



एकता नगर, मझगांव, मुंबई में अधिकारियों के लिए आवासीय फ्लैटों के निर्माण हेतु परियोजना प्रबंधन परामर्शदाता (पीएमसी) के चयन के लिए जमा आधार पर सीपीएसयू से प्रस्ताव हेतु अनुरोध (आरएफपी)

भारतीय रिजर्व बैंक, परिसर विभाग, केंद्रीय कार्यालय, मुंबई एकता नगर, मझगांव, मुंबई में अधिकारियों के लिए आवासीय फ्लैटों के निर्माण के लिए पीएमसी हेतु पात्र सीपीएसयू से ई-आरएफपी आमंत्रित करता है। बोलियां एमएसटीसी लिमिटेड (<https://www.mstcecommerce.com/eprocn>) के ई-टेंडरिंग पोर्टल के माध्यम से प्रस्तुत की जाएंगी। बोली प्रक्रिया में भाग लेने के लिए सभी पात्र और इच्छुक सीपीएसयू को उपर्युक्त वेबसाइट के माध्यम से एमएसटीसी लिमिटेड के साथ स्वयं को पंजीकृत करना होगा।

क्रमांक	विवरण	ब्यौरा
1	कार्य का नाम	एकता नगर, मझगांव, मुंबई में अधिकारियों के लिए आवासीय फ्लैटों के निर्माण के लिए जमा आधार पर परियोजना प्रबंधन सलाहकार (पीएमसी) का चयन
2	ई-निविदा सं	आरबीआई/पीडी-केंद्रीय कार्यालय विभाग/अन्य/6/24-25/ईटी/211
3	कार्य की अनुमानित लागत	₹325 करोड़
4	बयाना जमा राशि (ईएमडी) बीजी/डीडी/एनईएफटी/आरटीजीएस सभी बोलीदाताओं द्वारा ईएमडी जमा करना होगा	₹26 लाख निम्नलिखितके माध्यम से प्रेषित किया जाना है: क) एनईएफटी/आरटीजीएस खाता संख्या. 41861403873 लाभार्थी का नाम- भारतीय रिज़र्व बैंक आईएफएससी कोड: RBIS0COD001 (शुरुआत से 5वां, 9वां और 10वां अक्षर शून्य है) ख) डिमांड ड्राफ्ट/बैंक गारंटी: रिज़र्व बैंक के पक्ष में भारतीय रिज़र्व बैंक, परिसर विभाग, केंद्रीय कार्यालय, शहीद भगत सिंह मार्ग, मुंबई - 400001 में भौतिक रूप से सुपुर्द किया जाना है।
5	बोली दस्तावेजों की उपलब्धता	भारतीय रिज़र्व बैंक की वेबसाइट/एमएसटीसी वेबसाइट
6	बोली प्रक्रिया	गुणवत्ता सह लागत आधारित चयन (क्यूसीबीएस) के तहत मूल्यांकन किया जाएगा
7	प्रस्तुत करने का तरीका- बोलीदाताओं द्वारा भाग I और भाग II	ई-प्रापण प्रणाली (एमएसटीसी पोर्टल) (ऑनलाइन भाग I - तकनीकी-वाणिज्यिक बोली और भाग II - मूल्य बोली www.mstcecommerce.com/eprocn के माध्यम से)
8	समाचार पत्रों में आरएफपी प्रकाशित करने की तिथि	14 जुलाई, 2024 एवं 21 जुलाई, 2024
9	डाउनलोड करने के लिए आरएफपी दस्तावेज़ की उपलब्धता की तिथि	15 जुलाई 2024 अपराह्न 03:00 बजे से



10	एमएसटीसी पोर्टल पर लेनदेन शुल्क	एमएसटीसी भुगतान गेटवे/एनईएफटी/आरटीजीएस के माध्यम से एमएसटीसी लिमिटेड के पक्ष में अथवा मैसर्स एमएसटीसी लिमिटेड द्वारा सूचित किए गए अनुसार भुगतान किया जाना है।
11	बोलीदाताओं द्वारा बोली-पूर्व प्रश्न, यदि कोई हो, प्रस्तुत करने की अंतिम तारीख	06 अगस्त 2024 पूर्वाह्न 11.00 बजे तक (ईमेल projectekta@rbi.org.in द्वारा) (संपर्क सं 022-22602292/22602366)
12	बोली पूर्व बैठक आयोजित करने की तिथि (भौतिक/वेबएक्स)	09 अगस्त 2024, अपराह्न 03:00 बजे
13	www.mstcecommerce.com/eprocn पर केन्द्रीय सार्वजनिक क्षेत्र के उपक्रमों द्वारा ऑनलाइन तकनीकी-वाणिज्यिक बोली और मूल्य बोली प्रस्तुत करने के लिए बोली प्रक्रिया शुरू करने की तारीख	10 अगस्त 2024 अपराह्न 06:00 बजे से
14	बोली पूर्व बैठक के परिणामस्वरूप बैंक की वेबसाइट पर निविदा दस्तावेज के लिए परिशिष्ट/शुद्धिपत्र, यदि कोई हो, जारी करने की तिथि	13 अगस्त 2024
15	तकनीकी-वाणिज्यिक बोली और मूल्य बोली जमा करने के लिए ऑनलाइन ई-निविदा के समापन की तिथि	22 अगस्त 2024, अपराह्न 02:00 बजे तक
16	भाग-I के खुलने की तिथि और समय (अर्थात् तकनीकी-वाणिज्यिक बोली) भाग-II के खुलने की तिथि और समय (अर्थात् मूल्य बोली)।	22, अगस्त 2024 को अपराह्न 03:00 बजे भाग-II खोलने की प्रस्तावित तिथि की सूचना पात्र बोलीदाताओं को ईमेल के माध्यम से दी जाएगी।
17	पात्र सीपीएसयू का चयन करने और आगे की प्रक्रिया के लिए पात्र बोलीदाताओं को सूचित करने की तारीख	04, अक्टूबर 2024
18	सूची में शामिल किए गए बोलीदाताओं द्वारा प्रस्तुति	बाद में सूचित किया जाएगा।
19	परियोजना को पूरा करने के लिए अनुमत कुल समय	48 माह (कार्य सौंपे जाने के 15वें दिन से गणना की जाएगी)

नोट

1. चूंकि यह एक ई-आरएफपी है, दरें केवल ऑनलाइन मोड में प्रस्तुत की जाएंगी न कि किसी अन्य दस्तावेज के द्वारा, अन्यथा बोली खारिज कर दी जाएगी।
2. निविदा के संबंध में भविष्य में जारी अन्य सूचना/संशोधन/शुद्धिपत्र, यदि कोई हो, तो केवल आरबीआई की वेबसाइट और एमएसटीसी वेबसाइट पर उपर्युक्तानुसार सूचित किया जाएगा और समाचार पत्र में प्रकाशित नहीं किया जाएगा।

प्रभारी मुख्य महाप्रबंधक परिसर
विभाग, केंका, मुंबई



**RESERVE BANK OF INDIA
PREMISES DEPARTMENT
MUMBAI**

RBI/Mumbai/PD-Central Office Departments/Others/6/24-25/ET/211

e-Notice Inviting Request for Proposal (RFP) from CPSUs for Selection of Project Management Consultant (PMC) on Deposit Basis for Construction of residential flats for officers at Ekta Nagar, Mazgaon, Mumbai

Name of Bidder (CPSU) _____

Address _____

**Due Date and time of
Submission of e-Tender 2:00 PM of August 22, 2024**

CONTENTS

Cl. No.	Particulars	Page No.
---	Important Information Sheet	4
1	Overview & definitions	6
2	Eligibility Criteria	8
3	Broad Scope of the works/Project Description.	8
4	Clarifications on Bid Document	10
5	Documents/Details to be submitted	11
6	Availability of Bid Document/processing fee	12
7	Tentative Cost of Project	12
8	Earnest Money Deposit	12
9	Agency Charges (PMC charges)	13
10	Performance Security Deposit	14
11	Submission of Bids	14
12	Opening of Bids	15
13	Evaluation	15
14	Award of Contract	16
15	Terms of Reference	17
16	Confidentiality	24
17	Disclaimer	24
18	Payment terms & release of funds	26
19	Defect Liability Period	29
20	Damages	29
21	Arbitration/Settlement of Disputes	29
22	Force Majeure	31

Annexures

Sr. No.	Particulars	Page No.
1	Annexure I – Technical Bid/Evaluation Criteria	32
2	Annexure II - Financial Bid	35
3	Annexure III - Details of the BIDDER	36
4	Annexure III A- Clients Certificate for performance of PMC	37
5	Annexure IV – Details of Personnel	39
6	Annexure V – Details of Net work offices	40
7	Annexure VI – Details of completed projects	41
8	Annexure VII – Format of Bid Security (EMD)	42
9	Annexure VIII – Affidavit for Non-Blacklisting	44
10	Annexure IX- Pre-Integrity Pact	45
11	Annexure X - Proforma for Undertaking / Declaration / Certificate by the Bidder regarding country sharing land border with India	56
12	Checklist of documents	58
13	Annexure XI – Format of Performance Bank Guarantee	60
14	Annexure XII – Format of Professional Indemnity Bond for Comprehensive Consultancy	62
15	Annexure XIII - Minimal Documents to be maintained at the site office for inspection	64
16	Instructions for E-procurement	66
17	Annexure XIV – Tentative timelines for various activities	71
18	Annexure XV - Architect's Brief	72

Important Information Sheet

Sr No	Particulars	Details
1	Name of the work	Selection of Project Management Consultant (PMC) on Deposit Basis for Construction of residential flats for officers at Ekta Nagar, Mazgaon, Mumbai
2	e-tender No	RBI/PD-Central Office Departments/Others/6/24-25/ET/211
3	Nature of Work	As per clause no. 3 (Broad Scope of the works/Project Description) of this document.
4	Total Time allowed for completion of the Project	48 Months (to be reckoned from 15th day of issue of award of work)
5	Estimated cost of the work	₹325 crore
6	Earnest Money Deposit (EMD)	₹26 lakh
7	Availability of Bid documents	Reserve Bank of India website/MSTC website
8	Bid process	Evaluation shall be made under Quality cum Cost Based Selection (QCBS) as described in clause 13
9	Mode of Submission- Part I and Part II by the BIDDERS.	e-Procurement System (Online Part I - Techno-Commercial Bid and Part II - Price Bid through www.mstcecommerce.com/eprocn)
10	Date of publishing press advertisement in newspapers	July 14, 2024 to July 21, 2024
11	Date of availability of RFP document for downloading	July 15, 2024, 03:00 PM onwards
12	Last date for submission of pre-bid queries, if any, by the BIDDERS	August 06, 2024 by 11.00 AM (via email projectekta@rbi.org.in) (Cont. No. 022-22602292/22602366)
13	Date of holding pre-bid meeting (Physical/WebEx)	August 09, 2024 at 3.00 PM
14	Date of Starting of bidding process by CPSUs for submission of online Techno-Commercial Bid and price Bid at www.mstcecommerce.com/eprocn/	August 10, 2024, 06:00 PM onwards

15	Date for issue of addendum/corrigendum, if any, to Tender document as a consequence to the pre-bid meeting on BANK's website	August 13, 2024
16	Date of closing of online e-tender for submission of Techno-Commercial Bid & Price Bid	August 22, 2024, till 02:00 PM
17	Date & time of opening of Part-I (i.e. Techno-Commercial Bid) Date & Time of opening of Part-II (i.e. Price Bid).	August 22, 2024, at 03:00 PM Proposed date of opening Part – II will be communicated to eligible BIDDERS through email.
18	Date of shortlisting of Eligible CPSUs and communicating the same to eligible BIDDERS for further process	October 04, 2024
19	Presentation by shortlisted BIDDERS	To be intimated later.
20	Transaction Fee on MSTC portal	To be paid through MSTC Payment Gateway/NEFT/RTGS in favour of MSTC Limited or as advised by M/s MSTC Ltd.

**RESERVE BANK OF INDIA
PREMISES DEPARTMENT
CENTRAL OFFICE,
MUMBAI**

e-NIT No: _____

Dated: _____

Request for Proposal (RFP) for Selection of Project Management Consultant (PMC) on Deposit Basis for Construction of residential flats for officers at Ekta Nagar, Mazgaon, Mumbai.

1. Overview

1.1 Definitions

- i. **“BANK”** means the **Reserve Bank of India, Premises Department, Central Office, Mumbai.**
- ii. **“Contract”** means the agreement signed between the Parties and all the related documents listed in RFP and the Appendices/Annexures/Index.
- iii. **“Project Specific information”** means such part of the Instruction to the BIDDERS used to reflect specific project and assignment conditions.
- iv. **“Day”** means a calendar day.
- v. **“Government”** Means Government of India / State Government.
- vi. **“Personnel”** means professionals and support staff provided by the BIDDER or by any implementing agency and assigned to perform the Services or any part thereof.
- vii. **“Bid”** means the Technical Bid and the Financial Bid.
- viii. **“Assignment / Job”** means the work to be performed by selected bidder pursuant to the contract.
- ix. **“CPSU”** means any Public Sector Undertaking set up by Central Government to carry out civil and electrical works.
- x. **“BIDDER”** means the intending CPSUs participating in the bidding process.
- xi. **“Successful Bidder/PMC’** shall mean the agency (CPSU/Central Govt. Organization) engaged by BANK as the Project Management Consultant and shall be fully responsible for the Construction, development and all other works assigned by the BANK.

- xii. **“Owner”** as defined in integrity pact document will mean Reserve Bank of India as defined at 1.1 i. above.
- xiii. **“Contractor/Vendors”** means the contractor or contractors or suppliers or agencies employed by the PMC for the works or any connected works/Services.
- xiv. **“Terms of Reference” (TOR)** means the details included at Clause 15 of bid document.
- xv. **“CTE”** means Chief Technical Examiner.
- xvi. **“CVC”** means Central Vigilance Commission, Government of India.
- xvii. **“Completion”** means when the building(s), amenities, utilities, etc. are complete in all respects along with associated services i.e. ready to occupy and are actually handed over to BANK.
- xviii. **“Authorized Representative”** shall mean the representative of Project Management Consultant (PMC), authorised to perform certain activities on behalf of the PMC (authorisation letter/copy of Board resolution to be attached) in respect of the project.
- xix. **“Deposit Works”** denotes a construction project which is entrusted to a willing selected Central Public Sector Undertaking (CPSU) as Project Management Consultant (PMC), for planning and construction, the cost thereof being deposited by the BANK in agreed instalments.
- xx. **“Architect/Project Architect”** Architect appointed by PMC through design competition based on the requirements shared by the BANK.
- xxi. **“Agency Charges”** As defined at Clause 9 of this document.
- xxii. **“JAC” Joint Action Committee** shall mean a committee comprising nominated officers from the PMC and the BANK constituted by both the parties hereto for the purpose of discharging certain roles as specified in TOR 15.1 ii ah) to am) in this document or delegated in future by written consent of both the parties (i.e. BANK and PMC)
- xxiii. **“Enabling Estimate”** shall mean the estimate of cost prepared by the PMC for doing enabling works like enabling works like setting up of PMC’s site office, Soil Investigation, Digital Site survey, tree survey engagement of architect and consultant(s) etc., which are required to be done before the start of construction work.

2. Eligibility Criteria:

The CPSUs as defined above, who meet the eligibility criteria as per parameters laid down here under shall be eligible to bid:

Should have satisfactorily completed as Project Management Consultant (PMC) /Design, Development and Construction agency for works as mentioned below completed within (5) Five years ending previous day of last date of submission of tenders. (copies of completion certificates in format given in [Annexure III-A](#) shall be attached)

a) Three similar completed works costing not less than **40%** of estimated cost of the project.

or

b) Two similar completed works each costing not less than **50%** of estimated cost of the project.

or

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

Similar works means experience in “Providing Comprehensive Project Management Consultancy (PMC) Services for Multistoried (as defined in Model Building Bye-Laws, 2016) Residential Buildings with Green Building Rating of IGBC/GRIHA or any other such certifying body.

Note: The list of BIDDERS fulfilling the eligibility criteria will be published in the BANK’s website along with the date and venue for the presentation to be presented before the Technical Evaluation Committee constituted by the Owner / BANK.

3. Broad Scope of the works/Project Description

3.1 Objective:

The successful bidder shall provide Project Management Consultancy (PMC) Services for “Construction of residential flats for officers at Ekta Nagar, Mazgaon, Mumbai” and ensure timely completion of construction works with due regards to sound contract management, quality, safety and environment practices in accordance with the contract provisions. Time is of the essence in respect of the said work/ project. The successful bidder shall adhere to all the deadline, dates and time periods set forth in this document or the agreement to be executed between the parties.

Proposal is for the “Construction of residential flats for officers at Ekta Nagar, Mazgaon, Mumbai”; that includes

Plot size		13375.45 sqmt
Permissible Floor Area Ratio (FAR) / Floor Space Index (FSI)	2.0	
Permissible Built-Up Area (BUA)		26750.9 sqmt or as per the Local Byelaws
Indicative No. of Flats	200	
Tentative size of the individual flat (exclusive of balcony/ sleeping out terrace, staircase, lift, common passages etc.)		100.368 sqmt
For further details you may refer the Architect's Brief (ANNEXURE - XV)		

3.2 Scope of work

- (i) Comprehensive Planning and Designing of the project through engagement of Consultant Architect, including obtaining all required statutory clearances and approvals for construction of the project.
- (ii) Technical scrutiny and approval of designs and drawings 'Good for Construction' drawings, finalisation of technical specifications for complete scope of the work including all services, Preliminary Estimate, Bid Document etc.
- (iii) Preparation of BoQ, Bid Document and Call of bids and award of work for engagement of construction agency for construction of the project.
- (iv) Contract administration and Project Management including Quality Control, Supervision of construction work, addressing technical issues for completion of the work as per the approved drawings and specifications and within the approved cost and timeframe.
- (v) Preparation of bills of contractor, correspondence with construction agency as part of contract administration, financial management and all necessary clerical and other works required.

- (vi) Completion of construction work including performance testing of all services, obtaining 'Occupancy Certificate' and all other statutory clearances and approvals for occupation of the buildings.
- (vii) Effective defence and taking care of all litigation, arbitration and other issues of dispute, if any, which may arise during execution of the project.
- (viii) Responsible for observations and comments defects pointed out by BANK's vigilance Cell/ CTE/ CVC/ CAG, if any, in the planning & procedures of execution of the Project. PMC shall prepare draft replies and get it vetted from the BANK in replying to the Observations made by CTEs / CAG /vigilance etc. and responsible till compliance of all the observations.
- (ix) Owning responsibility of satisfactory performance of the completed work for a period of 5 (five) years including the Defect Liability Period (2 years). (Bidder shall factor the said requirement in to the contract to be executed between PMC and Construction agency).

4. Clarifications on Bid Document:

4.1 In case the BIDDERS require any clarification on this document, they shall seek the same from the office of Chief General Manager in Charge, Premises Department, Central Office, Reserve Bank of India, Mumbai **through e-mail** at the e-mail ID projectekta@rbi.org.in 11:00 AM on August 06, 2024 in the following format:

S. No	Clause No. of the Bid Document	Query/Clarification sought

4.2 Pre-Bid meeting will be held at 3.00 PM on August 09, 2024 in the Office of the **Chief General Manager-in-Charge, Premises Department, Central Office, Reserve Bank of India, Mumbai**. All efforts will be made to furnish clarification during the pre-bid meeting. In exceptional cases, the clarification will be furnished subsequently. In both cases, the minutes of the pre-bid meeting containing clarifications shall be published on the BANK's website (<https://rbi.org.in>) in the 'tenders' section.

4.3 Any clarifications issued by the BANK shall be an integral part of this document and shall amount to an amendment to the relevant clauses of this document, wherever required.

5. Documents / details to be submitted in the Bid:

- 5.1 The BIDDER is required to furnish the following details / documents duly signed and stamped on each page by the authorized signatory of the BIDDER.
- i. Technical Details about the BIDDER and other relevant information in the formats prescribed at [Annexure III to X](#) including documents in the details provided therein. (Such information shall form the basis of technical evaluation).
 - ii. Copies of Certificate of Incorporation / Registration.
 - iii. Copy of aims and objectives of the CPSU as indicated in the Memorandum of Association and Articles of Association of the CPSU.
 - iv. a. Annual reports and audited Profit & Loss statement certified by an independent auditor appointed by the BIDDER for the last three (3) years (2020-21 to 2022-23)
b. Certificates in support of turnover from the statutory auditors of the BIDDER certifying the turnover also for last five (5) years.
 - v. Copy of Certificates for Goods & Services Tax (GST) and copy of PAN and TAN.
 - vi. Copy of RFP & clarification issued by Reserve Bank of India, Mumbai to this RFP, if any, as a mark of acceptance of all conditions of the RFP.
 - vii. A certificate from the Chairman/CMD/Company Secretary (CS) of the BIDDER certifying the details of the authorised signatory and attestation of such authority's signature or Power of Attorney in favor of the signatory's authority for the purpose of signing bid documents.
 - viii. A detailed write-up on the BIDDER's Approach and Methodology to perform the assignment based on the TOR.
 - ix. Submission of Pre-pact Integrity Agreement by all BIDDERS as per [Annexure IX](#).

Note:

- a. All papers which are a photo-copy and submitted as part of the bid shall be duly attested by the BIDDER's Company Secretary/ Chartered Accountant or Authorized signatory.
- b. Each of the pages of the bid submitted shall be signed and stamped by the authorized signatory of the BIDDER.
- c. Each page of the bid should be duly numbered and total number of pages in the bid should be clearly mentioned in the bid. Index of the documents submitted in the RFP should be given and location of the documents submitted should be clearly mentioned in the index so that the tender evaluation committee is able to easily locate them. A **check-list** of documents in this regard is attached as **annexure** in this document. Non-compliance of this condition will result in rejection of the bid.
- d. All monetary figures should be in INR.

- e. Only bids complete in all respects and containing all requisite documents/ information/ data shall be accepted and evaluated. Bids which are incomplete or lacking in any manner shall be declared “not responsive” and summarily rejected and no requests for condonation/acceptance of additional information after the final date for submission of tender documents shall be entertained.

6. Availability of Bid Document / processing Fee:

Please refer to “**Instructions for E-procurement**” from page 66 to page 70 of this document.

7. Tentative cost of the project:

Tentative Cost of construction of the project: **Rs. 325 Crore.**

The above cost of construction is based on latest CPWD PAR (Plinth Area Rates) with utilization of built-up area as per BANK’s project specific requirements, local byelaws, etc.

Kindly note that while quoting the agency charges as percentage (%) of the project cost, cost of construction as mentioned above is to be considered.

8. Earnest Money Deposit:

- 8.1 The bid shall be accompanied by an interest free Earnest Money Deposit of **Rs. 26 lakh (Rupees Twenty six lakh only)**. Earnest Money can be deposited along with the technical bid by means of Bank Guarantee/Demand Draft (as per the format enclosed as [Annexure VII](#)) in favour of **Reserve Bank of India** and to be delivered in physical form at **Reserve Bank of India, Premises Department, Central Office, Mumbai** or NEFT/RTGS (**A/c No. 41861403873 and IFSC Code: RBIS0COD001** (5th, 9th & 10th letter from beginning is zero) **Beneficiary Name- Reserve Bank of India**) etc. The Earnest Money Deposit shall be valid for at least six months and may be extended subject to mutual agreement.

NOTE: Technical bids not accompanied by Earnest Money or Earnest Money in deviation from above shall be summarily rejected.

- 8.2 Earnest Money will be returned to all unsuccessful BIDDERS after finalisation of bid and the EMD of the Successful bidder shall be returned after submission of Security Deposit for performance.

8.3 The Earnest Money shall be liable for forfeiture in the following events:

- I. If bid is withdrawn during the validity period or the extended validity period.
- II. If the bid is conditional deviating in a manner not acceptable to BANK.
- III. If the BIDDER tries to influence the evaluation process/work award in any way including overt/covert canvassing.
- IV. For breach of any of the conditions of the RFP not acceptable to BANK.
- V. If the successful BIDDER withdraws his bid prior to signing of contract or fails or refuses to furnish the performance security deposit in accordance with instruction to the BIDDERS.

9. Agency charges (PMC Charges):

9.1 The Agency charges are all-inclusive, but excluding GST, for Preparation of Master plan (preliminary Architectural drawings submitted along with preliminary estimate, Project Concept Report (PCR), Design Basis Report (DBR), etc.) and Providing Comprehensive Design Engineering and Project Management Consultancy (PMC) Services and shall be quoted in terms of Fee both in figure and in words duly signed by the Authorized Signatory to be indicated in the prescribed format provided in [Annexure II](#). The RFP has been invited considering composite nature of work as per GST Act and as such the GST shall be payable at applicable rate as notified by the competent authority from time to time. Such agency charges will be applicable on the preliminary cost of the work at initial stage/ actual cost of execution of the work, whichever is less and shall be substantiated with the help of documentary evidence establishing the amount of cost incurred by the BIDDER towards the said construction(s).

9.2 BANK shall reimburse/ pay directly to local authorities all expenditure related to obtaining statutory clearances/approvals at various stages of the project as per actuals, including registration charges (if any) with concerned authority.
No agency charges shall be paid on such statutory clearances/approvals.

9.3 BANK will not reimburse any charges to the successful bidder towards legal fees, advertisements, third party certification fees, proof checking agency charges, travel expenses, incidental expenses or any other expenditure incurred for the execution of the project.

9.4 The agency charges may be quoted accordingly.

10. Performance Security Deposit:

10.1 Successful bidder shall within one month from the date of conveying acceptance of the tender in his favour in writing, have to deposit sum equal to 5 (Five) percent of the PMC agency charges for the proposed total work as security for the fulfillment of the contract in the form of a Bank Guarantee. (prescribed format in [Annexure VIII](#)) drawn in favour of **Reserve Bank of India, Premises Department, Central Office, Mumbai**. The Performance Security Deposit shall have to be valid up to a period of 60 days beyond the defect liability period (as defined at clause 19 of this document) of the facilities created under the project.

11. Submission of Bids:

11.1 Two Bid System(e-procurement): Part I- Technical bids as described in clause 11.2 below and Part II- Financial bid of only technically qualified BIDDERS will be opened through MSTC portal.

11.2 Technical Bids/Part-I will consist of.

- i. Copy of RFP & clarifications issued by **Reserve Bank of India, Premises Department Central Office, Mumbai** to this RFP, if any, duly signed and stamped on each page by the authorized signatory of the BIDDER as a mark of acceptance of all conditions of the RFP.
- ii. Cost of the RFP and processing fee as mentioned in the **“Instructions for E-procurement”**.
- iii. Prescribed Earnest Money Deposit (EMD).
- iv. All Documents required under this RFP, more particularly mentioned in Clause 5.1 of this RFP.
- v. Information in [Annexure III to X](#).

NOTE: Technical bids not meeting this requirement or incomplete in any respect will not be considered and summarily rejected.

11.3 Financial Bids/ Part-II will consist of the Agency Charges (PMC fee) to be quoted by the BIDDER in the prescribed format at [Annexure II](#). The Financial bid shall not include any conditions to it and any such conditional Financial bid shall be rejected summarily.

11.3.1 **Taxes:** The Bidders shall fully familiarize themselves about the applicable taxes (such as income taxes, duties, fees, levies, GST, etc.) on amounts payable by the BANK under the Contract. GST must be excluded by the BIDDERS in the financial bid for quoting agency charges.

11.4 Validity of the Bids: The bids submitted by BIDDERS shall remain valid for a period of 90 days from the deadline date for submission of bids, unless extended for such further period as may be decided by the BANK.

12. Opening of Bids:

12.1 BANK shall open the Technical Bids/Part-I at 3.00 pm on August 22, 2024 at **5th Floor, Premises Department, Central Office Building, Reserve Bank of India, Shahid Bhagat Singh Marg, Fort, Mumbai.** In case the date fixed for opening of the bid is subsequently declared as holiday by the Government, the bid will be opened on the next working day with the time and venue remaining unaltered.

12.2 Financial Bid/ Part-II of only technically qualified BIDDERS will be opened later for which separate date and time will be notified on the website of Reserve Bank of India or through email to technically qualified BIDDERS.

13. Evaluation:

13.1 The Technical bid will be evaluated on the basis of their responsiveness to the Terms of Reference and by applying the evaluation criteria, specified in the RFP. In the first stage of evaluation, a bid shall be rejected if it is found deficient as per the requirement indicated in the RFP for responsiveness of the bid. Evaluation of technical bid will start first and at this stage the financial bid will remain unopened. Only responsive bid shall be further taken up for evaluation. The bid shall be evaluated, based on the eligibility criteria and submission of all the requisite information /documents as required under this RFP (particularly in Clause 5).

13.2. Presentation by the eligible BIDDERS:

A detailed presentation by the eligible BIDDERS will be held on the date and venue intimated to the concerned BIDDERS. The presentation will be part of technical bid and will be evaluated accordingly. Presentation shall broadly include:

- i. Understanding of the Terms of References.
- ii. Architectural vision
- iii. Technical approach and methodology.
- iv. Work plan including timelines and alternate plan to complete the project in any eventuality.
- v. Quality Assurance and Quality control.

- vi. Organisation and staffing including suitability of the Key personnel for the project.
- vii. Approach for completion of the project (preferably qualifying projects) without cost and time overrun.
- viii. Design and execution of qualifying projects.
- ix. Typical project schedule of past project of similar nature (preferably qualifying projects)
- x. Safety measures and personnel to be deployed on the project.

13.3 Evaluation shall be made under **Quality and Cost Based Selection (QCBS)**.

Under QCBS, the technical bid will be allotted weightage of 70% and only BIDDERS securing a minimum of 60% marks in technical evaluation shall be considered technically qualified. Financial bid of only those firms who are technically qualified shall be opened publicly on the date & time specified to be notified, in the presence of the BIDDER's representative who choose to attend. Financial bid will be allotted weightage of 30%.

13.4 Bid with the lowest cost may be given a financial score of 100 and other bids will be given financial score that are inversely proportional to their prices.

13.5 The total score shall be obtained/calculated manually (not on online portal) by weighing the technical (quality) and financial (cost) scores and adding them up.

13.6 Highest point's basis: On the basis of the combined weighted score for quality and cost, the BIDDERS shall be ranked in terms of the total score obtained. The bid obtaining the highest total combined score in evaluation of technical and financial bids will be ranked as S-1 followed by the bids securing lesser marks as S-2, S-3 etc. The top scorer BIDDER (S1) shall be eligible for the award of work.

14. Award of Contract:

14.1 After completing the evaluation as laid down in Clause 13, the BANK shall issue a Letter of intent to the selected BIDDER and promptly notify all other BIDDERS who have submitted bids about the decision taken.

14.2 The selected BIDDER through its authorized representative will sign an agreement with the BANK after fulfilling all the formalities **within 15 days** of issuance of the letter of intent.

14.3 An **Agreement** between PMC and BANK will be executed with mutually agreed terms and conditions and incorporating the general conditions of contract of this RFP. This document and terms and condition contained herein, including

the clarifications issued by the BANK shall be a part of the agreement as decided by the BANK.

14.4 For smooth execution of the project work and to monitor the progress of the project activities so as to avoid cost overrun and delay, if any, in completion of the project, all the decisions in connection with this project, viz. commercial, financial, technical, any other matter in connection with the contract(s), executed between the PMC and the contractor(s), shall be taken up by the **Joint Action committee** (JAC), consisting of (5 or 6) BANK's officers appointed by the BANK as members of the JAC and (5 or 6) officers of the PMC nominated by PMC, subject to final approval/sanction of the BANK. The JAC meetings will be chaired by CGM, Premises Department, Reserve Bank of India. JAC will monitor the progress of work from the beginning till the completion of the project and will cover all the aspects at all the stages of the project.

14.5 **Terms of Payments:** Terms of payments will be included in the form of contract as specified in clause 18.

15. Terms of Reference (TOR):

15.1 Roles & Responsibilities of Project Management Consultant :

Services/Roles shall broadly cover activities in Pre-construction stage; Construction stage and post-construction stages and shall include but not be limited to the following:

Pre-construction stage:

a) After signing of the agreement, PMC shall take possession of encumbrances free site from the BANK and shall nominate a responsible and qualified engineer for execution of the project under intimation to the BANK.

The project shall be headed by a sufficiently senior and competent person in the PMC having relevant experience and of impeccable integrity. The PMC shall submit to the BANK their tentative organization chart for managing the project. As the quality and timely completion of project is paramount, the PMC shall deploy dedicated technical and financial personnel, however, the actual number of technical and financial personnel to be deployed and the deployment schedule shall be prepared by the PMC and mutually agreed upon after award of work. This schedule shall be prepared in a manner that all the functions required to be performed by the PMC as per the scope of their work are performed completely and efficiently to the satisfaction of the BANK. The deployment schedule shall be reviewed from time to time and necessary revisions/adjustments shall be made in the schedule as may be found necessary on the basis of joint assessment of the site requirements by the BANK and the PMC. The change of Project Head of the PMC and other officials assisting the Project Head may be avoided during the implementation of the project except with the prior approval of the BANK.

- b) The PMC shall submit the Baseline schedule/chart entailing all the activities related to the project. A tentative schedule is attached ([Annexure XIV](#)).
- c) The planning, designing of the Project shall be done by the PMC by engaging an experienced & competent Project Architect through design competition by public advertisement for which panel may be constituted. However, BANK's representative may be present in the design presentation to oversee that the BANK's requirements have been met. Other Consultants may be selected by public advertisement for obtaining comprehensive Architectural services for implementation of the project. Architectural concept and other services drawings shall be prepared as per the scope of works provided/required by BANK as indicated in the Architect's brief ([Annexure XV](#)) and after incorporating suggestions by the BANK, if any.
- d) The PMC will shortlist at least three concept design bids most suited to the requirements of BANK & and shall finalise the same with the prior approval of BANK. PMC will take approval from BANK on spatial layouts, landscaping, interior and exterior design of all buildings and on any other issue which BANK may direct.
- e) PMC will review, study and analyze the concepts, preliminary & detailed designs, and incorporate the comments/suggestions given by the BANK to ensure that its requirements are fully met.
- f) PMC shall prepare Preliminary cost estimates, Project Concept Report (PCR), Design Basis Report (DBR) based on architectural concept/other services drawings & specifications approved by the BANK. These shall be prepared based on CPWD plinth area rates / DSR (as applicable) enhanced by the cost index of the area and market rate analysis for items which are not included in CPWD, PAR, and submitted for **Expenditure Sanction / approval of the BANK**.
- g) PMC shall prepare tender documents comprising the technical specifications, BoQ, rate analysis, general terms and conditions, special conditions, etc. and accord the technical sanction for the tender document before inviting tender. PMC will provide in its contract with contractor, escalation clause as per prevailing CPWD's General Conditions of Contract.
- h) The PMC shall make a mandatory provision in the tender documents for third party test of materials and any equipment(s) preferably from a Government Institute like IIT/NIT etc. or any NABL accredited laboratory.
- i) All warranties and guarantees on equipment / fixture, works like waterproofing/damp-proofing, Anti-termite treatment etc. procured by the contractors shall be in the name of BANK and appropriate clauses will be inserted in the tender documents by PMC in this regard. For specialized works like lifts, air-conditioning, DG sets, power Substations, fire-fighting etc. a 3-year operation and maintenance contract may be included in the tender documents by PMC with the

stipulation that after handing over of these works, those successful bidders (in respect of the tenders floated by PMC) shall enter into an agreement with the BANK for operation and maintenance.

- j) PMC shall invite open tender based on prevalent / established prequalification criteria (notification for tender shall also be uploaded on BANK's website); hold Pre-bid meetings and ensure clarity on queries generated in a transparent manner. PMC shall award the work within sanctioned cost (excluding agency charges as defined in clause 9) to the technically qualified lowest BIDDER by following applicable Govt. procedures and Vigilance guidelines.
- k) If there is an increase in L-1 tendered cost vis a vis sanctioned cost (excluding agency charges as defined in clause 9) then PMC shall put up a proposal to the BANK for sanction of the revised cost with necessary supporting documents and technical justification.
- l) PMC shall obtain all required statutory approvals and clearances from appropriate statutory authorities, concerned departments of Central/State Government and inform the BANK about all the statutory payments to be made to these authorities
- m) PMC shall upload open tenders on online portal as per extant guidelines, BANK's website and PMC's portal. PMC will also apprise the BANK, the tender cost at which L1 has been selected for the project and award work, all this to be done under intimation to the BANK.
- n) The PMC must comply with the CVC Circular No 05/01/22 dated 25.01.2022, regarding the applicability of the Integrity Pact in its contract with the contractor. The same is to be done as per extant guidelines in this regard and complied in full.

Construction Stage:

- o) The PMC will award the work to the Contractor for timely execution/completion of the projects based on functional requirement of BANK. In addition to this, PMC shall also administer the Works Contract and ensure that the contract clauses whether related to quality or quantities of work are adhered to and the works are executed in accordance with its provisions and due diligence. The PMC shall maintain a fully functional office at the site during the entire period of execution till handing over of the project.
- p) PMC shall provide Construction Management Services from the start of construction upto commissioning and handing over of the project for use. It shall also be the responsibility of the PMC to liaise and coordinate with various agencies for smooth execution of the project and timely completion of project, for which they shall assemble a dedicated multidisciplinary team.
- q) Interact & Liaise with BANK to understand, integrate and link the services to the building services and to guide the Project Architect on the BANK's requirement,

wherever found necessary in consultation with BANK. Decision of BANK would be final & binding on all concerned.

- r) PMC will ensure adherence to relevant local body norms, CPWD specifications, BIS codes, CVC guidelines, labour laws, environment and other regulatory requirements and will also ensure Observance of formalities/documents/day to day activities as defined in CPWD Works Manual for execution of 'Works Contract' and as directed by BANK from time to time.
- s) The PMC will supervise the construction work to ensure adherence to the drawings, prescribed high standards of quality and timely completion of the project, verify and certify the contractor's bills, and monitor the progress of the work.
- t) PMC will perform the function as 'Engineer-in-Charge' as mentioned in the Works Contract with exception of the following, for which PMC will seek prior approval of the BANK. However, the decision of BANK will be final and binding.
 - (i) Issuing/approving variation orders, which have additional financial implications, as reasonably determined by the P MC. Prior approval of BANK would be required if overall variation exceeds 5% of the awarded cost to the contractor based on detailed report and justification by PMC. Any escalation over contingencies would require explicit approval of the BANK.
 - (ii) PMC shall be required to complete the construction of Project within the period stipulated. In case of delay, which may occur due to the reasons beyond the control of PMC, PMC would intimate the BANK with full details of extension in time limit for completion of the works and keeping the contract alive. However, any approval for extension of time of completion of the works stipulated in the construction contracts will be without any additional financial implication on BANK.
- u) Generate and submit to the BANK time-to-time progress reports in the agreed formats and at the agreed frequency. For this all the necessary data relevant to the execution of work including materials brought and consumed at site, hindrances if any, records of daily labour deployed etc. shall be maintained. PMC shall maintain all registers/records during execution of works as stipulated in CPWD Works Manual.
- v) The PMC shall ensure Project Management on Building Information Management (BIM) platform level 3.0 or higher /MS Projects/Primavera and will ensure training for smooth completion of the project. The PMC shall ensure availability of weekly reports on deployment of resources and progress. Prepare detailed coordinated construction schedule.
- w) Day-to-day supervision of work to ensure proper quality, workmanship and timely completion of the work by employing adequate number & level of engineers & supervisory staffs as per sound engineering practice. PMC will also depute its financial officers as a part of the project team for vetting/ checking of the bills.

- x) PMC shall be fully responsible for quality control and shall put in place such measures as are essential for ensuring regular on-site quality checks. BANK may at its discretion, hire the services of an independent agency for quality audit for checking and ensuring the quality of construction to which the PMC will render due assistance in discharge of their duties. In such cases, quality assurance plan will be approved by a quality auditor.
- y) The construction work is open to technical/quality audit/financial audit by any authorized Government agency and/or by any other person appointed by the BANK to which the PMC will render assistance in discharge of their duties.
- z) PMC shall not make any material deviation, alteration, addition to or omission from the work shown and described in the contract document except without first obtaining the written consent of BANK.
- aa) PMC shall get the structural design and drawings proof checked from reputed Institutions like IITs/ NITs/ Government Institutions and check fabrication drawings, bar-bending schedules and all other architectural/structural details during construction. PMC shall be fully responsible for getting the project work executed as per drawings & specifications and should also ensure completion of job, quality expectations, within sanctioned cost outlay of the project.
- bb) PMC shall unless otherwise specified be fully responsible for procurement of all materials through contractors/agencies for the construction activity.
- cc) Conduct site meetings & coordination meetings with all agencies for timely completion of the project.
- dd) Provide quick clarifications to designs or details that have been provided vide drawings or immediate solutions to the clarifications sought by the Contractors. Check and inspect the testing of materials and work as required.
- ee) PMC shall be responsible for successful execution of performance specifications like leakage/ seepage free, structural defect free and full functioning of various fittings/ fixtures etc. commensurate to prestigious project of National Importance. PMC shall ensure drafting of these specifications and their supervision of successful execution accordingly. Damages shall be recovered to the full cost of repair/ replacement of the same in case of breach.
- ff) Devising a suitable dispute-resolution mechanism to facilitate a quick and amicable settlement of disputes, if any.
- gg) PMC shall have the authority under intimation to the BANK to cancel or determine cancellation of contract, either in full or parts if the Contractor fails to perform/complete the work, due to inferior workmanship, breach of terms etc. and for PMC to get the balance work completed at the risk and cost of the Contractor/subcontractor.

Post-construction stage:

- hh) Settlement of all accounts of the contractors, Architects or other firms/agencies employed by the PMC for their services related to the work including reconciliation of materials supplied to the contractors if any.
- ii) Final inspection, supervision of testing and commissioning of various systems and assisting the BANK in taking over of various parts of works and of various systems.
- jj) Ensuring of defect liability activities by the contractors during the respective liability periods. Any defects discovered and brought to the notice of the PMC during the period aforesaid shall be rectified immediately by the Contractor appointed by the PMC. PMC shall ensure that in the event of the failure on the part of the Contractor, the same may without prejudice to any other rights available to it in law, be rectified by the PMC at the cost and expense of the Contractor.
- kk) Organizing/providing all operation and maintenance manuals through contractors and training to the BANK's staffs.
- ll) Preparation of final report/ project completion report, which shall contain technical & financial information of the project.
- mm) Records related to the Project & maintained by PMC during Project execution shall be handed over to the BANK on completion of the Project.
- nn) PMC will ensure all possible mandatory tests at site. Checking & finalization of final estimates, assisting in the audit/technical observation, etc. (if any).
- oo) Witness testing & commissioning of all utilities and certify the same. PMC shall hand over the buildings complete in all respect, free from all encumbrances including the vacation of temporary workers' hutments etc. at site, if any to the BANK.
- pp) PMC shall be wholly responsible for any observations and/or comments and, if any, defects pointed out by CTE and/or CVC and/or CAG in the planning & procedures of execution of the Project. PMC shall prepare draft replies and get it vetted from the BANK in replying to the Observations made by CTEs branch/ CAG Audit/vigilance etc., if required.
- qq) Conduct Arbitration matters between various agencies till final settlements of disputes.

NOTE:

(i) The PMC shall be responsible for certifying and making payment of Bills of the Contractors/ Agencies engaged by them and make available Final Statement of Accounts in Standard Format to BANK & also provide copies of Final Bills for all Contract Packages and other expenditure incurred related to Project Construction after the Completion of the Work. In addition, should BANK ask for any other details from PMC regarding Utilization of Fund at any stage, Detailed Estimates, Technical Sanctions, Award of Works, Running Bills etc., the same shall be provided by PMC readily.

(ii) The BANK shall settle compensation/ levies, if so required to be paid based on recommendation by PMC related to the Project works, under Workmen's Compensation Act or any other Act or Law of the Central or the State Government. PMC shall be responsible for compliance with all applicable law, including labour laws, in connection with the execution of the project, including payment to be made to the Contractors and other persons engaged by them.

(iii) PMC Shall also indemnify the BANK on infringement of any patent/copyright/intellectual property/royalty issue and also for any disputes due to any violation of labour laws. The indemnity bond duly registered shall be submitted before commencement of work.

(iv) On completion of work, the accounts of the works shall be closed, and a final statement shall be submitted for settlement along with refund of excess deposit received, if any, audited by a Chartered Accountant.

15.2 Role of Joint Action Committee (JAC)

a) JAC will monitor the progress of work from the beginning till the completion of the project and will cover all aspects at all stages of the project.

b) The approvals for any additional work arising in the form of execution of quantities in excess of the tender quantities / execution of extra items of work over and above the tendered items/ execution of variation items of work i.e. items of work which are required to be executed in lieu of the tendered items for justified reasons, etc. for satisfactory completion of the project, shall be granted by the Joint Action committee (JAC), provided the expenditure involved in such additional works is up to the extent of 20% of the actual value of the related contract and is also well within the expenditure sanction already granted by the BANK for the project as a whole.

c) All co-ordination and communication between the PMC and the BANK shall be done through the officers of PMC and the BANK, nominated/appointed to the JAC and the Designated Officer/s of the BANK.

- d) JAC will monitor the progress of work from the beginning till the completion of the project and will cover all the aspects at all the stages of the project.
- e) JAC will meet at least once in a month regularly or as may be mutually decided by the PMC and the BANK from time to time.
- f) If any contractor fails to complete the work undertaken at any stage within the stipulated period of time as per the related agreement/s or within the extended period of time, as may be mutually agreed to between the parties, JAC shall have an option to advise the PMC to terminate the agreement with the said contractor by giving prior notice and get the work completed through a third party at the risk and cost of the contractor, as per the relevant clause/s of the related contract.

16. Confidentiality:

- 16.1 Information relating to evaluation of bids and recommendations concerning awards will not be disclosed to the BIDDERS who submitted the bids or to other persons not officially concerned with the process, until the publication of the award of Contract. The BIDDERS shall ensure that the sensitive information submitted to the BANK as a part of this tender process, for purposes of evaluation of bids, shall be treated as confidential. The undue use by any BIDDER of confidential information related to process may result in the rejection of its bid.

17. Disclaimer:

- 17.1 The information contained in this RFP or subsequently provided to applicants, whether verbally or in documentary or any other form by or on behalf of BANK or any its employees or advisers, is provided to applicants on the terms and conditions set out in this RFP and such other terms and conditions subject to which such information is provided.
- 17.2 This RFP is not an agreement. This RFP provides interested parties with information that may be useful to them in formulation of their bids pursuant to this RFP. This RFP includes statements, which reflect various assumptions and assessments arrived at by the BANK, in relation to the construction work. Such assumptions, assessments and statements do not purport to contain all the information that each BIDDER may require. This RFP may not be appropriate for all persons, and it is not possible for the BANK, its employees or advisers to consider the objectives, technical expertise and particular needs of each party who reads or uses this RFP. The assumptions, assessments, statements and information contained in this RFP, may not be complete, accurate, adequate or correct. Each Applicant should, therefore, conduct its own investigations and

analysis and should check the accuracy, adequacy, correctness, reliability and completeness of the assumptions, assessments and information contained in this RFP and obtain independent advice from appropriate sources.

Information provided in this RFP to the Applicants is on a wide range of matters, some of which depends upon interpretation of law. The information given is not an exhaustive account of statutory requirements and should not be regarded as a complete or authoritative statement of law.

The BANK accepts no responsibility or liability for the accuracy or otherwise for any interpretation or opinion on the law expressed herein.

- 17.3 The BANK, its employees and advisers make no representation or warranty and shall have no liability to any person including any BIDDER under any law, statute, rules or regulations or tort, principles of restitution or unjust enrichment or otherwise for any loss, damages, cost or expense which may arise from or be incurred or suffered on account of anything contained in this RFP or otherwise, including the accuracy, adequacy, correctness reliability or completeness of the RFP and any assessment, assumption, statement or information contained therein or deemed to form part of this RFP or arising in any way in this Selection Process.
- 17.4 The BANK also accepts no liability of any nature whether resulting from negligence or otherwise however caused arising from reliance of any BIDDER upon the statements contained in this RFP.
- 17.5 The BANK may in its absolute discretion, but without being under any obligation to do so, update, amend or supplement the information, assessment or assumption contained in this RFP.
- 17.6 The BANK reserves right to accept or reject any or all bid (s) or to annul the RFP process and reject all bids at any time prior to award of contract without assigning any reason whatsoever and without thereby incurring any liability to the affected BIDDER (s) on the ground of such action.
- 17.7 The BIDDER shall bear all costs associated with or relating to the preparation and submission of its bid including but not limited to preparation, copying, postage, delivery fees, expenses associated with any demonstrations or presentations which may be required by the BANK, or any other costs incurred in connection with or relating to its bid. All such costs and expenses will remain with the BIDDER and the BANK shall not be liable in any manner whatsoever for the same or for any other costs or other expenses incurred by a BIDDER in preparation for submission of the bid, regardless of the conduct or outcome of the Selection Process.

- 17.8 Any effort by a BIDDER to influence the proposal comparison / evaluation / work award decision by way of overt/covert canvassing shall result in non-consideration / rejection of its bid.
- 17.9 The BANK reserves the right to change the schedule of dates / time stated in this RFP. Changes, if any, will be displayed on the website of the BANK and it shall be the responsibility of the BIDDERS to keep themselves abreast of such updates. As such, the BIDDERS are requested to regularly check the website of BANK.
- 17.10 In case of any dispute, jurisdiction of courts in Mumbai, will apply.
- 17.11 The responsibility of giving truthful information without concealing any facts is that of the BIDDER(s). In case, at any stage, it is found that any information given by the BIDDER(s) is false / incorrect / concealed, then the BANK shall have the absolute right to take any action as deemed fit including but not limited to dropping the BIDDER(s) from consideration for award of work / debarment /blacklisting etc., without incurring any liability to the affected BIDDER(s) on the ground of BANK action.

18. PAYMENT TERMS & RELEASE OF FUNDS

18.1 PMC shall execute the Project on “Deposit work basis” on behalf of the BANK and shall be paid the actual cost of Project plus the quoted Agency charges towards all Services provided for planning, designing, Project Management, Supervision Services and all connected miscellaneous items on the estimated cost/actual cost whichever is lower. GST shall be reimbursed on actual.

18.2 The expression ‘**actual cost of Project**’ shall include the following:

- i) All the final payments made to the contractor(s), sub-contractor(s), vendors / supplier(s), TPQM agency etc as agreed upon in the tender for the construction of all the buildings, services, related facilities etc.
- ii) All the cost incurred to obtain the green rating certification (from GRIHA, IGBC, etc.) as communicated to the BANK.
- iii) All costs of materials acquired for the Project and used on the work, either directly or through the contractor(s) including storage charges, carriage and any other incidental charges connected with such materials but excluding the material not incorporated or not handed over to the BANK.

- iv) All cost of labour and manpower deployed on the Project works by the PMC on its own or through labour contractors or even its own manpower provided to contractors for execution of the works.
- v) Actual cost of site survey, soil testing charges, laboratory charges for testing of any material, manufactured or built items including the cost of cartage of samples to and from the laboratory.
- vi) The cost towards vetting of design/drawings from any reputed institute like IITs, NITs for consulting any matter concerning the Project.
- vii) The cost towards watch & ward staff, construction of site office, other field requirements etc.
- viii) All monetary liabilities of the PMC towards the contractors/ sub-contractor, suppliers and other agencies to the extent these falls within the definition of actual cost as may be left outstanding at the time of payment of final bill, provided they have been accepted by the PMC as balance payment against final bill of these agencies.
- ix) All liabilities arising out of any court decree or arbitration award and /or any additional costs transpiring due to the direction of any court/tribunal /statutory body and/or any other legal costs including but not limited to the cost of hiring advocates, getting legal opinions, filing of pleadings etc. for the purpose of initiating on behalf of, or defending, itself or the 'BANK' in any suit or arbitration, in respect of any dispute arising out of the Project works done or to be done and/or freeing the site of all encumbrances and/or charges.

Provided that the above clause only addresses disputes/arbitrations/suits between PMC and any or all of the contractors or any other person(s) body/authority in connection with the execution of this Project. Nothing in this subclause shall be construed to cover any disputes/arbitrations/suits between the 'BANK' and the PMC, in which case, each party shall bear its own costs.

- x) The cost of the project shall include all direct and indirect taxes and also any other statutory payments on account of cess etc. to the State/Central Government.

18.3) The actual cost of work shall **not** include:

- i) Cost of land; and

- ii) Cost paid by the BANK to government or any other statutory body or bodies for getting approvals for the Project etc.
 - iii) The PMC charges and GST thereon.
- 18.4) All tax liabilities including applicable taxes on payments to contractors & PMC and any further tax liability arising out of statutory amendments in laws, government notifications etc. shall be paid by BANK to PMC.
- 18.5) In case of non-receipt of the payment, any extra cost incurred by PMC on operation of GST law applicable from time to time including but not limited of reversal of Input tax credit and interest thereon, such extra cost shall have to be reimbursed to PMC by the BANK.
- 18.6) The payments by the BANK shall be made by transfer of funds in bank account of PMC through demand draft/cheque/RTGS/NEFT.
- 18.7) After signing of agreement, the PMC shall submit an enabling estimate and BANK shall release payment towards the Enabling Estimate when so required based on PMC demand, after scrutinising it.
- 18.8) The BANK shall release initial deposit of 10% of approved estimate amount to PMC after issuance of Administrative Approval and Expenditure Sanction. This initial deposit will be adjusted against expenditure as per actual. The enabling cost paid by the BANK will be subsumed in Expenditure sanction.
- 18.9) The fund subsequent to Initial Deposit shall be released by BANK to PMC after submission of request by PMC. The PMC shall give to the BANK, their Monthly Expenditure Statement (MES) in a form similar to CPWD Form – 65 (Account of Deposit works) for recoupment preferably showing description of work done, quantity & value of services rendered and Applicable Tax along with their expenditure claim (including agency charges) duly certified by a representative of PMC on the Project, for reimbursement of expenditure incurred. The PMC will also submit a comprehensive report on the progress of physical completion of various activities and milestone vis-à-vis earlier planned activities/Milestones for the overall completion of the specific work mutually decided between BANK and PMC for enabling BANK to keep an effective check on utilization of fund as well as physical progress of the work. The BANK shall release the payment as per agreement based on the invoices/ reimbursement bill by the PMC.
- 18.10) PMC shall intimate about any excess expenditure likely to be incurred over and above the approved Projected Cost and also about possibility of time overruns, as soon as it comes to the knowledge along with reasons and justifications thereof for necessary approvals from BANK before continuing/ incurring the extra/ additional expenditure.

19. Defect Liability Period:

The Defect Liability Period will be **24 Months (2 years)** from the completion and handing over of the project to BANK. However, PMC shall own the responsibility of satisfactory performance of the completed work for a period of 5 (five) years including the Defect Liability Period (2 years). (Bidder shall factor the said requirement in to the contract to be executed between PMC and Construction agency).

20. Damages:

20.1 If, the BIDDER selected as PMC is unable to complete the project or stages of the project within the specified time for reasons solely attributable to PMC, BANK will impose liquidated damages on PMC as follows.

- a) The damages shall be calculated @ 0.5% (half percent) of unfinished or balance work based on the milestone prepared and mutually agreed by the PMC and BANK, for each week of delay solely attributable to PMC, subject to maximum 10% of the balance consultancy fee.
- b) In case the project or stages of the project is delayed due to reasons attributable to the Contractors/agencies/suppliers engaged for the project by PMC, PMC shall be primarily/solely responsible for recovery of liquidated damages @ 1% per fortnight of the cost of unfinished or balance work, subject to maximum 10% of the cost of balance work. The recovery so made against liquidated Damages shall be credited to the BANK.

20.2 If the PMC changes the Team Leader/Consultant/Expert whose CV has been submitted along with the technical bid due to their retirement/resignation, it has to obtain prior written consent from the **Reserve Bank of India**, for substituting a suitable person with equivalent qualification and experience. Failure to do so shall result in damages by way of deduction of consultation fee as per following.

- a) Deduction @ 1% in each case upto 3% of the total agency charges in case of substitution of any other Consultant/Technical Staff/ Expert without consent of the BANK

21. ARBITRATION / Settlement of Disputes:

- i) The parties shall use their best efforts to settle amicably all disputes arising out of or in connection with the agreement / terms of this RFP/ Award of Contract or the interpretation thereof. The Executive Director in-Charge of the Premises Department, Central Office, Reserve Bank of India will be the nodal authority for settling the disputes amicably. All disputes, if any, shall be referred and addressed

to the Executive Director in-Charge of the Premises Dept, Central Office, Reserve Bank, Mumbai. In the event, that both the Parties fail to reach such an amicable settlement, either Party (PMC or the BANK) may within 30 days from the date of receipt of such failure from the nodal authority, give a written notice to the other Party clearly setting out there in the specific dispute/s and/ or difference/s, which require to be arbitrated upon. Such dispute/s and/ or difference shall be referred to a sole arbitrator mutually agreed upon. In the absence of consensus about the single arbitrator, the dispute may be referred to joint arbitrators, one to be nominated by each Party and the said arbitrators shall nominate a third presiding arbitrator. The provisions of Arbitration and Conciliation Act, 1996 shall apply to the arbitration. The venue and seat of arbitration shall be Mumbai, India. The Courts in Mumbai, India shall have jurisdiction in this regard.

- ii) PMC shall be responsible for observing due diligence and adopting all possible measures at various stages of work execution to avoid Arbitration/ Litigation and other hindrances and the work is completed within optimum cost and time in hassle free environment.
- iii) In respect of the disputes between PMC and the contractors/persons engaged by PMC in connection with the Project, PMC shall be responsible for defending all Arbitration and Court Cases arising out of execution of the works, examining the Arbitration Award/ Decree of Court or Law/ liability by PMC and forwarding the same along with a comprehensive report on the circumstance leading to the Arbitration/ Court Cases and the reasons and justification as to why an appeal against such awards/ decree was not considered necessary, bringing out, inter-alia, details of the award and clear cut recommendations.
- iv) PMC shall be responsible for redressing and complying with the observations of CTE/ CVC, Auditors, Statutory Authorities, Local Bodies, Municipal Corporation etc. pertaining to the work under intimation to BANK. Providing all work-related information promptly to 'BANK for replying to Parliament Questions, queries from various Constitutional & Statutory Authorities.
- v) The PMC shall be fully responsible for defending any suits or arbitration / Court cases and also any writ petitions/SLPs on behalf of BANK, if it arises between the PMC and its Contractor(s), for the project work during the construction stage or post completion of work. Any award/decreed of work shall be payable from the Project Fund with the prior approval of the the BANK. However, PMC shall not be paid any Agency Charges on such Arbitration award(s)/ court decree(s) awarded in favour of contractor(s).Further, if the BANK directs to challenge the award/decreed in higher court, the PMC has to comply with the directions issued by the BANK.

22. FORCE MAJEURE

PMC shall not be considered in default if delay in completion of work occurs due to causes beyond its control including but not limited to cause beyond its control such as acts of God, natural calamities, civil wars, lockdowns imposed by Government owing to pandemics, fire, strike, frost, floods, riots and acts of unsurpassed power. The PMC shall notify BANK in writing within ten days from the date of such occurrence. In the event of delay due to such causes, the completion schedule will be extended for a length of time equal to the period of force majeure. Suitable force majeure clause shall be incorporated in all the agreement entered into by the PMC with the contractors/ agencies.

TECHNICAL BID

Proposed Technical Evaluation Criteria
(Total weightage 100 marks for BIDDERS)

SN.	Criterion	Evaluation Criteria
A	FINANCIAL STRENGTH AND CAPABILITY	20 marks
(i)	Average Annual financial turn over on construction work during the last five consecutive financial years from 2018-19 to 2022-23	<ul style="list-style-type: none"> • >500 cr. : 10 marks • >500 <= 450 : 8 marks • >450 <= 400 : 6 marks • >400 <= 350 : 4 marks • <=350 cr. : 0 marks
(ii)	Profit: Company should be profit making in last 3 financial years (PAT)	Average Annual profit in the last 3 years: <ul style="list-style-type: none"> i. > 25 Cr. 10 Points ii. > 15 <= 25 Cr. 08 Points iii. >5 <= 15Cr. 05 Points iv. <= 5 Cr. 0 Points
B	ORGANIZATIONAL STRENGTH	20 marks
(i)	Presence of in-house professionally qualified staff of the BIDDER in following indicative categories.	
	<ul style="list-style-type: none"> • Civil Engineer <p style="text-align: center;">10 marks</p>	Civil Engineer (Min. Qualification - B.Tech/Diploma with 3 years' experience) <ul style="list-style-type: none"> • >100 Engineers : 10 marks • > 75 <= 100 : 8 marks • > 50 <= 75 : 6 marks • >35 <= 50 : 4 marks • >=20 <= 35 : 3 marks • <20 : 0 marks
	<ul style="list-style-type: none"> • Electrical Engineer <p style="text-align: center;">5 marks</p>	Electrical Engineer (Min. Qualification - B.Tech/Diploma with 3 years' experience) <ul style="list-style-type: none"> • >10 : 5 marks • > =5 <= 10 : 3 marks • < 5 : 0 marks
	<ul style="list-style-type: none"> • Architect on roll / on approved panel <p style="text-align: center;">5 marks</p>	Architect (Min. Qualification - B.Arch) <ul style="list-style-type: none"> • > 3 : 5 marks • >=1 <= 3 : 3 marks • <1 : 0 marks

C	RELEVANT EXPERIENCE	20 marks
(i)	Value of similar nature of projects completed (each exceeding Rs. 120 crores) in last five years (FY 2018-19 to 2022-23). 10 marks	i. > Rs. 300 Cr : 10 Marks ii. > Rs. 250 <= 300 : 8 Marks iii. > Rs. 200 <= 250 : 6 Marks iv. > Rs. 150 <= 200 : 4 Marks v. > Rs. 120 <= 150 : 2 Mark vi. <= Rs.120 : 0 Marks Details of projects to be furnished by the BIDDER as per format at Annexure VI to be enclosed separately with this.
(ii)	Number of similar nature of projects completed (each exceeding Rs.25 crore during last five years) 10 marks	No of Projects i. > 20 : 10 Marks ii. > 14 <= 20 : 8 Marks iii. >9 <=14 : 6 Marks iv. > 4 <= 9 : 4 Marks v. >= 2 <=4 : 2Marks vi. <2 : 0 Marks
		Details of projects to be furnished by the BIDDER as per format at Annexure VI to be enclosed separately with this.
D	APPROACH AND METHODOLOGY	40 marks
	Consultant Approach and Methodology to perform the Consultancy assignment / job based on the TOR	Mark to be allotted by BANK's evaluation committee / team on the basis of presentation made by the BIDDER on the following parameters: i. Understanding of the Terms of References. (4 marks) ii. Architectural vision (4 marks) iii. Technical approach and methodology. (4 marks) iv. Work plan including timelines and alternate plan to complete the project in any eventuality. (5 marks) v. Quality Assurance and Quality control. (5 marks) vi. Organisation and staffing including suitability of the Key personnel for the project. (4 marks) vii. Approach for completion of the project (preferably qualifying projects) without cost and time overrun. (4 marks) viii. Design and execution of qualifying projects. (4 marks) ix. Typical project schedule of past projects of similar nature (preferably qualifying projects) (4 marks) x. Safety measures and personnel to be deployed on the project. (2 marks)

E	LITIGATION / ARBITRATION /DISPUTE CASES	MARKS Marks in negative for E (i, ii)
(i)	Number of litigation / arbitration / dispute cases during the last five years only with client (from 2018-19 to 2022-23) in connection with construction works.	> 19 Cases : 5 marks >9 <= 19 Cases : 3 marks >=1 <= 9 Cases : 1 marks
(ii)	Number of projects executed during the last five years (from 2018-19 to 2022-23) where time lines have been exceeded by more than one year	> 19 Cases : 5 marks >9 <= 19 Cases : 3 marks >=1 <= 9 Cases : 1 marks

FINANCIAL BID

Name of work : FINANCIAL BID FOR PROVIDING COMPREHENSIVE PROJECT MANAGEMENT CONSULTANCY (PMC) SERVICES FOR CONSTRUCTION OF RESIDENTIAL FLATS FOR OFFICERS AT EKTA NAGAR, MAZGAON, MUMBAI ALONG WITH AMENITIES.

The quoted Fee in percentage (%) toward Project Management, Supervision, Services including Architectural Services for planning, designing, and Consultancy Services as per the scope defined in the RFP document as under:

S. No.	Particulars	In Figure(%)	In Words
1	Percentage of Fee (AgencyCharges) the Comprehensive Project management Consultancy (PMC) Services for construction and development of residential flats for officers at Ekta Nagar, Mazgaon, Mumbai along with amenities at Reserve Bank of India		

Note:

- 1) PMC shall execute the work on behalf of Owner/BANK.
- 2) Fee (Agency Charges) is exclusive of GST which shall be payable on actual basis as applicable on submission of documentary evidence.

(Signature of Authorized Signatory.Name of Authorized Signatory)

(CPSU Stamp)

Annexure III

Details of the BIDDER

S. No.	Particulars							
1.	Full name of the BIDDER (in capital letters)							
2.	Full address of the BIDDER							
3.	(A) Telephone No. (B) Fax No.							
4.	Names and details of the Authorized Signatory of this RFP (Address, contact telephone number, Mobile number, Fax No., Email ID)							
5.	Has the BIDDER been blacklisted by any organization? If so, attach the details of the same.							
6.	PAN :							
7.	TAN :							
8.	Goods & Service Tax registration No.:							
	No. of full time employees with the BIDDER	Engineers/Technical officers	Supporting Staff (Technical)					
Financial strength of the Organization for the financial years.	Turnover					Net Profit after Tax		
	18-19	19-20	20-21	21-22	22-23	20-21	21-22	22-23

9. It is hereby certified that (The BIDDER herein) has never been blacklisted by Central Government / State Governments / other organisations.

10. It is hereby submitted that all the terms and conditions of this RFP are acceptable to the BIDDER.

I hereby certify that the above-mentioned particulars are true and correct.

Signature of Authorized Signatory

Name of Authorized Signatory

CPSU Stamp

CLIENT's CERTIFICATE REGARDING PERFORMANCE OF BIDDER AS PMC (On Client's Letter Head)

Name & address of the Client :

Details of Works executed by M/s :

1. Name of work with brief particulars of items involved (as per schedule of quantities) :

2. Whether the framework (i.e. inner metal skeleton) is designed

a) in-house or b) was got designed from professional/s or c) was proprietary for

its structural fitment, sturdiness, stability, self-supportiveness and safety

of the system by the Interior Contractor as per requirement of system :

Yes / No

2A If Yes, the category in which falling may be specified (a, b or c) :

If No, then actual details may be briefly given

3. Agreement/MoU No. and date :

4. Agreement amount :

5. Date of commencement of work :

6. Stipulated date of completion :

7. Actual date of completion :

8. Details of compensation levied for delay (indicate amount) if any :

9. Gross amount of the work completed and paid :

10. Name and address of the authority under whom works executed :

11. Quality of work (indicate grading) :

Outstanding/Very Good/ Good/Satisfactory/poor

12. i) Did the PMC go for arbitration?

ii) If yes, total amount of claim

iii) Total amount awarded

iv) If closed (paid/settled)

14. Comments on the capabilities of the PMC. (please tick (✓) on the appropriate option)

- | | | |
|---------------------------------|---|---|
| a) Technical proficiency | : | Outstanding/Very Good/ Good/Satisfactory/poor |
| b) Financial soundness | : | Outstanding/Very Good/Good/Satisfactory/poor |
| c) Mobilization of adequate T&P | : | Outstanding/Very Good/Good/Satisfactory/poor |
| d) Mobilization of manpower | : | Outstanding/Very Good/Good/Satisfactory/poor |
| e) General behavior | : | Outstanding/Very Good/Good/Satisfactory/poor |

Signature of the Reporting Officer* with Office seal

Note: (i) All columns should be filled in properly

- (ii) * Clients Report/certificate (a) for each of qualifying similar completed works carried out for Government/ public sector companies, should be signed by the concerned Executive Engineer or an officer in an equivalent or higher rank.

Details of Personnel

S. No.	Category	No. of persons
1.	Graduate Engineers (on the payroll of PSUs) (Minimum 5 years of experience) Civil Electrical Architect Quality Fire & safety personnel	
2.	Supporting Staff (Technical)	
Total		

Signature of Authorized Signatory

Name of Authorized Signatory

CPSU Stamp

Annexure V

Details of Network offices

S. No.	Location	No. of Personnel		Details of Office Space (Proper office, Representative office, Liaison office etc.)	Details of Infrastructure
		Engineer	Supporting Staff (Technical)		

Signature of Authorized Signatory

Name of Authorized Signatory

CPSU Stamp

Annexure VI

**DETAILS OF ALL PROJECTS OF SIMILAR NATURE UNDERTAKEN BY THE
BIDDER DURING LAST 05 YEARS (2018-19 to 2022-23)**

Reference page number of the bid document	Document attached as proof of completion of project such as (completion certificate/handling over/ final payment/ customer's testimonial	Is there any dispute /Legal case/Arbitration case/ raised/pending in respect of the project	Agency charges received	Cost overrun if any	Final cost of project	Delay in months for completion of project	Actual date of completion	Expected date of completion	Date of award of the project	Approved cost of the project	Name of the client	Name of the project with location	Sr No
													1.
													2.
													3.
													4.
													5.
													6.
													7.
													8.
													9.

Note: List should contain All Projects in chronological order undertaken by the BIDDER during last 05 years.

Signature of Authorized Signatory

Name of Authorized Signatory

CPSU Stamp

BID SECURITY (BANK GURANTEE)

WHEREAS _____ (name of BIDDER)
(here in after called “the BIDDER”) has submitted his bid dated
_____ (date) _____ for
_____ (name of
contract) (hereinafter called “the Bid”).

KNOW ALL PEOPLE by these presents that we _____
(name of bank) of _____ (name of country) having
our registered office at _____ (hereinafter called “the
Bank”) are bound unto _____
(name of Owner) ((hereinafter called “RBI”) in the sum of
_____ for which payment will and truly to be made to the said
RBI, the Bank binds itself, his successors and assigns by these presents.

SEALED with the common seal of the said Bank this _____ day of
_____ 2024.

THE CONDITIONS of this obligation are:

- (1) If after Bid opening the Bidder withdraws his Bid during the period of bid validity specified in the Form of Bid;

Or

- (2) If the Bidder having been notified of the acceptance of his Bid by the RBI during the period of bid validity;
 - a. Fails or refuses to execute the Form of Agreement in accordance with the instruction to Bidders, if required; or
 - b. Fails or refuses to furnish the Performance security, in accordance with the instruction to BIDDERS, or
 - c. Does not accept the correction of the Bid Price.

We undertake to pay to the RBI up to the above amount upon receipt of his first written demand, without the RBI having to substantiate his demand, provided that in his demand

the RBI will note that the amount claimed by him is due to him owing to the occurrence of one or any of the three conditions, specifying the occurred condition or conditions.

This Guarantee will remain in force up to and including the date _____ days after the deadline for submission of Bids as such deadline stated in the instructions to Bidders or as it may be extended by the RBI, notice of which extension (s) to the Bank is hereby waived. Any demand in respect of this Guarantee should reach the Bank not later than the above date.

DATE _____ SIGNATURE OF THE BANK
_____ WITNESS

_____ SEAL _____

(Signature, name and address)

_____.

1. The Bidder should insert the amount of the guarantee in words and figures denominated in Indian Rupees.
2. 28 days after the end of the validity period of the Bid. Date should be inserted by the RBI before the Bidding documents are issued.

AFFIDAVIT FOR NON-BLACKLISTING (To be Submitted in Stamp Paper of appropriate value)

I/We undertake and confirm that I/We/ our firm/ company/ JV have not been barred or blacklisted by any of the central/ state government departments, Undertakings, Autonomous bodies, Institutions, Applicant, Societies, Enterprises and Companies. Further that, if such information comes to the notice of the institute I/we shall be debarred for bidding at NIT Sikkim in future forever. Also, if such information comes to the notice of institute on any day before start/or during the work, the BANK shall be free to cancel the agreement and to forfeit the entire amount of Earnest money deposit /performance guarantee.

(Notarized affidavit to be furnished at the time of submission of bid

NOTE: Affidavit to be furnished on a 'Non-judicial' stamp paper of appropriate value.

signature of applicant(s) or
an authorized officer of the firm with stamp
Signature of Notary with Seal

PRE-INTEGRITY PACT

To,

All BIDDERS

Subject: NIT No. For the work: **“Construction of residential flats for officers at Ekta Nagar, Mazgaon, Mumbai along with amenities”**

Dear Sir,

It is here by declared that the Reserve Bank of India is committed to follow the principle of transparency, equity and competitiveness in public procurement.

The subject RFP is an invitation to offer made on the condition that the BIDDER will sign the integrity Agreement, which is an integral part of bid documents, failing which the BIDDER will stand disqualified from the bidding process and the bid would be summarily rejected.

This declaration shall form part and parcel of the Integrity Agreement and signing of the same shall be deemed as acceptance and signing of the Integrity Agreement on behalf of the Reserve Bank of India.

Yours faithfully

CGM in charge
Reserve Bank of India
Central office, Mumbai

To,

CGM in charge

Premises department

Reserve Bank of India

Central Office, Mumbai-

Subject: NIT No. for the work: “Construction of residential flats for officers at Ekta Nagar, Mazgaon, Mumbai along with amenities”

Dear Sir,

I/We acknowledge that Reserve Bank of India is committed to follow the principles thereof as enumerated in the Pre-pact Integrity Agreement enclosed with the RFP document.

I/We agree that the e-Notice Inviting RFP is an invitation to offer made on the condition that I/We will sign the enclosed integrity Agreement, which is an integral part of RFP documents, failing which I/We will stand disqualified from the bidding process. I/We acknowledge that THE MAKING OF THE BID SHALL BE REGARDED AS AN UNCONDITIONAL AND ABSOLUTE ACCEPTANCE of this condition of the RFP.

I/We confirm acceptance and compliance with the Pre-pact 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 RFP is finally accepted by Reserve Bank of India. I/We acknowledge and accept the duration of the Integrity Agreement, which shall be in the line with Article 1 of the enclosed Pre-pact Integrity Agreement.

I/We acknowledge that in the event of my/our failure to sign and accept the Pre-pact Integrity Agreement, while submitting the RFP, Reserve Bank of India shall have unqualified, absolute and unfettered right to disqualify the BIDDER and reject the RFP in accordance with terms and conditions of the bid.

Yours faithfully

(Duly authorized signatory of the BIDDER)

Seal

**TO BE SIGNED BY THE BIDDER AND SAME SIGNATORY COMPETENT / AUTHORIZED
TO SIGN THE RELEVANT CONTRACT WITH RESERVE BANK OF INDIA**

PRE-PACT INTEGRITY AGREEMENT

(On a Non-Judicial Stamp Paper of appropriate value)

This Integrity Agreement is made at on this day of
.....20.....

BETWEEN

Reserve Bank of India represented through Chief General Manager in Charge, **Premises
Department Central Office, Mumbai**, (Hereinafter referred as the '**Principal/Owner**', which
expression shall unless repugnant to the meaning or context hereof include its successors and
permitted assigns)

AND

..... (Name and Address of the Individual / firm/
Company) Through (Hereinafter referred to as the
(Details of duly authorized signatory) "**Bidder**" and which expression shall unless repugnant to
the meaning or context hereof include its successors and permitted assigns)

PREAMBLE:

WHEREAS the Principal / Owner has floated the RFP (RFP No.)
(hereinafter referred to as "**Bid**") and intends to award, under laid down organizational
procedure, contract for "**C/o**
.....
....."hereinafter referred
to as the "**Contract**".

AND WHEREAS the Principal/Owner values full compliance with all relevant laws of the land,
rules, regulations, economic use of resources and of fairness/transparency in its relation with its
BIDDER(s)

AND WHEREAS to meet the purpose aforesaid both the parties have agreed to enter into this Integrity Agreement (hereinafter referred to as “**Pre-pact Integrity Agreement**” or “**Pact**”), the terms and conditions of which shall also be read as integral part and parcel of the 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 witness as under:

ARTICLE 1: Commitment of the Principal/Owner

- 1) The Principal/Owner commits itself to take all measures necessary to prevent corruption and to observe the following principles:
 - (a) No employee of the Principal/Owner, personally or through any of his/her family members, will in connection with the RFP, or the execution of the 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/Owner will, during the RFP process, treat all BIDDER(s) with equity and reason. The Principal/Owner will, in particular, before and during the RFP process, provide to all BIDDER(s) the same information and will not provide to any BIDDER(s) confidential/additional information through which the BIDDER(s) could obtain an advantage in relation to the RFP process or the Contract execution.
 - (c) The Principal/Owner shall endeavor to exclude from the RFP process any person, whose conduct in the past has been of biased nature.
- 2) If the Principal/Owner obtains information on the conduct of any of its employees which is a criminal offence under the Indian Penal code (IPC)/Prevention of Corruption Act, 1988 (PC Act) or is in violation of the principles herein mentioned or if there be a substantive suspicion in this regard, the Principal/Owner will inform the Chief Vigilance Officer and in addition can also initiate disciplinary actions as per its internal laid down policies and procedures.

ARTICLE 2: Commitment of the BIDDER(s)

- 1) It is required that each BIDDER (including their respective officers, employees and agents) adhere to the highest ethical standards, and report to the BANK 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 commits himself to take all measures necessary to prevent corruption. He commits himself to observe the following principles during his participation in the Bidding process and during the Contract execution:
 - a) The BIDDER will not, directly or through any other person or firm, offer, promise or give to any of the Principal/Owner's employees involved in the RFP process or 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 RFP process or during the execution of the Contract.
 - b) The BIDDER will not enter with other BIDDER(s) 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 cartelize in the bidding process.
 - c) The BIDDER will not commit any offence under relevant IPC/PC Act. Further the BIDDERS will not use improperly, (for the purpose of competition or personal gain), or pass on to others, any information or documents provided by the Principal/Owner as part of the business relationship, regarding plans, technical proposals and business details including information contained or transmitted electronically.
 - d) The BIDDERS of foreign origin shall disclose the names and addresses of agents/representatives in India, if any. Similarly, BIDDERS of Indian Nationality shall disclose names and address of foreign agents/representatives, if any. Either the India 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.
 - e) The BIDDERS will, when presenting his bid, disclose (with each tender as per proforma enclosed) 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.
 - 3) The BIDDERS will not instigate third persons to commit offences outlined above or be an accessory to such offences.
 - 4) The BIDDERS will not, directly or through any other person or firm indulge in fraudulent practice **means a willful 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 detriment of the BANK interests.

- 5) The BIDDERS 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).

ARTICLE 3: Consequences of Breach

Without prejudice to any rights that may be available to the Principal/Owner under law or the Contract or its established policies and laid down procedures, the Principal/Owner shall have the following rights in case of breach of this Integrity Pact by the BIDDERS and the BIDDERS accept and undertakes to respect and uphold the Principal/Owner's absolute right:

- 1) If the BIDDERS, either before award or during execution of Contract has committed a transgression through a violation of Article 2 above or in any other form, such as to put his reliability or credibility in question, the Principal/Owner after giving 14 days' notice to the Consultant shall have powers to disqualify the BIDDERS from the Tender process or terminate/determine the Contract, if already executed or exclude the BIDDER from future contract award processes. The imposition and duration of the exclusion will be determined by the severity of transgression and determined by the Principal/Owner. **Such exclusion may be forever or for a limited period as decided by the Principal/Owner.**
- 2) **Forfeiture of EMD/Performance Guarantee/Security Deposit:** If the Principal/Owner has disqualified the BIDDER(s) from the RFP process prior to the award of the Contract or terminated/determined the Contract or has accrued the right to terminate/determine the Contract according to Article 3(1), the Principal/Owner apart from exercising any legal rights that may have accrued to the Principal/Owner, may in its considered opinion forfeit the entire amount of Earnest Money Deposit, Performance Guarantee and Security Deposit of the BIDDER.
- 3) **Criminal Liability:** If the Principal/Owner obtains knowledge of conduct of a BIDDER, or of an employee or a representative or an associate of a BIDDER which constitutes corruption within the meaning of Indian Penal code (IPC)/Prevention of Corruption Act, or if the Principal/Owner has substantive suspicion in this regard, the Principal/Owner will inform the same to law enforcing agencies for further investigation.

ARTICLE 4: Previous Transgression

- 1) The BIDDER declares that no previous transgressions occurred in the last 5 years with any other Company in any country confirming to the anticorruption approach or with Central Government or any other Central Public Sector Enterprises in India that could justify his exclusion from the Tender process.
- 2) If the BIDDERS makes incorrect statement on this subject, he can be disqualified from the Bidding process or action can be taken for banning of business dealings/holiday listing of the BIDDERS as deemed fit by the Principal/Owner.
- 3) If the BIDDERS can prove that he has resorted/recouped the damage caused by him and has installed a suitable corruption prevention system, the Principal/Owner may, at its own discretion, revoke the exclusion prematurely.

ARTICLE 5: Equal Treatment of all BIDDERS

- 1) The BIDDERS undertake(s) to demand from all sub-Consultants a commitment in conformity with this Integrity Pact. The BIDDERS shall be responsible for any violation(s) of the principles laid down in this agreement/Pact by any of its Sub-Consultants/sub vendors.
- 2) The Principal/Owner will enter into Pacts on identical terms as this one with all BIDDERS.
- 3) The Principal/Owner will disqualify BIDDERS, who do not submit, the duly signed Pact between the Principal/Owner and the BIDDER, along with the RFP or violate its provisions at any stage of the Bidding process, from the Bid process.

ARTICLE 6. Independent Monitors

- 1) The PRINCIPAL / OWNER has appointed two Independent External Monitor (hereinafter referred to as Monitors) for this Pact in consultation with the Central Vigilance Commission of India. The contact details of the Monitors (IEMs) are under:

1.	Shri Nageshwar Rao Koripalli, IRS (Retd.) 38, The Trails, Manikonda, R.R. District, Hyderabad-500 089 Mobile No. 097889 19555, 08985970045 Email - knageshwarrao@gmail.com
2.	Shri Pramod Shripad Phalnikar, IPS (Retd.) A-2, 602 Phase - I, Aditya Shagun, CHS, NDA-Pashan Road, Bavdhan, Pune, Maharashtra - 411 021 Mobile No. 090119 43674 Email - pramodphalnikar@gmail.com

- 2) The task of the Monitors shall be to review independently and objectively, whether and to what extent the parties comply with the obligations under this Pact.
- 3) The Monitors shall not be subject to instructions by the representatives of the parties and perform their functions neutrally and independently.
- 4) Both the parties accept that the Monitors have the right to access all the documents relating to the project/procurement, including minutes of meetings.
- 5) As soon as the Monitor notices, or has reason to believe, a violation of this Pact, he will so inform the Authority designated by the Principal / Owner.
- 6) The BIDDERS accepts that the Monitor has the right to access without restriction to all Project documentation of the OWNER including that provided by the BIDDER. The BIDDER will also grant the Monitor, upon his request and demonstration of a valid interest, unrestricted and unconditional access to his project documentation. The same is applicable to Sub-Consultants. The Monitor shall be under contractual obligation to treat the information and documents of the BIDDERS /Sub-Consultant(s) with confidentiality.
- 7) The OWNER 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 parties. The parties will offer to the Monitor the option to participate in such meetings.
- 8) The Monitor will submit a written report to the designated Authority of OWNER within 8 to 10 weeks from the date of reference or intimation to him by the OWNER /BIDDER and, should the occasion arise, submit proposals for correcting problematic situations.

ARTICLE 7: Duration of the Pact

This Pact begins when both the parties have legally signed it. It expires for the BIDDERS, 12 months after the completion of work under the contract or till the continuation of defect liability period, whichever is more and for all other BIDDERS, till the Contract has been awarded. If any claim is made/lodged during the time, the same shall be binding and continue to be valid despite the lapse of this Pacts as specified above, unless it is discharged/determined by the Competent Authority, Reserve Bank of India.

ARTICLE 8: Other Provisions

- 1) This Pact is subject to Indian Law, place of performance and jurisdiction is the **Headquarters** of the Principal/Owner, who has floated the RFP.
- 2) Changes and supplements need to be made in writing. Side agreements have not been made.

- 3) If the BIDDER is a partnership or a consortium, this Pact must be signed by all the partners or by one or more partner holding power of attorney signed by all partners and consortium members. In case of a Company, the Pact must be signed by a representative duly authorized by board resolution.
- 4) Should one or several provisions of this Pact turn out to be invalid; the remainder of this Pact remains valid. In this case, the parties will strive to come to an agreement to their original intensions.
- 5) 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 Owner/Principal in accordance with this **Integrity Agreement/Pact or interpretation thereof shall not be subject to arbitration.**

ARTICLE 9: LEGAL AND PRIOR RIGHTS

- 1) 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 Bid documents with regard any of the provisions covered under this Integrity Pact.
- 2) A person signing IP shall not approach the Courts while representing the matters to IEMs and he/ she will await their decision in the matter.

IN WITNESS WHEREOF the parties have signed and executed this Integrity Pact at the place and date first above mentioned in the presence of following witnesses:

.....
 (For and on behalf of BIDDER) (For and on behalf of Principal / Owner)

WITNESSES:

(i) (ii).....
 (Signature, name and address) (Signature, name and address)

Place:
 Dated:

Appendix to Integrity Pact

Guidelines for Indian Agents of Foreign Suppliers

1.0 There shall be compulsory registration of agents for all Global (Open) Bid and Limited Bid. An agent who is not registered with 'The Principal' shall apply for registration in the registration form with the appropriate unit.

1.1 Registered agents shall file an authenticated Photostat copy duly attested by a Notary Public/ Original certificate of the Principal confirming the agency agreement. It should cover - the precise relationship, services to be rendered, mutual interests in business - generally and/ or specifically for the bid. Any commission/ remuneration/ salary/ retainership, which the agent or associate receives in India or abroad from the Principal, whether should be brought on record in the Agreement and be made explicit.

1.2 Wherever the Indian representatives have communicated on behalf of their principals and the foreign parties have stated that they are not paying any commission to the Indian agents, and the Indian representative is working on the basis of salary, or a retainer, a written declaration to this effect should be submitted by the party (i.e., Principal) before finalizing the order.

2.0 Disclosure of particulars of agents/ representatives in India, if any.

2.1 BIDDERS of Foreign nationality shall furnish the following details in their offers:

2.1.1 The 'BIDDER' of foreign origin shall disclose the name and address of the agents/ representatives in India, if any and the extent of authorization and authority given to commit the Principals. In case the agent/ representative be a foreign Company, it shall be confirmed whether it is an existing Company and details of the same shall be furnished.

2.1.2 The amount of commission/ remuneration included in the quoted price(s) for such agents/ representatives in India.

2.1.3 Confirmation of BIDDER that the commission/ remuneration, if any, payable to his agents/ representatives in India, may be paid by 'The Principal' in Indian Rupees only.

2.2 Bidders of Indian Nationality shall furnish the following details in their offers:

2.2.1 The 'BIDDER' of Indian Nationality shall furnish the name and address of the foreign principals, if any, indicating their nationality as well as their status, i.e., whether manufacturer or agents of manufacturer holding the Letter of Authority of the Principal authorizing the agent

specifically to make an offer in India in response to tender either directly or through the agents/ representatives.

2.2.2 The amount of commission/ remuneration included in the price (s) quoted by BIDDER for himself.

2.2.3 Confirmation of the foreign principals of BIDDER that the commission/ remuneration, if any, reserved for BIDDER in the quoted price(s), may be paid by 'The Principal' in India in equivalent Indian Rupees on satisfactory completion of the Project or supplies of Services.

2.3 In either case, in the event of contract materializing, the terms of payment shall provide for payment of the commission/ remuneration, if any, payable to the agents/ representatives in India in Indian Rupees on expiry of 90 days after the discharge of the obligations under the contract.

2.4 Failure to furnish correct and detailed information as called for in clauses above shall render the concerned bid/RFP liable to rejection or, in the event of a contract materializing, the same liable to termination by 'The Principal'. Besides this, there would be a penalty of banning business dealings with 'The Principal' or damage or payment of a named sum.

Proforma for Undertaking / Declaration / Certificate by the BIDDER regarding country sharing land border with India

(To be submitted by BIDDER on their letter head duly sealed and signed by the authorized signatory)

To,
Chief General Manager
Reserve Bank of India
Premises Department,
Central Office, Mumbai-400 001

Name of Work: - PMC for Construction of residential flats for officers at Ekta Nagar, Mazgaon, Mumbai.

Madam,

I / We (Name and address, including Country of location of BIDDER) have read and understood the contents of the Office Memorandum (OM) F. No. 6/18/2019-PPD dated July 23, 2020 and its subsequent orders / revision issued by Public Procurement Division, Department of Expenditure, Ministry of Finance, Government of India regarding the restrictions on procurement from a BIDDER of a country which shares a land border with India.

2. I / We certify that (Name of the BIDDER)

- i is not from a country sharing land border with India, or
- ii is from a country sharing land border with India and has been registered with the Competent Authority, the certificate of which is enclosed, or
- iii is from a country sharing land border with India where Government of India has extended lines of credit, or
- iv is from a country sharing land border with India where Government of India is engaged in development projects.

(Strikeout whichever of the above is not applicable).

3. I / We further certify that (Name of BIDDER) fulfils all requirements in this regard and is eligible to be considered under the provision of the above referred Office Memorandum and its subsequent orders / revision. I/We also undertake that even in case of contracts where we are permitted by the BANK to sub-contract I/we(Name of BIDDER) will not sub-contract any work to a Interior

Contractor from country (ies) sharing land border with India, unless such Interior Contractor fulfils all the requirements contained in the above referred office memorandum / order.

4. I/We know and understand that, if this Undertaking / Declaration / Certificate submitted by us is found to be false, the BANK shall be free to reject / terminate our tender / Work Order and that the BANK shall also be free to initiate any legal action in accordance with law including forfeiting of Earnest Money Deposit / Performance Bank Guarantee / Security Deposit and / or debarring us from participating in tenders invited by the Bank in future.

Signature and name of the authorized signatory of the Bidder

with Stamp

Date:

Place:

CHECKLIST

A. List of Documents duly signed and certified and to be submitted to the Reserve Bank of India on or before last date and time of submission

Sl. No.	Description of Documents	Submitted Yes / No
i	Form of tender	
ii	Composition of the firm/organization:	
	(i) Annexure III (duly signed)	
	(ii) Copy of the Articles of Association/ Power of Attorney/other relevant document	
	(iii) copy of Goods and Service Tax registration certificate	
	(iv) Details of Personnel (Annexure IV)	
iii	Experience:	
	List of eligible similar nature of works completed during the last Five Years ending 2024 (work completed on or after 2017) in Annexure VI	
	(i) Proof of eligible works (value wise – past 5 years) (a) Works executed for Government / Public sector companies: Copies of detailed work order/s for eligible works indicating date of award, contract amount, time given for completing the work, etc. and the corresponding completion certificate(s) indicating actual date of completion and actual value of executed similar work/s issued by the client(s) (b) Client's certificate in Annexure III A in the letterhead of the client and should be signed by the concerned Executive Engineer or an officer in an equivalent or higher rank.	
iv	Annual Financial Turn Over: duly signed by the BIDDER and certified by Chartered Accountant/Company Secretary.	
	Profit and Loss statement along with the latest final accounts of the business of the BIDDER duly certified by a Chartered Accountant	
vi	Annexure II (Financial Bid)	

vii	Annexure V (Details of Network offices)	
viii	Annexure VII (BID SECURITY (BANK GURANTEE))	
ix	Annexure VIII (AFFIDAVIT FOR NON-BLACKLISTING)	
x	Annexure IX (PRE-INTEGRITY PACT)	
xi	Annexure X (DECLARATION FOR COUNTRY SHARING LAND BORDER WITH INDIA)	
xiv.	Any other document as specified in the RFP.	

B. ORIGINAL Application duly signed in all pages and a COPY thereof.

Signature of the applicant with seal

Date:

Place

Format of Performance Bank Guarantee

(Will apply only to successful bidder)

(To be Submitted in Stamp Paper of appropriate value)

- 1) In consideration of Reserve Bank of India (hereinafter called "The RBI") having agreed under the terms and conditions of this Letter of Agreement No. _____ dated ____ made between

The RBI and _____ (hereinafter called "the PMC service provider") for the work of providing Program Management Consultancy services for the proposed Infrastructure works for a period of 48 months in the campus of Reserve bank Of India,. (hereinafter called "the Letter of Agreement") having agreed to production of an irrevocable bank Guarantee for Rs. _ (Rupees _____ only), as a guarantee from the PMC service provider for compliance of his obligations in accordance with the Terms and Conditions in the said agreement, we (Indicate the name of the Bank) (hereinafter referred to as "the Bank") hereby undertake to pay to the RBI an amount not exceeding Rs. _____ (Rupees _____ only), on demand by the RBI.

- 2) We _____ (Indicate the name of the Bank) do hereby undertake to pay the amounts due and payable under this guarantee without any demur, merely on a demand from the RBI stating that the amount claimed is required to meet the recoveries due or likely to be due from the said PMC service provider. Any such demand made on the bank shall be conclusive as regards the amount due and payable by the Bank under this guarantee. But, our liability under this guarantee shall be restricted to an amount not exceeding Rs. (Rupees _____ only).

- 3) We, the Bank, further undertake to pay to the RBI any money so demanded notwithstanding any dispute or disputes raised by the PMC service provider in any suit or proceeding pending before any Court or Tribunal relating thereto, our liability under this present being absolute and unequivocal. The payment so made by us under this bond shall be a valid discharge of our liability for payment there under and the PMC service provider shall have no claim against us for making such payment. We _____ (Indicate the name of the Bank) further agree that the

guarantee contained herein shall remain in full force and effect during the period that would be taken for the performance of the said Agreement and that it shall continue to be enforceable till all the dues of the RBI under or by virtue of the said Agreement have been fully paid and its claims satisfied or discharged or till Engineer-in-charge on behalf of the RBI certifies that the terms and conditions of the said Agreement have been fully and properly carried out by the said PMC service provider and accordingly discharges this guarantee.

- 4) We _____ (Indicate the name of the Bank) furthermore agree with the RBI that the RBI shall have the fullest liberty without our consent and without affecting in any manner our obligations hereunder to vary any of the terms and conditions of the said Agreement or to extend time of performance by the said PMC service provider from time to time or to postpone for any time or from time to time any of the powers exercisable by the RBI against the said PMC service provider and to forbear or enforce any of the terms and conditions relating to the said Agreement and we shall not be relieved from our liability by reason of any such variation, or extension being granted to the said PMC service provider or for any forbearance, act of omission on the part of the RBI or any indulgence by the RBI to the said PMC service provider or by any such matter or thing whatsoever which under the law relating to sureties would, but for this provision, have effect of so relieving us.
- 5) This guarantee will not be discharged due to the change in the constitution of the Bank or the PMC service provider.
- 6) We _____ (Indicate the name of the Bank) lastly undertake not to revoke this guarantee except with the previous consent of the RBI in writing.
- 7) This guarantee shall be valid up to _____ unless extended on demand. Notwithstanding anything mentioned above, our liability against this guarantee is restricted to Rs. _____ (Rupees _____ only), and unless a claim in writing is lodged with us within six months of the date of expiry or the extended date of expiry of this guarantee, all our liabilities under this guarantee shall stand discharged.

Signed and sealed dated the ____ day of ____ the Year 2024
for _____ (Indicate the name of the Bank)

Annexure XII

FORMAT OF PROFESSIONAL INDEMNITY BOND FOR COMPREHENSIVE CONSULTANCY

(On a stamp paper of Rs.200/- or on a stamp paper of adequate value)

This **INDEMNITY BOND** is executed at Mumbai on this ____ day of _____ 202..____ by M/s..... having its registered office at _____ (hereinafter

called the “**Indemnifier**” which expression shall mean and include their successors, administrators, executors, legal representatives and assigns) in favour of the Reserve Bank of India having its Central office at Shahid Bhagat Singh Road, Fort, Mumbai – 400001 (hereinafter called the “**Indemnified/ RBI/ BANK**” which expression shall mean and include its successors, legal representatives, administrators and assigns).

WHEREAS the(name of the Indemnifier) as per the provisions of the contract between the(name of the Indemnifier) and RBI has/ have started/ shall commence the Comprehensive Project Management Consultancy Services work for the project of **Bank’s** _____ in accordance with the requirements and scope specified in the RFP.

AND WHEREAS the(name of the Indemnifier) shall indemnify the RBI against any damage, expense, liability, loss or claim which the RBI might incur, sustain or be subject to arising from any breach of the(name of the Indemnifier) design responsibility (including architectural, structural and MEP) till completion of service life of the project.

AND WHEREAS the indemnifier has agreed to furnish such indemnity to the Indemnified;

NOW **THIS BOND OF INDEMNITY WITNESSETH** that the(name of the Indemnifier) along with the below mentioned two sureties hereby jointly and severally guarantee and agree at all times to save and defend and keep harmless the Indemnified / RBI, their successors and assigns and keep indemnified the RBI from and against all claims, demands, actions, proceedings, losses, damages, judgements, costs, charges and expenses which may be brought against the RBI or commenced against the RBI and which the RBI may have to incur, pay or suffer directly or indirectly on account of or in connection with the following:-

(1) Any type of negligence or non-compliance of or deviation from rules and regulations or in respect of the faulty design and specifications of the facility including all trades suggested by the(name of the Indemnifier), at any stage during consultancy or thereafter. In such event, the RBI shall not be held responsible.

(2) Any damage to the due to faulty design, substandard technique(s) or any other reasons whatsoever.

(3) At any time during the period of consultancy, it is found that the design or execution is not carried out in accordance with the plan and design approved by the RBI for, or it is subsequently detected that any paper / document submitted by the(name of the Indemnifier) is / are false or has not been issued by the concerned competent authority, or execution is at variance with the guidelines and instructions issued thereof. In such event, the RBI shall have the right to suspend the Comprehensive Architectural Services and direct the(name of the Indemnifier) to remedy the defects failing which money deposited with the RBI shall be forfeited and legal action will be initiated by the RBI.

(4) Non-compliance/ non-adherence to the indemnification to RBI with regard to any damage, expense, liability, loss or claim which the RBI might incur, sustain or be subject to arising from any breach of the(name of the Indemnifier) design responsibility (including architectural, structural and MEP) till completion of service life of the project by the(name of the Indemnifier) of the requirements of the NBCI, relevant IS Codes, technical standards, laws, designs including structural designs any inadequacy, insufficiency, impracticality or unsuitability in or of the Bank's requirements or any part thereof and failure to fulfill their responsibility in respect of the suitability, adequacy, integrity, durability and practicality of the RBI's proposal. In such event, the PMC/CPSU shall take into account, address or rectify such inadequacy, insufficiency, impracticality or unsuitability at the(name of the Indemnifier) own cost.

IN WITNESS WHERE OF, this Bond of indemnity is executed on.....at Mumbai in the presence of the following witnesses.

SIGNED AND DELIVERED

.....(name of the Indemnifier)

Witnesses:

1. Name and (full address)
2. Name and (full address)

Sureties

1. Name and (full address)
2. Name and (full address)

.....(name of the Indemnifier)

(Will apply only to successful bidder)

Minimal Documents to be maintained at the site office for inspection

1. Original contract with Design consultant / contractor.
2. Guarantee Bond etc. towards security for work, machinery/ mobilization advances etc. including extension of validity.
3. Insurance policies for work, materials equipment, men etc. including extension of validity.
4. Standard specifications as mentioned in the DPR.
5. Standard schedule of rates.
6. Drawings – Architectural, Structural and Services etc. (One copy of tender drawing & all latest good for construction drawing and a copy of drawings approved by statutory authorities.
7. All connected measurement book, level books field books and lead charts.
8. All running account bills with all connected statements / vouchers.
9. Statements showing details of check of measurements by superior officers-copies of order laying down such requirements.
10. Materials at site accounts/cement, steel, bitumen, paints, water proofing compound, pig lead, anti-termite chemical etc.
11. Stage Passing Register, Site order book, test records/ logbooks, working out Standard Deviation
12. Details of extra / substituted items and of deviated quantities being executed / considered for execution in the work along with analysis of rates.
13. Hindrance registers.
14. Office, correspondence files and inspection note, if any, issued by inspection officer.
15. Any other documents relevant to the works including the documents that are to be maintained as per CVC/CPWD/CTE the same needs to be maintained as per the format.

16. The Program Management Consultancy service provider shall maintain the following detailed documents.
- i. Daily Labour report employed by contractor and the activities of work.
 - ii. Daily Safety report of the labour employed.
 - iii. Project Review Meeting Minutes (both soft/Hard copy)
 - iv. Receipt of Drawings
 - v. Approval of Construction/Service materials
 - vi. Site Hindrance
 - vii. Statement of payment of wages to contract labour
 - viii. Status of GRIHA compilation
 - ix. Necessary approval records from statutory bodies.
17. Safety and Security of the Site.

(Signature of Authorized Signatory.

Name of Authorized Signatory)

(CPSU Stamp)

Instructions for E-procurement

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

1. e-Notice Inviting RFP is invited under the two-part system (**QCBS evaluation**) by the Premises Department, Central office, Reserve Bank of India, Mumbai, from amongst the Central CPSUs for **Selection of CPSU for engagement of Project Management Consultant (PMC) on Deposit Basis for Construction of residential flats for officers at Ekta Nagar, Mazgaon, Mumbai.**
2. The bidding process is in two parts as specified in clause 11 of the RFP above and should be submitted online only, using digital signature, not later than the date and time of submission of bid. RFP inviting authority, office and name of work are specified in the bid document. No bid will be accepted after the specified date and time for submission of bid under any circumstances whatsoever.

Process Of Submission of bids in online portal

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

SPECIAL NOTE: THE TECHNICAL BID HAS TO BE SUBMITTED ON-LINE at

<https://www.mstcecommerce.com/eprocn/>

- 1) BIDDERS are required to register themselves online with www.mstcecommerce.com → e- Procurement → New Common portal → Register as Vendor → Filling up details and creating own user id and password → Submit.
For detailed step by step process vendor may follow instruction given "Vendor Registration Guide" available on the MSTC portal.

2) BIDDER 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 BANK /MSTC, before the scheduled time of bidding.

Contact Person (BANK):

I) Shri. Praveen Kumar (Assistant General Manager, Premises Department)

Phone no: 022-22602366 projectekta@rbi.org.in

II) Shri. Shreesh Joshi (Manager, Premises Department)

Phone no: 022-22602292 projectekta@rbi.org.in

Contact Person (MSTC Ltd):

Contact Persons (MSTC Ltd – During Office Hours only):

1) HO Central Help Desk: (For vendors) Phone Number: 07969066600, Email: helpdeskho@mstcindia.in (Please mention "HO Helpdesk" as subject while sending emails) Availability: 9:30 AM to 5:00 PM on all working days for all Technical issues e-Tenders, System settings etc.

2) MSTC-WRO Helpdesk for Vendors: 7651915418

3) Mr. Tanmoy Sarkar, Deputy Manager, tsarkar@mstcindia.co.in

Mobile 8349894664

4) Mr. Manas Mallick, Chief Manager, wroopn2@mstcindia.in

5) MSTC Help Desk – helpdesk@mstcindia.co.in

B) System Requirement:

I. Windows 7 or above Operating System

II. IE-7 and above Internet browser.

III. Signing and encryption type digital signature

IV JRE 7 and above software to be downloaded and installed in the system.

The detailed manual is available in the link <https://www.mstcecommerce.com/eproc/> -->System Settings→ Download Guide/Edge Setting (for edge browsers) for configuring the system to participate in e-tender.

2. The Technical Bid and the Financial Bid shall have to be submitted online at www.mstcecommerce.com/eprocn. Bids will be opened electronically on specified date and time as given in the Tender.
3. All entries in the tender should be entered in online Technical & Commercial Formats without any ambiguity.

Special Note towards Transaction fee:

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

Transaction fee is non-refundable.

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

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

5. Information about bids / corrigendum uploaded shall be sent by email only during the process till finalization of tender. Hence the BIDDERS are required to ensure that their corporate email I.D. provided is valid and updated at the time of registration of BIDDERS with MSTC. BIDDERS are also requested to ensure validity of their DSC (Digital Signature Certificate).

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

7. **Bidding in e-Tender:**

BIDDER (s) need to submit necessary E-Tender fees (if any) and Transaction fees (If any) to be eligible to bid online in the e-Tender. Tender fees and Transaction fees are non-refundable.

All BIDDERS need to submit EMD before opening of Part-I of the tender.

The process involves Electronic Bidding for submission of Technical and Commercial Bid.

a) The BIDDER (s) who have submitted transaction fee can only submit their Technical Bid and Commercial Bid through internet in MSTC website www.mstcecommerce.com → e-procurement → New Common Portal → Bid Floor Manager → live event → Selection of the live event → Techno Commercial Bid.

b) The BIDDER should allow running JAVA application by accepting the risk and clicking on continue. This exercise has to be done twice immediately after reaching the Bid floor. Then they have to fill up Common terms/Commercial specification and save the same. After that click on the Technical bid. If this application is not run, then the BIDDER will not be able to save/submit his Technical bid.

b) After filling the Technical Bid BIDDER should click 'save' for recording their Technical bid. Once the same is done, the Commercial/price Bid link becomes active and the same has to be filled up and then BIDDER should click on "save" to record their Commercial bid. Then once both the Technical and price bid has been saved, the BIDDER can click on the "Final submission" button to register their bid.

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

d) BIDDERS are instructed to use Attach Doc button to upload documents. Multiple documents can be uploaded.

- e) In all cases, BIDDER should use their own ID and Password along with Digital Signature at the time of submission of their bid.
- f) During the entire e-Tender process, the BIDDERS will remain completely anonymous to one another and to everybody else.
- g) The e-Tender floor shall remain open from the pre-announced date & time and for as much duration as mentioned above. All electronic bids submitted during the e- Tender process shall be legally binding on the BIDDER. Any bid will be considered as the valid bid offered by that BIDDER and acceptance of the same by the Buyer will form a binding contract between Buyer and the BIDDERS for execution of supply.
- h) It is mandatory that all the bids are submitted with digital signature certificate. otherwise, the same will not be accepted by the system.
- i) Buyer reserves the right to cancel or reject or accept or withdraw or extend the tender in full or part without assigning any reason thereof.
- j) No deviation of the terms and conditions of the tender document is acceptable. Submission of bid in the e-Tender floor by any BIDDERS confirms his acceptance of terms & conditions of the tender.
- k) Any order resulting from this tender shall be governed by the terms and conditions mentioned therein.
- l) 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.
- m) BIDDERS are requested to read the guide and see the video in the page <https://www.mstcecommerce.com/eprocn> to familiarize them with the system before bidding.

TENTATIVE TIMELINES FOR VARIOUS ACTIVITIES

Pre-construction timelines:		
A	Submission of Enabling Estimate	2 Week after signing of agreement
B	Finalisation of Architect by Design Competition	12 Weeks from A
C	Submission of drawings by PMC to BANK	6 Weeks from B
D	Examination of drawings by JAC (two iterations)	4 Weeks from C
E	Final approval of drawings by the BANK	4 Weeks from D
F	Submission of drawings for Statutory approvals	4 Weeks from E
G	Submission of Project Concept report, design basis report and Expenditure Sanction with Preliminary Architectural drawings	4 Weeks from E
H	Expenditure Sanction by the BANK	8 Weeks from G
I	Approval of drawings by Statutory authorities (parallelly tender preparation to be completed)	8 Weeks F
J	Tender process period and award of work to contractor	12 Weeks from receiving I
K	Execution of work	145 weeks from J

Architect's Brief



RESERVE BANK OF INDIA

**Officers' Residential Complex of Reserve Bank of India at Ekta Nagar, Mazagaon,
Mumbai**

Requirements for implementation of Project



Bank's requirements for Construction/ Redevelopment of residential complex for officers at Ekta Nagar, Mazagaon, Mumbai

Index

S. No.	Description	Page No
1	Introduction	3
2	General Requirements	3
3	Officers' residential complex related requirements	5
4	Annex I	25
5	Annex II	31
6	Annex III- Indicative Layout Drawing – Residential flats	42-43



Introduction

Reserve Bank of India (hereinafter referred as Bank) intends to undertake Planning and Construction of Officers' Residential Complex of Bank at its land of 13375.45 sqm area acquired on March 06, 2024 on leasehold basis at Ekta Nagar Mumbai and shall hereinafter referred as plot.

General Requirements:

The Residential complex shall comprise of residential flats, community hall, children play area etc.. In addition to meeting with the requirement for planning of providing minimum no. of flats and other buildings/amenities mentioned at **Annex I**, the complex shall be designed to utilise the full potential of the plot i.e. maximum possible no. of flats that can be constructed in the plot shall be planned.

Planning shall be in such a manner that the entire project is certified as Platinum rating development under Indian Green Building Council (IGBC) system or 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).

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



Bank's requirements for Construction/ Redevelopment of residential complex for officers at Ekta Nagar, Mazagaon, Mumbai

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 ≤ 0.45 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 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



Bank's requirements for Construction/ Redevelopment of residential complex for officers at Ekta Nagar, Mazagaon, Mumbai

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 Project Management Consultant 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 the PMC.

Officers' Residential Complex related requirements:

It shall comprise Grade B/C type flats, Grade A type flats, 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 I**.

[Note: **Carpet area of flats** mentioned below as well as in Annex I is **including** area of rooms, toilets and circulation/ passages within the flats but **excluding** area of internal walls, balcony/ sleeping-out terrace, flowerbeds, etc. inside the flats which all (i.e. above excluded components) shall be provided additional to the area of the flats mentioned hereinafter and in Annex I. 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 I.]



(A) Grade 'B' & 'C' type flats: (Built-up area – 1200 sqft)

Means a flat which has a carpet area[&] approx. 85 sqm to 95 sqm (in Mumbai) including area of rooms, toilets, and circulation/passages within the flat but excluding area of internal walls, balcony/ sleeping-out terrace, flowerbeds, etc. inside the flat. Such a flat shall be constructed for allotting it to Grade 'B' & 'C' 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, 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.

An **Indicative Layout Drawing of the flat** is provided in **Annex-III** of this document.

(B) Grade 'A' type flats: (Built-up area – 1100 sqft)

Means a flat which has a carpet area[&] approx. 74 sqm to 87 sqm (in Mumbai) including area of rooms, toilets, and circulation/passages within the flat but excluding area of internal walls, balcony/ sleeping-out terrace, flowerbeds, etc. inside the flat. 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

[&] The above carpet areas are derived from the built-up area of respective grade considering 20% additional area for other cities with 10% on lower side assuming up to 15% area of wall, For Mumbai, the BUA range may be 10% on lower side assuming upto 15% area of walls.



Bank's requirements for Construction/ Redevelopment of residential complex for officers at Ekta Nagar, Mazagaon, Mumbai

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.

An **Indicative Layout Drawing of the flat** is provided in **Annex-III** of this document.

(C) Creche:

Means a flat which has a carpet area approx. 85 sqm to 95 sqm including area of rooms, toilets, and circulation/passages within the flat but excluding area of internal walls, balcony/ sleeping-out terrace, flowerbeds, etc. inside the flat. 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 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.

(D) 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 I**.

(D) Amenities inside Flats 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) ⁸and 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.

(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 6mm 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 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 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

⁸ depending upon climatic conditions



Bank's requirements for Construction/ Redevelopment of residential complex for officers at Ekta Nagar, Mazagaon, Mumbai

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) 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 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 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 and shall be provided with safety net for avoiding entry of birds.



Bank's requirements for Construction/ Redevelopment of residential complex for officers at Ekta Nagar, Mazagaon, Mumbai

(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 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, cockroach trap 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) Wash basin /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 all-around over counter unit (fitted with waterproof modular



Bank's requirements for Construction/ Redevelopment of residential complex for officers at Ekta Nagar, Mazagaon, Mumbai

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



Bank's requirements for Construction/ Redevelopment of residential complex for officers at Ekta Nagar, Mazagaon, Mumbai

(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 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/cockroach 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.



Bank's requirements for Construction/ Redevelopment of residential complex for officers at Ekta Nagar, Mazagaon, Mumbai

(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 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 equipments 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 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.



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

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

(e) 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.

(f) External Development:

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 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 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.

(g) Outdoor Common Amenities:

Suitable play equipments 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 equipments shall be provided on grass lawn with flowering plants around. In slides and swings, etc., area below the landing shall be suitably cushioned as per latest technology to avoid injury. 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.]



(h) Peripheral protection:

New boundary wall is to be constructed: 3.2 m high (to be measured from finished formation level of the higher side) shall be constructed to achieve 1.5 m height of solid wall above formation level plus 1.7 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.

(i) 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,



Bank's requirements for Construction/ Redevelopment of residential complex for officers at Ekta Nagar, Mazagaon, Mumbai

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.
- (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. The switch for the AC and Geyser points shall be provided at convenient location for ease of operation.



Bank's requirements for Construction/ Redevelopment of residential complex for officers at Ekta Nagar, Mazagaon, Mumbai

- (xii) For convenience of users the power points (15A) shall be of combined type (i.e., both 5A as well as 15A plug tops).
- (xiii) 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.
- (xiv) 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 mater bedroom.
- (xv) 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
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- (xvi) Exhaust fans in kitchen bathrooms, toilets, dressers etc. shall be of light duty 9" /12" size with gravity louvers / flaps.
- (xvii) 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.



Bank's requirements for Construction/ Redevelopment of residential complex for officers at Ekta Nagar, Mazagaon, Mumbai

- 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)
- (xviii) 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 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.
- (xix) 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 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
Decorative fitting	Rs. 2,000/-
Chandelier	Rs. 6,000/-

- (xx) 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



Bank's requirements for Construction/ Redevelopment of residential complex for officers at Ekta Nagar, Mazagaon, Mumbai

common area loads (including VOFs), LT connection from electricity supply company / authority shall be planned preferably.

- (xxi) 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.
- (xxii) 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.
- (xxiii) 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.
- (xxiv) 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.
- (xxv) Standalone type Video Door phone at the entrance of each flat shall be planned.
- (xxvi) 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.
- (xxvii) For hot water requirements geyser may be planned in bathroom¹³ 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.
- (xxviii) Fire extinguishers and firefighting system/ equipments in each block and floor as per Local Fire Authority requirement.

¹³ depending upon climatic conditions



Bank's requirements for Construction/ Redevelopment of residential complex for officers at Ekta Nagar, Mazagaon, Mumbai

- (xxix) Fire alarm system in each block and floor as per the Local Fire Authority requirements.
- (xxx) 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.
- (xxxi) 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.
- (xxxii) Air-conditioning system in common areas such as: community hall, dispensary, caretaker room, , gymnasium etc.
- (xxxiii) Electrical chimney in all the residential flats for officers, kitchen .
- (xxxiv) Planning and designing CCTV system to cover periphery and entrances (Main gate and Tower entrances).
- (xxxv) 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.
- (xxxvi) Doctor's room is to be provided with intercom and direct telephone line.
- (xxxvii) 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
- (xxxviii) Single DG set for whole colony may be preferably planned in place of multiple DG sets.



Bank's requirements for Construction/ Redevelopment of residential complex for officers at Ekta Nagar, Mazagaon, Mumbai

- (xxxix) 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.
- (xl) 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.
- (xli) General Area Lighting such as Lobby, Lift Lobby, Periphery, Terrace, Podium and Staircase Area etc. shall be with suitable LED light fittings.
- (xlii) Decorative light fittings at the entrance of colony and lobby area of individual building shall be planned.
- (xliii) LED lights with decorative holdings and concealed wiring to be planned for pathways.
- (xliv) 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.
- (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 fibre 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
- 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 II**.



Annex I

Officers' Residential Complex of Reserve Bank of India at Ekta Nagar, Mazagaon, Mumbai.

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	Tentative Numbers required	Minimum carpet area* in sq. m. (approx. but not lesser than the lower limit mentioned)
1	Grade C/B type Officer's flats	150	85 sqm to 95 sqm (in Mumbai)
2	Grade A type Officers' flats	50	74 sqm to 87 sqm (in Mumbai)
3	Creche	1	85 sqm to 95 sqm (in Mumbai)
	Total =		

* Carpet area of flats mentioned above is **including** area of rooms, toilets and circulation/ passages within the flats but **excluding** area of internal walls, balcony/ sleeping-out terrace, flowerbeds, etc. inside the flats which all (i.e. above excluded components) shall be provided additional to the area of the flats mentioned above. 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.

Requirement of Car Parking:

Minimum _____ 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.



Bank's requirements for Construction/ Redevelopment of residential complex for officers at Ekta Nagar, Mazagaon, Mumbai

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	Grade 'C'/'B' type flats		2	
2	Grade 'A' type flats		1.5	
	Total=			

Approximately 15 sq. m. area for each covered car parking will be required to be provided. This area of (___Nos. x 15 sq. m. = ___ 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



Bank's requirements for Construction/ Redevelopment of residential complex for officers at Ekta Nagar, Mazagaon, Mumbai

2	Caretaker's store attached to Care-taker Office	20-25	1	passages, service shafts, lifts, lift machine rooms, common access way etc. shall be provided additional to the area mentioned.
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	
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	



Bank's requirements for Construction/ Redevelopment of residential complex for officers at Ekta Nagar, Mazagaon, Mumbai

	<u>Drinking water and toilet facility for visiting employees/ex-employees, Water cooler/drinking water/ separate wash basin facility</u>	12-15		
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	1	
12	Kitchen to party hall	22 - 24	1	
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 at Ekta Nagar, Mazagaon, Mumbai

16	Common Gents Toilet (easy approachable to community hall, party hall as well as dispensary)	16-17	1	<p>** Height of community hall where it accommodates badminton courts, shall be 2.5 to 3 times the normal height of building.</p> <p>\$ 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.</p> <p>*** 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</p>
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	



Bank's requirements for Construction/ Redevelopment of residential complex for officers at Ekta Nagar, Mazagaon, Mumbai

23	Separate Toilet*** Separate Ladies and Gents Toilets, Drinking Water Facility and Store	Servant having	35-45	1	the club house building or any other suitable location easily accessible from the residences.
	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.



Annex II

Officers' Residential Complex of Reserve Bank of India at Ekta Nagar, Mazagaon, Mumbai.

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, landings,	D - 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



Bank's requirements for Construction/ Redevelopment of residential complex for officers at Ekta Nagar, Mazagaon, Mumbai

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)
		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
Grade 'B' & 'C'				
1	Drawing cum dining	Vitrified Tiles	S - Vitrified Tiles + P above	NA but POP moulding and cornice



Bank's requirements for Construction/ Redevelopment of residential complex for officers at Ekta Nagar, Mazagaon, Mumbai

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)
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



Bank's requirements for Construction/ Redevelopment of residential complex for officers at Ekta Nagar, Mazagaon, Mumbai

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)
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



Bank's requirements for Construction/ Redevelopment of residential complex for officers at Ekta Nagar, Mazagaon, Mumbai

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)
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				
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/Vitr	D – Vitrified/ceramic/glazed tile dado upto door lintel level or	Moisture resistant



Bank's requirements for Construction/ Redevelopment of residential complex for officers at Ekta Nagar, Mazagaon, Mumbai

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)
		ified/ceramic tile	soffit level of ventilator (whichever is higher) + P above	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)
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	Antiskid/ Matt	D - vitrified/ceramic/glazed tile dado upto door lintel level or	Moisture resistant



Bank's requirements for Construction/ Redevelopment of residential complex for officers at Ekta Nagar, Mazagaon, Mumbai

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)
	staff, servants, and toilets attached to driver's room or other similar	finish/Vitrified/ceramic tile	soffit level of ventilator (whichever is higher) + P above	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 ceiling with moulding. Cornice etc.



Bank's requirements for Construction/ Redevelopment of residential complex for officers at Ekta Nagar, Mazagaon, Mumbai

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)
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	Antiskid/ Matt finish/Vitr	D – vitrified/ceramic/glazed tile dado upto 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 at Ekta Nagar, Mazagaon, Mumbai

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)
	room, yoga/meditation room, Co-operative store, and toilets attached to caretaker's and engineer's office or other similar	ified/ceramic tile		
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



Bank's requirements for Construction/ Redevelopment of residential complex for officers at Ekta Nagar, Mazagaon, Mumbai

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)
Security Room and Meter Room				
1	Guard room, meter room, service room and other similar rooms, etc.	Kota	S – Kota + P above	NA
General				
<p>(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.</p> <p>(ii) Window and door frames are to be well seasoned best quality local available hard wood or extruded aluminium 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 aluminium doors. Magnet latch/stoppers for doors may be provided.</p> <p>(iii) All exposed terminating edges of dado and skirting shall have moulding at terminating edge, if not flush to the wall plaster.</p>				



Bank's requirements for Construction/ Redevelopment of residential complex for officers at Ekta Nagar, Mazagaon, Mumbai

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)
<p>(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 mid-landing of staircases, etc.</p> <p>(v) Suitable patterns in combination of tiles/granites/natural stones/borders, etc. shall be designed in all the dados.</p> <p>(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.</p> <p>(vii) Balcony- Anti-skid Tiles Flooring with skirting upto150 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.</p> <p>(viii) All terraces, sunken areas, wet areas viz. toilets, balconies, utility areas, etc. shall have suitable water proofing treatment as certified by the PMC. 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 the PMC.</p> <p>(viii) All the above schedule is for exposed finishes. All materials including tiles, granites/natural stones etc. shall be of Premium Quality.</p>				

ELECTRICAL FIXTURES

Details of Electrical Fixing and Fixtures

	M Bed Room/ Bed Room/ Guest Bed Room	Study Room	Drawing Hall	Dining cum Living Room	Kitchen	Store	Toilet	Dressing	Kitchen Balcony	Other Balcony	Passage
Tubelight	1	1	1	1	1						
Decorative /Wall Mount Light	1	1	2	2			2				
Ceiling Light					1	1		1	1	1 or 2	1
Wall Fan / Ceiling Fan	1	1	1	2	1						
Exhaust Fan					1						
Call Bell							1				1
5/6A Socket	7	4	7	5	4	1	1	1			2
15/16A Socket	1	1	1	1	4		1		1		
AC Socket	1			1							
TV outlet	1			1							
Telephone outlet	1	1	1	1							
Data outlet	1	1	1	1							
Intercom											1
Optical Fire Outlet											1
Geyser							1				
Chimney					1						
Video Door Phone											1

Details of 5/6A Socket	TV - 2 Data/Tele - 2 Bed - 2 SB* - 1	Data/Tele - 3 SB - 1	TV - 2 Data/Tele - 2 SideWall - 2 SB - 1	Data/Tele - 2 SideWall - 2 SB - 1	Waterfilter - 1 SB - 1 Mixer - 1 Chimney - 1					
Details of 15/16A Socket					Fridge - 1 Microwave - 1 Induction - 1 Dishwasher - 1		Geyser-1		Washing Machine - 1	

*SB = Switchboard

REQUIREMENTS

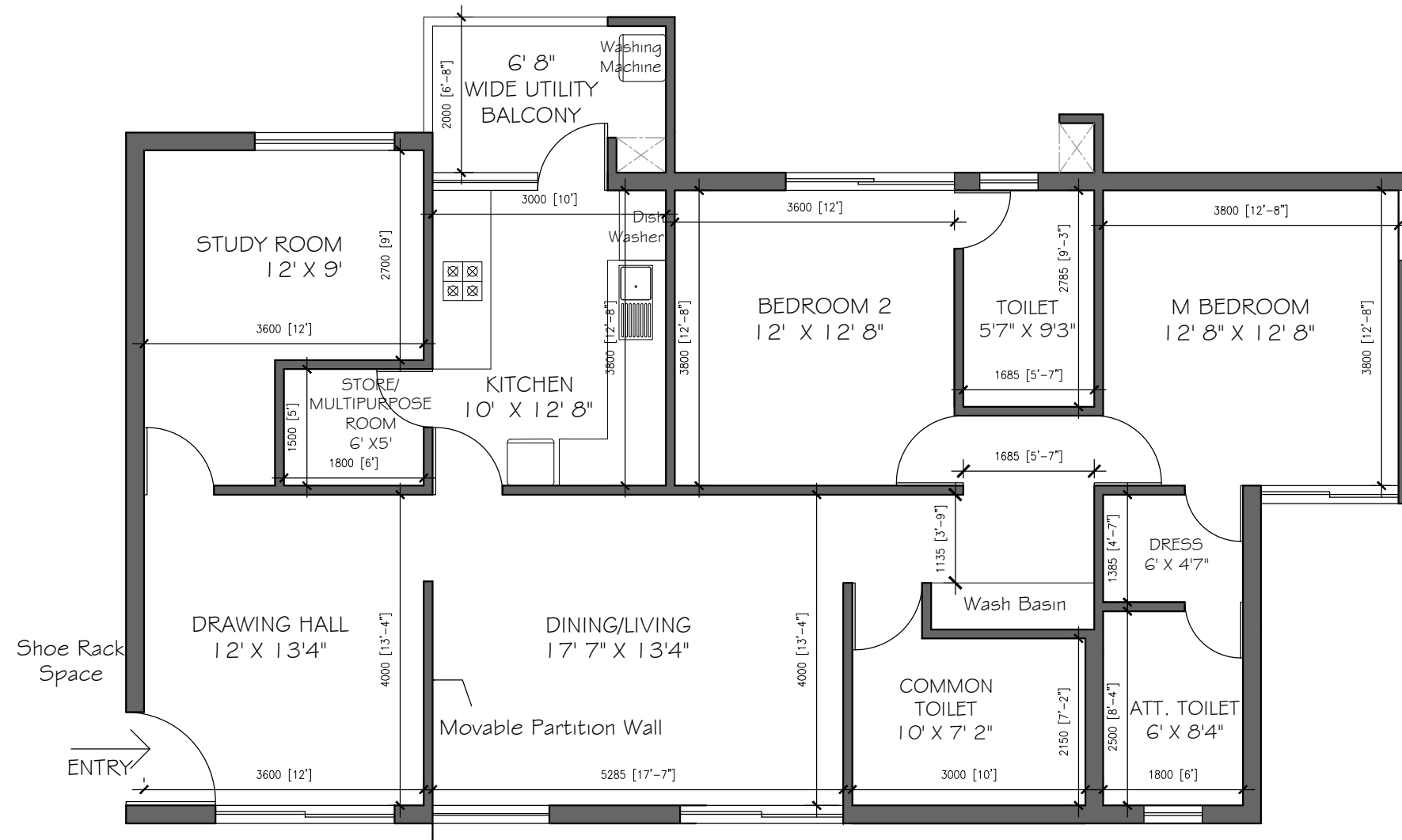
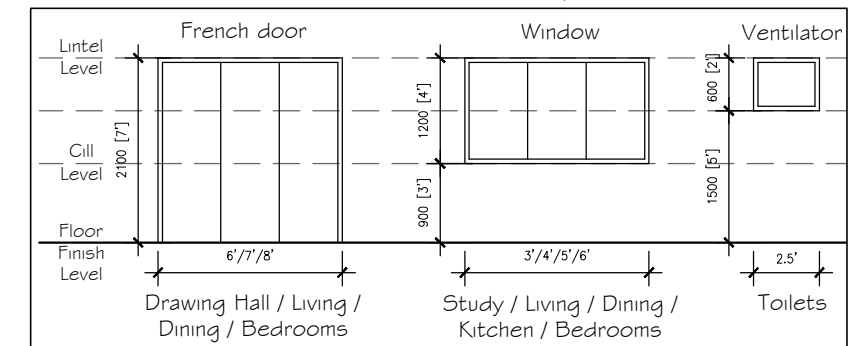
- Drawing cum living cum dining room
- Master bedroom with an attached toilet and a dresser
- 2nd bedroom with an attached toilet
- Modular kitchen with utility balcony
- Kitchen store room / Multi-purpose room
- Common toilet
- Study room
- All rooms with attached balcony

AREA CHART

for other centres considering 20% extra (excluding Mumbai)

Sr No	PARTICULAR	REQD.	PROPOSED
01	Carpet	105-116 sq.m.	116 sq.m. 1248.60 sq.ft.
02	Built Up Area without Balcony	1440 sq.ft.	132.85 sq.m. 1430.00 sq.ft.
03	Built Up Area with Balcony	-	170 sq.m. 1830 sq.ft.

WINDOW DETAILS



INDICATIVE LAYOUT FOR OFFICERS' RESIDENCE- GRADE B/C

DRAWING TITLE :
RESIDENTIAL PROTOTYPE LAYOUT FOR GRADE B & C

SUBTITLE :
INDICATIVE LAYOUT
all dimensions are in mm

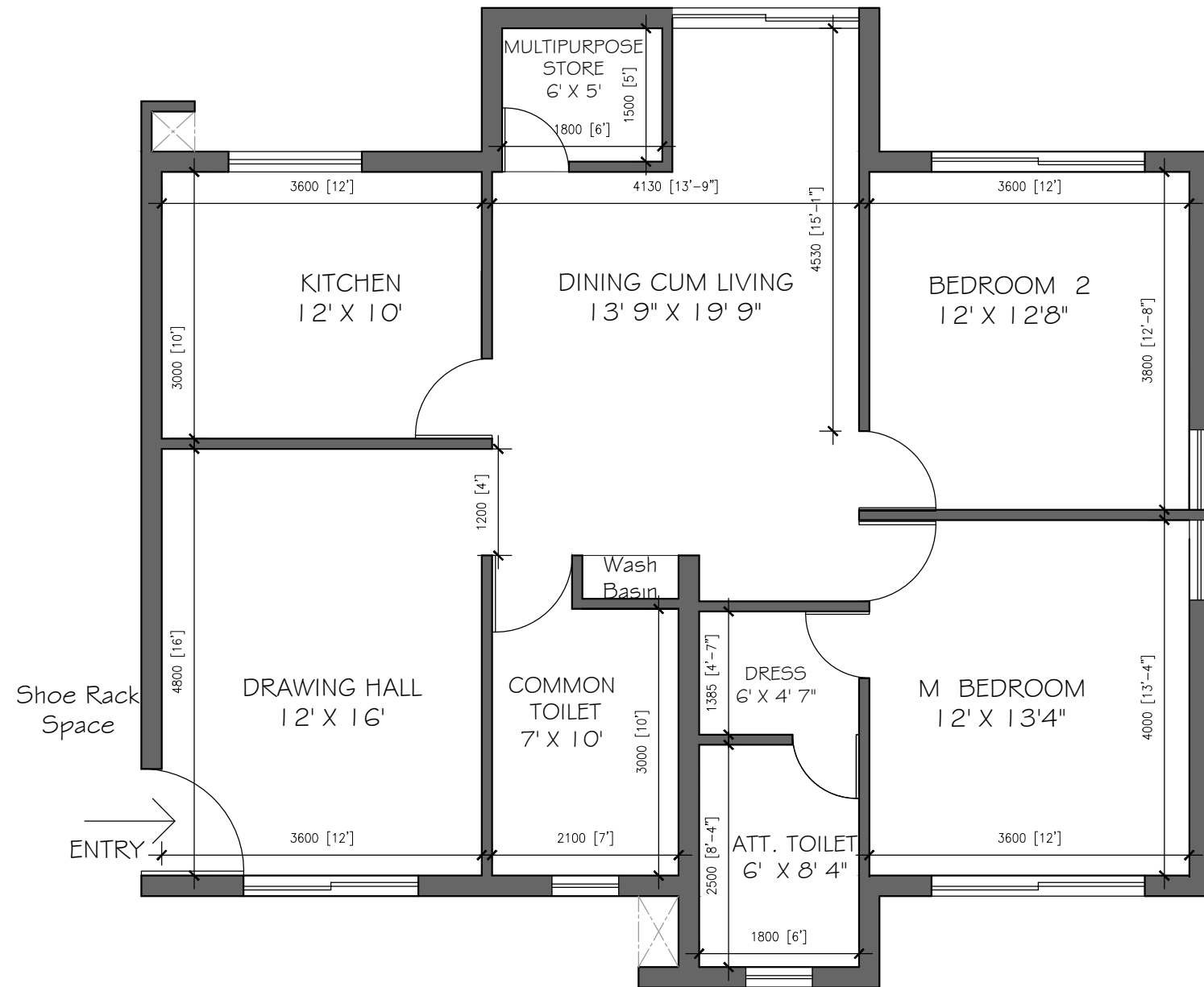
REVISION 2 :			SCALE	NTS	SIZE	A1
REVISION 1 :	R1	June 2024	DRAWN BY	Sneha	DATE	12.06.2024
ORIGINATED DATE :	R0	April 2024	CHECKED BY	Snehal	REVISION	R0



भारतीय रजिस्ट्रार बैंक
RESERVE BANK OF INDIA
PREMISES DEPARTMENT
CENTRAL OFFICE, MUMBAI

DRG NO.
STD-B/C-01

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INDICATIVE LAYOUT FOR OFFICERS' RESIDENCE- GRADE A

ELECTRICAL FIXTURES

Details of Electrical Fitting and Fixtures										
	M Bed Room/ Bed Room ³	Drawing Hall	Dining Cum Living	Kitchen	Store/ Multipurpose Room	Att. Toilet, Common Toilet ²	Dress	Wash Basin	Utility Balcony	Other Balconies ⁴
Tube light	1	1	1	1						
Decorative /Wall Mount Light	1	1	1			1				
Mirror Light						1*		1		
Ceiling Light				1	1				1	1 ²
Wall fan / Ceiling Fan	1	1	2	1						
Exhaust Fan				1		1				
Call Bell		1								
5/6A Socket	7	8	5	4	1		1	1		
15/16A Socket	1	1	2	4						2
AC Socket	1	1	1							
TV outlet	1	1	1							
Telephone outlet	1	1	1							
Data outlet	1	1	1							
Intercom										
Optical Fiber Outlet			1							
Geyser						1				
Chimney						1				
Water Purifier				1						
Video Door Phone			1							

Details of 5/6A Socket	TV - 2 Data/Tele - 2 Bed - 2 SB* - 1	TV - 2 Data/Tele - 2 SB - 1 Optical fibre outlet - 2 Other - 1	Data/Tele - 2 Sidelwall - 2 SB - 1	Water purifier - 1 SB - 1 Mixer - 1 Chimney - 1	SB - 1		SB - 1	SB - 1		
Details of 15/16A Socket	Multipurpose - 1 Nos.	Multipurpose - 1 Nos.	Multipurpose - 1 Nos. Fridge - 1	Fridge - 1 Microwave - 1 Induction - 1 Dishwasher - 1		Geyser - 1			Washing Machine - 1 Dishwasher - 1	

* SB = Switchboard
¹ 1 or 2 lights may be provided depending upon size of balcony
² Quantities are specified on per room / toilet/ balcony basis
⁴ Depending upon provision of wash basin in toilet

REQUIREMENTS

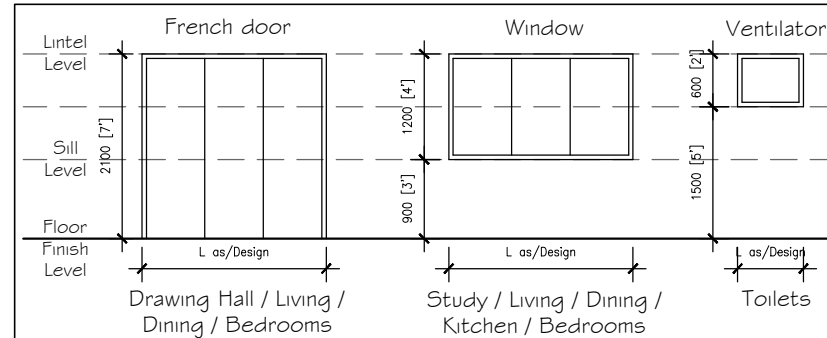
- Drawing cum living cum dining room
- Master bedroom with an attached toilet and a dresser
- 2nd bedroom
- Modular kitchen with utility balcony
- Kitchen store room / Multi-purpose room
- Common toilet
- All rooms with attached balcony

AREA CHART

for other centres considering 20% extra (excluding Mumbai)

Sr No	PARTICULAR	REQD.	PROPOSED
01	Carpet	94-105 sq.m.	96.20 sq.m. 1035.50 sq.ft.
02	Built Up Area without Balcony	1320 sq.ft.	110.20 sq.m. 1186.40 sq.ft.
03	Built Up Area with Balcony	-	142.72 sq.m. 1536.22 sq.ft.

WINDOW DETAILS



DRAWING TITLE :
RESIDENTIAL PROTOTYPE LAYOUT FOR GRADE A

SUBTITLE :
INDICATIVE LAYOUT
all dimensions are in mm

REVISION 2 :			SCALE	NTS	SIZE	A1
REVISION 1 :	R1	June 2024	DRAWN BY	Sneha	DATE	12.06.2024
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भारतीय रजिस्ट्र बँक RESERVE BANK OF INDIA PREMISES DEPARTMENT CENTRAL OFFICE, MUMBAI	DRG NO.
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