servants or agents or any misuse

by him or them of any scaffolding or other plant, the property of the Contractor or under any Workmen's Compensation Act in force.

- (c) Payment shall be made to the nominated Sub-Contractor within fourteen days provided that all nominated Sub-Contractor's accounts included in previous Certificates have been duly discharged, in default whereof, the Employer may pay the same and deduct the amount thereof from any sums due to the Contractor. The exercise of this power shall not create privity of contract as between Employer and Sub-Contractor.

25. **Other persons employed by Employer**

The Employer reserves the right to use the Estate and any portions of the site for the execution of any work not included in this Contract, which it may desire to have carried out by other persons, and the Contractor shall allow all reasonable facilities for the execution of such work but shall not be required to provide any plant or materials for the execution of such work. Such work shall be carried out in such manner as not to impede the progress of the works included in the Contract and the Contractor shall not be responsible for any damage or delay which may happen to or occasioned by such work.

26. **Insurance in respect of damage to person and property**

The Contractor shall be reasonable 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 Sub-Contractor or any employee or either, whether such injury or damage arises from carelessness, accident or any other cause whatever, in any way connected with the carrying out of this Contract. The liability under this clause shall be held to include inter alia, any damage to Building, whether immediately adjacent or otherwise, and any damage to roads, streets, footpaths, bridges or ways as well as all damage caused to the Building and other structures and works forming the subject matter of this Contract. The contractor shall also be responsible for any damage caused to the Building and other structures and works forming the subject matter of this Contract by frost, rain, wind or other inclemency of weather. The Contractor shall indemnify and keep indemnified the Employer and hold him harmless in respect of all and any loss and expenses arising from any such injury or damage to persons or property as aforesaid and also against any claim made in respect of injury or damage, whether under any Statute or otherwise and also in respect of any award of compensation or damages consequent upon such claim. **The contractor shall, at his own expense, effect and maintain with effect from the date of commencement till issue of the completion certificate under this contract, with an approved insurance company, an All Risks Policy for insurance for an amount equal to the amount of the contract including earthquake risk in the joint names of the Employer and the contractor (the name of the former being placed first in the policy) against all risks as per the standard all risk policy for contractors and deposit such policy or policies with the employer before commencing the works.** The Contractor shall reinstate all damage of every sort mentioned in this Clause, so as to do delivery of the whole of the Contract works complete and perfect in every respect and so as to make good or otherwise satisfy all claims for damage to the property of third parties. The Contractor shall also indemnify and keep indemnified the Employer against all claims which may be made against the Employer by any person/ member of the public or other **third party** in respect of anything which may arise in respect of the works or in consequence thereof and **shall at his own expense arrange to effect and maintain, with effect from the date of commencement until the completion of the Contract, with an approved Insurance company a policy of Insurance in the joint names of the Employer and the Contractor(the name of the former being placed first**

in the policy) against such risks and deposit such Policy or Policies with the Employer before commencement of the work. The minimum limit of coverage under the policy shall be as defined elsewhere under General Condition of Contract. The Contractor shall also similarly indemnify the Employer against all claims which may be made upon the Employer whether under the **Workmen Compensation Act** or any other statute in force during the currency of this contract or at Common Law in respect of any employee of the Contractor or any Sub-Contractor and **shall at his own expenses effect and maintain, with effect from the date of commencement until the completion of the Contract, with an approved Insurance company a policy of Insurance in the joint names of the Employer and the Contractor(the name of the former being placed first in the policy) against such risks and deposit such Policy or Policies with the Employer from time to time during the currency of the Contract.** In default of the contractor ensuring as provided above, the employer may so ensure and may deduct the premiums paid from any money due or which may become due to the contractor.

The Contractor shall be responsible for any liability which may be excluded from the Insurance Policies above referred to and also for all other damages to any person, animal or property arising out of and incidental to the negligent or defective carrying out of this Contract, whatever may be the reasons due to which the damage shall have been caused. He shall also indemnify and keep indemnified the Employer in respect of all and any costs, charges or expenses arising out of any claim or proceedings relating to the works and also in respect of any award of compensation or damages, arising therefrom. Without prejudice to the other rights of the employer against contractor in respect of such default, the Employer shall be entitled to deduct from any sums payable to the Contractor the amount of any damage, compensation, costs, charges and other expenses paid by the employer and which are payable by the contractor under this clause. The contractor shall upon settlement by the insurer of any claim made against the insurer pursuant to a policy taken under this clause proceed with due diligence to rebuild or repair the works destroyed or damaged. In this event all the money received from the insurer in respect of such damage shall be paid to the contractor and the contractor shall not be entitled to any further payments in respect of the expenditure incurred for Building or repairing of the materials or goods destroyed or damaged.

The contractor, in case of re-Building or reinstatement after damage shall be entitled to such extension of time for completion as the Employer may deem fit, but shall, however, not be entitled to reimbursement by the employer of any shortfall or deficiency in the amount finally paid by the insurer in settlement of any claim arising as set out herein.

Without prejudice to his liability under this clause, the contractor shall also cause all nominated sub-contractors to effect, for their respective portions of works similar policies of insurance in accordance with the provisions of this clause and shall produce or cause to produce to the employer such policies. The contractor shall not permit a nominated sub-contractor to commence work at site unless said insurance policies are submitted. In the event of failure of the sub-contractor to take out such policy or policies of insurance before commencing the works at site, the contractor shall be responsible for any claim or damage attributable to the said sub-contractor.

27. Date of Commencement and Completion

The Contractor shall be allowed admittance to the site on the "Date of Commencement" stated in the Appendix hereto or such later date as may be specified by the Employer and he shall thereupon and forthwith begin the works and shall regularly proceed with and complete the same (except such painting or other decorative work as the Employer may desire to delay) on

or before the "Date of Completion" stated in the Appendix subject nevertheless to the provisions for extension of time hereinafter contained.

28. **Damages for Non-completion**

If the Contractor fails to maintain the required progress of the works and fails to complete the works by the completion time stipulated in the Contract or within any extended time under time extension Clause 29 hereof and the employer certifies in writing that in his opinion the same ought reasonably to have been completed, the Contractor shall pay the Employer the sum named as "**Liquidated Damages**" for the period during which the said works shall so remain incomplete and the Employer may deduct such damages from any moneys due to the Contractor. The contractor hereby specifically agrees and authorizes the Employer to deduct such liquidated damages, if any, from any instalment of payment becoming due and payable to the contractor in terms of this contract or from the retention money."

29. **Delay and Extension of Time**

If in the opinion of the Employer, the works be delayed (a) by force majeure or (b) by reason of any exceptionally inclement weather or (c) by reason of proceedings taken or threatened by or dispute with adjoining or neighbouring owners or public authorities arising otherwise than through the Contractor's own default or (d) by the works or delays of other Contractors or Tradesmen engaged or nominated by the Employer and not referred to in the Schedule of Quantities, and/or Specification or (e) by reason of Employer's instructions as per Clause 2 hereof or (f) by reason of civil commotion, legal combination of workmen or strike or lock-out affecting any of the Building trades or (g) in consequence of the Contractor not having received in due time, necessary instructions from the Employer for which he shall have specifically applied in writing or (h) from other causes which the Employer may certify as beyond the control of Contractor or (i) in the event the value of the work exceeds the value of the Priced Schedule of Quantities owing to variation, the Employer may make a fair and reasonable extension of time for completion of the Contract works. In case of such strike or lock-out the Contractor shall nevertheless constantly use his endeavours to prevent delay and shall do all that may reasonably be required to the satisfaction of the Employer to proceed with work.

If the contractor needs an extension of time for completion of the work or if the completion of work gets delayed for any reason beyond the due date of completion stipulated in the contract, the contractor shall apply to the employer for extension of time in writing at least 7 days before the expiry of the scheduled time and while applying for extension of time, contractor shall furnish the reasons in detail and his justification along with documentary evidence (copy of relevant pages of hindrance register), if any, for delays. Only that period of extension of time as granted by the employer (on receipt of the application from the contractor or even in absence of any such application certification as to the reasonableness of the grounds for delay) will qualify for exemption of imposition of liquidated damages. For the balance period in excess of original stipulated period and an authorised extension of time granted by the employer, the provision of liquidated damages as stated under clause 28 will become applicable.

Further, the contract shall remain in force even for the period beyond the due date of completion irrespective of whether the contractor has applied or not, for the grant of extension of time for completion unless the employer decides to terminate the contract. The delay for completion of work for any reason will not entail any right to the contractor to claim any revision of rates or any extra compensation for any reason.

30. **Failure by Contractor to comply with Employer's instructions**

If the Contractor after receipt of written notice from the Employer requiring compliance within ten days fails to comply with such further drawings and the Employer may employ and pay other persons to execute any such work whatsoever that may be necessary to give effect thereto, and all costs incurred in connection therewith shall be recoverable from the Contractor by the Employer as a debt or may be deducted by him from any moneys due to the Contractor.

31. **Termination of Contract by the Employer**

If the Contractor being an individual or a firm commits any "act of insolvency", or shall be adjudged an insolvent or being an Incorporated Company shall have an order for compulsory winding up made against it or pass an effective resolution for winding up voluntarily or subject to the supervision of the Court and the Official Assignee or the Liquidator, in such acts of insolvency or winding up, as the case may be, shall be unable, within seven days after notice to him requiring him to do so, to show the reasonable satisfaction of the Employer that he is able to carry out and fulfil the Contract and to give security therefor, if so required by the Employer.

Or if the Contractor (whether an individual, firm or Incorporated Company) shall suffer execution or other process of Court attaching property to be issued against the Contractor,

Or shall suffer any payment under this Contract to be attached by or on behalf of any of the creditors of the Contractor,

Or shall assign or sublet this Contract without the consent in writing of the Employer first had and obtained,

Or shall charge or encumber this Contract or any payments due or which may become due to the Contractor hereunder,

Or if the Employer determine that the Contractor

(i) has abandoned the Contract, or

(ii) has failed to commence the works, or has without any lawful excuse under those Conditions suspended the progress of the works for 14 days after receiving from the Employer notice to proceed, or

(iii) has failed to proceed with the works with such due diligence and failed to make such due progress as would enable the works to be completed within the time agreed upon, or

(iv) has failed to remove materials from the site or to pull down, and replace work for seven days after receiving written notice that the said materials or work were condemned and rejected by the Employer under these Conditions or

(v) has neglected or failed persistently to observe and perform all or any of the acts, matters or things by the Contract to be observed and performed by the Contractor for seven days after written notice shall have been given to the Contractor requiring the Contractor to observe or perform the same.

Then and in any of the said cases, the Employer may, notwithstanding any previous waiver, after giving seven days' notice in writing to the Contractor, determine the Contract and liabilities of the Contractor, the whole of which shall continue in force fully as if the Contract had not been so determined, and as if the works subsequently executed had been executed

by or on behalf of the Contractor and further, the Employer by his agents or servants may enter upon and take possession of the works and all plant, tools, scaffoldings, machinery and materials lying upon the Estate or the adjoining lands or roads, and use the same as his own property or may employ the same by means of his own servants and workmen in carrying on and completing the works or by employing any other Contractor or other person or persons to complete the works, and the Contractor shall not in any way interrupt or do any act, matter or thing to prevent or hinder such other contractor or other person or persons employed for completing and finishing or using the materials and plant for the works. When the works shall be completed or as soon thereafter as convenient, the Employer shall give a notice in writing to the Contractor to remove his surplus materials and plant, and should the Contractor fail to do so within a period of fourteen days after receipt thereof by him, the Employer may sell the same by public auction, and give credit to the Contractor for the net amount realised. The Employer shall thereafter ascertain and certify in writing under his hand what (if anything) shall be due or payable to, or by the Employer, for the value of the said plant and materials so taken possession of by the Employer and the expense or loss which the Employer shall have been put to in procuring the works to be completed, and the amount, if any, owing to the Contractor and the amount which shall be so certified shall thereupon be paid by the Employer to the Contractor or by the Contractor to the Employer, as the case may be, and the decision of the Employer shall be final and conclusive between the parties.

32. **Termination of Contract by Contractor**

If payment of the amount payable by the Employer under certificate of the Bank's engineer shall be in arrears and unpaid for thirty days after notice in writing requiring payment of the amount as aforesaid shall have been given by the Contractor to the Employer or if the Employer shall repudiate the Contract, or if the works be stopped for three months under the order of the Employer or by any injunction or other order of any Court of Law, then and in any of the said cases, the Contractor shall be at liberty to determine the Contract by notice in writing to the Employer and he shall be entitled to recover from the Employer, payment for all works executed and for any loss he may sustain upon any plant or materials supplied or purchased or prepared for the purpose of the Contract.

In arriving at the amount of such payment, the net rates contained in the Contractor's original Tender shall be followed, or where the same may not apply, valuation shall be made in accordance with Clause 19 hereof.

33. **Certificates and Payments**

(a) The Contractor shall be paid by the Employer from time to time by instalments under Interim Certificate to be issued by the Employer's engineer on account of the works executed, work to the approximate value named in the Appendix as **"Value of work for Interim Certificates"** (or less at the reasonable discretion of the Employer) has been executed in accordance with this Contract. The Employer may, at his discretion, include in the Interim Certificate such amount as he may consider proper on account of materials delivered upon the site by the Contractor for use in the works. And when the works have been virtually completed and the Employer shall have certified in writing that they have been completed, the contractor shall be paid the balance amount by the employer in accordance with the certificate to be issued by the Employer's engineer. **The Contractor shall be entitled to the release of the Bank guarantee towards Security Deposit in accordance with the Final certificate to be issued in writing by the Employer at the expiration of the period referred to as "the Defects Liability Period" in the Appendix hereto from the date of Virtual Completion or as soon after the expiration of such period as the works shall have been finally completed and**

defects made good according to the true intent and meaning hereof, whichever shall last happen, provided always that the issue by the Employer of any certificate during the progress of the works at or after their completion shall not relieve the Contractor from his liability under Clause 2 and 22 nor relieve the Contractor of his inability in cases of fraud, dishonesty or fraudulent concealment relating to the works or materials or to any matter dealt within the Certificate, and in case of all defects and insufficiencies in the works or materials, which a reasonable examination would not have disclosed. No Certificate shall of itself be conclusive evidence that any works or materials, to which it relates, are in accordance with the Contract neither will the Contractor have a claim for any amounts which the Employer might have certified in any interim bill and paid by the Employer and which might subsequently be discovered as not payable and in this respect the Employer's decision shall be final and binding.

The Employer shall have power to withhold any Certificate if the works or any parts thereof are not being carried out to his satisfaction.

The Employer may by any Certificate make any correction in any previous certificate which shall have been issued by him.

Payments shall be made within the period named in the Appendix as "Period for honouring Certificates" after such Certificates have been delivered to the Employer.

The payment for the system will be made in INR and any dispute arising out of this contract will also be sorted out within the jurisdiction by Office from which contract is signed.

34. **Delayed Payment**

Any amounts payable by the Employer to the Contractor if not paid within the "Period for honouring Certificates" named in the Appendix, carry interest at the rate named in the Appendix as the "Rate of interest for delayed payment" from the date upon which such sum ought to have been paid by the Employer until the payment.

35. **Settlement of dispute by Arbitration**

All disputes and differences of any kind whatever arising out of or in connection with the contract or the carrying out of the works (whether during the progress of the works or after the completion and whether before or after the determination, abandonment or breach of the contract) shall be referred to and settled by the Employer who shall state its decision in writing. Such decision may be in the form of a final certificate or otherwise. The decision of the Employer with respect to any of the excepted matters shall be final and without appeal. But if either party be dissatisfied on any matter, the party may within 28 days after receiving notice of such decision give a written notice to the other party requiring that the matters in dispute be arbitrated upon. Such written notice shall specify the matters, which are in dispute or difference of which such written notice has been given. If both the parties agree a single arbitrator would be appointed for the purpose. In case no agreement could be reached on the appointment of single arbitrator, both the parties will nominate one person each as an arbitrator on their behalf. The two arbitrators nominated by the parties shall nominate one more person to act as third arbitrator.

The arbitrator or arbitrators, as the case may be, shall have power to open up, review and revise any certificate, opinion, decision, requisition or notice, save in regard to the excepted matters, referred to in the preceding clause, and to determine all matters to dispute which shall be submitted to arbitration and of which notice shall have been given as aforesaid.

The arbitrator or arbitrators, as the case may be, shall make his or their award within one year (or such further extended time as may be decided by him or them as the case may be with the consent of the parties) from the date of entering on the reference. In case during the arbitration proceedings, the parties mutually settle or compromise their dispute or difference, on the parties filing their joint memorandum of the settlement or compromise, the arbitrator or the arbitrators, as the case may be, shall make an award in terms of such settlement or compromise.

Upon any such reference, the decision on the cost incidental to the reference and award respectively shall be in the discretion of the arbitrator or arbitrators, as the case may be, who may determine the amount thereof or direct the same to be taxed as between the party and party, and shall direct by whom and to whom and in what manner the same shall be borne and paid.

This submission shall be deemed to be a submission to arbitration within the meaning of the Indian Arbitration and Conciliation Act, 1996 or any statutory modification thereof.

The award of the arbitrator or arbitrators, as the case may be, shall be final and binding on the parties. It is agreed that the Contractor shall not delay the carrying out of the works by reason of any such matter, question or dispute being referred to arbitration, but shall proceed with the works with all due diligence and shall until the decision of the arbitrator or arbitrators is given, abide by the decision of the Bank. No award of the arbitrator or arbitrators, as the case may be, shall relieve the Contractor of his obligations to adhere strictly to the Bank's instructions with regard to the actual carrying out of the works. The Employer and the Contractor hereby also agree that arbitration under this clause shall be a condition precedent to any right of action under the contract.

The venue of arbitration shall be the centre/city in which the work is being executed.

36. **Right of technical scrutiny of final bill**

The Employer shall have a right to cause a technical examination of the works and the final bill of the Contractor including all supporting vouchers, abstracts etc. to be made at the time of payment of the final bill. If as a result of this examination or otherwise, any sum is found to have been overpaid or over-certified, it shall be lawful for the Employer to recover the sum.

37. **Employer entitled to recover compensation paid to workmen**

If, for any reason, the Employer is obliged, by virtue of the provision of the Workmen's Compensation Act, 1923, or any statutory modifications or re-enactment thereof to pay compensation to a workman employed by the Contractor in execution of the works, the Employer shall be entitled to recover from the Contractor the amount of compensation so paid, and without prejudice to rights of the Employer under the said Act. The Employer shall be at liberty to recover such amount or any part thereof by deducting it from the security deposit or from any sum due by the Employer to the Contractor under this Contract or otherwise. The Employer shall not be bound to contest any claim made against it under the said Act, except on the written request of the Contractor and upon his giving to the Employer full security to the satisfaction of the Employer for all costs for which the Employer might become liable in consequence of contesting such claim.

38. **Abandonment of Works**

If at any time after acceptance of the tender, the Employer shall, for any reasons whatsoever, not require the whole or any part of the works to be carried out, the Employer shall give notice in writing to the Contractor who shall have no claim to any payment of compensation or otherwise whatsoever on account of any profit or advantage which he might have derived from the execution of the whole works.

39. **Return of surplus materials**

Notwithstanding anything contained to the contrary in any or all the Clauses of this Contract, where any material for the execution of the Contract is procured with the assistance of the Employer by purchases made under orders or permits or licenses issued by Government, the Contractor shall hold the said materials economically and solely for the purpose of the Contract and not dispose of them without the prior written permission of the Employer and return it to the Employer, if required by the Employer, at the price to be determined by the Employer having due regard to the condition of the materials, the price to be determined not to exceed the purchase price thereof inclusive of sales tax, octroi and other such levies paid by the Contractor in respect thereof. In the event of breach of the aforesaid condition, the Contractor shall, in addition to being liable to action for contravention of the terms of licenses or permits and/or criminal breach of trust, be liable to the Employer for all moneys, advantages or profits resulting, or which in the usual courses would have resulted to him, by reason of such breach.

40. **Right of Employer to terminate Contract in the event of death of Contractor, if individual**

Without prejudice to any of the rights or remedies under this Contract, if the Contractor, being an individual, dies, the Employer shall have the option of terminating the Contract without incurring any liability for such termination.

41. **Accident Reports**

In the event of accidents of any kind, the Contractor shall furnish the Client with copies of all accident reports. The reports shall be sent without delay and at the same time that they are forwarded to any other parties.

42. **Prevention of Sexual Harassment at work place:**

- a) 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 its employee within the premises of the Bank, the complaint will be filed before the Internal Complaints Committee constituted by the contractor/Agency or Local Complaints Committee as the case may be and the contractor Agency shall ensure appropriate action under the said Act in respect of the Complaint.
- b) Any complaint of sexual harassment from any aggrieved employee of the Service Provider against any employee of the Bank or any employee of any other firm working in the Bank shall be taken cognizance of by the Regional Complaints Committee constituted by the Bank.
- c) The contractor shall be responsible for any monetary compensation that may need to be paid in case the incident involves the employees of the contractor, for instance any monetary relief to Bank’s employee or other firm’s employee, if sexual violence by the employee of the contractor is proved.
- d) The contractor shall be responsible for educating its employees about prevention of sexual harassment at workplace and related issues.
- e) The contractor shall provide a complete and updated list of its employees who are deployed within the Bank’s premises.

43. Non – Disclosure clause:

- a) 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 Service Provider and /or the DB Developer during the course of discharging their contractual obligations in connection with this agreement, to any third party and shall at all times hold the same in strictest confidence. The contractor shall treat the details of the contract as private and confidential, except to the extent necessary to carry out the obligations under it or 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 Second Party. Failure to observe the above shall be treated as breach of contract on the part of the contractor, as the case may be, and the Second Party shall be entitled to claim damages and pursue legal remedies.
- b) The contractor shall take all appropriate action with respect to its employees to ensure that the obligations of non-disclosure of confidential information under this agreement are fully satisfied.
- c) The obligations of the Service Provider and, without prejudice to the contract Agreement, the obligations of the contractor with respect to non-disclosure and confidentiality shall survive the expiry or termination of this agreement for whatever reasons

44. Program chart/ Progress report:

The contractor shall submit a suitable progress report/chart for completion of different stages of work, to ensure completion of work within allotted period. Such program should be submitted within 14 days of the award of work. All suitable modification made by the Bank must be incorporated in the progress chart. If asked the contractor shall submit reports showing current equipment delivery dates and anticipated completion dates for individual units and groups of units.

45. Statutory Approvals:

The work shall be executed by the Contractor as per pre-NOC & local body approval received from respective statutory authorities such as Pollution Control Board(PCB) / Chief Electrical Inspector (CEI) / Local fire Authority / Local Municipal Authority etc/ Local statutory Authority. The contractor shall be responsible to understand all the provisions made in all such approvals accorded. In case of any requirements of any additional work/ modification thereof, the same shall be brought to the notice of Engineer in charge well in advance. The work has to be executed adhering to the norms of local body authorities. The contractor shall assist in preparation of documents, reports etc. as required during & after completion of work for obtaining further approvals & final completion & occupancy certificate from the respective authorities. The contractor shall also be responsible to attend meetings & do all liaisoning works with respective authorities. No extra payment will be made on this account. However, the fee paid to the local bodies / authorities, if any, shall be borne by the department.

46. Debarment/Disqualification:

A bidder is liable for debarment / disqualification from bidding on the following grounds:

- 1) If it is determined that the bidder has committed the following acts or omissions in contravention of the code of integrity:
 - i) a) making offer, solicitation or acceptance 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 financial or other benefit 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 procuring entity 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 procuring entity related to tender or execution process of contract: which can affect the decision of the procuring entity 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 a procurement process.
 - h) making false declaration or providing false information for participation in a tender process or to secure a contract.
 - ii) failed to disclose conflict of interest.
 - iii) failed to disclose any previous transgressions made in respect of the provisions of sub-clause (i) with any public institution / entity in India or any other country during the last three years or of being debarred by any public procuring institution / entity.
- 2) For any actions or omissions by the bidder other than violation of code of integrity, which in the opinion of the Bank warrants debarment, for the reasons like supply of sub-standard material, non-supply of material, abandonment of works, sub-standard quality of works, failure to abide terms of the tender etc.
- 3) 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 for the time being in force, for causing any loss of life or property or causing a threat to public health as part of execution of a public procurement contract.
- X-----

Section (VI) - Appendix Hereinbefore Referred To

Ref to Clauses in conditions
hereinbefore referred to

	Defects Liability Period	Twelve months from the date of the handing over of the last lift to the Bank.
	Period of Final Measurement	3 months
	Date of Commencement	14 th day from the date of issue work order
	Date of Completion	48 weeks from the date of commencement
	Liquidated damages at the rate of	As per clause 24 of section III
	Minimum value of works for interim certificates/running account bill	As per clause 24 of section III
	Period for honouring certificates of payment	One month for interim bills and 3 months for final bill.
	Retention Money	5% of contract value till DLP
	Security Deposit / PBG during installation and commissioning of lifts	5% of contract value till DLP
	Interest for delayed payment	As per Bank rate
	CAMC period PBG	As per clause 14 (V) of section III

Section-VII

Scope of Work (A & B)

Sub section A. Scope of work & Technical specification during execution of work:

The Bank's Main Office Building at Kolkata comprises of 11 floors and has 6 nos passenger lifts in following manner:

- I. Group of 4 lifts, each of 16 passenger capacity @2.5 mps speed serving ground to 8th floor (Rise 38.9 meters).
- II. Group of 2 lifts, each of 16 passenger capacity @2.5 mps speed serving ground to 11th floor (Rise 53 meters).

Scope of works:

The Bank desires to replace all the above-mentioned lifts with state of art current technology lifts. 6 lifts shall be speed of 2.5 mps. The lifts will be replaced in batch of two lifts or as decided by the Bank. The lift must be complied to IS code 17900, NBC 2016, and requirement of section VII & Section VIII. The scope of works is as under:

- I. Replacement of 6 nos of passenger lifts at Bank's Main Office Building, Kolkata and factory inspection of at least first batch of 2 lifts.
- II. Delivery of lift equipment to Bank's site at Kolkata including packing, handling, transporting, clearing, loading/unloading at ports in India and unloading at site in Kolkata.
- III. Dismantling the existing lifts along with all allied equipment and accessories in phased manner as per the requirement and maintaining the remaining lifts in service.
- IV. Supply and installation of partition in the entire height of lift shafts (please see the existing partitions and consider augmenting or provide new, if required, as per statutory requirement)
- V. Retaining the front wall elevation.
- VI. Installation, testing & commissioning of lift equipment as per technical, specifications, obtaining operating approval from lift inspectorate and handing over the lifts to Bank.
- VII. Providing all-inclusive service including all spares, etc. during warranty period (Defect liability period) of new lifts and subsequent comprehensive Annual Maintenance Contract (CAMC) for the committed period of 19 years. Bank will be pay CAMC charges as per the quoted price during the CAMC period. Detailed scope of the work of CAMC and other conditions are mentioned below under section B.
- VIII. All engineering, equipment, labour, and permits required to satisfactorily complete lift replacement required by the specification.
- IX. Providing All inclusive maintenance to the existing lifts with effect from April 01, 2026 till completion of replacement of all lifts and handover to Bank.
- X. Any other work, related to but not mentioned above, required for completion of the job.

• Work to be in the part of the contractor:

- I. **Lift well and pit:** Clean all grease and dirt from the pit and lift shaft walls. Paint pit with one coat of machinery enamel, and whitewash hoist way as required.
- II. **Machine room and machinery spaces:** paint machine room floor with one coat of epoxy paint when work is completed
- III. Providing lift shaft separation, consisting of steel chain link fence, between each adjacent lift in common lift shafts per code requirements.
- IV. Scaffolding necessary for erection, and all builder's work for cutting away and making good to walls and masonry work required, including repairs to plaster, painting etc. Further, all chase cutting and openings as required, will be carried out by the Lift Contractor. Machine RS beam and MS channels for support of lift machinery and buffers shall be supplied and erected by the Lift contractor.
- V. Lighting of the existing lift well, pit, head room and the machine room. Also, necessary electrical feed wires and main switch in the machine room and door openings with architrave will be provided by the Employer. SDFU of 415 volts, 3 phase AC power for each lift shall be provided.

Sub section B. Scope of work during Defect liability period and Comprehensive annual maintenance contract period:

- i. Ensure that qualified team deployed by them, for the purpose for rendering the services required by the Bank under this agreement.
- ii. Ensure that his employees, while in the Bank premises or while carrying out their obligations under this agreement, observe the standards of cleanliness, decorum, safety, good behavior and general discipline laid down by the Bank and the Bank/ employer shall be the sole judge as to whether or not the tenderer and/ or his employees have observed the same.
- iii. Personally, and exclusively supervise the work of his employees so as to ensure that the services rendered under this agreement are carried out to the satisfaction of the Bank.
- iv. Ensure that no employees of the tenderer will enter or remain on the Bank's premises beyond the specified time limits unless and necessary for fulfilling tenderer's obligations.
- v. Be liable for any damage caused to the Bank or its premises or any part thereof or to any equipment thereof or any property of the Bank and therein by any act, omission, default or negligence of the tenderer or his employees or agents.
- vi. The equipment supplied shall be guaranteed against all types of defects for DLP and CAMC period from date of handing over of the equipment to the Bank. Any defects in the system/sub-assemblies/battery of ARD/small parts like call button, Car LED lights/Fans/LED panel etc found within the guarantee period shall be rectified/replaced by the tenderer **free of cost**. Any assembly/parts/battery/wiring which requires replacement/wear and tear/damaged cables and/or any spares parts etc. shall be replaced as and when required, for which Bank shall not make payment as per terms and condition of the contract.
- vii. The system is also required to be maintained under CAMC for further period of **19 years**. **The format of one time Agreement for Comprehensive Annual Maintenance Contract is provided at [Annexure XVI](#). The firm has to submit AMC agreement before settling the final bill of installation.**
- viii. During this period (DLP & CAMC) servicing at not less than **4** servicing (cleaning of rails, lubrication of moving parts, checking of electro mechanical components, safety, interlocking checking or any other checking as recommended by OEM) and attending to ANY NUMBER of breakdown calls shall be carried out free-of-cost.
- ix. There is no payment during DLP. However, the CAMC payment shall be made on **half yearly basis** on rendering satisfactory services.
- x. The annual maintenance service contract rate shall also consider all the cost, including labor, travel cost from the nearest service station, all spares parts, oil, cables, and upgradation of technologies and relocation of system as and when required, consumable items etc. required for smooth functioning of the system.
- xi. The Contractor shall carry out all the work strictly in accordance with drawing, details and instructions of the Bank's engineer. If in the opinion of the Bank's engineer, nominal changes have to be made to suit the site condition and with the prior approval in writing of the Bank, they desire the Contractor to carry out the same, the Contractor shall carry out the same without any extra charge.

B.1 Renewal of Rate of Comprehensive AMC:

The amount of service contract shall be renewed for an additional period of at least 18 years after two years (one-year defect liability period and one-year AMC on quoted rates). While renewing the contract amount will be arrived at based on following formula:

$$A_C = A_P [(50 \times (EPI_C/EPI_P) + 50 \times (CPI_C/CPI_P)) / 100]$$

A_C	The contract amount for the current year (excluding taxes)
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A _P	The contract amount for the previous year (excluding taxes)
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
EPI _C	Wholesale Price Index for Material handling, lifting and hoisting equipment 6 months prior to the commencement date of contract for the current year.
EPI _P	Wholesale Price Index for Material handling, lifting and hoisting equipment 6 months prior to the commencement date of contract for the previous year.

B.2: Penalty: Any fault in the system shall be rectified as per the rectification time given below failing which penalty shall be applied.

	Rectification time	Penalty
Any defect resulting lift is not working	12 hours	₹1400 per day per lift.

Note: The intent of undertaking major replacement of lifts is to avoid any Civil, Structural, Architectural changes, retaining the front wall and entrance of landing door etc. Extra precautions are expected at all times to ensure safety for all including maintaining a very safe & clean environment always. Work under this contract shall be executed at contract rates as per conditions and specifications stipulated in this tender document. In addition, components/materials, which may not be specifically stipulated in the tender document, but which are necessary for satisfactory installation and/or operation of any portion of the work, shall also be provided within the contract rates without any extra cost. Contractors are invited to submit suggestions during the pre-bid meeting for any additions or deletions that may enhance the lift replacement project. Contractor shall carry out and complete the work in all respects to the satisfaction of the Bank.

Section -VIII

TECHNICAL SPECIFICATION

The detailed specification of the desired equipment is provided in this section. Any deviation in the said specifications has to be brought out on or before Pre-Bid meeting. Section IX specifies some of these critical requirements and the deviations against those can be specified in the annexure itself.

1.0 GENERAL

The lift shall be designed , manufactured , installed and commissioned in accordance with Indian Standard Specifications IS 17900 for **Lifts for the Transport of Persons and Goods** shall apply (All Parts, code for lift) to the equipment's and the work covered by this contract.

In addition, the relevant clauses of the following, as amended up to date shall apply.

- The Electricity Act, 2003 (as amended in 2025)
- Central Electricity Authority (CEA) (Measures Relating to Safety and Electric Supply) Regulations, 2023
- The West Bengal Lifts, Escalators and Travelators Act, 2019, as applicable
- Fire safety regulations pertaining to lifts as applicable
- NBC provisions applicable to lifts-2016

The bidders shall also take into account the applicable local and State regulations for the design and installation of lifts.

1.1 TECHNICAL PARAMETERS

- a. Technical parameters for passenger lifts (e.g., size, travel length, speed) are detailed in Section IX. Bidders must provide item-wise confirmation or comments in the designated column within that annexure. Any deviations from tender requirements must be clearly highlighted in this section; otherwise, it will be presumed that the offer fully conforms. Tenders that do not include a duly filled-in Section IX may liable to be summarily rejected.
- b. All installation will be done by retaining the front wall of the lifts.

1.2 Design Criteria

The lift contractor shall develop the design based on the below specifications and on proven and reliable engineering practices and submit all lift drawings to the Bank for approval. All sub systems & equipment shall be of proven design.

The design of the equipment offered should meet the following criteria:-

- Usage of the latest state of the art technology.
- Design enhancements should not reduce the life cycle of equipment / components
- Design life of at least 20 years.
- Highest levels of reliability & spare parts availability
- Lowest maintenance cost
- Modular design

- Minimum life cycle cost
- Highest levels of safety
- Environment friendly
- Online monitoring system for lift health

This document ensures that the lift manufacturer's design adheres to the specified criteria and that the equipment meets all performance parameters, not only at handover but consistently throughout its service life cycle.

