



भारतीय रिज़र्व बैंक / Reserve Bank of India
आंध्र प्रदेश क्षेत्रीय कार्यालय / Andhra Pradesh Regional Office
मानव संसाधन प्रबंध विभाग / Human Resource Management Department
संपदा कक्ष / Estate Cell

Providing Architectural and Engineering Consultancy Services for Construction of a) Office Complex of Reserve Bank of India at Nelapadu, Amaravati, Andhra Pradesh, and b) Officers' & Staff Residential Complex of Reserve Bank of India at Inavolu, Amaravati, Andhra Pradesh (EPC Basis)

NBCC invites e-tender on percentage fees basis from reputed Architect/Consultant firms for "Providing Architectural and Engineering Consultancy Services for Construction of a) Office Complex of Reserve Bank of India at Nelapadu, Amaravati, Andhra Pradesh, and b) Officers' & Staff Residential Complex of Reserve Bank of India at Inavolu, Amaravati, Andhra Pradesh (EPC Basis)" on Quality and Cost Based System (QCBS) as per schedule as under. The estimated Project Cost of this work is ₹708.00 Crores (including GST).

Name of the Work	Providing Architectural and Engineering Consultancy Services for Construction of a) Office Complex of Reserve Bank of India at Nelapadu, Amaravati, Andhra Pradesh, and b) Officers' & Staff Residential Complex of Reserve Bank of India at Inavolu, Amaravati, Andhra Pradesh (EPC Basis)
Tender floated by	NBCC (India) Limited
Bidding Document No.	NBCC/CPG/Consultancy/RBI/Amaravati/2026/177
Estimated Consultancy Fee	₹3,54,00,000.00 (Rs. Three Crore Fifty-Four Lakh only) including GST
Earnest Money Deposit	1% of estimated consultancy fee i.e. Rs. 3,54,000.00 (Rupees Three Lakh Fifty-four Thousand only)
Time for Completion of work	28 Months
Defect Liability Period	12 Months
Date and time of opening of technical bid	24.09.2026 at 11.30 AM
Last date & time of submission of bid (online)	Upto 24.09.2026 at 11:00 AM on or before the date of opening of Technical Bid

The tender document can be downloaded from the websites <https://nbcc.enivida.com> and www.eprocure.gov.in

Providing Architectural and Engineering Consultancy services for Construction of a) Office Complex of Reserve Bank of India at Nelapadu, Amaravati, Andhra Pradesh and b) Officers' & Staff Residential Complex of Reserve Bank of India at Inavolu, Amaravati, Andhra Pradesh (EPC Basis)

Section-1

NOTICE INVITING E-TENDER

Signature of Tenderer

Signature of NBCC



NBCC (INDIA) LIMITED
(A GOVT. OF INDIA ENTERPRISE)

CENTRAL PROCUREMENT GROUP

NBCC Bhawan, 2nd Floor, Lodhi Road, New Delhi -110003.

Email ID: cpg.ho@nbccindia.com

Dated: 10.09.2026

NOTICE INVITING e-TENDER

1. NBCC invites e-tender on percentage fees basis from reputed Architect/ Consultant firms for **“Providing Architectural and Engineering Consultancy Services for Construction of a) Office Complex of Reserve Bank of India at Nelapadu, Amaravati, Andhra Pradesh, and b) Officers' & Staff Residential Complex of Reserve Bank of India at Inavolu, Amaravati, Andhra Pradesh (EPC Basis)”** on Quality and Cost Based System (QCBS) as per schedule as under. The estimated Project Cost of this work is **₹708.00 Crores (including GST)**.

Bidding Document No.	NBCC/CPG/Consultancy/RBI/Amaravati/2026/177
Name of the work	Providing Architectural and Engineering Consultancy Services for Construction of a) Office Complex of Reserve Bank of India at Nelapadu, Amaravati, Andhra Pradesh, and b) Officers' & Staff Residential Complex of Reserve Bank of India at Inavolu, Amaravati, Andhra Pradesh (EPC Basis)
Client/Owner	Reserve Bank of India, Estate-Project Cell, HRMD Vijayawada, Andhra Pradesh
Brief Scope of Work	Comprehensive Planning and Designing of the project through engagement of Project Architect Comprehensive planning, designing, detailed engineering and statutory approval process for construction of a) Office Complex comprising of Main Office Building, Annex Building and utility blocks along with all amenities including car and scoter parks. Plot area: 12141 sqm. FSI (Floor Space Index) considered – 5*. Total No. of Staff: 241 (Officers-136, Class III-59, Class IV-46) and 40% additional floor area for future expansion. b) Officers' & Staff Residential Complex with all facilities including club house, community hall including car and scoter parks. Plot area: 16188sqm. FSI (Floor Space Index) considered- 5*. Minimum No of Flats: 212 Nos including Car parks, amenity buildings etc. In addition to Scope of Work of GCC EPC Works 2026, refer to Annexure A.
The Maximum Quoted Consultancy Fee to be quoted by intending tenderer	0.75 % of the Estimated Cost of the Work

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Signature of NBCC

Providing Architectural and Engineering Consultancy services for Construction of a) Office Complex of Reserve Bank of India at Nelapadu, Amaravati, Andhra Pradesh and b) Officers' & Staff Residential Complex of Reserve Bank of India at Inavolu, Amaravati, Andhra Pradesh (EPC Basis)

a) Time for Completion of work	a) 28 Months
b) Defect Liability Period	b) 12 Months
Estimated Consultancy Fee	Rs.3,54,00,000.00 (Rs. Three Crore Fifty-four Lakh only) including GST
Earnest Money Deposit	1% of estimated consultancy fee i.e. Rs. 3,54,000.00 (Rupees Three Lakh Fifty-four Thousand only) through online e-payment gateway or in the form of Bank Guarantee (BG). Bank Details of NBCC (India) Ltd. are provided herewith for the purpose of preparation of Bank Guarantee only: Name of Beneficiary: NBCC (India) Ltd. Bank: - Union Bank of India, Lodhi Colony, New Delhi (3524) Current A/c No.: - 352401110050079 IFS Code: - UBIN0535249 BG validity required minimum up to 23.03.2027
Non-refundable cost of tender/ Bid document	Rs. 25,000.00 + GST @ 18%= Rs. 29,500/- inclusive of GST through online e-payment gateway only.
Non-refundable cost of e-tender processing fee	As per e-payment gateway to M/s RailTel Ltd.
Date and time of opening of Technical bid	24.09.2026 at 11.30 AM
Last date & time of submission of bid (on line)	Upto 24.09.2026 at 11:00 AM on or before the date of opening of Technical Bid
Period during which Bank Guarantee against EMD (if submitted in form of BG), Letter of Unconditional Acceptance, Affidavit for Correctness of Documents/ information and other documents as per NIT (all original) in hard form shall be submitted.	Before and up to 11:00 AM on 24.09.2026 Office of the Chief General Manager (CPG), Central Procurement Group (CPG Division), 2nd Floor, NBCC (India) Ltd., NBCC Bhawan, Lodhi Road, New Delhi- 110003.
Date & time of Design Concept Presentation	To be intimated later
Date & time of opening of Financial Bid	To be intimated later
Validity of offer	150 days from last date of submission of Tender as per NIT (including extension, if any).
Obtaining GRIHA/ Green Building Certification	Required: Highest Green Building Rating (IGBC/GRIHA) i.e. IGBC Platinum / GRIHA 5 Star. Any change in the applicable rating or certification requirement shall be decided and approved by the client.

The tender document can be downloaded from the websites <https://nbcc.enivida.com> and www.eprocure.gov.in "Corrigendum, if any, would appear only on the above web site and not to be published in any News Paper".

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2.0 Minimum Eligibility Criteria:

The interested bidders should meet the following minimum qualifying criteria:

A. Work Experience:

- i) Experience of having provided Architectural & Consultancy services for successfully completed similar works during the last 7 years ending initial stipulated last date of submission of tenders: -
 - a) Three similar works each costing not less than 40% of the estimated cost of the project.
Or
 - b) Two similar works each costing not less than 50% of the estimated cost of the project.
Or
 - c) One similar work costing not less than 80% of the estimated cost of the project.

“Similar works” shall mean Residential /Non-Residential Building works of any number of stories”.

“Successfully completed similar works” shall mean completion of construction of project for which consultancy assignment has been executed.

- ii) The past experience in similar nature of work should be supported by certificates issued by the client's organisation. In case the work experience is of Private sector, the completion certificate shall be supported with copies of the Letter of Award/ Contract Agreement and Corresponding TDS Certificates. Value of work will be considered commensurate with the value of fee received as per TDS Certificates compared to agreed consultancy fee with client.

a) Additional qualifying Criteria (To be fulfilled by the bidder):

The bidder shall have successfully provided comprehensive architectural & engineering services for at least one successfully completed residential-cum-non-residential complex or a non-residential complex (such as a hospital building, university or higher educational institution complex, institutional building, or office building), comprising planning, designing, preparation and submission of plans, obtaining necessary approvals from all concerned statutory authorities. The completed project shall have a minimum Built-up Area (BUA) of 56,658.00 sqm and shall have been completed during the last 7 (seven) years ending on the initial stipulated last date of submission of the tender, as specified in the NIT.

Projects that are purely in nature of Industrial projects, residential projects, school campuses, hostels projects shall not be considered, built up area of such buildings shall not be considered. And only projects comprising buildings of a minimum G+5 storeys or 25 metres in height, including associated services, utilities, and other developments, shall be considered.

The past experience in additional qualification criteria of similar nature of work should be supported by certificates issued by the client's organization. The breakup of Built-up area of each building should be clearly mentioned in the work experience certificate issued by the client. In case the work experience (Built up Area) is of Private Sector, the completion certificate shall be supported with copies of the Letter of Award/ Contract Agreement and 'Approved Master Plan' / 'Approval letter' / 'NOC' / 'Occupancy Certificate' / 'Completion Certificate issued by concerned statutory authority mentioning total built up area.

- iii) The value of executed works shall be brought to the current level by enhancing the actual value of work done at a simple rate of 7% per annum, calculated from the date of completion to previous

day of initial stipulated last date of submission of tenders as per NIT.

- iv) Joint-venture / consortia of firms / companies and Foreign bidders are not eligible to quote for the tenders.
- v) The bidders submitting experience certificate for the works done in joint venture (JV)/consortium with other firms/companies, their proportionate experience to the extent of its share in the JV/consortium or work done by them shall only be allowed on submitting the valid proof of their share/ work done.

vi) **Foreign Certificates:**

- a) In case the work experience is for the work executed outside India, the bidders have to submit the completion/experience certificate issued by the owner duly signed & stamped, and affidavit to the correctness of the completion/experience certificates. The Architect/Consultant shall also get the completion/experience certificate attested by the Indian Embassy/consulate / High Commission in the respective country.

In the event of submission of completion /experience certificate/other documents by the Bidder in a language other than English, the English translation of the same shall be duly authenticated by Chamber of Commerce of the respective country and attested by the Indian Embassy/consulate / High Commission in the respective country.

Note:

Provided further that bidders from member countries to the HAGUE convention, 1961 are permitted to submit requisite documents with "Apostille stamp" affixed by Competent Authorities designated by the government of respective country which would be acceptable in lieu of attestation from the Indian Embassy/ Consulate/ High Commission in their respective countries.

- b) For the purpose of evaluation of Bidders, the conversion rate of such a currency into INR shall be the daily representative exchange rate published by the IMF as on 7 (Seven) days prior to the Last Date of Submission including extension(s) given if any.

vii) **Certificates in the name of other companies:**

a) **Certificates of Subsidiary/Group Companies:**

Any company/firm while submitting tender cannot use the work experience of its subsidiary company to the extent of its ownership in the subsidiary company. However, the companies/firms which intend to get qualified on the basis of experience of the parental company/group company/ own works, shall not be considered. Further, the financial parameters of the subsidiary or Parental Company cannot be used by the other one for qualification.

b) **Merger/ Acquisition of Companies:**

In case of a Company/firm, formed after merger and/ or acquisition of other companies/firms, past work experience and Financial parameters of the merged/ acquired companies/firms will be considered for qualification of such Company/firm provided such Company/firm continues to own the requisite assets and resources of the merged/ acquired companies/firms.

c) Demerger of Companies:

In case of Companies/firms, formed after demerger of any company, past work experience and Financial parameters like turnover, profitability, net worth etc. of the original company before demerger will be considered proportionately for qualification by the new demerged entity to the extent of its ownership in the requisite assets and resources of the original company. However, such consideration of past work experience and Financial parameters shall only be allowed for a period of five years from the date of incorporation of the demerged entity.

B. Financial Strength:

- i. The Average annual audited financial turnover (after enhancement) for last 3 years shall be at least 40% of the estimated consultancy fee put to tender.

The annual financial turnover shall be the Revenue from operations (excluding income from other sources) as mentioned in audited standalone statement of Profit & Loss. The requisite Turn Over shall be duly certified by the statutory auditor (of preceding financial year) with his Seal/ signatures and registration number.

In case the preceding financial year is unaudited, then the same shall be certified by the statutory auditor (of preceding financial year) in Annexure-X and the three Financial Years immediately preceding the previous Financial Year shall be considered for evaluation.

In case of Companies/ Firms less than 3 years old, the Average annual financial turnover shall be worked out for the available period only.

The value of annual turnover figures shall be brought to the current value (i.e. preceding financial year) by enhancing the actual turnover figures at simple rate of 7% per annum.

- ii. The bidders are required to upload page of summarised Balance Sheet (Audited) and also page of summarised Profit & Loss Account (Audited) for immediate last three years.

Note:

Illustration 1: Suppose, Last Date of Bid submission is 21.05.2023 with unaudited balance sheet of last financial year. Relevant year of turnover shall be 2021-22, 2020-21, 2019-20. Figures of turnover of 2021 - 22 shall be enhanced by 7%. Figures of turnover of 2020-21 shall be enhanced by 14%. Figures of turnover of 2019-20 shall be enhanced by 21%.

Illustration 2: Suppose, Last Date of Bid submission is 21.05.2023 with audited balance sheet of last financial year available. Relevant year of turnover shall be 2022-23, 2021-22, 2020-21. Figures of turnover of 2022-23 shall not be enhanced. Figures of turnover of 2021-22 shall be enhanced by 7%. Figures of turnover of 2020-21 shall be enhanced by 14%.

3. The intending tenderer(s) must read the terms and conditions of this GCC carefully. He should only submit his bid if eligible and in possession of all the documents required.
4. Information and Instructions for tenderers posted on website shall form part of bid document.
5. The bid document consisting of scope of work and the set of terms and conditions of the contract to be complied with and other necessary documents can be seen and downloaded from website <https://nbcc.enivida.com> or www.eprocure.gov.in free of cost.

6. Those Architect firms/ Consultants not registered on <https://nbcc.enivida.com> are required to get registered beforehand with M/s RailTel. If needed they can be imparted training on online bidding process as per details available on the website.
7. The intending tenderer(s) must have valid class-III digital signature to submit the bid.
8. On opening date, the Architect Firm/Consultant can login and see the bid opening process. After opening of bids he will receive the competitor bid sheets.
9. Architect firm / Consultant should upload documents in PDF format.
10. Architect firm/ Consultant must ensure to quote rate in percentage. The column meant for quoting rate in figures appears in pink colour and the moment rate is entered; it turns sky blue. The rate shall be Quoted upto 2 Decimals.

If any cell is left blank and no rate is quoted by the tenderer, rate of such item shall be treated as "0" (ZERO) and the bid submitted by him shall be categorised as unresponsive and be ignored.

11. Notwithstanding anything stated above, NBCC reserves the right to assess the capabilities and capacity of the tenderers to perform the contract in the overall interest of NBCC.
12. The tenderer(s) is/are required to quote strictly as per the terms and conditions, specifications, standards given in the tender documents and not to stipulate any deviations.
13. The tenderer(s) if required, may submit queries, if any, through E-mail and in writing to the tender inviting authority to seek clarifications within 07 days from the date of uploading of Tender on website. NBCC will reply only those queries which are essentially required for submission of bids. NBCC will not reply the queries which are not considered fit like replies of which can be implied /found in the NIT/ Tender Documents or which are not relevant or in contravention to NIT/Tender Documents, queries received after 07 days from the date of uploading of Tender on website, extension of time for opening of technical bids, etc. Technical Bids are to be opened on the scheduled dates. Requests for extension of opening of Technical Bids will not be entertained.
Further, queries regarding Design concept presentation also will not be entertained after 07 days from the date of uploading of tender on website. Bidders have to give Design concept presentation on the basis of the available data and after collecting information regarding plot area, local heritage, plot connectivity with main road, etc. by visiting the site. Missing link, if any, may be assumed by the bidders with best possible option for presentation since this stage is meant to assess and evaluate the overall understanding of bidder about subject matter and the Project in particular.
14. NBCC reserves the right to reject any or all tenders or cancel/withdraw the Invitation for Bids without assigning any reason whatsoever and in such case no tenderer / intending tenderer shall have any claim arising out of such action.
15. Integrity Pact as per Annexure-III under Section-6 (For all contracts having estimated consulting fees valuing Rs. 5.00 Crores and above): Integrity Pact duly signed by the tenderer shall be submitted. Any bid without signed Integrity Pact shall be rejected.

15.1 Independent External Monitors

- (i) In respect of this consultancy assignment, the Independent External Monitors (IEMs) would be monitoring the bidding process and execution of contract to oversee implementation and effectiveness of the Integrity Pact Program.
- (ii) The Independent External Monitor(s) (IEMs) have been appointed by NBCC, in terms of Integrity Pact (IP)-Section 6, which forms part of the tenders/Contracts. The contact details of the Independent External Monitor (s) are posted on NBCC's website i.e. www.nbccindia.com.
- (iii) This panel is authorized to examine / consider all references made to it under this tender in terms of Integrity Pact. The Independent External Monitors (IEMs) shall review independently, the cases referred to them to assess whether and to what extent the parties concerned comply with the obligations under the Integrity Pact entered into between NBCC and Consultant.
- (iv) The Independent External Monitors (IEMs) has the right to access without restriction to all Project documentations of the Employer including that provided by the Consultant. The Consultant will also grant the Monitor, upon his request and demonstration of a valid interest, unrestricted and unconditional access to his Project Documentations. The same is applicable to Sub-consultants. The Monitor is under contractual obligation to treat the information and documents of the Bidder / Consultant / Sub-Consultants etc. with confidentiality.

16. Earnest Money Deposit:

Earnest Money Deposit of amount as mentioned in "NIT of Tender" required to be submitted along with the tender shall be paid either through online e-payment gateway or in the form of Bank Guarantee (in the prescribed format as per Section-6) issued from any Nationalized Bank/Scheduled Banks.

The Bank Guarantee against EMD (if submitted) shall be valid for a minimum period of 180 (One Hundred eighty) days from the original last day of submission of bid as per NIT. The Bank Guarantee against EMD (if submitted) shall be scanned and uploaded to the e-Tendering website within the period of bid submission and original should be deposited in office of NBCC.

16.1 The EMD shall be payable to NBCC without any condition(s), recourse or reservations.

- i) The Bid will be rejected by NBCC as non-responsive and shall not be considered in case EMD is not received of the requisite amount and/or Bank Guarantee (if opted) in the physical form.
- ii) The EMD of unsuccessful bidders in technical evaluation shall be returned within 30 days of declaration of technical evaluation results. Further, the EMD of bidders other than successful bidder will be returned within 15 days, after opening of Financial Bid.
- iii) The EMD of the successful consultant will be discharged after the consultant has furnished the required acceptable Performance Guarantee.
- iv) No interest shall be paid by NBCC on the EMD.
- v) The EMD may be forfeited:
 - a) if a consultant withdraws the bid after bid opening during the period of validity;
 - b) If, any unilateral revision in the offer is made by the tenderer during the validity

of the offer.

- c) If the consultant/ bidder hides/ withholds (or does not disclose) any material information
- d) Upon non acceptance of LOI/LOA, if and when placed
- e) In the case of a successful consultant; if the consultant fails to Sign the Agreement within the 30 days from the date of issue of LOA or furnish the required performance security or fail to commence the work within the stipulated time period prescribed in the contract.
- f) If the bidder furnishes any incorrect or false statement/information/document.
- g) If the bidder does not intimate the names of persons who are working with him in any capacity or are subsequently employed by him who are near relatives to any officers of NBCC and/or name of bidder's near relative who is posted in the project office/concerned zonal/SBG/RBG office of NBCC.
- h) If Consultant commits any breach of Integrity Pact.

17. List of Documents to be scanned, and uploaded on the e-tender website within the period of bid submission:

- a. Bank Guarantee of any Nationalised or Scheduled Commercial Bank against EMD (if submitted in form of BG).
- b. Annexure-I: Affidavit duly notarized by notary public on Non-Judicial stamp paper of Rs. 100 for correctness of document/information.
- c. Annexure-II: Unconditional letter of acceptance of tender conditions (in original) (duly signed on letter head of the applicant/bidder).
- d. Proof of payment through e-payment gateway to e-tendering service provider.
- e. Annexure-III to Annexure-XIII if applicable
- f. Corrigendum / Addendum / Other documents, if any
- g. Power of Attorney/Board Resolution of the person authorised for signing / submitting the tender.
- h. Annexure-XIV – Proforma for Details of Client Organization in respect of Work Experience Certificates.

NOTE:

- 1. The documents at Sl. No. a, b & c (i.e. *Bank Guarantee of any Nationalised or Scheduled Commercial Bank against EMD (if submitted in form of BG), Unconditional letter of acceptance duly signed on letter head, Notarized Affidavit for correctness of document/information*) are required to be submitted in original in hard copy also within the period of Bid submission. All other documents are not required to be submitted in hard copy.
- 2. In case of non-submission of EMD of the requisite amount and/or Bank Guarantee (if opted) in the physical form, the bid shall be rejected outrightly without seeking any further clarification.
- 3. Unconditional letter of acceptance duly signed on letter head, Notarized Affidavit for

correctness of document/information are mandatory documents and are need to be checked carefully for its correctness (strictly as per prescribed format) before online submission of bid. The bid shall be rejected outrightly in case of its non-submission at the online portal without seeking any further clarification/document. No claim of the consultant whatsoever shall be entertained by NBCC on this account

4. The bidders are advised to submit complete details with their bids. The Technical Bid Evaluation will be done on the basis of documents uploaded on e-tendering web site(s) by the bidders with the bids. Please note no fresh document other than in the form of clarification/revision in respect of an existing document shall be accepted after last date of submission of bids.
5. The information should be submitted in the prescribed proforma. Bids with Incomplete/Ambiguous information are liable to be rejected.
6. Bank Guarantee of any Nationalised or Scheduled Commercial Bank against EMD submitted by the bidders shall be strictly in the format prescribed in GCC. In case, Bank Guarantee for EMD is not found verbatim in the prescribed format, the bid will be liable for rejection.
7. All the uploaded documents duly sealed and signed by the Power of Attorney holder should be in readable, printable and legible form failing which the Bids are liable for rejection.

18. Set of Tender Documents:

The following documents will constitute set of tender documents:

- a) Notice Inviting E-Tender
- b) Quoting Sheet for Tenderer
- c) General Conditions of Contract
- d) Special Conditions of Contract (SCC)
- e) Brief Scope of Work Annexure A
- f) Site Layout/Plan, Drawings if available
- g) Annexure-I to Annexure-XIV
- h) Corrigendum / Addendum / Other documents, if any

19. The envelope containing requisite bid documents should also indicate clearly the name of the tenderer and his address. In addition, the left hand top corner of the envelope or container should indicate the name of the work, name of the document in the envelope with bid opening date and time and addressed to address mentioned above and shall reach up to 11:00 Hrs on or before date of Technical Bid. The online bid shall be opened at 11:30 Hrs. on the same day.

Online technical bid documents submitted by intending tenderers shall be opened only of those tenderers, whose Bank Guarantee of any Nationalised or Scheduled Commercial Bank against Earnest Money Deposit (if submitted in form of BG), Unconditional letter of acceptance and Affidavit for correctness of documents/information are submitted along with the bid.

The bid submitted shall become invalid, if:

- i) The tenderer is found ineligible.
- ii) The tenderer does not upload all the documents as stipulated in the bid document.
- iii) Tenders in which any of the prescribed conditions are not fulfilled or found incomplete in any respect are liable to be rejected.

20. Before the last time and date of submission of bid as notified, the tenderer can submit revised bid any number of times.
21. The bid for the works shall remain open for acceptance for a period of 150 days from the last date of submission of bid including the extension given, if any. In case any tenderer withdraws his bid before the said period or issue of letter of acceptance, whichever is earlier, or makes any modifications in the terms and conditions of the bid which are not acceptable to NBCC, then NBCC shall, without prejudice to any other right or remedy, be at liberty to forfeit the EMD as aforesaid. Further the tenderers shall not be allowed to participate in the re-bidding process of work.
22. The acceptance of any or all tender(s) will rest with NBCC who does not bind itself to accept the lowest tender and reserves to itself the right to reject any or all of the tenders received without assigning any reason thereof.
23. On acceptance of tender, the name of the accredited representative(s) of the Architect / Consultant who would be responsible for taking instructions from Engineer-in-Charge or its authorized representative shall be intimated within 07 days of issue date of Letter of Award (LOA)/ Letter of Intent (LOI) by NBCC.
24. Date of Start of work shall be reckoned from the 10th day after issue of the letter of Award (LOA)/Letter of Intent (LOI) by NBCC.
25. The award of consultancy work, execution and completion of work shall be governed by tender documents consisting of (but not limited to) NIT, General Conditions of Contract, Special Conditions of Contract, Technical Evaluation, Price bid, etc. The tenderers shall be deemed to have gone through the various conditions while making/ preparing their technical & financial proposals & submitting the Bid(s) including site conditions, topography of the land, drainage and accessibility etc. or any other condition which in the opinion of tenderer will affect his price/rates before quoting their rates.

26. ORDER OF PRECEDENCE OF DOCUMENTS

In case of difference, contradiction, discrepancy, with regard to General Conditions of contract, Special Conditions, Specifications, Corrigendum / Clarification(s) issued, Drawings, Bill of quantities etc. forming part of the contract, the following shall prevail in order of precedence.

1. Letter of Award, along with statement of agreed variations and its enclosures, if any.
 2. Corrigendum, Addendum, Clarifications etc.
 3. NIT
 4. Special Conditions of Contract, Scope of Work.
 5. Description of Bill of Quantity / Schedule of Quantities.
 6. General Conditions of Contract.
 7. Drawings
 8. CPWD/ MORTH specifications (as specified in Technical Specification of the Tender) update with correction slips issued up to last date of receipt of tenders.
 9. Relevant B.I.S. Codes.
27. Financial Bid will be opened at 5 PM on the date of the Design Concept Presentation or as intimated separately in the presence of participants who choose to attend the opening of the Financial Bid.

28. The bidder shall fully comply with the DIPP's PPP-MII order no P- 45021/2/2017/E II dated 15.06.17 and any further revision at any later date during the entire tenancy of the contract.

Note: In case of procurement for a value in excess of Rs 10 crore, above undertaking shall be provided from a statutory auditor or cost auditor of the company (in the case of companies) or from a practicing-chartered accountant (in respect of tenderer other than companies).

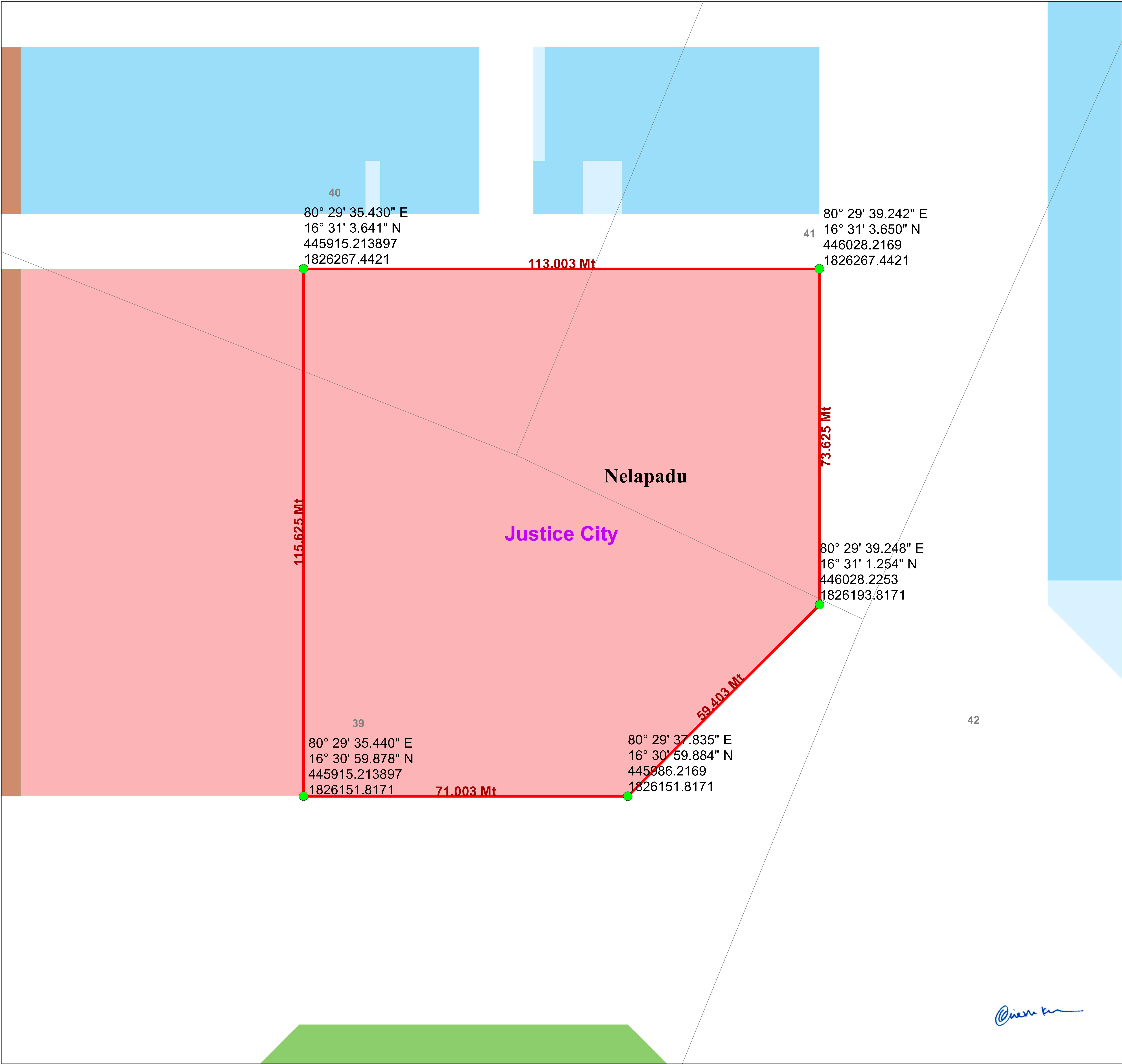
29. The bidder shall ensure that all approved makes for each respective items to be used in the works are proposed by us Make in India (MII) only as per the norms of minimum local content required as defined in the public procurement (preference to Make in India) order 2017 or any subsequent revision.

In case, where reputed MII makes are not available, names of any imported/foreign makes shall not be specified, instead requisite specifications of the materials shall be given in the tender.

30. The bidder shall fully comply with the Ministry of MSMED Act, 2006 and MSME Order 2012 or any further revision at any later date (as per applicability under clause 1.11 of Instruction to Consultants) during the entire tenancy of the contract.

31. In case of assistance/ problem/ enquiry in uploading documents, Helpdesk Tel. Nos. are available on the website <https://nbcc.enivida.com>.

32. For site related queries, please contact **Sh. Dinesh Kumar Vajrala, AGM (Engg.)**, Phone No. 9963177334 during office hours. In case of any tender related query, please contact **Shri Amit Singh, AGM (Engg)**, NBCC (India) Ltd, CPG Div., Head Office, **Mobile No. 8527491213**, Email: cpq.ho@nbccindia.com. For technical template related queries, pl. contact **Sh. Shailendra Singh Dangi, SPE (Civil)**, Mob. No. 8839414736.



North:

Coordinates

LA

Theme Cities

Survey Parcels

Village Boundary

Reserve Bank of India

C1 -Mixed use zone

C2- General commercial zone

C3-Neighbourhood centre zone

C4-Town centre zone

C5-Regional centre zone

C6-Central business district zone

Commercial Vacant

I3-Non polluting industry zone

P1-Passive zone

P2-Active zone

P3-Protected zone

R2-Low density zone

R3-Medium to high density zone

S1-Government zone

S2-Education zone

S3-Special zone

U1-Reserve zone

U2- Road reserve zone

Zoning	S2-Education zone
FSI	Conditional
Village	Nelapadu
Survey Parcel	39(1.717),40(0.449),41(0.844)
Area (Acres)	3.01
Schedule of Boundaries	
North	12 Mt Road
East	N11 Road (50 Mt)
South	E6 Road (50 Mt)
West	S2-Education zone

Key Map

Sheet Title:

Reserve Bank of India

(Map as on 15-05-2025)

Scale:

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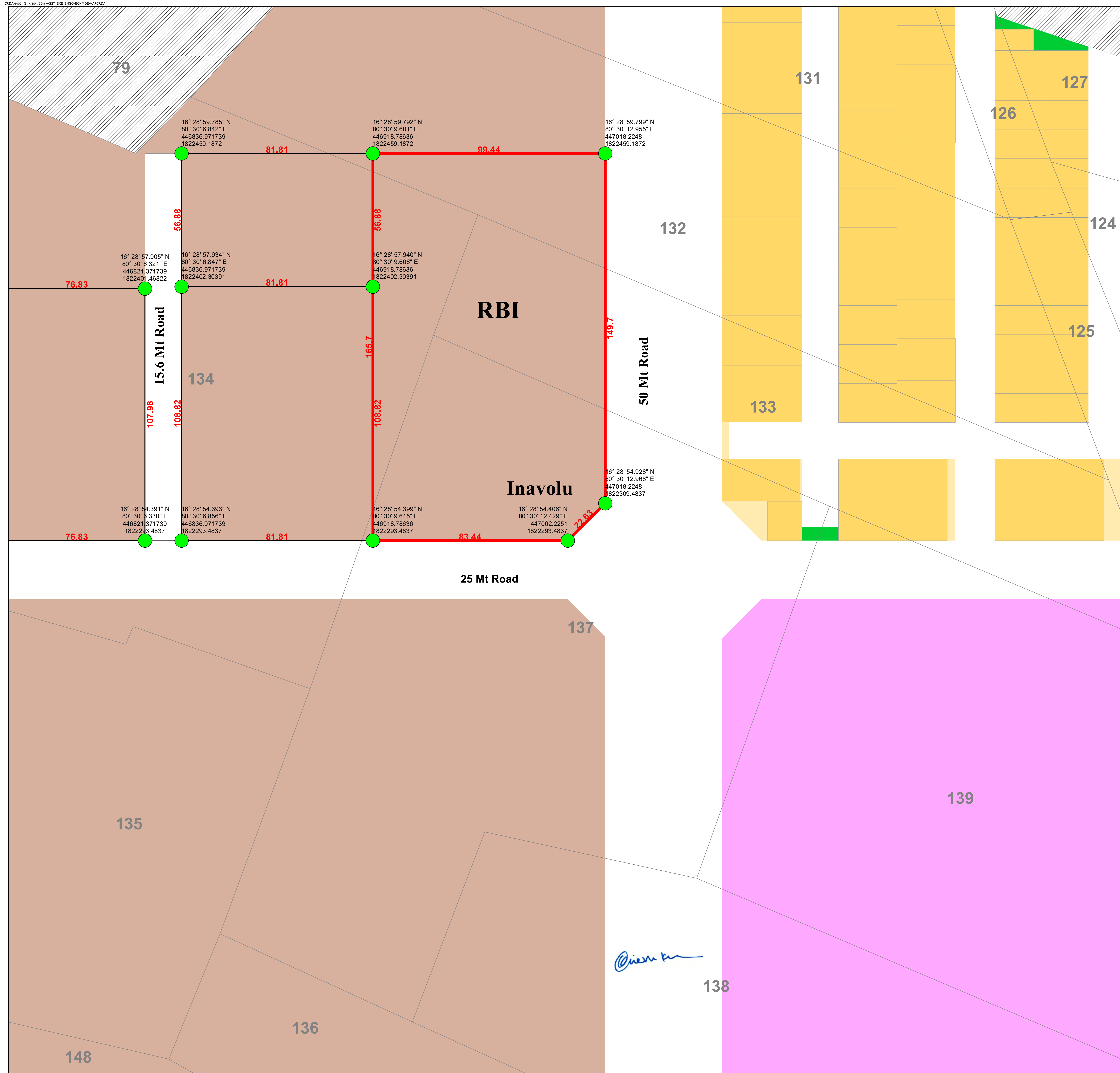
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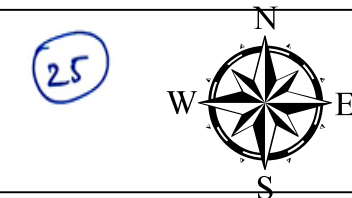
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Signature:

Andhra Pradesh Capital
Region Development Authority
Vijayawada



North:

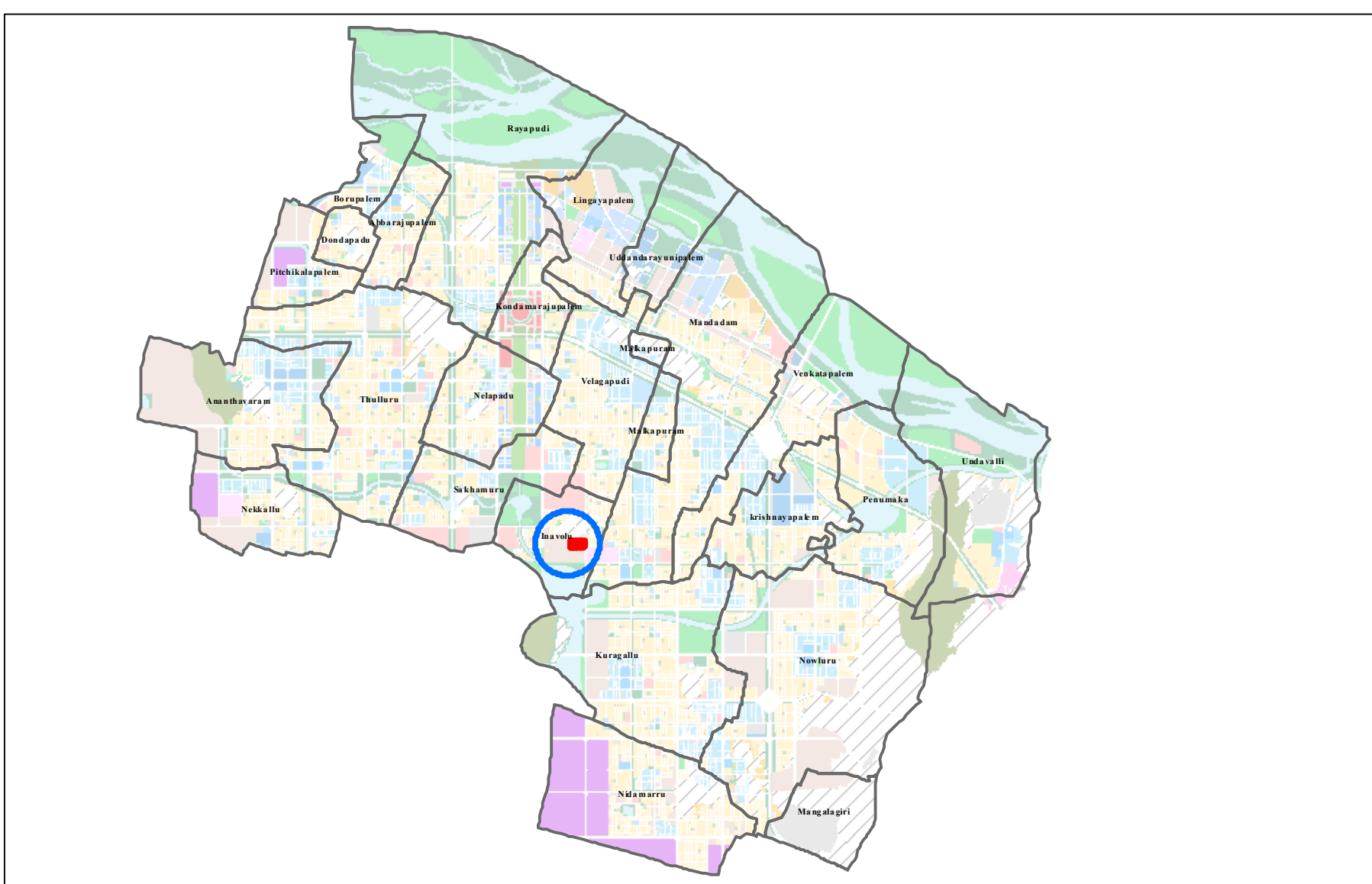


Legend

- Coordinates
- LA
- Theme Cities Boundary
- Survey Parcels
- Village Boundary
- AGC Boundary
- C1 -Mixed use zone
- C2 -General commercial zone
- C3-Neighbourhood centre zone
- C4-Town centre zone
- C5-Regional centre zone
- C6-Central business district zone
- Commercial Vacant
- SC1a-Mixed Use
- SC1b - Mixed Use
- SP1- Passive Zone
- SP2- Active Zone
- SP3-Protected Zone
- SR2 Low Density Housing
- SR4 - High Density Private
- SS1 - Government Zone
- SS2a- Education Zone
- SS2b Cultural Zone
- SS2c Health Zone
- SS3 - Special Zone
- SU1-Reserve Zone
- I1-Business park zone
- I2-Logistics zone
- I3-Non polluting industry zone
- P1-Passive zone
- P2-Active zone
- P3-Protected zone
- R2-Low density zone
- R3-Medium to high density zone
- S1-Government zone
- S2-Education zone
- S3-Special zone
- U1-Reserve zone
- U2- Road reserve zone

Village	Inavolu
Survey Parcel	132(0.7),133(0.95),134(0.79),137(1.6)
Area In Acres	4.04
Land Use	S3-Special zone
Schedule of Boundaries	
North	S3-Special zone
East	50 Mt Road
South	25 Mt Road
West	BOB,APCOB

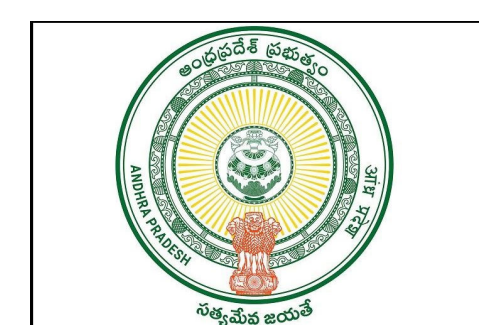
Key Map



Sheet Title: GOM 20 Agenda-3
RBI
(Map as on 21-11-2025)

Scale: 0 0.0225 0.045 0.09 Km

Signature:



**Andhra Pradesh Capital
Region Development Authority
Vijayawada**

SPECIAL CONDITIONS OF CONTRACT (SCC)

The following special conditions of consultancy contract shall be read in conjunction with General Condition of Contract 2026. If there are any provisions in these special conditions, which are at variance with the provisions in General Condition of Contract 2026, the provisions in these special conditions shall take precedence. These Special Conditions shall be considered as an extension and not as a limitation of the obligations of the Consultant:

1. Section 3 Condition of Contract Clause No, 4.0 Mode of Payment of GCC Shall Be Read as Following:

- i) Milestone Payment Schedule for Various Activities:

Construction of a) Office Complex of Reserve Bank of India at Nelapadu, Amaravati, Andhra Pradesh

S.No	Milestone Achieved	Extent of Payment/ Percentage of Payable Fee
1	Preparation of Conceptual Master Plan with Detailed Project Report Including Site (Layout) Plan of Buildings and Services Concept Drawings of All Buildings Estimate Giving Presentations on The Schemes (as per the scope of work) to NBCC/Client and Incorporating the Modifications If Any, Obtaining Its Approval from NBCC /Client.	
	a) Master Plan with Project Concept Report, Detailed Project Report.	1.5%
	b) Conceptual Drawing and PE of the Project	1.5%
	c) Approval from NBCC /Client of the Masterplan, DPR, and preliminary estimates of the Project.	2%
	Total:	5%
2	Preparation of Required Drawing and Approval from All Local /statutory Authorities, Preparation of Models/perspective views/Walkthroughs, etc.	
	a) Preparation of Drawing Walkthrough, etc	2.5%
	b) Obtaining all pre-construction NOCs required by Concerned authorities for Approval of Building Plan etc.	5%
	Total:	7.5%
3	Preparation and Submission of All Architectural Drawings Including Design Basis Report, Finishing Schedule, Details of All Services including MEP, IT, HVAC, Firefighting, Landscaping, Security, etc. Indicating Complete Scope, Obtaining Its Approval from NBCC/Client It Required Submission of Take-off Sheets, Complete tender Documents Including Technical Specification List of recommended makes, Drawings, analysis of rates, and Detailed estimate.	
	a) Submission of complete tender documents including DPR, Finishing Schedules, Drawings, etc.	5%
	b) After Award of The Work to EPC contractor. And Supply & installation of 3D models of projects at site as approved by Engineer In charge.	2.5%

	Total:	7.5%
4	Proof Checking of Structural Design, Internal and External Utility Services.	
	a) Proof Checking of Structural Design	2.5%
	b) Design Load Calculation of All MEP, Design Calculation of All Mechanical Services etc.	2.5%
	Total:	5%
5	During The Execution of Work (On Pro Rate Bases Commensurate with The Value of The Work Execution)	17.5%
6	After Successful commissioning Of All Buildings/Projects and Getting Completion Certificate from Authorities	7.5%

Construction of b) Officers' & Staff Residential Complex of Reserve Bank of India at Inavolu, Amaravati, Andhra Pradesh

S.No	Milestone Achieved	Extent of Payment/ Percentage of Payable Fee
1	Preparation of Conceptual Master Plan with Detailed Project Report Including Site (Layout) Plan of Buildings and Services Concept Drawings of All Buildings Estimate Giving Presentations on The Schemes (as per the scope of work) to NBCC/Client and Incorporating the Modifications If Any, Obtaining Its Approval from NBCC /Client.	
	a) Master Plan with Project Concept Report, Detailed Project Report.	1.5%
	b) Conceptual Drawing and PE of the Project	1.5%
	c) Approval from NBCC /Client of the Masterplan, DPR, and preliminary estimates of the Project.	2%
	Total:	5%
2	Preparation of Required Drawing and Approval from All Local /statutory Authorities, Preparation of Models/perspective views/Walkthroughs, etc.	
	a) Preparation of Drawing Walkthrough, etc	2.5%
	b) Obtaining all pre-construction NOCs required by Concerned authorities for Approval of Building Plan etc.	5%
	Total:	7.5%
3	Preparation and Submission of All Architectural Drawings Including Design Basis Report, Finishing Schedule, Details of All Services including MEP, IT, HVAC, Firefighting, Landscaping, Security, etc. Indicating Complete Scope, Obtaining Its Approval from NBCC/Client It Required Submission of Take-off Sheets, Complete tender Documents Including Technical Specification List of recommended makes, Drawings, analysis of rates, and Detailed estimate.	
	a) Submission of complete tender documents including DPR, Finishing Schedules, Drawings, etc.	5%
	b) After Award of The Work to EPC contractor. And Supply & installation of 3D models of projects at site as approved by Engineer In charge.	2.5%

	Total:	7.5%
4	Proof Checking of Structural Design, Internal and External Utility Services.	
	a) Proof Checking of Structural Design	2.5%
	b) Design Load Calculation of All MEP, Design Calculation of All Mechanical Services etc.	2.5%
	Total:	5%
5	During The Execution of Work (On Pro Rate Bases Commensurate with The Value of The Work Execution)	17.5%
6	After Successful commissioning Of All Buildings/Projects and Getting Completion Certificate from Authorities	7.5%

2. The phrase "All these drawings will become the property of NBCC" appearing under Section 3 Condition of Contract, Clause No, 14.0: Number of drawing Sets etc. and Copyright of GCC, Shall Be Read as Following:

"All these drawings will become the property of NBCC/ Client."

3. The phrase "All designs and drawings shall be the property of NBCC" appearing under Section 3 Condition of Contract, Clause No. 20.0 6), General: of GCC, Shall Be Read as Following:

"All designs and drawings shall be the property of NBCC/Client."

4. The defect liability period of this Project shall be 12 months from the date of issue of virtual completion certificate of respective complex i.e. Office and Residential issued by the client or handover the respective complex to Bank whichever is later.

ANNEXURE-A

SCOPE OF WORK

NAME OF WORK: Providing Architectural and Engineering Consultancy services for Construction of a) Office Complex of Reserve Bank of India at Nelapadu, Amaravati, Andhra Pradesh and b) Officers' & Staff Residential Complex of Reserve Bank of India at Inavolu, Amaravati, Andhra Pradesh (EPC Basis).

Apart from Scope of Work mentioned in NBCC GCC and NIT, Scope of work for this Project will include the following:

The brief scope of work shall include Providing Comprehensive Design, Architectural and Engineering (including Civil, Interiors, MEP, Infrastructure, Site development) Consultancy Services for development of

a) Office Complex comprising of Main Office Building, Annex Building and utility blocks along with all amenities including car and scoter parks. Plot area: 12141 sqm. FSI (Floor Space Index) considered – 5*. Total No. of Staff: 241 (Officers-136, Class III-59, Class IV-46) and 40% additional floor area for future expansion.

b) Officers' & Staff Residential Complex with all facilities including club house, community hall including car and scoter parks. Plot area: 16188sqm. FSI (Floor Space Index) considered- 5*. Minimum No of Flats: 212 Nos including Car parks, amenity buildings etc.

* The FSI indicated above is considered for the purpose of preliminary planning and shall be subject to applicable statutory regulations, approvals and other requirements of the concerned authorities.

The detailed Client Requirements/ Architect Briefs of Office & Residential Complexes are provided in the subsequent pages of this document.

In addition to above, the following points shall also be considered:

- The design shall maintain flexibility with respect to the entry and exit points, in accordance with the applicable local body laws, regulations and statutory requirements.
- The carpet area mentioned in the Architectural Brief for the Residential Complex is based on the RERA definition of carpet area. However, for the Office Complex, the usable area has been indicated instead of the carpet area.
- The Consultant shall provide/ arrange the recommendations of a qualified Hydrology Expert regarding the appropriate formation level of the proposed complexes, after carrying out a detailed study of the geographical location, rainfall intensity, drainage characteristics and probable river/rainwater flood levels in the area. The recommendations shall be duly considered in the design and site development proposals.
- The Structural Consultant shall prepare the structural drawings based on the approved Preliminary Architectural Drawings. The Architectural Consultant shall have an in-house Structural Consultant or, where such expertise is not available, shall engage a suitably qualified and experienced Structural Consultant for the purpose.
- The Architect/Consultant shall assess and explore for the future horizontal expansion of the Office and Residential Complex, including the identification of potential expansion areas, site constraints, access and circulation requirements, structural provisions, utility infrastructure, and integration with the proposed development.

**Annexure XII.A – Reserve Bank of India's Office
building at Amaravati, Andhra Pradesh**



**RESERVE BANK OF INDIA
Estate Department
Andhra Pradesh**

**Planning of Reserve Bank of India's Office building at
Amaravati, Andhra Pradesh**



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INTRODUCTION

Reserve Bank of India (hereinafter referred to as Bank) intends to undertake Planning and Construction of Office Complex of Bank at its land of 3.00 acre area (12141 sqm – approx. 115m x 113m rectangular chamfered plot). The site layout is specified at **Annex-1**, acquired on freehold basis at Nelapadu village, Amaravati, Andhra Pradesh. The said plot forms part of land bearing Survey no. 39 to 41. The entire 3.00 acre land is currently being enclosed within temporary fencing boundary wall and shall hereinafter referred as plot.

GENERAL REQUIREMENTS

Entire plot shall house Office Complex with amenities as well as utility/amenity buildings and external development defined / stipulated in this document. The office complex shall comprise of main building, annex building, service block, parking space and the associated systems to the office complex. The maximum permissible ground coverage, FSI / FAR, Maximum height permitted, stilt and basements as applicable and its height, setback on all sides and other norms applicable as per building bye laws, etc. shall be enquired from local statutory authorities and shall be followed.

The design shall be in conformity with the prevailing local byelaws, Fire Norms, Seismic norms, environmental clearance and regulations and any other applicable statutory requirements and shall also be built as per the prescribed guidelines of local statutory authorities.

The building shall be designed for the required manpower of 241 (Officers – 136, Class III – 59, Class IV – 46). While planning a department wise additional 40% floor area shall be considered. Further, foundation and other structural components shall also be designed capable to carry vertical expansion of the office equivalent to accommodate 25% more office space requirements arising in future.

The building shall be designed as a Green Building meeting the highest environmental and accessibility standards, compliant with statutory norms. Facilities such as STP, UGT, rainwater harvesting, robust drainage, fire safety, and Divyang-friendly access suitable for the comfortable usage of differently abled persons as per the latest versions of "Guidelines and Space Standards for Barrier Free Built Environment for Disabled and Elderly Persons" published by CPWD and the stipulations of the statutory bodies, for the respective areas of staff, public and toilets, etc. Adequate fire detection systems and firefighting systems like sprinkler system, fire alarm system, wet/dry riser system, fire



extinguishers etc. in line with local Development Control Rules/Municipal requirements/Requirements of National Building Code.

The designed power consumption per unit area of the proposed office building should not exceed that of 5-star rated building in Bureau of Energy Efficiency (BEE) framework of office buildings. The Architect shall submit a report about meeting the same.

The principles of architectural planning, various analysis /considerations i.e. planning and orientation of buildings as per climate, sun path and wind flow analysis; allowing natural light & ventilation through the units; various salient positive features of the project (viz. stability, durability, maintainability, heat analysis/energy performance of the buildings, ecology study, disaster management plan, traffic management plan, total domestic & treated water requirement, projection of total waste water and sewerage and disposal, effect of construction material on Environment, rain water harvesting and storm water management, solid waste management, energy conservation techniques, use of renewable solar energy, etc); feasibility of achieving highest green building rating (IGBC/GRIHA), etc. shall form the basis of planning.

Project Architect shall also submit a certificate stating that the proposal complies with all the applicable statutory regulatory provisions / codes of the local building byelaws e.g., setback provisions, height restrictions, maximum permissible built-up area (FAR/FSI), minimum open space requirements, vehicular parking and movement provisions, etc.

All components and systems i.e. Civil related systems including PCC, RCC, Masonry, Finishes, Amenities, water supply system, wastewater and solid waste management system, water proofing, etc., Electrical and Mechanical related systems as well as external development, etc. mentioned in this document or required to complete the project shall be designed and built conforming to the specifications of CPWD, relevant codes of Bureau of Indian Standards, National Building Code 2016, Energy Conservation Building Code (ECBC), etc. All internal supply and drainage lines within the buildings shall preferably be concealed lines. All exposed external service lines viz, water supply, wastewater, etc. connecting underground mains to the entry/exit points of various floors shall be laid through covered shafts having sufficient space for repair and maintenance works. These shafts shall have a working platform for standing of repair person and shall have easy access to it at various floor levels from outside/inside. Further, finished formation level shall be decided conforming to the local byelaws, NBC 2016, wastewater and drainage disposal requirement, formation level of approach road, topography of plot and local flood level conditions of surrounding area, etc. The locations



of UGT, STP, DG Set, Transformers are to be based on vicinity of water supply, sewer line network of local body, HT line for tapping electric power supply, topography of plot. In case of flush water supply to be met with treated wastewater, providing dual pipe system may be ensured.

Detailed soil investigation shall be conducted, and preparation of structural design and drawings of foundations are to be ensured based on the soil investigation report to carry the expected design load. The data given by the Reserve Bank of India in this document is only for information and guidance. The adequacy of these data shall be verified/checked for the overall design adequacy of the project. Whatever information may require for satisfactory planning, designing, execution, controlling/monitoring the execution till successful completion of the project shall be collected by the Architect.

The planning of the plot and services shall have a robust drainage system to counter any flood like situation/ flash flood/ extreme rainfall situation.

The terrace may be planned for Solar power panels.

Utilities consist of pump room, Sub-station, AC plant room, AHUs rooms in all floors, UPS with separate battery room, DG-Set etc.



OFFICE COMPLEX RELATED REQUIREMENTS



1.1 MAIN OFFICE BUILDING

Main Office Building shall accommodate the reception, visitors area, Banking hall along with 6 counters for public service and with vault(s) and its associated processing systems, office of the Chief General Manager / Officer-in-charge, Office of the RBI Ombudsman (ORBIO), senior officials, administrative and other officials, staff for a total employee requirement of approximately 241 (Officers – 136, Class III – 59, Class IV – 46), library, meeting rooms, etc. as detailed below. It shall have the appropriate aesthetics, ambience, and utility and shall be an ICONIC structure, reflecting both the institutional ethos of the RBI and the cultural identity of the region.

The buildings shall be designed for 'sustainable architecture'. It shall have all the latest / modern facilities /amenities, interiors etc. with high quality workmanship and finishes. Provisions for sufficient lifts (passenger and goods), corridors, staircases, toilets, shafts/spaces for various services, etc. shall be made as per the stipulations of the National Building Code, National Electric Code, relevant IS codes and also the local byelaws & statutory requirements. The building shall have a centralized server room, a UPS system room with battery bank room separated by a fire-resistant partition. Also, a switch room / server room, AHUs rooms on each floor shall be provided. The internal components shall be as follows:

1.1.1 ENTRANCE HALL

This shall provide entry for the Bank's employees to office areas / zones and for public-to-public hall. The main entrance door needs to be sufficiently wide in dimensions and shall be of ornamental type either in steel or in aluminum and of a heavy design to convey a look of solidness. It shall be of minimum 5 m width and 2.10 m minimum height with a separate side entrance of minimum 1.5m width to be provided for the purpose of entry/exit after public hours. Motifs representing the local architectural feature are desirable. A maximum area of 100 sqm with preferably double height shall be provided for entrance hall. Adequate wall space for displaying various notices etc. shall be provided. Minimum area of 60 sqm. with normal height shall be provided to staff entry. Decorative lights shall be provided. Illumination level of about 250 lux.

Access to Bank employees and valid pass holders to office areas shall be provided through Door Frame Metal Detectors (DFMD). X-ray baggage scanners (XBS), UV baggage sanitization chamber needs to be installed for checking the belongings of all



entrants, including Bank employees. Full height Turnstile(s) and suitable advanced entry system for facilitating access to differently abled and moving materials such as stationary items, furniture, etc. shall be provided. This gate can also be used for granting quick exit at the time of any disaster. Decorative lights. Illumination level of about 250 lux.

1.1.2 PUBLIC HALL/ BANKING HALL

The hall shall be easily accessible by the public and to the differently abled without disturbing the rest of the office. It shall be provided with a ramp / lift facility for differently abled persons. The entrance to the Banking Hall may be sufficiently wide in dimensions and secured with heavy iron door. In addition, a small door of equal strength may also be planned to be used after closure of public hall. Area shall be enough to accommodate 6 counters for public services, along with public conveniences like drinking water and toilets (ladies and gents). An office space of around 50 Sqm. may be carved out in the secured area and connected with the counters as well as the banking vault. At least one toilet facility to be for differently abled persons. Obstructions viz. columns etc. may be avoided or kept to the bare minimum as they create blind spots for CCTV coverage. The Internal Security officers' cabin, if needed, on a raised platform needs to be provided at a location from which, the entrance as well as all the counters, machines remain clearly visible. The cabin shall have glass facilitating unhindered observation to the Internal Security Officer. A Door Frame Metal Detector (DFMD) and X-Ray Baggage Scanner system and sufficient nos. of Hand-Held Metal Detectors (HHMD) shall be provided at the entrance to ensure that concealed dangerous items/ articles viz. Firearms, Knives etc. could be detected by the SGs at the public hall entrance itself. Entry to the public hall shall be through DFMD. Minimum area of 100 sq. m. (excluding above mentioned office area of 50 Sqm.) with preferably double height shall be provided. Doors may be in 2 or more spans depending upon the requirement. Height of the door shall not be less than 2.10m. Door shutters may be of aluminum or teakwood having full height clear glass panel with guard rail. Floor springs shall be provided if the hall is air conditioned. Decorative tube lights. Illumination level of 300 lux in general and 400 lux for the counters. Air conditioning and/or wall mounted superior finish air circulators.

1.1.3 AMENITIES TO BE PROVIDED FOR THE PUBLIC

Toilets: Two units will be necessary. One unit may be provided in a separate structure near public entrance and the other unit may be provided near the public hall. Each unit will comprise of one no. EWC, 2 nos. urinals with white glazed tile wall surface with



spreaders and a washbasin for Gents Toilet; and one no. EWC and a washbasin for Ladies Toilet.

Drinking water arrangements: A cooler of 45 liters per hour cooling capacity and 80 liters storage capacity may be provided adjacent to the toilet at the main entrance. If feasible, 15A power points for water cooler and hand drier may also be provided.

Spittoons: This may be decided in the light of local requirements.

Seating arrangements for public: This may be decided in the light of local requirements.

1.1.4 MAIN VAULTS:

One main vault with specifications of Class AAA currency chest for storing boxes of soiled notes (brought for processing) as well as fresh bank notes (for the retail dispensing machines) and for bags of coins shall be provided. Minimum area shall be 800 sqm. To be amenable for adoption of automation, vault shall not have any obstruction viz. Columns etc. Within the area, it shall have minimum 9.0 m clear height (from finished floor slab to soffit of slab) and structural design of floor slab shall be suitable to minimum 5000 kg per sqm imposed load (rolling / moving / stacked). Minimum M60 grade of RCC and 20 mm diameter reinforcement both ways @ 200 mm center to center on both faces shall be used for construction of vault. It shall have two main doors with 1.8 m x 2.1 m each (The size of the doors mentioned is approximate and for the purpose of initial planning. Exact sizes shall be given at the time of detailed designing.) Though the door sizes may not be the standard size as mentioned in the IS: 11188 (part 1), all other specifications of doors shall be conforming to the specifications stipulated in IS: 11188 – part 1 (latest updated version). Ventilation within the vault shall be provided through plenum space/chamber designed such that the supply and return air ducts shall not pose any security concern to vault while facilitating cooling and ventilation into the vault. Specifications of doors to plenum chamber openings in vaults shall be like main doors of vault. Electrical conduits shall be provided in the vault wall during the casting of vault wall itself to draw the power cable inside at later stage. The electric power inside the vault shall be interlocked with the vault main door in such a manner that when the vault door is closed the power supply inside the vault is cut-off. Spare limit switch may be provided for interlocking of power with vault door. Surveillance passages around vaults to be minimum 1.6 m all around the vault. All other specifications of Class AAA vault including providing tang bars conforming to IS: 15369 (latest updated version) shall be followed.



1.1.5 BANKING VAULT

Requirement of Banking vault with Specifications of class AAA currency chest for storage of banknotes, coins, and valuables with provision of two vaults, bifurcating based on uses and operation flexibility may be considered, one vault for storage of banknotes and coins and other vault for valuables. Size of the one vault shall be planned suitably to accommodate 12 bins and 1 cage for storage of banknotes and coins respectively. Whereas the other vault shall accommodate 6 bins to store valuables. Minimum area of each cage shall not be less than 10 sqm. The location of the vault shall be immediate adjacent to Banking Hall. Intermediate columns within vault may be avoided to the maximum possible extent. Minimum number of intermediate columns, if any requisite as per structural design requirements, may only be provided within the area of vault in such a manner that the obstructions to trolley movement may be minimized. It shall have minimum 3.0 m clear height (from finished floor slab to finished roof slab beam bottom). Thickness of Floor, Roof and Wall shall be same as 'AAA' class vault. However, the grade of concrete is upgraded to M60 and steel-reinforcement bar to 20mm diameter. Each vault shall have two doors (one main door and one emergency door) conforming to the specifications stipulated in IS 11188 – Part 1 (latest updated version). The electric power inside the vault shall be interlocked with the vault main door in such a manner that when the vault door is closed the power supply inside the vault is cut-off. Spare limit switch may be provided for interlocking of power with vault door. All other specifications of class AAA vault shall be followed.

1.1.6 LUMBAR ROOM

Space should be made available separately for keeping empty serviceable/unserviceable boxes and patent boxes. The minimum area shall be 185 sqm. The number and size of compartment(s) within the room shall be planned as per the requirements. Partitions shall be made of full brick partition wall 2.25 m in height and rest of the height up to ceiling covered with MS angle iron framework with 25 mm x 25 mm x 10-gauge weldmesh panels. Doors in partition shall be steel door with weldmesh panels.

1.1.7 ROOMS FOR CURRENCY VERIFICATION AND PROCESSING SYSTEM (CVPS) AND SHREDDING AND BRIQUETTING SYSTEM (SBS)

The Currency Verification and Processing System CVPS is an electronic-mechanical device designed for examination, authentication, counting, sorting and on-line destruction of the notes (which are unfit for further circulation). The shreds are online



transported to a separate Shredding and Briquetting Systems (SBS) where they are shredded and compressed into briquettes of small size. CVPS and SBS shall be two separate but adjacent rooms in secured area near to vault (safety yard and remittance packing areas may be shared) with 24 x 7 operations and with independent entry exit for round the clock operations and include the provision of conveyor belt for transportation of briquettes for disposal. Access to toilets shall be provided from outside the CVPS and SBS. CVPS shall have rectangular room with minimum size of 360 sqm (with 3 machines) without any obstruction viz. columns etc. obstructing clear viewing / camera coverage etc. with provision of CVPS Storeroom, Compressor Room, Engineer's Room and CVPS Observer Room. It shall have minimum 300 mm (clear) raised false floor. SBS shall have one control panel room, Briquetting Room and one shredding system room. Overall area of SBS shall be minimum 390 sqm. with one associated storage room of minimum 70 sqm area. SBS store shall have separate access for convenient loading of trucks through it for disposal of briquettes. Both CVPS and SBS may be modular in nature to facilitate expansion.

1.1.8 SAFETY YARD:

The loading/ unloading operations of remittance (in the form of boxes of soiled notes brought for processing, boxes of fresh notes for the retail dispensing machines and bags of coins) are carried out through this area within the bank building. It shall be a large garage kind of structure preferably towards the rear side of the main building. Area of minimum 185 sq.mt and excluding area occupied by ramp and that required for parking of two bullion van Volvo trucks]. It is also proposed to consider a system of transferring cash boxes to the vaults through a conveyer belt system akin to the one adopted at airports for transfer of Check-in baggage with XBS may be installed to scan and transport all cash boxes from security angle. The entire transit route of conveyer belts may be kept under CCTV coverage for enhanced protection. In addition to the area of 185 sqm mentioned above, it shall have sufficient space for maneuvering large trucks / containers besides providing parking facility for 02 remittance vehicles. Entire space described above including safety yard shall be suitable to maneuvering and parking of 12.50 m long and 4.27 m high remittance trucks having capacity of loading of 28000 kg. Minimum clear height to finished beam bottom shall be 5.0 m to facilitate smooth operations of trucks and Volvo's bringing bullion to the bank. The entire area shall be covered to provide protection to the treasure while loading / unloading operations are being undertaken. The safety yard shall have collapsible/alligator shutters on both the



sides (with locking arrangement) to facilitate entry of the truck/ Volvo from the outside and loading/unloading of the remittance in the vaults. Besides security, these shutters shall block vision from the outside. An additional 50 sqm area shall be considered adjacent to but outside the safety yard for an escort room (persons accompanying remittances) with attached toilet (ladies and gents). An additional toilet (ladies and gents) shall also be planned adjacent to but outside the safety yard for the labors and staff working in vault.

Note: An additional office zone of 250 Sqm. may be provided connected to safety yard/ remittance parking.

1.1.9 REMITTANCE HANDLING AREA:

After receipt of remittance at safety yard, necessary processing is done in this area before shifting the remittance to the main vault for storage purpose. A minimum area of 460 sqm excluding surveillance passages (patrol corridor) shall be provided. Surveillance passages around vaults to be minimum 1.6 m all around the vault shall be provided where the corridor shall be used for patrolling purpose only. As far as possible, the patrol corridor shall be straight without any off sets in walls or columns. 1 m (w) x 1.5 m (h) size mirrors of good quality be fixed to the wall. The mirror shall have fixed mounting with some arrangements for lateral arrangements both in vertical and horizontal axis.

MS grided partition with 20mm diameter bars at 100 mm center to center in angle iron framework consisting of 50 x 50 x 6mm MS angle shall be provided between safety yard and remittance handling area and the entire partition covered by 25 x 25mm - 10-gauge weld mesh. The door between safety yard and remittance packing shall be 3 m wide and 3 m in height. The door shall be in two leaves, sliding type of same specification as that of partition with locking arrangement, on either side.

1.1.10 GUARD ROOM

It shall be the room for dwelling of police guards in their nonduty hours. Guards shall have direct access to the outside as well as to remittance packing area and independent staircase to the floor nearest to the Guard Room as far as possible. Area of guard room shall be minimum 230 sqm. This room shall be suitably designed to accommodate bunker beds for armed police personnel (capacity to be decided based on the building design, number of Watchtowers, entry/exit gates etc) to be deployed in the Bank and



shall also have separate ladies guard room in such a manner that the two rooms shall have independent access. Adequate separate toilet facilities along with changing rooms to be provided for the gents and ladies guards (minimum area of ladies and gents toilet shall be 45 sq. m. each additional to the changing rooms. A locker room along with lockers shall be provided additional to above specified area. Within the area of 230 sqm a separate minimum area of 50 sq. m. shall be considered for a transit guard room and provision of dry pantry. Clear Height of both the guard rooms shall be minimum 3.2 m. In addition to above, it shall have Kote for keeping weapons in a secured manner and a place (approx. 4.65 sqm) for Kote – in – charge, a small office (approx. 7.43 sqm) for inspector – in – charge. Separate cook house for the Armed police guards may also be provided outside the Main Office Building (either inside the Annex Building or any other area outside the Main Office Building).

1.1.11 SERVICE AREA FOR EMPLOYEES

This includes toilets (ladies and gents) and pantry for employees, office area for CVPS staff and officers & Electrical technicians / staff, Electric panel room etc. Area = 300 sq. m.

1.1.12 STAIRCASES AND LIFTS

- a) Design & the sizes of lift-well, staircases, their approaches and their doors shall be as per National Building Code, relevant BIS codes, norms of Fire Authorities, ECBC and local Bye laws.
- b) Staircases: the clear width of steps shall be minimum 1.5m to 2m or as per the requirements of local byelaws and as per NBC.
- c) Lifts: No of lifts shall be provided based on detailed traffic study analysis; however, a minimum of two passenger lifts and one freight / goods lift shall be provided. Additionally, one dedicated lift shall be provided for the Executive Area.
- d) The location and entry to the freight / goods lift shall be planned in such a way that heavy items / materials can be lift without disturbing the rest of the office and accessible to all floors. A suitable lobby area is to be provided to handle the material.
- e) Passenger lifts to various floors shall be planned in the staff entrance area besides providing a staircase connecting all floors. An alternate Escape Route in the form of a second staircase also needs to be factored in preferably towards the rear side of the Main Building. This will not only reduce the load on the primary



staircase but will provide an alternative exit from the building in the event of any emergency requiring evacuation.

- f) Bullion Lift - In case the Banking vault / Day-to-day vault and main vault is planned on different floors, bullion lift may be provided for smooth operations. Further, if feasible, to make provision of two bullion lift considering that the one lift may act as back-up. This lift may be made installed in such a way that it provides access exclusively to the vault area and associated floors, with no connectivity to floor areas which are outside the purview of security area.

1.1.13 OFFICE AREA

This area shall be to house the office set up of Bank which may be divided in various office zones as per planning of Architect and shall have the following:

General Office area with cabins for the Officer-in-Charge, RBI Ombudsman, senior officials, Administrative Officials and workstations for other officers and staff for a total staff requirement of 241 (Officers – 136, Class III – 59, Class IV – 46). In addition, a 40% additional floor area shall be considered for future expansion as specified in **Annex-2 B**. Department-wise and grade-wise staff strength is specified in **Annex-2**. Minimum area required for seating arrangement of staff / officers in various grades is specified in **Annex-2 A**. RBI's standard drawing of workstation and schematic layout of cabins of various grades along with various furniture are specified in **Annex-3 A** and **Annex-3 B** respectively for reference purpose (Cabin sizes may be modified suitably befitting with the grade-wise space requirement specified in Annex – 2A). Cabins of Officer-in-Charge and RBI Ombudsman shall be with attached toilet, dry pantry, storeroom for safe custody articles, seating area for PS, Subedar and waiting area for visitors which all have areas additional to that mentioned in **Annex-2 A**. Office of RBI ombudsman which is included in above specified minimum requisite area shall be provided separate to other office areas/zones and shall have access to visitors through the shortest possible route without disturbing the works of other office areas. Minimum width of corridors shall be 2.0 m. In addition to the above, a suitable library room (minimum 88 sqm area), housekeeping, IT support engineers, and visitors' area shall be provided. It shall have all the latest / modern facilities /amenities, interiors etc. with high quality workmanship and finishes.



1.1.14 RECORD ROOMS

It shall be to keep the records of various departments. A minimum of 5% of the total area of the office building shall be reserved for record rooms which is to be spread over at various floors to cater the requirement of various departments such that none of the department shall have minimum area of its record room lesser than 25 sqm. Door shall be steel plate fire rated strong door as per relevant IS, suitable for the security of records. Compactors to be provided in this area as per the requirements of the respective departments. Exhaust fans may be provided. Ventilators on external walls shall have weld mesh coverings. Exhaust fans shall have drop louver flaps as safety against fire. Plug points for table fans or air circulators shall also be provided. The doors shall be of MS angle door frame with 25mm x 25mm x 10-gauge weld mesh panels. In addition to steel/wooden glazed windows, the openings shall be provided with weld mesh of 25m x 25m x 10 gauge. If record rooms are located in Annex Building, fire resisting doors and windows to be provided as canteen, kitchens will be located in this building. Box type tube light fixtures with illumination level of 250 lux. MS conduits in the surface conduit system. Group control for light point. Power supply to be arranged so that the same can be isolated at one point after office hours.

1.1.15 SERVICES

Service areas shall be provided on all floors to accommodate sufficient no. of toilets (ladies and gents) separate for officers and staff as well as Pantries including drinking water points both easily accessible from various departments, A.H.U. room(s) etc. Minimum area for service area on each floor =150 sq m.

1.1.16 MEETING ROOM

A meeting / conference room of 30-seater capacity shall be provided with video conference facility for regular meetings/ training. It may be near the cabin of the officer-in-charge. Further, small meeting rooms for 10–15 seater may also be suitably carved out with cluster of 2 or 3 departments. In addition to the said meeting rooms, a separate meeting room of 10–15 seater shall be provided for the office of the RBI Ombudsman.

1.1.17 CHANGING ROOM

A room of about 10 sqm (minimum) area shall be provided on each floor as a changing room for Class-IV employees of the Bank, separate for Gents and Ladies. In addition to above, suitable changing rooms for security guards near to their duty area shall also be provided.



1.1.18 EXECUTIVE AREA

Provision of Executive floor consisting of:

- (i) Board Room with a seating capacity of 32 persons to conduct a Central Board Meeting with video conference facility.
- (ii) Three executive rooms, one for Governor (with attached washroom and one small round dining table) and two executive cabins. Executive waiting area of approximately 20 seating capacity.
- (iii) A suitable size executive dining lounge of approximately 50 seating capacity distributed on round dining tables shall be provided.
- (iv) Executive Washrooms for Ladies & Gents.

The minimum area required for various components of Executive Area is specified in **Annex-2 C** for reference.

1.1.19 AUDITORIUM

An auditorium with seating capacity of 130 to 150 persons shall be provided for carrying out various programs. It shall have an entrance lobby, a stage, green rooms (ladies and gents separate) with attached toilets, a common storeroom, sufficient number of toilets for ladies and gents along with provision for physically challenged. Within the main hall, sufficient aisle and exit space as well as comfortable seating space between two rows with a clear view of stage may be provided. It shall be well designed for acoustics to ensure sound quality, AV system and lighting. It shall have access to visitors through the shortest possible route without disturbing the works of other office area.

1.2 ANNEX BUILDING

This building shall be easily accessible / approachable from and have connectivity with the Main Building and shall house the following:

- i) Staff Canteen and Officers' lounge & Dining area including individual kitchen with store for both shall be in these buildings. Actual area requirements for canteen and officers' lounge & dining shall be decided as per the no. of staff and officers provided along with this document. Gas Bank enclosure for the canteen kitchen and officers' lounge kitchen shall be away from the building.
- ii) A small Dispensary having doctor's room, examination room, dispensing room, dressing room, waiting space, etc. shall be provided.
- iii) Separate credit societies for both officers and staff. area = 60 sq. m.
- iv) Separate rooms for officers' association (02) and staff union (01) –area= 10 sq. m (each).



- v) Services for above i.e. toilets, etc. = 30 sq. m.
- vi) Sports room and recreational facilities = 150 Sqm.
- vii) Gymnasium (area about 75 sq. m.)
- viii) A caretaker's room with attached storeroom and rooms for maintenance staff, service providers / vendors and security. Minimum area = 110 sqm
- ix) Executive VOF (approx. 02 nos.) having small drawing cum living room with single bedroom and attached toilet. Residential accommodation for (a) Security Officer (Gr. A type flat – 01 no.), (b) Caretaker (Class III type flat – 01 no.) and (c) Electrician & Keyman (Class IV type flat – 02 no.). Residences shall have separate entry/exit to provide independent access to the families.
- x) Library and Creche (if required) of area of 88 Sq.mt and 120 Sq.mt respectively. It shall follow the requirements of the creche as mentioned hereinafter.

1.2.1 EXECUTIVE VISITING OFFICERS FLATS (EVOF) - 02 NOS.

Means a fully furnished flat with overall carpet area of 78 sqm. Carpet area means the net usable floor area of an apartment/flat, excluding the area covered by the external walls, areas under service shafts, exclusive balcony or verandah area and exclusive open terrace area, but includes the area covered by the internal partition walls of the apartment. The flat shall have one Bedroom with an attached toilet, a small drawing cum dining space, a small modular pantry. The flat shall have an attached balcony. EVOF shall have convenient connectivity to Executive area. One common store for keeping additional mattresses, bedsheets, bed covers, etc. and one room for attendant/staff with attached toilet shall be provided to serve all the EVOF (2 nos). It shall have connectivity to EVOF. The details of area requirements are specified at **Annex-2 C**, Finishes at **Annex-6**, and Amenities inside the flats at **Annex-7**.

1.2.2 RESIDENTIAL ACCOMMODATION FOR SECURITY OFFICER (GR. A TYPE) - 01 NO.

Means a flat which has a carpet area approx. 100.33 sqm. Carpet area means the net usable floor area of an apartment/flat, excluding the area covered by the external walls, areas under service shafts, exclusive balcony or verandah area and exclusive open terrace area, but includes the area covered by the internal partition walls of the apartment. The flat shall have one Drawing cum Living cum dining Room, one common toilet that can be used for Divyang and elderly people, one Master bedroom with attached toilet & dresser, one 2nd bedroom, one modular kitchen, one kitchen



storeroom. Kitchen shall have an attached utility area which may accommodate dishwasher as well as washing machine, etc. and shall have water supply and water drainage arrangement for installation of washing machine, dishwasher, etc. All other rooms shall have an attached balcony. The details of area requirements are specified at **Annex-5**, Finishes at **Annex-6**, and Amenities inside the residences at **Annex-7**.

1.2.3 RESIDENTIAL ACCOMMODATION FOR CARETAKER (CLASS III TYPE) - 01 NO.

Means a flat which has a carpet area approx. 89.18 sqm. Carpet area means the net usable floor area of an apartment/flat, excluding the area covered by the external walls, areas under service shafts, exclusive balcony or verandah area and exclusive open terrace area, but includes the area covered by the internal partition walls of the apartment. The flat shall have one Drawing cum Living cum dining Room, one common toilet that can be used for PWD and elderly people, one Master bedroom with attached toilet, one 2nd bedroom, one kitchen, one kitchen storeroom. Kitchen shall have an attached utility area which may accommodate dishwasher as well as washing machine, etc. and shall have water supply and water drainage arrangement for installation of washing machine, dishwasher, etc. All other rooms shall have an attached balcony. The details of area requirements are specified at **Annex-8**, Finishes at **Annex-9**, and Amenities inside the residences at **Annex-10**.

1.2.4 RESIDENTIAL ACCOMMODATION FOR ELECTRICIAN & KEYMAN (CLASS IV TYPE) - 02 NOS.

Means a flat which has a carpet area approx. 66.9 sqm. Carpet area means the net usable floor area of an apartment/flat, excluding the area covered by the external walls, areas under service shafts, exclusive balcony or verandah area and exclusive open terrace area, but includes the area covered by the internal partition walls of the apartment. The flat shall have one Drawing cum Living cum dining Room, one common toilet that can be used for PWD and elderly people, one Master bedroom with attached toilet, one 2nd bedroom, one kitchen, one kitchen storeroom. All rooms shall be with attached balcony. The balcony attached to kitchen shall be a wet balcony having water supply and water drainage arrangement for installation of washing machine, dishwasher, etc. Kitchen shall have an attached utility area which may accommodate dishwasher as well as washing machine, etc. and shall have water supply and water drainage arrangement for installation of washing machine, dishwasher, etc. All other



rooms shall have an attached balcony. The details of area requirements are specified at **Annex-8**, Finishes at **Annex-9**, and Amenities inside the residences at **Annex-10**.

1.3 SERVICES BLOCK

It shall be a separate block and away from the Main Office Building. It shall contain Generator set rooms and substation, etc. Substation shall large enough to accommodate the supply company's equipment, transformers and HT & LT equipment and shall comply with the requirement of the Local Electric Supply Authority. Cable trench in the substation room may be provided. Minimum thickness of brick partition walls is 300 mm or adequate R.C.C. walls with steel doors for fire protection. Minimum carpet area shall be 300 sqm. Minimum clear height below beam should be 4.5 m.

Note: While designing the various equipment rooms in the Basement or on Ground floor, care to be taken to avoid inverted beams in these areas and to provide sufficient headroom. Also, one beam at least should be such that an overhead crane or a pulley and tackle system can be fixed to it to facilitate during installation and maintenance works.

1.3.1 A. C. PLANT ROOM

May be located such that it is possible to provide the centralized A. C. plant system which is bulky equipment. There shall either be an adequate loading /unloading bay or direct access from the ground floor for the equipment installation. The height available below the beams shall be a minimum of 4.5 m. Minimum carpet area = 300 sq. m. including control room. Depending upon the location and size of the plant room, forced draft ventilation/ air washer system as per the local conditions or exhaust fans with continuous strip of ventilators would serve the purpose. If possible, independent exhaust ventilation for the heavy motors may be provided. Sitting arrangement for AC plant supervising staff: a reasonably soundproof enclosure with glazed partition walls be provided in the plant room with suitable ventilation arrangements (ceiling fans).

1.4 OTHER AMENITIES & SERVICES

- Cabins, cabin furniture including working tables, side & rear credenzas, drawer units to the cabins, workstations along with drawer units, storage units/low height cupboards, glass doors to full height cabins, etc. Reference may be taken from the drawings in **Annex-3 A** and **Annex-3 B** (Cabin sizes may be modified suitably befitting with the grade-wise space requirement specified in Annex – 2A). Conference room as well as meeting rooms tables, Chairs [to workstations, to



cabins (main plus visitors'), to conference rooms, to meeting rooms, to waiting rooms, etc.), sofas (to cabins at executive area, cabins of Officer-in-Charge, Grade E/D and visitors in common area, if any, etc.), center table, corner table, dining table with chairs (all three to Governor's cabin, executive rooms, cabins of Officer-in-Charge, RBI Ombudsman). Furniture to officers' lounge, canteen, credit societies, office of associations, caretaker's office etc. Equipment to industrial kitchen of officers' lounge and staff canteen. Compactors to record rooms.

- Solar Water heating system
- Grid interactive PV based solar power system
- Drinking water cooling system either in the form of water coolers or Chilled water pipeline or stand-alone bottle type coolers.
- Fire Alarm system
- Emergency lighting system: Portable units: Suitable plug points to be provided for portable type emergency lights both inside and outside vaults and in other general areas as per the specific requirements.
- One-way public-address system shall be provided with master control console and mike with the ASO (Security) in the Banking Hall and sufficient number of adequate capacity loudspeakers in the entire office premises including basement, vaults, NES corridors, sub-station, AC plant room etc.
- Cable connections for senior officers and conference rooms
- Telephones & Exchange room (EPABX)
- LAN Cabling for Networking
- Parallel redundant Central UPS with 30 minutes battery-up on each UPS.
- Provision for Wi-Fi connectivity for executive areas and conference rooms
- Central Air Conditioning System for comfort air-conditioning
- Precision AC for DIT and CCTV server rooms.
- Diesel Generator Set for power back-up to UPS system, lights, pumps, lifts, security systems, critical power loads etc. The entire area to be wired so that it can be connected to a diesel generator through one point change over switch. The capacity of the generator to have a provision to be made for future expansion to the extent of 25% of the current load.
- IP based CCTV system with provision of recording in two different server rooms.
- Any other systems conforming to the green building requirements.



- Garbage Chamber located for easy removal by Municipal staff.
- Internal Roads, Footpaths, etc.
- Flag Posts: Arrangements shall be made for 3 flag posts as per the requirements of flag code.
- Water tanks, pump rooms, filtration plants, STP, Rainwater harvesting systems, etc.
- Building Management Systems Control room
- Fire Fighting System (Suitable to the various locations & as per the statutory provisions e.g. hydrants, wet / dry riser system, sprinkler system, fire extinguishers etc.)
- Lightening Protection
- Aviation Lights
- Security Cabin and other infrastructure like Crash rated Barrier / Bollards, DFMD, X-Ray baggage systems etc. Sufficient space shall be provided for installation of security gadgets like barrier, bollard, underground CCTV etc.

1.5 PARKING REQUIREMENTS

Parking facilities shall be governed by local building byelaws and feasibility depending upon the available space. It is suggested that following may be considered:

- (i) 115Nos. carparking and 200 Nos. 2-Wheeler parking.
- (ii) If feasible, parking may be planned separated from main building.
- (iii) Some open / VIP carparking about 15 Nos. near to main entrance.

The area of the carparking shall be sufficient to park and manoeuvre an SUV.

1.6 SECURITY RELATED REQUIREMENTS

1.6.1 PERIPHERAL PROTECTION

1.6.1.1 BOUNDARY WALL

To be constructed having height of 10 feet 6 inch (6 feet height solid structure and 4 feet 6-inch height having MS grill) which confirms to the Bank's specifications. However, height of the wall shall be rechecked from the finished formation level achieved as per design which shall be decided conforming to the local byelaws, NBC 2016, wastewater and drainage disposal requirement, formation level of approach road, local water logging conditions, etc. which shall have the governing parameter. In case Bank's property is at a lower level than that of external road / adjoining property, to enhance the security, the



height specified above for the boundary wall shall be ensured along the external periphery of the boundary wall with respect to external road / adjoining property level. In addition, "Y" shape angles may be affixed on top of the MS grill and Concertina coil shall be fixed over it. Opaque sheet till the height of 1.8 to 2.1 m shall be provided for blocking observation from outside, while simultaneously facilitating adequate air flow inside the premises. Patrolling corridors shall be there all along the periphery.

1.6.1.2 MOTORIZED GATES

Heavy duty Motorized Iron Gates (with heavy duty motors) of similar height as that of the boundary wall (3.20 m) shall be provided at 02 locations to facilitate Entry/ Exit. While access to/ from the premises shall be regulated using only 01 Gate (Main gate), the other Gate may be operationalized during any emergent situations such as any fire accident etc. A Wicket gate (Motorized/ Turnstile) shall be provided adjacent to the Main gate for regulating pedestrian's movement.

1.6.1.3 SECURITY GUARD (SG) POST

A Security Guard post shall be provided next to both the gates in such a manner that all pedestrians are essentially admitted/ take exit through this Security Guard post. Wide glass windows shall be provided on all 04 sides for unhindered all-round observation.

1.6.1.4 ELEVATED SECURITY POST

With a view to provide armed security cover at both the Gates, 02 Security Posts shall be provided on raised platforms, adjacent to both the Gates, approximately 5 feet above ground level. Iron Armor sheets, till chest level, may be provided on all the 04 sides. Such elevated posts shall not only provide better observation of the area outside the Gates but also has the desired deterrent effect for miscreants.

1.6.1.5 WATCHTOWERS

Watchtowers of concrete structure shall be erected keeping the following security consideration in view:

- i. The placement of Watchtowers should be such that there is a clear line of sight for the police personnel manning them, enabling unobstructed view with the adjacent towers. The number of watch towers may be decided based on this concept to the periphery with all round observation, coverage as well as protection.



- ii. The height of Watchtowers should be such that the police personnel manning it shall have clear visual dominance over the area under surveillance. In determining the height of the watch tower, due consideration shall be given to the depth of the plot, the elevation of the adjacent road, and the height of the perimeter wall.

It needs to be ensured that each watchtower is in visual contact with the nearest other two watchtowers. In addition to basic amenities like fan, water, Telephone, Chair-Table etc. the Watchtower shall be provided with 360-degree Floodlights and mobile bunker/Sandbags at strategic weapon positioning points. Toilet facilities may be provided adjacent to the Watch Towers.

1.6.1.6 INTEGRATED SECURITY SYSTEMS (ISS)

An Airconditioned ISS Complex shall be constructed adjacent to the SG Post near Main Entrance to house the following:

- Door Frame Metal Detector (DFMD)
- X-Ray Baggage Scanner (XBS)
- Reception Desk
- Information Kiosk
- Visitor's Pass Issue counter
- CRDS
- Creating small Waiting area with washroom facility in vicinity

1.6.1.7 CRASH RATED BOLLARDS (CRB) ON BOTH GATES

CRB alongside each motorized gate shall be provided sufficiently away from the main entrance inside the premises to avoid queuing up of four wheelers outside the main gate. An Under-Carriage Inspection System shall be provided for just short of the CRB.

1.6.1.8 PLACE FOR SNIFFER DOG WITH KENNEL

A covered place for sniffer dogs along with kennel shall also be planned in the close vicinity of this area to ensure that after the rush hours, the sniffer dogs are provided with a resting place and can quickly be deployed at its check point, whenever a need so arise.



1.6.2 OTHER SECURITY REQUIREMENTS

1.6.2.1 CCTV CONSOLE ROOM

To be cited preferably within Security Area, Video wall with 25 feet space between observers and the monitors, space for seating arrangements for 04 persons and additional sofa set for senior officers conducting surprise check may be provided. Secured room for CCTV server to be provided. Attached Toilet and rest room with sofa may be provided for officers viewing CCTV on rotation basis.

1.6.2.2 CONTROL ROOM

A Control room shall be constructed adjacent to the CCTV console room with an objective to operate important Security gadgets/equipment viz. Motorized gates, CRB, Turnstiles, Fire control panels, Emergency Alarm panel, etc. The proposed Control room shall also be provided with adequate number of CCTV monitors. In addition, few control switches of Security Gadgets/Equipment viz. Motorized Gates, CRB etc. shall also be provided at SG post for after Office hour requirements.

1.6.2.3 SECURITY ALARM SYSTEM

The office premises shall have a fully solid-state electronic security alarm system comprising of main alarm panel, manual push buttons with LED indications, alarm sounders, zone indicating flash lamps, slave repeater panels, response indicator and an automatic solid state voltage stabilizer. All wiring of the system connected must be done with 1.5 sq.mm. copper conductor cable in MS conduit/ armoured cable. The system shall be connected to 220/230V AC mains as well as to lead acid batteries floating on the line. A suitable power pack of sufficient capacity to maintain the system under active condition with all alarm sounders ON for a continuous period of 30 minutes or 48 hours in quiescent condition shall be provided. The change over from mains to battery and from battery to mains shall be instantaneous and shall not result in loss of signals during the transition.

1.6.2.3.1 Location

- (A) Main Panel (to be located appropriately)
- (B) Slave indicator panels with built-in hooters (slave indicator to be provided in the/to:
 - a. Guard room, wherever exists
 - b. Manager's chamber
 - c. Assistant Security Officer (Security) in the Banking Hall



(C) Hooters (to be provided in the/at

- a. Security areas as per the requirements so as to achieve effective coverage.
- b. Each exit point from the building.

(D) Alarm push station with LED indicators (to be provided to/at/in the):

- a. Suitable points near vault entrance area.
- b. Treasurer and AT box balance (combined)
- c. Banking hall counters. All counter push button stations may be divided into convenient number of zones with not more than 6-7 counters per zone.
- d. Manager
- e. Securities Department
- f. Separate push buttons on independent zone cards for each exit/entry point from the building.

(E) Zone indicator flash lamps (these shall be provided for each zone at an appropriate location).

1.6.2.4 FIRE CONSOLE ROOM

Fire Console Room shall be considered as per latest NBC norms.

1.6.2.5 ASSEMBLY AREA

A well laid out assembly area shall be earmarked keeping the strength of the employees under consideration. This area will be of great importance during natural or manmade calamities. On other occasions, it can be gainfully utilized for evacuation drills etc. and for organizing National functions and alike events. The said area preferably away from the main building.

1.7 ELECTRICAL RELATED REQUIREMENTS

1.7.1 GENERAL REQUIREMENT

The planning and designing for the electrical work shall include the following components:

- (i) Assessment of electrical load and power requirement for the entire premises.
- (ii) Setting up Electrical substation along with transformers, HT/ LT panels etc.,
- (iii) Providing Power distribution system with UG cabling system from main LT panel onwards.



- (iv) External and Internal electrification with suitable LED type light fittings and ventilation fans etc. as necessary
- (v) Street lighting including other lighting like area lighting etc, lighting at the entrance of premises with Decorative LED light fittings to meet functional / aesthetic requirements.
- (vi) Electrification of office area as per Bank's norms/ instructions and CPWD specifications including providing the required electrical fittings such as light fittings, call bells, etc.
- (vii) Adequate capacity pump sets for water supply, horticulture, including their plumbing, UG/OH tank level indicators, automation of operation of pump sets. Standby pump shall be provided to take care of any emergencies.
- (viii) To provide rooftop grid interactive solar power systems / solar heater for harnessing the solar energy potential.
- (ix) To provide fire extinguishers and firefighting system as per Local Fire Authority requirements. NOVEC based Fire extinguishing system for server room(s) shall be considered
- (x) To provide fire alarm system as per the Local Fire Authority requirements.
- (xi) To provide Security Alarm System for security area
- (xii) To provide lift / staircase pressurisation system, if required as per the Local Fire Authority requirements.
- (xiii) No. of lifts shall be provided based on detailed traffic study analysis, however, minimum two passenger lifts and one bullion lift shall be provided. Provisions shall be made for lifts as per the stipulations of the National Building Code, National Electric Code, Relevant IS codes and also the local bye-laws & statutory requirements.
- (xiv) State of the art regenerative type energy efficient lift shall be provided.
- (xv) To provide comfort air-conditioning for general office area, lounge, CVPS and SBS, etc. and Precision air-conditioning for DIT and CCTV server rooms,
- (xvi) Air handling unit (AHU) should have MERV 13 filter and UVGI.
- (xvii) Planning and designing IP based CCTV system with recording back-up of 90 days for security area and 30 days for general area. The LAN network for CCTV system shall be separate from the building IT network.
- (xviii) To provide crash rated barrier / bollard at all the entrances of the premises.
- (xix) LAN cabling internal IT network



- (xx) To provide sufficient numbers of e-vehicle charging points in the parking area as per green building norms and local electricity authority norms.

Note:

- (i) All the electrical supply lines shall be suitably routed with right of way for each service cable with provision for road crossing etc. and provision for suitable entry into various buildings so that subsequently it can be maintained without dismantling other services and need of road cutting.
- (ii) Preparation of drawings for approval from Electrical Inspectorate/CEA and liaison work with Electricity Boards / Statutory Bodies for getting power connection from State Electricity Board.
- (iii) Adequate number of suitable size of pipes for road crossing shall be provided for future use.
- (iv) Adequate number of conduits / channels / pipes may be laid in the premises in underground / concealed manner, to enable to lay cables for future requirement.

1.7.2 ELECTRICAL INSTALLATIONS

- i) The UG LT cabling shall be of adequate size of copper cable 1.1 KV grade, armoured, PVC/XLPE insulated and sheathed.
- ii) Entire internal electrical work shall be in concealed conduits with FRLS copper wire of required sizes, concealed Distribution Boards MCB (DB) with ELCB and modular switches/sockets/fan regulators/telephone outlets etc. of good quality. The finishing details shall be properly planned. Proper attention shall be given to the workmanship, line and level and final finishes to get a quality work. Call bell points / Telephone / Cable TV / LAN Point etc. shall be provided as per requirements at suitable locations. Water pumps, all tube lights, lamps and other equipment used in the work shall be of highest energy efficiency rated wherever available.
- iii) Double door type MCB distribution board with adequate number of ways shall be provided. MCB distribution board should have at least two spare ways of lighting circuit and power circuit each. MCB distribution box should be of the same make as that of MCB. Minimum capacity of MCB shall be 10A for lighting and 20/16A for power. ELCB of sensitivity 30mA shall be provided inside each MCBDB.
- iv) Separate distribution board shall be provided for UPS, light and power DB with labelling.



- v) Rooftop area may be utilised for grid interactive solar power system and the power output of the same shall be connected to common utilities.
- vi) DG set with AMF panel shall be provided to meet the power requirement of the following emergency loads
 - a. Office area lighting, streetlights and staircase lighting etc.
 - b. Pump sets for water supply
 - c. STP and WTP
 - d. Security equipment
 - e. Lifts, EPABX
 - f. UPS system
 - g. CVPS and SBS machine
 - h. Precision AC for DIT and CCTV server rooms
 - i. AC for CVPS and SBS
 - j. Fire Pumps
 - k. Any Other critical / emergency load
- vii) Parallel redundant UPS system with 30 minutes back-up on each UPS shall be provided for the IT load, CVPS, Security equipment etc. Separate UPS shall be provided for CVPS machine and IT load.
- viii) Lightning conductors / Arresters for protection shall be considered according to the recommendations of the Local Authorities or as incorporated in the National Building Code.
- ix) Street lighting with LED IP66 fittings (BEE star rated) of reputed make and hot dipped galvanized self-standing poles of required height shall be provided.
- x) All the Lighting shall be with suitable LED light fittings.

1.7.3 PROVISION FOR AMC AND SUBMISSION OF PERFORMANCE BANK GUARANTEE DURING AMC

Incorporate appropriate provisions to ensure that the OEM/Agency of the equipment shall submit scope of work / Annual Maintenance Contract (AMC) charges /renewal clauses including submission of Bank Guarantee during the currency of AMC period and enter into agreement with the Bank to render all-inclusive comprehensive annual maintenance service for the estimate life of the equipment/ system after handing over the equipment to the bank. The estimated life of the major equipment is as under:

- a) Fire Alarm System – 8 years
- b) Security alarm system – 8 years
- c) EPABX – 10 years

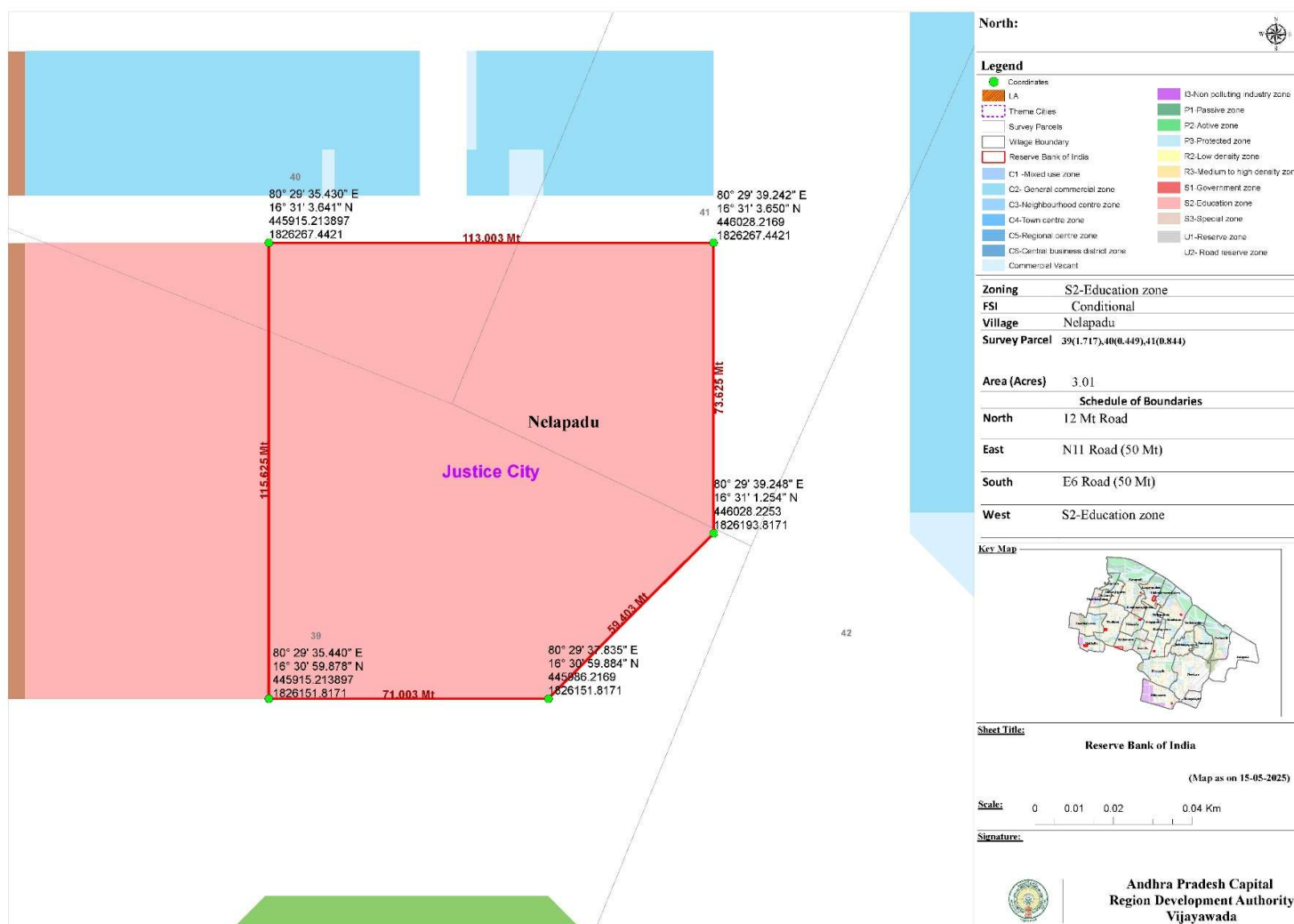


- d) X-ray Baggage scanner – 8 years
- e) Fire pump – 15 years
- f) UPS – 8 years
- g) Public address system – 10 years.
- h) Lifts – 20 years
- i) Solar Power System – 10 years
- j) CCTV system – 8 years.
- k) Air-conditioning system – 15 years
- l) VRF / VRV/ Precision AC – 10 years
- m) Solar Water heating system – 10 years
- n) DG set – 10 years
- o) CRB – 10 years
- p) Under Carriage inspection system – 10 years
- q) DFMD and HHMD – 3 years

1.8 FINISHES RELATED REQUIREMENTS

Recommended schedule of finishes are enclosed.

ANNEX-1 (SITE LAYOUT)





ANNEX-2 (STAFF STRENGTH)

Proposed minimum no. of employees for office building.

SI No	Department	Grade of Employee (CSG and non CSG) (including 20% buffer)					
		F	E/D	C/B	A	Class III	TOTAL
1	Issue	0	2	13	18	19	52
2	Banking	0	0	2	5	1	8
3	DoS	0	1	9	20	9	39
4	DoR	0	0	0	0	0	0
5	FED	0	1	4	5	1	11
6	HRMD and CES	1	1	3	4	6	15
7	FIDD	0	1	9	6	6	22
8	IT Cell	0	0	1	1	2	4
9	CEPC	0	0	0	0	0	0
10	ORBIO	1	2	7	7	9	26
11	Estate	0	0	2	3	2	7
12	Legal	0	0	0	0	0	0
13	P&SE	0	0	1	2	1	4
14	DEPR	0	0	0	0	0	0
15	DSIM	0	0	1	0	1	2
16	Technical - NCSG	0	0	0	1	2	3
17	Rajbhasha	0	0	0	1	0	1
18	PS	0	0	0	1	0	1
	TOTAL	2	8	52	74	59	195
	Class IV						46
	Grand Total						241



ANNEX-2 A (SEATING AREA REQUIREMENTS)

S · N o ·	Departme nt of area for proposed staff strength (including 20% buffer)																						
		Office-in-Charge			Grade F			Grade E/D			Grade C/B			Grade A			Class III						
		N o	Are a per hea d	Total area	N o	Are a per hea d	Total area	N o	*Area per head	Total area	N o	#Area per head	Total area	N o	Are a per hea d	Total area	N o	\$Area per head	Total area	No. of staff	Area Requir ed	Increas e in Area by 10 %	Increas e in Area by 40%#
1	Issue	0	350	0	0	350	0	2	225	450	13	125	1625	18	60	1080	19	50	950	52	4105	4515.5	6322
2	Banking	0		0	0		0	0		2	250		5	300		1	50		8	600	660	924	
3	DoS	0		0	0		1	225		9	1125		20	1200		9	450		39	3000	3300	4620	
4	DoR	0		0	0		0	0		0	0		0	0		0	0		0	0	0	0	0
5	FED	0		0	0		1	225		4	500		5	300		1	50		11	1075	1182.5	1656	
6	HRMD and CES	1		350	0		0	1		225	3		375	4		240	6		300	15	1490	1639	2295
7	FIDD	0		0	0		1	225		9	1125		6	360		6	300		22	2010	2211	3095	
8	IT Cell	0		0	0		0	0		1	125		1	60		2	100		4	285	313.5	439	
9	CEPC	0		0	0		0	0		0	0		0	0		0	0		0	0	0	0	0
10	ORBIO	0		0	1		350	2		450	7		875	7		420	9		450	26	2545	2799.5	3919
11	Estate	0		0	0		0	0		2	250		3	180		2	100		7	530	583	816	
12	Legal	0		0	0		0	0		0	0		0	0		0	0		0	0	0	0	0
13	P&SE	0		0	0		0	0		1	125		2	120		1	50		4	295	324.5	454	



**Planning of Reserve Bank of India's Office building at
Amaravati, Andhra Pradesh**

14	DEPR	0		0	0		0	0		0	0		0	0		0	0		0	0	0	0	0
15	DSIM	0		0	0		0	0		1	125		0	0		1	50		2	175	192.5	270	
16	Technical - NCSG	0		0	0		0	0		0	0		1	60		2	100		3	160	176	246	
17	Rajbhasha	0		0	0		0	0		0	0		1	60		0	0		1	60	66	92	
18	PS	0		0	0		0	0		0	0		1	60		0	0		1	60	66	92	
	Total	1		350	1		350	8		1800	52		6500	74		4440	59		2950	195	16390	18029	25241
Total staff excluding class IV																					195	195	
Tentative space requirement for Class IV Staff (38x1.20=46)																					775		
Area required (in sqft)																					26016		
Area required (in sqmt)																					2417		
																					Say 2420		



ANNEX-2 B AREA REQUIREMENTS

AJ DEPARTMENT WISE AREA REQUIREMENTS

S. No.	Department wise area requirements for proposed staff strength	Proposed staff strength and standard scale of area requirement (both are grade wise and area wise in sqft)		
		Total		
		Area Required	Increase in Area by 10%*	Increase in Area by 40%#
1	Issue	4105	4515.5	6322
2	Banking	600	660	924
3	DoS	3000	3300	4620
4	DoR	0	0	0
5	FED	1075	1182.5	1656
6	HRMD and CES	1490	1639	2295
7	FIDD	2010	2211	3095
8	IT Cell	285	313.5	439
9	CEPC	0	0	0
10	ORBIO	2545	2799.5	3919
11	Estate	530	583	816
12	Legal	0	0	0
13	P&SE	295	324.5	454
14	DEPR	0	0	0
15	DSIM	175	192.5	270
16	Technical - NCSG	160	176	246
17	Rajbhasha	60	66	92
18	PS	60	66	92
	Total	16390	18029	25241
Total staff excluding class IV			195	195
Tentative space requirement for Class IV Staff (25+20+47)				775
Area required (in sqft)				26016
Area required (in sqmt)				2417
				Say 2420

*Space for cupboards & passage in the usable office area

#Additional floor space area



ANNEX-2 B AREA REQUIREMENTS

B] AREA REQUIREMENTS- SUMMARY (For reference only)

Area Requirement for Main Office Building / Annex Building		
SI No.	Requirement	Area (Sq.M.)
1	Entrance hall	100
2	Public hall	100
3	Staff Entry	60
4	Staff / Officers' sitting area of variable grade (Maybe reviewed as per requirement)	2420
5	Library room	88
6	Executive sitting area	350 + dining lounge of 50 seating capacity
7	Officers' Lounge (Maybe reviewed as per requirement)	100
8	Kitchen to Officers' lounge	80
9	Meeting room	O-i-C meeting room – 180 & Departmental meeting room - 50
10	Changing room on each floor	10
11	Staff Canteen	450
12	Kitchen to staff canteen	144
13	Safety Yard	185
14	Guard Room with Pantry	230
15	Services for guard room like toilets & pantry	65
16	Remittance packing area	460
17	Patrol Corridors (1.6 mtr. Wide)	240



18	Main Vaults - fresh notes + day-to-day	800
19	Banking / Day-to-day vault(s)	50
20	CVPS & Services area for staff etc.	360
21	Shredding & Briquetting area	390
22	Lumbar room	185
23	AC Plant room	300
24	Record room area	300
25	Dispensary	50
26	Credit Society	60
27	Officers' association & staff union	30
28	Sports room & recreational	150
29	Gym	75
30	Caretaker's room with attached storeroom	110
31	Creche	120
32	Executive Visiting Officers flats (02 Nos.)	78x2 = 156
33	Residential accommodation, Gr. A type flat (01 No.)	120.4
34	Residential accommodation, Class III type flat (01 No.)	107
35	Residential accommodation, Class IV type flat (02 Nos.)	80x2 = 160
36	Services (on each floor)	150
37	Additional office zone connected to safety yard /remittance parking	250
38	Auditorium	576



ANNEX-2 C (EXECUTIVE AREA INFRASTRUCTURE)

S. No	Description	Minimum area required (Sqmt)
1	Executive Room (For Governor) - 01 no.	50
2	Executive Rooms - 02 no.	43x2=86
3	Board room (32 seating capacity)	165
4	Waiting lounge for 15 to 20 executives	20
5	Ladies Toilet	10
6	Gents Toilet	10
7	Total area	341 Sqmt, say 350 Sqmt
In addition, A suitable Executive dining lounge with 50-seater capacity may also be provided.		

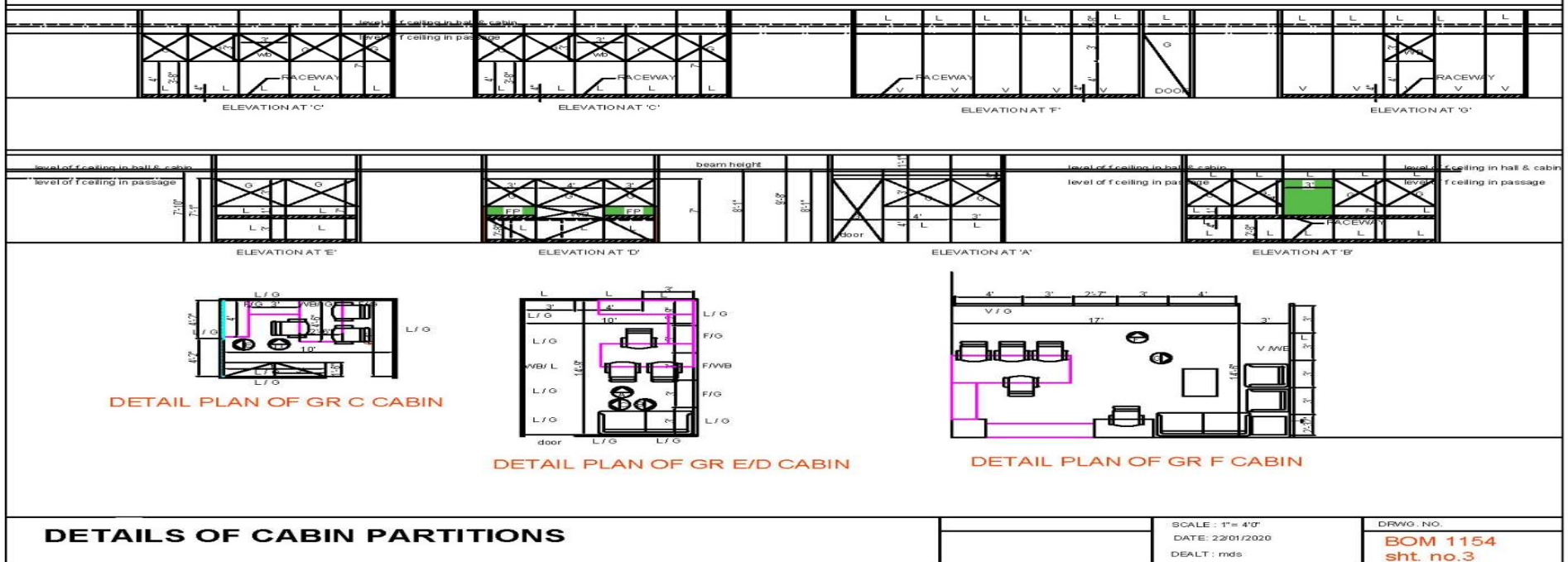
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ANNEX-3 B (INDICATIVE DRAWINGS)

Indicative drawing for reference purpose

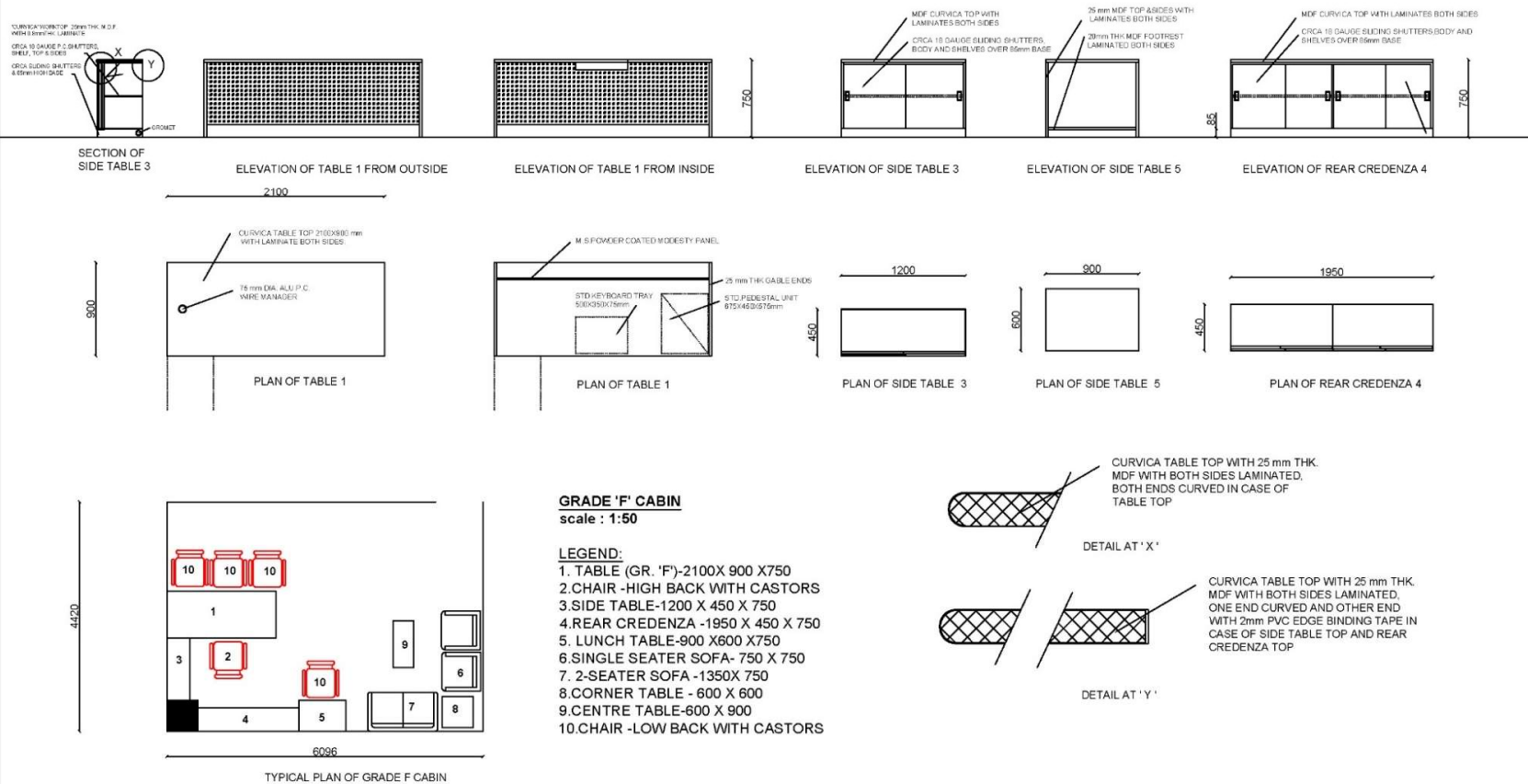
(Cabin configuration may be modified/designed by Architect suitably as per minimum area requirement specified in this document)





Indicative drawing for reference purpose

(Cabin configuration may be modified/designed by Architect suitably as per minimum area requirement specified in this document)



DETAILS OF FURNITURE FOR GRADE F CABIN

prints

revisions

signature

scale : 1:50, 1:25

dwg. no.

date : 27 / 07 / 2020

BOM 1154 sht. no.5

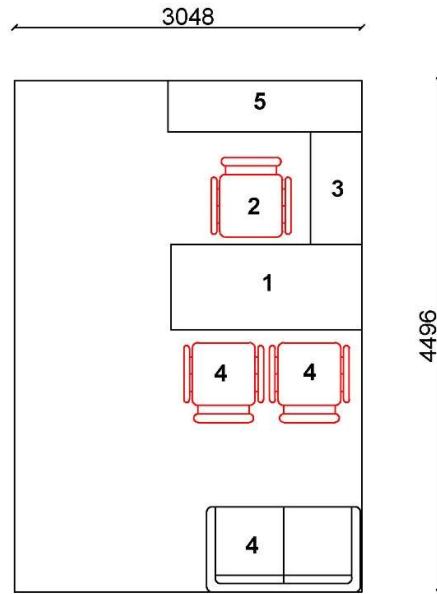
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Planning of Reserve Bank of India's Office building at
Amaravati, Andhra Pradesh

Indicative drawing for reference purpose

(Cabin configuration may be modified/designed by Architect suitably as per minimum area requirement specified in this document)



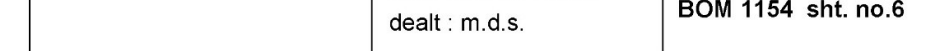
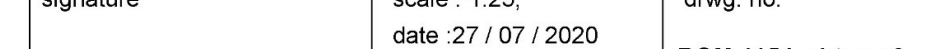
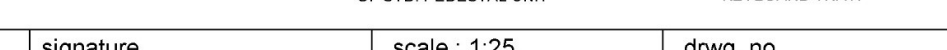
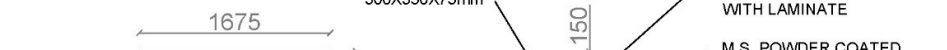
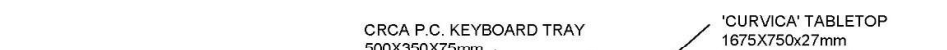
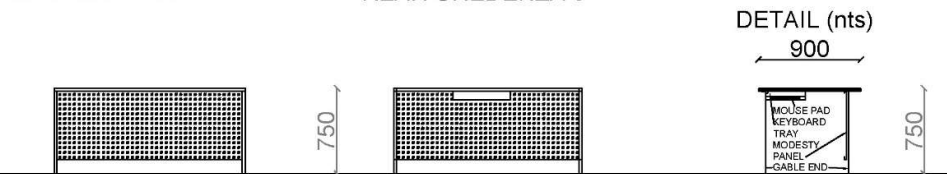
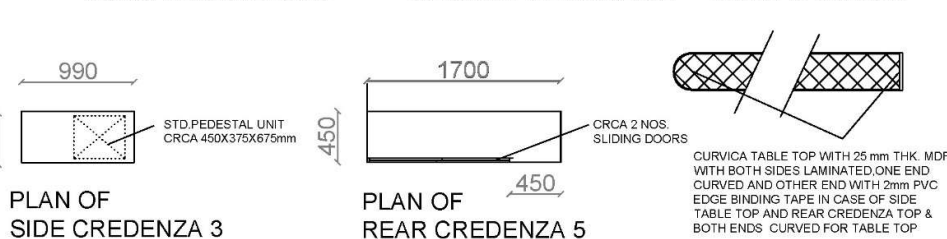
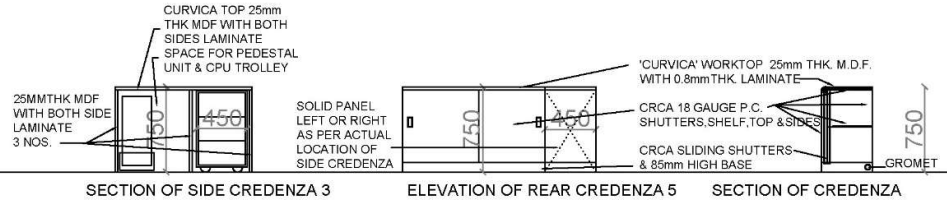
GRADE 'E / D' CABIN

scale : 1:25

LEGEND:

1. TABLE (GR. 'D')- 1675 X 750 X 750
2. CHAIR -HIGH BACK WITH CASTORS
3. SIDE CREDENZA -990 X 450 X 750
4. VISITORS CHAIR -LOW BACK WITH CASTORS
5. REAR CREDENZA - 1700X450X750

* check dimension at site



DETAILS OF FURNITURE FOR GRADE 'E/D' CABIN

signature

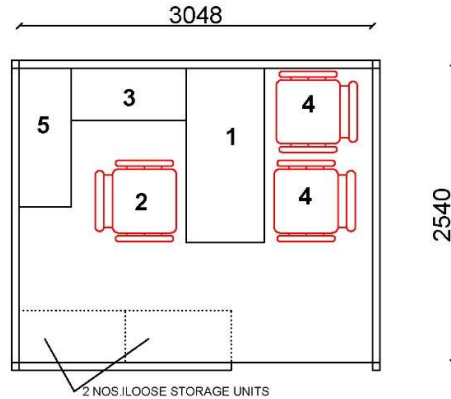
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Indicative drawing for reference purpose

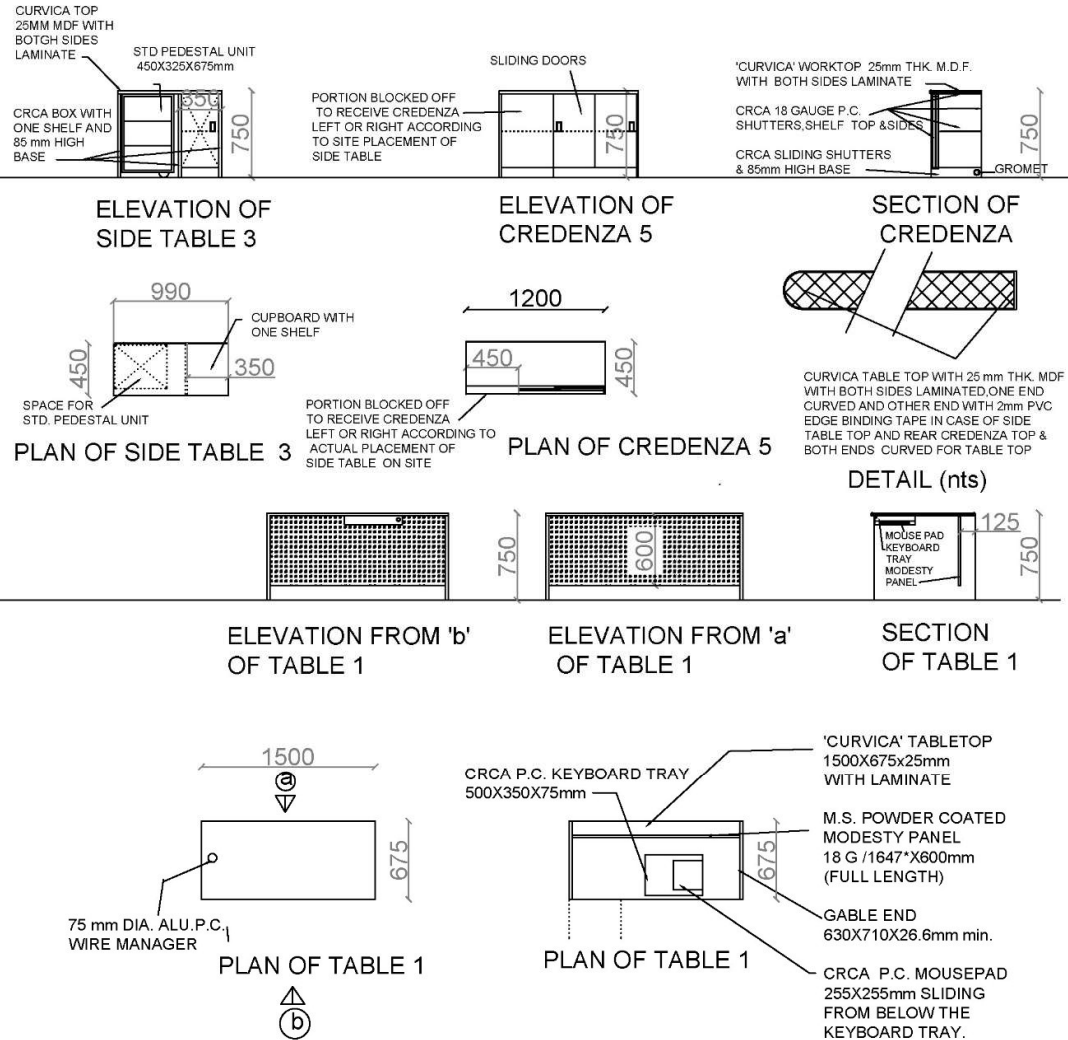
(Cabin configuration may be modified/designed by Architect suitably as per minimum area requirement specified in this document)



GRADE 'C' CABIN scale : 1:25

LEGEND:

1. TABLE (GR. 'C') 1500 X 675 X 750mm
 2. CHAIR -HIGH BACK WITH CASTORS
 3. SIDE TABLE -990 X 450 X 750mm
 4. VISITORS CHAIR LOW BACK WITH CASTORS
 5. REAR CREDENZA 1200X450X750mm
- * check dimension at site



DETAILS OF FURNITURE FOR GRADE 'C' CABIN

signature

scale : 1:25,
date : 27 / 07 / 2020
dealt : m.d.s.

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BOM 1154 sht. no.4



ANNEX-4 (FINISHES FOR OFFICE)

Recommended schedule of finishes is as follows:

S. No.	Spaces/ Area	Flooring	D/S/P/C*	False Ceiling (NA - If painted)
Main Building, Annex Building and Service Block				
1	Banking vault	50mm thick Ironite finished IPS flooring.	P	NA
2	Entrance hall and public hall	Granite	D – Granite or any natural stone preferably high abrasion resistance + above detailing as per interior scheme	Decorative gypsum false ceiling with cornices, mouldings, designs, patterns etc. and drops/verticals required, if any Glass fibre solo
3	Staircases (in all floors)	Granite in risers, treads, landings, mid landings. Treads shall have non slippery grooves or strips near edges.	D – Granite + P above	NA
4	Lift or common lobbies (in all floors)	Granite	D – Granite (full height up to false ceiling)	Gypsum false ceiling with cornices/mouldin gs
5	Lift Machine Room	Kota Stone	S – Kota stone + P above	NA



S. No.	Spaces/ Area	Flooring	D/S/P/C*	False Ceiling (NA - If painted)
6	Office area (in all floors) and executive area	Vitrified Tiles	Office area: S – Vitrified tiles + P above Executive area: Wall panelling in combination with other detailing as per interior design	In combination of gypsum and acoustical mineral fibre tegular edged tiles false ceiling with suitable drops/verticals required, if any.
7	Conference cum VC Room	Vitrified Tiles / Carpet tiles	Wall panelling as per interior scheme	In combination of gypsum and acoustical mineral fibre tegular edged tiles false ceiling with suitable drops/verticals required, if any.
8	Library	Vitrified Tiles	S – Vitrified tiles + P above	In combination of gypsum and acoustical mineral fibre tegular edged tiles false ceiling with suitable drops/verticals required, if any.
9	Record rooms	Industrial / PU Epoxy	S – Industrial/PU/Epoxy + P above	NA
10	Toilets (all)	Anti-skid vitrified tiles	D – Vitrified/ceramic tiles (full height)	Moisture resistant gypsum grid tile
11	Pantry (all)	Vitrified tiles	D – Vitrified tiles (full height)	Moisture resistant gypsum grid tile



S. No.	Spaces/ Area	Flooring	D/S/P/C*	False Ceiling (NA - If painted)
12	AHU (all)	Kota Stone	S – Kota stone + P above	NA
13	Lockers (all)	Kota Stone	S – Kota stone + P above	NA
14	Lounge and Canteen	Vitrified Tiles	S – Vitrified tiles + above detailing as per interior scheme	Decorative gypsum false ceiling with cornices, mouldings, designs, patterns etc. and drops/ verticals required, if any
15	Kitchen (all)	Kota Stone	D – Vitrified tiles (full height)	NA
16	Dispensary including doctor's cabin, waiting, pharmacy	Vitrified Tiles	D – Vitrified tiles + P above	NA
17	Officers' Association, staff union rooms and co-operative credit societies	Vitrified Tiles	S – Vitrified tiles + P above	NA
18	Sports room, recreational facilities and gym	Synthetic sports flooring	D – Vitrified tiles + P above	NA
19	Caretaker's Room and rooms for maintenance staff, service provider,	Vitrified Tiles	S – Vitrified tiles + P above	NA



S. No.	Spaces/ Area	Flooring	D/S/P/C*	False Ceiling (NA - If painted)
	security, etc. and changing rooms			
20	Caretaker’s store and other stores	Kota	S – Kota stone + P above	NA
21	Electric panel/ Meter/ Maintenance or similar rooms	Kota Stone	S – Kota stone + P above	NA
22	CCTV/ IBMS/ UPS/ Battery room or similar rooms	Vitrified tiles	S – Vitrified tiles + P above	NA
23	Pump room	Kota Stone	S – Kota Stone + P above	NA
24	STP	Kota Stone	S – Kota Stone + P above	NA
25	HVAC Plant room	Kota Stone	S – Kota Stone + P above	NA
26	Security Check Block	Vitrified Tiles	D – Vitrified Tiles + P above	NA
27	Dog Kennel	Kota	S – Kota + P above	NA
28	Parking	Heavy duty parking tiles	D – Glass Mosaic Tiles with edge protection + P above	NA
Exterior Finish				
29	P or C or combination of both to suit with the aesthetics and ambience of India’s Central Bank.			
*Legends used are as follows: D -Dado up to 7 to 8 feet height S -Skirting up to 6-inch height P -Low VOC washable acrylic paint for interior or waterproof exterior grade paint for external surfaces including balconies, utility, etc. (both are indicated as P) C -Cladding for external surfaces				



S. No.	Spaces/ Area	Flooring	D/S/P/C*	False Ceiling (NA - If painted)
General				
(i) Specifications to cabin partitions, cabin furniture, workstations, etc. are specified in Annex-3 A and Annex-3 B (Cabin sizes may be modified suitably befitting with the grade-wise space requirement specified in Annex – 2A). (ii) Window and door sills, jambs, soffits are to be provided with single piece granite. For the openings in external walls (may be exposed to rainfall), it may be provided in 2 level/step arrangement. (iii) Window frames are to be extruded aluminium section or UPVC frames. Window and door shutters shall be compatible to the frame systems provided. Window shutters shall be fully glazed. Windows shall be capable to barricade the noise nuisance. In case of ventilators of toilets, etc. it shall be provided with glass louvers of frosted / bajri glass with guard bars. All windows shall be provided with venetian blinds. (iv) All specialized doors specified for office complex shall be conforming to the specifications mentioned. All other interior doors shall be glass doors of toughened glass /flush doors as per suitable applicability of the location. (v) All exposed terminating edges of dado and skirting shall have moulding at terminating edge, if not flush to the wall plaster. (vi) Suitable patterns in combination of tiles/granites/natural stones/borders, etc. shall be designed in the flooring of the places other than those specified with Kota stone flooring. (vii) Suitable patterns in combination of tiles/granites/natural stones/borders, etc. shall be designed in all the dados. (viii) All staircase railings shall be 304 grade (minimum or superior) SS. (ix) All terraces, sunken areas, wet areas viz. toilets, balconies, utility areas, etc. shall have suitable water proofing treatment. Terrace shall also have proper heat insulation including protective tiles either in the form of heat-resistant tiles or any other suitable treatment. (x) All the above schedule is for exposed finishes. All materials including tiles, granites, natural stones etc. shall be of premium quality.				



ANNEX-5 (OFFICERS RESIDENTIAL REQUIREMENTS)

The minimum number of flats, to be planned and constructed along with details of minimum carpet area required, etc. are specified below:

Flats			
S. No.	Description of construction	Number required	Minimum carpet area* in sqm.
1	Grade A type flats	01	100.33
2	Executive Visiting Officers' Flats	02	156.06 (78.03*2)
	Total	03	256.40

* Carpet area" (CA) means the net usable floor area of an apartment/flat, excluding the area covered by the external walls, areas under service shafts, exclusive balcony or verandah area and exclusive open terrace area, but includes the area covered by the internal partition walls of the apartment. Further, staircases, lifts, lift/staircase lobby, service room, lift machine room, service shafts, common access way and common circulation/passages, etc. outside the flats shall also be provided additional to area of flats mentioned above.



ANNEX-6 (FINISHES FOR OFFICERS - RESIDENTIAL)

Recommended schedule of finishes is as follows:

S. No.	Spaces/ Area	Flooring	D/S/P*	False ceiling
Grade 'A'				
1	Drawing cum dining	Vitrified Tiles	S – Vitrified Tiles + P above	NA but POP moulding and cornice
2	Kitchen	Anti-skid vitrified tiles / granite tiles	D – Vitrified/ceramic Tiles (full height)	NA
3	Kitchen store	Vitrified Tiles	D – Ceramic Tiles + P above	NA
4	Master Bedroom	Vitrified Tiles	S – Vitrified Tiles + P above	NA but POP moulding and cornice
5	Dressing (All)	Vitrified Tiles	S – Vitrified Tiles + P above	NA
6	Toilets (All)	Antiskid/ Matt finish- Vitrified/ ceramic tile	D – vitrified/ceramic/ glazed tile dado up to door lintel level or soffit level of ventilator (whichever is higher) + P above	Moisture resistant gypsum grid tile
7	Bedrooms	Vitrified Tiles	S – Vitrified Tiles + P above	NA but POP moulding and cornice
8	Utility area	Anti-skid vitrified tiles	S – Vitrified Tiles + P above	NA
9	Balconies (All)	Anti-skid vitrified tiles	S – Vitrified Tiles + P above	NA
Creche				



S. No.	Spaces/ Area	Flooring	D/S/P*	False ceiling
1	Living cum Playroom	Vitrified Tiles	S – Vitrified Tiles + P above in combination with detailing as per interior suitable to children.	NA but POP moulding and cornice
2	Pantry	Anti-skid vitrified tiles	D – Vitrified Tiles (full height)	NA
3	Store	Kota stone	S – Vitrified Tiles + P above	NA
4	Bedroom / Room for rest of children	Vitrified Tiles	S – Vitrified Tiles + P above in combination with detailing as per interior suitable to children.	NA but POP moulding and cornice
5	Toilets (All)	Antiskid/ Matt finish- Vitrified/ ceramic tile	D – vitrified/ceramic/ glazed tile dado up to door lintel level or soffit level of ventilator (whichever is higher) + P above	Moisture resistant gypsum grid tile
6	Study room	Vitrified Tiles	S – Vitrified Tiles + P above in combination with detailing as per interior suitable to children.	NA but POP moulding and cornice
7	Utility area	Anti-skid vitrified Tiles	S – Vitrified Tiles + P above	NA
8	Balconies (All)	Anti-skid vitrified Tiles	S – Vitrified Tiles + P above	NA
EVOF				



S. No.	Spaces/ Area	Flooring	D/S/P*	False ceiling
1	Bedroom	Vitrified Tiles	S – Vitrified Tiles + P above	NA
2	Toilet	Anti-skid ceramic / vitrified tiles	D – Ceramic / vitrified Tiles (till door height) + P above	Moisture resistant gypsum grid tile
3	Drawing cum Dining	Vitrified Tiles	S – Vitrified Tiles + P above	Decorative Gypsum false ceiling with moulding, cornice etc.
4	Pantry	Anti-skid vitrified tiles	D – Vitrified Tiles (full height)	NA
5	Utility area	Anti-skid vitrified tiles	S – Vitrified Tiles + P above	NA
6	Balconies (All)	Anti-skid vitrified tiles	S – Vitrified Tiles + P above	NA

*Legends used are as follows:

D-Dado up to 7 to 8 feet height

S-Skirting up to 6-inch height

P-Low VOC washable acrylic paint for interior or waterproof exterior grade paint for external surfaces including balconies, utility, etc. (both are indicated as P)



ANNEX-7 (AMENITIES – OFFICERS)

Amenities inside the Residences for Officers

(1) In the Living /Drawing room:

(i) Telephone stand cum Book rack or wall unit cabinet of suitable size approx. 2200 x 2100 mm (size may be designed/modified suitably to accommodate the same within the planned space keeping in mind the positions of windows, doors etc.). The unit shall be made from 18 mm thick marine plywood finished with 4 mm thick teak wood veneer with melamine polish. There shall be shelves and partitions for keeping books, telephone, TV and associated accessories, music system etc. Back (wall facing) side shall be provided / covered with 6mm thick marine ply finished with 4 mm thick teakwood veneer with melamine polish. Suitable base shall be provided. Edges of plywood shall be covered with teakwood beading (melamine polished).

(ii) Shoe Rack cabinet of suitable size approx. 1200 x 1200 mm (size may be designed/modified suitably to accommodate the same within the planned space keeping in mind the positions of windows, doors etc.). The unit shall be made from 18 mm thick marine plywood finished with 4 mm thick teak wood veneer with melamine polish. There shall be shelves and partitions for keeping shoes etc. Back (wall facing) side shall be provided / covered with 6mm thick marine ply finished with 4 mm thick teakwood veneer with melamine polish. Front side shall be provided with shutters. Suitable base and ventilation shall be provided. Edges of plywood shall be covered with teakwood beading (melamine polished).

(2) In the Dining room:

Wooden storage cabinet with glass for Crockery etc. of suitable size approx. 2200 x 1500 mm (size may be designed/modified suitably to accommodate the same within the planned space keeping in mind the positions of windows, doors etc.). The unit shall be made from 18 mm thick marine plywood finished with 4 mm thick teak wood veneer with melamine polish. There shall be shelves and partitions. Front side shall be glazed in teak wood shutter frame. Back (wall facing) side shall be provided / covered with 6mm thick marine ply finished with 4 mm thick teak wood veneer with melamine polish. Front side shall be glazed in suitable frame. Suitable base shall be provided. Edges of plywood shall be covered with teakwood beading (melamine polished).

(3) In the Kitchen:

(i) Best quality state-of-the-art modular Kitchen having sleek looks and spacious capacity designed for maximum functional efficiency and comfort of use will be provided.



Kitchen-platform along with underneath covered modular storage units (pullout drawer etc.), Kitchen hood / Chimney, Water-purifier etc. complete may be provided. Minimum 18mm thick mirror polished granite top cooking platform (edge rounded) and 200 mm deep Granite fascia (edge rounded)/ Korean marble platform and fascia for Grade F and above with a suitable size stainless-steel sink-drain-board unit (single bowl, satin finish, with SS fluted drain board) having CP brass swan-neck swivel type pillar cock for freshwater inlet, and wastewater outlet through a suitable floor trap shall be provided. Granite kitchen platform with a stainless-steel sink with drain board and tap-preferably swan neck-mixer tap where instant water heater installed (Cold regions). The modular kitchen furniture like cabinets (either proprietary or made from marine ply with both side laminate and edge banding or made from Kadapa/Kota stone verticals), drawers with SS telescopic channel, SS pull out baskets of various utilities viz. cutlery, cup saucer, plates (both large and small sizes), bottles, grains pull outs, plain baskets (of various depths), etc. shall be provided in below the cooking platform cabinets. All the shutters shall be modular post formed shutters made from marine ply with both side laminate and requisite edge banding. A water-purifier with CP brass plumbing fittings and fixtures and a wet utensils cabinet with SS grills, SS drain boards* for collecting water etc. shall be fixed over the sink drain-board-unit. An electric chimney / kitchen hood (soft touch / automatic; 1000 cum/hr.) shall be suitably fixed and shall be camouflaged between overhead modular storage units. All with SS ironmongery, handles etc. Kitchen hood exhaust shall be concealed.

(ii) There shall be over counter wall modular units with modular post formed shutters made from marine ply with both side laminate and requisite edge banding or glazed shutters or combination of both, toughened glass shelves etc.

(iii) Minimum 18mm thick mirror polished granite top preparation platform for keeping micro-wave oven, Mixer/grinder, juicer etc. along with necessary electrical points shall be provided opposite to the cooking platform. The modular kitchen furniture like cabinets, drawers, etc. shall also be built below the preparation platform. The modular kitchen may be designed in a manner that the Last/lowest drawer can be a pull-out trolley which can be pulled out for cleaning purpose.

Suitable overhead modular storage units shall also be fixed over preparation platform. This shall have cabinets, drawers with SS telescopic channel, SS Grills, etc. shall be built below the cooking platform.

(iv) There shall be a loft above the level of 2100mm from the FFL for storage with shutters, all fittings and ironmongery. Lofts with sliding doors/openable shutters about



2.5 to 3 sqm size and lights may be provided at a convenient location either over bath area or in passage area. A minimum clear headroom of 750mm may be ensured.

(4) Storeroom:

Sufficient no. of RCC open shelves finished with Granite shall be provided.

(5) Mosquito Mesh Shutters:

All the windows including French windows, ventilators, main entry door and doors which are opening in balconies/ utility area shall be provided with mosquito mesh shutters (Sliding/ openable) in case of metal mesh, it shall be SS.

(6) Safety Grills:

All windows and ventilators shall be provided with Aluminium / MS safety grills.

(7) Curtain Rods / pelmets:

All the doors & windows of living, dining, bedrooms etc. shall be provided with decorative curtain rods (preferably double track)

(8) Wardrobes / Cupboards and dresser with mirror:

All the bedrooms shall be provided with built-in modular wardrobe / cupboard of suitable size. The wardrobe shall have minimum four drawers, shelves, and partitions. The height of partitions shall not be more than 450mm except for coat hangers / dress hangers. Wardrobes / cupboards may be proprietary of approved make or made of marine plywood (blockboard in case of shutters) with laminate (inside and hidden i.e. wall side surfaces) and veneer with melamine polish on exposed surfaces. All dressing rooms shall be provided with built-in modular dresser of suitable size along with cloth shelves and hangers to keep cloths and accessories.

(9) Modular Bath and Toilets:

(i) Wall hung/ floor mounted EWC (Vitreous Chinaware European type) with low level water efficient dual flushing system with all integral fittings or CP brass flushing valve and PVC seat –cover, SS toilet paper holder with lid., one handheld water sprayer for washing (preferably on the right-hand side) or health faucet with necessary CP brass angle/stop cocks, CP connector with all integral fittings/fixtures, exhaust fan, etc. complete. [Note: in case of servant toilet OWC shall be provided]. One toilet in each flat may be made disabled friendly as per prevailing norms/NBC etc., as applicable.

(ii) Vanity wash basin for Grade F and above/Over / under counter vitreous chinaware wash hand basin with quality plumbing / accessory / integral fittings like, CP brass waste/waste-coupling, CP bottle trap, CP brass mixer, CP brass connectors with all integral fittings like stop taps, flexible connectors etc. complete. And with minimum 18mm thick mirror polished granite top counter with Granite fascia al-around over



counter unit (fitted with waterproof modular toilet furniture below fitted with wastebasket, toiletries, etc. The portion below counter may be covered with waterproof shutters for keeping dry waste bin, cleaning materials, brooms/ brushes, swabs, etc. as per requirements). One wash basin outside (in lobby/passage area in the flat) for General use (counter type) with mirror (with a light fitting on mirror top) and medicine chest on one side wall. Wash basin to have provision for mixer with hot water and cold water

(iii) CP brass liquid soap dispenser, CP brass soap-cake holder, CP brass toothpaste/ toothbrush holder, etc.

(iv) Heavy-Duty Stainless-Steel (SS) towel racks above shower panel as well as towel rods (about 4 ft length), towel rings (best quality CP/powder coated or stainless steel) in bathroom and lobby wash basin

(v) Sufficient number of glass shelves for keeping toiletries including one fibre/glass soap holder.

(vi) Pull and fix cloth line for drying cloths. Arrangement for drying clothes- Floor/wall/ceiling mounted aluminium foldable/pull out string-based stand

(vii) Heavy Duty CP brass coat-hooks

(viii) Suitable size large mirror (8mm thick) with width commensurate with basin length shall be fixed above the wash basin counter over the wall tiles with quality accessory fittings.

(ix) Modular waterproof medicine / toiletry chests, modular switch-socket for electric shaver near the mirror and modular light fitting above the mirror (latest, sturdy, FRP unit available in the market) in all bathrooms, above wash basin.

(x) All necessary CP brass angle cocks and other ancillary fittings

(xi) Swivel type shower rose and spout / tap of suitable size with hot/cold mixing arrangements.

(xii) In addition to solar hot water, storage type geyser shall be provided with necessary plumbing and electrical provisions. System is to be designed to achieve optimum balance with IGBC/GRIHA norms.

[Note: (a) Swivel type shower rose and spout / tap of suitable size with hot/cold mixing arrangements in attached toilet to master bedroom shall preferably be a shower panel with bath tray.

(b) Shower panel with bath tray in all modular bathrooms. Attached toilet to Master Bedroom shall have Shower partition with door made of 12mm thick toughened Glass.]

(10) In Utility area/washing machine / dish washer enclosures:



(i) Inside the flats, additional plumbing fittings like, CP brass stop-tap to plug for water supply and floor-trap for wastewater drainage arrangements shall be provided for equipment like for the washing machine as well as dishwasher etc. in utility area (either in utility balcony, where available, or in/near washroom area)

(ii) Shelves for keeping washing soap /powder, dirty clothes, washed utensils etc. shall be provided.

(iii) Ceiling mounted SS cloth dryer rack with pulley and string for drying clothes shall be provided.

(11) Electrical Installation and Fittings: Energy efficient and/ or BEE highest rated electrical fittings and fixtures viz. tube light, wall mounted light fittings, ceiling fan, exhaust fan, geyser, chandelier (in living room), call bell, and sufficient power points (5 / 15A) in each room shall be provided. The power to each residential unit shall be provided through a sub-meter.

Amenities in Creche

(i) All above amenities mentioned for inside the residence above are to be provided.

(ii) Necessary single beds suitable for children, chairs, play tables, indoor play games, study tables with study chairs, washing machine, refrigerator, micro-oven, LCDs, and split AC units are to be provided in suitable size and nos. All items shall be suitable to children.



ANNEX-8 (STAFF RESIDENTIAL REQUIREMENTS)

The minimum number of flats, to be planned and constructed along with details of minimum carpet area required, etc. are specified below:

Flats			
S. No.	Description of construction	Number required	Minimum carpet area* in sqm.
1	Class III Staff type flats	1	89.18
2	Class IV Staff type Flats	2	133.78 (66.89*2)
	Total	3	222.96
* Carpet area" (CA) means the net usable floor area of an apartment/flat, excluding the area covered by the external walls, areas under service shafts, exclusive balcony or verandah area and exclusive open terrace area, but includes the area covered by the internal partition walls of the apartment. Further, staircases, lifts, lift/staircase lobby, service room, lift machine room, service shafts, common access way and common circulation/passages, etc. outside the flats shall also be provided additional to area of flats mentioned above.			



ANNEX-9 (FINISHES FOR STAFF – RESIDENTIAL)

Recommended schedule of finishes is as follows:

S. No.	Spaces/ Area	Flooring	D/S/P*	False ceiling (NA=Not applicable)
Class III and Class IV Flats				
1	Drawing cum dining	Vitrified Tiles	S – Vitrified tiles + P above	NA
2	Kitchen	Anti-skid vitrified Tiles/ granite tile	D – Vitrified/ceramic glazed Tiles (Full height)	NA
3	Kitchen store	Kota stone	D – ceramic tiles + P above	NA
4	Master Bedroom	Vitrified Tiles (Wooden texture)	S – Vitrified tiles + P above	NA
5	Toilets (All)	Anti-skid vitrified Tiles/ granite tile	D – ceramic / vitrified tiles glazed tile dado up to door lintel level or soffit level of ventilator (whichever is higher) + P above	Moisture resistant gypsum grid tile
6	Bedrooms	Vitrified Tiles	S – Vitrified tiles + P above	NA
7	Utility area	Anti-skid vitrified tiles	S – Vitrified tiles + P above	NA
8	Balconies (All)	Anti-skid vitrified tiles	S – Vitrified tiles + P above	NA

*Legends used are as follows:

D-Dado up to 7 to 8 feet height / full height

S-Skirting up to 6-inch height

P-Low VOC washable acrylic paint for interior or waterproof exterior grade paint for external surfaces including balconies, utility, etc. (both are indicated as P)



ANNEX-10 (AMENITIES – STAFF)

Amenities inside the Residences for Class III and Class IV flats

(1) In the Living /Drawing room:

(i) Shoe Rack cabinet of suitable size approx. 1200 x 1200 mm (size may be designed/modified suitably to accommodate the same within the planned space keeping in mind the positions of windows, doors etc.). The unit shall be made from 18 mm thick marine plywood finished with 4 mm thick teak wood veneer with melamine polish. There shall be shelves and partitions for keeping shoes etc. Back (wall facing) side shall be provided / covered with 6mm thick marine ply finished with 4 mm thick teak wood veneer with melamine polish. Front side shall be provided with shutters. Suitable base and ventilation shall be provided. Edges of plywood shall be covered with teakwood beading (melamine polished).

(2) In the Kitchen:

(i) Best quality state-of-the-art modular Kitchen with sufficient storages space for different types of kitchen equipment subject to space availability having sleek looks and spacious capacity designed for maximum functional efficiency and comfort of use will be provided. Minimum 18mm thick mirror polished granite top cooking platform (edge rounded) and 200 mm deep Granite fascia (edge rounded) with a suitable size stainless-steel sink-drain-board-unit (single bowl, satin finish, with SS fluted drain board) having CP brass swan-neck swivel type pillar cock for freshwater inlet, and waste water outlet through a suitable floor trap shall be provided. The kitchen-platform shall be provided along with underneath covered storage units (along with shelves & vertical partitions made of either marine ply with both side laminate & edge banding or natural stone viz. mirror polished Kota / Kadapa stone etc. and post formed shutters made of marine plywood and both side laminate with edge banding), water-purifier etc. complete. A water-purifier with CP brass plumbing fittings and fixtures and a wet utensils cabinet shall be fixed over the sink-drain-board-unit. An electric chimney / kitchen hood (soft touch / automatic; 1000 cum/ hr.) shall be suitably fixed and shall be camouflaged between overhead modular storage units. All with SS ironmongery, handles etc. Kitchen hood exhaust shall be concealed or Exhaust Fan with gravity louvre flaps.

(ii) There shall be over counter wall modular units with glazed shutters.

(iii) Minimum 18mm thick mirror polished granite top preparation platform for keeping micro-wave oven, Mixer/grinder, etc. along with necessary electrical points shall be provided opposite to the cooking platform. The storage cabinets, drawers, etc. shall also



be built below the preparation platform. Suitable overhead storage units shall also be fixed over preparation platform.

(iv) There shall be a loft above the level of 2100mm from the FFL for storage with shutters all fittings and ironmongery. Lofts with sliding doors/openable shutters about 2.5 to 3 sq m size and lights may be provided at a convenient location either over bath area or in passage area. A minimum clear headroom of 750mm may be ensured.

(3) Storeroom: Sufficient no. of RCC open shelves finished with Kadapa/Kota stone shall be provided.

(4) Mosquito Mesh Shutters: All the windows (preferably sliding windows) including French windows, ventilators, main entry door and doors which are openable to balconies/ utility area shall be provided with mosquito mesh shutters.

(5) Safety Grills: All windows and ventilators shall be provided with Aluminium / MS safety grills.

(6) Curtain Rods / pelmets: All the doors & windows of living, dining, bedrooms etc. shall be provided with decorative curtain rods.

(7) Wardrobes / Cupboards: All the bedrooms shall be provided with built-in modular wardrobe / cupboard of suitable size. The wardrobe shall have minimum four drawers, shelves, and partitions. The height of partitions shall not be more than 450mm except for coat hangers / dress hangers. Wardrobes / cupboards may be proprietary of approved make or made of marine plywood (blockboard in case of shutters) with laminate (inside and hidden i.e. wall side surfaces) and veneer with melamine polish on exposed surfaces.

(8) Toilets:

(i) Toilet area to be provided with floor mounted ceramic European WC pot, water efficient dual flushing system with all integral fittings or CP brass flushing valve and PVC seat –cover, SS toilet paper holder with lid, one handheld water sprayer for washing (preferably on the right hand side) or health faucet with necessary CP brass angle/stop cocks, CP connector with all integral fittings/fixtures, exhaust fan with gravity louvre flaps, etc. complete. [Note: in case of servant toilet OWC shall be provided]. One toilet in each flat may be made disabled friendly as per prevailing norms/NBC etc., as applicable.

(ii) Vitreous chinaware wash hand basin with quality plumbing / accessory / integral fittings like, CP brass waste/waste-coupling, CP bottle trap, CP brass mixer, CP brass connectors with all integral fittings like stop taps, flexible connectors etc. complete.



- (iii) CP brass liquid soap dispenser, CP brass soap-cake holder, CP brass toothpaste/toothbrush holder, etc.
- (iv) Heavy-Duty Stainless-Steel (SS) towel rods about 4 ft length-best quality CP/powder coated or stainless steel at bathing area and SS rings at wash basin area.
- (v) Sufficient number of Glass shelves for toiletries including one fibre/glass soap holder
- (vi) Pull and fix cloth line for drying cloths (Floor/wall/ceiling mounted aluminium foldable/pull out string-based stand)
- (vii) Heavy Duty CP brass coat-hooks
- (viii) Suitable size large mirror (8mm thick) with width commensurate with basin length shall be fixed above the wash basin counter over the wall tiles with quality accessory fittings.
- (ix) Modular waterproof medicine / toiletry chests, modular switch-socket for electric shaver near mirror and modular light fitting above mirror.
- (x) All necessary CP brass angle cocks and other ancillary fittings
- (xi) Swivel type shower rose and spout / tap of suitable size with hot/cold mixing arrangements.
- (xii) In addition to solar hot water, storage type geyser shall be provided with necessary plumbing and electrical provisions. System is to be designed to achieve optimum balance with IGBC/GRIHA norms.
- (9) In Utility area/washing machine / dish washer enclosures:
 - (i) Inside the flats, additional plumbing fittings like, CP brass stop-tap to plug for water supply and floor-trap for wastewater drainage arrangements shall be provided for equipment like for the washing machine as well as dishwasher etc.
 - (ii) Shelves for keeping washing soap /powder, dirty clothes, washed utensils etc. shall be provided.
 - (iii) Ceiling mounted SS cloth dryer rack with pulley and string for drying clothes shall be provided.
- (10) Electrical Installation and Fittings: Energy efficient and/ or BEE highest rated electrical fittings and fixtures viz. tube light, wall mounted light fittings, ceiling fan, exhaust fan, geyser, chandelier (in living room), call bell, and sufficient power points (5 / 15A) in each room shall be provided. The power to each residential unit shall be provided through a sub-meter.

Annexure XII.B –

**Officers' & Staff Residential Complex
of Reserve Bank of India at Inavolu,
Amaravati, Andhra Pradesh**



**RESERVE BANK OF INDIA
Estate Department
Andhra Pradesh**

**Officers' & Staff Residential Complex of Reserve Bank of India at
Inavolu, Amaravati, Andhra Pradesh**

Requirements for implementation of Project



Bank's requirements for Construction/ Redevelopment of residential complex for officers and Staff at Inavolu, Amaravati, Andhra Pradesh

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Bank's requirements for Construction/ Redevelopment of residential complex for officers at Inavolu, Amaravati, Andhra Pradesh

Introduction

Reserve Bank of India (hereinafter referred as Bank) intends to undertake Planning and Construction of Officers' and Staff Residential Complex of Bank at its land of 4 acres area acquired on freehold, etc. basis at Inavolu, Amaravati, Andhra Pradesh and shall hereinafter referred as plot. As in the 4 acres land the residential building for officers and staff is to be planned, the same should be planned separately such that area of the officers and staff are segregated and the facilities as discussed below are also planned separately as per the requirements.

General Requirements:

The Residential premises/complex for Officers shall comprise of residential flats, community hall, children play area etc. including transit accommodations i.e. visiting officers' flats (VOFs) as well as single room accommodations (SRAs). In addition to meeting with the requirement for planning of providing minimum No. of flats and other buildings/amenities mentioned at **Annex 1**.

The Residential premises/complex for Staff shall comprise of residential flats, community hall, children play area etc. including transit accommodations i.e. Transit Holiday Homes (THHs). In addition to meeting with the requirement for planning of providing minimum No. of flats and other buildings/amenities mentioned at **Annex 2**.

Planning shall be in such a manner that the entire project is certified as Platinum rating development under Indian Green Building Council (IGBC) system/ five-star rating development under Green Rating for Integrated Habitat Assessment (GRIHA) of 'Green Building' certification. The maximum permissible ground coverage, FSI / FAR, Maximum height permitted, stilt and basements as applicable and its height, setback on all sides and other norms applicable as per building bye laws, etc. shall be enquired from local Authorities and shall be followed. The design shall be in conformity with the prevailing local byelaws, environmental clearance and regulations and any other applicable statutory requirements and shall also be built as per the prescribed guidelines of local statutory authority (ies).



Bank's requirements for Construction/ Redevelopment of residential complex for officers at Inavolu, Amaravati, Andhra Pradesh

The principles of architectural planning, various analysis /considerations i.e. planning and orientation of buildings as per climate, sun path and wind flow analysis; allowing natural light & ventilation through the units; various salient positive features of the project (viz. stability, durability, maintainability, heat analysis/energy performance of the buildings, ecology study, disaster management plan, traffic management plan, total domestic & treated water requirement, projection of total waste water and sewerage and disposal, effect of construction material on Environment, rain water harvesting and storm water management, solid waste management, Organic Waste Converter/Vermi-compost, Bio Gas Plant, energy conservation techniques, use of renewable solar energy, Solar Power Plants with net metering, China Mosaic / Heat reflective paint on terrace top, Others, etc.); feasibility of achieving platinum rating of IGBC/ five-star rating of GRIHA, etc. shall form the basis of planning. The design efficiency parameters (i.e. having Floor area to Plinth area ratio $> 80 \%$; Road surface to Plot area ratio $< 15 \%$; Plinth perimeter to Plinth area ratio $\leq 0.45 \text{ m / sqm}$; Window area to Floor area 15 to 20%, etc. to have an economical planning and designs) shall also form the basis of design.

Project Architect shall also submit a certificate stating that the proposal complies with all the applicable statutory regulatory provisions / codes of the local building byelaws e.g., setback provisions, height restrictions, maximum permissible built-up area (FAR/FSI), minimum open space requirements, vehicular parking and movement provisions, fire safety norms, etc.

The buildings shall be designed suitable for the comfortable usage of differently abled persons as per the latest versions of "Guidelines and Space Standards for Barrier Free Built Environment for Disabled and Elderly Persons" published by CPWD and the stipulations of the statutory bodies. One flat in each block/tower or 2-3 flats as a whole in each colony could be made disabled friendly.

All components and systems i.e. Civil related systems including PCC, RCC, Masonry, Finishes, Amenities, water supply system, wastewater and solid waste management system, water proofing, etc., Electrical and Mechanical related systems as well as external development, etc. mentioned in this document or required to complete the



Bank's requirements for Construction/ Redevelopment of residential complex for officers at Inavolu, Amaravati, Andhra Pradesh project shall be designed and built conforming to the specifications of CPWD, relevant codes of Bureau of Indian Standards, National Building Code 2016, Energy Conservation Building Code (ECBC), etc. All internal supply and drainage lines within the buildings shall preferably be concealed lines. All exposed external service lines viz, water supply, wastewater, etc. connecting underground mains to the entry/exit points of various floors shall be laid through covered shafts having sufficient space for repair and maintenance works. These shafts shall have a working platform for standing of repair person and shall have easy access to it at various floor levels from outside/inside. Further, finished formation level shall be decided conforming to the local byelaws, NBC 2016, wastewater and drainage disposal requirement, formation level of approach road, topography of plot and local water logging conditions, etc. The locations of UGT, STP, DG Set, Transformers are to be based on vicinity of water supply, sewer line network of local body, HT line for tapping electric power supply, topography of plot. In case of flush water supply is to be met with treated wastewater, providing dual pipe system may be ensured. Detailed soil investigation shall be conducted, and preparation of structural design and drawings of foundations are to be ensured based on the soil investigation report to carry the expected design load.

The data given by the Reserve Bank of India in this document is only for information and guidance. The adequacy of these data shall be verified/checked for the overall design adequacy of the project. Whatever information may require for satisfactory planning, designing, execution, controlling/monitoring the execution till successful completion of the project all complete shall be collected for adequate planning, designing, and executing.

Performance guarantee of 10 years shall be submitted for water proofing and damp proofing system. For this purpose, the selected PSU as Project Management Consultancy shall obtain from the contractor/s and produce to the Bank, a Performance Bank Guarantee for 10 % of the original value of work of water proofing and damp proofing for a period of performance to be reckoned from the date of handover of completed complex to Bank by selected PSU.



Bank's requirements for Construction/ Redevelopment of residential complex for officers at Inavolu, Amaravati, Andhra Pradesh

I. Officers' Residential Premises/ Complex related requirements:

It shall comprise Regional Director/Officer-in-Charge/Grade F flat, Grade D/E type flats, Grade B/C type flats, Grade A type flats, Visiting Officers' flats, Single Room Accommodations, Creche, Utility/ amenity buildings, etc. which are described hereinafter along with the amenities inside the flat, common amenities in the buildings and external development. Minimum clear height (from floor finish to ceiling finish) of rooms within the flat shall be 3.0 m. The minimum number of flats, car parks, amenity buildings (and its components) to be planned and constructed along with details of minimum carpet area required thereof, etc. are specified in **Annex 1**.

[Note: Carpet area of flats mentioned below as well as in Annex 1 means the net usable floor area of an apartment/flat, excluding the area covered by the external walls, areas under service shafts, exclusive balcony or verandah area and exclusive open terrace area, but includes the area covered by the internal partition walls of the apartment. Further, staircases, lifts, lift/staircase lobby, service room, lift machine room, service shafts, common access way and common circulation/passages, etc. outside the flats shall also be provided additional to area of flats mentioned hereinafter and in Annex 1.]

(A) Flat for Regional Director/Officer-in-Charge/Grade F

Means a flat which has a carpet area of approx. 2280 Sq.ft excluding the area covered by the external walls, areas under service shafts, exclusive balcony or verandah area and exclusive open terrace area, but includes the area covered by the internal partition walls of the apartment. Such a flat shall be constructed for allotting it to Regional Director/Officer-in-Charge/Grade F of office of RBI at Inavolu, Amaravati, Andhra Pradesh as residential accommodation.

The flat shall have one Drawing cum Living cum Dining Room, one common toilet* that can be used by PWD and elderly people, one Master bedroom with an attached toilet* and a dresser, one 2nd bedroom with an attached toilet* and a dresser, two more bedrooms (one with an attached toilet* for guests), one Study room, one modular kitchen, one kitchen storeroom, one servant room with an attached toilet, one office



Bank's requirements for Construction/ Redevelopment of residential complex for officers at Inavolu, Amaravati, Andhra Pradesh space with attached toilet*. Kitchen shall have an attached utility area which may accommodate dishwasher as well as washing machine, etc. and shall have water supply and water drainage arrangement for installation of washing machine, dishwasher, etc. All other rooms shall have an attached balcony. If feasible for Regional Director a separate bungalow should be planned and RD's residence/duplex will be similar to that for Officers in Grade F and an additional area up to 500 sq.ft earmarked for staircase, etc. may be considered. Further, a separate garage shall be provided.

(B) Grade 'D' & 'E' type flats:

Means a flat which has a carpet area approx. 1800 Sqft excluding the area covered by the external walls, areas under service shafts, exclusive balcony or verandah area and exclusive open terrace area, but includes the area covered by the internal partition walls of the apartment. Such a flat shall be constructed for allotting it to Grade 'D', 'E' and above Grade Officers of RBI as residential accommodation.

The flat shall have one Drawing cum Living cum dining Room, one common toilet that can be used for PWD and elderly people, one Master bedroom with attached toilet and dresser, one 2nd bedroom with attached toilet* and dresser, one guest bedroom with attached toilet, one Study room, one modular kitchen, one kitchen storeroom. Kitchen shall have an attached utility area which may accommodate dishwasher as well as washing machine, etc. and shall have water supply and water drainage arrangement for installation of washing machine, dishwasher, etc. All other rooms shall have an attached balcony.

(C) Grade 'B' & 'C' type flats:

Means a flat which has a carpet area approx. 1440 Sq. ft excluding the area covered by the external walls, areas under service shafts, exclusive balcony or verandah area and exclusive open terrace area, but includes the area covered by the internal partition walls of the apartment. Such a flat shall be constructed for allotting it to Grade 'B' & 'C' Officers of RBI as residential accommodation.



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The flat shall have one Drawing cum Living cum dining Room, one common toilet that can be used for PWD and elderly people, one Master bedroom with attached toilet and dresser, one 2nd bedroom with attached toilet, one study room, one modular kitchen, one kitchen storeroom. Kitchen shall have an attached utility area which may accommodate dishwasher as well as washing machine, etc. and shall have water supply and water drainage arrangement for installation of washing machine, dishwasher, etc. All other rooms shall have an attached balcony.

(D) Grade 'A' type flats:

Means a flat which has a carpet area approx. 1080 Sq. ft excluding the area covered by the external walls, areas under service shafts, exclusive balcony or verandah area and exclusive open terrace area, but includes the area covered by the internal partition walls of the apartment. Such a flat shall be constructed for allotting it to Grade 'A' Officers of RBI as residential accommodation.

The flat shall have one Drawing cum Living cum dining Room, one common toilet that can be used for PWD and elderly people, one Master bedroom with attached toilet & dresser, one 2nd bedroom, one modular kitchen, one kitchen storeroom. Kitchen shall have an attached utility area which may accommodate dishwasher as well as washing machine, etc. and shall have water supply and water drainage arrangement for installation of washing machine, dishwasher, etc. All other rooms shall have an attached balcony.

(E) Creche:

Means a flat which has a carpet area approx. 1249 Sq. ft excluding the area covered by the external walls, areas under service shafts, exclusive balcony or verandah area and exclusive open terrace area, but includes the area covered by the internal partition walls of the apartment. The flat shall have one Living cum dining cum Playroom, two rooms (one for rest and one for study) of children, two common toilets (out of the two, one can be used for PWD), one modular pantry, one storeroom. Pantry shall have an attached utility area which may accommodate dishwasher as well as washing machine, etc. and shall have water supply and water drainage arrangement for installation of



Bank's requirements for Construction/ Redevelopment of residential complex for officers at Inavolu, Amaravati, Andhra Pradesh washing machine, dishwasher, etc. All other rooms shall have an attached balcony. Care shall be taken in Creche layout to ensure safety, visibility and play for children.

(F) Visiting Officer's flats (VOFs):

Means a fully furnished flat with overall carpet area of 720 Sq. ft excluding the area covered by the external walls, areas under service shafts, exclusive balcony or verandah area and exclusive open terrace area, but includes the area covered by the internal partition walls of the apartment. And is constructed for temporarily allotting the same to a visiting officer as residential accommodation instead of providing him/her a hotel accommodation.

The flat shall have one Bedroom with an attached toilet, a small drawing cum dining space, a small modular pantry, a utility area which may accommodate dishwasher as well as washing machine, etc. and shall have water supply and water drainage arrangement for installation of washing machine, dishwasher, etc. All other rooms shall have an attached balcony.

Out of 09 nos. of VOFs (including 02 nos. of executive VOFs), 2 Nos. shall be designed for differently abled persons.

One common modular kitchen with attached dining, attached kitchen store and attached toilets (ladies and gents) as well as a store for keeping additional mattresses, bedsheets, bed covers, etc. shall be provided to serve all the VOFs (09 nos). It shall have convenient connectivity to all the VOFs.

[Note: If space do not allow to plan separate buildings for VOFs, then these may be planned above club house described hereinafter at 'Utility / Amenity Buildings'.]

(G) Single Room Accommodations (SRAs):

Means a fully furnished flat with overall carpet area of 720 Sq. ft excluding the area covered by the external walls, areas under service shafts, exclusive balcony or verandah area and exclusive open terrace area, but includes the area covered by the internal partition walls of the apartment. The flat shall have one Bedroom with an



Bank's requirements for Construction/ Redevelopment of residential complex for officers at Inavolu, Amaravati, Andhra Pradesh attached toilet, a small drawing cum dining space, a small modular pantry, a utility area which may accommodate dishwasher as well as washing machine, etc. and shall have water supply and water drainage arrangement for installation of washing machine, dishwasher, etc. All other rooms shall have an attached balcony.

SRAs shall be made in such a way that they are fungible with Gr B/C flats so that in case of need, they can be converted into regular flats.

Out of 06 nos. SRAs, 02 nos. shall be designed for differently abled persons.

[Note: If space do not allow to plan separate buildings for SRAs, then these may be planned above club house described hereinafter at 'Utility / Amenity Buildings'.]

(H) Utility/Amenity Buildings:

It shall include but not limited to Security cum Reception at the entrance of the residential complex; Club House having Gym & Indoor Badminton Hall, Separate toilets for Ladies and Gents etc.; Caretaker's Office cum Store, Dispensary with Doctor's Room, Maintenance Staff Room with toilets; Co-operative society store, Servant Toilets, Pump room; Substation room, etc. Requisite components of utility/amenity buildings along with associated carpet area are specified in **Annex 1**.

(I) Amenities inside Flats, VOFs, SRAs and Club House:

Means modular kitchen, cupboards/wardrobes, covered lofts, drapery rods, provision for installation of split / window type AC units in all rooms including drawing-cum-dining room, water heaters for modular bathrooms (storage type) ¹and kitchen (instant type), water purifier, medicine chests, fans, electrical fittings/fixtures, plumbing and sanitary fittings/fixtures, electricity, water supply, drainage, telephone cable, TV cable, internet/ data cable, standalone Video Door Phone and intercom facility etc. to be provided in each flat

VOFs- One flat (Gr B/C) will equate as 2 VOF units , Drawing room area to have provision of a sofa set, centre table and 1-2 side tables, Dining space to have 4/6



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seater (depending on space available) dining table with chairs, Common area: washing machine, micro-oven, induction plate/ cooker (Only microwave oven may be provided as VOFs have catering arrangements), One queen size bed with 1-2 side tables in each bedroom, One study table and computer chair in each bedroom, A small coffee table with 2 chairs as per space available in each bedroom, 1-2 luggage racks in each room, One fridge in each room, ACs and TVs (1 each) in each bedroom and also in drawing-cum-dining space, Proper lighting arrangements (energy efficient) plus reading lamp at study table and one night lamp, Almirah with locker facility in each room, clothes drier and press board, Dressing table with stool, one luggage weighing machine.

SRAs- One flat (Gr B/C) will equate as 2 SRAs (one room each for 1 person with common drawing and dining space). In addition to amenities provided to VOFs as above, kitchen to have induction cooker plate and microwave and select compatible utensils.

(a) Amenities inside the Residences for Officers:

(1) In the Living /Drawing room:

(i) Telephone stand cum Book rack or wall unit cabinet of suitable size approx. 2200 x 2100 mm (size may be designed/modified suitably to accommodate the same within the planned space keeping in mind the positions of windows, doors etc.). The unit shall be made from 18 mm thick marine plywood finished with 4 mm thick teak wood veneer with melamine polish. There shall be shelves and partitions for keeping books, telephone, TV and associated accessories, music system etc. Back (wall facing) side shall be provided / covered with 6 mm thick marine ply finished with 4 mm thick teak wood veneer with melamine polish. Suitable base shall be provided. Edges of plywood shall be covered with teakwood beading (melamine polished).

(ii) Shoe Rack cabinet of suitable size approx. 1200 x 1200 mm (size may be designed/modified suitably to accommodate the same within the planned space keeping in mind the positions of windows, doors etc.). The unit shall be made from 18 mm thick marine plywood finished with 4 mm thick teak wood veneer with melamine polish. There shall be shelves and partitions for keeping shoes etc. Back (wall facing) side shall be provided / covered with 6 mm thick marine ply finished with 4 mm thick



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teak wood veneer with melamine polish. Front side shall be provided with shutters. Suitable base and ventilation shall be provided. Edges of plywood shall be covered with teakwood beading (melamine polished).

(2) In the Dining room:

Wooden storage cabinet with glass for Crockery etc. of suitable size approx. 2200 x 1500 mm (size may be designed/modified suitably to accommodate the same within the planned space keeping in mind the positions of windows, doors etc.). The unit shall be made from 18 mm thick marine plywood finished with 4 mm thick teak wood veneer with melamine polish. There shall be shelves and partitions. Front side shall be glazed in teak wood shutter frame. Back (wall facing) side shall be provided / covered with 6mm thick marine ply finished with 4 mm thick teak wood veneer with melamine polish.

Front side shall be glazed in suitable frame. Suitable base shall be provided. Edges of plywood shall be covered with teakwood beading (melamine polished).

(3) In the Kitchen:

(i) Best quality state-of-the-art modular Kitchen having sleek looks and spacious capacity designed for maximum functional efficiency and comfort of use will be provided. Kitchen-platform along with underneath covered modular storage units (pull-out drawer etc.), Kitchen hood / Chimney, Water-purifier etc. complete may be provided. Minimum 18mm thick mirror polished granite top cooking platform (edge rounded) and 200 mm deep Granite fascia (edge rounded)/ Korean marble platform and fascia for Grade F and above. Granite kitchen platform with a stainless-steel sink with drain board and tap-preferably swan neck-mixer tap where instant water heater installed (Cold regions) and wastewater outlet through a suitable floor trap shall be provided. The modular kitchen furniture like cabinets (either proprietary or made from marine ply with both side laminate and edge banding or made from kadappa/ kota stone verticals), drawers with SS telescopic channel, SS pull out baskets of various utilities viz. cutlery, cup saucer, plates (both large and small sizes), bottles, grains pull outs, plain baskets (of various depths), etc. shall be provided in below the cooking platform cabinets. All the shutters shall be modular post formed shutters made from



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marine ply with both side laminate and requisite edge banding. A water-purifier with CP brass plumbing fittings and fixtures and a wet utensils cabinet with SS grills, SS drain boards* for collecting water etc. shall be fixed over the sink-drain-board-unit. An electric chimney / kitchen hood (soft touch / automatic; 1000 cum/ hr.) shall be suitably fixed and shall be camouflaged between overhead modular storage units. All with SS ironmongery, handles etc. Kitchen hood exhaust shall be concealed.

(ii) There shall be over counter wall modular units with modular post formed shutters made from marine ply with both side laminate and requisite edge banding or glazed shutters or combination of both, toughened glass shelves etc.

(iii) Minimum 18 mm thick mirror polished granite top preparation platform for keeping micro-wave oven, Mixer/grinder, juicer etc. along with necessary electrical points shall be provided opposite to the cooking platform. The modular kitchen furniture like cabinets, drawers, etc. shall also be built below the preparation platform. The modular kitchen may be designed in a manner that the Last/lowest drawer can be a pull-out trolley which can be pulled out for cleaning purpose.

Suitable overhead modular storage units shall also be fixed over preparation platform. This shall have cabinets, drawers with SS telescopic channel, SS Grills, etc. shall be built below the cooking platform.

*Twin basins with drain board may be explored in CGM/RD's flat kitchen

(iv) There shall be a loft above the level of 2100mm from the FFL for storage with shutters, all fittings and ironmongery. Lofts with sliding doors/openable shutters about 2.5 to 3 sq m size and lights may be provided at a convenient location either over bath area or in passage area. A minimum clear headroom of 750mm may be ensured.

(4) Storeroom:

Sufficient No. of RCC open shelves finished with Granite shall be provided.

(5) Mosquito Mesh Shutters:

All the windows including French windows, ventilators, main entry door and doors which are opening in balconies/ utility area shall be provided with mosquito mesh



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shutters (Sliding/ openable) in case of metal mesh, it shall be SS.

(6) Safety Grills:

All windows and ventilators shall be provided with Aluminum / MS safety grills.

(7) Curtain Rods / pelmets:

All the doors & windows of living, dining, bedrooms etc. shall be provided with decorative curtain rods (preferably double track)

(8) Wardrobes / Cupboards and dresser with mirror:

All the bedrooms shall be provided with built-in modular wardrobe / cupboard of suitable size. The wardrobe shall have minimum four drawers, shelves, and partitions. The height of partitions shall not be more than 450mm except for coat hangers / dress hangers. Wardrobes / cupboards may be proprietary of approved make or made of marine plywood (blockboard in case of shutters) with laminate (inside and hidden i.e. wall side surfaces) and veneer with melamine polish on exposed surfaces.

All dressing rooms shall be provided with built-in modular dresser of suitable size along with cloth shelves and hangers to keep cloths and accessories.

(9) Modular Bath and Toilets:

(i) Wall hung/ floor mounted EWC (Vitreous Chinaware European type) with low level water efficient dual flushing system with all integral fittings or CP brass flushing valve and PVC seat –cover, SS toilet paper holder with lid., one handheld water sprayer for washing (preferably on the right-hand side) or health faucet with necessary CP brass angle/stop cocks, CP connector with all integral fittings/fixtures, exhaust fan, etc. complete. [Note: in case of servant toilet **OWC** shall be provided]. One toilet in each flat may be made disabled friendly as per prevailing norms/NBC etc., as applicable.

(ii) Vanity wash basin for Grade F and above/Over / under counter vitreous chinaware wash hand basin with quality plumbing / accessory / integral fittings like, CP brass



Bank's requirements for Construction/ Redevelopment of residential complex for officers at Inavolu, Amaravati, Andhra Pradesh waste/waste-coupling, CP bottle trap, CP brass mixer, CP brass connectors with all integral fittings like stop taps, flexible connectors etc. complete. And with minimum 18mm thick mirror polished granite top counter with Granite fascia al-around over counter unit (fitted with waterproof modular toilet furniture below fitted with wastebasket, toiletries, etc. The portion below counter may be covered with waterproof shutters for keeping dry waste bin, cleaning materials, brooms/ brushes, swabs, etc. as per requirements). One wash basin outside (in lobby/passage area in the flat) for General use (counter type) with mirror (with a light fitting on mirror top) and medicine chest on one side wall. Wash basin to have provision for mixer with hot water and cold water

(iii) CP brass liquid soap dispenser, CP brass soap-cake holder, CP brass toothpaste/toothbrush holder, etc.

(iv) Heavy-Duty Stainless-Steel (SS) towel racks above shower panel as well as towel rods (about 4 ft length), towel rings (best quality CP/powder coated or stainless steel) in bathroom and lobby wash basin

(v) Sufficient number of glass shelves for keeping toiletries including one fiber/glass soap holder.

(vi) Pull and fix cloth line for drying cloths. Arrangement for drying clothes- Floor/wall/ceiling mounted aluminum foldable/pull out string-based stand

(vii) Heavy Duty CP brass coat-hooks

(viii) Suitable size large mirror (8mm thick) with width commensurate with basin length shall be fixed above the wash basin counter over the wall tiles with quality accessory fittings.

(ix) Modular waterproof medicine / toiletry chests, modular switch-socket for electric shaver near the mirror and modular light fitting above the mirror (latest, sturdy, FRP unit available in the market) in all bathrooms, above wash basin.



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- (x) All necessary CP brass angle cocks and other ancillary fittings
- (xi) Swivel type shower rose and spout / tap of suitable size with hot/cold mixing arrangements.
- (xii) In addition to solar hot water, alternate system or supporting system to solar hot water shall be provided with necessary plumbing and electrical provisions. System is to be designed to achieve optimum balance with 1%%IGBC/%%GRIHA norms.

[Note: (a) Swivel type shower rose and spout / tap of suitable size with hot/cold mixing arrangements in attached toilet to master bedroom shall preferably be a shower panel with bath tray.

(b) Shower panel with bath tray in all modular bathrooms. Attached toilet to Master Bedroom shall have Shower partition with door made of 12mm thick toughened Glass.]

(10) In Utility area/washing machine / dish washer enclosures:

(i) Inside the flats, additional plumbing fittings like, CP brass stop-tap to plug for water supply and floor-trap for wastewater drainage arrangements shall be provided for equipment like for the washing machine as well as dishwasher etc. in utility area (either in utility balcony, where available, or in/near washroom area)

(ii) Shelves for keeping washing soap /powder, dirty clothes, washed utensils etc. shall be provided.

(iii) Ceiling mounted SS cloth dryer rack with pulley and string for drying clothes shall be provided.

(b) Amenities in Creche:

(i) All above amenities mentioned for inside the residences at (I) (a) above are to be provided.



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(ii) Necessary single beds suitable for children, chairs, play tables, indoor play games, study tables with study chairs, washing machine, refrigerator, micro-oven, LCDs, and split AC units are to be provided in suitable size and nos. All items shall be suitable to children.

(c) Amenities in the VOFs and SRAs:

(i) All above amenities mentioned for inside the residences at (I) (a) above are to be provided.

(ii) Necessary beds with side tables, coffee table with chairs, sofa set with center table, corner tables, dining table with chairs (4-seater), 2 luggage racks, study table with computer chair, washing machine, refrigerator, micro-oven, press board, LED, and split AC units are to be provided in suitable size and nos. in each VOF.

(d) Amenities in the Clubhouse, caretaker's office and dispensary:

(i) In the Gymnasium, sufficient nos. Tread Mills and Exercise Cycles minimum 02 nos. each and 01 No. Multigym are to be provided.

(ii) In the Sports Room, table and necessary equipment's for table tennis is to be provided.

(iii) Badminton set along with movable / detachable poles and sports flooring is to be provided.

(iv) All the office room shall be provided with office table, officer chair, visiting chairs and Steel Cupboards in suitable size and nos. Co-operative store shall be provided with a small storeroom, a shopping area, necessary cash counter and furniture.

(v) All the toilets shall have sufficient utilities viz. wash basins, EWCs, etc. and specifications shall be similar to that for toilets in residences mentioned above except

bathing area which shall not be the part of these toilets. In addition, sufficient No. of



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chinaware urinals is to be provided in Gent's Toilets. The toilets attached to gym shall be provided with sufficient changing rooms. The toilets attached to maintenance staff rooms shall also have separate washing place for washing utensils, etc.

(vi) In the storeroom of caretaker and pharmacy as well as in the co-operative store, suitable modular slotted-angle-iron shelves from floor to ceiling height with compartments and ladder shall be provided.

(vii) Kitchen attached to Party Hall shall be suitably designed industrial kitchen.

(e) Amenities in the watchman's/security cabin:

It shall have arrangements to view CCTV, intercom/video door phone and have direct telephone line facility.

(J) Common amenities in a building:

Common amenities in a building shall include but not limited to electricity meter room, service/ maintenance room, lifts(Energy efficient Lifts (stretcher lift-1 per building may be explored where there are 2 lifts per building) with machine room), staircase, staircase cum lift lobby, letterbox, directory-board, CCTV, solar water heater, overhead water storage tanks, lift machine room, staircase-mumty room, lightning arrester, aviation light, etc. at terrace, lighting arrangements for these areas, etc. and any other facility necessary for the project. Passage, Entrance Lobby & Staircase in each block/building- to be done in natural stone, the elegance of which should not be less than polished Granite flooring. Directory board and name painted letter box with letter slit, locking arrangement and name, flat No. in lift/ staircase lobby at ground floor of each building. Route maps at prominent places may be considered for large colonies having multiple buildings. Refuge area may be earmarked, signages showing you are here along with the escape routes may be provided in staircases/ lift lobbies etc.

(K) External Development:



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It shall include but not limited to Roads, Footpaths, Jogging tracks, 2 covered parking's per flat in stilt and/or podium (Multilayer parking to be explored) building-wise with clear headroom of 2.4m under soffit of beams or as per prevailing local bye-laws, Sufficient open parking spaces for guests, Parking space earmarked for 2 wheelers /Cycles, Use of multicolour natural stone to demarcate parking slots instead of paint could be explored, Suitable lights (preferably diffused) in parking area may be considered. Electric substations and power supply distribution system, Water supply distribution system (Drinking/Municipal, Rain-harvested and Recycled), Overhead (Drinking/Municipal, Rain-harvested and Recycled) water storage tanks, Underground (Drinking/Municipal, Rain-harvested and Recycled) water-storage sumps, waste water drainage, sewerage system including STP for effective recycling of the waste water, storm water drains with rain water harvesting, street/garden lighting, horticulture, garden (park may be constructed with fountain), other public amenities like flag-hoisting arrangement, solid waste dump-cum-recycling-cum-disposal system, fire alarm system, fire-fighting arrangement, Grid-interactive Solar-power Generating plants, other types of renewable energy generation, etc., arrangements for differently-able-persons, arrangement for obtaining "Green-Building Certification" conforming to 1%%Platinum rating from IGBC) or %%five-star rating from GRIHA, etc.

Internal Roads-For large colonies, an arterial road 6 m wide with double lanes/ as per bye-law/ fire requirements to be provided and Feeder rotary may be single lane -3 m wide both without any kerb stone and only with 1000 mm wide rolled shoulder. Roads shall have concrete/ Asphalt surface with 50mm thick premix carpet topping. Pathways-wide pathways with paver blocks/rough stones-where available (single lanes 10-12' wide and double 20-22' wide) may be considered subject to space availability.

(L) Outdoor Common Amenities:

Suitable play equipment for children viz. Wave Slide, Roller Slide, etc., parallel bar/ Horizontal Bars, merry-go-round, Climbers (Rainbow Climber, Satellite Climber or Sunset Climber), Multi Seated see-saw, Loop Rungs, Multi play Systems/ Glider, etc. may be provided. 4-6 garden benches may also be provided. All these equipment shall be provided on grass lawn with flowering plants around. In slides and swings, etc.,



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[Note: In addition to green spaces, area for the outdoor sports facility such as Lawn-tennis court, basketball court, etc. shall also be planned as per space availability.]

(M) Peripheral protection:

%%In case new plot where new boundary wall is to be constructed: 3.2 m high (to be measured from finished formation level) shall be constructed to achieve 1.8 m height of solid wall above formation level plus 1.4 m height of MS grill (with concertina wire fencing if felt necessary in consultation with P&S) all following the standard design# of Bank's boundary wall. Beautifying boundary walls by plants, creepers/ painting with pictorial themes depicting various initiatives of the Bank may be considered.

Main Foyer should be attractive exquisitely designed in Marble & Granite with sufficient illumination during night. Name of building/ block at a visible, prominent location and well-lit.

The logo, design and font of the Bank's name as appearing on the façade of the building may be standardized for all colonies across the country. Preferably white background with lettering in black. Proper illumination at night may be ensured. The name of the colony should be displayed in English, Hindi and local language at the vantage point for visibility during day and night.

Further, provision of two gates may be considered subject to one gate being in operation at all times and the other also operation-ready (if and when required) even if it (second gate) is kept locked for security reasons. Gates to have unequal leaves with smaller leaf catering to pedestrian traffic.

Construction of all-weather Security Block at entrance, Escape route map in case of fire/other emergencies to be displayed in Colonies at prominent places may be considered.



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(N) Electrical related requirements:

1.0 General Requirement:

The planning and designing for the electrical work shall include the following components:

- (i) Assessment of electrical load and power requirement for the entire premises envisaged in the final layout plan
- (ii) Substation along with transformers, HT/ LT panels (if required), arranging provision of LT supply through meter (from State Discom) for individual flats, interconnecting cabling, earthing, substation safeties etc. as per the applicability and the requirement of local electricity authority norms.
- (iii) Power distribution from main LT panel with UG cabling system, feeder pillar / LT panels to feed power to residential units / blocks and other buildings envisaged in the final layout plan.
- (iv) The UG LT cabling of adequate size of copper cable 1.1 KV grade, armoured, PVC/XLPE insulated and sheathed.
- (v) The incoming feeder cable to individual residential unit/ flat of adequate capacity copper cable but of minimum 10 sq.mm copper cable/wire of 1.1KV grade. All feeder cables shall be about 20% higher capacity than the designed current capacity requirement.
- (vi) Street lighting including other lighting like area lighting if any, compound lighting, at the entrance of colony and individual buildings with Decorative LED light fittings to meet functional/aesthetic requirements.
- (vii) Electrification of residential units/other building as per Bank's norms/ instructions and CPWD specifications including the electrical fittings such as ceiling fans, exhaust fan, light fittings, call bells, geysers etc.
- (viii) Entire internal electrical work in concealed conduits with FRLS copper wire of required sizes, concealed Distribution Boards MCB (DB) with ELCB and modular switches/ sockets/ fan regulators/ telephone, data and tv outlets etc. of good quality.



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- (ix) The number of light/ plug/ power/ fan/ water-heater/ call bell points and the type of light/ fan/ water-heater fittings shall be got approved by the Employer.
- (x) Water pumps, all tube lights, lamps and other equipment used in the work shall be of highest energy efficiency rated wherever available.
- (xi) The power outlet for AC units shall not be looped with other power points. The other power points may be looped with a maximum of two points in one circuit.
- (xii) The switch for the AC and Geyser points shall be provided at convenient location for ease of operation.
- (xiii) For convenience of users the power points (15A) shall be of combined type (i.e., both 5A as well as 15A plug tops).
- (xiv) 5A/6A sockets with 5 pins shall be provided, with easily operable for use of mobile/tablet charging. If required, two pin sockets may be provided additionally.
- (xv) Light points in all rooms like, drawing/living/dining room, bedrooms, kitchen, bathrooms, water closets, toilets, above mirror in wash hand basin area, dressers, storerooms, enclosures for washing machine / dishwasher / refrigerator etc., balconies, passages, sleep-out terraces, lofts, etc. two-way switch shall be planned to control one light of drawing room from master bedroom.
- (xvi) Energy efficient ceiling fans with step type electronic fan regulator with uniform speed control shall be provided in all rooms like, drawing/ living/ dining room, bed/ study/ servant rooms, kitchen, and storeroom. Fans with copper winding with double ball bearing shall be provided. The size of ceiling fan (sweep) and number of fans may be decided based on the room size. Ceiling cost of fans may be kept as under:

Grade A / B / C	Rs. 3,500/- per fan in white / off white colour
Grade D / E	Rs. 6,000/- per fan
Grade F	Rs. 10,000/ per fan



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Top management	No ceiling
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(xvii) Exhaust fans in kitchen, bathrooms, toilets, dressers etc. shall be of light duty 9" /12" size with gravity louvers / flaps.

(xviii) Sufficient electrical plug points of suitable capacity and fittings shall be provided in all rooms like, drawing/ living/ dining room, bedrooms, for equipment like Computer, TV, Air Conditioners, etc.

➤ Electrical plug points and fittings shall be provided for washing machine / dish washer etc., in washing machine enclosure.

➤ Electrical plug points and fittings shall be provided in kitchen for refrigerator, microwave oven, toaster, mixer-grinder, hot plates, chimneys, hobs, water-purifier, storage type water-heaters, etc.

➤ Electrical plug points and fittings shall be provided in bathrooms and toilets for storage type water-heaters.

➤ Electrical plug points and fittings shall be provided near wash hand basin for shaver / beard trimmer/ hair dryer etc.

➤ Electrical plug points and fittings shall be provided in dresser for hair-curler.

➤ AC point arrangement (1 in each bedroom and 1 to 2 in drawing room based on the size)

(xix) Double door type MCB distribution board with adequate number of ways shall be provided in individual residential units. MCB distribution board should have at least two spare ways of lighting circuit and power circuit each. MCB distribution box should be of the same make as that of MCB. Minimum capacity of MCB shall be 10A for lighting and 20/16A for power. ELCB of sensitivity 30mA shall be provided inside each MCBDB.

(xx) LED / Energy efficient lights with one slim tube fixture and one decorative bracket with replaceable LED bulb in all rooms One decorative centre fitting / chandelier with easily replaceable energy efficient lamps and multi-purpose lighting provision (at least two tube lights and two decorative fittings with



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replaceable LED bulbs) in drawing room. Per unit ceiling cost of bracket fittings and chandelier in various types of flats may be kept as under:

Fitting type	Grade A/ B/ C	Grade D/ E	Grade F	Top Management
Decorative fitting	Rs. 2,000/-	Rs. 3,500/-	Rs. 5,000/-	No ceiling
Chandelier	Rs. 6,000/-	Rs. 10,000/-	Rs. 15,000/-	No ceiling

(xxi) Separate electrical connection for each flat directly from electricity supply company / authority shall be planned. For this purpose, meter boards and / or energy meters shall be planned in a electrical meter room in each residential block as per the applicability and the requirement of local electricity authority norms. The meter board/ panel shall be conforming to the requirements of local Electricity Board. For common area loads (including VOFs), LT connection from electricity supply company / authority shall be planned preferably.

(xxii) Adequate capacity pump sets for water supply, horticulture, including their plumbing, UG/OH tank level indicators, automation of operation of pump sets. Standby pump shall be planned to take care of any emergencies.

(xxiii) . Telephone wiring, TV cabling, Internet data wiring, with suitable telephone/ data / TV outlet shall be provided in all rooms (drawing/ living/ dining room/ bedrooms) of residential units, and other buildings as required. Two telephone sockets in drawing-cum-dinning room and parallel lines for bedrooms (one socket in each room) shall be planned.

(xxiv) All the points of LAN wiring, TV wiring points and the looped telephone wire inside flat shall terminate in a box (to house splitter, modem etc.) at a suitable central location at appropriate height inside the flat. From this central location, 3 empty conduit pipes to lay cables (TV, Telephone fiber etc.) shall be laid up to the shaft in each floor. Two 6 Amp power point shall also be provided inside the Box. The switch for these points may be kept at accessible height.



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- (xxv) Intercom facility with handset (other than telephone wiring) shall be planned for all residential units and other important locations in the premises with EPABX system kept in utility building.
- (xxvi) Standalone type Video Door phone at the entrance of each flat shall be planned.
- (xxvii) Roof-top grid interactive solar power systems with net metering for harnessing the solar energy potential shall be planned. The power generated from Solar system shall be connected to grid through energy meter(s) for common services only.
- (xxviii) For hot water requirements geyser may be planned in bathroom¹ and kitchen. If solar water heating system is considered, the piping may be planned in such a way that the hot water from solar water heating system feeds the geyser(s) to save energy.
- (xxix) Fire extinguishers and firefighting system/ equipment in each block and floor as per Local Fire Authority requirement.
- (xxx) Fire alarm system in each block and floor as per the Local Fire Authority requirements.
- (xxxi) Lightning conductors / Arresters for protection shall be considered according to the recommendations of the Local Authorities or as incorporated in the National Building Code Lift / staircase pressurization system in the residential block / other blocks, if required as per the Local Fire Authority requirements.
- (xxxii) Sufficient No. of energy efficient passenger lift (s) with machine room of adequate capacity conforming to relevant IS codes, local byelaws and statutory requirements shall be planned. One stretcher type of lift may be explored where there are more than two lifts per building.
- (xxxiii) Air-conditioning system in common areas such as: community hall, dispensary, caretaker room, VOF blocks, gymnasium etc.
- (xxxiv) Electrical chimney in all the residential flats for officers, kitchen and pantries of VOFs, pantries of SRAs.
- (xxxv) Planning and designing CCTV system to cover periphery and entrances (Main gate and Tower entrances).



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(xxxvi) Boom barriers of adequate height for at all the entrance of the premises / building blocks, common area and lift. Storage of recordings shall be kept preferably for 15 days.

(xxxvii) Doctor's room is to be provided with intercom and direct telephone line.

(xxxviii) DG set with AMF panel shall be provided to meet the power requirement of the following emergency loads

- a. Pump sets for water supply
- b. STP and WTP
- c. Security equipment
- d. Lifts, EPABX (Video Door Phone)
- e. Light/ fan load of creche, dispensary, community room, VOF, etc.
- f. Area lighting, streetlights and staircase lighting for each block

(xxxix) Single DG set for whole colony may be preferably planned in place of multiple DG sets.

(xl) Water purifier shall preferably be of UV type with minimum 1 litre per minute capacity. RO type water purifiers may be provided if the TDS level in the water is high.

(xli) Street lighting with LED IP66 fittings (BEE star rated) of reputed make and hot dipped galvanized self-standing poles of required height shall be provided.

(xlii) General Area Lighting such as Lobby, Lift Lobby, Periphery, Terrace, Podium and Staircase Area etc. shall be with suitable LED light fittings.

(xliii) Decorative light fittings at the entrance of colony and lobby area of individual building shall be planned.

(xliv) LED lights with decorative holdings and concealed wiring to be planned for pathways.

(xlv) Lighting on internal roads to be kept at low height

(xlv) Proper illumination to be ensured for the Bank's name / logo etc. on the colony façade is to be ensured.



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- (xlvi) Lighting arrangement in parking area may be kept preferably defused type.
- (xlvii) Sufficient numbers of electric vehicle charging station Opex model (direct customer to business) may be explored in the parking area as per green building norms and local electricity authority norms.

Note:

- (i) All the electrical supply lines shall be suitably routed with right of way for each service cable with provision for road crossing etc. and provision for suitable entry into various buildings so that subsequently it can be maintained without dismantling other services and need of road cutting.
- (ii) Preparation of drawings for approval from Electrical Inspectorate/CEA and liaison work with Electricity Boards / Statutory Bodies for getting power connection from State Electricity Board for the residential premises.
- (iii) Adequate number of suitable size of pipes for road crossing shall be provided for future use.
- (iv) Adequate number of conduits / channels / pipes may be laid in the premises in underground / concealed manner, to enable at least four different FTTH service providers, to lay their fiber cable network in the premises to provide FTTH connection to all the residential units

2. Provision for annual maintenance contract and submission of performance bank Guarantee during AMC:

Appropriate provisions shall be incorporated to ensure that the OEM/Agency of the equipment shall submit scope of work / AMC charges /renewal clauses including submission of Bank Guarantee during the currency of AMC period and enter into agreement with the Bank to render all-inclusive comprehensive annual maintenance service for the estimate life of the equipment/ system after handing over the equipment to the bank. The estimated life of the major equipment is as under:

- a) Fire Alarm System – 8 years
- b) EPABX- 10 years



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- c) Fire pump – 15 years
- d) Lifts – 20 years
- e) Solar Power System – 10 years
- f) Solar Water heating system – 10 years

(O) Finishes related requirements:

Recommended schedule of finishes is enclosed as **Annex 2**.



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Annex 1

Officers' Residential Complex of Reserve Bank of India at Inavolu, Amaravati, Andhra Pradesh

The minimum number of flats, car parks, amenity buildings (and its components) to be planned along with details of minimum carpet area required, etc. are specified below:

Flats			
S. No.	Description of construction	Number required	Minimum carpet area* in sq. m. (approx. but not lesser than the lower limit mentioned)
1	Grade F	1 for Officer-in- Charge/ RD and 1 for other Grade F (this other Grade F flat may be in D/E block)	2280 Sq.ft
2	Grade D & E type Flats	8	1800 Sq.ft
3	Grade C/B type Officer's flats	46	1440 Sq.ft
4	Grade A type flats	63	1080 Sq.ft
5	Creche	1	1249 Sq.ft
6	Visiting Officers' Flats**	9	720 Sq.ft
7	SRA	6	720 Sq.ft
	Total =	135	



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* Carpet area of flats mentioned above means the net usable floor area of an apartment/flat, excluding the area covered by the external walls, areas under service shafts, exclusive balcony or verandah area and exclusive open terrace area, but includes the area covered by the internal partition walls of the apartment. Further, staircases, lifts, lift/staircase lobby, service room, lift machine room, service shafts, common access way and common circulation/passages, etc. outside the flats shall also be provided additional to area of flats mentioned above.

** Additional suitable space is to be designed for One common modular kitchen with attached dining, attached kitchen store and attached toilets (ladies and gents) as well as a store for keeping additional mattresses, bedsheets, bed covers, etc. to serve all the VOFs (09 nos).

Note:- If feasible for Regional Director a separate bungalow should be constructed and RD's residence/duplex requirements and area will be similar to that for Officers in Grade F and an additional area up to 500 sqft earmarked for staircase, etc. may be considered. Further, a separate garage shall be provided.

Requirement of Car Parking:

Minimum 207 No. covered car parks shall be provided. However, this shall also be conforming to the requirement of local statutory Authorities. Car parks may be provided in stilt if the buildings are planned with stilt. However, in such a case, stilts are to be properly ventilated.

S. No.	Description of covered Car Parking construction	Number of Flats	Number of Car Parking per flat	Total number of covered car parking required
1	Officer-in-Charge	2	2	4
2	Grade 'D' / 'E'	8	2	16
3	Grade 'C'/'B'	46	2	92
4	Grade 'A'	63	1.5	94.5
5	SRA	6		10
	Total=	125		216.5 = 217



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Approximately 15 sq. m. area for each covered car parking will be required to be provided. This area of (217 x 15 sq. m. = 3255 Sqm) is excluding driveways, turnings, etc. Apart from above, some open to sky car parking slots for visitors shall also be planned as per the requirements of local controlling authorities, if any.

Amenities Building- Caretaker's office and dispensary[^], Club House, security cum reception, pump room, substation, etc.

[Note: [^] Caretaker's office and dispensary shall preferably be a separate building planned in such a way that it shall be easily approachable from the residential buildings, security cabin at entrance of complex as well as club house. In case of space constraint, it may be housed within the club house.]

S. No.	Description of construction	Minimum carpet area* in sq. m. (approx. but not lesser than the lower limit mentioned)	Number required	Other / Additional Requirements
(a) Caretaker's office and dispensary				
1	Caretaker's and Engineer's offices with attached toilets.	18-20	1 (each)	* Entrance lobby, staircases, staircase lobby, common passages, service shafts, lifts, lift machine rooms,
2	Caretaker's store attached to Care-taker Office	20-25	1	



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3	Change-room (including lockers) cum storeroom for Female maintenance staff	13 - 15	1	common access way etc. shall be provided additional to the area mentioned.
4	Change-room (including lockers) cum storeroom for male maintenance staff	13-15	1	** Height of community hall where it accommodates badminton courts,
5	Separate Ladies toilets and drinking water facility for maintenance staff	6-7	1	shall be 2.5 to 3 times the normal height of building.
6	Separate Gents toilets and drinking water facility for maintenance staff	6-7	1	*** Servant toilets either may be provided in the stilt (if any) of residential buildings or in the building of caretaker's office and dispensary or in the club house building or any other suitable location easily accessible from the residences.
7	Dispensary having a Doctor's Room with attached toilet	19-20	1	
	<u>Examination Room with bed/table and dressing room.</u>	15-20		
8	Waiting cum medicine dispensing room for patients	20-25	1	



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	<u>Drinking water and toilet facility for visiting employees/ex-employees, Water cooler/drinking water/ separate wash basin facility</u>	12-15		Caretaker Block: additional provision of the following may also be factored in: a. Water cooler /drinking water with separate wash basin facility (for visiting employees /ex-employees of the Bank also in dispensary) b. Ramp access c. EPABX/Telephone /CCTV control Room d. DG set/power back up infrastructure e. Proper lighting arrangement Club house/ community hall : additional provision of the following may also be factored in: a. Proper lighting arrangements and sufficient plug points and sufficient air circulation arrangement b. Ramp access c. Acoustic panel (subject to available space) d. Airconditioning in Community Hall
9	Security Guard change room /locker room	2-3	1	
10	Driver's rest room with intercom facility and with attached toilet	15-20	1	
(b) Club house#				
11	Party Hall	125 - 130		
12	Kitchen to party hall	22 - 24		
13	Store to Kitchen of party hall	4-9	1	
14	Co-operative store	125-130	1	
15	Common Ladies Toilet (easy approachable to community hall, party hall as well as dispensary)	16-17	1	



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16	Common Gents Toilet (easy approachable to community hall, party hall as well as dispensary)	16-17	1	
17	Community Hall including stage and Badminton courts**	210 – 220\$	1	
18	Two greenrooms (one for gents and other for ladies) behind the stage	6-7 (each)	2	
19	Health club rooms to accommodate Fitness Equipment's like, Tread Mill, Exercise-cycle etc.	75-80	1	
20	Indoor Sports Room and yoga/mediation room	50-60	1 (each)	
21	One toilet for gents attached to Health Club, sports room, yoga/meditation room	8-10	1	
22	One toilet for Ladies attached to Health Club, sports room, yoga/meditation room	8-10	1	



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23	Separate Toilet*** Gents Drinking Facility and Store	Servant having Ladies and Toilets, Water	35-45	1	
	Provision of suitable size library may be explored				
(c) Security cum reception					
	Watch man's cabin cum reception at entry/exit of the complex	Suitable space	1 each	RCC with masonry infilled or porta cabin as per applicability of local bye laws and availability of space	
(d) Pump Room					
Suitable designed space to accommodate requisite No. of pumps, filtration plant, etc.					
(e) Substation					
As per design conforming to byelaws and rules of Electric supply Authority.					

Proper lighting arrangements and sufficient plug points and AC, Ramp access, Acoustic Panels (subject to available space), Airconditioning in community hall may also be considered.



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Annex 2

Officers' Residential Complex of Reserve Bank of India at Inavolu, Amaravati, Andhra Pradesh

Recommended schedule of finishes is as follows:

S. No.	Spaces/ Area	Flooring	Dado up to 7 to 8 feet height (D) / Skirting up to 6-inch height (S) / Low VOC washable acrylic paint for interior or waterproof exterior grade paint for external surfaces including balconies, utility, etc. (both are indicated as P)	False ceiling (NA=Not applicable)
Common Circulation space for all buildings				
1	Entrance to building/ entrance lobby	Granite	D - Granite + P above	Decorative Gypsum false ceiling with moulding cornice etc.
2	Lift lobby (other than entrance of building)	Granite	D - full height Granite + P above	NA but POP moulding and cornice
3	Common Circulation space of building + Staircase	Granite. In staircase s, Granite in risers, treads,	D - Vitrified tiles natural stone finish upto 1.5 m height + P above The handrail can be of SS/ MS / hardwood, grills of MS/SS/ glass	NA but POP moulding and cornice



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		landings, mid landings. Treads shall have non-slippery grooves or strips near edges.		
4	Fire Staircase	Rough Granite stone	D - Vitrified tiles + P above	NA
Stilts (if any), parking space				
1	Parking Space	Heavy duty parking tiles	D - Glass Mosaic Tiles with edge protection + P above	NA
Flat for Officer – in -Charge/ Grade F				
1	Office space	Vitrified Tiles	D- Wall Paneling (full height)	Gypsum false ceiling with moulding and cornice.
2	Drawing cum dining area	Vitrified Tiles	S - Vitrified Tiles + P above	Gypsum false ceiling with moulding and cornice.
3	Kitchen	Anti-skid vitrified	D – Vitrified/ceramic Tiles (Full height)	NA



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		Tiles/granite tile		
4	Kitchen Store	vitrfied tiles	D - Ceramic Tiles + P above	NA
5	Servant Room	Vitrified Tiles	S- Vitrified Tiles + P above	NA
6	Servant toilet	Antiskid/ Matt finish/Vitrified/ceramic tile	D - vitrfied/ceramic/glazed tile dado up to door lintel level or soffit level of ventilator (whichever is higher) + P above	NA
7	Master bedroom	Vitrified Tiles	S - Vitrified Tiles + P above	NA but POP moulding and cornice
8	Dressing (All)	Vitrified Tiles	S - Vitrified Tiles + P above	NA but POP moulding and cornice
9	Toilets (All except Servant)	Antiskid/ Matt finish/Vitrified/ceramic tile	D – vitrfied/ceramic/glazed tile dado upto door lintel level or soffit level of ventilator (whichever is higher) + P above	Moisture resistant gypsum grid tile
10	All other bedrooms	Vitrified Tiles	S - Vitrified Tiles + P above	NA but POP moulding and cornice
11	Living Area	Vitrified Tiles	S - Vitrified Tiles + P above	NA
12	Study Room	Vitrified Tiles	S - Vitrified Tiles + P above	NA
13	Utility Area	Anti-skid vitrfied Tiles	D - Vitrified Tiles + P above	NA



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14	Balconies (All)	Anti-skid vitrified tiles	S - vitrified Tiles + P above	awnings(fixed/ retractable)
Grade 'D' & 'E'				
1	Drawing cum dining	Vitrified Tiles	S - Vitrified Tiles + P above	NA but POP moulding and cornice
2	Kitchen	Anti-skid vitrified Tiles/granite tile	D – Vitrified/ceramic Tiles (Full height)	NA
3	Kitchen Store	Kota stone	D - Ceramic Tiles + P above	NA
4	Master Bedroom	Vitrified Tiles	S - Vitrified Tiles + P above	NA but POP moulding and cornice
5	Dressing (All)	Vitrified Tiles	S - Vitrified Tiles + P above	NA
6	Toilets (All)	Antiskid/ Matt finish/Vitrified/ceramic tile	D – vitrified/ceramic/glazed tile dado upto door lintel level or soffit level of ventilator (whichever is higher) + P above	Moisture resistant gypsum grid tile
7	All other bedrooms	Vitrified Tiles	S - Vitrified Tiles + P above	NA but POP moulding and cornice
8	Study room	Vitrified Tiles	S - Vitrified Tiles + P above	NA
9	Utility area	Anti-skid vitrified Tiles	S - Vitrified Tiles + P above	NA



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10	Balconies (All)	Anti-skid vitrified tiles	S - Vitrified Tiles + P above	Awnings (fixed/retractable)
Grade 'B' & 'C'				
1	Drawing cum dining	Vitrified Tiles	S - Vitrified Tiles + P above	NA but POP moulding and cornice
2	Kitchen	Anti-skid vitrified Tiles/granite tile	D – Vitrified/ceramic Tiles (Full height)	NA
3	Kitchen store	Kota stone	D - Ceramic Tiles + P above	NA
4	Master Bedroom	Vitrified Tiles	S - Vitrified Tiles + P above	NA but POP moulding and cornice
5	Dressing (All)	Vitrified Tiles	S - Vitrified Tiles + P above	NA
6	Toilets (All)	Antiskid/ Matt finish/Vitrified/ceramic tile	D – vitrified/ceramic/glazed tile dado upto door lintel level or soffit level of ventilator (whichever is higher) + P above	Moisture resistant gypsum grid tile
7	All other bedrooms	Vitrified Tiles	S - Vitrified Tiles + P above	NA but POP moulding and cornice
8	Utility area	Anti-skid vitrified Tiles	S - Vitrified Tiles + P above	NA



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9	Balconies (All)	Anti-skid vitrified Tiles	S - Vitrified Tiles + P above	NA
Grade 'A'				
1	Drawing cum dining	Vitrified Tiles	S - Vitrified Tiles + P above	NA but POP moulding and cornice
2	Kitchen	Anti-skid vitrified Tiles/granite tile	D – Vitrified/ceramic Tiles (Full height)	NA
3	Kitchen store	Vitrified Tiles	D - Ceramic Tiles + P above	NA
4	Master Bedroom	Vitrified Tiles	S - Vitrified Tiles + P above	NA but POP moulding and cornice
5	Dressing (All)	Vitrified Tiles	S - Vitrified Tiles + P above	NA
6	Toilets (All)	Antiskid/ Matt finish/Vitrified/ceramic tile	D – vitrified/ceramic/glazed tile dado upto door lintel level or soffit level of ventilator (whichever is higher) + P above	Moisture resistant gypsum grid tile
7	Bedrooms	Vitrified Tiles	S - Vitrified Tiles + P above	NA but POP moulding and cornice
8	Utility area	Anti-skid vitrified tiles	S - Vitrified Tiles + P above	NA
9	Balconies (All)	Anti-skid vitrified tiles	S - Vitrified Tiles + P above	NA



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Creche				
1	Living cum Playroom	Vitrified Tiles	S - Vitrified Tiles + P above in combination with detailing as per interior suitable to children.	NA but POP moulding and cornice
2	Pantry	Anti-skid vitrified tiles	D - Vitrified Tiles (full height)	NA
3	Store	Kota stone	S - Vitrified Tiles + P above	NA
4	Bedroom / Room for rest of children	Vitrified Tiles	S - Vitrified Tiles + P above in combination with detailing as per interior suitable to children.	NA but POP moulding and cornice
5	Toilets (All)	Antiskid/ Matt finish/Vitrified/ceramic tile	D – vitrified/ceramic/glazed tile dado upto door lintel level or soffit level of ventilator (whichever is higher) + P above	Moisture resistant gypsum grid tile
6	Study room	Vitrified Tiles	S - Vitrified Tiles + P above in combination with detailing as per interior suitable to children.	NA but POP moulding and cornice
7	Utility area	Anti-skid vitrified Tiles	S - Vitrified Tiles + P above	NA
8	Balconies (All)	Anti-skid vitrified Tiles	S - Vitrified Tiles + P above	Awnings (fixed/ retractable)
VOF				
1	Bedroom	Vitrified Tiles	S - Vitrified Tiles + P above	NA
2	Toilet	Antiskid/ Matt	D – vitrified/ceramic/glazed tile dado up to door lintel level or	Moisture resistant



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		finish/Vitrified/ceramic tile	soffit level of ventilator (whichever is higher) + P above	gypsum grid tile
3	Drawing cum Dining	Vitrified Tiles	S - Vitrified Tiles + P above	Decorative Gypsum false ceiling with moulding, cornice etc.
4	Pantry	Anti-skid vitrified tiles	D - Vitrified Tiles (full height)	NA
5	Utility area	Anti-skid vitrified tiles	S - Vitrified Tiles + P above	NA
6	Balconies (All)	Anti-skid vitrified tiles	S - Vitrified Tiles + P above	Awnings (fixed/ retractable)
VOF common kitchen and dining				
1	Kitchen	Anti-skid vitrified Tiles/granite tile	D – Vitrified/ceramic Tiles (Full height)	NA
2	Kitchen Store	Kota stone	D - Ceramic Tiles + P above	NA
3	Dining	Vitrified Tiles	D - Vitrified Tiles + P above	Decorative Gypsum false ceiling with moulding, cornice etc.
4	Store	Kota stone	S - Vitrified Tiles + P above	NA



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5	Toilets	Anti-skid ceramic / vitrified tiles	D – Ceramic / vitrified Tiles (till door height) + P above	Moisture resistant gypsum grid tile
Caretaker's office, dispensary, club house:				
1	Care- taker room	Vitrified Tiles	S - Vitrified tiles + P above	NA
2	Ladies Maintenance Staff room	Vitrified Tiles	S - Vitrified tiles + P above	NA
3	Gents Maintenance Staff room	Vitrified Tiles	S - Vitrified tiles + P above	NA
4	Toilets for maintenance staff, servants, and toilets attached to driver's room or other similar	Antiskid/ Matt finish/Vitrified/ceramic tile	D - vitrified/ceramic/glazed tile dado upto door lintel level or soffit level of ventilator (whichever is higher) + P above	Moisture resistant gypsum grid tile
5	Doctor's cabin	Vitrified Tiles	D - Vitrified tiles + P above	NA
6	Waiting	Vitrified Tiles	D - Vitrified tiles + P above	NA
7	Pharmacy (with store)	Vitrified Tiles	D – Vitrified tiles + P above	NA
8	Party Hall	Granite	D - Granite + acoustic panels above	Decorative Gypsum false ceiling with



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				moulding, Cornice etc.
9	Entrance Lobby	Granite	D - Granite + acoustic panels above	Decorative Gypsum false ceiling with moulding. Cornice etc.
10	Kitchen	Vitrified Tiles	D - Ceramic Tiles (full height)	NA
11	Store	Kota stone	D - Ceramic Tiles + P above	NA
12	Community / Badminton Hall	Synthetic sports flooring	D - Granite till 8 feet + Acoustic panels above	NA
13	Stage	Synthetic Sports flooring like badminto n court may be provided.	S – Granite (similar to the dado of community hall) + P above	NA
14	Green Room	Vitrified tiles	S - Vitrified Tiles + P above	NA
15	Co-operative store	Vitrified Tiles	D - Ceramic Tiles + P above	NA
16	Toilets for community hall, party hall, gym, sports room,	Antiskid/ Matt finish/Vitr ified/cera mic tile	D – vitrified/ceramic/glazed tile dado upto door lintel level or soffit level of ventilator (whichever is higher)	Moisture resistant gypsum grid tile



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	yoga/meditation room, Co-operative store, and toilets attached to caretaker's and engineer's office or other similar			
17	Lift Lobby	Granite	D – Granite + P above	Decorative Gypsum false ceiling with moulding. Cornice etc.
18	GYM, sports room, yoga/meditation room	Synthetic sports flooring	D - Vitrified tiles + P above	NA
Service Block				
1	STP	Kota	D - Ceramic tile + P above	NA
2	Pump room	Kota	D - Ceramic tile + P above	NA
Security Room and Meter Room				
1	Guard room, meter room, service room and other similar rooms, etc.	Kota	S – Kota + P above	NA
General				



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- (i) Window and door sills, jambs, soffits are to be provided with single piece granite. For the openings in external walls (may be exposed to rainfall), it may be provided in 2 level/step arrangement.
- (ii) Window and door frames are to be well seasoned best quality local available hard wood or extruded aluminum sections suitable for the purpose. In case of high rainfall and / or noisy area, UPVC frames may also be provided. Window and door shutters shall be compatible to the frame systems provided. Window shutters shall be fully glazed with clear glass in drawing room and clear or frosted glass in other rooms. In case of ventilators of toilets, etc. it shall be provided with glass louvers of frosted / bajri glass with guard bars. Well-seasoned best quality local available hard wood doors with wooden Architrave may be provided. For toilets, door shutters may preferably be aluminum doors. Magnet latch/stoppers for doors may be provided.
- (iii) All exposed terminating edges of dado and skirting shall have moulding at terminating edge, if not flush to the wall plaster.
- (iv) Suitable patterns in combination of tiles/granites/natural stones/borders, etc. shall be designed in the flooring of common circulation spaces of all buildings viz. entrance lobby, lift lobby, landing and midlanding of staircases, etc.
- (v) Suitable patterns in combination of tiles/granites/natural stones/borders, etc. shall be designed in all the dados.
- (vi) All staircase railings shall be SS. Balcony railings shall be in SS or MS suitably designed for safety and security concerns. SS shall be minimum 304 grade or superior.
- (vii) Balcony- Anti-skid Tiles Flooring with skirting upto 150 mm, Tap and drainage for washing machine where utility balcony with kitchen is not available, Awnings (fixed/retractable) may be provided for Senior officers' flats.
- (viii) All terraces, sunken areas, wet areas viz. toilets, balconies, utility areas, etc. shall have suitable water proofing treatment as certified by selected PSUs. Terrace shall also have proper heat insulation including protective tiles either in the form of heat-resistant tiles or any other suitable treatment as certified by selected PSUs.
- (viii) All the above schedule is for exposed finishes. All materials including tiles, granites/natural stones etc. shall be of Premium Quality.



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II. Staff Residential Premises/Complex related requirements:

It shall comprise flats for Class III and Class IV staff of the Bank, Transit Holiday Homes (THHs), Utility/ amenity buildings, etc. which are described hereinafter along with the amenities inside the flat, common amenities in the buildings and external development. Minimum clear height (from floor finish to ceiling finish) of rooms within the flat shall be 3.0 m. The minimum number of flats, car parks, amenity buildings (and its components) to be planned and constructed along with details of minimum carpet area required thereof, etc. are specified in **Annex 3**.

[Note: Carpet area of flats mentioned below as well as in Annex 3 is means the net usable floor area of an apartment/flat, excluding the area covered by the external walls, areas under service shafts, exclusive balcony or verandah area and exclusive open terrace area, but includes the area covered by the internal partition walls of the apartment.

Further, staircases, lifts, lift/staircase lobby, service room, lift machine room, service shafts, common access way and common circulation/passages, etc. outside the flats shall also be provided additional to area of flats mentioned hereinafter and in Annex 3.]

(A) Class III Flats:

Means a flat which has a carpet area approx. 960Sq.ft excluding the area covered by the external walls, areas under service shafts, exclusive balcony or verandah area and exclusive open terrace area, but includes the area covered by the internal partition walls of the apartment. Such a flat shall be constructed for allotting it to Class III Staff of RBI as residential accommodation.

The flat shall have one Drawing cum Living cum dining Room, one common toilet that can be used for PWD and elderly people, one Master bedroom with attached toilet, one 2nd bedroom, one kitchen, one kitchen storeroom. Kitchen shall have an attached utility area which may accommodate dishwasher as well as washing machine, etc. and



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(B) Class IV Flats:

Means a flat which has a carpet area approx. 720 Sq.ft excluding the area covered by the external walls, areas under service shafts, exclusive balcony or verandah area and exclusive open terrace area, but includes the area covered by the internal partition walls of the apartment. Such a flat shall be constructed for allotting it to Class IV Staff of RBI as residential accommodation.

The flat shall have one Drawing cum Living cum dining Room, one common toilet that can be used for PWD and elderly people, one Master bedroom with attached toilet, one 2nd bedroom, one kitchen, one kitchen storeroom. All rooms shall be with attached balcony. The balcony attached to kitchen shall be a wet balcony having water supply and water drainage arrangement for installation of washing machine, dishwasher, etc. Kitchen shall have an attached utility area which may accommodate dishwasher as well as washing machine, etc. and shall have water supply and water drainage arrangement for installation of washing machine, dishwasher, etc. All other rooms shall have an attached balcony.

(C) Creche:

Means a flat which has a carpet area approx. 960 Sq.ft excluding the area covered by the external walls, areas under service shafts, exclusive balcony or verandah area and exclusive open terrace area, but includes the area covered by the internal partition walls of the apartment. The flat shall have one Living cum dining cum Playroom, two rooms (one for rest and one for study) of children, two common toilets (out of the two, one can be used for PWD), one pantry, one storeroom. Pantry shall have an attached utility area which may accommodate dishwasher as well as washing machine, etc. and shall have water supply and water drainage arrangement for installation of washing machine, dishwasher, etc. All other rooms shall have an attached balcony.



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(D) Transit Holiday Homes (THH):

Means a fully furnished flat with carpet area approx. 960 Sq.ft excluding the area covered by the external walls, areas under service shafts, exclusive balcony or verandah area and exclusive open terrace area, but includes the area covered by the internal partition walls of the apartment and is constructed for temporarily allotting the same to a visiting staff as residential accommodation instead of providing him/her a hotel accommodation.

The flat shall have one Drawing cum Living cum dining Room, one common toilet that can be used for PWD and elderly people, one Master bedroom with attached toilet, one 2nd bedroom, one modular kitchen, one storeroom. Kitchen shall have an attached utility area which may accommodate dishwasher as well as washing machine, etc. and shall have water supply and water drainage arrangement for installation of washing machine, dishwasher, etc. All other rooms shall have an attached balcony. Out of 6 nos. THHs, 2 nos. shall be designed for differently abled persons.

THH shall be made in such a way that they are fungible with Class III/IV flats so that in case of need, they can be converted into regular flats.

[Note: If space do not allow to plan separate buildings for THHs, then these may be planned above club house described hereinafter at 'Utility / Amenity Buildings'.]

(E) Utility/Amenity Buildings:

It shall include but not limited to Security cum Reception right at the entrance of the residential complex; Club House having Gym & Indoor Badminton Hall, Separate toilets for Ladies and Gents etc.; Caretaker's Office cum Store, Dispensary with Doctor's Room, Maintenance Staff Room with toilet; Co-operative store, Servant Toilets, Pump room; Substation room; Car Parking etc. Requisite components of utility/amenity buildings along with associated carpet area are specified in Annex 3.

(F) Amenities inside flats, THHs and club house:



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Means cupboards/wardrobes, covered lofts, drapery rods, provision for installation of AC units, water heaters for bathrooms (storage type) and kitchen (instant type), water filter, medicine chests (latest, sturdy, FRP unit available in the market) in all bathrooms, above wash basin, fans, electrical fittings/fixtures, plumbing and sanitary fittings/fixtures, electricity, water supply, drainage, telephone cable, TV cable, internet/data cable, intercom facility etc. to be provided in each flat as described below: THHs- One flat (CI III) will equate as 1 THH unit, Drawing room area to have provision of a sofa set, center table, Dining space to have 4/6- seater (depending on space available) dining table with chairs, One queen size bed with 1-2 side tables in each bedroom, One study table and chair in 1 bedroom, A small coffee table with 2 chairs if space available in 1 bedroom, 1 luggage rack in each room, One fridge in pantry area, ACs in each bedroom and also in drawing cum dining space and TV in drawing room, Proper lighting arrangements (energy efficient) plus reading lamp at study table and one night lamp, Almira with locker facility in each room, clothes drier and press board- 1 each, Dressing table with stool, Induction cooker and Microwave oven with compatible utensils in Kitchen, one luggage weighing machine

(a) Amenities inside the Residences for Class III and Class IV flats:

(1) In the Living /Drawing room:

(i) Shoe Rack cabinet of suitable size approx. 1200 x 1200 mm (size may be designed/modified suitably to accommodate the same within the planned space keeping in mind the positions of windows, doors etc.). The unit shall be made from 18 mm thick marine plywood finished with 4 mm thick teak wood veneer with melamine polish. There shall be shelves and partitions for keeping shoes etc. Back (wall facing) side shall be provided / covered with 6mm thick marine ply finished with 4 mm thick teak wood veneer with melamine polish. Front side shall be provided with shutters. Suitable base and ventilation shall be provided. Edges of plywood shall be covered with teakwood beading (melamine polished).

(2) In the Kitchen:

(i) Best quality state-of-the-art modular Kitchen with sufficient storages space for



Bank's requirements for Construction/ Redevelopment of residential complex for officers and Staff at Inavolu, Amaravati, Andhra Pradesh different types of kitchen equipment subject to space availability having sleek looks and spacious capacity designed for maximum functional efficiency and comfort of use will be provided. Minimum 18mm thick mirror polished granite top cooking platform (edge rounded) and 200 mm deep Granite fascia (edge rounded) with a suitable size stainless-steel sink-drain-board-unit (single bowl, satin finish, with SS fluted drain board) having CP brass swan-neck swivel type pillar cock for freshwater inlet, and wastewater outlet through a suitable floor trap shall be provided. The kitchen-platform shall be provided along with underneath covered storage units (along with shelves & vertical partitions made of either marine ply with both side laminate & edge banding or natural stone viz. mirror polished Kota / Kadapa stone etc. and post formed shutters made of marine plywood and both side laminate with edge banding), water-purifier etc. complete. A water-purifier with CP brass plumbing fittings and fixtures and a wet utensils cabinet shall be fixed over the sink-drain-board-unit. An electric chimney / kitchen hood (soft touch / automatic; 1000 cum/ hr.) shall be suitably fixed and shall be camouflaged between overhead modular storage units. All with SS ironmongery, handles etc. Kitchen hood exhaust shall be concealed or Exhaust Fan with gravity louver flaps.

(ii) There shall be over counter wall modular units with glazed shutters.

(iii) Minimum 18mm thick mirror polished granite top preparation platform for keeping micro-wave oven, Mixer/grinder, etc. along with necessary electrical points shall be provided opposite to the cooking platform. The storage cabinets, drawers, etc. shall also be built below the preparation platform. Suitable overhead storage units shall also be fixed over preparation platform.

(iv) There shall be a loft above the level of 2100 mm from the FFL for storage with shutters all fittings and ironmongery. Lofts with sliding doors/openable shutters about 2.5 to 3 sq m size and lights may be provided at a convenient location either over bath area or in passage area. A minimum clear headroom of 750mm may be ensured

(3) Storeroom: Sufficient No. of RCC open shelves finished with Kadapa/Kota stone shall be provided.



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(4) Mosquito Mesh Shutters: All the windows (preferably sliding windows) including French windows, ventilators, main entry door and doors which are openable to balconies/ utility area shall be provided with mosquito mesh shutters.

(5) Safety Grills: All windows and ventilators shall be provided with Aluminum / MS safety grills.

(6) Curtain Rods / pelmets: All the doors & windows of living, dining, bedrooms etc. shall be provided with decorative curtain rods.

(7) Wardrobes / Cupboards: All the bedrooms shall be provided with built-in modular wardrobe / cupboard of suitable size. The wardrobe shall have minimum four drawers, shelves, and partitions. The height of partitions shall not be more than 450mm except for coat hangers / dress hangers. Wardrobes / cupboards may be proprietary of approved make or made of marine plywood (blockboard in case of shutters) with laminate (inside and hidden i.e. wall side surfaces) and veneer with melamine polish on exposed surfaces.

(8) Toilets:

(i) Toilet area to be provided with floor mounted ceramic European WC pot, water efficient dual flushing system with all integral fittings or CP brass flushing valve and PVC seat –cover, SS toilet paper holder with lid, one handheld water sprayer for washing (preferably on the right hand side) or health faucet with necessary CP brass angle/stop cocks, CP connector with all integral fittings/fixtures, exhaust fan with gravity louvre flaps, etc. complete. [Note: in case of servant toilet OWC shall be provided]. One toilet in each flat may be made disabled friendly as per prevailing norms/NBC etc., as applicable.

(ii) Vitreous chinaware wash hand basin with quality plumbing / accessory / integral fittings like, CP brass waste/waste-coupling, CP bottle trap, CP brass mixer, CP brass connectors with all integral fittings like stop taps, flexible connectors etc. complete.

(iii) CP brass liquid soap dispenser, CP brass soap-cake holder, CP brass



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toothpaste/toothbrush holder, etc.

(iv) Heavy-Duty Stainless-Steel (SS) towel rods about 4 ft length-best quality CP/powder coated or stainless steel at bathing area and SS rings at wash basin area.

(v) Sufficient number of Glass shelves for toiletries including one fiber/glass soap holder

(vi) Pull and fix cloth line for drying cloths (Floor/wall/ceiling mounted aluminum foldable/pull out string-based stand)

(vii) Heavy Duty CP brass coat-hooks

(viii) Suitable size large mirror (8 mm thick) with width commensurate with basin length shall be fixed above the wash basin counter over the wall tiles with quality accessory fittings.

(ix) Modular waterproof medicine / toiletry chests, modular switch-socket for electric shaver near mirror and modular light fitting above mirror.

(x) All necessary CP brass angle cocks and other ancillary fittings

(xi) Swivel type shower rose and spout / tap of suitable size with hot/cold mixing arrangements.

(xii) In addition to solar hot water, alternate system or supporting system to solar hot water shall be provided with necessary plumbing and electrical provisions. System is to be designed to achieve optimum balance with 7%%IGBC/%%GRIHA norms.

(9) In Utility area/washing machine / dish washer enclosures:

(i) Inside the flats, additional plumbing fittings like, CP brass stop-tap to plug for water supply and floor-trap for wastewater drainage arrangements shall be provided for equipment like for the washing machine as well as dishwasher etc.



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(ii) Shelves for keeping washing soap /powder, dirty clothes, washed utensils etc. shall be provided.

(iii) Ceiling mounted SS cloth dryer rack with pulley and string for drying clothes shall be provided.

(b) Amenities in Creche:

(i) All above amenities mentioned for inside the residences at (F) (a) above are to be provided.

(ii) Necessary single beds suitable for children, chairs, play tables, indoor play games, study tables with study chairs, washing machine, refrigerator, micro-oven, LEDs, and split AC units are to be provided in suitable size and nos. All items shall be suitable to children.

(c) Amenities in the THHs:

(i) All above amenities mentioned for inside the residences at (F) (a) above are to be provided.

(ii) Necessary beds with side tables, coffee table with chairs, sofa set with center table, corner tables, dining table with chairs (4-seater), 2 luggage racks, study table with computer chair, washing machine, refrigerator, induction cooker, microwave, press board, LEDs, and split AC units are to be provided in suitable size and nos. in each THH.

(d) Amenities in the Clubhouse, Caretaker's office and Dispensary:

(i) In the Gymnasium, sufficient nos. Tread Mills and Exercise Cycles minimum 02 nos. each and 01 No. Multigym are to be provided.

(ii) In the Sports Room table and necessary equipment's for table tennis is to be provided.



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(iii) Badminton set along with movable / detachable poles and sports flooring is to be provided.

(iv) All the office room shall be provided with office table, officer chair, visiting chairs and Steel Cupboards in suitable size and nos. Co-operative store shall be provided with a small storeroom, a shopping area, necessary cash counter and furniture.

(v) All the toilets shall have sufficient utilities viz. wash basins with mixer tap, EWCs, etc. and specifications shall be similar to that for toilets in residences mentioned above except bathing area which shall not be the part of these toilets. In addition, sufficient No. of chinaware urinals is to be provided in Gent's Toilets. The toilets attached to gym shall be provided with sufficient changing rooms. The toilets attached to maintenance staff rooms shall also have separate washing place for washing utensils, etc. One wash basin outside (in lobby/passage area in the flat) for General use with mirror (with a light fitting on mirror top) and medicine chest on one side wall.

(vi) In the storeroom of caretaker and pharmacy as well as co-operative store, suitable modular slotted-angle-iron shelves from floor to ceiling height with compartments and ladder shall be provided.

(vii) Kitchen attached to Party Hall shall be suitably designed industrial kitchen.

(e) Amenities in the watchman's/security cabin:

It shall have arrangements to view CCTV, intercom and have direct telephone line facility, drinking water and toilet facility. Watchman tower may be considered only on specific requests (may not be required in all colonies).

(f) Common amenities in a building:

Common amenities in a building shall include but not limited to electricity meter room, service/ maintenance room, lifts Energy efficient Lifts (stretcher lift-1 per building may



Bank's requirements for Construction/ Redevelopment of residential complex for officers and Staff at Inavolu, Amaravati, Andhra Pradesh be explored where there are 2 lifts per building) with machine room), staircase, staircase cum lift lobby, letterbox, directory-board, CCTV, solar water heater, overhead water storage tanks, lift machine room, staircase-mumty room, lightning arrester, aviation light, etc. at terrace, lighting arrangements for these areas, etc. and any other facility necessary for the project.

Passage, Entrance Lobby & Staircase in each block/building- to be done in natural stone, the elegance of which should not be less than polished Granite flooring. Directory board and name painted letter box with letter slit, locking arrangement and name, flat No. in lift/ staircase lobby at ground floor of each building. Route maps at prominent places may be considered for large colonies having multiple buildings. Refuge area may be earmarked, signages showing you are here along with the escape routes may be provided in staircases/ lift lobbies etc.

(g). External Development:

It shall include but not limited to Roads, Footpaths, Jogging tracks, 1.5 covered parkings per flat in stilt and/or podium (Multilayer parking to be explored) building-wise with clear headroom of 2.4m under soffit of beams or as per prevailing local bye-laws, Sufficient open parking spaces for guests, Parking space earmarked for 2 wheelers /Cycles, Use of multicolor natural stone to demarcate parking slots instead of paint could be explored, Suitable lights (preferably diffused) in parking area may be considered. Electric substations and power supply distribution system, Water supply distribution system (Drinking/Municipal, Rain-harvested and Recycled), Overhead (Drinking/Municipal, Rain-harvested and Recycled) water storage tanks, Underground (Drinking/Municipal, Rain-harvested and Recycled) water-storage sumps, waste water drainage, sewerage system including STP for effective recycling of the waste water, storm water drains with rain water harvesting, street/garden lighting, horticulture, garden (park may be constructed with fountain), other public amenities like flag-hoisting arrangement, solid waste dump-cum-recycling-cum-disposal system, fire alarm system, fire-fighting arrangement, Grid-interactive Solar-power Generating plants, other types of renewable energy generation, etc., arrangements for differently-able-persons, arrangement for obtaining "Green-Building Certification" conforming to 8%%Platinum rating from IGBC) or %%five-star rating from GRIHA, etc.



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Internal Roads-For large colonies, an arterial road 6 m wide with double lanes/ as per bye-law/ fire requirements to be provided and Feeder rotary may be single lane -3 m wide both without any kerb stone and only with 1000mm wide rolled shoulder. Roads shall have concrete/ Asphalt surface with 50mm thick premix carpet topping.

Pathways-wide pathways with paver blocks/rough stones-where available (single lanes 10-12' wide and double 20-22' wide) may be considered subject to space availability.

(h). Outdoor Common Amenities:

Suitable play equipment for children viz. Wave Slide, Roller Slide, etc. with sand bed, parallel bar/ Horizontal Bars, merry-go-round, Climbers (Rainbow Climber, Satellite Climber or Sunset Climber), Multi Seated see-saw, Loop Rungs, Multi play Systems/ Glider, etc. may be provided. 4-6 garden benches may also be provided. All these equipment shall be provided on grass lawn with flowering plants around. Flower bed in front of Community Hall, Potted plants alongside internal roads and in lift lobbies, planter box/vertical garden with local native / oxygen generating plants, Trees along periphery of the plot/alongside boundary wall, Suitable energy efficient lights in garden/play area and park area, exploring drip irrigation/sprinkler system and treated water for watering green spaces may also be considered.

[Note: In addition to green spaces, area for the outdoor sports facility such as Lawn-tennis court, basketball court, etc. shall also be planned as per space availability.]

(i) Peripheral protection:

In case new plot where new boundary wall is to be constructed: 3.2 m high (to be measured from finished formation level) shall be constructed to achieve 1.8 m height of solid wall above formation level plus 1.4 m height of MS grill all following the standard design# of Bank's boundary wall.

Main Entrance Foyer should be attractive exquisitely designed in Marble & Granite with sufficient illumination during night. boundary walls may be beautified by plants, creepers/ painting with pictorial themes depicting various initiatives of the Bank.



Bank's requirements for Construction/ Redevelopment of residential complex for officers and Staff at Inavolu, Amaravati, Andhra Pradesh Further, Gate to have unequal leaves with smaller leaf catering to pedestrian traffic. At least two gates may be provided in each colony with one gate being in operation at all times and the other also operation-ready (if and when required) even if it (second gate) is kept locked for security Construction of all-weather Security Block at entrance, Escape route map in case of fire/other emergencies to be displayed in Colonies at prominent places may be considered.

(j). Electrical related requirements:

1.0 General Requirement:

The planning and designing for the electrical work shall include the following components:

- (i) Assessment of electrical load and power requirement for the entire premises envisaged in the final layout plan.
- (ii) Substation along with transformers, HT/ LT panels (if required), arranging provision of LT supply through meter (from State Discom) for individual flats, interconnecting cabling, earthing, substation safeties etc. as per the applicability and the requirement of local electricity authority norms.
- (i) Power distribution from main LT panel with UG cabling system, feeder pillar / LT panels to feed power to residential units / blocks and other buildings envisaged in the final layout plan.
- (ii) The UG LT cabling of adequate size of copper cable 1.1 KV grade, armoured, PVC/XLPE insulated and sheathed.
- (iii) The incoming feeder cable to individual residential unit/ flat of adequate capacity copper cable but of minimum 10 sq.mm copper cable/wire of 1.1KV grade. All feeder cables shall be about 20% higher capacity than the designed current capacity requirement.
- (iii) Street lighting including other lighting like area lighting if any, compound lighting, at the entrance of colony and individual buildings with Decorative LED light fittings to meet functional/aesthetic requirements.
- (iv) Electrification of residential units/other building as per Bank's norms/



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- (iv) Entire internal electrical work in concealed conduits with FRLS copper wire of required sizes, concealed Distribution Boards MCB (DB) with ELCB and modular switches/ sockets/ fan regulators/ telephone, data and tv outlets etc. of good quality.
- (v) The number of light/ plug/ power/ fan/ water-heater/ call bell points and the type of light/ fan/ water-heater fittings shall be got approved by the Employer.
- (vi) Water pumps, all tube lights, lamps and other equipment used in the work shall be of highest energy efficiency rated wherever available.
- (vii) The power outlet for AC units shall not be looped with other power points. The other power points may be looped with a maximum of two points in one circuit. The switch for the AC and Geyser points shall be provided at convenient location for ease of operation.
- (viii) For convenience of users the power points (15A) shall be of combined type (i.e., both 5A as well as 15A plug tops).
- (ix) 5A/6A sockets with 5 pins shall be provided, with easily operable for use of mobile/tablet charging. If required, two pin sockets may be provided additionally.
- (x) Light points in all rooms like, drawing/living/dining room, bedrooms, kitchen, bathrooms, water closets, toilets, above mirror in wash hand basin area, dressers, storerooms, enclosures for washing machine / dishwasher / refrigerator etc., balconies, passages, sleep-out terraces, lofts, etc.
- (xi) Energy efficient ceiling fans with step type electronic fan regulator with uniform speed control costing up to Rs. 2000/- per fan in all rooms like, drawing/ living/ dining room, bed, kitchen, and storeroom etc. Fans with copper winding with double ball bearing shall be provided. The size of ceiling fan (sweep) and number of fans may be decided based on the room size.
- (xii) Exhaust fans in kitchen bathrooms, toilets, dressers etc. shall be of light duty 9" /12" size with gravity louvers / flaps.



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(xiii) Sufficient electrical plug points of suitable capacity and fittings shall be provided in all rooms like, drawing/ living/ dining room, bedrooms, for equipment like Computer, TV, Air Conditioners, etc.

- Electrical plug points and fittings shall be provided for washing machine / dish washer etc., in washing machine enclosure.
- Electrical plug points and fittings shall be provided in kitchen for refrigerator, microwave oven, toaster, mixer-grinder, hot plates, hobs, water-purifier, storage type water-heaters, etc.
- Electrical plug points and fittings shall be provided in bathrooms and toilets for storage type water-heaters.
- Electrical plug points and fittings shall be provided near wash hand basin for shaver / beard trimmer/ hair dryer etc.
- Electrical plug points and fittings shall be provided in dresser for hair-curler.
- AC point arrangement in all rooms

(xiv) Double door type MCB distribution board with adequate number of ways shall be provided in individual residential units. MCB distribution board should have at least two spare ways of lighting circuit and power circuit each. MCB distribution box should be of the same make as that of MCB. Minimum capacity of MCB shall be 10A for lighting and 20/16A for power. ELCB of sensitivity 30mA shall be provided inside each MCBDB.

(xv) LED / Energy efficient lights with one slim tube fixture and one LED bulb in all rooms. Bracket light fitting costing upto Rs. 1500/- per fitting may be provided.

(xiv) Separate electrical connection for each flat directly from electricity supply company / authority shall be planned. For this purpose, meter boards and / or energy meters shall be planned in electrical meter room in each residential block as per the applicability and the requirement of local electricity authority norms. The meter board/ panel shall be conforming to the requirements of local Electricity Board. For common area loads, LT connection from electricity supply company / authority shall be planned preferably.

(xv) Adequate capacity pump sets for water supply, horticulture, including their



Bank's requirements for Construction/ Redevelopment of residential complex for officers and Staff at Inavolu, Amaravati, Andhra Pradesh plumbing, UG/OH tank level indicators, automation of operation of pump sets. Standby pump shall be planned to take care of any emergencies.

- (xvi) Telephone wiring, TV cabling, Internet data wiring, with suitable telephone/ data / TV outlet shall be provided in all rooms (drawing/ living/ dining room/ bedrooms) of residential units, and other buildings as required.
- (xvii) All the points of LAN wiring, TV wiring points and the looped telephone wire inside flat shall terminate in a box (to house splitter, modem etc.) at a suitable central location at appropriate height inside the flat. From this central location, 3 empty conduit pipes to lay cables (TV, Telephone fibre etc.) shall be laid up to the shaft in each floor. Two 6 Amp power point shall also be provided inside the Box. The switch for these points may be kept at accessible height.
- (xviii) Intercom facility with handset (other than telephone wiring) shall be planned for all residential units and other important locations in the premises with EPABX system kept in utility building.
- (xix) Roof-top grid interactive solar power systems with net metering for harnessing the solar energy potential shall be planned. The power generated from Solar system shall be connected to grid through energy meter(s) for common services only.
- (xx) For hot water requirements geyser may be planned in bathroom¹⁰ and kitchen. If solar water heating system is considered, the piping may be planned in such a way that the hot water from solar water heating system feeds the geyser(s) to save energy.
- (xxi) Fire extinguishers and firefighting system/ equipments in each block and floor as per Local Fire Authority requirement.
- (xxii) Fire alarm system in each block and floor as per the Local Fire Authority requirements.
- (xxiii) Lightning conductors / Arresters for protection shall be considered according to the recommendations of the Local Authorities or as incorporated in the National Building Code Lift / staircase pressurisation system in the residential block / other blocks, if required as per the Local Fire Authority requirements.
- (xxiv) Sufficient No. of energy efficient passenger lift (s) with machine room of



Bank's requirements for Construction/ Redevelopment of residential complex for officers and Staff at Inavolu, Amaravati, Andhra Pradesh adequate capacity conforming to relevant IS codes, local byelaws and statutory requirements shall be planned. One stretcher type of lift may be explored where there are more than two lifts per building.

- (xxv) Air-conditioning system in common areas such as: community hall, dispensary, caretaker room, THH blocks, gymnasium etc.
- (xxvi) Planning and designing CCTV system to cover periphery and entrances (Main gate and Tower entrances), lifts and common area. Storage of recordings shall be kept preferably for 15 days.
- (xxvii) Boom barriers of adequate height for at all the entrance of the premises.
- (xxviii) Doctor's room is to be provided with intercom and direct telephone line.
- (xxix) DG set with AMF panel shall be provided to meet the power requirement of the following emergency loads
 - a. Pump sets for water supply
 - b. STP and WTP
 - c. Security equipment
 - d. Lifts, EPABX (Video Door Phone)
 - e. Light/ fan load of creche, dispensary, community room, THH, etc.
 - f. Area lighting, streetlights, and staircase lighting for each block
- (xxx) Single DG set for whole colony may be preferably planned in place of multiple DG sets.
- (xxxi) Water purifier shall preferably be of UV type with minimum 1 liter per minute capacity. RO type water purifiers may be provided if the TDS level in the water is high.
- (xxxii) Street lighting with LED IP66 fittings (BEE star rated) of reputed make and hot dipped galvanized self-standing poles of required height shall be provided.
- (xxxiii) General Area Lighting such as Lobby, Lift Lobby, Periphery, Terrace, Podium and Staircase Area etc. shall be with suitable LED light fittings.
- (xxxiv) Decorative light fittings at the entrance of colony and lobby area of individual building shall be planned.



Bank's requirements for Construction/ Redevelopment of residential complex for officers and Staff at Inavolu, Amaravati, Andhra Pradesh

(xxxv) LED lights with decorative holdings and concealed wiring to be planned for pathways.

(xxxvi) Lighting on internal roads to be kept at low height

(xxxvii) Proper illumination to be ensured for the Bank's name / logo etc. on the colony façade is to be ensured.

(xxxviii) Lighting arrangement in parking area may be kept preferably defused type.

(xxxix) Sufficient numbers of electric vehicle charging station Opex model (direct customer to business) may be explored in the parking area as per green building norms and local electricity authority norms.

Note:

- i. All the electrical supply lines shall be suitably routed with right of way for each service cable with provision for road crossing etc. and provision for suitable entry in to various buildings so that subsequently it can be maintained without dismantling other services and need of road cutting.
- ii. Preparation of drawings for approval from Electrical Inspectorate/CEA and liaison work with Electricity Boards / Statutory Bodies for getting power connection from State Electricity Board for the residential premises.
- iii. Adequate number of suitable size of pipes for road crossing shall be provided for future use.
- iv. Adequate number of conduits / channels / pipes may be laid in the premises in underground / concealed manner, to enable at least four different FTTH service providers, to lay their fiber cable network in the premises to provide FTTH connection to all the residential units

2. Provision for annual maintenance contract and submission of performance bank Guarantee during AMC:

Appropriate provisions shall be incorporated to ensure that the OEM/Agency of the equipment shall submit scope of work / AMC charges /renewal clauses including



Bank's requirements for Construction/ Redevelopment of residential complex for officers and Staff at Inavolu, Amaravati, Andhra Pradesh submission of Bank Guarantee during the currency of AMC period and enter into agreement with the Bank to render all-inclusive comprehensive annual maintenance service for the estimate life of the equipment/ system after handing over the equipment to the bank. The estimated life of the major equipment is as under:

- a) Fire Alarm System – 8 years
- b) EPABX- 10 years
- d) Fire pump – 15 years
- e) Lifts – 20 years
- f) Solar Power System – 10 years
- g) Solar Water heating system – 10 years

(k) Finishes related requirements:

Recommended schedule of finishes is enclosed as **Annex 4**.



Bank's requirements for Construction/ Redevelopment of residential complex for officers and Staff at Inavolu, Amaravati, Andhra Pradesh

Annex 3

Staff Residential Complex of Reserve Bank of India at Inavolu, Amaravati, Andhra Pradesh

The minimum number of flats, car parks, amenity buildings (and its components) to be planned and constructed along with details of minimum carpet area required, etc. are specified below:

Flats			
S. No.	Description of construction	Number required	Minimum carpet area* in sq. m. (approx. but not lesser than the lower limit mentioned)
1	Class III Staff type flats	50	960 Sq.ft
2	Class IV Staff type Flats	36	720 Sq.ft
3	Creche	1	960 Sq. ft
4	THH	6	960 Sq. ft
	Total =	93	

%% - Strike off which is not applicable

* Carpet area of flats mentioned above means the net usable floor area of an apartment/flat, excluding the area covered by the external walls, areas under service shafts, exclusive balcony or verandah area and exclusive open terrace area, but includes the area covered by the internal partition walls of the apartment.

Further, staircases, lifts, lift/staircase lobby, service room, lift machine room, service



Bank's requirements for Construction/ Redevelopment of residential complex for officers and Staff at Inavolu, Amaravati, Andhra Pradesh

shafts, common access way and common circulation/passages, etc. outside the flats shall also be provided additional to area of flats mentioned above.

Requirement of Car Parking:

Minimum 129 nos. covered car parks shall be provided. However, this shall also be conforming to the requirement of local statutory Authorities. Car parks may be provided in stilt if the buildings are planned with stilt. However, in such a case, stilts are to be properly ventilated.

Sl. No.	Description of covered Car Parking construction	Number of Flats	Number of Car Parking per flat	Total number of covered car parking required
1	Class III	50	1.5	75
2	Class IV	36	1.5	54
	Total=	86		129

Approximately 15 sq. m. built-up area for each covered car parking will be required to be provided. This built-up area of (129 nos. * 15 sq. m.= 1935 sq. m.) shall be exclusive of driveways, turnings, etc. Apart from above, some open to sky car parking slots for visitors shall also be planned as per the requirements of local controlling authorities, if any.

Amenities Building- Caretaker's office and dispensary^, Club House, security cum reception, pump room, substation, etc.

[Note: ^ Caretaker's office and dispensary shall preferably be a separate building planned in such a way that it shall be easily approachable from the residential buildings, security cabin at entrance of complex as well as club house. In case of space constraint, it may be housed within the club house.]



Bank's requirements for Construction/ Redevelopment of residential complex for officers and Staff at Inavolu, Amaravati, Andhra Pradesh

S. No.	Description of construction	Minimum carpet area* in sq. m. (approx. but not lesser than the lower limit mentioned)	Number required	Other / Additional Requirements
(a) Caretaker's office and dispensary				
1	Caretaker's and Engineer's offices with attached toilets.	18-20	1 (each)	* Entrance lobby, staircases, staircase lobby, common passages, service shafts, lifts, lift machine rooms, common access way etc. shall be provided additional to the area mentioned. ** Height of community hall where it accommodates badminton courts, shall be 2.5 to 3 times the normal height of building. *** Servant toilets either may be provided in the stilt (if any) of residential buildings or in the building of caretaker's office and dispensary
2	Caretaker's store attached to Care-taker Office	20-25	1	
3	Change-room (including lockers) cum storeroom for Female maintenance staff	13 - 15	1	
4	Change-room (including lockers) cum storeroom for male maintenance staff	13-15	1	
5	Separate Ladies toilets and drinking water facility for maintenance staff	6-7	1	
6	Separate Gents toilets and drinking water facility for maintenance staff	6-7	1	



Bank's requirements for Construction/ Redevelopment of residential complex for officers and Staff at Inavolu, Amaravati, Andhra Pradesh

7	Dispensary having a Doctor's Room with attached toilet	19-20	1	or in the club house building or any other suitable location easily accessible from the residences. \$ In case common club house is provided due to space constraint of plot (which preferably be avoided), minimum carpet area shall be 320-330 sqm.
8	Waiting cum medicine dispensing room for patients	20-25	1	
9	Security Guard change room /locker room	2-3	1	
10	Driver's rest room with intercom facility and with attached toilet	15-20	1	
(b) Club house				Caretaker Block: additional provision of the following may also be factored in: a. Water cooler/drinking water with separate wash basin facility (for visiting employees/ex-employees of the Bank also in dispensary) b. Ramp access
11	Party Hall	125 - 130		
12	Kitchen to party hall	22 - 24		
13	Store to Kitchen of party hall	4-9	1	
14	Co-operative store	125-130	1	
15	Common Ladies Toilet (easy approachable to community hall, party hall as well as dispensary)	16-17	1	



Bank's requirements for Construction/ Redevelopment of residential complex for officers and Staff at Inavolu, Amaravati, Andhra Pradesh

16	Common Gents Toilet (easy approachable to community hall, party hall as well as dispensary)	16-17	1	c. EPABX/Telephone/ C CTV control Room d. DG set/power back up infrastructure e. Proper lighting arrangement
17	Community Hall including stage and Badminton courts**	210 – 220\$	1	Club house/community hall : additional provision of the following may also be factored in: a. Proper lighting arrangements and sufficient plug points and sufficient air circulation arrangement b. Ramp access c. Acoustic panel (subject to available space) d. Airconditioning in Community Hall
18	Two greenrooms (one for gents and other for ladies) behind the stage	6-7 (each)	2	
19	Health club rooms to accommodate Fitness Equipment's like, Tread Mill, Exercise-cycle etc.	75-80	1	
20	Indoor Sports Room and yoga/mediation room	50-60	1 (each)	
21	One toilet for gents attached to Health Club, sports room, yoga/meditation room	8-10	1	
22	One toilet for Ladies attached to Health Club, sports room, yoga/meditation room	8-10	1	



Bank's requirements for Construction/ Redevelopment of residential complex for officers and Staff at Inavolu, Amaravati, Andhra Pradesh

23	Separate Toilet*** Servant having separate Ladies and Gents Toilets, Drinking Water Facility and Store	35-45	1	
24	Library (optional)	10-15	1	
(c) Security cum reception				
	Watch man's cabin cum reception at entry/exit of the complex	Suitable space	1 each	RCC with masonry infilled or porta cabin as per applicability of local bye laws and availability of space
(d) Pump Room				
Suitable designed space to accommodate requisite No. of pumps, filtration plant, etc.				
(e) Substation				
As per design conforming to byelaws and rules of Electric supply Authority.				



Bank's requirements for Construction/ Redevelopment of residential complex for officers and Staff at Inavolu, Amaravati, Andhra Pradesh

Annex 4

Staff Residential Complex of Reserve Bank of India at Inavolu, Amaravati, Andhra Pradesh

Recommended schedule of finishes is as follows:

S. No.	Spaces/ Area	Flooring	Dado up to 7 to 8 feet height (D) /Skirting up to 6-inch height (S) / Low VOC washable acrylic paint for interior or waterproof exterior grade paint for external surfaces including balconies, utility, etc. (both are indicated as P)	False ceiling (NA=Not applicable)
Common Circulation space for all buildings				
1	Entrance to building/ entrance lobby	Granite	D - Granite + P above	Decorative Gypsum false ceiling with moulding cornice etc.
2	Lift lobby (other than entrance of building)	Granite	D - Granite + P above	NA but POP moulding and cornice
3	Common Circulation space of building + Staircase	Granite. In staircases, Granite in risers, treads, landings, mid	D - Vitrified tiles / natural stone finish upto 1.5 m height + P above The handrail can be of SS/ MS / hardwood, grills of MS/SS/ glass Lobby to have full height granite.	NA but POP moulding and cornice



Bank's requirements for Construction/ Redevelopment of residential complex for officers and Staff at Inavolu, Amaravati, Andhra Pradesh

		landings. Treads shall have non slippery grooves or strips near edges.		
4	Fire Staircase	Rough Granite stone	D - Vitrified tiles + p above	NA
Stilts (if any), parking space				
1	Parking Space	Heavy duty pavement tiles	D - Glass Mosaic Tiles with edge protection + P above	NA
Class III and Class IV Flats				
1	Drawing cum dining	Vitrified Tiles	S – Vitrified tiles + P above	NA
2	Kitchen	Anti-skid vitrified Tiles/granite tile	D – Vitrified/ceramic glazed Tiles (Full height)	NA
3	Kitchen store	Kota stone	D – ceramic tiles + P above	NA
4	Master Bedroom	Vitrified Tiles (Wooden texture)	S – Vitrified tiles + P above	NA
5	Toilets (All)	Antiskid/Mat t finish/Vitrified/ceramic	D – ceramic / vitrified tiles glazed tile dado up to door lintel level or soffit level of ventilator (whichever is higher)	Moisture resistant gypsum grid tile



Bank's requirements for Construction/ Redevelopment of residential complex for officers and Staff at Inavolu, Amaravati, Andhra Pradesh

6	Bedrooms	Vitrified Tiles	S – Vitrified tiles + P above	NA
7	Utility area	Anti-skid vitrified tiles	S – Vitrified tiles + P above	NA
8	Balconies (All)	Anti-skid vitrified tiles	S – Vitrified tiles + P above	NA
Creche				
1	Living cum Playroom	Vitrified Tiles	S - Vitrified Tiles + P above in combination with detailing as per interior suitable to children.	NA but POP moulding and cornice
2	Pantry	Anti-skid vitrified tiles	D - Vitrified Tiles (full height)	NA
3	Store	Kota stone	S - Vitrified Tiles + P above	NA
4	Bedroom / Room for rest of children	Vitrified Tiles	S - Vitrified Tiles + P above in combination with detailing as per interior suitable to children.	NA but POP moulding and cornice
5	Toilets (All)	Antiskid/Mat finish/Vitrified/ceramic	D – ceramic / vitrified tiles glazed tile dado up to door lintel level or soffit level of ventilator (whichever is higher)	Moisture resistant gypsum grid tile
6	Study room	Vitrified Tiles	S - Vitrified Tiles + P above in combination with detailing as per interior suitable to children.	NA but POP moulding and cornice
7	Utility area	Anti-skid vitrified Tiles	S - Vitrified Tiles + P above	NA



Bank's requirements for Construction/ Redevelopment of residential complex for officers and Staff at Inavolu, Amaravati, Andhra Pradesh

8	Balconies (All)	Anti-skid vitrified Tiles	S - Vitrified Tiles + P above	NA
THH				
1	Drawing cum dining	Vitrified Tiles	S - Vitrified Tiles + P above	NA but POP moulding and cornice
2	Kitchen	Anti-skid vitrified Tiles/granite tile	D – Vitrified/ceramic glazed Tiles (Full height)	NA
3	Kitchen store	Kota stone	D - Ceramic Tiles + P above	NA
4	Master Bedroom	Vitrified Tiles	S - Vitrified Tiles + P above	NA but POP moulding and cornice
5	Dressing (All)	Vitrified Tiles	S - Vitrified Tiles + P above	NA
6	Toilets (All)	Antiskid/Mat t finish/Vitrified/ceramic	D – ceramic / vitrified tiles glazed tile dado up to door lintel level or soffit level of ventilator (whichever is higher)	Moisture resistant gypsum grid tile
7	Bedrooms	Vitrified Tiles	S - Vitrified Tiles + P above	NA but POP moulding and cornice
8	Utility area	Anti-skid vitrified tiles	S - Vitrified Tiles + P above	NA
9	Balconies (All)	Anti-skid vitrified tiles	S - Vitrified Tiles + P above	NA



Bank's requirements for Construction/ Redevelopment of residential complex for officers and Staff at Inavolu, Amaravati, Andhra Pradesh

Caretaker's office, dispensary, club house				
1	Care- taker room	Vitrified Tiles	S - Vitrified tiles + P above	NA
2	Ladies Maintenance Staff room	Vitrified Tiles	S - Vitrified tiles + P above	NA
3	Gents Maintenance Staff room	Vitrified Tiles	S - Vitrified tiles + P above	NA
4	Toilets for maintenance staff, servants and toilets attached to driver's room or other similar	Antiskid/Mat finish/Vitrified/ceramic	D – ceramic / vitrified tiles glazed tile dado up to door lintel level or soffit level of ventilator (whichever is higher)	Moisture resistant gypsum grid tile
5	Doctor's cabin	Vitrified Tiles	D - Vitrified tiles + P above	NA
6	Waiting	Vitrified Tiles	D - Vitrified tiles + P above	NA
7	Pharmacy (with store)	Vitrified Tiles	D – Vitrified tiles + P above	NA
8	Party Hall	Granite	D - Granite + acoustic panels above	Decorative Gypsum false ceiling with moulding, Cornice etc.
9	Entrance Lobby	Granite	D - Granite + acoustic panels above	Decorative Gypsum false



Bank's requirements for Construction/ Redevelopment of residential complex for officers and Staff at Inavolu, Amaravati, Andhra Pradesh

				ceiling with moulding. Cornice etc.
10	Kitchen	Vitrified Tiles	D - Ceramic Tiles (full height)	NA
11	Store	Kota stone	D - Ceramic Tiles + P above	NA
12	Community / Badminton Hall	Synthetic sports flooring	D - Granite till 8 feet + Acoustic panels above	NA
13	Stage	Synthetic Sports flooring like badminton court may be provided.	S – Granite (similar to the dado of community hall) + P above	NA
14	Green Room	Vitrified tiles	S - Vitrified Tiles + P above	NA
15	Co-operative store	Vitrified Tiles	D - Ceramic Tiles + P above	NA
16	Toilets for community hall, party hall, gym, sports room, yoga/meditation room, toilets attached to caretaker's	Antiskid/Mat finish/Vitrified/ceramic	D – ceramic / vitrified tiles glazed tile dado up to door lintel level or soffit level of ventilator (whichever is higher)	Moisture resistant gypsum grid tile



Bank's requirements for Construction/ Redevelopment of residential complex for officers and Staff at Inavolu, Amaravati, Andhra Pradesh

	and engineer's office or other similar			
17	Lift Lobby	Granite	D – Granite + P above	Decorative Gypsum false ceiling with moulding. Cornice etc.
18	GYM, sports room, yoga/meditation room	Synthetic sports flooring	D - Vitrified tiles + P above	NA
Service Block				
1	STP	Kota	D - Ceramic tile + P above	NA
2	Pump room	Kota	D - Ceramic tile + P above	NA
Security Room and Meter Room				
1	Guard room, meter room, service room and other similar rooms, etc.	Kota	S – Kota + P above	NA
General				
(i) Window and door sills, jambs, soffits are to be provided with single piece granite. For the openings in external walls (may be exposed to rainfall), it may be provided in 2 level/step arrangement. (ii) Window and door frames are to be well seasoned best quality local available hard wood or extruded aluminum sections suitable for the purpose. Window and door shutters shall be compatible to the frame systems provided. Window shutters shall be fully glazed with clear glass in drawing room and clear or frosted glass in other rooms. In case of ventilators of toilets, etc. it shall be provided with glass louvers of				



Bank's requirements for Construction/ Redevelopment of residential complex for officers and Staff at Inavolu, Amaravati, Andhra Pradesh

- frosted / bajri glass with guard bars. Well-seasoned best quality local available hard wood doors with wooden Architrave may be provided. For toilets, door shutters may preferably be aluminum doors. Magnet latch/stoppers for doors may be provided
- (iii) All exposed terminating edges of dado and skirting shall have moulding at terminating edge, if not flush to the wall plaster.
- (iv) Suitable patterns in combination of tiles/granites/borders, etc. shall be designed in the flooring of common circulation spaces of all buildings viz. entrance lobby, lift lobby, landing and midlanding of staircases, etc.
- (v) Suitable patterns in combination of tiles/granites/natural stones/borders, etc. shall be designed in all the dados.
- (vi) All staircase railings shall be SS. Balcony railings shall be in SS or MS suitably designed for safety and security concerns. SS shall be minimum 304 grade or superior.
- (vii) All terraces, sunken areas, wet areas viz. toilets, balconies, utility areas, etc. shall have suitable water proofing treatment as certified by selected CPSUs. Terrace shall also have proper heat insulation including protective tiles either in the form of heat-resistant tiles or any other suitable treatment as certified by selected CPSUs.
- (viii) All the above schedule is for exposed finishes. All materials including tiles, granites/natural stones etc. shall be of Premium Quality.

Tentative Timelines of the Project

The Consultant have to adhere to the below stipulated timelines to ensure timely completion of the project.

Sl.No	Description	Timelines
(a)	a) Topographic Survey Drawings & Soil Investigation b) Preliminary Architectural Drawings (PAD) and Project Concept Report (PCR) complying with the Bank's requirements specified in the Architect Brief/ Scope of work (Annexure A). PADs, PCR specified herein and detailed design and drawings specified hereinafter shall also be complied with the local building bye-laws, BIS codes/other applicable codes or specifications where BIS codes are not applicable and green building norms. Including the iterations till the client's requirements including functional aspects are met with to its satisfaction.	0 + 30 Days
(b)	i Preliminary Estimate (PE), Project Report (PR), Design Basis Report (DBR) based on PADs & specifications, other designs approved by the BANK ii Detailed design with 3D model and 3D walk through as desired by the Client iii Submit the proposal to local body complete as per requirement of local bodies including preparation of Drawings/layout plan & drawings Model/Presentation of Model etc. if any.	0+40 Days
(c)	Preparation and Submission of tender drawings including, BOQ, Specifications, 3D Views indicating complete scope, obtaining its approval from NBCC/client, if required. Submission of take-off sheets, complete Tender Documents including BoQ, Technical Specifications, List of recommended makes, Drawings, Analysis of rates, and Detailed Estimate.	0+ 75 days
(d)	Proof checking of structural design, internal and external utility services etc. a) Proof checking of structural design b) Design Load calculation of all electrical, utility services, etc. c) Design calculations of all plumbing services	0+65 days
(e)	Obtain the approval of layout plan & drawing from the competent authority, statutory body, if necessary, according to the local Acts, laws, Regulations etc.	0+67 days

Providing Architectural and Engineering Consultancy services for Construction of a) Office Complex of Reserve Bank of India at Nelapadu, Amaravati, Andhra Pradesh and b) Officers' & Staff Residential Complex of Reserve Bank of India at Inavolu, Amaravati, Andhra Pradesh (EPC Basis)

Sl.No	Description	Timelines
	a) Obtaining all required pre-construction NOC from the Development authority b) Obtaining all required pre-construction NOC/Permission from Fire Authority c) Obtaining all required pre-construction NOC/Permission from the Environment Department d) All other statutory approvals like Pollution Control Board (Consent to Establish/Operate), Airport Authority (height clearance), and Utility providers (electricity, water, sewage), forest etc as applicable for the Project in the project located region.	
(f)	After successful commissioning of the building/ project and getting completion and occupancy certificate from all authorities.	0+855 days
Note: -(a) "Zero Date" shall be 10th day of issuance of Letter of Award to Consultant		

CONTRACT ENGINEERING DIVISION

No.: CE/GCC Consultancy (EPC)/ 2026/288

31/03/2026

ALL HODs /RBG/SBG Heads

ALL Engineering & Finance Personnel

Sub.: Release of NBCC GCC (Consultancy) for EPC Works – 2026.

Dear Sir(s),

The last updated version of “GCC (Consultancy) for EPC works-2022” was released on 16.09.2022. Further to the efforts for rationalization and regular updation of important documents as per current functional requirements of the Company and also to ensure smooth and efficient functioning / ease of doing business in the rapid changing scenario, suitable modifications in the **GCC (Consultancy) for EPC Works-2022** have been issued / notified vide several Amendments i.e. total 07 Amendments issued till date. The updated “**GCC (Consultancy) for EPC Works-2026**” has been formulated by incorporating these amendments issued so far, along-with some minor corrections and is now being released.

This shall come into force with immediate effect and shall supersede the existing “GCC (Consultancy) for EPC works-2022”.

This issues with the approval of the competent authority.

Thanking You.

Yours faithfully



Vivek Gupta
GM (CE)

Encl.: As above

Circulation through ERP only

Copy for kind information to:

- 1) T.A. to CMD
- 2) T.O. to Director (Commercial)
- 3) DGM (HRM) to Director (Fin.)



A Navratna CPSE

GENERAL CONDITIONS OF CONTRACT

For Architectural & Engineering
Consultancy Services

EPC CONTRACTS 2026

DRIVING SUSTAINABLE DEVELOPMENT
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NBCC (India) Limited

(A Government of India Enterprise)

NBCC Bhawan, Lodhi Road, New Delhi-110003

CIN-L74899DL1960GOI003335

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2026**

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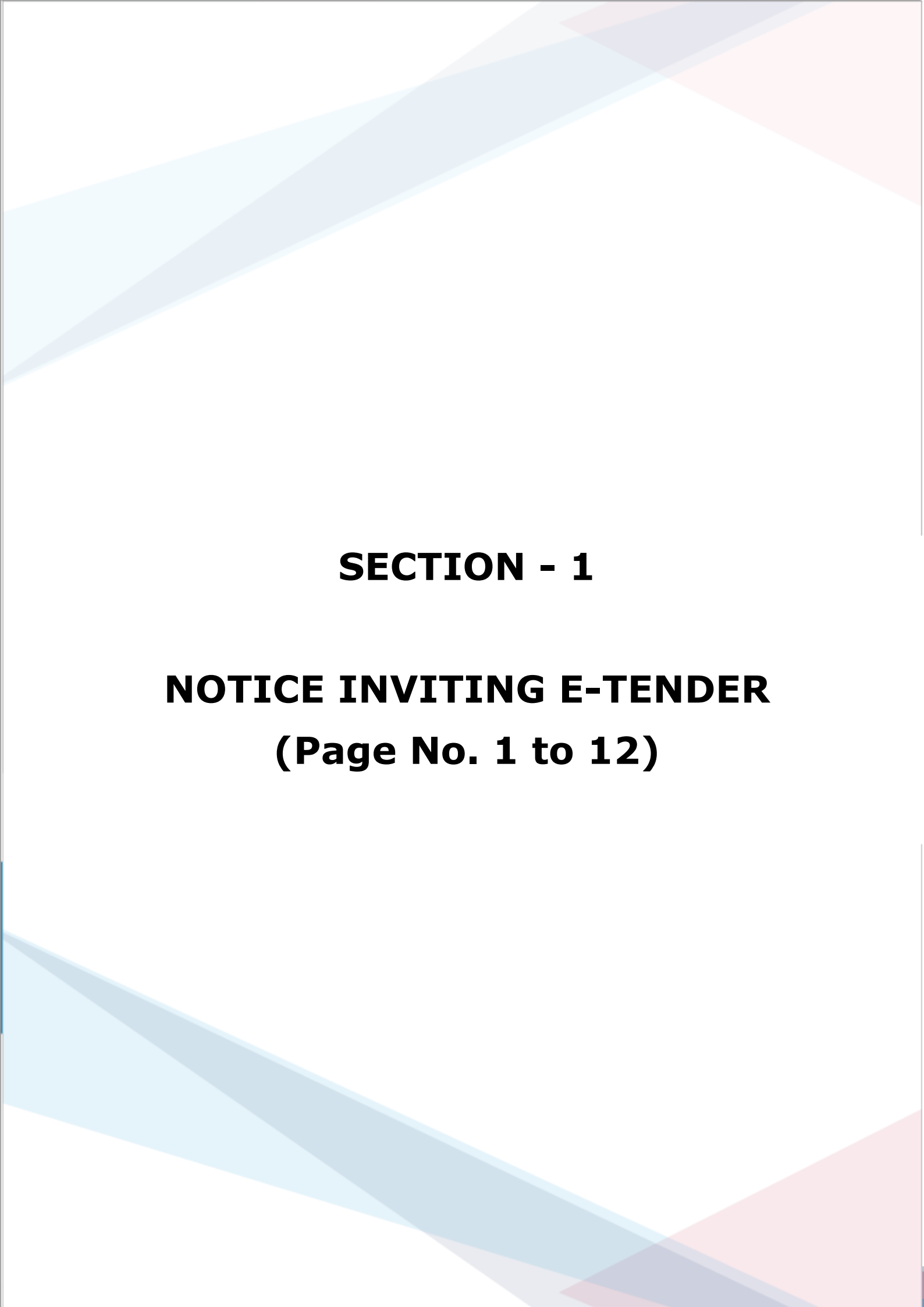
I N D E X

S. NO.	DESCRIPTION	SECTION	PAGE NOS.
1.	NOTICE INVITING e-TENDER	SECTION-1	1 - 12
2.	INSTRUCTIONS TO CONSULTANT	SECTION-2	13 - 18
3.	CONDITIONS OF CONTRACT	SECTION-3	19 - 41
4.	CRITERIA AND EVALUATION (For Tenders Invited on Quality and Cost based system)	SECTION-4	42 - 46
5.	FINANCIAL PROPOSAL	SECTION-5	47
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Signature of Tenderer

Signature of NBCC

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SECTION - 1

NOTICE INVITING E-TENDER

(Page No. 1 to 12)

NBCC (INDIA) LIMITED
(A GOVT. OF INDIA ENTERPRISE)

NO. -----

Dated -----

NOTICE INVITING e-TENDER

1. NBCC invites e-tender on percentage fees basis from reputed Architect / Consultant firms for providing Architectural and Engineering Consultancy Services for(Name of the work)..... as per schedule as under. The estimated Project Cost of this work is Rs.....

Bidding Document No.	
Name of the work	
Client/Owner	
Brief Scope of Work	
The Maximum Quoted Consultancy Fee to be quoted by intending tenderer.	..% of the Estimated Cost of the Work
Time for Completion of work Defect Liability period	 Months Months
Estimated Consultancy Fee	Rs.
Earnest Money Deposit	Rs. (..... Only <In words>) through online e-payment gateway or in the form of Bank Guarantee (BG). Bank Details of NBCC (India) Ltd. for Bank Guarantee only: • Name of Beneficiary: NBCC (India) Ltd. • Bank: _____ • Branch: _____ • Current A/C No.: _____ • IFSC Code: _____
Non-refundable cost of tender / Bid document	Rs.----- + GST @ X%* through online e-payment gateway only. *X% shall be 18% or as prevailing on the date of NIT

Signature of Tenderer

Signature of NBCC

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Non-refundable cost of e-tender processing fee	Rs.----- through e-payment gateway to M/s Railtel Ltd.
Date & time of opening of Technical bid	----- at 11.30 AM
Last date & time of submission of bid (on line)	Upto 11.00 AM on or before the date of opening of Technical Bid
Period during which Bank Guarantee against EMD (if submitted in form of BG), Letter of Unconditional Acceptance, Affidavit for Correctness of Documents/ information and other documents as per NIT (all original) in hard form shall be submitted	Upto 11.00 AM on or before the date of opening of Technical Bid
Date & time of Design Concept Presentation	On _____ from 10.00 AM onwards
Date & time of opening of Financial Bid	On _____ at 5.00 PM
Validity of offer	150 days from last date of submission of Tender as per NIT (including extension, if any).
Obtaining GRIHA / Green Building Certification	i) Required/Not Required ii) If Required..... Star Rating

The tender document can be downloaded from the websites <https://nbcc.enivida.com> and www.eprocure.gov.in "Corrigendum, if any, would appear only on the above web site and not to be published in any News Paper".

2.0 Minimum Eligibility Criteria:

The interested bidders should meet the following minimum qualifying criteria:

A. Work Experience:

- i) Experience of having provided Architectural & Consultancy services for successfully completed similar works during the last 7 years ending initial stipulated last date of submission of tenders:
 - a. Three similar works each costing not less than 40% of the estimated cost of the project
OR
 - b. Two similar works each costing not less than 50% of the estimated cost of the project
OR

c. One similar work costing not less than 80% of the estimated cost of the project.

"Similar works" shall mean Residential /Non-Residential Building works of any no. of storeys". "Successfully completed similar works" shall mean completion of construction of project for which consultancy assignment has been executed.

- ii) The past experience in similar nature of work should be supported by certificates issued by the client's organisation. In case the work experience is of Private sector, the completion certificate shall be supported with copies of the Letter of Award/ Contract Agreement and Corresponding TDS Certificates. Value of work will be considered commensurate with the value of fee received as per TDS Certificates compared to agreed consultancy fee with client.
- iii) The value of executed works shall be brought to the current level by enhancing the actual value of work done at a simple rate of 7% per annum, calculated from the date of completion to previous day of initial stipulated last date of submission of tenders as per NIT.
- iv) Joint-venture / consortia of firms / companies and Foreign bidders are not eligible to quote for the tenders.
- v) The bidders submitting experience certificate for the works done in joint venture (JV)/consortium with other firms/companies, their proportionate experience to the extent of its share in the JV/consortium or work done by them shall only be allowed on submitting the valid proof of their share/ work done.

vi) Foreign Certificates:

- (a) In case the work experience is for the work executed outside India, the bidders have to submit the completion/experience certificate issued by the owner duly signed & stamped, and affidavit to the correctness of the completion/experience certificates. The Architect/Consultant shall also get the completion/experience certificate attested by the Indian Embassy/consulate / High Commission in the respective country.

In the event of submission of completion /experience certificate/ other documents by the Bidder in a language other than English, the English translation of the same shall be duly authenticated by Chamber of Commerce of the respective country and attested by the Indian Embassy/consulate / High Commission in the respective country.

Note: Provided further that bidders from member countries to the HAGUE convention, 1961 are permitted to submit requisite documents with "Apostille stamp" affixed by Competent Authorities designated by the government of respective country which would be acceptable in lieu of attestation from the Indian Embassy/ Consulate/ High Commission in their respective countries.

- (b) For the purpose of evaluation of Bidders, the conversion rate of such a currency into INR shall be the daily representative exchange rate published by the IMF as on 7 (Seven) days prior to the Last Date of Submission including extension(s) given if any.

vii) Certificates in the name of other companies:

a. Certificates of Subsidiary/Group Companies:

Any company/firm while submitting tender can use the work experience of its subsidiary company to the extent of its ownership in the subsidiary company. However, the companies/firms which intend to get qualified on the basis of experience of the parental company/group company/Own works, shall not be considered. Further, the financial parameters of the subsidiary or Parental Company cannot be used by the other one for qualification.

b. Merger/ Acquisition of Companies:

In case of a Company/firm, formed after merger and/ or acquisition of other companies/firms, past work experience and Financial parameters of the merged/ acquired companies/firms will be considered for qualification of such Company/firm provided such Company/firm continues to own the requisite assets and resources of the merged / acquired companies / firms.

c. Demerger of Companies:

In case of Companies/firms, formed after demerger of any company, past work experience and Financial parameters like turnover, profitability, net worth etc. of the original company before demerger will be considered proportionately for qualification by the new demerged entity to the extent of its ownership in the requisite assets and resources of the original company. However, such consideration of past work experience and Financial parameters shall only be allowed for a period of five years from the date of incorporation of the demerged entity.

B. Financial Strength:

- I.** The Average annual audited financial turnover (after enhancement) for last 3 years shall be at least 40% of the estimated consultancy fee put to tender.

The annual financial turnover shall be the Revenue from operations (excluding income from other sources) as mentioned in audited standalone statement of Profit & Loss. The requisite Turn Over shall be duly certified by the statutory auditor (of preceding financial year) with his Seal/ signatures and registration number.

In case the preceding financial year is unaudited, then the same shall be certified by the statutory auditor (of preceding financial year) in Annexure-X and the three Financial Years immediately preceding the previous Financial Year shall be considered for evaluation.

In case of Companies/Firms less than 3 years old, the Average annual financial turnover shall be worked out for the available period only.

The value of annual turnover figures shall be brought to the current value (i.e. preceding financial year) by enhancing the actual turnover figures at simple rate of 7% per annum.

- II.** The bidders are required to upload page of summarised Balance Sheet (Audited) and also page of summarised Profit & Loss Account (Audited) for immediate last three years.

Note-

Illustration 1: Suppose, Last Date of Bid submission is 21.05.2023 with **unaudited balance sheet of last financial year**. Relevant year of turnover shall be 2021-22, 2020-21, 2019-20. Figures of turnover of 2021 - 22 shall be enhanced by 7%. Figures of turnover of 2020-21 shall be enhanced by 14%. Figures of turnover of 2019-20 shall be enhanced by 21%.

Illustration 2: Suppose, Last Date of Bid submission is 21.05.2023 with **audited balance sheet of last financial year** available. Relevant year of turnover shall be 2022-23, 2021-22, 2020-21. Figures of turnover of 2022-23 shall not be enhanced. Figures of turnover of 2021-22 shall be enhanced by 7%. Figures of turnover of 2020-21 shall be enhanced by 14 %.

3. The intending tenderer(s) must read the terms and conditions of this GCC carefully. He should only submit his bid if eligible and in possession of all the documents required.
4. Information and Instructions for tenderers posted on website shall form part of bid document.
5. The bid document consisting of scope of work and the set of terms and conditions of the contract to be complied with and other necessary documents can be seen and downloaded from website <https://nbcc.enivida.com> or www.eprocure.gov.in free of cost.
6. Those Architect firms/ Consultants not registered on <https://nbcc.enivida.com> are required to get registered beforehand with M/s RailTel. If needed they can be imparted training on online bidding process as per details available on the website.
7. The intending tenderer(s) must have valid class-III digital signature to submit the bid.
8. On opening date, the Architect Firm/Consultant can login and see the bid opening process. After opening of bids he will receive the competitor bid sheets.
9. Architect firm / Consultant should upload documents in PDF format.

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10. Architect firm/ Consultant must ensure to quote rate in percentage. The column meant for quoting rate in figures appears in pink colour and the moment rate is entered, it turns sky blue. The rate shall be Quoted upto 2 Decimals.

If any cell is left blank and no rate is quoted by the tenderer, rate of such item shall be treated as "0" (ZERO) and the bid submitted by him shall be categorised as unresponsive and be ignored.

11. Notwithstanding anything stated above, NBCC reserves the right to assess the capabilities and capacity of the tenderers to perform the contract in the overall interest of NBCC.
12. The tenderer(s) is/are required to quote strictly as per the terms and conditions, specifications, standards given in the tender documents and not to stipulate any deviations.
13. The tenderer(s) if required, may submit queries, if any, through E-mail and in writing to the tender inviting authority to seek clarifications within 07 days from the date of uploading of Tender on website. NBCC will reply only those queries which are essentially required for submission of bids. NBCC will not reply the queries which are not considered fit like replies of which can be implied /found in the NIT/ Tender Documents or which are not relevant or in contravention to NIT/Tender Documents, queries received after 07 days from the date of uploading of Tender on website, extension of time for opening of technical bids, etc. Technical Bids are to be opened on the scheduled dates. Requests for extension of opening of Technical Bids will not be entertained.

Further, queries regarding Design concept presentation also will not be entertained after 07 days from the date of uploading of tender on website. Bidders have to give Design concept presentation on the basis of the available data and after collecting information regarding plot area, local heritage, plot connectivity with main road, etc. by visiting the site. Missing link, if any, may be assumed by the bidders with best possible option for presentation since this stage is meant to assess and evaluate the overall understanding of bidder about subject matter and the Project in particular.

14. NBCC reserves the right to reject any or all tenders or cancel/withdraw the Invitation for Bids without assigning any reason whatsoever and in such case no tenderer / intending tenderer shall have any claim arising out of such action.
15. Integrity Pact as per Annexure-III under Section-6 (For all contracts having estimated consulting fees valuing Rs. 5.00 Crores and above): Integrity Pact duly signed by the tenderer shall be submitted. Any bid without signed Integrity Pact shall be rejected.

15.1 Independent External Monitors

- (i) In respect of this consultancy assignment, the Independent External Monitors (IEMs) would be monitoring the bidding process and execution of contract to oversee implementation and effectiveness of the Integrity Pact Program.

- (ii) The Independent External Monitor(s) (IEMs) have been appointed by NBCC, in terms of Integrity Pact (IP)-Section 6, which forms part of the tenders/Contracts. The contact details of the Independent External Monitor(s) are posted on NBCC's website i.e. www.nbccindia.com.
- (iii) This panel is authorized to examine / consider all references made to it under this tender in terms of Integrity Pact. The Independent External Monitors (IEMs) shall review independently, the cases referred to them to assess whether and to what extent the parties concerned comply with the obligations under the Integrity Pact entered into between NBCC and Consultant.
- (iv) The Independent External Monitors (IEMs) has the right to access without restriction to all Project documentations of the Employer including that provided by the Consultant. The Consultant will also grant the Monitor, upon his request and demonstration of a valid interest, unrestricted and unconditional access to his Project Documentations. The same is applicable to Sub-consultants. The Monitor is under contractual obligation to treat the information and documents of the Bidder / Consultant / Sub-Consultants etc. with confidentiality.

16. Earnest Money Deposit:

Earnest Money Deposit of amount as mentioned in "NIT of Tender" required to be submitted along with the tender shall be paid either through online e-payment gateway or in the form of Bank Guarantee (in the prescribed format as per Section-6) issued from any Nationalized Bank/Scheduled Banks.

The Bank Guarantee against EMD (if submitted) shall be valid for a minimum period of 180 (One Hundred eighty) days from the original last day of submission of bid as per NIT. The Bank Guarantee against EMD (if submitted) shall be scanned and uploaded to the e-Tendering website within the period of bid submission and original should be deposited in office of NBCC.

16.1 The EMD shall be payable to NBCC without any condition(s), recourse or reservations.

- i) The Bid will be rejected by NBCC as non-responsive and shall not be considered in case EMD is not received of the requisite amount and/or Bank Guarantee (if opted) in the physical form.
- ii) The EMD of unsuccessful bidders in technical evaluation shall be returned within 30 days of declaration of technical evaluation results. Further, the EMD of bidders other than successful bidder will be returned within 15 days, after opening of Financial Bid.

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- iii) The EMD of the successful consultant will be discharged after the consultant has furnished the required acceptable Performance Guarantee.
 - iv) No interest shall be paid by NBCC on the EMD.
 - v) The EMD may be forfeited:
 - a) if a consultant withdraws the bid after bid opening during the period of validity;
 - b) If, any unilateral revision in the offer is made by the tenderer during the validity of the offer.
 - c) If the consultant/ bidder hides/withholds (or does not disclose) any material information
 - d) Upon non-acceptance of LOI/LOA, if and when placed
 - e) In the case of a successful consultant; if the consultant fails to Sign the Agreement with in the 30 days from the date of issue of LOA or furnish the required performance security or fail to commence the work within the stipulated time period prescribed in the contract.
 - f) If the bidder furnishes any incorrect or false statement/information/document.
 - g) If the bidder does not intimate the names of persons who are working with him in any capacity or are subsequently employed by him who are near relatives to any officers of NBCC and/or name of bidder's near relative who is posted in the project office/concerned zonal/SBG/RBG office of NBCC.
 - h) If Consultant commits any breach of Integrity Pact.
17. List of Documents to be scanned, and uploaded on the e-tender website within the period of bid submission:
- a. Bank Guarantee of any Nationalised or Scheduled Commercial Bank against EMD (if submitted in form of BG).
 - b. Annexure-I: Affidavit dully notarized by notary public on Non-Judicial stamp paper of Rs. 100 for correctness of document/information.
 - c. Annexure-II: Unconditional letter of acceptance of tender conditions (in original) (duly signed on letter head of the applicant/ bidder).
 - d. Proof of payment through e-payment gateway to e-tendering service provider.
 - e. Annexure-III to Annexure-XIII if applicable
 - f. Corrigendum / Addendum / Other documents, if any

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- g. Power of Attorney/Board Resolution of the person authorised for signing /submitting the tender.
- h. Annexure- XIV – Proforma for Details of Client Organization in respect of Work Experience Certificates

NOTE:

- (1) The documents at Sl. No. a, b & c (i.e. *Bank Guarantee of any Nationalised or Scheduled Commercial Bank against EMD(if submitted in form of BG), Unconditional letter of acceptance duly signed on letter head, Notarized Affidavit for correctness of document/information*) are required to be submitted in original in hard copy also within the period of Bid submission. All other documents are not required to be submitted in hard copy.
- (2) In case of non-submission of EMD of the requisite amount and/or Bank Guarantee (if opted) in the physical form, the bid shall be rejected outrightly without seeking any further clarification
- (3) Unconditional letter of acceptance duly signed on letter head, Notarized Affidavit for correctness of document/information are mandatory documents and are need to be checked carefully for its correctness (strictly as per prescribed format) before online submission of bid. The bid shall be rejected outrightly in case of its non-submission at the online portal, without seeking any further clarification/document. No claim of the consultant whatsoever shall be entertained by NBCC on this account.
- (4) The bidders are advised to submit complete details with their bids. The Technical Bid Evaluation will be done on the basis of documents uploaded on e-tendering web site(s) by the bidders with the bids. Please note no fresh document other than in the form of clarification/revision in respect of an existing document shall be accepted after last date of submission of bids.
- (5) The information should be submitted in the prescribed proforma. Bids with Incomplete/Ambiguous information are liable to be rejected.
- (6) Bank Guarantee of any Nationalised or Scheduled Commercial Bank against EMD submitted by the bidders shall be strictly in the format prescribed in GCC. In case, Bank Guarantee for EMD is not found verbatim in the prescribed format, the bid will be liable for rejection.
- (7) All the uploaded documents duly sealed and signed by the Power of Attorney holder should be in readable, printable and legible form failing which the Bids are liable for rejection.

18. Set of Tender Documents:

The following documents will constitute set of tender documents:

- a) Notice Inviting E-Tender
 - b) Quoting Sheet for Tenderer
 - c) General Conditions of Contract
 - d) Special conditions of Contract (SCC)
 - e) Site Layout/Plan, Drawings if available
 - f) Annexure-I to Annexure-XIV
 - g) Corrigendum / Addendum / Other documents, if any
19. The envelope containing requisite bid documents should also indicate clearly the name of the tenderer and his address. In addition, the left hand top corner of the envelope or container should indicate the name of the work, name of the document in the envelope with bid opening date and time and addressed to address mentioned above and shall reach up to 11:00 Hrs on or before date of Technical Bid. The on line bid shall be opened at 11:30 Hrs. on the same day.

Online technical bid documents submitted by intending tenderers shall be opened only of those tenderers, whose Bank Guarantee of any Nationalised or Scheduled Commercial Bank against Earnest Money Deposit (if submitted in form of BG), Unconditional letter of acceptance and Affidavit for correctness of documents/information are submitted along with the bid.

The bid submitted shall become invalid, if:

- i) The tenderer is found ineligible.
 - ii) The tenderer does not upload all the documents as stipulated in the bid document.
 - iii) Tenders in which any of the prescribed conditions are not fulfilled or found incomplete in any respect are liable to be rejected.
20. Before the last time and date of submission of bid as notified, the tenderer can submit revised bid any number of times.
21. The bid for the works shall remain open for acceptance for a period of 150 days from the last date of submission of bid including the extension given, if any. In case any tenderer withdraws his bid before the said period or issue of letter of acceptance, whichever is earlier, or makes any modifications in the terms and conditions of the bid which are not acceptable to NBCC, then NBCC shall, without prejudice to any other right or remedy, be at liberty to forfeit the EMD as aforesaid. Further the tenderers shall not be allowed to participate in the re-bidding process of work.
22. The acceptance of any or all tender(s) will rest with NBCC who does not bind itself to accept the lowest tender and reserves to itself the right to reject any or all of the tenders received without assigning any reason thereof.

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23. On acceptance of tender, the name of the accredited representative(s) of the Architect / Consultant who would be responsible for taking instructions from Engineer-in-Charge or its authorized representative shall be intimated within 07 days of issue date of Letter of Award(LOA)/ Letter of Intent(LOI) by NBCC.
24. Date of Start of work shall be reckoned from the 10th day after issue of the letter of Award (LOA)/ Letter of Intent (LOI) by NBCC.
25. The award of consultancy work, execution and completion of work shall be governed by tender documents consisting of (but not limited to) NIT, General Conditions of Contract, Special Conditions of Contract, Technical Evaluation, Price bid, etc. The tenderers shall be deemed to have gone through the various conditions while making /preparing their technical & financial proposals & submitting the Bid(s) including site conditions, topography of the land, drainage and accessibility etc. or any other condition which in the opinion of tenderer will affect his price/rates before quoting their rates.

26. ORDER OF PRECEDENCE OF DOCUMENTS

In case of difference, contradiction, discrepancy, with regard to General Conditions of contract, Special Conditions, Specifications, Corrigendum / Clarification(s) issued, Drawings, Bill of quantities etc. forming part of the contract, the following shall prevail in order of precedence.

1. Letter of Award, along with statement of agreed variations and its enclosures, if any.
 2. Corrigendum, Addendum, Clarifications etc.
 3. NIT
 4. Special Conditions of Contract.
 5. Description of Bill of Quantity / Schedule of Quantities.
 6. General Conditions of Contract.
 7. Drawings
 8. CPWD/ MORTH specifications (as specified in Technical Specification of the Tender) update with correction slips issued up to last date of receipt of tenders.
 9. Relevant B.I.S. Codes.
27. Financial Bid will be opened at 5 PM on the date of the Design Concept Presentation or as intimated separately in the presence of participants who choose to attend the opening of the Financial Bid.
 28. The bidder shall fully comply with the DIPP's PPP-MII order no P-45021/2/2017/E II dated 15.06.17 and any further revision at any later date during the entire tenancy of the contract.

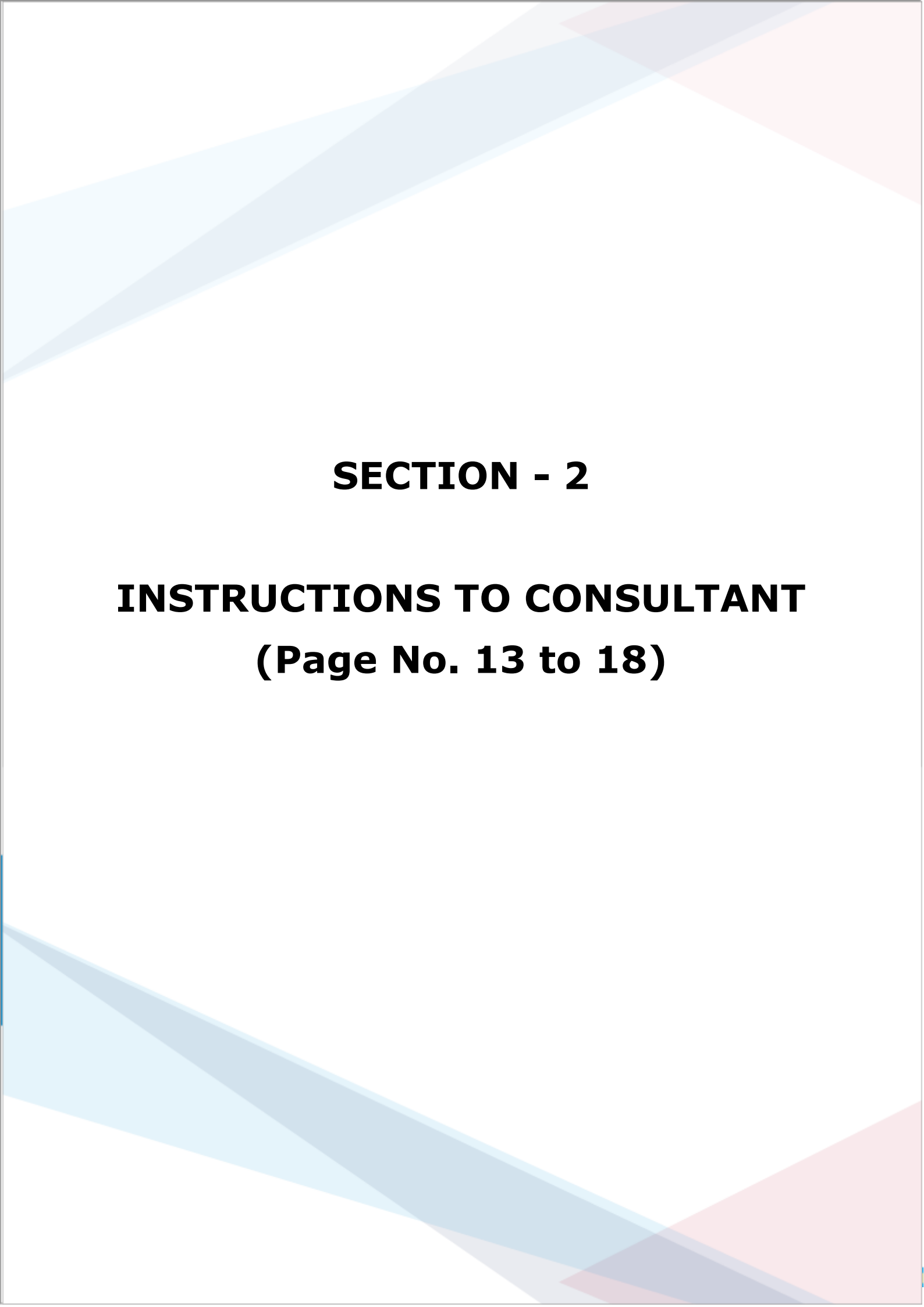
Note: In case of procurement for a value in excess of Rs 10 crore, above undertaking shall be provided from a statutory auditor or cost auditor of the company(in the case of companies) or from a practicing chartered accountant (in respect of tenderer other than companies).

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29. The bidder shall ensure that all approved makes for each respective items to be used in the works are proposed by us Make in India(MII) only as per the norms of minimum local content required as defined in the public procurement (preference to Make in India) order 2017 or any subsequent revision.
In case, where reputed MII makes are not available, names of any imported/foreign makes shall not be specified, instead requisite specifications of the materials shall be given in the tender.
30. The bidder shall fully comply with the Ministry of MSMED Act, 2006 and MSME Order 2012 or any further revision at any later date (as per applicability under clause 1.11 of Instruction to Consultants) during the entire tenancy of the contract.
31. In case of any query please contact ShriPhone No:Email Id:during office hours.



SECTION - 2

INSTRUCTIONS TO CONSULTANT

(Page No. 13 to 18)

INSTRUCTIONS TO CONSULTANT

1.0 Introduction

- 1.1 The Architect firms / Consultants are invited to submit a Technical bid together with a Financial bid. The tender will be the basis for technical discussions/negotiations if required and ultimately for a signed Contract with the selected Architect firm /consultant.
- 1.2 Architect firms / consultants should familiarize themselves with local conditions and take them into account in preparing their Proposals. To obtain first-hand information on the assignment and local conditions, Architect firms/consultants are desired to visit the site before submitting a proposal. Architect firms / Consultants or his authorised representative should contact the following regarding site specific information and site visit enquiry.

Contact :

Address :

Facsimile :

Phone No :

Mobile :

- 1.3 (a) NBCC will provide the inputs to the Architect firms/consultants, if available. However, NBCC does not assume any Responsibility for any loss or financial damages on account of use of such information by consultant & consultants are advised to collect their own information for preparation, submission of bids & execution of services after award of work.
- 1.3 (b) The Architect firms/consultants shall be responsible for obtaining licenses and permits to carry out the services.
- 1.4 Architect firms / consultants shall bear all costs associated with the preparation and submission of their proposals and contract negotiation, site visits etc. NBCC / Client is not bound to accept any proposal, and reserves the right to annul the selection process at any time prior to Contract award, without thereby incurring any liability to the Architect firms / consultants.

1.5 Conflict of Interest

- 1.5.1 NBCCs policy requires that Architect firms / consultants provide professional, objective, and impartial advice and at all times hold NBCC's interests paramount, strictly avoid conflicts with other assignments or their own corporate interests and act without any consideration for future work.

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- 1.5.2 (i) Without limitation on the generality of the foregoing, Consultants, and any of their affiliates, shall be considered to have a conflict of interest and shall not be recruited, under any of the circumstances set forth below:

Conflicting assignments

- (ii) An Architect firm / consultant (including its Personnel and Sub-Consultants) or any of its affiliates shall not be hired for any assignment that, by its nature, may be in conflict with another assignment of the Consultant to be executed for the same or for another Employer.

Conflicting relationship

- (iii) An Architect firm / consultant (including its Personnel and Sub-Consultants) that has a business or family relationship with a member of NBCC's staff who is directly or indirectly involved in any part of (a) the preparation of the Terms of Reference of the assignment, (b) the selection process for such assignment, or (c) supervision of the Contract, may not be awarded a Contract, unless the conflict stemming from this relationship has been resolved in a manner acceptable to NBCC throughout the selection process and the execution of the Contract.

- 1.5.3 Architect firms / consultants have an obligation to disclose any situation of actual or potential conflict that impacts their capacity to serve the best interest of NBCC, or that may reasonably be perceived as having this effect. Failure to disclose said situations may lead to the disqualification of the Architect firm / consultant or the termination of its Contract any time, throughout currency of the work.

- 1.5.4 No agency of current employees of NBCC shall work as Architect firms / consultants. Recruiting former employees of NBCC to work is acceptable provided no conflict of interest exists.

1.6 Fraud and Corruption

- 1.6.1 NBCC requires that the Architect firms / consultants participating in selection process adhere to the highest ethical standards, both during the selection process and throughout the execution of a contract. In pursuance of this policy, NBCC:

- (a) Defines, for the purpose of this paragraph, the terms set forth below:
- (i) "corrupt practice" means the offering, promising, giving, receiving, or soliciting, directly or indirectly, of anything of value which he is not legally entitled to, to influence the action of a public official in the selection process or in contract execution;
 - (ii) "fraudulent practice" means a wilful misrepresentation or omission of facts or submission of fake/forged Documents in order to influence a selection process or the execution of a contract;

- (iii) "collusive practices" means a scheme or arrangement whether formal or informal, between two or more consultants with or without the knowledge of NBCC, designed to establish prices at artificial, non-competitive levels, submission or non-submission of Bids;
 - (iv) "Coercive practices" means harming or threatening to harm, directly or indirectly, persons or their property to influence their participation in a procurement process, or affect the execution of a contract.
 - (b) will reject a proposal for award if it determines that the Architect firm/consultant recommended for award has, directly or through an agent, engaged in corrupt, fraudulent, collusive or coercive practices in competing for the contract in question; and
 - (c) will sanction an Architect firm/consultant, including declaring the Architect firm/consultant ineligible, either indefinitely or for a stated period of time, for award of a contract if at any time determines that the Architect firm/consultant has, directly or through an agent, engaged in corrupt, fraudulent, collusive or coercive practices in competing for, or in executing a contract.
- 1.7 The Architect firm/consultants should be aware of the provisions on fraud and corruption stated in the specific clauses in the General Conditions of Contract.

1.8 **Only One Proposal**

The Architect /consultant firm shall only submit one proposal. If a Consultant submits or participates in more than one proposal, such proposals shall be disqualified. However, this does not limit the participation of the same Sub-Consultant, including individual experts, to more than one proposal.

1.9 **Proposal Validity**

The Architect firm /consultant tender must remain valid for 150 days after the last date fixed for submission of tender including the extension(s) given, if any.

1.10 **Association of Sub-Consultants (for specialised work)**

Architect Firm/Consultant may associate with sub consultant(s) for specialized works such as HVAC, Lift, Fire-fighting, Landscape etc. after approval of Engineer In-charge. The details of such sub-consultants shall be submitted by the Architect firm /consultant in the attached format at Annexure-XII, along with the necessary documents supporting the credentials of the proposed associate-consultant. The sub-consultant should fulfil the work experience criteria (i.e. three work of 40% each/ two work of

50% each/ one work of 80%) for the proposed value of the sub-contract similarly provided in the NIT of the consultant. In case assessment in terms of value is not feasible, assessment in terms of built-up area may be done.

NBCC will grant approval after evaluating the capability of the proposed associate-consultant. Thereafter, a copy of the agreement between the Consultant and the sub-consultant(s) shall be submitted to the Engineer-in-Charge within 15 days of signing and, in all cases, not later than 7 days before commencement of work by the sub-consultant. All terms and conditions applicable to the Consultant under the main contract shall equally apply to the sub-consultant(s). No modifications to this agreement shall be made without the written approval of the Engineer-in-Charge. Payments to sub-consultant(s) shall be deemed included in the Consultant's contract price.

The Engineer-in-Charge reserves the right to order removal (if deemed necessary) of any sub-consultant from the site or related off-site facilities, with a notice period of 15 days and the consultant shall within such notice period propose equivalent or higher experienced firm/agency compared to the sub-consultant being replaced, to ensure the continued quality of service. Further, neither hinderance nor any monetary compensation shall be granted to the consultant on account of any replacement/ substitution.

Sub-letting of any specialized work shall not relieve the Consultant from any of his contractual obligations under this contract and he shall be solely and directly responsible for the overall performance and quality of consultancy assignment as per the scope of work.

1.11 The benefits under the Govt. policies as under shall be provided to the eligible bidders on submitting the relevant supporting documents.

1. Public Purchase (Preference to make in India) order 2017 or any further revision at any later date
2. MSMED Act, 2006 and Public Procurement Policy for MSEs, Order-2012 or any further revision at any later date - The policy shall be applicable to Exclusive Service and Supply Contract wherein Supplier provides goods or services at his own without being procured full or part of it from the market.

Therefore, the policy shall not be applicable to the following:

- a. Service Contracts in the nature of Works Contracts;
- b. Service contracts which are in the nature of Composite Supply (wherein services provided by the bidder is limited and some of the services/ goods are procured by them from some other party or wherein they need to associate with other consultants to complete the work);
- c. Traders.

2.0 Clarifications and Amendment of Bid Documents

- 2.1 Architect firms/consultants may request for a clarification on any clause(s) of the Bid documents within 7 days from the date of uploading of Tender on website. Any request for clarification must be sent in writing, or by standard electronic means to NBCC's address. NBCC will respond in writing, or by standard electronic means and will send written copies of the response (including an explanation of the query but without disclosing the Source of query) to all Architect firms/consultants. Should NBCC deem it necessary to amend the bid document as a result of a clarification or any other reasons it shall do so following the procedure under Para. 2.2.

However, NBCC reserves the right to respond the queries after cut-off date as mentioned above.

- 2.2 At any time before the submission of tender, NBCC may modify/ amend the bid document and extend the last date of submission/ opening of the tender by issuing a corrigendum/addendum.

Any Corrigendum/Addendum thus issued shall form part of tender document and shall be posted only on website <https://nbcc.enivida.com> and www.eprocure.gov.in and the Consultants are thus advised to update their information by using said website. To give the Consultant reasonable time to take an amendment into account in their bids and on account of any other reasonable circumstances, NBCC may at its discretion, extend the deadline for the submission/ opening of the tender.

3.0 Preparation of Bid Proposal

- 3.1 In preparing their tender, Architect firms/consultants are expected to examine in detail the tender document. The tender shall contain technical & financial Bids.
- 3.2 The bid proposals, all related correspondence exchanged by the Architect firms/consultants & NBCC and the contract to be signed with the winning consultant shall be written in the English language

3.3 Technical Bid Proposal

- a) The Technical bid shall not include any financial information. A Technical bid containing financial information shall be declared non-responsive / invalid.
- b) The Technical bid may be declared non-responsive / invalid, if the bid is not accompanied by the requisite documents as stipulated in tender document.

3.4 Financial bid Proposals

The Financial bid shall not include any commercial or technical condition / information. Financial offer shall be submitted as per Section-5 in Percentage Rate.

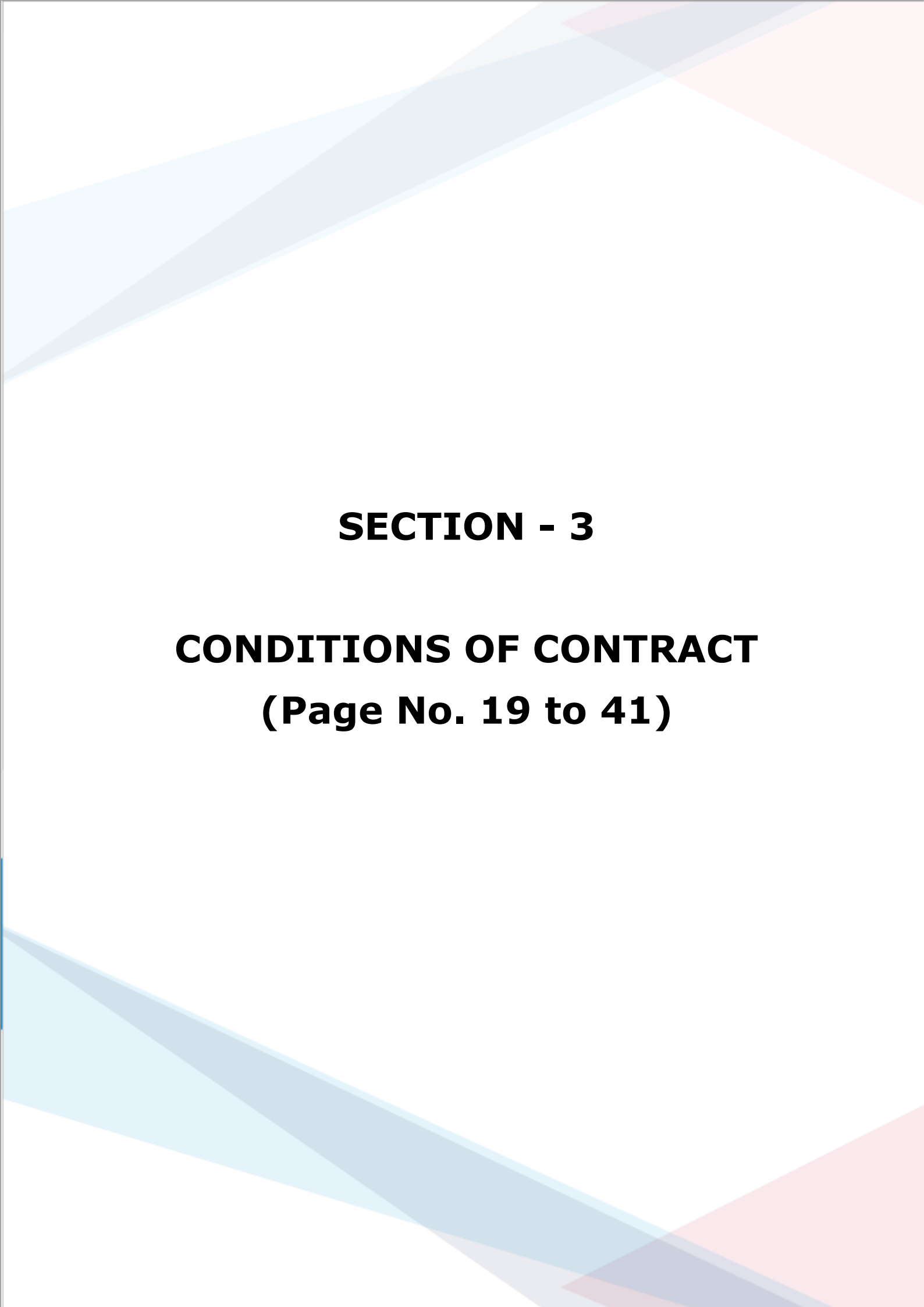
4.0 **Submission, Receipt and Opening of bids**

- 4.1 The original bids (Technical bid and Financial bid) shall contain no interlineations or overwriting, except as necessary to correct errors made by the Consultants themselves. The person who signed tender documents must initial such corrections. Letter for acceptance of tender condition should be submitted in the prescribed format of Annexure-II, Section-6.
- 4.2 An authorized representative of the Architect firm/consultant shall sign the Technical & Financial bids. The authorization shall be in the form of a legally enforceable written power of attorney executed on non-judicial stamp paper of appropriate value duly notarized and shall be submitted along with bid.
- 4.3 NBCC shall open the Technical bid after the deadline for the submission of original in hard form as per NIT. The Financial bid shall remain securely stored.
- 4.4 The evaluation of bids shall be done as described in the Section-4 for tenders invited on Quality and Cost based System.

5.0 **Confidentiality**

Information relating to evaluation of tenders and recommendations concerning awards shall not be disclosed to the Architect firms/consultants who submitted the tender or to other persons not officially concerned with the process, until the publication of the award of Contract. The undue use by any Consultant of confidential information related to the process may result in the rejection of its tender and may be debarred from participating in future tenders.

- 6.0 Bids from Consultant against whom action to suspend business dealings has been taken by NBCC or any of its subsidiaries shall not be accepted for any future enquiry/ bid/ tender till the expiry of period of debarment. Bidders may refer to the 'Guidelines on Suspension of Business' on NBCC's website.
- 7.0 Bidder shall read the latest guidelines issued by the Government of India with respect to restriction on procurement from a bidder (*refer definition of "Bidder" in the said guidelines*) of a country which shares land border with India and shall ensure to comply these guidelines. In case of any violation of the said guidelines, this would be a ground for debarment in future tenders and also further legal action in accordance with Law.



SECTION - 3

CONDITIONS OF CONTRACT

(Page No. 19 to 41)

CONDITIONS OF CONTRACT

1. Definitions

For the purpose of the agreement, the following words and expressions shall have the meaning hereby assigned to them except where the context otherwise requires:

- a) **Approved** means approved by NBCC's Engineer-in-Charge in writing including subsequent confirmation of previous approval and 'Approval' means approval by NBCC's Engineer-in-Charge in writing as above said.
- b) **Applicable Law** means the laws and any other instruments having the force of law in India.
- c) **Architect firm / Consultant** mean any private or public entity that will provide the Services to NBCC under the Contract.
- d) **Building** shall mean the Construction of proposed building.
- e) **Contract** means the documents forming the tender and acceptance thereof and the formal agreement executed between NBCC and the consultant, together with the documents referred to therein including these conditions, the specifications, design brief, basic drawings and instructions issued from time to time by the Engineer-in-Charge and all these documents taken together, shall be deemed to form one contract and shall be complementary to one another.
- f) **CONTRACTOR/ EPC CONTRACTOR** shall mean the individual, firm, LLP or company, whether incorporated or not, to be appointed by NBCC/Client for undertaking the detailed design, construction and O&M (if any) of the project and shall include the legal personal representative of such individual or the persons composing such firm or LLP or company, or the successors of such firm or company and the permitted assignees of such individual, firm or company.
- g) **Contract Price** means the price to be paid for the performance of the Services, in accordance with Section-5.
- h) **Engineer-in-Charge** means the Engineer of NBCC, the name of whom is intimated through letter of award, or his representative as may be duly appointed and authorized in writing by him to act as "Engineer-in-charge" on his behalf for the purpose of the contract, to perform the duty set forth in this General condition of contracts and other contract documents.
- i) **Estimated Cost** means estimated cost put to tender for inviting financial bid from the Architect firm/Consultant for Architectural planning, designing, proof checking of design and detailing.
- j) **In writing** means communicated in written form with proof of receipt.

- k) **Language** means all documents and correspondence in respect of this contract shall be in English Language.
- l) **Letter of Award (LOA)/Letter of Intent (LOI)** shall mean NBCC's letter or notification conveying his acceptance of the tender subject to such conditions as may have been stated therein.
- m) **Month** means English Calendar month 'Day' means a Calendar day of 24 Hrs each.
- n) **NBCC** shall means NBCC (India) Limited, a company registered under the Indian Company Act 1956, with its registered office at NBCC Bhawan, Lodhi Road, New Delhi or its Administrative officers or its engineer or other employees authorized to deal with any matter with which these persons are concerned on its behalf.
- o) **Owner/Client** means the Government, Organization, Ministry, Department, and Society, Cooperative etc. which has awarded the work / project to NBCC and on whose behalf NBCC is entering into the contract and getting the work executed.
- p) **Site** shall mean the site of the contract/Architectural works including any building and erection thereon and any other land adjoining thereto (inclusive) as aforesaid allotted by NBCC or the Engineer for the contract's use.
- q) **Services** means the work to be performed by the Consultant pursuant to this Contract, as described in Bid Document.
- r) **Sub-Consultants** means any person or entity to whom /which the Consultant subcontracts any part of the Specialised Services.
- s) **Writing** means any manuscript typed written or printed statement under or over signature and/or seal as the case may be.
- t) Words imparting the singular meaning only also include the plurals and vice versa where the context requires. Words importing persons or parties shall include firms and corporations and organizations having legal capacities.
- u) The headings in the clauses/conditions of contract are for convenience only and shall not be used for interpretation of the clause/ condition.

2.0 Scope of Work:

NBCC would furnish the requirements and area schedule for various functions to the Architect firm / Consultant, the Architect firm / Consultant shall, there upon, render the following services and deemed to be included in their quoted price unless mentioned otherwise:

I. Preliminary Stage

A. Preliminary Concept Report:

The Consultant shall

- a) Furnish a site evaluation and analysis report with basic approach to Circulation, activity, distribution and interaction and external linkage.
- b) The consultant shall provide the Topographic Survey Drawings & Soil Investigation Report to the NBCC. The Consultant is also responsible for collection of any data/information which he may need for his design from any relevant source including (but not limited to) statutory bodies, Power Distribution companies etc.
- c) Report on identification of Ultimate disposal point, intermediate rain water harvesting system and Source/availability of electricity, water and other services.
- d) In case of project requirement or as per the requirement of MOEF/State Govt. authorities, the consultants shall Conduct Environmental Impact Assessment (EIA) & furnish preliminary report on environmental impact of the project and finalize it after discussion with the client clearly outlining the measures required for mitigating the adverse impact. Environment Clearances from MOEF/State Govt. Authorities, etc. shall be obtained by the Consultant.
- e) Prepare site plan (layout plan) showing contours, features and services and facilities available, general layout of buildings and services, preliminary sketch and design with drawing, giving details of useful areas, services areas, circulation area and total plinth area identifying soil condition, climatic condition and preliminary estimate to provide information in respect of magnitude of work and its component and service and cost of all such items involved. The Architect firm/Consultant should submit the preliminary design and design basis Report and modify it if considered necessary by NBCC. Site inspections for finalization of above details shall be conducted by the Architect firm/Consultant.
- f) Prepare plinth area rate estimate as per CPWD norms. The estimate shall also include the non-PAR items on prevailing market rate along with justification, specification.
- g) Obtain the approval of NBCC/client of (e & f) above and supply 6 copies of approved site plan (Layout Plan).
- h) Preparation & submission of models (in the desired scale) and perspective views of the complete scheme as per requirement of NBCC/Client.
- i) The consultant shall prepare and give presentations on the schemes as and when required by NBCC/Client and shall incorporate the changes desired by NBCC / Clients without any extra cost.

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B. Preliminary Planning:

- a) Prepare Master Plan of entire complex/site and its approval from all statutory authorities.
- b) The Consultant shall coordinate between various state agencies and other stakeholders in order to incorporate requirements and considerations. The Consultant shall coordinate preliminary design of all components of proposed structures with other agencies.

Preliminary planning of all internal and external utility services like water supply, sewerage, storm water drainage, electrical, HVAC (Heating, Ventilation and Air-conditioning) Fire Alarm & Fire-fighting appliances acoustics, telephone conduit, street/compound lighting landscaping, Rain water harvesting, development plans showing roads, paths, parks, paved areas, drains, culverts, compound walls, external lighting, Electrical sub-station, DG sets, Lifts, interior design and graphic signage, security system, telecommunication system etc. indicating scope, specifications and costs separately of such sub-head. The scope of work shall be as defined above, however, NBCC reserves the right to exclude any of the above services from the scope of the Consultants' work.

- c) Collection of all data regarding existing services in the area like Sewer, Power, Water supply, Metro, Rail/ Roads.
The Consultant shall also conduct a survey regarding number and type of existing trees at proposed site. The master plan/ layout of buildings/ amenities shall be prepared in such a way that the maximum number of existing trees can be retained at site.

The consultant shall provide above details in writing for approval of the Engineer In-charge along with tree planting and transplanting scheme as per the requirement of the project site.

- d) Integration of Site Services with existing services in the area like Sewer, Power, Water supply, Metro, Rail/ Roads. This requires liaisoning with statutory authorities.
- e) Prepare the DPR covering the following:
 - i) Detailed Architectural & flowchart drawings.
 - ii) The Consultant shall prepare a Design Basis Report for all components including services that are part of this agreement. The Consultant shall identify necessary existing conditions, soil condition, climatic condition and usage requirement in considerations while formulation the design basis report.
 - iii) The Consultant shall provide Detailed Technical Specification of each work as a part of the Preliminary Design Report which will act as a reference for the Contractor(s) to carry out detailed design activities.

- iv) Bills of quantities based on preliminary design of various components duly priced along with take-off sheets. All estimates shall be prepared on the basis of Central/state schedule of rates, norms wherever applicable and on the basis of market rate analysis where Central/state schedule of rates etc. are not applicable. These estimates should be comprehensive and should include all items as per drawings and specifications. Detailed analysis for the item not included in state schedule of rates/DSR etc. shall have to be submitted.
- v) The Consultant may include provision for physical and price contingencies, interest during construction and other financing costs, pre-construction expenses etc. The Consultant shall prepare the Cost estimates and BoQ for the purpose of assistance in tendering process for contractor(s). The Consultant shall be responsible for accuracy of the BoQ items.

The consultant shall supply six copies of the same with the preliminary drawings to NBCC.

- g) Submit market rate analysis for Non Schedule Items supported with Quotations.
- h) Submit the proposal to local body complete as per requirement of local bodies including preparation of Model/Presentation of Model etc. if any.
- i) Obtain the approval of layout plan & drawing from the competent authority, statutory body, if necessary, according to the local Acts, laws, Regulations etc. and make any changes desired by such authorities. The approved/modified layout plan and drawings are to be submitted to NBCC.
- j) The consultant will incorporate eco-friendly building materials like fly ash bricks, low VOC paints energy efficient equipment & fixtures etc. as per prevailing government rules.

As per MoE&F guidelines, the consultant shall incorporate the Fly Ash products such as cement, concrete, bricks, blocks, tiles etc. or similar products or a combination or aggregate of them for the projects fall within a radius of 300 Kms. from a coal or lignite based thermal power plant.

- k) The Consultant shall incorporate the principles of Life Cycle cost in the design in line with GFR Rules 2017-Rule No 136.
- l) To prepare & submit required set of Tender Documents to call tender on EPC/ Design & build basis for appointment of Contractor, Scope of work, Tender Drawings, BOQ, Estimates, Specifications, Design Basis Report, Stage Payment schedule, Schedule of Finishes, List of makes etc.

The payment schedule shall include all the items of work which are required to be executed as per the scope of work of the project.

- m) Preliminary Electrical/Mechanical Drawings / Design Calculations for all the components of the schemes including getting approvals from the concerned authorities.
- n) Detailed Technical specifications for all the non-scheduled items proposed in the schemes.
- o) Any other drawings/information's/details required for completion and execution of work but not mentioned above.
- p) The consultant shall discuss all the points/shortcomings/new requirements, if any with the Local bodies/ Govt/ Authorities/NBCC/ State/Central Govt. and shall take their concurrence on all the observations.
- q) If any new component is to be added to the scheme, the consultant shall collect all the data, shall get done all the surveys/investigations/tests required for the planning/designing of additional component and nothing extra shall be payable on this account.
- r) Undertake site visits or to attend meetings to collect details/data/information required for planning purposes, holding necessary discussions with NBCC/Clients representatives/local bodies and obtaining requirements of the Project and attending meetings with officials of Local bodies/Govt. Authorities/State/NBCC/Central Govt. or any other agency, as and when required.
- s) Preliminary Design Services are required for reviewing the alignment, locations, construction methodology, finalise packaging of civil work and other works, prequalification of contractor for civil works, preparation of tender documents for civil and other works including preliminary designs and bid process management.
- t) Interaction and Coordination with Client team on preliminary designs and tender documents etc.
- u) Preliminary designs for civil work must be consistent with system designs and be good for tender document. This will cover all scope as defined in tender documents including Estimation of cost of all packages/works.
- v) Consultant shall ensure that all the approved makes for each respective items to be used in the works are proposed by them, Make in India (MII) only as per the norms of minimum local content required as defined in public procurement (preference to make in India) order 2017 or any subsequent revision.

In case, where reputed MII makes are not available, names of only imported/foreign makes shall not be specified, instead requisite specifications of the materials shall be given in the tenders.

II Working Drawing Stage:

The preparation of detailed working drawings with details incorporating services and schedule of quantities.

This will include:

- a) Preparation of Design basis Report including working and detailed architectural drawings and detailed estimate as per the latest Delhi Schedule of Rates of CPWD(DSR) or any other Standard Schedule of Rates (SOR) for civil work, electrical works and CPWD specifications for civil works, General specifications for electrical works Part I (Internal), Part II (External), Part III (Lifts and escalators), Part IV (Substation), Part V (Wet riser and sprinklers system), Part VI (HVAC works), Part VII (DG sets) and other CPWD specifications for services like substation, Air conditioning etc. for all items of the above work, including internal and external utility services, along with details of quantities (Bill of quantities), supporting calculations and Preliminary structural design / for whole of the work or in part of to facilitate call of tender in stages by NBCC.

For items not covered by the schedule of rates the Architect/Consultant would provide details specifications, description of the item and market rates.

- b) To check & review the good for construction architectural drawings, structural drawings, MEP Services drawings, Building Information Model (BIM), etc. as submitted by the EPC contractor & visit the sites of work regularly as per requirement of Local bodies Authorities/NBCC/State/Central Govt. to solve the problems of site & issue necessary clarifications/details of the Project. The consultant shall also provide all requisite data as per requirement of concerned authority to obtain design & drawing approvals.
- c) Analysis of rates for Schedule and non-schedule items on current market rates of materials, labour and POL.
- d) Obtaining approval of local authorities, if any, and make changes required by them
- e) Preparation & submission of Detailed specifications & list of makes for all the equipments to be installed at site.
- f) Structural designs of various components of buildings / structures provided by contractors shall be proof checked by the Engineering consultant on behalf of NBCC. He shall also sign over the Good for construction structural/MEP/Services drawings.

III. Construction Stage:

- a) The Consultant shall provide all technical assistance in providing any further clarifications, details, designs and drawings required by the

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contractor(s) during the Detailed Design Stage and address any queries raised by the contractor(s) for all components & services/utilities. The Consultant shall act as an interface or coordination agency between Client and the contractor(s) during the handholding period for the Detailed Design Stage.

- b) The Consultant shall review and approve Detailed Design and GFCs prepared by the contractor(s) and ensure that all the preliminary design aspects and parameter have been adhered to. Accordingly, the Consultant shall undertake the following certificate(s) on GFC drawing(s).
 - i) *The GFC drawing has been thoroughly checked and are found in conformity with the approved structural as well as Architectural Designs.*
 - ii) *The scope of work as stipulated in the design basis report has been incorporated in the GFC and there are no deviations in specifications.*
- c) Supply to NBCC eight copies of the detailed working architectural drawings free of charge for use during execution of work.
- d) Supply to NBCC such further drawings, specifications or details which may be required for proper execution of work.
- e) Obtaining approval from any statutory body/local Govt. Body like Pollution Control Board, Environmental clearance etc. as applicable to this project for execution of work or for designs/drawings of the scheme.
- f) Obtain NBCC's approval for any material deviation in design, cost, working drawings, schedule and specifications from the approved scheme.
- g) Carrying out all modifications /deletions /additions / alterations /in design/drawing/documents as required by Local Bodies Authorities /State / NBCC /Central Govt. or any other authorities as applicable for proper execution of works at site till completion and handing over of the project to the client.
- h) Provide BOQ, Specifications, detailed analysis for any extra / substituted items and its justification.
- i) Undertaking site visits or to attend meetings during execution of the project to ensure adherence of execution as per detailed drawings and specifications, including sorting out problems and issue necessary clarifications at site including preparation & submission of additional drawings and details for proper execution of work at site shall have to be borne by the consultant and shall be covered within his quoted/negotiated fees and nothing extra shall be payable on this account.

After each site visit the Architect should confirm that the work is being executed as per drawings & specifications and deviations if any shall be brought to the notice of NBCC.

IV. Completion Stage:

- a) Consultant shall assist NBCC/ EPC Contractor(s) in obtaining completion and occupation certificates, from the local bodies after completion of work and inspection by Municipal, Fire, Electrical Inspectors, etc. The consultant shall also assist NBCC in obtaining Water Connection, Power Connection, Sewer Connection, etc. from the Concerned Authority. Any statutory fee payable to local bodies for issue of NOCs/Approvals/Connections shall be borne by EPC Contractor/Client.
- b) To check the completion drawings indicating the details of the building and all internal and external services, etc. as submitted by the EPC contractor.
- c) To check and verify the documents as submitted by the EPC contractor such as completion reports, Operation & maintenance manual, completion of as-built drawings and documents for the project as required and acceptable to NBCC and Clients/local bodies/or any other authorities applicable including getting 'completion certificate' from concerned authorities, if required.
- d) Assist NBCC in Arbitration/Litigation case(s) that may arise out of the contract entered into, in respect of above work, regarding clarifications/interpretations, supply of drawings, designs, specifications as and when required. The consultants' role will be limited to these clarifications only and unless specifically required by Arbitrator/Court, he shall not be required to participate in actual Arbitration/Litigation proceedings.
- e) Consultancy for obtaining GRIHA / Green Building Certification, as mentioned in the NIT.

NOTE: Planning and Designing in purview of Vulnerability Atlas of India

Vulnerability Atlas of India (VAI) is a comprehensive document which provides existing hazard scenario for the entire country and presents the digitized State/Union Territory-wise hazard, maps with respect to earthquakes, winds and floods for district-wise identification of vulnerable areas. It also includes additional digitized maps for thunderstorms, cyclones and landslides. The main purpose of this Atlas is its use for disaster preparedness and mitigation at policy planning and project formulation stage.

This Atlas is one of its kind single point source for various stakeholders including policy makers, administrators, municipal commissioners,

urban managers, engineers, architects, planners, public etc. to ascertain proneness of any city/location/site to multi-hazard which includes earthquakes, winds, floods thunderstorms, cyclones and landslides. While project formulation, approvals and implementation of various urban housing, buildings and infrastructures schemes, this Atlas provides necessary information for risk analysis and hazard assessment.

The Vulnerability Atlas of India has been prepared by Building Materials and Technology Promotion Council under Ministry of Housing and Urban Affairs, Government of India and available at their website www.bmtpc.org.

It is mandatory for the bidders to refer to Vulnerability Atlas of India for multi-hazard risk assessment and includes the relevant hazard proneness specific to project location while planning and designing the project in terms of:

- 1) Seismic zone (II to V) for earthquakes,
- 2) Wind velocity (Basic Wind Velocity: 55,50,47,44,39 & 33 m/s),
- 3) Area liable to floods and Probable maximum surge height,
- 4) Thunder-storms history,
- 5) Number of cyclonic storms/severe cyclonic storms and maximum sustained wind specific to coastal region,
- 6) Landslides incidences with Annual normal rainfall, and
- 7) District-wise Probable Maximum Precipitation.

3.0 Payment of Remuneration:

3.1 Remuneration

The fee includes planning, preliminary designing and periodical supervision during construction of the project, travel expenses towards periodical supervision, for attending meetings with NBCC/Clients/ visits to local authorities, etc. by the Consultant and or by their technical persons. For all contracts having estimated project cost as per NIT valuing Rs. 100 crs & above, in addition to above, the fees should also include cost of providing local representative (Architect / engineer) for day to day liaisoning and all expenses shall be borne by the consultant. In case of non-deployment, recovery @ Rs. 25000/- per month shall be made from the running bills of the Consultants.

All payments shall be made in Indian currency only.

(a) The Consultancy Fee:

NBCC agrees to pay the Architect firm/Consultant fees for the professional services to be rendered by them as herein above described at 2(I), II, III, & IV in clause - 2 "Scope of Work" of section-3.

The payment of fee to the Architect firm/consultant shall be restricted to the project cost. For the purpose of payment of fees, the project cost shall be lowest of the following:

1. The actual cost of the project on completion; or
2. DPR /preliminary cost approved by NBCC/Client; or
3. Estimated cost of the project put to tender.

The actual completion cost of the project or DPR /preliminary cost approved by NBCC/Client or Estimated cost of the project put to tender shall not include the following:

- Cost of land, if any.
- Payment to statutory bodies/local authorities/Green Building Certification Authorities/State/Central Government.
- Any fee, deposit and payment towards services rendered by local Authorities/State/Central Govt.
- NBCC agency charges.
- Contingencies charges
- Escalation in tendered cost of work due to variations in the cost of labour, material, specifications etc. shall not be paid
- Extra/substituted items, deviations (plus/minus)

- (b) The above fee at 3.1 (a) is inclusive of fee payable by the consultant to any other consultant/Associate(s) and nothing extra shall be payable by NBCC for this purpose.

4.0 Mode of Payment:

- i) Milestone payment schedule for various activities are as under:

SL. No.	Milestone Achieved	Extent of Payment/ Percentage of Payable Fee
1	Preparation of Conceptual Project Report including Site (Layout) Plan of buildings and services, concept drawings of all buildings, Preliminary Estimate, giving Presentations on the schemes to NBCC/client and incorporating modifications, if any, Obtaining its approval from NBCC/client.	(15%)
2	Preparation of required drawings and approval from all local/ Statutory authorities, Preparation of Models/ Perspective views/ walkthrough etc.	(15%)

3	Preparation and Submission of all architectural drawings including Design basis report, finishing schedules, details of all services including MEP, IT, HVAC, Fire Fighting, Landscaping, Security etc. indicating complete scope, Obtaining its approval from NBCC/client, if required. Submission of take-off sheets, complete Tender Documents including BoQ, Technical Specifications, List of recommended makes, Drawings, Analysis of rates, Detailed Estimate.	(20%)
4	Proof checking of structural design, internal and external utility services	(15%)
5	During the execution of work (on pro-rata basis) Commensurate with the value of the work executed	(20%)
6	Balance after successful commissioning of the building/project and getting completion certificate from authorities	(15%)

Note: The part payment against above stages on part completion of required scope of work under a particular stage can be released as per decision of Engineer in-charge by mentioning the reasons for the same.

a) All the payments due to the consultant shall be made online and no cheques/ draft shall be issued.

4.1 In case no payment is released by the client towards services rendered by the consultant/NBCC due to any reason despite efforts of consultants in preparing the concept etc., the consultant shall be paid a lump sum amount limited to Rs. 50,000 (fifty thousand) for the project value upto Rs. 50.00Cr and @0.01% of the project value above Rs. 50.00 Crs subject to the ceiling of Rs. 5 Lakhs.

5.0 Additions, Alterations and Variation:

i. NBCC shall have the right to request in writing for additions alterations, modifications or deletions in the design and drawing of any part of the work and to request in writing for additional work in connection therewith and the consultants shall comply with such requests without any extra cost.

No extra payment shall be made to Consultant by NBCC on account of such Additions & Alterations as enumerated above, provided the total built up area remains same.

ii. The consultant shall not make any material deviation, alteration, addition to or omission from the work except without first obtaining the written consent of NBCC.

- 5.1 If the work in full or part is withdrawn from NBCC by the Client, the same shall be withdrawn from the scope of consultant and proportionate consultancy fee shall be paid only upto the stage for which the consultancy work has been completed subject to if it has been paid to NBCC by Client and the consultant shall have no further claim whatsoever on this account on NBCC/Client. Since the work is not completed; actual cost of work on completion will not be considered for deciding proportionate consultancy fee.
- 5.2 If any additional works are awarded by the client, and if NBCC desires, the consultant shall carry out additional work. However, this will be considered subject to the satisfactory performance of the consultant and the consultancy fee for such additional works shall be calculated and decided by NBCC/Client and the consultant shall have no further claim whatsoever on this account of NBCC/client.
- 5.3 Notwithstanding anything stated anywhere else, the milestone linked payment to the consultant as per table under Clause 4.0(i) shall be payable subject to the condition of project getting sanctioned from the clients only. However, in case the project is not sanctioned by the client, the payment liability of NBCC to the consultant shall be limited to the extent as provided in the Clause 4.1 mentioned above and no claim, whatsoever of the consultant shall be admissible in this regard.

6.0 Taxes and duties

- 6.1 The contract price is inclusive of all taxes, duties, cess and statutory levies payable under any law (as applicable on the date of submission of bid) by the consultant in connection with execution of the contract.

The contract price will be adjusted prospectively for any increase / decrease in the GST rate on works contract notified by Government of India.

- 6.2 Notwithstanding anything contained in clause 6.1 the consultant shall ensure payment of appropriate tax on the supplies made under the contract. The consultant shall take registration under the applicable enactment levying tax on supply of goods or services under the contract and issue invoice having all the particulars prescribed under the applicable provisions of the law, including description of goods/services, rate and amount of tax paid or payable on the supplies made under the contract, so that NBCC can avail credit of such tax, wherever applicable. The consultant shall comply with all applicable provision of Goods and Service Tax (GST) levied by Union Government and State Governments (CGST, UTGST, SGST and IGST). The consultant shall get himself registered and discharge his obligations for payment of taxes, filing of returns etc. under the appropriate provisions of law in respect of all the tax, duties, levies, cess, etc. NBCC would have right to seek necessary evidence that the consultant is registered under the law and duly discharging its obligations under the tax law, enabling NBCC to avail input tax credit.
- 6.3. In case any law requires NBCC to pay tax on the contract price on reverse charge basis, the amount of tax deposited by NBCC would be considered as paid to the consultant and, accordingly, the price payable to the consultant would stand reduced to that extent.

- 6.4. In case the consultant does not deposit the tax payable on execution of the contract, or has not provided the tax invoice to NBCC showing the amount of tax, or has not uploaded the document in computerised tax network as per prevailing law, leading to non-availability of inputs credit of the tax to NBCC, the amount equivalent to such tax shall be deducted from the contract price.
- 6.5. Stamp duty and registration charges, if any, payable on the executed contract document, shall be borne by the consultant.
- 6.6. Tax deduction at source, if any, shall be made by NBCC as per law applicable from time to time from the amount payable to the consultant.
- 6.7. The consultant has to register himself in GST Act as per applicable law and submit the details as per annexure-XIII under Section-6.

7.0 Performance Security/ Guarantee

- 7.1 For the due performance of the contract in accordance with the terms and conditions specified, the consultant shall on the day or before signing the contract which shall not be later than 45 (Forty five) days of the issue of the Letter of Award/ Letter of Intent, furnish performance security / Guarantee in the form of Bank Guarantee on the Proforma of NBCC(India)Ltd. from a Nationalized/Scheduled Bank to the extent of 5% of the value of total consultancy fees of consultant (at this stage it shall be worked out considering the estimated project cost). Fifty percent (50%) of Performance Guarantee can be submitted in the form of Insurance Surety Bond, issued by Insurance Company authorized by Insurance Regulatory and Development Authority of India, in the attached format. In such cases, the remaining 50% of performance guarantee (i.e. an amount equal to 2.5% of the contract value) shall have to be deposited in the form of BG as prescribed above. The Bank Guarantee/ Insurance Surety Bond shall remain valid till stipulated time for completion of Defect Liability Period plus 90 days. The EMD paid by the Consultant shall be returned to the consultant after receipt of Performance Guarantee.

As, Insurance Surety Bond is a part of Performance Guarantee, relevant provisions applicable to Performance Guarantee/ Performance Bank Guarantee shall also be applicable to Insurance Surety Bond.

- 7.2 The Bank Guarantee/ Insurance Surety Bond shall be in favour of NBCC (India) Limited, payable at New Delhi. The Bank Guarantee or Insurance Surety Bond should be (in the prescribed format of NBCC as per Section-6) issued from any Nationalized Bank /Scheduled Bank or Insurance Company respectively.
- 7.3 It is expressly understood and agreed that the performance security is intended to secure the performance of entire contract. The forfeiture of Performance Security by the NBCC, would not operate as bar/set off/adjustment from any amount of money which becomes recoverable or is recovered by the NBCC to cover any damages detailed/ stipulated in various clauses in the Contract document. In case of Performance Security being forfeited by the NBCC, the consultant would immediately replenish the amount of Performance Security.

- 7.4 The performance security will be discharged by NBCC and returned to the Architect firm/consultant after successful physical completion of the project at site and submission of completion drawings and documents to NBCC and statutory bodies and after completion of Defect Liability Period of contractor.
- 7.5 NBCC reserve the right of forfeiture of the performance guarantee in additions to other claims and penalties in the event of the consultant's failure to fulfil any of the contractual obligations or in the event of termination of contract as per terms and conditions of contract.
- 7.6 Should the stipulated time for completion of Defect Liability Period, for whatever reason be extended, the consultant, shall at his own cost, get the validity period of Bank Guarantee/Insurance Surety Bond in respect of performance security furnished by him extended to cover such extended period plus 90 days beyond that and shall furnish the extended / revised Bank Guarantee /Insurance Surety Bond to NBCC before the expiry date of the Bank Guarantee/Insurance Surety Bond originally furnished.

8.0 Deployment of Key personnel:

The consultancy services shall be provided through adequate number of professionals and other staff to deliver the requisite services as per time schedule. Accordingly, within 15 days of issuance of Letter of Intent, the consultant shall submit an organogram giving details of key personnel (i.e. "Team Leader" & "Project Manager") and the other proposed team members, detailing their roles/ work to be performed by each personnel.

It is to be noted that, the same key personnel shall be assigned as "Team Leader" & "Project Manager" as provided under the stage 1 evaluation criteria. The consultant shall ensure that the *above proposed "Team Leader" & "Project Manager" shall be available and engaged under this project as per the below schedule:*

Deployment schedule for key personnel:

Estimated cost of project (as per NIT)	Key personnel		Penalty for non-compliance
	Team Leader	Project Manager	
Upto Rs. 100 cr.	Assigned for the project but need not be exclusively deployed at site	Assigned for the project but need not be exclusively deployed at site	Team Leader: Rs. 1,50,000 per month for the period of default.
Above Rs. 100 cr. & upto Rs. 250 Cr.	Assigned for the project but need not be exclusively deployed at site	Assigned for the project and to be exclusively deployed at site	Project Manager: Rs. 1,00,000 per month for the period of default.

Above Rs. 250 Cr.	Assigned for the project and to be exclusively deployed at site	Assigned for the project and to be exclusively deployed at site	
❖ Assigned for the project shall mean the personnel has been assigned the consultancy assignment of the project as per scope of work, <i>till the actual completion of construction work</i> and he may operate <i>from the consultant's office also, but he should visit the site/ NBCC office as & when called by the NBCC.</i> ❖ Exclusive deployment at site shall mean the personnel has been deployed on site exclusively for this project <i>till the actual completion of construction work</i> and shall not be engaged in any other assignment or project during their deployment period under this project.			

Substitution of Key personnel:

During the execution of the consultancy contract, Substitution of key personnel should only be allowed in compelling or unavoidable situations such as resignation, illness, accident, inadequate performance, NBCC/ Client's instructions etc. The replacement should be of equivalent or higher qualifications and experience compared to the person being replaced, to ensure the continued quality of service. Any replacement should be subject to the approval of Engineer In-charge, ensuring satisfaction with the substitute's credentials. Also, neither hinderance nor any monetary compensation shall be granted to the consultant on account of any replacement/ substitution.

Deployment of key personnel and approval of their substitution (if any) by NBCC does not absolve consultant from any of his contractual obligations under this contract and he shall be solely and directly responsible for the overall performance and quality of consultancy assignment as per the scope of work.

9.0 Completion period:

- The overall completion period for the execution of this project from the date of commencement of work shall be mentioned in NIT.
- If at any stage, the Project has been delayed by the acts of Client/funding authorities or by the deployed contractor for the work, nothing extra shall be payable to the consultant. However suitable extension of time for completion of work shall be granted accordingly.
- Escalation/Price Variation**

No claim / additional fees on account of any price variation/Escalation on whatsoever ground shall be entertained at any stage of works. Quoted fees shall be firm and fixed for entire contract period as well as extended period for completion of the works.

10.0 Commencement of Work:

The commencement of work will be considered from 10th day of issuance of LOA.

The architect/Consultant has to submit detailed program of the work as per the below mentioned guidelines within 10 days from the date of commencement of the work. The time schedule submitted by the architects shall include time for obtaining required approvals, completion certificate etc. from local bodies. However, if delay is caused by the local bodies beyond reasonable control of the consultant, the department may consider such delays favourably.

11.0 Compensation for Delay:

The time allowed for carrying out the work as specified in clause 9.0 (a) shall be strictly observed by the consultants and shall be deemed to be the essence of the contract on the part of the consultants. The work shall throughout, the stipulated period of the contract, be processed with all diligence.

The Consultant will be required to complete the entire job within stipulated time. No extension of time for completing the same shall be given owing to any variations made in the works by the orders of the clients, unless the clients in consequences of such variations extends the time allowed to NBCC for the completion of the works.

In case the Consultant fails to complete the work within the Contract period or extended period as above owing to reasons attributable to Consultant, liquidated damages @ 1% per week of the total fees subject to a maximum of 10% of the total fees payable shall be levied on the Consultant. NBCC shall be entitled to deduct such damages from the dues that may become payable to the consultant. If the work is held up at site due to non-availability of Drawings/Specifications/Other Details as per mutually agreed schedule penalty, proportionate to the value of the work which is held up, shall be imposed on the consultant.

12.0 Abandonment of Work:

- i) That if the consultant abandons the work for any reason whatsoever or become incapacitated from acting as consultants as aforesaid, NBCC may make full use of all or any of the drawings prepared by the consultants and that the consultants shall be liable to refund any excess fees paid to them up to that date plus such damages as may be assessed by NBCC.
- ii) If at any time after start of work, the client decides to abandon or reduce the scope of work for any reason whatsoever and hence not required the whole or any part of the works to be carried out, NBCC shall give notice in writing to this effect to the Consultant and the consultant shall have no claim for any payment of compensation, or otherwise whatsoever, on account of any profit or advance which he

might have derived from the execution of works in full but which he did not derive in consequence of the foreclosure of the whole or part of the work.

13.0 Termination:

NBCC without any prejudice to its right against the consultants in respect of any delay or otherwise or to any claims or damages in respect of any breaches of the contract and without prejudice to any right or remedies under any of the provisions of this contract may terminate the contract by giving one month's notice in writing to the consultants and in the event of such termination, the consultants shall be liable to refund the excess payment, if any, made to them over and above what is due in terms of this agreement on the date of termination. NBCC may make full use of all or any of the drawings prepared by the consultants.

In case due to any circumstances, NBCC decides to curtail the scope of work or totally abandon the work, the payment to the consultants would be made based on Clause 3.0 above and approved preliminary estimate or estimated cost or awarded cost whichever is less up to the stage of work executed by him immediately before taking such a decision, provided equivalent payment is made by the client to NBCC.

14.0 Number of Drawing Sets etc. and Copyright:

The Consultant shall supply free of charge to NBCC, the adequate no. as specified elsewhere of following documents in soft as well as hard copy.

- i) Detail Project Reports with coloured drawings.
- ii) All the Drawings and estimates to be submitted to clients.
- iii) Detailed estimates and rate analysis of all works, as per NBCC requirements.
- iv) Tender documents/tender drawings as per NBCC requirements.

The Consultant shall supply free of charge to NBCC all the estimates, details of quantities (BOQ), reports and any other details envisaged under this agreement, including architectural drawings as indicated above. Any extra sets of drawings, if required NBCC shall be supplied at mutually agreed cost. All these drawings will become the property of NBCC. The drawing cannot be issued to any other person, firm or authority or used by the consultants for any other project. No copies of any drawing or document shall be issued to anyone except NBCC and authorized representative of NBCC.

15.0 Determination or Rescission of Agreement:

NBCC without any prejudice to its right against the consultant in respect of any delay by notice in writing absolutely may determine the contract in any of the following cases:

Signature of Tenderer

Signature of NBCC

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- i. If the consultants being a company shall pass a resolution or the court shall make an order that the company shall be wound up or if a receiver or a manager on behalf of the creditor shall be appointed or if circumstances shall arise which entitle the court or creditor to appoint a receiver or a manager which entitles the court to make up a winding order.
- ii. If the consultants commit breach of any of the terms of agreement. When the consultants have made themselves liable for action under any of the clauses aforesaid, NBCC shall have powers a) to determine or rescind the agreement b) to engage another consultant(s) to carry out the balance work at the risk and cost of the consultant and debiting the consultant(s) the excess amount, if any, so spent.

In case contract of consultant is determined, the performance Guarantee/ security of the consultant shall stand forfeited. The decision of NBCC in this regard shall be final and binding on the consultant.

16.0 Responsibilities for Accuracy of Project Proposals

- a. The Consultant shall be responsible for the accuracy of the technical / financial data collected and the designs, drawings, quantities and estimates prepared by him as a part of the project. He shall indemnify NBCC & Client against any inaccuracy in the work, which might surface out at the time of ground implementation of the project. In such an eventuality, the consultant will be responsible to correct the drawings including re-investigations etc. as required without any extra cost implication on NBCC.
- b. The Consultant shall fully indemnify NBCC from and against all claims and proceedings for or on account of any infringement of any patent right, design, trade mark or name or other protected rights in respect of any construction plant, machinery work or material used for or in connection with the work or temporary works.
- c. NBCC reserves the right to award the work of one or more sectors/area to one or more consultant. Nothing extra shall be paid on this account. Further the payment of consultancy fees shall be regulated as mentioned under the Clause 4.0 "Mode of Payment".

17.0 Force Majeure Clause

Consultant/Consultancy Firm shall be granted extension of the completion date without any financial repercussion to cover the delay caused by the circumstances viz. incidence of war, invasion, revolution, sabotage, work shutdown imposed by Govt. agencies or legislature or other authorities, act of God, epidemics, fires, earth quakes, floods explosions, accidents, sea navigation blockages or any other acts or events whatsoever which are beyond the control of NBCC and which shall directly or indirectly prevent completion of the works within the time specified in the agreement. This Force Majeure Clause shall be applicable only if extension of the completion date is granted to NBCC by client.

18.0 Withholding and Lien of Payment

Whether any claim or claims for payment of money arises out of or under the contract against the Consultant, NBCC shall be entitled to withhold and also to have a lien to retain in whole or in part, the performance guarantee/ security and or to withhold and have a lien to retain in part or in full the payments due to the consultant, or any claims of the consultant, so as to cover the claimed amount till the claim arising out of or under the contract is determined by the competent court.

19.0 Jurisdiction

The agreement shall be governed by the Indian Law for the time being in force and the Courts in Delhi alone will have jurisdiction to deal with matter arising there from.

20.0 General:

1. The scrutiny of the drawing, and designs by NBCC's own supervisory staff, if any, does not absolve the Architects of their responsibility under the agreement. The Architects shall remain solely responsible for structural soundness of the design and other services for all provisions of the contract so as to satisfy the particular requirement of the Architectural specifications.
2. The Architect firms/Consultant shall supply to NBCC copies of all documents, instructions issued to Architect firms/Consultants, if any, relating to the work, drawings, specifications, bill of quantities and also other documents as may be required.
3. The Architects hereby agree that the fees to be paid as provided herein (clause 3.0) will be in full discharge of function to be performed by him and no claim whatsoever shall be against NBCC in respect of any proprietary rights or copy rights on the part of any party relating to the plans, models and drawings.
4. While providing consultancy services, the consultant shall ensure that there is no infringement of any patent or design rights and he shall be fully responsible for consequences/any actions due to any such infringement. Consultant shall keep NBCC indemnified all the times and shall bear the losses suffered by NBCC in this regard.
5. Consultant shall appoint and notify a team of two senior officials of his organization as nodal officers to represent the consultant in all the meetings/presentations with Local Municipal Corporation Authorities/State/ Client / NBCC/Central Govt. or any other agency.
6. All designs and drawings shall be the property of NBCC. The name and logo of NBCC shall be predominantly displayed on all the drawings and documents. The consultant shall not put his name or firms name on any of the documents/drawings on the DPR. The name of consultant

shall be written as Associate Consultant on all drawings/documents only after DPR is approved from all the concerned authorities.

7. The originals of approved completion drawings shall be on good quality reproducible tracing paper and soft copy of all the drawings & design shall have to be given on compact disc (CD). The proprietary rights of all the design shall remain with NBCC.
8. The consultant shall be required to sign an Agreement with NBCC within 30-days of the receipt of LOA based on these terms & conditions.
9. Recovery/Penalties can be recovered from the consultancy fee/EMD/ Performance Guarantee/ any payment/ dues of the other works that the consultant is doing or would be doing for NBCC at that time.

21.0 FORECLOSURE OF CONTRACT BY NBCC/OWNER

If at any time after the commencement of the work NBCC shall for any reason whatsoever if required to foreclose the work or is not require the whole work thereof as specified in the tender to be carried out, the Engineer-in-Charge shall give notice in writing of the fact to the consultant, who shall have no claim to any payment of compensation whatsoever on account of any profit or advantage which he might have derived from the work in full, but which he did not derive in consequence of the foreclosure of the whole or part of the works.

22.0 SUSPENSION OF WORKS

- (a) The consultant shall, on receipt of the order in writing of the Engineer-in-charge, suspend the progress of the works or any part thereof for such time and in such manner as the Engineer-in-charge may consider necessary for any of the following reasons:
 - i) On account of any default on part of the consultant, or
 - ii) For proper execution of the works or part thereof for reason other than the default of the consultant, or
 - iii) If the work is partly or fully abandoned/suspended by NBCC/clients for any reasons

The consultant shall, during such suspension, properly protect and secure the works to the extent necessary and carry out the instructions given in that behalf by the Engineer-in-charge.

- (b) If the suspension is ordered for reasons (ii) and (iii) in sub-Para (a) above.
 - i) The consultant shall be entitled to an extension of the time equal to the period of every such suspension plus 25%. No adjustment of contract price will be allowed for reasons of such suspension.

- ii) In the event of the consultant treating the suspension as an abandonment of the Contract by NBCC, he shall have no claim to payment of any compensation on account of any profit or advantage which he may have derived from the work in full or part.

23.0 INSURANCE TO BE TAKEN BY THE CONSULTANT

23.1 PROFESSIONAL LIABILITY INSURANCE/ PROFESSIONAL INDEMNITY INSURANCE (PII)

The Consultant shall take Professional liability insurance, from an IRDAI approved insurance company operating in India, in the joint name with first name of NBCC and bear all costs towards the same, for the full period of execution of construction works including the defect liability period of the contractor. The policy shall have AOA (any one accident) limit equal to value of consultancy contract in respect to all works covered under scope of work to be carried out by, or on behalf of them with AOY (any one year) limit of two incidents in a year. The Policy shall be obtained within four weeks from 'date of start' and before any payment is released to the consultant.

Professional liability insurance shall cover the claims arising out of losses and/or damages during the period of insurance first made in writing against the Insured during the Policy Period and Insured is indemnified in accordance with Operation Clause for any breach of Professional duty by reason of any negligent act, error or omission, whenever and wherever committed or alleged to have been committed during the period of insurance and the deliberate non-compliance with technical standards commonly observed in professional practice, laid down by law, or regulated by official bodies. It is a deemed accepted condition of contract that the Consultant indemnifies and save harmless NBCC from and against all claims and proceedings on account of infringements of patents rights, design, trademark name etc. The Policy shall also extend to acts, errors, or omissions of sub-consultants engaged by the Consultant.

Professional Liability Insurance may be accepted for initially one year which shall be extended annually to cover the aforesaid period, with at-least annual premium payment term. The consultant is required to submit the original policy document and the receipt for payment of the current premium to NBCC. Wherever the consultant submits annual renewable policy, the same shall be renewed before its expiry date.

In the professional indemnity insurance policy, the deductible amount shall not be more than 5% of AOA limit. Further, such Deductible amount shall be borne exclusively by the Consultant and shall be additionally recoverable from the consultant by the NBCC.

After completion of consultancy work/ final payment milestone, NBCC will not release final bill/payment until the consultant has produced evidence that coverage & premium of Professional Indemnity Insurance has been provided for the aforesaid period.

In case, the consultancy fees get enhanced by more than 25 percent due to any additional work, or any other reasons, the consultant shall submit additional insurance policy for the enhanced fees value.

The Consultant shall not cancel, materially alter, reduce coverage, or change insurer without prior written approval of Engineer In-charge.

If the Consultant fails to effect or keep in force or provide adequate cover in the Insurance policy mentioned in this sub-clause, then in such cases, the Employer may effect and keep in force any such insurance or further insurance and the cost and expenses incurred by him in this regard shall be deductible from payments due to the consultant or from the Consultant's Performance Security.

Note:

This limitation of liability provided in the professional indemnity policy shall not limit the Consultants' liability, if any, for damage, injury or loss which may occur to any person or property including that of NBCC/owner/client or any damage to Third Parties, caused by the Consultants or any person or firm acting on behalf of the Consultant in carrying out the Services.

SECTION - 4

CRITERIA AND EVALUATION
(FOR TENDERS INVITED ON
QUALITY AND COST BASED SYSTEM)
(Page No. 42 to 46)

Section-4

CRITERIA AND EVALUATION

(For tenders invited on Quality cum cost based System)

The detailed criteria for evaluation of tenders invited on Quality and Cost based system shall be as under:

1.0 Technical Evaluation:

To become eligible for Technical Bid Evaluation, the bidder must meet the Minimum Eligibility Criteria as per NIT. (Only the bids, meeting the minimum eligibility criteria, as per NIT, will be considered for Stage-A & Stage-B evaluation)

1.1 STAGE – A :

Marks system for the evaluation is as under : **(30 Marks)**

1. Project Capabilities				
Work Experience : Experience of Architectural & Consultancy services for successfully completed similar works				20 Marks
(i)	Minimum Technical Eligibility Criteria as per NIT			10
(ii)	Twice the Minimum Technical Eligibility Criteria			15
(iii)	Thrice the Minimum Technical Eligibility Criteria or more			20
(iv)	In between (i) to (iii) – on pro-rata basis			
2. In-house (i.e. on-roll) Manpower (to be supported with CV): The credentials of the same personnel shall not be considered for more than one category.				10 Marks
(i)	One of the Director/Partner/Chief Architect/Proprietor of company should be registered with 'Council of Architecture' & should have minimum 20 years' of post qualification experience in Architectural & Consultancy work.			2.5
(ii)	The bidder shall have adequate technical staff in house, each with a minimum of one year of post qualification experience in the respective category as proposed in CV. The credentials of the same personnel shall not be considered for more than one category.			3.5
	S. N.	Category	No.	Qualification
	1.	Architect	5	Graduate in Architecture
	2.	Structural Engineer	2	M.Tech/ M.E. in Structural Engineering
				Marks
				0.25 each
				0.25 each

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	3.	Electrical Engineer	1	Graduate in Electrical Engineering	0.25	
	4.	Plumbing and Sanitary services(PHE) Consultant	1	Graduate in Civil/ Mechanical Engineering	0.25	
	5.	HVAC Consultant	1	Graduate in Electrical/ Mechanical Engineering	0.25	
	6.	Fire System Consultant	1	Graduate in Fire/ Mechanical/ Electrical Engineering	0.25	
	7.	Green Building Design Consultant	1	Graduate in Engineering/ Architecture & Accredited evaluator of IGBC/GRIHA/LEED rating system.	0.25	
	8.	Interior Design Consultant	1	Graduate in Architecture/ Interior Designing	0.25	
	9.	Landscape/ Horticulture Consultant	1	Graduate in Landscape/ Horticulture/ Agriculture or M. Arch (Landscape)	0.25	
(iii)	Key Personnel to be assigned as part of Project Team (as per the requirement stipulated under Clause 8.0 of Section 03 of GCC)					
a)	Team Leader should be Graduate in Architecture in First Class & registered with COA and should have minimum 12 years' post-qualification experience and should be Employed with the Bidder for a minimum period of 01 years				01 marks	02
	More than 12 years' experience, 0.20 Mark for each Additional year of Experience				(Max. up to 01 marks)	
b)	Project Manager should be B. Tech in Civil Engg./ Post-Graduate in Construction Management and should have minimum 05 years' of post-qualification experience and should be employed with the Bidder for a minimum period of 01 years				01 marks	02

	More than 05 years' experience, 0.20 Mark for each Additional year of Experience	(Max. up to 01 marks)	
	Total Marks		30

1.2 STAGE-B : Design Concept Presentation

The tenderers short listed after meeting the minimum eligibility criteria, shall also be invited for participating in the design concept Competition by way of presentation before the Committee constituted for the purpose by NBCC.

The Architect firm/Consultant shall bring Soft copy of their Design concept and related details at the time of presentation. The concept design shall incorporate all the parameters as mentioned below under Evaluation Criteria. The time and venue for presentation will be intimated separately.

The committee shall evaluate the presentation on design concept and would assign the marks independently and then the assigned marks would be averaged out.

The consultant shall have no right to challenge the marks assigned by the committee and, committee shall have no liability to applicant in this regard. No correspondence would be entertained challenging or contesting the marking by the individual member of the committee.

The committee shall evaluate the design concept of consultants by applying the evaluation criteria, sub-criteria, and point system as stipulated here in under.

Evaluation Criteria of the Design Concept Presentation

A.	Master Planning & Zoning	20 Marks
(i)	Cost effective Site Utilization & Grouping of Functions, Economical & Durable design.	07
(ii)	Site Orientation: Massing (Compactness), Circulation (integration), etc.	07
(iii)	Knowledge of Building Bylaws and Statutory Requirements of respective local bodies/Municipalities, etc. for which the bidder should visit the site (s) before submission of Bid.	06
B.	Design Concept Planning	50 Marks
(i)	Structural Design Concept, Disaster resistant methods / Technologies, Infrastructure for persons with disabilities/ Universally accessible building.	08
(ii)	Design philosophy & approach, work methodology,	10

	work processes and systems employed by bidder in its organization and how these worked to tackle the project specific complexities and challenges with their impact & outcome	
(iii)	Green Building Features, Incorporation of Environmental Friendly and sustainability considerations in planning and design considering the use of eco-friendly materials and locally available materials.	08
(iv)	Innovation in Landscape designing and concept plan for horticultural development work including optimum utilization of existing plants/ trees/ natural features.	08
(v)	Principles of Life Cycle Cost and accomplished Advance/ Latest Technologies and innovative materials & Finishes (other than conventional Technologies/materials) proposed to be used in the Project. The proposed Life Cycle Cost analysis and new technology (ies) should demonstrate the time and /or cost effectiveness along with demonstration/working out of overall estimated cost of the project based on various design features/parameters proposed by him.	08
(vi)	Aesthetics, Innovative Modern and/or Contemporary, State of the Art Architectural features.	08
Total Marks		70 Marks

The bidders securing 70% & above marks in aggregate in Stage-A & Stage-B combined will qualify for Opening of Financial Bid.

Combined Technical score of Stage-A & Stage-B shall be "St" as under:

St = Total marks of bidder in {Stage-A & Stage-B}

2.0 Financial Evaluation

The Financial bid of those tenderers whose documents are found to be in order and who qualify in Technical evaluation will be opened after the Design concept presentation as per notification.

The lowest Financial Bid (**F_m**) will be given a financial score (**S_f**) of 100 points.

The financial scores (**S_f**) of the other Financial Bids will be determined using the following formula:

$$S_f = 100 \times F_m / F$$

In which,

S_f is the financial score,

F_m is the lowest Financial Bid, and

F is the Financial Bid under consideration.

3.0 Final Evaluation of Bid

The final selection shall be based on QCBS i.e Quality and Cost based Selection.

Bids will finally be ranked in accordance with their combined technical (**S_t**) and financial (**S_f**) scores:

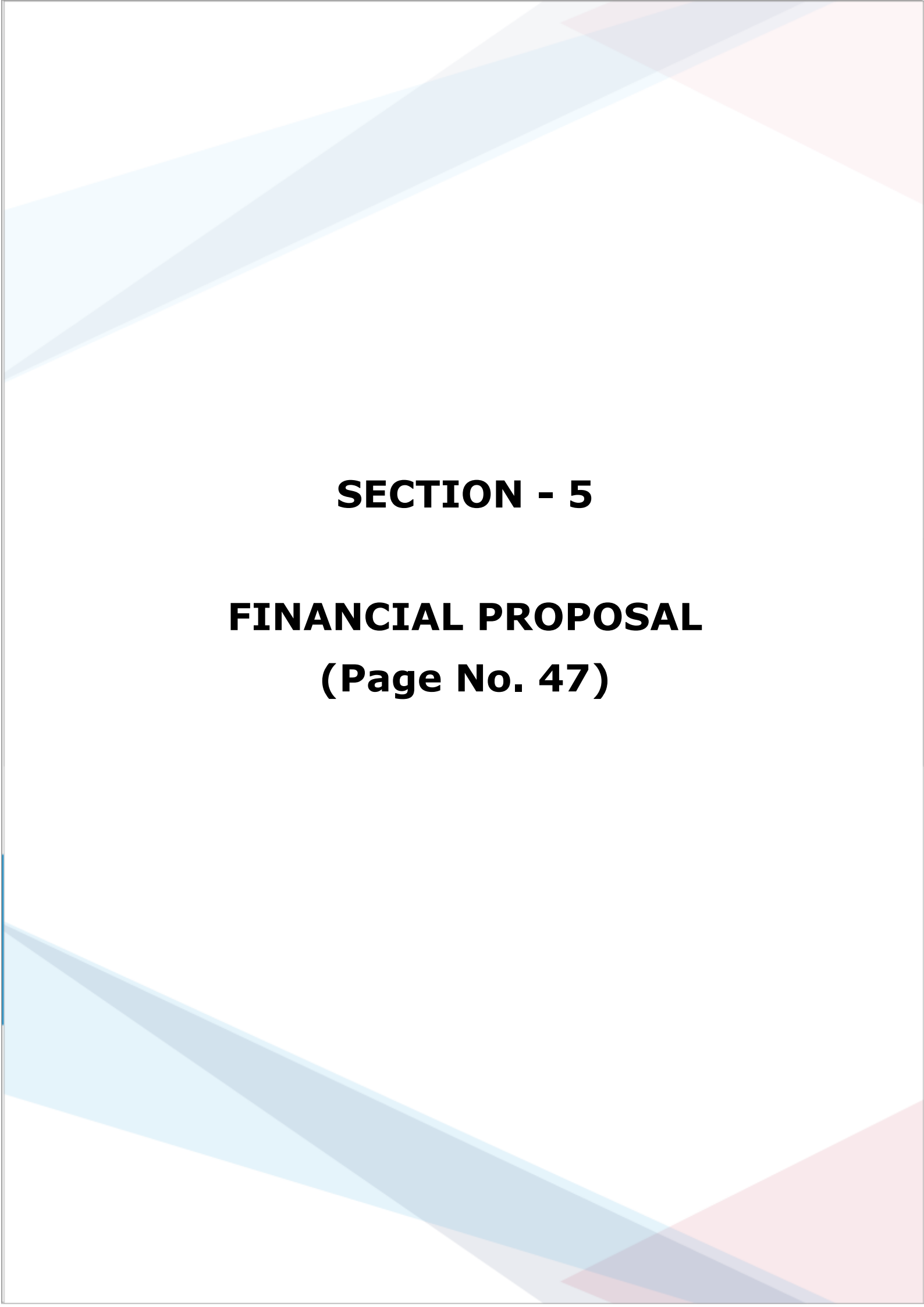
$$S = S_t \times T_w + S_f \times F_w$$

Where,

S is the combined score, and

T_w and **F_w** are weights assigned to Technical Bid and Financial Bid that will be 0.70:0.30 respectively.

The bidder achieving the highest combined technical and financial score will be considered as the successful Applicant and work shall be awarded to the bidder.



SECTION - 5

FINANCIAL PROPOSAL

(Page No. 47)

FINANCIAL BID

NAME OF WORK : -----
NAME OF ARCHITECT FIRM/CONSULTANT : -----

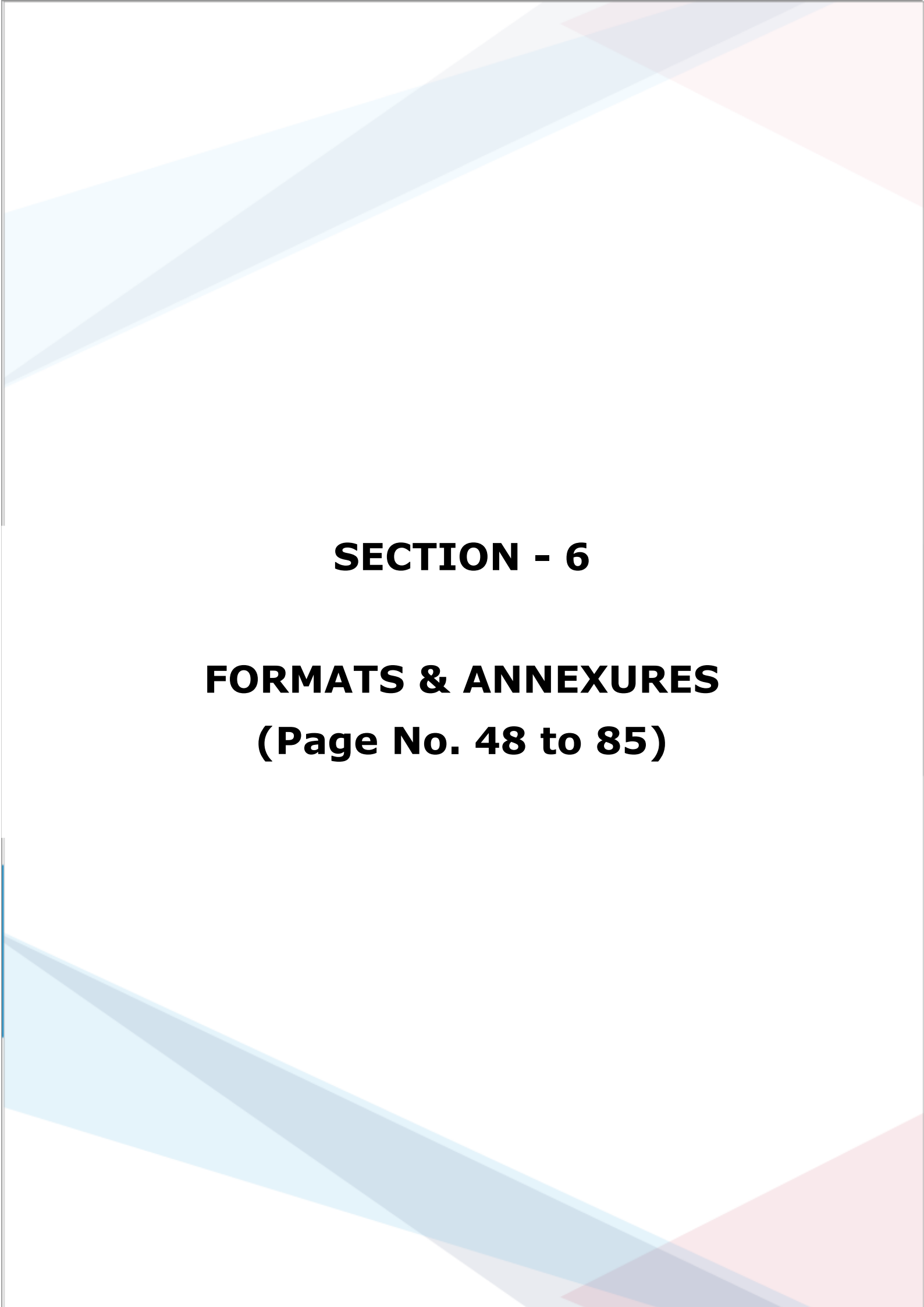
Sl. No.	Description	Consultancy fee to be quoted in percentage	
		(in fig.)	(in words)
1.	THE FEES FOR RENDERING ARCHITECTURAL & ENGINEERING CONSULTANCY SERVICES FOR CONSTRUCTION -----Name of the work..... AS PER SCOPE OF WORK AND TERMS AND CONDITIONS OF THE TENDER/CONTRACT DOCUMENT INCLUDING GST.	_____ %	

Signature& Stamp of Tenderer

Signature of Tenderer

Signature of NBCC

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SECTION - 6

FORMATS & ANNEXURES **(Page No. 48 to 85)**

NBCC (India) LIMITED
(A GOVERNMENT OF INDIA ENTERPRISE)

PROFORMA OF BANK GUARANTEE IN LIEU OF E M D (BID BOND)
**(Non-Judicial Stamp paper of appropriate value as per Stamp Act - of
respective state)**

NBCC (India) Limited, (Address as mentioned in Notice Inviting Tender)

In consideration of NBCC (India) Limited, having its Registered Office at NBCC, Bhawan, Lodhi Road, New Delhi -110003 (hereinafter called "NBCC" which expression shall unless repugnant to the subject or context include its successors and assigns) having issued Notice Inviting Tender No..... and M/s..... having its Registered Head Office at..... (hereinafter called the "TENDERER") is to participate in the said tender for.....Whereas NBCC, as a special case, has agreed to accept an irrevocable and unconditional Bid Bond Guarantee for an amount of Rs..... valid up to.....from the tenderer in lieu of Cash Deposit of Rs.....required to be made by the tenderer, as a condition precedent for participation in the said tender. We the.....(hereinafter called the "BANK") having its Registered, Office at..... and branch office at..... do hereby unconditionally and irrevocably undertake to pay to NBCC immediately on demand in writing and without demur/protest any amount but not exceeding Rs.....

Any such demand made by NBCC shall be conclusive and binding on us irrespective of any dispute or differences that may be raised by the tenderer. Any change in the constitution of the tenderer or the Bank shall not discharge our liability under the guarantee.

We, the..... Bank; lastly undertake not to revoke this guarantee during its currency without the prior consent of NBCC in writing and upon expiry of which, we shall be relieved of our liability under this guarantee thereafter.

FOR AND ON BEHALF OF BANK

PLACE:

DATED:

WITNESS:

1.

2.

ATTESTED BY (NOTARY PUBLIC)

Signature of Tenderer

Signature of NBCC

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PROFORMA OF BANK GUARANTEE FOR PERFORMANCE

(Non-Judicial Stamp paper of appropriate value as per stamp Act-of respective state)

NBCC (INDIA) LIMITED,
NBCC Bhawan, Lodhi Road, New Delhi – 110003

In consideration of NBCC (INDIA) LIMITED, having its Registered Office at NBCC, Bhawan, Lodhi Road, New Delhi-110003 (hereinafter called "NBCC") which expression shall unless repugnant to the subject or context include its successors and assigns, having awarded a work order/contract / supply order No. _____ Dated _____ (hereinafter called "the said contract") to M/s. _____ having its registered Head Office at _____ (hereinafter called the Architect/ Consultant firm) which expression shall unless repugnant to the subject or context includes its successors and assigns at a total price of Rs. _____ subject to the terms and conditions contained in the contract.

WHEREAS, the terms and conditions of the contract require the Architect/ Consultant firm to furnish a bank guarantee for Rs. _____ (Rupees.) being% of the total value of the consultancy fees for proper execution and due fulfilment of the terms and conditions contained in the contract.

We, the Bank, (hereinafter called "The Bank") which expression shall unless repugnant to the subject or context include its successors and assigns) having our registered office at and branch office at hereby unconditionally and irrevocably undertake and guarantee payment to NBCC forthwith on the same day on demand in writing and without protest or demur of any and all moneys payable by the Architect/ Consultant firm to NBCC under, in respect or in connection with the execution/supply of and performance of the works/equipment, inclusive of any loss, damages, charges, expenses and costs caused to or suffered by or which would be caused to or suffered by NBCC by reason of any breach by the Architect/ Consultant firm of any of the terms and conditions contained in the contract as specified in the notice of demand made by NBCC to the bank with reference to this guarantee up to and aggregate limit of Rs. (Rupeesonly) the bank hereby agrees with NBCC that:

1. This Guarantee shall be continuing guarantee and shall remain valid and irrevocable for all claims of NBCC and liabilities of Architect/ Consultant firm till the date of expiry of BG i.e. The claim period of the Bank Guarantee shall be for a period of 12 Months after the date of expiry of BG.
2. NBCC shall have the fullest liberty without our consent and without affecting in any manner our obligations and liabilities hereunder to vary any of the terms and conditions of the said contract or to extend time for performance of contract by the Architect/ Consultant firm from time to time or to postpone for any time or from time to time any of the powers exercisable by NBCC against the Architect/ Consultant firm under the contract and forbear or enforce any of the terms and conditions relating to the said contract and we shall not be relieved from our liability by

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reason of any such variations or extension being granted to the contractor or for any forbearance, act or omission on the part of NBCC or any indulgence by NBCC to the Architect/ Consultant firm or by any such matter or thing whatsoever, which under the law relating to the sureties would, but for this provision, have effect of so relieving us.

3. This guarantee shall be in addition to any other guarantee or security whatsoever NBCC may now or at any time have in relation to the performance of the works/equipment and NBCC shall have full authority to take re-course or to enforce this security in preference to any other guarantee or security which the NBCC may have or obtained and no forbearance on the part of NBCC in enforcing or requiring enforcement of any other security shall have the effect of releasing the Bank from its liability hereunder.
4. This guarantee shall not be determined or affected by the liquidation or winding up, dissolution or change of constitution or insolvency of the Architect/ Consultant firm, but shall in all respects and for all purposes be binding and operative until payment of all moneys payable to NBCC in terms thereof are paid by the Bank or till expiry of the Bank Guarantee including claim period of Bank Guarantee, whichever is earlier.
5. The Bank Guarantee in no event be terminable, for any change in the constitution of the Guarantor Bank or for any other reasons whatsoever and the liability of the Guarantor Bank hereunder shall not be impaired or discharged by any extension of time or variations or alterations made, given, or agreed with or without knowledge or consent of NBCC, by or between the Architect/ Consultant firm and the Bank.
6. The Bank hereby waives all rights at any time inconsistent with the terms of this Guarantee and the obligations of the bank in terms hereof, shall not be otherwise effected or suspended by reasons of any dispute or disputes having been raised by the Architect/ Consultant firm (whether or not pending before any Arbitrator, Tribunal or Court) or any denial of liability by the Architect/ Consultant firm stopping or preventing or purporting to stop or prevent any payment by the Bank to NBCC in terms hereof.
7. The amount stated in any notice of demand addressed by NBCC to the Guarantor as liable to be paid to NBCC by the Architect/ Consultant firm or as suffered or incurred by NBCC on account of any losses or damages, costs, charges and / or expenses shall as between the Bank and NBCC be conclusive of the amount so liable to be paid to NBCC or suffered or incurred by NBCC as the case may be and payable by the Guarantor to NBCC in terms hereof subject to a maximum of Rs(Rupeesonly).
8. Unless demand or claim under this Guarantee is made on the Guarantor in writing within 12 Months after the date of expiry of the Guarantee, the Guarantor shall be discharged from all liabilities under this Guarantee there under.

Notwithstanding anything contained herein before our liability under this guarantee is restricted to Rs. (Rupees.....only). This guarantee will expire on..... Any claim under this Guarantee must be received by us within 12 Months after the date of expiry.

Signed this day of at.....

For and on behalf of Bank

WITNESS.

1. _____

2. _____

ATTESTED BY (NOTARY PUBLIC)

Signature of Tenderer

Signature of NBCC

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PROFORMA OF SURETY BOND FOR PERFORMANCE GUARANTEE

(Non-Judicial Stamp paper of appropriate value as per stamp Act-of respective state)

NBCC (INDIA) LIMITED,
NBCC Bhawan, Lodhi Road, New Delhi – 110003

In consideration of NBCC (INDIA) LIMITED, having its Registered Office at NBCC Bhawan, Lodhi Road, New Delhi-110003 (hereinafter called "NBCC") which expression shall unless repugnant to the subject or context include its successors and assigns, having awarded a work order/contract / supply order No. _____ Dated _____ (hereinafter called "the said contract") to M/s. _____ having its registered Head Office at _____ (hereinafter called the Architect/ Consultant firm) which expression shall unless repugnant to the subject or context includes its successors and assigns at a total price of Rs. _____ subject to the terms and conditions contained in the contract.

WHEREAS, the terms and conditions of the contract require the Architect/ Consultant firm to furnish a Surety Bond for Rs. _____ (Rupees.) being _____% of the value of total consultancy fees for proper execution and due fulfilment of the terms and conditions contained in the contract.

We, the _____, (hereinafter called "Surety Insurer") which expression shall unless repugnant to the subject or context include its successors and assigns) having our registered office at _____ and branch office at _____ hereby unconditionally and irrevocably undertake and guarantee payment to NBCC forthwith on the same day on demand in writing and without protest or demur of any and all moneys payable by the Architect/ Consultant firm to NBCC under, in respect or in connection with the execution/supply of and performance of the works/equipment, inclusive of any loss, damages, charges, expenses and costs caused to or suffered by or which would be caused to or suffered by NBCC by reason of any breach by the Architect/ Consultant firm of any of the terms and conditions contained in the contract as specified in the notice of demand made by NBCC to the Surety Insurer with reference to this Surety Bond up to and aggregate limit of Rs. _____ (Rupeesonly) the Surety Insurer hereby agrees with NBCC that:

1. This Surety Bond shall be continuing guarantee and shall remain valid and irrevocable for all claims of NBCC and liabilities of Architect/ Consultant firm till the date of expiry of Surety Bond i.e. The claim period of the Surety Bond shall be for a period of 12 Months after the date of expiry of Surety Bond.

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2. NBCC shall have the fullest liberty without our consent and without affecting in any manner our obligations and liabilities hereunder to vary any of the terms and conditions of the said contract or to extend time for performance of contract by the Architect/ Consultant firm from time to time or to postpone for any time or from time to time any of the powers exercisable by NBCC against the Architect/ Consultant firm under the contract and forbear or enforce any of the terms and conditions relating to the said contract and we shall not be relieved from our liability by reason of any such variations or extension being granted to the contractor or for any forbearance, act or omission on the part of NBCC or any indulgence by NBCC to the Architect/ Consultant firm or by any such matter or thing whatsoever, which under the law relating to the sureties would, but for this provision, have effect of so relieving us.
3. This Surety Bond shall be in addition to any other Surety Bond or security whatsoever NBCC may now or at any time have in relation to the performance of the works/equipment and NBCC shall have full authority to take re-course or to enforce this security in preference to any other Surety Bond or security which the NBCC may have or obtained and no forbearance on the part of NBCC in enforcing or requiring enforcement of any other security shall have the effect of releasing the Surety Insurer
4. from its liability hereunder.
5. This Surety Bond shall not be determined or affected by the liquidation or winding up, dissolution or change of constitution or insolvency of the Architect/ Consultant firm, but shall in all respects and for all purposes be binding and operative until payment of all moneys payable to NBCC in terms thereof are paid by the Surety Insurer or till expiry of the Surety Bond including claim period of Surety Bond, whichever is earlier.
6. The Surety Bond in no event be terminable, for any change in the constitution of the Surety Insurer or for any other reasons whatsoever and the liability of the Surety Insurer hereunder shall not be impaired or discharged by any extension of time or variations or alterations made, given, or agreed with or without knowledge or consent of NBCC, by or between the Architect/ Consultant firm and the Surety Insurer.
6. The Surety Insurer hereby waives all rights at any time inconsistent with the terms of this Surety Bond and the obligations of the Surety Insurer in terms hereof, shall not be otherwise effected or suspended by reasons of any dispute or disputes having been raised by the Architect/ Consultant firm (whether or not pending before any Arbitrator, Tribunal or Court) or any denial of liability by the Architect/ Consultant firm stopping or preventing or purporting to stop or prevent any payment by the Surety Insurer to NBCC in terms hereof.

7. The amount stated in any notice of demand addressed by NBCC to the Surety Insurer as liable to be paid to NBCC by the Architect/ Consultant firm or as suffered or incurred by NBCC on account of any losses or damages, costs, charges and / or expenses shall as between the Surety Insurer and NBCC be conclusive of the amount so liable to be paid to NBCC or suffered or incurred by NBCC as the case may be and payable by the Surety Insurer to NBCC in terms hereof subject to a maximum of Rs.....(Rupees.....only)
8. Unless demand or claim under this Surety Bond is made on the Surety Insurer in writing within 12 Months after the date of expiry of the Surety Bond, the Surety Insurer shall be discharged from all liabilities under this Surety Bond there under.

Notwithstanding anything contained herein before our liability under this Surety Bond is restricted to Rs. (Rupees.....only). This Surety Bond will expire on..... Any claim under this Surety Bond must be received by us within 12 Months after the date of expiry.

This Surety Bond is subject to the Uniform Rules for Demand Guarantees (URDG) 2010 Revision, ICC Publication No. 758, except that the supporting statement under Article 15(a) is hereby excluded.

Signed this day of at.....

For and on behalf of Company

WITNESS.

1. _____

2. _____

ATTESTED BY (NOTARY PUBLIC)

Signature of Tenderer

Signature of NBCC

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FORM OF EXTENSION OF BANK GUARANTEE

(On Non-judicial stamp paper of same value on which original BG was executed)

Ref. No.:

Date:

To,
NBCC (I) Limited,

Dear Sir

Subject: Extension of Bank Guarantee No..... for
.....(indicate value of Bank
Guarantee).....favouring yourselves expiring on
..... on account of M/s(Name of
Consultant/Supplier).....in respect of contract for
.....(insert contract name)....., hereafter called original Bank
Guarantee)

At the request of M/s, we..... Bank branch office at
..... and having its Head office atdo hereby extend our
liability under the above mentioned guarantee No.dated
..... for a further period ofyear/ months from
..... to expire on.....

Except as provided above, all other terms and conditions of original Bank
Guarantee No.dated shall remain
unaltered and binding.

Please treat this as an integral part of the original Guarantee to which it would
be deemed to have been attached.

Signature.....
Name.....
Designation.....
Authorised vide Power
of Attorney No.....

Dated.....

ATTESTED BY (NOTARY PUBLIC)

Signature of Tenderer

Signature of NBCC

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AGREEMENT FORM

This agreement made this day of -----(Month)----- (Year)-----, between the NBCC (India) Limited (NBCC), a company incorporated under the Companies Act, 1956 having its Registered Office at NBCC Bhawan, Lodhi Road, New Delhi – 110 003 (hereinafter referred to as the "NBCC" which expression shall include its administrators, successors, executors and assigns) of the one part and -----(hereinafter referred to as the "Consultant" which expression shall unless the context requires otherwise include its administrators, successors, executors and permitted assigns) of the other part.

WHEREAS, NBCC, has desirous of construction of "-----" (hereinafter referred to as the "PROJECT") on behalf of the ----- (hereinafter referred to as "Client") as Project Management Consultant (PMC), had invited tenders as per Tender documents vide NIT No. ----- Date -----and Corrigendum No. -----& Amendment No. -----dated ----- uploaded on website for Engaging Architects / Architectural Firms for Architectural planning, Designing and Detailing -----.

AND WHEREAS ----- had participated in the above referred tender vide their TECHNICAL & Financial Bid ----- dated ----- and subsequent clarifications vide letter ----- dated ----- -- in response to NBCC's letter No. ----- dated -----.

NBCC has accepted their aforesaid tender and awarded the contract for Consultancy Services for Architectural planning, Designing and Detailing of ----- vide Letter of Award No. ----- dated -----which have been unequivocally accepted by -----vide their acceptance dated -----.

NOW THEREFORE THIS DEED WITNESSETH AS UNDER:

ARTICLE 1.0 – AWARD OF CONTRACT

1.1 SCOPE OF WORK

NBCC has awarded the contract to -----for the work of Architectural planning, Designing and Detailing of ----- as per contract document defined in Article 2.0 below. The award has taken effect from 10th day of issue of aforesaid Letter of Award (LOA). The terms and expressions used in this agreement shall have the same meanings as are assigned to them in the "Contract Documents" referred to in the succeeding Article.

ARTICLE 2.0 – CONTRACT DOCUMENTS

2.1 The contract shall be performed strictly as per the terms and conditions stipulated herein and in the following documents attached herewith (hereinafter referred to as "Contract Documents").

- a) NBCC's Notice Inviting Tender vide NIT No. ----- Dated ----- comprising tender document (Section --- to -----).

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- b) Corrigendum No. -----& Amendment No. ----- dated -----.
- c) -----Vide Technical & Financial Bid -----dated -----.
- d) NBCC letter no. ----- Dated -----.
- e) -----Clarifications vide letter ----- dated -----

2.2 NBCC's Letter of Award----- dated -----

2.3 Minutes of the kick off meeting held on -----.

2.4 All the aforesaid contract documents referred to in Para 2.1 to 2.3 above shall form an integral part of this Agreement, in so far as the same or any part thereof column, to the tender documents and what has been specifically agreed to by NBCC. Any matter inconsistent therewith, contrary or repugnant thereto or deviations taken by the Consultant in its "TENDER" but not agreed to specifically by NBCC in its Letter of Award, shall be deemed to have been withdrawn by the Consultant without any cost implication to NBCC. For the sake of brevity, this Agreement along with its aforesaid contract documents and Letter of Award shall be referred to as the "Contract".

ARTICLE 3.0 – **CONDITIONS & CONVENANTS**

- 3.1 The scope of Contract, Consideration, terms of payments, advance, performance security, taxes wherever applicable, insurance, agreed time schedule, compensation for delay and all other terms and conditions contained in NBCC's Letter of Intent No. _____dated _____are to be read in conjunction with the other aforesaid contract documents. The contract shall be duly performed by the Consultant strictly and faithfully in accordance with the terms of this contract.
- 3.2 The scope of work shall also include all such items which are not specifically mentioned in the Contract Documents but which are reasonably implied for the satisfactory completion of the entire scope of work envisaged under this contract unless otherwise specifically excluded from the scope of work in the contract documents.
- 3.3 Consultant shall adhere to all requirements stipulated in the Contract documents.
- 3.4 Time is the essence of the Contract and it shall be strictly adhered to. The progress of work shall conform to agreed works schedule/contract documents.
- 3.5 This agreement constitutes full and complete understanding between the parties and terms of the presents. It shall supersede all prior correspondence to the extent of inconsistency or repugnancy to the terms and conditions contained in Agreement. Any modification of the Agreement shall be effected only by a written instrument signed by the authorized representative of both the parties.
- 3.6 The total Consultancy fee for the entire scope of this contract as detailed in Letter of Award (LOA) is -----% (----- percent

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only) is inclusive of GST on actual cost of the project on completion or cost approved as per DPR or Estimated cost whichever is Lower, which shall be governed by the stipulations of the contract documents.

ARTICLE 4.0 – **NO WAIVER OF RIGHTS**

4.1 Neither the inspection by NBCC or the Engineer-in-Charge or Client or any of their officials, employees or agents nor order by NBCC or the Engineer-in-Charge for payment of money or any payment for or acceptance of, the whole or any part of the work by NBCC or the Engineer-in-Charge nor any extension of time nor any possession taken by the Engineer-in-Charge shall operate as waiver of any provisions of the contract, or of any power herein reserved to NBCC, or any right to damage herein provided, nor shall any waiver of any breach in the contract be held to be a waiver or any other or subsequent breach.

ARTICLE 5.0 – **GOVERNING LAW AND JURISDICTION**

5.1 The Laws applicable to this contract shall be the laws in force in India and jurisdiction of Delhi Court (s) only.

5.2 **Notice of Default**

Notice of default given by either party to the other party under the Agreement shall be in writing and shall be deemed to have been duly and properly served upon the parties hereto, if delivered against acknowledgment due or by FAX or by registered mail duly addressed to the signatories at the address mentioned herein above.

IN WITNESS WHEREOF, the parties through their duly authorized representatives have executed these presents (execution whereof has been approved by the Competent Authorities of both the parties) on the day, month and year first above mentioned at -----

For and on behalf of:

For and on behalf of:

(Name of Architect firm/Consultant)

M/s NBCC (India) Ltd.

WITNESS:

1.

2.

WITNESS:

1.

2.

ANNEXURE – I

AFFIDAVIT

**(To be submitted by bidder on non-judicial stamp paper of Rs. 100/-
(Rupees Hundred only) duly attached by Notary Public)**
(To be submitted in Envelope-1)

Affidavit of Mr.....S/o.....

R/o

I, the deponent above named do hereby solemnly affirm and declare as under:

1. That I am the Proprietor/Authorized signatory of M/s
Having its Head Office/Regd. Office at
2. That the information/documents/Experience certificates/Bank Guarantee(s)
submitted by M/s..... along with the tender for
(Name of work).....To NBCC (India) Ltd. are genuine and true and
nothing has been concealed.
3. I shall have no objection in case NBCC verifies those from issuing authority
(ies). I shall also have no objection in providing the original copy of the
document(s), in case NBCC demand so for verification.
4. I have read the clause/ guidelines regarding restrictions on procurement
from a bidder of a country which shares a land border with India; I certify
that M/s..... is not from such a country or, if from such a
country, has been registered with the competent Authority i.e. DPIIT. I
hereby certify that this bidder fulfills all requirements in this regard and is
eligible to be considered.
5. I hereby confirm that in case, any document, information & / or certificate
submitted by me found to be incorrect / false / fabricated, NBCC at its
discretion may disqualify / reject / terminate the bid/contract, forfeit the
EMD / All dues and also place under Holiday list as per NBCC policy.

I,, the Proprietor / Authorised signatory of
M/s..... do hereby confirm that the contents of the
above Affidavit are true to my knowledge and nothing has been concealed
and that no part of it is false.

Verified atthis.....day of

DEPONENT

ATTESTED BY (NOTARY PUBLIC)

Signature of Tenderer

Signature of NBCC

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ANNEXURE-II

ACCEPTANCE OF TENDER CONDITIONS

From: *(To be submitted in ORIGINAL on the letter head of the company by the authorized officer having power of attorney/as per Board Resolution)*

To
NBCC (India) Limited,

Sub: Name of the work & NIT No.:

Sir,

- 1 This has reference to above referred tender. I/We have read/viewed all the tender terms & conditions and are pleased to submit our tender for the above work and I/We hereby unconditionally accept the tender conditions and tender documents in its entirety for the above work.
- 2 I/we are eligible to submit the bid for the subject tender and I/We are in possession of all the documents required.

Yours faithfully,

(Signature of the tenderer)
With rubber stamp

Dated _____

Annexure-III

INTEGRITY PACT

BETWEEN

NBCC (INDIA) LIMITED (NBCC) hereinafter referred to as **"The Principal/
Employer"** (which expression, unless repugnant to the context thereof, shall mean and include its legal representatives, heirs and assigns)

AND

.....hereinafter referred to as **"The Bidder/Architect
Firm/Consultant"** (which expression, unless repugnant to the context thereof, shall mean and include its legal representatives, heirs and assigns)

(The principal and the bidder(s)/Architect Firm(s)/Consultant(s) are collectively referred to as "the Parties")

Preamble

The Principal intends to award, under laid down organizational procedures, contract(s) for (Name of the contract).....(hereinafter referred to as the 'Project'). The Principal necessarily requires full compliance with all relevant laws of the land, rules, regulations, economic use of resources and of fairness/ transparency in its relations with its Bidder(s) and/or Architect Firm(s)/Consultant(s).

In order to achieve these goals, the Principal will appoint an Independent External Monitor (IEM), who will monitor the tender process and the execution of the contract for compliance with the Integrity Pact by all the parties concerned, for all works covered in the Project.

To meet the purpose aforesaid both the parties have agreed to comply this Integrity Agreement (hereinafter referred to as "Integrity Pact" or "Pact"), the terms and conditions of which shall also be read as integral part and parcel of the Tender/Bid documents and Contract between the parties.

NOW, THEREFORE, in consideration of mutual covenants contained in this Pact, the parties hereby agree as follows and this Pact witnesses as under:

Section 1 – Commitments of the Principal

Obligations on Principal

The Employer is committed to follow the principle of Transparency, Equity and Competitiveness in Public Procurement.

- (1) The Principal commits itself to take all measures necessary to prevent corruption and to observe the following principles:-

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- a. No employee of the Principal, personally or through family members or through any other channel, will in connection with the tender for or the execution of a contract, demand, take a promise for or accept, for self or third person, any material or immaterial benefit, which the person is not legally entitled to.
 - b. The Principal will, during the tender process treat all Architect Firm(s)/ Consultant(s)/Bidder(s) with equity and reason. The Principal will in particular, before and during the tender process, provide to all Architect Firm(s)/ Consultant(s)/Bidder(s) the same information and will not provide to any Architect Firm(s)/ Consultant(s)/Bidder(s), confidential/additional information through which the Architect Firm(s)/ Consultant(s)/Bidder(s) could obtain an advantage in relation to the tender process or the contract execution.
 - c. The Principal will exclude from the process all known prejudiced persons. The Principal shall obtain bids from only those bidders who have been short-listed or pre-qualified or through a process of open advertisement/ web publishing or any combination thereof.
- (2) If the Principal obtains information on the conduct of any of its employees, Architect Firm(s)/ Consultant(s) or Bidder(s), which is a criminal offence under the IPC/PC Act, or if there be a substantive suspicion in this regard, the Principal will inform the Chief Vigilance Officer or the principal will take remedial actions as per department/conduct rules and subject to its discretion, can additionally initiate disciplinary actions.
 - (3) The Principal will enter into agreements with identical conditions with all Architect Firm(s)/Consultant(s)/Bidder(s) for the different Work Packages in the aforesaid Project.
 - (4) The Principal will disqualify from the tender process all Architect Firm(s)/ Consultant(s)/Bidder(s) with estimated consulting fees valuing Rs 5.0 crores and above, who do not sign this Pact or violate its provisions.

Section2– Commitments of the Bidder(s)/Architect Firm(s)/Consultant(s)

Obligations on Bidder(s)/Architect Firm(s)/ Consultant(s)

To accept and comply with the Integrity Agreement in letter and spirit and further agree that execution of the said Integrity Agreement shall be separate and distinct from the main contract, which will come into existence when tender/bid is finally accepted by Employer. Duration of the Integrity Agreement shall be in the line with section 8 of the Integrity Agreement.

Bidder/Architect Firm/Consultant acknowledge that in the event of breach of the Integrity Agreement Employer shall have unqualified, absolute and unfettered right to take action under section 3.

- (1) It is required that each Bidder/Architect Firm / Consultant (including their respective officers, employees and associate consultants) adhere to the highest ethical standards, and report to the Government / Department all suspected acts of fraud or corruption or Coercion or Collusion of which it has

knowledge or becomes aware, during the tendering process and throughout the negotiation or award of a contract.

- (2) The Bidder(s) / Architect Firm(s)/ Consultant(s) commit(s) himself/themselves to take all measures necessary to prevent corruption. He commits himself to observe the following principles during his participation in the tender process and during the contract execution.
- (a) The Bidder(s) /Architect Firm(s)/Consultant(s) will not, directly or through any other person or firm offer, promise or give to any of the Principal's employees involved in the tender process or the execution of the contract or to any third person any material or other benefit which he/she is not legally entitled to, in order to obtain in exchange any advantage, of any kind whatsoever, during the tender process or during the execution of the contract.
 - (b) The Bidder(s)/Architect Firm(s)/Consultant(s) will not enter with other Bidders into any undisclosed agreement or understanding, whether formal or informal. This applies in particular to prices, specifications, certifications, subsidiary contracts, submission or non-submission of bids or any other actions to restrict competitiveness or to introduce cartelization in the bidding process.
 - (c) The Bidder(s)/Architect Firm(s)/Consultant(s) will not commit any offence under the relevant IPC/PC Act. Further the Bidder(s)/Architect Firm(s)/Consultant(s) will not use improperly, for purpose of competition or personal gain, or pass on to others, any information or document provided by the Principal as part of the business relationship, regarding plans, technical proposals and business details, including information contained or transmitted electronically.
 - (d) The Bidder(s)/Architect Firm(s)/ Consultant(s) of foreign origin shall disclose the name and address of the Agents/representatives in India, if any. Similarly, the Bidder(s)/Architect Firm(s)/ Consultant(s) of Indian Nationality shall furnish the name and address of the foreign principals/associates, if any. Either the Indian agent on behalf of the foreign principal or the foreign principal directly could bid in a tender but not both. Further, in cases where an agent participates in a tender on behalf of one manufacturer, he shall not be allowed to quote on behalf of another manufacturer along with the first manufacturer in a subsequent/ parallel tender for the same item. It shall be incumbent on the Indian agent and the foreign principal to Adhere to the relevant guidelines of Government of India, issued from Time to time regarding availing services of Indian Agents for foreign Suppliers.

Further details as mentioned in the "Guidelines on Indian Agents of Foreign Suppliers" shall be disclosed by the Bidder(s)/Architect Firm(s)/Consultant(s). Further, as mentioned in the Guidelines all the payments made to the Indian agent/representative have to be in Indian Rupees only.

- (e) The Bidder(s)/Architect Firm(s)/Consultant(s) will, when submitting his bid, disclose any and all payments he has made, is committed to or intends to make to agents, brokers or any other intermediaries in connection with the award of the contract.
- (f) The Bidder(s)/Architect Firm(s)/Consultant(s) to disclose any transgression with any other company/ govt. organisation/ department that may impinge on the anti-corruption principle. The date of such transgression, for the purpose of disclosure by the bidders in this regard, would be the date on which cognizance of the said transgression was taken by the competent authority. The period for which such transgression(s) is/are to be reported by the bidders shall be the last three years to be reckoned from date of bid submission. The transgression(s), for which cognizance was taken even before the said period of three years, but are pending conclusion, shall also be reported by the bidders.
- (3) The Bidder(s)/Architect Firm(s)/Consultant(s) will not instigate third persons to commit offences outlined above or be an accessory to such offences.
- (4) The Bidder(s)/Architect Firm(s)/Consultant(s) will not, directly or through any other person or firm indulge in fraudulent practice means a wilful misrepresentation or omission of facts or submission of fake/forged documents in order to induce public official to act in reliance thereof, with the purpose of obtaining unjust advantage by or causing damage to justified interest of others and/or to influence the procurement process to the detriment of the Government interests.
- (5) The Bidder(s)/Architect Firm(s)/Consultant(s) will not, directly or through any other person or firm use Coercive Practices (means the act of obtaining something, compelling an action or influencing a decision through intimidation, threat or the use of force directly or indirectly, where potential or actual injury may befall upon a person, his/ her reputation or property) to influence their participation in the tendering process.
- (6) The Bidder(s)/Architect Firm(s)/Consultant(s) signing IP shall not approach the Courts while representing the matters to IEM and he/she will await their decision in the matter.
- (7) The Bidder(s)/ Architect Firm(s)/Consultant(s) shall be solely responsible for the adherence to the provisions of IP by the associate consultant(s)/ sub-consultant(s).

Section 3- Disqualification from tender process and/or exclusion from future contracts.

Without prejudice to any rights that may be available to the Employer under law or the Contract or its established policies and laid down procedures, the Employer shall have the following rights in case of breach of this Integrity Pact by the Bidder(s)/ Architect Firm(s)/Consultant(s) and the Bidder/Architect

Firm/Consultant accepts and undertakes to respect and uphold the Employer absolute right:

- (1) If the Bidder(s)/Architect Firm(s)/Consultant(s), before awarding the Project or during execution has committed a transgression by violating Section 2 above or in any other form so as to put his reliability or credibility in question, the Principal, at its sole discretion, after giving proper opportunity to the bidder is entitled to disqualify the Bidder(s) /Architect Firm(s)/Consultant(s) from the tender process or terminate the contract, if already awarded or exclude the Bidder/Architect Firm/Consultant from future contract award processes, for that reason, without prejudice to any other legal rights or remedies available to the Principal under the relevant clauses of GCC/SCC of the tender/contract. The imposition and duration of the exclusion will be determined by the severity of transgression and determined by the Principal. The severity will be determined by the circumstances of the case, in particular, the number of transgressions, the position of transgressors within the company hierarchy of the bidder and the amount of the damage.
- (2) If it is observed after payment of final bill but before the expiry of validity of Integrity Pact that the consultant has committed a transgression, through a violation of any of the terms under Section 2 above or any other term(s) of this Pact, during the execution of contract, the Principal will be entitled to exclude the consultant from further tender/contract award processes.
- (3) The exclusion will be imposed for a minimum period of six (6) months and a maximum period of three (3) years.
- (4) If the Architect Firm(s)/ Consultant(s)/Bidder(s) can prove that he has restored/recouped the damage caused by him and has installed a suitable corruption prevention system, the Principal may, at its sole discretion, revoke or reduce the exclusion period before the expiry of the period of such exclusion.

Section 4- Compensation for Damages

- (1) If the Principal has disqualified the Bidder(s)/Architect Firm(s)/Consultant(s) from the tender process prior to the awarding of the Project according to Section 3, the Earnest Money Deposit (EMD)/ Bid Security furnished, if any, along with the offer, as per terms of the Invitation of Tender, shall also be forfeited.
- (2) If, at any time after the awarding of the Project, the Principal has terminated the contract according to Section 3, or if the Principal is entitled to terminate the contract according to Section 3, the Performance Guarantee/security furnished by the consultant, if any, as per the terms of the NIT/Contract shall be forfeited without prejudice to any other legal rights and remedies available to the Principal under the relevant clauses of General/ Special Conditions of Contract.

Note: The Architect Firm(s)/Consultant(s)/Bidder(s) understands and agrees that the stipulations under this section will be in addition to the disqualification

and exclusion of the Bidder(s)/Architect Firm(s)/ Consultant(s), as may be imposed by the Principal in terms of Section 3 above.

Section 5- Previous transgression

- (1) The Bidder(s)/Architect Firm(s)/ Consultant(s) herein declares that it has committed no transgressions in the last 3 years with any other Company in any country conforming to the anti-corruption approach as detailed herein or with government/ Central Government or State Government or any other Public Sector Enterprise in India that could justify its exclusion from the tender process.
- (2) If at any point of time during the tender process or after the awarding of the Contract, it is found that the Bidder(s)/Architect Firm(s)/ Consultant(s) has made an incorrect statement on this subject, he can be disqualified from the tender process or if, as the case may be, that the Contract, is already awarded, it will be terminated for such reason and the Bidder(s)/Architect Firm(s)/ Consultant(s) can be black listed in terms of Section 3 above.

Section 6- Independent External Monitor / Monitors

- (1) The Principal shall, in case where the estimated consulting fees is Rs 5.0 crore and above, appoint competent and credible Independent External Monitor(s) as nominated and approved by the Central Vigilance Commission. The Monitor shall review independently and objectively, the cases referred to them to assess whether and to what extent the parties concerned comply with the obligations under this Integrity Pact.
- (2) In case of non-compliance of the provisions of the Integrity Pact, the complaint/ non-compliance is to be lodged by the aggrieved party with the Nodal Officer only, as shall be appointed by the CMD, NBCC. The Nodal Officer shall refer the complaint/ non-compliance so received by him to the aforesaid Monitor.
- (3) The Monitor will not be subject to any instructions by the representatives of the parties and will perform its functions neutrally and independently. The Monitor shall report to the Chairman-cum-Managing Director, NBCC.
- (4) The Bidder(s) /Architect Firm(s)/ Consultant(s) accepts that the Monitor shall have the right to access, without restriction, all Project documentation of the Principal including that provided by the consultant. The consultant will also grant the Monitor, upon his/her request and demonstration of a valid interest, unrestricted and unconditional access to their project documentation. The same is applicable to associate consultant(s).
- (5) The Monitor is under contractual obligation to treat the information and documents of the Bidder(s) / Architect Firm(s)/ Consultant(s) with confidentiality. The IEM has also signed 'Non-Disclosure of Confidential Information' and 'Absence of Conflict of Interest'. In case if any conflict of

Interest arising at a later date, the IEM shall inform the Chairman-cum-Managing Director, NBCC and recuse himself/ herself from that case.

- (6) The Principal will provide to the Monitor, sufficient information about all meetings among the parties related to the Project, provided such meetings could have an impact on the contractual relations between the Principal and the consultant. The parties will offer to the IEM the option to participate in such meetings.
- (7) As soon as the Monitor notes, or believes to note, a violation of this Pact, he will so inform the Principal and request the Principal to discontinue and/or take corrective action, or to take other relevant action(s). The Monitor can in this regard submit non-binding recommendations. However, beyond this, the Monitor has no right to demand from the parties that they act in a specific manner and/or refrain from action and/or tolerate action.
- (8) The Monitor will submit a written report to the CMD, NBCC within 4 to 6 weeks from the date of reference or intimation to it and, should the occasion arise, submit proposals for corrective actions for the violation or the breaches of the provisions of the agreement noticed by the Monitor.
- (9) If the Monitor has reported to the CMD, NBCC, of a substantiated suspicion of an offence under relevant IPC/PC Act, and the CMD, NBCC, has not, within the reasonable time taken visible action to proceed against such offence or reported it to the Chief Vigilance Officer, the Monitor may also transmit this information directly to the Central Vigilance Commissioner, Govt. of India.
- (10) The word 'Monitor' means Independent External Monitor and includes both singular and plural forms.
- (11) For ensuring the desired transparency and objectivity in dealing with the complaints arising out of any tendering process, the matter should be examined by the full panel of IEMs jointly as far as possible, who would look into the records, conduct an investigation, and submit their joint recommendations to the Management. In case the full panel is not available due to some unavoidable reasons, the available IEM(s) will conduct examination of the complaints. Consent of the IEM(s), who may not be available, shall be taken on record.
- (12) IEM should examine the process integrity; they are not expected to concern themselves with fixing of responsibility of officers. Complaints alleging malafide on the part of any officer of the organisation should be looked into by the CVO of the concerned organisation.
- (13) The role of IEM is advisory, would not be legally binding and it is restricted to resolving issues raised by an intending bidder regarding any aspect of the tender which allegedly restricts competition or bias towards some bidders. At the same time, it must be understood that IEMs are not consultants to the Management. Their role is independent in nature and the advice once tendered would not be subject to review at the request of the organisations.
- (14) Issues like warranty / guarantee etc. should be outside the purview of IEMs.

- (15) The role of the CVO of the organization shall remain unaffected by the presence of IEMs. A matter being examined by the IEMs can be separately investigated by the CVO in terms of the provisions of the CVC Act or Vigilance Manual, If a complaint is received by him/her or directed to him/her by the commission. CVO and/or the officials of the Vigilance wing should not be associated by IEMs during the examination of the complaints in any manner.
- (16) In the event of any dispute between the principal and the consultant relating to the project and in case both the parties agree, the dispute may be settled through mediation before the panel of IEMs in a time bound manner. If required, the principal may adopt any mediation rules for this purpose. However, not more than five meetings shall be held for a particular dispute resolution. The fees/ expenses on dispute resolution shall be equally shared by both the parties. In case the dispute remains unresolved even after mediation by the panel of IEMs, the principal may take further action as per the terms & conditions of the contract.

Section 7 – Criminal charges against violating Bidder(s)/Architect Firm(s)/Consultant(s)/Associate consultant(s)

If the Principal obtains knowledge of conduct of a Bidder/ Architect Firm/ Consultant or any employee or a representative or an associate of a Bidder/Architect Firm/ Consultant, which constitutes corruption within the meaning of PC Act, or if the Principal has substantive suspicion in this regard, the Principal will inform the same to the law enforcing agencies for further investigation.

Section 8 – Duration of the Integrity Pact

This Pact shall come into force when both parties have legally signed it. It expires for the Architect Firm/Consultant 12 months after the completion of work under the contract or expiry of defect liability period of the contractor or last payment made under the contract, whichever is later and for all other bidders, 6 months after the contract has been awarded.

If any claim is made / lodged during this time, the same shall be binding and continue to be valid despite the lapse of this pact as specified above, unless it is discharged / determined by CMD of NBCC.

The Bidder(s)/ Architect Firm(s)/ Consultant(s), however, understands and agrees that even upon the completion of the Project and/or the last payment under the Contract having been made, if any transgression/violation of the terms of this Pact comes/is brought to the notice of the Principal, it may, subject to its discretion, blacklist and/or exclude such Bidder(s)/ Architect Firm(s)/ Consultant(s) as provided for in Section 3, without prejudice to any other legal right or remedy so available to the Principal.

Section 9 – Other provisions

- (1) This agreement is subject to Indian Law. Place of performance and jurisdiction is the Registered Office of the Principal, i.e. New Delhi.
- (2) Changes and supplements as well as termination notices need to be made in writing.
- (3) In case the bidder/ Architect Firm/ Consultant is a Company, Partnership Firm, Consortium, or Joint Venture (JV), the Integrity Pact shall be signed as under:
 - i). **Company:** The Integrity pact shall be signed by a representative duly authorised by Board resolution/ Power of Attorney.
 - ii). **Proprietorship:** The Integrity Pact shall be signed by the sole proprietor or a representative duly authorised through a Power of Attorney executed by the sole proprietor.
 - iii). **Partnership Firm:** The Integrity Pact shall be signed by all the partners of the firm. Alternatively, it may be signed by one or more partners duly authorized through a Power of Attorney executed by all the partners.
 - iv). **Consortium (if permitted in the NIT):** The Integrity Pact shall be signed by all the members of the consortium. Alternatively, it may be signed by one or more members duly authorized through a Power of Attorney duly executed by all consortium members.
 - v). **Joint Venture (JV) (if permitted in the NIT):** The Integrity Pact shall be signed by all the constituent partners of the Joint Venture.
- (4) Should one or several provisions of this agreement turn out to be invalid, the remainder of this agreement shall remain valid and binding. In such a case, the parties will strive to come to an agreement in accordance to their original intentions.
- (5) Wherever he or his is indicated in the above sections, the same may be read as he/she or his/her, as the case may be.
- (6) It is agreed term and condition that any dispute or difference arising between the parties with regard to the terms of this Integrity Agreement / Pact, any action taken by the Principal in accordance with this Integrity Agreement/ Pact or interpretation thereof shall not be subject to arbitration.
- (7) In view of the nature of Integrity Pact, the Integrity Pact is irrevocable and shall remain valid even if the main tender/ contract is terminated till the currency of the Integrity Pact.

Section 10- Legal and Prior Rights

All rights and remedies of the parties hereto shall be in addition to all the other legal rights and remedies belonging to such parties under the Contract and/or law and the same shall be deemed to be cumulative and not alternative to such

legal rights and remedies aforesaid. For the sake of brevity both the Parties agree that this Integrity Pact will have precedence over the Tender/Contract documents with regard to any of the provisions covered under this Integrity Pact.

IN WITNESS WHEREOF the parties have signed and executed this Integrity Pact at the place and date mentioned below in the presence of following witnesses:

(For & On behalf of the Principal)
(Office Seal)

(For & On behalf of Bidder/ Architect
Firm(s)/ Consultant)
(Office Seal)

Place _____

Date _____

Witness 1:
(Name & Address) _____

Witness 2:
(Name & Address) _____

Witness 1:
(Name & Address) _____

Witness 2:
(Name & Address) _____

ANNEXURE-IV

GENERAL INFORMATION

1.	Name of Applicant/Company	
2.	Address for correspondence	
3.	Official e-mail for communication	
4.	Contact Person: Telephone Nos. Fax Nos. Mobile	
5.	Type of Organization: a) An individual b) A proprietary firm c) A firm in partnership (Attach copy of Partnership) d) A Limited Company (Attach copy of Article of Association) e) Any other (mention the type)	
6.	Place and Year of Incorporation	
7.	Details of Registration of Proprietor/Partners/Directors with various Institutions	
8.	Name of Directors/Partners/ proprietor/ owner in the organization and their status along with their qualifications.	
9.	Name(s) of the persons along with their qualification and designation, who is authorized to deal with NBCC (Attach copy of power of Attorney)	
10.	Organization Chart of Key Personnel	
11.	Details of Awards/Appreciations supported with document to be submitted.	

Signature of Tenderer

Signature of NBCC

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12.	Bank Details Name of the Bank: Account Number: IFS Code: Name & Address of the Branch: MICR Code:	
-----	--	--

Signature of Bidder with Seal

Signature of Tenderer

Signature of NBCC

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ANNEXURE-V

Organization setup of the company

(Details to be furnished in the following format)

S. No.	Name	Designation	Qualification	Professional Experience and details of work carried out	Years with firm	Remarks

Signature of Bidder with Seal

Signature of Tenderer

Signature of NBCC

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ANNEXURE -VI

Tender for:

MANDATORY INFORMATION DOCUMENTS:

DETAILS OF SIMILAR WORK EXPERIENCE CERTIFICATES

S. No	Name of work and its location	Type of Work i.e. Residential / Non-Residential Building	Name of Client	Date and Certificate No. of Completion Certificate	Date of Start	Date of Completion	Cost of project work on completion	Reference and Page No. of Documentary Proof
1.								
2.								
3.								
Details of Work Experience pertaining to "Additional Qualifying Criteria" (as per the NIT, if any)								
4								
5								

1. Certified that the Completion Certificates of above works are enclosed with the Tender Documents.
2. Details mentioned in the above Form are as per Completion Certificates and have not been presumed.
3. If any detail is not mentioned in the Work Completion Certificate, documentary proof of the details like drawings, LOA, BOQ, completion certificate/occupation certificate, copy of final bill, etc. is to be submitted and uploaded on Tender Website along with the Completion Certificate.
4. If any of the above works are executed in JV, then bidder shall submit such details in Annexure -IX.

Signature of Bidder with Seal

Signature of Tenderer

Signature of NBCC

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ANNEXURE-VII

Name of the Client with Address, email & phone no.

Dispatch No.....

Date:

PROFORMA FOR WORK EXPERIENCE CERTIFICATE FROM CLIENTS

Name of Consultant: -----

1	Name of work/project location	
2	Name and Address of Clients	
3	Agreement Amount	
4	Cost of work on Completion	
5	Date of Start	
6	Stipulated date of completion	
7	Actual date of completion	
8	Amount of compensation levied for delayed completion, if any	
9	Type of work: Residential/ Non-Residential Building	
10	Built Up Area of Residential Component	
11	Built Up Area of Non-Residential Component	
12	Total Built Up Area (Residential + Non-Residential)	
13	Maximum Height of any Building of this work	
14	Maximum no of storeys of any building of this work	

Signature of Tenderer

Signature of NBCC

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15	Performance Report	Outstanding	Very Good	Good	Poor
(a)	Quality of work				
(b)	Resourcefulness				
(c)	Financial soundness				
(d)	Technical Proficiency				
(e)	General behaviour				

**Date, Name & Designation,
Signature with Seal
of the Issuing Authority**

ANNEXURE-VIII(A)

PROFORMA FOR ON ROLL MANPOWER

Sr. No.	Name of Employee	Qualification	Designation	No. of Years with the Company	Total Experience in years
A. Director/Partner/Chief Architect/Proprietor of company					
1					
2					
B. Notified Team Leader					
1					
C. Notified Project Manager					
1					
D. Technical Staff					
1					
2					
3					
4					
5					
6					

Declaration: I/we hereby undertake that the above proposed "Team Leader" & "Project Manager" shall be available and deployed for this project till the actual completion of construction work, as per the requirement stipulated under Clause 8.0 of Section 03 of GCC.

- Attach Scanned Copies of CVs as per the format specified at Annexure-VIII(B) duly attested by the individual employee as well as by the authorised signatory of the company along with the seal of the firm.
- In case of non-submission of the CV, Zero mark will be given in the respective category.

Signature of Bidder with Seal

Signature of Tenderer

Signature of NBCC

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ANNEXURE-VIII (B)

Format of Curriculum Vitae (CV) For On-Roll Manpower

- Proposed Position: _____
- Name: _____
- Date of Birth: _____
- Nationality: _____
- Designation: _____
- Total years of Experience: _____
- Period of employment with the Firm: _____
- Council of Architecture registration details (Reg. no. & validity):(if applicable) _____
- Membership details of other Professional Societies (if any): _____

Colour Photo
of the
Personnel

- Language:
(Include proficiency in speaking, reading and writing each language by a degree of Excellent/ Good/ Fair/ Poor)

Language	Speaking	Reading	Writing

- Educational Qualifications:
(Summarize College/ University and other specialized education giving names of college/ institution, year of passing and degrees obtained)

Year of Passing	Degree/ Diploma/ any other specialization	Division (First/ second/ third class)	College/ University

- Employment Record & Experience:
(Starting with present position, list in reversed order, every employment held since graduation, giving dates, names of employing organization, title of position held, responsibilities held during the experience period and the project brief including location, cost, duration of assignment, etc.)

S.N .	Period of employment	Name of Employing Organisation and contact information for reference (Name, Tel., email)	Name of Project and client details	Roles and Responsibilities held		
				Role (Pick any one out of below options) (Architect/ Structural Engineer/ Electrical Engineer/ PHE Consultant/ HVAC consultant/ Fire system expert/ Green Building Design Consultant/ Interior Design Consultant/ Landscape or	Duration of assignment	Description of responsibilities as per given role

Signature of Tenderer

Signature of NBCC

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				Horticulture Consultant)		
1.			Project 1	Role 1:		
				Role 2:		
			Project 2			

Declaration:

I, the undersigned, hereby certify that, to the best of my knowledge and belief, the information provided above, correctly describe my qualification, my experience and my personal details.

Date: _____

Place: _____

Signature of employee/ personnel

Declaration:

I undertake that all the information provided above is true and correct, and I am fully aware that any misstatement or providing false or incorrect information may result in forfeiture of EMD, disqualification of the firm from the tender process and/ or placement under Holiday list as per NBCC Policy.

**Sign of Authorized Official from the firm
and seal of the firm**

Note: Each page of the CV shall be signed in ink by both the individual and the authorized representative of the firm.

Signature of Tenderer

Signature of NBCC

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ANNEXURE-IX

Tender for:

MANDATORY INFORMATION DOCUMENTS:

DETAILS OF SIMILAR WORKS EXECUTED in JV (if any)

S. No	Name of Work and its location	Name of Clients	Name of JV member	Bidder's Share % in JV	Type of Work i.e. Residential/ Non-Residential Building	Date and Certificate No. of Completion Certificate	Date of Start	Date of Completion	Cost of project Work on completion	Reference. & Page No. of Documentary Proof	
1											
2											
3											
	Details of Work Experience pertaining to Additional Qualifying Criteria as per NIT (if any)										Additional Criteria Details (if any)
4											
5											

If any detail is not mentioned in the Work Completion Certificate, documentary proof of detail is to be submitted and uploaded on Tender Website along with the Completion Certificate.

Signature of Bidder with Seal

Signature of Tenderer

Signature of NBCC

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ANNEXURE-X

Name of Bidder-----

TURN OVER FOR LAST THREE YEARS

I. Financial Analysis:

S. N.	Particulars	1st FY Rs. (In Lacs)	2nd FY Rs. (In Lacs)	3rd FY (Last day of preceding Financial Year) Rs.(In Lacs)	Average Annual Turnover (Enhanced) Rs.(In Lacs)
					(a+b+c)/3
i.	Annual Turnover for the Financial Year (FY)*				
ii.	Enhanced Annual Turnover figures at simple interest of 7% per annum.	a	b	c	

* As per audited balance sheet

- II. The annual financial turnover considered above is the Revenue from operations (excluding income from other sources) as per audited standalone statement of Profit & Loss.
- III. Summarised page of Audited Profit & Loss Account and Audited Balance Sheet of previous three Financial Years duly certified by the statutory auditor (of preceding financial year), have been enclosed.
- IV. It is hereby confirmed that, _____ (name of auditor) is the appointed statutory auditor for the preceding Financial year i.e. F.Y. _____.
- V. It is hereby confirmed that the Balance sheet for the preceding financial year i.e. F.Y. _____ has actually not been audited/ or under finalisation so far.
(Delete/strikeout this para, if not applicable)

**Signature of
Statutory Auditor with Seal**

**Signature of the Bidder
with Seal**

**Membership No.
UDIN :**

ANNEXURE-XI

TDS DETAILS FOR PRIVATE SECTOR PROJECTS

S. No.	Name of work	Name of Clients	Project Cost in Crores	Ref. No. and Date of issue of Completion Certificate	Cost of the work on completion in crores	Total Consultancy Fee for the Project In Lakhs	Payments received as per TDS in Lakhs	TDS Corresponding to the payments	Year wise TDS as per Form-26AS relating to the work
1.									
2.									
3.									
4.									
5.									
6.									

Note: Value of Work done will be considered commensurate with TDS Certificates

In case of multiple contracts undertaken from a Client, details of TDS/Form 26AS for each work mentioned above need to be segregated and given separately.

This form needs to be supported with Form-26AS taken in HTML Format or Form-16A

Signature of Bidder with Seal

Signature of Chartered Accountant with Stamp and Membership Number:

UDIN:

Signature of Tenderer

Signature of NBCC

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ANNEXURE XII

Details of Associate Consultants

S. No.	Description	Details
1	Structural Consultant	
2	Façade Designer	
3	Interior Designer	
4	Electrical Consultant	
5	Plumbing & Fire Consultant	
6	Acoustic Consultant	
7	Traffic & Parking Consultant	
8	Environment Consultant	
9	Green Building Consultant	
10	Lighting Consultant	
11	HVAC Consultant	
12	Landscape Consultant	
13	Audio Visual Consultant	
14	I.T. System Consultant	
15	Consultant for any other special Work	

Declaration:

I have read the clause regarding restrictions on procurement from a bidder of a country which shares a land border with India and on sub-contracting to contractors/ consultants from such countries;

I certify that the above listed agencies are not from such a country or, if from such a country, has been registered with competent authority and they will not sub-contract their work to any consultant in violation of the said guidelines.

Signature of Applicant with seal

Signature of Tenderer

Signature of NBCC

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ANNEXURE -XIII

GST Registration Details

Sr. No.	Consultant / Vendor Details	
1	Entity Name	
2	Address (As per registration with GST)	
3	City	
4	Postal Code	
5	Region/ State (Complete state Name)	
6	Permanent Account Number	
7	GSTN/ ARN/ UID/ Provisional ID No. (Copy of Acknowledgement required)	
8	Type of Business (As per registration with GST)	
9	Service Accounting Code/ HSN Code	
10	Contact Person	
11	Phone Number and Mobile Number	
12	E-mail ID	
13	Compliance Rating (If updated by GSTN)	

Signature of Applicant with seal

Signature of Tenderer

Signature of NBCC

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Annexure - XIV

Proforma for Details of Client Organization in respect of Work Experience Certificates

(Details to be provided by the Bidder in respect of the work Experience Certificates submitted along with the Tender)

Details of client organization							
Sl. No.	Name of the Work	Name and Designation of the Experience certificate issuing authority with phone/contact number and working e-mail ID	Name, phone/contact number and working e-mail ID of the highest authority heading the project	Name of Head of the organization	Complete Postal address	E-mail ID	Phone no.
1.							
2.							
3.							

Seal and Signature of Bidder

Signature of Tenderer

Signature of NBCC

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A Navratna CPSE

NBCC (INDIA) LIMITED

(A Government of India Enterprise)

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