



निविदा की अनुसूची  
(एसओटी)

i) ई-निविदा सं.	आरबीआई/परिसर-केंद्रीय कार्यालय विभाग/अन्य/3/26-27/ईटी/88
ii) कार्य का नाम	<b>सीमित ई-निविदा - भारतीय रिजर्व बैंक, मुंबई, के केंद्रीय कार्यालय भवन के भूतल पर स्थित आगंतुक प्रवेश पोर्टा केबिन के नवीनीकरण</b>
iii) निविदा का माध्यम	एमएसटीसी वेबसाइट के माध्यम से ई-प्रापण प्रणाली (भाग I - तकनीकी-वाणिज्यिक बोली और भाग II - वित्तीय बोली) ( <a href="http://www.mstcecommerce.com/eprocn.index.jsp">www.mstcecommerce.com/eprocn.index.jsp</a> ) ई-निविदा के संबंध में दिशानिर्देशों
iv) पार्टियों के लिए एनआईटी की उपलब्धता/डाउनलोड की तारीख	<b>13 मई, 2026 को 18.00 बजे से</b>
v) बोली-पूर्व बैठक की तारीख और समय (ओफलाइन)	18 मई, 2026 को 11.30 बजे  (यह बैठक मुंबई की 5वीं मंजिल पर स्थित केंद्रीय कार्यालय भवन के सम्मेलन कक्ष में आयोजित की जाएगी। बोली-पूर्व बैठक में भाग लेने के इच्छुक प्रतिभागियों से अनुरोध है कि वे आयोजन स्थल पर नियत तिथि और समय पर उपस्थित रहें)
vi) अनुमानित लागत	₹49.01 लाख (जीएसटी सहित)
vii) बयाना जामा राशि	₹98,020/-
viii) ईएमडी जमा करने की अंतिम तारीख	<b>21 मई, 2026 को 15.00 बजे तक</b>
ix) <a href="http://www.mstcecommerce.com/eprocn/rbi">www.mstcecommerce.com/eprocn/rbi</a> पर ऑनलाइन तकनीकी-वाणिज्यिक बोली और मूल्य बोली जमा करने के लिए ई-निविदा की प्रारंभिक तारीख	<b>13 मई, 2026 को 18.00 बजे से</b>
x) तकनीकी वाणिज्यिक बोली और मूल्य बोली जमा करने के लिए ऑनलाइन ई-निविदा की अंतिम तारीख	<b>21 मई, 2026 को 15:00 बजे</b>
xi) निविदा खोलने का समय व तारीख	<ul style="list-style-type: none"><li>• निविदा का भाग-I दिनांक 21 मई, 2026 को 16:00 बजे खोली जाएगी।</li><li>• पात्र बोलीकर्ताओं के निविदा के भाग-II (मूल्य बोली) बाद की तारीख में खोला जाएगा जिसकी सूचना पात्र बोलीकर्ताओं को सूचित किया जाएगा।</li></ul>
xii) लेनदेन शुल्क	एमएसटीसी भुगतान गेटवे के माध्यम से लेनदेन शुल्क का भुगतान या तो एनईएफटी/आरटीजीएस द्वारा एमएसटीसी लिमिटेड के पक्ष में किया जाएगा



**भारतीय रिज़र्व बैंक**  
**RESERVE BANK OF INDIA**  
**परिसर विभाग Premises Department**  
**केंद्रीय कार्यालय भवन Central Office Building**

**निविदा भाग | Tender Part 1**

**(तकीनकी वाणिज्यिक बोली)**

**(Techno Commercial Bid)**

**सीमित ई-निविदा: भारतीय रिज़र्व बैंक, मुंबई, के केंद्रीय कार्यालय भवन के भूतल पर स्थित  
आगंतुक प्रवेश पोर्टा केबिन का नवीनीकरण**  
**Limited e-Tender: Renovation of Visitors entry porta cabin on the Ground  
floor, Central Office Building, Reserve Bank of India, Mumbai**

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भारतीय रिज़र्व बैंक / RESERVE BANK OF INDIA  
परिसर विभाग / PREMISES DEPARTMENT  
केंद्रीय कार्यालय, मुंबई / CENTRAL OFFICE, MUMBAI

भारतीय रिज़र्व बैंक, मुंबई, के केंद्रीय कार्यालय भवन के भूतल पर स्थित आगंतुक प्रवेश पोर्टा  
केबिन का नवीनीकरण  
हेतु ई-निविदा आमंत्रण सूचना  
(केवल एमएसटीसी ई-प्रापण पोर्टल के माध्यम से)

**Renovation of Visitors entry porta cabin on the Ground floor, Central Office  
Building, Reserve Bank of India, Mumbai**

1. भारतीय रिज़र्व बैंक, मुंबई, के केंद्रीय कार्यालय भवन के भूतल पर स्थित आगंतुक प्रवेश पोर्टा केबिन के नवीनीकरण कार्य के लिए पात्र सूचीबद्ध आपूर्तिकर्ताओं/ठेकेदारों से दो भागों में ई-निविदा आमंत्रित की जाती है। कार्य की अनुमानित लागत ₹49.01 लाख है तथा यह कार्य निविदा आबंटन के 14वें दिन से 60 दिनों के भीतर पूरा किया जाना है।
2. इच्छुक बोलीदाताओं के लिए बोली-पूर्व बैठक (ऑफ-लाइन तरीके से) 18 मई, 2026 को प्रातः 11.30 बजे परिसर विभाग, केंद्रीय कार्यालय भवन, भारतीय रिज़र्व बैंक, फोर्ट, मुंबई में आयोजित की जाएगी। विधिवत भरे हुए निविदा दस्तावेज़ एमएसटीसी साइट पर 21 मई, 2026 को **अपराह्न 03:00** बजे तक अपलोड किए जाने हैं।
3. निविदा दस्तावेज़ एमएसटीसी की वेबसाइट यानी [www.mstcecommerce.com](http://www.mstcecommerce.com) 13 मई, 2026 को उपलब्ध होंगे। यह ई-निविदा अनिवार्य रूप से एमएसटीसी वेबसाइट यानी [www.mstcecommerce.com](http://www.mstcecommerce.com) के माध्यम से भरना/ ऑनलाइन जमा करना आवश्यक है। ई-निविदा भरने और जमा करने की समय सीमा 21 मई, 2026 को दोपहर **03:00 बजे तक** है। ई-निविदा का भाग-1 21 मई, 2026 को शाम **04:00 बजे** खोला जाएगा। फर्मों द्वारा ई-निविदा प्रस्तुत करने के विस्तृत दिशानिर्देशों का उल्लेख मात्राओं की अनुसूची (एसओटी) के बाद अनुलग्नक -1 में किया गया है। सहायक दस्तावेजों के साथ ई-निविदा दस्तावेज़ के भाग-1 की जांच के बाद, यदि कोई फर्म आवश्यक पात्रता की अधिकारी नहीं पाई जाती है, तो उनकी ई-निविदा को आगे की प्रक्रिया के लिए बैंक द्वारा स्वीकार नहीं किया जाएगा।

4. निर्धारित प्रारूप में भरे गए और हस्ताक्षरित निविदा दस्तावेजों को एमएसटीसी वेबसाइट पर अपलोड किया जाएगा। निविदा के भाग- I में प्रस्तावित कार्य के लिए बैंक की मानक तकनीकी और वाणिज्यिक शर्तें तथा बोलीदाताओं का पत्र शामिल होगा। तथापि, ₹98,020/- की राशि का earnest money deposit (EMD) एनईएफटी (NEFT) हस्तांतरण के माध्यम से (एनईएफटी के लिए बैंक विवरण: लाभार्थी का नाम: भारतीय रिज़र्व बैंक, IFSC: RBIS0COD001; खाता संख्या: **41861403873**) अथवा मुंबई में देय भारतीय रिज़र्व बैंक के पक्ष में जारी डिमांड ड्राफ्ट के रूप में, 21 मई, 2026 को दोपहर 03:00 बजे से पूर्व व्यक्तिगत रूप से परिसर विभाग, भारतीय रिज़र्व बैंक, केंद्रीय कार्यालय भवन, शहीद भगत सिंह रोड, फोर्ट, मुंबई-400001 में जमा किया जाना आवश्यक है। डिमांड ड्राफ्ट को एक बंद लिफाफे में जमा किया जाना चाहिए जिस पर "भारतीय रिज़र्व बैंक, मुंबई, के केंद्रीय कार्यालय भवन के भूतल पर स्थित आगंतुक प्रवेश पोर्टल केबिन का नवीनीकरण हेतु निविदा का EMD"। पात्र बोलीदाताओं के भाग-II (मूल्य बोली) को एक बाद की तारीख को खोला जाएगा, जिसकी सूचना पात्र बोलीदाताओं को पूर्व में दी जाएगी।

5. बोली लगाने वालों को एमएसटीसी पोर्टल पर निम्नलिखित दस्तावेज़ अपलोड करने होंगे- निविदा में उल्लिखित सभी अनुलग्नक और प्रमाण पत्र।

6. विषय में जारी किए गए कोटेशन में कोई संशोधन/ शुद्धिपत्र, यदि कोई हो, केवल भारिबैं की वेबसाइट और एमएसटीसी वेबसाइट पर ही अधिसूचित किया जाएगा, जैसा कि ऊपर दिया गया है।

7. इस कोटेशन के जवाब में प्रस्तुत की गई सभी जानकारी भारतीय रिज़र्व बैंक की संपत्ति होगी और यह निःशुल्क होगी।

All information submitted in response to this Tender shall be the property of Reserve Bank of India and it shall be free.

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

स्थान: मुंबई  
तारीख: 13 मई, 2026

प्रभारी मुख्य महाप्रबंधक  
परिसर विभाग  
भारतीय रिज़र्व बैंक  
केंद्रीय कार्यालय भवन  
मुंबई

Notice inviting  
e-Tender  
(Only through MSTC e-procurement portal)

**Renovation of Visitors entry porta cabin on the Ground floor, Central Office Building, Reserve Bank of India, Mumbai**

1. e-Tender in two parts is invited from eligible empaneled vendors/contractors for “Renovation of Visitors entry porta cabin on the Ground floor, Central Office Building, Reserve Bank of India, Mumbai”. The estimated cost of the work is ₹ 49.01 Lakh and is to be completed within 60 days from the 14th day of award of work.

2. A pre-bid meeting (off-line mode) of the intending bidders will be held on **May 18, 2026** at 11:30 AM in Premises department, Central Office Building, Reserve Bank of India, Fort, Mumbai. The duly filled in Tender documents shall be uploaded on MSTC site till **03:00 PM on May 21, 2026**.

3. Tender documents will be available at MSTC website i.e., [www.mstcecommerce.com](http://www.mstcecommerce.com) on May 13, 2026. This e-Tender needs to be mandatorily filled up / online submission through MSTC website i.e., [www.mstcecommerce.com](http://www.mstcecommerce.com). Deadline for filing up and submitting the e-Tender is by **03:00 p.m. on May 21, 2026**. Part I of the e-Tender will be opened at **4:00 PM on May 21, 2026**. Detailed guidelines on submission of the e-Tender by the firms have been mentioned in [Annexure-1](#) following the Schedule of Tender (SOT). After scrutiny of part I of the e-Tender document along with the supporting documents, if any of the firms not found to possess the required eligibility, their e-Tenders will not be accepted by the Bank for further processing.

4. Filled and signed Tender documents in prescribed form shall be uploaded on MSTC website. Part- I of the Tender will contain the Bank's standard technical and commercial conditions for the proposed work and Bidders' covering letter. However, an EMD of **₹ 98,020/-** in the form of NEFT transfer (**The bank details for NEFT:** Beneficiary name: Reserve Bank of India, IFSC: **RBIS0COD001** (Numeric Zero at 5<sup>th</sup>, 9<sup>th</sup> and 10<sup>th</sup> place from left) ; A/c no. **41861403873**) or a demand draft favoring Reserve Bank of India payable at Mumbai needs to be submitted in person to Premises Dept. Reserve Bank of India, Central Office Building, Shahid Bhagat Singh Road, Fort, Mumbai- 400001, before 03:00 p.m. on May 21, 2026. Demand draft should be submitted in sealed cover super scribed “EMD for Tender of Renovation of Visitors entry porta cabin on the Ground floor, Central Office Building, Reserve Bank of India, Mumbai” Part-II (Price bid) of the eligible Bidders shall be opened on a subsequent date which will be intimated to the eligible Bidders in advance.

5. The applicants/Bidders must upload the following documents on MSTC portal - All annexures and certificate mentioned in the Tender.

6. Any amendments / corrigendum to the Tender, if any, issued in future will only be notified on the RBI Website and MSTC Website as given above.

7. All information submitted in response to this Tender shall be the property of Reserve Bank of India and it shall be free.

8. The Bank is not bound to accept the lowest e-Tender and reserves the right to accept either in full or in part any e-Tender. The Bank also reserves the right to reject all the e-Tenders without assigning any reason thereof.