The lift contractor shall provide built-in diagnostics to minimize downtime and demonstrate compliance with performance requirements.

The lift contractor must explicitly confirm all design inputs—including precautions and control measures for guide rail systems, car systems, and lift shafts—factored in to ensure noise, vibration, and other performance standards are met. This includes, if required, impact analysis and solutions for building sway, the piston effect, chimney/stack effects, and seismic control.

4.0 DRIVING MECHANISM & ACCESSORIES:

4.1 LIFT MACHINE:

The lift machine shall be suitable for a 415-volt, 3-phase, 50 Hz AC supply with a voltage variation of $\pm 10\%$). It shall be placed directly above the hoistway on steel beams resting on the machine room floor slab. The lift machine shall feature high efficiency, high power factor (close to unity), and low power consumption, designed to withstand peak currents during operation. Resilient anti-vibration mountings of appropriate design shall be provided to minimize vibration transmission to the building structure. The scope of the contract includes the supply and installation of steel beams (I & C type), motor foundation, and necessary core cutting. Existing beams may be utilized. The assembly shall be designed and tested to sustain the contracted load plus a 25% overload.

4.2 **A C MOTOR /Lift motor**

The contractor shall supply and install the latest Generation 3 (Gen 3), high-efficiency, gearless Permanent Magnet Synchronous Motor (PMSM) elevator system, powered by a 415V, 3-phase, 50Hz AC supply (voltage variation $\pm 10\%$) and controlled via an energy-saving, active regenerative Variable Voltage Variable Frequency (VVVF) drive.

4.3 **ANTI-VIBRATION SUPPORTS**

The whole traction machine shall be mounted on appropriate anti-vibration supports to minimize noise and vibration.

4.4 **BRAKE**

- Standard Compliance: Fully compliant with IS 17900-1 safety standards.
- System Type: Electro-mechanical, friction-type braking system.
- Operation Mode: Fail-safe design, spring-applied and electrically released.
- Manual Release: Must feature a manual brake release lever for emergency rescue operations.
- Dual Redundancy: Equipped with a Double-Acting Brake system consisting of two completely independent mechanical sets. Each individual brake set must independently hold and stop 125% of the rated lift load at rated speed.

- Monitoring: Continuous electronic monitoring of brake shoe/pad wear and open/close status. System must lock out the lift if a fault is detected.
- UCMP Integration: Brake must function as the stopping element for Unintended Car Movement Protection (UCMP).
- ACOP Integration: Brake must prevent Ascending Car Over-speed Protection (ACOP) by safely stopping an over-speeding empty car upward.

4.5 **SUSPENSION ROPES/BELTS**

- The suspension system shall fully comply with **IS 17900 (Part 1 & Part 2)**: Safety rules for the construction and installation of lifts. Suspension rope typically consist of coated steel belts or specialized high-tensile steel wire ropes. The suspension system shall maintain a minimum factor of safety of **12** under full-load static conditions. The elevator system must be equipped with an automated, continuous Electronic Health Monitoring System. The monitoring unit must automatically trigger a safe-landing operational mode, park the lift at the nearest available floor, and shut down operation if any suspension strand experiences wear, degradation, or breakages beyond allowable limits.
- **Data Plate:** A durable metallic data plate must be permanently affixed to the car crosshead, stating the quantity, type, nominal diameter/width, and certified tensile strength of the suspension media.
- **Documentation:** The contractor shall submit type-test certification compliant with IS 17900, structural load calculations, and rope/belt life-cycle data sheet prior to installation.

4.6 **ALIGNMENT**

The brake plunger, collar, sleeve, motor, sheaves and all bearings shall be mounted and assembled so that proper alignment of these parts is maintained. The assembly shall be reviewed and rectified when excessive noise is emitted during operation.

4.7 **CAR SAFETY, COUNTERWEIGHT SAFETY AND GOVERNOR:**

Car safety shall be provided to stop the car or counterweight whenever excessive descending speed is attained.

A tested over speed governor with rope & tension pulley frame shall be provided. The breakage or excessive rope stretch of the governor rope shall cause the motor to stop by means of an electric safety device mounted on the governor tension pulley.

The same shall be designed to meet the respective electrical & mechanical tripping speeds specified in the latest IS 17900.

Compliance under IS 17900-1:2022, contractor provides a Factory Calibration and Type-Test Certificate for the Governor prior to handover the lifts

4.8 **DRIVING SHEAVES**

- Driving sheaves (traction sheaves and governor pulleys) must meet specific dimensional, performance, and material parameters to comply with **IS 17900**
- All traction sheaves shall be enclosed with a suitable & removable guarding for eliminating moving equipment pinching hazards.

5.0 **CONTROL SYSTEM**

5.1 VARIABLE VOLTAGE VARIABLE FREQUENCY (VVVF) REGENERATIVE DRIVE

- Drive Technology: The lift traction system must utilize an energy-efficient, fully digital Variable Voltage Variable Frequency (VVVF) drive incorporating advanced Insulated Gate Bipolar Transistors (IGBTs) for precise motor vector control.
- Active Front End (AFE): The drive must feature an Active Front End (AFE) with a dual-IGBT bridge design to enable clean, continuous bidirectional power distribution between the traction motor and the building's power grid.
- Regenerative Efficiency: During generator modes—specifically when a heavily loaded car descends or a lightly loaded car ascends—the drive must capture the back-EMF energy and convert it back into usable electrical power instead of dissipating it as waste heat through resistors. The system must restrict Total Harmonic Current distortion (THD) to less than 5%.

Following protections shall be built in within the inverter:-

- Motor overload / over torque
- Instantaneous over current
- Ground fault
- Under voltage
- Over voltage – 3 Phase
- Output & Input phase loss
- Output short circuit
- Over speed
- Spikes & Surges
- Phase reversal

It also support Mechanical and Motion Safety Interlocks (IS 17900 Alignment):

- **Electronic Overspeed Prevention:** Aligned with **IS 17900-1** criteria, it must cut power and drop the mechanical brakes if the car speed exceeds (110%) of contract velocity.
- **Ascending Car Overspeed Protection (ACOP):** The inverter must actively support ACOP functions. If the lift over speeds in the upward direction due to counterweight pulling, the inverter must trigger an uncontrolled-motion fault and lock out further operation.
- **Unintended Car Movement Protection (UCMP):** The inverter's safety firmware must interface with landing and car door interlocks. If the motor begins rotating while doors are detected open or unlocked, the inverter must instantly cut current to the motor to freeze motion.

On fault occurrence, the VVVF drive shall store the status of all parameters prevailing at the time of fault occurrence etc. & the same shall be available to the user to assist him in the fault diagnosis.

The lift controller shall be wall/floor mounted, vertical, totally enclosed cubicle type with hinged doors on the front and/or the rear to provide easy access to all components in the controller. The cubicle shall be well ventilated such that the temperature inside never exceeds the safe limits of the components at ambient room conditions in the machine room

Lift motor control system shall be electronic closed-loop control to ensure fail safe motor over speed controls and stopping accuracy of ± 5 mm.

Load compensation circuits shall also be included to further improve upon the levelling accuracy. The levelling shall be ensured within ± 5 mm.

An Automatic Phase reversal device shall be provided on the controller which shall be designed to protect the lift equipment against phase reversal and phase failure.

The controller shall be designed to cut off the power supply, apply the brake and bring the car to a rest in the event of any of the above failures occurring.

System should automatically restart when power is restored.

System memory should be retained in the event of power failure or disturbance. Lifts should not go in to correction mode or correction run to the lowest floor / highest floor to update its position & memory.

The acceleration and deceleration shall be adjustable at site using a service tool.

5.2 GROUP CONTROL SYSTEM

For a single standalone (simplex) lift installation, the car must be operated by its own dedicated microprocessor control system that manages all motion and dispatching independently. Each elevator lobby shall feature standalone hall call buttons equipped with clear directional arrows and floor position displays to keep passengers informed. The control system must automatically process all registered hall and car calls using an optimized routing logic to minimize waiting times and eliminate unproductive travel.

5.3 ENERGY EFFICIENCY

The control systems should incorporate energy control features to reduce the power consumption when the lifts are not in use or there is low demand; these include but not limited to: -

- Auto Fan / Car light Cutoff: Auto switch off feature to be provided for switching of the ventilation fan & car lights after 120 seconds of lift being idle. This should be programmable at site to increase or decrease the timing. These have to switch ON automatically at the time of first landing call.
- Indicators illumination: All indicators to reduce illumination levels after a pre defined period of inactivity of the lift. The pre defined period can be taken as 5 minutes & should be programmable at sites.
- In low demand times, the lift should go into power saving mode (sleep mode).

5.4 FIRE MAN OPERATION

The technical parameters define the fireman's lifts. This shall always be in line with the latest IS codes amended up to date even if the below description is found as different from the latest amended IS codes.

5.4.1 Operation Requirement of fireman's lift/s:-

The fireman's lift shall be provided with the following as a minimum:-

- A two position ON/OFF fireman's switch which is common to all lifts in a group control at evacuation floor (normally the main entrance floor) protected in a box with glass in front with suitable label indicating that it is the fireman

switch.

- Audio & visual signal in car

5.4.2 Sequence of operation:- Return to Evacuation floor (Phase 1):-

- Shall start when the switch at the evacuation floor is turned to the ' on ' position or the signal indicating a fire received from the automatic fire detection and alarm system (if provided by the BMS) is on. The lift(s) controlled by this switch shall cancel car calls and separate from landing calls and no landing or car calls shall be registered. The audio and visual signal in car shall be turned on. All heat and smoke sensitive door re opening devices shall be rendered inoperative.
- If the lift is travelling towards evacuation floor, it shall continue driving to that floor.
- If the lift is travelling away from the evacuation floor, it shall reverse it's direction at the nearest possible floor without opening its door and return non-stop to the evacuation floor.
- If the lift is standing at a floor other than the evacuation floor, it shall close the doors & start travelling non stop to the evacuation floor.
- When at the evacuation floor, the lift will park with doors open.
- The audio signal is turned off after this drive.

Fireman's Service (Phase 2):-

- The phase 2 is started after phase 1 if the fireman's switch is on.
- The lift does not respond to landing calls. All heat and smoke sensitive door re opening devices shall be rendered inoperative.
- When the car call button is pressed the doors start closing. If the button is released before the doors are fully closed, they reopen. The car call is registered only after the doors are fully closed.
- After registering a car call the lifts start driving to a call. If more than one car calls are registered, only the nearest call is answered & the remaining car calls will be cancelled at the first stop.
- At the floors the doors are opened by pushing the door open button. If the button is released before the doors are fully open, they reclose.
- The lift returns to normal service when it stands at the evacuation floor with door open & the fireman's switch is off or by an electric signal from the automatic fire detection system when it is reset.

5.4.3 The word ' FIRE LIFT ' shall be conspicuously displayed in fluorescent colour near/on the lift landing doors at each floor.

5.5 **AUTOMATIC RESCUE DEVICE (Primary Rescue System)**

The ARD shall have the following specifications:

- ARD should move the lift to the nearest landing in case of power failure and single phasing during normal operation of lift.

- ARD should monitor the normal power supply in the main controller and shall activate rescue operation within 10 seconds of normal power supply failure. It should bring the lift to the nearest floor at a slower speed than the normal run. While proceeding to the nearest floor the lift will detect the zone and stop. After the lift has stopped, it automatically opens the doors and parks with door open. After the operation is completed by the ARD the lift is automatically switched over to normal operation as soon as normal power supply resumes.
- Audio / Visual alarm to be provided in car to announce ARD operation; voice synthesizer to make an announcement that lift is running to floor level on emergency power and to exit upon arrival.
- The battery capacity should be adequate so as to operate the ARD at least three (03) times without recharging of battery.
- There must be a suitable audio alarm with visual indication or voice annunciation in the lift car or lift controller to indicate "Low battery" of ARD.

5.6 **Two-Stage Manual Rescue System(Secondary Rescue System)**

Electrical Dynamic Braking Rescue (EDBR) Switch: The control panel must include an EDBR switch that hardwires a short-circuit across the motor's three-phase stator windings. This configuration generates a self-regulating magnetic counter-torque that strictly limits gravity-induced travel to a safe speed below 0.3 m/s.

Manual Controlled Brake Release Mechanism: The gearless machine must be supplied with a mechanical dead-man brake release lever or hydraulic hand pump to manually open the independent brakes. Technicians must use this mechanical tool in combination with the activated EDBR switch to pulse the brakes, allowing the lift car to drift safely and gradually to the nearest landing level.

EMERGENCY HAND WINDING DEVICE

A Removable hand winding device shall be provided for emergency cranking of lift machines whenever required for lifts with machine room. The same shall be located inside the machine room and an electrical safety device shall be provided to disconnect the power to the lift machine during the installation of hand winding device on the machine.

5.7 **Seismic Sensor:**

Seismic operation Control system with primary wave sensor for all the lifts needs to be provided. It could be one control device installed in each isolated zone of the buildings (separated by expansion joints) which shall be integrated with all lift units in that particular zone.

Upon detecting such wave & sensing the limit exceeding the programmed limit, the equipment shall direct the control system to bring the cars to the nearest floor and immediately open doors for safe exit. The electronic sensor should sense & measure acceleration across all three axis.

The lift shall only be reset manually after the signal is clear and the maintenance personnel have inspected the lift.

Upon Detection of a Seismic wave the control system shall provide for a signal to be sent to the BMS system.

A "**counterweight derailment**" device or "**displacement switch**" shall be installed on counterweight guide rails which are to be activated in case counterweight

sections are dislodged from original position between the guiderails due to seismic movements.

An automatic reset shall not be possible in such case and the lift shall remain inoperable until the counterweight sections and guiderails are inspected thoroughly and defects are rectified by the maintenance personnel.

6.0 STANDARD FEATURES TO BE INCLUDED

6.1 AUTOMATIC BY-PASS

Load weighing devices located either on car top or under the car cage shall be provided for all lifts. Whenever the load exceeds 80% of the capacity load of the lifts, the lifts shall ignore all landing calls and only respond to car calls.

6.2 OVER LOAD DEVICE

A load weighing devices shall operate when the load in the car exceeds the rated capacity. The operation of the device shall activate buzzer sound and flashing 'overload' signals. At the same time the car doors shall be prevented from closing. When the excess load has been removed from the car, the buzzer alarm shall stop automatically and the car shall function normally.

6.3 AUTOMATIC SELF-LEVELING

All lifts shall be provided with automatic self-leveling (Stopping accuracy & leveling accuracy) feature that shall bring the lift car level to within ± 5 mm.

6.4 ALARM BELL/BUZZER

An Emergency alarm bell/ Buzzer, including wiring to be provided and connected to a properly marked push button in the car operating panel. The alarm bell shall be located at the ground floor, at the floor landing outside and adjacent to hoist way or as desired by The Bank.

The alarm sound shall be siren type audible from at least 50 meters from the ground floor landing, operated by Rechargeable Nickel/Cadmium maintenance free batteries to give a warning siren when the alarm button in the car is pressed momentarily.

6.5 ANTI-NUISANCE

Anti-Nuisance Feature: If car loading relative to weight in car is not commensurate with number of registered car calls, the system cancels car calls. Systems employing either load weighing or door protective device for activation of this feature are acceptable.

6.6 SAFE LANDING FEATURE

If a car has stopped between floors due to some equipment malfunction, the controller checks the cause, and if it is considered safe to move the car, the car will move to the nearest floor at low speed and the doors will open.

6.7 AUTOMATIC DOOR OPEN TIME ADJUSTMENT

The time the doors are open will automatically be adjusted depending upon whether

the stop was called from a hall call or a car call.

6.8 NEXT LANDING

If the lift doors do not open fully at the destination floor then the doors will close and the lift will automatically move to its next destination.

6.9 INDEPENDENT SERVICE

Under this operation the car is withdrawn from the group control operation for independent use, such as transporting goods, carrying large number of people between floors or maintenance & at such times only responds to car calls. The lift will remain parked on a floor with its doors open until a floor is selected and the door close button is held until the lift starts to travel. The switch for this service shall be located inside the lockable service box in Car operating panel.

6.10 CAR CALL CANCELLATION

This function allows passenger to cancel the selection of a floor which is accidentally pressed by pressing the button again.

7.0 CAR ENCLOSURE

7.1 CAR FRAME

The car frame/sling shall be fabricated from steel angle or channel section and be separate from the lift car. The safety gear positioned below the sling shall be of gradually applied type, which can be released by lifting the car. This safety gear shall be operated by an over speed governor located in the motor room/top of hoist way. The governor tension weight shall be provided with a built-in switch to detect broken rope/belt.

Sheet steel thickness for Car shall be 1.5 mm and for floor it shall be 1.5 mm. Joints in all surfaces shall be coordinated. All fixings to be of the hidden secret type (cover strips at joints are not acceptable).

7.2 CAR ENCLOSURE FINISHES

Car enclosures shall be stainless steel (SS 304) hairline finish or/and Stainless Steel (SS 304) Scratch Resistant finish or/and Powder coated finish or / and as specified & as approved by the Bank as specified in schedule / technical parameters.

7.3 CAR CABIN CONSTRUCTION

Minimum Height of the enclosures shall be 2700mm (from false ceiling to lift floor). Flooring of lift car enclosure shall be done by the contractor in Granite / Marble stone (with suitable thickness to withstand full load of passenger capacity). Colour, texture, Design of flooring and ceiling shall be approved by the Bank. Enclosure shall have SS/MS ceiling with LED cluster lights (light intensity more than 100 lux)(not in single but minimum two in parallel) or standard design of ceiling as approved by the Bank. The enclosure shall have fixtures and fittings including provision of car ventilation as detailed in technical parameters.

