



Cost of Form: Rs. 5,000/-

RESERVE BANK OF INDIA
SAIFABAD, HYDERABAD-500004

S.NO. OF TENDER

: _____

Name of the party in whose favour
Tender form has been issued

: _____

(SEAL OF THE OFFICER)

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Reserve Bank of India, Hyderabad

Tender for Engagement of Fire Personnel at RBI, Hyderabad

Part I – TECHNICAL BID

Name of Tenderer: _____

Address: _____

Due Date of Submission of Tender : 03.00 PM, August 04, 2017

Time of Opening of Tender (PART I) : 03.00 PM, August 04, 2017

Reserve Bank of India, Hyderabad

Tender Notice for Engagement of Fire Personnel on contract basis in RBI, Hyderabad

Sealed tenders are invited in the prescribed format by the Regional Director, RBI, Hyderabad, from reputed firms/agencies/companies for deployment of trained fire safety personnel/Firemen, for providing fire safety services at the RBI, Hyderabad. The contract will be initially for a period of one year as per laid down contractual obligations. However, it can be extended further for a period of one year at the discretion of the Reserve Bank of India (hereinafter referred to as "the Bank"), subject to satisfactory performance of duties by the Fire personnel and proper fulfilment of all terms and conditions of the contract.

The agency will be providing fire safety of the building, manning fire control rooms round the clock, holding and maintaining fire safety equipment like fire alarm system, fire extinguishers, training of RBI employees, liaison with local fire brigade. Only firms/agencies/companies having **minimum three (3) years' experience** in undertaking work of similar nature and have provided similar services to Government / Semi Government/Local administrative and Municipal bodies or such other major institutions need to apply for the work. The contractor shall submit the documentary proof of the same.

The agency shall provide the services of One Fire Officer(0900 to 1700) and One Fire Supervisor & Two firemen per shift (**total three shifts from 6.00 am to 2.00 pm, 2.00 pm to 10.00 pm and 10.00 pm to 6.00 am**), with provision for leave reserve for the manpower.

The Bank reserves the right to increase or decrease the number of persons to be deployed before awarding the work or at any time during the period of contract.

This is only an invitation to offer. The Bank reserves the right to accept or reject any or all applications without assigning any reasons thereof.

Tender forms can be obtained for Rs 5000 from "Protocol and Security Establishment, RBI, Saifabad, Secretariat Road, Hyderabad – 500004 till **July 28, 2017 (Mon to Fri 10:00 am to 4:00 pm)**. It can also be downloaded from the "Tender" Section of the RBI, HYDERABAD website <https://www.rbi.org.in> In case of tender forms downloaded from website, a banker cheque /DD of Rs.5000/- should be enclosed with tender form while submitting. Cost of tender form is not refundable.

Tenders shall be submitted in two parts, i.e., Technical bid and financial bid, **which shall be submitted in separate sealed envelopes super scribed as “Part-I” and “Part-II”**. Both these sealed covers should be further sealed in another sealed envelope super scribed **“TENDER FOR ENGAGING FIRE PERSONNEL AT RBI, HYDERABAD”** and addressed to the Regional Director, HRMD, Reserve Bank of India, Saifabad, Hyderabad – 500004,. The duly filled tender forms complete in all respects shall be submitted at the office of the RBI, HYDERABAD, Reserve Bank of India, Saifabad, Hyderabad – 500004, **on or before 3.00 pm on August 04, 2017.**

I. PART- I (Technical Bid)

Part-I, Technical Bid of the tender document should be duly filled and submitted along with documents as mentioned below :

- a) Application in Format I including [Annexures A](#) to [D](#) duly filled along with documents as mentioned there in.
- b) Particulars of Firm/Agency/Company ([Annexure-A](#))
- c) Details of previous experience ([Annexure-B](#))
- d) Details of bankers ([Annexure-C](#))
- e) Bankers' certificate from Scheduled Commercial Bank ([Annexure-D](#))
- f) Client report ([Annexure E](#))

All the pages of Part I, along with its annexure and enclosures should be duly signed and stamped by the Firm/Agency/Company, along with documentary evidences.

II. PART- II (Financial Bid)

- a) Part-II, Financial Bid should only contain service provider's quoted rates in the enclosed Format-II duly signed and stamped by the Firm/Company/ Agency.
- b) Any tender not accompanied by Earnest Money Deposit (EMD) of Rs.80,000/- (2% of the total estimated cost of Rs.40 lakh of the work) shall be rejected.
- c) EMD amount shall be paid by each bidder through Demand Draft or Bank Guarantee issued by a Scheduled Bank drawn in favour of the Reserve Bank of India, Hyderabad.
- d) EMD shall be forfeited if the bidder withdraws his bid during the period of tender validity or fails to execute the contract or award of work.
- e) The Bank shall not be responsible for any postal delay, etc.

III. Opening of Tender

- a) The Part-I (Technical Bid) will be opened on **1530 hours on August 04, 2017** in the presence of the bidders or their representatives who choose to be present at the time of opening of the tender. The representatives should have authority letter of the Firm/Agency/Company. No separate intimation will be given in this regard.
- b) The tender documents which do not comply with the conditions prescribed in the tender form will be summarily rejected.
- c) Conditional bids will also be summarily rejected.
- d) The Part-II (Financial bid) of only those tenderer's who qualify in the Technical Bid (Part-I) will be opened on a subsequent date, for which the intimation would be given to the qualified tenderers.

IV. Right to accept any tender and to reject any or all tenders

- a) The Bank is not bound to accept the lowest or any tender and may at any time terminate the tendering process without assigning any reason.
- b) The Bank may terminate the contract if it is found after award of the work that the contractor is black listed during last 3 years by any of the Govt. Departments/Institutions/Autonomous bodies/Local Bodies/Municipalities/Public Sector Undertakings, etc.
- c) The Bank may terminate the contract in the event the successful bidder fails to furnish the Security Deposit / Performance Security or fails to execute the agreement within specified period.
- d) The tenders which are not in consonance with Minimum Wages Act and / or any other Labour laws will be treated as invalid.
- e) The Bank shall call for the client report in prescribed format ([Annexure E](#)) from the organizations in which the contractor has provided similar services. If any of the client report is not found satisfactory, the tender shall be rejected outright and its Part II shall not be opened.

V. Award of Contract

- a) The Bank will award the contract to the "Tenderer" who has been found to be 'eligible and qualified' to perform the contract satisfactorily as per the terms and conditions incorporated in the tender document.
- b) The Bank will communicate to the successful bidder by letter transmitted by Registered post/ Speed post/E-Mail that his bid has been accepted. (Hereinafter and in the condition of contract called the ("Letter of Award"))

- c) The successful bidder will be required to execute an agreement within a period of two weeks from the date of issue of Letter of Award.
- d) The successful bidder shall bear the stamp duty on agreement and shall ensure that the agreement is stamped with proper duty chargeable thereon as per the prevalent state Stamp Act. The agreement shall be executed in duplicate and the Bank shall retain the original and the contractor shall retain the duplicate.
- e) The Contract shall come into full force and effect on the date of issue of the Letter of Award. The cost of stamp duties and similar charges (if any) imposed by law in connection with the Contract Agreement shall be borne by the Contractor.
- f) The tender submitted on behalf of a firm shall be signed by all the partners of the firm or a partner who has the necessary authority on behalf of the firm to enter into the proposed contract. Otherwise the tender may be rejected.
- g) The EMD of the successful bidder shall be kept as Security Deposit by the Bank for the period of the contract on which the Bank shall not pay any interest.
- h) Failure of the successful bidder to comply with the requirements of above clauses shall constitute sufficient grounds for the annulment of the award and forfeiture of Security Deposit.

VI. Pre-Qualification Criteria for Tenderer (with documentary evidence)

Only those firms/agency/company who fulfil the following prequalification criteria need to tender.

(For processing of Part I of the Tender)

- 1) The firm should be in the approved list of vendors of Telangana or Andhra Pradesh Fire Service Department.
- 2) The firm/agency/company should have been in this business at least for the last 5 years.
- 3) The agency should be providing /provided fire service personnel in any two Government/Semi Government/PSU organizations /reputed private organizations in the last three years.
- 4) The Agency should have an average turnover of Rs.40 lakh and above during the last three years.
- 5) The agency should have effective infrastructure/tie-up for training of the Fireman.
- 6) The agency should have a Certificate of Registration with Registrar of Companies/Registrar of Firms.
- 7) The agency should have latest Audited Balance Sheet for the last 3 years with income tax return.
- 8) The agency should have latest Certificate from ESI Corporation.
- 9) The agency should have latest Certificate from EPF Organization.

- 10) The agency should be registered with Govt. under Contract Labour Act.
- 11) The agency should have registered with appropriate authority for Service Tax.
- 12) The agency should have latest documents ensuring compliance with the Minimum Wages Act.
- 13) The agency should have Permanent Account Number.
- 14) The agency should have all the necessary legal/statutory approvals to conduct fire- fighting business in Hyderabad.
- 15) The agency should have a proper office at Hyderabad with adequate manpower to take care of replacements/relievers.

(After processing of Part II, before award of contract)

- 1) The Fire Officer, Fire Supervisor and Firemen deputed should be qualified and should have minimum three years of experience. They must have undergone a basic course in firefighting from a Government recognized institution. Fire Officer who have served in local state Fire Department will be preferred.
- 2) Fire personnel other than Fire Officer detailed will not be within five years of their service retirement.
- 3) Manpower deputed by the agency should not be rotated/shifted within one year of deployment.
- 4) Manpower deputed should be medically/physically fit and Firemen should be preferably below 40 years of age and Fire Supervisor should be below 60 years of Age. Fire Officer should be below 65 years of age.
- 5) Manpower should be well trained in fire safety measures including First Aid, emergency responses and firefighting operation.
- 6) The agency should have credible supervisory infrastructure and network.
- 7) The agency should note that it shall be responsible for entire risk coverage of its manpower for the duration of such services with the Reserve Bank of India, Hyderabad.
- 8) The replacement/reliever in case of leave/exigency should be having similar qualifications and experience.
- 9) Police verification of each and every person deployed is necessary and mandatory. It will be the sole responsibility of the firm to get proper police verification done of all the deployed personnel.
- 10) One dedicated mobile (with number) will be provided by the agency at the fire control room at its own cost.
- 11) Provide the fire personnel on duty with uniforms and badges to identify them as fire personnel.

Signature and Stamp

Place:

Date:

VII. Scope of work

- a) The Agency shall provide Ten (10) trained fire personnel per day i.e. One Fire Officer (0900 to 1700) and One Fire Supervisor & Two firemen per shift (**total three shifts from 6.00 am to 2.00 pm, 2.00 pm to 10.00 pm and 10.00 pm to 6.00 am**), with provision for leave reserve for the manpower. This manpower will provide fire safety and do the manning of the fire console rooms, holding and maintaining fire safety equipment's like fire alarm, fire extinguishers, training of RBI employees, liaison with local fire brigade.
- b) The Agency shall ensure that One Fire Supervisor and Two Firemen are always on duty at the Banks' premises round the clock subject to the condition that one fire personnel is not on duty for more than 8 hours continuously.
- c) The Fireman shall go round the Bank's premises at regular intervals and also just before relieving the fire personnel on duty.
- d) Any shortfall of man power due to illness/other reasons will be made up by the Agency on adhoc basis. Absence of deputed person longer than 10 days will be treated as replacement.
- e) Reporting on all matters by the manpower deployed, will be to the Security Manager of RBI, HYDERABAD.
- f) The Fire personnel deployed should be trained to be conversant with the operating procedure of various Firefighting equipment/devices installed in office.

VIII. List of Duties to be performed by the Fire Personnel

Broad Scope of Work and Guidelines to be followed by the Agency/Fire Personnel will be as follows.

(i) Functional Requirements

A. Initial response to incidents: Tasks occurring between the receipt of an alarm and Initial fire-fighting or emergency scene activities.

1. Makes preliminary evaluation of incident based on alarm information received (e.g., alarm type, structure type, etc.).
2. Proceeds to assigned apparatus upon receipt of call for service.
3. Dons personal protective equipment before and at emergency scenes.

B. Watch Duties: Stands watch to receive incoming alarms and information, answers phones, and monitors access to the station house.

1. Receives notification of alarms, multiple alarms, EMS alarms, and other significant emergencies.

2. If required, notifies station personnel (over public address or through use of signals) of incoming alarms and required response (e.g., everybody goes, truck only, engine only, etc.)
3. If required, Answers department and outside phone.

C. On-Scene Communication: Communicates at the emergency scene to ensure appropriate coordination of apparatus and personnel.

1. Receives information (e.g., regarding the assignment of personnel and apparatus) from the officer in command upon arrival at the emergency scene.
2. Communicates with other fire personnel at emergency scene about conditions, size-up, etc.
3. Relays orders from superior officers at emergency scene.

D. Pump Operations: Connects or hooks up apparatus to fire hydrant and operates pumps to supply water in appropriate pressure and volume – using couplings, hoses, spanner wrenches, and other tools.

1. Opens and flushes hydrant to ensure it is functional.
2. Fills hose with water by hydrant pressure.
3. Engages pumps.
4. Monitors control panel (e.g., water temperature, oil pressure gauge, fuel gauge, hydrant pressure).
5. Connects and lays supply line from supply to the apparatus.
6. Notifies officer of any problems that occur while pumping.
7. Shuts down pump when ordered to by officer.

E. Documentation: The fireman employed should know how to maintain basic documents under the supervision of Fire supervisor. If required the fireman should promptly act as a runner to carry documents/equipment related to Fire, Security and Disaster management from one person/place to other. The fireman should be conversant in Spoken and Written English and Telugu. It will be checked during the entrance testing.

F. Hose (And Extinguisher) Operations: Stretches line or uses extinguisher to deliver water, foam, and other extinguishing agents to emergency scene.

1. Determines type (size) and number of lengths of hose needed for operation.
2. Pulls hose out of hose bed.
3. Determines proper nozzle and nozzle setting.
4. Connects hose lines to nozzles.
5. Connects to standpipe when necessary/appropriate.
6. Flakes out hose line prior to charging or during extinguishment to ensure proper operations.
7. Locates seat of fire or other hazard (e.g., gas leak) by observing, smelling or listening for smoke, sound, flames, gas, vapours, etc.
8. Uses extinguisher to extinguish, contain and/or control incident.

G. Manual Ladder Operations: Carries, raises, extends and climbs manual ladders to perform search, rescue and other operations.

1. Determines manual ladder type and size needed at incident scene.
2. Determines proper placement of manual ladder at scene.
3. Raises and positions manual ladder at incident scene.
4. Anchors and secures manual ladder (i.e., tying off) at scene.

5. Climbs manual ladder to perform search, rescue, and other operations.

H. Assistance to Physically Handicapped Employees/Customers If required, the fire personnel on duty during an Emergency situation should help and assist physically disabled RBI employees/customers.

I. **Forcible Entry** (If required): Pries open, cuts, or breaks down doors, or otherwise enters structures, vehicles, aircraft and other entrapments in order to search for and rescue victims and provide access to the emergency scene – using axes, halligan tools, hooks, rabbit tools, battering rams, sledge hammers, power saws and other tools.

1. Determines best location for forcible entry.

2. If required, Cuts through surfaces using power saws and other power tools.

3. Gains entry into structures using axes, sledge hammers, battering rams, halligan tool and other forcible entry tools.

4. Pries open doors in structures using pry bars, halligan tools, bolt cutters and other tools.

5. Removes locks or hinges from doors using sledgehammers, battering rams, axes or other forcible entry tools.

J. **Ventilation:** Opens or breaks windows, chops or cuts holes in roofs, breaches walls or doors, and aims fog stream out of window or hangs fans in windows or doors to remove heat, smoke and/or gas from structures or entrapments.

1. Determines best location for venting structure based on location of hazard and fire personnel, roof type, and building construction.

2. Opens windows and other points of entry manually or by using pry bars, halligan tools, and other tools, to ventilate structure.

3. Breaks windows and other points of entry using axes, ladders and other tools, to ventilate structure.

4. Cuts open walls, roof and other structures to ventilate structure.

5. Uses fans for positive and negative pressure.

K. **Search:** Searches assigned area in order to locate victims and to obtain further information about incident, following standard search procedures.

1. Determines search procedure or strategy needed to accomplish objectives.

2. Searches structures for seat of fire, or other hazard, and extensions.

3. Searches floor or area of fire, or other hazard, for conscious and unconscious victims, sweeping assigned search area with arms, legs or tools.

4. Work together as a team/company to maintain personnel accountability.

L. **Rescue:** Assists, hoists, carries or drags victims from emergency area by means of interior access (stairs, hallways, etc.) or, if necessary, by ladders, fire escapes, or other means of escape using rescue harnesses, ropes, backboards and other equipment. Extricates victims from vehicles, aircraft, cave-ins, collapsed buildings or other entrapments in order to save lives – using shovels, torches, drills, pry bars, saws, jacks, jaws, air bags, and other equipment.

1. Evacuates persons from incident scene due to risk of fire, explosion, exposure to hazardous chemicals, etc.

2. Hoists or lowers victims or fire personnel using ropes, knots and rescue harnesses.

3. Drags or carries victims from emergency scenes.

4. Places victims onto stretchers, backboards, baskets, etc.

5. Digs to free victims trapped in tunnels, pipes, excavations, cave-ins or other entrapments using shovels, picks, spades and other equipment.

6. Conducts water rescues (i.e., river rescue, using boats) in accordance with established guidelines.
7. If required, Rescues drowning victims using life-saving techniques.

M. Salvage: Moves and covers furniture, appliances, merchandise and other property; covers holes in structures; stabilizes damaged structural components; and redirects or cleans up water in order to minimize damage – using plastic and canvas covers, ropes, staple guns, mops, queegees, and other tools.

1. Spreads salvage covers over property.
2. Moves furniture and other objects to protect from water or other damage.
3. Tears down weak and dangerous structural components (e.g., floors, walls, roofs, overhangs and stairs) using hooks, axes, saws and other tools.

N. Overhaul: Opens up walls and ceilings, cuts or pulls up floors and moves or turns over debris, in order to check for hidden fires which could rekindle or spread – using hooks, axes, saws and pitchforks.

1. Checks and searches open areas, walls, open structures for fire extension.
2. Searches for and extinguishes any hidden fires by looking, feeling or smelling for fire and smoke.
3. Opens ceilings, walls, etc., to expose hot spots and other hazardous conditions with axes, pike pole/ceiling hook, etc.
4. Removes and extinguishes burned or smouldering debris from buildings.

O. Clean-Up/Pick Up: Picks up, cleans and returns equipment to vehicle and rolls or folds hose, so that the company can go back in service.

1. Backs lines out of structures.
2. Rolls and holds hoses after use and returns them to appropriate vehicle.
3. Determines that all hoses used during response to incident are present and accounted for.
4. Cleans and returns all tools, equipment, supplies and property in usable condition to appropriate vehicles.
5. Cleans the apparatus and other Fire safety equipment including dusting of Hydrant Pipes.

P. Emergency Medical Care: Performs thorough patient evaluation and intervenes with the appropriate medical care for persons requiring medical care and/or requesting assistance with medical care.

1. Assess and prioritize patient according to medical and/or injury.
2. Intervenes with oxygen therapy or assisted ventilations, using oxygen adjuncts when appropriate.
3. Identifies life-threatening bleeding and intervenes appropriately.
4. Identifies the pulseless, apnoeic patient and administers cardiopulmonary resuscitation.
5. Evaluates the patient's responsiveness (awake, alert and oriented vs. unresponsive) based on the patient's response to verbal and painful stimuli.
6. Determines whether patients need emergency or non-emergent transport.
7. Works to maintain the patient's well-being, emotionally as well as physically.
8. Assesses the patient's vital signs using a watch, stethoscope, and sphygmomanometer.

Q. Equipment Maintenance: Checks, CLEANS, and maintains personal gear and equipment including the Fire Hydrant system, extinguishers to ensure proper and safe operation.

1. Places turnout gear on or near apparatus.

2. Checks extension ladders.
3. Checks medical equipment.
4. Checks the condition of generators, blowers, lights, cords and fans.
5. Checks hose on apparatus (proper bedding and amount).
6. Checks and maintains power equipment.
7. Checks and performs ordinary maintenance on other portable equipment (e.g. checks oil levels, greases, etc.)
8. Changes over equipment and supplies from one apparatus to another.

R. Apparatus Maintenance: Checks, cleans, and maintains apparatus to ensure proper and safe operation.

1. Performs normal daily apparatus check (e.g., oil, fuel and water levels; proper pressures and lubrications; batteries; lights; sirens; brakes; tires; etc.).
2. Performs normal weekly apparatus check (e.g., hydraulic fluid levels).
3. Checks ability of engine to pump water.
4. Checks engine pumper pressure.
5. Notifies officer of electrical or mechanical problems on apparatus.
6. Notify the officer of needed repairs on apparatus.
7. Notify the officer that apparatus needs to be kept out of service due to mechanical problems.

S. Station Maintenance and Duties: Checks, cleans, and maintains house facilities. This includes the performance of routine housekeeping chores.

1. Cleans apparatus bay and rooms.
 2. Cleans and maintains fire house yard.
- (Below mentioned points are only for Fire supervisor)

T. Inspection of Buildings and Fire Protection Devices: Inspects building for fire prevention/hazardous materials code violations or hazards on a periodic basis or during the course of their activities. Inspects alarms, hydrants, sprinkler systems, for operational use.

1. Inspects buildings upon request of occupants/owners.
2. Investigates buildings suspected of violating codes.
3. Recognizes code violations (e.g., blocked exits, improper storage of chemicals, etc.)

U. Public Relations: Engages in activities which have a positive impact on the Bank's image on the RBI employees. Such activities include providing information to the RBI employees, providing assistance and support to RBI employees seeking help or information, and giving presentations to community groups and other members of the RBI fraternity.

1. Deals with distressed individuals at emergency scene.
2. Meets officers in the fire station, conducts tours and provides information.
3. Provides information to inspecting officers or personnel on service runs.
4. Makes public presentations and conducts demonstrations of apparatus and equipment on behalf of the department.

V. Training and Professional Development: Participates in training drills and classes to enhance job-related skills and abilities. Reads internal memos and bulletins to keep apprised of new developments in departmental operations and procedures. Attends lectures, seminars, courses, etc.,

and reads external documents (e.g., professional trade publications) to remain current in the fire service.

1. Maintains knowledge of latest fire-fighting equipment and techniques.
2. Maintains basic knowledge of building structures related to fire control.
3. Maintains basic knowledge of chemicals and other hazardous materials.
4. Attends and impart routine training drills and sessions.
5. Gives and participates in physical fitness sessions.
6. Attends specialized training sessions (e.g., CPR certification, special schools, etc.).
7. Reviews internal fire department bulletins, memos, etc. to remain aware of departmental updates.
8. Reads professional journals and publications (e.g., Fire Command) to be aware of current developments in the fire service and make the same available to senior officers.

W. Documentation:

The fire supervisor should maintain the entire document system pertaining to Fire related matters. He should be conversant in usage of computer. He should be fluent in Spoken and Written Telugu and English.

IX. General terms and conditions

- 1) For performing the assigned work, the contractor shall deploy medically and physically fit persons. The contractor shall ensure that the persons are punctual, disciplined, courteous and remain vigilant in performance of their duty. Persons so engaged by the contractor shall be of high integrity and good conduct and shall be conversant in Hindi/English as well as the local language i.e. Telugu. In no circumstances, Firemen below 18 years of age should be employed.
- 2) The persons deployed by the contractor for the services mentioned above shall be the employees of the contractor for all intents and purposes and that the persons so deployed shall remain under the control and supervision of the contractor and in no case, shall a relationship of employer and employee between the said persons and the Bank shall accrue/arise implicitly or explicitly. It will be the responsibility of the Contractor to ensure that no liability on this count should come on the Bank in respect of Fire personnel deployed by him.
- 3) On taking over the responsibility of work assigned, the Contractor shall formulate the mechanism and duly assign work to his personnel in consultation with the Regional Director, Reserve Bank of India, Hyderabad, or his/her nominee. Subsequently, the contractor shall review the work assigned from time to time and advise Regional Director, RBI, HYDERABAD, for further streamlining their system. The contractor shall further be bound by and carry out the directions/instructions given to him by the Regional Director, Reserve Bank of India, Hyderabad,

or the officer designated by the Regional Director, RBI, , Hyderabad, in this respect from time to time.

- 4) Regional Director, Reserve Bank of India, Hyderabad, or any other persons authorized by the Regional Director shall be at liberty to carry out surprise check on the persons as deployed by the contractor in order to ensure that persons deployed by him are doing their duties effectively.
- 5) In case any of the persons so deployed by the contractor does not come up to the mark or does not perform his duties properly or commits misconduct or indulges in any unlawful acts or disorderly conduct, the contractor shall immediately withdraw and take suitable action against such persons on the report of the RBI, HYDERABAD in this respect. Further, the contractor shall immediately replace the particular person so deployed on the demand of the RBI, Hyderabad in case any of the aforesaid acts on the part of the said person.
- 6) The contractor shall carefully and diligently perform the work assigned to him in consultation with the Regional Director, RBI, Hyderabad or the Security Manager of the Bank.
- 7) The Agency/Firm/Company should have an office in Hyderabad.
- 8) The contractor shall submit details, such as names, parentage, residential address, age etc. along with recent photograph of the persons deployed by him. For the purpose of proper identification of the employees of the contractor deployed for the work, he shall issue identity cards bearing their photographs/identification etc. and such employees shall display their identity cards at the time of duty.
- 9) The contractor shall at his own cost take necessary insurance cover in respect of the aforesaid services rendered to Reserve Bank of India, Hyderabad and shall comply with the statutory provisions of the Contract Labour (Regulation & Abolition) Act, 1970; Employees State Insurance Act; Workman's Compensation Act, 1923; Payment of Wages Act, 1936; The Employees Provident Fund (and Miscellaneous Provisions) Act, 1952; Payment of Bonus Act, 1965; The Minimum Wages Act, 1948; Employer's Liability Act, 1938; and/or any other rules/regulations and/or statutes that may be applicable to them. The contractor shall indemnify the employer against all claims which may be made upon the employer whether under the aforesaid statutes or any other statute in force during the currency of the contract.
- 10) The contractor shall be liable for the payment of wages and all other dues to his employees which they are entitled to receive based on Minimum wages as laid down by Local Administration, State of Telangana/Central Government and revision thereafter as and when these are revised by State of Telangana /Central Government if so applicable, to the contractor. The charges quoted shall be payable on monthly basis subject to submission of invoice. The

payment thereon will be made after the same is duly certified by the Bank's Officers that the services provided have been satisfactory and after deducting all statutory dues/taxes, etc. The payment would be made on monthly basis for actual shifts manned/operated by the personnel supplied by the contractor and based on the attendance sheets duly verified by the P&SO and other supporting documents. No other claim on whatever account shall be entertained by the Bank. The Contractor will ensure that Fire personnel engaged by him must receive their entitled wages on time. In view of this, the following procedure will be adopted.

- a) Contractor shall pay their entitled wages on the last day of the month. It shall not be linked to the payment of the bill.
- b) Payment to such Fire personnel must be made by the service provider through ECS/NEFT or any other electronic payment system. Under no circumstances payments will be made in cash. To ensure this, service providers will get a bank account opened for every engaged worker.
- c) In order to ensure that such Fire personnel get their entitled wages on the last working day of the month, the following schedule will be adhered to:
 - i) Monthly bill cycle will be from 24th day of the previous month to 23rd day of the current month.
 - ii) Monthly bill as per above cycle, will be submitted by the service providers on 26th of the current month.
- d) The service provider must ensure that entitled wages of the Fire personnel are credited to their bank account on the last working day of the month. Service provider will not be given any relaxation in this matter.
- e) While submitting the bill for the next month, the services provider must file a certificate certifying the following
 - i) Wages of Fire personnel were credited to their bank accounts on (date)
 - ii) ESI Contribution relating to Fire personnel amounting to Rs._____ was deposited on (date) (copy of the challan enclosed)
 - iii) EPF contribution relating to Fire personnel amounting to Rs._____ was deposited on (date) (copy of the challan enclosed)
 - iv) He is complying with all statutory Labour Laws including Minimum Wage Act etc.
- f) The service provider should submit the bill in accordance with the above time schedule. In case, he fails to submit the bill by 26th of the month, even then he has to make the payment to the Fire personnel on the last working day.
- g) The contractor shall compulsorily issue the salary slip to its personnel. Indicative salary slip is given below:-

Name of Employee's Month	Designation No. of Days present:-
SALARY STATEMENT Payable paid	ESI No. PF No.
BASIC BONUS HRA GRATUITY OTHERS ALLOW. ADD. ALLOW/LATE DUTY GROSS WAGES OT GROSS WAGES + OT DEDUCTIONS(TAXES AND ANY OTHER CHARGES) NET PAYABLE (Rs.)	DEDUCTIONS AMOUNT EPF (%) ESI (%) SECURITY DEPOSIT TOTAL DEDUCTION:

- 11) The contractor shall be solely responsible for any violation of provision of the labour laws or any other statutory provisions and shall further keep the RBI, Hyderabad indemnified from all acts of omission, fault, breaches and/or any claim, demand, loss, injury and expenses arising out from the non-compliance of any of the statutes/laws. Contractor's failure to fulfil any of the obligations hereunder and/or under the said Acts, rules/regulations and/or any bye-laws or rules framed under or any of these, Reserve Bank of India, Hyderabad shall be entitled to recover any of the such losses or expenses, which it may have to suffer or incur on account of such claims, demand, loss or injury, from the contractor's monthly Payment and Security Deposit, if any.
- 12) The Contractor will maintain an attendance register in which day to day deployment of personnel will be entered. This register shall be got countersigned on daily basis from Security Manager of the Bank. For Saturday/Sunday, the register would be put up for counter signature on Monday and for holidays on next working day. While raising the bill, the deployment particulars of the personnel engaged during each month, shift wise, should be shown. The register shall remain available round the clock for inspection by the authorized representatives of the Bank.

13) **Force Majeure**

If at any time during the currency of the contract, either party is subject to force majeure, which can be termed as civil disturbance, riots, strikes, tempest, acts of God etc. which may prevent either party to discharge his obligation, the affected party shall promptly notify the other party about the happening of such an event. Neither party shall by reason of such event be entitled to terminate the contract in respect of such performance of their obligations. The obligations under the contract shall be resumed as soon as practicable after the event has come to an end or ceased to exist. If the performance of any obligation under the contract is prevented or delayed by reason of the event beyond a period mutually agreed upon, if any, or seven days, whichever is more, either party may at its option terminate the contract.

- 14) In case any public complaint is received attributable to misconduct/misbehaviour of contractor's personnel, & is assessed as true by the Bank, a penalty of Rs.500/- for each such incident shall be levied and the same shall be deducted from contractor's bill. Besides the person found involved in the incident shall be removed from the Premises immediately.

a. In case the contractor fails to commence/execute the work as stipulated in the agreement or gives unsatisfactory performance or does not meet the statutory requirements of the contract, Bank reserves the right to impose the penalty as detailed below:-

i) 1% of annual cost of order/agreement per week, up to four weeks' delay.

ii) After four weeks delay the Bank reserves the right to cancel the contract and withhold the agreement and get this job carried out from other contractor(s) in open market. The difference if any will be recovered from the defaulter contractor and his earnest money/security deposit may also be forfeited.

b. If as a result of post payment audit any overpayment is detected in respect of any work done by the agency or alleged to have done by the agency under the tender, it shall be recovered by the Bank from the agency.

c. The contractor shall not engage any such sub-contractor or transfer the contract to any other person in any manner.

d. The contractor shall ensure that Fire personnel engaged by the contractor do not take part in any union and association activities.

15) RBI, Hyderabad will deduct tax at source and all other statutory taxes/service tax/GST charges etc. as applicable from time to time from the amount payable to the contractor.

16) If it comes to the knowledge of the Bank that the same personnel has been deployed in two consecutive duties/shifts, the Bank shall reserve the right to refuse the payment to the Contractor.

17) The contractor shall take all reasonable precautions to prevent any unlawful act or disorderly conduct or acts of his employees so deployed and ensure preservation of peace and protection of persons and property of Reserve Bank of India, Hyderabad.

18) The contractor shall deploy his persons in such a way that they get weekly rest. The working hours/leave, for which the work is taken from them, do not violate relevant provisions of the Shops and Establishment Act. **The contractor shall arrange to provide reliever equally qualified and competent in case of absence/leave/off etc. of the fire personnel deployed.** The contractor shall in all dealings with the persons in his employment should have due regards to all recognized festivals, days of rest and religious or other customs. In the event of the contractor

committing a default or breach of any of the provisions of the Labour Laws including the provisions of the Contract Labour (Regulation and Abolition) Act, 1970 as amended from time to time or in furnishing any information, or submitting or filling any statement under the provisions of the said regulations and rules which is materially incurred, he shall without prejudice to any other liability pay to the Regional Director, Reserve Bank of India, Hyderabad, a sum as may be claimed by any person/client.

- 19) The contractor shall remove all Fire personnel deployed by him on termination of the contract or on expiry of the contract from the premises of the Reserve Bank of India, Hyderabad and ensure that no such persons shall create any disruption/hindrance/problem of any nature in the Reserve Bank of India, Hyderabad either explicitly or implicitly.
- 20) The contractor shall keep the Reserve Bank of India, Hyderabad indemnified against all claims whatsoever in respect of the employees deployed by the contractor, in case any employee of the contractor so deployed enters in dispute of any nature whatsoever, it will be the primary responsibility of the contractor to contest the same. In case, Reserve Bank of India, Hyderabad is made party and is supposed to contest the case, Reserve Bank of India, Hyderabad, will be reimbursed for the actual expenses incurred towards Counsel Fee and other expenses, which shall be paid in advance by the contractor to Reserve Bank of India, Hyderabad on demand. Further, the contractor shall ensure that no financial or any other liability comes on Reserve Bank of India, Hyderabad in this respect of any nature whatsoever and shall keep Reserve Bank of India, Hyderabad indemnified in this respect.
- 21) That any loss of official property of Reserve Bank of India, Hyderabad due to negligence of personnel so deployed will be recoverable from the Contractor and the same shall be determined after giving due notice to the Contractor. Decision in this regard will be taken by the Bank. However, Contractor will have the right to appeal to the Regional Director, Reserve Bank of India, Hyderabad, whose decision shall be final and binding in the matter.
- 22) It shall be the responsibility of the contractor to take care of fire safety arrangements in the Reserve Bank of India, Hyderabad premises and report the matter related to fire safety to the designated officer of Reserve Bank of India, Hyderabad on immediate basis. It shall be the sole responsibility of the contractor to ensure security and safety of all the property and assets, movable and immovable, related to fire safety and security of the RBI, Reserve Bank of India, Hyderabad and if there is any loss to the Reserve Bank of India, Hyderabad on

account of dishonesty, and/or due to any lapse on the part of the contractor or his worker/s, the contractor shall make good on demand the loss to the Reserve Bank of India, Hyderabad. The Contractor should also take steps, in consultation with Reserve Bank of India, Hyderabad, to register FIR with police, if required.

- 23) **The contractor shall provide two pairs of uniform at his own cost to the persons deployed for this work and will also include fluorescent Jacket-inscribed as FIRE SAFETY at the back, fire helmet, leather shoes, socks, lanyard with whistle, rain coat/umbrella for rainy season, loaded torches.**
- 24) The contractor shall provide basic firefighting tools like gloves, gumboots, metal cutter, tester and goggles to the fire personnel so as to use during emergencies.
- 25) If any dispute, difference or question shall, at any time, arise between parties as to the construction of this Agreement or concerning anything herein contained or arising out of this Agreement or as to the rights, liabilities and duties of the said parties and binding, the same shall be referred to sole arbitrator appointed by the Bank. In case the Agency do not agree to such appointment, both the parties will appoint an arbitrator each and the arbitrators then will appoint the Presiding Arbitrator. The provisions of Arbitration and Conciliation Act, 1996 or any statutory modification thereof shall be applicable and the decisions of the Arbitrator/panel of Arbitrators shall be final and binding on both the parties. Further all disputes, difference or question, if any, shall be deemed to have arisen at Hyderabad and only courts in Hyderabad shall have jurisdiction to determine the same.
- 26) In case the Contractor does not agree to such appointment, both the parties will appoint an arbitrator and the arbitrator then will appoint the Presiding Arbitrator. The award of the Arbitrator /panel of Arbitrator shall be final and binding on both the parties. The Arbitration and Conciliation Act, 1996 shall be applicable. The venue of arbitration shall be Hyderabad. Further all disputes, difference or claim, if any, shall be deemed to have arisen at Hyderabad and only courts in Hyderabad shall have jurisdiction to determine the same. The Arbitrator may give interim awards and/or directions, as may be required.
- 27) During the period of agreement, the contract may be terminated by Reserve Bank of India, Hyderabad by giving one month's notice or on payment of one month's charges in lieu thereof. Also, the contract may be extended with mutual consent of both the parties beyond the initial period of 12 months. In case of termination of contract or non-renewal of contract, the contractor shall continue to provide services on same terms and conditions for two months or as advised by the Bank, whichever is earlier.

- 28) This Contract can be extended further period of one year at a time and can be extended to total three years from the date of contract on the same terms and conditions at the discretion of the Bank and on satisfactory performance of duties and proper fulfilment of all terms and conditions of the contract.
- 29) The contractor shall get the antecedents of his personnel verified through Police channels and the certification/ verification reports shall be made available to RBI, Hyderabad prior to their deployment.
- 30) The contractor shall execute an agreement on a stamp paper of required value for due Performance of the contract within Two weeks on award of work.
- 31) If the contractor selected fails to sign the formal agreement within two weeks or fails to undertake the work, the letter of intent shall be treated as cancelled.
- 32) The contractor shall not charge any amount from the personnel deployed by him towards recruitment fee, etc.
- 33) The contractor shall ensure that the persons so deployed do not allow any property of the Regional Director, Reserve Bank of India, Hyderabad related to fire safety equipment's to be taken out of the premises without a Gate Pass signed by the designated officials of the Bank.
- 34) Firemen provided shall be adequately trained in fire safety and security measures including first aid, emergency responses and firefighting operations.
- 35) No accommodation facility or medical facility will be provided by Reserve Bank of India, Hyderabad to the personnel deployed by the contractor.
- 36) The Contractor shall not disclose directly or indirectly any information, material and details of the Bank's infrastructure/systems/equipment's etc. which may come to his possession or knowledge during the course of discharging the contractual obligations in connection with this agreement, to any third party and will at all times hold the same in strictest confidence. The Contractor will indemnify the Bank for any loss suffered by the Bank as a result of disclosure of any confidential information. Failure to observe the above shall be treated as breach of contract on the part of the Contractor and the Bank will be entitled to claim damages and pursue legal remedies.
- 37) The Contractor / Agency shall comply with the provisions of the Sexual Harassment of women at work place (Prevention, Prohibition and Redressal) Act, 2013.
- a) 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.

b) Any complaint of sexual harassment from any aggrieved employee of the contractor against any employee of the bank shall be taken cognizance by the Regional Complaints Committee constituted by the Bank.

c) The contractor shall be responsible for any monetary compensation that may need to be paid in case the incident involves the employees of the contractor, for instance any monetary relief to Banks employee, if sexual violence by the employee of the contractor is proved.

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

e) The contractor shall provide a complete and updated list of its employees who are deployed within the Banks premises.

38) The contractor will raise monthly invoice on Reserve Bank of India, Hyderabad latest by 24th of the succeeding month. The Reserve Bank of India, Hyderabad will deduct Tax at source at applicable rate as per the Income Tax Act, 1961 and all other taxes, duties as applicable from time to time from the amount payable to the contractor.

39) Duty and Discipline: The Fire Safety Agency shall be obliged to comply with the following:

a) Not to permit or carry on any unlawful activity or create indiscipline in the premises of the Reserve Bank of India, Hyderabad.

b) To be solely responsible for employment, dismissal, termination and re-employment of its employees and shall keep the Reserve Bank of India, Hyderabad informed of all development in this regard.

c) To pay all dues of its employees and keep the Reserve Bank of India, Hyderabad absolved and indemnified from any liability in this respect.

d) To be responsible for behaviour of its employees, their turnout and uniform and ensure good conduct, cooperation and discipline towards employees/officers of Reserve Bank of India, Hyderabad and its representatives.

e) To appropriate corrective and disciplinary action against its employees against whom the Reserve Bank of India, Hyderabad notifies.

f) On expiry of the agreement, the agency shall be liable and responsible to make all statutory payments to its employees and make all other statutory obligation and liability and obtain suitable discharge in favour of Reserve Bank of India, Hyderabad so that no liability or obligation devolve on the Reserve Bank of India, Hyderabad.

Signature and seal of the authorized representative of the Agency

Date :

Place:

Format I

(To be given on Applicant's letter head)

To,
The Regional Director
RBI, HYDERABAD
Safabad, Secretariat Road,
Hyderabad – 500004

Application for Deployment of Fire Personnel in RBI, HYDERABAD,

Dear Sir,

In connection with the above and in full agreement with the terms and conditions as stipulated by Reserve Bank of India, Hyderabad, I/We state as under:

- 1) I/We understand the minimum wages will be required to be paid as per the terms and conditions stipulated by the Telangana/Central Government from time to time / other authorities concerned from time to time. In addition, I/We also understand that all statutory payments like EPF /ESI / Bonus /Gratuity, etc., also need to be paid as prescribed under various statutes, by me / us.
- 2) In case, I/We are awarded the contract, I/We is /are agreeable to deposit Security Deposit @ 2 % of the cost of work awarded on completion of successful bid, on which **no interest will be paid by the Bank**. Should we fail to execute the Contract when called upon to do so,

we do hereby agree that this sum shall be forfeited by us to the Reserve Bank of India, Hyderabad.

I/We also understand that the Regional Director, RBI, HYDERABAD, Reserve Bank of India has the right to accept or reject my/our application without assigning any reasons whatsoever and his/her decision will be binding on me/us.

- 3) I / we have valid registration in respect of Employees Provident fund / Employees State Insurance / Service Tax/GST etc., copies of the above are enclosed herewith.
- 4) I / we shall comply with the provisions of “the Sexual Harassment of women at work place (Prevention, Prohibition and Redressal) Act, 2013” and I / we shall be solely responsible in this regard.

Authorized Signatory
(With Name & Seal)

Annexure – A to Part I Basic information**(Please submit along with documentary evidence)****Details/ particulars of the fire service agency**

Sl. No.	Particulars/Details to be filled in by the Company / Firm / Agency	Details to be filled by the Company/Firm/Agency
1.	Name of the Firm / Agency Company	
2.	Regd. Office / Business address of the Firm / Agency /Company along with Telephone No., Mobile No., fax number and E-mail, if any (a) Whether having own office/Branch at Hyderabad. (if so, details thereof) (b) Whether having office at any other important cities of Telangana (if so details thereof).	
3.	Date of incorporation / Constitution	
4.	Work experience–Details of work experience as per the requirement in the prequalification criteria supported by work orders, documents/certificates. The details along with documentary evidence of previous experience, if any, of providing Fire Fighting personnel/services for the Reserve Bank of India at any centre or government/semi-govt./public sector under- takings/ banks/ MNCs should also	

5.	Creditworthiness of the Firm / Agency/ Company and their turn-over during the specified period (year-wise). Copies of the Income Tax clearance certificates/Income Tax Assessment orders along with the latest final accounts of the business of the Firm/Agency/Company duly certified by a Chartered Accountant should be enclosed in proof of their creditworthiness and turn over for previous three years viz. 2014-15, 2015-16 and 2016-17.	
6.	Whether registered with Labour Department under the Contract Labour (Regulation and Abolition) Act, 1970. If yes, indicate date of registration.	
7.	Whether the firm/agency/company is adhering to the Minimum Wages Act, other provisions relating to Provident Fund deduction or any other legal provisions relating to providing of the service.	
8.	Whether the firm/agency/company is registered with the PF, ESIC and registration is currently valid. Whether the firm/company is regularly remitting the Service Tax/GST. (Please enclose copies of the above)	
9.	Whether the police verification of antecedents of their personnel being deployed is got done or not.	
10.	Name and address of the bankers (full detail) along with following details: a) Working capital available on an average b) Bank finance availed (if any) c) Working capital limit availed	
11.	Name and address of the clients along with full details.	

12.	Indicate if involved in any litigation.	
13.	Any civil suits pending in any of the orders executed, give details.	
14.	PAN Number	

DECLARATION

1. The above information is true to the best of my knowledge and if any information is found untrue or false I may be debarred from the tender process/being given the contract.
2. I/We agree to abide by the terms and conditions stipulated by the Bank and mentioned in Annexure.
3. I/We understand that the Bank reserves the right to accept or reject any or all the tender either in full or in part without assigning any reason therefor.

Dated: _____

Signature

Name and seal of the TENDERER

Annexure-B to Part I**Details of previous experience**

S.No.	Nature of service rendered	Name, address & Telephone number of the client (Govt. / Semi-Govt/ bank /others	Name, full address & telephone number of the person concerned under whom the work was carried out.	Number of persons deployed	
				Supervisor	Firemen

Place:

Date:

Signature of the applicant with Seal

Please attach a certificate in a closed cover from minimum two such clients as per [Annexure E](#).

Annexure-C to Format I

Details of Banker/s
(To be given on applicant's letter head)

Name of the Branch and its complete postal Address	
Name and Job-title of the Contract Person along with his/her Telephone No(s) and Fax No. (s) Etc.	
Type of Account and Account No.	
The period from which the service provider has been banking with the Banker.	
Any other information which the service provider may like to furnish about its Bankers:	
IFSC code of the Branch	

Authorised signatory
 (With name and seal)

Place:

Date:

Annexure-D to Format I

**FORM OF BANKERS' CERTIFICATE FROM A SCHEDULED BANK (To be submitted by the
Tenderer along with the Tender)**

1. Composition of the firm (whether Partnership/ Private Limited/ Proprietorship/ Public Ltd.)
2. Name of the Proprietor/ Partners/ Directors of the firm.
3. Turnover of the firm for the last 3 years (year wise).
4. Credit facility/ Overdraft facility enjoyed by the firm.
5. Dealings
6. The period from which the firm has been banking with the bank.
7. Any other remarks.
8. You may also kindly forward your opinion whether the above firm is considered financially sound to be entrusted with the contract for works estimated to cost Rs. 40 Lakh per annum.

(Signature)

For the bank

Date:

Note:

- i. Bankers' certificates should be on letter head of the Bank.
- ii. In case of partnership firm, certificate to include names of all partners as recorded with the Bank.

Annexure E**CONFIDENTIAL Client's certificate regarding performance of firm/agency/company providing fire services**

Name and address of the Client:-

Details of fire service availed from M/s.....

SI No.	Particulars	Comments
1	Nature of fire service availed	
2	Agreement No. and date	
3	Agreement amount	
4	Since when dealing with the firm/agency/company	
5	Number of personnel provided a. Ex-service men b. Other trained persons c. Untrained persons	
6	Comments regarding adherence of terms and conditions of contract	
7	Any penalty imposed for non-adherence of terms and conditions of contract	
8	Any other information	

Place:

Date:

Signature of the Authorised Official
(with seal)

Reports must be submitted in client's official sealed cover of the letter head of the client and to be addressed to the Regional Director, RBI, HYDERABAD, Reserve Bank of India, University Road, Hyderabad – 500004.

Annexure F

Bid Document Availability	Bidding document can be obtained from our office or can be downloaded from website: From : 10 July 2017 11.00 hours. To : 27 July 2017 14.00 hours
Last date for requesting clarification (optional)	Up to 14.00 hours on 28 July 2017
Pre - bid Meeting for clarifications to queries raised. (optional)	On 28 July 2017 From 11.30 Hours to 13.30 Hours. Venue : RBI Hyderabad
Last date of submission of Tender	Up to 1500 Hours on 04 August 2017
Opening of Technical Bids	1500 on 04 August 2017 Authorised representatives of vendors may be present during opening of the Technical Bids. However Technical Bids would be opened even in the absence of any or all of the vendors' representatives.
Opening of Commercial Bids	On a subsequent date, which will be communicated to such bidders who qualify the Eligibility Criteria and Technical Bid.
Contact Details	
Address for Communication and submission of bid.	Protocol & Security Cell Reserve Bank of India Hyderabad-500004
Telephone	Landline : 040- 23267070 Fax : 040-23235309



**Reserve Bank of India
Hyderabad**

Part II – PRICE BID

(To be submitted separately in a sealed envelope indicating price bid)

Name of Tenderer: _____

Address: _____

Due Date of Submission of Tender : 3.00 pm on August 04, 2017

Format II (Price Bid)
(To be given on Applicant's letter head)
Engagement of Fire Personnel in the RBI, HYDERABAD Premises

In connection with the above and in full agreement with the terms and conditions as stipulated by you I/We state as under:

Services to be Provided (A)	No. of persons required (A)	Rate per person per month (B)	Amount per month
Deploying One Fire Officer at the RBI, HYDERABAD Premises in General shifts of 0900 to 1700 hours.	1		
Deploying One Fire Supervisor at the, RBI, HYDERABAD Premises in three shifts of eight hours each round the clock.	3		
Deploying two Firemen at the, RBI, HYDERABAD Premises in three shifts of eight hours each round the clock.	6		
Total per Month (in INR)			

Note:

* Prices should be quoted lump -sum inclusive of all expenses incurred towards deployment including pay, all taxes, statutory charges, cess, service tax/GST or any other applicable tax/charges levied by the Govt. etc.

*The rates quoted are inclusive of reliever charges. No extra amount will be paid for posting a reliever.

I have gone through the terms and conditions and am agreeable to them.

Authorized Signatory

(With name and seal)

Place:

Date: