



20 फ़रवरी 2024

आरआरडीए भवन, कचहरी चौक, रांची, झारखंड में स्थित मुख्य कार्यालय परिसर में सम्मेलन कक्ष में दीवार पैनलिंग प्रदान करना और बिछाना।

क्षेत्रीय निदेशक, भारतीय रिज़र्व बैंक द्वारा "आरआरडीए भवन, कचहरी चौक, रांची, झारखंड में स्थित मुख्य कार्यालय परिसर में सम्मेलन कक्ष में दीवार पैनलिंग प्रदान करना और बिछाना" के लिए सीमित उद्धरण आमंत्रित की जाती है। ई-निविदा विस्तृत निविदा सूचना के साथ बैंक की वेबसाइट <https://www.rbi.org.in> पर निविदा मेनू के अंतर्गत दिनांक 20 फ़रवरी 2024 को अप्राह्न 02.00 बजे से डाउनलोड करने हेतु उपलब्ध रहेगा।

2. ई-निविदा प्रक्रिया की सारणी (शिड्यूल) इस प्रकार है:

क्र. सं.	गतिविधि	संभावित तिथि
i)	आरबीआई की वेबसाइट पर निविदा दस्तावेज उपलब्ध होने की तिथि	20 फ़रवरी 2024 को अप्राह्न 02.00 बजे से
ii)	जमा करने की तिथि और समय (हार्ड कॉपी)	04 मार्च 2024 को अप्राह्न 02.00 बजे तक
iii)	निविदा खोलने की तिथि और समय	04 मार्च 2024 को अप्राह्न 03.30 बजे

**नोट:** सभी निविदाकर्ता कृपया ध्यान दें कि ई-निविदा के लिए कोई भी परिशिष्ट/शुद्धि-पत्र, यदि भविष्य में जारी किया जाता है, तो केवल ऊपर दिए गए आरबीआई वेबसाइट पर अधिसूचित किया जाएगा।

**नोट:** यह नोटिस केवल जानकारी के लिए प्रकाशित किया जा रहा है और इस सीमित निविदा में बोली लगाने के लिए खुला आमंत्रण नहीं है। इस निविदा में सहभागिता केवल आमंत्रण द्वारा की जानी है और यह चयनित खरीदार इकाई के सूचीबद्ध ठेकेदारों तक सीमित है। अनपेक्षित प्रस्तावों पर विचार नहीं किया जा सकता है। तथापि, जो ठेकेदार भविष्य में ऐसी निविदाओं में भाग लेने के इच्छुक हैं, वे प्रक्रिया के अनुसार भारतीय रिज़र्व बैंक में सूची में शामिल होने के लिए आवेदन कर सकते हैं।

क्षेत्रीय निदेशक  
रांची

20 फ़रवरी 2024



**संपदा विभाग**  
Estate Department  
भारतीय रिजर्व बैंक, राँची  
Reserve Bank Of India, Ranchi

**TENDER FOR**

**Providing & laying Wall Paneling at Conference Room at Main Office Premises,  
Located at RRDA Bhavan, Kutchery Chowk, Ranchi, Jharkhand.**

**Name of the Tenderer :** \_\_\_\_\_  
**Address:** \_\_\_\_\_  
\_\_\_\_\_

**Tender Document available on RBI website : February 20, 2024 from 14.00 hrs.**

**Submission date & time (Hard copy) : March 04, 2024 upto 14.00 hrs.**

**Opening of tender : March 04, 2024 at 15.30 Hrs.**

**Estate Department**

**1<sup>st</sup> floor, Reserve Bank of India, Zila Parishad Bhavan, Kutchery Chowk, Ranchi,  
Jharkhand, India.**

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**संपदा विभाग**  
Estate Department  
भारतीय रिजर्व बैंक, राँची  
Reserve Bank of India, Ranchi

**Providing & laying Wall Paneling at Conference Room at Main Office Premises,  
Located at RRDA Bhavan, Kutchery Chawk, Ranchi, Jharkhand.**

**Schedule of Quantities**

SI No.	Description of Items	Quantities	Rate	Unit	Amount
1.	Providing, filling, and fixing 12 mm thick BWR plywood of approved make on glass panel area with approved quality adhesive & required size wooden plank along with periphery. Quoted rate shall include the cost of providing & fixing required size SS screw wherever required, scaffolding, carting away debris, cleaning the site etc. all completed as directed by Bank's Engineer-in-charge.	12 Sqm.		Sqm.	
2	Providing and fixing wall paneling made with 1 mm thick laminate of approved make & design / texture with approved quality adhesive or as per approved design on 6 mm thick BWP ply of approved make & approved quality fixed on existing wooden partition. Quoted rate shall include the cost of providing & fixing required size SS screw wherever required, scaffolding, carting away debris, cleaning the site etc. all completed as directed by Bank's Engineer-in-charge.	44 Sqm		Sqm	

	<b>(Basic Rate: Laminate – 1800 per including GST).</b>				
3	<p>Providing and fixing wall paneling made with 1 mm thick laminate of approved make &amp; design / texture with approved quality adhesive on 12 mm thick BWP ply of approved make on aluminum frame work. Quoted rate shall include the cost of providing &amp; fixing with screws 40 mm x 25 mm x 1.5 mm section Aluminum as frame work for verticals and horizontals at a spacing of 600 mm c/c (both ways) with required size SS screw, providing &amp; fixing required size SS screw wherever required, removing the existing paneling cum storage (below window), scaffolding, carting away debris, cleaning the site etc. all completed as directed by Bank's Engineer-in-charge.</p> <p><b>(Basic Rate: Laminate – 1800 per including GST).</b></p>	40 Sqm		Sqm	
4.	<p>Providing, fixing &amp; Closing the existing windows with 6 mm thick ACP (Aluminum Composite Panel) of approved make with necessary framing (For levelling purpose) with required size SS screw wherever required, carting away debris, cleaning the site etc. all completed as directed by Bank's Engineer-in-charge.</p>	10 Sqm		Sqm	
5.	<p>Providing, fixing 1 mm thick laminate of approved make &amp; shade on both faces of existing door shutter with approved quality adhesive. Quoted rate shall include the cost of removing the existing laminate from the shutter before fixing of new laminate, opening &amp; refixing of shutter with existing hardware fitting, cutting &amp; making a glass panel (6 “ x 48”),</p>	1 no.		Each	

	providing & fixing 6 mm thick glass in above area, providing & applying polishing of approved quality & shade tint on frame & shutter wherever required, providing & fixing Godrej make mortice lock with approved quality/ design handrail, carting away debris, cleaning the site etc. all completed as directed by Bank's Engineer-in-charge.				
6	Rebate Items:  Removing the existing Aluminum sliding windows (Five nos.) from their position & offering rebate for taking away the same.	One Job		L.S.	(-)
Total Amount		Rs.			
Add : CGST @ 9%					
Add: SGST @ 9%					
Total Amount (Including GST)					

**(Rupees..... only)**

**NAME AND ADDRESS OF THE CONTRACTOR:**

**SIGN & SEAL OF THE CONTRACTOR:**

**Date:**

**Place:**

## **Terms & Conditions :-**

These clause form part of contract and these sheets should invariably be returned duly signed with date, failing which the quotation may not be accepted.

1. Quotation should be submitted duly signed with date in the enclosed Blanks of the Schedule of items. Rates should be quoted both in figures & words. Violation of this condition may lead to rejection of the quotation.
2. Quotation should be sent in sealed cover, which should be super scribed with the word "QUOTATION" and the name of the work given in the schedule.
3. Quotation shall remain valid for a period of three months from the date of opening the same. The rates shall be firm till the completion of the work and no escalation on any account will be allowed.
4. The rates should be inclusive of all relevant taxes, transportation charges etc. and for all the accessories required for the completion of the work. No extra amount will be paid for whatsoever.
5. The Bank does not bind itself to accept the lowest or any quotation.
6. The contractors should examine the site and should thoroughly acquaint themselves with the nature of the work to be done, working conditions, period of permissible execution of the work.
7. Contractors should arrange for the all required materials such as sal wood, ply and all other materials required for carrying out the work.
8. During execution of the work any damage to the property of the Bank is to be rectified by the contractors as per the directions of the Bank's Engineer or otherwise Bank may get the same rectified at the risk and cost of contractors.
9. The work will be carried out as per the Bank's enclosed specifications and conditions of the contract, as provided in the quotation documents which may be inspected at every stage during the office hours by the Estate Department of the Bank.
10. The works shall be normally carried during normal working hours. However, if required to be done after office hours, prior permission may be obtained for working after working hours / holidays and Sundays without causing any disturbance to the occupants.

### **11. Prevention of Sexual Harassment of women at work places**

- a) The Contractor shall be solely responsible for full compliance with the provisions 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 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.

- (b) any complaint of sexual harassment from any aggrieved employee of the contractor against any employee of the Employer shall be taken cognizance of by the Regional Complaints Committee constituted by the Employer.
- (c) the contractor shall be responsible for any monetary Compensation that may need to be paid in case the incident involves the employees /workmen of the contractor, for instance any monetary relief to Employer's employee, if sexual violence by the employee /workmen of the contractor is proved.
- (d) the contractor shall be responsible for educating its employees about prevention of sexual harassment at work place and related issues.
- (e) The contractor shall provide a complete and updated list of its employees who are deployed within the Employer's premises.

12. **Completion Time** : The work shall be completed within **20 Days** from the 4<sup>th</sup> day of the issue of work order. No extension of time will be allowed, except for conditions considered by Bank's Authorities to be beyond the control of the Contractor on receipt of written application from him at least three days before the expiry date, otherwise clause 14 may be automatically enforced and binding on him.

13. **EMD**: The successful Contractor shall deposit an Earnest Money (EMD) @ 2% of the value of awarded work through NEFT, [Details of NEFT : Beneficiary name- "Reserve Bank of India, Ranchi; IFSC code: RBIS0RNPA01(Numeric Zero at 5<sup>th</sup> and 10<sup>th</sup> place from left); A/c no. 186003001] which amount is not to bear any interest. Proof of remittance with transaction number (Scanned copy) to [estateranchi@rbi.org.in](mailto:estateranchi@rbi.org.in) before start the work.

14. **Liquidity Damages** :

If the Contractor fails to complete the works by the date stated or within any extended time, the contractor shall pay or allow the employer to recover a sum of **Rs. 1200/- per Week** subjects to the ceiling of 10% of the agreed value as liquidated damages for the period during which the said work shall so remain incomplete and employer may deduct such damages from any money due to the contractor.

15. **Retention Money** :

(a) The Bank shall retain 5% of the total amount for a period of **12 Months** from the date of completion. Any defect noticed during this period will be rectified by the contractor free of cost, failing which the cost of rectification will be deducted from the retention money.

(b) Income Tax and commercial taxes shall be deducted as applicable.

16. **BIS (Bureau of Indian Standard) specifications** should be followed wherever applicable.

17. **Payment Terms** : Payment will be made after satisfactory completion of the work on actual work measured at site or on account basis during the execution of the work as may be deemed fit by the Bank. The Contractor can be paid by the Bank, where it is deemed fit by the Bank, 75% of the cost of non-perishable material delivered at site supported by all relevant

documents subject to the ceiling of 45% of the item rate (for composite cost of all the materials involved in the item).

18. In case of any dispute, the decision of the Reserve Bank of India shall be final.
19. Failure to observe any of the instructions may lead to the rejection of the quotation.
20. **INSURANCE** : The successful contractor should obtain following insurance as per Bank's standard clause of insurance with Bank's name appearing first in the policy.
  - (a) Workmen compensation insurance.
21. The contractor shall abide by and fulfill all requirements laid down under the Contract Labour (Regulation and Abolition) Act, 1970 and the rules framed thereunder.
22. **Display of notice board** : At the site, a display board shall be displayed showing rates of wages, hours of work, wage period, dates of payment of wages, names and addresses of the inspectors having jurisdiction and date of payment of unpaid wages (written in English, Hindi) in terms of provision of para 81(1) of the rules framed under the contract Labour (Regulation and Abolition) Act, 1970.
23. The contractor shall submit to the Bank the maximum number of labours to be engaged on a single day in the job. Any subsequent increase should be informed to the Bank without delay. If the number of labourers employed for the job are twenty or more, the contractor shall obtain the licence from the Regional Labour Commissioner.
24. The contractor should ensure payment of minimum wages + VDA to all labourers / workmen staff employed by him.
25. 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 required.
26. If the work is not started within 10 days from the date of issue of work order then Bank may terminate the work order without assigning any reason. If during the execution of the work, the progress of work is not considered to be satisfactorily and is not consistent to be in contingent with the period of the completion of the work then the Bank may terminate the work order by giving a final notice to the contractor.
27. The site of work shall be cleaned and debris shall be removed from the premises as and when directed by the Bank failing which Bank may remove the debris / surplus materials at the risk & cost of the contractor.



**28. List of approved makes of Materials**

<b>Sr. No.</b>	<b>Items</b>	<b>Make</b>
1.	Adhesive	Fevicol Marine or approved equivalent.
2.	Ply	Sylvan ply , Century Ply, Green ply or approved equivalent
3.	Aluminum Section	Hindalco, NELCO, BALCO, Jindal or approved equivalent
4	ACP	Aludecor, Alutech, E3 panel or approved equivalent.
5.	Lock	Godrej or approved equivalent

**Name & Address of the Contractor / Firm:**

.....  
**Signature of Contractor with Seal**

**Date** :.....

**Place** :.....