



**भारतीय रिज़र्व बैंक**  
**Reserve Bank of India**  
**Estate Department**  
**Nagpur**

**Quotation for**

**Providing comprehensive consultancy services for conducting accessibility audit of RBI Main Office Building and Additional Office Building, Nagpur**

**Schedule of Quotation (SOQ)**

|                                            |                                                                                                                                                                                        |
|--------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Name of the work                           | Quotation for Providing comprehensive consultancy services for conducting accessibility audit of RBI Main Office Building and Additional Office Building, Nagpur                       |
| Mode of Tender                             | Through Sealed Quotation, addressed to, 'The Regional Director, Reserve Bank of India, Estate Department, Main Office Building, Dr. Raghavendra Rao Road, Civil Lines, Nagpur-440001'. |
| Estimated Cost                             | <b>₹2.37 lakhs</b> (including applicable taxes)                                                                                                                                        |
| Pre-Bid meeting                            | <b>Venue:-</b> Conference Room, Main Office Building, Reserve Bank of India, Nagpur.<br><br><b>Date and Time: September 16, 2026, at 11:30 AM</b>                                      |
| Due date and time for submission of tender | <b>September 25, 2026, at 01:00 PM</b>                                                                                                                                                 |
| Date & time of opening of Sealed Quotation | <b>September 25, 2026, at 03:00 PM</b>                                                                                                                                                 |

**Note:-**

This notice is being published for information only and is not an open invitation to quote in this limited tender. Participation in this tender is by invitation only and is limited to the selected entities appearing in the "List of Empanelled Access Auditors with Department of Empowerment of Persons with Disabilities, Ministry of Social Justice & Empowerment, Govt. of India." Unsolicited offers are liable to be ignored.



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**Reserve Bank of India**  
**Estate Department**  
**Nagpur**

**Providing comprehensive consultancy services for conducting accessibility audit of RBI Main Office Building and Additional Office Building, Nagpur**

**Name of the consultant:**

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**Address:**

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**E-mail ID:**

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**Contact no.:**

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Last date of submitting Quotation: **01:00 PM on September 25, 2026**

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## **DISCLAIMER**

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

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

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**A. General Instructions and Special conditions to Consultants/Access auditors**

1. Sealed quotations are invited from the empaneled access auditors (hereinafter shall referred as consultant) notified by Department of Empowerment of Persons with Disabilities (DEPwD), Ministry of Social Justice and Empowerment.
2. All the intending bidders are advised to study the quotation documents. They may indicate any points/conditions/specifications which need to be clarified. These issues will be discussed in the pre-bid meeting to be held on **11:30 AM on September 16, 2026**, and all the bidders will be advised suitably. The bidders are expected to get all the issues clarified and therefore, should desist from deviating from the Bank's terms & conditions/ specifications.
3. All addendum /corrigendum/ Notice will be forwarded to all eligible tenderers on their emails and will be updated on Bank's website.
4. Bidders are advised to use only the forms/formats issued by the Bank and not to use any other form/format (on their own letter head or otherwise) for furnishing any information/rate/amount etc. Incomplete quotes are liable for rejection. No additional terms and conditions or any other information/ enclosures shall be included by the bidders.
5. This contract is a fixed lump sum contract in respect of the entire Accessibility Audit and to be paid for according to, at the rates contained in the Schedule of rates and as provided in the said conditions.
6. The Quotation shall be in sealed envelope and should be addressed to "The Regional Director, Reserve Bank of India, Estate Department, Main Office Building, Dr. Raghavendra Rao Road, Civil Lines, Nagpur-440001", and super scribed **"Providing comprehensive consultancy services for conducting accessibility audit of RBI Main Office Building and Additional Office Building Premises, Nagpur"** and sent to reach him not later than **01:00 PM on September 25, 2026**. No quotation will be received after **01:00 PM on September 25, 2026**, under any circumstances whatsoever. The quotation will be opened at 03:00 PM. on the same

date or in case of holiday on that day, next working day same time at Reserve Bank of India, Nagpur.

7. The Estimated cost of work is **Rs 2.37 lakh inclusive of GST**. Payment shall be made on completion of entire work as 1st & final bill.

