भारतीय रिज़र्व बैंक / Reserve Bank of India
सम्पदा विभाग / Estate Department
चंडीगढ़ / Chandigarh

ई-निविदा सूचना

भारतीय रिज़र्व बैंक, चंडीगढ़ अपने मुख्य कार्यालय भवन, सेक्टर 17, 160017 और भारतीय रिज़र्व बैंक, ऑफिसर्स कॉलोनी, सेक्टर 44-B, चंडीगढ़– 160047 से बेकार फर्नीचर / बिजली के सामान के निपटान के लिए पात्र और इच्छुक फर्मों से GeM पोर्टल में फॉरवर्ड ऑक्शन के माध्यम से निविदा आमंत्रित करता है। कार्य की अनुमानित लागत केवल ₹4,06,315/- (जीएसटी और taxes रहित) है।

2. पात्रता मानदंड: बोली दस्तावेज़ (Bid Document) सेक्शन-I में मेमोरेंडम क्लॉज़ h के अनुसार है।

3. भारतीय रिज़र्व बैंक की ओर से **e-tender** की प्रक्रिया (**GeM** पोर्टल- फॉरवर्ड ऑक्शन**)** https://forwardauction.gem.gov.in/eprocure/home द्वारा एक थर्ड पार्टी के तौर पर पूरी की जाएगी। यह एक खुली निविदा है। केवल वे इच्छुक फर्में जो पात्रता मानदंडों के अनुसार स्वयं को उपयुक्त पाती हैं, वे उक्त ई-निविदा प्रक्रिया में भाग ले सकती हैं। ई-निविदा दस्तावेज बैंक की वेबसाइट https://www.rbi.org.in पर भी दिनांक 05 नवंबर 2026 से डाउनलोड के लिए उपलब्ध है।

4. यह ई-निविदा ऑन-लाईन GeM पोर्टल पर फॉरवर्ड ऑक्शन माध्यम से दो भागों में प्रस्तुत की जाएंगी। ई-निविदा के भाग-I (पूर्व-योग्यता) में प्रस्तावित कार्य के लिए बैंक की मानक तकनीकी और वाणिज्यिक शर्तें होंगी, जिन्हें निविदाकारों द्वारा स्वीकार करके सभी ज़रूरी दस्तावेज़ी सबूत भी अपलोड करने होंगे। बिड डॉक्यूमेंट में दी गई मात्राओं की अनुसूची (Annexures) के अनुसार**,** निविदाकर्ता को ई-निविदा के भाग-II में मूल्य बोली ऑन-लाईन GeM पोर्टल पर फॉरवर्ड ऑक्शन में प्रस्तुत करनी होगी। यह एक **e-tender** बिड है और बिड खोलने के समय बिडर्स का मौजूद रहना ज़रूरी नहीं है।

5. बैंक के पास ऐडेंडम / सुधार / मिनट्स से जुड़ी जानकारी जारी करने का अधिकार है, जिसे सिर्फ़ RBI और मुख्यतः GeM पोर्टल फॉरवर्ड ऑक्शन की आधिकारिक वेबसाइट पर ही पब्लिश किया जाएगा। ऐसे अपडेट निविदा दस्तावेज़ का अहम हिस्सा होंगे और अलग-अलग बोली लगाने वालों को कोई अलग से सूचना नहीं भेजी जाएगी। किसी भी बदलाव के लिए इन पोर्टल्स पर नज़र रखना पूरी तरह से बोली लगाने वाले की ज़िम्मेदारी है।

6. पात्रता मानदंड को पूरा करने वाली फर्मों और कार्य के आवंटन के लिए विचार किए जाने की इच्छुक निविदाकर्ता द्वारा 12 नवंबर 2026 को अपराह्न 17:00 बजे तक या उससे पहले सभी आवश्यक दस्तावेजों को ऑन-लाईन GeM पोर्टल पर फॉरवर्ड ऑक्शन में जमा किया जाना चाहिए।

7. निविदा के भाग-I को 13 नवंबर 2026 से 18 नवंबर को अपराह्न 17:00 बजे तक संपदा विभाग, तृतिय तल, मुख्य कार्यालय भवन, भारतीय रिज़र्व बैंक, सेंट्रल विस्टा, सेक्टर-17, चंडीगढ़ में मूल्यांकन किया जायेगा।

8. निविदा की समय-सारणी निम्न अनुसार है:

क	ई-निविदा का नाम	भारतीय रिज़र्व बैंक सेंट्रल विस्टा, सेक्टर 17, चंडीगढ़ - 160017 और भारतीय रिज़र्व बैंक, ऑफिसर्स कॉलोनी, सेक्टर 44-B, चंडीगढ़ - 160047 से बेकार सामान कबाड़ (स्क्रैप) का निपटान
ख	ई-निविदा प्रणाली	ऑन-लाईन GeM पोर्टल पर फॉरवर्ड ऑक्शन के माध्यम से दो भागों में प्रस्तुत किया जाना चाहिए
ग	अनुमानित लागत	₹4,06,315/- **(रुपए चार लाख छः हजार तीन सौ पंद्रह मात्र)** (जी.एस.टी. और taxes रहित)
घ	निविदा दस्तावेज़ बैंक की वेबसाइट/ GeM पोर्टल से डाउनलोड करने की प्रारम्भिक तिथि	05 नवंबर 2026 को साँय 05:00 बजे से
ङ	पूर्व-योग्यता मूल्यांकन के लिए दस्तावेज़ जमा करना - शुरू और अंतिम तिथि और समय	05 नवंबर 2026 को साँय 05:00 बजे से 12 नवंबर 2026 को साँय 05:00 बजे तक
च	पूर्व-योग्यता मूल्यांकन की अंतिम तिथि और समय	18 नवंबर 2026 को साँय 05:00 बजे तक
छ	बयाना राशि (EMD) (केवल NEFT के माध्यम से)	**₹9,335/- (रूपए नौ हज़ार तीन सौ पैंतीस मात्र)** **लाभार्थी का नाम**- भारतीय रिज़र्व बैंक **IFSC Code**: RBIS0CGPA01 (पांचवा और दसवां अंक शून्य है) **खाता संख्या**: 186003001 *Note: Kindly mention your name / company name in the NEFT Transaction remarks.*

ज	बयाना राशि (EMD) जमा करने की आरंभ और अंतिम तिथि	19 नवंबर 2026 को पूर्वाह्न 11:00 बजे से 22 नवंबर 2026 को साँय 05:00 बजे तक
झ	बोली पूर्व बैठक का समय एवं स्थान	कोई प्री-बिड मीटिंग नहीं होगी। यदि कोई सवाल हों, तो उन्हें निम्नलिखित ईमेल आईडी पर भेजा जा सकता है। ईमेल – estatecharo@rbi.org.in
ञ	ई-निविदा (फॉरवर्ड ऑक्शन) की आरंभ और अंतिम तिथि	24 नवंबर 2026 को पूर्वाह्न 11:00 बजे तक 26 नवंबर 2026 को अपराह्न 15:00 बजे तक
ट	आवंटन प्रदान किए जाने की तारीख	GeM पर अधिसूचित

बैंक फॉरवर्ड ऑक्शन में उच्चतम निविदा को स्वीकार करने के लिए बाध्य नहीं है और किसी भी निविदा में पूर्ण या आंशिक रूप से स्वीकार करने का अधिकार सुरक्षित रखता है। बैंक बिना किसी कारण बताए सभी निविदायों को अस्वीकार करने का अधिकार भी सुरक्षित रखता है।

कृते/-
क्षेत्रीय निदेशक
भारतीय रिज़र्व बैंक, चंडीगढ़

भारतीय रिज़र्व बैंक
सम्पदा विभाग
चंडीगढ़

Forward Auction For:

Removal of Scrap Items from RBI Central Vista, Sector 17 Chandigarh - 160017 and RBI Officers Colony, Sector 44-B, Chandigarh – 160047

S.No.	Particulars	Scheduled date and time
1.	Start date for downloading tender documents from the bank's website/GeM portal	From 05:00 PM on November 05, 2026
2.	Submission of documents for pre-qualification assessment – Start and End dates and times	From 05:00 PM on November 05, 2026 to 05:00 PM on November 12, 2026
3.	Last date and time for pre-qualification assessment	By 05:00 PM on November 18, 2026
4.	Start date and end date for submission of Earnest Money Deposit (EMD)	From 11:00 AM on November 19, 2026 to 05:00 PM on November 22, 2026
5.	Start date and end date for submission of price bid for the e-tender (forward auction)	From 11:00 AM on November 24, 2026 to 03:00 PM on November 26, 2026
6.	Date of award of allotment	Notified on GeM

DISCLAIMER

Reserve Bank of India (the Bank), Estate Department, Chandigarh has prepared this document to give background information on the Contract to the interested parties. While the Bank has taken due care in the preparation of the information contained herein and believes it to be in order, neither the Bank 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 the Bank 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 Contract or to change the configuration of the Contract, to alter the time table reflected in this document or to change the process/ 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.

INDEX

Section-I	Form of Forward auction
Section-II	General Instructions to Bidders and General Conditions of Contract
Section-III	The Conditions Hereinafter Referred To
Section-IV	Commercial Conditions for Sale of Scrap via GeM Forward Auction
Section V	Previous Experience
Annexure-1 and Annexure-2	ESTIMATE — REMOVAL OF SCRAP MATERIAL Annexure-1 Page no. 28-31 Annexure-2 Page no. 32

भारतीय रिज़र्व बैंक
सम्पदा विभाग
चंडीगढ़

Section-I

Form of Forward auction

Regional Director,

Estate Department

Reserve Bank of India,

Central Vista,

Sector 17 Chandigarh – 160017

Dear Sir,

Having examined the schedule of quantities relating to the works specified in the memorandum hereinafter set out and having examined the site of the works specified in the said memorandum and having acquired the requisite information relating thereto as affecting the forward auction, I/We hereby offer to execute the works/disposal work 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 items mentioned and instructions in writing referred to in Conditions of Forward auction, Special Conditions, Schedule of Quantities and Conditions of Contract 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 work	Removal of Scrap Items (electronic/electrical/E-waste/wooden/plastic/tin waste) from Reserve Bank of India, Central Vista, Sector 17 Chandigarh - 160017 and RBI Officers Colony, Sector 44-B, Chandigarh 160047 on “AS IS WHERE IS” and “WHATEVER THERE IS” and “NO-COMPLAINT” basis. (Description of items given in Annexure 1 and 2)

(b)	Place of inspection	RBI Central Vista, Sector 17 Chandigarh - 160017 and RBI Officers Colony, Sector 44-B, Chandigarh - 160047
(c)	Date and time of inspection	Interested buyer may inspect items on any working day during auction period (between 11:00 AM to 4:00 PM), with prior permission. Bidders shall satisfy themselves regarding the quantity, nature and condition of the items before participating. No warranty or guarantee regarding the working condition, quality, completeness or fitness shall be provided by the Bank. No claim shall be entertained after participation in the auction or removal of the items.
(d)	Time period of Contract	The work shall be completed within 10 Working Days (Monday to Friday) from date of commencement. Date of commencement should be within 3 Working days of award of work within which the vendor is required to make the payment.
(e)	Earnest Money Deposit (EMD)	**₹9,335/-** (rounded off to nearest rupee) to be paid through NEFT only. Beneficiary: Reserve Bank of India, Chandigarh Account No.: 186003001 IFS Code: RBIS0CGPA01 (Please read 5th and 10th character of IFSC as zero) In remarks, the name of the bidder and forward auction name should be mentioned. **Vendors having MSME certificate are exempt from payment of EMD.**
(f)	Contact Person	**Shri Deepak Singh Bisht, Assistant Manager, Estate Department, RBI, Chandigarh** **Email id – estatecharo@rbi.org.in** **Phone no – 0172-2702271, Extension - 1017**
(g)	Reserve Price/ Estimate	**₹4,06,315/- in words (Rupees Four Lakh Six Thousand Three Hundred and Fifteen only) (exclusive of GST)**

(h)	Eligibility	i. Tenderers registered with Central Pollution Control Board/ any State Pollution Control Board are only eligible for tendering. Certificate of registration and validity (which should be at least 01 month after the last date of the Bid) shall be produced with the bid. Agencies without having above certificate and validity will not be allowed to participate in the bid. ii. All bidders must enclose copy of address proof (Voter ID Card, Aadhar Card, Driving license, passport), PAN Card and Valid GSTN No along with the Tender Documents. **iii**. **All bidders must provide the details of Earnest Money Deposit (Amount, UTR No., Date of issue & Name of issuing Bank) along with a copy of cancelled cheque for refund of EMD for unsuccessful bidders and Copy of valid and current MSME certificate if it is exempted.** iv. The contractors shall have a minimum experience of 1 year in similar trade and executed aggregated works worth of at least ₹1 lakh in the last year FY 2025-26. Vendors need to submit Work order/ Award of Contract and Completion / Performance Certificate in this regard.

Our bankers are (full address):

(i)	
(ii)	

The names of partners of our firm are:

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

I/We also agree that our forward auction rates will remain valid for acceptance by the Bank for **90 days** from the date of opening of the forward auction and this period of validity can be extended for such period as may be mutually agreed between the Bank and us in writing.

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

I/We understand that you reserve the right to accept or reject any or all the forward auction either in full or in part without assigning any reason there for.

Yours faithfully,

Signature of Contractor with seal:

Address:

Contact nos.

Signatures and addresses of witnesses:

	Signature	Address
(i)		
(ii)		

Section-II

General Instructions to Bidders and General Conditions of Contract

1.1	**Technical & Commercial**
1.1.1	Forward auction consisting of scope of works as specified and documents and commercial terms and conditions.
1.1.2	Bidders are advised to visit the site i.e., **RBI Central Vista, Sector 17 Chandigarh and RBI Officers Colony, Sector 44-B, Chandigarh** and acquaint themselves of the site/ material conditions before bidding.
1.1.3	The Bidders are advised to submit the rates based strictly on the General Conditions of the Contract and scope of works as specified contained in the forward auction documents and not to stipulate any deviations. If acceptance of the terms and conditions given in the bid documents has any price implications, the same should be considered and included in the quoted price. Forward auction containing deviations from the terms and conditions is liable to be rejected.
1.1.4	All information and correspondence letters shall be addressed to The DGM, Estate Department, Reserve Bank of India, Chandigarh
1.1.5	Description of items to be removed is stated in Annexure 1 and 2
1.2	**Schedule of quantity**
1.2.1	This part shall contain prices in Indian Rupees and paisa only.
1.2.2	Rates should be quoted in Indian Rupees and paisa only. No request for any change in rate or conditions after the opening of the forward auction will be entertained.
1.3	**Pre-Bid Meeting**
	There will not be any pre bid meeting. Queries, if any may be mailed to the email id mentioned above.
1.4.1	The entire work shall be carried out as per the specification as mentioned in the schedule of quantity and as directed by the Bank as per site conditions.
1.4.2	The contractor shall make payment to the Bank based on the quantity of scrap items removed from site.

1.5	**Validity of Forward auction**
	The Forward auction along with the prices shall remain valid initially for a period of 90 days from the date of opening of the of forward auction, which period may be further extended by mutual agreement in writing by the Bidder and the Bidder shall not cancel or withdraw their forward auction during this period.
1.6	**Evaluation Criteria**
	(i) The bidder quoting the highest rate will be H1 (Highest Bidder) and will be considered as the successful bidder for award of contract. (ii) In case of two or more tenderers becoming highest, i.e., quoting the same amount, then higher rate on already quoted amount shall be obtained in sealed envelope from such tenderers and highest among the quoted rates will be considered as H-1(Highest Bidder). If the revised tendered amount of two or more bidders received in the revised offers is again found to be equal, then the firm with the highest annual turnover in FY 2025-26 shall be considered for the award of contract.
1.6.1	**Sale of Hazardous Waste**
	The Buyer shall ensure that in the event of Sale of Hazardous Waste Items all applicable Guidelines/ Notifications issued by the Central Pollution Control Board (CPCB) / Ministry of Environment & Forests (MOEF) from time to time, are complied by the Buyer. Additionally, the Buyer shall comply with all applicable rules / laws, wherever applicable, such as; (a) Batteries (Management & Handling) Rules, 2001 and its subsequent Amendments. (b) Hazardous Wastes (Management & Handling) Rules, 1989 and its subsequent Amendments and / or the relevant statutory Act / Rules. (c) Solvent, Raffinate and Slop (Acquisition, Sale, Storage and Prevention of Use in Automobiles) Order, 2000 Scrap lots comprising of Hazardous waste including drain oil/waste oil shall be sold keeping in view the extant guidelines of Ministry of Environment & Forest as contained in the Hazardous Wastes (Management, Handling and Transboundary Movement) Rules, 2008 and second Amendment Rules, 2009, as amended from time to time, as notified by Ministry of Environment and Forests. Scrap lots comprising of scrap Batteries shall be sold keeping in view the extant guidelines of ministry of Environment & Forest as contained in Batteries (Management and Handling) Rules, 2011, as amended from time to time. Scrap lots comprising of E-waste shall be sold keeping in view the extant guidelines of ministry of Environment & Forest as contained in E-

	waste (Management and Handling) Rules 2011, as amended from time to time. The Bidders/ Buyers shall also be responsible for ensuring that all Registration Certificates issued by State PCB / CPCB / MOEF are kept valid for the entire period of the contract, if awarded to them as well as the period of processing such Hazardous Waste item by them failing which their Contract may be terminated at the sole discretion of the Seller/Auctioneer and no complaint in this regard will be entertained from the Bidder in this regard.
1.7	**Highest rate Not Necessarily to Be Accepted**
1.7.1	The Bank is not bound to accept the highest or any forward auction or to assign any reason for non-acceptance.
1.7.2	The Bidder whose bid is not accepted shall not be entitled to claim any costs, charges, damages and expenses of and incidental to or incurred by him through or in connection with his submission of forward auctions, even though the Bank may elect to modify/withdraw the forward auction.
1.8	**Terms of Payment**
	The disposal work shall be supervised by the Bank's officials. The successful Tenderer has to make full balance payment (after adjusting the EMD) along with GST and TCS in the form of NEFT in the account of the Bank mentioned above within 3 working days after acceptance of the Bid and award of work, failing which the contract shall be cancelled and the EMD deposited by the Tenderer shall stand forfeited and no claim will lie on the Bank. The EMD deposit shall not attract any interest. The EMD of the successful bidder may be adjusted with the bid and EMD of all unsuccessful bidders shall be refunded after award of work to the successful bidder.
1.9	**Taxes**

1.9.1	**The prices quoted shall be exclusive of Tax/GST.** The highest bid submitted will be treated as transaction value and Tax/GST will be levied on this value to be collected by the Bank from the successful bidder and deposited with the Government. It is clarified that the Tax/GST will be applicable over and above the bid amount submitted by the bidder. The GST levied on the bid amount will be collected and deposited by the Bank and the bidder will not be liable to register (in case of unregistered bidder) and deposit the GST. The financial liability of the successful bidder will be limited to pay the bid amount plus applicable GST only. **Applicable GST rates shall be as follows:** 1) Wood waste and Plastic Scrap – 5% 2) Tin waste and scrap – 18% 3) Steel, iron and other metal scrap – 18% 4) e-Waste/Electronic/Electrical scrap -18%
1.9.2	The rates of TCS (Tax collected at source) on Sale of Scrap is applicable as per government laws and Vendor shall be liable to deposit it to RBI Chandigarh.
1.10	**Signing of Contract**
1.10.1	The General instructions to the Bidders and general conditions of the contract enclosed with the forward auction documents, the subsequent correspondence exchanged between the Bank and the Bidder, and the work order placed shall be the basis of the final contract to be entered into with the successful Bidder.
1.10.2	The Bidder shall go through the terms and conditions given in the general conditions of contract herewith and his offer shall be strictly in line with the terms specified therein. No deviation from the terms and conditions specified shall be acceptable. The Contractor shall acquaint himself/themselves to each page of the forward auction documents and having acquainted in the general conditions of contract, technical specifications, etc.
1.10.3	The contractor shall not assign the contract. He shall not sublet any portion of the contract except with the written consent of the Bank. In case of breach of these conditions, the Bank may serve a notice in writing on the Contractor rescinding the contract whereupon the security deposit shall stand forfeited to the Bank, without prejudice to his other remedies against the Contractor.
1.11	**Language**
	The Forward auction including all documents etc. shall be in English or in Hindi.
1.12	**Right to Accept Part bid**

	The Bank reserves the right to accept the forward auction either in whole or in part at the same prices quoted by the Bidder.
1.13	**Other Issues**
1.13.1	The Contractor shall carry out all the work strictly in accordance with the detailed specifications 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, the Contractor shall carry out the same without any extra charge.
1.13.2	The Bidder must obtain for himself on his own responsibility and at his own expense, all the information which may be necessary for the purpose of making a forward auction and for entering into a contract and must inspect the site of the work, and acquaint himself with all local conditions, means of access to the work, nature of the work and all matters appertaining thereto. The Bank's decision in such cases shall be final and shall not be open to arbitration.
1.13.3	The rates quoted in the forward auction shall include all charges unless otherwise specified separately.
1.13.4	The disposal work shall be done only during office working hours (10:00 am – 4:00 pm) within the time period given for completion of work.
1.14	**Prevention of Sexual Harassment of women at workplace**
	The Contractor / Agency shall be solely responsible for full compliance with the provision 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 and the Contractor / Agency shall ensure appropriate action under the said Act in respect to the complaint. Any complaint of sexual harassment from any aggrieved employee of the contractor against any employee of the Bank shall be taken cognizance of by the Regional Complaints Committee constituted by the Bank. The contractor shall be responsible for any monetary Compensation that may need to be paid in case the incident involves the employees of the contractor, for instance any monetary relief to Bank's employee, if sexual violence by the employee of the contractor is proved. The contractor shall be responsible for educating its employees about prevention of sexual harassment at workplace and related issues.

1.15	**Labour License from CLC**

1.15.1	The contractor shall abide by all labour laws, particularly the Contract Labour (Regulation and Abolition) Act, 1970, the Minimum Wages Act, 1948, the Payment of Wages Act, 1936 and the Rules of various States in force. The contractor shall maintain all registers as required by the Regional Labour Commissioner and should furnish the same to the Bank or its representative as and when called for.
1.15.2	The contractors shall meet all contractual/legal/welfare etc. requirements of the staff, casual or otherwise deployed for the above work, and the Bank's name should not be used under any circumstances.
1.16	**Non-Disclosure**
	The contractor shall not disclose directly or indirectly any information, materials and details of the Bank's infrastructure/ system / equipment's etc. which may come to the profession or knowledge of the contractor during the course of discharging its contractual obligations in connection with the 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 publish, or disclose ant particulars of the works in any trade or technical paper or elsewhere without the previous written consent of the Bank. The contractor shall indemnify the Bank for any loss suffered by the Bank as a result of disclosure of any confidential information. Failure to observe the above shall be treated as breach of contract on the part of the contractor and the Bank shall be entitled to claim damages and pursue legal remedies. The contractor shall take all appropriate actions with respect to its employees to ensure that the obligations of non-disclosure of confidential information under this agreement are fully satisfied. The contractor's obligations with respect to non-disclosure and confidentiality will survive the expiry or termination of this agreement for whatever reason. Contractors are advised to understand the scope of work and make availability of sufficient materials in advance to achieve the target within stipulated/scheduled time. The contractors shall follow security rules and regulations of the Bank, including work permissions/ gate passes etc. The contractor shall arrange to get **police verification** done for all the staff deployed at Bank's premises while engaging them for the work.

1.17	**Earnest Money Deposit**
	i. Bidders are required to submit Earnest Money Deposit (EMD) for ₹9,335/- (Rupees Nine Thousand Three Hundred Thirty-Five only) and the transaction details must be submitted on the email estatecharo@rbi.org.in before the due time of submission. **Vendors having valid MSME certificate are exempt from payment of EMD.** ii. EMD is to be submitted only through NEFT to the following account: Beneficiary: Reserve Bank of India, Chandigarh Account No.: 186003001 IFS Code: RBIS0CGPA01 (Please read 5th and 10th character of IFSC as zero) In remarks, the name of the bidder and forward auction name should be mentioned. iii. Under no circumstances EMD will be accepted in any other form than stipulated above. Further, EMD submitted in account of another Office of the Bank shall not be considered. iv. The forward auction of only those bidders who have submitted the EMD on or before the due date will be considered for opening. v. Release of EMD: The EMD of bidders other than successful bidder shall be returned/refunded on award of work to the successful bidder. vi. The EMD amount will not bear any interest. The EMD of successful bidder shall be adjusted with the balance amount to be paid by the H1 vendor. vii. Forfeiture of EMD: The EMD will be forfeited. (a) if the bidder withdraws bid after opening of the forward auction or (b) if the successful bidder fails to commence the work awarded to her/him within the prescribed time limit (c) if the successful bidder fails to lift the material within ten working days as per the Terms & Conditions of this tender. Accordingly, the Bank may dispose of the items in the manner as it deems fit.
1.18	It shall be the responsibility of the Buyer / Successful Bidder to purchase and dispatch /dispose off the goods / materials as per the applicable laws / regulations and no liability in this regard shall be attached to the Seller/Auctioneer.

1.19	Default in payment and lifting of goods/materials by the Buyer Unless otherwise specified in the STC / ATC / Bid if the goods are not removed within the time period as indicated above or as prescribed by the Seller/Auctioneer, they shall remain at the Buyer's risk until so removed In case the successful Tenderer fails to lift the material within 10 working days as per the Terms & Conditions of this tender, the Bank shall have the right to forfeit the entire amount of the Tenderer and dispose of the items in the manner as it deems fit.

I/We hereby declare that I/we have read and understood the above instructions for guidance of Bidder and special conditions.

Place:

Date: Signature and seal with full address of the Bidder

Safety Measures

1. The contractor shall provide necessary face masks, gloves and other necessary protective coverings to his workers as advised by the government.
2. First-aid appliances, including adequate supply of sterilized dressings and cotton wool, shall be maintained in a readily accessible place.
3. The injured person shall be taken to a public hospital without loss of time, in cases where the injury necessitates hospitalization.
4. Suitable and strong scaffolds should be provided for workmen for all works that cannot safely be done from ground.
5. No portable single ladder shall be over 8 meters in length, the width between the side rails not less than 30 cm (clear) and the distance between two adjacent rungs shall not be more than 30 cm. When a ladder is used, an extra mazdoor shall be engaged for holding the ladder.
6. The excavated material shall not be placed within 1.5 meters of the edge of the trench or half of the depth of the trench, whichever is more. All trenches and excavations shall be provided with necessary minimum height shall be one meter.
7. Every opening in the floor of a building or a working platform shall be provided with suitable means to prevent the fall of persons or materials by providing suitable fencing or railing whose minimum height shall be one meter.
8. No floor, roof or other part of the structure shall be as over-loaded with debris or materials as to render it unsafe.
9. Workers employed on mixing and handling materials (such as asphalt, cement, mortar or concrete, lime mortar, cleaning materials etc.) shall be provided with protective footwear and rubber hand-gloves.
10. Hoisting machines and tackles used in the work, including their attachments, anchorage and supports shall be in perfect condition.
11. The ropes used in hoisting or lowering material or as a means of suspension shall be of durable quality and adequate strength and free from defects.

Section-III

The Conditions Hereinafter Referred To

1.1 Interpretation Clause

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

(a)	"Bank"	Shall mean The Reserve Bank of India and shall include its assigns and successors.
(b)	"Contractor"	"Contractor" shall mean (in the case of an individual and partnership) _____ trading in the name and style of _____ and having a place of business at _____ and shall include the partners for the time being of the said firm and the legal representatives of a deceased partner. (in the case of "Contractor" shall mean Shri _____ individual) trading in the name and style of _____ and shall include his heirs, successors and legal representatives. (in the case of "Contractor" shall mean _____ a Company) company incorporated under _____ and having its registered office at _____and shall include its successors and assigns.
(c)	"Site"	Shall mean the "RBI Central Vista, Sector 17, Chandigarh - 160017 and RBI Officers Colony, Sector 44-B, Chandigarh - 160047"
(d)	"This Contract"	Shall mean the Special Conditions, the Conditions, the Appendix, the Schedule of Quantities and Specifications etc. attached hereto and duly signed and other letters & communications.
(e)	"Banks Engineer"	The term "Bank's Engineer" shall mean the Person/Engineer appointed and paid by the Bank to inspect the works. The Contractor shall afford the Bank's Engineer every facility and assistance for inspecting the works and materials, and for checking and measuring time and materials. Neither the Bank's Engineer nor any representative of the Bank shall have power to set out works or to revoke, alter, enlarge or relax any requirements of the Contract, or to sanction any day work, additions,

		alterations, deviations, or omissions, or any extra work whatever, except in so far as such authority may be specially conferred by a written order of the Bank's Engineer with the prior concurrence in writing of the Bank. The Bank's Engineer or any representative of the Bank shall have power to give notice to the Contractor or 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. The work will, from time to time, be examined by the Bank's Engineer/Bank's representative 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. Subject to the limitation of this clause the Contractor shall take instructions only from the Bank's Engineer.
(f)	"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.
(g)	"Act of Insolvency"	Shall mean any Act of Insolvency ad defined by the Presidency Towns Insolvency Act or the Provincial Insolvency Act or any Act amending such original.
(h)	"The works"	**Removal of Scrap Items from RBI Central Vista, Sector 17 Chandigarh - 160017 and RBI Officers Colony, Sector 44-B, Chandigarh - 160047, as provided herein.**

Word importing persons include firms and corporations. Word importing the singular only also include the plural and vice-versa where the context requires.

1.2 Scope of Contract

The Contractor shall carry out and complete all the works mentioned in the Bill of Quantities as mentioned in Annexure 1 and Annexure 2, in every respect in accordance with this Contract and with the directions of and to the satisfaction of the Bank.

1.3 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 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 there from, and if the Contractor finds any discrepancy in the Schedule of Quantities and Specifications, he shall immediately and in writing refer same to the Bank who shall decide which is to be followed.

1.4 Dismissal of Workmen

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

1.5 Assignments and Sub-letting

1.5.1 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 underlet the Contract or any part share thereof or any interest therein without the prior written consent of the Bank, 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.

1.5.2 No alteration, omission or variation shall vitiate this Contract but in case the Bank 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 without the previous consent in writing of the Bank and the value of such extras, alterations, additions or omissions shall in all cases be determined by the Bank, with the prior approval in writing of the Bank and the same shall be added to or deducted from the Contract Amount, as the case may be, accordingly.

1.6 Sufficiency of Schedule of Quantities

The Contractor shall be deemed to have satisfied himself before submitting forward auction as to the correctness and sufficiency of his forward auction 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. If needed the contractor should get the working drawings prepared by themselves as per site conditions. In this regard no extra charges will be entertained.

1.7 Failure by Contractor to comply with Bank's instructions

If the Contractor after receipt of written notice from the Bank requiring compliance within ten days fails to comply with such further the Bank 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 Bank or may be deducted by him from any moneys due to the Contractor.

1.8 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 of 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 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

(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 Bank 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 Bank under these Conditions or

(v) has neglected or failed persistently to observe and perform all or any of the acts, matters or things by this 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 premises or the adjoining lands or roads, and use the same as his own property or may employ the same by means of his 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 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 twenty 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 realized. The Bank shall thereafter ascertain 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 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.

1.9 Termination of Contract by Contractor

1.10.1 If the Bank should fail to perform or observe any of the terms and provisions of this Contract, the Contractor may determine the employment upon seven days' notice in writing to the Bank.

1.10 Matters to be finally determined by Bank

The decision, opinion, direction, Certificate (except for payment), with respect to all or any of the matter hereof (which matters are herein referred to as the excepted matters) shall be final and conclusive and binding on the parties hereto and shall be without appeal. Any other decision, opinion, direction, Certificate or valuation of the Bank or any refusal of the Bank to give any of the same shall be subject to the right of arbitration and review hereof in the same way in all respects (including the provision as to opening the reference) as if it were a decision of the Bank.

1.11 Settlement of Disputes 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 within 12 months from the date of virtual completion of the work or whether before or within 12 months of the determination abandonment or breach of the contract) shall be referred to giving inter-alia full details of the matter under dispute like quantities, rates, amount claimed & the reason thereto, and settled by the Bank's Engineer, who shall state his decision in writing. Such decision may be in the form of a final certificate or otherwise. The decision of the Bank's Engineer with respect to any of the except matters shall be final and without appeal as stated in the clause 5.18 hereof. But if either the Bank or the Contractor be dissatisfied with the decision of the Bank's Engineer on any matter, question or disputes of any kind of the excepted matter or as to the withholding by the Bank's Engineer of any certificate to which the contractor may claim to be entitled, then and in any such case either party (The Bank or the Contractor) may within 28 days after receiving notice of such decision give a written notice to the other party through the Bank's Engineer requiring that matter in dispute be arbitrated upon. Such written notice shall specify the matters with full details & amount which are in dispute or difference of which such written notice has been given and no other shall be and is hereby referred to the Arbitration and final decision of an arbitrator to be agreed upon and appointed by the both the parties.

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 or umpire.

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 in 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 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, compromise or compound their dispute or difference, the reference to arbitration and the appointment of the Arbitrator shall deemed to have been revoked and the arbitration proceedings shall stand withdrawn or terminated with effect from the date on which the parties file a joint memorandum of settlement or compromise thereof, with the arbitrator or the arbitrators as the case may be. This submission shall be deemed to be a submission to arbitration within the meaning of the Indian Arbitration 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 that the Contractor shall not delay the carrying out the works by reason of any such matter, question or dispute being referred to arbitration, but shall proceed with the work with all due diligence and shall until the decision of the arbitrator or arbitrators as the case may be, is given abide by the decision of the Bank's Engineer and 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 Engineer instructions with regard to the actual carrying out of the works. The Bank and the Contractor hereby also agree that arbitration under this clause shall be a condition precedent to any right of action under the contract.

1.12 Liquidated Damages: If the Contractor fails to complete the work within the specified completion period, he shall be liable to pay the Liquidated Damages (at the rate of **1% of contract amount for each working day subject to a maximum of 10% of the accepted contract amount**.)

1.13 Bank entitled to recover compensation paid to workmen

If, for any reason, the Bank is obliged, by virtue of the provision of the Occupational Safety, Health and Working Conditions (OSH) Code, 2020, or any statutory modifications or re-enactment thereof to pay compensation to a workman employed by the Contractor in execution of the works, the Bank shall be entitled to recover from the Contractor the amount of compensation so paid, and without prejudice to rights of the Bank under the said Act. The Bank 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 Bank to the Contractor under this Contract or otherwise. The Bank 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 Bank full security to the satisfaction of the Bank for all costs for which the Bank might become liable in consequence of contesting such claim.

1.14 Right of Bank 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 Bank shall have the option of terminating the Contract without incurring any liability for such termination.

1.15 Marginal Notes

The headings catch lines hereto and, in the annexures, hereto are meant only for convenience of reference and shall not in any way be taken into account in the interpretation of these presents and the annexures hereto.

1.16 Police Verification of the worker:

No staff shall be deployed by the Contractor without police verification. The antecedents of staff deployed shall be got verified by the Contractor from local police authority.

Place: Signature and seal of the Tenderer

Date: Name & address

Phone/Mobile No.:

E-mail id:

Section-IV

Commercial Conditions for Sale of Scrap via GeM Forward Auction

S. No.	Description	Bank's Terms
1	Validity of quoted rates	90 days
2	Technical /commercial specifications	As per specifications mentioned in the forward auction.
3	Termination of contract / Penalties	Penalty & termination of contract shall be applicable as per the relevant clauses of the contract.
4	Performance Guarantee	Nil
5.	Earnest Money Deposit (EMD)	**₹9,335/-** (rounded off to nearest rupee)

Place:

Date:

Signature and seal with full address of the Bidder

Terms & Conditions:

1. Rates quoted shall be exclusive of Tax/GST and represent the amount payable by the bidder to the Bank for removal of scrap items.
2. Labour, transportation costs and all other charges in connection to the inspection and lifting of the scrap shall be borne by the bidder.
3. The contractor should get acquainted with the scope of work and contact Bank's engineers or Dead Stock Desk in case any clarification is required before quoting the rates.
4. No change in the scope of work after submission of rates shall be entertained.
5. Zero value items / debris / waste must be removed first from the premises. Certification shall be obtained from the Committee before removal of value scrap items is allowed.

Place:

Date:

Signature and seal with full address of the Bidder

Section V

Previous Experience

List of works executed by the entity during the last financial year (Works completed on or before March 31, 2026)

S. No	Name of the work and Location	Nature of work involved in the contract	Contract amount (₹)	Contract period	If the contract was terminated/ left incomplete, give full details thereof.	Any other relevant information including the reason for delay in completion, if any.

Declaration

The above information is true. I shall submit documentary evidence in case asked by the Bank.

Signature of the applicant with seal

ESTIMATE — REMOVAL OF SCRAP MATERIAL

Annexure-1

Sites at RBI Central Vista, Sector 17 Chandigarh

Sr. No.	Item Description	Unit	Quantity
1.	Wall Fan	PC	25
2.	Ceiling Fan	PC	33
3.	Exhaust Fan	PC	16
4.	Exhaust Fan Big	PC	4
5.	Lights (1*1)	PC	15
6.	Lights (4*1)	PC	54
7.	Lights (2*2')	PC	90
8.	Tube Light Fitting	PC	14
9.	Light round	PC	145
10.	Electric Kettle	PC	1
11.	Round Speaker small	PC	9
12.	Vaccum Cleaner	PC	1
13.	Pedestal fan	PC	4
14.	Heater	PC	6
15.	Induction	PC	4
16.	Desert Cooler	PC	2
17.	Water Dispenser	PC	7
18.	Geyser	PC	2
19.	Window Air conditioner	PC	2
20.	Light Fitting	PC	14
21.	Telephone set	PC	49

22.	Dust Absorber	PC	1
23.	Water Cooler	PC	2
24.	MCB/DP Box	PC	15
25.	Split AC (Indoor Unit)	PC	15
26.	Split AC (Outdoor Unit)	PC	5
27.	Hand Dryer	PC	2
28.	Photocopier machine	PC	10
29.	Panel Box (Reliance)	PC	1
30.	Oven	PC	1
31.	Microwave	PC	1
32.	Senitizer/Dispenser	PC	1
33.	Voltage Stablizer	PC	14
34.	Printer	PC	2
35.	Power Capacitor	PC	9
36.	Flood Light	PC	10
37.	Altimeter	PC	25
38.	Panel Box	PC	3
39.	Water Purifier	PC	2
40.	Battery	PC	2
41.	Shoe Polish Machine	PC	1
42.	Washing Machine	PC	1
43.	Chapati Warmer	PC	1
44.	Refrigerator Single door	PC	1
45.	Refrigerator Double door	PC	1
46.	Insect Killer	PC	1
47.	Wooden Table Round	PC	1
48.	Office Table	PC	1

49.	Banner/Flex Board	PC	1
50.	Study Chair	PC	2
51.	Visitor's Chair	PC	8
52.	Commode/Western Toilet Seat	PC	7
53.	Urine pot	PC	2
54.	Urn Pot	PC	13
55.	OA Table	PC	14
56.	Dining Chair	PC	2
57.	Washbasin	PC	3
58.	Leatherate Chair	PC	13
59.	Standee	PC	8
60.	Revolving Chairs	PC	60
61.	Table	PC	2
62.	Sofa set 3 seater	PC	2
63.	Sofa set 2 seater	PC	6
64.	Sofa 1 Seater	PC	4
65.	Side Table	PC	2
66.	Bed Box	PC	2
67.	Folding Bed	PC	2
68.	Wooden scrap	KG	350 Kg
69.	Wooden Shelf	PC	1
70.	Computer Table	PC	2
71.	Dining Table	PC	1
72.	Wooden cabinet/ Table	PC	4
73.	Wooden storage unit club	PC	1
74.	Blinds	PC	45
75.	Utensils Rack	PC	1

76.	Drawer	PC	20
77.	Trunk	PC	1
78.	Almirah	PC	5
79.	Book Shelf	PC	1
80.	AC Jali (24*7) iron	PC	18
81.	Sewerage Pipe Iron Scrap	KG	1000 kg
82.	Almirah steel 6ft	PC	13
83.	Drawer 4 Rack BO	PC	1
84.	Podium	PC	1
85.	TV Stand	PC	1
86.	Rack Iron	PC	13
87.	Iron GI Pipe	KG	300 kg
88.	Waiting Bench 3-seater	PC	2
89.	Coin Almirah Iron	PC	1
90.	CVPS Floor Plates 2*2	PC	50
91.	Cash Box Iron with trolley	PC	16
92.	Trolley	PC	4
93.	Small Trunk	PC	8
94.	Ladder	PC	1

Annexure-2

Sites in RBI Officers Colony, Sector 44-B, Chandigarh

Sr. No.	Item Description	Unit	Quantity
1.	Geyser 6 Ltr	PC	9
2.	Geyser 25 Ltr	PC	6
3.	Wall Fan	PC	6
4.	Ceiling Fan	PC	15
5.	Exhaust Fan	PC	5
6.	Door Camera	PC	1
7.	LED Flood Light	PC	4
8.	Air conditioner	PC	1
9.	Telephone Set	PC	8
10.	Almirah	PC	1
11.	Cloth Stand	PC	5
12.	Door Lock	PC	3
13.	Water Meter	PC	2
14.	Chimney	PC	2
15.	Brass Plumbing Scrap	KG	46 kg
16.	Iron Scrap	KG	200 kg
17.	Plastic Scrap	KG	30 kg
18.	Wooden Scrap	KG	100 kg
19.	Sofa Set 14-seater	PC	14