



भारतीय रिज़र्व बैंक/ Reserve Bank of India
संपदा विभाग / Estate Department
पटना/ Patna

वेब सूचना

भारतीय रिज़र्व बैंक, पटना के मुख्य कार्यालय भवन का हीट लोड सर्वेक्षण

भारतीय रिज़र्व बैंक, पटना पात्र और इच्छुक फर्मों से “**भारतीय रिज़र्व बैंक पटना के मुख्य कार्यालय भवन का हीट लोड सर्वेक्षण**” विषयक कार्य के लिए दो भागों में ऑफलाइन सीलबंद कोटेशन के माध्यम से निविदाएं आमंत्रित करता है। इस कार्य पर ₹2.70 लाख मात्र (जीएसटी सहित) की लागत आने का अनुमान है।

2. यह एक खुली ई-निविदा है। केवल वही बोलीदाता/ वेंडर इस निविदा में भाग लेने के पात्र हैं, जो निविदा में निर्धारित पात्रता मानदंडों को पूरा करते हैं। निविदा दस्तावेज़ डाउनलोड करने हेतु आरबीआई की वेबसाइट <https://www.rbi.org.in> पर उपलब्ध है।

3. सीलबंद कोटेशन निविदा दो भागों में हाथों-हाथ/ स्पीड पोस्ट/ कूरियर सेवा द्वारा जमा की जाएगी। निविदा के भाग-I में प्रस्तावित कार्य के लिए बैंक की मानक तकनीकी और व्यावसायिक शर्तें होंगी, जिन्हें निविदाकारों द्वारा स्वीकार किया जाना अनिवार्य है। निविदा के भाग-II में बैंक की मात्रा सूची (बीओक्यू)/ कीमत बोली शामिल होगी।

4. पात्रता मानदंडों को पूरा करने वाले और इस कार्य के आबंटन के लिए इच्छुक फर्मों को दिनांक 26 अक्टूबर 2026 को अपराह्न 02.00 बजे तक या उससे पहले प्रस्तुत करना होगा। **ऐसी फ़र्में जो पात्रता मानदंडों को पूरा नहीं करती हैं और/या निर्धारित तिथि एवं समय के भीतर बयाना जमा राशि जमा नहीं करती हैं, उनसे संबंधित निविदा के भाग-II को खोलने पर विचार नहीं किया जाएगा।**

5. निविदा का भाग-I, दिनांक 26 अक्टूबर 2026 को अपराह्न 04.00 बजे से संपदा विभाग, दूसरी मंजिल, भारतीय रिज़र्व बैंक, पटना में खोला जाएगा। निविदा की समय-सारणी इस प्रकार है:

1. कार्य का नाम:	भारतीय रिज़र्व बैंक, पटना के मुख्य कार्यालय भवन का हीट लोड सर्वेक्षण
2. निविदा का तरीका (खुली निविदा):	हाथों-हाथ/कूरियर/स्पीड पोस्ट द्वारा सीलबंद कोटेशन के माध्यम से
3. बोली-पूर्व बैठक की तिथि और स्थान (ऑफलाइन)	दिनांक 06 अक्टूबर 2026; 15:00 बजे स्थान: संपदा विभाग, दूसरी मंजिल, भारतीय रिज़र्व बैंक, दक्षिण गांधी मैदान, पटना
4. कार्य की अनुमानित लागत:	₹2.70 लाख (रुपये दो लाख सत्तर हजार मात्र)
5. बयाना जमा राशि (ईएमडी) (अनुमानित लागत का 2%)	प्रत्येक भाग लेने वाले बोलीदाता से ₹5,400.00, जो एनईएफटी / डिमांड ड्राफ्ट / बैंक गारंटी के रूप हो। एनईएफटी लेनदेन के लिए खाते का विवरण इस प्रकार है: • लाभार्थी का नाम: RBI, Patna • लाभार्थी का खाता संख्या: 186003001 • आईएफएससी: RBISOPTPA01

	(आईएफएससी में पांचवां और दसवां अक्षर 'शून्य' है) कृपया एनईएफटी लेनदेन संबंधी टिप्पणी में अपना नाम/कंपनी का नाम अवश्य लिखें। ईएमडी पर कोई ब्याज देय नहीं होगा। भारतीय रिज़र्व बैंक, पटना द्वारा असफल बोलीदाता (बोलीदाताओं) की ईएमडी को वापस कर दिया जाएगा। तथापि, एमएसई पंजीकृत फर्मों को ईएमडी जमा करने से छूट दी गई है। एमएसई फर्म के रूप में पंजीकरण का प्रमाण कोटेशन के भाग-1 के साथ संलग्न किया जाए, अन्यथा बैंक द्वारा बोली को खारिज कर दिया जाएगा।
6. ईएमडी हेतु डीडी/बैंक गारंटी जमा करने की अंतिम तिथि:	दिनांक 26 अक्टूबर 2026; 14:00 बजे से पहले
7. कार्य पूरा करने के लिए अनुमत समय:	कार्य आदेश जारी होने के 14वें दिन से 45 दिन
8. तकनीकी-वाणिज्यिक बोली और वित्तीय बोली जमा करने के लिए निविदा के बंद होने की तिथि:	दिनांक 26 अक्टूबर 2026; 14:00 बजे
9. भाग-I (यानी तकनीकी-वाणिज्यिक बोली) को खोले जाने की तिथि और समय:	दिनांक 26 अक्टूबर 2026; 16:00 बजे
10. भाग-II (यानी वित्तीय बोली) को खोले जाने की तिथि और समय:	पात्र बोलीदाताओं को सूचित किया जाएगा।

बैंक सबसे कम दर वाली निविदा को स्वीकार करने के लिए बाध्य नहीं है और किसी भी निविदा को पूर्ण या आंशिक रूप से स्वीकार करने का अधिकार सुरक्षित रखता है। बैंक बिना कोई कारण बताए सभी निविदाओं को अस्वीकार करने का अधिकार भी सुरक्षित रखता है। इसके अलावा, निविदा के संबंध में भविष्य में जारी किए जाने वाले किसी भी संशोधन/शुद्धिपत्र को केवल ऊपर दी गई आरबीआई की वेबसाइट पर ही अधिसूचित किया जाएगा, और इसे समाचार पत्र में प्रकाशित नहीं किया जाएगा।

क्षेत्रीय निदेशक
भारतीय रिज़र्व बैंक, पटना



**Reserve Bank of India
Estate Department
Patna**

Heat Load Survey of Bank's Main Office Building at Reserve Bank of India, Patna

PART I

Name of the Quotationer: _____

Address with Contact No: _____

Date and time of Pre-Bid meeting (Offline)	October 06, 2026; 15:00 Hrs Venue: Estate Department 2nd floor, Reserve Bank of India, South Gandhi Maidan, Patna.
Last date of Submission of Tender	October 26, 2026; 14:00 Hrs.
Date and time of opening of Tender (Part I)	October 26, 2026; 16:00 Hrs.
Date and time of opening of Part II of Tender	Will be intimated later

DISCLAIMER

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

The information is not intended to be exhaustive. Interested parties are required to make their own inquiries and respondents will be required to confirm in writing that they have done so, and they do not rely only on the information provided by RBI in submitting the Tender. The information is provided on the basis that it is non-binding on Reserve Bank of India or any of its authorities or agencies or any of their respective officers, employees, agents or advisors.

Reserve Bank of India reserves the right not to proceed with the Project or to change the configuration of the Project, to alter the timetable reflected in this document or to change the process or procedure to be applied. It also reserves the right to decline to discuss the matter further with any party expressing interest.

No reimbursement of cost of any type will be paid to persons or entities expressing interest.

CONTENTS

S. No	Subject	Page No
1.	Schedule of Tender (SOT)	4
2.	Section I – Form of Quotation	6
3.	Section II – Articles of Agreement	9
4.	Section III- Commercial Conditions	15
5.	Section IV- Details to be filled by Quotationer	21
6.	Section V- Technical specifications and scope of work	22
7.	Annexure-1 (Form of Bankers' Solvency Certificate from a Scheduled Bank)	32
8.	Part II- Price BOQ	33

SCHEDULE OF TENDER (SOT)

1. Name of the Work:	Heat Load Survey of Bank's Main Office Building at Reserve Bank of India, Patna
2. Mode of Tender: (Open tender)	Through Sealed Quotation by Hand/Courier/Speed Post
3. Date and venue of the Pre-Bid Meeting (offline)	October 06, 2026; 15:00 Hrs Venue: Estate Department 2 nd floor, Reserve Bank of India, South Gandhi Maidan, Patna.
4. Estimated cost of the work:	₹ 2.70 lakhs only. (Rupees Two lakh Seventy Thousand only)
5. Earnest Money Deposit (EMD) : (2% of the estimated cost)	₹5,400.00 from each participating bidder only in the form of NEFT / Demand Draft / Bank Guarantee The account details for NEFT transactions are as under: Beneficiary Name: RBI, Patna Beneficiary A/c No: 186003001 IFSC: RBIS0PTPA01 (Fifth and Tenth characters in IFSC are Zero) Kindly mention your name/ company name in the NEFT Transaction remarks. No interest will be paid on EMD. EMD of the unsuccessful bidder(s) will be refunded by RBI, Patna. However, MSE registered firms are exempted from submission of EMD. The proof for registration as MSE firm has to be attached with Part 1 of the Quotation; otherwise, the bid will be rejected by the Bank.
6. Last date of submission of DD/ Bank Guarantee for EMD	Before October 26, 2026; 14:00 Hrs.
7. Time allowed for completion of work.	45 days from 14 th day of issue of work order

8. Date of closing of Tender for submission of Techno-commercial Bid and Financial Bid	October 26, 2026; 14:00 Hrs.
9. Date & Time of opening of Part-I (i.e., Techno-Commercial Bid)	October 26, 2026; 16:00 Hrs.
10. Date & Time of opening of Part- II (i.e., Financial Bid)	Will be intimated to the eligible bidders.

Section I
Form of Quotation

To,

The Regional Director
Estate Department,
Reserve Bank of India
Patna

Dear Sir,

We have carefully examined the specifications, designs and schedule of quantities relating to the Heat Load survey specified in the memorandum hereinafter set out and having visited and examined the site of the Heat load survey as specified in the said memorandum and having acquired the requisite information relating thereto as affecting the Quotation. We hereby offer to conduct the Heat load survey as specified in the said memorandum within the time specified in the said memorandum at the rates mentioned in the attached Schedule of Quantities and in accordance in all respects with specifications, designs and instructions in writing referred to in articles of agreement, general instructions to the Quotationers and special conditions, conditions hereinbefore referred to, specifications, data sheet and schedule of quantities and with such equipment's 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	Heat Load Survey of Bank's Main Office Building at Reserve Bank of India, Patna
(b)	Estimated cost	₹2,70,000/-(inclusive of 18% GST)
€	Terms of payment	As per clause 13 of Commercial Conditions (Section III)
(d)	Earnest Money Deposit (2% of the estimated cost)	₹5,400.00 from each participating bidder The account details for NEFT transactions are as under: Beneficiary Name: RBI, Patna Beneficiary A/c No: 186003001 IFSC: RBIS0PTPA01 (Fifth and Tenth characters in IFSC are Zero) Kindly mention your name/ company name in the NEFT Transaction remarks. No interest will be paid on EMD.

		EMD of the unsuccessful bidder(s) will be refunded by RBI, Patna. However, MSE registered firms are exempted from submission of EMD. The proof for registration as MSE firm has to be attached with Part 1 of the Quotation; otherwise, the bid will be rejected by the Bank.
(e)	Time allowed for completion of work.	45 days from 14 th day of issue of work order
(f)	Liquidated Damages	@0.25% of the quoted amount per week and maximum up to 10% of contract amount shall be imposed

2. We also agree that our Quotation will remain valid for acceptance by the Bank for 90 days from the date of opening of Part I of the Quotation and this period of validity can be extended for such period as may be mutually agreed between the Bank and us in writing.
3. Should this Quotation be accepted, I/we hereby agree to abide by and fulfill all the Terms and Conditions of the Quotation 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 Quotation together with the written acceptance of the Contract.
4. I/We understand that you reserve the right to accept or reject any or all the Quotation either in full or in part without assigning any reason therefor. We have deposited a sum of 5,400/- as earnest money with the Reserve Bank of India, which amount is not to bear any interest. Should we fail to execute the Contract when called upon to do so, we do hereby agree that this sum shall be forfeited by the Reserve Bank of India.
5. **The Quotation is submitted in two parts in separate each sealed envelope as under:**
 - Part I shall have EMD and all commercial terms and conditions and technical particulars
 - Part II shall have only Price Bid in sealed cover in the Bank's proforma.

Dated this _____ day of _____ 2026

For and on behalf of M/s _____

(Signature with seal)

Name _____
Designation _____
Place _____

Date _____

(Certified true copy of the Power of Attorney of the above signatory should be enclosed).
Witnesses

(1) Signature with
Name, address and date

(2) Signature with
Name, address and date

Section II

करारनामा **Articles of Agreement**

(On Rs 1,000/- stamp paper)

यह करार दिनांक को एक ओर भारतीय रिज़र्व बैंक, दक्षिण गाँधी मैदान, पटना, बिहार – 800001 जिसका केंद्रीय कार्यालय मुंबई -400 001 में है (जिसे इसके बाद बैंक कहा जाएगा) और दूसरी ओर मेसर्स (जिसे इसके बाद ठेकेदार कहा जाएगा) के बीच किया गया है।

ARTICLES OF AGREEMENT made the between the Reserve Bank of India, South Gandhi Maidan, Patna- 800001 having its Central Office at Mumbai 400 001 (hereinafter called "the Bank") of the one part and M/s....., (hereinafter called "the Contractor") of the other part.