8. The time of completion for the work including submitting Final Report is **30 days** from the date of issue of work order.

9. The quotations shall remain open for acceptance for a period of three months from the date of opening of quotation.

10. Rates should be quoted both in figures and words in specified columns. All erasures and alterations made while filling the tender must be attested by initials of the tender. Overwriting of figures is not permitted and failure to comply with either of these conditions will render the tender void at the Bank's option. Any changes in rates or conditions will not be entertained after opening of the quotations. Wherever there is any discrepancy between the rate(s)/ amount(s) submitted in words and numbers, the value in words shall prevail.

11. The bidder who has quoted lowest amount of fees shall be awarded the work (pre- GST amount shall be considered for comparison if the consultants are under variable slabs of GST).

12. Each of the tender/quotation documents should be signed by the person or persons submitting the tender in token of his/their acquainted himself/themselves with the General Conditions of Contract, Specifications, Special Conditions, etc. as laid down. Any tender with any of the documents not signed will be rejected.

13. The Reserve Bank of India does not bind itself to accept, the lowest or any tender/quotation 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.

14. The Contractor / Auditors shall carry out all the work strictly in accordance with details and instruction of the Bank's Engineer.

**15.** If the Auditor being individual or a firm commits any act of insolvency or shall be adjudged an Insolvent or being an incorporated company shall have an order for compulsory winding up made against it or passed an effective resolution for winding up voluntarily or subject to supervision of the court and official Assignee or liquidator in such acts of solvency or winding up, as the case may be, shall be unable within seven days after notice of him requiring him to do so, to show to the reasonable satisfaction of the 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.

**16.** A Schedule of Probable Quantities in respect of each work and Specification accompany these Special Conditions. The Schedule of Probable Quantities is liable to alteration by omissions, deductions, or additions at the discretion of the Bank.

**17.** The consultants/ Auditors 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 examine and/ or 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.

**18.** While having other requisite professionals in the access auditor's team, it must also comprise of persons with disabilities (UDID card holder with 40% or more than 40% benchmark disability) such as, wheelchair user, visually impaired, speech and hearing impaired etc. while conducting the access audit.

**19.** The appointed auditor shall submit the details of qualifications of personnel as well as details of physical fitness of the team members (type and level of disability for team members with disability) deployed before commencing the audit.

**20.** All disputes arising out of or in any way connected with this agreement shall be deemed to have arisen in Nagpur and only courts in Nagpur shall have jurisdiction to determine the same.

**21.** In case of the appointed consultant being outstation firm/ institution, in addition to the quoted amount for the work, the travelling allowance (as per actual expense on production of the related bills) and halting allowance shall also be paid to the senior

partners/ associates and their junior staff/ associates of the firm/ institution as per Bank's norms.

**22.** The contract value will also be subject to TDS / Withholding Tax as per statutes. While submitting the bill/ invoice for the work, the contractor shall clearly indicate the various components of GST involved in the work value.

**23. The Sexual Harassment of women at workplace:**

The Consultant / Agency shall be solely responsible for full compliance with the provision of "the Sexual Harassment of women at workplace (Prevention, Prohibition and Redressal) Act, 2013.

**a.** 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 Consultant / Agency and the Consultant / Agency shall ensure appropriate action under the-said Act in respect to the complaint.

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

**c.** The consultant shall be responsible for any monetary Compensation that may need to be paid in case the incident involves the employees of the consultant, for instance any monetary relief to Bank's employee, if sexual violence by the employee of the consultant is proved.

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

**24. Non-Disclosure clause:**

**(i)** The Consultant shall not disclose directly or indirectly any information, materials and details of the Bank's infrastructure / systems / equipment etc. which may come to the possession or knowledge of the Consultant during discharging his contractual obligations in connection with this agreement, to any third party and shall at all times hold the same in strictest confidence. The Consultant 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 Consultant shall not publish, permit to be published, or disclose any of the particulars of the works in any trade or technical paper or elsewhere without the previous written consent of the Bank. The Consultant shall indemnify the bank for any loss suffered by the Bank because of disclosure of any confidential information. Failure to observe the above shall be treated as breach of contract on the part of Consultant and the Bank shall be entitled to claim damages and pursue legal remedies.

(ii) The Consultant 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.

(iii) The Consultant's obligations with respect to non-disclosure and confidentiality will survive the expiry or termination of this agreement for whatever reason.

## **25. Force Majeure**

**25.1.** Neither Consultant nor the Bank shall be considered in default in performance of their obligations if such performance is prevented or delayed by events such as war, hostilities revolution, riots, civil commotion, strikes, lockout, conflagrations, epidemics, accidents, fire, storms, floods, droughts, earthquakes or ordinances or any act of God or for any other cause beyond the reasonable control of the party affected or prevented or delayed. However, a written notice is required to be given at the earliest from the happening of the event with complete details, to the Bank by the Consultant.

**25.2.** As soon as the cause of force majeure has been removed the party whose ability to perform its obligations has been affected, shall notify the other of such cessation and the actual delay incurred in such affected activity adducing necessary evidence in support thereof.

**25.3.** From the date of occurrence of a case of force majeure obligations of the party affected shall be suspended during the continuance of any inability caused. With the cause itself and inability resulting there from having been removed, the agreed time of completion of the respective obligations under this agreement shall stand extended by a period equal to the period of delay occasioned by such events.

**25.4.** Should one or both parties be prevented from fulfilling the contractual obligations by a state of force majeure lasting to a period of 6 months or more, the two parties shall mutually decide regarding the future execution of this agreement.

## **26. Patents and Patent Rights Indemnification:**

All specifications, drawings, patents and such other relevant information furnished to the Consultant by the Bank shall be the property of the Bank. If, during the process of execution of the contract, any improvement, refinement or technical changes and modifications are effected by the Consultant, such changes shall not affect the title to the property of the Bank and all the information, specifications, drawings etc. including the improvement/ modifications, effected by the Consultant shall continue to be the property of the Bank. The Bank shall also have the absolute right to assign, transfer, sublet, use and transmit all such information and details to the Bank's Consultants, agents and collaborators and the Consultant shall not have any claim or rights whatsoever in respect of the Bank's drawings, specifications, patents, prototypes etc. even where improvement, refinement, modifications etc. were effected by the Consultant. The Consultant's obligations with respect to the said clause will survive the expiry or termination of this agreement for whatever reason.

## **27. Termination of Contract by the Employer**

(i) If the Consultant 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 to him (written or e-mail) 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 .

(ii) Or if the Consultant (whether an individual, firm or incorporated Company) shall suffer execution or other process of Court attaching property to be issued against the Consultant.

**(iii)** Or shall suffer any payment under this Contract to be attached by or on behalf of any of the creditors of the Consultant.

**(iv)** Or shall assign or sublet this Contract without the consent in writing of the Employer first had and obtained.

**(v)** Or shall charge or encumber this Contract or any payments due of which may become due to the Consultant hereunder.

**(vi)** Or if the Bank's Engineer shall certify in writing that the Consultant,

**(a)** Has abandoned the Contract, or

**(b)** 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 Bank's Engineer notice (written or e-mail) to proceed or

**(c)** 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

**(d)** Has failed to change/modify/customize design/drawing and submit necessary final copies for seven days after receiving the Bank's Engineer written notice / e-mail that the said drawing or design were condemned and rejected by the Bank's Engineer under these conditions, or

**(e)** Has neglected or failed persistently to observe and perform all or any of the acts, matters of things by this Contract to be observed and performed by the Consultant for seven days after written notice shall have been given to the Consultant requiring the Consultant to observe or perform the same.

**(vii)** Then and in any of the said cases the Employer may, notwithstanding any previous waiver, after giving seven days' notice in writing to the Consultant, determine the Contract, but without thereby affecting the powers of the Bank's Engineer or the obligations and liabilities of the Consultant, 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 Consultant. And

further, the Employer by his agents or servants completing the works or by employing any other Consultant or other person or persons to complete the works, and the Consultant shall not in any way interrupt or do any act, matter or thing to prevent or hinder such other Consultant or other person or persons employed for completing and finishing of the work using the drawing and design for the works. When the work shall be completed or as soon thereafter, as convenient, the Bank's Engineer shall thereafter ascertain and certify in writing under his hand what (if anything) shall be due or payable to or by the Employer, for the value of the said services so taken possession of by the Employer and the 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 Consultant and the amount which shall be so certified shall thereupon be paid by the Employer to the Consultant or by the Consultant to the Employer, as the case may be, and the Certificate of the Bank's Engineer shall be final and conclusive between the parties.

