



Notice Inviting Tender (NIT)

Reserve Bank of India, Jaipur invites **e-Tender for Interior Renovation Work of Dispensary & Act Block in R.B.I. staff colony, Jaipur in two parts (Part-I and Part-II)** from eligible bidders. The tendering would be done through the e-Tendering portal of MSTC Ltd. (<https://mstcecommerce.com/eprocn>). All the eligible firms/contractors shall ensure to register themselves with MSTC Ltd. to participate in the tendering process. The schedule of the e-Tender is as follows:

a. e-Tender Name	Interior Renovation Work of Dispensary & Act Block in R.B.I. staff colony, Jaipur
b. e-Tender no	RBI/Jaipur Regional office/Estate/9/26-27/ET/227
c. Estimated cost of the work	₹12,62,000/-
d. Mode of Tender	e-Procurement System (Online Part-I (Techno-Commercial Bid) and Part-II (Price Bid) through (www.mstcecommerce.com/eprocn))
e. Date of NIT available to parties to download	July 27, 2026, from 14:00 Hrs onwards
f. Eligible Vendors	Empanelled contractor of RBI (The Bank) JAIPUR office in Civil trade [Subcategory 1.1 &1.2] of more than Rs 10.00 Lakh.
g. Earnest Money Deposit (EMD)	Submission of EMD is not required.
h. Date of Starting of e-Tender for submission of online Techno-Commercial Bid and price Bid at www.mstcecommerce.com/eprocn	July 27, 2026, from 14:00 Hrs onwards
i. Date & time of closing of online e-tender for submission of Techno-Commercial Bid & Price Bid	August 17, 2026, up to 14:00 Hrs
j. Date & time of opening of Part-I (i.e. Techno-Commercial Bid) Date & Time of opening of Part- II (i.e. Price Bid)	August 17, 2026, at 15:00 Hrs Date and time of opening of Price Bid will be informed separately to all the eligible bidders later through email.
k. Transaction Fee	To be paid through MSTC Payment Gateway/NEFT/RTGS in favour of MSTC Ltd. or as advised by M/s MSTC Ltd.

Note:

1. Please note that there is no tender fees to download the tender document from Portal.
2. Applicants intending to apply will have to satisfy the Bank by furnishing documentary evidence in support of their possessing required eligibility and in the event of their failure to do so, the Bank reserves the right to reject their candidature.
3. The Bank is not bound to accept the lowest tender bid and reserves the right to accept either in full or in part any tender. The Bank also reserves the right to reject all the tenders without assigning any reason, therefore.
4. Any amendments/ corrigendum to the tender, if any, issued in future will only be notified on the RBI Website (<https://www.rbi.org.in>) and MSTC Website as given above, and will not be published in the newspaper.



Reserve Bank of India
Estate Department
Jaipur

**PROPOSED INTERIOR RENOVATION WORK OF DISPENSARY & ACT BLOCK
IN R.B.I. COLONY, JAIPUR**

Part I

Techno-Commercial
Bid

Name of Bidder:.....

Address:.....

Telephone no:.....

Email Address:.....

e-tender No: RBI/Jaipur Regional office/Estate/9/26-27/ET/227

Last date and Time of submission of Tender: August 17, 2026, up to 14:00 Hrs.

DISCLAIMER

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

The information is not intended to be exhaustive. Interested parties are required to make their own inquiries. Respondents to this e-tender are required to make their own inquiries and they should not rely solely on the information contained in the blank e-tender documents / forms. The Reserve Bank of India is not responsible if no due diligence is performed by the Respondents.

The information is provided on the basis that it is non – binding on Reserve Bank of India or any of its authorities or agencies or any of their respective officers, employees, agents, or advisors.

Reserve Bank of India 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.

Reserve Bank of India (RBI)	
Estate Department	
Jaipur	
E-Tender: Part I / Techno- commercial bid	
<u>Section I : Commercial Conditions</u>	
1.1	<u>Name of work:</u> RBI JAIPUR invites tender of “PROPOSED INTERIOR RENOVATION WORK OF DISPENSARY & ACT BLOCK IN R.B.I. COLONY, JAIPUR” in two Parts from eligible bidders. It is an e-tender and service provider is MSTC. Refer Annexure I before proceeding further.
1.1.1	Estimated cost of work: Rs. 12,62,000 /- (inclusive of all Taxes)
1.1.2	Earnest Money Deposit: Nil
1.1.3	Time for completion of work: 60 days from the 14th day of date of work order
1.1.4	Transaction fee of tender will be directly submitted at MSTC website
1.1.5	Date of start of tender: July 27, 2026, from 14:00 Hrs onwards
1.1.6	Last date and time of submission of tender: August 17, 2026, up to 14:00 Hrs
1.1.7	Date and time of opening of Part I of tender: August 17, 2026, at 15:00 Hrs
1.1.8	Date and time of opening of Part I of the tender: Part II will be opened after scrutiny of part-I and supporting documents submitted by the bidder. Otherwise, the Part II opening date will be communicated to bidders through email.
1.1.9	Contact person for clarification: Name: Shri Ashok Kumar Gupta, Manager E-mail: ashokkgupta@rbi.org.in Mobile: 9717108444
1.1.10	Eligibility Criteria: (1) Empaneled contractor of RBI (The Bank) JAIPUR office in Civil trade [Subcategory 1.1 & 1.2] of more than Rs 10.00 Lakh.
1.2	<u>Tendering Process:</u> The tender documents can be downloaded from MSTC website. All corrigendum, addendum and further communication shall be forwarded through email and MSTC website only. The tender for the above work is in two parts i.e. Part I contains technical specifications & terms and conditions. Part II contains only rates of

	items. Tender shall be submitted on MSTC website (refer Annexure I). Scan and Signed copy of Part I will be uploaded on MSTC website and rates of Part II will be directly submitted at MSTC website.
1.3	Part II (Financial Bid): Part I will be opened on the date and time mention above. No deviation will be accepted in Part I of tender. If firm puts deviation in the tender, their tender may be out rightly rejected, or The Bank may consider deviation. Part II will be opened for those bidders who qualified in Part I of the tender. Lowest quoted amount in the Part II will be declared L1 bidder/successful bidder and tender will be awarded. The Bank discourages the stipulation of any addition conditions by the tenderer. However, after opening of Part I any clarification/conditions etc. if any, will be examined and after discussions with all the tenderers, the conditions that are accepted to the Bank will be intimated to the tenderers. All the tenderers can quote a percentage above or below their tendered amount already submitted in part II. The quoting of such as a percentage above or below their tendered amount shall have a definite bearing on the condition/s the tenderers have to withdraw or additional benefit liable to be received as per the condition accepted by the Bank. The letter containing the tenderer's quoting percentage above or below their quoted tendered amount should be submitted in sealed cover on or before date fixed to Estate Department, subsequently and advised to the tenderers. This letter together with already submitted tendered rate shall be called Part II, will be opened in presence of the representatives of firms on the due date advised.
1.4	The rates quoted in Part II of tender shall be firm and shall include charges of GST, levies, materials including wastage, consumables, labor, transport, insurance, tools and tackles, overheads, removing of debris from the site, cleaning etc. Bidders are advised to inspect the site before quoting.
1.5	Transaction fee is required to submit by all the intended bidders to MSTC website. The EMD (if applicable) need to submit as shown above in A/c No. 8692299, Account name RBI Jaipur, IFSC Code: RBIS0JPPA01 (0=Zero) through NEFT/ Mobile Banking/ RTGS {Intimate/ forward the transaction details to estatedeptjaipur@rbi.org.in}. If bidder is fails to submit the EMD, tender may be cancelled, and firm may be blacklisted from empanelment. EMD should be interest free and shall be returned to bidder after completion of the work in all respect. <u>EMD shall be forfeited if the Bidder:</u>

	-makes misleading or false representations in the forms, statements and attachments submitted. -has suppressed any material information, details of any legal proceedings pending in the court which might otherwise have created any impact on the eligibility criteria. -withdraws his Bid during the period of Bid validity; or does not sign the contract after award of Contract. -has been blacklisted by any Government agency and the blacklisting is still in force. -If bidder fails to complete the work.
1.6	<u>Validity of tender:</u> The tenders shall be valid for acceptance by the Bank for a period of 90 days from the date of opening of Part I of tender.
1.7	<u>Signing of Contract Agreement</u> The successful bidder shall be bound to implement the Contract within 14 days from the date of work order. The cost of necessary stamp paper (Rs 500) for execution of the agreement shall be borne by the Bidder. The format of agreement is attached at annexure-II.
1.8	<u>Time Period:</u> Entire work shall be completed as indicated above, failing which liquidated damages at the rate of 0.25% of the estimated cost per week to a maximum of 10% of the contract value will be recovered for delay beyond the contractual period of completion. The work is allowed to be carried out during office hours (9:30 AM to 5:30 PM). The successful bidder is required to make entry passes before start of work for their workers. Special permission is required for working on holidays/late ours apart from regular entry pass.
1.9	<u>Extension of time: (before expiry of original date of completion)</u> If the L1 bidder desires any extension of time for completion of work on grounds of them having been unavoidable hindrances in execution or any other ground, they shall apply in writing immediately after the occurrence of the hindrance. Such application shall contain complete details of hindrances, which hindered the contractors in the execution of the work and reference to record of entry in the Hindrance Register. The Bank will grant the extension of time, without prejudice to Bank's right to recover liquidated damages or compensation under relevant contract clause. The hindrance due to the Bank will not be the part of calculation of liquidated

	damages.
1.10	<u>Safety and statutory measures:</u> The bidder shall take all safety measure during the execution of the work. The Bank will not accept any liability for any mishap / accident caused while working. The bidder shall indemnify and keep indemnified the Bank against all losses and claims, damages or compensation for breach of any provision of the Payment of Wages Act, 1936, Minimum Wages Act, 1948, Contract Labour (Regulation and Abolition) Act, 1970, Payment of Bonus Act, 1965 amended till date or any other labour law/statute in force in this regard.
1.11	<u>Cleanliness:</u> All debris shall be disposed of by the bidder as per the rules and regulation of local authorities concerned beyond the property limits and the site shall be kept free of safety/ fire hazards.
1.12	<u>Security Deposit:</u> Security deposit of 5% of contract amount (including GST, interest free) will be deducted from the bill and same will be returned after completion of one year of defect liability period (DLP). All defects will be rectified free of cost during one year of DLP. All Penalties, if any mentioned in the tender, will be recovered from security deposit account.
1.13	<u>Performance Bank Guarantee: (Format attached in Annexure III)</u> A Performance Bank Guarantee in prescribed Format as per ' Annexure III ', for an amount equal to 5% of the contract value, valid for the entire period of currency of contract shall be submitted by the successful tenderer for due fulfillment of the contractual obligations which will be released after virtual completion of the work. EMD of Successful Bidder will be refunded only after submission the Performance Bank Guarantee. The vendor(s) has to extend the period of validity of PBG up to extended time in case any extension of time for completion of work is granted by the Bank. Bank will not pay any charges for extending the validity of PBG for such extended period.
1.14	<u>Non-Disclosure Clause:</u> The Bidder 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 Bidder 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 Bidder 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

	Bidder 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 Bidder 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 Bidder and the Employer shall be entitled to claim damages and pursue legal remedies. The Bidder shall take all appropriate actions with respect to its employees to ensure that the obligations of non-disclosure of confidential information under this agreement are fully satisfied. The Bidder's obligations with respect to non-disclosure and confidentiality will survive the expiry or termination of this agreement for whatever reason.
1.15	<u>Sexual Harassment:</u> The Bidder / Agency shall comply with the provisions of “The Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013”. In case of any complaint of sexual harassment against its employee within the premises of the bank, the complaint will be filed before the Internal Complaints Committee constituted by the Bidder / Agency and the Bidder/Agency shall ensure appropriate action under the said Act in respect to the complaint. The bidder shall be responsible for educating its employees about prevention of sexual Harassment at work place and related issues. (i) Any complaint of sexual harassment from any aggrieved employee of the bidder against any employee of the Bank shall be taken cognizance of by the Regional Complaints Committee constituted by the Bank.
1.16	Termination of Contract by the Bank (RBI, Jaipur)- 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 of the Liquidator, in such acts of insolvency or winding up, as the case may be, shall be unable, within seven days after notice to him requiring him to do so, to show the reasonable satisfaction of the Bank that he is able to carry out and fulfil the Contract and to give security therefor, if so required by the Bank.

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

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

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

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

Or if the Bank determine that the Contractor

- (i) has abandoned the Contract, or
- (ii) has failed to commence the works, or has without any lawful excuse under those Conditions suspended the progress of the works for 14 days after receiving from the Bank notice to proceed, or
- (iii) 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
- (iv) has failed to remove materials from the site or to pull down, and replace work for seven days after receiving written notice that the said materials or work were condemned and rejected by the Bank under these Conditions or
- (v) has neglected or failed persistently to observe and perform all or any of the acts, matters or 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.

Then and in any of the said cases, the Bank may notwithstanding any previous

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

1.17

Termination of Contract by Contractor

If payment of the amount payable by the Employer 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 shall repudiate the Contract, or if the works be stopped for three months under the order of 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 and he shall be entitled to recover from the Employer, payment for all works executed and for any loss he may sustain upon any plant or materials supplied or purchased or prepared for the purpose of the Contract. In arriving at the amount of such payment, the net rates contained in the Contractor's

	original Tender shall be followed, or where the same may not apply, valuation shall be made in accordance with Clause 1.22 hereof.
1.18	<u>Insurance:</u> The contractor shall take all insurances at his cost to cover all kinds of risks from the time the equipment /materials leave the manufacturer's works till handing over work to the Bank, in the joint names of the Bank and the contractor and it shall cover the following risks. a) Workmen Compensation for working men b) Third party liability (@10% of estimated cost of work per accident maximum for 3 period) c) Contractor's All Risk policy for contract value Note: i. These policies shall be valid till the completion of the work and shall be submitted prior to obtaining any permission to work at site. If the contractor does not provide these policies, the Bank reserves the right to stop the work till the submission of the insurance policies and the delay caused due non-submission of insurance policies will be on account of contractor and Bank reserve the right to levy the liquidated damages for delay. The vendor(s) need to extend the period of validity of all type of insurance up to extended time in case any extension of time for completion of work is granted by the Bank. Bank will not pay any charges for extending the validity of all type of insurance for such extended period.
1.19	<u>Payment Condition:</u> a) Minimum value of interim bill shall be ₹ 6 Lakh and will be paid within 30 days from the date of submission of all the required documents (measurement book, tax invoice, guarantee/warranty of item of work, supplier's bill (if required) etc. b) Final bill will be paid within 45 days from the date of submission of all the required documents (measurement book, tax invoice, guarantee/warranty of item of work, supplier's bill (if required) etc and after satisfactorily completion of work, c) Security deposit of 5% of Total value of work (including GST, interest free) will be deducted from the bill (indicated in the b) and same will be returned after completion of one year of defect liability period (DLP). All defects will

	be rectified free of cost during one year of DLP. All Penalties, if any mentioned in the tender, will be recovered from security deposit. d) All bill is liable to deduct TDS@1% or 2% of contract amount (1% in case of individual firm and 2% for company) and 1% of contract value each of TDS on CGST and SGST and 2% of contract value as TDS on IGST. The Employer shall have power to withhold any payment if the works or any parts thereof are not being carried out to his satisfaction.
1.20	At any time after 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 Employer shall give notice in writing to the Contractor who shall have no claim to any payment of compensation or otherwise whatsoever on account of any profit or advantage which he might have derived from the execution of the whole works.
1.21	<u>Extra Item:</u> If the quantity of any of the tender items increases 25% beyond the tender item quantity, such items shall be treated as Extra items and the rates of these shall be prepared on the basis of market rate analysis.
1.22	<u>Prices for extra etc. ascertainment of:</u> The Contractor may, when authorized by Employer, add to, omit from, or vary the works shown upon the drawings, or described in the Specification, 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 Employer shall, if confirmed by him in writing within seven days, be deemed to have been given in writing No claim for any extra shall be allowed unless it shall have been executed with the 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 the original tender shall determine the valuation of the 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 the rates given in the Priced Schedule of Quantities. (b) The net prices of the original tender shall determine the value of the items omitted, provided 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 the extra works are not of similar character and/or executed 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 omission 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 the Employer the net rate or price contained in the Priced Schedule of Quantities or tender or for any item of the works involves loss or expense beyond that reasonably contemplated by the Contractor or is by reason of such omission or addition rendered unreasonable or inapplicable, the Employer shall fix such other rate or price as in the circumstances he shall think reasonable and proper based on the rate analysis (with supporting documents) submitted by the contractor taking establishment costs, overheads and profit @ 15%.

(d) Where extra work cannot be properly measured or valued, the Contractor shall be allowed day work that in which the work has been executed. prices at the net rates in accordance with the local day work rates and wages for the district, provided that in either case vouchers specifying the daily time and materials employed, be delivered for verification to the Employer at or before the end of the week following.

1.23

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

1.24

Special Conditions of Contract:

1. Quantity of the material to be procured is responsibility of the vendor. Bank is

not responsible for excess/shortage for quantity of material procured and same will not be considered for the cause of delay.

2. Vendors need to submit/execute sample of work for each item of work for approval regarding the basic price, specifications, shade/color of each of the item before procurement and execution of work.
3. All the material should be of approved make.
4. Dismantling work should be planned in consultation with the Bank's engineer.
5. Removal of debris should be done on daily basis on intimation (verbal or written) by the Bank to remove the debris, it should be get removed immediately and in case of failure, penalty of ₹500/- (including GST) per instance will be levied on.
6. Vendor(s) need to get their work checked by the Bank's designated official at each stage of work.
7. **Quality of work should be best in class. In case of improper work, contractor need to get it rectified at their risk and cost.**
8. Safety of workmen should be insured by providing proper and required PPE's to them.
9. Vendor(s) need to ensure the implementation of guidelines issued by the bank time to time.
10. The tenderer is advised to inspect the proposed site of work to understand the scope of work. The rates shall be quoted considering the site conditions/Undulations of the work area, distance between designated storage area and working site, condition of existing surface and other factors. Any claim regarding the variation of the quantity of item / sub item of the work due to non-consideration of the above factors will not be entertained and will be rejected.
11. Proper care should be taken for demolition and disposal of debris. For removal of Debris lift should not be used and only staircase should be used. No staff should be disturbed during the disposal process.
12. Area under consideration for work will be handed over to the successful bidder only for said work. Contractor should get the approval of the brand of material before start of work. Contractor is advised to isolate the area of work from the remaining area by suitable barricading and partitioning before start

of work. Masking tape is also required to be use at the border line between two different type/shade/texture of paint and between new paint/coat and old paint where no painting work is proposed or not in scope of this contract. Extreme care should be taken to see that the existing structures/fittings/finishes in nearby area or within the Bank premises are not damaged/ defaced due to the work. Any damages caused during the execution of the work shall be made good at the cost and responsibility of the contractor.

13. The work should be carried out with the co-ordination with Bank's Engineer/Caretaker Before start of work for any of the toilet, Vendor need to inform the caretaker to ensure that all the goods kept in the nearby area have been removed.
14. All the electrical fittings and fixtures are to be covered. Any damages to the fixtures and fittings will be recovered from the bill of the contractor.
15. The successful tenderer must co-operate with the other Contractors appointed by the Bank so that the work shall proceed smoothly with the least possible disturbance / delay.
16. Contractors shall acquaint themselves of the security procedures of Reserve Bank of India, Jaipur. They shall make necessary arrangements to obtain prior permissions and passes. Any delays in work on account of delay in obtaining such passes/permissions; required for working shall be accounted as delay on Contractor's part.
17. Work shall be executed using makes / brands of materials / chemicals stipulated in the tender. Wherever contractors propose to use equivalent make, the same shall be done with prior approval of Banks Engineer in writing. In such cases the contractor shall submit necessary documents / test reports and carry out necessary tests as required by the Bank's Engineer to prove that the proposed materials conform to the technical parameters stipulated in the tender. Any additional expenditure and time due to this shall be solely on contractor's account and no claims whatsoever shall be entertained in this regard.
18. The contractor shall submit a properly planned & prepared work program to the Bank before commencement of the work so as to enable the Bank to

	intimate other agencies in advance for smooth working, progress and coordination and the time schedule in the work program should be strictly adhered to, 19. It is the Contractor's responsibility to ensure that the materials delivered on site within the specified timelines and the delivered material is safeguarded from the time of its purchase until work is handed over in a finished form. It is recommended to store the materials in a pre-decided, location on clean and dry surface. 20. Polishing work shall be done by a thoroughly experienced workmen and the type of work shall be as per manufacturer's specifications. 21. Any damages caused to any of the furniture/fitting/wall finish or any other Bank's property during the work shall be made good by the Contractor matching to the aesthetics at no additional charge.
Date	Signature of the firm
Place	(By a person holding the Authority/Power of Attorney)

General Conditions

Civil and Carpentry Works

1. **Scope of Work:** The scope of work covers “**PROPOSED INTERIOR RENOVATION WORK OF DISPENSARY & ACT BLOCK IN R.B.I. COLONY, JAIPUR**” in accordance with drawings and specifications prepared by and under the direction and to the satisfaction of the Bank.
2. **Contract:** The form of contract shall be according to the printed form “conditions of contract”. The following clauses shall be considered as an extension and not in the limitation of obligation of the contractor.

All-important drawings are to be mounted on boards and placed in racks and indexed.

3. **Dimensions:** Figured dimensions are in all cases to be accepted in preference to scaled sizes. Large scale details take precedence over small scale drawings. In case if discrepancy the contractor is to ask for clarification before proceeding with the work.
4. **Contractor to include in his/her rates:** The Contractor shall include all the items while forming the rate.
5. **Contractor to inspect site:** The Contractor shall visit and examine the site of work and satisfy himself as to the nature of the existing roads or other means of communications, the extent and magnitude of the work and facilities for obtaining materials and shall obtain generally his own information on all matters affecting the execution of work. No extra charge made in consequence of any misunderstanding or incorrect information on any of these points or the grounds of insufficient description will be allowed. All expenses incurred by the contractor in connection with obtaining information for submitting this tender including his visits to site or efforts in compiling the tender shall be borne by the Tenderer and no claims for the reimbursement thereof shall be entertained.

6. **Access to Site:** The contractor is to include in his rates for forming access to the site, required for the works.
7. **Setting out:** The contractor shall set out the works in accordance with the plans. All grid/center line shall be marked out to the satisfaction of the Bank. The contractor shall be responsible for the correctness of the lining out and any inaccuracies are to be rectified at his own expenses.
8. **Treasure Trove: (If Applicable):** Should any treasure, fossils, minerals, or works of art of a queried interest be found while carrying out the works, the contractor shall give immediate notice to the Bank of any such discovery and shall hand over such find to the Bank.
9. **Access for Inspection:** The Contractor is to provide at all times during the progress of the works and the maintenance period proper means of access, with ladders, etc. and the necessary attendance to move and adapt as directed for the inspection of measurement of the works by the Bank.
10. **Attendance upon all Trades:** The general contractor shall be required to attend on all the Tradesmen or Sub- contractors/contractors appointed by the Bank for water sanitary, Electrical Installation, Lifts, Air-conditioning, Security Equipment, Hardware, Telephone and other specialist contractors. The rates quoted shall be inclusive of all attendance and also allow the other contractors, appointed by the Bank, use of his scaffolding and retain until such time the relevant sub-contract works are completed.
11. **Gatekeeper & Watchmen: (If Applicable as instructed by Bank):** The contractor from the time of being placed in possession of the site must make arrangements for watching, lighting and protecting the work, all materials, workmen and the public by day and night on all days including Sundays and Holidays at his own cost.
12. **Cost of Transporting:** The contractor shall allow in his own cost for all transporting, unloading, stacking and storing of supplies and goods and materials for this work on the site and in the places approved from time to

time by the Bank. The contractor shall allow in his price for transport of all materials (controlled or otherwise) to the site.

13. **Materials, Workmanship and Samples:** Materials shall be of approved quality and the best of their kind available and shall generally conform to I.S. Specifications. The contractor shall order all the materials required for the execution of work as early as necessary and ensure that such materials are on site well ahead of requirements for use in the work. The work involved calls for high standard of workmanship combined with speed and to the entire satisfaction of the Bank. Rates for Non-tender Items:
14. Rates of items not included in Schedule of quantities shall be settled by the Bank as mentioned in the variation clause of the Contract conditions.
15. **Rates to include:** The rates quoted shall be for all leads and lifts and finished work.
16. **To ascertain from Contractor for the other Trades:** The Contractor shall ascertain from other contractor as directed by the Bank all particulars relating to their work with regard to the order of its execution and the position in which chases, holes and similar items will be required, before the work is taken in hand as no claims for extras will be allowed for cutting away work already executed in consequence of any neglect by the contractor to ascertain these particulars beforehand. Before ordering materials, the contractor shall get the sample approved from the Bank well in time.
17. **Testing of Work and Material:** The contractor shall arrange to test the materials to be used for the work as decided and directed by the Bank, at his cost in order to prove their soundness and efficiency. Before sending the samples of materials for testing, the samples shall be sealed and signed jointly by the contractor and the representative from the Bank and each sample shall be given distinct identification mark. On receipt of various test reports, proper record shall be maintained for all the test carried out showing respective identification marks of the samples and

results. If after any such tests, the work or portion of works is found to be defective or unsound in the opinion of the Bank the contractor shall pull down and redo such works at their own cost. The materials found to be defective or declared unsound or not conforming to specifications etc., after testing, shall be immediately removed from the site by the contractor.

In case, the contractor fails to get the work / portion of works / materials tested at appropriate time, the Bank will arrange for getting such testing done and all testing charges and other incidental expenditure incurred by the Bank in connection with such tests shall be recovered from the Contractor.

After any such tests, the work or portion of works is found to be defective or unsound in the opinion of the Bank, the contractor shall pull down and redo such works at their own cost. The materials found to be defective or declared unsound or not conforming to specifications etc., after testing, shall be immediately removed from the site by the contractor.

18. **Clearing of Site:** As work is to be carried out in office premises the contractor shall remove debris and clean the premises at the end of every day on his expense and maintain the area in clean and tidy conditions.

Specifications of work

1. Dismantling work:

- a) The demolition shall always be well planned before hand and shall generally be done in reverse order of the one in which the structure was constructed. The operations shall be got approved from the Engineer-in-Charge before starting the work.
- b) Due care shall be taken to maintain the safety measures prescribed in IS 4130

- c) Necessary precautions shall be taken to keep noise and dust nuisance to the minimum. All work needs to be done under the direction of Engineer-in-Charge. Helmets, goggles, safety belts etc. should be used whenever required and as directed by the Engineer-in-Charge.
- d) The demolition work shall be proceeded with in such a way that it causes no damage to the adjoining structures and least disturbances and nuisance to the staff of the Bank.
- e) The demolition work shall be done in a systematic manner. Debris which are likely to fall from a height by demolishing masonry etc. shall be carefully removed. Chisels and cutters may be used carefully as directed. The debris shall be removed manually or otherwise, lowered to the ground (and not thrown) and then properly remove from the Bank premises to the authorized dumping yard.

Screens shall be placed where necessary to prevent injuries due to falling pieces.

2. Disposal of debris:

- a) Disposal of debris shall be disposed at the authorized municipal dumping yard or specified location as decided by the local authority. Bidder should examine the distance of dumping yard from the working site, mode of disposal, frequency of disposal before quoting the rates.

3. Brickwork/Half brickwork

The bricks shall have smooth rectangular faces with sharp corner and shall be uniform in colour and emit clear ringing sound when struck.

Mortar: The mortar for the brick work shall be as specified and conform to accepted standards.

Soaking of Bricks: Bricks shall be soaked in water before use for a period for the water to just penetrate the whole depth of the bricks. Alternatively, bricks may be adequately soaked in stacks by profusely spraying with clean water at regular intervals for a period not less than six hours. When the bricks are soaked they shall be removed from the tank sufficiently early so that at the time of laying they

are skin -dry. Such soaked bricks shall be stacked on a clean place where they are not again spoiled by dirt earth etc.

Laying: Bricks shall be laid in English Bond unless otherwise specified. For brick work in half brick wall, bricks shall be laid in stretcher bond. Half or cut bricks shall not be used except as closer where necessary to complete the bond. Closers in such cases, shall be cut to the required size and used near the ends of the wall. Header bond shall be used preferably in all courses in curved plan for ensuring better alignment.

All loose materials, dirt and set lumps of mortar which may be lying over the surface on which brick work is to be freshly started, shall be removed with a wire brush and surface wetted. Bricks shall be laid on a full bed of mortar, when laying, each brick shall, be properly bedded and set in position by gently pressing with the handle of a trowel. Its inside face shall be buttered with mortar before the next brick is laid and pressed against it. Joints shall be fully filled and packed with mortar such that no hollow space are left inside the joints.

The walls shall be taken up truly in plumb or true to the required batter where specified. All courses shall be laid truly horizontal and all vertical joints shall be truly vertical. Vertical joints in the alternate course shall come directly one over the other.

Top courses of all plinths, parapets, steps and top of walls below floor and roof slabs shall be laid with brick on edge, unless specified otherwise.

Bricks shall be laid with frog (where provided) up. However, when top course is exposed, bricks shall be laid with frog down. For the bricks to be laid with frog down, the frog shall be filled with mortar before placing the brick in position. In case of walls one brick thick and under, one face shall be kept even and in proper plane, while the other face may be slightly rough. In case of walls more than one brick thick, both the faces shall be kept even and in proper plane.

Chases in Brickwork: Work of cutting chases, wherever required to be made in the walls for housing G.I. pipe, CI pipe or any other fixtures shall be carried out in various locations as per guidelines given below:

(a) Cutting of chases in one brick thick and above load bearing walls.

(i) As far as possible services should be planned with the help of vertical chases. Horizontal should be avoided.

(ii) The depths of vertical chases and horizontal chases shall not exceed one-third and one-sixth of the thickness of the masonry respectively.

(iii) When narrow stretches of masonry (or short length of walls) such as between doors and windows, cannot be avoided they should not be pierced with openings for soil pipes or waste pipes or timber joints, etc. Where there is a possibility of load concentration such narrow lengths of walls shall be checked for stresses and high strength bricks in mortar or concrete walls provided, if required.

(iv) Horizontal chases when unavoidable should be located in the upper or lower one-third of height of story and not more than three chases should be permitted in any stretch of a wall. No continuous horizontal chase shall exceed one meter in length. Where unavoidable, stresses in the affected area should be checked and kept within the permissible limits.

(v) Vertical chases should not be closer than 2 m in any stretch of a wall. These shall be kept away from bearings of beams and lintels. If unavoidable, stresses in the affected area should be checked and kept within permissible limits.

(vi) Masonry directly above a recess, if wider than 30 cm horizontal dimension should be supported on lintel. Holes in masonry may be provided up to 30 cm width and 30 cm height without any lintel. In the case of circular holes in the masonry, no lintel need be provided for holes up to 40 cm in diameter.

(a) Cutting of chases in half brick load bearing walls.

No chase shall be permitted in half brick load bearing walls and as such no recessed conduits and concealed pipes shall be provided with half brick thick load bearing walls.

(b) Cutting of chases in half brick non-load bearing wall:

Services should be planned with the help of vertical chases. Horizontal chase should be provided only when unavoidable.

Curing: The brick work shall be constantly kept moist on all faces for a minimum period of seven days

4. Stacking and Disposal

Lead of 50 m mentioned in the 'Bill Of Quantities' is the average lead for the stacking of debris/scrap within any place inside the premises of the Bank. The actual lead for the stacking of debris/scrap may be more or less than the 50 m for which no cost adjustment shall be made in the rates.

All rubbish and unserviceable materials shall be disposed off in the dumping ground promptly as decided by the local authority. Disposal of the accumulated malba, rubbish to the approved dumping ground with the help of trolley

The debris/rubbish/ moorum/building rubbish/ malba/ similar unserviceable, dismantled or waste material shall be collected in most professional manner by mechanical transport including loading, transporting, unloading and disposing to approved municipal dumping ground for lead up to 10 km for all lifts, complete as per directions of Engineer-in-charge.

5. Plaster

Preparation of Surface: The joints shall be raked out properly. Dust and loose mortar shall be brushed out.

Mortar: The mortar of the specified mix using the type of sand described in the item shall be used.

Application of Plaster: Plastering shall be started from the top and worked down towards the floor. All putlog holes shall be properly filled in advance of the plastering as the scaffolding is being taken down. To ensure even thickness and a true surface, plaster about 15 × 15 cm shall be first applied, horizontally and vertically, at not more than 2 meters intervals over the entire surface to serve as gauges. The surfaces of these gauged areas shall be truly in the plane of the finished plaster surface. The mortar shall then be laid on the wall, between the gauges with trowel. The mortar shall be applied in a uniform surface slightly more

than the specified thickness. This shall be brought to a true surface, by working a wooden straight edge reaching across the gauges, with small upward and sideways movements at a time. Finally, the surface shall be finished off true with trowel or wooden float according as a smooth or a sandy granular texture is required. Excessive troweling or over working the float shall be avoided.

All corners, arises, angles and junctions shall be truly vertical or horizontal as the case may be and shall be carefully finished. Rounding or chamfering corners, arises, provision of grooves at junctions etc. where required shall be done without any extra payment. Such rounding, chamfering or grooving shall be carried out with proper templates or battens to the sizes required.

When suspending work at the end of the day, the plaster shall be left, cut clean to line both horizontally and vertically. When recommencing the plastering, the edge of the old work shall be scrapped cleaned and wetted with cement slurry before plaster is applied to the adjacent areas, to enable the two to properly join together. Plastering work shall be closed at the end of the day on the body of wall and not nearer than 15 cm to any corners or arises. It shall not be closed on the body of the features such as plasters, bands and cornices, nor at the corners of arises. Horizontal joints in plaster work shall not also occur on parapet tops and copings as these invariably lead to leakages. The plastering and finishing shall be completed within half an hour of adding water to the dry mortar. No portion of the surface shall be left out initially to be patched up later on. The plastering and finishing shall be completed within half an hour of adding water to the dry mortar.

Curing : Curing shall be started as soon as the plaster has hardened sufficiently not to be damaged when watered. The plaster shall be kept wet for a period of at least 7 days. During this period, it shall be suitably protected from all damages at the contractor's expense by such means as the Engineer-in-Charge may approve.

Finish: The plaster shall be finished to a true and plumb surface and to the proper degree of smoothness as required. The work shall be tested frequently as the work proceeds with a true straight edge not less than 2.5 m long and with plumb bobs. All horizontal lines and surfaces shall be tested with a level and all jambs and corners with a plumb bob as the work proceeds.

6. Flush door

FLUSH DOOR SHUTTERS

Flush door shutters shall have a solid core and may be of the decorative or non-decorative (Paintable type as per IS 2202 (Part I). Nominal thickness of shutters may be 25, 30 or 35 mm as specified in the BOQ. Thickness and type of shutters shall be as specified. Width and height of the shutters shall be as shown in the drawings or as indicated by the Engineer in- Charge. All four edges of the shutters shall be square. The shutter shall be free from twist or warp in its plane. The moisture content in timbers used in the manufacture of flush door shutters shall be not more than 12 per cent when tested according to IS 1708.

Core

The core of the flush door shutters shall be a block board having wooden strips held in a frame constructed of stiles and rails. Each stile and rail shall be a single piece without any joint. The width of the stiles and rails including lipping, where provided shall not be less than 45 mm and not more than 75 mm. The width of each wooden strip shall not exceed 30 mm. Stiles, rails and wooden strips forming the core of a shutter shall be of equal and uniform thickness. Wooden strips shall be parallel to the stiles. End joints of the pieces of wooden strips of small lengths shall be staggered. In a shutter, stiles and rails shall be of one species of timber. Wooden strips shall also be of one species only but it may or may not be of the same species as that of the stiles and rails. Any species of timber may be used for core of flush door.

Face Panel

The face panel shall be formed by gluing, by the hot-press process on both faces of the core, either plywood or cross -bands and face veneers. The thickness of the cross bands as such or in the plywood shall be between 1.0 mm and 3.0 mm. The thickness of the face veneers as such or in the plywood shall be between 0.5 mm and 1.5 mm for commercial veneers and between 0.4 mm and 1.0 mm for decorative veneers, provided that the combined thickness of both is not less than 2.2 mm. The direction of the veneers adjacent to the core shall be at right angles to the direction of the wooden strips. Finished faces shall be sanded to smooth even texture. Commercial face veneers shall conform to marine grade plywood

and decorative face veneers shall conform to type I decorative plywood in IS 1328.

Lipping

Lipping, where specified, shall be provided internally on all edges of the shutters. Lipping shall be done with battens of first class hardwood or as specified of depth not less than 25 mm. Joints shall not be permitted in the lipping.

7. P/F) Laminate on door shutters and door frame and panel:

Straightness of edges of rectangular finished panels, resistance to dry heat, resistance to boiling water, resistance to staining, gross breaking strength, packing and marking, sampling and criteria for conformity etc. shall be as per IS 2046.

8. CUTTING HOLES IN R.C.C. FLOORS (UPTO 15 × 15 CM)

Circular holes of size as specified shall be cut via core cutting machine in R.C.C. floor and roofs for passing drain pipe etc. Any damage to the adjoining portion or to any other item shall be made good as directed by the Engineer-in-Charge. All the dismantled material shall be removed from the site. After insertion of drain pipe etc. the hole shall be repaired with applying SBR based bonding agent on concrete surface and on pipe and then filled properly with Ultratech Powergrout NS-2 or approved equivalent and the surface finished to match with the existing surface. The top and bottom shall be finished properly to make the joint leak proof.

9. Priming over masonry surface:

- a) Cement primer coat is used as a base coat on wall finish of cement, lime or lime cement plaster or on non-asbestos cement surfaces before oil emulsion distemper Paints are applied on them. The cement primer is composed of a medium and pigment which are resistant to the alkalies present in the cement, lime or lime cement in wall finish and provides a barrier for the protection of subsequent coats of Paints.

- b) Primer coat shall be preferably applied by brushing and not by spraying. Hurried priming shall be avoided particularly on absorbent surfaces. New plaster patches in old work should also be treated with cement primer before applying Paints etc.
- c) **Preparation of the Surface:** The surface shall be thoroughly cleaned of dust, old white or colour wash by washing and scrubbing. The surface shall then be allowed to dry for at least 48 hours. It shall then be sand papered to give a smooth and even surface. Any unevenness shall be made good by applying putty, made of white cement based putty/plaster of paris mixed with water on the entire surface including filling up the undulations and then sand papering the same after it is dry.
- d) **Application:** The cement primer shall be applied with a brush on the clean dry and smooth surface. Horizontal strokes shall be given first and vertical strokes shall be applied immediately afterwards. This entire operation will constitute one coat. The surface shall be finished as uniformly as possible leaving no brush marks. It shall be allowed to dry for at least 48 hours, before Paint is applied.

10. White Cement Based Putty:

- a) Ensure that surface is totally clean. Dry and absorbent surfaces should be moistened with sufficient quantity of clean water. The surface should be moderately rough and in just wet condition.
- b) **Applications:**
- Apply the 1st coat of Putty on the pre-wet cement plaster wall (excluding ceiling) surface using a blade on the wall with a bottom to up configuration.
 - Allow the surface to dry, drying time depends on ambient temperature.
 - After drying of the first coat of putty, rub the surface gently with the putty blade/emery/sandpaper (no. 180-320) to remove the loose particles.
 - Apply a 2nd coat of wall putty over dried 1st coat.
 - The total thickness of both the coats should be within 1.0 mm.

- After the application of 2nd coat, leave the surface to dry preferably for 10-12 hours.
- The 2nd coat finishing should be done with care (emery/sandpaper no. 500 or 600) without any strong rubbing.
- Paints can be used after the 2nd or 3rd coat of putty as the case may be and once it gets fully dry depending on weather/ambient temperature condition.

11. Painting:

a) Commencing work

- No paint work shall be done until a sample of the colour of the required tint or shade has been got approved from the Bank's designated officials. The colour shall be of even tint or shade over the whole surface. If it is blotchy or otherwise badly applied, it shall be redone by the contractor.
- Painting shall not be started until the Engineer-in-Charge has inspected the items of work to be painted, satisfied himself about their proper quality and given his approval to commence the painting work.
- Painting, except the priming coat, shall generally be taken in hand after practically finishing all other building work.
- The area should be thoroughly swept out at least one day in advance of the Paint work being started.
- Enough quantity of paint be mixed to finish one area at a time. The application of a coat in each area shall be finished in one operation and no work shall be started in other area, which cannot be completed the same day.
- After each day's work, the roller/brushes shall be washed in hot water and hung down to dry. Old brushes/roller which are dirty or caked with paint shall not be used.
- Approved paint shall be brought to the site of work by the contractor in its original containers in sealed condition. The material shall be brought in at a time in adequate quantities to suffice for the whole work or at least a fortnight's work. The empty containers shall not be removed from the site of

work till the relevant item of work has been completed and permission obtained from the Engineer-in-Charge.

b) Preparation of Surface

The surface shall be thoroughly cleaned and dusted off. All rust, dirt, scales, smoke splashes, mortar droppings and grease shall be thoroughly removed before painting is started. The prepared surface shall have received the approval of the Engineer-in-Charge after inspection, before painting is commenced.

c) Application

- The painting shall be laid on evenly and smoothly by means of crossing and laying off, the latter in the direction of the grains of wood. The crossing and laying off consists of covering the area over with Paint, brushing the surface hard for the first time over and then brushing alternately in opposite direction, two or three times and then finally brushing lightly in a direction at right angles to the same. In this process, no brush marks shall be left after the laying off is finished. The full process of crossing and laying off will constitute one coat.
- In the case of old work, old unsound and loose paint and all loose pieces and scales shall be removed by sand papering/paint remover, wherever required. The surface shall be cleaned of all grease, dirt, etc
- Pitting in plaster shall be made good with White cement based putty/plaster of paris mixed with the colour to be used. The surface shall then be rubbed down again with a fine grade sand paper and made smooth. A coat of the approved paint shall be applied over the patches. The patched surface shall be allowed to dry thoroughly before the regular coat of paint is applied.
- After the surface has been prepared; a coat of approved paint shall be applied over the patches and repairs. Then a single coat, or two or more coats of approved paint, as stipulated in the description of the item shall be applied over the entire surface. The painted surface shall present a uniform finish.
- The application of each coat shall be as follows: The entire surface shall be coated uniformly, with proper Roller or distemper brushes (ordinary white

wash brushed shall not be allowed) in horizontal strokes followed immediately by vertical ones which together shall constitute one coat. The subsequent coats shall be applied only after the previous coat has dried. The finished surface shall be even and uniform and shall show no brush marks.

12. Polish:-

PU polish

- Polishing in high gloss finish with PU clear polish on woodwork in top surface of the boardroom table with required color/wooden shade texture with following process in the sequence as detailed below:
 - 1. The surface to be polished is rubbed with sandpaper 80/120 no. and then with sandpaper of 160/180 nos.
 - 2. Applying two coats of sealer with spray gun and allowing sufficient drying time for 1st coat and 2nd coat is allowed to dry for 8 to 12 hrs.
 - 3. On drying of sealer coat, wet rubbing with emery cloth of finer grading with ample water to remove excess sealer layer and make the surface further smooth after this wet rubbing, then surface is applied with special grade PU fillers to fill all the small and big holes/grooves etc. Filler coat to be allowed to dry for 4 to 6 hrs on which again a light wet rubbing is done this surface is further allowed to dry for 12 hrs.
 - 4. On this, 1st coat of PU polish is applied with spray gun using PU clear polish and PU thinner in required proportion. This 1st coat is allowed to dry for 24 hrs then this dry surface is again fine wet rubbed smooth, which is further allowed to dry for 12 hrs. The final PU polish is applied with compressor pressure spray gun using melamine clear polish and melamine thinner mixed in required proportion complete as per direction of Engineer-in-Charge. (Final coat to be done in 1 or 2 layers without gap of time.)
- Melamine clear polish
- Polishing in high gloss/matt finish melamine clear polish on woodwork in required color/wooden shade texture with following process in the sequence as detailed below:

- 1. The surface to be polished is rubbed with sand paper 80/120 no. and then with sand paper of 160/180 nos.
- 2. Applying two coats of sealer with spray gun and allowing sufficient drying time for 1st coat and 2nd coat is allowed to dry for 8 to 12 hrs.
- 3. On drying of sealer coat, wet rubbing with emery cloth of finer grading with ample water to remove excess sealer layer and make the surface further smooth after this wet rubbing, then surface is applied with special grade melamine fillers to fill all the small and big holes/grooves etc. Filler coat to be allowed to dry for 4 to 6 hrs. on which again a light wet rubbing is done this surface is further allowed to dry for 12 hrs.
- 4. On this, 1st coat of melamine polish is applied with spray gun using melamine clear polish and melamine thinner in required proportion. This 1st coat is allowed to dry for 24 hrs. then this dry surface is again fine wet rubbed smooth, which is further allowed to dry for 12 hrs. The final melamine polish is applied with compressor pressure spray gun using melamine clear polish and melamine thinner mixed in required proportion complete as per direction of Engineer-in-Charge. (Final coat to be done in 1 or 2 layers without gap of time.)

13. Making good to damages: For making good the damage to the under mentioned items of work, the specifications as given in the following paras shall apply, unless directed otherwise.

(a) Masonry Work: The masonry work shall be made good by using the same class of bricks, tiles or stones as was damaged during the execution of the work. The mortar used shall be cement mortar 1:5 (1 cement: 5 fine sand) or as directed by the Engineer-in-Charge.

(b) Plain Concrete Work: Concrete work for sub-grade of the flooring, foundations and other plain concrete works shall be cement concrete 1:5:10 (1 cement : 5 coarse sand : 10 graded stone aggregate 40 mm nominal size). A coat of neat cement slurry shall be applied at the junction with old work, before laying fresh concrete.

(c) Cement Concrete Flooring and R.C.C. Work: Cement concrete 1:2:4 (1 Cement: 2 Coarse sand: 4 graded stone aggregate 20 mm nominal size) shall be used after applying a coat of neat cement slurry at the junction with old work, and the surface finished to match with the surrounding surface.

(d) Plastering: Cement plaster 1:4 (1 cement: 4 sand) shall be used. The sand shall be fine or coarse, as used in the original work. The surface shall be finished with two or more coats of whitewash, colour wash, distemper or painting as required, but where the surface is not to be whitewashed, colour washed, distempered or painted, it shall be finished as required to match with the surrounding surface.

(e) Other Items: Damage to any other item shall be made good as directed by the Engineer-in Charge.

Note: In all the above operations the damaged portion shall be cut in regular geometric shape and cleaned before making good the same.

Name and Signature of contractor:

Date:

Place:

Section-3

Scope of Work

Name of work:

“PROPOSED INTERIOR RENOVATION WORK OF DISPENSARY & ACT BLOCK IN R.B.I. COLONY, JAIPUR”

- 1) Getting the approval of Make of material/Color shade etc. before start of work.
- 2) Covering the nearby area/adjacent fitting with poly-ethylene sheet/Masking tape (whichever is applicable)
- 3) Soft barricading of the area of work.
- 4) Ensuring the main (permanent) electrical supply has been cut off.
- 5) Dismantling and stacking of the material at the designated place.
- 6) Demolitions and disposal of the debris as per schedule of quantities.
- 7) Repair work to Concrete/plastered surface.
- 8) Masonry work including brickwork, plaster work, tile on wall and floor.
- 9) MS fabrication work
- 10) Carpentry work and wooden WORK.
- 11) Cleaning the area including floor, or any other fitting.
- 12) Carry out the items of work in proper sequence as mentioned in BOQ/manufactures specifications/as per instruction of engineer in charge.
- 13) Disposing off the debris/demolished item of work.

Note: - 1. Mentioned above is the tentative sequence of work. Vendor need to assess the best possible way in which he can complete the work ensuring proper safety, work with best quality standard of each item of work and completing the work on or before the schedule date of completion.

List of Approved Material and Suppliers

S/N	Materials	Approved Manufacturer / Brand name
1.	Cement	Larsen & Toubro, Birla Gold, Gujarat Ambuja, ACC or approved equivalent.
2.	Plywood	Century, green ply or approved equivalent
3.	MS steel	Tata, SAIL, JINDAL or approved equivalent
4.	Block Board	Century, green ply or equivalent approved.
5.	Fiber Board (MDF, LDF)	Nuwud, Novapan, Swastik, Anchor, Century or approved equivalent
6.	Anti-termite treatment	Premise, Pidilite, Bayers or approved equivalent
7.	Laminates	Greenply, GreenLam, Century, Marino or approved equivalent
8.	Veneer	Greenply, GreenLam, Century, Marino or approved equivalent
9.	Glass	Modi Guard, Saint Gobain, Float Glass India (Asahi) or approved equivalent
11.	Screws	G.K.W., Atul, Hilti or approved equivalent.
12.	Hardware	Earl Bihari (EBCO), Hettich, Shalimar, Vijayan, Sobbit or approved equivalent.
13.	Adhesive	Fevicol SH, Movicol HV of Mafatlal. Araldite of Ciba Geigy, Bal Endura or approved equivalent
14.	Door Closers	Dorma, Everite, Hardwyn, Godrej or approved equivalent
15.	Locks	Godrej or approved equivalent
16.	Wood preservative	Berger, Shalimar, Asian or equivalent approved.
17.	Paint /polish	Asian Paint, Nerolac, Berger or approved equivalent
18	Enamel paints	Nerolac, Berger, Asian Paint or approved equivalent

19	Wood primer	Shalimar, Asian, Berger. or approved equivalent
20	Zinc chromate (yellow) primer	Shalimar, Asian, Berger or approved equivalent

Place:

Name of the Contractor:

Date:

Address:

Safety Code

1. First aid appliances including adequate supply of sterilized dressings and cotton wool shall be kept in a readily accessible place.
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 double scaffolds should be provided for workmen for all works that cannot safely be done from ground.
4. No portable single ladder shall be over 8 meters in length. The width between the side rails shall not be less than 30 cm. (clear) and the distance between two adjacent rungs shall not be more than 30cm. When the 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 be provided with suitable means to prevent the fall of persons or materials by providing suitable fencing or railing whose minimum height shall be one meter.

7. No floor, roof or other part of the structure shall be so overloaded with debris or materials as to render it unsafe.

8. Workers employed on mixing and handling materials such as asphalt, cement mortar, 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 form of paste or readymade paints.

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

9. 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 periods of cessation of work.

10. Hoisting machines and tackle used in the works, including their attachments, anchorage and supports shall be in perfect conditions.

11. The ropes used in hoisting or lowering materials or as means of suspension shall be of durable quality and adequate strength and free from defects.

12. 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.

Electrical Safety

1. All the workers, supervisors should wear proper PPE (Personal Protective Equipment) while carrying out the works in the premises. Electrical Safety shoes & safety helmet is compulsory, otherwise, the work / respective workers shall not be allowed to do the work.
2. The electric power required for the work can be drawn only from the authorized supply points available at site. The contractor must make his own arrangements to take the supply to the requisite position. It will be ensured by the contractor, that such arrangements should include suitable length electric cables / extension board with proper ELCB/RCCB/RCBO (Earth Leakage Protection Device) equipment. Preferably joints should be avoided, and if compulsorily needed, all the required joints shall be properly insulated. It will be ensured by the contractor that the entire work site is properly illuminated at all time when the work is in progress. All the electrical related works shall be carried out by an authorised electrician. Wired light fittings should not be taken to inaccessible areas like above false ceiling etc. and instead of that portable battery-operated charging lights shall be used
3. Necessary barricading and signage boards in good quantity shall be fixed at proper locations of the work site.
4. Inverted V type signage shall be kept showing "Under Maintenance – Estate Department" whenever maintenance works go on for the lifts, electrical panels etc.
5. All the works including AMC works should have insurance policies and shall be properly maintained.
6. Do's & Don'ts in terms of Electrical safety to be shared to all the workmen.
7. Contractors should have periodical briefings (pep talks) with their workers about electrical safety.

8. Aluminum / steel ladders should have proper rubber insulation on its legs. And if required, these ladders shall be kept on electrical safety rubber mats and then use them to prevent electrical shocks.

9. Industrial safety training including electrical safety for construction/renovation works, Office premises etc., may be given periodically to the contractors, workers, technical & general staff etc. by professionals / experts like L&T training center etc.

Place:

Name & Address of the Contractor:

Date:

Sign & Seal of the Contractor:

Section III

Unpriced Bill of Quantities

Name of Work: PROPOSED INTERIOR RENOVATION WORK OF DISPENSARY & ACT BLOCK IN R.B.I. COLONY, JAIPUR

Sl. No.	PARTICULARS	QUANTITY	UNIT
	CIVIL WORK		
1	Dismantling, Removing, Shifting, Stacking, Disposal Etc. Work:-	1	JOB
	Dismantling, removing, shifting, stacking, disposal, etc. work of the existing furniture & structures (Brick/ stone masonry walls, flooring, window etc. complete in all respects making the floor, walls, roof, etc.). The work includes scaffolding and carting away of unserviceable material outside the premises as required by local municipal authorities complete as directed by the Bank Engineer-in-Charge		
2	FLOORING:- (VITRIFIED TILES)	110	Sq.Mt.
	Carefully dismantling of existing flooring and providing & laying full body Vitrified tiles in floor with skirting in 1200 X 600 mm sizes (thickness to be specified by the manufacturer) of approved brand & manufacturer, in all colours and shade, laid on 20 mm thick cement mortar 1:4 (1 cement: 4 coarse sand) jointing with grey cement slurry @3.3 kg/sqm including grouting the joints with white cement and matching pigments etc. The tiles must be cut with the zero-chipping diamond cutter only. Laying of tiles will be done with the notch trowel, plier, wedge, clips of required thickness, levelling system and		

	rubber mallet for placing the tiles gently and easily. (Basic rate of tile =Rs.700/sqmt excluding GST) (only plan area will be measured for payment)		
3	Providing and constructing half brick wall in cement mortar 1:4 (1 Cement : 4 coarse sand) at all levels, using best quality locally available bricks including providing key with adjoining stone/brick masonry wall, cost including of reinforcements per IS standard and as per site requirement including racking out joints, curing etc., all complete as directed by Bank's Engineer.	20	Sq.Mt.
4	Providing and applying plain cement plaster in required thickness in cement mortar 1:4 (1 cement: 4 coarse sand) including scaffolding, curing, etc. all complete as directed by Bank's Engineer.	40	Sq.Mt.
5	FLUSH DOOR :-	15	Sq.Mt.
	Providing & fixing flush doors 30 mm thick with combination of 1mm thick laminates in two or more shades (Approved shade) on both sides with glass embedded in as per the design. The item includes teakwood chaukhat/door frame made from 75 X 50 teak wood. All exposed edges shall be finished with polished (melamine) T.W. beading. The door to have 12 mm teak wood lipping on edges. Providing & fixing Door set / sterling of two speed (heavy duty, light weight thin. Type code: 3976) as approved by etc. Door shall have 8mm thick toughened (etched/ 3M film,etc.) glass fixed with 1½" x 1" teak wood beading. The door		

	is to be complete with SS MORTISE Lock (Godrej make) 200 mm SS / handles, Stopper, Tower bolts, 119 mm SS hinges, door closure of Godrej of two speed (heavy duty, light weight thin. Type code: 3976) etc. all teakwood surface to be melamine polished complete. The work includes providing & fixing laminate all over the doorframe as approved as per direction of Engineer-in-Charge. (Front elevation area will be measured for payment.)		
6	TOUGHENED glass :-		
a	TOUGHENED glass PARTITION (Front glass On Counter)	1.35	Sq.Mt.
	P & F 12 mm Thk. Toughened glass partitions with etching/ 3 M film and work design of approved make & design. Including all fittings & fixtures S.S. finish spiders fittings, patch fittings, corner fittings brackets, silicon, etc. Including making walls, floor and ceiling good finish by masonry, plaster, putty, tiles, paint, etc, complete. The cost to include all approved hardware fittings & fixtures, the rate is for a finished items of complete work etc.Including making walls, floor and ceiling good finish by masonry, plaster, putty, tiles, paint, etc, complete in all respects as per direction of Engineer-in-Charge.		
7	TABLES: -		
a	BMO TABLES (5'-0" X 2'-6" X 2'-6")	3	No.

	Supply & fixing in position working table with side credenza made out of 19 mm thick plywood. The side credenza to be provided with openable shutters with partition shelf. The back of side unit shall be made of 12mm comm. ply duly painted. Drawers shall have Godrej locks etc. All exposed surfaces shall be finished with 1.00 mm thick laminate while all internal surface to be laminated with 0.8 mm mica as specified, all TW surface to be melamine polished at fine and finish lvl. The table shall have 1 ½"x 1" thk teakwood / rubberwood beading.		
	The table shall have fittings and fixtures (hinges, tower bolts, ss. handles, locks, magnetic catcher, etc.) of Hettich/ EBCO/ Godrej make keyboard drawer on telescopic channels as per schedule of interiors, furniture & finishes. Each table shall have the provision of keyboard with ball bearing slides arrangement with 12mm thick glass top. The Drawer unit will comprise of one/ two sliding drawers 4"/6" each, on telescopic channels and bottom openable shutter with all hardware as per schedule of interiors, furniture & finishes. The table shall have CPU stand, Footrest and cable manager. Footrest made with T.W member of size 4" x 1 1/2" finished with paint, complete. The rates are for finished items for complete work as per Bank design/ instructions/ branding manual. Complete in all respects as per direction of Engineer-in-Charge		
8	SIDE RACK (STORAGE):-	2.4	Sq.Mt.

	Providing & Placing in position 2'-6" high & 1'-6" deep box type Side rack/ cabinets made out 19 mm BWR plywood. The back of side unit shall be made of 12mm plywood duly painted. Drawer unit comprising of two sliding drawers on telescopic channels and bottom openable shutter with all hardware (hinges, tower bolts, ss. handles, locks, magnetic catcher, etc.) of EBCO/ Hettich/ Godrej as per schedule of interiors, furniture & finishes. The back shall be made of 12mm comm. ply duly painted. All exposed edges shall be finished with polished (melamine) T.W. beading. All exposed surfaces & top must be finished with 1.00 mm high glossy laminate in two or more shades and all internal surface to be laminated with 0.8 mm mica as specified (Front elevation area will be measured for payment.) Complete in all respects as per direction of Engineer-in-Charge		
9	WOODEN STORAGE:-		
	Full Ht. Storage:- (Ht. 8'-0" ht.)	40	Sq.Mt.
	Providing & Placing in position 18"/24" deep box type cabinets made out 19 mm BWR plywood with glass 6 mm embedded and openable shutter, vertical & horizontal divisions/ partitions with all hardware (hinges, tower bolts, ss. handles, locks, magnetic catcher, etc.) of EBCO/ Hettich/ Godrej as per schedule of interiors, furniture & finishes. The back shall be made of 12mm plywood duly painted. All exposed edges shall be finished with polished (melamine) T.W. beading. All		

	exposed surfaces & top must be finished with 1.00 mm high glossy laminate in two or more shades and all internal surface to be laminated with 0.8 mm mica as specified (Front elevation area will be measured for payment.) Complete in all respects as per direction of Engineer-in-Charge		
10	FALSE CEILING: -		
a)	P & F false ceiling with Gypsum Board 12.5 mm thick fixed to a metal frame comprised of ceiling channel of size 80 mm X 26 mm X 0.5 mm @ every 450 cms centres, inter channel 45 mm X 15 mm X 0.9 mm @ every 1220 mm centres, perimeter channel 20 mm X 26 mm all along the wall, strap hanger suspended 25 mm X 0.5 mm with nuts and bolts 6.4 mm X 12.7 mm, connecting clip 2.64 mm thick, dry walls screw 25 mm long, soffit cleat, 27 mm X 37 mm X 25 mm X 1.6 mm thick and dash fastener / rawl plug 12.5 mm dia X 35 mm long with 6 mm dia bolt.	30	Sq.Mt.
	The joint of gypsum board to be taped 3 times and sealed with jointed compound. Cut out are provided to accommodate luminaries, air conditioning grills and fire warning detectors if any. Cost including coves, patta, domes, arches, all designer work, etc. Surface of the ceiling to be painted with 3 coats white plastic emulsions paint as directed. Soffit surface of the false ceiling will be measured for payment. Rates include providing & fixing G.I. pipes to support channels of false ceiling @4'-0" c/c horizontal fixed		

	in walls and beams at 6" depth in case of stone slab roof with complete fine and finish of the walls and beams through plaster, putty, paint , etc. complete in all respects as per Bank.		
	The work includes generating cove of approximate 200 x 200 mm in the false ceiling & providing wpc louver in hall area as per direction of Engineer-in-Charge. (Only plan area will be measured for payment)		
11	CENTER TABLE :- SIZE = 3'-0" X 1'-6" X 1'-6"	1	No.
	P & F centre table (As per Bank design policy) made out of 19 mm BWR plywood with combination of 1.00mm thk. laminate in two or more shades of approved make and all internal surface to be laminated with 0.8 mm mica as specified, shade, design, etc. as per approved design with 12 mm thick bevelled toughened glass top supported on ss studs as required complete in all respects as per direction of Engineer-in-Charge		
12	Drop BOX: -	1	No.
	Providing & fixing Suggestion box 4'-0" X 2'-0" X 6" made of 19mm BWR board with opening to keep letters as per design. All exposed surfaces must be finished with 1.00 mm laminate in two or more shades and all internal surface to be laminated with 0.8 mm mica as specified. (Front elevation area will be measured for payment.) Complete in all respects as per direction of Engineer-in-		

	Charge. All exposed edges to be covered with TW beading.		
13	NOTICE BOARD: -	1.44	Sq.Mt.
	Providing and fixing in position Notice board conforming to the following specifications complete in all respects as per direction of Engineer-in-Charge		
	Basic framework:		
	Well-seasoned hard wood sections, treated with two coats of wood preservatives, minimum 50 X 25 mm, at suitable horizontal / vertical spacings not exceeding 600 mm c/c.		
	Skin membrane:		
	6mm thick BWR grade plywood over which 12 mm thick approved quality soft board clad with fabric of approved shade and quality.		
	Edge moulding:		
	All free edges shall have polished 2 nd class teak wood moulds of approved shape (finished 50 X 25 mm sections) with melamine polish in mat finish.		
14	VERTICAL/ ROLLER BLINDS:-	4	Sq.Mt.
	Providing & fixing vertical/ roller vanishing blinds 100 mm wide of approved shade & texture. Complete in all respect. Vista Lerellor (classic/select) Complete in all respects as per direction of Engineer-in-Charge		
15	<u>PAINTING WORK:-</u>	250	Sq.Mt.

	Painting on wall & ceiling-Providing and applying one coat of primer and two or more coats of Premium quality 100 % Royale Emulsion Paint of approved make & shade as per the manufacturer's specification to the interior surfaces of walls, ceilings, beams, columns, canopies, staircase, lobbies, etc to get desire shade and finish at all heights with roller finished etc. all complete as directed by the Bank's Engineer-in-Charge.		
	Rates shall include removing of existing white or colour wash, dry or oil bound distemper, acrylic paint etc. by scrapping (both as dry and wet surface), cleaning & sand papering and preparing the surface by providing and applying interior wall care putty/P.O.P to get smooth surface before receiving acrylic emulsion paint.		
	i) The quoted rate shall include providing and applying one coat of interior primer of approved make prior to application of the emulsion paint.		
	ii) The quoted rate shall include providing and erecting the necessary scaffolding at any level and height required during executing the work.		
	iii) The rate shall include extra thickness of putty and POP as required at site for preparation of smooth surface etc. all complete as directed by the Bank's Engineer-in-Charge-in-Charge-in-Charge-in-charge		
	iv) The rate shall include proper cleaning of painting stains on floor/walls, electrical / plumbing fittings and fixtures etc or any fixed / movable		

	asset of the Bank.		
16	Wooden Partition: -		
a)	Full Ht. Partition:-	10	Sq.Mt.
	Providing, fabricating & fixing of wooden partition with internal frame work of aluminium tubular/ G.I section Framework supported at R.C.C. ceiling level consisting of 2"x2",18 SWG section placed at min 2'x2' horizontally & vertically (as per site requirement) with 12mm thick water proof BWR grade plywood finished with combination of 1mm thick laminates in two or more shades (Approved shade) on both sides. The sides / top shall be finished with teak wood beading (3" x 1") with high gloss PU finish as per direction of Engineer-in-Charge		
	All exposed surfaces to be finished with 1.00 mm mica in two or more shades complete in all respects as per Bank/ Architect. Measurement of height shall be taken from finished floor level up to the level of false ceiling. The cost to include provision for extra framework as necessary to make provision for skirting, switch boxes, light fittings/ lights etc, making provision for laying conduit etc. etching, as per design/ direction to be done in the item. Complete in all respects as per direction of Engineer-in-Charge		
17	Highlighter wall		
a)	Providing and applying premium Stucco finish texture paint (e.g., Asian Paints Royale Play Stucco, Oikos of approved manufacturer), to achieve a smooth, glossy, marble-like finish and shade as	35	Sq.Mt.

	per specifications to the interior surfaces of walls including surface preparation, applying putty, scrapping, scaffolding etc. all complete as directed by Bank's Engineer and as per specifications.		
18	Stone sill over window :- Providing and fixing 15-16 mm thick gang saw cut, mirror polished, premoulded and prepolished, machine cut Udaipur green marble or similar with same basic price for window sills, facias and similar locations of required size, approved shade, colour and texture laid over 20 mm thick base cement mortar 1:3 (1 cement : 3 coarse sand), joints treated with white cement, mixed with matching pigment, epoxy touch ups, including all side edge moulding to Udaipur green marble fixed at window peripheral area etc., including machine polishing to edge to give high gloss finish etc. complete as per design approved by Engineer-in-Charge.	15	Sq.Mt.
19	Upvc window		
a)	Providing and fixing factory made Single glass uPVC white colour casement/casement cum fixed glazed windows in misc. sizes comprising of uPVC multi-chambered frame, sash and mullion (where ever required) extruded profiles duly reinforced with 1.60 ± 0.2 mm thick galvanized mild steel section made from roll forming process of required length (shape & size according to uPVC profile), uPVC extruded glazing beads of appropriate dimension, Single glass panes of 5 mm. clear toughened glass, EPDM gasket, stainless steel (SS		

	304 grade) friction hinges, zinc alloy (white powder coated) casement handles along with zinc plated mild steel multi point locking having transmission gear, cylinder with keeps and one side key, G.I fasteners 100 x 8 mm. size for fixing frame to finished wall, plastic packers, plastic caps and necessary stainless steel screws etc. 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. The window should be installed in rectangular/circular portion, hence each window should be provided with UPVC Round profile (Bay pole) in circular portion of appropriate size and wall thickness duly reinforced with 1.60 ± 0.2 mm. thick galvanized mild steel section made from roll forming process of required length (shape & size according to UPVC Round profile (Bay pole). 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 Engineer-in-Charge. Variation in profile dimension in higher side shall be accepted but no extra payment on this account shall be made.		
	Casement window double panels with S.S. friction hinges of minimum 400 x 1.9 mm. size. Profile shall be made of Size of frame as per approved manufacturer & sash / mullion 60 X 74 both having wall thickness of 2.3 ± 0.2	10	Sq.Mt.

	mm. and single glazing bead/double glazing bead of appropriate dimension.		
	For uPVC frame, sash and mullion extruded profiles minus 5% tolerance in dimension i.e. in depth & width of profile shall be acceptable. Variation in profile dimension in higher side shall be accepted but no extra payment on this account shall be made. The rate shall be include scaffolding for above work, if required.		
b)	Providing and fixing factory made uPVC white colour fixed glazed windows in washroom with 200 mm exhaust fan comprising of uPVC multi-chambered frame, sash and mullion (where ever required) extruded profiles duly reinforced with 1.60 ± 0.2 mm thick galvanized mild steel section made from roll forming process of required length (shape & size according to uPVC profile), 5.00 mm thick frosted glass , uPVC extruded glazing beads of appropriate dimension as per the thickness of glass, EPDM gasket, stainless steel (SS 304 grade) friction hinges, zinc alloy (white powder coated) casement handles, G.I fasteners 100 x 8 mm size for fixing frame to finished wall, plastic packers, plastic caps and necessary stainless steel screws etc. 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. The work also includes P/F The UPVC window should have layout to fix exhaust fan in the UPVC window. After	1.2	Sq.Mt.

	fixing frame the gap between frame and adjacent finished wall shall be filled with weather proof silicon sealant over backer rod of required size and of approved quality, all complete as per approved drawing & direction of Engineer-in-Charge. Variation in profile dimension in higher side shall be accepted but no extra payment on this account shall be made. The work should be completed in all respect including material (mentioned above), labour, sundries, CPOH, taxes etc.		
	Fixed window single panel with S.S. friction hinges (350 x 19 x 1.9 mm) with one part of top fixed glass (frosted) and other having exhaust fan opening and bottom part with casement/shutter (with frosted glass). The UPVC window made of (small series) frame 47 x 50 mm, sash 47 x 68 mm & mullion 47 x 68 mm all having wall thickness of 1.9 ± 0.2 mm and single glazing bead of appropriate dimension.		
	Note: For uPVC (Alluplast/Finesta/Kommerling or equivalent as approved by competent authority) frame, sash and mullion extruded profiles, Variation in profile dimension in higher side shall be accepted but no extra payment on this account shall be made.		

20	Wash Basin (Full pedestal type): Providing and fixing in position White China vitreous first quality Full Pedestal Wash Basin of approved brand/make of approximate size 520x460X855 mm with pillar cock,angular cock , 32 mm dia. CP brass waste coupling, 32mm dia C.P. Bottle trap with wall connection pipe and flange, 32mm CPVC pipe conforming to IS 15778 of approximate length 1.00 mt including required fittings/ accessories, providing / making connections from waste coupling to termination with Nahani Trap below, cutting, jointing, wastage, making necessary chases in wall, fixing and concealing pipe in wall , making good all damages to match with the adjoining areas, taking away debris out of Bank's premises etc. Complete all as directed.	2	Each
21	Providing & fixing and laying the following items in new toilet approximate size of toilet 2.00mX1.80m .Sub head (i to xx)	1	Job
i	Providing and applying polymer based two compound water proofing treatment to the sunken portion of the toilets, etc. by using products of M/s. Pidilite, M/s. Fosroc, M/s. Sika, M/s. BASF, M/s. MC-Bouchemie or any other equivalent in the following steps: - Approximate area :- 6.00 sqm		
	b) Grouting and injecting polymer cement slurry as per manufacturer's specifications into the R.C.C. members till its refusal.		
	c) Repairing the damaged portions of the R.C.C. members with polymer concrete / mortar as per		

	manufacturer's specifications.		
	d) Providing and applying 20 mm. thick water proofing cement plaster 1:4 (1 cement: 4 coarse sand) mixed with water proofing compound as per manufacturer's specifications to the sunken floor and sides including rounding off junctions / corners with water proofing cement mortar, etc. all complete.		
	e) Providing and applying a coat of polymer water proofing primer and two coats of two compound-based water proofing polymer/ chemical of M/s. Pidilite, M/s. Fosroc, M/s. Sika, M/s. BASF, M/s. MC-Bouchemie or any other equivalent approved make as per manufacturer's specifications to the sunken floor, sides, etc.; testing the treated surface by ponding method for 72 hours.		
	f) Repeat the treatment till no seepage is observed on the treated surface.		
	g) Providing and laying 15 mm. thick protective layer of plain cement plaster in cement mortar 1:4 (1 cement: 4 coarse sand) over the treated surface. Approximate area :- 3.90 sqm		
	Work also includes making through hole across the stone /brick masonry wall of 200 mm. to 450 mm. thick up of required size for embedding G.I. pipe of 15 mm. diameter in stone / brick masnry for draing out the seepage leakage water, if any, and filling with cement mortar 1:2 (1 cement : 2 coarse sand) including supplying G.I. pipe of 200 mm. to 450 mm. length.		

ii	Providing and fixing floor mounted, white vitreous china single piece, double traps syphonic water closet of approved brand/make, shape, size and pattern including integrated white vitreous china cistern of capacity 7 litres with dual flushing system, including all fittings and fixtures with seat cover, cistern fittings, nuts, bolts and gasket etc including making connection with the existing P/S trap, complete in all respect as per directions of Engineer-in-Charge. The basic price of Single piece floor mounted WC with seat cover - Rs. 10,800/- inclusive of GST at Ex-godown in Jaipur. :- 01 Number		
iii	Providing & fixing first quality white vitreous chinaware wash basin with padestal of Parryware, Hindware, Jaquar or any other equivalent approved make & design; including making hole for pillar cock, providing and fixing 32 mm. diameter C. P. brass half thread waste coupling of approved make, P.V.C. connection and 32 mm. diameter heavy approved quality P.V.C. waste pipe,, all complete as directed by Bank's Engineer. :- 01 Number		
iv	Supplying and laying 300 mm. X 300 mm. ceramic non-skid tiles of approved make and shade, finish in flooring, laid to desired level, slope and pattern, on 20 mm. thick cement mortar 1:4 (1 cement: 4 coarse sand) bedding set in cement slurry, jointing neatly with white cement mixed with matching pigment, cleaning, curing, etc. all complete as directed by Bank's Engineer. Approximate area 3.90 sqm		

v	Providing and laying 300 x 450 m.m. size approved 1st quality ceramic tiles of approved make, size and finish in dado work in toilets, bathrooms & wash basin area laid on average 12 mm. thick cement mortar 1:3 (1cement: 3 coarse sand) bedding set in cement slurry including jointing with polymer cement grout of matching shade or white cement slurry mixed with polymer and matching pigment, cleaning, curing, making good the damages with cement mortar, cleaning, etc. all complete as directed by Bank's Engineer. Approximate Area :-17.00sqm		
vi	Providing and fixing Chlorinated Polyvinyl Chloride (CPVC) pipes of 20 m.m. nominal dia in Concealed work, (SDR -11) including cutting chases and making good the walls etc, having cold water supply, including all CPVC plain & brass threaded fittings, i/c fixing the pipe with clamps at 1.00 m spacing. This includes jointing of pipes & fittings with one step CPVC solvent cement and the cost of cutting chases and making good the same including testing of joints complete as per direction of Engineer in Charge.		
vii	Providing and fixing Chlorinated Polyvinyl Chloride (CPVC) pipes of 20 m.m. nominal dia on external surface (SDR -11), having cold water supply including all CPVC plain & brass threaded fittings. This includes jointing of pipes & fittings with one step CPVC solvent cement, trenching, refilling & testing of joints complete as per direction of Engineer in Charge.		

viii	Providing and fixing 75mm dia. C.I. pipe of approved make for soil waste and vent pipe line including fittings such as tee bend, Y junction conforming to IS 3989 with lead/cement joint (heavy quality) including embedded in PCC horizontal length in floor and connected with existing line in the shaft . approximate Length of pipe including fittings is 4.00m to 6.00m.		
ix	Providing and fixing 100mm dia. C.I. pipe of approved make for soil waste and vent pipe line including fittings such as tee bend, Y junction conforming to IS 3989 with lead/cement joint (heavy quality) including embedded in PCC horizontal length in floor and connected with existing line in the shaft . approximate Length of pipe including fittings is 4.00m to 6.00m.		
x	Providing and fixing trap of self cleaning design without vent arm complete, including cost of cutting and making good the walls and floors: 100 m.m. inlet and 75 m.m. outlet, sand cast iron S&S as per IS 3989.		
	Providing, fixing and testing following C.P. brass bath room and other fittings of approved quality with flange wherever applicable, etc. all complete as directed by Bank's Engineer.		
xi	Angular stop cock with wall flange :- 02 Number		
xii	Wash basin pillar Cock :- 01 Number		
xiii	Regular body of Concealed stop cock and Exposed part kit of concealed stop cock with fitting sleeve, operating lever & adjustable wall flange :- 01 Number		
xiv	Hand shower (health faucet) with 8 mm. diameter, 1.20 mt. long flexible		

	tube & wall hook :- 01 Number		
xv	2 Way bib cock with wall flange 01 Number		
xvi	Towel ring :- 01 Number		
xvii	Soap dish holder :- 01 Number		
xviii	Double coat hook :- 01 Number		
xix	Heavy quality S.S. Jali of 100 mm dia with or without hole. :- 02 Number		
xx	Providing and fixing 5.00 m.m. thick bevelled edge mirror of superior glass (of approved quality) complete with 6.00 m.m. thick hard board backing fixed to wall with S.S./C.P. brass screws and washers and covered with studs complete, etc. all complete as directed by Bank's Engineer. Approximate size 600mmX600mm.		
22	<u>SOFA: -</u>	9	Seat
	Providing and Laying customise wooden sofa made with 19 mm thick plywood with 40 density cushions of approved make & shade all complete as directed by Bank's Engineer.		
	Note:-		
	(i) All storage/drawer must have proper locking arrangement.		
	(ii) The Basic rate of 1mm thick laminate shall be Rs. 700/- per sqm inclusive of all taxes, GST at site.		
	(iii) The rate shall be inclusive of GST, required all material, labour, transportation, loading-unloading, scaffolding, tools & plants, wastage if any, making good damages to match with surroundings surface, carrying out work in workman like manner at all lead and lift,, curing wherever required, carting away debris out of premises		

	without any cost to the Bank etc. complete as directed.		
	(iv) All wooden works shall be anti-termite treated as per relevant IS codes, and the cost of treatment shall be deemed to be included in the quoted rates		

Name and Signature of contractor:

Date:

Place:

Annexure I

Important Instructions Regarding E-tender

This is an e-procurement event of RBI. The e- procurement Service Provider/Contractor is the MSTC Limited.

You are requested to read and understand the Notice Inviting Tender and subsequent corrigenda if any, before submitting your 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 Techno-Commercial Bid as well as Price Bid over the internet will be done. **The Vendor should possess Class III signing and encryption type digital certificate.** Vendors are to make their own arrangement for bidding from a P.C. connected with Internet. RBI is not responsible for making such arrangement. (Bids will not be recorded without Digital Signature).

SPECIAL NOTE: THE PRICE BID AND THE COMMERCIAL BID HAS TO BE SUBMITTED ON-LINE ONLY AT www.mstcecommerce.com/eprocn/ (Version 3)

1) Vendors are required to register themselves online with

www.mstcecommerce.com/eprocn

Register as Vendor -- Filling up details and creating own user id and password Submit. For further details, go to Download Guide / Video / Registration

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, please contact MSTC/ RBI, (before the scheduled time of the e- tender).

Contact details:

a) Contact person (MSTC) For Vendors:

HO Central Help Desk: (For vendors)

Phone Number :07969066600

helpdeskho@mstcindia.in (Please mention "HO Helpdesk" as subject while sending emails)

Availability

9:30 AM to 5:00 PM on all working days for all Technical issues e-Tenders, System settings etc.

b) Contact person (MSTC)

Please visit www.mstcindia.co.in/content/Contact.aspx and update your Regional Office accordingly.

c) Contact person at RBI (Jaipur)

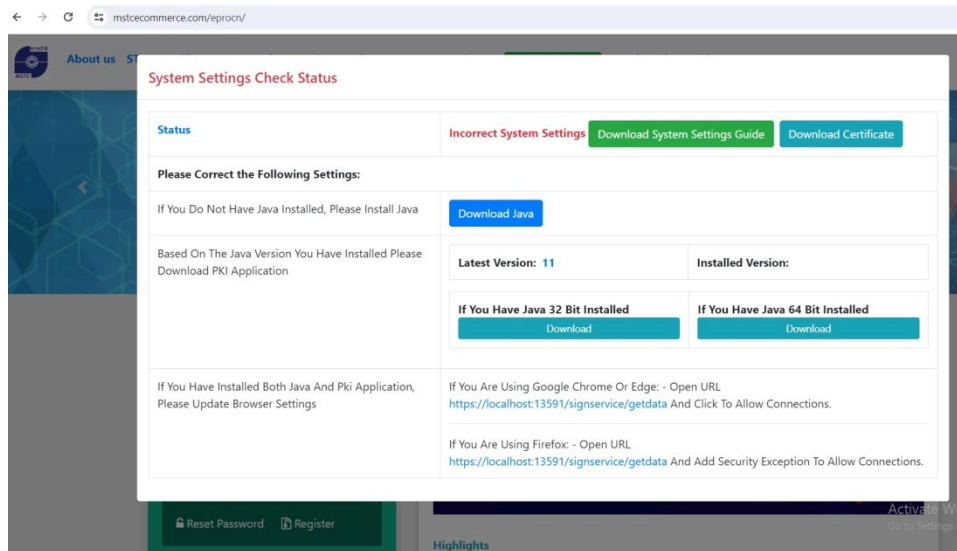
Mr. Rajat Sharma, AM

Contact: 0141 – 2578467

Guide.

1. System Requirement:

For details, vendor may refer to the **DOWNLOAD SYSTEM SETTING GUIDE** available <https://www.mstcecommerce.com/eprocn/>



2 Special Note towards Transaction fee: The vendors shall pay the transaction fee using “Transaction Fee Payment” Link against the specific tender in the “Bid Floor”/through the “Pay Transaction fee” in “Event catalog” through their login. Service Provider / Contractor / Vendor shall have the facility of making the payment either through NEFT or Online Payment. On selecting NEFT, Service Provider / Contractor / Vendor shall generate a challan by filling up a form. Service Provider / Contractor / Vendor shall remit the transaction fee amount as

per the details printed on the challan without making change in the same. On selecting Online Payment, Service Provider / Contractor / Vendor shall have the provision of making payment using its Credit / Debit Card / Net Banking. Once the payment gets credited to MSTC's designated bank account, the transaction fee shall be auto authorized.

Transaction fee is non-refundable. A vendor will not have the access to online e- tender without payment of the transaction fee.

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

3. Information about tenders / corrigenda shall be sent by email only during the process till finalization of tender. Hence the vendors are required to ensure that their corporate email I.D. provided is valid and updated at the time of registration of vendor with the MSTC Ltd. Vendors are also requested to ensure validity of their class III signing and encryption type of DSC (Digital Signature Certificate).

4. E-tender cannot be accessed after the due date and time mentioned in NIT (Notice inviting tender).

5. **Bidding in E-tender:**

Note: Vendors are instructed to use **Upload Documents** link in My menu to upload documents in document library. Multiple documents can be uploaded. Maximum size of single document for upload is 5 MB.

Once documents are uploaded in the library, vendors can attach documents through **Attach Document** link against the particular e-Tender. Please note that if the documents are not attached to any e-Tender, the same cannot be downloaded by RBI and it will be deemed that the vendor has not submitted the documents. For further assistance please follow instructions of vendor guide.

a) Bidder(s) need to submit necessary EMD, E-Tender fees (If ANY) and Transaction fee separately for the e-tender. Transaction fees if any are non-refundable. No interest will be paid on EMD. EMD of the unsuccessful bidder(s) will be refunded by RBI.

b) The process involves Electronic Bidding for submission of Techno Commercial Bid as well as Price Bid.

The bidder(s) who have submitted the above fees can only submit their Techno Commercial Bids and Price Bid through internet in MSTC website www.mstcecommerce.com → e-procurement → New Common Portal → Bid Floor

Manager→ live event →Selection of the live event→ Transaction fee->Common terms->Attach Documents->Price Bid.

Please Note: The vendor after successful remittance of the transaction fees and EMD details, will get the attach documents and common terms tab enabled in their login. Post successful completion of this step, the vendors will be allowed to save the lot specific terms and submit their price bid against the lot through the portal or download and upload the excel file for submitting price bids, as the case may be. In case the attach documents and/or saving common terms step is unsuccessful, the tabs for saving lot specific terms and submitting price bid would be disabled. The status of whether the same is successful/pending would be displayed in the bid status button.

- c) First the vendor needs to fill up the Commercial specification if any and save it. Then the vendor should fill up the Techno-commercial bid. After filling the Techno-Commercial Bid, bidder should click 'save' for recording their Techno-Commercial bid. Once the same is done, the Price Bid link becomes active and the same has to be filled up and then bidder should click on "save" to record their price bid. Then once both the Techno-Commercial bid & price bid has been saved, the bidder can click on the "Final Submission" button to register their bid

NOTE: - After clicking the final submission "Delete bid" option would be shown. If the vendor wants to delete the bid after final submission and re-submit the bid, then he/she should click delete bid and resubmit the same and again click final submission.

- d) In all cases, bidder should use their own ID and Password along with Digital Signature at the time of submission of their bid.
- e) During the entire e-tender process, the bidders will remain completely anonymous to one another and also to everybody else.
- f) The e-tender floor shall remain open from the pre-announced date & time and for as much duration as mentioned above.
- g) All electronic bids submitted during the e-tender process shall be legally binding on the bidder. Any bid will be considered as the valid bid offered by that bidder and acceptance of the same by the Buyer will form a binding contract between Buyer and the Bidder for execution of supply/work. Such successful tenderer shall be called hereafter **SUPPLIER/CONTRACTOR**.

- h) It is mandatory that all the bids are submitted with class III signing and encryption type of digital signature certificate otherwise the same will not be accepted by the system.
- i) 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.
- j) No deviation of the terms and conditions of the e-Tender document is acceptable. Submission of bid in the e-tender floor by any bidder confirms his acceptance of terms & conditions for the e-Tender.
- k) Unit of Measure (UOM) is indicated in the e-tender Floor. Rate to be quoted should be in Indian Rupee as per UOM indicated in the e-tender floor/tender document.

Annexure II

करार (सफल निविदाकार से)

ARTICLES OF AGREEMENT (for successful bidder)

(On the Rs.500/- stamp paper)

यह समझौता अनुबंध भारतीय रिजर्व बैंक, जयपुर) जिसके बाद बैंक कहा जाएगा (और _____ के मध्य दिनांक _____ को) इसके बाद " ठेकेदार " कहा जाएगा(निष्पादित किया गया।

ARTICLES OF AGREEMENT made the _____ day of _____ between the Reserve Bank of India, Jaipur (hereafter called "The Bank") of the one part and _____ (thereinafter called "the Contractor") of the other part.

जहां बैंक वांछित है,
(_____)
और किए गए कार्य का विशिष्ट वर्णन करें।

WHEREAS The Bank is desirous of
(_____) and has caused specifications describing the works to be done.

और उक्त विशिष्टताओं के अनुसार, मात्रा और रेखाचित्रों की अनुसूची पर या पार्टियों की ओर से हस्ताक्षर किए गए हैं।

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

और ठेकेदार ने इसके आगे उल्लिखित शर्तों तथा परिणाम की अनुसूची तथा ठेके की शर्तें (जिन्हे) इसके आगे सामग्री रूप से "उक्त शर्तें" कहा गया है) के अधीन उक्त आरेखनों में दर्शाये गए और/या उक्त विनिर्देशों में वर्णित तथा परिणाम की अनुसूची में सम्मिलित निर्माण कार्य को उनमें निर्दिष्ट दरों के अनुसार हिसाब लगाई गयी कुल राशि पर या ऐसी अन्य राशि पर , जो उनके अधीन देय हो (जिसे इसके आगे "उक्त ठेके की राशि" कहा गया है) निष्पादित करना स्वीकार किया है।

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 thereunder (hereinafter referred to as 'the said Contract Amount')

अब इस बात पर निम्न तरह से सहमति है:

NOW IT IS HEREBY AGREED AS FOLLOWS:

1	समय के विस्तार के लिए प्रावधानों का, लिखित रूप अर्थात करार के माध्यम से या पत्रों) में जैसा कि पार्टियों द्वारा पारस्परिक रूप से तय (प्रदान के माध्यम से-ईमेल के आदान / किया जा सकता है, के होते हुए भी, ठेकेदार कार्यादेश की तारीख से वे दिन से कार्य महीने के भीतर संपूर्ण कार्य को पूरा करने के लिए एतद्वारा प्रारंभ करने और सहमत है। The Contractor hereby agrees to commence the work fromth day of date of work award letter and to complete the entire work within months 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
2	उक्त शर्तों में निर्दिष्ट अवधियों में और प्रणाली से देय ठेके की राशि के बदले ठेकेदार उक्त शर्तों पर तथा उनके अधीन और उक्त आरेखनों में दर्शित तथा उक्त विनिर्देशों एवं परिमाणों की अनुसूची में उल्लिखित निर्माण कार्य निष्पादित करेगा और पूरा करेगा। 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.
3	बैंक ठेकेदार को उक्त शर्तों में निर्दिष्ट अवधियों में तथा उनमें निर्दिष्ट प्रणाली से उक्त ठेके की राशि या ऐसी कोई अन्य राशि, जो देय हो जाए, अदा करेगा। 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.
4	उक्त शर्तों को और उनके परिशिष्ट को इस करार के भाग के साथ पढ़ा जाएगा तथा इस करार से संबन्धित पक्ष उक्त शर्तों का क्रपशः पालन करेंगे, अपने-आपको उनके अधीन मानेंगे तथा उसमें उल्लिखित शर्तों के अधीन अपनी और से करार का निष्पादन करेंगे। 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.

5	इसमें उल्लिखित नक्शे, करार और प्रलेख इस संविदा के आधार माने जायेंगे। The plans, agreement and documents mentioned herein shall form the basis of this Contract.
6	यह संविदा न तो निर्धारित एकमुश्त राशि की संविदा है और न ही फूटकर कार्य की संविदा, परंतु यह सम्पूर्ण" " के संबंध में कार्य को पूरा करने की संविदा है जिसके लिए दरों की अनुसूची तथा संभाव्य परिमाणों में उल्लिखित दरों पर या उक्त शर्तों में निर्दिष्ट दरों पर वस्तुतः हिसाब लगायी गयी मात्राओं के अनुसार अदायगी की जाएगी। This Contract is neither a fixed/ Lump sum Contract nor a Piece work Contract but is a Contract to carry out the " _____ " 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.
7	अनुबंध में दिये अनुसार ठेकेदार को सिविल संबंधी सभी कार्यों हेतु वाजिब सुविधा वहन करनी होगी एवं ऐसे कार्यों के पूरा होने के बाद दीवारों, फर्श आदि को हुये नुकसान को ठीक करना होगा। 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.
8	बैंक इस अनुबंध में बिना किसी पूर्वाग्रह के किए जानेवाले कार्य में किसी भी मद को जोड़ने या हटाने एवं ड्रॉइंग और कार्य की प्रकृति को बदलने का अधिकार रखता है। 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.
9	समय को इस अनुबंध के महत्वपूर्ण कारक के रूप में माना जाएगा, और ठेकेदार साइट को सौंपने के तुरंत बाद या औपचारिक कार्य आदेश जारी होने के 14 दिनों के बाद जो भी बाद में हो दी गई शर्तों एवं समय विस्तार के प्रावधानों के अनुसार दी गई शर्तों के अनुसार कार्य पूर्ण करेगा एवं समय विस्तार के प्रावधानों के अधीन है। Time shall be considered as one of the important factor of this Contract, and the Contractor hereby agrees to commence the work soon after the site is handed over to him or from 14 day after the day of issue of formal works order as provided for in the said Conditions, whichever is later, and to complete the entire work as provided in said condition , subject nevertheless to the provisions for extension of time.
10	इस अनुबंध के तहत बैंक द्वारा सभी भुगतान केवल जयपुर में किए जाएंगे।

	All payments by The Bank under this Contract will be made only at Jaipur.
11	इस समझौते से जुड़े या किसी भी तरह से उत्पन्न होने वाले सभी विवादों को जयपुर में उत्पन्न माना जाएगा और इनका निपटान केवल जयपुर में न्यायालयों के ही अधिकार क्षेत्र में होगा। All disputes arising out of or in any way connected with this agreement shall be deemed to have arisen at Jaipur and only Courts in Jaipur shall have jurisdiction to determine the same.
12	इस संविदा के विभिन्न अंशों को ठेकेदार ने पढ़ लिया है तथा उन्हें पूर्ण रूप से समझ लिया है। That the several parts of this Contract have been read by the Contractor and fully understood by the Contractor.
13	गैर-प्रकटीकरण खंड : ठेकेदार बैंक ,के बुनियादी ढांचे/प्रणालियों/उपकरणों आदि की प्रत्यक्ष या अप्रत्यक्ष रूप से किसी भी जानकारी, सामग्री और विवरण का किसी तीसरे पक्ष को खुलासा नहीं करेगा, जो इस समझौते के संबंध में अपने संविदात्मक दायित्वों के निर्वहन के दौरान ठेकेदार के कब्जे या ज्ञान के पास आ सकता है, और हर समय इस पर विश्वास रखेगा। ठेकेदार सिवाय इसके तहत दायित्वों को पूरा करने या लागू कानूनों का पालन करने के लिए आवश्यक सीमा के अलावा अनुबंध के विवरण को वैयक्त और गोपनीय मानेगा। ठेकेदार नियोक्ता की पिछली लिखित सहमति के बिना किसी भी व्यापार या तकनीकी पत्र या अन्य जगहों पर कार्यों के किसी भी विवरण का खुलासा, प्रकाशित होने की अनुमति नहीं देगा। ठेकेदार किसी भी गोपनीय जानकारी के प्रकटीकरण के परिणामस्वरूप नियोक्ता को होने वाले किसी भी नुकसान के लिए नियोक्ता को क्षतिपूर्ति करेगा। उपर्युक्त का पालन करने में विफलता को ठेकेदार की ओर से अनुबंध का उल्लंघन माना जाएगा और नियोक्ता नुकसान का दावा करने और कानूनी उपचारों को आगे बढ़ाने का हकदार होगा। ठेकेदार अपने कर्मचारियों के मध्य सभी उचित कार्रवाई करेगा ताकि यह सुनिश्चित किया जा सके कि इस समझौते के तहत गोपनीय सूचनाओं का प्रकटीकरण न करने के दायित्व पूरी तरह से संतुष्ट हों । गैर-प्रकटीकरण और गोपनीयता के संबंध में ठेकेदार के दायित्व किसी भी कारण से इस समझौते की समाप्ति या इस समझौते के टर्मिनेशन के बाद भी बने रहेंगे। 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 are fully satisfied. The Contractor's obligations with respect to non-disclosure and confidentiality will survive even after the expiry or termination of this agreement for whatever reason.
14	यौन उत्पीड़न की रोकथाम संबंधी उपबंध Prevention of Sexual harassment clause/ ठेकेदार/एजेंसी कार्य स्थल) रोकथाम, निषेध और निवारण (अधिनियम 2013 में महिलाओं के यौन उत्पीड़न के प्रावधान के पूर्ण अनुपालन के लिए पूरी तरह जिम्मेदार होगी। बैंक के परिसर के भीतर अपने कर्मचारी के खिलाफ यौन उत्पीड़न की किसी भी शिकायत के मामले में ठेकेदार/एजेंसी द्वारा गठित आंतरिक शिकायत समिति के समक्ष शिकायत दर्ज की जाएगी और ठेकेदार/एजेंसी शिकायत के संबंध में उक्त अधिनियम के तहत उचित कार्रवाई सुनिश्चित करेगी। बैंक के किसी भी कर्मचारी के खिलाफ ठेकेदार के किसी भी गंभीर कर्मचारी से यौन उत्पीड़न की किसी भी शिकायत का बैंक द्वारा गठित क्षेत्रीय शिकायत समिति द्वारा संज्ञान लिया जाएगा। यदि ठेकेदार के कर्मचारी द्वारा यौन हिंसा साबित हो जाती है, तो ठेकेदार किसी भी मौद्रिक मुआवजे के लिए जिम्मेदार होगा, जिसे घटना में कर्मचारी शामिल होने की स्थिति में भुगतान करने की आवश्यकता हो सकती है। ठेकेदार अपने कर्मचारी को कार्यस्थल पर यौन उत्पीड़न की रोकथाम और संबंधित मुद्दे के बारे में शिक्षित करने के लिए जिम्मेदार होगा। The contractor/Agency shall be solely responsible for full compliance with the provision of "The Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013". In case of any complaint of sexual harassment against its employee within the premises of Bank, complaint will be filed before the Internal complaint committee constituted by the Contractor/Agency and the Contractor/Agency shall ensure appropriate action under the said Act in respect to the complaint. Any complaint of sexual harassment from any aggravated employee of the contractor against any employee of the Bank shall be taken cognizance of by the Regional Complaints Committee constituted by the Bank. The Contractor shall be responsible for any monetary compensation that may need to be paid in case the incident involves the employee, if sexual violence by the employee of the Contractor is proved. The contractor shall be responsible for educating its employee about prevention of sexual harassment at work place and related issue.

यदि ठेकेदार एक भागीदारी या एक व्यक्ति है If the contract or is a Partner ship or an Individu al	इसके साक्ष्य में बैंक तथा ठेकेदार ने इन दस्तावेजों तथा मूल प्रति पर इसके ऊपर उल्लेखित दिन और वर्ष में हस्ताक्षर किए हैं। 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.
यदि ठेकेदार एक कंपनी है If the contract or is a Compa ny	इसके साक्ष्य में बैंक ने अपने विधिवत प्राधिकृत किये हैं और ठेकेदार ने इन पर तथा उक्त दोनों प्रतिलिपियों पर अपनी नियमित मोहर लगवाई है/इसके पहले उक्त दिनांक और वर्ष को अपनी ओर से इन दस्तावेजों तथा उक्त दो प्रतिलिपियों का निष्पादन करवाया है। 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

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

(1)

Address

2)

..
Address

If the Contractor signs under its common Seal the signature clause should tally with their sealing clause in the Articles of Associations.

Witnesses

THE COMMON SEAL OF

Was hereunto affixed pursuant to the resolutions passed

By its Board of Directors at the meeting held on

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

.....
In the presence of

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

(..... 1
)

(..... 2
)

.....
Directors who have signed these presents in taken thereof in the presence of

(1)

(2)

.....
SIGNED AND DELIVERED BY the Contractor by the hand Of Shri

and duly constituted attorney.

Annexure III

**PROFORMA OF BANK GUARANTEE for PERFORMANCE SECURITY
DEPOSIT/ Retention Money**

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

bank)

Place : _____

Date : _____

The Regional Director
Reserve Bank of India,

Dear Sir,

Name of the work _____ -

Bank Guarantee for PERFORMANCE SECURITY DEPOSIT/ Retention Money

WHEREAS

Reserve Bank of India, having its Central Office at Shahid Bhagat Singh Road,
Mumbai,

(hereinafter called "the RBI") has awarded the Contract for the captioned project

(hereinafter called the "Contract") to M/s _____ (Name of the Contractor)

(hereinafter called "the said Contractor" which expression shall include its
successors and assigns).

AND Whereas the Contractor is bound by the said Contract to submit to RBI a
Performance Security for a total amount of ₹. _____ (Rupees _____
_____ only) (Amount in figures and words) for
the due fulfilment by the said contractor of the terms and conditions contained in the
contract. We, _____ (Name of the Bank), (hereinafter called "the Bank"),
at the request of M/s _____, the contractor, do hereby undertake to
pay to the RBI an amount not exceeding Rs _____ as Performance
Guarantee for due fulfilment of the terms and conditions of the contract.

NOW THIS GUARANTEE WITNESSETH

1. We ____ (Name of the Bank) do hereby agree with and undertake to RBI, their Successors, Assigns that in the event of the RBI coming to the conclusion that the Contractor has not performed his obligations under the said conditions of the contract or have committed a breach thereof, which conclusion shall be binding on us as well as the said contractor; we shall on demand by the RBI, pay without demur to the RBI, a sum of 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 their obligations thereunder or by dissolution or change in the constitution of our said constituents.

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

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

In witness whereof I/We of the Bank have signed and sealed this guarantee on the --
----- day of ----- (Month) (Year) being herewith duly authorized.

For and on behalf of _____ (Name of the Bank)

Signature of authorized Bank official

Name:

Designation

Stamp/ Seal of the Bank

Signed, sealed and delivered for and on behalf of the Bank by the above named in the presence of:

Witness 1

Signature

Name

Address

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

Layout Plan