7.4 CABIN FAN/BLOWER

At least two numbers Noiseless pressure fan or blower (heavy duty) shall be provided in each lift cabin with supply grill matching with the interior of the car. Airflow in the car should be such that adequate amount of airflow reaches all parts of cabin. One

of the blowers shall be connected through a rechargeable UPS to ensure continuous blower operation for at least 15 minutes in event of power failure.

7.5 EMERGENCY LIGHTS

In addition to normal lighting, there shall be emergency lights with an automatically rechargeable emergency supply, which is capable of ensuring a lighting intensity of at least 20 lux for 1 hour.

7.6 GUIDE SHOES

As manufacture standard confirming to the relevant code in IS 17900.

7.7 Remote Monitoring: Provision of the remote monitoring regarding the performance and breakdown of the lifts. Remote Monitoring provides services using the latest monitoring technology. The necessary hardware and software must be built in lifts.

8.0 CAR SIGNALS & OPERATION DEVICES:

8.1 FOR CARS

A flush type Stainless Steel "car operating panel" with the following devices shall be fitted:

- Bank of call buttons corresponding to landings served. Tactile braille LED illuminated Buttons.
- The push buttons should be tonal contrast to the COP & car panels finish
- Each push of any COP button shall provide a soft audible signal to confirm operation.
- Alarm button shall be provided with a yellow pictogram to indicate the alarm button provision.
- Fan /Blower switch.
- Door open button.
- Door close button.
- The main floor / exit floor push button shall protrude 5mm beyond the other floor buttons & be coloured green with green illumination
- "Up" & "Down" direction indicators indicating travel direction
- Key operated switch for "Attendant" and "Automatic" operation.
- Provision in car to be connected with P.A. System, Fire Control Room, CCTV, Intercom internal and BMS Control Room.
- Overload panel along with audio /visual indication.
- Adequate space provision for access control card reader.

A load weighing device shall be provided to by-pass landing calls, should the load of the lift reach 80% of the full contract load.

The Blower switch shall be a tactile push type switch. Blowers shall be isolated with vibration isolators from the car and the sling. The "up" and "down" reversal buttons and key operated inspection switch shall be provided on a maintenance control device on top of the lift car.

In case of "Attendant" operation of the car, indicator on the car station shall be provided for the attendant to know on which landing the call has been registered to answer that call. A lift attendant knows which floor a call came from by observing the illumination of specific call buttons or indicator lights on the main control panel inside the lift car

If the sole control of the lift is to be retained on the car station, a car preference switch shall be provided to ignore all landing calls.

The car operating panels shall also incorporate means to register car calls when the elevator is switched to independent service or when on fireman's control. These car call controls shall not normally be activated and shall be hidden behind a locked panel.

8.2 A LED based digital car position indicator with LED/LCD illumination shall be provided in each passenger car indicating the landing at which the car is stopped or passing.

8.3 Car enclosure will be provided with arrangement for fixing of Internal Telephone. Car shall have a provision for communication with main control room / fire control room.

8.4 **COMMUNICATION SYSTEM:**

- a) Self-Dialing (PRESS & SPEAK TYPE) Three-Way Communication System Actuated from Car to the designated locations or as per manufacturer standard.
- b) Provide an EPABX Telephone instrument in car with dialing facility; wiring for the same to be carried out by the lift firm from each lift car to the lift machine room, from where it shall be connected to the existing EPABX system already installed by the Bank. The vendor shall also provide one additional set of wiring to keep a provision for an addition intercom.

8.5 **VOICE SYNTHESIZER**

This shall be provided & needs to be of the digital type capable of site programming.

Besides giving a choice of background music (with option at site to choose or reject) it should be capable of providing following messages in at least three languages per choice of Bank:

- Arrival at the floor & its designation.
- Lift failed to start, please press the door open button
- ARD operation

Final messages list & wording to be finalized the Bank.

8.7 Car must have wiring for the intercom of the office building. This intercom will be connected to EPABX system of the office.

9.0 **CAR & LANDING DOORS**

9.1 DOOR OPERATOR

Door operator shall be positive acting and powered by an A.C motor rigidly connected to the door and controlled by a VVVF unit. Operator shall simultaneously open the car and hoist way doors and maintain the doors fully open or closed at each door step. Door operators shall be suitable for Attendant/Automatic operation. The door operation shall ensure smooth opening of door without any jerk and closing of door without any banging noise.

An electric contact for the door shall be provided which shall prevent car movement away from the landing unless the door is in fully closed position.

9.2 CAR & HOIST WAY DOOR PROTECTION:

A multiple beam full height infrared electronic door detector shall be provided to regulate the closing motion of the doors for entry of the passengers. When a person is entering the car while the doors are closing the detector shall sense the same and reverses the door closing to permit entry.

9.3 CAR & LANDING DOORS:

The car & landing entrances for lifts shall be protected by automatic power operated, center opening horizontal sliding doors with size and finish as per approved by the Bank. Door panels should be of single skin construction & the sheet metal shall be a minimum thickness of 1.2 mm.

The face of the door panels shall maintain a fixed running clearance with respect to the architrave and / or door frame.

Every landing door shall be provided with an emergency landing door unlocking device. When operated by an authorized person with the aid of a key to fit the unlocking triangle, the landing door shall be unlocked irrespective of the position of the lift car for rescue purpose. When there is no "unlocking" action, the key shall only be able to stay in the locked position.

A potential cause of accidents could be the attempt to open the landing door locks of lower floor in case car stops away from floor level. This attempt in panic may result in an accidental fall in to the lift pit. In order to ensure that the trapped passengers do not attempt the above, the electromechanical latch should be so designed that it is inaccessible or invisible to the passenger in car.

Each landing door shall be complete with locks, headers, sills, frames, rims, hanger supports with cover plates, etc. The finished work shall be strong, rigid & neat in appearance. Plain surface will be smooth & free from warp or buckle. Molded surfaces shall clean out, straight & true. Fastenings shall be concealed from the fascia side of the material.

In accordance with IS 17900, landing doors shall provide a **minimum fire resistance rating of 2 hour for integrity (E)**. The contractor must submit valid type-test certificates upon handover.

10.0 LANDING SIGNALS AND OPERATION CONTROLS

10.1 DUPLEX / STANDARD / CONVENTIONAL CONTROLS

Terminal Landings

- LED illuminated type single push buttons with travel indication arrow in hairline finish stainless steel fascia plate.
- 16 segments LED based Digital car position indicator in hairline stainless steel fascia plate or as specified in the section IX.
- Direction & position indicators requirement is mutually exclusive and both displays have to work simultaneously.

Intermediate Landings

- Two LED illuminated type push buttons with travel indication arrow in hairline finish stainless steel fascia plate.
- 16 segments LED based Digital car position indicator in hairline stainless steel fascia or as specified in the Section IX.
- Direction & position indicators requirement is mutually exclusive and both displays have to work simultaneously.

Hall Lanterns & Gongs

If in Section IX hall lantern & gongs are specified to be included, the gong to be provided should be one stroke for Up-direction and two strokes for Down-direction; the hall lanterns should take the form of Up & Down direction.

The number of risers will be approved by The Bank.

Surface mounted face plates will be preferred though the final approval on faceplate design will be taken by the Bank. The cover plates should be secured by semi secret fixings such as recessed captive grub or socket headed screws but not by visible screw heads.

Options of faceplates / buttons / indicators / hall lanterns to be submitted by lift contractor. The indicators should provide an angle of view of 140 degree.

Car Arrival Chime

If in section IX Car arrival chime are specified to be included; the chime to be provided should be one stroke for Up-direction and two strokes for Down-direction, Volume of the same shall be adjustable at site; Bidders to specify the location of car arrival chime.

10.2 LIFT IDENTIFICATION PLATES/LIFT IDENTIFIER ON ALL FLOORS:

Lift identification numbers stating e.g. "LIFT A" shall be provided in the following locations for each lift by the lift contractor:-

- On each lift control panel
- Each Car top control station
- Each Machine
- Each safety governor
- Each pit switch

These may be painted except for the ones required for first two items above, which will need to be engraved on matching material to each item as approved by the Bank.

11.0 LIFT SHAFT & PIT

11.1 LANDING FASCIA

Fascia panels (as per site requirement) of minimum 1.6mm zinc coated mild sheet steel shall be fitted between the header of each entrance & the sill of the floor above.

These fascia plates must be rigidly braced & any fixings / mountings used shall be of steel.

Each fascia should be full width of entrance plus 150mm at least on either side and only counter sunk screws will be accepted on the surface.

Fascia panels post fitting have to be site painted to match all other site steel work.

Car door lock shall also be provided as per compliance of IS17900.

11.2 GUIDE RAILS :

As manufacture standard confirming to the relevant code in IS 17900

11.3 BUFFERS

Oil buffers must be provided for this project, equipped with an integrated electrical safety device to verify the plunger return, in accordance with IS 17900

11.4 SILLS

The sills to be provided should be aluminum grooved, with self-supporting sill M.S. angle of adequate size.

11.5 COUNTER WEIGHT

The counter weight shall be made of cast iron firmly fixed using 2 numbers tie rods and consist of structural steel frame which shall travel between rigid guides and also shall be capable of withstanding buffer impacts. The counter weight shall have weight in compliance with IS standard. Suitable metallic counter weight guard of required length shall be provided at the bottom of the hoist way.

11.6 PAINTING

All lift metal work shall be given one shop coat of rust inhibiting paint in the factory and painted with finishing coats on site. Factory finished powder coated paint as per desired shade is acceptable. Any damage caused during erection of the equipment shall be repaired to restore it to required finish.

12.0 SAFETY DEVICES

All safety devices statutorily required by IS 17900 standards, including but not restricted to the following shall be provided:

12.1 TERMINAL AND FINAL LIMITS

Terminal limit switches shall be provided to slow down and stop the car automatically at the terminal landings, and final limit switches shall be furnished to automatically cut off power should the car travel beyond the terminal landings.

12.2 INTERLOCKING

Each Hoist way gate shall be provided with an approved interlock and which shall prevent the movement of the car away from the landing unless all gates are closed and locked. The interlock shall also prevent opening of gate except at the landing where the car is stopping or has stopped. Adequate interlocking is to be provided so that the car shall not move if the landing doors are even partially open and also the lift is overloaded.

12.3 SELF LEVELING

The lifts shall be provided with self-leveling features of $\pm 5\text{mm}$ accuracy.

12.4 ASCENDING CAR OVER SPEED PROTECTION

The lifts shall be provided with an ascending car over speed protection device conforming to IS standard 17900. This device shall comprise a speed monitoring and reducing element which shall detect uncontrolled movement of the ascending car at a minimum of 115% of the rated speed and a maximum of 125% of the rated speed. This shall cause the car to stop, or at least reduce its speed to that for which the counterweight buffer is designed.

The device shall not allow a retardation of the empty car in excess of $1g(9.8\text{m/s}^2)$ during the stopping phase. The device shall act to the car or the counterweight or on the rope system or on the traction sheave.

The device shall operate an electrical safety switch to switch off the power supply to the lift motor. This safety switch shall not be of auto resetting type.

12.5 UNINTENDED CAR MOVEMENT PROTECTION(UCMP)

The lifts shall be provided with an UCMP protection conforming to IS standard 17900. This must automatically detect any unintended drift of the lift car away from the landing zone—in either direction—while the landing and car doors are open, resulting from a failure in the main drive machine, gearbox, or traction brakes. The system must detect movement before the car departs the unlocking zone and arrest the vehicle safely within code-defined parameters to eliminate crushing or tripping hazards.

12.6 PIT LADDER & SWITCH

The lift contractor shall provide fixed pit ladders between the bottom landing and the pit floor. These will be safe from all falling hazards.

Two pit stop switches, one at bottom landing level in the shaft & the other on the pit shall be provided, which, when in the STOP position, shall prevent any movement of the lift car including movement during inspection operation, until both the switches are set in the run POSITION. The switch shall have a mushroom red head. It shall be locked off when pushed and reset manually.

First stop switch shall be accessible from the lower landing on opening of the landing door and the second switch from the pit floor.

12.7 SAFETY ITEMS

Following safety items shall be provided in each machine room / Lift; Contractor to cover the cost of these items in his quoted rates, nothing extra shall be paid on this account.

Machine Room Items:

- First Aid Box
- Danger Plates
- Rubber mats in front of each controller
- Electric shock treatment charts
- Any other safety item that may be required by authorities.

Lift Car Items:

- Do's and Don'ts with emergency contact Numbers engraved on a SS Face Plate to be displayed in the car.
- Copy of valid Lift license issued from concerned authorities to be displayed in all lifts in properly framed display.

13.0 ELECTRICAL EQUIPMENT AND WIRING

13.1 SCOPE

The supply, installation, testing and commissioning of all electrical wiring including control wiring along with other electrical equipment and accessories is in the scope of the firm. Also, all the necessary hoist way wiring along with switch board and

bulkhead lighting and other power point provision as per IS shall be in the scope of the firm. However, Power supply at 415 V, 3 phase, 50 Hz, 4 wire with double earthing provision for each lift shall be supplied by the Bank in the machine room.

13.2 WIRING

All wires and cables shall be insulated with polyvinyl chloride base insulation rendered flame retardant armored and rated for 1100-volt service and suitable for use in dry and wet locations. Makes of wires and cables shall be subject to the approval of the Bank before delivery.

Necessary permanent Wiring and bulkhead lights in the shaft shall be part of this tender. Supply and installation light and 5A socket every 5 meter in the shaft up to lift room.

All control wiring shall be of copper. All electrical wires and cables shall be low smoke emission and halogen free type (LSHF)

The control wiring shall be laid out neatly and clearly in cable sleeves and all terminals and cables shall be labeled or marked for identification.

Wires and cables subject to movement and abrasion shall be protected by flexible galvanized steel conduit.

A trailing cable for lighting control and signal circuit is permitted, if all the conductors of these trailing cables are insulated for maximum voltage running through any one conductor of this cable.

The lengths of the trailing cable shall be adequate to prevent any strain due to movement of car. All cables shall be properly tagged by metallic / plastic tags for identification.

Travelling cables shall be of flat type with flame & moisture resistant properties for the service and shall run from a junction box on the top of the car to a junction box located in the shaft bear midpoint of travel and from these junction boxes conductors shall be run to the various locations.

They shall have a fire and moisture resistant outer covering and contain a steel-supporting strand. Travelling cables shall be suitably suspended to relieve strains in individual conductors.

Travelling cables shall be provided for telephone, signals, controls, lights, fans, alarm bell, emergency circuit, music and communication with control room etc.

10 percent of the total capacity subject to a minimum of 5 wire pairs shall be available unutilized in the trailing cable everywhere suitable distributed between various functions.

Metal frames and all metal work of the lift controller frame etc. shall be earthed with double earth leads taken to the earth bar. Looping shall be permitted if such routing is feasible. All other individual metallic framework of components etc. shall be loop earthed. All the lifts shall be provided with earthing arrangements.

14.0 BMS COMPATIBILITY

All the lifts control panels should be compatible with BMS and should be able to communicate with the BMS in any of the following standard protocol like MODBUS, LONWORKS, BACNET etc. Accordingly, necessary provisions shall be made by the bidder.

14.1 Elevator monitoring system/lobby vision system: The objective is to deploy a **Real-Time Elevator Monitoring System (EMS)** that provides a centralized visual overview of all elevator units within the facility. The system must provide live status updates to the **Fireman's Control Room** to assist in emergency response and daily facility management.

- The system comprises of **Monitor:** 21-inch Industrial Grade LED Display, 4K or Full HD resolution, 24/7 operation rating, wall-mounted.
- **CPU/Workstation:** High-performance Mini-PC or Industrial Controller capable of running proprietary EMS software.
- **Software Features :** Graphical User Interface (GUI) representing the building floors and lift cars. Real-time display of **car position (floor), direction of travel**
- **Cabling:** Provision and installation of all required data cables (CAT6 shielded or Fiber Optic, depending on distance and interference).

15.0 INTERFACE MANAGEMENT

On request from Bank, the lift contractor shall initiate and manage the design, development, installation and testing of the interface between the lifts and the BMS system; the CCTV system ; the Access Control systems ; the Fire alarm systems ; the Public Address systems; EPBAX system and the wireless communication system etc. For this purpose, Bank will provide support from existing vendors of these ancillary work in making it operational.

16.0 RIDE QUALITY: The lift design should provide smooth acceleration and deceleration with minimal vibration and noise complying with IS 17900 , ensuring comfortable ride quality for passenger.

17.0 TESTING OF LIFT INSTALLATION

The Bank's Engineer reserve the right to inspect the lift during & post installation.

17.1 TEST DURING INSTALLATION

17.1.1 Leveling Test

Accuracy of the floor leveling shall be tested with the lift empty and fully loaded condition.

The lift shall be run to each floor while travelling both in upward and downward directions and the actual distance of car floor above/ below landing floor shall be measured. In each case there shall not be any appreciable difference in these measurements for leveling at the floors when the car is empty and when it is fully loaded. The tolerances for leveling shall be as $\pm 5\text{mm}$ accuracy.

17.1.2 Safety Gear Test

Instantaneous safety gear controlled by a governor should be tested with contract load and a contract speed, governor being operated by hand. Two tests should be made, however, with wedge clamps or flexible clamp safeties, one with contract load in the car and the other with 68 kg (equivalent to one person) in the car. The stopping distance obtained should be compared with specified figures and the guides, car platform, and safety gear should be carefully examined afterwards for signs of

permanent distortion.

Counterweight safety gear should be tripped by the counterweight governor and the stopping distance noted. However, the governor tripping speed should not exceed more than 10 percent of the rated speed.

During the safety gear test, car speed (from the governor or the main sheave) should be determined at the instant or tripping speed with that stated in I.S. The governor jaws and rope should be examined for any undue wear.

17.1.3 Contract lift Speed

The lift speed shall be measured under full-load, half-load, and no-load conditions in the car. The measured speed must not vary from the contract speed by more than ± 10 percent. All necessary measurement equipment (such as tachometer) shall be provided by the contractor.

17.1.4 Car and landing doors interlocks

The lift shall not move with any door open. The car door relay contact and the retiring release cam must be tested. The working of the door operation and the safety edges and light equipment if any provided shall also be examined.

17.1.5 Controllers

The operation of the contactors and interlocks shall be examined, and it shall be ascertained whether all requirements laid down in the specifications have been met.

17.1.6 The test certificates for the following would be required before handover: -

- Ropes
- Guide rails
- Trailing cable
- Buffers
- Motor routine test

17.1.7 **Airborne noise:** measured noise level of lift equipment during operation shall not exceed 50 dba in lift lobbies and 55 dba inside car under any condition inducing door operation and car ventilation exhaust blower on its highest speed.

18.0 PROVISION FOR THE DISABLED AND HANDICAPPED

All the Passenger Lift shall be provided with following features:

- Lift control buttons at locations and height specified in IS 17900
- Hall call buttons at locations and height specified in IS 17900
- Hand rails shall be provided on the side walls of the Lift (three side) at height & locations specified in IS:17900. An international symbol of access of the disabled shall be permanently and conspicuously displayed at each and every Lift landing next to the Lift entrance. Braille notations indicating the floor levels shall be incorporated next to each button for differently able persons.
- A digital voice system for announcing the car position, opening/closing of doors, direction of travel and messages shall be provided as per IS:17900

19. Statutory Approvals & Licensing

- **Liaison Responsibility:** The successful bidder shall be responsible for end-to-end liaison with the Chief Electrical Inspector (CEI) or relevant State Lift Inspectorate to obtain the "License to Operate" the lift.

- **Payment of Fees:** All official statutory fees, including permit-to-erect and license-to-operate fees, shall be payable by the Bank. The bidder must provide the official challan/demand note from the authority, which the Bank shall pay directly or reimburse upon production of original receipts.

- **Documentation:** The bidder must prepare and submit all required technical drawings, test reports, and completion certificates as per the State Lift Act and National Building Code (NBC).

- **Testing & Inspection:** The bidder must arrange for the physical inspection of the lift by the government inspector and provide all necessary tools, load weights, and technical manpower for the successful conduct of safety tests.

- **Validity:** The bidder must ensure that, license for all the lifts are obtained before the final handover of the system. The bidder shall also do the required liaisoning with the lift licensing authority, while renewal of the lift licence post defect liability period.

-----X-----

Section - IX

Technical Details to be filled by Contractor/ Bidder

Note: - Bidders to give item wise confirmation/comment against each parameter. Deviations if any shall be clearly brought out in this Performa.

Bidder shall upload soft copies of their catalogues showing options of false ceiling, handrails, buttons, COP, hall lanterns, indicators, multimedia screen, ventilation units.

Fill the data for 6 lifts	(A) for General specification of lifts and (B) for common parameter of lifts		Offered Make	Offered Model
	a.	Group of 4 : Speed 2.5 MPS (G+8)		
	b.	Group of 2: Speed 2.5 MPS (G+11) Note: These lifts may be configured to operate in group or in simplex mode as per Bank's requirement.		

RBI Regional Office, Kolkata - Technical Parameters for Lifts				
S. No	Item	Requirements as per Tender	Confirmation (Y/N)	Comments by Bidder
A)	General Specifications			
a)	Replacement of Passenger Lifts (P3,P4,P5,P6) one Group of 4 lifts	one lift assigned as fireman lift. (Presently there are 4 lifts of Schindler, 16 Passenger, 2.5mps on both sides)		
1.1	Type	Passenger in Group		
1.2	Number of Lifts	04 Nos.		
1.3	Capacity	16 passengers (whichever maximum as per available shaft size) as per IS		
1.4	Speed limit	Minimum 2.5 mps (meter per second)		
1.5	Machine Type with V3f drive	Permanent Magnet Synchronous Motor (PMSM) Gearless/Drive (Submit specification)		
1.6	Number of Landings	G+8 i.e. 9		
1.7	Hoistway Size available	2330 mm (W) x 2080 mm (D) (Existing)		
1.8	Floor Markings/served	G,1,2, 3, 4,5, 6,7, 8		
1.8.1	Floor to floor height	Variable (check at site)		
1.9	Travel Length	Approx. 38.9 meters (check at site)		
1.9.1	Overhead in mm	5960 mm (existing) (check at site)		
1.9.2	Pit Depth in mm	2530 mm (existing) (check at site)		
	Machine Room			
1.10	Machine room location	Existing (check at site)		
1.11	Machine Room	2400 mm (existing) (check at site)		

	Height			
1.12	Control	Closed-Loop ACVVVF (Variable Voltage Variable Frequency) drive with harmonic arrestors		
1.13	Operation	Self-illuminated (when pressed) Mechanical push button (with Braille number) per lift with SSL faceplate for each lift.		
		One LOP button common for two Lift at each floor required with dot matrix display		
	Car			
1.14	Car Enclosure	All Car panels in Stainless Steel Scratch Resistant Finish.		
1.15	Car Ceiling	Stainless Steel False ceiling with pressure blowers and LED Lights / Down-lighters of minimum 100 Lux illumination.		
1.16	Car Floor	Granite flooring inside car of approved design and quality to be provided and installed by bidder.		
1.17	Car and Landing Doors (WxH)	Landing doors at all floors in Stainless Steel Hairline finish. Car Door shall be of same finish as Car Panels. Automatic Center opening power operated 1000mm x 2100mm. (Existing Door Height and wall to be retained)		
1.18	Car Size inside (WxDxH)	Presently 1940 mm (W) x 1400 mm (D) (Proposed please indicate below) - _____ mm(W) x _____ mm (D) - Minimum Clear Car height require below false ceiling to be 2700 mm.		
1.19	Sill	4mm Aluminium		
1.20	i) Car Operating Panel	Stainless Steel Hairline finish Car Operating Panel inside car with floor destination buttons. Emergency alarm, telephone type intercom & attendant switch to be provided along with 16 segment LED / Dot Matrix Dynamic Car Direction display & Digital position /Indicators.		
	ii) Group Operating Panel with access control facility	The keypad in the lobby used to call the lift.		
		Bidder to provide inputs on DOP/ COP type/Model no. and details/feature of as quoted		
1.21	Car Interior Load beyond flooring weight	Additional car interior weight not required		
1.22	Door frames	Stainless Steel Hairline finish or as approved by the Bank's Engineer		

S. No	Item	Requirements as per Tender	Confirmation (Y/N)	Comments by Bidder
	General specification			
b)	Replacement Group of 2 lifts	Passenger Lifts (P1 and P2) both lifts assigned as fireman lift (Presently there are 2 lifts of Schindler, 16 Passenger, 2.5 mps)		
1.1	Type	Passenger in Group		
1.2	Number of Lifts	02 Nos.		
1.3	Capacity	16 passengers (whichever maximum as shaft size) as per IS		
1.4	Speed	Minimum 2.5 mps (meter per second)		
1.5	Machine Type with V3f drive	Permanent Magnet Synchronous Motor (PMSM) Gearless		
1.6	Number of Landings	G+11 i.e. 12		
1.7	Hoistway Size available	2330 mm (W) x 2080 mm (D) (Existing)		
1.8	Floor Markings/served	G,1,2,3,4,5, 6, 7,8,9,10,11		
1.8.1	Floor to floor height	Variable		
1.9	Travel	Approx. 53 meters (check at site)		
1.9.1	Overhead in mm	5960 mm (check at site)		
1.9.2	Pit Depth in mm	2530 mm (check at site)		
	Machine Room			
1.10	Machine room location	Machine Above (At Top)		
1.11	Machine Room Height	2600 mm (check at site)		
1.12	Control	Closed-Loop AC VVVF (Variable Voltage Variable Frequency) drive with harmonic arrestors.		
1.13	Operation	Self-illuminated (when pressed) Mechanical push button (with Braille number) per lift with SSHL faceplate for each lift. One LOP button for each Lift at each floor required with dot matrix display.		
	Car			
1.14	Car Enclosure	All Car panels in Stainless Steel Scratch Resistant Finish.		
1.15	Car Ceiling	Stainless Steel False ceiling with pressure blowers and LED Lights / Down-lighters of minimum 100 Lux illumination.		
1.16	Car Floor	Granite flooring inside car of approved design and quality to be provided and installed by bidder.		
1.17	Car and Landing Doors (WxH)	Landing doors at all floors in Stainless Steel Hairline finish. Car Door shall be of same finish as Car Panels. Automatic		

		Center opening power operated 1000mm x 2100mm (Existing Door Height and wall to be retained).		
1.18	Car Size inside (WxDxH)	Presently 1940 mm (W) x 1400 mm (D) (Proposed please indicate below) - _____ mm(W) x _____ mm (D) - Minimum Clear Car height below false ceiling to be 2700 mm.		
1.19	Sill	4mm Aluminium		
1.20	i) Car Operating Panel	Stainless Steel Hairline finish Car Operating Panel inside car. Emergency alarm, telephone type intercom & attendant switch to be provided along with 16 segment LED / Dot Matrix Dynamic Car Direction display & Digital position /Indicators.		
	ii) Car Operating Panel (COP)	The LOP keypad in the lobby used to call the lift.		
		Bidder to provide inputs on DOP/ COP type/Model no. and details/feature of as quoted		
1.21	Car Interior Load beyond flooring weight	Additional car interior weight not required		
1.22	Door frames	Stainless Steel Hairline finish or as approved by the Bank's Engineer		
1.23	Door frames	Stainless Steel Hairline finish or as approved by the Bank's Engineer		
B) PARAMETERS COMMON TO ALL LIFTS				
Machine				
1.1	Power Supply	415V/220V, 50 Hz		
1.2	Acceptable Voltage Fluctuation	+10 to -10%		
1.3	Rate of Acceleration/Deceleration M/s ²	0.6-1.5		
1.4	Jerk(m/sec ³)	0.7-1.6		
1.5	Stopping Accuracy	± 3 mm to ± 5 mm		
	Leveling Accuracy	± 3 mm to ± 5 mm		
1.6	Door Drive	Direct drive doors with PM motor and closed loop VVVF door control		
1.7	Car panel & Door panel thickness	At least 1.5 mm, SS 304 : 1.2mm thick		
FIXTURES / SIGNALS INSIDE CAR				
Stainless steel Car operating panel with following buttons and indications.				
1.10	Door open/ Door Close	Door open and Door Close buttons with Symbol markings. Door hold button for service lifts		
1.11	ARD operation Audio / Visual indication in car	To be provided		

1.12	Emergency Alarm Button	Emergency Alarm button with Bell symbol & the same should be at a distinct distance from the call buttons. Emergency Alarm button to be located along with Door open and Close Buttons at a height of 900±10 mm from floor level. Yellow pictogram to be provided. Alarm sound shall be siren type audible from at least 50 meters from the ground floor landing		
1.13	Auto Light/Fan Cutoff	Ventilation fan ON/OFF switch with auto switch off feature after 120 seconds of Lift at idle condition.		
1.14	Attendant Operation	Two position Key operated Attendant switch for With/without attendant operation.		
1.14.1	In attendant mode: Call button illumination	A lift attendant knows which floor a call came from by observing the illumination of specific call buttons or indicator lights on the main control panel inside the lift car		
1.15	Push buttons	LED Illuminated tactile braille push buttons of to be of robust SS Vandal Resistant type.		
1.16	Communication system	a) Self-Dialing (PRESS & SPEAK TYPE) Three-Way Communication System Actuated from Car to the designated locations or as per manufacturer standard. b) Provide an EPABX Telephone instrument in car with dialing facility; wiring for the same to be carried out by the lift firm from each lift car to the lift machine room, from where it shall be connected to the existing EPABX system already installed by the Bank. The vendor shall also provide one additional set of wiring to keep a provision for an addition intercom.		
1.17	Car Display	LCD Dynamic Car Direction display & Digital position indicators shall be provided. Bidder to provide inputs on Car displays as quoted		
1.18	Emergency Light	Emergency light with rechargeable Sealed Maintenance free battery with 30 minute Backup.		
1.19	Emergency Alarm	Alarm with Rechargeable Sealed Maintenance Free batteries rated for 30 minutes.		

1.20	Over load warning	Audio/Visual Overload warning indicator to be provided.		
1.21	Voice Announcement	Floor Position Voice Announcement with background music. Please confirm tender specs.		
	Landing Indicators			
1.22	Hall Buttons	For Group of 4 Lifts: Hairline Stainless steel faceplate with LED glow micro-stroke push tactile Braille buttons. (one LOP common for two lifts on each side and on each floor) For Group of 2 lifts : Hairline Stainless steel faceplate with LED glow micro-stroke push tactile Braille buttons. (one LOP for each lift on each floor) To be located at a conspicuous height as per existing cutouts and layout – No modifications in cutout is desired and existing cutout has to be fully covered with new fixtures and faceplates.		
1.24	Landing display	16 segment / Dot Matrix Car position and direction of travel display and Lift under maintenance display.		
		Bidder to provide inputs on landing displays and button details as quoted		
1.25	Hall Lantern & Car Arrival Gong: Lantern to take shape of Up & Down direction; Gong to be single stroke for Up and Two strokes for Down	To be located at a conspicuous height as per existing cutouts and layout – No modifications in cutout is desired and existing cutout has to be fully covered with new fixtures and faceplates		
	Provision of Handicap Friendly features in Passenger Lifts			
1.26	Hand Rails	SS Hairline finish Hand rails on all three sides of lift All Hand rails to be fixed at a height of 900mm from the floor level.		
1.27	Braille Marking Buttons on Car operating panel and landing push buttons	All buttons to have braille inscriptions.		
1.28	Low Height COP for all Lifts	The height of the Floor buttons to be such so as to be accessible by person sitting on wheel chair conforming to IS code.		
1.29	Voice Announcement	Voice announcement to announce the Floor position		

1.30	Infrared door protection device	Multi beam infrared protection device so as to reverse the closing door in case of slight obstruction in the door way.		
SAFETY FEATURES & OTHER INCLUSIONS				
1.31	Fire Man Switch	Fire man's switch for each group of lifts at Ground floor level. All lifts to have fireman mode - stage 1 and Fire lift to be with stage 1 & 2 For lifts travelling G+11, each lift shall be provided with Fireman switch individually.		
1.32	Door Protection	Multi beam infrared protection device so as to reverse the closing door in case of slight obstruction in the door way.		
1.33	Phase Reversal	Automatic Phase reversal device.		
1.34	Over Load Device	Overload non-start and overload protection device.		
1.35	Buffers	Oil buffers		
1.36	Safety Governor	Electro-Mechanical type Safety governors for Car.		
1.37	Safety Instructions	Do's & Don'ts with emergency contact Numbers engraved on a SS Face plate displayed in the car		
1.38	Over travel protection	Terminal and final limit switches to be provided.		
1.39	Controller / Drive / Motor Protection	Trip Device for Over current, Short Circuit Under Voltage and Over voltage than the rated capacity. $\pm 10\%$		
		· Motor overload / over torque · Instantaneous over current · Ground fault · Under voltage · Over voltage – 3 phase · Output & Input phase loss · Phase reversal · Output short circuit · Over speed · Spikes & Surges		
1.40	ARD (Automatic Rescue Device)	ARD to be provided. (Detailed Literature of Make and working of ARD to be provided separately). ARD should operate for Minimum 03 times without recharging.		
1.41	Fire Rating of doors	Landing doors to have 2-hour fire resistance rating. Certificates to be provided		
1.42	Intercom connection	Lift car to fire room and machine room telephone wiring along with other cable		

1.43	Additional wiring along with travelling cable (car to lift room)	CCTV Cat 6		
		Wifi (router) Cat 6		
		Intercom/EPABX 2 pair		
		Fire Detector 2 pair (1.5 sqmm)		
		BMS (RS485) wiring		
		UPS wiring 2 pair (2.5 sqmm)		
1.44	One car blower connected to UPS	One of the two car blowers to be connected through UPS power supply provided by bidder.		
1.45	Fascia Plates & Sill angles	• Full height Fascia Plates and Sill angles to be provided as per site requirement. Aprox of min. height 750 mm to be provided at car side. • car door lock shall also be provided.		
1.46	Pit Ladder	MS Pit ladder to be provided and securely fastened inside the pit.		
1.47	No Correction Run	System memory should be retained in the event of power failure or disturbance. Lifts should not go in to correction mode or correction run to the lowest floor / highest floor to update its position & memory.		
1.48	Safe Landing Feature	If a car has stopped between floors due to some equipment malfunction, the controller checks the cause, and if it is considered safe to move the car, the car will move to the nearest floor at low speed and the doors will open.		
1.49	Ascending Car Overspeed Protection Device	To be provided		
1.50	Unintended Car Movement Protection Device	To be provided		
1.51	Seismic Sensor	Required		
1.52	Other functions – anti nuisance, car call cancellation, next landing, bye pass, self leveling, door time adjustment, independent operation & return operation	Please confirm inclusion of these features as described in clause 6 of technical specifications.		
1.53	Counterweights	Cast iron blocks but concrete or steel can also be used.		
1.54	Regenerative Drive	To be provided. Precautions taken and confirmation on converter with power factor of 1		

1.55	Guide-rails - Car & Counterweight	To be provided		
1.56	Car and Counterweight Frames	To be provided		
1.57	Annual Uptime Guarantee	97%		
1.58	Feature List	Standard included & options – to be provided		
1.59	Electrical Safety Switch in case of removable Hand Winding Device	To be Provided		
1.61	Remote Monitoring System	To get the real time lift operation for maintenance and preventive maintenance		
1.62	Elevator monitoring system / Lobby vision system	To get the real time location of car.		
C)	Associated Civil / structural items/Electrical/License			
	All civil and structural items of work associated with erection and operation of lifts shall be provided by the Contractor at his cost including (but not restricted to) the following.			
1.62	Steel /bamboo Scaffolding and safety barricades for erection in and around lift hoist ways			
1.63	Bearing plates /ISMB C and I channels			
1.64	Buffer supports			
1.65	Ladder in pits with 2 safety switches			
1.66	Safety railing on top of car			
1.67	Channels, separators, stretchers etc.			
1.68	Sill angles			
1.69	Full height Fascia Plates (as per site requirement) and car door lock			
1.70	All Civil works required for installation of the lifts including any repairs in case of damage to architraves, walls, flooring etc. to restore the same to actual form and finishes.			
1.71	Repairing of Lift shaft after removing existing structure and repainting the shaft.			
1.72	Permanent Electrical Wiring in conduit with bulkhead lighting/5A socket in lift shaft			
1.73	All providing document to get the lift license			
D)	Free Comprehensive Maintenance			
1.74	19 year Comprehensive Maintenance after one year of the post successful installation and completion of all lifts in satisfactory operating condition.			

Section – X

Un-priced bill of quantity

(Image of price bid/part II)

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Tender Inviting Authority: Reserve Bank of India, Kolkata

Name of Work: Design Supply Installation Testing and Commissioning (DSITC) of 6 nos of passenger lifts at Bank's Main Office Building, Kolkata

Contract No:

Name of the Bidder/ Bidding

PRICE SCHEDULE

(This BOQ template must not be modified/replaced by the bidder and the same should be uploaded after filling the relevant columns, else the bidder is liable to be rejected for this tender. Bidders are allowed to enter the Bidder Name and Values only)

NUMBE	TEXT	NUMBE	TEXT	TEXT	NUMBER	NUMBER	NUMBER	NUMBER	TEXT
Sl. No.	Item Description	Quantity	Units	Quoted Currency in INR / Other Currency	BASIC RATE in Figures To be entered by the Bidder Rs. P	GST	TOTAL AMOUNT With Taxes	TOTAL AMOUNT With Taxes	TOTAL AMOUNT In Words
1	2	4	5	12	13	14	53	54	55
1	Cat (A) -Capital cost of the project								
1.01	DSITC of passenger lift serving Ground + 8 floor, operating in group, having speed of 2.5 mps as per the scope of work and technical specifications mentioned at Part I of the tender	4.00	Nos	INR		18%	0.00	0.00	#NAME?
1.02	DSITC of passenger lift serving Ground + 11 floor, operating in group, having speed of 2.5 mps as per the scope of work and technical specifications mentioned at Part I of the tender	2.00	Nos	INR		18%	0.00	0.00	#NAME?
2	Cat (B) - Bugback items								
2.01	Bugback of an existing lift serving G+8 floors. (Make : M/s Schindler Elevator ; Speed : 2.5 mps ; Passenger Capacity : 16)	4.00	Nos	INR		18%	0.00	0.00	#NAME?
2.02	Bugback of an existing lift serving G+11 floors. (Make : M/s Schindler Elevator; Speed : 2.5 mps ; Passenger Capacity : 16)	2.00	Nos	INR		18%	0.00	0.00	#NAME?
3	Cat (C) - Charges for Comprehensive annual maintenance contract (CAMC)								
3.01	All inclusive Comprehensive Annual Maintenance Contract (CAMC) charges for the six new lifts installed under item no. 1.01 and 1.02 above. Note: the multiplying factor (MF=13.04) to arrive present value for the CAMC for 19 years has been mentioned in the column "Quantity".	13.04	Per Annum	INR		18%	0.00	0.00	#NAME?
4	Cat (D) - Charges for Comprehensive maintenance of existing lifts								
4.01	All inclusive Comprehensive Maintenance charges for existing lifts during replacement of existing lifts as mentioned in	1.00	Lumpsum	INR		18%	0.00	0.00	#NAME?
Total in Figures							0.00	0.00	#NAME?
Quoted Rate in Words							#NAME?		

##Don't fill rate here

FORMAT FOR POWER OF ATTORNEY FOR SIGNING OF PROPOSAL

(On Non-Judicial Stamp Paper of appropriate value)

Know all men by these presents, We.....(Name of the Bidder and address of their registered office) do hereby constitute, appoint and authorize Mr. / Ms.(Name and residential address of Power of Attorney holder) who is presently employed with us and holding the position ofas our attorney, to do in our name and on our behalf, all such acts, deeds and things necessary in connection with or incidental to our bid for the **“Design Supply Installation Testing & Commissioning (DSITC) of 6 nos of passenger lifts at Bank’s Main Office Building, Kolkata”** including signing and submission of all documents, deputing persons in pre-bid meeting and providing information / responses to RBI, representing us in all matters before RBI, and generally dealing with RBI in all matters in connection with our proposal for the said Project.

We hereby agree to ratify all acts, deeds and things lawfully done by our said attorney pursuant to this Power of Attorney and that all acts, deeds and things done by our aforesaid attorney shall and shall always be deemed to have been done by us.

Note:

Power of Attorney should be properly stamped and notarized Power of Attorney furnished shall be irrevocable.

Signature/(s) of the Bidder Name/(s)

Stamp/Seal of the Bidder

(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.)

Important Instructions Regarding E-tender

This is an e-procurement event of RBI. The e- procurement Service Provider/Contractor is the Central Public Procurement Portal(CPPP).

<https://etenders.gov.in/eprocure/app>

Process of E-tender : Bidder manual kit is available on home page.

A) Registration for new bidder: The process involves vendor's registration with CPP portal which is free of cost. <https://etenders.gov.in/eprocure/app?page=BiddersManualKit&service=page>

For any technical related queries please call at 24 x 7 Help Desk Number

0120-4001 002

0120-4001 005

0120- 4493395

International Bidders are requested to prefix +91 as country code

Email Support:

For any Issues or Clarifications relating to the published tenders, bidders are requested to contact the respective Tender Inviting Authority

Technical - support-eproc@nic.in

Policy Related - cppp-doe@nic.in

I.	Name of officers regarding any clarification on this tender /forwarding the detail of EMD etc.	Name: Kiran Paul (Assistant General Manager) Email: kiranpaul@rbi.org.in Mobile Number: 9674033358 Name: R N Kisku (MGR T-E) Email: rnkisku@rbi.org.in Mobile Number: 9831914122 Name: Shashi Shankar Sinha (AM T-E) Email: shashisinha@rbi.org.in Mobile Number: 8424058435
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Detail of participating firm/bidder/tenderer on firm's letterhead

1.	Bidder Name	
2.	Status of Firm	Proprietorship Firm/Partnership firm/ Limited/Others If Others Specify: _____ [Enclose certificate of Registration]
3.	Name of Proprietor/Partners/Directors of the firm/company	
4.	Number of Years in Operation	
5.	Address of Registered Office:	
6.	Address of manufacturing plant	
7.	Bidder's address where order/contract is to be placed	
8.	Telephone Number of address where order is to be placed Website & Email ID	_____ (Country Code) (Area Code) (Telephone No.) _____
9.	PAN No.	_____ [Also, Enclose copy of PAN Card]
10.	GST No. (refer sl. no. 8 above)	_____ [Also, Enclose copy of GST Certificate]
11.	EPF Registration No.	_____ [Also, Enclose copy of EPF Registration Certificate]
12.	ESI code No.	_____ [Also, Enclose copy of relevant document]
13.	Whether Micro / Small / Medium Enterprise	(Bidder to submit documents as specified in ITB)
14.	Banker Detail (The account for receiving payment) [Also, Enclose copy of cancelled Cheque]	
I.	Banker's Name	

II.	Branch	
III.	Bank account number	
IV.	IFSC	
15.	Detail of Service Setup	
I.	Address	
II.	Email	
III.	Telephone/Mobile No	
IV.	No of person stationed	

Place:

Date:

[Signature of Authorized Signatory of Bidder]

Name:

Designation:

Seal:

List of Clients on firm's letterhead

Format for details for Eligibility criteria:

- 1) Details of the works of **SITC of Lift(s)** and its completion certificate (of any amount) to be attached to prove the **experience of five years** (Date of work order and its completion should be on or before September 30, 2021)

S. No.	Name of work and location	Name, Address and Contact details of the Client	Work order ref. No. & date	Make of the Lifts installed	Contract Amount	Speed of the lifts in Meter per second	Stipulated date of completion	Actual date of completion	Any other relevant information
1.	2.	3.	4.	5.	6.	7.	8.	9	10

- 2) Details of the works of **SITC of Lift(s)** executed by the tenderer **during last five years** (work completed on or after October 01, 2021 and on or before September 30, 2026) to be considered for meeting the **eligibility criteria of minimum value of work:**

S. No.	Name of work and location	Name, Address and Contact details of the Client	Work order ref. No. & date	Make of the lift(s) installed	Contract amount (should be more than Rs. 1.04 crores)	Speed of the lifts in Meter per second	Stipulated date of completion	Actual date of completion	Any other relevant information
1.	2.	3.	4.	5.	6.	7.	8.	9	10

- 3) Details of **Existing Service Centre(s)** in Kolkata

S. No.	Location of Service Centre	Full Address	Contact details of the in charge of service centre	Established Since	Government Registration Number
1.	2.	3.	4.	5.	6.

- 4) Yearly **Turn-over during last three financial years** (should be minimum Rs. 2.6 crores per year):

S. No.	Financial Year	Turnover (₹)
1	2022-2023	
2	2023-2024	
3	2024-2025	

- 5) **Banker's certificate** for at least Rs. 2.6 Crores by the bidder to be attached.

Place:

Date:

[Signature of Authorized Signatory of Bidder]

Name:

Designation:

Seal:

*On the Letter Head of
company/firm/organization*

 **Please always quote in your correspondence**

Ref. No. _____

Date: _____

Regional Director
Reserve Bank of India,
6th Floor, Main Office Building,
15, Netaji Subhas Road
Kolkata – 700 001

Dear Sir,

Name of Work: _____

Client's Certificate regarding performance of the Contractor

We confirm that M/s. (Name of the contractor) _____ have carried out the following work/s for us. The firm may be considered sound for entrusting captioned costing up to .

2. Other particulars are given below for your perusal and record:

Sr. No.	Particulars	Comments of the Client
1	Name of the eligible work with brief particulars	
2	Work order No. and date	
3	Project/work cost	
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 for	
9	Performance Report :	Outstanding / Very Good / Good / Fair / Satisfactory / Poor
	(i) Quality of executed work (indicate grading)	

Sr. No.	Particulars	Comments of the Client
	(ii) If firm is maintaining the system under Annual maintenance Contract (AMC). Indicate grading for performance of AMC	
10	Comments of the Client on the capabilities of the M/s. _____ (Indicate Grading): Outstanding / Very Good / Good / Fair / Satisfactory / Poor	
	(a) Technical proficiency	
	(b) Financial soundness	
	(c) Mobilization of Manpower	
	(d) General Behavior	
11	Any other information which you consider will help us in making our decision.	

Office Seal of the Client

Yours faithfully,

(Signature of the Responding Officer*)
For S.E.(E) / Executive Engineer (E)

* Regarding performance report/clients certificate, for works carried out for Government/ public sector companies, the certificate should be signed by the concerned Executive Engineer or an officer in an equivalent or higher rank. For works carried out for Private companies, Copy of TDS has to be submitted for proving the credentials/contract amount.

(i) All columns should be filled .in properly

(ii) The Client Certificates should be submitted in a sealed cover addressed to the The Reserve Bank of India for each of the Prequalification work/s

On the Letter Head of Bank

 **Please always quote in your correspondence**

Ref. No. _____

Date: _____

Regional Director,
Reserve Bank of India,
6th Floor, Main Office Building
15, Netaji Subhas Road
Kolkata – 700 001

Dear Sir,

Name of Work: _____

Banker's Certificate

We confirm that M/s. _____ are banking with us. They may be considered financially sound for entrusting with any contract to ₹2.6Cr.

2. Other particulars are given below for your perusal and record:

Sr. No.	Particulars	Comments of the Bank
1	Composition of the firm (Whether partnership / proprietorship /Public Ltd.)	
2	Names of the proprietor/ partners / Directors of the firm	
3	Credit facility / overdraft facility enjoyed by them	
4	Dealings	
5	The period from which the firm has been banking with your Bank	
6	Any other remarks	

3. This certificate is issued without any Guarantee or responsibility on the bank or any of its officers.

Yours faithfully,

Seal of the Bank

(Signature)
Authorized Signatory
For the Bank

PROFORMA OF BANK GUARANTEE FOR EARNEST MONEY DEPOSIT

(On Non-Judicial Stamp Paper of appropriate value)

Regional Director,
Reserve Bank of India,
6th Floor, Main Office Building
15, Netaji Subhas Road
Kolkata – 700 001

Dear Sir,

Name of Work

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 Rs. (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 Rs. (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 Rs. (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 Rs. (Rupees only).

2. We also agree to undertake to and confirm that the sum not exceeding Rs. (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 within a period of one week from the date of 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 Rs. (Rupees only).

b) Our liability under these presents shall not exceed the sum of Rs. (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 March 31, 2027 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).

Deviation in Techno- Commercial Conditions (on firms letter head)

We confirm that all commercial condition /technical specification of the Bank except for deviations listed below.

Sr. No.	Section No.	Clause No.	Deviation proposed Commercial condition
Sr. No.	Section No.	Clause No.	Deviation proposed Technical specification

(Submit nil if there is no deviation)

Place: [Signature of Authorized Signatory of Bidder]
 Date: Name:
 Designation:
 Seal:

Format of Article of Agreement /Contract Agreement
(for successful bidder)
 (On the Rs.500/- stamp paper)

THIS CONTRACT AGREEMENT is made the _____ day of _____, 20__ between the Reserve Bank of India, Kolkata body corporate constituted under the Reserve bank of India, Act 1934, having its registered office at: Central Office Building, Shahid Bhagat Singh Road, Mumbai – 400 001 (hereafter called "The Bank") which expression shall include its successors and assigns of the one part and _____ (thereinafter called "the Contractor")) which expression shall include its successors and assigns of the other part.

WHEREAS the Bank desires to engage the Contractor to "**Design Supply Installation Testing & Commissioning (DSITC) of 6 nos of passenger lifts at Bank's Main Office Building, Kolkata**" and the Contractor has agreed to such engagement upon and subject to the terms and conditions hereinafter appearing.

AND WHEREAS the Bank had called for tenders from eligible contractors to provide services for providing "....." as has been indicated in the scope of work and other documents attached to the tender.

AND WHEREAS the Contractor and others submitted the tender and the Bank has awarded the contract, to provide "....." as stated in the scope of work attached to the Tender Document, to the Contractor.

AND WHEREAS the Contractor has agreed to execute the assigned work subject to the conditions set forth herein and to the conditions set forth in the Tender Documents (Part I, Part II, annexures and amendments thereof) as modified and finally accepted by both the parties (all of which are collectively hereinafter referred to as "the said Conditions") the works described in terms and conditions and included in the detailed scope of work as stated in the Tender Documents (Part I, Part II, annexures and amended thereof) at the respective rates 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").

NOW IT IS HEREBY AGREED AS FOLLOWS:	
1	Contract Agreement : The following documents shall constitute the Contract between the Owner and the Contractor, and each shall be read and construed as an integral part of the Contract: a) This Contract Agreement and the Appendices hereto b) Letter of Award .. Ref. No c) Minutes of pre-bid meeting d) All emails and letters exchange during the tendering process

	e) Part I (Techno commercial bid) and Part II (Financial bid) Bid submitted by the contractor f) Notice Inviting Tender (NIT), along with any corrigenda/addenda.
2	Contract Price: The Bank hereby agrees to pay to the Contractor the Contract Price in consideration of the performance by the Contractor of its obligations hereunder. The Contract Price shall be the aggregate of <i>[amount of local currency in words]</i>, <i>[amount in figures]</i>, or such other sums as may be determined in accordance with the terms and conditions of the Contract.
3	<u>Earnest Money Deposit:</u> Contractor has deposited an Earnest Money Deposit (EMD) equal to ₹ 5.2 lakh along with the tender document in the form of NEFT in favour of Reserve Bank of India, Kolkata in the A/c No: 186003001 transaction remarks. No interest will be payable on the EMD. The Earnest money paid by the Contractor will be released after submission of Security deposit in the form of Performance Bank Guarantee.
4	<u>Performance Bank Guarantee (PBG):</u> The Contractor shall deposit PBG @ 5 % of the contract amount in favour of Reserve Bank of India, Kolkata within 14 days of the award of contract. The PBG shall be valid for the entire period of currency of Contract (work completion period+DLP+60 days) for due fulfilment of the Contractual obligations by the contractor. No interest will be paid on it. The PBG deposited by the Contractor shall be liable to be forfeited or appropriated in the event of unsatisfactory performance of the Contractor and / or loss/ damage if any sustained by the Bank on account of failure or negligence of the workers deployed by him or in the event of breach of the terms and conditions of the agreement. However, the issue of letter of acceptance/ work order by the Bank shall be construed as a binding contract, as though such an agreement has been executed and all the terms and conditions shall apply on this contract. Submission of PBG shall be ensured as stipulated in the tender. In case of delay in submission in unavoidable circumstances, charges for delay in submission of PBG shall be recovered from the bills of the contractor at Bank rate. This Performance Bank Guarantee (PBG) shall be initially valid for a period of contract duration plus 60 days and shall be suitably extended till DLP of the work plus 60 days in case of extension of contract period.
5	Payment Terms: Payment shall be made by the Bank to the Contractor as per the provisions of Part I of the tender. The Contractor shall ensure that wages & allowances paid to the his workers are in compliance with Government wage regulations. Proof of paying minimum wages shall be submitted by the Contractor to the Bank. The percentage of wage increase shall be given as per percentage revision of wages by the Government. The workmen should be paid minimum wages under the Minimum Wages Act, 1948 & rules made thereunder or under any other applicable law. Besides, the

	workmen should be given Employees Provident Fund as per Employees Provident Funds & Miscellaneous Provisions Act, 1952 and / or dividends as per Payment of Bonus Act, 1965 and ESI under ESI Act, 1948 as applicable. In the absence of ESI, the contractor should undertake the liability under the coverage of Insurance such as Workmen's Compensation Insurance under Employees Compensation Act, 1923. The Workmen Compensation policies shall be valid till the validity of contract with the Bank. 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. The total premium shall be borne by the contractor. The contractor shall have a valid EPF Account for making EPF Contribution for its workmen. In case of any complaint regarding non-compliance of any statutory payments; the same shall be deducted from the bill without prejudice to the Bank's right to terminate the contract. The Contractor shall abide by all the statutory provisions of the Labour Codes, shall not engage a person below the age of 18 years. Contractor shall be responsible for implementing the requirements of the applicable laws. f) The Contractor shall ensure timely payment of wages/salary within five (05) days of subsequent month to the persons employed for the purpose of this agreement (through cheque or by crediting to the bank account) and a certificate to the effect that the salaries/wages are being paid regularly shall be furnished to the bank every month. Payment shall be made by the Bank to the Bidder as per the provisions of Part I of the tender.
6	Insurance: The contractor shall, at his own expense, effect and maintain with effect from the date of commencement till issue of the completion certificate under this contract, with an approved insurance company, an All Risks Policy for insurance for an amount equal to the amount of the contract including earthquake risk in the joint names of the Bank and the contractor (the name of the former being placed first in the policy) against all risks as per the standard all risk policy for contractors and deposit such policy or policies with the Bank before commencing the works. The Contractor shall be held to be reasonably liable 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 the Contractor or its workers or of any nominated Sub-Contractor or any employee or either, whether such injury or damage arises from carelessness, accident or any other cause whatever, in any way connected with the carrying out of this Contract. The liability under this clause shall be held to include inter alia, any damage to Building, whether immediately adjacent or otherwise, and any damage to roads, streets, footpaths, bridges or ways as well as all damage caused to the Building and other structures and works forming the subject matter of this Contract. The contractor shall also be responsible for any damage caused to the Building and other structures and works forming the subject matter of this Contract by frost, rain, wind or other inclemency of weather. The Contractor shall indemnify and keep indemnified the Bank and hold him harmless in respect of all and any loss and expenses arising from any such injury or damage to persons or property as aforesaid and also against any claim made in respect of injury or damage, whether under any Statute or otherwise and also in respect of any award of compensation or damages consequent upon such claim.

The Contractor shall reinstate all damage of every sort mentioned in this Clause, so as to do delivery of the whole of the Contract works complete and perfect in every respect and so as to make good or otherwise satisfy all claims for damage to the property of third parties. The Contractor shall also indemnify and keep indemnified the Bank against all claims which may be made against the Bank by any person/ member of the public or other **third party** in respect of anything which may arise in respect of the works or in consequence thereof and **shall at his own expense arrange to effect and maintain, with effect from the date of commencement until the completion of the Contract, with an approved Insurance company a policy of Insurance in the joint names of the Bank and the Contractor(the name of the former being placed first in the policy) against such risks and deposit such Policy or Policies with the Bank before commencement of the work.** The minimum limit of coverage under the policy shall be as defined elsewhere under General Condition of Contract. The Contractor shall also similarly indemnify the Bank against all claims which may be made upon the Bank whether under the **Workmen Compensation Act** or any other statute in force during the currency of this contract or at Common Law in respect of any employee of the Contractor or any Sub-Contractor and **shall at his own expenses effect and maintain, with effect from the date of commencement until the completion of the Contract, with an approved Insurance company a policy of Insurance in the joint names of the Bank and the Contractor(the name of the former being placed first in the policy) against such risks and deposit such Policy or Policies with the Bank from time to time during the currency of the Contract.** In default of the contractor ensuring as provided above, the Bank may so ensure and may deduct the premiums paid from any money due or which may become due to the contractor.

The Contractor shall be responsible for any liability which may be excluded from the Insurance Policies above referred to and also for all other damages to any person, animal or property arising out of and incidental to the negligent or defective carrying out of this Contract, whatever may be the reasons due to which the damage shall have been caused. He shall also indemnify and keep indemnified the Bank in respect of all and any costs, charges or expenses arising out of any claim or proceedings relating to the works and also in respect of any award of compensation or damages, arising therefrom. Without prejudice to the other rights of the Bank against contractor in respect of such default, the Bank shall be entitled to deduct from any sums payable to the Contractor the amount of any damage, compensation, costs, charges and other expenses paid by the Bank and which are payable by the contractor under this clause. The contractor shall upon settlement by the insurer of any claim made against the insurer pursuant to a policy taken under this clause proceed with due diligence to rebuild or repair the works destroyed or damaged. In this event all the money received from the insurer in respect of such damage shall be paid to the contractor and the contractor shall not be entitled to any further payments in respect of the expenditure incurred for Building or repairing of the materials or goods destroyed or damaged.

The contractor, in case of re-Building or reinstatement after damage shall be entitled to such extension of time for completion as the Bank may deem fit, but shall, however, not be entitled to reimbursement by the Bank of any shortfall or deficiency in the amount finally paid by the insurer in settlement of any claim arising as set out herein.

Without prejudice to his liability under this clause, the contractor shall also cause all nominated sub-contractors to effect, for their respective portions of works similar

	policies of insurance in accordance with the provisions of this clause and shall produce or cause to produce to the Bank such policies. The contractor shall not permit a nominated sub-contractor to commence work at site unless said insurance policies are submitted. In the event of failure of the sub-contractor to take out such policy or policies of insurance before commencing the works at site, the contractor shall be responsible for any claim or damage attributable to the said sub-contractor. In order to fulfil all the insurance-related conditions mentioned above, the contractor shall, within 14 days from the date of issue of the work order, insure the works at his cost and keep them insured until the virtual completion of works, against loss or damage by fire with an office in the joint names of the Bank and the contractor (the name of the Bank i.e. "RESERVE BANK OF INDIA" being placed first in the policy). It shall cover the following risks. Contractors all risk (CAR) policy insurance inclusive of Storage, erection, testing and commissioning policy for the full contract value including fire risk and Transit insurance for transportation from manufacturer's works to site (by Air/Sea/Road etc. as applicable). Workmen compensation policy for the employees of the contractor at site. Third party liability policy with a limit of Rs 5 lakh per accident.
7	Time of Completion: The completion period of the project shall be reckoned from the 14th day of issuance of Letter of Award/Work Order. Time shall be considered the essence of this Contract, and the Contractor hereby agrees to commence the work immediately after the site is handed over to him to complete the entire work as provided in the said conditions, subject nevertheless to the provisions for extension of time.
8	Appendices: The Appendices listed in the attached list of Appendices shall form an integral part of this Contract Agreement. Reference in the Contract to any Appendix shall mean the Appendix attached hereto, and the Contract shall be read and construed accordingly.
9	Jurisdiction: All disputes arising out of or in any way connected with this Agreement shall be deemed to have arisen at Reserve Bank of India, Kolkata and only Courts in Kolkata shall have jurisdiction to determine the same
10	Language: The Tender form shall be filled in English or in Hindi. In the event of any discrepancy or ambiguity between the English and Hindi version of the documents, the English version shall prevail in matters of interpretation. All communications, drawings, designs, data, information, codes, specifications, and other documents supporting the bid or otherwise exchanged under the Contract shall be in English or in Hindi.
11	Non-disclosure: 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 Service Provider and /or the DB Developer during the course of discharging their contractual obligations in connection with this agreement, to any third party and shall at all times hold the same in strictest confidence. The contractor shall treat the details of the contract as private and confidential, except to the extent necessary to carry out the obligations under it or comply with applicable laws. The contractor shall not publish, permit to be published, or disclose any particulars of the services/works in any trade or technical paper or elsewhere without the previous written consent of the Second Party. Failure to observe the above shall be treated as breach

	of contract on the part of the contractor, as the case may be, and the Second Party shall be entitled to claim damages and pursue legal remedies. ii. The contractor shall take all appropriate action with respect to its employees to ensure that the obligations of non-disclosure of confidential information under this agreement are fully satisfied. iii. Without prejudice to the formal Contract Agreement, all confidentiality and non-disclosure obligations binding the Contractor under this tender shall survive the expiration, completion, or termination of this Agreement for any reason whatsoever.
12	PREVENTION OF SEXUAL HARASSMENT AT WORKPLACE i. 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 its own employee within the premises of the Bank, the complaint will be filed before the Internal Complaints Committee constituted by the Contractor who shall ensure appropriate action under the said Act in respect to the complaint. ii. 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. iii. The Contractor shall be responsible for any monetary compensation that may need to be paid in case the incident involves the employee of the Contractor, for instance any monetary relief to the Bank’s employee, if sexual violence by the employee of the Contractor is proved. The Contractor shall be responsible for educating its employees about prevention of sexual harassment at workplace and related issues.
13	Termination of Contract by the Bank If the Contractor being an individual or a firm commits any “act of insolvency”, or shall be adjudged an insolvent or being an Incorporated Company shall have an order for compulsory winding up made against it or pass an effective resolution for winding up voluntarily or subject to the supervision of the Court and the Official Assignee or the Liquidator, in such acts of insolvency or winding up, as the case may be, shall be unable, within seven days after notice to him requiring him to do so, to show the reasonable satisfaction of the Bank that he is able to carry out and fulfil the Contract and to give security therefor, if so required by the Bank. Or if the Contractor (whether an individual, firm or Incorporated Company) shall suffer execution or other process of Court attaching property to be issued against the Contractor, Or shall suffer any payment under this Contract to be attached by or on behalf of any of the creditors of the Contractor, Or shall assign or sublet this Contract without the consent in writing of the Bank first had and obtained, Or shall charge or encumber this Contract or any payments due or which may become due to the Contractor hereunder,

	Or if the Bank determine that the Contractor has abandoned the Contract, or has failed to commence the works, or has without any lawful excuse under those Conditions suspended the progress of the works for 14 days after receiving from the Bank notice to proceed, or has failed to proceed with the works with such due diligence and failed to make such due progress as would enable the works to be completed within the time agreed upon, or has failed to remove materials from the site or to pull down, and replace work for seven days after receiving written notice that the said materials or work were condemned and rejected by the Bank under these Conditions or has neglected or failed persistently to observe and perform all or any of the acts, matters or things by the Contract to be observed and performed by the Contractor for seven days after written notice shall have been given to the Contractor requiring the Contractor to observe or perform the same. Then and in any of the said cases, the Bank may, notwithstanding any previous waiver, after giving seven days' notice in writing to the Contractor, determine the Contract and liabilities of the Contractor, the whole of which shall continue in force fully as if the Contract had not been so determined, and as if the works subsequently executed had been executed by or on behalf of the Contractor and further, the Bank by his agents or servants may enter upon and take possession of the works and all plant, tools, scaffoldings, machinery and materials lying upon the Estate or the adjoining lands or roads, and use the same as his own property or may employ the same by means of his own servants and workmen in carrying on and completing the works or by employing any other Contractor or other person or persons to complete the works, and the Contractor shall not in any way interrupt or do any act, matter or thing to prevent or hinder such other contractor or other person or persons employed for completing and finishing or using the materials and plant for the works. When the works shall be completed or as soon thereafter as convenient, the Bank shall give a notice in writing to the Contractor to remove his surplus materials and plant, and should the Contractor fail to do so within a period of fourteen days after receipt thereof by him, the Bank may sell the same by public auction, and give credit to the Contractor for the net amount realised. The Bank shall thereafter ascertain and certify in writing under his hand what (if anything) shall be due or payable to, or by the Bank, for the value of the said plant and materials so taken possession of by the Bank and the expense or loss which the Bank shall have been put to in procuring the works to be completed, and the amount, if any, owing to the Contractor and the amount which shall be so certified shall thereupon be paid by the Bank to the Contractor or by the Contractor to the Bank, as the case may be, and the decision of the Bank shall be final and conclusive between the parties.
14	Termination of Contract by Contractor If payment of the amount payable by the Bank under certificate of the Bank's Engineer shall be in arrears and unpaid for thirty days after notice in writing requiring payment of the amount as aforesaid shall have been given by the Contractor to the Bank or if the Bank shall repudiate the Contract, or if the works be stopped for three months under the order of the Bank or by any injunction or other order of any Court of Law, then and in any of the said cases, the Contractor shall be at liberty to determine the Contract by notice in writing to the Bank and he shall be entitled to recover from the Bank, payment for all works executed and for any loss he may sustain upon any plant or materials supplied or purchased or prepared for the purpose of the Contract. In arriving at the amount of such payment, the net rates contained in the Contractor's original Tender shall be followed, or where the same may not apply, valuation shall be made in accordance with Clause 19 of section IV.

15	Penalty As Specified in Tender.
----	--

IN WITNESS WHERE OF the Bank and the Bidder/Contractor have caused this Agreement to be duly executed by their duly authorized representatives the day and year first above written.

Signed by for and on behalf of the Bank

[Signature]

[Name & Title]

In the presence of:

1. [Witness 1 Signature & Details]
2. [Witness 2 Signature & Details]

Signed for and on behalf of the Contractor

[Signature]

[Name & Title]

In the presence of:

1. [Witness 1 Signature & Details]
 2. [Witness 2 Signature & Details]
-

Proforma Of Bank Guarantee For Performance Security Deposit/ Retention Money

(On Non-Judicial Stamp Paper of appropriate value purchased in the name of the issuing bank)

Place : _____

Date : _____

Regional Director,
Reserve Bank of India,
6th Floor, Main Office Building
15, Netaji Subhas Road
Kolkata – 700 001

Dear Sir,

Name of work: Design Supply Installation Testing & Commissioning (DSITC) of 6 nos of passenger lifts at Bank's Main Office Building, Kolkata - Bank Guarantee For PERFORMANCE SECURITY DEPOSIT/ Retention Money

WHEREAS Reserve Bank of India, having its Central Office at Shahid Bhagat Singh Road, Mumbai, (hereinafter called "the RBI") has awarded the Contract for the captioned project (hereinafter called the "Contract") to M/s _____ (Name of the Contractor) (hereinafter called "the said Contractor" which expression shall include its successors and assigns). AND Whereas the Contractor is bound by the said Contract to submit to RBI a Performance Security for a total amount of ₹. _____ (Rupees _____ only) (Amount in figures and words) for the due fulfilment by the said contractor of the terms and conditions contained in the contract. We, _____ (Name of the Bank), (hereinafter called "the Bank"), at the request of M/s _____, the contractor, do hereby undertake to pay to the RBI an amount not exceeding Rs _____ as Performance Guarantee for due fulfilment of the terms and conditions of the contract.

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 Contractor has not performed his obligations under the said conditions of the contract or have committed a breach thereof, which conclusion shall be binding on us as well as the said contractor; we shall on demand by the RBI, pay without demur to the RBI, a sum of Rs. (Rupees only) or any lower amount that may be demanded by the RBI. Our guarantee shall be treated as equivalent to the Performance Guarantee Amount for the due performance of the obligations of the Contractor under the said Contract, provided, however, that our liability against such sum shall not exceed the sum of Rs. (Rupees only).
2. We also agree to undertake to and confirm that the sum not exceeding Rs. (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. The Bank shall pay to RBI any money so demanded notwithstanding any dispute/disputes raised by the Contractor in any suit or proceedings pending before any Court, Tribunal or Arbitrator/s relating thereto and the liability under this guarantee shall be absolute and unequivocal. We undertake to pay the amount claimed by the RBI within a period of one week from the date of 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 Contractor.