Place: Mumbai

Date: May 13, 2026

Chief General Manager - in - charge  
Premises Department  
Reserve Bank of India  
Central office Building  
Mumbai

## महत्पूर्ण सूचना

i) ई-निविदा सं.	आरबीआई/परिसर-केंद्रीय कार्यालय विभाग/अन्य/3/26-27/ईटी/88
ii) कार्य का नाम	भारतीय रिजर्व बैंक, मुंबई, के केंद्रीय कार्यालय भवन के भूतल पर स्थित आगंतुक प्रवेश पोर्टा केबिन के नवीनीकरण”
iii) निविदा का माध्यम	एमएसटीसी वेबसाइट के माध्यम से ई-प्रापण प्रणाली (भाग I - तकनीकी-वाणिज्यिक बोली और भाग II - वित्तीय बोली) ( <a href="http://www.mstcecommerce.com/eprocn.index.jsp">www.mstcecommerce.com/eprocn.index.jsp</a> )  ई-निविदा के संबंध में दिशानिर्देशों
iv) पार्टियों के लिए एनआईटी की उपलब्धता/डाउनलोड की तारीख	13 मई, 2026 को <b>18.00 बजे</b> से
v) अनुमानित लागत	₹49.01 लाख (जीएसटी सहित)
vi) बयाना जामा राशि	₹98,020/-
vii) ईएमडी जमा करने की अंतिम तारीख	21 मई, 2026 को <b>15.00 बजे तक</b>
viii) <a href="http://www.mstcecommerce.com/eprocn/rbi">www.mstcecommerce.com/eprocn/rbi</a> पर ऑनलाइन तकनीकी-वाणिज्यिक बोली और मूल्य बोली जमा करने के लिए ई-निविदा की प्रारंभिक तारीख	13 मई, 2026 को <b>18.00 बजे</b> से
ix) तकनीकी वाणिज्यिक बोली और मूल्य बोली जमा करने के लिए ऑनलाइन ई-निविदा की अंतिम तारीख	21 मई, 2026 को <b>15:00 बजे</b>
x) निविदा खोलने का समय व तारीख	<ul style="list-style-type: none"> <li>• निविदा का भाग-I दिनांक 21 मई, 2026 को <b>16:00 बजे</b> खोली जाएगी।</li> <li>• पात्र बोलीकर्ताओं के निविदा के भाग-II (मूल्य बोली) बाद की तारीख में खोला जाएगा जिसकी सूचना पात्र बोलीकर्ताओं को सूचित किया जाएगा।</li> </ul>
xi) लेनदेन शुल्क	एमएसटीसी भुगतान गेटवे के माध्यम से लेनदेन शुल्क का भुगतान या तो एनईएफटी/आरटीजीएस द्वारा एमएसटीसी लिमिटेड के पक्ष में किया जाएगा

**Important information**

i) E-tender No.	RBI / PD-Central Office Departments /Others/3/26-27/ET/88
ii) Name of work	<b>Renovation of Visitors entry porta cabin on the Ground floor, Central Office Building, Reserve Bank of India, Mumbai</b>
iii) Mode of Tender	<ul style="list-style-type: none"> <li>• e-Procurement System (Online Part I and Part II - Price Bid through <a href="http://www.mstcecommerce.com/eprocn/rbi">www.mstcecommerce.com/eprocn/rbi</a>).</li> <li>• Guidelines for e-tender has been provided.</li> </ul>
iv) Date of NIT available to parties to download	<b>May 13, 2026 from 18:00 hrs onwards</b>
v) Estimated cost	₹ 49.01 Lakhs(Inclusive of GST)
vi) Earnest Money Deposit	₹ 98,020/-
vii) Last date of submission of EMD.	<b>Till 15.00 Hrs on May 21, 2026</b>
viii) Date of starting of e-Tender for submission of online Techno-Commercial Bid and price Bid at <a href="http://www.mstcecommerce.com/eprocn/rbi">www.mstcecommerce.com/eprocn/rbi</a>	<b>May 13, 2026 from 18:00 hrs onwards</b>
ix) Date of closing of online e-tender for submission of Techno-Commercial Bid & Price Bid.	<b>15:00 Hrs on May 21, 2026</b>
x) Date & time of opening of Tender	<ul style="list-style-type: none"> <li>• Part I of the tender shall be opened at <b>16:00 Hrs on May 21, 2026</b></li> <li>• Part II (Price Bid) of the tender of the qualified bidders shall be opened on a subsequent date which shall be communicated to the qualified bidders.</li> </ul>
xi) Transaction Fee	Payment of Transaction Fee as mentioned in the MSTC portal through MSTC payment gateway / NEFT / RTGS in favour of MSTC Limited.

## 2.Guidelines for e-Procurement

Bidders are requested to read and understand the terms & conditions of this tender before submitting their online e tender.

### **Process of e-tender:**

**A) Registration:** The process involves vendor's registration with MSTC e-procurement portal which is free of cost. Only after registration, the vendor(s) can submit his/their bids electronically. This submission of bids shall be done over the internet. The Vendor shall possess a valid Class III signing and encryption type digital signature certificate. Vendors are to make their own arrangement for bidding from a computer connected with Internet. MSTC is not responsible for making such arrangement. (Bids will not be recorded without Digital Signature). Vendors are required to register themselves online with <https://www.mstcecommerce.com/eprocn> → Register (Filling up details and creating own user id and password) → Submit. Please follow the 'Registration Guide' available in the Registration link before proceeding. The e-mail and Mobile number shall be OTP verified. Vendors will receive a system generated mail confirming the registration in their email which has been provided during filling the registration form. The Vendors shall have to subscribe to the buyers and categories in order to receive system generated mails. In order to subscribe, a vendor has to login and click on 'My Subscription' followed by 'Add Subscription'. On successful subscription, a system generated mail shall be forwarded to the vendor. Please follow the guide for 'Subscription' of 'Download Guides' available in the Dashboard before proceeding. In case of any clarification, please contact MSTC/RBI, Premises Department, CO, Mumbai (before the scheduled time of the e- tender).

**B) Contact Persons (RBI - During Office Hours only):**

1.Ms. Pooja Menon (022-22602211 / ([poojamenon@rbi.org.in](mailto:poojamenon@rbi.org.in)))

**Contact Persons (MSTC Ltd – During Office Hours only):**

1. Mr. Tanmay Sarkar, Deputy Manager – [tsarkar@mstcindia.co.in](mailto:tsarkar@mstcindia.co.in) Mobile - 08349894664
2. Mr. Sushil Nale, Asst. Manager – [sushil@mstcindia.co.in](mailto:sushil@mstcindia.co.in) Mobile-09987758430

3. Ms. Rupali Pandey, Executive- [rpandey@mstcindia.co.in](mailto:rpandey@mstcindia.co.in) Mobile- 09458704037
4. Mr. Tejas V, Executive [tejasv@mstcindia.co.in](mailto:tejasv@mstcindia.co.in) Ph-022 22822789 Google hangout ID- (for text chat)- [mstceproc@gmail.com](mailto:mstceproc@gmail.com)
5. Technical support staff – 022-22870471

**C) System Requirements:**

1. Windows 7 or above Operating System
2. Please note that following settings are required for use of MSTC E-procurement Portal (shown below), which the portal itself guides the user to do, upon opening the page. Once the settings are done, user (Buyer/Seller/Admin) can access the portal without any issue. System Requirement:
  - a. Windows 7 or above Operating System
  - b. Microsoft Edge/Chrome/Mozilla Firefox
  - c. Signing & encryption type class III digital signature
  - d. Java 1.8 or above
  - e. Local system admin rights a. Note: do not run as “run as administrator”. b. Must not ask for any username or password while installation
  - f. On opening URL <https://www.mstcecommerce.com/eproc/>, system will check for settings and prompt user for action to correct the settings.
  - g. PKI application 32 bit to be installed if you have 32-bit java installed or PKI application 64 bit to be installed if you have 64 bit java installed.
  - h. Once all the settings are done, the system check dialog box will disappear and user can login to the portal.

**D) Bidding in e-tender:**

- a) The process involves Electronic Bidding for submission of Bid.
- b) The bidder(s) can submit their Bid through internet in MSTC Website <https://www.mstcecommerce.com/eproc/>.
- c) The NIT/ Documents shall be available for download in the event catalogue available under ‘Event Details’ of the Event.
- d) Please follow the guides for Registration available in the link [https://www.mstcecommerce.com/eproc/admin/registration/vendor\\_registration.jsp#ste](https://www.mstcecommerce.com/eproc/admin/registration/vendor_registration.jsp#ste) p-1 and other guides ‘Subscription’, ‘Payment’, ‘Bidding’, ‘View/ Download Reports’ and ‘Upload encryption public key’ ‘Uploading encryption public key’ and ‘Bidding’ under ‘Download Guides’ available in the Dashboard before proceeding to submit bid.

- e) The bidders may upload the bidding related documents in the link 'My Documents'. The documents uploaded here shall be available for attaching with this event in the Bid Floor.
- f) In order to submit bid, a vendor has to go to 'Events' from the menu and select 'Bid Floor'. The vendor has to select the buyer 'Buyer' from the buyer list in order to view the live events list. The correct event has to be selected from the event list for participation. A vendor has to submit 'Event wise bid details' that may consist of 'PQR'/'Common Terms' / 'Document Attach'. A vendor has to save the PQR/Common Terms / attach documents by clicking the respective buttons. Once the event specific bids are saved, the status is updated in 'Event specific bid status' and the 'Item specific bid' button appears on the bid floor. Thereafter vendor has to save lot specific technical bid/ price bid. A vendor has to click button under 'Technical Cover' in order to save the technical bid for specific lots. Once the technical bid is saved, the 'Price Cover' button appears on the screen for respective lots. Once price bid is saved, the vendor has to click on 'Final Submit'. On final submission of bid, the status of the bid submission shall display 'Bid submitted' under 'Item specific bid status '. A vendor shall receive system generated mail.
- g) In all cases, bidder should use their own ID and Password along with Digital Signature at the time of submission of their bid.
- h) During the entire e-tender process, the bidders will remain completely anonymous to one another and also to everybody else.
- i) The e-tender floor shall remain open from the pre-announced date & time and for the duration mentioned above.
- j) All electronic bids submitted during the e-tender process shall be legally binding on the bidder. Any bid will be considered as the valid bid offered by that bidder and acceptance of the same by Buyer will form a binding contract between Buyer and the Bidder.
- k) It is mandatory that all the bids are submitted with digital signature certificate otherwise the same will not be accepted by the system.
- l) Buyer reserves the right to cancel or reject or accept or withdraw or extend the tender in full or part as the case may be without assigning any reason thereof.

- m) No deviation of the terms and conditions of the tender document is acceptable. Submission of bid in the e-tender floor by any bidder confirms his acceptance of terms & conditions for the tender.
- n) Unit of Measure (UOM) is indicated in the e-tender Floor. Rate to be quoted should be in Indian Rupee as per UOM indicated in the e-tender floor/tender document.
- o) Payment of Applicable Transaction Fee should be paid in favour of MSTC Limited through the "Transaction fee Payment" link available in your login. NOTE: The bidders should submit the transaction fee well in advance before the last date of submission of tender as they will be activated for bid submission only after receipt of transaction fee by MSTC.
- p) Bidder(s) are advised to make remittance of tender fee and EMD if any to Premises Department, CO, Reserve Bank of India, Mumbai as advised in the NIT.
- q) All notices and correspondence to the bidder(s) shall be sent by email only during the process, up to the finalization of tender by 'Buyer'. Hence the bidders are required to ensure that their official email ID provided is valid and updated at the stage of registration of vendor with MSTC (i.e. Service Provider). Bidders are also requested to ensure validity of their DSCs (Digital Signature Certificates).
- r) There is no provision to take out the list of parties downloading the tender document from the web site mentioned in NIT. As such, bidders are requested to see the website once again before the due date of tender opening to ensure that they have not missed any corrigendum uploaded against the said tender after downloading the tender document. The responsibility of downloading the related corrigenda, if any, will be that of the bidders only.
- s) No separate intimation in respect of corrigendum to this NIT (if any) will be sent to tenderer(s) who have downloaded the documents from web site.
- t) E-Tender cannot be accessed after the due date and time mentioned in NIT.
- u) Bidder(s) need to deposit/submit necessary EMD and Transaction fee separately for the e-Tender. Transaction fees is non-refundable. No interest will be paid on EMD. EMD of the unsuccessful bidder(s) will be refunded by Premises Department, CO, RBI, Mumbai after award of work. EMD of the successful bidder will be refunded after receipt of Security Deposit for the same.

- v) The bidder(s) who have submitted the above fees can only submit their Technical Bids and Price Bid through internet in MSTC website <https://www.mstcecommerce.com/eprocn>.
- w) Any order resulting from this e-tender shall be governed by the terms and conditions mentioned therein.
- x) No deviation to the terms & conditions are allowed.
- y) Buyer has the right to cancel this e-tender or extend the due date of receipt of bid(s) without assigning any reason thereof.
- z) The online tender should be submitted strictly as per the terms and conditions and procedures laid down on the website <https://www.mstcecommerce.com/eprocn> of MSTC Ltd.
- aa) The bidders should upload all the documents required (if any) as per terms of NIT. Any other document uploaded which is not required as per the terms of the NIT shall not be considered.
- bb) The bid will be evaluated based on the filled-in Price bid formats.
- cc) Canvassing in any form in connection with the Tender is strictly prohibited and the bids submitted by the bidders who resort to canvassing are liable to be rejected.

### 3.निविदा फार्म

प्रति,

प्रभारी मुख्य महाप्रबन्धक,  
परिसर विभाग,  
केंद्रीय कार्यालय,  
भारतीय रिज़र्व बैंक,  
मुंबई

Madam,

हमने निर्दिष्ट ज्ञापन में उल्लिखित कार्यों से संबंधित निविदा आमंत्रण सूचना, विनिर्देशों और आरेखनों, कार्य के मात्रा की अनुसूची, विभिन्न समय सारणी, निविदा की सामान्य शर्तों, और निविदा की विशेष शर्तों, सामान्य नियमों, और बोलीदाताओं को निर्देश, खंडों और निविदा में निहित अन्य सभी सामग्रियों की सावधानीपूर्वक जांच की है और उक्त ज्ञापन में निर्दिष्ट कार्यों की स्थापना साइट का दौरा करने तथा जांच करने और निविदा को प्रभावित करने वाली उससे संबंधित आवश्यक जानकारी प्राप्त करने के बाद, मैं/ हम उक्त ज्ञापन में निर्दिष्ट कार्यों को उक्त ज्ञापन में निर्दिष्ट समय के भीतर, मात्राओं की संलग्न अनुसूची में उल्लिखित दरों पर और समग्र रूप से, निविदा की शर्तों, करार की शर्तों, विशेष शर्तों, मात्रा की अनुसूची और निविदा की शर्तों में लिखित रूप में दिए गए विनिर्देशों और सूचनाओं के अनुसार और इसके लिये उपलब्ध करायी गयी सामग्री के साथ तथा अन्य सभी मामलों में ऐसी शर्तों के अनुसार उक्त ज्ञापन में विनिर्दिष्ट कार्य को निष्पादित करने का प्रस्ताव रखते हैं।

#### ज्ञापन

(a)	कार्य का विवरण	भारतीय रिज़र्व बैंक, मुंबई, के केंद्रीय कार्यालय भवन के भूतल पर स्थित आगंतुक प्रवेश पोर्टा केबिन के नवीनीकरण का कार्य
(b)	कार्य समापन का अनुमेय समय	कार्य आदेश जारी करने के 14वें दिन से 60 दिनों के भीतर।
(c)	अनुमानित लागत	₹ 49.01 लाख (जीएसटी सहित)
(d)	बयाना जमा राशि	₹ 98,020/- की ईएमडी राशि, भारतीय रिज़र्व बैंक के पक्ष में आहरित किसी अनुसूचित बैंक की मांग ड्राफ्ट के रूप में हो अथवा इसके साथ संलग्न प्रारूप के अनुसार बैंक गारंटी हो, को निविदा आमंत्रण अधिकारी के कार्यालय में 21 मई, 2026 के दोपहर 03:00 बजे तक मूल प्रति में जमा किया जाना होगा और ईएमडी को 21 मई, 2026 दोपहर 03:00 बजे तक भारतीय रिज़र्व बैंक के खाते में भी प्रेषित किया जा सकता है।

		एनईएफटी लेनदेन के लिए खाता विवरण इस प्रकार हैं: लाभार्थी का नाम: भारतीय रिज़र्व बैंक (Reserve Bank of India) आईएफएससी (IFSC): RBIS0COD001 खाता संख्या: 41861403873 प्रेषण का प्रमाण, जिसमें लेनदेन संख्या और अन्य विवरण दर्शाए गए हों, को अन्य निविदा दस्तावेजों के साथ बैंक के अनुमोदित ई-निविदा पोर्टल पर अपलोड किया जाना होगा।
(e)	निष्पादन बैंक गारंटी	किसी भी अनुसूचित बैंक से संविदा राशि का 5% के बराबर राशि हेतु बैंक गारंटी।
(f)	प्रतिधारण राशि	बिल से प्रत्येक 5%
(g)	स्पष्टीकरण और बोली-पूर्व बैठक	दिनांक 18 मई, 2026 को 11:30 बजे
(h)	बोली की वैधता	निविदा भाग -1 के खोलने की तारीख से तीन माह तक की अवधि के लिए।

मैंने/हमने ₹ ₹ 98,020/- की राशि बयाना जमा राशि के रूप में भारतीय रिज़र्व बैंक में जमा की है जिसपर कोई ब्याज नहीं दिया जाएगा। यदि मैं/हम, संविदा को निष्पादित करने में विफल रहते हैं, या निविदा में दी गई शर्तों का पालन करते हैं तो मैं/हम सहमत हैं कि भारतीय रिज़र्व बैंक या उसके उत्तराधिकारी, कार्यालय में किसी अन्य अधिकार या उपाय के पूर्वाग्रह के बिना, उक्त बयाना राशि जमा को पूरी तरह से जब्त करने के लिए स्वतंत्र होंगे।

I/We agree to,

1. निविदा स्वीकार होने पर मैं/ हम यहाँ संलग्न निविदा को उक्त शर्तों के निबंधनों एवं प्रावधानों को, जहाँ तक वे लागू होते हैं, पूरा करने और उसका पालन करने के लिए या उसमें चूक करने पर ठेकेदार की लिखित स्वीकृति के साथ उक्त निविदा में उल्लिखित शर्तों में निर्धारित राशि जब्त किये जाने और भारतीय रिज़र्व बैंक को अदा करने के लिए सहमत हूँ/हैं।

हमारे बैंकर हैं: (नाम और पूरा पता)

(i)	
(ii)	

हमारी फार्म के भागीदारों के नाम:

(i)	
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(ii)	
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हस्ताक्षर करने के लिए अधिकृत फर्म के भागीदार का नाम	
अथवा	
संविदा पर हस्ताक्षर करने के लिए पावर ऑफ अटॉर्नी रखने वाले व्यक्ति का नाम (पावर ऑफ अटॉर्नी की प्रमाणित प्रति संलग्न की जानी चाहिए)।	

भवदीय,

बोलीदाता के मुहर सहित हस्ताक्षर :

गवाहों के हस्ताक्षर, नाम और पते:

	हस्ताक्षर	पता
(i)		
(ii)		

### 3. Form of Tender

To,  
Chief General Manager I/C  
Premises Department  
Central Office Department  
Reserve Bank of India  
Mumbai.

Madam,

Having examined the Specifications, scope of work and Schedule of Quantities relating to the works specified in the Memorandum hereinafter set out and having visited and examined the site of the works specified in the said Memorandum and having acquired the requisite information relating thereto as affecting the tender, I/we hereby offer to execute the works specified in the said Memorandum within the time specified in the said Memorandum at the rates mentioned in the Schedule of Quantities and in accordance in all respects with the Specifications, The instruction in writing referred to in Conditions of Tender, The Articles of Agreement, 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)	Name of the work:	<b>Renovation of Visitor Entry Porta cabin at Ground floor of Bank's Central Office Building, Reserve Bank of India, Fort, Mumbai</b>
(b)	Time allowed for completion of the work.	60 days from the 14th day after date of issue of work order.
(c)	Estimated Cost of the work	<b>₹ 49.01 Lakh (inclusive of GST)</b>
(d)	Earnest Money Deposit	<b>EMD of ₹ 98,020/-</b> in the form of Demand Draft drawn in favour of Reserve Bank of India, of a Scheduled Bank or Bank Guarantee as per proforma annexed hereto shall be deposited in original at the office of tender inviting authority on or before <b>15.00 hrs of May 21, 2026</b> and EMD can also be remitted to Reserve Bank of India Account on or before <b>15:00 hrs of May 21, 2026</b> . The account details for NEFT transactions are as under:

		<b>Beneficiary Name- Reserve Bank of India</b> <b>IFSC: RBIS0COD001</b> <b>Account No: 41861403873</b> Proof of remittance indicating transaction number and other details shall be uploaded on Bank's approved e-tender portal along with other tender documents.
(e)	Performance Guarantee	Bank Guarantee from any Scheduled Bank for an amount equal to 5% of the Contract Amount
(f)	Retention money	5% from each bill.
(g)	Clarifications and pre-Bid Meeting	On May 18, 2026 at 11:30 Hrs
(h)	Bid validity	Three months from the date of opening of part I of tender.

I / We have deposited a sum of ₹ **98,020/-** as earnest money with Reserve Bank of India, which amount will not bear any interest. Should I / We fail to execute the contract when called upon to do so or fail to adhere to any of the condition given in tender, I / We do hereby agree that this sum shall be forfeited by me / us to the Reserve Bank of India.

I/We agree to,

2. Should this tender be accepted, I / we hereby agree to abide by and fulfil the terms and provisions of the said conditions of the contract annexed here so far as they may be applicable or in default thereof to forfeit and pay to the Reserve Bank of India, the amount mentioned in the said conditions.

3. Our Bankers are: (Full Address)

(i)	
(ii)	

4. Names of Partners of our firm are:

(i)	
(ii)	

Name of the Partner of the firm Authorized to sign	
Or	
Name of person having Power of Attorney to sign the Contract (Certified copy of the Power of Attorney should be attached).	

Yours faithfully,

Signature of Contractor:

Signature, Name and Addresses of Witnesses:

01.-----

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02.-----

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## 4. Articles of Agreement (Proforma)

ARTICLES OF AGREEMENT made on the \_\_\_\_\_ day of \_\_\_\_\_, between the Reserve Bank of India (hereinafter called: the "Employer") of the one part and \_\_\_\_\_ (Hereinafter called "the Contractor") of the other part.

WHEREAS the Employer is desirous of..... and Bills of Quantities showing and describing the work to be done to be prepared by or under the direction of Reserve Bank of India.

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

AND WHEREAS the Contractor has agreed to execute upon and subject to the conditions set forth in the conditions and in the Schedule of Quantities and Conditions of Contract (all of which are collectively herein after referred to as "the said Conditions") the work shown upon / described in the said Specification and include in the Schedule of Quantities at the respective rates therein set forth amounting the sum as therein arrived or such other sum as shall become payable there under (hereinafter referred to as " the said contract amount").

### NOW IT IS HEREBY AGREED AS FOLLOWS:

1) In consideration of the said Contract Amount to be paid at the times and in the manner set forth in the said Conditions, the Contractor will upon and subject to the conditions annexed carry out and complete the Work shown upon the Contract and described by or referred to in the schedule of Quantities and in the said conditions.

2) The Employer will pay the Contractor the said contract Amount, or such sum as shall become payable, at the times and in the manner specified in the said conditions.

3) The said Conditions and Appendix thereto and the correspondence attached hereto 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 the

correspondence and perform the agreement on their part respectively in the said Conditions and the correspondence contained.

4) The original tender documents mentioned herein shall form the basis of this contract.

5) This contract is neither a fixed Lump sum Contract nor a Piece Work Contract, but it is an item rate Contract for the complete work to be paid for according to actual as provided in the said Conditions.

6) 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 Contractor shall not be entitled to any payment for the works done exceeding the Tender quantities unless specifically approved in writing by the Bank's Authorities.

7) All payment by the Employer under this contract will be made only at Mumbai.

8) All disputes arising out of or in any way connected with this Agreement shall be deemed to have arisen at Mumbai and only Courts in Mumbai shall have the jurisdiction to determine the same.

9) That the several parts of this Contract have been read by the Contractor and fully understood by the Contractor.

IN WITNESS WHEREOF the Employer and the Contractor have set their respective hands to these present and two duplicates hereof the day and year first hereinabove written. (If the Contractor is a partnership or an individual).

IN WITNESS WHEREOF the Employer has set its hands to these present through its duly authorised officials and the Contractor has caused its common seal to be affixed hereunto and the said two duplicates/has caused these present and the said two duplicates hereof to be executed on its behalf. The day and year first hereinabove written. (If the Contractor is a Company).

Signature Clause:

SIGNED AND DELIVERED by the Reserve Bank of India by the hand of

Shri

(Name & Designation)

In the presence of:

1. \_\_\_\_\_  
\_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_

2) \_\_\_\_\_  
\_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_

SIGNED AND DELIVERED by

If the party is a partnership firm or  
an individual should be signed  
by all or on behalf of all the partners

The presence of:

1) \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

2) \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Witnesses

The COMMON SEAL OF \_\_\_\_\_

Was hereunto affixed pursuant to the  
Resolutions passed by its Board of  
Directors at the meeting held on  
in the presence of:

1) \_\_\_\_\_

2) \_\_\_\_\_

Director, who have signed these  
Presents in token thereof in the presence of:

If the Contractor signs under common seal,  
the signature clause should tally with the

sealing clause in the Articles of Association.

1) \_\_\_\_\_

2) \_\_\_\_\_

SIGNED AND DELIVERED by the  
the

If the Contractor is signing by

hand of Power of Attorney, whether a company or an individual.

Contractor by the hand of

Shri \_\_\_\_\_

and duly constituted attorney.

## 5. Instructions to Bidders and General Terms and Conditions

E-tenders comprising duly filled in Part I (Techno-Commercial Bid) and Part II (Price Bid) of the tender should be uploaded in MSTC website under RBI Portal for the work of **Renovation of Visitor Entry Porta Cabin at Ground floor of Bank's Central Office Building, Reserve Bank of India, Fort, Mumbai** not later than **15.00 Hrs on May 21, 2026**.

1. The Bank discourages stipulation of any additional conditions by the tenderers. However, in case the tenderers wish to include any condition, it shall be addressed as a special remark. The condition(s), if any, will be examined and after discussions with all the tenderers, the conditions that are acceptable to the Bank will be intimated to the tenderers.
2. Part I (Techno-Commercial Bid) of the tender shall be opened at **16:00 Hrs on May 21, 2026 (On approval)** and Part II (Price Bid) of the tender shall be opened on a subsequent date, after scrutiny of Part I tender, which shall be communicated to the qualified bidders.
3. Tenders shall remain valid for acceptance by the Bank for a period of three months from the date of opening of Part I of the tender which period may be extended by mutual agreement and the bidder shall not cancel or withdraw the tender during this period.
4. Digital Signatures may be used to submit the tender in token of his / their acquainted himself / themselves with the General Conditions of Contract, Specifications and Special Conditions etc as laid down.
5. If any of the document is missing, the tender may be considered invalid by the Bank at its discretion. No advice of any change in rate or conditions after opening of the tender will be entertained.
6. The vendors shall pay the transaction fee vide the procedures listed in '**Guidelines for e-procurement**'.
7. Transaction fee is non-refundable. A vendor will not have the access to online e-tender without making the payment towards transaction fee.

- 8. The firm shall comply with all the requirements related to labour laws, minimum wage prescribed by the Government etc. and all rules and regulations etc. of the Government. Rates quoted by the firm should comply with the minimum wages prescribed by the Government from time to time.**
9. The Reserve Bank of India does not bind itself to accept, the lowest or any tender and reserve to itself the right to accept or reject any or all the tenders, either in whole or in part, without assigning any reasons for doing so. The Earnest Money Deposit will be refunded to the bidder, if his / their tender is not accepted by the Bank, but without any interest. Under no circumstance Earnest Money Deposit will be accepted in the form of fixed deposit receipt of Bank or Insurance Guarantee or cheque.
10. Performance Bank guarantee shall be obtained prior to refunding EMD deposited by the successful tenderer, after the work has been awarded.
11. Performance Bank Guarantee of 5% of Contract Value, valid up to virtual completion of the work, will be obtained from the successful tenderer for the execution and due fulfilment of the contractor and shall be released without any interest on issue of "Virtual Completion Certificate" by the Bank's Engineer.
12. The successful tenderer shall indemnify the Employer against all risk by obtaining and keeping in force / currency throughout the Contract Period, necessary Insurance Policies of appropriate value including Contractors All Risk Policy, Workmen Compensation Policy, and third-Party Liability Policy etc. from an Insurance Company. Reserve Bank of India shall appear as first party in the insurance policies.
13. On receipt of intimation from the Bank of acceptance of his / their tender, the successful bidder shall be bound to implement the contract and within fourteen days thereof the successful bidder 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 tender will constitute a binding contract between the Reserve Bank of India and the person so tendering, whether such formal agreement is or is not subsequently executed.
14. In addition to the Performance Bank Guarantee/Security Deposit, as a further security for the due fulfilment of the contract by the Contractor, 5% of the value of the work done will be deducted by the Employer from each payment to be made

to the Contractors towards Retention Money. This Retention Money to be deducted plus Performance Bank Guarantee/Security Deposit will be termed as 'Total Security Deposit'. On the Bank's Engineers issuing a certificate of Virtual Completion of the works, Performance Bank Guarantee/Security Deposit will be released and balance of Total Security Deposit, i.e. Retention Money, will be released by the Employer after successful completion of the Defect Liability Period including rectification of the defects observed during the Defects Liability Period. The amounts retained by the Employer shall not bear any interest.

15. As soon as the contract is awarded, a suitable programme of work, preferably in the form of Bar chart/project diagram shall be submitted depicting the planned completion of different stages of work.
16. The Contractor shall carry out all the works strictly in accordance with specifications in the tender.
17. A schedule of probable quantities in respect of each work and specifications accompany these documents. The schedule of probable quantities is liable to alteration by omissions, deductions, or additions at the discretion of the Bank.
18. The bidder must obtain for himself on his own responsibility and at his own expenses all the information which may be necessary for the purpose of making a tender 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.
19. The Contractor should note that unless otherwise stated the tender is strictly on item rate basis and his attention is drawn to the fact that rates for each and every item should be correct, workable, and self-supporting. The quantities in the Schedule of Quantities approximately indicate the total extent of work but may vary to any extent and may even be omitted thus altering the aggregate value of the contract. However, during the actual execution of work if the quantities of any of the items of work exceeds by more than 25 % of the tender quantities, the quantities of such items executed, by the authority of Bank's Engineer, in excess of 25% of the tender quantity shall be considered as an extra item of work for which the contractors shall submit fresh rates supported by rate analysis worked on the actual cost basis plus 15% towards establishment charges, contractors over heads and profit. The rates for all such items of work, being current ones, will not be eligible for price adjustments due to increase or decrease in prices of materials and labour rates as per escalation formula, if any given in the tender. If any of the items of work is omitted from the accepted tender at the sole discretion of the Bank, the contractor shall not be entitled to any claim on this account

20. (i) Time allowed for carrying out the work is **sixty Days** which shall be strictly observed by the tenderer, and it shall be reckoned from the **fourteenth** day of written order to commence the work is issued. The work shall throughout the stipulated period of the contract be proceeded with all due diligence and if the contractor fails to complete the work within the specified period, he shall be liable to pay compensation at the rate of **0.25% per week of Contract amount with a cap of 10% of the contract amount** as liquidated damages.
- (ii) The work shall be carried out in Phased manner as shown in drawing for phasing. Time allowed for Phase I is 25 days. Site for Phase II will be handed over to contractor after completion of Phase I. Time allowed for completion of Phase II is 35 days.
21. The Contractor shall not be entitled to any compensation for any loss suffered by him on account of delays in commencing or executing the work, whatever the cause of delays may be, including delays arising out of modifications to the work entrusted to him or in any sub-contract connected therewith or delays in awarding contracts for other trades of the project or in commencement or completion of such works or in procuring government controlled building materials for construction purpose or for any other reason whatsoever and the Employer shall not be liable for any claim in respect thereof. The Employer does not accept liability for any sum besides the tender amount, subject to such variations as are provided for herein.
22. The successful tenderer is bound to carry out any or all items of work necessary for the completion of the job even though such items are not included in the quantities and rates. The Employer will issue schedule of Instructions in respect of such additional items and their quantities in writing.
23. The successful tenderer must co-operate with other contractor(s) appointed by the Employer so that the work shall proceed smoothly with the least possible delay and to the satisfaction of the Engineer.
24. Any defect or fault which may appear during 12 months from the date of virtual completion of work / or supply and installation in full as specified under the contract, arising in the opinion of the Bank's Engineer from materials or workmanship not in accordance with the contract, shall upon the directions in writing of the Bank's Engineer, and within such reasonable time as shall be specified therein, be amended and made good by the contractor at his own cost and in case of default the Bank may employ and pay other persons to amend and make good such defects / faults and damages, loss and expenses consequent there upon or incidental thereto shall be made good and borne by the contractor and such damages, loss and expenses shall be recoverable from him by the Bank, or may be deducted by the Bank upon the Bank's Engineers' certificate in writing from any money due or that may become due to the contractor. The contractor/supplier shall remain liable under the provisions of this clause notwithstanding the signing by the Bank's Engineer any certificate or passing of any accounts.

25. Time is the essence of the contract. The entire work is to be completed within a period of **Sixty Days** and it shall be reckoned from the **fourteenth** day of written order to commence the work is issued. The Contractor is advised to visit the site and get himself fully acquainted with the general and local site conditions, handling, storage etc. prior to quoting the tender. The material required for the work will have to be delivered and executed at the Bank's Central Office Building, Fort, Mumbai.
- 26.i) For carrying out certain items of work, the tender provides for procurement of certain materials at "Basic Prices/ Basic Rates" as specified in the tender document. Basic rates mentioned anywhere in tender documents are exclusive of
- ii) While quoting the rates, the tenderer should base their item rates at "the Basic Prices" wherever specified.
  - iii) The Contractor shall obtain written approval from the Bank's Engineer before procuring any material for which "Basic Price/ Basic Rate" is specified in the tender Document.
  - iv) Basic Price adjustment shall be done on the measured quantities for the finished items of work with specified "Basic Prices/Rates". In addition to the difference in the Basic Price/ Rate and the actual purchase Price/ Rate. While carrying out price adjustments, no other components such as wastage, transportation, loading, unloading, handling, insurance, labour, etc. shall be taken in to account.
  - v) The Contractor shall submit copies of all tax paid vouchers (original tax paid vouchers shall be shown to the Bank's Engineer for verification as and when required by him) for full quantity for all items to the Bank's Engineer in support of their claim for adjustment in Basic Rates/Prices. In absence of these documents, his claim for adjustment in Basic rates/Prices shall not be considered.
27. The contractor should quote rates in the Schedule of Quantities considering all the conditions mentioned above and elsewhere in the tender.
28. Validity of quoted rates shall be 03 (three) months from the date of opening of Part I of tenders.
29. **INSURANCE in respect of damage to person and property**: The contractor shall be responsible for all injury to persons, animals, or things and for all damage to property which may arise from any factor omission on the part of the Contractor or any of their employees. The liability under this clause shall be held to include inter-alia, any damage to structures whether immediately adjacent to the works or otherwise, any damage to roads, streets, footpaths, bridges as well as all damage caused to the building and other structures and works forming the subject matter of this contract. The contractor shall also be responsible for any damage caused to the buildings and other structures and works forming the subject matter of this contract due to rain, wind, frost or other in clemencies of

weather. The contractor shall indemnify and keep indemnified the Employer and hold him harmless in respect of all and any loss and expenses arising from any such injury or damage to persons or property as aforesaid and also against any claim made in respect of injury or damage, whether under any statute or otherwise and also in respect of any award or compensation or damage consequent upon such claims. The Contractor shall, at his own expense, effect and maintain till issue of the completion certificate under this contract, with an insurance company approved by the Employer, an All Risks Policy for Insurance for the full amount of the contract including fire and earthquake risk in the joint names of the Employer and the Contractor ( the name of the former (RBI) being placed first in the policy) against all risks as per the standard all risk policy for Contractors and deposit such policy or policies with the Employer before commencing the works. The Contractor shall reinstate all damage of every sort mentioned in this clause so as to do delivery of the whole of the works complete and perfect in every respect and so as to make good or otherwise satisfy all claims for damage to property or third parties.

The Contractor shall also indemnify and keep indemnified the Employer against all claims which may be made against the employer by any person in respect of anything which may arise in respect of the works or in consequence thereof and shall at his own expense, effect and maintain a “Workman Compensation Policy” until the completion of the contract, with an Insurance Company approved by the Employer a policy of Insurance in the joint names of the Employer and the Contractor (name of the former (RBI) being placed first in the policy) against such risks and deposit such policy or policies before commencement of the works. The contractor shall provide insurance on the day of commencement of work. The minimum limit of the coverage under the policy shall be Rs. 2 Lakhs per person for any one accident or occurrence and Rs 5 lakhs in respect of damage to property for any one accident or occurrence, subject to an overall ceiling of Rs. 10 lakhs.

The contractor shall also indemnify the employer against all claims which may be made upon the employer whether under the workmen compensation act or any other statute in force, during the currency of this contract or at common law in respect of an employee of the contractor or the subcontractor and shall be at his own expense effect and maintain until the completion of the contract with an insurance company approved by the employer a policy of insurance against such risks and deposit such policy or policies with the employer from time to time during the currency of this contract. In default of the contractor ensuring as provided above, the employer may so ensure and may deduct the premiums paid from any money due or which may become due to the contractor.

The contractor shall indemnify the Employer against all risk by obtaining and keeping in force / currency throughout the Contract Period, necessary Insurance Policies of appropriate value.

The contractor shall be responsible for any liability which may not be covered by the insurance policies referred to above and also for all other damages to any

person, animal or defective carrying out of this contract, whatever, may be the reasons due to which the damage shall have been caused.

The contractor shall also indemnify and keep indemnified the employer against all and any costs, charges or expenses arising out of any claim or proceedings relating to the works and also in respect of any award of damage or compensation arising there from. Without prejudice to the other rights of the employers against Contractors in respect of such default, the employer shall be entitled to deduct from any sums payable to the contractor the amount of any damages, compensations costs, charges and other expenses paid by the employer and which are payable by the contractor under this clause. The Contractor shall upon settlement by the insurer of any claim made against the insurer pursuant to a policy taken under this clause proceed with due diligence to rebuild or repair the works destroyed or damaged. In this event all the money received from the insurer in respect of such damage shall be paid to the contractor and the contractor shall not be entitled to any further payment in respect of the expenditure incurred for rebuilding or repairing of the materials or goods destroyed or damaged.

30. The rates quoted in the tender shall include all charges before commencement as well as after completion, tools, equipment, (Water and electricity may be made available at the available sources within the Bank's Premises. However, conveying the same to required location(s) including required plumbing / electrical pipes / cables / wires, fittings / fixtures, switch board etc. shall be at the risk & cost of the contractor) and make good all matters and things disturbed during the execution of work and to the satisfaction of the Bank's Engineer.
31. The rates quoted shall be inclusive of duties, transport, packing, forwarding, insurance etc. and shall be for the complete work duly installed and commissioned at site. The prices quoted shall remain firm for the entire period of contract and shall not be subjected to any variations in the foreign exchange or variations of any other taxes, levies, duties etc. No import license will be furnished by the Bank. The tenderers shall make their own arrangement for import of any part or components, if any, required for completion of the work. Tenderer should have GST registration number. **Tenderers shall quote GST in the respective rows/columns of each item as per the MSTC portal. Tender will be treated as incomplete and liable for rejection if GST is not filled up properly. No correspondence in this regard in the form of letter, e-mail will be entertained after the close of online tender. The Bank is not responsible for payment of GST for the service rendered by the contractor.** It is the responsibility of the contractor to pay the GST to the tax authority. The contract value will also be subject to TDS / TCS / TDS under G.S.T / Withholding Tax / any other tax, as per statutes.
32. **All tendered rates shall be inclusive of applicable GST as on last stipulated date of receipt of tender including extension if any. If GST rate is changed during currency of contract, effect of variation in rates of GST or on output of the works contract shall be adjusted on either side, increase or decrease. Provided further that for any tax/GST, varied or imposed after the last date**

**of receipt of tender including extension if any, any increase shall be reimbursed to the contractor only if the contractor necessarily and properly pays such increased amount of taxes/levies/cess.**

33. The Contractor must bear in mind that all the works shall be carried out strictly in accordance with the Specifications in compliance of the requirements of the local Municipal and State / Central Government authorities time to time and to the requirements of the Bank and no deviation on any account will be permitted unless otherwise they are given in writing by the Bank.
34. The successful tenderer should make his own arrangement to obtain all materials time to time required for the work.
35. The Contractor shall strictly comply with the provisions in the Safety & Fire Safety Codes annexed hereto. The contractor shall strictly follow the security rules and regulations as per the Bank's norms.
36. The work may be taken up in the phase manner due to convenience of staff and subject to availability of site. (The rates quoted shall be firm during the period of the contract and may be extended or terminated (before the specified period) subject to COVID situation). The work shall be carried out on Saturday / Sunday / Holiday, before / after office hours without any extra cost.
37. The contractor / agency shall be solely responsible for full compliance with the provisions of "the Sexual Harassment of women at workplace (Prevention, Prohibition and Redressal) Act, 2013". In case of any complaint of sexual harassment against its 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 of 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 Complaint 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 the Bank's employee, if sexual violence by the employee of the contractor is proved.

The contractor shall be responsible for educating its employees about prevention of sexual harassment at workplace and related issues.

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

38. **Termination of Contract by the Employer:** If the contractor being an individual or a firm commits any "act of insolvency", or shall be adjudged an Insolvent or

being an Incorporated Company shall have an order for compulsory winding up made against it or pass an effective resolution for winding up voluntarily or subject to the supervision of the Court and the Official Assignee or the Liquidator in such acts of insolvency or winding up, as the case may be, shall be unable within seven days after notice of him requiring him to do so, to show to the reasonable satisfaction of the Bank's Engineer that he is able to carry out and fulfil the contract and to give security therefore, if so required by the Bank's Engineer.

**Or**

if the contractor (when and individual, firm or Incorporated Company) shall suffer execution or other process of Court attaching property to be issued against the contractor.

**Or**

Shall suffer any payment under this contract to be attached by or on behalf of any of the creditors of the contractor.

**Or**

Shall assign or sublet this contract without the consent in writing of the Employer first-hand and obtained.

**Or**

Shall charge or encumber this contract or any payments due or which may become due to the contractor hereunder.

**Or**

if the Bank's Engineer shall clarify in writing to the Employer that the contractor-

- (i) Has abandoned the contract, or
- (ii) Has failed to commence the works, or has without any lawful excuse under these conditions suspended the progress of the works for fourteen days after receiving from the Employer notice to proceed or
- (iii) Has failed to proceed with the works with such due diligence and failed to make such due progress as would enable the works to be completed within the time agreed upon, or
- (iv) Has failed to remove materials from the site or to pull down and replace work for seven days after receiving from the Employer's written notice that the said materials or work were condemned and rejected by the Bank's Engineer 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 case the Employer may, notwithstanding any previous waiver, after giving seven days' notice in writing to the contractor, determine the contract, but without thereby affecting the powers of the Bank's Engineer or the obligations and liabilities of the contractor, the whole of which shall continue in force as fully as if the contract had not been so determined, and as if the works subsequently executed had been executed by or on behalf of the contractor. And further, the Employer by his agents or servants may enter upon and take

possession of the works and all plants, tools, scaffoldings, sheds, machinery steam and other power utensils 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 own servants and workers in carrying on and completing the works or by employing any other contractor or other person or persons to complete the works, and the contractor shall not in any way interrupt or do any act, matter or thing to prevent or hinder such other contractor or other person or persons employed for completing and finishing or using the material and plant for the works. When the works shall be completed or as soon thereafter as convenient the Bank's Engineer shall give a notice in writing to the contractor to remove his surplus materials and plant, and should the contractor fail to do so within a period of fourteen days after receipt thereof by him, the Employer may sell the same by public auction, and give credit to the contractor for the net amount realized. The Bank's Engineer shall thereafter ascertain and certify in writing under his what (if anything) shall be due or payable to or by the Employer, for the value of the said plant and materials so taken possession of by the Employer and expense or loss which the employer shall have been put to in procuring the works to be completed and the amount, if any, owing to the contractor and the amount which shall be so certified shall thereupon be paid by the Employer to the contractor or by the contractor to the Employer, as the case may be, and the Certificate of the Bank's Engineer shall be final and conclusive between the parties.

(vi) Failure by the Bidder to meet deadlines for performance of services or failing to meet the standards required by the Bank in the performing of services.

(vii) Change of ownership of the business of the Bidder.

39. **Termination of contract by contractor** : If this payment of the amount payable by the employer under certificate of the Bank's Engineer shall be in arrears and unpaid for thirty days after notice in writing requiring payment of the amount as aforesaid shall have been given by the contractor to the employer, or if the employer interferes with or obstructs the issue of any such certificate, or if the employer shall repudiate the contract, or if the works be stopped for three months under the order of the employer or by any injunction of other order of any court of Law, then and in any of the said cases the contractor shall be in liberty to determine the contract by notice in writing to the employer, and he shall be entitled to recover from the employer, payment for all works executed and for any loss he may sustain upon any plant or materials supplied or purchased or prepared for the purpose of the contract.

40. Non-Disclosure Pact

The contractor shall not disclose directly or indirectly any information, materials and of the Employer's infrastructure/ system/equipment etc. which may come to the possession 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 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 the expiry or termination of this agreement for whatever reason.

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

Date:

Signature of tenderer with seal.

Place:

Name and Address:

## SAFETY CODE

1. There shall be maintained in a readily available place, First Aid appliance including adequate supply of sterilized dressings and cotton wool.
2. An injured person shall be taken to a public hospital without loss of time, in cases where the injury necessitates hospitalization.
3. Suitable and strong scaffolds should be provided for workmen for all works that cannot safely be done from ground / floor.
4. No portable single ladder shall be over 8 meters in length. The width between the side rails shall not be less than 30 cm. (clear) and the distance between two adjacent rungs shall not be more than 30 cm. When a ladder is used an extra mazdoor shall be engaged for holding the ladder.
5. The excavated material shall not be placed within 1.5 meters of the edge of the trench or half of the depth of trench whichever is more. All trenches and excavations shall be provided with necessary fencing and lighting.
6. Every opening in the floor of a building or in a working platform shall be provided with suitable means to prevent the fall of persons or materials by providing suitable fencing or railing whose minimum height shall be one metre.
7. No floor, roof or other part of the structure shall be so overloaded with debris or materials as to render it unsafe.
8. Workers employed on mixing and handling material / chemicals etc shall be provided with protective footwear and rubber hand gloves.
9. Safety belts shall be provided by the contractor and used by the workmen while working from height of more than 3 metres from ground level.
10. No paint / chemicals containing lead products shall be used except in the form of paste or readymade paint.

11. Suitable PPE kits, facemasks, hand gloves, boots, etc should be supplied for use by the workers when the chemical is applied using spray guns.
12. Overalls shall be supplied by the Contractor to the painters and adequate facilities shall be provided to enable the working painters to wash during the periods of cessation of work.
13. Hoisting machines and tackles used in the works, including their attachments, anchorage and supports shall be in perfect condition.
14. The ropes used in hosting or lowering material or as means of supervision shall be of durable quality and adequate strength and free from defects.
15. Personal Protection Equipment (PPE) such as face masks, hand gloves, boots, etc shall be provided for the workers at the contractor's cost and the contractor shall ensure that the workers use the same while at work.

Date:

Signature of Contractor with seal

Place:

Name and Address:

## FIRE SAFETY CODE

- i. Cutting / drilling machine and other electrically operated equipment used at site shall be plugged into correctly rated electrical outlets.
- ii. Only ISI marked 3 pin plug and other appliances and equipment shall be used.
- iii. Electrical power cables / wires used shall not have any joints and shall be properly rated.
- iv. All electrical appliances i.e., welding, drilling, cutting machine, air compressors etc. shall be safely and securely earthed to prevent leakage current while in operation.
- v. Two buckets of water and sand shall be kept in an easily accessible area on the site.
- vi. Fire extinguishers recommended and issued by fire officers shall be kept on the site.
- vii. Used chemical / paint drums shall be stored in specified store only after closing them properly.
- viii. None of the passages near lift lobby and staircases shall be used for stacking / dumping any kind of materials / waste / debris.
- ix. None of the fire extinguishers shall be removed / shifted from its designated location.
- x. Power supply shall be switched off from the mains when equipment is not in use.
- xi. Any dust / debris generated from the work shall be collected on daily basis, removed from site and stored at the designated place in proper manner.
- xii. Battery operated emergency light / torches shall be provided by the contractor to the workmen while working beyond office hours.
- xiii. All the electrical / mechanical / electromechanical appliance shall be connected to sufficiently rated circuit breakers before tapping to a power source.

Date:

Signature of Contractor with seal

## Technical Specifications and List of Material of approved brands to be used in the work

Except for the items, for which Particular Specifications are given or where it is specifically mentioned otherwise in the description of the items, the work shall generally be carried out in accordance with the “CPWD Specifications - 2019 (Vol. I & II) for civil works with up to date correction slips (hereinafter to be collectively referred to as “CPWD Specifications”). Wherever relevant CPWD specifications with up to date correction slips, are silent, the latest BIS Codes/Specifications, National Building Code 2016, MoRTH specification or any other specification shall be followed.

2. The order of preference in case of any discrepancy may be read as the following:

- (i) Nomenclature of items as per Schedule of Quantities
- (ii) CPWD Specifications with up to date Correction slips
- (iii) Indian Standard Specifications of BIS
- (iv) National Building Code - 2016
- (v) Manufacturers specifications.
- (vi) Sound Engineering Practices
- (vii) Decision of Engineer-in-charge

A reference made to any Indian Standard Specifications in these documents, shall imply to the latest version of that standard, including such revisions / amendments as issued by the Bureau of Indian Standards up to last date of receipt of tenders. The Contractor shall keep at his own cost all such publications of relevant Indian Standard applicable to the work at site

### **3.Cement**

The contractor shall procure 43 grade ordinary Portland Cement (OPC) conforming to IS: 8112 / Portland Pozzolona Cement (PPC) conforming to IS: 1489 (Part-1) as required in the work from reputed manufacturers of cement as mentioned in “List showing preferred brands / Manufacturers / Makes” or from any other reputed cement manufacture having a production capacity not less than 1 million Ton per annum as approved by CE, CPWD, Raipur or his successor. The cement of approved make as aforesaid in 50 kg bags bearing manufacturer’s name and ISI marking, along with manufacturers test certificate for each lot shall be procured by the contractor. Portland Pozzolona Cement is to be used for RCC works only subject to fulfilment of conditions of circular No. CDO/ SE(RR)/ Fly ash (MAN) 02 dated 09.04.09.

However, if the contractor uses higher grade of cement or uses OPC only nothing extra shall be paid. The use of PPC shall be regulated as per the conditions stipulated in the circular dated 09.04.2009.

## **5. Testing of Material**

The contractor shall provide at his own cost suitable weighing and measuring arrangements at site for checking the weight / dimensions as may be necessary for execution of work. The sealed samples are to be handed over to the testing lab by contractor in the presence of Junior Engineer/Assistant Engineer-in- Charge of work. Samples of various materials required for testing shall be provided free of by the contractor. Testing charges, if any, unless otherwise charges provided shall be born by the contractor. All other expenditure required to be incurred for taking the samples; conveyance, packing etc. shall also be born by the contractor himself.

The contractor or his authorized representative shall associate in collection, preparation, forwarding and testing of such samples. In case, he or his authorized representative is not present or does not associate him, the results or such tests and consequences thereon shall be binding on the contractor.

For certain items, if frequency of tests not mentioned in the CPWD Specifications and then relevant IS code shall be followed and tests shall be carried out as per the frequency specified therein.

## **APPROVED MAKES OF MATERIALS**

### **Note:**

1. The Contractor shall obtain prior approval from the Engineer-in-charge before placing order for any specific material or engaging any of the specialized agencies. The Contractor shall make a detailed submitted with catalogues and highlighted proposed specifications, as well as full details of the works executed by the specialized agency, as specified.
2. In case of non-availability of the brand specified in the contract the Contractor shall approach Engineer- in charge to acquiring alternate equivalent brand of the material subject to submission of documentary evidence of non - availability of the specified brand. No claim on this account shall be entertained.
3. Wherever applicable only I.S.I. approved first class materials are to be used. In other cases, where I.S.I. specifications/certifications are not available, superior range quality materials are to be used and all the products got approved by the Bank/Interior Designer.
4. All dimensions mentioned for all wooden sections (covered or exposed) are "OUT OF" dimensions unless otherwise stated with planning allowance as per BIS. All site items procured by the Contractor from the manufactures, such as ply, veneer, laminates, wood, Italian marble, vitrified tiles, shall be within the allowable tolerances as specified by the manufacturer.
5. The Toilet Cubical, Acrylic solid surface countertop are to be sourced from the agency approved by the Bank.

**LIST OF APPROVED MATERIALS AND SUPPLIERS**

**Materials for Civil Works**

<b>Sr. No.</b>	<b>Item/ Material</b>	<b>Make/ Name of the manufacturer</b>
1.	MDF (Exterior Grade)	Greenply, NUWUD, Duratuff
2.	Laminate sheet	Formica, Greenlam, Decolite, Durian, Aica - Sunmica Merino, Century
3.	Particle board	Indian Plywood Manufacturing Co., NOVAPAN (India)Ltd., Anchor, Decoboard
4.	Commercial Plywood Conforming to IS 303	Century, Uniply, Multiply, Green, Anchor, Kit
5.	Waterproof Plywood Conforming to IS 710:2010 (BWP Marine Plywood)	Century, Uniply, Multiply, Green, Anchor, Kit
6.	Marine grade Block Board	Century, Uniply, Multiply, Swastik(Kit)
7.	Melamine Finish	Asian Paints, ICI Dulux
8.	Glass	St.Gobain, Indo Asahi, Modiguard Float Glass
9.	HARDWARE FITTINGS	
	a) Hardware for general staff areas	Hettich, Neki, Magnum, Ebco
	b) Hardware for main Glass doors (patch fittings)	Dorma, Enox,
10.	Door Closers	Dorma, Godrej ( Heavy duty), Everite
11.	Floor springs	Dorma, Enox
12.	Venetian / Vertical Blinds	Aerolux, MAC, Vista
13.	Aluminum Sections	Indalco, Jindal
14.	Metal Ceilings	Armstrong, DEXUNE, Ecophon
15.	False ceiling system	Hunter Douglas, Techno Acoustic, Techno T-Grid/ Armstrong/ Boral Gypsum/ St. Gobain (Gyproc)

<b>Sr. No.</b>	<b>Item/ Material</b>	<b>Make/ Name of the manufacturer</b>
16.	Fiber glass wool	UP Twiga, Owens Corning, National Industrial Co
17.	Adhesive for tile fixing	Bal Adhesive, Roffe, Fevicol SH, Araldite or any approved silicon-based adhesive
18.	Textured MDF	Glo, Anchor
19.	Cement	ACC, Ultratech, Gujrat Ambuja
20.	Wooden flush doors	Anchor, KIT, Kenwood, Green.
21.	Block board	Mysore, Anchor, Century, Green
22.	Anchor Fastener	Hilti, Fischer
23.	Locks/ Mortice locks	Yale, Godrej, Vijayan.
24.	Vitrified tiles	H.R. Johnson, Kajaria, RAK or approved equivalent
25.	Decorative handles	Excellent quality as approved
26.	Hinges	heavy duty brass with stainless steel pin or as described in the tender
27.	Sliding channels	Ebco, Sheraton, Lifestyles Blum Hinges
28.	Glue	Fevicol SH, Araldite or approved silicon-based adhesive
29.	Italian marble, Natural stone, Fluted panel, Granite etc	As per the selection by the Bank
30.	Structural Steel	TATA/ SAIL/ RINL/TISCO/JSW Steel Ltd./Jindal steel & Power Ltd./APL APOLLO
	False Ceiling system	Boral Gypsum / India Gypsum/ Laffarge / St. Gobain (Gyproc) / Armstrong/ Hunter Douglas/

Date:

Signature of Contractor with seal

Place:

Name and Address:

## Annex and Appendix

### Annex 1

#### **PROFORMA OF BANK GUARANTEE FOR EARNEST MONEY DEPOSIT/ BID SECURITY**

(On Non-Judicial Stamp Paper of appropriate value)

Place: \_\_\_\_\_

Date: \_\_\_\_\_

Chief General Manager I/C,  
Reserve Bank of India,  
Premises Department,  
Central Office, Mumbai-400 001

Dear Sir,

**Name of Work : Renovation of Visitors entry porta cabin on the Ground floor,  
Central Office Building, Reserve Bank of India, Mumbai**

Ref.: NIT/Advt.No.

date

#### WHEREAS

The Reserve Bank of India, having its Central Office at Shahid Bhagat Singh Road, Mumbai

(hereinafter called the 'RBI') has invited tenders for the captioned work (hereinafter called "the said tender") on the terms and conditions mentioned in the said tender documents.

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

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

NOW THIS GUARANTEE WITNESSETH

1. We \_\_\_\_\_ (Name of the Bank) do hereby agree with and undertake to RBI, their Successors, assigns that in the event of the RBI coming to the conclusion that the Tenderer have not performed their obligations under the said conditions of the tender or have committed a breach thereof, which conclusion shall be binding on us as well as the said Tenderer; we shall on demand by the RBI, pay without demur to the RBI, a sum of Rs.

\_\_\_\_\_ (Rupees \_\_\_\_\_ only) or any lower amount that may be demanded by the RBI. Our guarantee shall be treated as equivalent to the Earnest Money Deposit for the due performance of the obligations of the Tenderer under the said Conditions, provided, however, that our liability against such sum shall not exceed the sum of Rs. \_ (Rupees \_\_ only).

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

3. We confirm that our obligation to the RBI under this guarantee shall be independent of the agreement or agreements or other understandings between the RBI and the Tenderer.

This guarantee shall not be revoked by us without prior consent in writing of the RBI.

We hereby further agree that –

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

b) Our liability under these presents shall not exceed the sum of Rs. \_\_\_\_\_ (Rupees \_\_\_\_\_ only) .

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

d) This guarantee shall remain in force up to \_ (four months from the last date of submission of tender) provided that if so desired by the RBI, this

guarantee shall be renewed for a further period as may be indicated by them on the same terms and conditions as contained herein.

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

Yours faithfully,

For and on behalf of \_\_\_\_\_ Bank.

Authorized Official (with seal)

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

## Annex 2

### PROFORMA OF BANK GUARANTEE for PERFORMANCE SECURITY DEPOSIT

(On Non-Judicial Stamp Paper of appropriate value)

Place: \_\_\_\_\_

Date: \_\_\_\_\_

Chief General Manager I/C,  
Reserve Bank of India,  
Premises Department,  
Central Office, Mumbai-400 001

Dear Sir,

#### **Name of Work: Renovation of Visitors entry porta cabin on the Ground floor, Central Office Building, Reserve Bank of India, Mumbai**

Whereas Reserve Bank of India, having its Central Office at Shahid Bhagat Singh Road, Mumbai, (hereinafter called "the RBI") has awarded the Contract for the captioned project (hereinafter called the "Contract") to M/s \_\_\_\_\_ (Name of the Contractor) (hereinafter called " the said Contractor" which expression shall include its successors and assigns).

AND Whereas the Contractor is bound by the said Contract to submit to RBI a Performance Security for a total amount of ₹. \_\_\_\_\_ (Rupees \_\_\_\_\_ only) (Amount in figures and words) for the due fulfilment by the said contractor of the terms and conditions contained in the contract. We, \_\_\_\_\_ (Name of the Bank), (hereinafter called "the Bank"), at the request of M/s \_\_\_\_\_, the contractor, do hereby undertake to pay to the RBI an amount not exceeding Rs \_\_\_\_\_ as Performance Guarantee for due fulfilment of the terms and conditions of the contract.

#### NOW THIS GUARANTEE WITNESSETH

1. We \_\_\_ (Name of the Bank) do hereby agree with and undertake to RBI, their Successors, Assigns that in the event of the RBI coming to the conclusion that the Contractor has not performed his obligations under the said conditions of the contract or have committed a breach thereof, which conclusion shall be binding on us as well as the said contractor; we shall on demand by the RBI, pay without demur to the RBI, a sum of Rs. \_ (Rupees \_\_\_ only) or any lower amount that may be demanded by the RBI. Our guarantee shall be treated as equivalent to the Performance Guarantee Amount for the due performance of the obligations of the Contractor under the said Contract, provided, however,

that our liability against such sum shall not exceed the sum of Rs. \_\_\_\_\_ (Rupees \_\_ only).

2. We also agree to undertake to and confirm that the sum not exceeding Rs. \_ (Rupees \_\_\_\_\_ only) as aforesaid shall be paid by us without any demur or protest, merely on demand from the RBI on receipt of a notice in writing stating that the amount is due to them and we shall not ask for any further proof or evidence and the notice from the RBI shall be conclusive and binding on us and shall not be questioned by us in any respect or manner whatsoever. The Bank shall pay to RBI any money so demanded notwithstanding any dispute/disputes raised by the Contractor in any suit or proceedings pending before any Court, Tribunal or Arbitrator/s relating thereto and the liability under this guarantee shall be absolute and unequivocal. We undertake to pay the amount claimed by the RBI within a period of one week from the date of receipt of the notice as aforesaid.

3. We confirm that our obligation to the RBI under this guarantee shall be independent of the agreement or agreements or other understandings between the RBI and the Contractor.

4. This guarantee shall not be revoked by us without prior consent in writing of the RBI.

We hereby further agree that –

- a) Any forbearance or commission on the part of the RBI in enforcing the conditions of the said agreement or in compliance with any of the terms and conditions stipulated in the said Contract and/or hereunder or granting of any time or showing of any indulgence by the RBI to the Contractor or any other matters in connection therewith shall not discharge us in any way and our obligation under this guarantee. This guarantee shall be discharged only by the performance by the Contractor of their obligations and in the event of their failure to do so, by payment by us of the sum not exceeding Rs. \_\_\_\_\_ (Rupees \_\_\_\_\_ only).
- b) Our liability under these presents shall not exceed the sum of Rs. \_\_\_\_\_ (Rupees \_\_\_\_\_ only).
- c) Our liability under this agreement shall not be affected by any infirmity or irregularity on the part of our said constituents/clients or their obligations thereunder or by dissolution or change in the constitution of our said constituents.
- d) This guarantee shall remain in force up to 60 days beyond the work completion period, provided that if so desired by the RBI, this guarantee shall be renewed for a further period as may be indicated by them on the same terms and conditions as contained herein.
- e) Our liability under these presents will terminate unless these presents are renewed as provided hereinabove on the \_ or on the day when our said constituents comply with their obligations, as to which a certificate in writing by the RBI alone is the conclusive proof whichever date is later.

Unless a claim or suit or action is filed against us within \_\_\_ or any extended period, all the rights of the RBI against us under this guarantee shall be forfeited and we shall be released and discharged from all our obligations and liabilities hereunder.

In witness whereof, I/We of the Bank have signed and sealed this guarantee on the --  
----- day of ----- (Month) **2026** being herewith duly authorized.

For and on behalf of \_\_\_\_\_ (Name of the Bank)

Signature of authorized Bank Official Name:

Designation

Stamp/ Seal of the Bank

Signed, sealed and delivered for and on behalf of the Bank by the above named in the presence of:

Witness 1

Witness 2

Signature ..... Signature .....

Name ..... Name .....

Address ..... Address .....

## Annex 3

### FORMAT FOR POWER OF ATTORNEY FOR AUTHORIZED SIGNATORY

(On Non-Judicial Stamp Paper of appropriate value)

To,  
Chief General Manager I/C,  
Reserve Bank of India,  
Premises Department,  
Central Office, Mumbai-400 001

Dear Sir/Madam,

**Name of Work: Renovation of Visitors entry porta cabin on the Ground floor, Central Office Building, Reserve Bank of India, Mumbai**

We..... (Name of the Bidder and address of their registered office) do hereby constitute, appoint and authorize Mr. / Ms. .... (Name and residential address of Power of Attorney holder) who is presently employed with us and holding the position of ..... as our attorney, to do in our name and on our behalf, all such acts, deeds and things necessary in connection with or incidental to our bid for the captioned Project, including signing and submission of all documents and providing information / responses to the Reserve Bank of India (RBI), representing us in all matters before RBI, and generally dealing with RBI in all matters in connection with our proposal for the said Project.

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

Signature/(s) of the Bidder

Name/(s)

Stamp/Seal of the Bidder

**Note:**

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





**Authorized Signature of the Supplier:**

**Certified that the particulars as per Serial Numbers 2, 7 to 11 are correct as per our records.**

Date:

Bank's Stamp

Authorized Signature of the Officer of the Bank.

## Annex 5

### **Proforma for Indemnifying the Employer against Contract labour Rules/regulations**

(On Non-Judicial Stamp Paper of appropriate value)

To,  
Chief General Manager I/C,  
Reserve Bank of India,  
Premises Department,  
Central Office, Mumbai-400 001

Dear Sir/Madam

#### **Name of Work: Renovation of Visitors entry porta cabin on the Ground floor, Central Office Building, Reserve Bank of India, Mumbai**

We, M/s ..... (Name of contractor), hereby undertake that we shall comply with all the statutory rules/ regulations with regard to the employment of contract labour and their payment. We also hereby fully indemnify and keep indemnified the Employer, i.e., Reserve Bank of India, against payments to be made to the contract labour and for the observance of the laws in this regard without prejudice to our right to claim indemnity from our sub-contractors.

Yours faithfully,

For \_\_\_\_\_

Authorized signatory

NAME AND ADDRESS OF THE CONTRACTOR:

SIGN & SEAL OF THE CONTRACTOR:

Date:

Place:

## APPENDIX

1. Defect liability Period	12 months from the date of issue of virtual completion certificate.
2. Period of final measurement	3 months from the date of virtual completion of the work.
3. Date of commencement	14th day from the date of issue of work order.
4. Period of completion	60 days from date of commencement
5. Liquidated Damages	at the rate of 0.25% of contract amount of the work with a cap of 10% of the contract amount.
6. Value of work for Interim Certificate	Minimum ₹ 10 Lakhs
7. Retention Percentage	5% from each bill.
8. Period of honoring final certificate	3 months
9. Interest for delayed payment	Three percent per annum

Place :

Date :

Signature of contractor with seal

**RESERVE BANK OF INDIA  
Premises Department  
Central Office Building**

**(Unpriced Bid)**

**Renovation of Visitors entry porta cabin on the Ground floor, Central Office  
Building, Reserve Bank of India, Mumbai**

## Bill Of Quantity

**Name of Work:** Renovation of Visitors entry porta cabin on the Ground floor, Central Office Building, Reserve Bank of India, Mumbai

**Location:** Reserve Bank of India, Fort, Mumbai

Item No.	Description	Quantity	Unit	Rate	Amount
	<b>Dismantling and Demolition</b>				
1	(i) Dismantling roofing sheets of Visitor Entry Porta cabin comprising of Galvanised steel sheet/Profile sheet including ridges, hips, valleys and gutters etc., and removing the the material from site. Note: Necessary rebate shall be considered for taking away existing old Galvanised steel sheet complete. (Approximate quantity - 120 Sqm)	Job	1		
2	Dismantling steel work in truss, purlins, vertical posts, bracings etc in Visitor Entry Porta cabin in for built up sections in angles, tees, flats, square/rectangular sections, round sections and channels etc including all gusset plates, bolts, nuts, cutting rivets, welding etc. including dismembering and removing from site Note: Necessary rebate shall be considered for taking away existing old structural steel (Approximate weight 2000 kg)	Job	1		
3	<b>Dismantling flooring, wall cladding and ceiling works</b> of visitor Entry porta cabin at Ground Floor comprising of:  (i) Vitrified tiles flooring/wooden flooring including bedding mortar up to RCC / PCC surface including brickwork / wooden partition including all types of one side cladding (mirror/veneer panelling- Approx. Qty- 150 Sqm)  (ii) Wall Cladding including doors/windows etc complete. Wall cladding consisting of external grade calcium silicate board/ tiles etc (Approx Qty- 165 Sqm) and internal cladding consists of MDF/ACP board including wall tiles etc. (Approx qty- 103 Sqm) Dismantling shall include insulation material like glass wool etc complete.  (iii) Existing gypsum board false ceiling with aluminium framework and insulation material (Approx Qty-150 Sqm), etc. complete as directed by Bank's Engineer.	Job	1		

	<p>Rate quoted shall be complete in all respects and shall also include:</p> <p>(i) Disposal of building rubbish/ similar unserviceable, dismantled or waste materials generated in above mentioned dismantling works by mechanical means, including loading, transporting, unloading to approved municipal dumping ground including all lead and lifts involved.</p> <p>(ii) Making good the damages to adjoining walls, slabs, columns, windows, and cleaning the area time to time etc.</p> <p>(iii) Necessary rebate shall be considered for taking away existing wooden flooring, false ceiling and partition frame work, etc. complete.</p>				
	<p><b>Note for Dismantling and Demolition Work</b></p> <p>(i). Dismantling work shall be executed in controlled environment and workmanlike manner. Before starting demolition work, the vendor shall provide green hessian cloth encloser around the site.</p> <p>(ii). The debris accumulated shall be stacked properly at the designated place as directed by Bank's Engineer. As site of work is on main entry of the Bank, vendor shall take utmost care to keep nearby site clean and free from hindrances.</p> <p>(iii). Removal of dismantled material shall be carried out on alternate day or as directed by Bank's Engineer.</p> <p>(iv) Dismantling work shall be taken up in phases and shall be after office hours as directed by the Bank's Engineer with least disturbance to the office staff during normal working hours.</p>				
	<p>(iv). Necessary propping, shoring and or under pinning shall be provided to ensure the safety of the adjoining work or property before dismantling and demolishing is taken up and the work shall be carried out in such a way that no damage is caused to the adjoining work or property. Wherever specified, temporary enclosures or partitions and necessary scaffolding with suitable double scaffolding and proper cloth covering shall also be provided, as directed by the Bank's Engineer. It shall be ensured that no dust is generated while demolishing. Demolition Rules – 2016 shall be followed</p>				

	<b><u>Porta Cabin</u></b>				
4	Preparing the surface by thorough cleaning and priming with cement slurry admixed with approved make and quality water proofing compounds, providing, mixing, laying, spreading, levelling and manually consolidating using hand rammers P.C.C 1:1.5:3 using approved quality 20 mm and down size graded broken granite stone aggregates, approved quality sand and Portland cement of approved make, as screed layer in flooring. The surface of the screed laid as above shall be made rough using wire brushes or brooms. The work shall include necessary curing, disposing off and carting away the debris from the Bank's premises etc complete as directed by the Bank's Engineer.	Cum	1.5		
5	Providing and constructing brick masonry with locally available best quality common well burnt clay F.P.S.(non modular) bricks in superstructure in C.M. 1:4 (1 cement: 4 Coarse Sand), including finishing/plastering the exposed surface to receive the tile/dado bed mortar etc. , providing proper key to the adjoining structure, raking the joint, curing, clearing, carting away debris if any outside the Bank's premises ,as directed by Engineer-in-Charge.	Cum	3.5		
6	Providing and fabrication of Porta Cabin of overall outer size 11.90m (L) x 8.83m (W) and 4.10m/3.22m (H) (Approximate) using mild steel hollow section of Yst 310 grade as per IS 4923(latest revision) as per following. a) Base frame of size 11.90 x8.83 m with Square hollow section of 100mmx50mmx3.2mm for peripheral member and intermediate members all as per drawing. b) Vertical post /column of Square hollow section of 100mmx100mmx4.00mm as per drawing. (c) Front and rear wall up to truss level with square hollow section of 100mmx50mmx3.2mm at sill level, lintel level and top level. Additional horizontal and vertical member of 100x50x3.20mm to be provided along door and window. d) side short wall up to truss level with square hollow section of 100mmx50mmx3.20mm at sill level, lintel level and top level. Additional Horizontal and vertical member of 100x 50x 3.20mm to be provided along door and window. e) 4 Nos of truss of approved design of 8.83m span (approximate) and 01 truss of 7.00m span, comprising Square hollow section of 100x100x4mm for top cord, 75x75x3.2mm bottom	Kg	4152		

	member and 49.5x49.5 x 2.90mm for tie members all as shown in drawings.				
	<p>f) 8 no's of purlin of Square hollow section of 75 x 75 x 3.20mm of 12.50 m length (Approx).</p> <p>g) 10 mm thick base plate of appropriate size shall be provided for Joints, as approved by Bank's engineer. All the joints shall be welded joint including grinding and finishing up to satisfaction of Bank's Engineer.</p> <p><b>Note:</b></p> <p>i, Rates are inclusive of all fittings fixtures, necessary scaffolding, labour, taxes / GST, insurance, transport, wastage, overheads and contractor profits.</p> <p>ii. Indicative drawings of Porta cabin has been provided in tender documents. Minor changes in dimensions may be carried out as per site requirement in consultation with Bank's Engineer.</p> <p>(iii) If any steel section is not readily available in market, it can be replaced by nearby size steel section in consultation with Bank's Engineer.</p> <p>(iv) Rate shall be inclusive of two coats of synthetic enamel paint over one coat of epoxy primer on all steel sections.</p> <p>(iv) <b>Shop drawings shall be prepared and got approved from the Bank, prior to start fabrication work.</b></p>				
7	<p>Supplying, cutting, fabricating and fixing additional MS support for existing framework of porta cabin using mild steel hollow section of Yst 310 grade as per IS 4923(latest revision) of suitable size properly anchored to the floor/wall/welded to the existing sections to have sturdy framework etc. The rate shall include for making good the damages in walls/floor, painting two coats of synthetic enamel paint over one coat of epoxy primer, removal of debris etc all complete as directed by Bank's Engineer.</p>	Kg	500		
8	<p>Providing and fixing precoated galvanised iron profile sheets (size, shape and pitch of corrugation as approved by Engineer-in charge) 0.50 mm (+ 0.05 %) total coated thickness with zinc coating 120 grams per sqm as per IS: 277, in 240 mpa steel grade, 5-7 microns epoxy primer on both side of the sheet and polyester top coat 15-18 microns. Sheet should have protective guard film of 25 microns minimum to avoid scratches during transportation as desired by Engineer-in charge. The sheet shall be fixed using self-drilling /self-tapping screws of size (5.5x 55 mm) with EPDM seal, complete up to any pitch in horizontal/ vertical or curved surfaces, excluding the cost of purlins, rafters and trusses and including cutting to size</p>	Sqm	161		

	and shape wherever required etc., complete as directed by Bank's Engineer. Rates are inclusive of necessary scaffolding, labour, taxes / GST, insurance, transport, wastage overheads and contractor profits.				
9	Providing and fixing precoated galvanised steel sheet roofing ridge plain(500-600mm) of total coated thickness 0.50mm (base metal of minimum 0.45mm thickness with total coating thickness of 0.05mm) with Zinc coating 120 grams per sqm as per IS: 277, in 240 mpa steel grade, 5-7 microns epoxy primer on both side of the sheet and polyester topcoat 15-18 microns using self-drilling/self-tapping screws complete	RM	17		
10	All as per Item No 12 above but Gutter (600 mm over all girth)	RM	55		
	<b><u>Flooring</u></b>				
11	Supplying and filling in plinth with sand under floors, including watering, ramming, consolidating, and dressing complete.	Cum	30		
12	Cement concrete flooring 1:2:4 (1 cement : 2 coarse sand : 4 graded stone aggregate) finished with a floating coat of neat cement, including cement slurry, but excluding the cost of nosing of steps etc. complete. 40 mm thick with 20 mm nominal size stone aggregate	Sqm	150		
13	<b>Natural stone Flooring</b> - Providing and laying machine cut, mirror polished, minimum 18mm thick natural stone (tolerance +/- as per the relevant IS Code) flooring laid in required pattern in linear portion of the building all complete as per architectural drawings, with 18 mm thick stone slab laid over approx. 40 mm (average) thick base of cement mortar 1:4 (1 cement : 4 coarse sand) laid and jointed with white cement slurry @ 4.4 kg/sqm including pointing with white cement slurry admixed with pigment to match the marble shade including rubbing, curing and polishing etc. all complete as specified and as directed by the Banks Engineer. The finished flooring to be covered with required thickness protective sheet as directed by Banks Engineer till handing over, cleaning the same before handover etc. all complete as directed by Banks Engineer. Note: Contractor to make final polish to achieve	Sqm	96		

	<p>finish as recommended by Bank's Engineer. The rate to be quoted shall be including providing and applying of protective coating to top &amp; bottom surface of the marble as recommended by the marble supplier.</p> <p>Marble thickness to be minimum 18mm thick (tolerance +/- as per the relevant IS Code) (Basic rate of Natural stone ₹ 3000/- per sqm)</p>				
14	<p>Providing and laying matt finish full vitrified tiles in floor with different sizes (thickness as per specification of the manufacturer), with water absorption less than 0.08% , of approved brand and manufacturer &amp; first quality in all colours and shade, laid in desired pattern as per approved drawing with average 20mm thick cement mortar 1:4 (1 cement : 4 coarse sand) admixed with water proofing compound of approved make as per manufacturer's specification including laying in required slope, grouting/filling of joint with approved make tile joint filler paste as per manufacturer's specification etc complete at all floor level as directed by Engineer-In-Charge. Note: The rate shall include for all cuttings, wastage, proper finishing as per approved design and pattern of flooring.(Nothing extra on account of profit, wastage, loading, unloading and transportation, lifting will be paid) Any increase or decrease in cost of tiles shall accordingly be deducted or paid on the actual measured quantity as finished). Tiles of size: Approx. 1200mmx800mm/800mmx800mm/1200mmX600mm/1600mmX800mm (Basic price of tiles is considered - ₹ 1100/- per Sqmt excluding GST)</p>	Sqm	28		
	<b><u>Partition, Cladding and Doors</u></b>				

15	Providing and fixing 12 mm thick fire resistant, external grade, Calcium silicate board on the external side with required number of sunk headed metal screws to the existing MS framework of the porta cabin, filling the joints with water proof sealant, etc as per the manufacturers specification, all as directed by the Bank's Engineer. Rate shall include for making necessary openings in the panel for A.C. pipeline, Electrical Conduits, Electric Fixtures, etc. complete as per requirements / instructions of Bank's Engineer.	Sqm	153		
16	Providing and fixing 4mm thick FR grade Aluminium Composite Panels of approved size of Superbond make or approved equivalent for wall cladding in approved shade on aluminium frame and complete weather sealing to withhold a wind pressure of 6.5MPa(Aluminium frame work shall be measured and paid separately). The system shall be fixed using SS screws all around and to the existing MS framework. Sealing of joints shall be done using weather sealant, 789 Dowsil silicon sealant or approved equivalent. The framework shall be in line and level, with appropriate mounting points for ACP panels using fasteners and screws, etc as per manufacturer specifications for Plain ACP panel of approved colour. Basic price of ACP panel - excluding taxes - ₹ 1500/- Per Sqm. No carriage / transportation will be considered for the basic price adjustment and hence the contractors shall consider the same while quoting the rates.	Sqm	153		
17	Providing, laying and fixing tiles of size 25 mm x 25 mm (Tiles shall be supplied by the Bank) for wall cladding in approved pattern and design over the calcium silicate board in true plumb, level and line over a base coat white cement plaster prepared by mixing approved quality white cement and sand in the ratio C.M 1:4. Tiles shall be set on to the base coat of white cement plaster. All the tile joints shall be grouted with approved quality epoxy grouts after admixing with suitable pigment to match with the shade of the tile. The rate shall include machine cutting, machine grinding and buffing of the exposed edges / sharp corners, cutting of required number of holes / openings, curing, cleaning, all leads and lifts etc required for the finished work all as directed by the Bank's Engineer. Exposed clear measurements only shall be considered for payment.	Sqm	85		

18	<p>Providing and fixing Anodised aluminium sections for partitions with extruded built up standard tubular sections/ appropriate Z sections and other sections of approved make conforming to IS: 733 and IS: 1285, fixing with dash fasteners of required dia and size, including necessary filling up the gaps at junctions, i.e. at top, bottom and sides with required EPDM rubber/ neoprene gasket etc. Aluminium sections shall be smooth, rust free, straight, mitred and jointed mechanically wherever required including cleat angle, Aluminium snap beading for glazing / paneling, C.P. brass / stainless steel screws, all complete as per architectural drawings and the directions of Engineer-in-charge. Rate include for fixing aluminium sections with existing wall/ iron frame with dash fastners of required dia and size.(Glazing and paneling to be paid for separately) :(anodised transparent or dyed to required shade according to IS: 1868, Minimum anodic coating of grade AC 15</p>	Kg	290		
19	<p>Providing and fixing Partly Glazed and partly panelled partition for Enquiry Counter. Providing partition for Enquiry counter with 12mm toughened glass above height of 750mm and up to 2100mm (door top level) and 230mm wide strip on edges, which shall be of 11 mm thick MDF board on both sides of pertition. Rest of the partitin ( floor level to 750mm and above entry door)shall be of solid surface as shown in drawing. To make solid surface 11 mm thick MDF board of exterior grade shall be provided on either side of partition.(The solid surface of MDF board shall be finished with approved brand and shade of ACP sheet/Laminate, which shall be measured and paid separately in appropriate item of work). Rate shall be inclusive of providing necessary size TW beading patti on both side of periphara of glass panel to provide sturdy support. The same shall be finished with wooden enamel paint after necessary treatment to the same. The partition height shall be provided up to 100mm above finished false ceiling level. The rate shall be inclusive of necessary arrangement provided to fix door shutter, etc. etc. complete at all height as directed by Bank's Engineer.</p>	Sqm	11		
20	<p>Providing and fixing 50 mm thick rockwool insulation, 48 kg/m<sup>3</sup> density of approved make wrapped in 200 G virgin polythene bags fixed to existing framework using screws, rawel plugs and washers and held in position using criss cross GI wires, on the internal, External partition and false ceiling of porta cabin, etc., all as directed by the Bank's Engineer.</p>	Sqm	260		

21	<p>Providing and fixing MDF board partition with fkat pressed single layer Medium Density Fibre Board Grade 1 of approved brand as per IS 12406, in line and level made out of Aluminium sections. End and alternate vertical support shall be reached up to true ceiling fixed with suitable anchor fastner or metal screw with nylon plugs and the studs of approved size fixed vertically with flanges of floor and ceiling in line and plumb finished with <b>both side 11 mm thick MDF board</b> of exterior grade (Aluminium frame work shall be measured and paid separatly). The exposed surface of MDF board shall be finished either with laminate / ACP sheet/ acoustical fabric panel, etc. complete with necessary arrangement to fix / provide door shutter wherever shown in the drawing and make the partition sturdy as directed by Engineer, etc. complete at all height. Note- Measurement will be done for visible partition only. 11 mm MDF Board fixed on Al. frame work shall be provided upto 100mm above finished false ceiling level. Partition shall be finished with both side approved brand and shade laminate/ACP sheet/Acoustic panel with approved brand of adhesive. The pasting shall be done without creating bubble/ air gap in the parition, neat finishes with proper grooves etc. complete at all height.[Basic rate of 1 mm thick Laminate/ACP /Acoustic panel is ₹1000/Sqm excluding taxes, etc. Nothing extra on account of loading, unloading, transportation, wastage, etc. will be paid. Any increase or decrease in cost shall accordingly be paid or deducted for on the actual measured quantity as finished as per contract conditions.]</p>	Sqm	50		
22	<p>Single Leaf Door Both side Laminate - Providing and fixing 35mm thick solid core Single leaf flush shutter conforming to IS 2202 (Part I) factory made hot pressed internally lipped, using with BWP ply and exterior quality synthetic adhesive conforming to IS, shutters as manufactured by approved make, cladded with 1 mm thick laminate on one side and 3 mm thick ACP sheet on other side, shutters shall be beaded on edges by 06 mm thick teak wood beading to top and bottom, 25mm thick wood beading to the sides, fixed with exterior quality synthetic adhesive and fixed with head less nails and non ferrous counters sunk screws; including all necessary hardware's like hinge's,</p>	Sqm	14		

	handles, locks, stopper of approved make as detailed in schedule to entire satisfaction of Banks Engineer. - ( Consider Basic rate for fittings i.e. Hinges, handle, lock, stopper etc. as Rs. 5000/- per single door (excluding taxes)- Basic Rate of 1mm thk Laminate Rs. 554/- Per Sqm (Excluding taxes), ACP sheet- ₹ 1500/Sqm (excluding taxes). Size of Door shutter- 900 x 2100 mm (Single shutter)				
23	Providing and fixing Single wooden panelled glass door of size 900mm x 2100mm height (approx) made out of 6"x2" verticals and top rail and bottom rail of 6"x 2" of 2nd class TW frame with necessary hardware fitting. 8mm toughened glass shall be provided within the frame with support of necessary TW beading patti as direct by engineer. Top, bottom and side rails of Door shutter shall be provided with 1 mm thick laminate on one side and 3 mm thick ACP sheet on other side. Rate shall be including all necessary hardware's like hinge's, handles, locks, stopper of approved make as detailed in schedule to entire satisfaction of Banks Engineer. - ( Consider Basic rate for fittings i.e. Hinges, handle, lock, stopper etc. as Rs. 13020/- per single door (excluding taxes)- Basic Rate of 1mm thk Laminate Rs. 554/- Per Sqm (Excluding taxes), ACP sheet- ₹ 1500/Sqm (excluding taxes). Size of Door shutter- 900 x 2100 mm (Single shutter) inclusive of making necessary arrangement to make the door shutter operational at all height., etc. complete as directed by Engineer.	Sqm	2		
24	Providing and fixing glazing in aluminium door, window, ventilator shutters and partitions etc. with EPDM rubber / neoprene gasket etc. complete as per the architectural drawings and the directions of engineer-in-charge with toughened glass panes of 5 mm thickness (weight not less than 12.50 kg/sqm)	Sqm	5.4		
25	Providing and fixing glazing in aluminium door, window, ventilator shutters and partitions etc. with EPDM rubber / neoprene gasket etc. complete as per the architectural drawings and the directions of engineer-in-charge with toughened glass panes of 8 mm thickness (weight not less than 20 kg/sqm)	Sqm	5.7		
	<b><u>Painting</u></b>				
26	Providing and applying on the walls and ceiling two or more coat Acrylic Smooth exterior paint of required shade, applied @ 1.67 ltr/10 sqm over and including priming coat of exterior primer applied @ 0.90 litre/10 sqm of approved make and	Sqm	30		

	necessary putty work with having VOC (Volatile Organic Compound ) content less than 50 grams/ litre, of approved make and of required shade to give an even shade as directed including scaffolding, cleaning, scrapping and preparing the surface using roller etc. complete as directed by Bank's Engineer.				
	<b><u>False Ceiling Work</u></b>				
27	<p><b>Providing and fixing false ceiling with 12.50 mm thick plain gypsum boards:</b>  Providing, fixing and finishing two level false ceiling (tentative levels of the first and second levels of finished false ceiling soffits may be 300 mm and 450 mm below the roof) using 12.50 mm thick plain gypsum boards of M/s. Saint Gobain or approved equivalent, fixed to the suspended grid, fabricated and fixed to the MS frame work / soffit of roof using - Gypsteel Ultra ceiling sections - perimeter channels of size 20 mm x 28 mm x 30 mm fixed to the wall partition using screws recommended by the manufacturer at a spacing not exceeding 600 mm c/c, intermediate channels of size 15 mm x 45 mm x 15 mm at a spacing not exceeding 1200 mm c/c suspended using ceiling angles of size 25 mm x 10 mm and appropriate length, fixed to MS framework of roof. The ceiling channels shall be provided with a minimum overlap of 50 mm at joints and fixed to the perimeter channels using metal screws at ends. The works shall be carried out as per the manufacturer's specifications using cold rolled Gypsteel Ultra sections and Gypsum boards manufactured by Gypsum India Ltd. or approved equivalent.</p> <p>Additional perimeter channels / ceiling sections shall be provided around the cut outs for light fittings A/C diffusers etc. Additional support for cut outs to be provided at no extra cost. The ceiling boards shall be fixed to the underside of the suspended grid using self-tapping screws. The joints shall be finished with joint paper tape and jointing compound of approved make and providing and applying plaster of Paris putty for required thickness. The surface of the false ceiling fixed as above shall be prepared by sand papering, providing, applying and finishing a coat of approved make white cement putty, one coat of approved make cement primer and two or more coats of approved make and shade premium plastic emulsion, etc. Rate shall include making necessary cut-outs for light fittings AC diffusers and other fixtures. No deduction shall be made and no extra payment made for making any opening up to 0.50 Sqm per opening. The rate shall include for all lead and lifts, labour, etc all as directed by the</p>	Sqm	46		

	Bank's Engineer. Exposed clear measurements only shall be considered for payment.				
28	Providing and Fixing 100mm thick POP moulding of approved pattern and design with necessary supporting system, etc. complete. The rate shall be inclusive of necessary scrapping, finishing and 2-3 coats of acrylic emulsion paint of approved brand and shade, etc. complete at all heights.	RM	104		
29	Providing and fixing trap doors made out of 12mm thick commercial plywood of approved make of required size in the false ceiling with separate Aluminium powder coated framework along with hinges and Hex/Allen key lock to facilitate opening, including additional suspenders, finishing the same with 2 coats acrylic emulsion paint over a coat of primer all complete as directed by Bank's Engineer.	Nos	02		
30	Providing and Fixing Soft Fibre Acoustical Suspended Ceiling System with Optra (Bevelled Tegular) EdgeTiles of size 15mm Exposed Grid system of M/S Armstrong or approved equivalent. The tiles should have Humidity Resistance (RH) of 95%, NRC0.9-1.0, Light Reflectance 85%, Colour White, Fire Performance UKClass/Class1(BS476pt-6&7) in module size of 600x600x15mm, suitable for Green Building application, with Recycled content of 66% GW and 74%RW. The tiles shall be laid on pre-coated G.I channel 32 with 15mm wide T section flanges colour white having rotary stitching on all T sections i.e. the Main Runner, 1200mm and 600mm Cross Tees with a web height of 32mm and a load carrying capacity of 7Kilograms/ M2 with a minimum pull out strength of 100Kilograms. The T Section shall have a Galvanizing of 90grams per M2 and need to be installed with Suspension system The Tile and Grid system used together should carry a 10year warranty. products approved as per GRIHA and BS 476 etc. complete as per manufacturer's instruction. Make Armstrong or approved equivalent.	Sqm	93		
31	METAL OPEN CELL CEILING : Providing & fixing horizontal level Open cell Aluminium lay-in ceiling tiles with border panels forming board edge of size 600x600x38mm (Nominal) having cell size of 100x100mm made of AA-3003-H14 (Tempered) grade Aluminium suitable for architectural finishes in 0.35 mm thickness as per IS:2676(1981) in Global white color. The tile shall be electrostatically polyester powder coated using RoHS compliant powder having coating thickness ranging from 60 to 80 microns. The powder coating shall pass Salt Spray Test for 750 hours as per	Sqm	54		

	<p>ASTMB117, QUV– A Test for 1000 hours as per ASTMG-154–(Cycle–1) and Humidity test for 1000 hours as per DIN50017. The powder coating shall have an adhesion of GT0 as per EN ISO2409. The shade variation across batches shall be delta E&lt;1 using Excite/ BYK Gardner instrument and gloss level of 25±5% at 60° as per ASTMD523. Tile shall have a Fire Performance class A as per GB8624-2012. SUSPENSION: The tile shall be laid on 15mm wide T-section flanges colour global white (matching to tile colour) having double stroke rotary stitching on all Tsections i.e. the Main Runner, 1200mm &amp;</p> <p>600mm Cross Tees with a web height of 38mm (all sections). The deflection loading of the system shall be 12.5kg/m<sup>2</sup> (as per standard installation layout mentioned below) and main beam tested as per ASTM C 635 (Deflection limit less than L/360) with a deflection loading of 15kg/m. The end details of the cross tee shall be made of prehardened steel clip fixed to the ends of the cross tee to provide double locking between “cross tee to cross tee” and “cross tee to main beam”. All main beam to main beam and cross tee to cross tee connection shall have a pull out strength of more than 100kg. The T Sections shall be made of hot dipped galvanized steel 90gsm and pre-painted steel with baked polyester paint of 0T bending capability. The Tile &amp; Grid system used together shall carry a 10 year warranty against manufacturing defect and manufacturer shall provide a warranty certificate. The Tile &amp; Grid shall have the manufacturer's name embossed/ printed on it. The supply shall be backed by a Manufacturing Test Certificate. INSTALLATION: To comprise main runner spaced at 1200mm securely fixed to the structurals off it using suspension system (specifications below) at 1200mm maximum. All as per manufacturer's instruction. Make Armstrong or approved equivalent.</p>				
32	<p>METAL BAFFLE CEILING: Providing &amp; fixing of horizontal level suspended ceiling comprising of Vertical Linear Baffle Ceiling made out of Aluminum Extrusion in Aluminum alloy grade 6063T5. The baffle blade shall be in size of 100x25x3600mm in powder coated to Wood grain/Plain finish (Red Oak, Cherry, Black &amp; White). The baffle shall be electrostatically polyester powder coated to a coating thickness of 60-80micron. The powder coating shall pass Salt Spray Test for 750 Hours as per ASTMB117, QUV– A Test for 1000 hours as per ASTMG-154–(Cycle–1) and Humidity test for 1000 hours as per DIN50017. The powder coating shall have an</p>	Sqm	26		

	<p>adhesion of GT0 as per ENISO2409. The shade variation within a manufacturing batch shall be <math>\Delta E &lt; 1</math> using Excite/ BYK Gardner instrument and gloss level <math>25 \pm 5</math> at <math>60^\circ</math> as per ASTM D523 (Not applicable of Wood Grain Shade). The baffle blade shall be suspended using Slotted U-profile of 20x30x3700 mm (Thk-1.5mm) having slots in module of 25mm to keep baffles at a non-center spacing in multiples of 25mm. Longer lengths of Baffle to be connected by Baffle Joiner and the ends to be fixed with Endcaps. SUSPENSION: Shall be hanged using baffle hanger from U-profile made of mild steel with powder coating thickness of 60-80 micron. The U-profile to comprise of alternate square &amp; rectangular slots of 6.5x6.5mm &amp; 28x6.5mm respectively on the web for locking the baffle hanger using plug in clip to secure the hanger in perfect position and achieve uniform spacing between baffles.</p>				
	<p>The overall dimension of the U-profile is 20(W)x30(H)x3750(L)mm and is rolled form from 1.5mm thick mild steel with a powder coating thickness of 60-80 micron. U-Profile to be connected to each other using U-Profile Splice. The U-profile shall be hanged from the true ceiling using threaded rod using a U-Profile hanger. The Baffle along with suspension system used together shall carry a 10 year warranty against manufacturing defect and manufacturer shall provide a warranty certificate. The supply shall be backed by a Manufacturing Test Certificate.</p>				
	<p>INSTALLATION: Installation of U-Grid: The U profile to be suspended at every 1200mm center to center using 6mm threaded rod from the structural soffit using U profile hanger. U-profile splice to be used to join more than one U profiles of length 3.7M. 1st U-Grid Channel must be no more than 400mm from the perimeter. Installation of Baffles: Locate the slot for Baffle Hangers in U Profile section at 1200 mm centers. Hangers are inserted into the slot, then rotated <math>90^\circ</math> and fixed into position by tightening the grub screw. Baffle to be lifted into position and hangers engage over lip of U-Grid Channel. Each Hanger to be secured into position by inserting the Locking Clip. When doing continuous installation, Baffles blades are to be connected at ends with Baffle Joiner, which are inserted into the top and bottom slots of the Baffle closed profile for alignment only. The bottom Joiner to be located first and fastened on one side only. The top Joiner to be fitted then and secured with grub screws on one side. Then the two Baffle sections shall be joined and the top Joiner is screw fastened on the 2nd</p>				

	Baffle profile. End Caps to be located by pushing the End Capt ongues into open Baffle slots. Installation should be carried out as per Manufacturer recommended procedure. Make Armstrong or approved equivalent.				
	<b><u>Enquiry Counter</u></b>				
33	<p>Providing and Fixing Natural stone platform for Enquiry Counter- Providing and fixing vertical support made out of sandwiched pattern 25mm thick (minimum) black Kadapa stone on either side of counter and in between not less than 3 feet c/c self supported on flooring surface. Counter top shall be provided with 20 mm (minimum) approved design and pattern mirror polished granite stone laid over 25mm thick kadapah stones, supported on kadapah stone verticals, fixed with CM (1:3) with 750 mm facia patti of granite of approved shade at counter edges and at joint of counter top and partition behind the counter as approved by Engineer-in-Charge fixing in 15 mm thick(average) backing plaster in cement mortar 1:3 and with tile adhesive on partition. The edges of exposed granite shall be finished with half round mirror polished moulding. The rate shall be inclusive of finishing of joint/ edges with same shade of approved brand putty as per direction of Engineer-In-charge, etc. complete at all height.</p> <p>[Basic Price of Natural stone - Rs.2500/- per Sqm, excluding taxes. Nothing extra on account of loading, unloading, transportation, wastage, etc. will be paid. Any increase or decrease in cost shall accordingly be paid or deducted for on the actual measured quantity as finished as per contract condition.]</p> <p>Approximate Size- 3.20 mtr (L) X 0.65mtr (W) X 0.75 mtr (H)</p> <p><b>Only Plan area will be considered for measurement and payment.</b></p>	Sqm	2.08		
34	<p>Double skin fully panelled temporary partitions with Gypsum board and painting on both sides: The framework of the partitions shall be fabricated using 50 mm x 50 mm x 2 mm aluminium tubular sections of approved make, fixed at a maximum spacing of 600 mm c/c both ways. The vertical and horizontal members shall be joined together using cleats for each junction, fastened with screws (minimum 2 numbers of screws for each leg of the cleats). The framework fabricated as above shall be fixed to the floor at bottom using screws and nylon sleeves at a spacing not exceeding 600 mm c/c. Additional sections shall be provided around the openings if</p>	Sqm	12		

	<p>required as per site conditions to ensure maximum spacing of 600 mm c/c both ways. The framework after installation as above, shall be covered by providing and fixing 12.5 mm thick plain Gypsum boards of approved make, on both sides of framework fixed using counter sunk screws and approved quality and make adhesives. The exposed surfaces of the Gypsum board cladding / covering shall be painted with approved colour Plastic emulsion paint complete as per the manufacturers specifications and to the satisfaction of the Banks Engineer.</p>				
	<p>Rate to include all necessary hardware's, glue, melamine polish etc. complete to the satisfaction of the Banks Engineer Making necessary cut outs on the framework / panels for wire / cable management, etc is also included in the scope of the work. Providing, erecting, removing and taking away necessary scaffolding and staging if required for the successful execution of the work is also included in the scope of the work.</p> <p>Note: The exposed area in elevation on one side after deducting the area of glass panels / door, if any, only shall be considered for payment. The temporary partition shall be fixed at appropriate locations indicated by Bank's Engineer prior to commencement of dismantling work and shall be removed after completion of all work.</p>				
			Total ₹		
			Add GST		
			Grand Total ₹		

Date:

Sign and Stamp of Contractor