जबकि बैंक 'भारतीय रिज़र्व बैंक, पटना के मुख्य कार्यालय भवन का ऊष्मा भार (हीट लोड) सर्वेक्षण' कराने हेतु इच्छुक है तथा कार्यों को दर्शाने वाले विनिर्देशनों और बैंक के इंजीनियर के निदेशों के अंतर्गत किए जाने वाले कार्यों के वर्णन को विभाग द्वारा तैयार किया जाना है।

WHEREAS the Bank is desirous of taking up the work of '**Heat Load Survey of Bank's Main Office Building at Reserve Bank of India, Patna**' and specifications describing the works to be done to be prepared by Department and describing the work to be done under the direction of Bank's Engineer.

और उक्त विशिष्टताओं के अनुसार, मात्रा और रेखाचित्रों की अनुसूची पर या पार्टियों की ओर से हस्ताक्षर किए गए हैं।

AND WHEREAS the said specifications, the Schedule of Quantities and drawings have been signed by or on behalf of the parties hereto.

और जबकि संविदाकार शर्तों के अधीन आगे यहाँ नियत शर्तों और विशेष शर्तों में निर्धारित शर्तों और काम की मात्रा की अनुसूची और संविदा की शर्तों (जिन्हें इसके बाद सामूहिक रूप से " तथाकथित शर्तें" कहा गया है) के अनुसार उक्त विनिर्देशनों और मात्रा अनुसूची में दर्शाए गए काम को निर्धारित संबंधित दर पर गणना का गई कुल राशि पर या ऐसी अन्य देय राशि पर (इसके बाद (इसे "तथाकथित संविदा राशि" कहा जाएगा) कार्य करने के लिए सहमत है।

AND WHEREAS the Contractor has agreed to execute upon and subject to the Conditions set forth herein and to the Conditions set forth in the Special Conditions and in the Schedule of Quantities and Conditions of Contract (all of which are collectively hereinafter referred to as "the said Conditions") the works shown upon the said Specification and included in the Schedule of Quantities at the Respective rate therein set forth amounting to the sum as therein arrived at or such other sum as shall become payable there under (hereinafter referred to as "the said Contract Amount").

अब इस बात पर निम्न तरह से सहमति है:

NOW IT IS HEREBY AGREED AS FOLLOWS:

1	उक्त शर्तों में निर्दिष्ट अवधियों में और प्रणाली से देय ठेके की राशि के बदले ठेकेदार उक्त शर्तों पर तथा उनके अधीन और उक्त आरेखनों में दर्शित तथा उक्त विनिर्देशों एवं परिमाणों की अनुसूची में उल्लिखित निर्माण कार्य निष्पादित करेगा और पूरा करेगा। In consideration of said Contract Amount to be paid at the times and in the manner set forth in the said conditions, the Auditor shall upon and subject to the said Conditions execute and complete the work shown upon the said Drawings and described in the said Drawings and described in the said Specifications and the Schedule of Quantities.
2	बैंक ठेकेदार को उक्त शर्तों में निर्दिष्ट अवधियों में तथा उनमें निर्दिष्ट प्रणाली से उक्त ठेके की राशि या ऐसी कोई अन्य राशि, जो देय हो जाए, अदा करेगा। The Bank shall pay the Contractor the said Contract Amount, or such other sum as shall become payable, at the times and in the manner specified in the said conditions.
3	उक्त शर्तों को और उनके परिशिष्ट को इस करार के भाग के साथ पढ़ा जाएगा तथा इस करार से संबन्धित पक्ष उक्त शर्तों का क्रपशः पालन करेंगे, अपने-आपको उनके अधीन मानेंगे तथा उसमें उल्लिखित शर्तों के अधीन अपनी और से करार का निष्पादन करेंगे। The said Conditions and Appendix thereto shall be read and construed as forming part of this agreement and the parties hereto shall respectively abide by, submit themselves to the said Conditions and perform the agreements on their part respectively in the said Conditions contained.
4	इसमें उल्लिखित नक्शे, करार और प्रलेख इस संविदा के आधार माने जायेंगे। The plans, agreement and documents mentioned herein shall form the basis of this Contract.
5	यह संविदा न तो निर्धारित एकमुश्त राशि की संविदा है और न ही फूटकर कार्य की संविदा, परंतु यह सम्पूर्ण " भारतीय रिज़र्व बैंक, पैटना के मुख्य कार्यालय भवन का ऊष्मा भार (हीट लोड) सर्वेक्षण " के संबंध में कार्य को पूरा करने की संविदा है जिसके लिए दरों की अनुसूची तथा संभाव्य परिमाणों में उल्लिखित दरों पर या उक्त शर्तों में निर्दिष्ट दरों पर वस्तुतः हिसाब लगायी गयी मात्राओं के अनुसार अदायगी की जाएगी। This Contract is neither a fixed/ Lump sum Contract nor a Piece work Contract but is a Contract to carry out the "Heat Load Survey of Bank's Main Office Building at Reserve Bank of India, Patna" to be paid for according to actual measured quantities at the rates contained in the Schedule of Rates and Probable quantities or as provided in the said Conditions.

6	अनुबंध में दिये अनुसार ठेकेदार को सिविल संबंधी सभी कार्यो हेतु वाजिब सुविधा वहन करनी होगी एवं ऐसे कार्यो के पूरा होने के बाद दीवारों ,फर्श आदि को हुये नुकसान को ठीक करना होगा। The Contractor shall afford every reasonable facility for the carrying out of all works relating to civil works and other ancillary works in the manner laid down in the said Conditions, and shall make good any damages done to walls, floors etc. after the completion of such works.
7	बैंक इस अनुबंध में बिना किसी पूर्वाग्रह के किए जानेवाले कार्य में किसी भी मद को जोड़ने या हटाने एवं ड्रॉइंग और कार्य की प्रकृति को बदलने का अधिकार रखता है। The Bank reserves to itself the right of altering the Drawings and nature of the work by adding to or omitting any items of work or having portions of the same carried out without prejudice to this contract.
8	समय को इस अनुबंध के महत्वपूर्ण कारक के रूप में माना जाएगा, और ठेकेदार साइट को सौंपने के तुरंत बाद या औपचारिक कार्य आदेश जारी होने के 14 दिनों के बाद जो भी बाद में हो दी गई शर्तों एवं समय विस्तार के प्रावधानों के अनुसार दी गई शर्तों के अनुसार कार्य पूर्ण करेगा एवं समय विस्तार के लिखित प्रावधानों के अधीन है। Time shall be considered as one of the important factor of this Contract, and the Contractor hereby agrees to commence the work soon after the site is handed over to him or from 14th day after the day of issue of formal works order as provided for in the said Conditions, whichever is later, and to complete the entire work as provided in said condition , subject nevertheless to the provisions for extension of time in writing by such form (i.e by way of a deed of agreement or by exchange of letters/emails)as may be mutually decided by the parties..
9	इस अनुबंध के तहत बैंक द्वारा सभी भुगतान केवल पटना में किए जाएंगे। All payments by The Bank under this Contract will be made only at Patna.
10	इस समझौते से जुड़े या किसी भी तरह से उत्पन्न होने वाले सभी विवादों को पटना में उत्पन्न माना जाएगा और इनका निपटान केवल पटना में न्यायालयों के ही अधिकार क्षेत्र में होगा। All disputes arising out of or in any way connected with this agreement shall be deemed to have arisen at Patna and only Courts in Patna shall have jurisdiction to determine the same.
11	इस संविदा के विभिन्न अंशों को ठेकेदार ने पढ़ लिया है तथा उन्हें पूर्ण रूप से समझ लिया है। That the several parts of this Contract have been read by the Contractor and fully understood by the Contractor.
12	गैर-प्रकटीकरण खंड : ठेकेदार 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 ठेकेदार के कब्जे या ज्ञान के पास आ सकता है, और हर समय इस पर विश्वास रखेगा। ठेकेदार सिवाय इसके तहत दायित्वों को पूरा करने या लागू कानूनों का पालन करने के लिए आवश्यक सीमा के अलावा अनुबंध के विवरण को वैयक्क और गोपनीय मानेगा। ठेकेदार नियोक्ता की पिछली लिखित सहमति के बिना किसी भी व्यापार या तकनीकी पत्र या अन्य जगहों पर कार्यो के किसी भी विवरण का खुलासा, प्रकाशित होने की अनुमति नहीं देगा। ठेकेदार 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 ठेकेदार की ओर से अनुबंध का उल्लंघन माना जाएगा और नियोक्ता नुकसान का दावा करने और कानूनी उपचारों को आगे बढ़ाने का हकदार होगा। ठेकेदार 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 ठेकेदार के दायित्व किसी भी कारण से इस समझौते की समाप्ति या इस समझौते के टरमिनेशन के बाद भी बने रहेंगे। Non-Disclosure clause: The Auditor 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 Auditor 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 Auditor 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 Auditor 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 Auditor 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 Auditor and the Employer shall be entitled to claim damages and pursue legal remedies. The Auditor 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 Auditor's obligations with respect to non-disclosure and confidentiality will survive even after the expiry or termination of this agreement for whatever reason.
13	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। The auditor/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 Auditor/Agency and the Auditor/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 auditor against any employee of the Bank shall be taken cognizance of by the Regional Complaints Committee constituted by the Bank. The Auditor 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 auditor is proved. The auditor shall be responsible for educating its employee about prevention of sexual harassment at work place and related issue.
14.	अप्रत्याशित घटना: यदि कोई भी पक्ष अपने नियंत्रण से परे किसी घटना के घटित होने के कारण इस समझौते के तहत अपने दायित्वों को निभाने में असमर्थ है (जैसे कि ईश्वर के कार्य, युद्ध जैसी स्थितियाँ, दंगे, श्रमिक हड़ताल, सरकारी कार्य, भूकंप, चक्रवात, आंधी , और अन्य प्राकृतिक आपदाएँ, आदि), उस पक्ष को इस अनुबंध के अंतर्गत चूककर्ता नहीं माना जाएगा। प्रत्येक पक्ष जारी रखने के लिए इस समझौते के तहत प्रदर्शन को सक्षम करने के लिए सभी उचित प्रयासों का उपयोग करने के लिए सहमत है। यदि अप्रत्याशित घटना के कारण गैर-प्रदर्शन की अवधि 30 दिनों से अधिक हो जाती है, तो जिस पार्टी की प्रदर्शन करने की क्षमता इतनी प्रभावित नहीं हुई है, वह लिखित नोटिस देकर इस समझौते को समाप्त कर सकती है। Force Majeure: If either party is unable to perform its obligations under this Agreement due to the occurrence of an event beyond its control (such as acts of God, war like situations, riots, labour strike, government actions, earthquakes, cyclones, typhoons, and other natural calamities, etc.), that party will not be deemed to have defaulted under this Agreement. Each party agrees to use all reasonable efforts to enable performance under this Agreement to continue. If the period of non-performance due to a force majeure event exceeds 30 days, the party whose ability to perform has not been so affected may, by giving written notice, terminate this Agreement
यदि ठेकेदार एक भागीदारी या एक व्यक्ति है If the auditor is a Partnership or an Individual	इसके साक्ष्य में बैंक तथा ठेकेदार ने इन दस्तावेज़ों तथा मूल प्रति पर इसके ऊपर उल्लेखित दिन और वर्ष में हस्ताक्षर किए हैं। IN WITNESS WHEREOF The Bank and the Auditor have set their respective hands to these presents and two duplicates hereof the day and year first hereinabove written.

यदि ठेकेदार एक कंपनी है If the auditor is a Company	इसके साक्ष्य में बैंक ने अपने विधिवत प्राधिकृत किये हैं और ठेकेदार ने इन पर तथा उक्त दोनों प्रतिलिपियों पर अपनी नियमित मोहर लगवाई है/इसके पहले उक्त दिनांक और वर्ष को अपनी ओर से इन दस्तावेजों तथा उक्त दो प्रतिलिपियों का निष्पादन करवाया है। IN WITNESS WHEREOF The Bank has set its hand to these presents through its duly authorized official and the Contractor has caused its common seal to be affixed hereunto and the said two duplicate/has caused these presents and the said two duplicates hereof to be executed on its behalf, the day and year first hereinabove written.
--	--

Signature Clause

On behalf of Reserve Bank of India

भारतीय रिज़र्व बैंक की तरफ से

(.....)

Deputy General Manager

In the Presence of

(इनकी उपस्थिति में हस्ताक्षर किए गए)

1. _____

Address (पता): _____

2. _____

Address (पता) _____

(Witness / साक्ष्य)

On behalf of contractor

ठेकेदार की तरफ से

(.....)

(Name of the Contractor)

In the Presence of

(इनकी उपस्थिति में हस्ताक्षर किए)

1. _____

Address (पता): _____

2. _____

Address(पता) _____

(Witness / साक्ष्य)

नोट: बैंक ठेकेदार के साथ करार करने से पहले करार के लेखों की सामग्री को संशोधित करने का अधिकार सुरक्षित रखता है।

Note: Bank reserves the right to modify the contents of the Articles of the Agreement before the agreement is entered with the contractor

Section III

Commercial Conditions

1. Sealed Quotations are invited for Heat Load Survey of Bank's Main Office Building at Reserve Bank of India, Patna

2. **Eligibility Criteria:**

The bidders that qualify following criteria shall be eligible for participation in the said quotation-

(i) **Duration of past experience:** The intending Quotationer must have minimum 5 years of experience as on or before September 30, 2021 in carrying out Heat Load Measure with minimum Heat Load of 500 ton of Refrigeration (TR) & HVAC Design in Banks, Financial Institutions, Major Hotels, or Multistoried Buildings etc.

AND

(ii) **Minimum Value of each completed work:** Experience of having successfully completed similar works i.e., "Heat load measure with minimum heat load of 500 TR & HVAC design, including heat load/ electrical load/ etc." during last 5 years ending September 30, 2026 should be either of the following:

(a) Three works each costing not less than the amount equal to 40% of the estimated cost

Or

(b) Two works each costing not less than the amount equal to 50% of the estimated cost

Or

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

And

(iii) **Yearly Turnover:** Minimum yearly turnover of 100% of the estimated cost during last 3 financial years (i.e., 2025-26, 2024-25, 2023-24 as on March 31, 2026) supported by audited financial statements. (If turnover certificate of 2025-26 is not available then turnover of 2022-23 is to be provided)

And

(iv) **Solvency:** Should furnish Solvency certificate issued by the applicant Banker as per the **proforma given at [Annexure-1](#)**

And

(v) **Other Requirements:** Regarding Client's 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.

3. **Earnest Money Deposit (EMD):** The Earnest Money Deposit shall be paid by each participating bidder and it is to be deposited to Bank's account no. **186003001, IFSC-RBIS0PTPA01, (Fifth and Tenth characters in IFSC are Zero)** through NEFT/ Demand Draft/BG before last date of submission of Quotation and its proof of remittance shall be sent to estatepatna@rbi.org.in.
4. The proof of EMD shall be submitted along with Part I of the Quotation. The Quotations submitted without EMD will be rejected by the Bank. However, MSE registered firms are exempted from submission of EMD. The proof for registration as MSE firm has to be attached with Part 1 of the Quotation; otherwise, the bid will be rejected by the Bank.
5. The Quotation documents shall be available on RBI website. All corrigendum, addendum and further communication shall be uploaded on website only in "Quotation" section. The Quotations and EMD for the above work shall be submitted in hard copy in separate sealed covers addressed to **The Regional Director, Reserve Bank of India, Estate Department, South Gandhi Maidan, Patna-800001**, so as to reach here not later than 14:00 hours on October 26, 2026. Part I in one cover super scribing as "Conducting Heat Load Survey of Bank's Main Office Building at Reserve Bank of India, Patna - Part-1" Please note that prices should not be indicated in the Part I/ Techno – Commercial Bid. Part I in one cover super scribing as "Conducting Heat Load survey of Bank's office buildings at Reserve Bank of India, Patna Regional Office, Patna - Part-II" Both envelopes (Part 1 & 2) are to be kept in single sealed cover super scribed with **"Heat Load Survey of Bank's Main Office Building at Reserve Bank of India, Patna"**.
6. **Pre-Bid Meeting of the tender will be conducted on October 06, 2026 at 15:00 Hrs., Estate Department, 2nd Floor, RBI Patna.**
7. **Part-I of the sealed quotations will be opened on October 26, 2026; 16:00 Hrs.**
8. Part-II of the Quotations will be opened on a later date under intimation to all the Quotationers. Quotationers are advised to use only the forms supplied by the Bank and not to use any other forms. The forms can be downloaded from "Quotations" section in RBI website www.rbi.org.in Incomplete Quotations are liable for rejection. No terms and conditions or any other information/ enclosures shall be included in Quotation Part-II.
9. The Quotations shall be valid for acceptance by the Bank for a period of 90 days from the date of opening of Quotation Part-I and shall be extended by such period as may be mutually agreed to.

10. **Prices**: The price quoted for the work shall be firm till completion of the work and the final price quoted shall include GST as applicable and cost of transportation/accommodation etc. of the equipment and persons deputed.

- a) If, in the price quoted by a bidder, there is discrepancy between the unit price and the total price (which is obtained by multiplying the unit price by the quantity), the unit price shall prevail and the total price corrected accordingly, unless the Bank feels that the bidder has made a mistake in placing the decimal point in the unit price, in this case the total price as quoted shall prevail over the unit price and the unit price corrected accordingly.
- b) If there is an error in a total price, which has been worked out through addition and / or subtraction of subtotals, the subtotals shall prevail and the total corrected; and
- c) In case of any item rate are not filled / found blank. Bank shall take highest quoted rates among the bidders for evaluation for such item rates and lowest quoted rates shall be payable to bidder for such item, in case this bidder is declared L1 bidder.

11. This contract is a fixed lump sum contract in respect of the entire Heat Load surveying and to be paid for according to, at the rates contained in the schedule of rates and as provided in the said conditions.

12. The employer reserve to itself the right of altering the items to be executed by adding to or omitting any items without prejudice to this contract. However, the Auditor shall not be entitled to any payment for the works done exceeding the Quotation quantities unless specifically approved in writing by the Bank's engineer.

13. **Time or Completion Period**: The work is the essence of the project. The work including site survey, data collection/measurements and submission of report shall be completed in 45 days from 14th day of issue of work order.

14. **Terms of payment**

The following terms of payment shall be applicable for the work:

- i) 100% of the quoted amount after completion of Heat Load Survey at all locations and submission of report in hard copy to the Bank. All payments for the work will be made after statutory deductions.

15. **Liquidated Damages**: If work does not complete within stipulated time period as mentioned clause 12, a penalty towards liquidity damages @0.25% of the quoted amount per week and maximum up to 10% of contract amount shall be imposed.

16. It may be noted that the Bank will not award the work “SITC of Centralized HVAC system and its allied works at RBI, Patna to the same vendor providing the design parameters for the captioned work.

17. All disputes arising out of or in way connected with this Agreement shall be deemed to have arisen at Patna and only courts in Patna shall have the jurisdiction to determine the same.

18. The Reserve Bank of India does not bind itself to accept the lowest or any Quotation and reserves to itself the right to accept or reject any or all the Quotations, either in whole or in part, without assigning any reasons for doing so.

19. On receipt of intimation from the employer of the acceptance of his/ their Quotation, the successful Quotationer shall be bound to sign the formal contract and within fourteen days thereof, the successful Quotationer shall sign an agreement in accordance with the draft agreement and the schedule of conditions but the written acceptance by the Reserve Bank of India of a Quotation will constitute a binding contract between the RBI and the person so, Quotationing, whether such formal Agreement is or is not subsequently executed. The cost of necessary stamp paper for execution of the agreement shall be borne by the successful Quotationer.

20. If the Auditor being 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 supervision of the court and official Assignee or liquidator in such acts of solvency or winding up, as the case may be, shall be unable within seven days after notice of him requiring him to do so, to show to the reasonable satisfaction of the employer that he is able to carry out and fulfill the contract and to give security therefore, 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.

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

- i. If it is determined that the bidder has committed the following acts or omissions in contravention of the code of integrity:
 - 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 behavior 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 Quotation 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 Quotation process or to secure a contract.
- i. failed to disclose conflict of interest failed to disclose any previous transgressions made in respect of the provisions of sub clause.
- j. 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.
- ii. 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 Quotation etc.
- iii. 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 12 causing any loss of life or property or causing a threat to public health as part of execution of a public procurement contract.

22. Sexual Harassment Clause-The auditor/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 Auditor/Agency and the Auditor/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 auditor against any employee of the Bank shall be taken cognizance of by the Regional Complaints Committee constituted by the Bank. The Auditor 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 auditor is proved. The auditor shall be responsible for educating its employee about prevention of sexual harassment at work place and related issue.

23. Non-Disclosure clause: The Contractor shall not disclose directly or indirectly any information, materials and details of the Bank's infrastructure/systems/equipment etc., which may come to the possession or knowledge of the Contractor during the

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

24. Force Majeure: If either party is unable to perform its obligations under this Agreement due to the occurrence of an event beyond its control (such as acts of God, war like situations, riots, labour strike, government actions, earthquakes, cyclones, typhoons, and other natural calamities, etc.), that party will not be deemed to have defaulted under this Agreement. Each party agrees to use all reasonable efforts to enable performance under this Agreement to continue. If the period of non-performance due to a force majeure event exceeds 30 days, the party whose ability to perform has not been so affected may, by giving written notice, terminate this Agreement.

Date:

Signature of Quotationer

Place:

Name and Address

Section IV

Section to be filled by the Quotationer

A. Details of Quotationer-

1.	Composition of the firm (Whether partnership / proprietorship /Public Ltd.)	
2	Names of the proprietor/ partners / Directors of the firm	
3.	GST Number	
4.	Address of the Firm	
	Telephone	
	Email	
	Mobile Nos:	

B. List of clients

(For whom similar scope has been completed in the last 5 years)

Eligible work orders to be attached

Sr. No.	Details	Name of client (1)	Name of client (2)	Name of client (3)
1	Address, fax and telephone numbers			
2	Establishment name, location and address.			
3	Brief details of the work			
4	Date of award of contract			
5	Date of completion of work			
6	Whether the Establishment is with central air-conditioning system			

Date:

Signature of Quotationer

Place:

Name and Address

Section V

Terms and Conditions and scope of work

Introduction

Reserve Bank of India, Patna is desirous of undertaking Heat load survey of the Electrical/Electromechanical installations provided in the office building at Patna. The office building. In addition, diesel generator sets of suitable capacities have been installed to meet critical applications during power outages.

Technical Specification: Heat Load Survey & Chiller Replacement

1. Background and objective

Reserve Bank of India, Patna intends to undertake a comprehensive technical assessment of the air-conditioning and ventilation requirements of its office building. The building presently has central air-conditioning equipment of different capacities and vintages, including the existing 250 TR Voltas chiller and 325 TR Carrier chiller. Certain portions of the building may also be served by independent or supplementary air-conditioning systems.

The Bank proposes to appoint a qualified HVAC consultant to examine the present air-conditioning arrangement, assess the actual room-wise and building-wise cooling demand, determine the condition and remaining service life of the existing equipment, and recommend a reliable, energy-efficient and economically viable air-conditioning system for the building.

The consultancy shall cover the complete process beginning with the site survey and heat-load calculation and extending up to preparation of drawings, detailed estimates with latest quotation, prepare tender documents, technical evaluation of bids and assistance during execution and commissioning, wherever required by the Bank.

The consultant shall determine:

- Room-wise and floor-wise heat load.
- Peak simultaneous cooling load of the building.
- Required central AC plant capacity in TR.
- Optimum number and capacity of chillers or other air-conditioning units.
- Required standby/redundancy arrangement.
- Electrical load and space requirements.
- Preliminary project cost.

Suitable implementation methodology, including phased execution, wherever required.

2. Scope of Work for Appointment of HVAC Consultant

RBI Office Building, Patna

1. Background and objective

Reserve Bank of India, Patna intends to undertake a comprehensive technical assessment of the air-conditioning and ventilation requirements of its office building. The building presently has central air-conditioning equipment of different capacities and vintages, including the existing 250 TR Voltas chiller and 325 TR Carrier chiller. Certain portions of the building may also be served by independent or supplementary air-conditioning systems.

The Bank proposes to appoint a qualified HVAC consultant to examine the present air-conditioning arrangement, assess the actual room-wise and building-wise cooling demand, determine the condition and remaining service life of the existing equipment, and recommend a reliable, energy-efficient and economically viable air-conditioning system for the building.

The consultancy shall cover the complete process beginning with the site survey and heat-load calculation and extending up to preparation of drawings, detailed estimates, tender documents, technical evaluation of bids and assistance during execution and commissioning, wherever required by the Bank.

2. Overall scope of consultancy

The consultant shall carry out a detailed survey of the entire office building, including all occupied, unoccupied, renovated and proposed-to-be-renovated areas. The assessment shall not be restricted to the present installed capacity or the capacities indicated in earlier records. The consultant shall independently calculate and establish the actual cooling, ventilation and electrical requirements based on prevailing site conditions, occupancy and intended use of each area.

The consultant shall study the existing central AC plant, air-distribution system, ventilation arrangements, electrical infrastructure, building envelope, operational schedules and future requirements. On the basis of this assessment, the consultant shall recommend whether the Bank should:

- continue with the existing plant with suitable improvements;
- replace only the equipment that has reached the end of its useful life;
- replace the entire central AC plant in phases;
- adopt a hybrid arrangement comprising central AC and independent systems; or
- install a completely new energy-efficient HVAC system.

Each recommended option shall be supported by technical calculations, capital cost, expected energy consumption, operating cost, maintenance implications, equipment life and implementation constraints.

3. Collection and verification of building information

The Bank shall provide available architectural drawings, equipment details, maintenance records and electricity-consumption data. However, the consultant shall verify the information physically at site and shall not rely solely on old drawings or records.

The consultant shall undertake physical measurements wherever drawings are unavailable or do not represent the present configuration. The survey shall include floor-wise built-up area, room dimensions, ceiling heights, orientation of external walls and glazing, usage of spaces, occupancy patterns, operating hours, equipment loads, lighting loads and other relevant heat-generating sources.

The consultant shall prepare updated floor-wise HVAC survey drawings indicating the areas presently air-conditioned, non-air-conditioned and proposed to be air-conditioned.

4. Assessment of the existing air-conditioning plant

A detailed condition assessment of the complete existing HVAC installation shall be carried out. The assessment shall include chillers, compressors, condensers, evaporators, chilled-water pumps, condenser-water pumps etc. wherever installed.

The consultant shall examine and report on:

- year of installation, rated capacity and refrigerant used;
- present operating condition and actual performance;
- cooling capacity available under existing operating conditions;
- power consumption in kW and specific energy consumption in kW/TR;
- compressor condition, operating hours and maintenance history;
- approach temperatures of evaporator and condenser;
- chilled-water and condenser-water flow and temperature difference;
- leakage, corrosion, scaling, vibration, abnormal noise and insulation condition;
- condition and efficiency of cooling towers, pumps and motors;
- condition of AHUs, filters, coils, drain pans, dampers and fans;
- air and water balancing of the system;
- adequacy of controls, interlocks and safety protections;
- availability of refrigerant, spare parts and technical support;
- compliance with current environmental and safety requirements; and
- estimated remaining useful service life of each major item.

Where necessary, the consultant shall recommend performance testing by specialized agencies. The report shall clearly identify equipment that may be retained, refurbished, relocated or replaced.

5. Heat-load calculation

The consultant shall prepare detailed room-wise, floor-wise, zone-wise and building-wise heat-load calculations using recognized HVAC design software. A mere thumb-rule assessment based on area or installed tonnage shall not be acceptable.

The calculation shall account for:

- heat transmission through walls, roof, floors, partitions and glazing;
- solar heat gain corresponding to the orientation of the building;
- outdoor design conditions applicable to Patna;
- proposed indoor temperature and relative humidity;
- number of occupants and diversity of occupancy;
- lighting load;
- computers, printers, UPS systems and other office equipment;
- server rooms, data rooms, control rooms and other continuous-load areas;
- fresh-air and infiltration loads;
- heat gain from ducts, pipes, fans and pumps;
- operating schedules and diversity factors;
- additional load arising from renovated or proposed areas; and
- reasonable provision for future requirements without unjustified oversizing.

Unless otherwise approved by the Bank, the indoor design conditions for normal office areas may generally be considered as approximately **24°C ± 1°C and 50–60% relative humidity**, subject to verification under the applicable codes and Patna climatic conditions. Special areas such as server rooms, UPS rooms and data-processing spaces shall be assessed separately according to their operational requirements.

The consultant shall submit all input data, assumptions, diversity factors, software output and calculation sheets in an editable format.

6. Detailed estimate and rate analysis

The consultant shall prepare a detailed item-wise estimate covering the chiller machine (Capacity) installation and all associated electrical, civil, plumbing, structural, fire-safety, controls and restoration works.

The estimate shall be based on the latest applicable CPWD DSR, CPWD approved rates or other approved schedules. For non-schedule items, detailed market-rate analysis supported by budgetary quotations from preferably at least three established manufacturers or authorized agencies shall be provided.

The estimate shall clearly indicate:

- basic cost;
- applicable taxes and duties;
- transportation, loading and unloading;
- installation and commissioning;
- dismantling and disposal or buyback of old equipment;
- temporary cooling arrangements, where required;
- contingency and statutory charges;
- annual maintenance cost; and
- total estimated project cost.

7. Assistance during tendering

The consultant shall assist the Bank during the preparing replies to technical queries, issuing necessary addenda and examining technical submissions received from bidders.

A detailed technical evaluation report shall be submitted, including:

- compliance with eligibility requirements;
- clause-by-clause technical compliance;
- deviation statement;
- evaluation of makes and models;
- verification of heat-load and equipment-selection data;
- comparison of efficiency and life-cycle cost;
- assessment of implementation methodology and manpower; and
- clear recommendation regarding technical acceptability.

The consultant may also be required to assist the Bank in analyzing price bids, reasonableness of rates and additional or substituted items.

8. Minimum qualification of the consultant

The firm should be an established HVAC consultancy organization having experience in designing central air-conditioning systems for large office buildings, institutional buildings, banks, data facilities or similar establishments.

The key HVAC engineer should preferably possess a degree in Mechanical Engineering and adequate professional experience in the design of central chilled-water systems. The firm should have access to competent electrical, civil/structural, fire-safety and controls specialists for coordinated design.

The eligibility criteria may prescribe experience of successfully completed consultancy assignments involving central HVAC plants of comparable capacity during the prescribed preceding period. The consultant should not have any financial or commercial association with a particular equipment manufacturer or prospective HVAC contractor.

9. Ownership and confidentiality

All surveys, calculations, reports, estimates, drawings, tender documents and electronic files prepared under the assignment shall become the property of the Reserve Bank of India. The consultant shall maintain confidentiality regarding building layouts, security-sensitive areas, technical installations and all information made available by the Bank.

No drawing, photograph, data or project information shall be disclosed to any third party without prior written permission from the Bank.

10. Professional responsibility

The consultant shall be fully responsible for the correctness, completeness, safety, coordination and technical adequacy of the design. Approval or review of any submission by the Bank shall not relieve the consultant of professional responsibility.

Any error, omission, discrepancy or inadequacy noticed in the consultant's calculations, drawings, estimate or specifications shall be corrected by the consultant without additional cost to the Bank.

11. Scope of the Heat Load Survey

The selected consultant/contractor must perform a detailed thermal analysis including, but not limited to:

- **Orientation & Envelope:** Evaluation of building orientation, wall construction, insulation, roof exposure, and window-to-wall ratio (WWR).
- **Internal Heat Gains:** Actual occupancy density, lighting power density and equipment/appliance power loads.
- **Ventilation & Infiltration:** Fresh air requirements based on local standards and building airtightness.
- **Safety & Diversity Factors:** Application of realistic industry-standard diversity factors to avoid equipment oversizing.

12. Building & Spatial Details

The heat load calculation must cover the entire air-conditioned footprint of the Main Office Building across four distinct levels:

Floor Level	Floor Area (Sq. Meters)	Functional Usage (Office, Server Room, Conference, Storage)
Basement	28,000 sq ft approx. (May be verified at site)	Vaults
Ground Floor	30,000 sq ft approx. (May be verified at site)	Banking hall, issue department, CVPS, etc.
First Floor	30,000 sq ft approx. (May be verified at site)	Senior officer chamber, HRMD, mezzanine floor etc
Second Floor	30,000 sq ft approx. (May be verified at site)	Executive area, library, Estate department

13. Existing HVAC Infrastructure (Baseline)

The current centralized AC plant is housed in a dedicated plant room adjacent to the Main Office Building. The legacy system specifications are:

- **Chillers:**

Sl. no	Chiller capacity in Tr	Unit	Make	Type of chiller	Refrigerant
1	250TR	1 unit	Voltas	Screw type	R22
2	325TR	1 unit	carrier	Screw type	R134A

- **Refrigerant:** R-22 (Phase-out compliant replacement required).

Design Flow Rates (for 325 TR chiller):

- Condenser Water Flow: 3,600 LPM (Litres Per Minute)
- Chilled Water Flow: 2,800 LPM.
(Above values may be verified at site.)

14. New Chiller System Design Criteria

The new chiller plant design must adhere to the following modern engineering benchmarks:

- **Eco-Friendly Refrigerants:** System must utilize zero-ODP (Ozone Depletion Potential) and low-GWP (Global Warming Potential) hydrofluoroolefins (HFOs) or blends (e.g., R-1233zd, R-513A, or R-134a replacement regulations).
- **Energy Efficiency:** Chillers must comply with the latest ECBC (Energy Conservation Building Code) or ASHRAE 90.1 standards for Coefficient of Performance (COP) and Integrated Part Load Value (IPLV).
- **Variable Load Management:** Consideration of Variable Frequency Drives (VFDs) on at least one chiller to handle fluctuating office part-loads efficiently

15. General Scope of work

The scope of work encompasses a comprehensive assessment of the cooling requirements as well as heating requirements for the designated facility, which includes but is not limited to:

- i. Conducting a thorough site survey to gather essential data regarding the building's structure, layout, and occupancy patterns.
- ii. Analyzing architectural drawings, floor plans, and relevant documentation to identify key parameters influencing the heat load.
- iii. Assessing the thermal characteristics of the building envelope, including insulation levels, fenestration types, and orientation.
- iv. Evaluating internal heat gains from occupants, lighting systems, and equipment to determine sensible and latent heat loads.
- v. Considering outdoor climate data to account for seasonal variations and ambient conditions affecting cooling demands.
- vi. Factoring in specific requirements for critical areas, such as server rooms / switch room or specialized equipment spaces.
- vii. Collaborating with stakeholders to understand operational schedules, occupancy patterns, and any unique cooling needs.
- viii. Providing detailed documentation of the heat load calculation methodology, assumptions, and results for transparency and review.
- ix. Delivering actionable insights and recommendations to inform the design and sizing of the AC plant chiller, ensuring optimal performance and energy efficiency.

x. Tender Preparation for AC Plant Replacement: Scope of Work:

The consultant shall be responsible for preparing a comprehensive, single-stage, two-packet tender document for the complete replacement of the existing central AC chiller plant along with their recommendation. The tender package must include a detailed technical Scope of Work (SoW) and a structured Price Bid / Bill of Quantities (BoQ) formatted for commercial quotations.

XI. Technical Scope of Work (SoW)

The technical specification section of the tender must clearly outline the following execution requirements:

- I. **Dismantling & Disposal:** Safe decommissioning, recovery of existing R-22 refrigerant, and removal of the legacy McQuay /Carrier/Daikin chillers without disrupting daily office operations.
- II. **Supply & Installation:** Delivery, positioning, and mechanical installation of the new energy-efficient chillers, and compatible auxiliary equipment.
- III. **Piping & Electrical Integration:** Modification or replacement of chilled/condenser water piping, valves, insulation, and electrical control panels (MCC/VFDs) to interface seamlessly with the new system near chiller.
- IV. **Testing & Commissioning:** Rigorous testing, balancing of water loops, and final commissioning of the plant to prove compliance with specified cooling capacities and efficiencies.

V. Standards/ Guidelines to be followed for the work:

The works shall be executed as per ISHRAE standards and other statutory guidelines issued by Central, State / Local governments, Indian Standards amended up to date as mentioned below:

- i) Bureau of Indian Standards (BIS):
 - a. IS 15211:2016: This standard specifies the requirements for energy performance of buildings, including methods for energy estimation and calculation procedures.
 - b. IS 8142:1976: This standard provides guidelines for the design and installation of air conditioning systems in buildings.
- ii) ASHRAE Indian Chapters:
 - a. ASHRAE India Chapter: The Indian chapter of the American Society of Heating, Refrigerating and Air-Conditioning Engineers (ASHRAE) offers resources, seminars, and workshops on HVAC design and energy efficiency, which align with international standards.
- iii) Energy Conservation Building Code (ECBC):
 - a. ECBC 2017: This code provides guidelines and requirements for the design and construction of energy-efficient buildings, including provisions for HVAC systems and heat load calculations.
- iv) National Building Code of India (NBC):
 - a. Part 8: This part of the NBC covers the requirements for HVAC systems in buildings, including ventilation, air conditioning, and heat load calculations.
- v) Central Public Works Department (CPWD) Guidelines:
 - a. CPWD guidelines for HVAC design and installation often incorporate relevant Indian standards and best practices for heat load calculations.

VI. Heat Load Calculation Methodology:

The heat load calculation methodology outlines the approach and techniques used to estimate the cooling requirements of the facility. It includes:

- a. Selection of calculation methods: Choosing appropriate methodologies for calculating sensible and latent heat loads based on the specific characteristics of the facility and the available data. This may involve using simplified calculation methods for preliminary assessments and more detailed simulations for complex or specialized applications.
- b. Sensible heat load estimation: Quantifying the sensible heat gain from sources such as occupants, lighting, equipment, and solar radiation using established engineering formulas and empirical correlations. This includes accounting for factors such as heat conduction, convection, and radiation to accurately predict the heat input to the space.
- c. Latent heat load determination: Assessing the latent heat gain resulting from moisture infiltration, occupant respiration, and other sources of humidity within the space. This involves calculating the moisture content of the air using psychrometric charts or software tools and estimating the latent heat load based on the moisture removal requirements.
- d. Incorporation of diversity and safety factors: Applying appropriate diversity and safety factors to account for uncertainties, variations, and peak load conditions. This includes considering factors such as simultaneous occupancy, equipment operation, and climate fluctuations to ensure that the cooling system is adequately sized to meet the anticipated demand under all operating conditions.
- e. Documentation and reporting: Documenting the heat load calculation methodology, assumptions, and results in a clear and transparent manner. This includes providing detailed calculations, data sources, and references to support the findings and recommendations and facilitate review and verification by stakeholders and regulatory authorities.

VII. Reporting Requirements:

After completion of the survey, post survey review meeting shall be held with the Bank's engineers detailing about their observations and thereafter the report shall be submitted. The reporting requirements specify the format, content, and deliverables of the heat load calculation report. This includes:

- Detailed calculations: Providing a comprehensive breakdown of the heat load calculations, including sensible and latent heat gains from various sources, peak load estimates, and diversity factors applied. This includes documenting the equations, formulas, and methodologies used to derive the results.
- Assumptions and inputs: Documenting the key assumptions, parameters, and inputs used in the heat load calculation process. This includes specifying occupancy rates, equipment loads, environmental conditions, and other factors influencing the heat load.
- Sensitivity analysis: Presenting the results of sensitivity analysis to assess the impact of variations in key assumptions and parameters on the heat load calculations. This includes identifying the most critical variables and their implications for system design and performance.
- Recommendations: Providing actionable recommendations for the design and sizing of the centralized water-cooled AC plant system based on the heat load calculations.
- Compliance and certification: Ensuring that the heat load calculation report complies with relevant industry standards, codes, and regulations. This includes certifying the accuracy and completeness of the report and providing any necessary documentation for regulatory approval or certification.

Date:

Place:

Seal & Signature of Agency

**FORM OF BANKERS' SOLVENCY CERTIFICATE FROM A SCHEDULED BANK
(On Bankers' Letter Head)**

To
Regional Director
Reserve Bank of India, Patna

This is to certify that to the best of our knowledge and information M/s. / Shri
a customer of our bank having marginally noted address, are/is respectable and can
be treated as good for any engagement up to a limit of
₹..... (Rupees
.....).

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

For the Bank with Name, Designation Date and Seal

Note:

- 1. Solvency certificate should be on letter head of the Bank**
- 2. In case of partnership firm, certificate to include names of all partners as recorded with the Bank.**



**Reserve Bank of India
Estate Department
Patna**

**Quotation for
Heat Load Survey of Bank's Main Office Building at Reserve Bank of India, Patna**

**PART II
(PRICE BOQ)**

Name of the Quotationer: _____

Address & Contact No.: _____

Date and time of Pre-Bid meeting (Offline)	October 06, 2026; 15:00 Hrs Venue: Estate Department 2nd floor, Reserve Bank of India, South Gandhi Maidan, Patna.
Last date of Submission of Tender	October 26, 2026; 14:00 Hrs.
Date and time of opening of Tender (Part I)	October 26, 2026; 16:00 Hrs.
Date and time of opening of Part II of Tender	Will be intimated later



**Reserve Bank of India
Estate Department
Patna**

Bill of Quantity (BOQ)

Name of the Work: Heat Load Survey of Bank's Office Building at Reserve Bank of India, Patna

Sr. No	Description	Qty	Unit	Rate	Amount
1.	Charges for computation of peak Heat Load to ascertain the actual capacity of latest technology based, environment friendly central chiller units, condensate and chilled water pumps, valves & pipeline etc. and to explore the compatibility of existing cooling towers, including submission of reports for heat load calculation and capacity calculation of the above equipment as per scope of work mentioned in Part-I of quotation all complete and as directed by Bank's Engineer. (Rate inclusive of GST)	01	-	-	To be quoted in CPP portal only
	Total Rate (inclusive of GST)				

Place:

Date.

Seal and Signature of the Bidder with date