



भारतीय रिजर्व बैंक Reserve Bank of India
संपदा विभाग Estate Department
बेंगलूरु Bengaluru

NOTICE INVITING TENDER

Reserve Bank of India, Bengaluru invites manual tender from eligible vendors for **Conducting electrical safety audit in Bank's Residential premises at various locations in Bengaluru**. The Tender along with the detailed tender notice is available on the website of the RBI at <https://www.rbi.org.in> under the menu "Tenders".

2. The estimated cost of the work is **₹2.56 lakh (Rupees Two lakh fifty-six thousand rupees approx.)**, however the actual amount may vary.
3. The schedule for the Tendering process is as under:

Estimated cost for the work	₹2.56 Lakh inclusive of GST
Earnest Money Deposit (EMD)	Rs. 5,120/- (MSME registered firms are exempted from EMD at the time of tender submission. However, EMD has to be submitted on award of work in the form of Demand Draft/NEFT)
Time for completion of audit	The site survey, data collection/measurements and draft report should be completed in 30 days from 10th day of issue of work order and the final report shall be submitted within 12 days thereafter.
Date from which tender document is available for downloading	January 21, 2025; 03:00 PM onwards
Start bid Date	January 21, 2025; 03:00 PM onwards
Last date for submission of the tender	January 31, 2025 at 10.00 AM
Date & time of opening of tender (Part I)	January 31, 2025 at 11.00 AM

4. The Bank reserves the right to accept or reject any or all tenders without assigning any reasons thereof.

Note: All the tenderers may please note that any amendments / corrigendum to the Tender, if issued in future, will only be notified on the RBI Website as given above and will not be published in the newspaper.

Regional Director
Reserve Bank of India
Bengaluru



भारतीय रिज़र्व बैंक Reserve Bank of India
संपदा विभाग Estate Department
बेंगलूरु Bengaluru

Part-I

**बेंगलूरु में विभिन्न स्थानों पर रिज़र्व बैंक के आवासीय परिसर का विद्युत सुरक्षा
ऑडिट कराने हेतु निविदा**

Tender for
Conducting Electrical Safety Audit of Reserve Bank's Residential
Premises at various locations in Bengaluru

Name of the Tenderer: _____

Address: _____

E- mail id : _____

Contact no. : _____

Due Date of Submission : 10:00 AM on January 31, 2025

Date and Time of opening of tender: 11:00 AM on January 31, 2025

Quotation to be submitted at : Quotation box placed at Estate Department, 2nd floor, Reserve

Bank of India, Bengaluru

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Section I

Form of Tender

Place _____

Date _____

To,

The Regional Director
Estate Department,
Reserve Bank of India
Bengaluru

Dear Sir,

We have carefully examined the specifications, designs and schedule of quantities relating to the Electrical Safety Audit specified in the memorandum hereinafter set out and having visited and examined the site of the Electrical Safety Audit as specified in the said memorandum and having acquired the requisite information relating thereto as affecting the tender. We hereby offer to conduct the Electrical Safety Audit as specified in the said memorandum within the time specified in the said memorandum at the rates mentioned in the attached Schedule of Quantities and in accordance in all respects with specifications, designs and instructions in writing referred to in articles of agreement, general instructions to the tenderers and special conditions, conditions hereinbefore referred to, specifications, data sheet and schedule of quantities and with such equipments as are provided for, by and in all other respects, in accordance with such conditions so far as they may be applicable.

MEMORANDUM

(a)	Description of works	Conducting Electrical Safety Audit of Reserve Bank's Residential Premises at various locations in Bengaluru
(b)	Estimated cost	Rs. 2.56 Lakhs (inclusive of 18% GST and any other taxes as applicable)
(c)	Terms of payment	As per clause 11 of Commercial Conditions.
(d)	Earnest Money	Rs. 5,120/- (MSME registered firms are exempted from EMD at the time of tender submission. However, EMD has to be submitted on award of work)
(e)	Time allowed for completion of work.	The site survey, data collection/measurements and draft report

		should be completed in 30 days from 10 th day of issue of work order and the final report shall be submitted within 12 days thereafter.
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2. We also agree that our tender will remain valid for acceptance by the Bank for 90 days from the date of opening of Part I of the tender and this period of validity can be extended for such period as may be mutually agreed between the Bank and us in writing.
3. Should this Tender be accepted, I/we hereby agree to abide by and fulfill all the Terms and Conditions of the Tender and in default thereof, to forfeit and pay to you or your successors, or assignees or nominees such sums of money as are stipulated in the conditions contained in the tender together with the written acceptance of the Contract.
4. I/We understand that you reserve the right to accept or reject any or all the tender either in full or in part without assigning any reason therefor. We have deposited a sum of 5,120/- as earnest money with the Reserve Bank of India, which amount is not to bear any interest. Should we fail to execute the Contract when called upon to do so, we do hereby agree that this sum shall be forfeited by the Reserve Bank of India.
5. **The Tender is submitted in two parts in separate each sealed envelopes as under:**
 - Part I shall have EMD and all commercial terms and conditions and technical particulars
 - Part II shall have the Price Bid in sealed cover in the Bank's proforma.

Dated this _____ day of _____ 2025.

