Schedule of Tender

i.	Purpose	Setting up Innovation Pavilion at GFF 2026, Mumbai– September 09-11, 2026
ii.	Date of Financial Bid being available to the parties for viewing/ download	Financial Bid document may be downloaded from the Bank's website https://rbi.org.in from 7.00 PM on July 06, 2026
iii.	Date of Pre-Bid meeting (may be offline or online)	3.00 PM on July 10, 2026
iv.	Venue of Pre-Bid meeting	To be decided
v.	Last date and time for submission of financial bid	11.00 AM on July 30, 2026
vi.	Mode of submission of financial bid	Online only through the MSTC Portal.
vii.	Date and Time for opening of Bids	03.00 PM on July 30, 2026 The Event Management Agencies (1-2 representative(s)) may be present during opening of the bids on MSTC Portal. The Bank may at its sole discretion decide to open the bids over video conference. However, Bids would be opened even in the absence of any or all the Agency representatives.
viii.	Date of Award of Contract	August 03, 2026
ix.	Estimate Value	₹1,50,00,000/- (Rupees in words One Crore Fifty Lakh Only)
x.	Earnest Money Deposit	The RFP Application must be submitted along with an Earnest Money Deposit (EMD) amounting to a sum of 3,00,000/- (Rs. Three Lakh Only) payable through NEFT/Bank Guarantee before the close of business hours on July 28, 2026. Failure to comply with this condition will render the bid void and the bid will be rejected.
xi.	Account details for payment of Earnest Money Deposit (EMD)	**Beneficiary Name**: Reserve Bank of India **Account Number**: 41869229993 **IFSC**: RBIS0COD001
xii.	Date of submission of Performance Bank Guarantee	August 07, 2026 The PBG shall be 5% of total cost of project i.e. bid emerging as L1.
xiii.	Details of contact person of RBI	Shri Harshad Renguntwar, Assistant Manager (9821301007/ 022-22603518) Email Id: hrrenguntwar@rbi.org.in Shri Tirupati Prasad Panigrahi, Assistant Manager (7077036993/022-22603517) Email Id: tppanigrahi@rbi.org.in

RESERVE BANK OF INDIA

Notice inviting Financial Bid – Setting up Innovation Pavilion at Global Fintech Festival (GFF) 2026, Mumbai – September 09-11, 2026

Bid No: RBI/FinTech Department/Central Office/CO.FD.ADM.No.S60/08-13-104/2026-2027

FinTech Department
Central Office
Reserve Bank of India
Mumbai- 400 001

Disclaimer

i. The Bank has prepared this document to provide background information to the interested parties. While the Bank has taken due care in the preparation of the information contained in this document and believes it to be accurate, neither the Bank nor any of its authorities nor agencies nor officers nor employees, nor advisors give any warranty or make any representation, express or implied, as to the completeness or accuracy of the information contained herein or any information which may be provided in association herewith.

ii. The information is not intended to be exhaustive. Interested parties are required to make their own inquiries and respondents will be required to confirm in writing that they have done so and that they do not rely only on the information provided by the Bank in submitting their application document. The information is provided on the basis that it is non-binding on the Bank or any of its authorities or agencies or officers, employees, agents or advisors. The purpose of this document is to provide interested parties with information that may be useful to them in preparing their financial bid. This document includes statements, which reflect various assumptions and assessments arrived at by the Bank or their advisors in relation to the requirements. Such assumptions, assessments and statements do not purport to contain all the information that each Event Management Agency (EMA) may require. It is intended to be used as a guide only and does not constitute advice. The information contained in this document or subsequently provided to EMA, whether verbally or in documentary or any other form by or on behalf of Bank or any of their employees or advisors, is provided to EMA on the terms and conditions set out in this document and such other terms and conditions subject to which such information is provided.

iii. The Bank reserves the right to accept or reject any or all the Financial Bid offers or cancel the Financial Bid without assigning any reason therefor.

iv. The Bank reserves the right not to proceed with the Financial Bid or to change the configuration/coverage of the work or alter the timetable reflected in this document or to change the process or procedure to be applied, partly or wholly to matters specified herein. It also reserves the right to decline to discuss the matter further with any party expressing interest in this work. The decision of the Bank in all such matters shall be final. No reimbursement of cost of any type will be made to the entities expressing interest in this project.

Table of contents:

Section A: Schedule of Events

i.	Purpose	Setting up Innovation Pavilion at GFF 2026, Mumbai– September 09-11, 2026
ii.	Date of Financial Bid being available to the parties for viewing/ download	Financial Bid document may be downloaded from the Bank's website https://rbi.org.in from 7.00 PM on July 06, 2026
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Chief General Manager
FinTech Department

Section B: DEFINITIONS AND INTERPRETATION

In this financial bid document and the associated documentation, the following terms shall unless repugnant to the context or meaning thereof, have the following meanings:

i. "Event Management Agency" or "EMA" shall mean the Event Management Agencies empaneled with the Bank on September 19, 2025, as per the Request for Proposal floated by the Bank for Empanelment of Event Management Agencies.

ii. "Financial Bid" shall mean the Bid submitted by the Bidder setting out the proposed price (i.e., proposed Contract Consideration) payable to such Bidder on being selected as the L1 Bidder;

iii. "Contract" shall mean an agreement entered into by the Bank with the successful Bidder appointing the Bidder as the EMA for the execution of this work contract. The term 'Contract' includes all the attachments and appendices to such an agreement, and all documents incorporated by reference in such an agreement;

iv. "Contract Consideration" shall mean the monetary amount payable by the Bank to the EMA for the EMA's performance of the obligations under the Contract;

v. "Completion of Work" means that all the Services undertaken by the EMA has been successfully completed, and the final deliverables as part of such services, have been delivered to the Bank;

vi. "RBI" shall mean, the Reserve Bank of India;

vii. The expression "Bank" occurring in the tender document shall mean Reserve Bank of India;

viii. "RFP" shall mean this Request for Proposal for Empanelment of Event Management Agencies;

ix. "Services" shall mean the event management services to be undertaken by the Agency, as detailed in this RFP;

x. "Sub-contractor" shall mean any person engaged by the EMA to perform any part of the Services;

xi. "Website" shall mean the website of the Bank accessible at the following URL: https://rbi.org.in/

Section C: Important instructions regarding E-tender

This is an e-procurement event of FinTech Department, Reserve Bank of India, Central Office. The e- procurement service provider is MSTC Limited. Bidders are requested to read and understand the Notice inviting financial bid and any subsequent Corrigendum, if any, before submitting their online tender.

i. Registration:

The process involves vendor's registration with MSTC e-procurement portal which is free of cost. Only after registration, the vendor(s) can submit their bids electronically. Electronic Bidding for submission of Financial Bid over the internet will be done. The Vendor should possess Class III signing type digital certificate. Vendors are to make their own arrangement for bidding from a computer connected with Internet. MSTC/ RBI is not responsible for making such arrangement. (Bids will not be recorded without Digital Signature).

SPECIAL NOTE: The Financial Bid must be submitted online only at MSTC E-Commerce (mstcecommerce.com)

a. Vendors are required to register themselves online at MSTC E-Commerce (mstcecommerce.com) as Vendor by filling up details and creating own user id and password- Submit.

b. Vendors will receive a system generated mail confirming their registration in their email which has been provided while filling the registration form.

c. In case of any clarification, please contact MSTC/RBI, Mumbai Regional Office, (before the scheduled time of the e- tender).

MSTC Ltd Contact Person

a. Shri Manas Mallick, Senior Manager (MSTC-WRO), Email Id: manas@mstcindia.co.in, Phone No: 9831108435
b. Shri Tanmoy Sarkar, Deputy Manager, Email Id: tsarkar@mstcindia.co.in Phone No: 8349894664

c. HO Central Helpdesk (MSTC) for Vendors: Phone No 07969066600, Email Id: wroopn2@mstcindia.in; (Please mention "HO Helpdesk" as subject while sending emails)

Contact person (RBI, Mumbai):

a. Shri Harshad R., Assistant Manager (9821301007/022-22603518) Email Id: hrrenguntwar@rbi.org.in
b. Shri Tirupati Prasad Panigrahi, Assistant Manager (7077036993/022-22603517) Email Id: tppanigrahi@rbi.org.in

ii. System Requirements:

a. Windows XP-SP3 & above/Windows 7 Operating System

b. IE-7 and above Internet browser.

c. Signing type digital signature

d. JRE 7 update 9 and above software to be downloaded and installed in the system.

To disable "Protected Mode" for DSC to appear in the signer box following settings may be applied.

Tools=> Internet Options =>Security=> Disable protected Mode If enabled- i.e., Remove the tick from the tick box mentioning "Enable Protected Mode".

iii. Other Settings:

Tools=> Internet Options=> General=> Click on Settings under "browsing history/ Delete Browsing History"=> Temporary Internet Files=> Activate "Every time I Visit the Webpage".

To enable ALL active X controls and disable 'use pop up blocker' under Tools- Internet Options- custom level (Please run IE settings from the page www.mstcecommerce.com once)

For more details, vendor may refer to the Registration Guide and FAQ available at MSTC E-commerce (mstcecommerce.com)

iv. Process of e-tender:

a. The Financial Bid shall have to be submitted online at MSTC E-Commerce (mstcecommerce.com). Tenders will be opened electronically on specified date and time as given in the tender.

b. All entries in the tender should be entered in online Financial formats without any ambiguity.

c. Special Note towards Transaction fee:

The vendors shall pay the transaction fee using "Transaction Fee Payment" Link under "My Menu" in the vendor login. The vendors have to select the particular tender from the event dropdown box. The vendor shall have the facility of making the payment either through **NEFT** or Online Payment. On selecting **NEFT,** the vendor shall generate a challan by filling up a form. The vendor shall remit the transaction fee amount as per the details printed on the challan without making change in the same. On selecting Online Payment, the vendor shall have the provision of making payment using its Credit/ Debit Card/ Net Banking. Once the payment gets credited to MSTC's designated bank account, the transaction fee shall be auto authorized and the vendor shall be receiving a system generated mail.

v. Transaction fee is non-refundable.

A vendor will not have the access to online e-tender without making the payment towards transaction fee.

NOTE: Bidders are advised to remit the transaction fee well in advance before the closing time of the event to give themselves sufficient time to submit the bid.

a. Information about tenders /corrigendum uploaded shall be sent by email only during the process till finalization of tender. Hence the vendors are required to ensure that their corporate email-id provided is valid and updated at the time of registration of vendor with MSTC. Vendors are also requested to ensure validity of their DSC (Digital Signature Certificate).

b. E-tender cannot be accessed after the due date and time mentioned in the Notice inviting e-tender.

c. Bidding in e-tender:

i. Vendor(s) need to submit necessary Transaction fees (if any) to be eligible to bid online in the e-tender. Transaction fees is non- refundable.

ii. The process involves Electronic Bidding for submission of Financial Bid.

iii. The vendor(s) who have submitted transaction fee can only submit their Financial Bid through internet in MSTC website MSTC E-commerce (mstcecommerce.com).

iv. The vendor should allow running JAVA application. This exercise has to be done immediately after opening of Bid floor. Then they have to fill up common terms/commercial specification and save the same.

v. After filling financial bid, the vendor should click on "save" to record their Financial Bid. Once Financial Bid has been saved, the vendor can click on the "Final submission" button to register their Bid.

vi. Vendors are instructed to use 'Attach Doc' button to upload documents. Multiple documents can be uploaded.

vii. In all cases, vendor should use their own ID and Password along with Digital Signature at the time of submission of their bid.

viii. During the entire e-tender process, the vendors will remain completely anonymous to one another and to everybody else.

ix. The e-tender floor shall remain open from the pre-announced date & time and for as much duration as mentioned above.

x. All electronic bids submitted during the e-tender process shall be legally binding on the vendor. Any bid will be considered as the valid bid offered by that vendor and acceptance of the same by the Bank will form a binding contract between the Bank and the vendor for execution of supply.

xi. It is mandatory that all the bids are submitted with digital signature certificate, otherwise the same will not be accepted by the system.

xii. The Bank reserves the right to cancel or reject or accept or withdraw or extend the tender in full or part as the case may be, without assigning any reason thereof.

xiii. No deviation of the terms and conditions of the tender document is acceptable. Submission of bid in the e-tender floor by any vendor confirms his acceptance of terms & conditions for the tender.

xiv. Any order resulting from this tender shall be governed by the terms and conditions mentioned therein.

xv. No deviation from terms & conditions is allowed.

xvi. The Bank reserves the right to cancel this e-tender or extend the due date of receipt of bid(s) without assigning any reason thereof.

xvii. Vendors are requested to read the vendor guide and see the video in the page https://www.mstcecommerce.com/eproc/ to familiarize with the system before bidding.

Section D: Introduction

i. The FinTech Department of Reserve Bank of India (RBI) intends to set up Innovation Pavilion at GFF 2026 at Mumbai from September 09-11, 2026.

ii. The Bank empaneled following seven Event Management Agencies:
   a. Laughing Water Productions
   b. Expression 360 Services India Pvt. Ltd.
   c. Go Bananas
   d. Sunjeet Communications Pvt. Ltd.
   e. Enthuse Answers Communications
   f. Crayons Advertising Limited
   g. Pavilions and Interior India

iii. In this regard, the Bank invites Financial Bids from the above empaneled EMAs only for the setting up of Innovation Pavilion during GFF 2026.

Section E: Scope of Work

The scope of work mentioned herewith is only indicative.

The venue is finalised and the location of the Innovation Pavilion i.e. the layout of the allotted space will be shared with the bidders.

The Event Management Agency empaneled by the Bank shall be responsible for the setting up the Innovation Pavilion as per our requirements. The scope of work mentioned herewith is only indicative and will include but not limit to these:

i. Setting up of Innovation Pavilion

The EMA set up the Innovation Pavilion as per the finalised design with all the elements as per the requirement. The Innovation Pavilion should be up and running well before the inauguration of GFF. The venue will be made available as soon as possible, keeping in mind the availability and industry practices.

ii. Generators

The EMA shall arrange for silent environment friendly generators (including the junction box, automatic changeover, earthing and extra cables, diesel and having capacity as mentioned in the proforma of the bid for the days mentioned during the event, having ability to generate enough power to run the entire Innovation Pavilion, during the GFF, **if needed.** Necessary license requirements also to be arranged by Event Manager.

iii. Digital Photography and Videography

The EMA shall engage professional photographers and videographers as mentioned in the proforma of the bid. The soft copies of the photographs and videos shall be made available to the Bank immediately after the conclusion of the GFF, in a pen-drive or in such other manner as may be proposed by the Bank. The intellectual property rights in such photographs and videos shall wholly vest with the Bank and the photographer / videographer shall not publicize the photographs or videos. The EMA shall perform any editing needed as per requirement of the Bank, which shall be completed within stipulated time. Number of photographers and videographers has been mentioned in the proforma for bidding.

iv. Agenda and theme Designing, Printing:

The EMA shall design the theme of the Innovation Pavilion, using licensed software only and the designer shall be experienced, creative and shall provide timely service.

v. Permissions/NOCs

The EMA shall secure necessary permission and NOCs from all concerned authorities and other stakeholders, for setting up of the Innovation Pavilion. The Bank shall extend all reasonable cooperation to the EMA in respect of applications required to be filed. However, the EMA shall be responsible for liaising and coordinating with the authorities and other stakeholders, to obtain necessary permission as required above. All the licenses need to be taken well in advance and submit to the Bank minimum at least a week before the event.

vi. Post event

The EMA shall hand over the cleaned venue to the Venue Manager (to their reasonable satisfaction) after completion of the GFF and remove all the setup and materials (including branding) post completion of event.

vii. Miscellaneous

a. The EMA shall procure sufficient insurance policy from any reputed insurance company to cover the setup and functioning of Innovation Pavilion. The EMA is advised to procure insurance for meeting liabilities at its own expense. For any loss of property/life during event preparation and the event itself, shall be borne entirely by the EMA and the Bank will not be responsible for any claims.

b. There could be some last-minute changes in requirements as requirements are dynamic in nature. Since this Innovation Pavilion is of immense importance and reputation of RBI is at stake, the EMA shall always maintain redundancies and alternate plan of execution.

viii. Other manpower requirements

The EMA shall appoint a dedicated venue manager/ single point of contact for the Bank who shall be responsible for managing the entire Innovation Pavilion and shall coordinate with all relevant agencies.

a. The EMA shall deploy technical teams consisting of professionals who possess both technical knowledge and experience for overseeing and conduct of such events.

b. The EMA shall arrange for a team at Mumbai, and which should be ready to meet RBI team in short notice.

ix. The EMA shall have a dedicated team of Senior Officials, which shall coordinate with the Bank to understand its requirement.

Section F: Terms and Conditions

i. The lowest bidder would be awarded the tender.

ii. This financial bid document is being published for information only and is not an open invitation to quote in this limited tender. Participation in this tender is by invitation only and is limited to the enlisted EMAs. Unsolicited offers are liable to be ignored.

iii. The empaneled EMAs are requested to submit bids on the MSTC Portal strictly conforming to the schedule and terms and conditions given in this document. The bids will be the basis for formally signing the contract with the selected EMA.

iv. The empaneled EMAs shall bear all costs associated with the preparation and submission of their bids. The Bank is not bound to accept any or all proposals/bids and reserves the right to annul the selection process altogether at its sole discretion without assigning any reason(s), at any stage of the financial bid process without incurring any liability or obligations on the Bank. The Bank also reserves the right to re-issue the financial bid if it decides so.

v. The Bank may at its sole discretion, but without being under any obligation to do so, update, amend, clarify, or supplement the information in this document. The Bank also reserves the right to not shortlist or appoint any or all Agency in respect of the services mentioned in this financial bid document/cancel the financial bid without assigning any reasons, whatsoever.

vi. **In case of any subsequent additional requirements, the cost of the same shall be decided based on mutual agreement between the Bank and Event Management Agency shortlisted after financial bid process. Also, if any arrangements are not needed, Bank will inform the Agency few days in advance and the payment will be calculated based on the services availed during the event.**

vii. All the relevant general terms and conditions mentioned under Section IV of the Request for Proposal for Empanelment of Event Management Agencies is applicable to this financial bid document unless mentioned otherwise. In case of discrepancy between the Financial Bid document and aforementioned RFP, the earlier shall prevail.

viii. Financial Bid should contain only the EMAs quoted rates. The quoted rates shall be inclusive of taxes.

ix. The rates quoted in the Financial Bid shall be final and will not be enhanced under any pretext during the period of the contract.

x. All statutory deductions, as applicable, shall be made from the bills submitted by the successful bidder to the Bank.

xi. Bid prices shall be quoted in Indian Rupees only.

xii. Subcontract, if any by selected Agency, is with the approval of the Bank.

xiii. The tenderer should ensure that all columns of the Financial Bid are duly filled, and no column is left blank. After opening of the Financial Bid, no clarifications whatsoever shall be entertained by the RBI.

xiv. Validity of Financial Bid: The prices shall remain valid initially for a period of 01 month from the date of opening of Financial Bid, which may be further extended by agreement between the Bank and the EMAs, if required. The EMAs shall not cancel or withdraw the financial bid during this period or change the quoted rates.

xv. All the documents submitted should be duly certified by an authorized person of the EMA.

xvi. The Bank is not bound to accept the lowest or any financial bid and may at any time terminate the financial bid process without assigning any reason.

xvii. **Performance bank guarantee:** The successful bidder shall furnish performance bank guarantee to the Bank. The performance bank guarantee will be 5% of the value (rounded off to nearest rupees) of the tender awarded to the tenderer. The performance bank guarantee should be paid before start of the work by the bidder from a scheduled commercial bank as per the specified format in provided in this document. On payment of the performance bank guarantee, the agency/ contractor will be required to enter an agreement/contract on Non-Judicial Stamp Paper of appropriate value containing inter-alia all the terms and conditions of the contract, as approved by the Bank. Failure to pay the performance bank guarantee shall be treated as failure to discharge the duties under the contract and shall result in cancellation of the offer of the contract and the applicant shall be liable to compensate the Bank for any loss incurred by it for the same. No interest will be paid to the successful bidder for the performance bank guarantee during the period of agreement. The performance bank guarantee shall be released to the successful bidder by the **Bank after two months of completion of the contract period subject to the Bank being satisfied about the successful completion of the contract and no liabilities being subsisting towards the Bank from the successful bidder or its employees.** In case of any unsatisfactory service by the successful bidder, the performance bank guarantee shall be discharged only after adjusting all dues and liabilities by the Bank. The Bank reserves the right to recover any part or the whole of the amount of the performance bank guarantee for losses/reputational risks suffered by it due to failure on the part of the successful bidder or due to termination of contract or the successful bidder becoming disqualified because of liquidation/insolvency or change of composition of the successful bidder. The decision of the Bank in respect of such losses, damages, charges, expenses or costs, shall be final and binding on the successful bidder and the decision of the Bank shall not be questioned.

xviii. The Bank may terminate the contract in the event the successful EMA fails to deposit the performance bank guarantee issued by a scheduled commercial bank for the prescribed value or fails to execute the agreement within specified period. It may also be noted that hard copy of the performance Bank Guarantee duly signed by bank officials is to be submitted to the Bank before signing the agreement. In case of non-submission of performance bank guarantee the Bank preserves the right to invite the L2.

xix. The Bank will communicate to the successful EMA through letter transmitted by registered post/ speed post/by hand/E-mail that his/ its bid has been accepted (hereinafter and in the condition of contract called the "Letter of Award"). The successful EMA will be required to execute an agreement within three days from the date of issue of Letter of Award. If the selected EMA fails to sign the formal agreement within three days of issue of Letter of Award or fails to commence the work on due date, the letter awarding the work shall be treated as cancelled and the Bank preserves the right to award the work to L2.

xx. The Contract between the Bank and the successful EMA shall come into full force and effect on the date of issue of the Letter of Award. The cost of stamp duties and similar charges (if any) imposed by law in connection with the Agreement shall be borne by the EMA. Failure of the successful EMA to comply with the requirements of above clauses shall constitute sufficient grounds for the annulment of the award and forfeiture of the Performance bank guarantee / Performance Bank Guarantee submitted by the bidder.

xxi. Non-disclosure clause: The EMA shall not disclose directly or indirectly any information, materials, and details of the Bank's infrastructure / systems/ equipment's etc., which may come to the possession or knowledge of the EMA during the course of discharging its contractual obligations in connection with this contract, to any third party and shall at all times hold the same in strictest confidence. The agency / contractor shall treat the details of the contract as private and confidential, except to the extent necessary to carry out the obligations under it or to comply with applicable laws. The agency / contractor shall not print, permit to be printed, or disclose any particulars of the works in any trade or technical paper or elsewhere without the previous written consent of the Bank. The agency / contractor shall indemnify the Bank for any loss suffered by the Bank because of disclosure of any confidential information. Failure to observe the above shall be treated as breach of contract on the part of the agency / contractor and the Bank shall be entitled to claim damages and pursue legal remedies for the same. The agency/contractor shall ensure that the persons engaged by it for the work are made aware of the non- disclosure requirement and the agency / contractor shall be liable for any breach committed by its employees or persons engaged by it. The Non- Disclosure Clause signed by the agency / contractor in connection with this tender will survive for indefinite duration, notwithstanding termination of the contract between the agency / contractor and the Bank. The EMA shall not at any point of time even after the completion of contract period disclose the content of the book or make the contents public or post to any form of social media.

xxii. The bidder should ensure to compliance with local laws, works contract tax, etc. except GST imposed/to be imposed by Central/State Government/ Local Bodies and the contractor shall pay the said taxes to the government and the Bank will not entertain any claim thereof for reimbursement of the same to the contractor. If the contractor fails to include such taxes and duties in the bill, no claim thereof will be entertained by the Bank afterwards.

xxiii. The Bank would establish the reasonableness of the rates in relation to the estimated rates, prevailing market rates, economic indices of the raw material/ labor and other input costs etc., Accordingly, the Bank may, at its discretion, ask any bidder to furnish the breakup and rationale based on which the quoted rates have been arrived. Abnormally low quotes which does not commensurate with market rates will not be considered.

xxiv. We agree that the Financial Bid is liable to be rejected if any of the above rates and percentage are found not to follow the respective statutory laws.

xxv. The Bank will appreciate a confirmation regarding the participation in tender.

If the bank does not get a reply, it will be considered that the EMA is not interested in participating in the tender. In such a case, the Bank will be constrained to take appropriate action against the non-participating EMAs.

xxvi. **Payment to the EMA:** The EMA shall raise the bill on completion of assignment for payment with supporting documents. The EMA shall pay their entitled wages to its employees. The payment of wages shall not be linked to the payment of the bill by the Bank and the Bank shall not be liable in this regard in any manner whatsoever.

xxvii. In case the Bank is not satisfied with the quality or/ and performance of the selected EMA, it shall at its sole discretion award the work to L2 bidder and payment shall be made to the L1 bidder as per the sole discretion of the Bank.

Section G: Proforma of Performance Bank Guarantee

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

Chief General Manager

FinTech Department
Central Office

Reserve Bank of India Fort
Mumbai - 400 001

Dear Sir,

E-Tendering for setting up the Innovation Pavilion during GFF 2026 at Mumbai – September 09-11, 2026

WHEREAS

Reserve Bank of India, having its office at Shahid Bhagat Singh Road, Mumbai, (hereinafter called "the RBI") has awarded the contract for the captioned work (hereinafter called the "Contract") to M/s (Name of the EMA) (hereinafter called " the said EMA" which expression shall include its successors and assigns) and whereas the EMA is bound by the said contract to submit to RBI a Performance Security for a total amount ....for the due fulfilment by the said EMA 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 EMA, 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

We (Name of the Bank) do hereby agree with and undertake to RBI, their successors, assignees that in the event of RBI coming to the conclusion that the EMA 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 EMA; we shall on demand by the RBI, pay without demur to RBI a sum of.................or any lower amount that may be demanded by 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, that our liability against such sum shall not exceed the sum of ....

We also agree to undertake and confirm that the sum not exceeding.............. as aforesaid

shall be paid by us without any demur or protest, merely on demand from 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 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 not withstanding 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 RBI within a period of one week from the date of receipt of the notice as aforesaid.

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

Any forbearance or commission on the part of 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 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 ....

Our liability under these presents shall not exceed the sum ....

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 there under or by dissolution or change in the constitution of our said constituents.

This guarantee shall remain in force up to 90 days beyond the Contract period provided that if so desired by 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.

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 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 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).

Section H: Proforma of Financial Bid

E-Tendering for setting up the Innovation Pavilion during GFF 2026 at Mumbai – September 09-11, 2026 (Document that will be available and can be downloaded from MSTC Portal)

1. **Layout of the floor for GFF 2025 – The area allocated or RBI is same as that of GFF 2025**
2. **Design for reference**
3. **Detailed BOQ i.e. proforma of financial bid – amount including tax**