4. 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 Contract and/or hereunder or granting of any time or showing of any indulgence by the RBI to the Contractor 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 Contractor of their obligations and in the event of their failure to do so, by payment by us of the sum not exceeding Rs. (Rupees only).

b) Our liability under these presents shall not exceed the sum of Rs. (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 or their obligations thereunder or by dissolution or change in the constitution of our said constituents.

d) This guarantee shall remain in force upto (60 days beyond the Defect liability period) 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. In witness whereof I/We of the Bank have signed and sealed this guarantee on the ----- -- day of ----- (Month) (Year) being herewith duly authorized. For and on behalf of _____ (Name of the Bank) Signature of authorized Bank official
Name: Designation Stamp/ Seal of the Bank Signed, sealed and delivered for and on behalf of the Bank by the above named in the presence of: Witness

1 Signature Name 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).

(On firms' letterhead)

The following time schedule as per the broad items of work listed below:

	Details	Time period in weeks	
a.	Submission of layout drawings		Weeks after 14 th day of the date of issue of work order
b.	Approval of layout drawings by Bank		Weeks from above
c.	Delivery of material at site		
i.	1 st batch of (2 passenger lifts)		Weeks from above
ii.	2 nd batch of (2 passenger lifts)		Weeks from above
iii.	3 rd batch of (2 passenger lifts)		Weeks from above
d.	Installation , testing & commissioning and handing over with operating licence		
i.	1 st batch of (2 passenger lifts)		Weeks from above (c.i)
ii.	2 nd batch of (2 passenger lifts)		Weeks from above (c.ii)
iii.	3 rd batch of (2 passenger lifts)		Weeks from above (c.iii)
	Total Completion Period in weeks a+b+c(i)+C(ii)+C(iii)+d(iii)		should not exceed 48 weeks

The plan should be in compliance with the milestones.

Place: [Signature of Authorized Signatory of Bidder]

Date: Name:

Designation:

Seal:

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

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

To,
Regional Director,
Reserve Bank of India,
6th Floor, Main Office Building
15, Netaji Subhas Road
Kolkata – 700 001

Date:

Ref: Application for _____

Madam,

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)

2.1 is not from a country sharing land border with India, or

2.2 is from a country sharing land border with India and has been registered with the Competent Authority, the certificate of which is enclosed, or

2.3 is from a country sharing land border with India where Government of India has extended lines of credit, or

2.4 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).

3 I / We further certify that (Name of 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 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 / 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 authorized signatory of the Bidder with Rubber Stamp

Date:

Place:

Proforma of the tenderer's Confirmation about site visit and technical sufficiency to deliver the objective of proposed installation of Lifts.

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

Date:

To
Regional Director,
Reserve Bank of India, Estate Department,
15, N. S. Road
Kolkata – 700 001

Subject: Confirmation about site visit and technical sufficiency to deliver the objective of proposed installation of Lifts.

Sir,

We have visited the site of the proposed installation of the lifts and understood the scope of work, objective, technical specifications and bill of quantities indicated in the tender. After examining the same, we confirm that the technical specifications and the bill of quantities set out in the tender are sufficient to implement and deliver the stated objective of the tender. In case of any improvement is required to achieve the stated objective, the same will be provided without any additional cost to Bank.

Signature and name of the authorized signatory of the Bidder with Rubber Stamp

Date:

Place:

Undertaking on Legal Actions / Civil Lawsuits / Litigation / Arbitration by the Bidder
 [On the Letter head of the Applicant]

Date:

To,
 Regional Director,
 Reserve Bank of India,
 15, Netaji Subhas Road,
 Kolkata – 700 001

Ref: Application for _____

Madam,

1 I/We (Name of the bidder) declare that no legal action(s) have been / is being taken against us for any cause in any legal jurisdiction.

1. I/We (Name of the bidder) declare that the followings legal action(s) have been/ is being taken against us:

..... (detail of the legal action, project under consideration, legal authority involved etc.)

.....

However, we affirm that the above legal action does not affect our ability to deliver the requirements of the Bank as per the Application for Empanelment.

(Note: strike out one of the above two declarations which is not applicable)

2. Further, we also declare that no cases of civil lawsuits / litigation / arbitration etc. have been initiated in any in any of our executed projects

2. Further, we also declare that the following civil lawsuits / litigation / arbitration cases were/are initiated in our executed projects:

..... (detail of the project and type of action etc.)

.....

(Note: strike out one of the above two declarations which is not applicable)

Signature and name of the authorized signatory of the Bidder
 with Rubber Stamp

Date:

Place:

वार्षिक रखरखाव अनुबंध के लिए समझौता
(500 रुपये गैर न्यायिक स्टॉप पेपर पर)

**Articles of Agreement for Annual Maintenance Contract
(On Rs 500 non-judicial stamp paper)**

यह समझौता अनुबंध भारतीय रिजर्व बैंक, कोलकाता है (और _____ के मध्य दिनांक _____ को) इसके बाद "नियोक्ता" और "ठेकेदार" कहा जाएगा (निष्पादित किया गया) जबकि नियोक्ता _____ (कार्य का नाम हेतु _____ की अवधि के लिए वार्षिक रखरखाव अनुबंध का इच्छुक है और उसने किए जाने वाले कार्यों की विशिष्टताओं और मात्राओं के अनुरूप अपेक्षित कार्य के लिए हस्ताक्षरित अथवा पार्टियों द्वारा या इसके लिए हस्ताक्षरित किए गए हैं। और जबकि ठेकेदार इस विषय के काम पर यहां निर्धारित शर्तों और विशेष शर्तों में उल्लिखित और अनुबंध की मात्राओं और शर्तों की अनुसूची में संशोधित करके अंततः दोनों पक्षों द्वारा स्वीकृति के लिए सहमति हुई है) इन सभी सामूहिक रूप से इसके बाद "उक्त शर्तों" के रूप कहा जाएगा, (उक्त मानचित्रों पर दिखाए गए कार्यों और/या उक्त विनिर्देशों में वर्णित और संबंधित दरों में मात्रा की अनुसूची में शामिल है, उसके बाद निकाली गई राशि या अन्य राशि के रूप में इसके तहत देय) इसके बाद "उक्त अनुबंध राशि" के रूप में संदर्भित (होगा)।

ARTICLES OF AGREEMENT made the _____ day of _____ between the **Reserve Bank of India**, Kolkata (hereinafter called "the Employer") of the one part and _____ (hereinafter called "the Contractor") on the other part.

WHEREAS the Employer is desirous of Annual Maintenance Contract for the _____ for _____ (Name of the work) and has caused specifications and Schedule of Quantities describing the works to be done which have been signed by or on behalf of the parties hereto.

AND WHEREAS the Contractor has agreed to execute upon the subject work to the conditions set forth herein and to the conditions set forth in the special conditions and in the schedule of quantities and conditions of Contract as modified and finally accepted by both the parties (all of which are collectively hereinafter referred to as "the said Conditions") the works shown upon the said drawings and/or described in the said Specifications and included in the Schedule of quantities at the respective rates 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").

यह एतद्वारा अब सहमति के साथ इस प्रकार है :

NOW IT IS HEREBY AGREED AS FOLLOWS:

1.	यह वार्षिक रखरखाव अनुबंध (प्रणाली के सभी भाग) 19 वर्ष की अवधि के लिए है। अनुबंध की दर को इस समझौते के उपबंध 3B के अनुसार नवीनीकृत किया जाएगा। This Annual maintenance contract (i.e. all parts of the system) for the period of 19 years. Rate of the contract shall be renewed as per the clause 3B of this agreement.
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2.	बैंक _____ में _____ के रख-रखाव कार्य के निष्पादन हेतु फ़र्म को रु _____ के लिए भुगतान किया जाएगा। The firm will be paid Rs. _____ for _____ by the Bank for _____
3	A. Scope of work during warranty/Defect liability period and Comprehensive annual maintenance contract period after: i. Ensure that qualified team deployed by them, for the purpose for rendering the services required by the Bank under this agreement. ii. Ensure that his employees, while in the Bank premises or while carrying out their obligations under this agreement, observe the standards of cleanliness, decorum, safety, good behavior and general discipline laid down by the Bank and the Bank/ employer shall be the sole judge as to whether or not the tenderer and/ or his employees have observed the same. iii. Personally, and exclusively supervise the work of his employees so as to ensure that the services rendered under this agreement are carried out to the satisfaction of the Bank. iv. Ensure that no employees of the tenderer will enter or remain on the Bank's premises beyond the specified time limits unless and necessary for fulfilling tenderer's obligations. v. Be liable for any damage caused to the Bank or its premises or any part thereof or to any equipment thereof or any property of the Bank and therein by any act, omission, default or negligence of the tenderer or his employees or agents. vi. The equipment supplied shall be guaranteed against all types of defects for DLP and CAMC period from date of handing over of the equipment to the Bank. Any defects in the system/sub-assemblies/battery of ARD/small parts like call button, Car LED lights/Fans/LED panel etc found within the guarantee period shall be rectified/replaced by the tenderer free of cost. Any assembly/parts/battery/wiring which requires replacement/wear and tear/damaged cables and/or any spares parts etc. shall be replaced as and when required, for which Bank shall not make payment as per terms and condition of the contract. vii. The system is also required to be maintained under CAMC for further period of 19 years. viii. During this period (DLP & CAMC) servicing at not less than 4 servicing (cleaning of rails, lubrication of moving parts, checking of electro mechanical components, safety, interlocking checking or any other checking as recommended by OEM) and attending to ANY NUMBER of breakdown calls shall be carried out free-of-cost. ix. There is no payment during DLP. However, the CAMC payment shall be made on half yearly on rendering satisfactory services. x. The annual maintenance service contract rate shall also consider all the cost, including labor, travel cost from the nearest service station, all spares parts, oil, cables, and upgradation of technologies and relocation of system as and when required, consumable items etc. required for smooth functioning of the system. xi. The Contractor shall carry out all the work strictly in accordance with drawing, details and instructions of the Bank's engineer. If in the opinion of the Bank's engineer, nominal changes have to be made to suit the site condition and with the prior approval in writing of the Bank, they desire the Contractor to carry out the same, the Contractor shall carry out the same without any extra charge.

B. Renewal of Rate of Comprehensive AMC:

The amount of service contract shall be renewed for an additional period of at least 18 years after two years (one-year defect liability period and one-year AMC on quoted rates). While renewing the contract amount will be arrived at based on following formula.

$$A_C = A_P [(50 \times (EPI_C/EPI_P) + 50 \times (CPI_C/CPI_P))] / 100$$

A _C	The contract amount for the current year (excluding taxes)
A _P	The contract amount for the previous year (excluding taxes)
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
EPI _C	Wholesale Price Index for Material handling, lifting and hoisting equipment 6 months prior to the commencement date of contract for the current year.
EPI _P	Wholesale Price Index for Material handling, lifting and hoisting equipment 6 months prior to the commencement date of contract for the previous year.

- 4 **Penalty :** Any fault in the system shall be rectified as per the rectification time given below failing which penalty shall be applied.

	Rectification time	Penalty
Any defects resulting lift is not working	12 hours	₹1400 per day per lift.

- 5 **भुगतान शर्त :** सेवा अनुबंध के लिए यह दर संतोषजनक सेवा प्रदान करने पर अर्धवार्षिक आधार पर 1 वर्ष के भुगतान की अवधि के लिए मान्य है।

Payment Condition: This rate for the service contract is valid for a period of 1 year and payment shall be made on half yearly basis on rendering satisfactory service.

- 6 इस अनुबंध के तहत नियोक्ता द्वारा सभी भुगतान केवल कोलकाता में किए जाएंगे। All payments by the Employer under this Contract will be made only at Kolkata.

- 7 इस समझौते से जुड़े या किसी भी तरह से उत्पन्न होने वाले सभी विवादों को कोलकाता में उत्पन्न माना जाएगा और केवल मुम्बई की अदालतों को ही यह निर्धारित करने का क्षेत्राधिकार होगा। All disputes arising out of or in any way connected with this agreement shall be deemed to have arisen at Kolkata and only Courts in Kolkata shall have jurisdiction to determine the same.

- 8 गैर-प्रकटीकरण खंड : बोलीकर्ता, बैंक के बुनियादी ढांचे/प्रणालियों/उपकरणों आदि की प्रत्यक्ष या अप्रत्यक्ष रूप से किसी भी जानकारी, सामग्री और विवरण का किसी तीसरे पक्ष को खुलासा नहीं

करेगा, जो इस समझौते के संबंध में अपने संविदात्मक दायित्वों के निर्वहन के दौरान बोलीकर्ता के कब्जे या ज्ञान के पास आ सकता है, और हर समय इस पर विश्वास रखेगा। बोलीदाता सिवाय इसके तहत दायित्वों को पूरा करने या लागू कानूनों का पालन करने के लिए आवश्यक सीमा के अलावा अनुबंध के विवरण को वैयक्त और गोपनीय मानेगा। बोलीकर्ता नियोक्ता की पिछली लिखित सहमति के बिना किसी भी व्यापार या तकनीकी पत्र या अन्य जगहों पर कार्यों के किसी भी विवरण का खुलासा, प्रकाशित होने की अनुमति नहीं देगा। बोलीकर्ता, किसी भी गोपनीय जानकारी के प्रकटीकरण के परिणामस्वरूप नियोक्ता को होने वाले किसी भी नुकसान के लिए नियोक्ता को क्षतिपूर्ति करेगा। उपर्युक्त का पालन करने में विफलता को बोलीदाता की ओर से अनुबंध का उल्लंघन माना जाएगा और नियोक्ता नुकसान का दावा करने और कानूनी उपचारों को आगे बढ़ाने का हकदार होगा। बोलीकर्ता अपने कर्मचारियों के मध्य सभी उचित कार्रवाई करेगा ताकि यह सुनिश्चित किया जा सके कि इस समझौते के तहत गोपनीय सूचनाओं का प्रकटीकरण न करने के दायित्व पूरी तरह से संतुष्ट हों। गैर-प्रकटीकरण और गोपनीयता के संबंध में बोलीकर्ता के दायित्व किसी भी कारण से इस समझौते की समाप्ति या समाप्ति से बच जाएंगे।

Non-Disclosure clause: The Bidder 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 Bidder during the course of discharging its contractual obligations in connection with this agreement, to any third party and shall at all times hold the same in strictest confidence. The Bidder 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 Bidder shall not publish, permit to be published, or disclose any particulars of the works in any trade or technical paper or elsewhere without the previous written consent of the Employer. The Bidder shall indemnify the Employer for any loss suffered by the Employer as a result of disclosure of any confidential information. Failure to observe the above shall be treated as breach of contract on the part of the Bidder and the Employer shall be entitled to claim damages and pursue legal remedies. The Bidder shall take all appropriate actions with respect to its employees to ensure that the obligations of non-disclosure of confidential information under this agreement are fully satisfied. The Bidder's obligations with respect to non-disclosure and confidentiality will survive the expiry or termination of this agreement for whatever reason.

9. यौन उत्पीड़न की रोकथाम संबंधी उपबंध Prevention of Sexual harassment clause/ ठेकेदार/एजेंसी कार्य स्थल) रोकथाम, निषेध और निवारण (अधिनियम 2013 में महिलाओं के यौन उत्पीड़न के प्रावधान के पूर्ण अनुपालन के लिए पूरी तरह जिम्मेदार होगी। बैंक के परिसर के भीतर अपने कर्मचारी के खिलाफ यौन उत्पीड़न की किसी भी शिकायत के मामले में ठेकेदार/एजेंसी द्वारा गठित आंतरिक शिकायत समिति के समक्ष शिकायत दर्ज की जाएगी और ठेकेदार/एजेंसी शिकायत के संबंध में उक्त अधिनियम के तहत उचित कार्रवाई सुनिश्चित करेगी। बैंक के किसी भी कर्मचारी के खिलाफ ठेकेदार के किसी भी गंभीर कर्मचारी से यौन उत्पीड़न की किसी भी शिकायत का बैंक द्वारा गठित क्षेत्रीय शिकायत समिति द्वारा संज्ञान लिया जाएगा यदि ठेकेदार के कर्मचारी द्वारा यौन हिंसा साबित हो जाती है, तो ठेकेदार किसी भी मौद्रिक मुआवजे के लिए जिम्मेदार होगा, जिसे घटना में कर्मचारी शामिल होने की स्थिति में भुगतान करने की आवश्यकता हो सकती है। ठेकेदार अपने कर्मचारी को कार्यस्थल पर यौन उत्पीड़न की रोकथाम और संबंधित मुद्दे के बारे में शिक्षित करने के लिए जिम्मेदार होगा। ठेकेदार अपने कर्मचारी की एक पूरी और अद्यतन सूची प्रदान करेगा जो बैंक के परिसर के भीतर तैनात हैं।

The contractor/Agency shall be solely responsible for full compliance with the provision of "the sexual Harassment of women at work place (Prevention, Prohibition and Redressal) Act 2013". In case of any complaint of sexual harassment against its employee within the premises of Bank, complaint will be filed before the Internal complaint committee constituted by the Contractor/Agency and the Contractor/Agency shall ensure appropriate action under the said Act in respect to the complaint.

Any complaint of sexual harassment from any aggravated 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 employee, if sexual violence by the employee of the contractor is proved.

The contractor shall be responsible for educating its employee about prevention of sexual harassment at work place and related issue.

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

सेवा प्रदाता के हस्ताक्षर

सील सहित

Signature of service provider

) With seal)

बैंक प्रतिनिधि के हस्ताक्षर

सील सहित

Signature of Bank Representative

(With Seal)