For and on behalf of M/s _____

(Signature with seal)

Name _____
 Designation _____
 Place _____
 Date _____

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

Witnesses

(1) Signature with _____
 Name, address and date _____

(2) Signature with _____
 Name, address and date _____

Section II

Articles of Agreement

यह करार वर्ष 2025 क _____ तारीख को बेंगलूरु में, प्रथम पक्षकार भारतीय रिज़र्व बैंक जिसका कार्यालय बेंगलूरु में है (जिसे आगे बैंक कहा जाएगा (तथा द्वितीय पक्षकार मेसर्स ----- जिसका पंजीकृत कार्यालय ----- में स्थित है)जिसे आगे "ठेकेदार" कहा जाएगा (के बीच किया जाता है।

ARTICLES OF AGREEMENT made theday of....., 2025 between the Reserve Bank of India, having its Regional Office at Bengaluru (hereafter called "Bank") on the one part and M/s _____ having its Registered Office at _____ (Thereinafter called "the Contractor") on the other part.

चूंकि,

नियोक्ता , बेंगलूरु में विभिन्न स्थानों पर रिज़र्व बैंक के आवासीय परिसर का विद्युत सुरक्षा ऑडिट कराने हेतु निविदा) जिसे आगे उक्त कार्य कहा जाएगा (और उसने निर्धारित कार्य का वर्णन करते हुये ड्राइंग, विशिष्टताओं और परिमाणों की सूची आमंत्रित की है। तथा चूंकि संख्या _____ से, तक की उक्त ड्राइंग, विशिष्टताओं, और परिमाणों की सूची पर पार्टियों या उनकी ओर से हस्ताक्षर किए गए हैं।

WHEREAS the Employer is desirous of **Conducting Electrical Safety Audit of Reserve Bank's Residential Premises at various locations in Bengaluru** (hereinafter called "the said work") and has caused drawings, specifications and schedule of quantities describing the work to be done. AND WHEREAS the said drawings from Numbers _____ to_____, the specifications, and the schedule of quantities have been signed by or on behalf of the parties hereto.

और चूंकि ठेकेदार निर्धारित शर्तों और विशेष परिस्थितियों में निर्धारित शर्तों के अनुसार और संविदा की परिमाणों की सूची और संशोधित शर्तों के अधीन काम करने के लिए सहमत हो गया है और अंतिम रूप से दोनों पक्षों द्वारा स्वीकृत है (जिसे आगे सामूहिक रूप से "उक्त शर्तें" कहा जाएगा), उक्त ड्राइंग में दर्शाए गए और / या उक्त विशिष्टताओं में वर्णित कार्यों और इसमें निर्धारित दरों पर परिमाणों की सूची में शामिल, राशि के बराबर या इस तरह का अन्य योग (जिसे आगे "उक्त अनुबंध राशि" कहा जाएगा) इसके लिए देय हो जाएगा।

AND WHEREAS the Contractor has agreed to execute upon the subject work to the conditions set forth herein and to the conditions set forth in the special conditions and in the schedule of quantities and conditions of Contract as modified and finally accepted by both the parties (all of which are collectively hereinafter referred to as "the said Conditions") the works shown upon the said drawings and/or described in the said Specifications and included in the Schedule of quantities at the respective rates therein set forth, amounting to

the sum as therein arrived at or such other sum as shall become payable there under (hereinafter referred to as "the said Contract Amount").

अब दोनों पक्ष पारस्परिक रूप से इस पर निम्नानुसार सहमत हैं :

NOW IT IS HEREBY AGREED AS FOLLOWS:

उक्त संविदा के संबंध में भुगतान समय पर और संविदा की उक्त शर्तों के अनुसार किया जाना है, ठेकेदार उक्त शर्तों के अधीन ड्राइंग में दर्शाए गए और उक्त विशिष्टताओं तथा परिमाणों की अनुसूची में वर्णित कार्य को निष्पादित करेगा और पूरा करेगा।

In consideration of the said Contract amount to be paid at the times and in the manner set forth in the said conditions, the Contractor shall, upon and subject to the said conditions, execute and complete the work shown upon the said drawings and described in the said specifications and the schedule of quantities.

2.1. नियोक्ता ठेकेदार को उक्त संविदा राशि या किसी अन्य राशि का भुगतान करेगा जो उस समय और उक्त शर्तों में निर्दिष्ट तरीके से देय हो।

The Employer shall pay the Contractor the said Contract amount or such other sum as shall become payable at the times and in the manner specified in the said conditions.

2.2. उक्त शर्तों में "आर्किटेक्ट" शब्द का अर्थ क्षेत्रीय निदेशक, भारतीय रिजर्व बैंक, बेंगलूरु से है और किसी भी कारण से इस अनुबंध के प्रयोजन हेतु उनको आर्किटेक्ट नहीं होने पर, ऐसे अन्य व्यक्ति या व्यक्तियों को नियोक्ता द्वारा उक्त प्रयोजन के लिए नामित किया जाएगा, जो ऐसा व्यक्ति नहीं होगा जिस पर ठेकेदार किसी कारण से आपत्ति उठाए और नियोक्ता उसे उपर्युक्त माने, बशर्ते कि कोई व्यक्ति अथवा व्यक्तियों जिसे बाद में आर्किटेक्ट के रूप में नियुक्त किया गया हो उस समय लिखित में दिए गए किसी भी पिछले निर्णयों या अनुमोदन या निर्देश को अनदेखा या ओवररूल करने का अधिकार नहीं होगा।

The term "Architect" in the said conditions shall mean RD, Regional Office, Reserve Bank of India, Bengaluru and on his ceasing to be the architect for the purpose of this Contract for whatever reason, such other person or persons as shall be nominated for that purposes by the Employer, not being a person to whom the Contractor shall object for reasons considered to be sufficient by the Employer PROVIDED ALWAYS that no person or perhaps persons subsequently appointed to be architect under this Contract shall be entitled to disregard or overrule any previous decisions or approval or direction given or expressed in writing by the architect for the time being.

2.3. उक्त शर्तों और परिशिष्ट और उक्त कार्य के संबंध में निविदा स्वीकृति पत्र की तिथि तक नियोक्ता और ठेकेदार के बीच में हुये किसी भी पत्राचार को इस करार का हिस्सा माना जाएगा और पक्षकारों द्वारा इनका क्रमशः पालन किया जाएगा, स्वयं को उक्त शर्तों के समक्ष प्रस्तुत करेंगे और उक्त शर्तों के अनुसार करार का निष्पादन करेंगे।

The said conditions and Appendix thereto and any correspondence exchanged between the Employer and the contractor in connection with the said work till the date of letter of acceptance of their tender shall be read and construed as forming part of this Agreement and the parties hereto shall respectively abide by, submit themselves to the said Conditions and perform the agreements on their part respectively in the said Conditions contained.

2.4. उक्त शर्तों और उसके परिशिष्ट को इस करार के एक भाग के रूप में माना जाएगा और इसके पक्षकार उक्त शर्तों का पालन करेंगे और शर्तों के अनुसार इस करार को निष्पादित करेंगे।

The said Conditions, Annexures and Appendix thereto shall be read and construed as forming part of this agreement and the parties hereto shall respectively abide by, submit themselves to the said conditions and perform the agreements on their part respectively in the said conditions contained.

2.5. मूल निविदा दस्तावेज की धारा II, III और IV तक के साथ यहां उल्लिखित ड्राइंग, करार और दस्तावेज और बैंक द्वारा उक्त प्रणाली के रखरखाव हेतु ठेकेदार को भविष्य में जारी किए जानेवाले सभी व्यापक वार्षिक रखरखाव अनुबंध कार्य आदेश इस अनुबंध का आधार रहेंगे, जो निविदा दस्तावेज में उल्लिखित उपकरणों के जीवनकाल तक मान्य रहेंगे।

The drawings, agreement and documents mentioned herein along with the Sections II, III and IV of the original tender document, Appendix and Annexures, work orders that would be issued by the Bank to the Contractor for the said work shall form the basis of this Contract which will be valid as mentioned in the tender document.

2.6. यह संविदा न तो एक निश्चित एकमुश्त संविदा है और न ही काम का एक हिस्सा है, लेकिन यह Conducting Electrical Safety Audit के संबंध में काम करने हेतु एक संविदा है, जिसके लिए दर अनुसूची और प्रोबेबल क्वान्टिटी या उक्त शर्तों में निहित दरों/राशि के अनुसार भुगतान किया जाएगा।

This Contract is neither a fixed lump sum contract nor a piece work but is a contract to carry out the work in respect of provision of Conducting Electrical Safety Audit, to be paid for at the rates/amount contained in the Schedule of Rates and Probable Quantities or as provided in the Said Conditions.

2.7. ठेकेदार उक्त शर्तों में निर्धारित तरीके से सिविल कार्यों, विद्युत् अधिष्ठापन, फिटिंग और अन्य सहायक कार्यों से संबंधित सभी कार्यों को पूरा करने के लिए हर उचित सुविधा को वहन करेगा और ऐसे कार्यों के पूरा होने के बाद दीवारों, फर्श आदि को हुये किसी भी नुकसान को ठीक करेगा।

The Contractor shall afford every reasonable facility for carrying out of all works relating to civil works, electrical installations, fittings and other ancillary works in the manner laid down in the said conditions, and shall make good any damages done to walls, floors, etc., after the completion of such works.

2.8. नियोक्ता इस संविदा की अवधि के दौरान किसी भी समय कार्य के स्वरूप और ड्राइंग में कुछ जोड़कर अथवा कुछ हटाकर अथवा उसके कुछ भाग को रखकर परिवर्तन करने का स्वयं अधिकार सुरक्षित रखता है जो इस संविदा पर प्रतिकूल प्रभाव डाले बिना होगा।

The Employer reserves to itself the right of altering the drawings and nature of the work by

adding to or omitting any items of work or having portions of the same carried out at any time during the currency of Contract, without prejudice to this Contract.

2.9. समय अवधि इस करार का महत्वपूर्ण भाग माना जाएगा और ठेकेदार यहाँ सहमति व्यक्त करता है कि उक्त नियम एवं शर्तों के अनुसार कार्य आदेश/स्वीकृति पत्र जारी होने के 10वें दिन से कार्य प्रारम्भ कर देगा और समय के विस्तार के प्रावधानों के अधीन सम्पूर्ण कार्य 30 दिन के भीतर पूरा करेगा, अन्यथा नियोक्ता उक्त शर्तों के अनुसार परिसमापन क्षति की वसूली करने का हकदार होगा।

Time shall be considered as the essence of this Contract and the Contractor hereby agrees to commence the work from the tenth day of issue of works order/letter of acceptance as provided for in the said Conditions and to complete the entire work within 30 days from 10th day of issue of work order and the final report shall be submitted within 12 days thereafter subject nevertheless to the provisions for the extension of time, failing which the employer shall be entitled to recover liquidated damages as per the said conditions.

2.10. इस संविदा के तहत बैंक द्वारा सभी भुगतान केवल भारतीय रिजर्व बैंक, बेंगलूरु में किए जाएंगे।

All payments by the Employer under this Contract will be made only at Reserve Bank of India, Bengaluru.

2.11. इस करार या इससे संबंधित सभी विवाद बेंगलूरु में उत्पन्न माने जाएंगे और इनके निर्धारण का क्षेत्राधिकार सिर्फ बेंगलूरु में स्थित न्यायालयों को होगा।

All disputes arising out of or in any way connected with this agreement shall be deemed to have arisen at Bengaluru and only Courts in Bengaluru shall have jurisdiction to determine the same.

2.12. यह कि इस संविदा के सभी भागों को ठेकेदार द्वारा पढ़ और पूरी तरह से समझ लिया गया है।

That the several parts of this Contract have been read by the Contractor and fully understood by the Contractor.

2.13. **गैर प्रकटीकरण खंड Non-disclosure clause:**

ठेकेदार बैंक के बुनियादी ढांचे /प्रणालियों / उपकरणों आदि के बारे में प्रत्यक्ष या अप्रत्यक्ष रूप में किसी भी सूचना, सामग्री तथा विवरण, जो इस करार के संबंध में अपने संविदात्मक दायित्वों का निर्वहन करने के दौरान ठेकेदार के संज्ञान में आ सकते हैं, का खुलासा तृतीय पक्ष को नहीं करेगा तथा हर समय इस कठोर विश्वास को बनाए रखेगा। ठेकेदार लागू कानून के अनुपालन तथा दायित्व का निर्वहन करने के लिए वर्तमान आवश्यकता के अतिरिक्त करार के विवरण को निजी और गोपनीय मानेगा। ठेकेदार बैंक की पूर्व लिखित सहमति के बिना किसी भी स्थान पर अथवा किसी भी व्यापार अथवा तकनीकी दस्तावेज़ में कार्य के किसी भी विवरण को प्रकाशित करना, प्रकाशित करने की अनुमति तथा खुलासा नहीं करेगा। किसी भी गोपनीय सूचना के प्रकटीकरण के परिणामस्वरूप बैंक को हुए किसी भी नुकसान की क्षतिपूर्ति ठेकेदार करेगा। उपरोक्त का पालन करने में विफल होने पर इसे ठेकेदार की ओर से करार का उल्लंघन माना जाएगा तथा बैंक नुकसान का दावा करने तथा कानूनी कदम उठाने के लिए पात्र होगा। ठेकेदार इस करार के तहत गोपनीय जानकारी के गैर प्रकटीकरण के दायित्व को पूरी तरह से सुनिश्चित करने के लिए अपने कर्मचारियों के संबंध में उचित कार्रवाई करेगा। गैर प्रकटीकरण तथा गोपनीयता के संबंध में ठेकेदार की बाध्यता, जो भी कारण हो, इस करार को समाप्त होने से बचाए रखेगी।

The contractor shall not disclose directly or indirectly any information, materials and of the Bank's infrastructure/ systems/ equipment's etc., which may come to the profession or knowledge of the contractor during the course of discharging its contractual obligations in connection with the agreement, to any third party and shall at all times hold the same in strictest confidence. The contractor shall treat the details of the contract as private and confidential, except to the extent necessary to carry out the obligations under it or to comply with applicable laws. The contractor shall not publish, permit to be published, or disclose any particulars of the works in any trade or technical paper or elsewhere without the previous written consent of the Employer. The contractor shall indemnify the Employer for any loss suffered by the Employer as a result of disclosure of any confidential information. Failure to observe the above shall be treated as breach of contract on the part of the contractor and the Employer shall be entitled to claim damages and pursue legal remedies. The contractor shall take all appropriate actions with respect to its employees to ensure that the obligations of non-disclosure of confidential information under this agreement are fully satisfied. The contractor's obligations with respect to non-disclosure and confidentiality will survive the expiry or termination of this agreement for whatever reason.

2.14. यौन उत्पीड़न खंड Sexual harassment Clause:

बैंक के किसी भी कर्मचारी के विरुद्ध ठेकेदार के किसी भी पीड़ित कर्मचारी की लैंगिंग उत्पीड़न संबंधी शिकायत का संज्ञान बैंक द्वारा गठित क्षेत्रीय शिकायत समिति द्वारा लिया जाएगा।

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

b) Any complaint of sexual harassment from any aggrieved employee of the service provider against any employee of the Bank or any employee of any other firm working in the Bank shall be taken cognizance of by the Regional Complaints Committee constituted by the Bank.

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

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

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

2.15. अप्रत्याशित घटना Force Majeure:

इस करार के तहत दायित्वों को पूरा करने में किसी चूक के लिए कोई भी पार्टी जिम्मेदार नहीं मानी जाएगी, यदि चूक किसी पार्टी के नियंत्रण से परे कार्य के परिणामस्वरूप हुई हो (जैसे दैवी संकट, युद्ध की स्थिति, विद्रोह, महदूर हड़ताल, किसी सरकारी कार्य, भूकंप, तूफान, टाइफून और अन्य प्राकृतिक आपदा आदि)। प्रत्येक पक्ष इस करार के तहत निष्पादन किए जाने वाले कार्यों को जारी रखने के सभी संभव प्रयास करने के लिए सहमति व्यक्त करती है। यदि अप्रत्याशित घटनाओं के कारण कार्य निष्पादन में बाधा की अवधि 30

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दिनों से अधिक हो जाती है, तो पार्टी जिसकी कार्य निष्पादन क्षमता प्रभावित नहीं हुई है, लिखित सूचना देते हुए इस करार को निरस्त कर सकती है।

If either party is unable to perform its obligations under this Agreement due to the occurrence of an event beyond its control (such as acts of God, war like situations, riots, labor strike, government actions, earthquakes, cyclones, typhoons, and other natural calamities, etc.), that party will not be deemed to have defaulted under this Agreement. Each party agrees to use all reasonable efforts to enable performance under this Agreement to continue. If the period of non-performance due to a force majeure event exceeds 30 days, the party whose ability to perform has not been so affected may, by giving written notice, terminate this Agreement.

यदि ठेकेदार एक साझेदारी फार्म अथवा व्यक्ति हो If the Contractor is a partnership or an individual	गवाह जिनकी मौजूदगी में ऊपर उल्लिखित दिनांक और वर्ष को नियोक्ता और ठेकेदार दोनों ने इस करार को निष्पादित करने हेतु हस्ताक्षर किया है और यह डुप्लीकेट में तैयार की गई है। IN WITNESS WHEREOF the Employer and the Contractor have set their respective hands to these presents and two duplicates hereof the day and year first herein above written.
यदि ठेकेदार एक कंपनी हो If the Contractor is a company	गवाह जिनकी मौजूदगी में ऊपर उल्लिखित दिनांक और वर्ष को इस करार को निष्पादित करने हेतु नियोक्ता और ठेकेदार दोनों ने अपने विधिवत प्राधिकृत अधिकारियों के माध्यम से मुहर सहित हस्ताक्षर किया है तथा यह डुप्लीकेट में तैयार की गई है IN WITNESS WHEREOF the Employer has set its hands to these presents through its duly authorized official and the Contractor has caused its common seal to be affixed hereunto and the said two duplicates / has caused these presents and the said two duplicates hereof to be executed on its behalf, the day and year first hereinabove written.

हस्ताक्षर खण्ड
Signature Clause:

भारतीय रिज़र्व बैंक की ओर से निम्नलिखित द्वारा हस्ताक्षर और सुपुर्द किया गया।
SIGNED AND DELIVERED by the Reserve Bank of India by the hand of

श्री /Shri)नामऔरपदनाम((Name and designation)

.....की उपस्थिति में/in the presence of

(1) -----

)नाम और पदनाम(
(Name & Designation)

संपदा विभाग

Estate Department

भारतीय रिज़र्व बैंक, बेंगलूरु कार्यालय

Reserve Bank of India, Bengaluru

(गवाह/Witness)

(2)

)नाम और पदनाम(
(Name & Designation)

संपदा विभाग

Estate Department

भारतीय रिज़र्व बैंक, बेंगलूरु कार्यालय

Reserve Bank of India, Bengaluru

(गवाह/Witness)

द्वारा हस्ताक्षरित और सुपुर्द SIGNED AND DELIVERED BY

यदि पार्टी साझेदारी फ़र्म या एक व्यक्ति है तो सभी साझेदारों द्वारा या उन सभी की ओर से हस्ताक्षरित किया जाना चाहिए

If the party is a partnership firm or an Individual should be signed by all or on behalf of all the Partners

निम्न की उपस्थिति में In the presence of:

(1)

पता/Address: -----

(गवाह/Witness)

(2)

पता/Address: -----

(गवाह/Witness)

Note:

बैंक, ठेकेदार के साथ करार से पहले करार की शर्तों में संशोधन करने का अधिकार सुरक्षित रखता है ।

Bank reserves the right to modify the contents of the Articles of the Agreement before the agreement is entered with the contractor

Section III

Commercial Conditions

1. Sealed tenders are invited from Electrical Safety Auditors for conducting Electrical Safety Audit in Bank's office buildings at RBI, Bengaluru.

2. **Eligibility:**

The intending tenderer for conducting Electrical Safety Audit should be professionally qualified degree holder and experienced **Electrical Safety Auditor**.

The firm should have the experience of carrying out at least **two electrical safety audits** in Banks, Financial institutions, major hotels or multistoried office buildings, residential buildings or any other electrical installations with a minimum **connected load of 100 KW** in last 5 years (Audits completed on or after December 31, 2019 and before January 01, 2025).

The experience of having conducted the audits as required above shall be proven by work order and work completion certificates issued by the clients of the intending tenderers. If the client is a private firm, proof for TDS has to be submitted in support of the above documents. (The said documents has to be kept along with Part-I of the tender).

3. **Earnest Money Deposit (EMD):** Intending tenderers shall remit an amount of **₹5,120/-** to the Bank Account of Reserve Bank of India Bengaluru on or before **10.00 AM on January 31, 2025**. The account details for NEFT transactions are as follows:
Beneficiary Name: Reserve Bank of India, Bengaluru
IFSC: RBIS0BGPA01 (Fifth & tenth digit 0 is zero)
Account No. 8692299

The bidders are advised to send the proof of remittance with transaction number scanned copy to estatebangalore@rbi.org.in

The tenders submitted without EMD will be rejected by the Bank. However, MSME registration firms are exempted from submission of EMD at the time of tender submission. The proof for registration as MSME firm has to be attached with Part 1 of the tender; otherwise the bid will be rejected by the Bank. However, the MSME registered firms have to submit EMD immediately after the award of work. EMD submitted by the unsuccessful bidders will be returned after award of work to the successful bidder and EMD submitted by the successful bidder will be returned after submission of final report.

4. The tenders and EMD for the above work shall be submitted in separate sealed covers addressed to Regional Director, Reserve Bank of India, Estate Department, Bengaluru so as to reach there not later than **10:00 AM on January 31, 2025**. Part I in one cover super scribing as “**Conducting Electrical Safety Audit of Bank’s Residential Premises at various locations in Bengaluru, RBI Bengaluru- Part-1**” Please note that prices should not be indicated in the Part I/ Techno – Commercial Bid. Part II in second cover super scribing as “**Conducting Electrical Safety Audit of Bank’s Residential Premises at various locations in Bengaluru, RBI Bengaluru- Part-II**”. Both envelopes (Part 1 & 2) are to be kept in single sealed cover super scribed with “**Conducting Electrical Safety Audit of Reserve Bank’s Residential Premises at various locations in Bengaluru**”.
5. Part-I of the tenders will be opened on the same day at **11:00 AM on January 31, 2025**.
6. Part-II of the tenders will be opened on a subsequent date under intimation to all the tenderers. Tenderers are advised to use only the forms supplied by the Bank and not to use any other forms. Incomplete tenders are liable for rejection. No terms and conditions or any other information/ enclosures shall be included in tender Part-II.
7. The tenders shall be valid for acceptance by the Bank for a period of 90 days from the date of opening of tender Part-I and shall be extended by such period as may be mutually agreed to.
8. **Prices:** The price quoted for the work shall be firm till completion of the work and the final price quoted shall include GST as applicable and cost of transportation/accommodation etc. of the equipments and persons deputed.
9. This contract is a fixed lump sum contract in respect of the entire Electrical Safety Auditing and to be paid for according to, at the rates contained in the schedule of rates and as provided in the said conditions.
10. The employer reserve to itself the right of altering the items to be executed by adding to or omitting any items without prejudice to this contract. However, the Auditor shall not be entitled to any payment for the works done exceeding the tender quantities unless specifically approved in writing by the Bank's engineer.
11. **Completion Period:** The site survey, data collection/measurements and draft report shall be completed in **30 days from 10th day of issue of work order** and the final report should be submitted within **12 days** thereafter.

12. **Terms of payment**

The following terms of payment shall be applicable for the work:

- i) 80% of the quoted amount after completion of Electrical Safety Audit and submission of draft report to the Bank.
- ii) Balance 20% of the quoted amount on submission of the final report to the Bank

All payments for the work will be made after statutory deductions and certified by Bank’s Engineer.

13. All disputes arising out of or in way connected with this Agreement shall be deemed to have arisen at Bengaluru and only courts in Bengaluru shall have the jurisdiction to determine the same
14. The Reserve Bank of India does not bind itself to accept the lowest or any tender and reserves to itself the right to accept or reject any or all the tenders, either in whole or in part, without assigning any reasons for doing so.
15. On receipt of intimation from the employer of the acceptance of his/ their tender, the successful tenderer shall be bound to sign the formal contract and within fourteen days thereof, the successful tenderer shall sign an agreement in accordance with the draft agreement and the schedule of conditions but the written acceptance by the Reserve Bank of India of a tender will constitute a binding contract between the RBI and the person so tendering, whether such formal Agreement is or is not subsequently executed. The cost of necessary stamp paper for execution of the agreement shall be borne by the successful tenderer.
16. If the Contractor being individual or a firm commits any act of insolvency or shall be adjudged an Insolvent or being an incorporated company shall have an order for compulsory winding up made against it or pass an effective resolution for winding up voluntarily or subject to supervision of the court and official Assignee or liquidator in such acts of solvency or winding up, as the case may be, shall be unable within seven days after notice of him requiring him to do so, to show to the reasonable satisfaction of the employer that he is able to carry out and fulfill the contract and to give security therefore, if so required by the employer.

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

Date:

Signature of tenderer

Place:

Name and Address

Section IV
List of clients

(For whom similar scope has been completed in the last 5 years)

Sr. No.	Details	Name of client (1)	Name of client (2)	Name of client (3)
1	Address, fax and telephone numbers			
2	Establishment name, location and address.			
3	Brief details of the work			
4	Date of award of contract			
5	Date of completion of work			
6	Whether the Establishment is with central air-conditioning system			

Date:

Signature of tenderer

Place:

Name and Address

Section V

Terms and Conditions and scope of work

Introduction

Reserve Bank of India, Bengaluru is desirous of undertaking Electrical Safety Audit of the Electrical/Electromechanical installations provided in Bank's residential Premises located at various locations in Bengaluru. The office building receives power supply from the Electricity supply authorities. In addition, diesel generator sets of suitable capacities have been installed to meet critical applications during power outages.

Objective

- The objective of conducting Electrical safety is to review the condition of the existing electrical installation and to recommend measures for further strengthening the system in order to eliminate/reduce the electrical/fire hazards and to improve the safety of the personnel. The audit shall mainly focus on:
 - Identifying the potential electrical/fire hazards
 - Boosting employee morale by providing safe working environment.
 - Smoothing the operation and maintenance of electrical installation.
 - Avoiding loss of properties, human life and costly equipment.
 - Ensuring the compliance with relevant codes and practice, statutory rules and regulations.
 - Establishing procedures and process of safe working in electrical installation.

A. Statutory Requirements:

Electrical Safety Audit (ESA) of the Building and Electrical Installations shall be carried out with reference to applicable Indian Standard, Indian Electricity Rules (IE), PD Manual (Para 4.11), and other relevant codes of Practice to identify potential electrical hazards to prevent or minimize accidents. The Audit should be carried out using calibrated instruments and personal protective equipment during field visits for inspection and data collection. During the Audit, the audit team should ensure that in addition to other provisions of the IE rules as per IE Act, the provisions contained in para 29 of the IE act specifically listed as under are complied with:

Para 29:- Construction, installation, protection, operation and maintenance of electric
Supply lines and apparatus-

(1) All electric supply lines and apparatus shall be of sufficient ratings for power, insulation and estimated fault current and of sufficient mechanical strength, for the duty which they may be required to perform under the environmental conditions of installation, and shall be constructed, installed, protected, worked and maintained in such a manner as to ensure safety of 2 [human beings, animals and property].

(2) Save as otherwise provided in these rules, the relevant code of practice of the 3[Bureau of Indian Standards] 4[including National Electrical Code] if any may be followed to carry out the purposes of this rule and in the event of any inconsistency, the provision of these rules shall prevail.

(3) The material and apparatus used shall conform to the relevant specifications of the 3[Bureau of Indian Standards] where such specifications have already been laid down.

1. Subs. by GSR 358, dt. 30.4.1987, w.e.f. 9.5.1987.
2. Subs. by GSR 45, dt. 1.1.1993, w.e.f. 23.1.1993.
3. Subs. by GR. 466, dt. 18.7.1991, w.e.f. 17.8.1991.
4. Ins. by GSR 358, dt. 30.4.1987, w.e.f. 5.9.1987.

Relevant Codes of Practices:

Some of the relevant codes of practice are enumerated below:

- a. Indian Electricity Rules, 1956 (as amended up to date)
- b. IS: 5216 (Part-I) Recommendations on Safety Procedures and practices in Electrical Work.
- c. IS: 5216 (Part-II) Recommendations on Safety Procedures and practices in Electrical Work.
- d. IS: 1646-1961 Code of Practice for fire safety (General) : Electrical works
- e. IS: 4770: 1968 – Specifications for Rubber gloves for Electrical Purpose
- f. IS: 2309 Protection of Buildings and Allied Structures against Lighting
- g. Gazette Notification dated 20th September 2010 issued by Central Electricity Authority regarding Regulations for measures relating to safety and Electric Supply.
- h. National Building Code, 2016 (as amended up to date)
- i. Para 4.11 of PD Manual “Guidelines for operations and maintenance of various installations in the Bank’s properties
- j. Any other local guidelines / bylaws as applicable.

B. Details of Electrical Installations in Bank's residential buildings in Osborne Road, Cunningham Road, Cunningham Crescent Road, RPC Layout, Nandini Layout and NGV, Kapila Block, Koramangala:

Sr. No	Property Name	No. of residential flats
1	Osborne Road	300
2	NGV, Kapila Block, Koramangala	100
3	Cunningham Road	54
4	Cunningham Crescent Road	56
5	RPC Layout	70
6	Nandini Layout	108

Distribution Panels, Distribution pillar boxes, Meter rooms, Electrical wiring inside flats(10% of flats in each colony), Building and Equipment Earthing, Various types of motors, DG set, Lifts and any other equipment and gadgets connected to power supply prone to fire hazards.

Details

C. Scope of work

The scope of work for the electrical safety audit shall include but not limited to:

- 1. Study of existing safety measures**, procedures and system for controlling electrical hazards being followed in the office with respect to statutory and regulatory requirements, electricity rules etc. and suggest for further measures in case of any gap.
- 2. Earth Resistance Testing**
 - The earth resistance testing shall be carried out to measure the earth resistance on all the earth pits and its compliance with respect to Indian Electricity Rules may be verified.
 - The continuity of earth strip/conductor from the earth pit to the earth terminal of the respective electrical equipment/panel shall be checked and verified.
- 3. Identification of any unbalancing of loads**. The unbalancing/overloading, if any, in the electrical installation viz. LT panels, Floor Distribution Panels, Distribution Boards etc shall be identified with the help of measuring equipment.

4. **Identification of Hot Spots using thermal camera:** The hot spots, if any, in the electrical installation panels and distribution boards shall be identified with the help of thermal imaging/thermography.
5. **Checking Record of test reports** carried out by the OEMs or their authorized representatives for proper functioning of LT switchgear and proper functioning of their protective relays etc.
6. **Checking of Elevators** for passenger movement and passenger safety testing including testing of door safeties, alarms, overload protection and Automatic rescue devices, firemen control/switch, wiring in shaft and machine room etc. provided in the lift installations and gaps if any shall be identified and indicated in the audit report.
7. **Physical inspection of the sources of power supply** viz DG set and associated power distribution electrical installations including power supply systems & wirings etc shall be done with reference to applicable Indian standards, Indian Electricity Rules and other relevant codes of practice.
8. Verification of circulars, Records of Preventive maintenance of electrical installation and equipment maintenance, practices & documentations and compliance thereof shall be done.
9. Identification of Electrical hazards such as loose wire hanging, cables not dressed properly, broken switches, plugs and sockets etc. shall be done.
10. Checking of the protection devices in upstream and downstream switchgears and their settings to ensure that the same are in the desired graded manner as designed as per the requirements of existing standards including setting/adequacy of RCCB and their ratings for earth leakage protection.
11. Checking of the Lightning protection system of the building and ensuring that lightning arrestors are connected to two isolated earth pits. These pits should not be connected to electrical system earth.
12. Checking of Illumination level in common area as per standard and identifying gaps/shortfalls if any as per process/area requirement.
13. Checking of the provision of electrical shock treatment chart in English and local language near electrical panel. Checking the record of the training provided to the electrical staff on electrical safety, shock treatment and to handle emergencies and artificial respiration.

14. Checking of the provision of Danger sign Boards indicating the voltage at a prominent location of electrical installation.
15. Checking of the cable terminations at various panel and distribution boards to avoid phase and earth fault.
16. Checking of the provision of protective guards and belt covers for all the rotating electrical equipment.
17. Checking the provision of firefighting equipment near all the electrical installations. It is to be ensured that Fire buckets filled with free flowing sand and DCP/CO2 fire extinguishers are provided near electrical substation and electrical panel locations.
18. Verifying that all the workmen engaged on electrical installation work has been provided Personal Protective Equipment (PPE) i.e insulated gloves, safety shoes and insulated tools etc and the same are being used. These equipments should be periodically checked for their proper functioning.
19. Verifying provision of First Aid boxes and their periodic replacement of expired medicines.
20. To check the provision of insulated mats of ISI mark in front of all the electrical panels.
21. To check the provision and use of proper height, strong and properly insulated ladders for the maintenance work.
22. To check the provision of meter rooms, pump rooms etc.
23. In addition to above, checking for any shortfalls in the existing electrical systems which impact on human and fire safety

D: Equipment/measuring instruments

All the equipment/instruments required for carrying out the Electrical Safety Audit will have to be arranged by the firm without any extra payment to the Bank. The firm should have the following minimum equipment/instruments for Electrical Safety Audit:

- Thermography camera
- Earth tester
- Megger
- Any other equipment/instrument

Please note that the Bank will not provide any kind of assistance in the form of men/material and the firm will have to make their own arrangement for all assistance.

E. Work at site

The firm may visit the premises and ascertain site conditions. The work has to be carried out in a working office building without causing inconvenience to the normal working of the Bank. No power shut down will be provided during office hours. Power shut down required for the work will be given on holidays and after office hours at the discretion of the Bank. No extra claims will be admissible later on these grounds.

The firm should deploy only qualified and experienced Engineers/Technician having requisite licenses to carry out such works. Utmost care shall be exercised by the firm in carrying out the work to ensure that no damage is caused to persons and properties. The Bank will not be liable for any injury or damage to persons and any such happening will be entirely the responsibility of the firm. The persons carrying out the Electrical safety audit shall also use all the required Personnel protective equipment for their own protection.

F: Submission of Report

After completion of the audit, post audit review meeting shall be held with the Bank's engineers detailing about their observations. The audit report shall include the status of the entire electrical installation observed by the audit team during the safety audit. The report shall also include the recommendations of the audit team for improvement in the electrical installations.

Date:

Place:

Seal & Signature of Agency

Section VI

The Sexual Harassment of women at work place:

The Contractor / Agency shall be solely responsible for full compliance with the provision of "the Sexual Harassment of women at work place (Prevention, Prohibition and Redressal) Act, 2013.

a. In case of any complaint of sexual harassment against its employee within the premises of the Bank, the complaint will be filed before the Internal Complaints Committee constituted by the Contractor / Agency and the Contractor / Agency shall ensure appropriate action under the-said Act in respect to the complaint.

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

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

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

Place:

Date:

Seal and Signature of Tenderer

Section VII

I. **Minimum wages to the workman:** The contractor shall ensure that minimum wages as per statutory requirement i.e. as per Central Labour Commissioner's Rates (C.L.C. rates) to be paid to all the workmen. A certificate to that effect, on every month, to be submitted to the Bank during period of execution of work and subsequent warranty and AMC period.

II. **Labour License:** The contractor shall adhere to various provisions of the Contract Labour (Regulation & Abolition) Act 1970 and fulfill all the statutory requirements.

III. **Force Majeure conditions (applicable during the currency of the completion period)**

Neither Party shall be responsible for any failure to perform due to unforeseen circumstances or due to causes beyond the defaulting Party's control even after exertion of best efforts to prevent such failure, which failure may include, but not be limited to, acts of God, war, riots, embargoes, strikes, epidemics, lockouts, acts of any Government authority, delays in obtaining licenses or rejection of applications under the Statutes, fire or floods.

IV. The contractor shall take following insurance covers in joint names of the contractor and RBI with Reserve Bank of India as the first name, at their cost and the same shall be submitted before commencement of the work.

a) Workmen compensation policy.

b) Third party liability policy with the limits as under.

Rs.10,00,000/- per annum (Rs.2,00,000/- per occurrence)

V. **NON-DISCLOSURE and Indemnity CLAUSE during the execution of work and DLP**

The contractor shall not disclose directly or indirectly any information, materials and of the Bank's infrastructure/ system/equipments etc. which may come to the profession or knowledge of the contractor during the course of discharging its contractual obligations in connection with the agreement, to any third party and shall at all times hold the same in strictest confidence. The contractor shall treat the details of the contract as private and confidential, except to the extent necessary to carry out the obligations under it or to comply with applicable laws. The contractor shall not publish, permit to be publish, or disclose ant particulars of the works in any trade or technical paper or elsewhere without the previous written consent of the Employer.

The contractor shall indemnify the Employer for any loss suffered by the Employer as a result of disclosure of any confidential information. Failure to observe the above shall be treated as breach of contract on the part of the contractor and the Employer shall be entitled to claim damages and pursue legal remedies.

The contractor shall take all appropriate actions with respect to its employees to ensure that the obligations of non-disclosure of confidential information under this agreement are fully satisfied. The contractor's obligations with respect to non-disclosure and confidentiality will survive the expiry or termination of this agreement for whatever reason.

Place:

Date:

Seal and Signature of Tenderer



भारतीय रिज़र्व बैंक Reserve Bank of India
संपदा विभाग Estate Department
बेंगलूरु Bengaluru

Part-II

**बेंगलूरु में विभिन्न स्थानों पर रिज़र्व बैंक के आवासीय परिसर का विद्युत सुरक्षा
ऑडिट कराने हेतु निविदा**

**Tender for
Conducting Electrical Safety Audit of Reserve Bank's Residential Premises at
various locations in Bengaluru**

Name of the Tenderer: _____

Address: _____

Due Date of Submission : 10:00 AM on January 31, 2025

Date and Time of opening of tender: 11:00 AM on January 31, 2025

**Quotation to be submitted at : Quotation box placed at Estate Department, 2nd floor, Reserve
Bank of India, Bengaluru**



**Reserve Bank of India
Estate Department
Bengaluru**

Bill of Quantity

Tender for Conducting Electrical Safety Audit of Reserve Bank's Residential Premises at various locations in Bengaluru

Sr No	Description	Qty	Rate in Rs excluding GST	GST in Rs. as applicable	Total Rate in Rs. = (4)+(5)
(1)	(2)	(3)	(4)	(5)	(6)
1	Rate for conducting Electrical Safety Audit and Submitting Electrical Safety Audit Reports (3 copies) as per the scope specified in the tender Part-I.	L.S.			

Total Amount in Words :.....

Date:

Seal and Signature of the Agency

Place: