



रिज़र्व बैंक स्टाफ महाविद्यालय / RESERVE BANK STAFF COLLEGE
संपदा कक्ष, चेन्नै - 600 018 / Estate Cell, Chennai - 600 018

Notice Inviting Tender

Renovation of Computer Lab- Arabian Sea at Reserve Bank Staff College, Chennai - 600018

Reserve Bank Staff College, Chennai invites e- tenders for the captioned work from Bank's empaneled vendors/contractors under the said category of the work costing up to 25 Lakhs. The tendering would be done through the e-Tendering portal of MSTC Ltd (<https://www.mstcecommerce.com/eprochome/rbi>). All interested empaneled vendors.

Contractors must register themselves with MSTC Ltd through the above-mentioned website to participate in the tendering process. The Schedule of e-Tender is as follows:

a. Name of Work	Renovation of Computer Lab - Arabian Sea at Reserve Bank Staff College, Chennai - 600018
b. Estimated cost of the Work	₹23.13 lakh including GST and rebate (buy-back value), for taking away the salvageable items generated from the work
c. e-Tender no	RBI/Reserve Bank Staff College/Estate/3/26-27/ET/207
d. Mode Of Tender	e-Procurement System (Online: Part I - Techno-Commercial Bid and Part II - Price Bid through (www.mstcecommerce.com/eproc))
e. Earnest Money Deposit	Nil
f. Date of NIT available to parties to download	July 09, 2026, 1400 hrs. onwards
g. Date of Pre-Bid Meeting	July 14, 2026 @ 1130 hrs. at Conference room of RBSC, Chennai
h. Date of starting of e-Tender for submission of Techno-Commercial Bid and price Bid in MSTC Portal	July 17, 2026, from 1400 onwards
i. Date of closing of online e-tender for submission of Techno-Commercial Bid & Price Bid	August 07, 2026, till 1400 hrs.
j. Date & time of opening of tender	August 07, 2026, 1500 hrs.
k. Transaction Fee	As charged by MSTC Ltd.

Amendments / Corrigendum to the tender, if any, issued in future will only be notified on the RBI Website and MSTC Website as given above and will not be published in the newspaper.

July 09, 2026

Principal / Chief General Manager
Reserve Bank Staff College
359, Anna Salai Teynampet
Chennai – 600 018



**Reserve Bank Staff College
Estate Cell
Chennai**

Tender

For

**Renovation of Computer Lab - Arabian Sea at Reserve Bank
Staff College, Chennai - 600018**

Name of Tenderer: _____

Address _____

Part - I (Techno - Commercial Bid)

	Activity	Date
1	Date of availability of Tender in RBI Website and MSTC Portal	July 09, 2026, from 1400 hrs.
2	Due date for submission of Tender	August 07, 2026, till 1400 hrs.
3	Date of opening of Tender	August 07, 2026, 1500 hrs.

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**RESERVE BANK STAFF COLLEGE
ESTATE CELL
CHENNAI**

**Renovation of Computer Lab- Arabian Sea at Reserve Bank Staff
College, Chennai - 600018**

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DISCLAIMER

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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 they do not rely only on the information provided by RBSC in submitting the Tender. The information is provided on the basis that it is non - binding on Reserve Bank Staff College or any of its authorities or agencies or any of their respective officers, employees, agents or advisors.

Reserve Bank Staff College reserves the right not to proceed with the Project or to change the configuration of the Project, to alter the timetable reflected in this document or to change the process or procedure to be applied. It also reserves the right to decline to discuss the matter further with any party expressing interest. No reimbursement of cost of any type will be paid to persons or entities expressing interest.

Notice Inviting Tender

Renovation of Computer Lab- Arabian Sea at Reserve Bank Staff College, Chennai - 600018

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Guidelines for e-Procurement

Bidders are requested to read the terms & conditions of this tender before submitting his / their online tender.

Process of E-Tender:

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

SPECIAL NOTE: The Techno-Commercial Bid and Price Bid must be submitted online through www.mstcecommerce.com/eproc

- 1) Vendors are required to register themselves online with www.mstcecommerce.com/eproc
Register as Vendor -- Filling up details and creating own user id and password → Submit.
- 2). Vendors will receive a system generated mail confirming their registration in their email which has been provided during filling the registration form. In case of any clarification, vendors may contact RBI / MSTC, (before the scheduled time of the e- tender).

Contact person (RBI):

1. Shri. Mohan M (Manager, Estate Cell) 044-24302784
2. Shri Rushikesh Shripad Dingare (AM, Estate Department) 044 - 24302729
(rushikeshdingare@rbi.org.in)
3. Smt. Arulselvan N (Assistant Manager (Tech-Civil, Estate Cell) 044-24302727
Email: principalrbbsc@rbi.

Contact person (MSTC Ltd):

1. MSTC Helpline numbers: 7338878731, 7338878732, 7338878733
2. Shri V. Ganesh Moorthy (9176616410)
3. Shri Shanmugam - 9176397264

Google hangout ID- (for text chat) - mstceproc@gmail.com

B) System Requirements:

- i) Windows 7 or above Operating System
- ii) IE-7 and above Internet browser.
- iii) Signing type digital signature
- iv) Latest updated JRE 8 (x86 Offline) 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”.

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).

The Techno-commercial Bid and Price Bid shall have to be submitted online at www.mstcecommerce.com/eproc. Tenders will be opened electronically on specified date and time as given in the Tender.

All entries in the tender should be entered in online Technical & Commercial Formats without any ambiguity.

Special Note towards Transaction fee:

The vendors shall pay transaction fee using “**Transaction Fee Payment**” Link under “My Menu” in vendor login. The vendors have to select the particular tender from event drop down box. The vendor shall have the facility of making 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 transaction fee amount as per the details printed on challan without making change in the same. On selecting Online Payment, vendor shall have provision of making payment using his / their Credit / Debit Card / Net Banking. Once 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. **Transaction fee is non-refundable.** A vendor will not have the access to online e-tender without making payment towards transaction fee.

NOTE:

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

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 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).

E-tender cannot be accessed after the due date and time mentioned in NIT.

Bidding in e-tender:

- a) The process involves Electronic Bidding for submission of Technical and Commercial Bid and 'Price Bid'.
- b) The vendor(s) who have submitted transaction fee can only submit their Bids through internet in MSTC website www.mstcecommerce.com => e-procurement => PSU / Govt. depts. => Login under RBI => My menu => Auction Floor Manager => live event => Selection of the live event.
- c) The vendor should have 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. After that, they should click on the Technical bid. If this JAVA application does not run, then the vendor will not be able to save / submit his / their Technical bid.
- d) After filling the 'Techno Commercial Bid', vendors must click 'save' for recording the same. Once the 'Price Bid' link becomes active and the details are filled up, vendors have to click on "save" to record the 'Price Bid'. After both the 'Techno-Commercial Bid' & 'Price Bid' have been saved, vendor must click on the "Final submission" button to register the bids.
- e) Pages of Part I (Techno-Commercial Bid) of the tender where details shall be filled in and signed, shall be downloaded from the uploaded tender documents, details filled in, signed and uploaded. Vendors are instructed to use *Attach Doc button* to upload documents. Multiple documents can be uploaded.
- f) In all cases, vendors are advised to use their own ID and Password along with Digital Signature at the time of submission of their bids.

- g) During the entire e-tender process, the vendors will remain completely anonymous to one another and also to everybody else.
- h) The e-tender floor shall remain open from the pre-announced date & time and for as much duration as mentioned above.
- i) 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 Buyer will form a binding contract between Buyer and the Vendor for execution of supply.
- j) It is mandatory that all the bids are submitted with digital signature certificate otherwise the same will not be accepted by the system.
- k) Buyer reserves the right to cancel or reject or accept or withdraw or extend the tender in full or part as the case may be without assigning any reason thereof.

No deviation of the terms and conditions of the tender document is acceptable after opening of Part I of the tender. Submission of bid in the e-tender floor by any vendor confirms his / their acceptance of terms & conditions for the tender. Any order resulting from this tender shall be governed by the terms and conditions mentioned therein. The tender inviting authority has the right to cancel this e-tender or extend the due date of receipt of bid/s without assigning any reasons thereof.

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

Vendors are requested to quote rates without GST on 'Works Contract' and the same may be explicitly indicated in the column/ row specifically meant for that. No change in quoted rates will be accepted.

Important Note:

In the price bid due to number of words limitation of 1000 characters, complete description could not be accommodated, and description given thereof is brief. Before quoting rates, all the contractors must read the complete details of each item given in the schedule of quantities and other specifications/ terms and conditions given in this tender document. For execution and rate purpose, the details given in Schedule of Quantities in this tender document will be implemented.

2. Form of Tender

To

The principal
Reserve Bank Staff College
Teynampet
Chennai - 600 018

Dear Sir

Having examined the specifications, designs and Schedule of Quantities relating to the works specified in the memorandum hereinafter set out and having visited and examined the site of the works specified in the said memorandum and having acquired the requisite information relating thereto as affecting the tender, I / We hereby offer to execute the works specified in the said memorandum within the time specified at the rates mentioned in the attached Schedule of Quantities, specifications, and in accordance, in all respects, with the specifications, Designs, Drawings (if any) and instructions in writing referred to in Articles of Agreement, Special Conditions, Schedule of Quantities and General Conditions of Contract, Annexures and with such materials as are provided for, by and in all other respects in accordance with such conditions so far as they may be applicable.

MEMORANDUM

(a)	Name of the work:	Renovation of Computer Lab- Arabian Sea at Reserve Bank Staff College, Chennai - 600 018
(b)	Estimated Cost of the work	₹ 23.13 lakh including GST and rebate (buy-back value), for taking away the salvageable items generated from the work
(c)	Earnest Money	Nil
(d)	Retention Money to be deducted from the bills	5% from each bill (Maximum of 5% of contract amount).
(e)	Time for completion of the work	75 days , which shall be reckoned from the 14 th day of issue of written order to commence the work
(f)	Liquidated Damages	0.25% of the contract value per week for the period for which the work remains incomplete beyond the stipulated period of completion subject to the ceiling of 10% of the contract value.
(g)	Defects Liability period	1 Year from the date of Virtual Completion of the work

I / We agree to the following:

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

Signature, Name & Address of the bidder:

Instructions to Bidders

1. E-tenders comprising duly filled in Part I (Techno-Commercial Bid) and Part II (Price Bid) of the tender should be uploaded in MSTC website under RBI Portal for the work of **‘Renovation of Computer Lab- Arabian Sea at Reserve Bank Staff College, Chennai – 600 018.’** not later than **02:00 p.m. on August 07, 2026**. Telegraphic, Fax and E-mail tenders shall not be accepted. No tender received after **02:00 p.m. on August 07, 2026**, Shall be accepted by MSTC portal.
2. Bidders may get their doubts clarified during pre-bid meeting in Main office. Any change in mode of meeting shall be intimated to bidders in advance. The Bank discourages stipulation of any additional conditions by the tenderers. However, in case the tenderers wish to include any condition / clarification, it shall be separately uploaded in MSTC Portal in their letter head. The clarifications / conditions etc. uploaded if any will be examined and after discussions with all the tenderers, the conditions that are acceptable to the Bank will be intimated to the tenderers. No request for any change in rate or conditions after the opening of the tender will be entertained. However, decision of the Bank on acceptance of conditions put by the bidders is final and binding.
3. Bidders may choose to present for Tender Opening Event in RBSC at scheduled date and time. Part I (Techno-Commercial Bid) of the tender shall be opened at **03:00 pm on August 07, 2026** Part II (Price Bid) shall be opened on a subsequent date and time which shall be intimated to the bidders who are successfully qualified in Part I of tender.
4. All information, correspondence letters, shall be submitted in and addressed to The Principal, Estate Cell, Reserve Bank Staff College, Chennai - 600 018
5. Tenders shall remain valid for acceptance by the Bank for a period of 90 days from the date of opening of Part I of the tender which period may be extended by mutual agreement and the tenderer shall not cancel or withdraw the tender during this period.
6. The rates quoted shall be based on the **Part-II (Price-Bid) of tender** and shall be firm and binding without any escalation whatsoever till the completion of the contract. Due to limitation in number of words in price bid in MSTC portal, full description may not be available. However, tenderer shall read all specifications/drawings/conditions from this tender document.
7. For any item, if the rate and amount do not tally with respect to the bill of quantities, then the amount arrived based on quoted rates shall only be considered.

8. Digital Signatures may be used to submit the tender in token of his / their acquainted himself. / Themselves with the terms and conditions of this tender.
9. If any of the document is missing, the tender may be considered invalid by the Bank at its discretion. No advice of any change in rate or conditions after opening of the tender will be entertained.
10. The vendors shall pay the transaction fee vide the procedures listed in '**Guidelines for e-procurement**'. Transaction fee is non-refundable. A vendor will not have the access to online e-tender without making the payment towards transaction fee.
11. **Earnest Money Deposit** is Nil
12. The successful bidder shall also submit a Performance Bank Guarantee for 5% of the accepted Contract Value, valid initially till stipulated date of completion plus three months beyond that for due fulfilment of the contractual obligations by the contractor and submission of Performance Bank Security Guarantee for 5% of the accepted Contract Value as provided above, within 14 days of award of work. In case the time for completion of work gets extended, the contractor shall get the validity of Performance Bank Guarantee extended to cover such extended time for completion of work.
13. The Reserve Bank of India does not bind itself to accept, the lowest or any tender and reserve to itself the right to accept or reject any or all the tenders, either in whole or in part, without assigning any reasons for doing so.
14. On receipt of intimation from the Employer of acceptance of his / their tender, the successful bidder shall be bound to implement the contract and within fourteen days thereof the successful bidder shall sign an agreement in accordance with the draft agreement and the Schedule of Conditions but the written acceptance by the Reserve Bank Staff College of a tender will constitute a binding contract between the Reserve Bank Staff College and the person so tendering, whether such formal agreement is or is not subsequently executed.

15. In addition to the Performance Bank Guarantee for 5% of the accepted 'Contract Value' as per Clause 12 here as above, as a further security for the due fulfilment of the contract by the Contractor, 5% of the value of the work done will be deducted by the Employer from each payment and bills to be made to the Contractors towards Retention Money. This Retention Money to be deducted plus the Performance Bank Guarantee for 5% of the accepted Contract Value submitted by the successful bidder will be termed as 'Total Security Deposit'. On the Bank's Engineers issuing a certificate of Virtual Completion of the works, the Performance Bank Guarantee for 5% of the accepted 'Contract Value' will be released and balance Security Deposit, i.e., Retention Money, will be released by the Employer after successful completion of the Defect Liability Period including rectification of the defects observed during the Defects Liability Period. This amount retained by the Employer shall not bear any interest.
16. All compensation or other sums of money payable by the Contractor to the Employer under the terms of this Contract may be deducted from the Security Deposit if the amount so permits and the Contractor shall, unless such deposit has become otherwise payable, within ten days after such deduction make good in cash the amount so deducted.
17. The Contractor shall not assign the Contract. He shall not sublet any portion of the Contract except with the written consent of the Bank. In case of breach of these conditions, the bank may serve a notice in writing on the contractor rescinding the Contract whereupon the security deposit shall stand forfeited to the Bank.
18. The Contractor shall carry out all the work strictly in accordance with Design and drawings, details, specifications, and instructions of the Bank's Engineer. If in the opinion of the Bank's Engineer changes must be made in the design and with the prior approval in writing of the Employer, they desire the Contractor to carry out the same, the contractor shall carry out the same without any extra charge. The Bank's decision in such cases shall be final and shall not be open to arbitration.
19. A Schedule of Probable Quantities in respect of each work and specifications accompany these Instructions to Bidders. The Schedule of Probable Quantities is liable to alteration by omissions, deductions, or additions at the discretion of the Bank.
20. The tenderer must obtain for himself on his own responsibility and at his own expenses all the information which may be necessary for the purpose of making a tender and for entering into a contract and must examine the drawings (if any) and must inspect the site of the work and acquaint himself with all local conditions, means of access to the work, nature of the work and all matters appertaining thereto.

21. The rates quoted in the tender shall include all charges for clearing of site before commencement as well as after completion, double scaffolding, centring, boxing, staging, planking, plant and equipment, storage sheds, watching and lighting by night as well as day including Sundays and holidays, temporary lines for drawing plumbing and electricity supply arrangements (water and electricity may be made available at the available sources within the Bank's Premises), protection of the public and safety of walls, buildings and all other erections, matters or things and the Contractor shall take down and remove any or all such centring, scaffolding, staging, etc. as occasion shall require or when ordered so to do and fully reinstate and make good all matters and things disturbed during the execution of work and to the satisfaction of the Bank. The rates quoted shall be deemed to be for the finished work to be measured at site. The rates shall also be firm and shall not be subject to exchange variations, Labour conditions, fluctuations in railway freights or any conditions whatsoever.
22. **The rates for each item in Part II (Price Bid) in MSTC Portal shall be quoted excluding GST. Total Amount including GST shall be automatically calculated by the MSTC Portal and the total amount for all the items including the G.S.T will be taken as the total Contract Value.** Each invoice / bill shall indicate amongst other things, the contractor's PAN and GST Registration Number. The contract value will also be subject to TDS / Withholding Tax as per statutes. No claim in respect of sales tax, sales tax on works contract, excise duty, customs duty, octroi or other tax, duty or levy, service tax whether existing or in future shall be entertained by the Employer.
23. The quantities in the Schedule of Quantities approximately indicate the total extent of work but may vary to any extent and may even be omitted thus altering the aggregate value of the Contract. However, during actual execution of work, if the quantities of any of the items of work exceeds by more than 25% of the tender quantities, the quantities of such items executed, by the authority of the Bank's Engineer and with the concurrence of the employer, in excess of 25% of the tender quantity, shall be considered as an extra item of work for which the Contractors shall submit fresh rates supported by rate analysis worked on the actual cost basis plus 15% towards establishment charges, contractor's overheads and profit. The rates for all such items of work, being current ones, will not be eligible for price adjustment due to increase or decrease in prices of materials and Labour rates as per escalation formula, if any, given in the tender. If any of the items of work is omitted from the accepted tender at the sole discretion of the employer, the contractor shall not be entitled to any claim on this account.

24. Time allowed for carrying out the work as mentioned in the Memorandum shall be strictly observed by the Contractor and it shall be reckoned from the 14th day of issue of written order to commence the work.
25. The work shall throughout the stipulated period of the contract be proceeded with all due diligence and if the Contractor fails to complete the work within the specified period, he shall be liable to pay compensation as defined in Clause 27 of the General Conditions of the Contract. The tenderer shall before commencing the work, prepare a detailed work programmed which shall be approved by the employer. If the contractor fails to continue the work as per the detail work program or fails to deploy Labor as required for the smooth flow of the work, Bank reserves right to cancel the contract agreement entered into.
26. Tenders will be considered only from list of contractors empaneled by the Bank in the trades concerned.
27. The Contractor shall not be entitled to any compensation for any loss suffered by him on account of delays in commencing or executing the work, whatever the cause of delays may be, including delays arising out of modifications to the work entrusted to him or in any sub-contract connected therewith or delays in awarding contracts for other trades of the project or in commencement or completion of such works or in procuring Government controlled or other building materials or in obtaining water and power connections for construction purposes or for any other reason whatsoever and the Employer shall not be liable for any claim in respect thereof. The Employer does not accept liability for any sum besides the tender amount, subject to such variations as are provided for herein.
28. The successful tenderer is bound to carry out any items of work necessary for the completion of the job even though such items are not included in the quantities and rates. Schedule of instructions in respect of such additional items and their quantities will be issued in writing by the Bank's Engineer with the prior consent in writing of the Employer.
29. The successful tenderer must co-operate with the other Contractors appointed by the Employer so that the execution of work shall proceed smoothly with the least possible delay and to the satisfaction of the Bank's Engineer
30. The Contractor must bear in mind that all the work shall be carried out strictly in accordance with the Specifications, design drawings (if any) made by the Bank and also in compliance of the requirements of the local public authorities and to the requirements of the Bank and no deviation on any account will be permitted. Quality of the work should be satisfactory to the bank as per work specifications. Contractor shall make good the bank for any low quality of work executed.

31. The successful tenderer should make his own arrangement to obtain all materials required for the work. The materials as far as procurable shall be first / premium quality conforming to relevant Indian standards.
32. The successful tenderer is bound to purchase the required materials for which the "Basic Price" has been stipulated in the item from the manufacturer approved and selected by the Bank and at the rate approved by the Bank from time to time.
33. For items where Basic price of materials is stipulated, the basic price of materials shall be taken as cost of material at dealer's ex-go-down price i.e. excluding GST. The sample of all such materials shall be got approved from the Bank before purchasing. The contractor should provide to the Bank for verification, all paid bills of the purchased materials for ascertaining the actual rate of purchase so as to settle the difference in cost of materials. No overhead and profit shall be considered for cost difference.
34. The tenderer shall have to use materials of the makes / manufacturers specified in the list of material of approved brand and / or manufacture contained in the e-tender clauses.
35. Electricity and water shall be provided free of cost for execution of the work at one point within the premises. Contractor shall make their own arrangements for conveying the same to the required locations. The contractor shall, however, take care to ensure that no undue wastage of electricity & water is caused. Necessary safety measures shall be taken by the contractor to avoid any mishap. The contractor shall be penalized by the Bank if any laxity on his part is observed in this matter.
36. The Contractor shall strictly comply with the provisions in the Safety & Fire Safety Codes annexed hereto.
37. IS Code numbers wherever mentioned in the tender shall be the latest version as on the date of opening of tenders.
38. Total Security Deposit (Performance Bank Guarantee + Retention Money) of the successful tenderer will be forfeited if he / they fail to comply with any conditions of the Contract.
39. Errors, Omission and Descriptions:
 - a) In case of discrepancy between the Schedule of Quantities, specification and/or the Drawings, the following order of preference shall be observed i) Description of Schedule of Quantities ii) Particular Specification and Special Condition, if any iii) Drawings iv) General Specifications v) Indian Standard Specifications of B.I.S
 - b) In case of difference between the rates mentioned in figures and words, the rate adopted for working out the total amount of item in the original tender form, shall be taken as correct. In all other cases the correct rate would be that which is lower.

40. Clarifications if any with respect to General Conditions, Special Conditions, Scope of work, specifications, design & drawings or any other matter required for submitting the tender shall be obtained from the Bank during working hours of the Bank, before submitting the tenders. Once a tender is submitted, the matter will be decided according to conditions in the tender in the absence of such authentic pre-clarification.

41. The contractor shall abide by and fulfil all requirements laid down under various provisions of Contract Labour (Regulation and Abolition) Act, 1970 and the rules framed there-under. The contractor shall submit to the Bank the maximum number of Labours to be engaged on a single day in the job. Any subsequent increase should be informed to the Bank without delay, if the number of Labourers employed for the job are twenty or more, the contractor shall obtain the license from the Regional Labour Commissioner. The contractor should ensure payment of minimum wages to all Labourers / workmen staff employed by him and maintain record of Labours employed for the work.

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

Signature, Name & Address of the bidder

GENERAL CONDITIONS OF CONTRACT

The Conditions Hereinbefore Referred To

1. In constructing these conditions, the specification, schedule of quantities and Contract Agreement, the following words shall have the meaning herein assigned to them except where the subject or context otherwise requires.

- | | |
|----------------------|--|
| a) "Bank" | Shall mean Reserve Bank Staff College, Estate Cell, Chennai having its Central Office at Shahid Bhagat Singh Road, Mumbai 400001 |
| b) "Employer" | Shall mean the Principal, Reserve Bank Staff College, Estate Cell, Chennai and shall include its assigns and successors. |
| c) "Contractor" | "Contractor shall mean the individual, firm or a company whether incorporated or not, undertaking the works and shall include the legal personal representative of such individual or the persons composing such firm or company, or the successors of such firm or company and the permitted assignees of such individual, firm or company. |
| d) "Bank's Engineer" | Shall means the person appointed by the Employer to act as Bank's Engineer for the purpose of the contract and named as such in the conditions. [AM (Tech)/ Manager (Tech)/ AGM (Tech)]. |
| e) "Site" | Shall mean the site of the contract works including any building and erection thereon and any other land (inclusively) as aforesaid allotted by the Employer for the Contractor's use. |

f) "This Contract"

Shall mean all the documents forming the tender and acceptance thereof, together with any correspondence leading thereto and the formal Agreement executed between the Competent Authority on behalf of the Employer and the Contractor, together with the documents referred to therein, including the instructions to the bidders, the special conditions, the general conditions, the Appendix/Annexures, the schedule of quantities and specifications, design drawings (if any), correspondences exchanged and instructions issued from time to time by the Bank's Engineer/Employer. All these documents taken together, shall be deemed to form one contract and shall be complementary to one another.

g) " Specifications"

Means the specification of the works included in the Contract and any modification thereof or addition thereto made or submitted by the Contractor and approved by the Engineer.

q) "Net Prices"

If in arriving at the contract amount the Contractor shall have added to or deducted from the total of items in the Tender any sum, either as a percentage or otherwise, then net price of any item in their tender shall be the sum arrived at by adding to or deducting from the actual figures appearing in the Tender as the price of that the item a similar percentage or proportionate sum provided always that in determining the percentage or proportion of the sum so added or deducted by the Contractor the total amount of the any Prime Cost items and provisional sums

of money shall be deducted from the total amount of the tender. The expression "net rates" or "net prices" when used with reference to the contract or account shall be held to mean rates or prices so arrived at.

r) "The works"

Shall mean '**Renovation of Computer Lab- Arabian Sea at Reserve Bank Staff College, Chennai - 600018**' as provided herein

g) "Notice in writing"	Shall mean a notice in written, typed or printed or written notice" characters sent (unless delivered personally otherwise proved to have been received) by registered post to the last known private or business address or registered office of the addressee and shall be deemed to have been received when in the ordinary course of post, it would have been delivered.
h) "Schedule of Quantities"	Means the priced and completed schedule of quantities forming the part of Tender
i) "Tender"	Means The Contractor's priced offer to the Employer for the execution and completion of the works and remedying of any defects therein in accordance with the provisions of the contract, as accepted by the letter of acceptance.
j) "Letter of acceptance"	Means the formal acceptance by the employer of the tender
k) "Act of Insolvency"	Shall mean any Act of insolvency as defined by the Presidency Town Insolvency Act, or the provincial insolvency Act or any Act amending such original Act.
l) "Net Prices"	If in arriving at the contract amount the Contractor shall have added to or deducted from the total of items in the Tender any sum, either as a percentage or otherwise, then net price of any item in their tender shall be the sum arrived at by adding to or deducting from the actual figures appearing in the Tender as the price of that the item a similar percentage or proportionate sum provided always that in determining the percentage or proportion of the sum so added or deducted by the Contractor the total amount of the any Prime Cost items and provisional sums of money shall

be deducted from the total amount of the tender. The expression "net rates" or "net prices" when used with reference to the contract or account shall be held to mean rates or prices so arrived at.

Note: Words imparting persons include firms and corporations. Words imparting the singular only also include the plural and vice versa where the context requires.

2. Scope of Contract:

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

- (a) The variation or modification of the design, quality or quantity of works or the addition or omission or substitution of any work.
- (b) Any discrepancy in the Drawings or between the Schedule of Quantities and / or Drawings and / or Specification.
- (c) The removal from the site of any material brought thereon by the Contractor and the substitution of any other material, therefore.
- (d) The removal and / or re-execution of any works executed by the Contractor.
- (e) The dismissal from the works of any persons employed there upon.
- (f) The opening up for inspection of any work covered up.
- (g) The amending and making good of any defects under clause 21 hereof.

The Contractor shall forthwith comply with and duly execute any work comprised such as per the Bank's Engineer's instructions provided always that verbal instructions directions and explanations given to the Contractor or his / their representative upon the works by the Bank's Engineer's shall, if involving a variation, be confirmed in writing by the Contractor within seven days and if not dissented from in writing within a further seven days by Bank's Engineer's such shall be deemed to be the Bank's Engineer's instructions within the scope of the Contract.

3. Variations to be approved by the employer: The Contractor shall submit a statement of variations giving quantity and rates duly supported by analysis of rates, vouchers, etc. The rates on scrutiny and final acceptance by Employer shall form a supplementary tender. The Employer shall not be liable for payment of such variations until these statements are sanctioned by it.

4. Drawings, Schedule of quantities and agreement: The contract shall be executed in duplicate and the Bank's Engineer, the Employer and the Contractor shall be entitled to one executed copy of each for his / their use. The Contractor on the signing hereof shall be furnished by the Bank's Engineer free of cost one copy of each of the said Drawings and of the specification and one copy of all further design drawings issued during the progress of the works. Any further copies of design drawings required by the contractor shall be paid for by him / them. The contractor shall keep one copy of all the drawings of works and the Bank's Engineer or his / her representative shall at all reasonable times have access to the same. Before the issue of the final certificate to the Contractor he / they shall forthwith return to the Bank's Engineer all the design drawings and specifications.

5. Contractor to provide everything necessary at his / their cost: The contractor shall provide at his / their cost everything necessary for the proper execution of work according to intent and meaning of the drawing. Schedule of quantities and specification taken together with whether the same may or may not be particularly shown or described therein provided that the same can reasonably, be, inferred there from and if the contractor finds any discrepancy in the drawings or between the drawings schedule of quantities and specifications, he / they shall immediately and in writing refer same to the Bank's Engineer who shall decide which is to be followed. Between drawings and specifications/ schedule of Quantities, schedule of quantities will prevail.

6. Authorities, notices and patents: (i) The contractor shall conform to the provisions of any Act of legislature relating to works and to the regulations and bye-laws of any authority and of any water, electric supply and other companies and / or authorities with whose, systems the structure is proposed to be connected and shall, before making any variations from the drawings or Specifications that may be necessitated by so conforming, give to the Bank's Engineer written notice, specifying the variation proposed to be made and the reason for making it and apply for instruction thereon. In case, the Contractor shall not within ten days receive such instructions, he / they shall proceed with the work conforming to the provisions, regulations or bye-laws in question and any variation so necessitated shall be dealt with under Clause 18 thereof.

(ii) The Contractor shall bring to the attention of the Employer all notices required by the said Acts, regulations or bye-laws to be given to any authority and pay to such authority or to any public office all fees that may be properly chargeable in respect of the works and lodge the receipts with the Bank's Engineer.

(iii) The contractor shall indemnify the Employer against all claims in respect of patent rights and shall defend all action arising from such claims and shall himself / themselves pay all royalties, license fees, damages, cost and charges of all and every sort that may be legally incurred in respect thereof.

7. Setting out of works: The Contractor shall set out the works and shall be responsible for the true and perfect setting out of the same and for correctness of positions, levels, dimensions and alignment of all parts thereof and got approved prior to proceeding of the work. If the contractor fails in his / their role, any errors / defects, it shall be rectified at his / their own expense to the satisfaction of the Bank's Engineer.

8. Materials and workmanship to confirm to description: All materials and workmanship shall so far as procurable be of respective kinds described in Schedule of Quantities and / or Specifications and in accordance with the Bank's Engineer's instructions and Contractor shall upon the request of Bank's Engineer furnish him / her with all invoices, accounts, receipts and other vouchers to prove that the materials comply therewith. The Contractor shall arrange for and / or carry out test of any materials, as per relevant IS provisions through the reputed Laboratories prior to use in the work, if so desired by the Employer. The contractor shall arrange for manufactures' test certificate for any material which the Bank may require from time to time before the execution using intended material.

9. Contractor's superintendence and representative on the works: The Contractor shall give all necessary personal superintendence during the execution of works and as long thereafter as the Bank's Engineer may consider necessary until expiry of "Defects Liability Period" stated in Appendix hereto. The Contractor shall also during the whole time the works are in progress employ a competent, qualified and experienced Engineer who shall be regularly in attendance at the works while the men are at work. Any directions, explanation, instructions or notices given, by the Bank's Engineer to such representative shall be held to be given to the Contractor.

10. Dismissal of Workmen: The Contractor shall on the request of the Bank's Engineer, immediately dismiss from the works any person employed thereon by him, who may, in the opinion of the Bank's Engineer, be incompetent or misconduct himself and such persons shall not be again employed on the works without the permission of the Consultant.

11. Access to Works: The Employer, the Bank's Engineer and their respective representatives shall at all reasonable times have free access to the work and / or to the workshops, factories or other

places where materials are lying or from which they are being obtained and the Contractor shall give every facility to the Employer, the Bank's Engineer, and their representatives necessary for inspections and examination and test of the materials and workmanship. No person not authorized by the Employer or the Bank's Engineer except the representatives of public authorities shall be allowed on the works at any time.

12. Assistant Manager / Manager:

(i) The term Assistant Manager (Tech.) / Manger (Tech.) shall mean the person appointed and paid by the employer. The contractor shall afford the Assistant Manager (Tech.) / Manager (Tech.) every facility and assistance for inspecting the works and materials and for checking and measuring the works and materials.

(ii) The Assistant Manager (Tech.) / Manger (Tech.) or any representative of the Employer shall have power to give notice to the Contractor or to his / their representative of non-approval of any work or materials. The work will from time to time be examined by the Assistant Manager (Tech.) / Manger (Tech.) but such examination shall not in any way exonerate the Contractor from the obligation to remedy any defects which may be found to exist at any stage of the works after the same is completed. Subject to the limitation of this clause the Contractor shall take instructions only from the Bank's Engineer.

13. Assignment and Subletting: The whole of works included in Contract shall be executed by the contractor and he / they shall not directly or indirectly transfer, assign or under-let the Contract or any part / share thereof or any interest therein without the prior written consent of the Employers and no undertaking shall relieve the Contractor from the full and entire responsibility of the Contract or from active superintendence of works during their progress.

14.: No alteration, omission or variation shall vitiate this Contract but in case the Bank's Engineer thinks proper at any time during the progress of works to make any alterations in, or additions to or omissions from the works or any alteration in the kind or quality of materials to be used therein and shall give notice thereof in writing 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 work extra to or make any alterations or additions to or omissions from the works or any deviation from any of the provisions of Contract, Stipulation, Specification or Contract Drawings without the previous consent in writing of the Bank's Engineer and the value of such extras, alterations, additions or omissions shall in all cases be determined by the Bank's Engineer with the prior approval in writing of the Employer in accordance with the provisions of Clause 18 hereof and the same shall be added to or deducted from the Contract Amount, as the case may be.

14. Schedule of Quantities: The Schedule of Quantities, unless otherwise stated shall be deemed to have been prepared in accordance with the Standard Method of Measurement specified in relevant IS code.

Any error in description or in quantity or in omission of items from the Schedule of Quantities shall not vitiate this contract but shall be rectified and the value thereof, as ascertained under Clause 17 hereof, shall be added to or deducted from Contract Amount (as the case may be) provided that no rectification of errors, if any, shall be allowed in the Contractor's Schedule of Rates.

15. Sufficiency of Schedule of Quantities: The Contractor shall be deemed to have satisfied himself / themselves before tendering as to the correctness and sufficiency of his / their tender for works and of prices stated in the Schedule of Quantities and / or the Schedule of Rates and Prices which rates and prices shall cover all his / their matters and things necessary for proper completion of works.

16. Measurement of Works:

(i) The Bank's Engineer may from time to time intimate to the Contractor that he / they require/s the works to be measured and the Contractor shall forthwith attend or send a qualified agent to assist the Bank's Engineer or the Bank's Engineer's representative or the Assistant Manager (Tech.) / Manager (Tech.) in taking such measurements and calculations and to furnish all particulars or to give all assistance required by any of them.

(ii) Should the Contractor not attend or neglect or omit to send such an agent then the measurements taken by the Bank's Engineer, or a person approved by him / her shall be taken to be correct measurements of the works. Such measurements shall be taken in accordance with the Mode of Measurements detailed in the Specifications.

(iii) The Contractor or his / their Agent may at the time of measurement take such notes and measurements as he / they may require.

(iv) All authorized extra works, omissions and all variations made with the Bank's Engineer's instructions, subsequently conveyed in writing (with the prior approval in writing of the Employer) shall be included in such measurements.

17. Prices for ascertainment of Extras: The Contractor may when authorized, and shall, when directed in writing by the Bank's Engineer with the approval of the Employer add to, omit from or vary the works shown upon the drawings or described in the specifications or included in the Schedule of quantities, but the Contractor shall make no addition, omission or variation without such authorization

or direction. A verbal authority or direction by the Bank's Engineer shall, if confirmed by them in writing within seven days, be deemed to have been given in writing.

No claim for an extra shall be allowed unless it shall have been executed under provisions of Clause 5 hereof or by the authority of the Bank's Engineer with concurrence of the employer as herein, mentioned.

Any such extra is herein referred to as authorized extra and shall be made in accordance with the following provisions.

(a) (i) The net rates or prices in tender shall determine the valuation of extra work where such extra work is of similar character and executed under similar conditions as the work priced therein.

(ii) Rates for all items, wherever possible, should be derived out of rates given in the Priced Schedule of Quantities.

(b) The net prices of the original tender shall determine the value of items omitted if omissions vary the conditions under which any remaining items of works are carried out, the prices for the same shall be valued under sub-clause (c) hereof.

(c) Where extra works are not of similar character and / or quoted under similar conditions as aforesaid or where the omissions vary the conditions under which any remaining items of works are carried out or if the amount of any omissions or additions relative to the amount of the whole of the contract works or to any part thereof shall be such that in the opinion of Bank's Engineer the net rate of price contained in the Priced Schedule of Quantities or tender or for any item of works involves loss or expense beyond that reasonably contemplated by the Contractor or is by reason of such omission or addition rendered unreasonable or in applicable, the Bank's Engineer shall fix such other rate or price as in the circumstances it shall think reasonable and proper with the prior approval in writing of the Employer.

(d) Where extra work cannot be properly measured or valued the contractor shall be allowed day work prices as the net rates stated in tender of the Priced Schedule of Quantities or if not so stated, then in accordance with the local day work rates and wages for the districts provided that in either case, vouchers specifying the daily time (and if required by the Bank's Engineer, the workman's names) and materials employed be delivered for verification to the Bank's Engineer or his / their representative at or before the end of the week following that in which the work has been executed.

(e) The measurement and valuation in respect of the contract shall be completed within the "Period of final measurements" stated in the Appendix or if not stated then within three months of the completion of the Contract works as defined in clause 22 hereof.

(f) It is further, clarified that for all such authorized extra items where rates cannot be derived from tender, the contractor shall submit rates, supported by rate analysis worked on the “actual cost basis”, plus 15% towards establishment charges, contractors over heads and profit. Such items will not be eligible for escalation.

(g) The Contractor should note that unless otherwise stated the tender is strictly on item rate basis and his / their attention is drawn to the fact that rates for each item should be correct, workable, and self-supporting. The quantities in the Schedule of Quantities approximately indicate the total extent of work but may vary to any extent and may even be omitted thus altering the aggregate value of the contract. However, during the actual execution of the work if the quantities exceeds by more than 25% of the tender quantities, the quantity of such items executed, by the authority of the Engineer of the project and with the concurrence of the employer, in excess of 25% of the tender quantity shall be considered as extra item of work for which contractor shall submit fresh rates supported by rate analysis worked on actual cost basis + 15% towards establishment charges, contractors overhead & profit. The rates for all such items of work, being current ones, will not be eligible for price adjustment due to increase or decrease in prices or materials and labour rates as per escalation formula, if any, given in the tender. If any of the items of work is omitted from the accepted tender at the sole discretion of employer, the contractor shall not be entitled to any claim on this account.

(h) Wherever the **basic rate / basic price** for the materials specified, the contractor should furnish to the Employer for verifications all the paid bills. The purchase rate shall be got approved from the Bank’s Engineers before purchasing such materials. The adjustment in price of the materials shall be made only on the measured quantity with 15% towards Over heads and profit. The basic prices are ex-go down prices excluding GST. The contractor shall consider factors such as transport, handling, loading and unloading, etc., while quoting the rates for such items.

18. Unfixed materials when taken into account to be the property of the employer: Where in any Certificate (of which the Contractor has received payment), the Bank’s Engineer has included the value of any unfixed materials intended for and / or placed on or adjacent to the works such materials shall become the property of the Employer and they shall not be removed except for use upon the works, without the written authority of the Bank’s Engineer. The Contractor shall be liable for any loss of or damage to, such materials.

19. Removal of Improper Works: The Employer shall, during the progress of the works, have power to order in writing from time to time the removal of the works within such reasonable time or times as may be specified in the order or any materials which in the opinion of the Bank’s Engineer are not in accordance with Specifications or instructions of the Bank’s Engineer, the substitution of proper materials and the removal and proper re-execution of any work executed with materials or

workmanship not in accordance with Drawings and Specifications or instruction and the Contractor shall forthwith carry out such order at his / their own cost. In case of default on the part of the contractor to carry out such order, the Employer shall, have the power to employ and pay other persons to carry out the same and all expenses consequent thereon, or incidental thereto, as certified by the Bank's Engineer shall be borne by the Contractor or may be deducted by the Employer from any money due or that may become due to the Contractor.

20. Defects after virtual completion: Any defect, leakage, delamination, heaving up, shrinkage, settlement or other faults which may appear within the "Defects Liability / Performance Guarantee Period", stated in the Appendix hereto, arising in the opinion of the Bank's Engineer from materials or workmanship not in accordance with the contract, shall upon the directions in writing of the Bank's Engineer and within such reasonable time as shall be specified therein, be amended and made good by the Contractor, at his / their own cost and in case of default the Employer may employ and pay other persons to amend and make good such defects, shrinkage, settlement or other faults and all damages, loss and expenses consequent thereon or incidental thereon or incidental thereto shall be made good and borne by the Contractor and such damage, loss and expenses shall be recoverable from him / them by the Employer or may be deducted by the Employer, upon the Bank's Engineer's Certificate in writing from any money due or that may become due to the Contractor or the Employer may in lieu of such amending and making good by the Contractor deduct from any moneys due to the Contractor a sum, to be determined by the Bank's Engineer equivalent to the cost of amending such work and in the event of the amount retained under Clause 32 hereof being insufficient, recover the balance from the Contractor, together with any expenses the Employer may have incurred in connection therewith. Should any defective work have been done or material supplied by any sub-contractor employed on the works who has been nominated or approved by the Bank's Engineer as provided in Clauses 13 and 23 hereof, the Contractor shall be liable to make good in the same manner as if such work or material had been done or supplied by the Contractor and been subject to the provisions of this Clause and Clause 2 hereof. The Contractor shall remain liable under the provisions of this Clause notwithstanding the signing of any Certificate or passing of any accounts, by Bank's Engineer.

21. Certificate of virtual completion and defects liability period: The works shall not be considered as completed until the Bank's Engineer has certified in writing that they have been virtually completed. Defects Liability Period shall commence from the date of virtual completion.

22. Nominated Sub-Contractor: All Specialists, Merchants, Tradesmen and others executing any work of supplying and fixing any goods for which prime cost prices or provisional sums are included in the Schedule of Quantities and / or specification who may be nominated or selected by the Bank's Engineer are hereby declared to be Sub-Contractors employed by the Contractor and are herein

referred to as nominated Sub-Contractors.

No nominated Sub-Contractor shall be employed on or in connection with the works against the Contractor shall make reasonable objections or (Save where the Bank's Engineer and Contractor shall otherwise agree) who will not enter into a Contract, provided:

- a) That the nominated Sub-Contractor shall indemnify the Contractor against the same obligations in respect of the Sub-Contract as the Contractor is under in the respect of this Contract.
- b) That the nominated Sub-Contractor shall indemnify the Contractor against claims in respect of any negligence by the Sub-Contractor, his / their servants or agents or any misuse by him / them of any scaffolding or other plants, property of the contractor or under any Workman's Compensation Action in force.
- c) Payment shall be made to the nominated Sub-Contractor within fourteen days of his / their receipt of the Bank's Engineer's Certificate provided that before any Certificate is issued, the Contractor shall upon request furnish, to the Bank's Engineer proof that all nominated Sub-Contractor's accounts, included in previous Certificates have been duly discharged, in default whereof the Employer may pay the same upon a certificate of the Bank's Engineer and deduct the amount thereof from any sums due to the Contractor.
- d) The exercise of this power shall not create privacy of contract as between Employer and Sub-Contractor.

23. Other persons employed by the employer: The Employer reserves the right with the concurrence of the Bank's Engineer to use the premises and any portions of site for execution of any work not included in this Contract which it may desire to have carried out by other persons and the Contractor shall allow all reasonable facilities for execution of such work but shall not, be required to provide any plant or material for execution of such work except by special arrangement with the Employer. Such work shall be carried out in such manner as not to impede the progress of works included in Contract and the Contractor shall not be responsible for any damage or delay which may happen to or occasioned by such work.

24. Insurance with respect to damages to person and property:

(i) The Contractor shall be responsible for all injury or damage to persons, animals or things and for all damage to property which may arise from any factor omission on part of Contractor or any Sub-Contractor or any nominated Sub-Contractor or any of his / their employees. The liability under this clause shall cover also, inter-alia any damages to structures, whether immediately adjacent to the works or otherwise, any damage to roads, streets, footpaths, bridges as well as damage caused

to buildings and other structures and works forming the subject matter of this contract. The contractor shall also be responsible for any damage caused to building and other structures and works forming the subject matter of this contract due to rain, wind, frost, or other inclemency of weather. The contractor shall, indemnify and keep indemnified the Employer and hold him / them harmless in respect of all and any loss and expenses arising from any such injury or damage to persons or property as aforesaid and against any claim made in respect of injury or damage, whether under any statute or otherwise and in respect of any award or compensation or damage consequent upon such claims.

(ii) The Contractor shall, at his / their own expense, effect and maintain till the completion of Defect Liability Period (DLP) under this contract, with an insurance company approved by the Employer, an **All Risk Policy** for Insurance for full amount of contract including earthquake risk in the joint names of employer and the contractor (the name of the former being placed first in the policy) against all risk policy for contractors and deposit such policy or policies with the employer before commencing the works. In case of non-submission of the same by the contractor, the employer shall obtain such insurance at contractor's cost.

(iii) The contractor shall reinstate all damage of every sort mentioned in this Clause so as to do delivery of the whole of works complete and perfect in every respect and so as to make good or otherwise satisfy all claims for damage to property of third parties.

(iv) The Contractor shall also indemnify and keep indemnified the Employer against all claims which may be made against the Employer by any person in respect of anything which may arise in respect of the works or in consequence thereof and shall at his / their own expense, effect and maintain until the completion of defect liability period of the contract, with an Insurance Company approved by the employer a policy of Insurance in the joint names of the Employer and the Contractor (name of the former being placed first in the policy) against such risk and deposit such policy or policies before commencement of the works. The minimum limit of the coverage under the policy shall be ₹2 lakhs per person for any one accident or occurrence and ₹5 lakhs in respect of damage to property for any one accident or occurrence subject to an overall ceiling of ₹10 lakhs. The contractor shall also indemnify the

employer against all claim which may be made upon the Employer, whether under the **Workmen's Compensation Act** or any other statute in force, during the currency of this contract or at Common Law in respect of any employee of the contractor or of Sub-Contractor and shall at his / their **own expense** effect and maintain until the completion of DLP of the contract or with an Insurance Company, approved by the Employer, a policy of insurance against such risks and deposit such, policy or policies with the Employer from time to time during the currency of this contract.

(v) In default of contractor insuring as providing above, the employer may so insure and may deduct premiums paid from any moneys due or which may become due to contractor.

(vi) The contractor shall be responsible for any liability which may not be covered by the Insurance Policies referred to above and also for all other damages to any person, animal or defective carrying out of this contract, whatever, may be the reasons due to which the damage shall have been caused.

(vii) The contractor shall also indemnify and keep indemnified the Employer against all and any costs, charges or expenses arising out of any claim or proceedings relating to the works and also in respect of any of damage or compensation arising therefrom.

(viii) Without prejudice to the other rights of the employer against contractor in respect of such default, the employer shall be entitled to deduct from any sums payable to contractor the amount of any damages, compensation costs, charges and other expenses paid by the employer, and which are payable to the contractor under this clause.

(ix) The Contractor shall upon settlement by insurer pursuant to a policy taken under this clause, proceed with due diligence to re-build or repair the works destroyed or damaged. In this event all monies received from Insurer in respect of such damage shall be paid to Contractor and the contractor shall not be entitled to any further payment in respect of expenditure incurred for re-building or repairing of the materials or goods destroyed or damaged.

(x) The contractor, in case of re-building or reinstatement after damage shall be entitled to such extension of time for completion as the Bank's Engineer may deem fit, but shall, however, not be entitled to reimbursement by the employer of any shortfall or deficiency in the amount finally paid by the insurer in settlement of any claim arising as set out herein.

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

The Contractor shall at his own expense, arrange to effect and maintain (until the successful completion of defect liability period of the contract) with an approved office, the following insurance policies in the joint name of employer and himself with the employer being first (Principal) and deposit such policy or policies with the employer from time during the currency of this contract.

- a) Workmen compensation policy. b) CAR Policy c) Third party liability policy

25. Date of commencement and completion: The Contractor shall be allowed admittance to the site on the "Date of Commencement" stated in Appendix hereto or such later date as may be specified by the Bank's Engineer and he / they shall thereupon and forthwith begin works and shall regularly proceed with and complete the same (except such painting or other decorative work as the Bank's Engineer may desire to delay on or before the "Date of Completion" stated in Appendix subject nevertheless to the provisions for extension of time hereinafter contained.

26. Liquidated Damage for non-completion: If the Contractor fails to complete the works within the stipulated time as in the Appendix or within any extended time under Clause 28 hereof and the Bank's Engineer certifies in writing that in his / her opinion the same ought reasonably to have been completed the Contractor shall pay the Employer the sum named in Appendix as "Liquidated Damages" for the period during which the said work shall so remain incomplete and the employer may deduct such damages from any moneys due to Contractor.

27. Delay and Extension of time: If in the opinion of the Bank's Engineer the works be 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 neighboring owners or public authorities arising otherwise than through the Contractor's own default or (d) by the works of delays of other Contractors or Tradesmen engaged or nominated by the Employer or the Bank's Engineer and not referred to in the Schedule of Quantities and / or Specification or (e) by reason of Bank's Engineer's instructions as per Clause 2 hereof or (f) by reason of civil commotion, local combination of workmen or strike or lockout affecting any of the building trades or (g) in consequences of Contractor not having received in due time necessary instructions from Bank's Engineer for which he / they specifically applied in writing or (h) from other causes which the Bank's Engineer may certify as beyond the control of contractor or (i) in the event, the value of work exceed the value of the priced Scheduled of Quantities owing to variation, the Bank's Engineer may with previous approval in writing of Employer make a fair and reasonable extension of time for completion of Contract Works, in case of such strike or lockout the Contractor shall nevertheless constantly use his / their endeavors to prevent delay and shall do all that may reasonably be required to the satisfaction of the Bank's Engineer to proceed with work. Decision of the bank if delay is due to force majeure or not shall be final and binding on the contractor.

28. Contractor's failure to comply with Employer's instruction: If the Contractor after receipt of written notice from the Bank's Engineer requiring compliance within ten days fails to comply with such further drawings and / or the Bank's Engineer instructions the Employer may employ and pay other persons to execute any such 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 Employer on the Renovation of Computer Lab - Arabian Sea at RBSC Part - I

Certificate of the Bank's Engineer as a debt or may be deducted by him / them from any money due to the Contractor.

29. Termination of Contract by the Employer:

(i) 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 / them requiring him / them to do so, to show to the reasonable satisfaction of the Bank's Engineer that he / they is / are able to carry out and fulfil the Contract and to give security therefore, if so required by the Employer.

(ii) 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.

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

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

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

(vi) Or if the Bank's Engineer shall certify in writing to the Employer that the Contractor,

Has abandoned the Contract, or

Has failed to commence the works, or has without any lawful excuse under these Conditions suspended the progress of the works for fourteen days after receiving from the Bank's Engineer notice 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 the Bank's Engineer written notice that the said materials or work were condemned and rejected by Bank's Engineer under these conditions, or

Has neglected or failed persistently to observe and perform all or any of the acts, matters of things by

this Contract to be observed and performed by the Contractor for seven days after written notice shall have been given to the Contractor requiring the Contractor to observe or perform the same.

(vii) Then and in any of the said cases the Employer may, notwithstanding any previous waiver, after giving seven days' notice in writing to the Contractor, determine the Contract, but without thereby affecting the powers of the Bank's Engineer or the obligations and liabilities of the contractor, the whole of which shall continue in force as fully as if the Contract had not been so determined and as if the works subsequently executed had been executed by or on behalf of the Contractor. And further, the Employer by his / their agents or servants may enter upon and take possession of the works and all plant, tools, scaffolding, sheds, machinery steam and other power utensils and materials lying upon the premises or the adjoining lands or roads and use the same as its / their own property or may employ the same by means of his / their 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 of the work using the materials and plant for the works. When the works shall be completed or as soon thereafter as convenient the Bank's Engineer shall give a notice in writing to the Contractor to remove his / their surplus materials and plant and should the Contractor fail to do so within a period of fourteen days after receipt thereof by him / them, the Employer may sell the same by public auction and give credit to the Contractor for the net amount realized. The Bank's Engineer shall thereafter ascertain and certify in writing under his / her hand what (if anything) shall be due or payable to or by the Employer, for the value of the said plant and materials so taken possession of by the Employer and the expense or loss which the Employer shall have been put to in procuring the works to be completed and the amount, if any, owing to the Contractor and the amount which shall be so certified shall thereupon be paid by the Employer to the Contractor or by the Contractor to the Employer, as the case may be and the Certificate of the Bank's Engineer shall be final and conclusive between the parties.

30. Termination of Contract by the Contractor:

If the payment of the amount payable by the Employer under Certificate of the Bank's Engineer shall be in arrears and unpaid for thirty days after notice in writing requiring payment of the amount as aforesaid shall have been given by the Contractor to the Employer or if the Employer interferes with or obstructs the issue of any such Certificate or if the Employer shall repudiate the Contractor or if the works be stopped for three months under the order of the Bank's Engineer or the Employer 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 Employer through the Bank's Engineer and he / they shall be entitled to recover from the Employer, payment for all works executed and for any loss he / they may sustain upon any plant or materials supplied or purchased or prepared

Renovation of Computer Lab - Arabian Sea at RBSC Part - I

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 18 hereof.

31. Certificates & payments:

(a) The Contractor shall be paid by the Employer from time to time by instalments under Interim Certificates to be issued by the Bank's Engineer to the Contractor on account of the works executed when in the opinion of the Bank's Engineer, work to the approximate value named in the Appendix as 'Value of work for Interim Certificates' (or less at the reasonable discretion of the Bank's Engineer) has been executed in accordance with this Contract, subject, however, to a retention of the percentage of such value named in the Appendix hereto as 'Retention Percentage for Interim Certificates' until the total amount retained shall reach the sum named in Appendix as 'Total "Retention Money"' after which time instalments shall be up to the full value of the work subsequently so executed and fixed in the building. The Bank's Engineer may in his / her discretion include the Interim Certificate such amount as he / she may consider proper on account of materials delivered upon the site by the Contractor for use in the works. And when the works have been virtually completed and the Bank's Engineer shall have certified in writing that they have been completed, the Contractor shall be paid by the Employer in accordance with the Certificate to be issued by the Bank's Engineer the sum of money named in the Appendix as 'Instalment after Virtual Completion' being a part of the said Total Retention money and the Contractor shall be entitled to the payment of final balance in accordance with the Final Certificate to be issued in writing by the Bank's Engineer at the expiration of the period referred to as the 'Defect Liability Period' in the Appendix hereto from the date of Virtual Completion or as soon as after the expiration of such period as the works shall have been finally completed and all defects made good according to the true intent and meaning hereof whichever shall last happen, provided always that the issue by the Bank's Engineer of any Certificate during the progress of the works or at or after his / their completion shall not relieve the contractor from his / their liability under Clause 2 and 21, not relieve the contractor of his / their inability in cases of fraud, dishonesty or fraudulent concealment relating to works or material or to any matter dealt with in the Certificate and in case of all defects and insufficiencies in the works or materials which a reasonable examination would not have disclosed. No certificate of the Bank's Engineer shall of itself be conclusive evidence that any works or materials to which it relates are in accordance with the

Contract neither will the Contractor have a claim for any amounts which the Bank's Engineer might have certified in any interim bill and paid by the Employer and which might subsequently be discovered as not payable and in this respect the Employer's decision shall be final and binding.

(b) The Contractor has to submit along with his / their all running account bills and final bill, a statement showing the details as well as the quantities of cement, steel and other building materials procured by him / them up to the date of the bill for verification of the same before settlement of such bills by the Employer.

(c) The Bank's Engineer shall have power to withhold any Certificates if the works or any parts thereof are not being carried out to his / her satisfaction.

(d) The Bank's Engineer may make any correction in any previous Certificate which shall have been issued by him / her.

(e) No certificate of payment shall be issued by the Bank's Engineer if the Contractor fails to insure the works and keep them insured till the issue of the Virtual Completion Certificate.

(f) Payment upon the Bank's Engineer's Certificate shall be made within the periods named in the Appendix as 'Period for honor of Certificates' after such Certificates have been delivered to the Employer.

The following terms of payment only are applicable for the work.

On account bills shall be made as under detailed item-wise measurement will be taken and payment shall be made based on completion of specific item of work basis on the quoted rate. All payment shall be subject to recovery of 5% towards Retention Money & TDS as per the statutory requirements. Contractor shall note that the interim value of work done towards payment of running bill is ₹10 lakh.

32. Delayed Payment: Any amounts payable by the Employer to the Contractor in pursuance of any certificate given by the Bank's Engineer hereunder shall, if not paid within the 'Period of honouring certificates' named in the Appendix, carry interest at the rate named in the Appendix as the 'Rate of Interest for delayed payment' from the date upon which such sum ought to have been paid by the Employer until the payment subject to production of all required information/ clarifications by the contractor.

33. Matters to be finally determined by Bank: The decision, opinion, direction, Certificate (except for payment) with respect to all or any of the matters under Clause 2, 4, 7, 8, 13, 17, 18, 19, 20, 21, 22, 28 (a, b, c, d, e, f) hereof (which matters are herein referred to, as excepted matters) shall be final and conclusive and binding on the parties hereto and shall be without appeal. Any other decision, opinion, direction, certificate or valuation of the Bank's Engineer or any refusal of the Bank's Engineer to give any of the same, shall be subject to the right of Arbitration and review under Clause 35 hereof in the same way in all respects (including the provisions as to opening the reference) as if it were a decision of the Bank's Engineer.

34. Settlement of Disputes through Arbitration:

(a) All disputes and difference of any kind whatever arising out of or in connection with the contract or the carrying out of the works (whether during the progress of the works or within 12 months from the date of virtual completion of work and whether before or within 12 months of determination abandonment or breach of contract) shall be referred to giving inter-alia full details of the matter under dispute like quantities, rates, amount claimed and the reason thereto and settled by the Employer who shall state their decision in writing. Such decision may be in the form of a Final Certificate or otherwise. The decision of the Employer with respect to any of the exempted matter shall be final and without appeal as stated in Clause 34 hereof. But if the contractor be dissatisfied on any other matter, the contractor may within 28 days after receiving notice of such decision upon, shall submit in writing for arbitration. Such written notice shall specify the matters, which are in dispute of 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 or umpire.

(b) 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 exempted matters, referred to in the preceding Clause and to determine all matters in dispute which shall be submitted to arbitration and of which notice shall have been given as aforesaid.

(c) The arbitrator or Arbitrators, as the case may be, shall make his / their award within one year (or such further extended time as may be decided by him / 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, compromise their dispute of difference, on the parties filling their joint memorandum of settlement of compromise, the arbitrator or the arbitrators as the case may be, shall make an award in terms of such settlement of compromise.

(d) 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 party and party and shall direct by whom and whom and in what matter 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 works by reason of any such matter, question of dispute being referred to arbitration but shall proceed with the works with all due diligence and shall

until the decision of the Arbitrator or Arbitrators is given, abide by the decision of the Employer. No award of the Arbitrator or Arbitrators, as the case maybe, shall relieve the Contractor of his / their obligations to adhere strictly to the Employer's instructions with regard to the actual carrying out of the works. The Employer and the Contractor hereby also agree that arbitration under this clause shall be a condition precedent to any right of action under the contract.

35. Right of Technical Scrutiny of Final Bill: The Employer shall have a right to cause a technical examination of the works by any of the persons or organization as appointed by the employer and the final bill of the Contractor including all supporting vouchers, abstracts, etc. If as a result of these examinations or otherwise any sum is found to have been overpaid or over certified it shall be lawful for the Employer to recovery the sum from any payment due to the Contractor for this works or any other works being carried out by the contractors elsewhere under the RESERVE BANK OF INDIA.

36. Employer entitled to recover compensation paid to workmen: If, for any reason, the Employer is obliged, by virtue of the provisions of the Workmen's Compensation Act, 1923 or any statutory modification or re-enactment thereof to pay compensation to a workman employed by the Contractor in execution of works, the Employer shall be entitled to recover from the Contractor the amount of compensation so paid and without prejudice to the rights of the Employer under the said Act. The Employer shall be at liberty to recover such amount or any part thereof by deducting it form the security deposit or from any sum due by the Employer to the Contractor under this contract or otherwise. The Employer 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 / their giving to the Employer for all cost for which the Employer might become liable in consequence of contesting such claim.

37. Abandonment of Works: If at any time after the acceptance of the tender, the Employer shall for any reasons whatsoever not require the whole or any part of the works to be carried out, the Bank's Engineer 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 / they might have derived from the execution of the whole works.

38. Return of surplus materials: Notwithstanding anything to the contrary contained in any or all the clauses of this Contact, where any material for the execution of the Contract is procured with the assistance of the Employer by purchase made under orders or permits or licenses issued by Government, the Contractor shall hold the said materials economically and solely for the purpose of the Contract and not dispose of them without the prior written permission of the Employer and return it to the Employer, if required by the Employer, at the price to be determined by the Bank having due regard to the conditions of the materials, the price to be determined not be exceed the purchase price thereof inclusive of GST and other such levies paid by the Contractor in respect thereof, in the

event of breach of the aforesaid condition, the Contractor shall in addition to being liable to action for contravention of the terms of licenses or permit and/or criminal breach of trust, be liable to Employer for all moneys, advantages or profits resulting or which in the usual course would have resulted to his by reason of such breach.

39. Non-Disclosure Clause: 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 Contractor during the course of discharging its 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 to comply with applicable laws. The Contractor shall not publish, permit to be published, or disclose any particulars of the works in any trade or technical paper or elsewhere without the previous written consent of the Employer. The Contractor shall indemnify the Employer for any loss suffered by the Employer as a result of disclosure of any confidential information. Failure to observe the above shall be treated as breach of contract on the part of the Contractor and the Employer shall be entitled to claim damages and pursue legal remedies. The Contractor shall take all appropriate actions with respect to its employees to ensure that the obligations of non-disclosure of confidential information under this Agreement is fully satisfied. The Contractor's obligations with respect to non-disclosure and confidentiality will survive the expiry or termination of this agreement for whatever reason.

40. Right of employer 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 Employer shall have the option of terminating the contract without incurring any liability for such termination.

(i) The contractor shall abide by and fulfill all requirements laid down under the Contract Labour (Regulation and Abolition) Act, 1970 and the rules framed there under

(ii) The contractor should ensure payment of minimum wages to all Laborers/ workmen staff employed by him. Contractor should submit a certificate to the effect that, he has actually paid all the dues of all the Laborers of all descriptions engaged by him for completion of the awarded job/work/project at the rate which is not less than the one prescribed under Minimum Wages Act, 1948 and he has complied with the provisions of CLRA Act with regard to providing the essential amenities to the contract Laborers. Further, he may facilitate Bank's representative to verify and certify the veracity of such certificate.

41. Sexual Harassment of women at workplace

a) The contractor / agency shall be solely responsible for full compliance with the provisions of “the Sexual Harassment of women at work place (Prevention, Prohibition and Redressal) Act, 2013”. In case of any complaint of sexual harassment against its employee within the premises of the Bank, the complaint will be filed before the Internal Complaints Committee constituted by the Contractor / Agency and the Contractor / Agency shall ensure appropriate action under the said Act in respect of the complaint.

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

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

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

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

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

Signature, Name & Address of the bidder:

Appendix Herein Before Referred

1. Defects liability Period	1 Year from the date of issue of virtual completion certificate.
2. Period of final measurement	3 months from the date of final commissioning.
3. Date of commencement	14 th day from the date of award of work
4. Time for completion	75 days from the date of commencement
5. Earnest money deposit (EMD)	Nil
28. Performance Security	Successful tenderer shall submit Performance Security in the form of Bank Guarantee for a value equal to 5% of the total Contract value in the prescribed format which shall be valid initially upto the stipulated date of completion plus 3 months beyond that, within 14 days of award of work. . In case the time of completion of work gets extended, the contractor shall get the validity of the Performance Bank Guarantee to cover such extended time for the completion of the work.
6. Liquidated Damages	0.25% of the contract amount per week subject to a maximum of 10% of the total accepted contract value.
7. Value of work for Interim Certificate	₹10 lakh
8. Percentage of retention money to be deducted from bills (R.M.)	5% of the value of bill
9. Total Security Deposit (SD = RM + Performance Security)	Performance Security (5%) of the total contract amount + RM (5%)
10. Installment of Security Deposit to be refunded after virtual completion	a) Performance Security (5%) will be refunded after virtual completion. b) RM (5%) will be refunded after Defect Liability Period (DLP).
11. Period of honoring interim certificate	30 Days for Running Account bills and 60 days for Final bill
12. Period of honoring final certificate	3 Months
13. Interest for delayed payment	3% (three percent) per annum

Signature, Name & Address of the bidder:

SPECIAL CONDITIONS

1. The tenderer may please note that, the work has to be carried out in the normal working hours. Therefore, entire work involved shall be carried out with least disturbance to other agencies and day-to-day cleaning of the debris / dust generated has to be done by the Contractor.
2. The entire materials for the work shall be brought to the working area through the staircase only.
3. All the materials shall be first/premium quality confirming to IS standards.
4. The tenderer shall use only approved materials as specifically stated in the Schedule of Quantities/Approved list of materials. The Bank will be at liberty to choose any brand of materials from the approved brand names in the list. Samples of any materials used in any of the works should be got approved by Bank's Engineer or his representative before proceeding with bulk purchase.
5. Wherever contractor proposes to use equivalent make (i.e. other than specified) the same shall be done after prior approval of Bank's Engineer. Any additional expenditure and time due to this shall be solely on contractor account and no claims whatsoever shall be entertained in this regard.
6. Wherever the basic price for the material is specified, the Contractor should provide to the Bank for verifications all paid bills of purchased materials for ascertaining the actual rate of purchase so as to settle the difference in cost of material. The price of materials shall be got approved from the Bank before purchasing. The adjustment in price of materials shall be made on measured quantity. The basic price for the materials shall be taken as the cost of material at dealer's ex-go-down price. No overhead charges or profit shall be considered for basic-rate adjustment.
7. No lapses from the Contractors side, which may cause damage to the property and injury to the occupants/neighbors in the opinion of the Bank's Engineer, shall be permitted.
8. Materials brought to the site shall be intimated to the Bank's Engineer immediately for inspection of quality and measurement of quantity of the materials. This quantity of the material brought at site and consumed shall be cross checked with the actual requirement as specified in the technical specification of the work.

9. The contractor shall submit a properly planned & prepared work programme to the Bank before commencement of the work to enable the Bank to intimate other agencies in advance for smooth working, progress and coordination and the time schedule in the work programme should be strictly adhered to.
10. 75 days' period of completion mentioned in the tender is inclusive of monsoon period and holidays including Sundays / Saturdays falling within in the contract period. The contractors shall comply with statutory requirements to work on holidays at their own risk & cost and indemnify the Banks for any risks associated with it.
11. The work must be carried out with least inconvenience to the staff.
12. Programme should be submitted before commencement of work so as to enable the Bank to intimate other agencies in advance for smooth working and better progress and the time schedule should be strictly adhered to.
13. No Laborers shall be permitted to stay inside the campus after working hours.
14. The Contractor should have valid Labour License from Labour commissioner wherever the number of Laborers engaged is 20 or more.
15. GST shall be included in the rates quoted by the contractor. The rate quoted shall include all such taxes and levies. However, while submitting the bill/ invoice for the work the contractor shall clearly indicate the various components of GST involved in the work value.
16. The Contractor shall have the addresses and photographs of their workmen being engaged by them for the said work. The entry of workmen will be allowed inside the building only on producing the photo pass issued by the Bank & also have to subject themselves to the security restrictions imposed by the Bank.
17. Before quoting the rates, Contractor should inspect the site and understand themselves about the nature and scope of the work.
18. Any damage caused to any of Bank's property shall be made good by the Contractor at their own cost.
19. The Contractor shall carry out the work strictly in accordance with specification details and instructions of the Bank's Engineer.
20. The Contractor shall make their own arrangements for storing of their materials at site.

21. Rate quoted should include for all necessary testing of materials as required and directed by Banks Engineers.
22. **The contractor should post a suitable qualified supervisor for day-to-day work.**
23. The successful tender shall also be responsible for the safety & security of their materials & also for ensuring fire prevention steps at all the times in working premises including their part of work.
24. The rate quoted should include for all necessary testing of materials as required and directed by Bank's engineer. The contractor shall also make arrangements to test the quality of plywood used in the work according to the relevant IS Code of practice for testing plywood from a reputed Laboratory.
25. The contractor shall furnish A-4 size, computerized sheets printed in the format of a conventional Measurement Book (MB), duly machine numbered pages and with a provision for providing an MB number. The contractors shall incorporate necessary corrections in these sheets as directed by the Bank's Engineer. After making the necessary correction the contractor shall submit new copies. All pages of the final computerized MB sheets, after due check / test check measurements shall have full signature with date of the authorized official of the contractor. The measurement sheets approved as 'final' shall be bound in the form of a MB at the cost of the Contractor and submitted to the Bank.

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

Signature, Name & Address of the bidder:

SAFETY CODE

1. There shall be maintained in a readily accessible place with first aid appliances including adequate supply of sterilized dressings and cotton wool.
2. An injured person shall be taken to a public hospital without loss of time, in cases where the injury necessitates hospitalization.
3. Suitable and strong scaffolds should be provided for workmen for all work 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 shall not be less than 30 cm(clear) and the distance between two adjacent rungs shall not be more than 30 cm. When a ladder is used an extra mazdoor shall be engaged for holding the ladder.
5. The excavated material shall not be placed within 1.5 meters of the edge of the trench or half of the depth of trench, whichever is more. All trenches and excavations shall be provided with necessary fencing and lighting.
6. Every opening in the floor of a building or in a working platform shall be provided with suitable means to prevent the fall of persons or materials by providing suitable fencing or railing; minimum height shall be one meter.
7. No floor, roof or other part of the structure shall be so overloaded with debris of materials as to render it unsafe.
8. 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 works shall be provided with welder's protective eye-shields and gloves.
10. i) No paint containing lead or lead products shall be used except in the forms of paste or readymade paint.

ii) Suitable face masks shall be supplied for use by the workers when the paint is applied in the form of spray or surface having lead paint dry rubbed and scrapped.

11. Overalls shall be supplied by the Contractor to the painters and adequate facilities shall be provided to enable the working painters to wash during the period of cessation of work.
12. Hoisting machines and tackle used in the works, including their attachments, anchorage and support shall be in perfect condition.
13. The ropes used in hoisting or lowering material or a means of suspension shall be of durable quality and adequate strength and free from defects.
14. Any other safety norms to be followed for the work shall be as per relevant Standards/ Construction practices.
15. All the workers shall be provided with safety belts, safety shoes and helmets. No workmen shall be allowed to work on scaffolding without safety helmets and safety belts.

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

Signature, Name & Address of the bidder:

FIRE SAFETY CODE

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

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

Signature, Name & Address of the bidder:

Technical specifications and requirements for the work to be executed.

The scope of work covers execution, completion, and testing of the work of '**Renovation of Computer Lab- Arabian Sea at Reserve Bank Staff College, Chennai - 600 018**' in accordance with drawings (if any) and specifications prepared by the Bank's Engineer and to the satisfaction of the Bank's Engineer.

Quality

Materials to be used for the work shall conform to relevant Indian / International standards as far as procurable & best quality of their respective kinds as specified herein and shall be of approved make and shall comply strictly with the tests prescribed hereinafter or where tests are not laid down, with the requirements of the latest edition of the relevant Indian / International standards approved by the Bank's Engineer.

Inspection and testing

All materials before being used in the Works shall be subjected to inspection and testing, if so, required by the Bank's Engineer, as provided in the Conditions of Contract and elsewhere in the Specifications. The cost of all samples required for all such tests as per relevant Standards shall be deemed to be included in the Contract rates. Cost of material testing from external laboratory, if any, directed by the Engineer shall be reimbursed by the Bank after submission of test reports and against original invoice. No materials shall be used in works unless they have first been approved by the Engineer or his / her representative. **Manufacturer test certificate / Batch test reports as applicable for material concerned shall accompany the lot of material supplied at site which may be sent for testing if required by the Bank's Engineer.**

Samples

Samples of all materials proposed to be used or incorporated in the works and to be supplied by the Contractor may be called for at any time by the Engineer or his / her representative.

Independent tests

Independent tests and analysis of any of the materials, if required by the Bank's Engineer may be made from time to time by a Testing House or Analyst appointed by the Engineer / Employer in order to check the supplier's works tests and analysis. The frequency, the procedure for testing and acceptance criteria will be as stated in the respective I S / International Codes. The contractor shall at his / their own expenses supply and deliver to an approved Testing House or Analyst such materials, as may be directed by the Bank's

Engineer. Should the result of any test be unsatisfactory to the Bank's Engineer or his / their representative, the materials represented will be rejected. The testing of material (Third Party Test), if required by the Bank's Engineer shall be carried out through a Government / Approved Laboratory and the testing charges, as per actuals shall be reimbursed by the Employer on production of vouchers / paid receipt.

Mode of measurement

Unless otherwise specified, mode of measurement shall be as per latest version of IS: 1200 in accordance with specifications (detailed in Schedule of Quantities) prepared to the satisfaction of the Bank's Engineer. The specifications shall form part of the contract, and these shall be deemed to be supplemental to the specifications and not in derogation thereof except to the extent specifically provided herein.

Materials and workmanship

The work in general shall be carried out as specified in the Price Bid, nomenclature of the individual items and Techno-Commercial Bid. In case details/ specifications/ methodology of execution of work of any item is not covered in any of these documents, the same shall be carried out as per the latest CPWD specifications with up-to-date correction slips, the latest BIS code/manufactures specifications/ General Engineering practice and/or as per direction of Bank's Engineer.

Materials shall be of the best approved quality obtainable, and they shall comply with the respective IS specifications (for those materials covered by BIS). Samples of all materials shall be got approved before placing an order and the approved sample shall be deposited in the Bank. All materials supplied by the Employer / any other specialist firm shall be properly stored and the Contractor shall be responsible for its safe custody until they are required on the works and till the completion of work. Unless otherwise shown on the drawings or mentioned in the Schedule of Quantities or Specified Conditions, the quality of materials, workmanship, dimensions etc. shall be as specified herein under.

The contractor under this contract binds himself / themselves to use first class materials. Quality of workmanship shall be of the highest order befitting the nature of the project. All work not up to the standard shall be summarily rejected and the Contractor will be required to dismantle the defective work and redo the work at his / their own cost and risk. The decision of the Architect / Employer / Bank's Engineer regarding the quality / standard of workmanship shall be final and binding on the contractor.

Execute all items of work as per the description given in Part-II (Schedule of Quantities):

All the items of work as described in the Schedule of Quantities - Part II of the tender document

may be read and executed in-line with all the proposed drawings attached and the technical specifications given at this tender documents.

The position and sizes indicated in the drawings (if any) attached with this tender are indicative only and the site execution shall be as per the instructions of the Bank's Engineer.

List of approved makes / manufacturers of materials.

1. All materials to be used in the work shall strictly conform to the detailed technical specifications under each item.
2. They shall be of the best quality available in the market and conform to the relevant Indian / international standards.
3. If the approved brands mentioned are not available in market, equivalent material with written approval of the Bank's Engineer only shall be used in the work. Wherever the contractor proposes to use equivalent marks (i.e., other than those specified), the same shall be done with prior approval of the Bank's Engineer. In such cases, it is the responsibility of the contractor to prove, to the satisfaction of the Bank's Engineer, with necessary technical data / documents.
/ Tests reports that the equivalent materials proposed to be used in the work conform to all the technical specifications / parameters stipulated in the specifications. Any additional expenditure and time on account of this shall be solely on contractor's account and no claims whatsoever shall be entertained by the Employer in this regard.

Sl. No.	Item / Material	Approved Make / Model name
1.	Acoustic wall panel system	Ecotone, Anutone or approved equivalent
2.	Raised / false flooring system	Flexi Access floor, UNITILE or approved. equivalent
3.	Grid false ceiling (Tiles and sections)	Gyproc Saint-Gobain, Armstrong or approved. equivalent
4.	Gypsum false ceiling (Board & GI Sections)	Saint-Gobain, Gypsum India Gyproc or approved. equivalent
5.	Glass	Saint Gobain, Asahi or approved equivalent
6.	uPVC windows	Fenesta, Qute or approved equivalent
7.	Anchor fasteners & screws	Hilti, MK, Armstrong, Saint Gobain or approved equivalent
	Carpentry fittings	Ebco, Hetich, Godrej or approved equivalent
8.	Glasswool	U.P. Twiga Fibre Glass Limited or approved equivalent
9.	Laminates	Sunmica, Mica, Greenlam or approved equivalent
10.	Adhesives	Pidilite (Fevicol - HeatX) or approved equivalent
11.	Door closure	Dorma (TS 68), Godrej (Model C680), Everite or approved equivalent
12.	Zebra blinds	Marvel (Luzon blinds - Grania Translucent) (Ranging from LGT 1633 to LGT 1637) or approved equivalent

13.	Plywood/ Veneer	Kitply, Duro, Green Ply, Merino, Durian, Greenlam, Century, Archid or approved equivalent
	Laminated MDF/ Laminates	Kitply, Greenlam, Action TESA, Century ply, Merino, Sunmica or approved equivalent
14.	Paints, primers / base coats, thinners, paint- removers, etc.	Asian Paints Ltd., ICI Ltd. (Akzo Nobel Ltd.), Berger Ltd., Kansai Nerolac Ltd., or approved equivalent
	Melamine polish	Asian paints Melamine Gold, Wudfin or Pidilite, Timbertone of ICI Dulux or approved equivalent
15.	White Cement / putty	Birla White, J.K. White or approved equivalent
16.	Cement	A.C.C, Ultratech, Coramandal, Birla, Ambuja or approved equivalent
17.	Carpet tiles	Welspun, Euronics, Interface or approved. equivalent

Note: The contractor shall produce approved makes as the case may be for Bank's approval, before using the same in the works. Material approved by the Bank shall only be used in the work including approval of Basic rate items.

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

Signature, Name & Address of the bidder:

Articles of Agreement

ARTICLES OF AGREEMENT made the _____ day of _____ between the Reserve Bank Staff College, Chennai (hereafter called "Employer") of the one part and _____ (Hereinafter called "the Contractor") of the other part.

WHEREAS the Bank is desirous of carrying out the "Renovation of Computer Lab- Arabian Sea at Reserve Bank Staff College, Chennai - 600 018" and has prepared drawing and/or Schedule of Quantities showing and describing the work to be done under the direction of Bank's Engineer.

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

AND WHEREAS the Contractor has agreed to execute upon the subject to the Conditions set forth herein and to the Conditions set forth in the Special Conditions and in the Schedule of Quantities and Conditions of Contract (all of which are collectively hereinafter referred to as "the said Conditions") the works shown upon the said drawings and/or described in the said specification and included in the Schedule of Quantities 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. In consideration of said Contract Amount to be paid at the times and in the manner set forth in the said conditions, the Contractor shall upon and subject to the said Conditions execute and complete the work shown upon the said Drawings and described in the said Drawings and described in the said Specifications and the Schedule of Quantities.
2. The Bank shall pay the Contractor the said Contract Amount, or such other sum as shall become payable, at the times and in the manner specified in the said conditions.
3. The said Conditions and Appendix thereto shall be read and construed as forming part of this agreement and the parties hereto shall respectively abide by, submit themselves to the said Conditions and perform the agreements on their part respectively in the said Conditions contained.
4. The plans, agreement and documents mentioned herein shall form the basis of this Contract.

5. This Contract is neither a fixed Lumpsum Contract nor a Piece Work Contract but is a Contract to for the complete work to be paid for according to actual measured quantities at the rates contained in the Schedule of Rates and Probable quantities or as provided in the said Conditions.
6. The Contractor shall afford every reasonable facility for the carrying out of all works relating to civil works and other ancillary works in the manner laid down in the said Conditions, and shall make good any damages done to walls, floors etc. after the completion of such works.
7. The Bank reserves to itself the right of altering the Drawings and nature of the work by adding to or omitting any items of work or having portions of the same carried out without prejudice to this contract.
8. Time shall be considered as the essence of this Contract, and the Contractor hereby agrees to commence the work from tenth day of date of work award letter and to complete the entire work within 75 days, subject nevertheless to the provisions for extension of time in writing by such form (i.e., by way of a deed of agreement or by exchange of letters/ emails) as may be mutually decided by the parties.
9. All payments by The Bank under this Contract will be made only at Chennai
10. All disputes arising out of or in any way connected with this agreement shall be deemed to have arisen at Chennai and only Courts in Chennai shall have jurisdiction to determine the same.
11. That the several parts of this Contract have been read by the Contractor and fully understood by the Contractor.

If the contractor is a Partnership or an Individual

IN WITNESS WHEREOF The Bank and the Contractor have set their respective hands to these presents and two duplicates hereof the day and year first hereinabove written.

If the contractor is a Company

IN WITNESS WHEREOF The Bank has set its hand to these presents through its duly authorized official and the Contractor has caused its common seal to be affixed hereunto and the said two duplicate/has caused these presents and the said two duplicates hereof to be executed on its behalf, the day and year first hereinabove written.

Signature Clause

SIGNED AND DELIVERED BY THE

Reserve Bank of India by the hand of

Shri

(Name and designation)

in the presence of

(1)

Address

(2)

Address

Witnesses

SIGNED AND DELIVERED BY

_____ in the
presence of

(1)

Address

(2)

Address

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

Witnesses

THE COMMON SEAL OF

was hereunto affixed pursuant to the
resolutions passed by its Board of
Directors at the meeting held on
_____ in the presence of

(1)

(2)

Directors, who have signed these
presents in token thereof in the presence
of

If the Contractor signs
under its common seal,
the signature clause
should tally with sealing
clause in the Articles of
Association.

(1)

(2)

SIGNED AND DELIVERED BY

If the Contractor is signing
by the hand of power of
attorney, whether a
company or individual.

The Contractor by the hand of

Shri

And duly constituted attorney.

Annexure - II

**FORMAT FOR POWER OF ATTORNEY FOR SIGNING OF
Application / Proposal and Documents**

(On Non-Judicial Stamp Paper of appropriate value)

Know all men by these presents, **We**.....

(Name of the Bidder and

address of their registered office) do hereby constitute, appoint and authorize Mr. / Ms.

..... (Name and

residential address of Power of Attorney holder) who is presently employed with us and holding

the position of as our attorney,

to do in our name and on our behalf, all such acts, deeds and things necessary in connection
with or incidental to our tender for "(Name of work)"

.....
....." including signing
and submission of all documents and providing information / responses to Reserve Bank Staff
College, representing us in all matters before Reserve Bank Staff College and generally dealing
with Reserve Bank Staff College 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 Bidder Name/s

Stamp / Seal of the Bidder

(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 III

Format for Performance Security Bank Guarantee

(On Non-Judicial Stamp Paper of appropriate value)

Place: _____ Date: _____

**The Principal
Estate Cell
Reserve Bank Staff College
Chennai – 600 018**

Dear Sir / Madam,

Name of Work:

Bank Guarantee for PERFORMANCE SECURITY DEPOSIT / Retention Money

WHEREAS

Reserve Bank of India, having its Central Office at Shahid Bhagat Singh Marg, 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 / their obligations under the said conditions of the contractor have committed a breach thereof, which conclusion shall be binding on us as well as the said contractor, we shall on demand by the RBI, pay without demur to the RBI, a sum of Rs. (Rupees _____ only) or any lower amount that may be demanded by the RBI. Our guarantee shall be treated as equivalent to the Performance Guarantee Amount for the due performance of the obligations of the Contractor under the said Contract, provided, however, that our liability against such sum shall not exceed the sum of Rs. (Rupees only).

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

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

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

a) Any forbearance or commission on the part of the RBI in enforcing the conditions of the said agreement or in compliance with any of the terms and conditions stipulated in the said Contract and / or hereunder or granting of any time or showing of

any indulgence by the RBI to the Contractor or any other matters in connection therewith shall not discharge us in any way and our obligation under this guarantee. This guarantee shall be discharged only by the performance by the Contractor of their obligations and in the event of their failure to do so, by payment by us of the sum not exceeding Rs. (Rupees _____ only).

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

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

d) This guarantee shall remain in force initially valid upto the stipulated date of completion plus 3 months beyond that. In case the time for completion of work gets extended, the contractor shall get the validity of Performance Bank Guarantee extended to cover such extended time for completion of time.

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.

SIGNED AND DELIVERED

For & on behalf of above named Bank

(Banker's Name & Seal)

Branch Manager (Banker's Seal with Address)

PROFORMA OF BANK GUARANTEE FOR EARNEST MONEY DEPOSIT / BID SECURITY
(On Non-Judicial Stamp Paper of appropriate value)

Place: _____

Date: _____

**The Principal
Estate Cell
Reserve Bank Staff College
Chennai – 600 018**

Dear Sir / Madam,
Name _____ of _____ Work: _____

Ref: NIT/Adv. No. _____ Date: _____

WHEREAS

The Reserve Bank of India, having its Central Office at Shahid Bhagat Singh Marg, Mumbai (hereinafter called the 'RBI') has invited tenders for the captioned work (Hereinafter called "the said tender") on the terms and conditions mentioned in the said tender documents.

It is one of the terms of invitation of tenders that the tenderer shall furnish a Bank Guarantee for a sum of Rs. _____ (Rupees _____ only) as Earnest Money Deposit (EMD).

M/s. (Name of the Tenderer / Bidder) _____, (herein after called as 'the Tenderer / Bidder'), who are our Clients / Constituents intend to submit their tender / Bid for the said work and have requested us to furnish Bank Guarantee to RBI in respect of the said sum of Rs. _____ (Rupees _____ only) in respect of EMD.

NOW THIS GUARANTEE WITNESSETH

1. We (Name of the Bank) do hereby agree with and undertake to RBI, their Successors, Assigns that in the event of the RBI coming to the conclusion that the Tenderer has / have not performed his / their obligations under the said conditions of the tender or have committed a breach thereof, which conclusion shall be binding on us as well as the said Tenderer, we shall on demand by the RBI, pay without demur to the RBI, a sum of Rs. _____ (Rupees _____ only) or any lower amount that may be demanded by the RBI. Our guarantee shall be

treated as equivalent to the Earnest Money Deposit for the due performance of the obligations of the Tenderer under the said conditions, provided, however, that our liability against such sum shall not exceed the sum of Rs. _____(Rupees ____ only).

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

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

- a) Any forbearance or commission on the part of the RBI in enforcing the conditions of the said agreement or in compliance with any of the terms and conditions stipulated in the said tender and / or hereunder or granting of any time or showing of any indulgence by the RBI to the Tenderer or any other matters in connection therewith shall not discharge us in any way and our obligation under this guarantee. This guarantee shall be discharged only by the performance by the Tenderers of their obligations and in the event of their failure to do so, by payment by us of the sum not exceeding Rs. _____(Rupees _____ only).
- b) Our liability under these presents shall not exceed the sum of Rs. ____ (Rupees _____ only).
- c) Our liability under this agreement shall not be affected by any infirmity or irregularity on the part of our said constituents / clients in tendering for the said work or his / their obligations there under or by dissolution or change in the constitution of our said constituents.
- d) This guarantee shall remain in force up to _____(six months from the date of scheduled completion of the work) 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 his / 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 _____
Authorized Official (with seal)

Bank.

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).

Proforma of Bank Guarantee for Security Deposit

(To be submitted on Non-judicial stamp paper of appropriate value purchased in the name of the issuing bank)

No. _____ Date _____

To:
The Principal,
Reserve Bank Staff College,
Teynampet,
Chennai - 600 018

Dear Sir

In consideration of your agreeing to accept the security deposit of INR __ (INR __only) furnishable to you by Messrs _____(hereinafter referred to as “the Contractor”) in terms of his / their contract with you for ‘Renovation of Hall – Atlantic Ocean at Reserve Bank Staff College, Chennai – 600 018’ as per their Tender dated _____and your Special Conditions of Contract and other tender documents relating thereto subject to the conditions and alterations mutually agreed upon the set forth or referred to in your Contract dated ____in the form of guarantee from us in the manner hereinafter contained, we ____ (Name of the Bank) do hereby covenant and agree with you as follows:

1. We undertake to indemnify you and keep you indemnified from time to time to the extent of INR ____INR (____only) against any loss or damage caused to or suffered by or that may be caused to or suffered by you by reason of any breach or breaches on the part of the Contractor of any of the terms and conditions contained in the said Contract and in the event of the Contractor making any default or default in carrying out any of the work under the said Contract or otherwise in the observance and performance of any of the terms and conditions relating thereto in accordance with the true intent and meaning thereof, we shall forthwith on demand pay to you such sum or sums not exceeding in total the said sum of INR ____ (INR _____only) as may be claimed by you as your losses and / or damages, costs, charges or expenses by reason of such default on the part of the Contractor.
2. Notwithstanding anything to the contrary, your decision as to whether the Contractor has made any such default or defaults and the amount or amounts to which you are entitled by reasons thereof will be binding on us and we shall not be entitled to ask you to establish your claim or claims under this Guarantee but will pay the same forthwith on your demand.

without any protest or demur.

3. This guarantee shall continue and hold good until it is released by you on the application by the Contractor after expiry of the relative guarantee period of the said Contract and after the contractor had discharged all his / their obligations under the said Contract and produced a certificate of due completion of the work under the said contract and submitted a "No Demand Certificate", provided always that this guarantee shall in no event remain in force after the day of _____ without prejudice to your claim or claims arisen and demanded from or otherwise notified to us in writing before the expiry of six months from the said date which will be enforceable against us notwithstanding that the same is or are enforced after the said date.
4. Should it be necessary to extend this guarantee on account of any reason whatsoever, we undertake to extend the period of this Guarantee on your request till such time as may be required by you. Your decision in this respect shall be final and binding on us.
5. You will have the fullest liberty without effecting this guarantee from time to time to vary any of the terms and conditions of the said contract or extend the time of performance of the Contractor or to postpone for any time or from time to time any of your rights or powers against the Contractor and either to enforce or forbear to enforce any of the terms and conditions of the said Contract and we shall not be released from our liability under this guarantee by the exercise of your liberty with reference to matters aforesaid or by reason of any time being given to the Contractor or any other forbearance, act or omission on your part or any indulgence by you to the Contractor or by any variation or modification of the said contract or any other act, matter or things whatsoever, which under the law relating to sureties would but for the provisions hereof have the effect of so releasing us from our liability hereunder provided always that nothing herein contained will enlarge our liability hereunder beyond the limit of INR _____(INR _____only) as aforesaid.
6. This guarantee shall not in any way be affected by your taking or varying or giving up any securities from the Contractor or any other person, firm or company on its behalf or by the winding up, dissolution, insolvency or death as the case may be, of the Contractor.
7. In order to give full effect to the guarantee herein contained you shall be entitled to act as if we were your principal debtors in respect of all your claims against the Contractor hereby guaranteed by us as aforesaid and we hereby expressly waive all our rights of surety-ship and other rights, if any, which are in any way inconsistent with any of the provisions of this guarantee.

8. Subject to the maximum limit of our liability as aforesaid, this guarantee will cover all your claim or claims against the contractor from time to time arising out of or in relation to the said contract and in respect of which your claim in writing is lodged on us before expiry of six months from the date of expiry of this guarantee.
9. Any notice by way of demand or otherwise hereunder may be sent by special courier, telex, fax or registered post to our local address as aforesaid and if sent by post, it shall be deemed to have been given when the same has been posted.
10. This guarantee and the powers and provisions herein contained are in addition to and not by way of limitation of or substitution for any other guarantee or guarantees heretofore given to you by us (whether jointly with others or alone) and now existing un cancelled and that this guarantee is not intended to and shall not revoke or limit such guarantee or guarantees.
 - (i) This guarantee shall not be affected by any change in the constitution of the contractor or us nor shall it be affected by any change in your constitution or by any amalgamation or absorption thereof or therewith but will ensure to the benefit of and be available to and enforceable by the absorbing or amalgamated company or concern.
 - (ii) Any forbearance, act or omission on the part of the Bank in enforcing any of the conditions of the said tender or showing of any indulgence by the Bank to the Tenderer shall not discharge the Surety in any way and the obligations of the Surety under this guarantee shall be discharged only on the intimation thereof being given to the Surety by the Bank.
 - (iii) This guarantee is irrevocable during the period of its currency and shall not be revoked without your previous consent in writing.
 - (iv) We further agree and undertake to pay you without demur the amount demanded by you in writing notwithstanding any difference or dispute or controversy that may exist or arise between you and the contractor or any other person.
 - (v) Notwithstanding anything contained herein above our liability under this guarantee is restricted to INR ____ (INR _____ only). Unless a written claim is lodged on us for payment under this guarantee within six months from the date of expiry, including extensions, if any, of this guarantee all your rights under the guarantee shall be forfeited and we shall be deemed to have been released and discharged from all liabilities there under, irrespective of whether or not the original guarantee is returned to us.

- (vi) We have power to issue this guarantee in your favour under the Memorandum and Articles of Association of our Bank and the undersigned has full power to execute this Guarantee under the Power of Attorney granted to him / them by the Bank.

SIGNED AND DELIVERED

(For & on behalf of the above-named Bank)

For & on behalf of

(Banker's Name & Seal)

BRANCH MANAGER

(Banker's Seal)

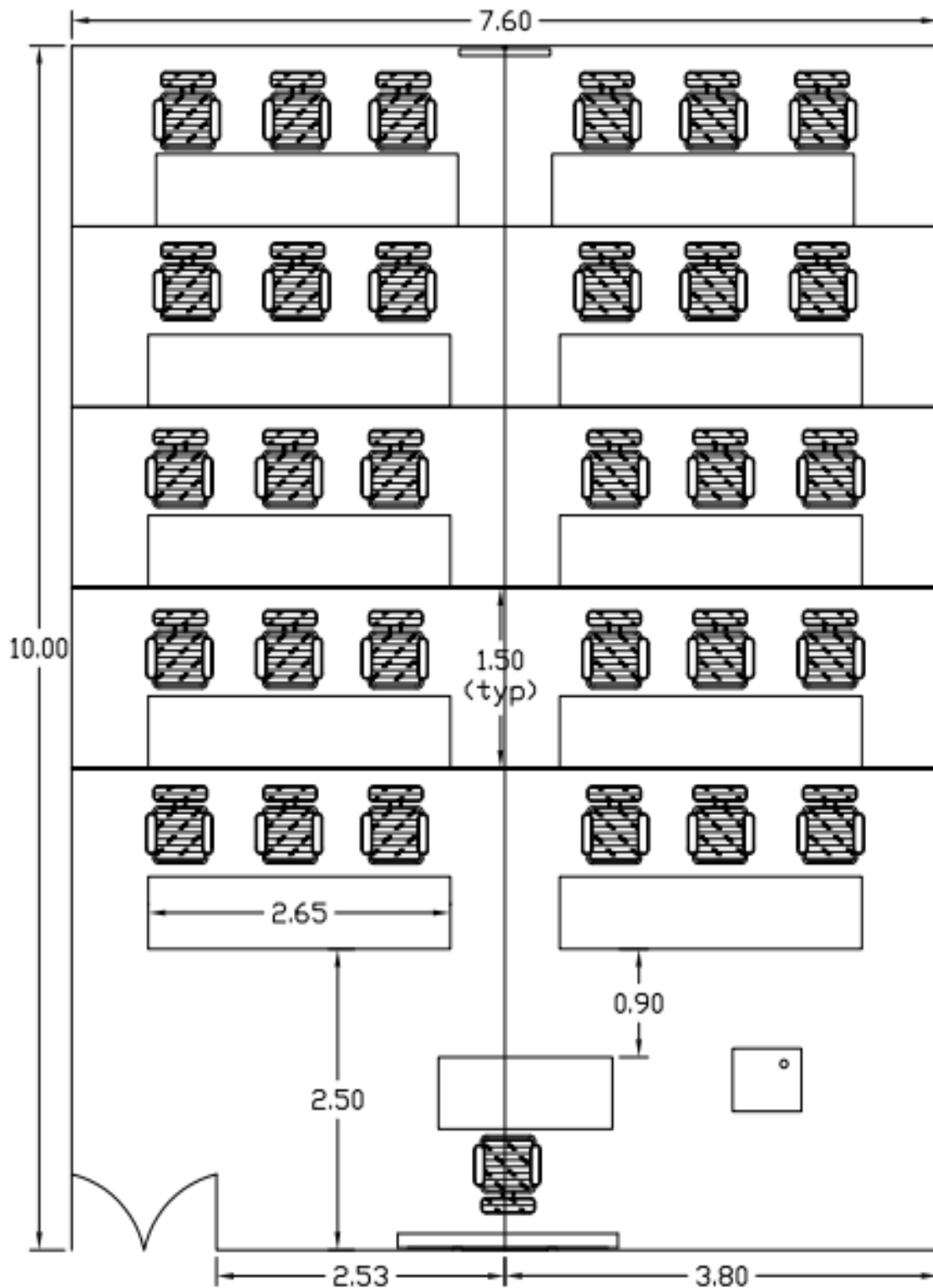
Address _____

Annexure VI

List of drawings

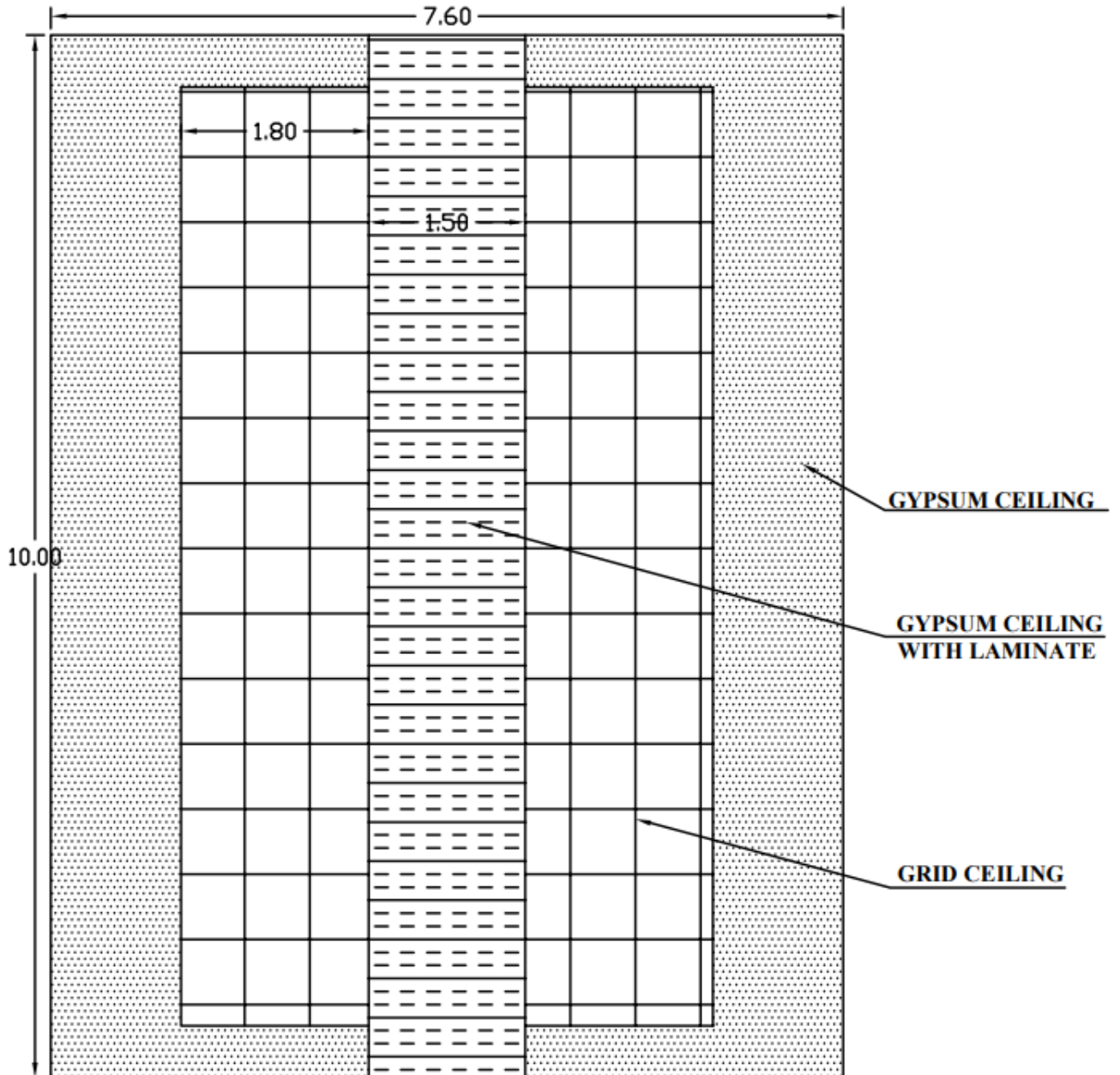
Dwg. No.	Title:
01	Proposed General Layout
02	False Ceiling Layout
03	Window design
04	Table Design

Proposed General Layout



*All dimensions are in Meter

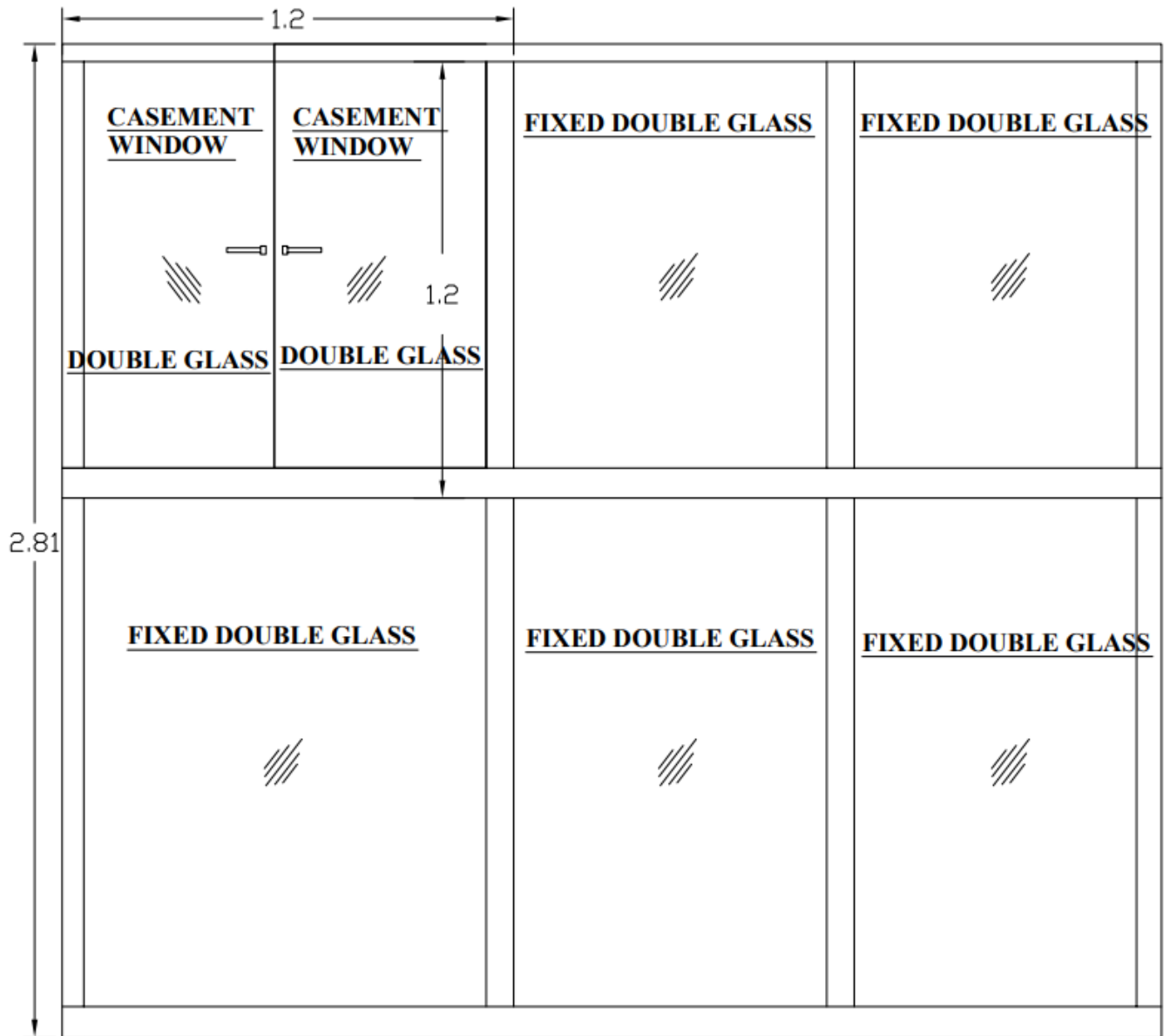
FALSE CEILING DETAILS



**NOTE: NECESSARY CUTOUTS FOR
AC's, LIGHTS, FIRE ALARM, SPEAKER..ETC**

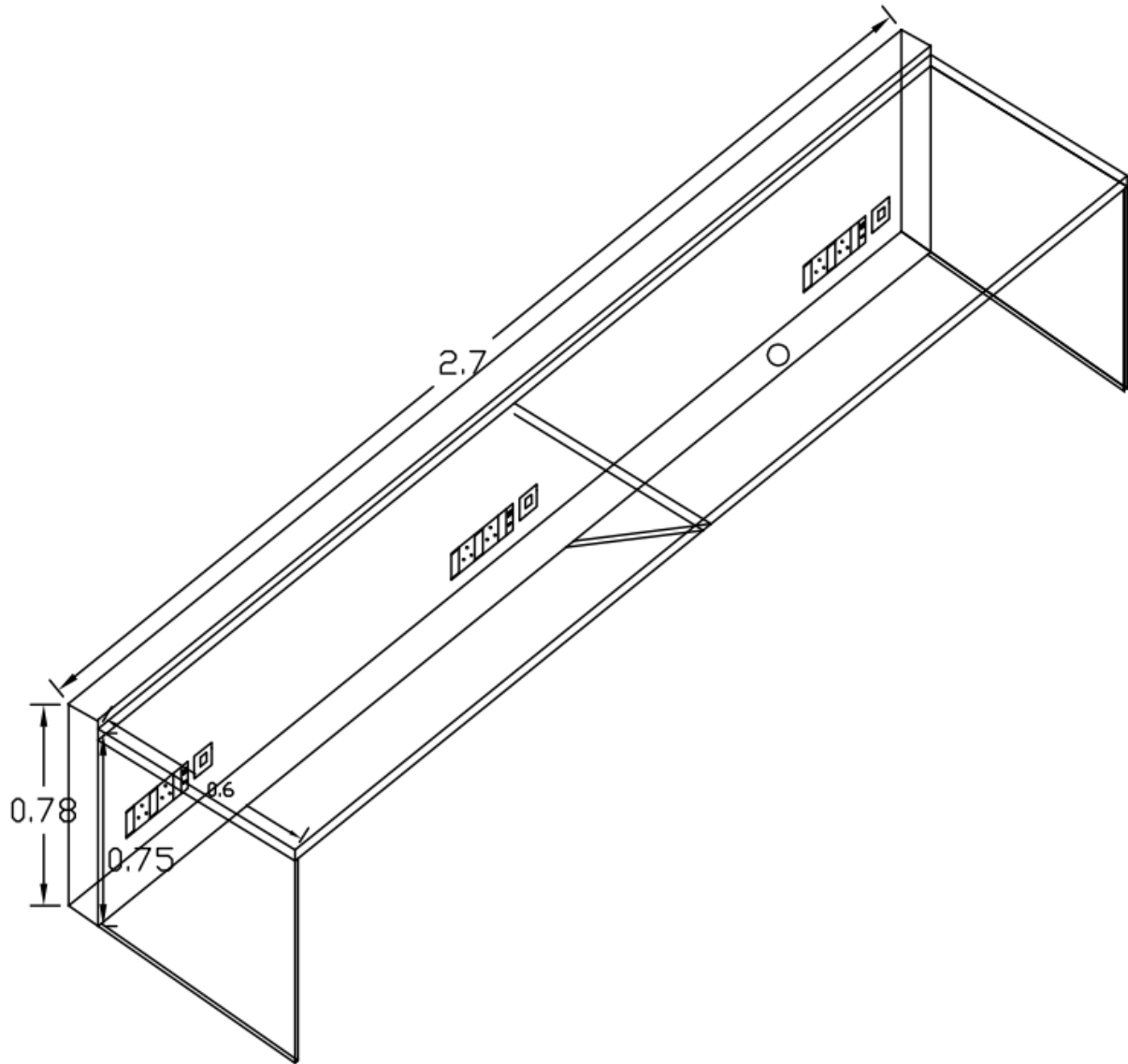
ALL DIMENSIONS ARE IN METRE

UPVC WINDOW DESIGN



ALL DIMENSIONS ARE IN METRE

TABLE DESIGN



ALL DIMENSIONS ARE IN METRE



**Reserve Bank Staff College
Estate Cell
Chennai**

Tender

For

**Renovation of Computer Lab - Arabian Sea at Reserve Bank
Staff College, Chennai - 600018**

Name of Tenderer: _____

Address: _____

Unpriced bill of quantities/ Schedule of Quantities/ Part II - Price Bid

	Activity	Date
1	Date of availability of Tender in RBI Website and MSTC Portal	July 09, 2026, after 15:00 hrs.
2	Due date for submission of Tender	August 07, 2026, at 14:00 hrs
3	Date of opening of Tender	August 07, 2026, at 15:00 hrs

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RESERVE BANK OF INDIA
ESTATE DEPARTMENT
RBSC, Chennai

Renovation of Computer Lab - Arabian Sea at Reserve Bank Staff College, Chennai - 600018

Item No	Description of work	Quantity	Unit
1	Dismantling work: Carefully dismantling the following items in existing classroom Lab 1, first floor with minimum disturbances to the surrounding office-space and temporarily stacking the scrap/salvageable items at a place as directed by Bank's Engineer and disposing off the debris/rubbish at a place permissible including barricading the debris /work area and carting away the debris from the college premises to dumping yard as approved by municipal authorities, etc., complete. Rate shall be quoted on per job basis for entire work as lumpsum a) Existing old false ceiling consisting of grid-type false- ceiling, plain gypsum-board false-ceiling with the GI framework and ACP Panels, wooden boards, etc. including frame work of an approximate area: 80 Sqm excluding electrical, light, AC and other electrical fixtures/fittings. b) Existing old wall panelling including perforated gypsum tiles, writing boards, etc. with the base framework and glass wool, etc. of approx. area: 100 Sqm excluding TV white board and other electrical fittings. c) Existing old wooden stepped flooring along with base frame of approximate Area in plan: 80 Sq m including the raceways after removal of electrical and network cables. Existing tables to be shifted to a suitable location as directed by Bank's Engineer and covered suitably for protecting from dust, etc. complete.	1	Lump sum

Item No	Description of work	Quantity	Unit					
	d) Existing old aluminium/iron glazed windows - 5 Nos of different sizes varying from (2.81 m x 3.11 m to 1.74 m x 1.17) along with sill and frames. Note: Rate quoted shall include for making good the damages to the walls/ floor/ windows/ plaster, plugging the external wall holes of AC or electrical cable gaps, etc., and finishing using cement mortar 1:3/ plain cement concrete 1:2:4 admixed with water proofing compound including suitable scaffolding and ladder for dismantling works and barricading the scrap/ salvage- value items and debris if any etc. complete as directed..							
2	Acoustic Wall Panelling: Providing and fixing in position approved make and shade acoustic wall panelling at all heights as per the direction of Bank's Engineer/ site condition as follows: (i) Micro perforated Panel: Providing and fixing approved make and model Micro perforated wooden acoustic wall panels of size 590 mm x 2420 mm x 16 mm thick or any approved size with perforation of diameter 0.6 - 0.8 mm at 2 mm c/c as per acoustic design & pattern as approved by Bank's Engineer. All joints of micro-perforated acoustic panels should have dowel connection to avoid any sagging /unevenness and should be fixed on GI 'Z' clamp made of 0.7 mm thick GI sheet of size 30 mm x 30 mm collar and 50 mm high to match with the installed GI frame. The micro perforated acoustic panels shall be fixed onto the framework as detailed under item No. 2(ii) below, with an acoustic fleece backing (of approved make and shade), finished with 0.5 mm thick laminate of approved make and shade . Technical Parameters Micro Perforated Acoustic Panels are as under: <table><tr><td>Density – 750 kg/m3</td></tr><tr><td>Fire Retardant -Class (A)</td></tr><tr><td>NRC Value - 0.85 with NRC System.</td></tr><tr><td>Light (%) - 80%</td></tr><tr><td>Green (VoC) - Low</td></tr></table>	Density – 750 kg/m3	Fire Retardant -Class (A)	NRC Value - 0.85 with NRC System.	Light (%) - 80%	Green (VoC) - Low	94	Sq m
Density – 750 kg/m3								
Fire Retardant -Class (A)								
NRC Value - 0.85 with NRC System.								
Light (%) - 80%								
Green (VoC) - Low								

Item No	Description of work	Quantity	Unit
	(ii) GI Frame: Frame made from fabricated galvanized mild steel sheet of 0.5mm thick pressed section (galvanizing @ 120 gm/ Sqm including both the sides), vertical studs of size 48 x 34 x 36 mm are placed at 600 mm centre to centre in floor and ceiling/ top channel section of size 50mm x 32 mm. Channel section shall be fixed to floor and soffit of ceiling at 600 mm c/c using 12 mm diameter, 50 mm long wedge type expanded zinc alloy dash fastener with 10mm bolt. Same section of channels shall then be fixed in horizontal direction at 600 mm c/c so as to form a grid of 600 mm x 600 mm with suitable fixing mechanism in line with good practices as directed by Bank's Engineer. (iii) Glass wool: Glass wool of 50mm thickness of density 48 kg/ Cu.m conforming to IS: 8183 to achieve the 0.85 NRC value, wrapped in non-woven fabric and then inserted in GI grid slots frame made above including fastening with tapes/ G.I wires. Makes and model materials shall be got approved before installation etc., as per manufacturers specifications fixed in pattern and design as the direction (combination of light and dark colours as per approved shade) including cutting odd sizes and finishing as per site conditions/ dimensions. (iv) Rate shall include for cutting the sizes required for electrical fittings/fixture and finishing, taking the vertical section (studs) up to ceiling, wastages if any, etc. complete as directed by Bank's Engineer. Basic rate of micro perforated acoustic wooden wall panel (excluding frame system & glass wool) excluding GST ₹3335 per Sq m.		
3	Grid false ceiling: Providing and fixing false ceiling of approved make at all heights/levels as per layout drawings using with 15 mm thick light weight, integral densified, micro look edged, mineral laminated false	32	Sq m

Item No	Description of work	Quantity	Unit
	ceiling tiles of size 600 x 600 mm of approved texture, design and patterns having NRC (Noise Reduction coefficient) of 0.90 (minimum) as per IS 8225:1987, Light reflectance of 85% (minimum), Non-combustible as per BS:476 (part-4), fire performance as per BS:476 (part 6 & 7), humidity resistance of 95%, thermal conductivity < 0.043 W/m K as per ASTM 518:1991, in true horizontal level suspended on interlocking metal powder coated T-Grid of hot dipped galvanised iron section of 0.40 mm thick on Silhouette profile, rotary-stitched double webbed white with 6mm reveal profile (white/black), comprising of main -T runners of size 15 x 42 mm of length 3000 mm, cross - T of size 15 x 42 mm of length 1200 mm and secondary intermediate cross - T of size 15 x 42 mm of length 600mm to form grid module of size 600 x 600 mm, suspended from ceiling using galvanised mild steel items (galvanizing @ 80 grams per Sqm) i.e. 50 mm long, 8 mm outer diameter M-6 dash fasteners, 6 mm diameter fully threaded hanger rod and L-shape level adjuster. Galvanised iron perimeter wall angle of size 19x19 mm of length 3000 mm to be fixed on periphery wall / partition with the help of plastic rawl plugs at 450 mm centre to centre and 40mm long dry wall S.S screws. The work shall be carried out as per manufacturer's specifications, drawing and as per directions of the Bank's Engineer.		
	Basic rate of false ceiling excluding GST is ₹1600 per Sq m		

Item No	Description of work	Quantity	Unit
4	Gypsum board false ceiling: Providing and fixing false ceiling of approved make at all height/levels including providing and fixing of frame work made of special sections, power pressed from M.S. sheets and galvanized with zinc coating of 120 gm/ Sqm (both side inclusive) as per IS:277 and consisting of angle cleats of size 25 mm wide x 1.6 mm thick with flanges of 27 mm and 37mm, at 1200 mm centre to centre, one flange fixed to the ceiling with dash fastener 12.5 mm diameter x 50mm long with 6mm diameter bolts, other flange of cleat fixed to the angle hangers of 25 x 10 x 0.50 mm of required length with nuts & bolts of required size and other end of angle hanger fixed with intermediate G.I. channels 45 x 15 x 0.9 mm running at the spacing of 1200 mm centre to centre, to which the ceiling section 0.5 mm thick bottom wedge of 80 mm with tapered flanges of 26 mm each having lips of 10.5 mm, at 450 mm centre to centre, shall be fixed in a direction perpendicular to G.I. intermediate channel with connecting clips made out of 2.64 mm diameter x 230 mm long G.I. wire at every junction, including fixing perimeter channels 0.5 mm thick 27 mm high having flanges of 20 mm and 30 mm long, the perimeter of ceiling fixed to wall/partition with the help of rawl plugs at 450 mm centre, with 25mm long dry wall screws @ 230 mm interval, including fixing of gypsum board of 12.5 mm thick tapered edge gypsum plain board conforming to IS: 2095- (Part I): 2011 (Board with BIS certification marks) to ceiling section and perimeter channel with the help of dry wall screws of size 3.5 x 25 mm at 230 mm c/c, including jointing and finishing to a flush finish of tapered and square edges of the board with recommended jointing compound, jointing tapes, finishing with jointing compound in 3 layers covering up to 150 mm on both sides of joint and two coats of primer suitable for board, all as per manufacturer's specification and also including the cost of making openings for light fittings, grills, A/C diffusers, cut-outs made with frame of perimeter channels suitably fixed, all complete as per drawings, specification and direction of the Bank's Engineer. Rate shall include application of 2 or more coats of interior emulsion paint over a coat of primer after necessary surface preparation etc complete as directed.	20	Sq m

Item No	Description of work	Quantity	Unit
5	Gypsum board false ceiling with laminate finish: Same as Item No 4 above excluding the emulsion paint application but including providing additional suspender supports of minimum one additional row along the longer dimension ensure self-balance of the gypsum board and fixing laminate of approved make and shade over the gypsum board using approved make adhesive. The finish shall be in proper line and level with necessary cut-out(s) for the provision of light-fittings, Cassette AC units and other fixtures complete as approved by the Bank's Engineer. Basic price of laminate excluding GST is ₹ 500 per Sq m.	24	Sq m
6	Raised/ False Access Flooring : Providing and fixing removable raised/ false access flooring of approved make with system and its components of approved make for different plenum height of 100mm/ 200mm/ 300mm/ 400mm (as per the approved step-profile arrangement, as directed by Bank's Engineer) with possible height adjustment up to 25 mm comprising of modular load bearing floor panels supported on G.I. rectangular frame work and G.I. Pedestal etc. all complete, as per the drawings, as specified and as directed by Bank's Engineer consisting of : Top Panel: Providing and installing/fixing in position truly levelled and aligned cavity/false/access flooring system of approved make having load bearing capacity of distributed load of minimum 1080 kg/ Sqm and point load of 360 Kg., the system consisting of Removable and re-usable floor panels of size 600 mm x 600 mmx minimum 30mm made of all steel welded construction (finished with 40-60 micron epoxy coating) with bottom surface consisting of multiple hemispherical cones and top plain sheet (fuse welded at 64 locations) to form an enclosed panel	46	Sq m

Item No	Description of work	Quantity	Unit
	The inner empty core of the panel injected with light weight fire retardant, non-combustible cementitious compound (at high pressure to fill all crevices of the panel), each panel is then finished with floor grade antistatic high-pressure laminate/ PVC on a semi-automated lamination line to ensure maximum bonding to the steel surface. The edges of the finished panels provided with conductive PVC edge trim 5mm wide on all sides (mechanically locked and sealed in place) to avoid detachment: False flooring panels with 2mm thick fire- retardant floor grade high pressure laminate conforming to BS:476. Sub-structure/ pedestal assembly: Providing and installing/ fixing in position up to 600 mm high (variable height arrangement to achieve the approved profile as directed by Bank's Engineer) truly levelled and aligned cavity/false/access system flooring of approved make having minimum load bearing capacity of distributed load of minimum 1080 kg/ Sq.m and point load of 360 Kg., the system consisting of Sub structure/ pedestal assembly(designed for speedy assembly/removal for relocation/maintenance) of zinc electroplated steel comprising of the following: a. 75mm x 75mm x minimum 3.5mm pedestal head attachment mechanically riveted to a 100mm long, minimum 19mm diameter roll-formed stud with 2 check nuts for level adjustment(for upto 25 mm) and arresting vertical movement, anti-vibrational conductive cap with inbuilt isolating spacers for panel and stringer location, b. Pedestal stud consisting of minimum 20 mm diameter (OD) pipe of minimum 1.5 mm thickness mechanically locked to maintain true plumb welded to pedestal base plate, c. Pedestal base plate 100 mm x 100 mm x minimum 3 mm thick with stiffening folds fixed/ anchored to main concrete floor by means of adhesive or fastener as recommended by manufacturer. Note: Rate shall include extra pedestals, supports for stability, cutting and finishing, wastages etc., as may be required as per general site layout plan including cutting and finishing for concealed electrical box, circular/rectangular brush grommets, cable tray, etc. complete as directed.		

Item No	Description of work	Quantity	Unit
7	Step risers: Providing and fixing 9 mm thick BWP marine 710 grade plywood of approved make to be fixed on the edge of the raised floor with necessary screws etc., and 3.5 mm approved make matching veneer to be fixed on plywood, and melamine polish of the same complete all as directed by Bank's Engineer. Rate shall include wastages, etc. complete as per drawing and instructions of the Bank's Engineer.	3	Sq m
8	Carpet Tiles Flooring: Providing and fixing approved make and shade carpet tiles of size 500 mmx500 mm, total thickness 7.5 mm (+/- 0.5 mm), tufted high & low loop, 100 % solution dyed ecolyn nylon, minimum gauge 2.12 mm, with pile weight of minimum 580 gm/ Sqm conforming to ASTM standards for flammability and smoke density, laid over a over false/ raised flooring and ceramic/ concrete flooring using appropriate adhesive recommended including necessary surface preparation as recommended by the carpet tile manufacturer and in the approved pattern and layout as directed by Bank's Engineer. Carpet tiles shall be finished/ terminated end to end at the room perimeter and at the step risers in proper line and level including cutting, wastages and finishing, self - levelling as may be required underneath with all accessories etc. complete as directed by Bank's Engineer. Finished area shall be measured for payment. Basic price of carpet tile excluding GST is ₹ 1386 per Sq.m	76	Sq m
9	Existing door remodelling: Carefully removing the existing wooden door shutters (approximate size of door opening 1500 mm x 2100 mm), providing and repairing/remodelling consist of the following: (i) Internal surface of the door shutters shall be finished with 1mm thick laminate of approved shade and colour (matching to the shade of wall panelling) after preparation of existing surface (ii) Shutters edges shall be provided with 12mm thick teak wood lipping around and melamine polishing of approved shade (iii) The external sides of the door shutters shall be finished with the similar colour melamine polishing as the adjacent doors including preparation of surfaces	1	No

Item No	Description of work	Quantity	Unit
	(iv) Existing door frame also shall be prepared and finished with melamine polish of approved shade (v) Rate shall include for fixing the remodelled door along with providing and fixing new hardware like approved make and model of door closures - 2 Nos, 300mm long SS heavy duty handles for each door, SS door stopper, heavy duty tower bolt and SS Ball bearing hinges of approved make, etc. complete as directed. Damages if any, caused to the door and door frame during the execution of the work shall be reinstated at no extra cost. Basic price of laminate excluding GST is ₹500 per Sq m., door closure is ₹2450 (excl GST).		
10	uPVC double glazed casement windows/ Fixed window: Providing and fixing factory made uPVC <u>white/ ivory colour</u> casement window and fixed window of approved make and model as per drawing using double panels with fixed mullion with SS 304 friction hinges as per size and weight of the sash, multi-point locking system, zinc alloy (zamak) powder coated handles. Using R2 series with frame (39 mm & above) x (39 mm & above) & sash (39 mm & above) x (60mm & above) & mullion (39 mm & above) x (60 mm & above). Profile of frame & sash shall be mitred cut and fusion welded at all corners, mullion (if required) shall be also fusion welded including drilling of holes for fixing hardware's and drainage of water etc., After fixing frame the gap between frame and adjacent finished wall shall be filled with weatherproof silicon sealant over backer rod of required size and of approved quality, all complete as per approved drawing & direction of Bank's. Variation in profile dimension in higher side shall be accepted but no extra payment on this account shall be made. Note: For uPVC frame, sash and mullion extruded profiles minus 5% tolerance in dimension i.e. in depth & width of profile shall be acceptable. Providing and fixing double glazed hermetically sealed glazing in uPVC casement windows with minimum 5 mm thick clear float glass both side, having 12 mm air gap, including EPDM gaskets, spacers, sealants, desiccant, etc., all complete as per specifications. (refer drawing)	28.50	Sq m

Item No	Description of work	Quantity	Unit
11	DB Box shutters: Providing and fixing DB box shutters with suitable support frame work made of 19 mm BWP Marine 710 grade plywood finished with approved make and model 1 mm thick laminate matching the adjoining wall panelling and finishing surface in flush in line and level with adjoining wall panelling, all complete as per specifications and as directed by the Bank's Engineer. The sizes of door shutters of DB boxes 600 mm x 600 mm of 1 No and 450 mm x 450 mm of 3 Nos. (Approximate). Rate shall include for providing suitable framework/ backing, hinges and appropriate keyless locking knobs as per the instructions of the Bank's Engineer including wastages, etc., complete.	1	Sq m
12	ZEBRA BLINDS: Providing and fixing zebra blinds of approved make, shade and pattern, composition of fabric shall be 100% polyester, fixed with all necessary operative arrangements, frames to be provided as per manufacturer's specifications, including wastages, transports, loading, unloading charges, installation charges, materials, tools, lead, lift etc. as directed. Only the clear area of the window shall be considered for measurement. Basic price of fabric is ₹2900 per Sq m (excluding GST)	7.2	Sq m
13	Modular Table: Design, fabrication, supply and installation of factory made using modular furniture table of overall size. 780mm ht x 2700mmx 600mm (Approximate) as directed by Bank's Engineer, consisting of the following: (a) Self supported type front partition cum modesty panel framework with min. 50mm thk made out of approved make CRCA steel sections/ Aluminium profiled sections for a total height of 780mm consisting of concealed raceways 125mm width at the bottom level. All unit weights mentioned shall deemed to be minimum weight including top caps, end strips, adjustable bolts, raceways cover plates etc. complete	10	No

Item No	Description of work	Quantity	Unit
	(b) Partition for framework at 13 (a) above (Modesty panel framed as above) shall be finished with minimum 9mm thick pre laminated exterior grade MDF board on both the sides up to work surface level (inside) and upto 780mm height (outside) with powder coated 125mm raceways at the bottom/ skirting level. All MDF boards used in the work shall be prelaminated of approved shade and make for exposed surfaces and balancing laminate for inner/concealed surfaces.		
	(c) The race way covers shall be fabricated out of 1.5 mm thick aluminium/ CRC sheets/sections and powder coated to the approved colour for a minimum thickness of 0.04 – 0.05 mm. Necessary cuttings shall be provided on this covers as per the site requirements of switch sizes/models. Top covers, levelling screws, connectors, cable hangers and other minor spares etc shall be provided as per the site-requirements.		
	(d) Providing and fixing 25mm thick pre laminated exterior grade M.D.F. board laminated of approved make and shade for work, as per the following sizes with necessary 16 SWG MS sheets/sections powder coated brackets, including fabricating and fixing arrangements, approved edge beading, etc., complete as shown in drawing of sizes: Rectangular work surfaces of size 900 mm x 550mm modules, 3 Nos. or approved size for each table.		
	(e) Vertical side supports made of 25mm thick pre laminated interior grade M.D.F. board laminated of approved make and shade for work station table end supports/modesty of table with necessary 16 SWG MS powder coated brackets/clamps, adjustable pivot supports, of approved colour edge beading, etc., complete :Vertical table end and centre supports 550 mm x725mm- 4 Nos.		
	(f) Fabricating, supplying and fixing in position standard size ABS plastic coated Groumet with cable manager for Each table/workstation etc complete. 3 Nos. per table. The rate includes 3 Nos. of key board tray per table.		

Item No	Description of work	Quantity	Unit
14	Laminate finishing on existing Faculty table: Faculty Table in Class room to be relaminated. All exposed surfaces, table top, front apron including skirting shall be relaminated with approved brand & colour 1 mm thick laminate of approved make and shade.. Internal surfaces finished with 1mm thick laminate of white colour of approved brand. Wood beading shall be finished by polish to match with laminate colour. Rate shall include all necessary hardwares such as adhesives of approved make. Rate shall include surface preparation for the existing laminate, wastages, transports, loading, unloading charges, labours, lead, lift, materials, tools etc. Complete as per instructions of the Bank's Engineer Table Size-1 (approximate dimensions: 1350 mm length, 750 mm width & 750 mm height)	1	No.
15	Rebate: Rebate for taking away (a) All the scrap /salvaged items obtained from dismantling works mentioned at Item No 1 above excluding electrical light/AC/ Network /computer fittings and fixtures (b) existing old tables of size approximate dimensions 2550 mm x 750 mm x 600 mm - 10 Nos. including all taxes (GST & TCS), etc. complete. (E)	-1	Lump sum