**(viii)** The Bank, without prejudice to any other remedy for breach of Contract, by a written notice of not less than 30 (thirty) days sent to the Firm/Consultant, may terminate the Contract in whole or in part:

- a.** If the Consultant/ Firm fails to deliver any of the Services within the period(s) specified in the Contract, or within any extension thereof granted by the Bank; or
- b.** If the Consultant/ Firm fails to perform any other obligation(s) under the contract.
- c.** Laxity in adherence to standards laid down by the Bank; or
- d.** Discrepancies/deviations in the agreed processes or
- e.** Violations of terms and conditions stipulated in this EOI.

**(ix)** If the contract is terminated under any termination clause, the Consultant/ Firm shall handover all design documents/ executable/ Bank's data or any other relevant information to the Bank in timely manner and in proper format/soft copies as well as hardcopies as per scope and shall also support the orderly transition to another Consultant/ Firm or to the Bank as decided by the Bank.

(x). During the transition [under clause 27 (ix)], the Firm/Consultant shall also support the Bank on technical queries/support during execution.

(xi). The Bank's right to terminate the Contract will be in addition to the penalties and other actions as deemed fit.

## **28.Termination of Contracts by Consultant:**

(i) If the 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 Consultant to the Employer, or if the Employer interferes with or obstructs the issue of any such Certificate, or if the Employer shall repudiate the Consultant, or if the works be stopped for three months under the order of the Bank's Engineer or by any injunction or other order of any Court of Law, then and in any of the said cases the Consultant shall be at Liberty to determine the Contract by notice in writing to the Bank's Engineer, and he shall be entitled to recover from the Bank, 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.

(ii) In arriving at the amount of such payment the net rates/amount contained in the Consultant's original Tender shall be followed or where the same may not apply valuation shall be made in accordance with the relevant clause is applicable, hereof.

## **29. Insurance in respect to damages to persons and property**

(i) The Consultant 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 under this contract until the completion of the entire work, with an insurance company approved by the Employer, a **Personal Accident Insurance Policy** for Insurance for the full amount of the contract in the joint names of the employer and the Consultant (the name of the former being placed first in the policy) against risk for personal accident for key experts, domain specialists, support staff, technicians, administrative personnel, any sub-consultant or third-party personnel engaged by the Consultant and deposit such policy or policies with the

employer before commencing the works. The minimum limit of the coverage under the policy shall be ₹2 lakh per person for any one accident or occurrence subject to an overall ceiling of ₹10 lakh.

(ii) Without prejudice to his liability under this clause, the Consultant shall also cause all nominated sub-Consultants to effect, for their respective portions of the works, similar policies of insurance in accordance with the provisions of this clause and shall produce or cause to produce to the employer such policies. The Consultant shall not permit a nominated sub-Consultant to commence work at the site unless the said insurance policies are submitted. In the event of failure of the sub-Consultant to take out such a policy of insurance before commencing the works at the site, the Consultant shall be responsible for any claim or damage attributable to the said sub-Consultant.

(iii) The rates quoted in the scope of this tender shall include all costs of insurance premiums to be paid in respect of insurance policies. Policies shall be taken before the commencement of work and shall be maintained without any gap till the issue of virtual completion certificate by the Bank.

**30.** The appointed consultant shall furnish a Professional Indemnity Bond for compliance to extant codal provisions and the relevant guidelines, etc. within 14 days from the date of award of work as per the format given in [Annexure II](#).

**I/We hereby declare that I/we have read and understood the above instructions to the consultants/access auditors.**

**Place :**

**Signature of consultant/access  
auditor with seal and address**

**Date :**

## **B. Technical specification and scope of the work of Access audit**

The selected bidder/consultant/access auditor shall provide a comprehensive accessibility audit and Gap analysis report, identifying existing barriers and recommending potential improvements. The Accessibility Audit of physical infrastructure shall be carried out complying with the acts/rules/regulations of Department of empowerment of persons with disabilities, Ministry of social justice and empowerment, and shall be in accordance with the Harmonised guidelines and standards for universal accessibility in India 2021 by Ministry of Housing and Urban Affairs and shall submit a report/ recommendation for retrofitting of the infrastructures.

**The scope of work for the Access Audit shall include but not limited to:**

**a. Accessibility Audit** – Verify the accessibility of building (refer [Annexure I](#)) and area surrounding up to the compound wall of the premises including the point of entry into the premises from public access point- It shall cover physical environment of office premises including office buildings (entrance, reception, lobby, doors, stairs, lifts, workstations, washrooms, pantry, navigation, and other relevant areas, etc.) parking, accessible route, emergency evacuation, drop-off points, signages, etc.

**b. Gap Analysis** – Comparison of available accessibility of facilities with the standard requirements for accessible buildings.

**c. Retrofitting/ Upgradation** – Suggestions for Improving the accessibility of existing building. The recommendations shall be based on Universal Design Principles and shall be compliant with National Building Code 2026. The recommendations shall be categorized as (i) high priority (ii) medium priority (iii) programmatic changes and (iv) reasonable accommodation.

**d. Documentation & detailed report of observations highlighting areas of noncompliance, suggestions for corrective measures, comprising of sample drawings and 3D renderings for ease of understanding and execution of recommendations etc.** The report so prepared shall consist of components as enlisted below and the corrective measures suggested shall be such that it can be successfully integrated to the existing building architecture, form, and function:

**(i)** Universal design elements within building premises comprising of details like walkways/ pathways, levels, grooves & gratings, barriers/ hazards, parking, kerb,

ramp, etc. It shall also encompass other detailed observations inside and outside building like floor surfaces, approaches, internal corridors/ access routes, doors/ windows, level changes, toilets, seating spaces, pantry, and other relevant areas, etc.

(ii) Requirement/ provisions of signages and its locations indicating all the details.

(iii) Level changes including details for kerb ramps (or curb ramps), ramps, stairs, lifts, etc.

(iv) Access to Toilet facility

(v) Fire evacuation needs.

(vi) Alighting and boarding areas

(vii) Road around premises

(viii) Adapted housing for exterior and interior

(ix) Access Audit Checklist

Kindly note that above list is only indicative, and the detailed report shall be prepared as per norms/ guidelines issued by the Government and as required, to give Bank an overall view of the available existing facilities and the standard requirement as per norms.

**Note :-** The rates / amount quoted by the firms should be inclusive of all expenses such as conveyance for site visits, professional fees, all taxes (GST shall be mentioned separately in the price bid at specified space), accommodation, all required manpower [Electrical/ Civil technicians as required during the field studies for Access audit work] for carrying out the scope of works, transportation , sample testing and reports, if any and all other works required for the completion of the audit and submission of one copy of draft report before submitting the final report of Access audit (including making changes in draft report as required by Bank/ competent authority or till the satisfaction of Bank's Engineer), 02 copies hard bound of report and soft copy of drawings including Auto CAD file, if applicable.

**e. Equipment/measuring instruments:** - All the equipment/instruments required for carrying out the Audit will have to be arranged by the firm without any extra payment to the Bank. The firm should have the minimum equipment/instruments for the Audit as deemed necessary. Please note that the Bank will not provide any kind of assistance in the form of men/material and the firm will have to make their own arrangement for all assistance.

**f. Work at site:** - The firm may visit the premises and ascertain site conditions. The work must be carried out in a working office building without causing inconvenience to the normal working of the Bank. Permission for the work will be given on holidays and after office hours at the discretion of the Bank. No extra claims will be admissible later on these grounds. The firm should deploy only qualified and experienced Engineers/Technician having requisite licenses to carry out such works. Utmost care shall be exercised by the firm in carrying out the work to ensure that no damage is caused to persons and properties. The Bank will not be liable for any injury or damage to persons and any such happening will be entirely the responsibility of the firm. The persons carrying out the Audit shall also use all the required personnel protective equipment for their own protection.

**g. Report:** - The report shall contain all the building information, method, and details of assessment. It should include the log sheet of data collected/ measured at site, analysis of data, observations, findings, checklist if any and recommendations for achieving the objective of barrier free infrastructure. The recommendations shall be based on Universal Design Principles and shall be compliant with National Building Code 2026. The recommendations shall be categorized as (i) high priority (ii) medium priority (iii) programmatic changes and (iv) reasonable accommodation. **It shall also consist of details of material specifications (including list of approvable makes), technical details, specifications, and cost estimates of works to be carried out, required necessary drawings and/ or 3D renderings of highlighting the proposed accessibility modifications, etc.** No separate claim shall be raised for submission of any drawings/ technical specifications for recommended retrofitting/ modification works. This shall include recommendations for ramps, rails, accessible toilets, etc. indicated above in this document for wheelchairs users, brail signages and auditory signals, tactile flooring, causing curb-cuts and slopes to be made in pavement for easy access of wheelchair users, devising appropriate symbols of disability, etc. The report

shall also highlight operation and maintenance measures/ observations and best practices for ensuring a barrier -free infrastructure and environment, covering a wide range of disability in the building.

**Place:**

**Signature & Seal of the Firm:**

**Date:**

**Name:**

**Address:**



**भारतीय रिज़र्व बैंक**  
**Reserve Bank of India**  
**Estate Department**  
**Nagpur**

**Providing comprehensive consultancy services for conducting accessibility audit of RBI Main Office Building and Additional Office Building, Nagpur**

**Bill of Quantities**

| Item No          | Description of Items                                                                                                                                                                                                                                                                                                                                                                                                                             | Unit | Quantity | Amount (Rs) |
|------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------|----------|-------------|
| 1                | Conducting Access Audit as per the scope of work specified in the tender, documentation of the Audit reports, to complete the Audit Reports (audit report including gap analysis report and recommendation of retrofitting/ upgradation measures) etc., all complete as required at site or as directed by Bank's Engineer for the Bank's Office building. Submission of 02 copies of hard bound Final report and soft copy of all the drawings. |      |          |             |
| (a)              | RBI Main Office Building and Annex Building, Nagpur.                                                                                                                                                                                                                                                                                                                                                                                             | L.S  | 1 Job    |             |
| (b)              | RBI Additional Office Building, Nagpur.                                                                                                                                                                                                                                                                                                                                                                                                          |      |          |             |
|                  | CGST                                                                                                                                                                                                                                                                                                                                                                                                                                             | @    | ___%     |             |
|                  | SGST                                                                                                                                                                                                                                                                                                                                                                                                                                             | @    | ___%     |             |
| Rs               | Total amount for conducting accessibility audit                                                                                                                                                                                                                                                                                                                                                                                                  |      |          |             |
| Amount in words: |                                                                                                                                                                                                                                                                                                                                                                                                                                                  |      |          |             |

**Place:** **Signature of Consultant/Access auditor with seal and address with contact Nos:-**

**Date:**

## ANNEXURE I

### **Details of property where Audit is to be carried out:**

|                                |                                                                                                                                               |
|--------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------|
| Name of property               | RBI Main Office Building premises, Nagpur, and Additional Office Building premises                                                            |
| Year of Construction           | a. Main Office Building (MOB)-1956<br>b. Annex Building, MOB -1970<br>c. Additional Office Building (AOB)– 1986                               |
| Type (Residential/ Commercial) | Office                                                                                                                                        |
| Age of the Building            | a. Main Office Building (MOB) – 70 years<br>b. Annex Building, MOB – 56 years<br>c. Additional Office Building (AOB)– 40 years                |
| Built up area                  | a. Main Office Building (MOB) – 1,48,594 sq.ft<br>b. Annex Building, MOB– 16,000 sq.ft<br>c. Additional Office Building (AOB)–1,29,530 sq.ft. |
| Total no. of floors            | a. Main Office Building - 4 floors<br>b. Annex Building - 4 floors<br>c. Additional Office Building (AOB) – 4 floors                          |

## **Annexure - II**

### **Providing comprehensive consultancy services for conducting accessibility audit of RBI Main Office Building and Additional Office Building, Nagpur**

THIS INDEMNITY BOND is executed at \_\_\_\_\_, on this ..... of month.....2026, by

....., having its Registered Office at....., (hereinafter called the "Indemnifier/Consultant" which expression shall mean and include their successors, administrators, executors, legal representatives and assigns) in favour of the RESERVE BANK OF INDIA, having its Central Office at Central Office Building, Shahid Bhagat Singh Road, Fort, Mumbai - 400 001, (hereinafter called the "Indemnified/RBI" which expression shall mean and include its successors, legal representatives, administrators and assigns)

WHEREAS the Consultant, as per the provisions of the contract between the Consultant and RESERVE BANK OF INDIA, has/have started/shall provide comprehensive consultancy services towards accessibility audit of RBI Main Office Premise, \_\_\_\_\_, fully, described in the Contract, particularly in accordance with the Harmonised guidelines and standards for universal accessibility in India 2021 issued by Ministry of social justice and empowerment and submit a report/ recommendations for retrofitting of the infrastructures compliant with National Building Code of India, 2026 (hereinafter referred to as the "NBCI") and has maintained/shall maintain all necessary provisions spelt out in the NBCI/ relevant IS Codes.

AND WHEREAS all materials already in use or to be used and workmanship already adopted or to be adopted in such consultancy work shall as far as possible be of good quality as referred to in the NBCI/ relevant IS Codes and any alternative materials or workmanship if used, must be in conformity with the standards recommended by NBCI/ relevant IS Codes.

AND WHEREAS in terms the General Instruction and special conditions to consultant (in Section – A), the consultant shall indemnify Indemnified/RBI

against any damage expense, liability, loss or claim which the Employer might incur, sustain or to be subject to arising from any breach of the Consultant's responsibility and/or warranty set out in relevant provisions contained in the tender.

AND WHEREAS the Indemnifier has agreed to furnish such indemnity to the Indemnified.

NOW THIS BOND OF INDEMNITY WITNESSETH that the hereby guaranteed and agrees at all times to save and defend and keep harmless the Indemnified/RBI, their successors and assigns and keep indemnified the RBI from and against all claims, demands, actions, proceedings, losses, damages, judgements, costs, charges and expenses which may be brought against the RBI or commenced against the RBI and which the RBI may have to incur, pay or suffer directly or indirectly on account of or in connection with the following:

- 1) Any type of negligence or non-compliance of or deviation from rules and regulations or in respect of the faulty design and specification of materials/alternative materials used or faulty workmanship/alternative workmanship adopted by the Consultant, at any stage during consultancy or thereafter in such event the RBI shall not be held responsible.
- 2) Any damage due to faulty design, substandard technique or any other reasons whatsoever.
- 3) At any time during the period of consultancy it is found that the work is not carried out complying with the acts/rules/regulations of Department of empowerment of persons with disabilities, Ministry of social justice and empowerment, and in accordance with the Harmonised guidelines and standards for universal accessibility in India 2021 of Ministry of Housing and Urban Affairs or it is subsequently detected that any paper/document submitted by the Consultant is/are false or has not been issued by the concerned competent authority or consultancy work is at variance with the guidelines and instructions issued thereof in such event the RBI shall have the right to suspend the work and direct the Consultant to remedy the defects

failing which legal action will be initiated by the RBI.

4) Non-compliance/ non-adherence by the Consultant of the requirements of the NBCI/ relevant IS Codes, technical standards, laws, designs including any inadequacy, insufficiency, impracticability or unsuitability in or of the Bank's requirements or any part thereof and failure to fulfill their responsibility in respect of the suitability, adequacy, integrity, durability and practicality of the RBI's proposal, in such event, the Consultant shall take into account, address or rectify such inadequacy, insufficiency, impracticability or unsuitability at the Consultant own cost.

IN WITNESS WHEREOF this Bond of Indemnity is executed on this\_\_day of  
\_\_\_\_\_, at  
\_\_\_\_\_, in the  
presence of the following witnesses. For \_\_\_\_\_  
\_\_\_\_\_

Witnesses

CONSULTANT/ INDEMNIFIER