RESERVE BANK OF INDIA

Dehradun

Notice Inviting e-Tender [NIT]

Supply of sufficient number of adult and able-bodied labourers for handling of note boxes and briquette bags at Reserve Bank of India, Dehradun

Online Tenders in two parts (Part-I Techno-Commercial Bid and Part-II Price Bid) through E-Tendering process are invited from eligible, adult and able-bodied labour supply contractors for Supply of sufficient number of adult and able-bodied labourers for handling of note boxes and briquette bags at Reserve Bank of India, Dehradun. The period of contract will be from from **01 December 2026 or date of issue of work order, whichever is later, up to 31 March 2027.** The contract is extendable for similar periods, on two occasions (once at a time), on the basis of the formula stipulated in the tender document. work is estimated to cost approx. **₹19,05,000/- for 12 Months**.

2. Online tenders will be available for viewing/ downloading to all bidders from **03:00 PM on November 02, 2026** onwards. The Bidders who do not comply with the eligibility criteria and technical evaluation will not be considered for opening of their Part-II price bid tender.

3. The Bidders who do not submit Earnest Money Deposit (EMD) along with techno-Commercial bid will not be considered for opening of Part-I of tender. The EMD paid by NEFT (with proof) shall be submitted through email – issuedehradun@rbi.org.in to reach us latest by **02:30 PM on November 23, 2026.**

4. A Pre-bid meeting (off-line mode) of the intending Bidders will be held on **November 09, 2026, from 11:00 AM** at Issue Cell, Reserve Bank of India, Plot No. 16-17, IT Park, Sahastradhara Road, Dehradun.

5. All the documents mentioned in the tender document should be uploaded on CPP Portal i.e., https://etenders.gov.in/eprocure/app. The same will be downloaded for evaluation by the Bank.

6. After examination, if any of the Bidder is not found to possess the required eligibility, their tenders may be rejected by the Bank.

7. Part-I of the tenders will be opened on-line at **03:30 PM on November 25, 2026** in the presence of the authorized representative of the Bidders who choose to be present at the time of opening the Part I of the Tender. Part II (Price Bid) will be opened only for bidders found eligible upon scrutiny of Part I. Eligible bidders will be informed separately through email in advance.

8. The Bank is not bound to accept the lowest tender and reserves the right to accept either in full or in part any tender. The Bank also reserves the right to reject all the tenders without assigning any reason there for.

Regional Director
Reserve Bank of India
Dehradun

Date: November 02, 2026

Schedule of Tender

a. E-tender No.	2026_RBI_296628
b. Name of work	**Supply of sufficient number of adult and able-bodied labourers for handling of note boxes and briquette bags at Reserve Bank of India, Dehradun**
c. Mode of Tender	e-Procurement System (Online) – Part I (Techno-Commercial Bid) and Part II (Price Bid) through the CPP Portal https://etenders.gov.in/eprocure/app. Manual / offline bids will not be accepted.
d. Estimated Cost	₹19,05,000/- (Rupees Nineteen Lakh Five Thousand only) for 12 Months.
e. Duration / Period	From 01 December 2026 or date of issue of work order, whichever is later, up to 31 March 2027.
f. Manpower to be deployed	04 labourers and 01 supervisor.
g. Earnest Money Deposit (EMD)	₹38,100/- (Rupees Thirty-Eight Thousand One Hundred only), payable only through NEFT / Demand Draft / Bank Guarantee. Bids received without EMD shall be treated as non-bona fide and rejected from participation in the tender process. No interest will be paid on the EMD.
h. NEFT details for EMD	Beneficiary Name: Reserve Bank of India Dehradun A/c No.: 186003001 IFSC: RBIS0DNPA01 (5th and 10th digit may be read as Zero (0))
i. Date of availability of E-Tender Document for download on CPP portal /RBI website	November 02, 2026 from 03:00 PM onwards
j. Starting date & time for submission of Part I and Part II bids	November 02, 2026 from 03:00 PM onwards.
k. Pre-bid meeting	November 09, 2026 at 11:00 AM Venue: Issue Cell, Reserve Bank of India, Dehradun
l. Publication of minutes of pre-bid meeting	November 11, 2026 on RBI website / CPP Portal.
m. Last date & time for submission of EMD	November 23, 2026 till 02:30 PM (EMD must be reflected in the Bank's account by this time).

n. Last date & time for submission of tender	November 23, 2026 till 03:00 PM.
o. Opening of Part I (Techno-Commercial Bid)	November 25, 2026 at 03:30 PM.
p. Opening of Part II (Price Bid)	Part II will be opened only for bidders found eligible upon scrutiny of Part I. Eligible bidders will be informed separately through email.
q. Minimum eligibility	(a) Registered firm / contractor with valid GST registration and Shop & Establishment / Contract Labour (R&A) Act registration, as applicable. (b) Experience of supplying labour to any Government / PSU / statutory body during the last three years, supported by work order / completion certificate. (c) Compliance with the Code on Wages, 2019 / applicable minimum wages notified by the Government of Uttarakhand for the concerned category of labour. (d) The contractor shall deploy only adult (18 years and above) and able-bodied labourers, with statutory compliance (PF, ESI / WC, wage payment) being the sole responsibility of the contractor.
r. Nature of work	Shifting and handling of note boxes; shifting and stacking of soiled-notes briquette bags generated at the Issue Cell; and such other material-handling / house-help type assistance as may be required by the Issue Cell from time to time, within the premises of RBI Dehradun.
s. Bid security / performance security	Performance security as per the terms of the tender document, to be furnished by the successful tenderer before issue / commencement of work under the work order.
t. Contact for clarifications	Shri Sonusingh Yadav, Email: sgyadav@rbi.org.in, Mobile: 8141228253 Shri Jagat Prasad, Email: jagatp@rbi.org.in, Mobile: 9540044443

Date: November 02, 2026

Regional Director
Reserve Bank of India
Dehradun

Reserve Bank of India
Issue Department

Dehradun

E-Tender/bid for

Supply of Sufficient Number of adult and able-bodied labourers for handling of coin bags and note boxes at Reserve Bank of India, Dehradun

Part – I

(Techno commercial bid)

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Section-I

Notice Inviting E-Tender (NIT)

Supply of Sufficient Number of adult and able-bodied labourers for handling of coin bags and note boxes at Reserve Bank of India, Dehradun

The Reserve Bank of India, invites Open E-tender in two parts for captioned services/work. The estimated cost of the services/work is ₹19,05,000/-.

2. **Eligibility Criteria: Section III clause 4**

3. The e-tender will be hosted by **Central Public Procurement Portal (CPPP)** https://etenders.gov.in/eprocure/app as third party on behalf of Reserve Bank of India (hereinafter called the Bank). Therefore, interested firms are required to register on the CPP portal to participate in the tendering process. The detail regarding the registration on CPPP and procedure of e tendering has been attached at **Annexure II.** E-Tender shall be submitted online in two parts. Part I of the e-tender will contain the standard technical and commercial conditions for the proposed services/work and Part II of the e-tender will contain the price bid. All required annexures along with documentary proofs will also be uploaded along with Part I of the tender. This is an e-tender bid and the bidders are not required to be present for opening.

4. The Bank is under no obligation to accept the lowest bid and reserves the right to accept any tender either in whole or in part. The Bank reserves the right to reject any or all tenders at its sole discretion, without providing any reason therefor.

5. The Bank reserves the right to issue addendum / corrigendum/ minutes/ pre-bid meeting etc., which shall be published solely on the official website of RBI. Such updates shall form an integral part of the tender document, and no separate notification will be sent to the individual bidders. It is the sole responsibility of the bidder to monitor these portals for any amendment/s.

6. The schedule for the tender (SOT) is as follows

i.	**E-Tender No.**	2026_RBI_296628
ii.	**Mode of Tender**	e-Procurement System (Online Part I – Techno-Commercial Bid and Part II - Price Bid through CPP Portal https://etenders.gov.in/eprocure/app
iii.	**Name of Work &** **Estimated Cost**	E-Tender for Supplying Sufficient Number of adult and able-bodied labourers for handling of note boxes and briquette bags at Reserve Bank of India, Dehradun ₹19,05,000/-

iv.	**Earnest Money Deposit (Only through NEFT)**	**₹38,100/- (Rupees Thirty Eight Thousand One HundredOnly)** Any bids received without EMD shall be treated as non bona fide and shall be rejected from participating in the tender process. **NEFT Details-** Beneficiary Name – Reserve Bank of India Dehradun A/c No. 186003001 IFSC: RBIS0DNPA01 (5th and 10th digit may be read as Zero (0)) No interest will be paid on EMD.
v.	**Date of availability of E-Tender Document for download on CPP portal /RBI website**	November 02, 2026 from 03:00 PM onwards
vi.	**Starting date of e-tender for submission of Part I (Techno-Commercial Bid) and Part II (Price Bid) at**	November 02, 2026 from 03:00 PM onwards
vii.	**Date and time of pre-bid meeting**	November 09, 2026 at 11:00 AM **Venue**: Issue Cell, Reserve Bank of India, Dehradun
viii.	**Date of Publishing minutes of pre-bid meeting on RBI website/CPPP**	November 11, 2026
ix.	**Last date and time of submission of EMD**	November 23, 2026 till 02:30PM (Must be reflected in our account by this time)
x.	**Last Date and time of submission of Tender**	November 23, 2026 till 03:00PM
xi.	**a. Date and Time of opening of Part I (Techno-Commercial Bid)** **b. Date of opening of Part II (Price Bid)**	November 25, 2026 on 03:30PM Part II of the tender will be opened only for those bidders who are found eligible upon scrutiny of the Part I submissions. The eligible bidders will be informed separately through email

xii.	**Name of officers regarding any clarification on this tender /forwarding the detail of EMD etc.**	Name: Sonusingh Yadav Email: sgyadav@rbi.org.in Mobile Number: 8141228253 Name: Jagat Prasad Email: jagatp@rbi.org.in Mobile Number: 9540044443

Regional Director

Reserve Bank of India

Dehradun

Section II
Form of Tender

To,
The Regional Director
Reserve Bank of India
Issue Department
Dehradun - 248013

Madam/Dear Sir,

Having examined the drawings, specifications, designs and bill of quantities relating to the services/works specified in the Memorandum hereinafter set out and having visited and examined the site of the services/works specified in the said Memorandum and having acquired the requisite information relating thereto as affecting the Tender, I/we hereby offer to execute the services/works specified in the said memorandum within the time specified in the said memorandum at the rates mentioned in the attached bill of Quantities and in accordance in all respects with the specifications, designs, drawings and instructions in writing referred to in Conditions(General and special) of Tender, Articles of Agreement, special condition of contract, general condition of contract hereinbefore referred to, specifications, data sheet and Bill of quantities and with such materials as are provided for, by and in all other respects in accordance with such conditions so far as they may be applicable.

MEMORANDUM

Sr. No.	Particulars	Details of Tender
1	**Description of Work**	E-Tenders are invited by Reserve Bank of India, Dehradun from eligible bidders. The tenderer shall supply sufficient number of adult and able-bodied labourers/mazdoors, which should not be less than 04 + 1 Supervisor per day, as specified in requisition for: (a) Loading, unloading, weighing, carting, stacking etc., of Briquettes packed in bags and also for miscellaneous incidental items of work in the premises of RBI, Dehradun, or at any premises identified by the Bank. (b) Loading, unloading, weighing, carting, stacking, spreading etc., of full notes boxes (Wooden / Metal), empty boxes and also for miscellaneous incidental items of work in the premises of RBI, Dehradun, or at any premises identified by the Bank. *The Bank may increase the decrease the number of labourers required for the work as per its requirement. In such cases of increase / decrease, the payment shall be made on proportionately on the basis of the rates quoted by the bidder in this tender.
2	**Estimated Cost**	**₹19,05,000/-** (Rupees Nineteen Lakh Five Thousand Only) – for twelve months. However, the contract period shall be valid from the date of award of contract or December 01, 2026, whichever is later to March 31, 2027. Payment will be made on proportionate basis as per the award of work.

		The amount is indicative only and the Bank is not under any obligation to incur expenditure equal to or exceeding the estimated cost / expenditure mentioned in this memorandum.
3	**Mode & Terms of payment**	Through NEFT/RTGS mode. Payment shall be made every month after statutory deductions and after satisfactory completion of the service against submission of complete and proper bill on actual basis. The bidder shall quote his rates which shall remain firm for the first year.
4	**Earnest Money Deposit (EMD)**	**₹38,100/- (Rupees Sixty-Eight Thousand One Hundred Only)** Any bids received without EMD shall be treated as non bona fide and shall be rejected from participating in the tender process. **NEFT Details-** Beneficiary Name – Reserve Bank of India Dehradun A/c No. 186003001 IFSC: RBIS0DNPA01 (5th and 10th digit may be read as Zero (0)) No interest will be paid on EMD
5	**Contract Period**	The tender period shall be from April 01, 2026 to March 31, 2027 and the contract period shall be valid from the date of award of contract or December 01, 2026, whichever is later to March 31, 2027. Subsequently, it may be extended for maximum of two occasions for FY 2027-28 & 2028-29, once at a time, without any variation in the terms and conditions, subject to satisfactory performance of the successful bidder.
6	**Performance Bank Guarantee/ Security Deposit (applicable to the awarded contractor)**	The On award of contract, the Successful Bidder shall furnish an amount equal to 5% (Five percent) of the contract value in the form of a Performance Bank Guarantee from any Scheduled Bank or transfer an amount equivalent to the PGB through NEFT/RTGS to the account number mentioned by the Bank above or withholding of an amount equivalent to the PBG from the monthly bills, with explicit written consent regarding such withholding of amount from the successful bidder to the Bank (which will be submitted along with letter of acceptance) towards security deposit for the due fulfilment of the contract. This amount must be valid at least till the completion of contractual obligations or submission of PBG in its real form (i.e., issued by the scheduled bank) within 14 days from the date of issue of work order. The Earnest Money Deposit furnished at the time of submission of quotation will be returned thereafter. This Bank Guarantee towards security deposit shall be valid at least till the currency of the contract with a minimum claim period of three months from the expiry of validity. All compensation or other sums of money payable by the Successful Bidder to the Bank under the terms of this Contract may be deducted from the security deposit, if the amount so permits unless the Successful Bidder deposits such amounts by cheque/Demand Draft/NEFT within ten (10) days of issue of

		demand notice by the Bank. **No interest will be paid on Security Deposit.**

2. We also agree that our tender will remain **valid for acceptance by RBI/the Bank for 90 days** from the date of opening of Part I of the tender and this period of validity can be extended for such period as may be mutually agreed between the Bank and us in writing. We also agree to keep the **Bank Guarantee /NEFT towards earnest money deposit (EMD)** valid during the entire period of validity of tender and the extended period, if any, as per enclosed proforma **(Annexure VII).**
3. Should our tender be accepted; we hereby agree to abide by and fulfil all the terms and conditions of the contract. In the event of any default on our part, we acknowledge the Bank's right to forfeit our Earnest Money Deposit [EMD] and agree to pay the Bank or its successors, or assignees or nominees, any such sums of money as are stipulated in the said conditions.
4. Should our Tender be accepted; we hereby agree to abide by and fulfil all the terms and conditions of the Tender. In the event of any default thereof, we acknowledge the Bank's right to forfeit ……and agree to pay to the Bank or its successors, or assignees or nominees such sums of money as are stipulated in the conditions contained in the tender together with the written acceptance of the Contract.
5. We acknowledge that you reserve the right to accept or reject any or all the tenders, either in whole or in part, without assigning any reason therefor. If we fail to execute the Contract when called upon to do so, we hereby agree that EMD deposited shall be forfeited by the Reserve Bank of India.
6. We hereby declare that we shall treat the tender documents and other records connected with the work as secret/confidential documents. We undertake not to communicate any information/derived therefrom to any person other than a person to whom I/We am/are authorized to communicate the same nor shall we use the information in any manner that could be prejudicial to the safety, security or interests of the Reserve Bank of India.

Dated this ……..day of …….. 2026.

For and on behalf of M/s ……..

_____

(Signature of authorized signatory with seal)

Name _____

Designation _____

Place _____

Date _____

(Certified true copy of Board Resolution or mandate or Power of Attorney of the above signatory as authorized signatory should be enclosed as per format **Annexure I**.)

Section III
A. General Instructions to Bidders

1. This is an open e-tender enquiry in two parts i.e., Part I (Techno Commercial) I and Part II (Price bid). Only those bidders who are qualified for the services/work as per pre-qualification/eligibility criteria stipulated in the tender are eligible to participate in this tender.

2. **Scope of services/work**: A scope of the services/work is as below:
The tenderer shall supply sufficient number of adult and able-bodied labourers/mazdoors, which should not be less than 04 + 1 Supervisor per day, as specified in requisition for:

(a) Loading, unloading, weighing, carting, stacking etc., of Briquettes packed in bags and also for miscellaneous incidental items of work in the premises of RBI, Dehradun, or at any premises identified by the Bank. Each Bag weighs at around 50-60 Kg.

(b) Loading, unloading, weighing, carting, stacking, spreading etc., of full notes boxes (Wooden / Metal), empty boxes and also for miscellaneous incidental items of work in the premises of RBI, Dehradun, or at any premises identified by the Bank. Each Wooden Box weighs at around 80-100 KG & each Metal Box weighs at around 90-120 Kg.

The Bank may increase / decrease the number of manpower required for the work as per its requirement. In such cases of increase / decrease, the payment shall be made proportionately on the basis of the rates quoted by the bidder in this tender as per below mentioned formula:

Amount for providing Additional Manpower (1 no.) = Cost of (1 no.) additional manpower per day x No. of additional manpower provided on that day.

Where,

Cost of (1 no.) additional manpower per day = Contract Value / **(**No. of manpower prescribed in the tender (05) **x** No. of working days prescribed in the tender (312) in a year**)**.

3. **E-Tender on CPPP**: The procedure for e -tendering has been detailed at Annexure II. The details of firms required to be furnished in format specified at Annexure III. The estimated cost of the services/work with completion period has been mentioned in Section I.

4. **Eligibility Criteria**: Firm must have fulfilled following eligibility criteria.

4.1 **Duration of past experience**: Should have minimum 5 years of experience of executing similar services/works (during last 5 years ending last day of month previous to the one of which tenders are invited). Bidder should furnish their client list showing the details of services/work carried out by them during the last 5 years. The list shall include details such as Name of the Client, Value of services/work executed, Date of Start and Finish of the services/work, Reasons of delay, if any, etc. The bidder should submit documentary evidence in support of minimum experience of 5 years (i.e., If the advertisement is issued in the year 2026, then the bidder should have undertaken services/work in 2021).

and

4.2 **Minimum value of each completed services/work (qualifying)**: Experience of having successfully completed similar services/works during last 5 years ending last day of month previous to the one of which tenders are invited should be either of the following:

i. Three similar completed services/works each costing not less than the amount equal to 40% of the estimated cost.

or

ii. Two similar completed services/works each costing not less than the amount equal to 50% of the estimated cost.

or

iii. One similar services/work costing not less than the amount equal to 80% of the estimated cost.

and

4.3 **Yearly turnover**: Minimum average annual turnover of at least 30% of estimated expenditure during the last three years duly supported by audited financial statements of estimated cost or more during the last three financial years ending 31st March 2026

and

4.4 **Solvency:** Should furnish solvency certificate issued by the bidder's banker, specifically for the purpose of the services/work, for an amount equal to the estimated cost of the services/work. Not older than six months from the date of issue of tender.

and

4.5 **Service setup:** Full-fledged service setup should be available for the specified job at Dehradun. If not available, provide an undertaking in regarding along with the tender part 1 regarding establishment of such set-up on award of contract.

4.6 The Bidders should invariably furnish the following information/documents along with the tender documents to satisfy the Bank about their eligibility for participation in the e-Tendering process.

i.	Details of bidder	Full particulars (whether Bidder is an individual, or a partnership firm, or a company etc.) of the composition of the firm of bidders in details should be uploaded along with name(s) and address (es), of the partner's copy of the Articles of Association/ Power of Attorney/other relevant document. **Refer: Annexure I & III**
ii.	Services/work experience & Completion of similar services/works of specified value during the specified period	(i) Bidder should fill up the information in **Annexure IV** annexed hereto indicating client-wise names of Similar Services awarded and actual cost(s), completion date stipulated in Contract and actual date of completion, etc. and should submit along with the documentary evidence as proof of minimum five years of experience of completed Similar Services* viz. Copies of detailed services/work order/s and agreement, indicating date of award, Contract amount, scope of the services/work/services, time given for completing the services/work, etc. and the corresponding completion certificate(s) indicating actual date of completion and actual value of executed similar services/work/s issued by the client(s). For services/works executed for government /public sector companies and copies of services/work order, agreement, services/work completion certificate along with Tax Deducted at Source (TDS) certificate(s) issued by the client(s) for services/works executed for private companies. (ii) The details along with documentary evidence of previous experience, if any, of carrying out services/works for the Reserve Bank of India at any other office should also be given.

iii.	Credit worthiness of the bidder and their turnover during the specified period	Income Tax Assessment Orders along with the latest final accounts of the business of the firm duly certified by a Chartered Accountant should be enclosed in proof of their creditworthiness and turnover for last three years.
iv.	Service setup	Certificate /any other valid document in support of having a full-fledged service setup at Dehradun or If not available, provide an undertaking in regarding along with the tender part 1 regarding establishment of such set-up on award of contract, should be enclosed. **(Annexure III)**
v.	Client certificates	In the format **Annexure V from each client.**
vi.	Solvency/ Banker Certificates	In the format of **Annexure VI**

4.7 Bidder, intending to apply, will have to satisfy the Bank by furnishing documentary evidence in support of their possessing required eligibility. The bank reserves the right to reject the candidature of any bidder who fails to do so. While the Bank retains the right to request clarification or missing administrative certificates and independently verify them, any document found to be fabricated, forged, or altered will lead to immediate rejection of the bid and potential debarment.

4.8 The Bank shall obtain reports on the past performance of the bidders from their clients and bankers alongside validating submitted solvency certificates. Evaluation of the said reports shall be completed before opening of the Part – II of the tenders. If any bidder is not found to possess the required eligibility at any stage of the process, or if his performance reports received from his clients/bankers are found unsatisfactory, the Bank reserves the right to reject his offer even after opening of Part - I of the tender. Consequently, his Part II bid will not be opened and the EMD shall be returned to him in its original form. The Bank is under no obligation to assign any reason for such actions.

5. **Tendering Process**:

i. The tenders for the above services/work in **two parts** i.e., **Part I** containing commercial-technical bid of captioned tender, and the terms and conditions (Rates and amounts of items shall not appear anywhere in this part) and **Part II** containing only rates need to be uploaded at CPP portal as per NIT.

ii. Part I of the tender will be opened at the date and time mentioned in the NIT.

iii. Part II of the eligible bidders will be opened on a subsequent date under intimation to all the bidders. The detail evaluation criteria are mentioned in **Section III(A).**

Note: All the information/Annexures called for, shall be complete in all respects and to be uploaded in CPP portal with supporting documents. Information furnished on sheets other than those supplied may not be considered. However, the bidders can upload only the relevant catalogues/leaflets/brochures of the manufacturers of the equipment offered.

6. **Earnest Deposit Money (EMD) :** Intending bidders shall pay as Earnest money deposit a sum mentioned at Section- I of NIT by way of NEFT to the Bank . Alternatively, the bidder may also furnish an irrevocable Bank Guarantee/eBG from any scheduled commercial bank for an equivalent amount towards EMD in the proforma enclosed **(Annexure VII)**. The Bank Guarantee submitted towards EMD shall remain valid minimum up to 90 days from the last date of submission of tenders. The proof of NEFT/DD/Bank Guarantee details should be uploaded along with technical bid / Part I and also to be sent by email as mentioned in NIT. No interest shall be paid on EMD. A tender, which is not accompanied by EMD in the form as mentioned above, shall be treated as non-responsive, and will be summarily rejected by the Bank.

i. The EMD of the unsuccessful bidders shall be returned after award of services/work to the successful bidder. The EMD of the successful bidder shall be returned after submission of requisite Bank Guarantee towards security deposit (Refer Clause 2 of section V) for completion period extended up to defect liability period.

ii. **EMD shall be forfeited if the Bidder**:

a) makes misleading or false representations in the forms, statements and attachments submitted, has suppressed any material information, details of any legal proceedings pending in the court which might otherwise have created any impact on the eligibility criteria; or

b) withdraws his Bid during the period of Bid validity; or does not sign the contract after award of Contract.

c) has been blacklisted by any Government agency and the blacklisting is in force as on date of notice inviting the tender.

d) withdraws bid after opening of the price bid.

e) fails to commence the services/work awarded within the prescribed time limit.

f) fails to sign article of agreement within 14 days after issue of services/work order.

7. **Pre-bid Meeting**: It will be held on November 09, 2026 at 11:00 AM at Issue Cell, Reserve Bank of India, Dehradun A pre-tender briefing meeting of the bidders will be held on date and place as per NIT, to clarify any point / doubt raised by them in respect of the tender. No separate communication will be sent for this meeting. Further, Non-attendance at the pre-Bid meeting will not be a cause for disqualification of a bidder.

i. All communications regarding points requiring clarifications shall be given in writing/email to the address mentioned in NIT by the eligible bidders one day before said meeting.

ii. All firms are required to attend the Pre-bid meeting in order to get clarification on any issue related to the tender from the Bank. No request for change in date of Pre-bid meeting will be entertained thereafter. If a firm does not attend the Prebid meeting, no clarification in future will be entertained and Minutes of Prebid meeting shall be binding on them.

iii. Inclusion/submission of any deviations in the tender conditions in Part I of the tender after Pre-bid meeting may be liable for rejection.

iv. The minutes of Pre-bid meeting and corrigendum/modification/addendums issued regarding bidding process, if any, will be hosted on the Bank's website only and shall not be published in any Newspaper.

8. **Validity**: Tenders shall remain open to acceptance by the Bank for a period of 90 days from the date of opening Part I of the Tender. This period may be extended by mutual agreement in writing and the bidder shall not cancel or withdraw the tender during this period.

9. **Language**: The Tender form shall be filled in English or in Hindi. In the event of any discrepancy or ambiguity between the English and Hindi version of the documents, the English version shall prevail in matters of interpretation.

10. **Rates in price-bid (Part II)**: All the payment will be made in Indian Rupee (₹)

i. The rates quoted shall be firm and shall not be subjected to variations in exchange rate, duties, local levies, GST, custom duty, excise duty, octroi, import/export license fee or any other taxes/ duties imposed by state/ local bodies.

ii. **Wages to services/workers**: The Contractor shall comply with all applicable labour laws, rules, and regulations as framed by the Central and State Governments, including but not

limited to those relating to minimum wages, ESI, EPF, Contract Labour (Regulation and Abolition) Act, Payment of Wages Act, and related statutory provisions. All tools, materials, peripherals etc., procured by the bidder.

iii. The rates inclusive of insurance cover as mentioned in the special conditions of the contract.

iv. All applicable extant state laws of Uttarakhand.

11. **Successful bidder**: as per evaluation criteria mentioned at Section III (A).

12. **Article of Agreement:** On receipt of formal intimation/ letter of Award/work order of the acceptance of his/their tender from the Bank, the successful bidder shall be contractually bound to sign/execute an **Article of Agreement (as per format Annexure IX**) within 14 days from the date of issue of work order. The agreement should be executed on a non-judicial stamp paper of required value as per applicable stamp act and the cost for the same shall be borne entirely by the bidder.
If the successful bidder fails to sign and execute the formal Article of Agreement within 14 days from the date of issuance of the work order/Letter of Award, such failure shall constitute a breach of the tender conditions. In such an event, the Bank reserves the absolute right to:

i. **Cancel the award** of the contract.

ii. **Forfeit the Earnest Money Deposit (EMD)** absolutely, without any notice or financial liability to the bidder.

iii. **Blacklist or debar** the bidder from participating in future tenders of the Bank for a specified period.

13. **Debarment/court case**:

i. If the bidder has been convicted of an offence— (a) under the Prevention of Corruption Act, 1988; or (b) the Indian Penal Code or any other law for the time being in force, for causing any loss of life or property or causing a threat to public health as part of execution of a public procurement contract. In this regard, Bidder shall submit a copy of Undertaking / Declaration / Certificate on their letter head duly sealed and signed by the authorized signatory in the format given in **Annexure X.**

ii. The bidder shall submit the undertaking on declaration of debarment as per the **Annexure XIII.**

14. **Conformity to the rules on Contractor from Countries sharing Land Border with India:** The instruction / rules issued by Public Procurement Division, Department of Expenditure, Ministry of Finance, Government of India, vide Office Memorandum (OM) F. No. 6/18/2019-PPD dated July 23, 2020, in respect of bidders from countries sharing land border with India and subsequent revisions and Public Procurement Orders issued in furtherance thereto shall be mandatory. In this regard, bidder shall submit a copy of Undertaking / Declaration / Certificate on their letter head duly sealed and signed by the authorized signatory in the format given in **Annexure XII**.

15. **Integrity Pact:** The contractor shall be required to enter into an agreement with the Bank called Integrity Pact (IP). The IP envisages an agreement between the Bank and the contractors as per the approved proforma given in **Annexure XIV**, committing the persons/ officials of both sides not to resort to corrupt practices in any aspect/ stage of the contract. The IP shall be applicable from the stage of invitation of application document for empanelment of system integrators. The applications of those contractors which do not contain the IP in the approved proforma shall be liable for rejection. Integrity pact as per the format at **Annexure XIII** shall be executed in non-judicial stamp paper. The cost of the stamp paper shall be borne by the applicant.

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Section III (A) Evaluation Criteria

Tenders will be evaluated based on the eligibility criteria mentioned in Section III (A) after opening the first e-cover i.e., Part I (Techno-Commercial Bid), of only those bidders who have submitted the EMD on or before the due date. The proof of the submission of EMD should be uploaded in the first e-cover.

2. The bidders must submit all the requisite documents prescribed in the tender document in the first e-cover i.e., Part I (Techno-Commercial Bid). Only those tenders, which meet the eligibility requirements, shall be processed further. The correctness /legality and adequacy of information and supporting documents furnished will be verified /examined by the Bank. If any documents are missing or found fabricated in the uploaded tender, the Bank shall have the right to request the missing documents/certificates and independently verify these certificates. Bidders must also ensure that all uploaded files are readable and uncorrupted. If any uploaded document is unreadable, corrupted, or otherwise inaccessible to the Bank, the Bank shall bear no liability or responsibility, and reserves the right to reject the bidder's candidature without further consideration.

3. Price bids submitted by bidders who do not meet the technical eligibility criteria will not be opened. Notification of their disqualification will be communicated to them.

4. The second e-cover i.e., Part II (price bid) of all the bidders who qualified in Part I (Techno-Commercial bid) will be opened for financial evaluation.

5. The bidder with the lowest price (L1) shall be considered for the Award of Contract and called successful bidder. In case the lowest tendered amount of two or more bidders is the same, then such lowest bidders may be asked to submit a revised offer quoting discount on their already quoted tendered amount in a sealed envelope. Further, if any such lowest bidder does not revise his/her bid on lower side, his/her original bid shall remain valid for further processing. The lowest tender shall be decided on the basis of revised offer. If the revised tendered amount of two or more bidders received in the revised offers is again found to be equal, then the firm with the highest average turnover for last three financial years] shall be considered for the award of contract.

Section IV
General Conditions of Contract

Interpretation Clause

In construing these Conditions, the Scope of services/work, Specifications, Bill of quantities and Contract Agreement, the following words shall have the meanings herein assigned to them except where the subject or context otherwise required.

i.	"RBI"	Shall mean Reserve Bank of India, having its Central Office at Shahid Bhagat Singh Road, Mumbai– 400001 and having its Regional Offices at various places.
ii.	"Bank"	Shall mean The Reserve Bank of India and shall include its assigns and successors.
iii.	"Tender document"	Shall mean document named as such issued by the Bank to the Contractors inviting Bids for the Project.
iv.	"Bidder"	who submits the bids/tenders. It may be partnership firm, individual firm and a company. Legal representatives of a deceased partner.
v.	"Contractor "	"Contractor" is the successful bidder who has been officially awarded to execute the services/work. It may be partnership firm, individual firm or a company. Legal representatives of a deceased partner.
vi.	"Site"	Shall mean the site of the contract services/works including any Building and erections thereon and any other land (inclusively) as aforesaid allowed by the Bank for the Contractor's services/work.
vii.	"Contract"	Shall mean and include all the sections of the tender document, corrigendum, corresponding letters, services/work order, Articles of Agreement, CAMC agreement and minutes of Pre-bid meeting, etc. attached hereto and duly signed.
viii.	"Notice in writing"	Or written notice shall mean a notice in written, typed or printed characters sent (unless delivered personally or otherwise proved to have been received) by registered post to the last known private or business address to have been received when in the ordinary course of post it would have been delivered. The communication delivered by any accepted electronic means shall also be deemed to be notice in writing.
ix.	"Act of Insolvency"	Shall mean any Act of Insolvency as defined by the **Insolvency and Bankruptcy Code (IBC), 2016** or any amendments thereto.
x.	"Net Prices"	The price of item mentioned in Part II of the tender hosted on at CPPP.
xi.	"Market Rate"	Shall be the rate as decided by the Bank Engineer-in-Charge on the basis of the cost of materials and labour at the site where the

		services/work is to be executed plus the percentage mentioned in clause 12(e) to cover all overheads and profits.
xii.	"The services/works"	Shall mean name of the tender mentioned in the NIT.
xiii.	Day/Month/Year	Shall mean Calendar Day/month/year
xiv.	Services/working Day	Shall mean the days when the Bank is services/working i.e. Days excluding Public holidays, Saturdays and Sundays
xv.	Engineer-in-charge/Bank's Engineer/Bank's representative	Means the Officer employed and paid by the Bank and acting under the orders of the Bank who shall supervise and be In-charge of the services/work. All services/works to be executed under the contract shall be executed under the direction and subject to the approval of the Bank's representative in all respects.
xvi.	Manufacturer	Refers to a person or firm who is the producer and furnisher of the material or designer and fabricator of equipment
xvii.	Contractor's Services/works or Manufacturer's Services/works	Shall mean and include the land and other places which are used by the CONTRACTOR/FABRICATOR or SUB-CONTRACTOR/SUB-FABRICATOR for the manufacture of "Equipment" or performing the "Services/works".
xviii.	Contract Price or Contract	Amount shall mean the total amount as calculated from quoted unit rates by the successful contractor and quantities mentioned in the Bill of quantities (Price Bid) and as accepted by the Bank and indicated in the letter of award of services/work.
xix.	Contract Period	Shall mean the period specified in the tender document for execution of the contract/ completion of the services/work, including any authorized period extended period by the Bank
xx.	Contract Agreement	Shall mean the agreement signed between the Bank and the Contractor for the execution of the contract.

2. **Scope of Contract**

The Contractor shall carry out and complete the said services/work in every respect in accordance with this Contract and with the directions of and to the satisfaction of the Bank. The Bank may in his absolute discretion and from time-to-time issue further drawings and/or written instructions, details, directions and explanations, which are hereafter collectively referred to as "Bank's Instructions" in regard to:

i. The variation or modification of the design, quality or quantity of services/works or the addition or omission or substitution of any services/work.
ii. Any discrepancy in the Drawings or between the Bill of quantities and/or Drawings and/or Specifications.
iii. The removal from the site of any materials brought thereon by the Contractor and the substitution of any other material therefor.
iv. The removal and/or re-execution of any services/works executed by the Contractor.
v. The dismissal from the services/works of any persons employed by the Contractor thereupon.
vi. The opening up for inspection of any services/work covered up.

vii. The amending and making good of any defects.

The Contractor shall forthwith comply with and duly execute any services/work comprised in such the Bank's instructions. Verbal instructions, directions and explanations given to the Contractor or his representatives upon the services/works by the Bank shall, if involving a variation, must be confirmed in writing by the Contractor within seven days, and if not dissented from in writing within a further seven days by the Bank, such shall be deemed to be the Bank's instructions within the scope of the Contract.Where the context so requires, words imparting the singular only also include the plural and vice versa. Any reference to masculine gender shall whenever required include feminine gender and vice versa.

3. **Variations to be approved by the Bank**

All the variation in the scope of the services/work shall be approved by the Bank's representative. The Contractor shall submit a statement of variations giving a quantity and rates duly supported by analysis of rates, vouchers etc. The Bank shall not be liable for payment of such variations until these statements are approved by the Bank's representative.

4. **Contractor to provide everything necessary at his cost**

The Contractor shall provide at his cost, **everything necessary (shoes, gloves, raincoats, winter jackets, tools etc.,)** for the proper execution of the services/works according to the intent and meaning of the Scope of work, Drawings, Bill of quantities and Specifications taken together whether the same may or may not be particularly shown or described therein provided that the same can reasonably be inferred therefrom, and if the Contractor finds any discrepancy in the Scope of work, Drawings or between the Scope of work, Drawings, Bill of quantities and Specifications, shall immediately and in writing refer same to the Bank who shall decide which is to be followed. The Contractor shall provide all services/works under this specification in full accordance with Health and Safety Regulations.

5. **Setting out of services/work**

The Contractor shall set out the services/works and shall be reasonable for the true and perfect setting out of the same and for the correctness of the positions, levels, dimensions, and alignment of all parts thereof. If at any time any error in this respect shall appear during the progress of the services/works within a period of one year from the completion of the services/works, the Contractor shall, if so required, at their own expense, rectify such error to the satisfaction of the Bank.

6. **Materials and workmanship to conform the descriptions**

All materials and workmanship shall so far as procurable be of the respective kinds described in the Bill of quantities and/or Specifications and in accordance with the Bank's instructions, and the Contractor shall upon the request of the Bank furnish all invoices, accounts receipts and other vouchers to prove that the materials comply therewith. The Contractor shall at his own cost arrange for and/or carry out any test of any materials which the Bank may require.

7. **Contractor's superintendence and representative on the services/works**

The Contractor shall provide all necessary personal superintendence during the execution of the services/works, and as long thereafter as the Bank may consider necessary until the expiration of the tender period. The Contractor shall also during the whole time the services/works are in progress, employ a competent representative who shall be constantly in attendance at the services/works while the men are at services/work. Any directions,

explanations, instructions or notices given by the Bank to such representative shall be held to be given to the Contractor.

8. **Dismissal of Workmen**

The Contractor shall on the request of the Bank's representative, immediately dismiss any person employed thereon by him from works/services who may, in the opinion of the Engineer-in-charge, is incompetent or committed any misconduct and such persons shall not be again employed on the services/works, without the permission of the Engineer-in-charge.

9. **Access to Services/works**

The Bank and their respective representatives shall have free access to the services/works and/or the services/workshops, factories or other places at all reasonable times where materials are lying or from which they are being obtained and the Contractor shall give every facility to the Bank and their representatives necessary for inspection and examination and test of the materials and workmanship. No person not authorised by the Bank except the representatives of public authorities shall be allowed on the services/works at any time.

10. **Assignments and Sub-letting**

The whole of the services/works included in the Contract shall be executed by the Contractor and the Contractor shall not directly or indirectly transfer, assign or sub-let the Contract or any part share thereof or any interest therein without the prior written consent of the Bank, and no undertaking shall relieve the Contractor from the full and entire responsibility of the Contract or from active superintendence of the services/works during their progress.

11. **Alterations, additions, omissions etc.**

No alteration, omission or variation shall vitiate this Contract but in case the Bank thinks proper at any time during the progress of the services/works to make any alterations in or additions to or omissions from the services/works or any alteration in the kind or quality of the materials to be used therein and shall give notice thereof in writing under his hand to the Contractor, the Contractor shall alter, add to or omit from, as the case may be, in accordance with such notice but the Contractor shall not do any services/work extra to or make any alterations or additions to or omissions from the services/works or any deviation from any of the provisions of the Contract, Stipulation, Specifications or Contract Drawings without the previous consent in writing of the Bank and the value of such extras, alterations, additions or omissions shall in all cases be determined with the prior approval in writing of the Bank in accordance with the provisions of Clause 12 hereof, and the same shall be added to or deducted from the Contract Amount, as the case may be, accordingly.

12. **Removal of improper services/work**

The Bank shall, during the progress of the services/works, have power to order in writing from time to time the removal from the services/works within such reasonable time or times, as may be specified in the order, of any materials which in the opinion of the Bank are not in accordance with the Specifications or the instructions of the Bank, the substitution of proper materials, and the removal and proper re-execution of any services/work executed with materials or workmanship not in accordance with the Scope of work, Drawings and Specifications or instruction, and the Contractor shall forthwith carry out such order at his own cost. In case of default on the part of the Contractor to carry out such order, the Bank shall have the power to employ and pay the other persons to carry out the same, and all expenses consequent thereon, or incidental thereto shall be borne by the Contractor, or may be deducted by the Bank from any moneys due, or that may become due, to the Contractor.

13. **Nominated Sub-Contractor**

All Specialists, Merchants, Tradesman and others executing any services/work of supplying and fixing any goods, for which prime cost prices or provisional sums are included in the Bill of quantities and/or Specifications, who may be nominated or selected by the Bank are hereby declared to be Sub-Contractors employed by the Contractor and are herein referred to as nominated Sub-Contractors.

No nominated Sub-Contractors shall be employed on or in connection with the services/works against whom the Contractor shall make reasonable objection or (save where the Bank and Contractor shall otherwise agree) who will not enter into Contract provided:

i. That the nominated Sub-Contractors shall indemnify the Contractor against the obligation in respect of the Sub-Contractor as the Contractor is under in respect of this Contract.
ii. That the nominated Sub-Contractor shall indemnify the Contractor against claims in respect of any negligence by the Sub-Contractor, his servants or agents or any misuse by them of any scaffolding or other plant, the property of the Contractor or under any Workmen's Compensation Act in force.
iii. Payment shall be made to the nominated Sub-Contractor within fourteen days provided that all nominated Sub-Contractor's accounts included in previous Certificates have been duly discharged, in default whereof, the Bank may pay the same and deduct the amount thereof from any sums due to the Contractor. The exercise of this power shall not create privity of contract as between the Bank and Sub-Contractor.

14. **Delay and Extension of Time**

If in the opinion of the Bank, the assigned services/works get delayed (a) by force majeure or (b) by reason of any exceptionally inclement weather or (c) by reason of proceedings taken or threatened by or dispute with adjoining or neighbouring owners or public authorities arising otherwise than through the Contractor's own default or (d) by the services/works or delays of other Contractors or Tradesmen engaged or nominated by the Bank and not referred to in the Bill of quantities, and/or Specification or (e) by reason of the Bank's instructions as per Clause 2 hereof or (f) by reason of civil commotion, legal combination of workmen or strike or lock-out affecting any of the Building trades or (g) in consequence of the Contractor not having received in due time, necessary instructions from the Bank for which he shall have specifically applied in writing or (h) from other causes which the Bank may certify as beyond the control of Contractor or (i) in the event the value of the services/work exceeds the value of the Priced Bill of quantities owing to variation, the Bank may make a fair and reasonable extension of time for completion of the Contract services/works. In case of such strike or lock-out the Contractor shall nevertheless constantly use his endeavours to prevent delay and shall do all that may reasonably be required to the satisfaction of the Bank to proceed with services/work.

If the contractor needs an extension of time for completion of the services/work or if the completion of services/work gets delayed for any reason beyond the due date of completion stipulated in the contract, the contractor shall apply to the employer for extension of time in writing at least 7 days before the expiry of the scheduled time and while applying for extension of time, contractor shall furnish the reasons in detail and his justification along with documentary evidence (copy of relevant pages of hindrance register), if any, for delays. Only that period of extension of time as granted by the employer (on receipt of the application from the contractor or even in absence of any such application certification as to the reasonableness of the grounds for delay) will qualify for exemption of imposition of liquidated damages. For the

balance period in excess of original stipulated period and an authorised extension of time granted by the employer, the provision of liquidated damages as stated under clause 18 will become applicable.

Further, the contract shall remain in force even for the period beyond the due date of completion irrespective of whether the contractor has applied or not, for the grant of extension of time for completion unless the employer decides to terminate the contract. The delay for completion of services/work for any reason will not entail any right to the contractor to claim any revision of rates or any extra compensation for any reason.
The conditions of force majeure, as mentioned above, are as follows:

i. Notwithstanding anything else contained in this document, neither party shall be liable for any delay in performing its obligations hereunder if such delay is caused by circumstances beyond its reasonable control including without limitation any delay caused by the acts of governments, acts of God, natural calamities, strikes, riots in any region, terrorist attack, war (declared and undeclared). However, upon the happening of any such event causing delay, the Contractor shall immediately give notice thereof in writing to the Bank. The Contractor is under obligation to take necessary steps to mitigate the effects of the force majeure event.

ii. Neither party shall, by reason of such event, be entitled to terminate the Contract in respect of such performance of their obligations.

iii. 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, either party may at its option, terminate the Contract.

15. **Failure by Contractor to comply with the Bank's instructions**

If the Contractor after receipt of written notice from the Bank requiring compliance within ten days fails to comply with such further drawings and the Bank may employ and pay other persons to execute any such services/work whatsoever that may be necessary to give effect thereto, and all costs incurred in connection therewith shall be recoverable from the Contractor by the Bank as a debt or may be deducted from any moneys due to the Contractor.

16. **Termination of Contract by the Bank**

If the Contractor being an individual or a firm commits any "act of insolvency", or shall be adjudged an insolvent or being an Incorporated Company shall have an order for compulsory winding up made against it or pass an effective resolution for winding up voluntarily or subject to the supervision of the Court and the Official Assignee 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 requiring him to do so, to show the reasonable satisfaction of the Bank that he is able to carry out and fulfil the Contract and to give security therefor, if so required by the Bank.

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

Or shall suffer any payment under this Contract to be attached by or on behalf of any of the creditors of the Contractor,

Or shall assign or sublet this Contract without the consent in writing of the Bank first had and obtained,

Or shall charge or encumber this Contract or any payments due or which may become due to the Contractor hereunder,

Or if the Bank determine that the Contractor

i. has abandoned the Contract, or
ii. has failed to commence the services/works, or has without any lawful excuse under those Conditions suspended the progress of the services/works for 14 days after receiving from the Bank notice to proceed, or
iii. has failed to proceed with the services/works with such due diligence and failed to make such due progress as would enable the services/works to be completed within the time agreed upon, or
iv. has failed to remove materials from the site or to pull down, and replace services/work for seven days after receiving written notice that the said materials or services/work were condemned and rejected by the Bank under these Conditions or
v. has neglected or failed persistently to observe and perform all or any of the acts, matters or things by the Contract to be observed and performed by the Contractor for seven days after written notice shall have been given to the Contractor requiring the Contractor to observe or perform the same.

Then and in any of the said cases, the Bank may, notwithstanding any previous waiver, after giving seven days' notice in writing to the Contractor, determine the Contract and liabilities of the Contractor, the whole of which shall continue in force fully as if the Contract had not been so determined, and as if the services/works subsequently executed had been executed by or on behalf of the Contractor and further, the Bank by his agents or servants may enter upon and take possession of the services/works and all plant, tools, scaffoldings, machinery and materials lying upon the Estate or the adjoining lands or roads, and use the same as his own property or may employ the same by means of his own servants and workmen in carrying on and completing the services/works or by employing any other Contractor or other person or persons to complete the services/works, and the Contractor shall not in any way interrupt or do any act, matter or thing to prevent or hinder such other contractor or other person or persons employed for completing and finishing or using the materials and plant for the services/works. When the services/works shall be completed or as soon thereafter as convenient, the Bank shall give a notice in writing to the Contractor to remove his surplus materials and plant, and should the Contractor fail to do so within a period of fourteen days after receipt thereof by him, the Bank may sell the same by public auction, and give credit to the Contractor for the net amount realised. The Bank shall thereafter ascertain and certify in writing under his hand what (if anything) shall be due or payable to, or by the Bank, for the value of the said plant and materials so taken possession of by the Bank and the expense or loss which the Bank shall have been put to in procuring the services/works to be completed, and the amount, if any, owing to the Contractor and the amount which shall be so certified shall thereupon be paid by the Bank to the Contractor or by the Contractor to the Bank, as the case may be, and the decision of the Bank shall be final and conclusive between the parties.

17. **Termination of Contract by Contractor**

If payment of the amount payable by the Bank under certificate of the Bank's engineer shall be in arrears and unpaid for thirty days after notice in writing requiring payment of the amount as aforesaid shall have been given by the Contractor to the Bank or if the Bank shall repudiate the Contract, or if the services/works be stopped for three months under the order of the Bank or by any injunction or other order of any Court of Law, then and in any of the said cases, the

Contractor shall be at liberty to determine the Contract by notice in writing to the Bank and he shall be entitled to recover from the Bank, payment for all services/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.

18. **Settlement of dispute by Arbitration**

All disputes and differences of any kind whatever arising out of or in connection with the contract or the carrying out of the services/works (whether during the progress of the services/works or after the completion and whether before or after the determination, abandonment or breach of the contract) shall be referred to and settled by the Bank who shall state its decision in writing. Such decision may be in the form of a final certificate or otherwise. The decision of the Bank with respect to any of the excepted matters shall be final and without appeal. But if either party is dissatisfied on any matter, the party may within 28 days after receiving notice of such decision give a written notice to the other party requiring that the matters in dispute be referred for Arbitration as per the procedure agreed upon herein. Such written notice shall specify the matters, which are in dispute or difference of which such written notice has been given. If both the parties agree a single arbitrator would be appointed for the purpose. In case no agreement could be reached on the appointment of single arbitrator, both the parties will nominate one person each as an arbitrator on their behalf. The two arbitrators nominated by the parties shall nominate one more person to act as third arbitrator.

The arbitrator or arbitrators, as the case may be, shall have power to open up, review and revise any certificate, opinion, decision, requisition or notice, save in regard to the excepted matters, referred to in the preceding clause, and to determine all matters to dispute which shall be submitted to arbitration and of which notice shall have been given as aforesaid.

The arbitrator or arbitrators, as the case may be, shall make his or their award within one year (or such further extended time as may be decided by him or them as the case may be with the consent of the parties) from the date of entering on the reference. In case during the arbitration proceedings, the parties mutually settle or compromise their dispute or difference, on the parties filing their joint memorandum of the settlement or compromise, the arbitrator or the arbitrators, as the case may be, shall make an award in terms of such settlement or compromise.

Upon any such reference, the decision on the cost incidental to the reference and award respectively shall be in the discretion of the arbitrator or arbitrators, as the case may be, who may determine the amount thereof or direct the same to be taxed as between the party and party, and shall direct by whom and to whom and in what manner the same shall be borne and paid.

This submission shall be deemed to be a submission to arbitration within the meaning of the Indian Arbitration and Conciliation Act, 1996 or any statutory modification thereof.

The award of the arbitrator or arbitrators, as the case may be, shall be final and binding on the parties. It is agreed that the Contractor shall not delay the carrying out of the services/works by reason of any such matter, question or dispute being referred to arbitration, but shall proceed with the services/works with all due diligence and shall until the decision of the arbitrator or arbitrators is given, abide by the decision of the Bank. No award of the arbitrator or arbitrators, as the case may be, shall relieve the Contractor of his obligations to adhere strictly to the Bank's instructions with regard to the actual carrying out of the services/works.

The Bank and the Contractor hereby also agree that arbitration under this clause shall be a condition precedent to any right of action under the contract. The venue of arbitration shall be the centre/city in which the services/work is being executed.

19. **Right of technical scrutiny of bill**

The Bank shall have a right to cause a technical examination of the services/works and the bill of the Contractor including all supporting vouchers, abstracts etc. to be made at the time of payment of the bill. If as a result of this examination or otherwise, any sum is found to have been overpaid or over-certified, it shall be lawful for the Bank to recover the sum.

20. **The Bank entitled to recover compensation paid to workmen**

If, for any reason, the Bank is obliged, by virtue of the provision of the Employees Compensation Act,1923, or any statutory modifications or re-enactment thereof to pay compensation to a workman employed by the Contractor in execution of the services/works, the Bank shall be entitled to recover from the Contractor the amount of compensation so paid, and without prejudice to rights of the Bank under the said Act. The Bank shall be at liberty to recover such amount or any part thereof by deducting it from the security deposit or from any sum due by the Bank to the Contractor under this Contract or otherwise. The Bank shall not be bound to contest any claim made against it under the said Act, except on the written request of the Contractor and upon his giving to the Bank full security to the satisfaction of the Bank for all costs for which the Bank might become liable in consequence of contesting such claim.

21. **Abandonment of Services/works**

If at any time after acceptance of the tender, the Bank shall, for any reasons whatsoever, not require the whole or any part of the services/works to be carried out, the Bank shall give notice in writing to the Contractor who shall have no claim to any payment of compensation or otherwise whatsoever on account of any profit or advantage which he might have derived from the execution of the whole services/works.

22. **Right of the Bank to terminate Contract in the event of death of Contractor, if individual**

Without prejudice to any of the rights or remedies under this Contract, if the Contractor, being an individual, dies, the Bank shall have the option of terminating the Contract without incurring any liability for such termination.

23. **Prevention of Sexual Harassment at services/work place:**

i. The contractor shall be solely responsible for full compliance with the provisions of “the Sexual Harassment of women at services/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 or Local Complaints Committee as the case may be and the contractor Agency shall ensure appropriate action under the said Act in respect of the Complaint.
ii. Any complaint of sexual harassment from any aggrieved employee of the Service Provider against any employee of the Bank or any employee of any other firm services/working in the Bank shall be taken cognizance of by the Regional Complaints Committee constituted by the Bank.
iii. The contractor shall be responsible for any monetary compensation that may need to be paid in case the incident involves the employees of the contractor, for instance any

monetary relief to Bank's employee or other firm's employee, if sexual violence by the employee of the contractor is proved.

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

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

24. Non – Disclosure clause:

i. The contractor 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 Service Provider and /or the DB Developer during the course of discharging their contractual obligations in connection with this agreement, to any third party and shall at all times hold the same in strictest confidence. The contractor shall treat the details of the contract as private and confidential, except to the extent necessary to carry out the obligations under it or comply with applicable laws. The contractor shall not publish, permit to be published, or disclose any particulars of the services/works in any trade or technical paper or elsewhere without the previous written consent of the Second Party. Failure to observe the above shall be treated as breach of contract on the part of the contractor, as the case may be, and the Second Party shall be entitled to claim damages and pursue legal remedies.

ii. The contractor shall take all appropriate action with respect to its employees to ensure that the obligations of non-disclosure of confidential information under this agreement are fully satisfied.

iii. Without prejudice to the formal Contract Agreement, all confidentiality and non-disclosure obligations binding the Contractor under this tender shall survive the expiration, completion, or termination of this Agreement for any reason whatsoever.

25. **Debarment/Disqualification:**

A **contractor is liable for debarment / disqualification** from bidding on the following grounds:
i. If it is determined that the contractor has committed the following acts or omissions in contravention of the code of integrity:

a. making offer, solicitation or acceptance of bribe, reward or gift or any material benefit, either directly or indirectly, in exchange for an unfair advantage in the procurement process or to otherwise influence the procurement process.
b. any omission or misrepresentation that may mislead or attempt to mislead so that financial or other benefit may be obtained, or an obligation avoided.
c. any collusion, bid rigging or anticompetitive behaviour that may impair the transparency, fairness, and the progress of the procurement process.
d. improper use of information provided by the procuring entity to the contractor with an intent to gain unfair advantage in the procurement process or for personal gain.
e. any financial or business transactions between the contractor and any official of the procuring entity related to tender or execution process of contract: which can affect the decision of the procuring entity directly or indirectly.
f. any coercion or any threat to impair or harm, directly or indirectly, any party or its property to influence the procurement process.
g. obstruction of any investigation or auditing of a procurement process.
h. making false declaration or providing false information for participation in a tender process

or to secure a contract:

a. failed to disclose conflict of interest.
b. failed to disclose any previous transgressions made in respect of the provisions of sub-clause with any public institution / entity in India or any other country during the last three years or of being debarred by any public procuring institution / entity.

ii. For any actions or omissions by the contractor other than violation of code of integrity, which in the opinion of the Bank warrants debarment, for the reasons like supply of sub-standard material, non-supply of material, abandonment of services/works, sub-standard quality of services/works, failure to abide
terms of the tender etc.

iii. If the contractor has been convicted of an offence— (a) under the Prevention of Corruption Act, 1988; or (b) the Indian Penal Code or any other law for the time being in force, for causing any loss of life or property or causing a threat to public health as part of execution of a public procurement contract.

26. **Insurance:** The contractor shall, within 14 days from the date of issue of the services/work order, ensure the services/works at his cost and keep them insure until the virtual completion of services/works, against loss or damage by fire with an office in the joint names of the employer and the contractor (the name of the employer i.e., “RESERVE BANK OF INDIA” being placed first in the policy). It shall cover the following risks.

i. **Workmen compensation policy** for the employees of the contractor at site.
ii. **Third party liability policy** with a limit of ₹5 lakh per accident maximum auto 3 accident per year.

Note: If the contractor does not provide these policies, the Bank reserves the right to take the above insurance policies themselves and recover **double the cost as penalty** thereof from the bill of the contractor or any other action as it deems fit.

27. Other obligation to contractor:

i. The Contractor should employ only reliable and verified personnel. Complete details of all services/workers—such as valid identification proof, address proof, and two recent passport-sized photographs—must be submitted to the Bank prior to deployment.

ii. Police verification for each services/worker is mandatory and should be arranged by the Contractor at their own cost.

iii. The Contractor shall ensure that helpers deployed to assist the electricians, plumbers and carpenters are suitably experienced.

iv. In the event of any dispute, misconduct, theft, or burglary involving a services/worker employed by the Contractor, the Contractor shall be held solely responsible and shall take prompt and appropriate action to resolve the issue to the Bank's satisfaction.

v. The Contractor must ensure payment of minimum wages to all deployed services/workers as prescribed under the Code on Wages 2019 or any other applicable laws. Any violation in this regard shall be treated as a serious default.

vi. The Contractor shall comply with all applicable labour laws, rules, and regulations as framed by the Central and State Governments, including but not limited to those relating to minimum wages, ESI, EPF, Contract Labour (Regulation and Abolition) Act, Payment

of Wages Act, and related statutory provisions. Contractor shall submit the declaration in this regard as per Annexure IX.

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Section (V) – Special Condition of Contract

1. **Contract Period**: The tender period shall be from April 01, 2026 to March 31, 2027 and the contract period shall be valid from the date of award of contract or December 01, 2026, whichever is later to March 31, 2027. Subsequently, it may be extended for maximum of two occasions for FY 2027-28 & 2028-29, once at a time, without any variation in the terms and conditions, subject to satisfactory performance of the successful bidder.

   In the event of bi-annual revisions to minimum wages, the contractor shall pay the revised rates or the differential amount to the services/workers at his own cost. No differential increase shall be paid by the Bank. Therefore, they may quote the rate after considering this into account.

   On receipt of the intimation from the Bank of the acceptance of his/ her tender, the successful tenderer shall be bound to implement the contract. The successful tenderer shall sign an agreement within 07 days in accordance with the terms and conditions of the agreements, specified in Section III, and the schedule of rates, finally arrived at.

   The renewal of contract shall be done once on annual basis as per below mentioned formula:

   AC = AP / 100 (15+85(CPIc / CPIp)

   Where, AC and AP are revised price (current year) and present price (previous year) respectively. CPIc and CPIp are Consumer Price Index for Industrial Workers excluding taxes for six months prior to the commencement date of contract for the current year& previous year, respectively.

2. **Performance Bank Guarantee (PBG)**: The successful bidder shall submit a Performance Bank Guarantee (PBG) equal to 5 % of the contract value within 14 days from the date of award of services/work. The PBG must remain valid for the entire periods of the contract and must strictly adhere to the format provided in Annexure IX, with minimum claim period of three months from the expiry of contract. The Performance Bank Guarantee (PBG) may be submitted as an **ePBG** (electronic), a physical copy, or via NEFT for the equivalent amount.

3. **Duties of the contractor:** It shall remain the contractor's responsibility to successfully execute the contract till the completion of validity period. In case contractor fails to deliver the assigned work, her/his PBG/Security Deposit shall be invoked/forfeited. Further, the contractor has to indemnify the Bank from any type of loss due to any negligence on his/her part and for which the Bank is not responsible.

   The Contractor shall, at all times during the Contract Period, **within 18 hours** from the receipt of written information to that effect from the General Manager, / Deputy General Manager-in-Charge, Reserve Bank of India, Issue Department, Dehradun or any of his subordinate officer(s), supply as many able-bodied labourers/mazdoors as may be required and also for miscellaneous incidental items of work in the Issue Department, Reserve Bank of India, Dehradun as may be specified in the notice.

   On urgent occasions/cases, the contractor shall comply with the request to provide labourers/mazdoors in sufficient number at **short notice of three hours.** The decision regarding any occasion/case being urgent shall rest with the Bank and it shall be sufficient for the purpose

of this contract that the Bank has conveyed such notice and identified it as urgent. The Contractor shall comply with the same and act accordingly. The loading and unloading of Coin Bags and Note Boxes shall be carried out in a closed area i.e., the safety-yard.

The notice so given shall be complied with, even if it requires working beyond ordinary business hours or on day/days declared as Public Holiday/s under the Negotiable Instruments Act, 1881 including Saturday and Sunday or any other extant statute / provision applicable in this respect.
The contractor shall not assign the contract onwards. He/ She shall not sublet any portion of the contract except with the prior written consent of the Bank. In case of breach of this condition, the Bank may rescind the contract and invoke/forfeit the PBG/Security Deposit.

The Contractor shall make good and reimburse to the Bank any damage or loss sustained by reason of any defect(s) caused due to inability /activity of labourers/mazdoors or deployment of insufficient labourers/mazdoors by the Contractor or from any incompetence, negligence or defect or delay in weighing, loading, unloading, storing, carting, packing, unpacking, carrying and delivering the coin bags/ note boxes or by reason of any act of dishonesty or fraudulent conduct on his/ her part or on the part of labourers/mazdoors or other personnel engaged by the Contractor.

The Bank shall have the right to direct the contractor not to engage the services of any labourer/mazdoor /worker who is incompetent and/or negligent in carrying out the aforesaid works. The Bank shall also have the right to direct the Contractor to stop engaging the services of any workers / labourer / mazdoors who are found indulging in any dishonest or fraudulent activity while carrying out the aforesaid works in the Bank or otherwise. On receipt of such direction from the Bank, the contractor shall immediately stop engaging the services of such workers / labourer / mazdoors for carrying out the aforesaid works in the Bank**. <u>If the contractor fails to comply with the direction of the Bank, the Bank may impose penalty of ₹1000/- (Rupees One Thousand Only) per person per day for the period of such non- compliance.</u>** In case of sustained non-compliance or frequent recurrence, the Bank may cancel the contract and invoke/forfeit the PBG/Security Deposit.

The Contractor shall take suitable liability insurance cover for personal injuries likely to be suffered by the labourers engaged by him in connection with the contract and he/ she shall ensure that the insurance cover is always kept alive during the currency of this agreement. The General Manager / Deputy General Manager-in-charge, Issue Department shall have the right to call upon the Contractor to furnish the insurance policies so purchased and verify, examine or scrutinize the same to satisfy himself about the adequacy of the insurance cover taken by the Contractor. If the General Manager / Deputy General Manager-in-charge, Issue Department determines that the insurance cover is not sufficient (amount) or does not cover all the risks to which employees / labourer / mazdoors are exposed having regard to the risk involved in the work of the contract employees, the Contractor shall purchase insurance cover for the additional amount as well as for the risks not covered in the existing insurance policy to make up for the insufficiency so determined by the General Manager/ Deputy General Manager-in-charge, Issue Department failing which the Bank may purchase insurance for the additional amount and / or additional risks. The Bank shall recover the expenses incurred in this regard by the Bank from the Contractor.

The Contractor shall furnish a list containing the names of the labourer / mazdoors, supervisors or other employees / officials who shall be associated with carrying out of the work in terms of this agreement immediately after receipt of the letter from the Bank regarding awarding of the contract. The Contractor shall also furnish photographs, residential addresses, permanent addresses and character certificates of the labourer / mazdoors, helpers, supervisors or other employees / officials

referred to above. The Contractor shall get the antecedents and character of all the labourer / mazdoors, helpers, supervisors or other employees / officials verified by the Police Department before the commencement of the contract.

The Contractor shall ensure that all the works/activities are carried out in a proper, careful, expeditious and workman-like manner. The complete works/activities should be carried out without causing any damage to the Notes Boxes and Coin Bags.
The supervision and control of the contract labour engaged for discharge of the work under this agreement shall be done by the Contractor. The maintenance of record / muster for marking the presence / absence of contract labour shall be the responsibility of the Contractor and such record /muster shall always be under the control of the Contractor.

Contractor shall ensure that the labours/mazdoors employed by him for carrying out the work under this agreement are not addicted to alcohol or other intoxicating substances. Smoking, consumption of alcohol, Chewing Tobacco or Pan Masala is prohibited in the premises of the Bank.
The Contractor shall maintain, at all times during this contract, discipline among the contract labour and administer issues related to leave or absence. The Contractor shall also issue Photo Identity Cards to all the labourer / mazdoors and other personnel which may be associated with the discharge of the work/s subject of this agreement.

4. **Penalty clause:** The Bank shall have the right to direct the contractor not to engage the services of any labourer/mazdoor /worker who is incompetent and/or negligent in carrying out the aforesaid works. The Bank shall also have the right to direct the Contractor to stop engaging the services of any workers / labourer / mazdoors who are found indulging in any dishonest or fraudulent activity while carrying out the aforesaid works in the Bank or otherwise. On receipt of such direction from the Bank, the contractor shall immediately stop engaging the services of such workers / labourer / mazdoors for carrying out the aforesaid works in the Bank. **If the contractor fails to comply with the direction of the Bank, the Bank may impose penalty of ₹1000/- (Rupees One Thousand Only) per person per day for the period of such non- compliance.** In case of sustained non-compliance or frequent recurrence, the Bank may cancel the contract and invoke/forfeit the PBG/Security Deposit.

In the event of any delay (3 hours) by the contractor in complying with any requisition issued by the Bank for supply of labourers/ mazdoors or any breach of instructions of the contract, considered by the General Manager / Deputy General Manager- in Charge, Issue Department, Reserve Bank of India, Dehradun to be grave enough to attract penalty, the aforesaid General Manager/ DGM-in-charge may impose a fine not exceeding ₹5,000 (Rupees five thousand only) per instance on the contractor.

5. **Calculation of minimum wages and Escalation in the wages:** Any escalation in wages during the contract period shall be governed by the Minimum Wages notification issued by the Central Government, and the differential amount **shall not** be paid by the Bank as the revision of the rates is governed by the renewal formula as mentioned above at Para 1 of Section V.

6. **Payment Terms**: **Monthly payment shall be done subject to submit the following documents along the bill.**
   i. Current month Invoice in original.
   ii. Current month Attendance sheet.
   iii. Previous month wage disbursal record (bank a/c debit statement along with summary report). No cash payment should be made in any circumstances.

iv. Previous month wage slips duly signed by the individual contract Labourers, having received the amount mentioned in the wage slip.
v. Previous month ESI remittance challan, as applicable, with consolidated and breakup details.
vi. previous month EPF remittance challan, as applicable, with consolidated and breakup details.
vii. Proof of any other payments (bonus, etc.) made to the contractual employees.
viii. A letter regarding disbursement of payment to respective Bank account to handlers and declaration by the agency stating that it is adhering to the applicable norms under the Minimum Wages Act, 1948 (XI of 1948) and all the applicable rules under the Act issued by the Government of India from time to time, EPFO, ESIC (if applicable), Bonus and all other Act/Rules issued by the Government of India in connection with employment of labours.
ix. Any other periodic returns submitted to Labour Commissioner, Shram Suvidha website, EPFO & ESIC, etc., in respect of the deployed labourers to be submitted within 07 days of filing (as and when applicable).
x. In addition, I.T. surcharge, TDS and any other statutory tax as per the Government rules and RMD @5% shall be deducted from all the Running Account bills.

Section (VI) - Appendix Hereinbefore Referred To

Ref to Clauses in General Condition of contract hereinbefore referred to

Date of Commencement	14th day from the date of issue services/work order or as provided in the work order
Period for honouring of payment	45 days
PBG	@5% of contract amount

Ref to clauses in special condition of contract

1	Contract Period	The tender period shall be from April 01, 2026 to March 31, 2027 and the contract period shall be valid from the date of award of contract or December 01, 2026, whichever is later to March 31, 2027. Subsequently, it may be extended for maximum of two occasions for FY 2027-28 & 2028-29, once at a time, without any variation in the terms and conditions, subject to satisfactory performance of the successful bidder.
2	PBG	@5% of contract amount

Section VII

SAFETY CODE

1. First-aid appliances, including an adequate supply of sterilized dressings and cotton wool, shall be maintained in a readily accessible place.
2. The injured person shall be taken to a public hospital without loss of time, in cases where the injury necessitates hospitalization.
3. Suitable and strong scaffolds should be provided for services/workers for all services/works that cannot safely be done from ground.
4. No portable single ladder shall be over 8 meters in length, the width between the side rails not less than 30 cm (clear) and the distance between two adjacent rungs shall not be more than 30 cm. When a ladder is used, required safety precautions should be taken.
5. The excavated material shall not be placed within 1.5 meters of the edge of the trench or half of the depth of the trench, whichever is more. All trenches and excavations shall be provided with necessary minimum height shall be one meter.
6. Every opening in the floor of a building or a services/working platform shall be provided with suitable means to prevent the fall of persons or materials by providing suitable fencing or railing whose minimum height shall be one meter.
7. No floor, roof or other part of the structure shall be so over-loaded with debris or materials as to render it unsafe.
8. Services/workers employed on mixing and handling material such as asphalt, cement, mortar or concrete and lime mortar shall be provided with protective footwear and rubber hand-gloves.
9. Those engaged in welding services/works shall be provided with welder’s protective eye-shields and gloves.
10. No paint containing lead or lead products shall be used except in the form of paste or readymade paint.
11. Suitable face masks should be supplied for use by the services/workers when the paint is applied in the form of spray or surface having lead paint dry rubbed and scrapped.
12. Hoisting machines and tackles used in the services/work, including their attachments, anchorage and supports shall be in perfect condition.
13. The ropes used in hoisting or lowering material or as a means of suspension shall be of durable quality and adequate strength and free from defects.

FIRE SAFETY CODE

1. Cutting / drilling machine and other electrically operated equipment used at site shall be plugged into correctly rated electrical outlets.
2. Only ISI marked 3 pins plugs and other appliances, and equipment shall be used.
3. Electrical power cables/wires used shall not have any joints and shall be properly rated.

4. All electrical appliances, i.e., welding, drilling, cutting m, etc. shall be safely and securely earthed to prevent leakage current while in operation.

5. Before commencing the welding services/work for the first time on any day, fire section shall be informed and only after the site inspection by the Fire officers/Personnel, services/work shall be started.

6. Two buckets of water and sand shall be kept in an easily accessible area on the site.

7. Fire extinguishers recommended and issued by fire officers shall be kept on the site.

8. Used paint drums shall be stored in specified store only after closing them properly.

9. Personal protective equipment's such as safety shoes, hand gloves, welder's mask, ear plug etc. depending upon the requirement of the services/work shall be provided by the Contractor to the services/workers to prevent occupational health hazards.

10. The safety belt shall be provided by the Contractor and used by the services/workers while services/working from height for more than 10' from Ground level.

11. None of the passages near lift lobby and staircases shall be used for stacking / dumping any kind of materials/waste.

12. Both staircase doors shall be normally kept closed.

13. None of the fire extinguishers shall be removed/shifted from its designated location.

14. Power supply shall be switched off from the Centrals when equipment is not in use.

15. Wood-shavings and saw-dust generated from the services/work shall be collected on a daily basis, removed from site and stored at the designated place in proper manner.

16. Any debris generated from the services/work shall be collected on a daily basis, removed from site and stored at the designated place in proper manner.

17. Battery operated emergency light/torches shall be provided by the Contractor to the services/workers while services/working beyond office hours.

Section-VIII

Scope of Services/work

1	**Background:**	The tenderer shall supply sufficient number of adult and able-bodied labourers/mazdoors, which should not be less than 04 + 1 Supervisor per day, as specified in requisition for: (a) Loading, unloading, weighing, carting, stacking etc., of Briquettes packed in bags and also for miscellaneous incidental items of work in the premises of RBI, Dehradun, or at any premises identified by the Bank. Each Bag weighs at around 50-60 Kg. (b) Loading, unloading, weighing, carting, stacking, spreading etc., of full notes boxes (Wooden / Metal), empty boxes and also for miscellaneous incidental items of work in the premises of RBI, Dehradun, or at any premises identified by the Bank. Each Wooden Box weighs at around 80-100 KG & each Metal Box weighs at around 90-120 Kg.
2	**Requirement:**	Minimum 04 unskilled Labourers + 01 Semi Skilled Supervisor

Annexure – I

FORMAT FOR POWER OF ATTORNEY FOR SIGNING OF PROPOSAL

(On Non-Judicial Stamp Paper of appropriate value)

Know all men by these presents, We……..……(Name of the Contractor and address of their registered office) do hereby constitute, appoint and authorize Mr. / Ms. …… ……(Name and residential address of Power of Attorney holder) who is presently employed with us and holding the position of ……as our attorney, to do in our name and on our behalf, all such acts, deeds and things necessary in connection with or incidental to our bid for the **"Name of services/work "** including signing and submission of all documents, deputing persons in pre-bid meeting and providing information / responses to RBI, representing us in all matters before RBI, and generally dealing with RBI in all matters in connection with our proposal for the said Project.

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

Note:

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

Signature/(s) of the Contractor Name/(s)

Stamp/Seal of the Contractor

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

Annexure II

Important Instructions Regarding E-tender

This is an e-procurement event of RBI. The e- procurement Service Provider/Contractor is the Central Public Procurement Portal(CPPP).
https://etenders.gov.in/eprocure/app

Process of E-tender : Contractor manual kit is available on home page.

A) Registration for new contractor: The process involves vendor's registration with CPP portal which is free of cost. https://etenders.gov.in/eprocure/app?page=ContractorsManualKit&service=page

For any technical related queries please call at 24 x 7 Help Desk Number

0120-4001 002

0120-4001 005

0120- 4493395

(Please do confirm these numbers from the CPP Portal)
International Contractors are requested to prefix +91 as country code

Email Support:
For any Issues or Clarifications relating to the published tenders, contractors are requested to contact the respective Tender Inviting Authority

Technical - support-eproc@nic.in

Policy Related - cppp-doe@nic.in

Annexure-III

Detail of participating firm/contractor/contractor on firm's letterhead

1.	Contractor Name	
2.	Status of Firm	Proprietorship Firm/Partnership firm/ Limited/Others If Others Specify:_____ [Enclose certificate of Registration]
3.	Name of Proprietor/Partners/Directors of the firm/company	
4.	Number of Years in Operation	
5.	Address of Registered Office:	
6.	Address of manufacturing plant	
7.	Contractor's address where order/contract is to be placed	
8.	Telephone Number of address where order is to be placed Website & Email ID	_____ (Country Code) (Area Code) (Telephone No.) _____
9.	PAN No.	_____ [Also, Enclose copy of PAN Card]
10.	GST No. (refer sl. no. 8 above)	_____ [Also, Enclose copy of GST Certificate]
11.	EPF Registration No.	_____ [Also, Enclose copy of EPF Registration Certificate]
12.	ESI code No.	_____ [Also, Enclose copy of relevant document]
13.	Whether Micro / Small / Medium Enterprise	(Contractor to submit documents as specified it ITB)

14.	**Banker Detail (The account for receiving payment)** [Also, Enclose copy of cancelled Cheque]	
I.	Banker's Name	
II.	Branch	
III.	Bank account number	
IV.	IFSC	
15.	**Detail of Service Setup**	
I.	Address	
II.	Email	
III.	Telephone/Mobile No	
IV.	No of person stationed	

Place:
Date:

[Signature of Authorized Signatory of Contractor]
Name:
Designation:
Seal:

Annexure – IV

List of Clients on firm's letterhead

As per eligibility criteria details of qualifying services/works

		For services/work experience (Services/work to be completed before 5 years)	Minimum value of each completed services/work (Services/work to be completed within 5 years)		
		Client	**Client 1**	**Client 2**	**Client 3**
1	**Description of the services/work**				
2	**Detail of client address, telephone number & contact person & email**				
3	**Services/work order/Letter of award detail (Enclosed)**				
4	**Value of the services/work**				
5	**Date of start of services/work**				
6.	**Date of finish of services/work**				
7.	**Completion period as per services/work order**				
8.	**Whether services/works completed in time or not (No of days of delay)**				
9.	**Whether services/works are under Comprehensive Annual Maintenance Contract (CAMC)**				

Place:
Date:

[Signature of Authorized Signatory of Contractor]
Name:
Designation:
Seal:

ANNEXURE - V

On the Letter Head of company/firm/organization

Please always quote in your correspondence

Ref. No. _____ Date: _____

To,
The Regional Director
Reserve Bank of India
Issue Department
Dehradun - 248013

Dear Sir,

Name of Services/work: _____

Client's Certificate regarding performance of the Contractor

We confirm that M/s. (Name of the contractor) _____ have carried out the following services/work/s for us. The firm may be considered sound for entrusting captioned costing up to.

2. Other particulars are given below for your perusal and record:

Sr. No.	Particulars	Comments of the Client
1	Name of the eligible services/work with brief particulars	
2	Services/work order No. and date	
3	Project/services/work cost	
4	Date of commencement of services/work	
5	Stipulated date of completion	
6	Actual date of completion	
7	Details of compensation levied for delay (indicate amount), if any	

Sr. No.	Particulars	Comments of the Client
8	Gross amount of the services/work completed and paid for	
9	**Performance Report :**	Outstanding / Very Good / Good / Fair / Satisfactory / Poor
	(i) Quality of executed services/work (indicate grading)	
	(ii) If firm is maintaining the system under Annual maintenance Contract (AMC). Indicate grading for performance of AMC	
10	Comments of the Client on the capabilities of the M/s. _____ (Indicate Grading): Outstanding / Very Good / Good / Fair / Satisfactory / Poor	
	(a)Technical proficiency	
	(b) Financial soundness	
	(c) Mobilization of Manpower	
	(d) General Behavior	
11	Any other information which you consider will help us in making our decision.	

Office Seal of the Client

Yours faithfully,

(Signature of the Responding Officer*)
For S.E.(E) / Executive Engineer (E)

* Regarding performance report/clients certificate, for services/works carried out for Government/ public sector companies, the certificate should be signed by the concerned Executive Engineer or an officer in an equivalent or higher rank. For services/works carried out for Private companies, Copy of TDS has to be submitted for proving the credentials/contract amount.

(i) All columns should be filled .in properly

(ii) The Client Certificates should be submitted in a sealed cover addressed to the Reserve Bank of India ……. for each of the Prequalification services/work/s

Annexure VI

On the Letter Head of Bank – not older than six months from the date of issue of tender

Please always quote in your correspondence

Ref. No. _____ Date: _____

To,
The Regional Director
Reserve Bank of India
Issue Department
Dehradun - 248013

Dear Sir,

Name of Services/work: _____

Banker's Certificate

We confirm that M/s. _____ are banking with us. They may be considered financially sound for entrusting with any contract for ₹.

2. Other particulars are given below for your perusal and record:

Sr. No.	Particulars	Comments of the Bank
1	Composition of the firm (Whether partnership / proprietorship /Public Ltd.)	…….
2	Names of the proprietor/ partners / Directors of the firm	
3	Credit facility / overdraft facility enjoyed by them	
4	Dealings	
5	The period from which the firm has been banking with your Bank	
6	Any other remarks	

3. This certificate is issued without any Guarantee or responsibility on the bank or any of its officers.

Yours faithfully,

Seal of the Bank

(Signature)
Authorized Signatory
For the Bank

Annexure – VII

PROFORMA OF BANK GUARANTEE FOR EARNEST MONEY DEPOSIT

(On Non-Judicial Stamp Paper of appropriate value)

To,
The Regional Director
Reserve Bank of India
Issue Department
Dehradun - 248013

Dear Sir,

Name of Services/work ……

Ref.: NIT/Advt.No. date

WHEREAS The Reserve Bank of India, having its Central Office at Shahid Bhagat Singh Road, Mumbai (hereinafter called the 'RBI') has invited tenders for the captioned services/work (hereinafter called "the said tender") on the terms and conditions mentioned in the said tender documents. It is one of the terms of invitation of tenders that the contractor shall furnish a Bank Guarantee for a sum of ₹ (Rupees ……only) as Earnest Money Deposit (EMD). M/s. (Name of the Contractor/Contractor) _____, (hereinafter called as "the Contractor/ Contractor"), who are our Clients/Constituents intend to submit their tender/ Bid for the said services/work and have requested us to furnish Bank Guarantee to RBI in respect of the said sum of ₹…… (Rupees ……only) in respect of EMD. NOW THIS GUARANTEE WITNESSETH

1. We (Name of the Bank) do hereby agree with and undertake to RBI, their Successors, Assigns that in the event of the RBI coming to the conclusion that the Contractor have not performed their obligations under the said conditions of the tender or have committed a breach thereof, which conclusion shall be binding on us as well as the said Contractor; we shall on demand by the RBI, pay without demur to the RBI, a sum of ₹……. (Rupees ……..only) or any lower amount that may be demanded by the RBI. Our guarantee shall be treated as equivalent to the Earnest Money Deposit for the due performance of the obligations of the Contractor under the said Conditions, provided, however, that our liability against such sum shall not exceed the sum of ₹……. (Rupees……. only).

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

3. We confirm that our obligation to the RBI under this guarantee shall be independent of the agreement or agreements or other understandings between the RBI and the Contractor. This guarantee shall not be revoked by us without prior consent in writing of the RBI. We hereby further agree that:

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

ii. Our liability under these presents shall not exceed the sum of ₹…… (Rupees ……..only).

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

iv. This guarantee shall remain in force upto (six months from the last date of receipt of tender) provided that if so desired by the RBI, this guarantee shall be renewed for a further period as may be indicated by them on the same terms and conditions as contained herein.

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

Yours faithfully,

For and on behalf of Bank.

Authorised Official (with seal)

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

Annexure VIII

Format of Article of Agreement /Contract Agreement
(for successful contractor)
(On the ₹500/- stamp paper)

THIS CONTRACT AGREEMENT is made the_____ day of_____, 2026 between the Reserve Bank of India, Dehradun, body corporate constituted under the Reserve bank of India, Act 1934, having its registered office at: Central Office Building, Shahid Bhagat Singh Road, Mumbai – 400 001 (hereafter called "The Bank") represented by ……..which expression shall include its successors and assigns of the one part and _____ _____incorporated under _____and having its registered office at _____ (thereinafter called "the Contractor")) which expression shall include its successors, legal representatives and assigns of the other part.

WHEREAS the Bank desires to engage the Contractor to a Supplying Sufficient Number of adult and able-bodied labourers for handling of note boxes and briquette bags and the Contractor has agreed to such engagement upon and subject to the terms and conditions hereinafter appearing.

AND WHEREAS the Bank had called for tenders from eligible contractors to provide services for providing "……." as has been indicated in the scope of work and other documents attached to the tender.

AND WHEREAS the Contractor and others submitted the tender and the Bank has awarded the contract, to provide ……." as stated in the scope of work attached to the Tender Document, to the Contractor.

AND WHEREAS the Contractor has agreed to execute the assigned work subject to the conditions set forth herein and to the conditions set forth in the Tender Documents (Part I, Part II, annexures and amendments thereof) as modified and finally accepted by both the parties (all of which are collectively hereinafter referred to as "the said Conditions") the works described in terms and conditions and included in the detailed scope of work as stated in the Tender Documents (Part I, Part II, annexures and amended thereof) at the respective rates therein set forth, amounting to the sum as therein arrived at or such other sum as shall become payable there under (hereinafter referred to as "the said Contract Amount").

NOW IT IS HEREBY AGREED AS FOLLOWS:	
1	**Contract Agreement:** The following documents shall constitute the Contract between the Bank and the Contractor, and each shall be read and construed as an integral part of the Contract: a) This Contract Agreement and the Appendices hereto b) Letter of Award . Ref. No c) Minutes of pre-bid meeting d) All emails and letters exchange during the tendering process e) Part I (Techno commercial bid) and Part II (Price bid) Bid submitted by the bidder f) Notice Inviting Tender (NIT), along with any corrigenda/addenda.

2	**Contract Price:** The Bank hereby agrees to pay to the Bidder the Contract Price in consideration of the performance by the Bidder of its obligations hereunder. The Contract Price shall be the aggregate of amount as quoted by the successful bidder or such other sums as may be determined in accordance with the terms and conditions of this tender / Contract.
3	**Earnest Money Deposit**: Contractor has deposited an Earnest Money Deposit (EMD) equal to **₹38,100/-** along with the tender document in the form of NEFT in favour of Reserve Bank of India, Dehradun. **NEFT Details-** Beneficiary Name – Reserve Bank of India Dehradun A/c No. 186003001 IFSC: RBIS0DNPA01 (5th and 10th digit may be read as Zero (0)) No interest will be paid on EMD. The Earnest money paid by the Contractor will be released after submission of Security deposit in the form of Performance Bank Guarantee. Any bids received without EMD shall be treated as non bona fide and shall be rejected from participating in the tender process.
4	**Performance Bank Guarantee (PBG):** The Contractor shall deposit PBG @5**%** of the contract amount in favour of Reserve Bank of India within 14 days of the award of contract. The PBG shall be valid for a period of three months beyond the date of termination / completion of contract. No interest will be paid on it. The PBG deposited by the Contractor shall be liable to be forfeited or appropriated in the event of unsatisfactory performance of the Contractor and / or loss/ damage if any sustained by the Bank on account of failure or negligence of the workers deployed by him or in the event of breach of the terms and conditions of the agreement. However, the issue of letter of acceptance/ work order by the Bank shall be construed as a binding contract, as though such an agreement has been executed and all the terms and conditions shall apply on this contract. Submission of PBG shall be ensured as stipulated in the tender. In case of delay in submission in unavoidable circumstances, charges for delay in submission of PBG shall be recovered from the bills of the contractor at Bank rate. The Contractor shall also submit Performance Bank Guarantee in case the contract is extended and the PBG shall be valid for a period of three months beyond the date of termination / completion of the renewed contract.
5	**Payment Terms:** Payment shall be made by the Bank to the Contractor as per the provisions of Part I of the tender, on actual basis only. The Contractor shall ensure that wages & allowances paid to his workers are in compliance with Government wage regulations. Proof of paying minimum wages shall be submitted by the Contractor to the Bank. **Any escalation in wages during the contract period shall be governed by the Minimum Wages notification issued by the Central Government, and the differential amount shall not be paid by the Bank as the revision of the rates is governed by the renewal formula as mentioned above at Para 1 of Section V.** The workmen should be paid minimum wages under the Minimum Wages Act, 1948 & rules made thereunder or under any other applicable law. Besides, the workmen should be given Employees Provident Fund as per Employees Provident Funds & Miscellaneous Provisions Act, 1952 and / or dividends as per Payment of Bonus Act, 1965 and ESI under ESI Act, 1948 as applicable. In the absence of ESI, the contractor should undertake the liability under the coverage of Insurance such as Workmen's Compensation Insurance under Employees Compensation Act, 1923. The Workmen Compensation policies shall be valid till the validity of contract with the Bank. If the contractor does not provide these policies, the Bank reserves the right to take the above insurance policies themselves and recover the cost thereof from

	the bill of the contractor. The total premium shall be borne by the contractor. The contractor shall have a valid EPF Account for making EPF Contribution for its workmen. In case of any complaint regarding non-compliance of any statutory payments; the same shall be deducted from the bill without prejudice to the Bank's right to terminate the contract. The Contractor shall abide by all the statutory provisions of the Labour Codes, shall not engage a person below the age of 18 years. Contractor shall be responsible for implementing the requirements of the applicable laws. f) The Contractor shall ensure timely payment of wages/salary within **seven (07) days** of subsequent month to the persons employed for the purpose of this agreement (through cheque or by crediting to the bank account) and a certificate to the effect that the salaries/wages are being paid regularly shall be furnished to the bank every monthPayment shall be made by the Bank to the Bidder as per the provisions of Part I of the tender.
6	**Time of Completion:** The completion period of the project shall be reckoned from the 14th day of issuance of Letter of Award/Work Order or as mentioned in the work order. Time shall be considered the essence of this Contract, and the Contractor hereby agrees to commence the work immediately after the site is handed over to him to complete the entire work as provided in the said conditions, subject nevertheless to the provisions for extension of time.
7	**Appendices**: The Appendices listed in the attached list of Appendices shall form an integral part of this Contract Agreement. Reference in the Contract to any Appendix shall mean the Appendix attached hereto, and the Contract shall be read and construed accordingly.
8	**Jurisdiction**: All disputes arising out of or in any way connected with this Agreement shall be deemed to have arisen at Dehradun and only Courts in Dehradun shall have jurisdiction to determine the same
9	**Language**: The Tender form shall be filled in English or in Hindi. In the event of any discrepancy or ambiguity between the English and Hindi version of the documents, the English version shall prevail in matters of interpretation. All communications, drawings, designs, data, information, codes, specifications, and other documents supporting the bid or otherwise exchanged under the Contract shall be in English or in Hindi.
10	**Non-disclosure:** i. The contractor 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 Service Provider and /or the DB Developer during the course of discharging their contractual obligations in connection with this agreement, to any third party and shall at all times hold the same in strictest confidence. The contractor shall treat the details of the contract as private and confidential, except to the extent necessary to carry out the obligations under it or comply with applicable laws. The contractor shall not publish, permit to be published, or disclose any particulars of the services/works in any trade or technical paper or elsewhere without the previous written consent of the Second Party. Failure to observe the above shall be treated as breach of contract on the part of the contractor, as the case may be, and the Second Party shall be entitled to claim damages and pursue legal remedies. ii. The contractor shall take all appropriate action with respect to its employees to ensure that the obligations of non-disclosure of confidential information under this agreement are fully satisfied. iii. Without prejudice to the formal Contract Agreement, all confidentiality and non-disclosure obligations binding the Contractor under this tender shall survive the expiration, completion, or termination of this Agreement for any reason whatsoever.
11	**PREVENTION OF SEXUAL HARASSMENT AT WORKPLACE**

	i. The Contractor 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 own employee within the premises of the Bank, the complaint will be filed before the Internal Complaints Committee constituted by the Contractor who shall ensure appropriate action under the said Act in respect to the complaint. ii. Any complaint of sexual harassment from any aggrieved employee of the Contractor against any employee of the Bank shall be taken cognizance of by the Regional Complaints Committee constituted by the Bank. iii. The Contractor shall be responsible for any monetary compensation that may need to be paid in case the incident involves the employee of the Contractor, for instance any monetary relief to the Bank's employee, if sexual violence by the employee of the Contractor is proved. The Contractor shall be responsible for educating its employees about prevention of sexual harassment at workplace and related issues.
12	**Termination of Contract by the Bank** If the Contractor being an individual or a firm commits any "act of insolvency", or shall be adjudged an insolvent or being an Incorporated Company shall have an order for compulsory winding up made against it or pass an effective resolution for winding up voluntarily or subject to the supervision of the Court and the Official Assignee 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 requiring him to do so, to show the reasonable satisfaction of the Bank that he is able to carry out and fulfil the Contract and to give security therefor, if so required by the Bank. Or if the Contractor (whether an individual, firm or Incorporated Company) shall suffer execution or other process of Court attaching property to be issued against the Contractor, Or shall suffer any payment under this Contract to be attached by or on behalf of any of the creditors of the Contractor, Or shall assign or sublet this Contract without the consent in writing of the Bank first had and obtained, Or shall charge or encumber this Contract or any payments due or which may become due to the Contractor hereunder, Or if the Bank determine that the Contractor has abandoned the Contract, or has failed to commence the works, or has without any lawful excuse under those Conditions suspended the progress of the works for 14 days after receiving from the Bank notice to proceed, or 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 has failed to remove materials from the site or to pull down, and replace work for seven days after receiving written notice that the said materials or work were condemned and rejected by the Bank under these Conditions or

	has neglected or failed persistently to observe and perform all or any of the acts, matters or things by the Contract to be observed and performed by the Contractor for seven days after written notice shall have been given to the Contractor requiring the Contractor to observe or perform the same. Then and in any of the said cases, the Bank may, notwithstanding any previous waiver, after giving seven days' notice in writing to the Contractor, determine the Contract and liabilities of the Contractor, the whole of which shall continue in force fully as if the Contract had not been so determined, and as if the works subsequently executed had been executed by or on behalf of the Contractor and further, the Bank by his agents or servants may enter upon and take possession of the works and all plant, tools, scaffoldings, machinery and materials lying upon the Estate or the adjoining lands or roads, and use the same as his own property or may employ the same by means of his own servants and workmen in carrying on and completing the works or by employing any other Contractor or other person or persons to complete the works, and the Contractor shall not in any way interrupt or do any act, matter or thing to prevent or hinder such other contractor or other person or persons employed for completing and finishing or using the materials and plant for the works. When the works shall be completed or as soon thereafter as convenient, the Bank shall give a notice in writing to the Contractor to remove his surplus materials and plant, and should the Contractor fail to do so within a period of fourteen days after receipt thereof by him, the Bank may sell the same by public auction, and give credit to the Contractor for the net amount realised. The Bank shall thereafter ascertain and certify in writing under his hand what (if anything) shall be due or payable to, or by the Bank, for the value of the said plant and materials so taken possession of by the Bank and the expense or loss which the Bank shall have been put to in procuring the works to be completed, and the amount, if any, owing to the Contractor and the amount which shall be so certified shall thereupon be paid by the Bank to the Contractor or by the Contractor to the Bank, as the case may be, and the decision of the Bank shall be final and conclusive between the parties.
13	**Termination of Contract by Contractor** If payment of the amount payable by the Bank under certificate of the Bank's Engineer shall be in arrears and unpaid for thirty days after notice in writing requiring payment of the amount as aforesaid shall have been given by the Contractor to the Bank or if the Bank shall repudiate the Contract, or if the works be stopped for three months under the order of the Bank or by any injunction or other order of any Court of Law, then and in any of the said cases, the Contractor shall be at liberty to determine the Contract by notice in writing to the Bank 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. In arriving at the amount of such payment, the net rates contained in the Contractor's original Tender shall be followed, or where the same may not apply, valuation shall be made in accordance with Clause 19 of section IV.
14	**Penalty** As mentioned in Section V of the tender document.

IN WITNESS WHERE OF the Bank and the Contractor/Contractor have caused this Agreement to be duly executed by their duly authorized representatives the day and year first above written.

Signed by for and on behalf of the Bank

[Signature]
[Name & Title]
In the presence of:

1. [Witness 1 Signature & Details]
2. [Witness 2 Signature & Details]

Signed for and on behalf of the Contractor
[Signature]
[Name & Title]
In the presence of:

1. [Witness 1 Signature & Details]
2. [Witness 2 Signature & Details]

Annexure –IX

Proforma Of Bank Guarantee for Performance Security Deposit/ Retention Money

(On Non-Judicial Stamp Paper of appropriate value purchased in the name of the issuing bank)

Place : _____
Date : _____

To,
The Regional Director
Reserve Bank of India
Issue Department
Dehradun - 248013

_____ _____

Dear Sir,

Name of services/work: _____ - Bank Guarantee For PERFORMANCE SECURITY DEPOSIT/ Retention Money

WHEREAS Reserve Bank of India, having its Central Office at Shahid Bhagat Singh Road, Mumbai, (hereinafter called “the RBI”) has awarded the Contract for the captioned project (hereinafter called the "Contract") to M/s _____ (Name of the Contractor) (hereinafter called " the said Contractor" which expression shall include its successors and assigns). AND Whereas the Contractor is bound by the said Contract to submit to RBI a Performance Security for a total amount of ₹._____ (Rupees___ _____ only) (Amount in figures and words) for the due fulfilment by the said contractor of the terms and conditions contained in the contract. We, _____ (Name of the Bank), (hereinafter called “the Bank”), at the request of M/s _____, the contractor, do hereby undertake to pay to the RBI an amount not exceeding ₹ _____ as Performance Guarantee for due fulfilment of the terms and conditions of the contract.

NOW THIS GUARANTEE WITNESSETH

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

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

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

4. This guarantee shall not be revoked by us without prior consent in writing of the RBI. We hereby further agree that –

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

b) Our liability under these presents shall not exceed the sum of ₹…….. (Rupees ……..only) .

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

d) This guarantee shall remain in force upto (60 days beyond the Defect liability period) provided that if so desired by the RBI, this guarantee shall be renewed for a further period as may be indicated by them on the same terms and conditions as contained herein.

e) Our liability under these presents will terminate unless these presents are renewed as provided hereinabove on the or on the day when our said constituents comply with their obligations, as to which a certificate in writing by the RBI alone is the conclusive proof whichever date is later. Unless a claim or suit or action is filed against us within or any extended period, all the rights of the RBI against us under this guarantee shall be forfeited and we shall be released and discharged from all our obligations and liabilities hereunder. In witness whereof I/We of the Bank have signed and sealed this guarantee on the -------- -- day of ---------- (Month) (Year) being herewith duly authorized. For and on behalf of _____ (Name of the Bank) Signature of authorized Bank official Name: Designation Stamp/ Seal of the Bank Signed, sealed and delivered for and on behalf of the Bank by the above named in the presence of: Witness

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

Annexure X

Undertaking on Legal Actions / Civil Lawsuits / Litigation / Arbitration by the Contractor

[On the Letter head of the Applicant]

Date:

To,
The Regional Director
Reserve Bank of India
Issue Department
Dehradun - 248013

Ref: Application for _____

Madam,

1 I/We …… (Name of the contractor) declare that no legal action(s) have been / is being taken against us for any cause in any legal jurisdiction.

1. I/We …… (Name of the contractor) declare that the followings legal action(s) have been/ is being taken against us:

…… (detail of the legal action, project under consideration, legal authority involved etc.) …..

…….

However, we affirm that the above legal action does not affect our ability to deliver the requirements of the Bank as per the Application for Empanelment.

(Note: strike out one of the above two declarations which is not applicable)

2. Further, we ……. also declare that no cases of civil lawsuits / litigation / arbitration etc. have been initiated in any in any of our executed projects

2. Further, we ……. also declare that the following civil lawsuits / litigation / arbitration cases were/are initiated in our executed projects:

……. (detail of the project and type of action etc.) .....

……

(Note: strike out one of the above two declarations which is not applicable)

Signature and name of the authorized signatory of the Contractor
with Rubber Stamp

Date:

Place:

Annexure – XI

Letter of Undertaking on Bidder's Letter Head

To,
The Regional Director
Reserve Bank of India
Issue Department
Dehradun - 248013

Name of the bidder_____

Name of the tender_____ Due date: _____

Sir,

1. I/We hereby agree to abide by all terms and conditions laid down in tender document.
2. This is to certify that I/We before signing this bid have read and fully understood all the terms and conditions and instructions etc. contained therein and undertake myself/ourselves abide by the same.
3. I/We abide by the provisions of the Code on Wages, 2019, the Industrial Relations Code 2020, the Code on Social Security, 2020 and the Occupational Safety, Health and Services/working Conditions Code, 2020, the Bank's Liability Act, 1938, Child Labour (Prohibition and Regulation) Act, 1986, Sexual Harassment of Women at Services/workplace (Prevention, Prohibition and Redressal) Act, 2013 and Relieving Charges, Uniform and Allowance thereof and any other charges applicable from time to time.
4. I/We will pay the wages to the personnel deployed as per Minimum Wages Act as amended by the Government from time to time and shall be fully responsible for any violation.
5. I/We do hereby undertake that complete the services for Supplying Sufficient Number of adult and able-bodied labourers for handling of note boxes and briquette bags and as any other Points considered by our Agency.

(Signature of the Bidder)
Name and Address of the Bidder.
Telephone No.

Annexure XII

Proforma for Undertaking / Declaration / Certificate by the Bidder regarding country sharing land border with India

(To be submitted by bidders on their letter head duly sealed and signed by the authorized signatory)

To, Date:

The Regional Director
Reserve Bank of India
Issue Department
Dehradun – 248013

Ref: Application for _____

Madam,

I / We ……. (Name and address, including Country of location of bidder) have read and understood the contents of the Office Memorandum (OM) F. No. 6/18/2019-PPD dated July 23, 2020 and its subsequent orders / revision issued by Public Procurement Division, Department of Expenditure, Ministry of Finance, Government of India regarding the restrictions on procurement from a bidder of a country which shares a land border with India.

2 I / We certify that …… (Name of the bidder)

2.1 is not from a country sharing land border with India, or

2.2 is from a country sharing land border with India and has been registered with the Competent Authority, the certificate of which is enclosed, or

2.3 is from a country sharing land border with India where Government of India has extended lines of credit, or

2.4 is from a country sharing land border with India where Government of India is engaged in development projects.

(Strikeout whichever of the above is not applicable).

3 I /We further certify that ……. (Name of bidder) fulfils all requirements in this regard and is eligible to be considered under the provision of the above referred Office Memorandum and its subsequent orders / revision. I/We also undertake that even in case of contracts where we are permitted by the Bank/RBI to sub- contract I/we ……..……(Name of bidder) will not sub-contract any services/work to a bidder from country(ies) sharing land border with India, unless such bidder fulfils all the requirements contained in the above referred office memorandum / order.

4. I/We know and understand that, if this Undertaking / Declaration / Certificate submitted by us is found to be false, the Bank shall be free to reject / terminate our tender / Services/work Order and that the Bank shall also be free to initiate any legal action in accordance with law including forfeiting of Earnest Money Deposit / Performance Bank Guarantee / Security Deposit and / or debarring us from participating in tenders invited by the Bank in future.

Signature and name of the authorized signatory of the Bidder with Rubber Stamp

Date:

Place:

Annexure XIII

Undertaking to be included in tender regarding declaration of debarment by public institution(s):

(To be submitted by the tenderer on their letterhead)

Name of Work:……

1. I/We ……. (Name of the bidder) declares that
    a) I/we or any of our allied firm* is/ are not debarred / suspended / blacklisted by any public institution / entity in India or any other country as on …….(last date of submission of bid).
    b) I/ We or any of our allied firm* have not made any transgression in respect of the code of integrity (as mentioned in the tender) with any public institution / entity in India or any other country in last three years as on ……...(last date of submission of bid).
    c) I/we or any of our allied firm* is/ are not debarred by any procuring entity for violation of Public Procurement (Make in India) Order, 2017as on last date of submission of the bid.)
    d) we will inform the Bank in writing, in case, I/we or any of our allied firm* is/are debarred / suspended / blacklisted by any public institution / entity in India or any other country on or before award of work for the captioned work.
2. I/We ……..(Name of the bidder) declares that I/we or our allied firm* ……(Name of the allied firm(s)) is/ are debarred / suspended / blacklisted by ……..……..(Name and address of public institution in India or any other country) and the same effective upto …….(date). A copy of such letter is attached for your information and record.

(seal and signature of the bidder)
Date
Place
(Note: strike out one of the above two declarations which is not applicable)

*Allied firm: A firm would be termed as “allied firm” if the management is common, or substantial or majority shares are owned by the banned/ suspended firm and by virtue of this it has a controlling voice. Further all successor firms will also be considered as allied firms.

Annexure XIV

INTEGRITY PACT

1. General

This pre-bid and post -contract Agreement (hereinafter called the "Integrity Pact") is made on _____day of the month of _____ 2026 between, on one hand, the Premises Department, Reserve Bank of India, Central Office acting through Chief General Manager- in-Charge, Reserve Bank of India, Premises Department, Central Office, Mumbai (hereinafter called the "PRINCIPAL", which expression shall mean and include, unless the context otherwise requires, his successors in office and assigns) of the First Part and M/s _____ represented by Mr / Ms_____, ……(Add designation of the APPLICANT) (hereinafter called the "APPLICANT" which expression shall mean and include, unless the context otherwise requires, his successors and permitted assigns) of the Second Part.

WHEREAS the PRINCIPAL proposes to receive comprehensive solution for the **Name of the services/work** and the APPLICANT is willing to offer/has offered the services and

WHEREAS the APPLICANT is a …… (please indicate category e.g. private company/ public company/ Government undertaking/ partnership, etc.) constituted in accordance with the relevant law in the matter and the PRINCIPAL is a statutory body performing its functions under the Reserve Bank of India Act, 1934 and other relevant legislations.

NOW, THEREFORE,

To avoid all forms of corruption by following a system that is fair, transparent and free from any influence/prejudiced dealings prior to, during and subsequent to the currency of the contract to be entered into with a view to:

Enabling the PRINCIPAL to receive the desired services at a competitive price in conformity with the defined specifications by avoiding the high cost and the distortionary impact of corruption on public procurement, and

Enabling APPLICANT to abstain from bribing or indulging in any corrupt practice in order to secure the contract by providing assurance to them that their competitors will also abstain from bribing and other corrupt practices and the PRINCIPAL will commit to prevent corruption, in any form, by its officials by following transparent procedures. The parties hereto hereby agree to enter into this Integrity Pact and agree as follows:

2. Commitments of the PRINCIPAL

2.1.1

The PRINCIPAL undertakes that no official of the PRINCIPAL, connected directly or indirectly with the contract, will demand, take a promise for or accept, directly or through intermediaries, any bribe, consideration, gift, reward, favour or any material or immaterial benefit or any other advantage from the APPLICANT, either for themselves or for any person, organisation or third party

related to the contract in exchange for an advantage in the bidding process, bid evaluation, contracting or implementation process related to the contract.

3.1.2 The PRINCIPAL will, during the pre-contract stage, treat all APPLICANTs alike, and will provide to all APPLICANTs the same information and will not provide any such information to any particular APPLICANT which could afford an advantage to that particular APPLICANT in comparison to other APPLICANTs.

3.1.3 All the officials of the PRINCIPAL will report to the appropriate authority any attempted or completed breaches of the above commitments as well as any substantial suspicion of such a breach.

2.2 In case any such preceding misconduct on the part of such official(s) is reported by the APPLICANT to the PRINCIPAL with full and verifiable facts and the same is prima facie found to be correct by the PRINCIPAL necessary disciplinary proceedings, or any other action as deemed fit, including criminal proceedings may be initiated by the PRINCIPAL and such a person shall be debarred from further dealings related to the contract process. In such a case while an enquiry is being conducted by the PRINCIPAL the proceedings under the contract would not be stalled.

3. Commitments of APPLICANT

3.1 The APPLICANT commits itself to take all measures necessary to prevent corrupt practices, unfair means and illegal activities during any stage of its bid or during any pre-contract or post-contract stage in order to secure the contract or in furtherance to secure it and in particular commit itself to the following:

3.1.1 The APPLICANT will not offer, directly or through intermediaries, any bribe, gift, consideration, reward, favour, any material or immaterial benefit or other advantage, commission, fees, brokerage or inducement to any official of the PRINCIPAL , connected directly or indirectly with the bidding process, or to any person, organisation or third party related to the contract in exchange for any advantage in the bidding, evaluation, contracting and implementation of the contract.

3.1.2 The APPLICANT further undertakes and declares/represents that it has not given, offered or promised to give, directly or indirectly any bribe, gift, consideration, reward, favour, any material or immaterial benefit or other advantage, commission, fees, brokerage or inducement to any official of the PRINCIPAL or otherwise in procuring the Contract or forbearing to do or having done any act in relation to the obtaining or execution of the contract or any other contract with the PRINCIPAL for showing or forbearing to show favour or disfavour to any person in relation to the contract or any other contract with the PRINCIPAL

3.1.3 APPLICANT shall disclose in writing the name and address of representatives and Indian APPLICANTs shall disclose their foreign principals or associates.

3.1.4 APPLICANT shall disclose in writing the payments to be made by them to any intermediary, in connection with this bid/contract.

3.1.5 The APPLICANT, either while presenting the bid or during pre-contract negotiations or before signing the contract, shall disclose in writing payments, if any, he has made / is committed to or intends to make to officials of the PRINCIPAL or their family members or any other intermediaries in connection with the contract or otherwise and the details of services agreed upon for such payments.

3.1.6 The APPLICANT will not collude with other parties interested in the contract to impair the transparency, fairness and progress of the bidding process, bid evaluation, contracting and implementation of the contract.

3.1.7 The APPLICANT will not accept any advantage in exchange for any corrupt practice, unfair means and illegal activities.

3.1.8 The APPLICANT shall not use improperly, for purposes of competition or personal gain, or pass on to others, any information provided by the PRINCIPAL as part of the business relationship, regarding plans, technical proposals and business details, including information contained in any electronic data carrier, without written consent of the PRINCIPAL. The APPLICANT also undertakes to exercise due and adequate care lest any such information is divulged.

3.1.9 The APPLICANT commits to refrain from giving any complaint directly or through any other manner without supporting it with full and verifiable facts.

3.1.10 The APPLICANT shall not instigate or cause to instigate any third person to commit any of the actions mentioned above.

3.1.11 If the APPLICANT or any employee of the APPLICANT or any person acting on behalf of the APPLICANT, either directly or indirectly, is a relative of any of the officers of the PRINCIPAL, or alternatively, if any relative of an officer of the PRINCIPAL has financial interest/stake in the APPLICANT's firm, the same shall be disclosed in writing by the APPLICANT at the time of filing of tender.

The term 'relative' for this purpose would be as defined in Section 2(77) of the Companies Act, 2013 of India.

3.1.12 The APPLICANT shall not lend to or borrow any money from or enter into any monetary dealings or transactions, directly or indirectly, with any employee of the PRINCIPAL

4. Previous Transgression

4.1 The APPLICANT declares that no previous transgression occurred in the last three years immediately before signing of this Integrity Pact, with any other company/entity in any country in respect of any corrupt practices envisaged hereunder or with any

Public Sector Enterprise in India or any Government Department in India that could justify APPLICANT's exclusion from the tender process.

4.2 The APPLICANT agrees that if it makes incorrect statement on this subject, APPLICANT can be disqualified from the procurement process or the contract, if already awarded, can be terminated for such reason.

5. Earnest Money (Security Deposit)

5.1 While submitting the Bid in the main tender, the APPLICANT shall deposit an amount as may be specified by the PRINCIPAL in the main tender (as Earnest Money/Security Deposit) with the PRINCIPAL through instruments, the detail of which along with the amount will be notified by the PRINCIPAL in the main tender.

5.2 In case of the successful APPLICANT, a clause would also be incorporated in the Article pertaining to Performance Bond (Performance Bank Guarantee and / or Security Deposit) in the Purchase Contract that the provisions of Sanctions for Violation shall be applicable for forfeiture of Performance Bond in case of a decision by

the PRINCIPAL to forfeit the same without assigning any reason for imposing sanction for violation of this Pact.

6. Sanctions for Violations

6.1 Any breach of the aforesaid provisions by the APPLICANT or any one employed by it or acting on its behalf (whether with or without the knowledge of the APPLICANT) shall entitle the PRINCIPAL to take all or any one of the following actions, wherever required:

6.1.1 To immediately call off the precontract negotiations / proceedings with applicant without assigning any reason or giving any compensation to the APPLICANT. However, the proceedings with the other APPLICANT(s) would continue.

6.1.2 The Earnest Money Deposit (in pre-contract stage) and/or Security Deposit/Performance Bond (after the contract is signed) shall stand forfeited either fully or partially, as decided by the PRINCIPAL and the PRINCIPAL shall not be required to assign any reason therefore.

6.1.3 To immediately cancel the contract, if already signed, without giving any compensation to the APPLICANT.

6.1.4 To recover all sums already paid by the PRINCIPAL, and in case of an Indian APPLICANT with interest thereon at 2% higher than the prevailing six months Marginal Cost of funds-based Lending Rate (MCLR) of State Bank of India, while in case of APPLICANT from a country other than India with interest thereon at 2% higher than the six months LIBOR. If any outstanding payment is due to the APPLICANT from the PRINCIPAL in connection with any other contract for any other stores, such outstanding payment could also be utilised to recover the aforesaid sum and interest.

6.1.5 To encash the advance bank guarantee and performance bond/warranty bond, if furnished by the APPLICANT, in order to recover the payments, already made by the PRINCIPAL, along with interest.

6.1.6 To cancel all or any other Contracts with the APPLICANT. The APPLICANT shall be liable to pay compensation for any loss or damage to the PRINCIPAL resulting from such cancellation/rescission and the PRINCIPAL shall be entitled to deduct the amount so payable from the money(s) due to the APPLICANT.

6.1.7 To debar the APPLICANT from participating in future bidding processes of the PRINCIPAL for a minimum period of five years, which may be further extended at the discretion of the PRINCIPAL.

6.1.8 To recover all sums paid in violation of this Pact by APPLICANT(s) to any middleman or agent or broker or any other intermediary with a view to securing the contract. In cases where irrevocable Letters of Credit have been received in respect of any contract signed by the PRINCIPAL with the APPLICANT, the same shall not be opened.

6.1.9 Forfeiture of Performance Bond in case of a decision by the PRINCIPAL to forfeit the same without assigning any reason for imposing sanction for violation of this Pact.

6.2 The PRINCIPAL will be entitled to take all or any of the actions mentioned at para

6.1.1 to **6.1.9** of this Pact also on the commission by the APPLICANT or any one employed by it or acting on its behalf (whether with or without the knowledge of the APPLICANT), of an offence as defined in Chapter IX of the Indian Penal code, 1860 or Prevention of Corruption Act, 1988 or any other statute enacted for prevention of corruption.

6.3 The decision of the PRINCIPAL to the effect that a breach of the provisions of this Pact has been committed by the APPLICANT shall be final and conclusive on the APPLICANT. However, the APPLICANT can approach the Independent Monitor(s) appointed for the purposes of this Pact.

7. Fall Clause:

The APPLICANT undertakes that it has not supplied/is not supplying similar product/systems or subsystems at a price lower than that offered in the present bid in respect of any other Ministry/Department of the Government of India or PSU or any other unit owned by Government of India / the PRINCIPAL and if it is found at any stage that similar product/systems or sub systems was supplied by the APPLICANT to any Ministry/Department of the Government of India or a PSU or any other unit owned by Government of India / the PRINCIPAL at a lower price, then that very price, with due allowance for elapsed time, will be applicable to the present case and the difference in the cost would be refunded by the APPLICANT to the PRINCIPAL, if the contract has already been concluded.

8. Independent Monitors

8.1 The PRINCIPAL has appointed 1. Shri Nageshwar Rao Koripalli, IRS (Retd.), with effect from April 01, 2024, for a period of three years 2. Shri Pramod Shripad Phalnikar, IPS (Retd.), with effect from April 01, 2024, for a period of three years) as the independent monitors (hereinafter referred to as Monitor) for this Pact.

8.2 The task of the Monitor shall be to review independently and objectively, whether and to what extent the parties comply with the obligations under this Pact.

8.3 The Monitor shall not be subject to instructions by the representatives of the parties and perform their functions neutrally and independently.

8.4 Both the parties accept that the Monitor have the right to access all the documents relating to the project/procurement, including minutes of meetings.

8.5 As soon as the Monitor notices, or has reason to believe, a violation of this Pact, he will so inform the Authority designated by the PRINCIPAL.

8.6 The APPLICANT(s) accepts that the Monitor has the right to access without restriction to all project documentation of the PRINCIPAL including that provided by the APPLICANT. The APPLICANT will also grant the Monitor, upon his request and demonstration of a valid interest, unrestricted and unconditional access to his project documentation. The same is applicable to sub-consultants. The Monitor shall be under contractual obligation to treat the information and documents of the APPLICANT/Subbidder(s) with confidentiality.

8.7 The PRINCIPAL will provide to the Monitor sufficient information about all meetings among the parties related to the project provided such meetings could have an impact on the contractual relations between the parties. The parties will offer to the Monitor the option to participate in such meetings.

8.8 The Monitor will submit a written report to the designated Authority of PRINCIPAL within 8 to 10 weeks from the date of reference or intimation to him by the PRINCIPAL / APPLICANT and, should the occasion arise, submit proposals for correcting problematic situations.

9. Facilitation of Investigation

9.1 In case of any allegation of violation of any provisions of this Pact or payment of commission, the PRINCIPAL or its authorized agencies shall be entitled to examine all the documents including the Books of Accounts of the APPLICANT and the APPLICANT shall provide necessary information and documents in English and shall extend all possible help for the purpose of such examination.

9.2 In the event of any dispute between the PRINCIPAL and APPLICANT where Integrity Pact is applicable, in case, both the parties are agreeable, they may try to settle dispute through mediation before the panel of IEMs in a time bound manner. In case, dispute remains unresolved even after mediation by the panel of IEMs, the PRINCIPAL may take further action as per terms and conditions of the contract.

9.3
Person signing the Integrity Pact shall not approach the Courts while representing the matter to IEMs and he/ she will await their decision in the matter

10. Law and Place of Jurisdiction:

This Pact is subject to Indian Law. The place of performance and jurisdiction is the seat of the PRINCIPAL, i.e., Mumbai, India.

11. Other Legal Actions:

The actions stipulated in this Integrity Pact are without prejudice to any other legal action that may follow in accordance with the provisions of the extant law in force relating to any civil or criminal proceedings.

12. Validity

12.1 The validity of this Integrity Pact shall be from the date of its signing and extend upto 5 years or the complete execution of the contract to the satisfaction of both the PRINCIPAL and the APPLICANT, including defect liability period, whichever is later. In case a APPLICANT is unsuccessful in empanelment process, this Integrity Pact shall expire after six months from the date of its execution.

12.2 Should one or several provisions of this Pact turn out to be invalid; the remainder of this Pact shall remain valid. In this case, the parties will strive to come to an agreement to their original intentions.

13. The parties hereby sign this Integrity Pact at _____ on

PRINCIPAL	APPLICANT
Name of the Officer	Name of the Authorised Signatory
Designation	Designation
Reserve Bank of India Department	Name of the Applicant Premises

Witness

1.

2

Witness

1.

2.

Reserve Bank of India
Issue Department

Dehradun

E-Tender/bid for

Supply of Sufficient Number of adult and able-bodied labourers for handling of coin bags and note boxes at Reserve Bank of India, Dehradun

Part – II

(Price Bid)

Price Bid / Bill of Quantity– To be filled in CPP Portal only

Particulars	Total Cost (in ₹)
Rate for supplying sufficient number of adult and able-bodied labourers/mazdoors, which should not be less than 04 + 01 Supervisor per day, as specified in requisition for: (a) Loading, unloading, weighing, carting, stacking, spreading etc., of Briquettes packed in bags and also for miscellaneous incidental items of work in the premises of RBI, Dehradun, or at any premises identified by the Bank. Each Bag weighs at around 50-60 Kg. (b) Loading, unloading, weighing, carting, stacking, spreading etc., of full notes boxes (Wooden / Metal) and also for miscellaneous incidental items of work in the premises of RBI, Dehradun, or at any premises identified by the Bank. Each Wooden Box weighs at around 80-100 KG & each Metal Box weighs at around 90-120 Kg.	

Terms & Conditions: -

(i) The stacking of boxes can be up to maximum height of 7-8 feet.

(ii) The rates should be all inclusive of costs incidental to providing the services as mentioned above, excluding of GST but inclusive of all type of charges, overheads etc.,

(iii) The Bank may increase / decrease the number of manpower required for the work as per its requirement. In such cases of increase / decrease, the payment shall be made proportionately on the basis of the rates quoted by the bidder in this tender as per below mentioned formula:

Amount for providing Additional Manpower (1 no.) = Cost of (1 no.) additional manpower per day x No. of additional manpower provided on that day.

Where,

Cost of (1 no.) additional manpower per day = Contract Value / (No. of manpower prescribed in the tender (05) x No. of working days prescribed in the tender (312) in a year).

Signature of the Contractor & Seal

Date:

Place: