



## भारतीय रिज़र्व बैंक संपदा कक्ष, भायखला

### बैंक के सांताक्रूज स्टाफ और अधिकारियों के क्वार्टर में इलेक्ट्रिक मीटर बोर्डों का वायरिंग एवं एमसीबी आदि के साथ प्रतिस्थापन

भारतीय रिज़र्व बैंक, मुंबई उपरोक्त कार्य के लिए ₹5 लाख से ₹10 लाख के बीच की लागत वाले कार्यों के लिए भारतीय रिज़र्व बैंक, संपदा कार्यालय, फोर्ट, मुंबई के पैनल में शामिल इलेक्ट्रिकल कार्यों से संबंधित ठेकेदारों से ई-निविदा मोड द्वारा दो-भागीय निविदा आमंत्रित करता है। निविदा एमएसटीसी लिमिटेड के ई-निविदा पोर्टल के माध्यम से की जाएगी। सभी इच्छुक पात्र सूचीबद्ध ठेकेदारों को निविदा प्रक्रिया में भाग लेने के लिए एमएसटीसी लिमिटेड पर स्वयं को पंजीकृत करना होगा।

### निविदा की अनुसूची

|   |  |
|---|--|
| कार्य का नाम  | बैंक के सांताक्रूज स्टाफ और अधिकारियों के क्वार्टर में इलेक्ट्रिक मीटर बोर्डों का वायरिंग एवं एमसीबी आदि के साथ प्रतिस्थापन  |
| ई-निविदा नं.  | RBI/Mumbai Regional Office/Estate/56/24-25/ET/252  |
| निविदा का माध्यम  | ई-खरीददारी प्रणाली- (ऑनलाइन भाग I – टेक्नो वाणिज्यिक बोली एवं भाग II कीमत बोली<br><a href="https://www.mstcecommerce.com/eprocn/">https://www.mstcecommerce.com/eprocn/</a> ) के माध्यम से |
| अनुमानित लागत   | <b>₹6.60 लाख</b>   |
| पार्टियों द्वारा डाउनलोड हेतु NIT उपलब्ध होने की तारीख (निविदा दिखने का समय)                    | 25.07.2024 को शाम 05:00 बजे से   |
| बोली पूर्व बैठक   | लागू नहीं।   |
| बयाना जमा   | लागू नहीं।   |
| निविदा शुल्क  | शून्य निविदा शुल्क   |
| बयाना राशि जमा करने की अंतिम तिथि   | लागू नहीं।   |
| ऑनलाइन टेक्नो वाणिज्यिक बोली एवं कीमत बोली प्रस्तुत करने हेतु ई-निविदा के प्रारम्भ होने की तिथि | 25.07.2024 को शाम 05:00 बजे से   |
| ऑनलाइन टेक्नो वाणिज्यिक बोली एवं कीमत बोली प्रस्तुत करने की अंतिम दिनांक                        | 22.08.2024 को अपराह्न 02:00 बजे तक   |
| भाग-I को खोलने की तिथि व समय (टेक्नो वाणिज्यिक बोली)  | 22.08.2024 को अपराह्न 03:00 बजे<br>निविदा भाग-I खोलने का स्थान: संपदा कक्ष, भायखला, मुंबई-400008   |
| भाग-II (मूल्य बोली) खोलने की तिथि और समय  | भाग-II खोलने की तिथि और समय पात्र विक्रेताओं को बाद में सूचित किया जाएगा।  |

|              |   |
|--------------|---|
| लेनदेन शुल्क | एमएसटीसी लिमिटेड के पक्ष में एमएसटीसी भुगतान गेटवे/एनईएफटी/आरटीजीएस के माध्यम से एमएसटीपी के अनुसार |
|--------------|---|

2. बैंक न्यूनतम निविदा को स्वीकार करने के लिए बाध्य नहीं है और किसी भी निविदा को पूर्ण या आंशिक रूप से स्वीकार करने का अधिकार सुरक्षित रखता है। बैंक बिना कोई कारण बताए सभी निविदाओं को अस्वीकार करने का अधिकार भी सुरक्षित रखता है।

3. भविष्य में जारी निविदा में कोई भी संशोधन / शुद्धिपत्र, यदि कोई हो, केवल ऊपर दी गई आरबीआई वेबसाइट और एमएसटीसी वेबसाइट पर अधिसूचित किया जाएगा और समाचार पत्र में प्रकाशित नहीं किया जाएगा।

**क्षेत्रीय निदेशक  
भारतीय रिज़र्व बैंक  
मुंबई**



**Reserve Bank of India**

**Estate Cell, Byculla, Mumbai**

**Replacement of electric meter boards along with its wiring, MCBs etc. at Bank's Staff and Officers' Quarters, Santacruz**

**(Part -I)**

**Technical & commercial**

**E-Tender No. - RBI/Mumbai Regional Office/Estate/56/24-25/ET/252**

**Name of Bidder**\_\_\_\_\_

**Address** \_\_\_\_\_

\_\_\_\_\_

**Last Date of Submission:      August 22, 2024 by 2:00 PM**

**RESERVE BANK OF INDIA**  
**ESTATE CELL, BYCULLA**

**Replacement of electric meter boards along with its wiring, MCBs etc. at Bank's Staff and Officers' Quarters, Santacruz Contents**

| <b>Sr. No.</b> | <b>Subject</b>                              | <b>Page No.</b> |
|----------------|---|-----------------|
| <b>1</b>       | Section I - Form of Tender                  | 14              |
| <b>2</b>       | Section II - Articles of Agreement          | 16              |
| <b>3</b>       | Section III – General terms and Conditions  | 22              |
| <b>4</b>       | Section IV – Approved makes of the material | 24              |
| <b>5</b>       | Section V - Unpriced Bill of Quantity       | 25              |

## **DISCLAIMER**

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

The information is not intended to be exhaustive. Interested parties are required to make their own inquiries and respondents will be required to confirm in writing that they have done so and they do not rely only on the information provided by Reserve Bank of India in submitting the e-tender. The information is provided on the basis that it is non – binding on Reserve Bank of India or any of its authorities or agencies or any of their respective officers, employees, agents or advisors.

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



**Reserve Bank of India  
Estate cell, Byculla**

**Replacement of Electric Meter Boards along with its wiring, MCBs etc. at Santacruz Staff and Officers' Quarters**

Reserve Bank of India, Mumbai invites two-part tender by e-tender mode from the contractors empaneled with Reserve Bank of India, Estate Office, Fort, Mumbai in category of Electrical Works between ₹5 Lakh to ₹10 Lakh for the captioned work. The tendering would be done through the e-Tendering portal of MSTC Ltd (<https://www.mstcecommerce.com/eprocn/>). All interested eligible empaneled contractors must register themselves with MSTC Ltd through the above-mentioned website to participate in the tendering process.

**SCHEDULE OF TENDER (SOT)**

|   |   |
|---|---|
| Name of Work  | Replacement of Electric Meter Boards along with its wiring, MCBs etc. at Bank's Staff and Officers' Quarters, Santacruz   |
| e-Tender no   | RBI/Mumbai Regional Office/Estate/56/24-25/ET/252   |
| Mode Of Tender  | e-Procurement System<br>(Online Part I - Techno-Commercial Bid and Part II - Price Bid through<br>( <a href="https://www.mstcecommerce.com/eprocn/">https://www.mstcecommerce.com/eprocn/</a> ) |
| Tender Value (Estimate Cost)  | Rs. 6.60 Lakh   |
| Date of NIT available to parties to download  | On 25.07.2024 from 05:00 PM onwards   |
| Tender Fees   | Nil   |
| Pre-Bid meeting   | NA  |
| Earnest Money Deposit   | NA  |
| Last date of submission of EMD  | NA  |
| Date of Starting of e-Tender for submission of online Techno-Commercial Bid and price Bid at<br><a href="https://www.mstcecommerce.com/eprocn/">https://www.mstcecommerce.com/eprocn/</a> | On 25.07.2024 from 05:00 PM onwards   |
| Date of closing of online e-tender for submission of Techno-Commercial Bid & Price Bid  | 02:00 PM on 22.08.2024  |
| Date & time of opening of Part-I (i.e. Techno-Commercial Bid)   | At 03:00 PM on 22.08.2024 at Estate Cell, Byculla, Mumbai 400008  |
| Part-II Price Bid: Date of opening of Part II i.e. price bid shall be informed separately   | The date and time of opening of Part-II (Price Bid) shall be intimated to the eligible vendors subsequently)  |
| Transaction Fee   | Payment of transaction fee through MSTC payment gateway/NEFT/RTGS in favour of MSTC LIMITED   |

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

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

Regional Director  
Reserve Bank of India,  
Mumbai



## भारतीय रिज़र्व बैंक संपदा कक्ष, भायखला

**बैंक के स्टाफ एवं अधिकारी क्वार्टर, सांताक्रूज, मुंबई में बिजली के मीटर बोर्डों और उसकी वायरिंग, एमसीबी आदि को बदलने का कार्य**

भारतीय रिज़र्व बैंक, मुंबई उपरोक्त कार्य के लिए ₹5 लाख से ₹10 लाख के बीच की लागत वाले कार्यों के लिए भारतीय रिज़र्व बैंक, संपदा कार्यालय, फोर्ट, मुंबई के पैनल में शामिल इलेक्ट्रिकल कार्यों से संबंधित ठेकेदारों से ई-निविदा मोड द्वारा दो-भागीय निविदा आमंत्रित करता है। निविदा एमएसटीसी लिमिटेड के ई-निविदा पोर्टल के माध्यम से की जाएगी। सभी इच्छुक पात्र सूचीबद्ध ठेकेदारों को निविदा प्रक्रिया में भाग लेने के लिए एमएसटीसी लिमिटेड पर स्वयं को पंजीकृत करना होगा।

### निविदा की अनुसूची

|   |   |
|---|---|
| कार्य का नाम  | बैंक के स्टाफ एवं अधिकारी क्वार्टर, सांताक्रूज, मुंबई में बिजली के मीटर बोर्डों और उसकी वायरिंग, एमसीबी आदि को बदलने का कार्य   |
| ई – निविदा नं.  | RBI/Mumbai Regional Office/Estate/56/24-25/ET/252   |
| निविदा का माध्यम  | ई-खरीददारी प्रणाली- (ऑनलाइन भाग I – टेक्नो वाणिज्यिक बोली एवं भाग II कीमत बोली ( <a href="https://www.mstcecommerce.com/eprocn/">https://www.mstcecommerce.com/eprocn/</a> ) के माध्यम से |
| अनुमानित लागत   | <b>₹ 6.60 लाख</b>   |
| पार्टियों द्वारा डाउनलोड हेतु NIT उपलब्ध होने की तारीख (निविदा दिखने का समय)                    | 25.07.2024 को शाम 05:00 बजे से  |
| बोली पूर्व बैठक   | लागू नहीं।  |
| बयाना जमा   | लागू नहीं।  |
| निविदा शुल्क  | शून्य निविदा शुल्क  |
| बयाना राशि जमा करने की अंतिम तिथि   | लागू नहीं।  |
| ऑनलाइन टेक्नो वाणिज्यिक बोली एवं कीमत बोली प्रस्तुत करने हेतु ई-निविदा के प्रारम्भ होने की तिथि | 25.07.2024 को शाम 05:00 बजे से  |
| ऑनलाइन टेक्नो वाणिज्यिक बोली एवं कीमत बोली प्रस्तुत करने की अंतिम दिनांक                        | 22.08.2024 को अपराह्न 02:00 बजे तक  |
| भाग –I को खोलने की तिथि व समय (टेक्नो वाणिज्यिक बोली)   | 22.08.2024 को अपराह्न 03:00 बजे<br>निविदा भाग-I खोलने का स्थान: संपदा कक्ष, भायखला, मुंबई- 08   |
| भाग- II (मूल्य बोली) खोलने की तिथि और समय   | भाग-II खोलने की तिथि और समय पात्र विक्रेताओं को बाद में सूचित किया जाएगा।   |
| लेनदेन शुल्क  | एमएसटीसी लिमिटेड के पक्ष में एमएसटीसी भुगतान गेटवे/एनईएफटी/आरटीजीएस के माध्यम से एमएसटीपी के अनुसार   |

2. बैंक न्यूनतम निविदा को स्वीकार करने के लिए बाध्य नहीं है और किसी भी निविदा को पूर्ण या आंशिक रूप से स्वीकार करने का अधिकार सुरक्षित रखता है। बैंक बिना कोई कारण बताए सभी निविदाओं को अस्वीकार करने का अधिकार भी सुरक्षित रखता है।

3. भविष्य में जारी निविदा में कोई भी संशोधन / शुद्धिपत्र, यदि कोई हो, केवल ऊपर दी गई आरबीआई वेबसाइट और एमएसटीसी वेबसाइट पर अधिसूचित किया जाएगा और समाचार पत्र में प्रकाशित नहीं किया जाएगा।

**क्षेत्रीय निदेशक  
भारतीय रिजर्व बैंक  
मुंबई**

## **Important instructions for E-procurement**

Bidders are requested to read the terms & conditions of this tender before submitting your onlinetender.

### **1 Process of e-Tender:**

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

**SPECIAL NOTE:** THE TECHNICAL BID AND THE COMMERCIAL BID

HAVE TO BE SUBMITTED ON-LINE AT <https://mstcecommerce.com/eprocn/>

1). Vendors are required to register themselves online with <https://mstcecommerce.com/eprocn/>

→ e-Procurement

→ PSU/Govt depts → Select RBI Logo → Register as Vendor → Filling up details and creating own userid and password → Submit.

2). Vendors will receive a system generated mail confirming their registration in their email which has been provided during filling the registration form. In case of any clarification, please contact RBI/MSTC, (before the scheduled time of the e-tender).

### **Contact person (RBI, Estate Cell, Byculla, Mumbai):**

1. Soniya Gangurde (Manager) - 9870599254 ([sgangurde@rbi.org.in](mailto:sgangurde@rbi.org.in))
2. A.B.Patil (Asst. Manager-Tech) - 9912223053 ([abpatil@rbi.org.in](mailto:abpatil@rbi.org.in))
3. Amit Kumar Shukla (AM) - 7985417169 ([shuklakamit@rbi.org.in](mailto:shuklakamit@rbi.org.in))
4. Harshal Patel (JE-Elec) - 8155881595([harshalpatel@rbi.org.in](mailto:harshalpatel@rbi.org.in))

### **Contact person (MSTC Ltd):**

#### **Contact person (MSTC):**

1. Mr. Sushil Nale, Asst. Manager – [sushil@mstcindia.co.in](mailto:sushil@mstcindia.co.in) Mobile- 09987758430
2. Ms Archana, Asst. Manager- [archana@mstcindia.co.in](mailto:archana@mstcindia.co.in) Mobile- 09990673698
3. Ms. Rupali Pandey, Executive- [rpandey@mstcindia.co.in](mailto:rpandey@mstcindia.co.in) Ph- 022 22886268
4. Mr. Tejas V, Executive [tejasv@mstcindia.co.in](mailto:tejasv@mstcindia.co.in) Ph-022 22822789 Google hangoutID- (for text chat)- [mstceproc@gmail.com](mailto:mstceproc@gmail.com)
5. Technical support staff – 022-22870471  
Email: [helpdesk@mstcindia.co.in](mailto:helpdesk@mstcindia.co.in)

2

**B) System Requirement:**  
**If MSTC portal opened in Internet explorer**

- i) Windows 7 or above Operating System.
- ii) IE-9 and above Internet browser. Latest Java Version (JRE- Windows X86 offline) software to be downloaded and installed in the system.

**System settings**

- a) Pop-up blocker to be turned off – System path is: Tools → Pop-up blocker → Turn off Pop-up Blocker
- b) Java plugin is to be **enabled**- System path is: Tools → Manage add-ons → Under “Tool bars and extensions” check if Java plug-in are enabled or not. If not enabled, click on each option under “Oracle America, Inc.” and at the bottom you will find an option to enable them.  
Under Compatibility view settings add “<https://mstcecommerce.com/eprocn/>”.  
Compatibility view settings can be seen under “Tools”.
- c) In the path: Tools → Internet Options → in “General” Tab, click “settings” and choose option “Every time I visit the webpage”.
- d) In the path: Tools → Internet Options → in “General” Tab, click “Delete” option and window by name “Delete Browsing History” pops up. In this window, mark the following check boxes
  - Preserve Favourites website data
  - Temporary Internet files and website files
  - Cookies and website data
  - History
  - Download HistoryAnd click on delete.
- e) In the path: Tools → Internet Options → in “Security” Tab, select Internet → Uncheck the Enable protected mode → click on custom level → Enable 1) all the ActiveX Controls and plug-ins 2) Access data source across domains 3) Allow status bar for updates via script 4) Scripting of JAVA applets. Select Disable for ‘Use Pop up Blocker’ and click ‘OK’.
- f) In the path: Tools → Internet Options → in “Security” Tab, select Trusted sites, then click ‘Sites’. Here, please add “<https://mstcecommerce.com/eprocn/>” by clicking button ‘Add’. Please ensure the check box ‘Require server verification (https:) for all sites in this zone’ is unchecked. After, please close the box. Further, the ‘Enable Protected Mode’ has to be unchecked.
- g) In the path: Tools → Internet Options → in “Security” Tab, select Trusted sites → click custom level → enable 1) all the ActiveX Controls and plug-ins 2) Allow status bar for updates via script 3) Scripting of JAVA applets. Select Disable for ‘Use Pop up Blocker’.

Once above settings are done, please click on ‘Apply’ followed by ‘Ok’ and close the browser. **JAVA DOWNLOAD AND SETTINGS**

- a) Click on ‘JAVA Download’ link in “<https://www.mstcecommerce.com/eprocn/>” and download ‘Windows X86 Offline’ file of latest JRE.
- b) Open the ‘Control Panel’ of your system and make sure the display is viewed by ‘Large Icons’.

c) Click on 'JAVA (32 bit)'. Click on the tab 'Security'. Please ensure the JAVA content is enabled for browser by checking the box. The security level for the application to be kept 'High'. Add the website <https://mstcecommerce.com/eprocn/> by clicking on 'Add' and enter the URL in the location box. Once website is added, close the box. Next, go to 'Advanced' tab and choose Java console as 'Show console'. Under advanced security settings, enable the check box for all TLS and uncheck the SSL 2.0

## **If MSTC portal opened in Edge**

Below settings are specific to computers using Windows 10 and 11, with default Browser as Microsoft Edge.

### **Settings required:**

1. Windows Version check
2. Java check. Download and Settings.
3. Adding of Trusted Site
4. Settings in Edge.

Once all above mentioned 4 settings are done, you will be able to access MSTC e-Portal without any issue.

Details of Each setting is as below:

1. **Windows Version check:** The computer must have latest version of Windows 10 or 11. This can be checked by going to settings menu in Windows bar → In settings, please navigate to Update and Security Tab → In the Windows update menu please ensure that no updates are pending and latest version of windows is Installed. In case of any pending updates, please download and install them.
2. **Java check:** Java 32 Bit Version must be installed on the system.
  - a. To check if the computer already has Java installed, please go to Windows menu and search for Java, if Java is installed the Option to Configure Java will be visible.
  - b. If it is not visible, then open any search engine and search for Java 32 Bit download. Then open the link from [www.java.com](http://www.java.com). On the page that opens, find Windows offline version and download the same. Please do not download the 64-bit system (even if your system is 64 bit, as the application requirement is 32 bit Java. If a system has both 32-bit Java and 64 bit installed, that will also work).
  - c. Once this is downloaded, please install it. Once installed, open Configure Java Menu, by going to Windows menu and search for Java. Click on configure Java to open it.
  - d. In the Configure Java menu (as shown below), click on the Security Tab. In the security Tab:
    - i. Ensure that Enable Java Content for Browser is ticked.
    - ii. Ensure that Security Level is set to High
  - e. In the exception site list, the MSTC website <https://www.mstcecommerce.com> has been added. Next Click on the advanced tab and do the following settings:
    - i. Java Console: Show Console
    - ii. Shortcut creation: Always Allow
    - iii. JNLP File/MIME Association: Always Allow
    - iv. Application Installation: Install if Hinted
    - v. Execution Environment Security Settings: Tick all boxes
    - vi. Mixed code (sandboxed vs. trusted) security verification: Disable Verification

- vii. Perform signed code certificate revocation checks on: Do not Check
- viii. Perform TLS certificate revocation checks on: Do not Check
- ix. Advanced Security Settings: All allow, except "Enable the operating system's restricted environment".
- f. Click on Apply button and then click on 'OK' to close the Java window.

### **3.Adding of Trusted Site:**

- a. Please go to Windows menu and search for Control Panel. Click Control Panel to open it.
- b. In the Control panel, use the search pane on the right side, to search for Internet Options.
- c. Open Internet Options and click on General Tab
- d. In the section for Browsing History click on Settings tab and select "Every time I visit the webpage". Click on Ok
- e. Then open the Security Tab and click on Trusted Sites. This will enable the Sites Button:
- f. Click on the sites button as add <https://www.mstcecommerce.com> to Trusted Sites list. After adding click on Close button
- g. While the Trusted Site zone is selected, click on Custom Level, so that security settings for Trusted sites can be updated
- h. In the Security Settings window Scroll down to ActiveX Controls and plugins. Here select the following options
  - i. Allow Active X filtering: Disable
  - ii. Allow previously unused Active X controls to run without Prompt: Enable
  - iii. Allow Scriptlets: Enable
  - iv. Allow Prompting for Active X controls: Enable
  - v. Binary and Script behavior: Enable
  - vi. Display video and animation on webpage: Enable
  - vii. Download Signed Active X controls: Enable
  - viii. Download Unsigned Active X controls: Enable
  - ix. Initialize and script Active X controls not marked as safe for script: Enable
  - x. Only Allow approved domains to use Active X without Prompt: Enable
  - xi. Run Active X Controls and plugins: Enable
  - xii. Run Antimalware software on Active X controls: Disable
  - xiii. Script Active X controls marked safe for scripting: Enable

i. In the same screen, scroll down to Miscellaneous and specifically change the following settings (do not change any other settings on this page): i. Access Data Sources across Domains: Enable — ii. Display Mixed Content: Enable

— iii. Include Local Directory Path when uploading files to Server: Enable

— iv. Launching applications and unsafe files: Enable

— v. Launching Programs and files in IFRAME: Enable

— vi. Navigate windows and frames across different domains: Enable

— vii. Use Pop up blocker: Disable

— viii. Use Windows Defender SmartScreen: DisablePress

Ok to Close window.

j. Press Apply to apply these settings and Ok to close window.

#### **4. Settings in Edge:**

a. Open Edge Browser

b. Click on tools on the right hand side and select 'Settings' button

c. In the settings menu click on Default Browser

d. In the page that opens, select Let Internet Explorer open sites in Microsoft Edge as Always

e. In the next section, i.e., Allow sites to be reloaded in Internet Explorer mode as Allow

f. Open a new Tab and open MSTC e-Bidding Site. After the site has been opened, click on settings menu on the right side and click on the button reload in Internet Explorer mode

g. The page will reload and pop up will open to open this page in Internet Explorer mode next time. This will ensure that the page auto loads in Internet Explorer mode from the next time. This pop up can also be opened by clicking on "e" button on the left side of URL.

You may note that if a new page is opened in Edge, it will be required to be reloaded in Internet Explorer mode once again and added to the pop up (as shown above) so that it auto loads in Internet Explorer mode subsequently.

#### **Special Note towards Transaction fee:**

The vendors shall pay the transaction fee using "**Transaction Fee Payment**" link in the vendor login. The vendors have to select the particular tender from the event dropdown box. The vendor may choose their preferred mode of payment and remit the transaction fee to MSTC. Transaction fee is non-refundable. A vendor will not have the access to online e-tender without making the payment towards transaction fee. Bidders are advised to remit the transaction fee well in advance before the closing time of the event so as to give themselves sufficient time to submit the bid.

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

|          |  |
|----------|--|
|          | <p><b><u>Bidding in e-Tender:</u></b></p> <ul style="list-style-type: none"> <li>a) The process involves Electronic Bidding for submission of 'Techno-Commercial Bid' and 'Price Bid'.</li> <li>b) The vendor(s) who have submitted transaction fee can only submit their Bids.</li> <li>c) The vendor should have running JAVA application. This exercise has to be done immediately after opening of Bid floor. Then they have to fill up Common terms / Commercial specifications and save the same. After that, they should click on the</li> <li>d) 'Techno-Commercial Bid'. If this JAVA application does not run, then the vendor will not be able to save / submit his 'Techno-Commercial Bid'. After filling the 'Techno Commercial Bid', vendors must click 'save' for recording the same. Once the 'Price Bid' link becomes active and the details are filled up, vendors have to click on "save" to record the 'Price Bid'. After both the 'Techno-Commercial Bid' &amp; 'Price Bid' have been saved, vendor must click on the "Final submission" button to register the bids.</li> <li>e) In all cases, vendors are advised to use their own ID and Password along with DigitalSignature at the time of submission of their bids.</li> <li>f) During the entire e-tender process, the vendors will remain completely anonymous to one another and also to everybody else.</li> <li>g) The e-tender floor shall remain open from the pre-announced date &amp; time and for as much duration as mentioned in schedule of tender.</li> <li>h) All electronic bids submitted during the e-tender process shall be legally binding on the vendor. Any bid will be considered as the valid bid offered by that vendor and acceptance of the same by the 'Buyer' will form a binding contract between 'Buyer' and the 'Vendor' for execution of the work.</li> <li>i) It is mandatory that all the bids are submitted with Digital Signature Certificate otherwise the same will not be accepted by the system.</li> <li>j) 'Buyer' reserves the right to cancel or reject or accept or withdraw or extend the tender in full or part, without assigning any reason thereof.</li> <li>k) No deviation of the terms and conditions of the tender document is acceptable. Submission of bid in the e-tender floor by any vendor confirms his acceptance of terms &amp; conditions for the tender. Any order resulting from this tender shall be governed by the terms and conditions mentioned therein.</li> </ul> |
| <b>3</b> | <b><u>E-tender cannot be accessed after the due date and time mentioned in NIT.</u></b>  |
|          | <b><u>No deviation to the technical and commercial terms &amp; conditions are allowed.</u></b>   |
|          | The tender inviting authority has the right to cancel this e-tender or extend the due date of receipt of bid(s) without assigning any reason thereof.  |
|          | Vendors are requested to read the vendor guide and see the video in the page <a href="https://www.mstcecommerce.com">https://www.mstcecommerce.com</a> to familiarize them with the system before bidding.   |

### **Important Note**

In the Online price bid, due to number of words limitation of 1000 characters, complete description could not be accommodated and description given thereof is brief. Before quoting rates online, all the contractors must read the complete details of each item given in the un-priced bill of quantities (BOQ) given in Part-I of the tender document. For execution and rate purpose, the details given in Unpriced Bill of Quantities in Part-I of the tender document will be implemented.

**Section - I**  
**Form of Tender**

Regional Director,  
Reserve Bank of India,  
Estate Cell, Byculla Office,  
Mumbai- 400 008.

Dear Sir,

We have examined the specifications, drawings, designs and schedule of quantities relating to the works specified in memorandum hereinafter set out and having visited and examined the site of the works specified in the said memorandum having acquired the requisite information relating thereto as affecting the tender, we hereby offer to supply and execute the works specified in the said memorandum, within the time specified in the time memorandum, at the rates mentioned in the attached schedule of quantities and in all respects with the specifications, designs, drawings and instructions in writing referred to in conditions of tender, the Articles of 'Agreement, Special Conditions, Schedule of Quantities and Conditions of Contract and with such materials as are provided for by, and in all other respects in accordance with such conditions so far as they may be applicable.

**Memorandum**

|     |  |   |
|-----|--|---|
| (a) | Description of works   | Replacement of electric meter boards along with its wiring, MCBs etc. at Bank's Staff and Officers' Quarters, Santacruz |
| (b) | Estimated cost   | Rs. 6.60 Lakh   |
| (c) | Earnest Money  | Nil   |
| (d) | Time allowed for completion of the work from tenth day after the date of work order or handing over of flat. | The work shall be completed in one months period from the 14th day of issue of work order                               |
| (e) | Retention Money (₹.)   | 5% of the Contract Amount (to be deducted from each R.A. bill)  |

2. We also agree that our tender will remain valid for acceptance by the Bank for **90 days from the date of opening of tender Part-I** of the tender and this period of validity can be extended for such period as may be mutually agreed between the Bank and us in writing.
3. Should this Tender be accepted, I/we hereby agree to abide by and fulfil all the Terms and Conditions of the Tender and in default thereof, to forfeit and pay to you

or your successors, or assignees or nominees such sums of money as are stipulated in the conditions contained in the tender together with the written acceptance of the Contract.

4. I/We understand that you reserve the right to accept or reject any or all the tender either in full or in part without assigning any reason therefor. Should we fail to execute the Contract when called upon to do so, we do hereby agree that this sum shall be forfeited by the Reserve Bank of India.
5. The Tender is submitted in two parts as under:
- Part I shall have all commercial terms and conditions and technical particulars. Valid MSE registration certificate in case of EMD exemption.
  - Part II shall have the Price Bid in the Bank's Proforma.

Dated this \_\_\_\_\_ day of \_\_\_\_\_ 2024.

For and on behalf of M/s \_\_\_\_\_

\_\_\_\_\_  
(Signature with seal)

Name \_\_\_\_\_

Designation \_\_\_\_\_

Place \_\_\_\_\_

Date \_\_\_\_\_

(Certified true copy of the Power of Attorney of the above signatory should be enclosed).

Witnesses

1. Signature with \_\_\_\_\_  
name, address and \_\_\_\_\_  
date

2. Signature with name, address and date \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## Section II

### Article of Agreement

|   |  |
|---|--|
| <p>यह करार की शर्तें मुंबई में.....को एक पक्ष भारतीय रिजर्व बैंक जिसका केंद्रीय कार्यालय मुंबई में है इसके पश्चात जिसे नियुक्ता कहा गया है (और दूसरा पक्ष जिसे) है .....इसके बाद ठेकेदार कहा गया हैके बीच हुआ है। (</p>   | <p>ARTICLES OF AGREEMENT made..... the day of..... between the Reserve Bank of India, having its Central Office at Mumbai (hereinafter called "the Employer") of the one part and ..... (hereinafter called "the Contractor") on the other part.</p>   |
| <p>जबकि नियोक्ता बैंक के स्टाफ एवं अधिकारी कार्टर, सांतारूज, मुंबई में बिजली के मीटर बोर्डों और उसकी वायरिंग, एमसीबी आदि को बदलने का कार्य का इच्छुक है और किए जाने वाले कार्य का वर्णन करने वाले चित्र और विनिर्देश तैयार किए हैं और जबकि उक्त विनिर्देशों और मात्राओं की अनुसूची पर पार्टियों द्वारा या उनकी ओर से हस्ताक्षर किए गए हैं।</p>  | <p>WHEREAS The Employer is desirous of carrying out the <b>work Replacement of electric meter boards along with its wiring, MCBs etc. at Bank's Staff and Officers' Quarters, Santacruz</b> and has prepared drawing and Schedule of Quantities showing and describing the work to be done under the direction of Bank's Engineer AND WHEREAS the said specifications, the Schedule of Quantities and drawings have been signed by or on behalf of the parties hereto.</p>   |
| <p>और जबकि ठेकेदार यहां निर्धारित शर्तों और विशेष शर्तों में निर्धारित शर्तों और अनुबंध की मात्राओं और शर्तों की अनुसूची में संशोधित और दोनों पक्षों (सभी) द्वारा अंतिम रूप से स्वीकार किए अनुसार विषय कार्य को निष्पादित करने के लिए सहमत हो गया है। जिन्हें सामूहिक रूप से इसके बाद के "उक्त शर्तों" रूप में संदर्भित किया गया है, उक्त चित्रों पर दिखाए गए कार्य और या उक्त विशिष्टताओं में वर्णित हैं/ बराबर या ऐसी अन्य राशि जो इसके तहत देय होगी के रूप में "उक्त अनुबंध राशि" इसके बाद इसे)।(संदर्भित किया जाएगा</p> | <p>AND WHEREAS the Contractor has agreed to execute upon the subject work to the conditions set forth herein and to the conditions set forth in the special conditions and in the schedule of quantities and conditions of Contract as modified and finally accepted by both the parties ( all of which are collectively hereinafter referred to as "the said Conditions") the works shown upon the said drawings and/or described in the said Specifications and included in the Schedule of quantities at the respective rates therein set forth, amounting to the sum as therein arrived at or such other sum as shall become payable there under (<b>hereinafter referred to as "the said Contract Amount"</b>).</p> |
| <p>अब इस बात पर निम्न तरह से सहमति है-</p>  | <p><b>NOW IT IS HEREBY AGREED AS FOLLOWS -</b></p>   |
| <p>.1 उक्त शर्तों में निर्धारित समय और तरीके से भुगतान की जाने वाली उक्त अनुबंध राशि पर विचार</p>   | <p>.1 In consideration of the said Contract amount to be paid at the times and in the manner set forth</p>   |

|   |   |
|---|---|
| करते हुए, लेखा परीक्षक, उक्त शर्तों के अधीन, उक्त ड्राइंग पर दिखाए गए निर्दिष्ट विनिर्देशों और मात्राओं की अनुसूची और वर्णित कार्य को निष्पादित और पूरा करेगा।।   | in the said conditions, the Auditor shall, upon and subject to the said conditions, execute and complete the work shown upon the said drawings and described in the said specifications and the schedule of quantities.   |
| 2 नियोक्ता ठेकेदार को उक्त अनुबंध राशि या ऐसी अन्य राशि का भुगतान करेगा जो उक्त शर्तों में निर्दिष्ट समय और तरीके से देय होगी।  | 2 The Employer shall pay the Contractor the said Contract amount or such other sum as shall become payable at the times and in the manner specified in the said conditions.   |
| 3. उक्त शर्तों और उसके अनुबंधों को इस समझौते के भाग के रूप में पढ़ा और समझा जाएगा और संबंधित पक्ष क्रमशः उक्त शर्तों का पालन करेंगे, खुद को उक्त शर्तों के प्रति समर्पित करेंगे और अपनी ओर से उक्त शर्तों में क्रमशः समझौते का पालन करेंगे। | 3. The said Conditions and Annexures thereto shall be read and construed as forming part of this agreement and the parties hereto shall respectively abide by, submit themselves to the said conditions and perform the agreements on their part respectively in the said conditions contained. |
| 4. यहां उल्लिखित चित्र, समझौता और दस्तावेज़ इस अनुबंध का आधार बनेंगे।   | 4. The Plans, agreement and documents mentioned herein shall form the basis of this Contract.   |
| 5. यह अनुबंध न तो एक निश्चित एकमुश्त अनुबंध है और न ही टुकड़ाकार्य अनुबंध है-, बल्कि दरों की अनुसूची और संभावित मात्रा में निहित दरों पर या उक्त शर्तों में प्रदान की गई वास्तविक मापित मात्रा के अनुसार पूर्ण कार्य के लिए एक अनुबंध है।   | 5. This Contract is neither a fixed Lump sum Contract nor a Piece-work Contract but is a Contract for the complete work according to actual measured quantities at the rates contained in the Schedule of Rates and Probable quantities or as provided in the said Conditions.                  |
| .6 ठेकेदार उक्त शर्तों में निर्धारित तरीके से संबंधित सभी कार्यों को पूरा करने के लिए हर उचित सुविधा प्रदान करेगा, और ऐसे कार्यों के पूरा होने के बाद दीवारों, फर्शों आदि को हुए किसी भी नुकसान की भरपाई करेगा।                             | .6 The Contractor shall afford every reasonable facility for carrying out of all works relating to work in the manner laid down in the said conditions, and shall make good any damages done to walls, floors, etc., after the completion of such works.  |
| .7 नियोक्ता इस अनुबंध पर प्रतिकूल प्रभाव डाले बिना, अनुबंध की अवधि के दौरान किसी भी समय काम की किसी भी वस्तु को जोड़कर या हटाकर या उसके कुछ हिस्सों को पूरा करके काम की ड्राइंग और प्रकृति को बदलने का अधिकार सुरक्षित रखता है।             | .7 The Employer reserves to itself the right of altering the drawings and nature of the work by adding to or omitting any items of work or having portions of the same carried out at any time during the currency of Contract, without prejudice to this Contract.                             |

|   |  |
|---|--|
| <p>.8 समय को इस अनुबंध का सार माना जाएगा और लेखा परीक्षक उक्त शर्तों के अनुसार कार्य आदेश जारी होने के दिन/स्वीकृति के पत्र से काम शुरू करने और समय विस्तार के लिए प्रावधानों के अधीन <b>कार्य आदेश की तारीख के 14वें दिन से 01 महीने</b> के भीतर काम पूरा करने के लिए सहमत है।</p>   | <p>.8 Time shall be considered as the essence of this Contract and the Auditor hereby agrees to commence the work from the day of issue of work order/letter of acceptance as provided for in the said conditions and to complete the entire work <b>within 01 Month from 14th day of the date of work order</b> subject nevertheless to the provisions for the extension of time.</p>   |
| <p>.9 इस अनुबंध के तहत नियोक्ता द्वारा सभी भुगतान केवल भारतीय रिज़र्व बैंक, भायखला, मुंबई में किए जाएंगे।</p>   | <p>.9 All payments by the Employer under this Contract will be made only at Reserve Bank of India, Byculla, Mumbai.</p>  |
| <p>.10 इस समझौते से उत्पन्न होने वाले या किसी भी तरह से जुड़े सभी विवादों को मुंबई में उत्पन्न माना जाएगा और केवल मुंबई की अदालतों को ही इसे निर्धारित करने का अधिकार क्षेत्र होगा।</p>   | <p>.10 All disputes arising out of or in any way connected with this agreement shall be deemed to have arisen in Mumbai and only courts in Mumbai shall have jurisdiction to determine the same.</p>   |
| <p>.11 ठेकेदार कार्यस्थल पर यौन उत्पीड़न अधिनियम के प्रावधानों का पालन करेगा।</p> <p>a. बैंक परिसर के भीतर अपने कर्मचारी के खिलाफ यौन उत्पीड़न की किसी भी शिकायत के मामले में फर्म पूरी तरह से जिम्मेदार होगी। शिकायत भारतीय रिज़र्व बैंक द्वारा गठित क्षेत्रीय समिति के समक्ष दर्ज करायी जायेगी। बैंक शिकायत के संबंध उक्त के तहत उचित कार्रवाई सुनिश्चित करेगा।</p> | <p>.11 The contractor shall comply to the provisions of Prevention of Sexual Harassment at workplaces Act.</p> <p>a. The firm shall be solely responsible in case of any complaint of sexual harassment against its employee within the premises of the Bank. The complaint will be filed before the Regional Committee constituted by the Reserve Bank of India and Bank shall ensure appropriate action under the said Act in respect of the complaint</p> |
| <p>b. ठेकेदार के किसी भी पीड़ित कर्मचारी द्वारा बैंक / डी.आई.सी.जी.सी. के किसी भी कर्मचारी के खिलाफ यौन उत्पीड़न की किसी भी शिकायत पर बैंक द्वारा गठित क्षेत्रीय शिकायत समिति द्वारा संज्ञान लिया जाएगा।</p>  | <p>b. Any complaint of sexual harassment from any aggrieved employee of the contractor against any employee of the Bank / DICGC shall be taken cognizance of by the Regional Complaints Committee constituted by the Bank.</p>   |
| <p>c. यदि घटना में ठेकेदार के कर्मचारी शामिल हैं तो ठेकेदार किसी भी मौद्रिक मुआवजे के लिए जिम्मेदार होगा, जिसे भुगतान करने की आवश्यकता हो सकती है, उदाहरण के लिए, यदि ठेकेदार के कर्मचारी द्वारा यौन हिंसा साबित हो जाती है, तो बैंक के कर्मचारी को कोई मौद्रिक राहत।</p>   | <p>c. The firm shall be responsible for any monetary compensation that may need to be paid in case the incident involves the employees of the contractor, for instance any monetary relief to Bank's employee, if sexual violence by the Employee of the contractor is proved.</p>   |
| <p>d. ठेकेदार अपने कर्मचारियों को कार्यस्थल पर यौन उत्पीड़न की रोकथाम और संबंधित मुद्दों के बारे में शिक्षित करने के लिए जिम्मेदार होगा।</p>  | <p>d. The firm shall be responsible for educating its employees about prevention of sexual harassment at work place and related issues.</p>  |

|   |  |
|---|--|
| <p>e. ठेकेदार बैंक के परिसर में तैनात अपने कर्मचारियों की पूरी और अद्यतन सूची प्रदान करेगा।</p>   | <p>e. The firm shall provide a complete and updated list of its employees who are deployed within the Bank's premises.</p>   |
| <p>.12 ठेकेदार प्रत्यक्ष या अप्रत्यक्ष रूप से बैंक के बुनियादी ढांचे उपकरण आदि की किसी भी/सिस्टम/जानकारी, सामग्री और विवरण का खुलासा नहीं करेगा, जो इसके संबंध में अपने संविदात्मक दायित्वों के निर्वहन के दौरान ठेकेदार के कब्जे या जानकारी में आ सकता है। किसी भी तीसरे पक्ष के साथ समझौता, और इसे हर समय पूर्ण विश्वास में रखा जाएगा। ठेकेदार अनुबंध के विवरण को निजी और गोपनीय मानेगा, इसके तहत दायित्वों को पूरा करने या लागू कानूनों का अनुपालन करने के लिए आवश्यक सीमा को छोड़कर। ठेकेदार नियोक्ता की पूर्व लिखित सहमति के बिना किसी व्यापार या तकनीकी पेपर या अन्यत्र कार्यों के किसी भी विवरण को प्रकाशित, प्रकाशित करने की अनुमति या खुलासा नहीं करेगा। किसी भी गोपनीय जानकारी के प्रकटीकरण के परिणामस्वरूप नियोक्ता को होने वाले किसी भी नुकसान के लिए ठेकेदार नियोक्ता को क्षतिपूर्ति देगा। उपरोक्त का पालन करने में विफलता को ठेकेदार की ओर से अनुबंध का उल्लंघन माना जाएगा और नियोक्ता नुकसान का दावा करने और कानूनी उपाय अपनाने का हकदार होगा।</p> <p>ठेकेदार यह सुनिश्चित करने के लिए अपने कर्मचारियों के संबंध में सभी उचित कार्रवाई करेगा कि इस समझौते के तहत गोपनीय जानकारी का खुलासा न करने के दायित्व पूरी तरह से संतुष्ट हैं।</p> <p>गैर प्रकटीकरण और गोपनीयता के संबंध में- ठेकेदार के दायित्व समाप्ति के बाद भी बने रहेंगे।</p> | <p>.12 The Contractor shall not disclose directly or indirectly any information, materials and details of the Bank's infrastructure/systems/equipment's etc., which may come to the possession or knowledge of the Contractor during the course of discharging its contractual obligations in connection with this agreement, to any third party and shall at all times hold the same in strictest confidence. The Contractor shall treat the details of the contract as private and confidential, except to the extent necessary to carry out the obligations under it or to comply with applicable laws. The Contractor shall not publish, permit to be published, or disclose any particulars of the works in any trade or technical paper or elsewhere without the previous written consent of the Employer. The Contractor shall indemnify the Employer for any loss suffered by the Employer as a result of disclosure of any confidential information. Failure to observe the above shall be treated as breach of contract on the part of the Contractor and the Employer shall be entitled to claim damages and pursue legal remedies.</p> <p>The Contractor shall take all appropriate actions with respect to its employees to ensure that the obligations of non-disclosure of confidential information under this agreement are fully satisfied.</p> <p>The Contractor's obligations with respect to non-disclosure and confidentiality will survive the expiry.</p> |
| <p>यदि ऑडिटर एक साझेदारी या एक व्यक्ति है</p> <p>इसके साक्ष्य में, नियोक्ता और लेखा परीक्षक ने इन उपहारों के लिए अपनी साझेदारी या संबंधित हाथ निर्धारित किए हैं और ऊपर लिखे गए दिन और वर्ष के दो डुप्लिकेट अलगअलग हैं।-</p> <p>यदि ऑडिटर एक कंपनी है।</p> <p>इसके साक्ष्य में, नियोक्ता ने अपने विधिवत अधिकृत अधिकारी के माध्यम से इन कंपनी प्रस्तुतियों पर अपना हाथ रखा है और लेखा परीक्षक ने इसकी आम मुहर लगाई है और उक्त दो डुप्लिकेट को अपनी ओर</p>   | <p>If the Auditor is a partnership or an individual.</p> <p>IN WITNESS WHEREOF the Employer and the Auditor have set their partnership or an respective hands to these presents and two duplicates individual hereof the day and year first herein above written</p> <p>If the Auditor is a company</p> <p>IN WITNESS WHEREOF the Employer has set its hands to these company presents through its duly authorised official and the Auditor has caused its common seal to be affixed hereunto and the said two duplicates hereof to be executed</p>  |

|  |   |
|--|---|
| से निष्पादित करने के लिए कहा है, दिन और वर्ष पहले यहां लिखा गया है।  | on its behalf, the day and year first hereinabove written.  |
| भारतीय रिजर्व बैंक द्वारा हस्ताक्षरित और वितरित  | SIGNED AND DELIVERED by the Reserve Bank of India by the hand of  |
| श्री _____ के द्वारा   | Shri _____  |
| (नाम और पदनाम)   | (Name and Designation)  |
| इनकी उपस्थिति में -  | ..... In the presence of  |
| साक्षी -   | Witnesses –   |
| 1. _____   | 1. _____  |
| पता:   | Address:  |
| 2. _____   | 2. _____  |
| पता:   | Address:  |
| यदि भाग साझेदारी फर्म या व्यक्तिगत स्वामी है, तो सभी के द्वारा या सभी भागीदारों की तरफ से हस्ताक्षरित होना चाहिए                         | If the part is a partnership firm or any individual should be signed by all or on behalf of all the partners.             |
| ..... के द्वारा हस्ताक्षरित और वितरित किया गया था।<br>साक्षी<br>1).....<br>पता .....<br>.....<br>2) .....<br>पता .....<br>.....<br>..... | SIGNED AND DELIVERED BY<br>.....<br>Witnesses –<br>1).....<br>Address .....<br>.....<br>2) .....<br>Address.....<br>..... |

|   |  |   |  |
|---|--|---|--|
| दिनांक को .....<br>आयोजित बैठक में निदेशक   | यदि ठेकेदार ने आम मुहर के तहत हस्ताक्षर किये हैं, तो उस हस्ताक्षर का संस्था के अंतर्नियम में मुहर क्लॉज के साथ मिलान करना चाहिए। | THE COMMON SEAL OF<br><br>Was hereunto affixed pursuant to the resolutions passed<br><br>By its Board of Directors at the meeting held on<br><br>.....<br>.....<br>.....<br>..... | If the Contractor signs under its common Seal the signature clause should tally with their sealing clause in the Articles of Associations. |
| की उपस्थिति में<br><br>(1) .....<br>.....<br><br>(2) .....<br>.....<br>.....                                    | यदि ठेकेदार की तरफ से मुख्तारनामा प्राप्त व्यक्ति ने हस्ताक्षर किये हैं, चाहे वह कंपनी हो या कोई व्यक्ति                         | In the presence of<br><br>1. ....<br>....<br><br>2. ....<br>.....<br>....   | The Contractor is signing by the hand of power of attorney whether a company or individual.  |
| निदेशक जिन्होंने वहाँ मौजूद की उपस्थिति में इन प्रस्तुतों पर हस्ताक्षर किये हैं -<br><br>..... 1<br><br>..... 2 |  | Directors who have signed these presents in taken thereof in the presence of<br><br>(1) .....<br><br>(2) .....  |  |
| 2. _____  |  | 2. _____  |  |
| यदि ठेकेदार की तरफ से मुख्तारनामा प्राप्त व्यक्ति ने हस्ताक्षर किये हैं, चाहे वह कंपनी हो या कोई व्यक्ति        |  | If the Contractor is signed by the hand of Power of Attorney, whether of a company or an individual   |  |
| इनके द्वारा हस्ताक्षरित और वितरित--<br><br>इन के हाथ से ठेकेदार द्वारा<br>श्री _____<br><br>और विधिवत गठित वकील |  | SIGNED AND DELIVERED BY -<br><br>The Contractor by the hand of<br>Shri _____<br><br>and duly constituted attorney.  |  |



**Reserve Bank of India**  
**Estate Cell, Byculla Office**

**Quotation for replacement of meter boards along with its wiring, MCBs etc. at RBI Quarters, Santacruz**

**Section-III**

**General Terms & Conditions**

1. Quotations are invited for replacement of meter boards along with its wiring, MCBs, etc. at RBI Quarters, Santacruz, Mumbai.
2. Firm should visit the site before submitting the quotation to ascertain the site requirement.
3. Firm should carry out the work in co-ordination with the power supply company, M/s Adani Electricity Mumbai Ltd.
4. Firm has to liaison with M/s Adani Electricity Mumbai Ltd. to complete the work smoothly. This includes submission of required applications to M/s Adani, arranging inspection of the work by M/s Adani and taking required permissions from M/s Adani Electricity Mumbai Ltd.
5. Firm has to take up the work of replacement of one meter board along its wiring etc. at a time. After satisfactorily completion of replacement of one block's meter board, work of next block can be started. The work should be completed before 5.00 PM and the power supply should be restored by 5.00 PM.
6. Firm has to prepare the schedule for the work and should be submitted to the Bank one week before starting the work.
7. In case of any breakdown/fault in the work, firm should attend the same in coordination with M/s Adani Electricity within 4 hours after lodging the complaint.

8. Firm has to provide cable identification and tagging on all incoming and outgoing cables. Firm has to carry out proper dressing of all loose cables and wires.
9. Flatwise numbering should be given on the outgoing MCB of the respective flat.
10. Quantity of material given in the BOQ is indicative. It may increase or decrease as per the site requirement. Firm will be paid as per the actual quantity used.
11. Firm has to reinstall all other electrical installation on the meter board in good manner.
12. Work should be completed within one month from 14<sup>th</sup> day of the date of work order failing of which liquidated damages of 0.25 % of the contract value per week (maximum of 10%) will be deducted from the amount payable to the firm.
13. Rates quoted should be inclusive of all taxes, delivery of material at site, labour charges, loading-unloading etc.
14. Any damages caused to the Bank's property while carrying out the work shall be made good by the firm at their own cost.
15. Successful firm has to submit Earnest Money Deposit (EMD) @ 2 % of the quoted amount in the form of Irrevocable Bank Guarantee/ NEFT. EMD will be released after successful completion of the work without any interest on the same.
16. Bank reserves the right to accept / reject any or all the quotations without giving any reasons thereof.

**Payment Terms: -**

17. a) 95% of the total payment will be released after successful completion of the work.  
b) 5% of the total payment will be released after completion of one year's defect liability period.

I/We have understood the scope of the work, terms and conditions and have quoted rates accordingly. I/We shall comply with all the conditions of the Bank's quotation.

**Place:**

**Date:**

**Signature of Contractor with stamp**

**Approved make of Materials**

| <b><u>Sr.<br/>No.</u></b> | <b><u>Item Description</u></b>    | <b><u>Approved make</u></b> | <b><u>Make offered by the firm<br/>from approved list</u></b> |
|---------------------------|-----------------------------------|-----------------------------|---|
| 1                         | Power cable (armoured, FRLSH)     | Polycab, Finolex, RR Kabel, |   |
| 2                         | Brass Gland and Sockets (Al & Cu) | Dowell, Siemens, Comet      |   |
| 3                         | PVC Copper Wires (FRLSH Stranded) | Finolex, Polycab            |   |
| 4                         | MCB and encloser                  | Legrand, L&T                |   |

**Place:**

**Date:**

**Signature and seal of the Contractor**



Reserve Bank of India  
Estate Cell, Byculla

**Quotation for replacement of meter boards along with its wiring, MCBs etc. at RBI  
Quarters, Santacruz**

**Unpriced Bill of Quantity**

| Sr. No. | Description of Item   | Qty.     |
|---------|---|----------|
| 1.      | Supply and fixing of 95" x 60" x 18mm thick bison cement board to properly accommodate 17 electricity meters and MCBs etc. on it in consultation and in coordination with M/s.Adani Electricity Mumbai Ltd.<br>The rates should be inclusive of all taxes, required labors, hardwares, accessories and liasoning with M/s.Adani Electrcity Mumbai Ltd. to compete the work. | 15 Nos.  |
| 2.      | Supply and fixing of 60" x 50" x 18mm thick bison cement board to properly accommodate 15 electricity meters and MCBs etc. on it in consultation and in coordination with M/s.Adani Electricity Mumbai Ltd.<br>The rates should be inclusive of all taxes, required labors, hardwares, accessories and liasoning with M/s.Adani Electrcity Mumbai Ltd. to compete the work. | 1 Nos.   |
| 3.      | Supply and fixing of 70" x 40" x 18mm thick bison cement board to properly accommodate 9 electricity meters and MCBs etc. on it in consultation and in coordination with M/s.Adani Electricity Mumbai Ltd.<br>The rates should be inclusive of all taxes, required labors, hardwares, accessories and liasoning with M/s.Adani Electrcity Mumbai Ltd. to compete the work.  | 5 Nos.   |
| 4.      | Supply, installation and termination of 40 Amp C type DP MCB with enclosure for the outgoing supply.<br>The rates should be inclusive of all taxes, hardwares, required labors, accessories etc. required to complete the work.   | 294 Nos. |

**Place:**

**Date:**

**Signature of contractor with stamp**