

भारतीय रिज़र्व बैंक
Reserve Bank of India

Notice Inviting Quotation

Design, Supply, Installation, Testing and Commissioning of full height dual lane turnstile gate at Bank's Byculla Office Building, Mumbai

Estate Cell, Byculla, Reserve Bank of India invites Offline quotations for the captioned work. The schedule of the quotation is as follow:

a. Quotation no	-----
b. Mode of Quotation	Procurement System (Offline for both Part-I - Techno-Commercial Bid and Part-II - Price Bid)
c. Date of NIT available to parties to download from www.rbi.org.in	17.06.2022 from 11:00 AM onwards
d. Pre-Bid meeting	11 AM on 08.07.2022 at Reserve Bank of India, Estate Cell-Byculla, 1 st floor, Mumbai Central, Mumbai- 400008
e. Earnest Money Deposit	₹8,920/- (Rupees Eight Thousand Nine Hundred Twenty Only) by NEFT or in the form of DD on or before 2:00 PM on 15.07.2022 . The DD shall be submitted in sealed cover addressed by name to Shri Ajay Michyari, Regional Director, Main Office Building, Reserve Bank of India, Fort, Mumbai -400001 so as to reach Reserve Bank of India, Estate Cell-Byculla, 1 st floor, Mumbai Central, Mumbai- 400008 NEFT Details A/c No – 04869229925 IFSC CODE – RBIS0MBPA04 (5th & 10th digits are zero)
f. Last date of submission of EMD	15.07.2022 till 2.00 PM

g. Last date of submission of Pre-Qualification (PQ) papers	27.06.2022 till 5:00 PM
h. Date of starting of quotation for submission of Techno-Commercial Bid and Price Bid by eligible bidders.	10.07.2022 from 11:00 AM onwards
i. Date of closing of quotation for submission of Techno-Commercial Bid & Price Bid	15.07.2022 till 2.00 PM
j. Date & time of opening of Part-I/Part-II (i.e., Techno-Commercial Bid and Price bid)	15.07.2022 at 3.00 PM
k. Transaction Fee	Not Applicable

The Bank is not bound to accept the lowest quotation and reserves the right to accept either in full or in part any quotation. The Bank also reserves the right to reject all the quotations without assigning any reason thereof. Any amendments / corrigendum to the quotation, if any, issued in future will only be notified on the RBI Website.



भारतीय रिज़र्व बैंक
Reserve Bank of India



Quotation for Design, Supply, installation, testing and commissioning of full height dual lane turnstile gate at Bank's Byculla Office Building, Mumbai

Part -I

(Techno-Commercial Bid)

Name of Bidder _____

Address _____

Date and time of Pre-Bid Meeting: 08.07.2022 at 11 AM

Last date of submission of quotations: 15.07.2022 till 2 PM

Section-I

Notice Inviting Quotation

Reserve Bank of India invites quotations for **Design, Supply, Installation, Testing and Commissioning of full height dual lane turnstile gate at Bank's Byculla Office Building, Mumbai**

1. Offline quotations are invited for above work at Bank's Mumbai Regional Office at Mumbai. The quotation is to be submitted through off line mode to Bank. **The work is estimated to cost Rs. 4.46 lakhs (Rupees Four Lakhs Forty Six Thousand Only)** and is to be completed within a period of 45 days from the 14th day of date of issue of work order.
2. The quotations will be available to download from www.rbi.org.in for all firms from **11:00 AM on 17.06. 2022** but only those contractors who have minimum 5 years' experience in the field of undertaking similar works of "**Design, Supply, Installation, Testing and Commissioning of full height turnstile gate**" shall be eligible for participation in the quotation.
3. The contractor should have also executed successfully similar works on or after January 31, 2017 individually costing as under:
 - (a) Three works each costing not less than 40% of Rs. 4.46 Lakh
OR
 - (b) Two works each costing not less than 50% of Rs.4.46 Lakh
OR
 - (c) One work costing not less than 80% of Rs. 4.46 Lakh
AND
 - (d) Have a minimum yearly turnover of 100% of the Rs.4.46 Lakh during the last 3 financial years
AND
 - (e) Have a service set up in Mumbai / Navi Mumbai / Suburban's for rendering after sales service. Only bidders who qualify as above will be eligible to participate in the quotation for the work.

The required documents evidencing compliance of all the above criteria (Pre-Qualification Papers) shall be submitted by the firm on or before **27.06.2022 by 05:00 PM** at Reserve Bank of India, Estate Cell-Byculla, 1st floor, Mumbai Central, Mumbai-8.

4. The contractors shall also be required to furnish, at the time of submitting Pre-Qualification papers the following information in writing along with documents to satisfy the Bank about their eligibility for participating in the quotation process:

(a)	Composition of the firm	Full particulars (whether contractor is an individual or a partnership firm or a company etc.) of the composition of the firm of contractors in detail should be submitted along with the name(s) and address(es) of the partners, copy of the Articles of association/power of Attorney/any other relevant document
(b)	Work experience and completion of similar works of specified value during the specified period	Copies of the detailed work orders for the qualifying works indicating date of award, value of awarded work, time given for completing the work, etc. and the corresponding completion certificates indicating actual date of completion and actual value of executed similar works should be enclosed in proof of the work experience. The details along with documentary evidence of previous experience if any, of carrying out works for the Reserve Bank of India at any centre should also be given.
(c)	Creditworthiness of the contractor & their Turnover during the specified period	Copies of the Income Tax Clearance Certificates/Income Tax Assessment orders along with the latest final accounts of the business of the contractor duly certified by a Chartered Accountant should be enclosed in proof of their creditworthiness and turnover for last three financial years.
(d)	Name(s) and address(es) of the Bankers and their present contact executives	Written information about the names and address of their bankers along with full details like names, postal addresses, e-mail IDs, telephone (landline and mobile) nos., fax nos. etc. of the contact executives (i.e. the persons who can be contacted at the office of their bankers by the Bank, in case it is so needed) should be furnished

(e)	Details of bank accounts	Full particulars of their bank accounts, like account no., type, when opened etc. should be given
(f)	Name(s) and address(es) of the Clients and their present contact executives.	Written information about the names and addresses of their clients along with full details, like names, postal addresses, e-mail IDs, telephone (landline and mobile) nos., fax nos. etc. of the contact executives (i.e. The persons who can be contacted at the office of their clients by the Bank in case it is so needed) should be furnished.
(g)	Details of completed works	The client-wise names of work(s), year(s) of execution of work(s), awarded and actual cost(s) of executed work(s), completion time stipulated in the contracts (s) and actual time taken to complete the work(s), names and full contact-details of the officers/authorities/departments under whom the work(s) was/were executed should be furnished.

5. In the event of intending bidder's failure to satisfy the Bank, the Bank reserves the right to refuse their participation/reject their quotation.

6. Quotation forms will be available to download from www.rbi.org.in for all firms from **11:00 AM on 17.06.2022**. A pre-bid meeting of the eligible bidder (who meets the PQ criteria) will be held on **08.07.2022 at 11 AM** at Reserve Bank of India, Estate Cell-Byculla, 1st floor, Mumbai Central, Mumbai-400008.

7. The Pre-Qualification papers super scribed as "Pre-Qualification documents for **Design, Supply, Installation, Testing and Commissioning of full height dual lane turnstile gate at Bank's Byculla Office Building, Mumbai**" addressed by name to Shri. Ajay Michyari, Regional Director, Reserve Bank of India, shall be submitted to Manager (Admin) Estate Cell-Byculla, 1st floor, Mumbai Central, Mumbai-400008 latest by **27.06.2022 till 05:00 PM** for Bank's examination. Alternatively, the scanned copy of all

the PQ document may be forwarded to mail id: ugmundhe@rbi.org.in and estatebyculla@rbi.org.in latest by **27.06.2022 till 05:00 PM**.

8. An EMD of **Rs 8,920/-** (Rupees Eight Thousand Nine Hundred Twenty Only) shall be submitted by the eligible bidder on or before **15.07.2022 by 02:00 PM** in the form and manner as prescribed in the Part-I of the quotation.

9. Quotation in prescribed form shall be submitted in two parts in offline mode. Part-I quotation will contain an undertaking towards acceptance of Bank's standard technical and commercial conditions for the proposed work, bidders' covering letter (scanned copy to be uploaded) and Part-II (Price Bid) to be filled

10. Part-I/Part-II of the quotations will be opened on **15.07.2022 at 03:00 PM** in the offline mode.

11. The applicants have to submit in a sealed envelope /cover:

- a) Client's certificate as per format mentioned in the quotation.
- b) Banker's certificate as per format mentioned in the quotation.

The certificates should be addressed to Deputy General Manager, Reserve Bank of India, 1st floor, Estate Cell Byculla office, near Mumbai Central railway station, Mumbai - 400 008 and shall be submitted on or before **27.06.2022 till 05:00 PM** in a sealed envelope/cover. The client's certificate shall be accepted only when the same is signed by an official of the rank of Executive Engineer or equivalent in respect of a Government/Semi Government organization or a PSU. The client's certificate issued by the private organizations shall also accompany Tax Deducted at Source (TDS) certificates. Applications/quotations received without the above certificates are liable for rejection. The Bank shall have the right to independently verify these certificates.

The Bank shall evaluate the said reports before evaluation of price bid of the bidders. If any bidder is not found to possess the required eligibility for participating in the quotation process at any point of time and/or his performance reports received from his clients and/or his bankers are found unsatisfactory, the Bank reserves the right to reject his offer even after opening of Part-I of the quotation. The Bank is not bound to assign any reason for doing so.

12. The Bank is not bound to accept the lowest quotation and reserves the right to accept either in full or in part any quotation. The Bank also reserves the right to reject any or all the quotations without assigning any reason thereof.

SCHEDULE OF QUOTATION

a. Quotation no	-----
b. Mode of Quotation	Procurement System (Offline for both Part-I - Techno-Commercial Bid and Part-II - Price Bid)
c. Date of NIT available to parties to download from www.rbi.org.in	17.06.2022 from 11:00 AM onwards
d. Pre-Bid meeting	11 AM on 08.07.2022 at Reserve Bank of India, Estate Cell-Byculla, 1 st floor, Mumbai Central, Mumbai-400008
e. Earnest Money Deposit	₹8,920/- (Rupees Eight Thousand Nine Hundred Twenty Only) by NEFT or in the form of DD on or before 2:00 PM on 15.07.2022. The DD shall be submitted in sealed cover addressed by name to Shri Ajay Michyari, Regional Director, Main Office Building, Reserve Bank of India, Fort, Mumbai - 400001 so as to reach Reserve Bank of India, Estate Cell-Byculla, 1 st floor, Mumbai Central, Mumbai- 400008 NEFT Details A/c No – 04869229925 IFSC CODE – RBIS0MBPA04 (5th & 10th digits are zero)
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i. Date of closing of quotation for submission of Techno-Commercial Bid & Price Bid	15.07.2022 till 2.00 PM
j. Date & time of opening of Part-I/Part-II (i.e., Techno-Commercial Bid and Price bid)	15.07.2022 at 3.00 PM
k. Transaction Fee	Not Applicable

Quotation Procedure

Bidders are requested to read the terms & conditions of this quotation before submitting offline quotation to Bank -

- 1. The full height turnstile manufacturers/OEM firms meeting the technical and commercial criteria will be eligible to quote provided they meet all the Pre-Qualification Criteria.**
- 2. The firms willing to participate will submit the requisite EMD by DD or NEFT and signed Pre-Bid minutes in hardcopies and an undertaking to meet all technical and commercial conditions.**
- 3. Price-Bid of the eligible firms will be opened offline mode and relative status will be intimated to all qualified firms.**

Section -II

Commercial Terms and Conditions Form of Quotation

The Regional Director,
Reserve Bank of India,
Estate Cell-Byculla,
Mumbai Central,
Mumbai

Dear Sir,

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

MEMORANDUM

(a)	Description of works	:	Design, supply, installation, testing and commissioning of full height dual lane turnstile gate at Bank's Byculla Office Building at Mumbai
(b)	Estimated cost	:	Rs. 4.46 lacs
(c)	Earnest Money	:	Rs. 8,920/-
(d)	Percentage to be deducted from bills (for a period of one year from the bill payment date)	:	5% for DLP
(e)	Time allowed for completion of the work from the 14 th day of date of issue of work order.	:	45 days

2. Should this quotation be accepted, we hereby agree to abide by and fulfil the terms and provisions of the said Condition of Contract annexed hereto so far as they may be applicable or in default thereof to forfeit and pay to the Reserve Bank of India the amount mentioned in the said conditions.
3. We have deposited a sum of Rs. 8,920/- 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 us to the Reserve Bank of India.
4. The list showing the particulars and the names of manufacturers of specified item are enclosed.
5. The details of our bankers are:

Sr. No.	Name of Bank	Branch and its complete address	Name of the contact person	Telephone and FAX number
1	2	3	4	5

We are enclosing herewith list of our clients with complete details as per the Bank's proforma ([Annexure-I](#)).

Name of the partner of the firm authorized to sign

(or)

Name of person having power of Attorney to sign the contract. (Certified true copy of the Power of Attorney should be attached.)

Yours faithfully

Signature of Contractor

(Signatures and addresses of witnesses)

Section-III

General instructions to bidder(s) & special conditions

Quotation for Design, supply, installation, testing and commissioning of full height dual lane turnstile gate at Bank`s Byculla Office Building, Mumbai

Part I - Commercial Conditions

1. Quotations will be available to download from www.rbi.org.in for all firms from **11:00 AM on 17.06.2022** but only those contractors who have minimum 5 years' experience in the field of undertaking similar works of "**Design, supply, Installation, Testing and Commissioning of full height turnstile gate**" shall be eligible for participation in the quotation.

2. The contractor should have also executed successfully similar works on or after January 31, 2017 individually costing as under:

(b) Three works each costing not less than 40% of Rs.4.46 Lakh

OR

(d) Two works each costing not less than 50% of Rs. 4.46 Lakh

OR

(e) One work costing not less than 80% of Rs. 4.46 Lakh

AND

(e) Have a minimum yearly turnover of 100% of the Rs.4.46 Lakh during the last 3 financial years

AND

(f) Have a service set up in Mumbai / Navi Mumbai / Suburbans for rendering after sales service. Only bidders who qualify as above will be eligible to participate in the quotation for the work.

Bidders should submit the following documents along with the documents mentioned as per the pre-qualification criteria in respect of their eligibility:

- i. Copies of detailed work order indicating scope and value of works.
- ii. Completion certificate for the qualifying works.
- iii. List of completed works with all the details as per the proforma
- iv. Financial statement for turnover for last 3 years.

Only bidders who qualify as above will be eligible to quotation for the work. A quotation submitted by a firm who is found to be not satisfying the above criteria will be liable for rejection

1. **Pre-bid meeting:** - A pre-bid meeting of the eligible bidders will be held at **11:00 AM on 08.07. 2022** at Reserve Bank of India, Estate Cell-Byculla, 1st floor, Mumbai Central, Mumbai-400008 to discuss/clarify anything about the quotation. No separate communication will be sent for this meeting. All the intending bidders are advised to be present and study the quotation documents.
2. Bidders are required to submit the details of the works carried out by them during last 5 years along with the name and contact no. of the users of the equipment in the enclosed format.
3. A quotation submitted by a firm who is found to be not submitting the above details will liable to be rejected.
4. Quotations shall be submitted in two parts viz. Part-I containing Techno-Commercial Bid of the offer and Part-II containing Price Bid of the offer. While Part-I and Part-II will be opened on **15.07.2022 at 3:00 PM** in the presence of the intending bidders who choose to be present.
5. The Reserve Bank of India reserves the right to accept or reject any or all the quotations, in full or in part, without assigning any reason therefore. The Bank also reserves the right to accept the quotation of any firm. Bidders are requested to quote unit rates and amounts separately. They are also requested to use the enclosed proforma only (and not to use their own format).
6. **Earnest Money:** - The bidders shall pay as Earnest Money a sum of Rs. 8,920/- (Rupees Eight Thousand Nine Hundred Twenty Only) by a demand draft or NEFT in a form acceptable to the Bank in favor of Reserve Bank of India Mumbai drawn on a scheduled bank should be submitted in physical form on or before last date. The Earnest Money Deposit of the successful bidder shall be released without any interest on issue of virtual completion certificate. The Earnest Money Deposit of unsuccessful bidder shall be released to them without any interest after award of work.
7. **Validity of quotation:** -The quotations shall be valid for a period of 90 days from the date of opening of Part-I of the quotation.

8. The rates quoted shall be inclusive of all taxes, duties, transport, packing, forwarding, insurance etc. and shall be for the complete work duly installed and commissioned at site. The prices quoted shall remain firm for the entire period of contract and shall not be subjected to any variations in the foreign exchange or variations of any other taxes, levies, duties etc. No import license will be furnished by the Bank. The bidders shall make their own arrangement for import of any part or components, if any, required for completion of the work.
9. **Completion of work:** - The entire work of design, supply, installation, testing and commissioning of the system shall be completed within a period of 45 days from the 14th day of date of issue of work order.
10. **Damages for non-completion:** If the Contractor fails to complete the works within quotation specified completion period, the Contractor shall pay the Employer the sum at rate 0.25% per week for the period during which the said works shall so remain incomplete subject to a maximum of 10% of the contract amount and the Employer may deduct such damages from any money due to the Contractor.
11. **Service set-up:** - The bidders shall indicate details of the service center at Mumbai or its suburban, the staff strength, contact numbers and the availability of spares for the system as per enclosed "[Annexure-VII](#)".
12. **Warranty/Defect Liability period and Annual Comprehensive Maintenance Service Contract:**
 - a. The equipment supplied shall be guaranteed against all types of defects for a period of one year from the date of virtual completion. Any defects in the system/sub-assemblies, found within the guarantee period, shall be rectified/ replaced by the bidder without any additional cost to the Bank. The rate should include for servicing at monthly interval or earlier as prescribed by the manufacturer and as mutually agreed to during this period.
 - b. The bidders shall also quote their charges separately for comprehensive annual maintenance service(CAMC) after the expiry of the one-year guarantee period. During the comprehensive annual maintenance service contract period, the servicing shall be carried out at quarterly interval or earlier as prescribed by the manufacturer and as mutually agreed shall be carried out in addition to any number of breakdown calls. These rates shall be applicable from the date of expiry of one-year guarantee period.

Comprehensive annual maintenance service charges shall be paid on half yearly basis on rendering satisfactory service and on submission of service reports.

- c. The charges for comprehensive annual maintenance service shall include replacement of any part of the system, including all required spares, consumables etc. during service contract period. Any defects in the system/sub-assemblies, found within the CAMC period, shall be rectified/ replaced by the bidder without any additional cost to the Bank.

During the warranty period or the comprehensive annual maintenance service period, any fault in the system shall be rectified within 4 hours of receipt of intimation through email, phone, fax etc. of the defect in the system. The quoted rates shall, therefore, take into account all the cost, including travel cost from the nearest service station. This being an emergency system, any fault in the system shall be rectified as per the rectification time given below failing which penalty shall be applied.

	Response time and penalty for each system	Rectification time	Penalty
(a)	Any defects resulting in total failure of the system	24 hours	Rs.1000/- per day
(b)	Any defects in independent devices, components, cables which may not result in total failure of the system	72 hours	Rs.500/- per day

- d. The service contract shall be renewed for a further additional period of at least 8 years after the initial annual service contact period of one year after one year warranty. While renewing the contract the new contract amount will be arrived at based on following formula.

$A_C = A_P [(15+60 \times (EPI_C/EPI_P)+25 \times (CPI_C/CPI_P))] \times 1/100$	
A _C	The contract amount for the current year.
A _P	The contract amount for the previous year.
EPI _C	Wholesale Price Index for Electrical Products 6 months prior to the commencement date of contract for the current year.
EPI _P	Wholesale Price Index for Electrical Products 6 months prior to the commencement date of contract for the previous year.
CPI _C	Consumer Price Index for Industrial Workers (All India Average) 6 months prior to the commencement date of contract for the current year.
CPI _P	Consumer Price Index for Industrial Workers (All India Average) 6 months prior to the commencement date of contract for the previous year.

13. Evaluation of quotations:

Quotations will be evaluated on the basis of capital cost of the system and taking into account the effect of rates quoted for comprehensive annual service contract for a period of seven years after the expiry of one year defect liability period.

14. Quotations will, therefore, be evaluated on the Net Present Value (NPV) of the net owning cost of the System comprising of the following:

Cost of full height dual lane Turnstile	Say (A)
Cost of the Annual Maintenance Contract:	Say (B)
<p>NPV of comprehensive annual maintenance service contract charges for the period of 9 years after 1 year defect liability period shall be calculated assuming 5% increase in contract amount every year after first year of AMC, half yearly payment and with a discount rate of 8%.</p> <p>The Multiplying Factor (MF) for working out NPV of AMC for 9 years after (1 year DLP) shall be 7.047</p> <p>TCO = Cost of new equipment + Quoted AMC * 7.047</p> <p><u>Minimum Base Rate for Comprehensive CAMC:</u></p> <p>In case, the bidder quotes the rates for comprehensive AMC lower than 5% (Five) of the quoted capital Cost (Excluding Buyback), then 5% (Five) of the quoted capital cost shall be considered for Calculation of Total Cost of Ownership.</p> <p>Note: Notwithstanding the above, the Bank shall pay only the quoted rate of the AMC during the currency of the committed contract period of 10 years subject only to escalation formulae indicated in the quotation.</p>	
Net Present Value of the work (A+B*7.047)	Say (C)
The work will be awarded for the lowest value of (c) above. Which is treated " Successful Bidder "	

15. Terms of payment: -

The following terms of payment, subject to statutory deductions, will apply to the contract:

- (a) **95%** of the quoted rate against Supply, Installation, Testing and Commissioning and handing over the system to Bank
- (b) **5%** of the quoted rate after successful completion of DLP and after entering into CAMC agreement

16. **Insurance:** - The Contractor shall at his own expense, arrange to effect and maintain (until the virtual completion of the contract) with an approved office the following insurance policy in the joint name of employer and himself with the employer being first (Principal) and deposit such policy or policies with the employer from time during the currency of this contract within 14 days from the date of work order.

- a. Storage, erection, testing and commissioning policy (C.A.R. policy) for the total amount of contract.
- b. Workmen compensation policy.
- c. Third party liability policy with the limits as under.

Rs.2,00,000/- per occurrence maximum up to Rs.5,00,000/-

17. The payment for the system will be made by the Mumbai Office. The dispute arising out of this contract will also be sorted out within the jurisdiction of courts situated in Mumbai.

18. The contractors shall submit all technical details of the system along with the quotation. The bidders are requested to use the enclosed proforma only for this purpose (and do not use their own formats and data sheets). However, if they wish to submit any additional information/details, they may furnish the same on a separate sheet with Part-I of the quotation.

19. The bidders shall give the names and postal addresses of their Bankers.

20. The bidders shall give the full name, contact Numbers and postal addresses of clients to whom similar equipment has been supplied by them in "[Annexure-I](#)".

21. The bidders are requested to fill in the enclosed proforma ([Appendix-II](#)) on terms and conditions of the contract. They are advised to confirm whether they agree to the Bank's terms and conditions by indicating "YES" or "NO" only. If "NO" then only they shall list out the deviations proposed by them in the appropriate column

22. **Training:** The bidder shall impart training to the Bank's Security Personnel at site for a period of one week on the system before handing over of the system without any charge to the Bank.
23. **Agreement:** The successful bidder shall execute an agreement with the Bank on stamped paper in the format ([Annexure-II](#)) to be submitted within fourteen (14) days of receipt of letter of acceptance. However, the issue of letter of acceptance by the Bank shall be construed as a binding contract, as though such an agreement has been executed and all the terms and conditions shall apply on this contract.
24. **The Contractor shall not disclose** directly or indirectly any information, materials and details of the Bank's infrastructure/systems/equipment etc., which may come to the possession or knowledge of the Contractor during the course of discharging its contractual obligations in connection with this agreement, to any third party and shall at all times hold the same in strictest confidence. The Contractor shall treat the details of the contract as private and confidential, except to the extent necessary to carry out the obligations under it or to comply with applicable laws. The Contractor shall not publish, permit to be published, or disclose any particulars of the works in any trade or technical paper or elsewhere without the previous written consent of the Bank. The Contractor shall indemnify the Bank for any loss suffered by the Bank 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 Bank 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.
25. The contractor/agency shall be solely responsible for full compliance with the provision of **Sexual harassment** of Women at work place under Prevention, Prohibition and Redressal Act 2013. In case of any complaint of sexual harassment against its employee within the premises of 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 of the complaint.

- (a) 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.
- (b) The contractor shall be responsible for any monetary compensation that may need to be paid in case of incident involves the employee of the contractor, for instance any monetary relief to Bank's employee, if sexual violence by the employee of the contractor is proved.
- (c) The contractor shall be responsible for educating its employees about the prevention of sexual harassment at work place and related issues.
- (d) The contractor shall provide a complete and updated list of its employees who are deployed within the bank's premises.

26. All disputes and differences of any kind whatever arising out of or in connection with the contract or the carrying out of the works (whether during the progress of the works or after their completion and whether before or after the determination abandonment or breach of the contract) shall be referred to and settled by the Bank who shall state its decision in writing. Such decision may be in the form of a final certificate or otherwise. The decision of the Bank with respect to any of the excepted matters shall be final and without appeal as stated in hereof. But if either the Contractor be dissatisfied on any matter on which a decision is taken by the Bank as above, except any of the expected matter the Contractor may within 28 days after receiving notice of such decision give a written notice to the other party requiring that the matters in dispute be arbitrated upon. Such written notice shall specify the matters, which are in dispute or difference of which such written notice has been given. If both the parties agree, a single arbitrator would be appointed for the purpose. In case no agreement could be reached on the appointment of single arbitrator, both the parties will nominate one person each as an arbitrator on their behalf. The two arbitrators nominated by the parties shall nominate one more person to act as third arbitrator.

The arbitrator or Arbitrators, as the case may be, shall have power to open up, review and revise any certificate, opinion, decision, requisition or notice, save in regard to the excepted matters, referred to in the preceding clause, and to determine all matters to dispute which shall be submitted to arbitration and of which notice shall have been given as aforesaid.

The arbitrator or Arbitrators, as the case may be, shall make his or their award within one year (or such further extended time as may be decided by him or them as the case may be with the consent of the parties) from the date of entering on the reference. In case during the arbitration proceedings the parties mutually settle or compromise their dispute or difference, on the parties filing their joint memorandum of the settlement or compromise, the Arbitrator or the Arbitrators as the case may be, shall make an award in terms of such settlement or compromise.

Upon any such reference, the decision on the cost incidental to the reference and Award respectively shall be in the discretion of the arbitrator or Arbitrators as the case may be, who may determine the amount thereof or direct the same to be taxed as between the party and party, and shall direct by whom and to whom and in what manner the same shall be borne and paid.

This submission shall be deemed to be a submission to arbitration within the meaning of the Indian Arbitration and Conciliation Act, 1996 or any statutory modification thereof.

The award of the arbitrator or Arbitrators, as the case may be, shall be final and binding on the parties. It is agreed that the Contractor shall not delay the carrying out of the works by reason of any such matter, question or dispute being referred to arbitration, but shall proceed with the works with all due diligence and shall until the decision of the Arbitrator or Arbitrators, as the case may be, is given, abide by the decision of the Bank. No award of the Arbitrator or Arbitrators, as the case may be, shall relieve the Contractor of his obligations to adhere strictly to the Bank's instructions with regard to the actual carrying out of the works. The Employer and the Contractor hereby also agree that arbitration under this Clause shall be a condition precedent to any right of action under the Contract.

Signature of the contractor _____

Name of the firm _____

Seal of the firm _____

Mobile no _____

Email _____

Safety Code

1. First aid appliances including adequate supply of sterilized dressings and cotton wool shall be provided in a readily accessible place.
2. An injured person shall be taken to a public hospital without loss of time, in cases where the injury necessitates hospitalization.
3. Suitable and strong scaffolds should be provided for workmen for all work that cannot safely be done from ground.
4. No portable single ladder shall be over 5 meters in length. The width between the side rails shall not be less than 30 cm (clear) and the distance between two adjacent rungs shall not be more than 30 cm. When a ladder is used an extra mazdoor shall be engaged for holding the ladder.
5. The excavated material shall not be placed within 1.5 meters of the edge of the trench or half of the depth of trench, whichever is more. All trenches and excavations shall be provided with necessary fencing and lighting.
6. Every opening in the floor of a building or in a working platform shall be provided with suitable means to prevent the fall of persons or materials by providing suitable fencing or railing; minimum height shall be one meter.
7. No floor, roof or other part of the structure shall be so overloaded with debris of materials as to render it unsafe.
8. Workers employed on mixing and handling material such as asphalt, cement mortar or concrete and lime mortar shall be provided with protective footwear and rubber hand-gloves.
9. Those engaged in welding works shall be provided with welder's protective eye-shields and gloves.
10. i) No paint containing lead or lead products shall be used except in the forms of paste or readymade paint.
ii) Suitable face masks shall be supplied for use by the workers when the paint is applied in the form of spray or surface having lead paint dry rubbed and scrapped.
11. Overalls shall be supplied by the Contractor to the painters and adequate facilities shall be provided to enable the working painters to wash during the period of cessation of work.
12. Hoisting machines and tackle used in the works, including their attachments, anchorage and support shall be in perfect condition.

13. The ropes used in hoisting or lowering material or a means of suspension shall be of durable quality and adequate strength and free from defects.
14. The contractor shall provide all the safety gadgets to the workers for carrying out the work as per statutory norms.
15. During the work execution necessary fire safety measures shall also be taken.

Section-III

The Conditions Hereinbefore Referred To

1. In constructing these conditions, the specification, schedule of quantities and Contract Agreement, the following words shall have the meaning herein assigned to them except where subject or context otherwise requires.
 - a) "Employer" Shall mean the Reserve Bank of India and shall include its assignees and successors.
 - b) In the case of company "Contractor shall mean _____ a company incorporated under _____ and having its registered office at _____ and shall include its successors and assigns.
 - c) "Site" Shall mean the site of the contract works including any building and erection thereon and any other land (inclusively) as aforesaid allotted by the Employer for the Contractor's use.
 - d) "This Contract" Shall mean the Article of Agreement, the special conditions, the conditions, the Appendix, the schedule of quantities and specifications attached hereto and duly signed.
 - e) "Notice in writing" Shall mean a notice in written, typed or printed or written notice" characters sent (unless delivered personally otherwise proved to have been received) by registered post to the last known private or business address or registered office of the addressee and shall be deemed to have been received when in the ordinary course of post, it would have been delivered.
 - f) "Act of Insolvency" Shall mean any Act of insolvency as defined by the Presidency Town Insolvency Act, or the provincial insolvency Act or any Act amending such original Act.
 - g) "Net Prices" If in arriving at the contract amount the Contractor shall have added to or deducted from the total of items in the Quotation any sum, either as a percentage or otherwise, then net price of any item in their quotation shall be the sum arrived at by adding to or deducting from the actual figures appearing in the Quotation as the price of that the item a similar percentage or

proportionate sum provided always that in determining the percentage or proportion of the sum so added or deducted by the Contractor the total amount of the any Prime Cost items and provisional sums of money shall be deducted from the total amount of the quotation. The expression "net rates" or "net prices" when used with reference to the contract or account shall be held to mean rates or prices so arrived at.

h) "The works" Shall mean "Design, supply, installation, testing and commissioning of full height dual lane turnstile gate at Bank's Byculla Office Building, Mumbai".

2. **Scope of Contract:** The contractor shall carry out and complete the said work in every respect in accordance with this contract and with the directions of and to the satisfaction of the Bank's Engineer. The Bank's Engineer may in his absolute discretion and from time to time issue further drawings and/or written instructions, details, direction and explanations which are hereafter collectively referred to as "Bank's Engineer's instruction in regard to":

- a) The variations or modifications of the design, quality or works or the addition or omission or substitutions of any work.
- b) Any discrepancy in the Drawing or between the Schedule of Quantities and/or Drawing and/or specifications.
- c) The removal from the site of any materials brought thereon by the contractor and the substitution of any other material therefor.
- d) The removal and/or re-execution of any works executed by the contractor.
- e) The dismissal from the works of any persons employed thereupon.
- f) The opening up for inspections of any work covered up.
- g) The amending and making good of any defects under clause 20 hereof.

The contractor shall forthwith comply with and duly execute any work comprised in such Bank's Engineer's instructions provided always that verbal instructions, directions and explanations given to the Contractor or his representative upon the works by the Bank's Engineer shall, if involving a variation, be confirmed in writing by the Contractor within seven days, such shall be deemed to be Employer's instructions within the scope of the Contract.

The contractor shall submit a statement of variations giving quantity and rates duly supported by analysis of rates, vouchers etc. The rates on scrutiny and final acceptance by the Employer shall form a supplementary quotation. The Employer shall not be liable for payment of such variations until these statements are sanctioned by him.

3. The Contract shall be executed in triplicate and the Bank's Engineer, the Employer and the Contractor shall be entitled to one executed copy each for his use. The contractor shall prepare the line diagram, system configuration drawing and Lay out plan of the site for carrying out the work. Before the issue of the final certificate to the Contractor he shall submit to the Bank's Engineer all Drawings and Specifications.
4. The Contractor shall provide at his cost everything necessary for the proper execution of the works according to the intent and meaning of the Drawings, Schedule of Quantities and specifications taken together, whether the same may or may not be particularly shown or described therein provided that the same can reasonably be inferred therefrom, and if the Contractor finds any discrepancy in the Drawings or between the Drawings, Schedule of quantities and Specifications, he shall immediately and in writing refer the same to the Bank's Engineer, who shall decide which is to be followed.
5. **Authorities, notices and patents**: The Contractor shall conform to the provisions of any Act of the Legislature relating to the works, and to the regulations and bye-laws of any authority, and of any water, electricity supply and other companies and/or authorities with whose system the structure is proposed to be connected, and shall, before making any variations from the Drawings or Specifications that may be necessitated by so conforming, give to the architect written notice, specifying the variation proposed to be made and the reason for making it and apply for instructions thereon. In case the Contractor shall not within ten days receive such instructions he shall proceed with the work conforming to the provisions, regulations, or bye-laws in question, and any variation so necessitated shall be dealt with under clause 17 hereof.

The contractor shall bring to the attention of the Employer all notices required by the said Acts, regulations or bye-laws to be given to any authority and pay to such authority or to any public office all fees that may be properly chargeable-in respect of the works and lodge the receipts with the Employer.

The Contractor shall indemnify the Employer against all claims in respect of patent rights, and shall defend all actions arising from such claims and shall himself pay all royalties, license fees, damages cost and charges of all and every sort that may be legally incurred in respect thereof.

6. **Setting out of work**: The contractor shall set out the works and shall be responsible for the true and perfect setting out of the same and for the correctness of the positions levels, dimensions and alignment of all parts thereof. If at any time any error in this respect shall appear during the progress of the works or within a period of one year from the completion of the works, the Contractor shall, if so required, at his own expense rectify such error to the satisfaction of the Bank's Engineer.

7. **Materials and Workmanship to conform to description:** All materials and workmanship shall so far as procurable be of the respective kinds described in the Schedule of Quantities and/or specifications and in accordance with the contract and the Contractor shall furnish to the Employer with all invoices, accounts, receipts and other vouchers to prove that the materials comply therewith. The Contractor shall at his own cost arrange for and/or carry out any test of any materials.
8. **Contractor's superintendence and representative on the works:** The Contractor shall give all necessary personal superintendence during the execution of the works and so long thereafter as the Employer may consider necessary until the expiration of the "Defects Liability Period" stated in the Appendix hereto. The contractor shall, also during the whole time the works are in progress employ a competent representative who shall be constantly in attendance at the works while the men are to work. Any directions, explanations, instructions or notice given by the Bank's Engineer to such representative shall be held to be given to the Contractor.
9. **Dismissal of workmen:** The Contractor shall on the request of the Bank's Engineer immediately dismiss from the works any person employed thereon by him who may, in the opinion of the Bank's Engineer, be incompetent or misconduct himself and such persons shall not be again employed on the works without the permission of the Bank's Engineer.
10. **Access to works:** The Employer, shall at all reasonable times, have free access to the works and/or to the workshops, factories or other places where materials are lying or from which they are being obtained and the Contractor shall give every facility to the Employer necessary for Inspections and examination and test of the materials and workmanship. No person not authorized by the Employer except the representatives of public authorities shall be allowed on the works at any time.
11. **Bank's Engineer:** The term Bank's Engineer shall mean the person appointed and paid by the Employer to inspect the works. The Contractor shall afford the Bank's Engineer every facility and assistance for inspecting the works and materials and for checking and measuring time and materials.

The Bank's Engineer, or the Employer shall have power to give notice to the Contractor or to his representative of non-approval or any work or materials and such work shall be suspended, or the use of such materials shall be discontinued. The work will from time to time be examined by the Assistant Manager (Tech.) but such examination shall not in any way exonerate the Contractor from the obligation to remedy any defects which may be found to exist at a stage of the works or after the same is completed. Subject to the limitations of this clause the Contractor shall take instructions only from the Bank's Engineer.

12. **Assignment and Subletting**: The whole of the works included in the Contract shall be executed by the Contractor and the contractor shall not directly or indirectly transfer, assign or under-let the Contract or any part share thereof or any interest therein without the prior written consent of the Employer and not undertaking shall relieve the Contractor from the full and entire responsibility of the Contract or from active superintendence of the works during their progress.
13. No alteration, omission or variation shall vitiate this contract but in case the Bank's Engineer thinks proper at any time during the progress of the works to make any alterations in, or addition to, or omissions from the works or any alteration in the kind of quality of the materials to be used therein and shall give notice thereof in writing under his hand to the Contractor, the Contractor shall alter, add to, or omit from, as the case may be, in accordance with such notice, but the contractor shall not do any work extra to or make any alterations or additions to or omissions from the works or any deviation from any of the provisions of the Contract. Stipulations, specifications or Contract Drawings without the previous consent in writing of the Employer and the value of such extras alterations, additions or omission shall, in all cases, be determined by the Employer in accordance with the provisions of Clause 17 hereof, and the same shall be added to, or deducted from the Contract Amount, as the case may be accordingly.
14. **Schedule of Quantities**: The Schedule of quantities, unless otherwise stated shall be deemed to have been prepared in accordance with the Standard Method of Measurement.
- Any error in description or in quantity or in omission of items from the schedule of quantities shall not vitiate this contract but shall be rectified and the value thereof, as ascertained under Clause 17 hereof, shall be added to, or deducted from the Contract Amount (as the case may be) provided that no rectification of errors, if any, shall be allowed in the Contractor's schedule of rates.
15. **Sufficiency of Schedule of Quantities**: The Contractor shall be deemed to have satisfied himself before quotation process as to the correctness and sufficiency of his quotation for the works and of the prices stated in the Schedule of Quantities and/or the schedule of rates and prices which rates and prices shall cover all his obligations under the contract, and all matters and things necessary for the proper completion of the works.
16. **Measurement of works**: The Bank's Engineer may, from time to time, intimate to the contractor that he requires the works to be measured, and the Contractor shall forthwith attend or send a qualified agent to assist Assistant Engineer in taking such measurements and calculations and to furnish all particulars or to give all assistance required by any of them.

Should the Contractor not attend or neglect or omit to send such agent then the measurement taken by the Bank's Engineer or a person approved by him shall be taken to be correct measurement of the works. Such measurements shall be taken in accordance with the Mode of Measurements detailed in the Specifications.

The Contractor or his Agent may at the time of measurement take such notes and measurement as he may require.

All authorized extra works, omissions and all variations made with the prior approval in writing of Employer shall be included in such measurements.

17. **Prices for extra:** The Contractor may, when authorized and shall, when directed, in writing by the Employer, add to, omit from or vary the works shown upon the drawings, or described in the specification, or included in the schedule of Quantities, but the contractor shall make no addition, omission or variation without such authorization or direction. A verbal authority or direction by the Bank's Engineer shall, if confirmed by them in writing within seven days, be deemed to have been given in writing.

No claim for an extra shall be allowed unless it shall have been executed under provisions of clause above hereof with the concurrence of the Employer herein mentioned. Any such extra in herein referred to as authorized and shall be made in accordance with the following provisions.

- (a) (i) The net rates or prices in the original quotation shall determine the valuation of the extra work where such extra work in similar character and executed under conditions as the work priced therein.
- (ii) Rates for all items, wherever possible should be derived out of the rates given in the priced Schedule of Quantities.
- (b) The net prices of the original quotation shall determine the value of items omitted provided if omissions vary the conditions under which any remaining items of works are carried out, the prices for the same shall be valued under sub-clause(c) hereof.
- (c) Where the extra works are not of similar character and/or quoted under similar conditions as aforesaid or where the omissions vary the conditions under which any remaining items of works are carried out or if the amount of any omissions or additions relative the amount of the whole of the Contract works or to any part thereof shall be such that in the opinion of the Bank's engineer, the net rate or price contained in the priced Schedule of Quantities or quotation or for any item of the works involves loss or expenses beyond that reasonably contemplated by the contractor or is by reason of such omission or addition rendered unreasonable or inapplicable, the Bank's Engineer shall fix such other rate or price as in the circumstances he shall think reasonable and proper, with the prior approval in writing of the Employer.

(d) Where extra work cannot be properly measured or valued, the Contractor shall be allowed day work prices as the net rates stated in the quotation or the Priced Schedule or Quantities or, if not so stated, then in accordance with the local day work rates and wages for the district provided that in either case vouchers specifying the daily time (the workmen's names) and materials employed be delivered for verification to the Bank's Engineer at or before the end of the week following that in which the work has been executed.

The measurement and valuation in respect of the Contract shall be completed within the "period of final measurements" stated in the Appendix or if not stated then within six months of the completion of the Contract works as defined in Clause 21 hereof.

18. Unfixed materials when taken into account to be the property of the Employer

Where in any certificates (of which the Contractor has received payment) the Bank's Engineer has included the value of any unfixed materials included for and/or placed on or adjacent to the works such materials shall become the property of the Employer and they shall not be removed except for use upon the works, without the written authority of the Employer. The Contractor shall be liable for any loss of, or damage to, such materials.

19. Removal of improper work : The Employer shall, during the progress of the works, have power to order in writing from time to time the removal from the works within such reasonable time or times as may be specified in the order of any materials which in the opinion of the Bank's Engineer are not in accordance with the Specifications, the substitutions of proper materials, and the removal and proper re-execution of any work executed with materials or workmanship not in accordance with the drawings & specifications or instructions and the contractor shall forthwith carry out such order at his own cost. In case of default on the part of Contractor to carry out such order, the Employer shall have the power to employ any pay other persons to carry out the same; and all expenses consequent thereon, or incidental thereto, shall be borne by the Contractor, or may be deducted by the Employer from any moneys due, or that may become due, to the Contractor.

20. Defects after virtual completion : Any defect, shrinkage, settlement or other fault which may appear within the "Defects Liability Period" stated in the Appendix hereto, or, if none stated them within twelve months after the virtual completion of the works, arising in the opinion of the Employer from materials of workmanship not in accordance with the contract, shall upon the direction in writing of the Employer, and within such reasonable time as shall be specified therein, be amended and made good by the Contractor, at his own cost and in case of default the Employer may employ and pay other persons to amend and make good such defects, shrinkage settlements or other faults, and all damages loss and expenses

consequent thereon are incidental thereto shall be made good and borne by the Employer or may be deducted by the Employer, upon the Bank's Engineer's Certificate in writing, from any money due or that may become due to the Contractor, or the Employer may in lieu of such amending and making good by the Contractor deduct from any money due to the Contractor a sum, to be determined by the Employer equivalent to the cost of amending such work and in the event of the amount retained under clause 32 hereof being insufficient, recover the balance from the Contractor, together with any expenses the Employer may have incurred in connection therewith. Should any defective work have been done or materials supplied by any sub-contractor employed on the works who has been nominated as provided under clause 12 and 22 hereof, the contractor shall be liable to make good in the same manner as if such work or material had been done or supplied by the Contractor and been subject to the provision of this clause 2 hereof. The contractor shall remain liable under the provisions of this clause the signing of any certificate or the passing of any accounts by the Employer.

21. **Certificate of virtual completion and defects liability period:** The works shall not be considered as completed until the Bank's Engineer has certified in writing that they have been virtually completed. The defects liability period shall commence from the date of such certificates.
22. **Nominated Sub-Contractor:** All Specialists, Merchants, Tradesmen and others executing any work of supplying and fixing any goods for which the prime cost prices or provisional sums are included in the Schedule of Quantities and/or Specifications who may be nominated or selected by the Employer or hereby declared to be sub-contractors employed by the contractor and are herein referred to as nominated sub-contractors.

No nominated sub-contractors shall be employed on or in connection with the works against the Contractor shall make reasonable objection are (save where the Architect and the Contractor shall otherwise agree) who will not enter into contract providing.

- (a) That the nominated sub-contractor shall indemnify the contractor against the same obligation in respect of the sub-contract as the contractor is under in respect of this contract.
- (b) That the nominated sub-contractor shall indemnify the contractor against claims in respect of any negligence by the sub-contractors his servants or agents or any misuse by him or them or any scaffolding or other plant, the property of the Contractor or under any Workmen's Compensation Act in force.
- (c) Payment shall be made to the nominated sub-contractor within fourteen days of his receipt of the Employer's Certificate provided that before any Certificate is issued the Contractor shall upon request furnish to the Bank proof that all nominated sub-contractors accounts included in previous certificates have been duly discharged; in default whereof the Employer

may pay the same upon a Certificate of the Bank and deduct the amount thereof from any sums due to the Contractor. The exercise of this power shall not create private of contract as between Employer and Sub-Contractor.

23. **Other persons employed by Employer:** The Employer reserves the right to use premises and any portion of the site for the execution of any work not included in this Contract which it may desire to have carried out by other persons, and the Contractor shall allow all reasonable facilities for the execution of such work but shall not be required to provide any plant or material for the execution of such work except by special arrangement with the Employer. Such work shall be carried out in such manner as not to impede the progress of the works included in the Contract and the Contractor shall not be responsible for any damage or delay which may happen to or occasioned by such work.

24. **Insurance in respect of damage to person and property:** The Contractor shall be responsible for all injury to persons, animals or things, and for all structural and decorative damage to property which may arise from the operation or neglect of himself or of any nominated sub-contractor or any employee of either, whether such injury or damage arises from carelessness accident or any other clause whatever in any connected with the carrying out of this Contract. This clause shall be held to include inter alia, any damage to buildings, whether immediately adjacent or otherwise, and any damage to road, streets, foot-paths, bridges or ways as well as damage caused to the buildings and works forming the subject of this contract by frost, rain, wind or other inclemency of weather. The Contractor shall indemnify the Employer and hold it harmless in respect of all and any expenses arising from any such injury or damage to persons or property as aforesaid and also in respect of any claim made in respect of injury or damage under any acts of any legislature or otherwise and also in respect of any award or compensation or damages consequent upon such claim.

The Contractor shall reinstate all damage of every sort mentioned in this clause, so as to deliver up the whole of the Contract works complete to and perfect in every respect and so as to make good or otherwise satisfy all claims for damage to the property of third parties.

An insurance policy covering third party liability shall be taken by the contractor to cover the loss/disablement of human life (persons not belonging to the contractor). This shall also cover the risk of damages to other's materials/equipment/properties including those, if any of the banks during construction/erection/commissioning of the said contract work at site. The value of third party liability for compensation for loss of human life or full /partial disablement shall be of required statutory value for full and partial disablement and shall nevertheless cover such compensation as may be awarded by a court of law. Cover for damage to other's equipment/property shall be as approved by the bank. The sub-contractors of the contractor shall not

be holders or beneficiaries in the policy nor shall they be named in the policy. The bank shall be the principal holder of the policy along with the contractor. The bank reserves the exclusive right to assign the policy.

The Contractor shall indemnify the Employer against all claims which may be made against the Employer by any member of the public or other third party in respect of anything which may arise in respect of the works or in consequences thereof and shall at his own expenses arrange to effect and maintain, until the virtual completion of the contract, with an approved office a policy of insurance in the joint names of the Employer and the Contractor against such risks and deposit such policy or policies with the Architect from time to time during the currency of this contract. The Contractor shall also similarly indemnify the Employer, against all claims which may be made upon the Employer whether under the Workmen's Compensation Act or any other status in force during the currency of this contract or at common law in respect of any employee of the Contractor or any Sub-Contractor and shall at his own expenses effect and maintain, in the joint names of the Employer and the Contractor against such risks and deposit such policy or policies with the Architect from time to time during currency of the Contract.

The Contractor shall be responsible for any liability which may be executed from the Insurance Policies above referred to and also for all other damage to any person, animal or property arising out of the incidental to the negligent or defective carrying out of this Contract transit, storage, erection, testing & commissioning policy. He shall also indemnify the Employer in respect of any costs, charges or expenses arising out of any claim or proceedings and also in respect of any award of compensation or damages arising therefrom.

The Employer shall be entitled to deduct the amount of any damage, compensation, costs, charges and expense arising of accruing from or in respect of any such claims or damage from any or all sums due or to become due to the Contractor without prejudice to the Employer's other rights in respect thereof.

The contractor shall, within 14 days from the date of work order, insure the works at his cost and keep them insured until the virtual completion of reworks, against loss or damage by fire with an office **in the joint names of the employer and the contractor (the name of the former being placed first in the policy) for the full amount of the contract.** Such policy shall cover the property of the "Employer" only. **The contractor shall deposit the policy and receipts for the premium with the employer within 14 days from the date of work order.** In default of the contractor, insuring as provided above, the employer may so insure the works and may deduct the premium paid from any moneys due or which may become due to the Contractor without prejudice to the other rights of the Employer in respect of such default. In case it becomes necessary to suspend the works, the Contractor shall as soon as the claim under the policy is settled, or the work reinstated by the Insurance Office, should they elect to do so, proceed with all due diligence with the

completion of the works in same manner as though the fire had not occurred and in all respects under the same conditions of Contract. The Contractor in case of rebuilding or reinstatement after fire shall be entitled to such extension of time for completion as deems fit.

25. **Date of commencement and completion:** The Contractor shall be allowed admittance to the site on "Date of Commencement" stated in the Appendix hereto, or each later date as may be specified by the Employer and be shall thereupon and forthwith begin the works and shall regularly proceed with and complete the same (except such painting or other decorative work as the bank may desire to delay) or before the "Date of Completion" stated in the Appendix subject nevertheless to provisions for extension of time hereinafter contained.
26. **Damages for non-completion:** If the Contractor fails to complete the works by the date stated in the Appendix or within any extended time under Clause 26 and 20 here the Contractor shall pay the Employer the sum named in the Appendix as " Liquidated Damages" for the period during which the said works shall so remain incomplete and the Employer may deduct such damages from any money due to the Contractor.
27. **Delay and extension of time:** If in the opinion of the Employer the works be delayed(a) by force major or (b) by reason of any exceptionally inclement weather or c) by reason of proceedings taken or threatened by or dispute with adjoining or neighboring owners or public authorities arising otherwise than through contractor's own default or (d) by the works or delays of other contractor or Tradesmen engaged or nominated by the Employer and not referred to in the schedule of quantities and/or specifications or (e) by reasons of Bank's Engineer instruction as per clause 17 hereof (f) by reason of civil commotion, local combination of workmen or strike or lockout affecting any of the building trades or (g) in consequence of the Contractor not having received in due time necessary instructions from the Bank for which he shall have specifically applied in writing or (h) from other causes which the Bank may certify as beyond the control of contractor or (l) in the event, the value of the work exceed the value of the Priced Schedule of Quantities owing to variation, the Bank may make a fair and reasonable extension of time for completion shall as soon as may be given written notice thereof to the bank but the Contractor shall nevertheless constantly use his endeavors to prevent delay and shall do all that may reasonably has required to the satisfaction of Bank to proceed with work.
29. **Contractor's failure to comply with Employers instruction:** If the Contractor after receipt of written notice from the Employer requiring compliance within 10 days fails to comply with such further drawings and/or Bank's instructions the Employer may employ and pay other persons to execute any such work whatsoever that may be necessary to give effect thereto, and all costs incurred in

connection therewith shall be recoverable from the Contractor by the Employer as a debt or may be deducted by him from any moneys due to the Contractor.

30. Termination of Contract by the Employer: If the Contractor being an individual or a firm commits any "act of insolvency" or shall be adjudged an insolvent or being an incorporated company shall have an order for compulsory winding up made against it or pass an effective resolution for winding up voluntarily or subject to the supervisions of the court and the Official Assignee or the Liquidator in such acts of insolvency or winding up, as the case may be, shall be unable within seven days after notice to him requiring him to do so to show the reasonable satisfaction of the Architect that he is able to carry out and fulfill the Contract and to give security therefore, if so required by the Architect.

Or if the Contractor (whether an individual, first or incorporated company shall suffer execution or other process of court attaching property to be issued against the Contractor.

Or shall suffer any payment under this contract to be attached by or on behalf of any of the creditors of the Contractors.

Or shall assign to sublet this Contract without the consent in writing of the Employer first had and obtained.

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

- (i) Has abandoned the Contract, or
- (ii) Has failed to commence the works, or has without any lawful excuse under these conditions suspended the progresses of the works for fourteen days after receiving from the Bank notice to proceed or
- (iii) Has failed to proceed with the work with such due diligence and failed to make such due progress as would enable the works to be completed within the time agreed upon, or
- (iv) Has failed to remove materials from the site or to pull down and replace work for seven days receiving from the Bank written notice that the said materials or work were condemned and rejected by the Bank's Engineer under these conditions' or
- (v) Has neglected or failed persistently to observe and perform all of any of the acts, matter or things by the Contract to be observed and performed by the Contractor for seven days after written notice shall have been given to the Contractor requiring the Contractor to observe or perform the same.

Then and in any of the said cases the Employer may, notwithstanding any previous waiver, after giving seven days' notice in writing to the Contractor, determine the Contract, the whole of which shall continue in force as fully as if the Contract has

not been so determined, and so if the works subsequently execute had been executed by or on behalf of the Contractor. And further, the Employer by his agents or servants may enter upon and taken possession of the works and all plant, tools scaffoldings, sheds, machinery, steam and other power utensils and materials lying upon the premises or the adjoining lands or roads, and use the same as his own property or may employ the same by means of his own servants and workmen in carrying on and completing the work or by employing any other Contractor or other person or persons to complete the works, and the Contractor shall not in any way interrupt or do any act matter or thing to prevent or hinder such other contractor or other person or persons employed for completing and finishing or using the materials and plant for the works. When the works shall be completed or as soon thereafter as convenient the Bank shall give a notice in writing to the Contractor to remove his surplus materials and plant, and should the Contractor fail to do so within a period of fourteen days after receipt thereof by him, the Employer may sell the same by public auction, and give credit to the Contractor for the net amount realised. The employer shall thereafter ascertain and certify in writing under his hand what of the said plant and materials so taken possessions or by the Employer and the expenses or loss which the Employer shall have been put to in procuring the works to be completed and the amount. If any, owing the Contractor and the amount which shall be so certified shall thereupon be paid by the Employer to the Contractor or by the Contractor to the Employer, as the case may be, and the Certificate of the Bank shall be final and conclusive between the parties.

31. **Termination of Contract by Contractor**: If this payment of the amount payable by the Employer under Certificate of the Bank's Engineer shall be in arrears and unpaid for thirty days after notice in writing requiring payment of the amount as aforesaid shall have been given by the Contractor to the Employer, or if the Employer interferes with or obstructs the issue of any such Certificate, or if the Employer shall repudiate the Contract, or if the works be stopped for three months under the order of the Architect or the Employer or by any injunction or other order of any court of Law, then and in any of the said cases the Contractor shall be in liberty to determine the Contract by notice in writing to the Employer, and he shall be entitled to recover from the Employer, payment for all works executed and for any loss he may sustain upon any plant or materials supplied or purchased or prepared for the purpose or the Contract.

In arriving at the amount of such payment the net rates contained in the Contractor's original Quotation shall be followed or where the same may not apply valuation shall be made in accordance with Clause 17 hereof.

32. **Certificates and Payments**: The Contractor shall be paid by the Employer from time to time by installments under interim Certificate to be issued by the Bank's Engineer on account of the works executed work to the approximate value named in the Appendix as 'Value of work for Interim Certificate' has been executed in accordance with this Contract, subject, however, to a retention of the percentage

of such value named in the Appendix as "Total Retention Money" after which time the installments shall be up to the full value of the work subsequently so executed and fixed in the building. And when the works have been virtually completed, the Contractor shall be paid by the Employer in accordance with the Certificate to be issued by the Bank's Engineers the sum of money named in the Appendix as "installment after Virtual Completion" being a part of the said Total Retention Money. And the Contractor shall be entitled to the payment of the Final Balance in accordance with the final Certificate at the expiration of the period referred to as 'the Defects liability Period' in the Appendix hereto from the date of virtual completion or as soon as after expiration of such period as the works shall have been finally completed and all defects made good according to the true intent and meaning hereof whichever shall last happen provided always or at or after their completion shall not relieve the Contractor from his liability under clause 21 and 36 nor relieve the Contractor of his inability in cases of fraud, dishonesty, or fraudulent concealment relating to the works or materials or to any matter dealt with in the Certificate and in case of the all defects and insufficiencies in the works or materials which a reasonable examination would not have disclosed.

The Employer shall have power to withhold any Certificate if the works or any parts thereof are not being carried out to his satisfaction.

33. **Delayed Payment**: Any amounts payable by the Employer to the Contractor shall, if not paid within the 'Period of Honoring Certificates' names in the Appendix carry interest at the rate named in the Appendix as the "Rate of interest for delayed payment" from the date upon which sum ought to have been paid by the Employer until the payment.
34. The decision, opinion, direction Certificate (except for payment) with respect to all or any of the matters under Clauses 2(a, b), 4, 5, 14, 20 (a, b, c, d and f) hereof (which matters are herein referred to as the excepted matters) shall be final and conclusive and binding on the parties hereto and shall be without appeal. Any other decision, opinion, direction, shall be subject to the right of Arbitration and review under the Clause 35 hereof in the same way in all respects (including the provisions as to opening the reference).
35. **Settlement of disputes by Arbitration**: All disputes and differences of any kind whatever arising out of or in connection with the contract or the carrying out of the works (whether during the progress of the works or after the completion and whether before or after the determination abandonment or breach of the contract) shall be referred to and settled by the Bank who shall state its decision in writing. Such decision may be in the form of a final certificate or otherwise. The decision of the Bank with respect to any of the excepted matters shall be final and without appeal as stated in Clause 33 hereof. But if either the Contractor be dissatisfied on any matter on which a decision is taken by the Bank as above, except any of the expected matter the Contractor may within 28 days after receiving notice of such

decision give a written notice to the other party requiring that the matters in dispute be arbitrated upon. Such written notice shall specify the matters, which are in dispute or difference of which such written notice has been given. If both the parties agree, a single arbitrator would be appointed for the purpose. In case no agreement could be reached on the appointment of single arbitrator, both the parties will nominate one person each as an arbitrator on their behalf. The two arbitrators nominated by the parties shall nominate one more person to act as third arbitrator or umpire.

The arbitrator or Arbitrators, as the case may be, shall have power to open up, review and revise any certificate, opinion, decision, requisition or notice, save in regard to the excepted matters, referred to in the preceding clause, and to determine all matters to dispute which shall be submitted to arbitration and of which notice shall have been given as aforesaid.

The arbitrator or Arbitrators, as the case may be, shall make his or their award within one year (or such further extended time as may be decided by him or them as the case may be with the consent of the parties) from the date of entering on the reference. In case during the arbitration proceedings the parties mutually settle or compromise their dispute or difference, on the parties filing their joint memorandum of the settlement or compromise, the Arbitrator or the Arbitrators as the case may be, shall make an award in terms of such settlement or compromise.

Upon any such reference, the decision on the cost incidental to the reference and Award respectively shall be in the discretion of the arbitrator or Arbitrators as the case may be, who may determine the amount thereof or direct the same to be taxed as between the party and party, and shall direct by whom and to whom and in what manner the same shall be borne and paid.

This submission shall be deemed to be a submission to arbitration within the meaning of the Indian Arbitration and Conciliation Act, 1996 or any statutory modification thereof.

The award of the arbitrator or Arbitrators, as the case may be, shall be final and binding on the parties. It is agreed that the Contractor shall not delay the carrying out of the works by reason of any such matter, question or dispute being referred to arbitration, but shall proceed with the works with all due diligence and shall until the decision of the Arbitrator or Arbitrators, as the case may be, is given, abide by the decision of the Bank. No award of the Arbitrator or Arbitrators, as the case may be, shall relieve the Contractor of his obligations to adhere strictly to the Bank's instructions with regard to the actual carrying out of the works. The Employer and the Contractor hereby also agree that arbitration under this Clause shall be a condition precedent to any right of action under the Contract.

Right of technical scrutiny of final bill

36. The Employer shall have a right to cause a technical examination of the works and the final bill of the contractor including all supporting vouchers, abstracts, etc. to be made at the time of payment of the final bill. If as a result of this examination of otherwise any sum is found to have been overpaid or over certified it shall be lawful for the employer to recover the sum.

Employer entitled to cover compensation paid to workman

37. If, for any reason, the Employer is obliged, by virtue of the provisions of the Workmen's Compensation Act, 1923, or any statutory modification or re-enactment thereof to pay compensation to a workman employed by the Contractor in execution of the works, the Employer shall be entitled to recover from the Contractor the amount of compensation so paid, and without prejudice to the rights of the Employer under the said Act. The Employer shall be at liberty to recover such amount or any part thereof by deducting it from the security deposit or from any sum due by the Employer shall not be bound to contest any claim made against it under the said Act, except on the written request of the Contractor and upon his giving to the Employer full security to the satisfaction of the Employer for all costs for which the Employer might become liable in consequence of contesting such claim.

Abandonment of works

38. If at any time after the acceptance of the quotation, the Employer shall for any reasons whatsoever not requires the whole or any part of the works to be carried out, the Bank shall give notice in writing to the Contractor who shall have no claim to any payment of compensation or other-wise whatsoever on account of any profit or advantage which he might have derived from the execution of the whole works.

Return of surplus materials

39. Notwithstanding anything to the contrary contained in any or all the clauses of this Contract, where any material for the execution of the Contract is procured with the assistance of the Employer by purchase made under orders or permits or licenses issued by Government, the Contractor shall hold the said materials economically and solely for the purpose of the Contract and not dispose of them without the prior written permission of the Employer and return it to the Employer, if required by the Employer, at the price to be determined by the Bank having due regard to the conditions of the materials, the price to be determined not be exceed the purchase price thereof inclusive of sales tax, octroi and other such levies paid by the Contractor in respect thereof, in the event of breach of the aforesaid condition, the Contractor shall in addition to being liable to action for contravention of the terms of licenses or permit and/or criminal breach of trust, be liable to Employer for

all moneys, advantages or profits resulting or which in the usual course would have resulted to his by reason of such breach.

Right of employer to terminate contract in the event of death of Contractor or individual

40. Without prejudice to any of the rights or remedies under this Contract, if the Contractor, being an individual, dies, the Employer shall have the option of terminating the contract without incurring any liability for such termination.

Signature of Contractor

Date :

Name :

Designation :

Place :

Address :

Email :

Contact :

APPENDIX HEREIN REFERRED

1.	Defects liability Period	12 months from the date of issue of virtual completion certificate.
2.	Period of final measurement	1 month from the date of final commissioning.
3.	Date of commencement	14 th day from the date of work order.
4.	Period of completion	45 days from the 14 th day of work order
5.	Liquidated Damages for delay in completing the work.	0.25% per week subject to a maximum of 10% of the contract amount.
6.	Installment after virtual completion	100% of Earnest money deposit shall be released
7.	Period of honouring interim certificate	1 month
8.	Interest for delayed payment	3 percent per annum

Signature of Contractor

Date:

Name :

Designation:

Place :

Address :

Email:

Contact :

Reserve Bank of India

Quotations for "Design, supply, installation, testing and commissioning of full height dual lane turnstile gate at Bank's Byculla Office Building, Mumbai".

Check List -

Sr. No.	Description	Bank's terms	Whether acceptable to the bidder or not (please indicate YES or NO)
1.	Validity	90 days from the date of opening Part- I	
2.	EMD	DD / NEFT for Rs. 8,920/- in favor of RBI Mumbai (No interest shall be payable on EMD).	
3.	Prices	Shall remain firm for the entire period of contract.	
4.	Completion period	45 days from 14 th day of the date of issue of work order.	
5.	Liquidated damages for delay in completion of work	0.25% per week subject to maximum of 10% of contract value.	
6.	Penalty during warranty & AMC period	Rs. 500/- per day if defect is not rectified within 24 hours of intimation through phone/e-mail/fax as per details terms and condition in the quotation [Section III-Clause 12].	
7.	Guarantee	One year after the date of virtual completion.	
8.	Terms of payment	As per terms and conditions	
9.	Insurance	Shall include for 1. Contractor All Risk Policy including storage, erection, testing and commissioning etc., 2. Workmen Compensation Policy and 3. Third Party Liability Policy as per terms and conditions of quotation [Section III-Clause 17].	

Signature _____

Name of the firm _____

Seal of the firm _____

Mobile _____

Email _____

Section-IV

TECHNICAL SPECIFICATION Section A: - System Description

The **turnstile** shall be made out of **304 Stainless Steel [SS 304]** for its entire frame structure, top boxes, rotor & bars. The head mechanism parts should be made out of casting zinc plated for corrosion resistance. One head mechanism shall be provided for each lane. The turnstile should be electromechanical hand driven and have **4 stops at each 90 degree of rotation for dual lane turnstile**. The system should be bi-directional in operation and also equipped with suitable logic system to control its passage in one or either direction.

Through put: - The turnstile should be robust and of intensive use. It should have minimum through put of 12 persons per minute per lane.

Anti-back up device: - An anti-backup device should be provided to prevent reverse rotation once the head has moved 25-30 degree from its rest position. The control mechanism should be designed to lock the rotor in its rest position and stop entry by force. A suitable hydraulic mechanism should be provided in the system in such a manner that toward the end of its travel the rotor will come under the influence of the hydraulic damping mechanism to move the head always quietly and smoothly to the neutral/self-centered position and to prevent the control mechanism from excessive shock thereby extending its life and reducing noise and vibration. The use of the device shall not inhibit the return of the rotor to its rest position.

Actuating Devices: -

The system should work with following types of actuating devices.

- i. Smart card/ Proximity card Type
- ii. Local key operated switch

The details of actuating devices are as under: -

(i) Smart Card/Proximity Card Type: - Smart /Proximity card readers shall be supplied by the Bank and the same shall be fixed at the entry and exit of the turnstile and integrated with the turnstile by the contractor. Smart/Proximity card reader provided by the Bank, will have minimum two number of 2A, 30V DC, potential free contacts for integration with the turnstile. The smart card reader shall be housed in suitable enclosure to prevent from rain water in case of outdoor installation.

(ii) Local key operated switch: - These are to be provided near the turnstile to facilitate operation of turnstile after frisking.

Logic control system of turnstile: -

- a. The system shall have capability to integrate with any access control device like Smart/proximity Card Reader system. It should have internal timer from 1 to 6 second in the step of one second to set rotor release time. In addition to this, two numbers of position switch to be provided at the interval of around 10

- and 45 degrees of rotation from the rest position to detect the rotation of the head arm including resetting the internal timer.
- b. The system shall have both Fail Safe & Fail Lock arrangement when the power is off. In fail lock condition, the rotor will lock in both directions and in fail-safe condition the rotor will be free to be turned in both directions.
 - c. Time-out setting: -Relay automatically relocks the turnstile in specified time if a person unlocks the turnstile after swiping the card but does not go through.
 - d. Red and green status lamps are to be provided to show when a card is accepted by the reader and the unit is open for access with the opposite color lamp being shown on the opposite side of the turnstiles.
 - e. The adjacent horizontal rotor arms shall be fitted at 90 degrees apart so as to have 4x90 degree arms for double lane turnstile.

Environmental condition and power supply: - The system should be worked with 230 Volt AC+/-10%, 50Hz single phase supply and designed for 5 to 55 Degree Celsius ambient temperature with 90% humidity and should be weatherproof.

Earthing of system: - The system should be properly earthed as per relevant IS code.

Canopy: -A suitable size of canopy to be provided made out of minimum 2.2 mm thick polycarbonate sheet with SS frame to cover the entire foot print of the turnstile with suitable overhang for outdoor installation, if applicable.

The product should be manufactured by an ISO 9001 certified manufacturer.

Installation of system.

Suitable concrete floor along with necessary conduit/ trunking arrangement for power and signal cables shall be provided by the Bank up-to the turnstile based on the layout drawing provided by the contractor. The Bank will provide suitable 230 V AC single phase outlet supply. It is the responsibility of the contractor to acquaint themselves with the site and include all the power and signal cables in the scope of work required for commissioning of the turnstile. The contractor must fix the turnstile by means of anchor bolts, supplied with the turnstile.

TECHNICAL CHECKLIST TO BE FURNISHED BY THE BIDDER

For Turnstile Gate:

Sr. No	Parameters	Bank's requirement	Offered by the bidder
1.	Offered Make and model	It should be manufactured by ISO 9001 certified Company for manufacturing turnstile The firm should have installed at least 3 turnstiles of the offered make during last one year and should be in good working condition Documentary evidence for the above to be submitted along with quotation Part-I.	
2.	Height	To be indicated by the firm	
3.	Number of Lane	2 Nos. (Dual lane with Swing / Side gate).	
4.	Type	4 x 90 degree stop for dual lane turnstile	
5.	Technology	Electromechanical	
6.	Drive	Electromechanical Hand Operated	
7.	Walkway / Passage Clearance	Minimum 530 mm	
8.	Dimension	To be indicate by the firm	
9.	System Power	230 Volt AC +/- 10% single phase, 50 Hz for turnstiles	
10.	Power consumption	To be indicate by the firm	
11.	Duty cycle	Intensive use	
12.	Material of construction	Entire frame structure, rotor, top boxes and bars: 304 Stainless Steel	
13.	Weight	To be indicate by the firm. It should be sturdy and heavy duty with weight around 270 to 300 Kgs. [+ / - 5 %]	
14.	Temperature range:	5 to 55-degree Celsius	

15.	Humidity	90% non-condensing	
16.	Operation	Bi-directional	
17.	Passage control	Passage to be controlled in one or either direction	
18.	Locking	Mechanism to prevent the turnstile rotating in the opposite direction once it has travelled 25-30 degree past the rest position.	
19.	Self-centring mechanism	With hydraulic damping to ensure rotor head always rotates quietly and smoothly to the neutral position	
20.	Fail safe & Fail lock variants in the event of removal of power supply	Should be provided with Fail Safe & Fail lock variants.	
21.	Through Put	Minimum 12 Persons per minute per lane with access control.	
22.	Integration	With any access control device like Smart Card Reader and / or biometric access control system.	
23.	Output (Rotation Detection Switch)to be provided	at around 10 and 45 Degree rotation of rotor	
24.	Rotor release timer	Settable between 1 to 6 second in the step of one second.	
25.	Time-out	Relay automatically relocks the turnstile in with in a settable time if a person cards in and unlocks turnstile but does not go through.	
26.	Out of Service Lock Bracket	Enables the turnstile to be secured with a padlock when out of service	
27.	Status indicator	Red and green status lamps (optional) are available to show when a card is accepted by the reader and the unit is open for access with the opposite color lamp being shown on the opposite side of the turnstiles.	

28.	Local key operated switch to be provided at each entry and exist.	To be provided.	
29.	Certifications	(i) It should be manufactured by ISO 9001 certified Company (ii) CE certificate for safety / EMC / Test Certificate copy of product shall be submitted	
30.	Minimum dimension of rotor arm, central rotor pillar and frame	(i) Minimum dia. of rotor arm-30mm (ii) Minimum wall thickness of rotor arm-1.5 mm (iii) Minimum numbers of 10 arms for full height.	
31.	Technical catalogue/ specification of product	Whether technical catalogue/specification is enclosed	

Seal of the company

Signature of Contractor

Date :

Name :

Designation :

Place :

Address :

Email :

Contact :

Proforma for statement of deviations from Bank's Technical Specification

The following are the particulars of deviations from the requirements of the Technical Specification: -

Sr. No.	Section No.	Clause No.	Deviation proposed	Remarks (including justification)
1	2	3		4

Seal of the company

Date :

Place :

Signature of Contractor

Name :

Designation:

Address :

Email :

Contact :

(Un-Priced scheduled of quantity– Not to be filled)

Design, supply, installation, testing and commissioning of full height dual lane turnstile gate at Bank's Byculla Office Building, Mumbai

Sr. No.	Description	Quantity
1.	Design, supply, installation, testing and commissioning of Full Height Dual Lane (with 4 arms at 90 degree) Turnstile gate for following actuating devices: <ul style="list-style-type: none">• Proximity/smart card type (card reader to be supplied by the Bank)• Key operated switch type The turnstile shall be suitable for indoor installation as per the specification given in the Part-I of the quotation document including required cables. Further, in the rate quoted shall include charges for all materials, labour, installation, transport, insurance, loading, unloading charges etc. and all taxes and duties excluding GST.	1 Set
2	Comprehensive Annual Maintenance Contract: - Comprehensive Annual Maintenance Charges per year including the cost of all types of consumables required for the entire year and the cost of all the spares for maintenance of the above equipment applicable after one year of guarantee / Defect Liability Period as per the terms and conditions mentioned in Part-I of the quotation and excluding GST	Per Annum

Seal of the company

Date :

Place :

Signature of Contractor

Name :

Designation :

Address :

Email :

Contact :

Proforma for List of clients

(To whom works of similar scope each qualifying minimum eligibility criteria have been completed in the last 5 years.

Sr. No.	Details	client (1)	client (2)	client (3)
1	Name, Address, fax and telephone numbers			
2	Project name, location and address.			
3	Brief details of the work			
4	Value of work as completed			
5	Date of award of contract			
6	Date of completion of work			
7	Whether the work was carried out under Architect/ Consultant, if so, details.			

(Add more columns in case of more than 3 clients)

Seal of the company

Date :

Place :

Signature of Contractor

Name :

Designation :

Address :

Email :

Contact :

Articles of Agreement

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

WHEREAS the Bank is desirous of Design, supply, installation, testing and commissioning of full height dual lane turnstile gate at Bank's Byculla Office Building, Mumbai and has caused specifications describing the works to be done.

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

AND WHEREAS the Contractor has agreed to execute upon the subject to the Conditions set forth herein and to the Conditions set forth in the Special Conditions and in the Schedule of Quantities and Conditions of Contract (all of which are collectively hereinafter referred to as "the said Conditions") the works shown upon the said drawings and/or described in the said specification and included in the Schedule of Quantities at the respective rates therein set forth amounting to the sum as therein arrived at or such other sum as shall become payable thereunder (hereinafter referred to as 'the said Contract Amount')

NOW IT IS HEREBY AGREED AS FOLLOWS:

1. In consideration of said Contract Amount to be paid at the times and in the manner set forth in the said conditions, the Contractor shall upon and subject to the said Conditions execute and complete the work shown upon the said Drawings and described in the said Drawings and described in the said Specifications and the Schedule of Quantities.
2. The Bank shall pay the Contractor the said Contract Amount, or such other sum as shall become payable, at the times and in the manner specified in the said conditions.
3. The said Conditions and Appendix thereto shall be read and construed as forming part of this agreement and the parties hereto shall respectively abide by, submit themselves to the said Conditions and perform the agreements on their part respectively in the said Conditions contained.
4. The plans, agreement and documents mentioned herein shall form the basis of this Contract.
5. This Contract is neither a fixed Lump sum Contract nor a Piece work Contract but is a Contract to carry out the Design, supply, installation, testing and commissioning of full height dual lane turnstile at Bank's Byculla Office Building Mumbai, to be paid for according to actual measured quantities at the rates

contained in the Schedule of Rates and Probable quantities or as provided in the said Conditions.

6. The Contractor shall afford every reasonable facility for the carrying out of all works relating to civil works and other ancillary works in the manner laid down in the said Conditions, and shall make good any damages done to walls, floors etc. after the completion of such works.
7. The Bank reserves to itself the right of altering the Drawings and nature of the work by adding to or omitting any items of work or having portions of the same carried out without prejudice to this contract.
8. **The Contractor shall not disclose** directly or indirectly any information, materials and details of the Bank's infrastructure/systems/equipment etc., which may come to the possession or knowledge of the Contractor during the course of discharging its contractual obligations in connection with this agreement, to any third party and shall at all times hold the same in strictest confidence. The Contractor shall treat the details of the contract as private and confidential, except to the extent necessary to carry out the obligations under it or to comply with applicable laws. The Contractor shall not publish, permit to be published, or disclose any particulars of the works in any trade or technical paper or elsewhere without the previous written consent of the Bank. The Contractor shall indemnify the Bank for any loss suffered by the Bank 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 Bank 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.
9. Time shall be considered as the essence of this Contract, and the Contractor hereby agrees to commence the work soon after the site is handed over to him or from tenth day after the day of issue of formal works order as provided for in the said Conditions, whichever is later, and to complete the entire work within 60 days, subject nevertheless to the provisions for extension of time.
10. All payments by The Bank under this Contract will be made only at Mumbai.
11. All disputes arising out of or in any way connected with this agreement shall be deemed to have arisen at Mumbai and only Courts in Mumbai shall have jurisdiction to determine the same.
12. That the several parts of this Contract have been read by the Contractor and fully understood by the Contractor.
13. The contractor/agency shall be solely responsible for full compliance with the provision of **Sexual harassment** of Women at work place under Prevention, Prohibition and Redressal Act 2013. In case of any complaint of sexual harassment against its employee within the premises of 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 of the complaint.

- (e) 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.
- (f) The contractor shall be responsible for any monetary compensation that may need to be paid in case of incident involves the employee of the contractor, for instance any monetary relief to Bank's employee, if sexual violence by the employee of the contractor id proved.
- (g) The contractor shall be responsible for educating its employees about the prevention of sexual harassment at work place and related issues.
- (h) The contractor shall provide a complete and updated list of its employees who are deployed within the bank's premises.

14. The contractor shall take all actions required to comply with Contract Labor (Regulation and Abolition) Act 1970 and the rule under the Act including the latest amendments to the Act particularly with the appropriate authority, obtaining license, maintaining registers and records, payment of wages to the workmen, welfare measures as stipulated under the Act etc. The contractor shall be liable for any penalty by the appropriate authority if there is any contravention of the Act.

If the contractor is a Partnership or an Individual

IN WITNESS WHEREOF the Bank and the Contractor have set their respective hands to these presents and two duplicate hereof the day and year first hereinabove written.

If the contractor is a Company

IN WITNESS WHEREOF the Bank has set its hand to these presents through its duly authorized official and the Contractor has caused its common seal to be affixed hereunto and the said two duplicate/has caused these presents and the said two duplicates hereof to be executed on its behalf, the day and year first hereinabove written.

Signature Clause

SIGNED AND DELIVERED by the Reserve Bank of India by the hand of Shri

(Name and designation)

.....

..... in the presence of

(1)
Address

(2)
Address

.....
.....

.....

Witnesses

SIGNED AND DELIVERED BY

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

1).....

Address

.....

.....

.....

2)

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

.....

..

Address

.....

.....

.....

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

Witnesses

THE COMMON SEAL OF
Was hereunto affixed pursuant to
the resolutions passed
By its Board of Directors at the
meeting held on

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

.....

.....

.....

.....

In the presence of

(1)

.....

....

(2)

.....

....

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

(1)

.....

(2)

.....

SIGNED AND DELIVERED BY the
Contractor by the hand Of
Shri

.....

and duly constituted attorney.

CLIENT’S CERTIFICATE REG. PERFORMANCE OF CONTRACTOR

The Regional Director,
Reserve Bank of India,
Estate Office
Fort, Mumbai

Name & address of the Client

Details of Works executed by Smt. /M/s

- 1 Name of work with brief particulars
- 2 Agreement No. and date
- 3 Agreement amount
- 4 Date of commencement of work
- 5 Stipulated date of completion
- 6 Actual date of completion
- 7 Details of compensation levied for delay (indicate amount) if any
- 8 Gross amount of the work completed and paid
- 9 Name and address of the authority under whom works executed
- 10 Whether the contractor employed qualified Engineer/Overseer during execution of work?
- 11 i) Quality of work (indicate grading) Outstanding/Very Good/ Good/Satisfactory/poor
- ii) Amt. of work paid on reduced rates, if any.
- 12 i) Did the contractor go for arbitration?
ii) If yes, total amount of claim
iii) Total amount awarded
- 13 Comments on the capabilities of the contractor.
 - 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

Note: All columns should be filled in properly
countersigned”

*

Reporting Officer* with Office seal

*Officer of the rank of executive engineer/Superintending Engineer or equivalent

FORM OF BANKERS' CERTIFICATE FROM A SCHEDULED BANK

1. Composition of the firm (whether Partnership/ Private Limited/ Proprietorship/ Public Limited.)
2. Name of the Proprietor/ Partners/ Directors of the firm.
3. Turnover of the firm for the last 3 years (year wise).
4. Credit facility/ Overdraft facility enjoyed by the firm.
5. Dealings
6. The period from which the firm has been banking with your bank.
7. Any other remarks.

You may also kindly forward your opinion whether the above firm is considered financially sound to be entrusted with the contract for works estimated to cost **Rs. 4.46 Lakhs**.

(Signature)
For the Bank

Note:

1. Bankers' certificates should be on letter head of the Bank, sealed in cover addressed to enlistment authority.
2. In case of partnership firm, certificate to include names of all partners as recorded with the Bank.

FORMAT FOR POWER OF ATTORNEY FOR SIGNING OF PROPOSAL

(On Non-Judicial Stamp Paper of appropriate value)

Know all men by these presents,
We..... (Name of the Bidder and
address of their registered office) do hereby constitute, appoint and authorize Mr. /
Ms. (Name and
residential address of Power of Attorney holder) who is presently employed with us
and holding the position of
.....

as our attorney, to do in our name and on our behalf, all such acts, deeds and things
necessary in connection with or incidental to our bid for the Supply, installation,
testing and commissioning of full height single lane turnstile gate at
_____, on Item Rate Contract basis for Reserve Bank
of India including signing and submission of all documents and providing
information / responses to RBI, representing us in all matters before RBI, and
generally dealing with RBI in all matters in connection with our proposal for the said
Project.

We hereby agree to ratify all acts, deeds and things lawfully done by our said
attorney pursuant to this Power of Attorney and that all acts, deeds and things done
by our aforesaid attorney shall and shall always be deemed to have been done by
us.

Note:

Power of Attorney should be properly stamped and notarized
Power of Attorney furnished shall be irrevocable.

Signature/(s) of the Bidder

Name/(s)

Stamp/Seal of the Bidder

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

Details of service set up of the firm

Details of Service Setup at Mumbai/ Navi Mumbai / Suburbans

1	Address	
2	Telephone numbers	
3	FAX numbers	
4	Email address	
5	Details of number of engineers, technicians etc. including qualifications and designation, contact numbers etc.	

1. Please specifically indicate the details of the office as above, from where the service for the proposed system at Mumbai will be offered.
2. Please attach additional sheet wherever required.

Seal of the company

Date :

Place :

Signature of Contractor

Name :

Designation :

Address :

Email :

Contact :

Performa for Undertaking / Declaration / Certificate by the Bidder regarding country sharing land border with India

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

To,

The Regional Director
Reserve Bank of India
Estate Cell, Byculla
Mumbai

Name of Work: Design, supply, installation, testing and commissioning of full height dual lane turnstile gate at Bank's Byculla Office Building, Mumbai.

I / We (Name 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. Based on the definitions mentioned in the above referred order and its subsequent revisions regarding the bidder, 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 developmental projects.

(Strikeout whichever of the above is not applicable).

3. I /We hereby 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 I/we(Name of bidder) will not sub-contract any work to a contractor from such country(ies) unless such contractor fulfils all the requirements under the above referred office memorandum / order.

4. I have understood that, if this Undertaking / Declaration / Certificate submitted by us found to be false, Bank shall be free to terminate our quotation / Work Order. Bank shall also be free to initiate any legal action in accordance with law including forfeiting of Earnest Money Deposit / Security Deposit and / or debarring us from participating in quotations invited by the Bank in future.

Signature and name of the authorized signatory of the firm with Rubber Stamp

Date:

Place:



भारतीय रिज़र्व बैंक
Reserve Bank of India



Quotation for Design, supply, installation, testing and commissioning of full height dual lane turnstile gate at Bank's Byculla Office Building, Mumbai

Price - Bid

(Part-II)

Name of Firm:

Address:

Date and time of Pre-Bid Meeting: 08.07.2022 at 11 AM

Last date of submission of quotations: 15.07.2022 till 2 PM

Reserve Bank of India
Estate Cell, Byculla, Mumbai

PART – II (Price bid)

Name of work: Design, supply, installation, testing and commissioning of full height dual lane turnstile gate at Bank's Byculla Office Building, Mumbai

S. N	Description of item	Qty.	Unit	Rate (Rs)	Amount (Rs)
1.	<p>Design, supply, Installation, Testing and commissioning of Full Height Dual Lane (with 4 arms at 90 degree) Turnstile gate for following actuating devices:</p> <ul style="list-style-type: none"> • Proximity/smart card type (card reader to be supplied by the Bank) • Key operated switch type <p>The turnstile shall be suitable for indoor installation as per the specification given in the Part-I of the quotation document including required cables.</p> <p>Further, in the rate quoted shall include charges for all materials, labour, installation, transport, insurance, loading, unloading charges etc. and all taxes and duties excluding GST.</p>	01	Set		
				Total	
				SGST	
				CGST	
	CAPITAL COST OF WORK (A)				
	(Rupees.....)				
)				

Comprehensive AMC Cost		Qty	Unit	Rate per annum per set (Rs.)	Amount (Rs.)
2.	Comprehensive Annual Maintenance Charges per year including the cost of all types of consumables required for the entire year and the cost of all the spares for maintenance of the above equipment applicable after one year of guarantee / Defect Liability Period as per the terms and conditions mentioned in Part-I of the quotation and excluding GST	01	Set		
Cost (B)				CAMC	
				SGST	
				CGST	
				Total	
(Rupees.....)					

Date

Seal and signature of the Contractor

Place