



**RESERVE BANK OF INDIA  
NEW DELHI  
Notice Inviting Tender**

**Tender- Annual Maintenance Contract (AMC) for Horticulture Work in RBI Bank's Officers Colony at Hauz Khas, New Delhi.**

**(E-Tender - RBI/New Delhi/Estate/68/22-23/ET/120)**

Reserve Bank of India (hereinafter referred to as RBI), New Delhi invites e-tender in two parts (part I and II) from empaneled vendors for AMC - Horticulture Work in its RBI Officers Colony, Hauz Khas, New Delhi. The Schedule of e-Tender (SOT) is as follows:

a. E-Tender No	<b>Annual Maintenance Contract (AMC) for Horticulture Work in RBI Bank's Officers Colony at Hauz Khas, New Delhi.</b> RBI/New Delhi/Estate/68/22-23/ET/120
b. Mode of Tender	e-Procurement System (Online Part I - Technical Bid & Part II - Financial Bid) through <a href="http://www.mstcecommerce.com/eprochome/rbi">www.mstcecommerce.com/eprochome/rbi</a>
c. Estimated value of tender (including Taxes)	Rs 10.34 Lakh (Rupees Ten Lakh Thirty-Four Thousand Only)
d. Date of Tender available to the parties to download	June 04, 2022 at 15.00 hrs
e. Last date of submission of EMD	June 22, 2022 (Before 12.00 hrs)
f. Last date of Submission of Techno-Commercial Bid and Price Bid	June 24, 2022 at 15.00 hrs
g. Opening of Part – 1 (Technical Bid) of tender & Part-II: Price Bid	June 24, 2022 at 15.30 hrs
h. i) Earnest Money Deposit	₹20,686.00 (Rupees Twenty Thousand Six Hundred Eighty-Six only), by NEFT towards: Beneficiary Name: Reserve Bank of India, New Delhi. Beneficiary A/c No: 186003001 IFSC: RBIS0NDPA01 (5 <sup>th</sup> and 10 <sup>th</sup> digits are Zeros)

The last date for submission of e-Tender is June 24, 2022 up to 15:00 hrs. For further details please visit "Tender" section at website <https://www.rbi.org.in>. For uploading the tender, please visit and register on MSTC website at <https://www.mstcecommerce.com>. Please also note that further Addendum / Corrigendum will only be published on RBI website.

Place: New Delhi  
Date: June 03, 2022

Regional Director  
Reserve Bank of India  
New Delhi



**Reserve Bank of India  
Estate Department  
New Delhi**

# **Tender**

**FOR**

**Annual Maintenance Contract (AMC) for Horticulture work in Bank's officers  
Colony at Hauz Khas, New Delhi**

**NOTICE INVITING TENDER**  
**(Only through e-procurement)**  
**SCHEDULE OF TENDER (SOT)**

**NOTE: THIS IS A LIMITED TENDER ENQUIRY. ONLY THOSE BIDDERS/VENDORS WHO ARE EMPANELLED AS VENDORS WITH RESERVE BANK OF INDIA, NEW DELHI FOR SUCH WORKS GIVEN BELOW UNDER RESPECTIVE CATEGORY ARE ELIGIBLE TO PARTICIPATE IN THIS TENDER. BIDDERS ARE ADVISED TO CHECK WITH RBI, NEW DELHI REGARDING THEIR ELIGIBILITY FOR THIS TENDER BEFORE PARTICIPATING.**

a. Name of Work:	<b>Annual Maintenance Contract (AMC) for Horticulture work in Bank's officers Colony at Hauz Khas, New Delhi</b>
b. Tender Specification No:	<b>DEL.ESTT.ADM.No.S-68/16-31-002/2022-2023/120</b>
c. Mode of Tender:	e-Procurement System (Online Part I - Techno-Commercial Bid and Part II - Price Bid) through <a href="http://www.mstcecommerce.com/eprochome/rbind">www.mstcecommerce.com/eprochome/rbind</a> of MSTC Ltd.
d. E-Tender No:	<b>RBI/NEW DELHI/ESTATE/68/2022-23/ET/120 Dated 03.06.2022</b>
e. Date of NIT available to parties to download:	<b>June 03, 2022</b> 17:00s Hrs.
f. Estimated Cost of Work	<b>₹10.34 Lakh</b>
g. Earnest Money Deposit	2% of estimated amount i.e., <b>₹20,686/- to be deposited by all the participating tenderers</b> through NEFT in favour of Reserve Bank of India, New Delhi in the A/c 186004001 & IFSC – RBIS0NDPA01
h. Transaction Fee:	<b>₹1180/-</b> (Rupees one thousand one hundred eighty only including GST @18% on Service Charge). Transaction fee is required to be paid using e-payment gateway available in your login at <a href="http://www.mstcecommerce.com/eprochome/rbi">www.mstcecommerce.com/eprochome/rbi</a> . It can be paid either through NEFT/RTGS using challan or by online payment using credit card/debit card/net banking. Authorization of payment made through NEFT/RTGS takes time of 2 hours to 2 days depending on your bank. However online payment gets authorized immediately in most of the cases. Further transaction fee payments are authorized by the system itself and there is no manual intervention.

	Bidders are advised to make payment of transaction fee well in advance to avoid last minute hassle. Further please note that the transaction fee mentioned in the tender document may vary slightly by Rs. 1 or 2 in case of payment made through challan due to approximation error. Whereas in case of online payment, internet handling charges shall be added in the basic amount. Above may please be noted and taken care of while making the payment.
<b>Important Note:</b> Please note that vendors will have the access to online e-tender only after receipt of Transaction fee by NEFT in favour of MSTC Limited, Kolkata.	
i. Last date of submission of EMD at the office of RBI, New Delhi	<b>On or before June 22, 2022, 12:00 hours</b>
j. Last date of submission of Transaction fee through NEFT in favour of MSTC Limited, Kolkata.	
k. Schedule of online pre-bid meeting	No
l. Date of Starting of e-Tender for submission of online Techno-Commercial Bid and price Bid at <a href="http://www.mstcecommerce.com/eprochome/rbind">www.mstcecommerce.com/eprochome/rbind</a>	<b>June 04, 2022 at 15:00 Hrs.</b>
Last date for submission of EMD	<b>June 24, 2022 15:00 Hrs.</b>
m. Date of closing of online e-tender for submission of Techno-Commercial Bid & Price Bid.	<b>June 24, 2022 15.00 Hrs.</b>
n. Date & time of opening of Part-I [i.e., Techno Commercial Bid] & Part-II [Price Bid]:	<b>June 24, 2022 15.30 Hrs.</b>

### Details of Sections

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**PART I**

**RESERVE BANK OF INDIA  
ESTATE DEPARTMENT  
NEW DELHI**

**E-Tender  
For**

**Annual Maintenance Contract (AMC) for  
Horticulture work in Bank's officers Colony at  
Hauz Khas, New Delhi**

**RBI/NEW DELHI/ESTATE/S-68/2022-23/ET/120 Dated 03/06/2023**

## **DISCLAIMER**

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

The information is not intended to be exhaustive. Interested parties are required to make their own inquiries. Respondents to this e-tender are required to make their own inquiries and they should not rely solely on the information contained in the blank e-tender documents / forms. The Reserve Bank of India is not responsible if no due diligence is performed by the Respondents.

The information is provided on the basis that it is non – binding on Reserve Bank of India or any of its authorities or agencies or any of their respective officers, employees, agents or advisors.

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

## Section I

### Important Instructions Regarding E-tender

This is an e-procurement event of Reserve Bank of India, New Delhi. The e-procurement service provider is MSTC Limited.

You are requested to read and understand the Notice Inviting Tender and subsequent Corrigendum, if any, before submitting your online tender. Tenderers who do not comply with the conditions with documentary proof (wherever required) will not qualify in the Tender for opening of price bid.

#### **Process of E-tender:**

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

**SPECIAL NOTE: THE PRICE BID AND THE COMMERCIAL BID HAS TO BE SUBMITTED ON-LINE ONLY AT [www.mstcecommerce.com/eprochome/rbind](http://www.mstcecommerce.com/eprochome/rbind)**

1). Vendors are required to register themselves online with [www.mstcecommerce.com](http://www.mstcecommerce.com) → e-Procurement → PSU/Govt.Depts → RBI Register as Vendor Filling up details and creating own user id and password → Submit.

2). Vendors will receive a system generated mail confirming their registration in their email which has been provided while filling the registration form.

In case of any clarification, please contact MSTC/RBI, NEW DELHI, (before the scheduled time of the e- tender).

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

**MSTC Central Helpdesk Numbers-033-23400020/23400021/23400022**

**Email id - [helpdesk@mstcindia.co.in](mailto:helpdesk@mstcindia.co.in)**

NRO Help Desk, Phone Number: 01123212357, 01123215163, 01123217850

1) Shri Setu Dutt Sharma, DM, Email ID: [sdsharma@mstcindia.co.in](mailto:sdsharma@mstcindia.co.in),

Phone : 011- 23215925, Ext. No. 204, Mobile No. 07878055855

2) Mr. Sabyasachi Mukherjee  
Junior Manager (E-commerce)  
Mobile- 7278030407

Email- [smukherjee@mstcindia.co.in](mailto:smukherjee@mstcindia.co.in)

3) Mr Umesh Chandra  
Deputy Manager (NRO)  
Mobile no: 09971668889

Email: [umesh@mstcindia.co.in](mailto:umesh@mstcindia.co.in)

Landline-01132068276

4) Shri Shishupal Yadav  
Junior Manager (NRO)  
Mobile no- 8826562675  
Landline-01123217850



**Contact person (RBI New Delhi):**

1. Shri Manoj Kumar Sharma, AGM

MOB: +91 8591919545, PHONE:011-23717567

**B) System Requirement:**

**System Settings:**

- 1) Log on to our mstc e-commerce website <https://www.mstcecommerce.com>. Click on Tools -> Compatibility View Settings->Add the mstc e-commerce website. (Address of the website will come automatically. Just click on "Add button")
- 2) Click Tools◇Internet Options ◇General tab◇Settings and select option "Every time I visit the webpage" and also delete the history by going to the link "Delete" (Click Tools◇ Internet Options◇ General tab◇Delete)
- 3) Click on Tools->Internet options◇Security◇Internet icon a) Uncheck the option "Enable protected mode" b) On the same page, click on "Custom Level" and enable all the options under "ActiveX controls and plug-ins" except option "Allow ActiveX Filtering" which is to be disabled. c) In the same window, enable "Access data source across domain" under "Miscellaneous" and disable "use Pop-up blocker" and then click ok
- 4) Click on Tools->"Internet options◇Security◇Trusted sites icon a) Repeat steps 3 a),b) and c) as above. b) On the same page, click on link "Sites" and add website <https://www.mstcecommerce.com> and then click "Add"
- 5) Click on On Tools->"Internet options◇Security◇Advanced a) Come to the end of the window and tick "Use TLS 1.0", "Use TLS 1.1" and "Use TLS 1.2" b) Click apply and ok After changing the above settings the message might appear on your screen "Your current security settings put your computer at risk. Click here to change your security settings" as shown in subsequent screenshots. This should not be fixed under any circumstances. Initially it might appear with a blue question mark.

**Java Related settings:**

Your system should have a latest version of Windows X 86 offline- 32-bit JAVA. If it is available, proceed with the below steps

- 1) Go to control panel and search "Java" and then click on "Configure Java" a) Click on tab "Java" and then click on "View" to check whether java version is appropriate and is of 32 bit or not. If x86 is mentioned without 64 in it, it is the correct version. However, if you still face issue while running the applet on the "Auc Floor Mgr." Page, it is better to install the correct version of Java from the link <https://www.oracle.com/java/technologies/javase-jre8-downloads.html> and then download "Windows x86 Offline". b) You may have to login on this page for downloading the JAVA (user name - [mstc.afzal@gmail.com](mailto:mstc.afzal@gmail.com) and Password- mstc@12345). Alternatively, java can be downloaded from "<https://www.java.com/en/download/manual.jsp>" c) Click on the security tab and select the minimum security level (high, very high or whichever is lowest) and add <https://www.mstcecommerce.com> in the exception site and click add button. d) In the advanced tab, tick "Show console" available under Java console", tick "Use TLS 1.0", "Use TLS 1.1" and "Use TLS 1.2" and also tick "Place java icon in the system

	<p>tray” available under “Miscellaneous” tab. e) Click “Apply” and ok Points to be noted at the time of login At the time of first login with DSC after changing the browser settings and Java, a blue question mark sign indicates that the website wants to run certain add-on/s. That should be done by right clicking on the icon and running the add-ons as shown in subsequent screenshots. Right Click on the message and run the add-on/s as they appear.</p> <p>For more details, vendor may refer to the <b>Vendor Guide</b> and <b>FAQ</b> available at <a href="http://www.mstcecommerce.com/eprochome">www.mstcecommerce.com/eprochome</a>.</p>
	<p>(A) Part I Techno-Commercial bid will be opened electronically on specified date and time as given in the NIT.</p> <p>(B) Part II Price bid will be opened electronically of only those bidder(s) whose Part I Techno-Commercial Bid is found to be Techno-Commercially acceptable by RBI, NEW DELHI. Such bidder(s) will be intimated date of opening of Part II Price bid, through valid email confirmed by them.</p> <p><b>Note:</b></p> <p>The tenderers are advised to offer their best possible rates. There would generally be no negotiations hence please submit your most competitive prices while submitting the price bid. However, in case the lowest rate appears to be reasonable taking into account the prevailing market conditions, the order may be awarded to the lowest bidder and if the rate is still considered high, action as per prevailing instruction/guideline shall be taken.</p>
	<p>All entries in the tender should be entered in online Technical &amp; Commercial Formats without any ambiguity.</p>
	<p><b>Special Note towards Transaction fee:</b> Transaction fee is required to be paid using e-payment gateway available in your login at <a href="http://www.mstcecommerce.com/eprochome/rbi">www.mstcecommerce.com/eprochome/rbi</a></p> <p>It can be paid either through NEFT/RTGS using challan or by online payment using credit card/debit card/net banking. Authorization of payment made through NEFT/RTGS takes time of 2 hours to 2 days depending on your bank. However online payment gets authorized immediately in most of the cases.</p> <p>Further transaction fee payments are authorized by the system itself and there is no manual intervention. Bidders are advised to make payment of transaction fee well in advance to avoid last minute hassle. After making the payment for transaction fee, the vendor should enter the transaction fee details by using the “Transaction Fee entry” Link under “My Menu” in the vendor login. Here the vendor may select the particular tender in which they want to participate by clicking on the tick box at the right and then Clicking on the “Submit” Button at the bottom of the page. Then the page appears where the vendors are required to fill up the transaction details, namely the UTR No, Date of Transaction, And the Remitting Bank in the given fields and then clicking on the “Confirm” Button.</p> <p><b>NOTE:</b> The bidders should submit the transaction fee well in advance before the last date of submission of tender as they will be activated for bid submission only after receipt of transaction fee by MSTC.</p> <p>Vendors are advised not to deposit cash in bank as it becomes difficult to ascertain the details of the remitter from such cash transactions.</p>

	<p><b>Contact Details:</b>  Fax No.: 033- 22831002 Email ids: <a href="mailto:sanjibpoddar@mstcindia.co.in">sanjibpoddar@mstcindia.co.in</a>,  <a href="mailto:arindam@mstcindia.co.in">arindam@mstcindia.co.in</a>, <a href="mailto:rpradhan@mstcindia.co.in">rpradhan@mstcindia.co.in</a>, <a href="mailto:smukherjee@mstcindia.co.in">smukherjee@mstcindia.co.in</a>,  <a href="mailto:umesh@mstcindia.co.in">umesh@mstcindia.co.in</a>.  Bidders may please note that the transaction fee should be deposited by debiting the account of the bidder only; transaction fee deposited from or by debiting any other party's account will not be accepted. <b>Transaction fee is non-refundable.</b>  In case of failure to make payment towards Transaction fee for any reason, the vendor, in term, will not have the access to online e-tender.</p>
	<p>Bidder(s) are advised to make remittance of tender fee and EMD if any to Reserve Bank Of India, New Delhi as advised in the NIT.  Vendors are instructed to use <b>Upload Documents</b> link in My menu to upload documents in document library. Multiple documents can be uploaded. Maximum size of single document for upload is 5 MB.  Once documents are uploaded in the library, vendors can attach documents through <b>Attach Document</b> link against the particular tender. Please note that if the documents are not attached to any tender, the same cannot be downloaded by RBI New Delhi and it will be deemed that the vendor has not submitted the documents. For further assistance please follow instructions of vendor guide.</p>
	<p>All notices and correspondence to the bidder(s) shall be sent by email only during the process till finalization of tender by RBI, NEW DELHI as well as by MSTC (e-procurement service provider). Hence the bidders are required to ensure that their email address provided is valid and updated at the stage of registration of vendor with MSTC (i.e. Service Provider). Bidders are also requested to ensure validity of their DSC (Digital Signature Certificate).</p>
	<p>(i) Please note that there is no provision to take out the list of parties downloading the tender document from the web site mentioned in NIT. As such, bidders are requested to see the web site once again before the due date of tender opening to ensure that they have not missed any corrigendum uploaded against the said tender after downloading the tender document. <b>The responsibility of downloading the related corrigenda, if any, will be of the bidders only.</b></p> <p>(ii) No separate intimation in respect of corrigendum to this NIT (if any) will be sent to tenderer (s) who have downloaded the documents from web site. Please see website <a href="http://www.mstcecommerce.com/eprochome/rbind">www.mstcecommerce.com/eprochome/rbind</a> of MSTC Ltd.</p>
	<p>E-tender cannot be accessed after the due date and time mentioned in NIT.</p>
	<p><b><u>Bidding in e-tender</u></b></p> <p>a) Bidder(s) need to submit necessary EMD, Tender fees (If ANY) and Transaction separately for the e-tender. Tender fees and Transaction fees are non-refundable. No interest will be paid on EMD. EMD of the unsuccessful bidder(s) will be refunded by RBI, NEW DELHI immediately after award of work.  <b>The EMD shall be refunded after obtaining Performance Guarantee from the successful bidder.</b></p> <p>b) The process involves Electronic Bidding for submission of Techno Commercial Bid as well as Price Bid.</p>

- c) The bidder(s) who have submitted the above fees can only submit their Techno Commercial Bids and Price Bid through internet in MSTC website [www.mstcecommerce.com](http://www.mstcecommerce.com) → e-procurement → PSU /Govt Depts →RBI Login →My menu→ Auction Floor Manager→ live event →Selection of the live event→ Techno Commercial Bid.
- d) The bidder should allow to run an application namely an Apple by accepting the risk and clicking on run. This exercise has to be done twice immediately after reaching the bid floor. If this application is not run, then the bidder will not be able to save/submit his bid. (For details refer vendor guide & FAQ).
- e) First the vendor needs to fill up the Commercial specification if any and save it. Then the vendor should fill up the Techno-commercial bid. After filling the Techno-Commercial Bid, bidder should click 'save' for recording their Techno-Commercial bid. Once the same is done, the Price Bid link becomes active and the same has to be filled up and then bidder should click on "save" to record their price bid. Then once both the Techno-Commercial bid & price bid has been saved, the bidder can click on the "Final Submission" button to register their bid
- NOTE:** - After clicking the final submission two more options will show up, "Withdraw bid" and "Delete bid". If the vendor wants to withdraw its bid permanently then they should click withdraw bid link. He/she will not be able to bid again. If the vendor wants to delete the bid after final submission and re submit the bid, then he/she should click delete bid and resubmit the same and again click final submission
- f) In all cases, bidder should use their own ID and Password along with Digital Signature at the time of submission of their bid.
- g) During the entire e-tender process, the bidders will remain completely anonymous to one another and also to everybody else.
- h) The e-tender floor shall remain open from the pre-announced date & time and for as much duration as mentioned above.
- i) All electronic bids submitted during the e-tender process shall be legally binding on the bidder. Any bid will be considered as the valid bid offered by that bidder and acceptance of the same by the Buyer will form a binding contract between Buyer and the Bidder for execution of supply/work. Such successful tenderer shall be called hereafter **SUPPLIER/CONTRACTOR**.
- j) It is mandatory that all the bids are submitted with digital signature certificate otherwise the same will not be accepted by the system.
- k) Buyer reserves the right to cancel or reject or accept or withdraw or extend the tender in full or part as the case may be without assigning any reason thereof.
- l) No deviation of the terms and conditions of the tender document is acceptable. Submission of bid in the e-tender floor by any bidder confirms his acceptance of terms & conditions for the tender.
- m) Unit of Measure (UOM) is indicated in the e-tender Floor. Rate to be quoted should be in Indian Rupee as per UOM indicated in the e-tender floor/tender document.

	<p>Any order resulting from this open e-tender shall be governed by the terms and conditions mentioned therein.</p>
	<p>No deviation to the technical and commercial terms &amp; conditions are allowed.</p>
	<p>RBI, NEW DELHI has the right to cancel this e-tender or extend the due date of receipt of bid(s) without assigning any reason thereof.</p>
	<p>The online tender should be submitted strictly as per the terms and conditions and procedures laid down in the website <a href="http://www.mstcecommerce.com/eprochome/rbind">www.mstcecommerce.com/eprochome/rbind</a> of MSTC Ltd.</p>
	<p>The bidders must upload all the documents required as per terms of NIT. Any other document uploaded which is not required as per the terms of the NIT shall not be considered.</p>
	<p>The bid will be evaluated based on the filled-in technical &amp; commercial formats.</p>
	<p>The documents uploaded by bidder(s) will be scrutinized. In case any of the information furnished by the bidder is found to be false during scrutiny, EMD of defaulting bidder(s) will be forfeited. Punitive action including suspension and banning of business can also be taken against defaulting bidders.</p>

## **Section - 2**

### **Form of Tender**

Shri Vivek Aggarwal  
Regional Director  
Estate Department,  
Reserve Bank of India,  
New Delhi

Dear Sir,

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

### **Memorandum**

(a)	Description of work:	<b>Annual Maintenance Contract (AMC) for Horticulture work in Bank's officers Colony at Hauz Khas, New Delhi</b>
(b)	Estimated cost (Rs.)	₹10.34 lakh
(c)	EMD	₹20,686/- (to be deposited by all the participating tenderers)
(d)	Security Deposit / Performance Bank Guarantee	5% of the Quoted Amount in the form of Performance Bank Guarantee.  The EMD deposited by successful bidder shall also be refunded after obtaining Performance Guarantee from the successful bidder.
(e)	Time period of AMC	<b>The quoted rates shall be valid for a period of one year.</b>  However, the contract may extended/renewed on annual basis for further period of two years on mutual agreement after reviewing the performance of the contract. Increase or decrease in the contract amount shall be allowed based on formulae given below so as to compensate the contractor for any increase or decrease in the cost of material and labour required for the work included in the scope of this contract:

		<p>Increase in amount of contract while renewal = VM+VL,  Thus, revised contract amount while renewal = {V (without GST) + VM+VL} + applicable GST</p> <p><b>(1) Materials:</b>  <math>VM = 10/100 \{0.88V (WI-WIo)/WIo\}</math>  VM = Variation in material cost i.e., increase, or decrease in the amount (in₹)  V = Contract amount  WI = Average of All India Wholesale Price Index for all commodities for the period under reckoning as published in RBI Bulletin  WIo = All India Wholesale Price Index for all commodities during the month of due date of receipt of the tender as published in RBI Bulletin.</p> <p><b>(2) Labour:</b>  <math>VL = 90/100 \{0.88V (CI-CIo)/CIo\}</math>  VL = Variation in labour cost i.e., increase or decrease in the amount (in₹)  V = Contract amount  CI = Average of All India Consumer Price Index for industrial Workers declared by Labour Bureau, Government of India as published in RBI Bulletin during the period under reckoning  WIo = All India Consumer Price Index for industrial workers declared by Labour Bureau, Government of India as published in RBI Bulletin during the month of due date of receipt of the tender.</p>
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2. I/We also agree that our tender will remain valid for acceptance by the Bank for **90 days** from the date of opening of Part-I of the tender and this period of validity can be extended for such period as may be mutually agreed between the Bank and us in writing.
3. Should this Tender be accepted, I/we hereby agree to abide by and fulfil all the terms and provisions of the said conditions of the 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 mention in the said conditions.

4. I/We understand that you reserve the right to accept or reject any or all the tender either in full or in part without assigning any reason there for.
5. The Tender is in two parts, Part-I contains all commercial terms and conditions, and technical particulars and Part-II contains only the price bid in the Bank's proforma.
6. Our bankers are (full address):

(i)	
(ii)	

The names of partners of our firm are:

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 with seal:**

**Address:**

**Contact nos.**

**Signatures and addresses of witnesses:**

	Signature	Address
(i)		
(ii)		



### Section: 3

#### Articles of Agreement

The service contract is made the \_\_\_\_\_ day of \_\_\_\_\_ between the Reserve Bank of India, having its Office at 6, Sansad Marg, New Delhi-110001 (hereinafter called "the Employer") of the one part and Ms/

\_\_\_\_\_ (hereinafter called "the Contractor") of the other part.

WHEREAS the Employer is desirous of carrying out **Annual Maintenance Contract (AMC) for Horticulture work in Bank's officers Colony at Hauz Khas, New Delhi** as indicated in the work order.

AND WHEREAS the parties are desirous of recording the terms and conditions or upon which said services are to be rendered by the contractor.

#### **A. NOW IT IS HEREBY AGREED AS FOLLOWS:**

- a) This agreement will come into effect from ----- and will remain in force upto ----- or unless it is terminated as per the terms herein after contained.
- b) The charges of Rs.----- (Rupees----- --- only) covering the cost of manpower, tools, uniform, manure, fertilizer, seasonal plants, pvc pipes and small pumps for watering, portable water sprinklers, pesticide, etc. for efficient rendering the services shall be payable on monthly basis subject to submission of bill/ invoice. The payment thereon will be made after the same is duly certified by the Bank's officials to the effect that the services have been provided satisfactorily and after deducting all statutory dues/ taxes etc.,
- c) The above charges are firm and not subject to labour conditions, exchange variations or any other condition whatsoever.
- d) The above charges also include Insurance Charges and any other tax and duty or other levy, whether existing or levied in future by the Central Government or the State Government or any local authority.
- e) The contractor shall be responsible for providing services on regular basis as per the scope of work and terms and conditions of the contract.

**2(a)** The Reserve Bank of India will administer and directly arrange for supervision of works/services, certification of bills, making payments and implementation of various terms, conditions and stipulations of the contract. (Except for the scope of work as defined under clause 3 above). For this purpose, the term Architect in the said condition regarding escalation of work, quality of construction, quality of materials, progress & completion of the project etc. shall mean the **Assistant General Manager (Estate Department)** or any other person designated for the purpose by the Competent Authority, Reserve Bank of India. As far as the operation of the provision

under Clause 5.19 of the Contract Viz. Clause relating to settlement of disputes through try arbitration, the term 'Architect' shall be read as **General Manager, Estate Department, Reserve Bank of India New Delhi.**

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.

The Contractor shall afford every reasonable facility for carrying out of the Services and all other service-related works under this contract 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 services/works.

The charges of ₹----- (Rupees----- only) covering the cost of supervision, manpower, consumable and minor materials (minor materials means all cleaning materials, fixtures, threads/safeda, washers, adhesive, T&P etc. however, new fittings & fixtures shall be arranged at Bank's SARs unless otherwise stated in detailed scope of work) for efficient rendering of the **Annual Maintenance Contract (AMC) for Horticulture work in Bank's officers Colony at Hauz Khas, New Delhi.** The payment to the Contractor under this contract shall be payable on Monthly basis subject to submission of bill/invoice, other relevant proof of the payments done to the workers by the Contractor as per the contractual conditions. The payment thereon will be made after the same is duly certified by the Bank's officials to the effect that the maintenance services have been provided satisfactorily and after deducting all statutory dues / taxes etc.

The above charges are firm and not subject to change on account of labour conditions, exchange variations or any other condition(s) whatsoever for entire contract period.

The above charges also include Insurance Charges and any other tax and duty or other levy, whether existing or levied in future by the Central Government or the State Government or any Local Authority **including GST** as applicable time to time.

The contractor shall be responsible for providing prompt services on regular basis as per the scope of work and terms and conditions of the contract. **The occupant complaints regarding day-to-day Maintenance work shall be attained within 24 hrs.** However, in case any deficiency in services such as non-attaining the complaints related to day-to-day maintenance work more than 24 hrs, less number of staff deployed and any other task/service related to the scope of work etc., is/are observed by this office or brought into the notice of this office, a proportionate /appropriate amount will be deducted from the monthly bill of the Contractor as penalty for such deficiency in services. The repeated occurrence of deficiency in services shall be treated as a Breach of Contract and the Contract shall be terminated under Clause 5.16 Termination of Contract by the Employer.

**Penalty for less number of staff deployed at any one instance will be worked out on Pro rata basis i.e. as per minimum wages (current) at any point of time and same shall be deducted from their subsequent bill/s.**

The contractor shall bear the stamp duty on the original of this agreement, which shall be executed in duplicate, and the Bank shall retain the original and the contractor shall retain the duplicate.

**The contractor shall ensure compulsory payments of Minimum Wages, Employee's State Insurance (ESI) & Employee Provident Fund (EPF) enforceable by law** to the workmen employed by him/ her/ them. The payment of Minimum Wages, ESI & EPF contribution are mandatory to all contractor(s) who are participating in this tender.

The contractor shall indemnify and keep indemnified the Reserve Bank of India against all losses and claims, damages, or compensation for breach of any provisions of the payment of wages Act, 1936, Minimum Wages Act, 1948, Contract Labour (Regulation and Abolition) Act, 1970 or any other labour law/ statute in force in this regard. The contractor only shall be responsible for liabilities, if any, in this regard.

The several parts of this contract have been read by the contractor and fully understood by the contractor.

The Contractor shall not disclose directly or indirectly any information, materials and details of the Bank's infrastructure / systems / equipment's etc., which may come to the possession or knowledge of the Contractor during the course of discharging its contractual obligations in connection with this agreement, to any third party and shall at all times hold the same in strictest confidence. The Contractor shall treat the details of the contract as private and confidential, except to the extent necessary to carry out the obligations under it or to comply with applicable laws. The Contractor shall not publish, permit to be published, or disclose any particulars of the works in any trade or technical paper or elsewhere without the previous written consent of the Employer. The Contractor shall indemnify the Employer for any loss suffered by the Employer because of disclosure of any confidential information. Failure to observe the above shall be treated as breach of contract on the part of the Contractor and the Employer shall be entitled to claim damages and pursue legal remedies.

The Contractor shall take all appropriate actions with respect to its employees to ensure that the obligations of non-disclosure of confidential information under this agreement are fully satisfied.

The Contractor's obligations with respect to non-disclosure and confidentiality will survive the expiry or termination of this agreement for whatever reason."

All payments by the Employer under this Contract will be made only at New Delhi.

This Contract is neither a fixed Lump Sum Contract nor a Piece Work Contract but a Contract to carry out the work in respect of the entire of the **"Annual Maintenance Contract (AMC) for Horticulture work in Bank's officers Colony at Hauz Khas, New Delhi"** to be paid for according to actual measured

quantities at the rate contained in the schedule of rates and probable quantities or as provided in the said Conditions.

The contractor shall:

- Ensure that he deploys trained and competent persons/workers (unskilled) who are physically fit and are not suffering from any chronic or contagious diseases for carrying out the works.
- Be responsible and liable for payment of salaries, statutory minimum wages and other legal dues to the persons who are employed by him for the purpose of rendering the services required by the Bank/Employer under the agreement.
- Ensure that all persons employed by him, for the purpose of rendering the services required by the Bank under this agreement, are insured with Government of India recognized insurance companies, for which no extra payment will be made by the Bank. The contractor shall be responsible for any injury or damages to any persons, animals or any other things.
- Ensure that his employees, while in the premises of the Bank or while carrying out their obligations under this agreement, observe the standards of cleanliness, decorum, safety, good behaviour and general discipline laid down by the Bank or its authorized agents and the Bank/ Employer shall be the sole judge as to whether or not the contractor and/ or his employees have observed the same.
- Personally, and exclusively supervise the work of his employees to ensure that the services rendered under this agreement are carried out to the satisfaction of the Bank.
- Ensure that no employees of the contractor will enter or remain on the Bank's premises beyond the specified time limits unless and necessary for fulfilling contractor's obligations.
- Be liable for any damage caused to the Bank's or its premises or any part thereof or to any fixtures or fittings thereof or any property of the Bank and therein by any act, omission, default or negligence of the contractor or his employees or agents.
- **Supply dress code & identity cards to his/ her employees or agents who shall be doing the subject job at the Bank's Premises. All the employees and agents should wear proper dress code & the identity card for all the times while they are working in the Bank's premises.**

**B. Services To be Rendered by the Contractor:**

- a) Ensure proper upkeep and maintenance of lawns, gardens, potted plants, etc. in the colony as per contract.
- b) Ensure that all persons employed by him, for the purpose for rendering the services required by the Bank under this agreement, are insured with Government of India recognized insurance companies, for which no extra

payment will be made by the Bank. The contractor shall be responsible for any injury or damages to any persons, animals, or any other things.

- c) Ensure that his employees, while in the premises of the Bank or while carrying out their obligations under this agreement, observe the standards of cleanliness, decorum, safety, good behaviour and general discipline laid down by the Bank or its authorized agents and the Bank/ employer shall be the sole judge as to whether or not the contractor and/ or his employees have observed the same.
- d) Personally, and exclusively supervise the work of his employees so as to ensure that the services rendered under this agreement are carried out to the satisfaction of the Bank.
- e) Ensure that no employees of the contractor will enter or remain on the Bank's premises beyond the specified time limits unless and absolutely necessary for fulfilling contractors' obligations.
- f) Be liable for any damage caused to the Bank or its premises or any part thereof or to any fixtures or fittings thereof or any property of the Bank and therein by any act, omission, default or negligence of the contractor or his employees or agents.
- g) Supply identity cards to his/ her employees or agents who shall be doing the subject job at the Bank's premises. All the employees and agents should bear the identity card for all the times while they are working in the Bank's premises.

### **C. Termination of Agreement:**

1. Without prejudice to what is contained hereinabove, the Bank shall at its sole and absolute discretion, be entitled to terminate this agreement forthwith by written notice without assigning any reason and without payment of any compensation, if

- a) In the opinion of the Bank (which shall not call-in question by the contractor and shall be binding on the contractor), the contractor fails or refuses to implement this agreement to the Bank's satisfaction and/ or
- b) The contractor commits a breach of any terms and conditions of this agreement and/ or
- c) For any reason whatsoever, the contractor becomes disentitled in law to perform his obligations under this agreement and/ or
- d) There is any variation in the ownership/ partnership or management of the contractor or his business without the prior approval in writing of the Bank to such variation.

2. In the event of termination of this agreement for any reason whatsoever, the contractor/ or persons employed by him, or his/ her agents shall not be entitled for any sum or sums whatsoever from the Bank by way of compensation, damages or otherwise.

- D. Stamp Duty:** The contractor shall bear the stamp duty of this agreement, which shall be executed in duplicate, and the Bank shall retain the original and the contractor shall retain the duplicate.
- E.** The contractor shall indemnify and keep indemnified the Bank against all losses and claims, damages, or compensation for breach of any provisions of the payment of wages Act, 1936, Minimum Wages Act, 1948, Contract Labour (Regulation and Abolition) Act, 1970 or any other labour law/ statute in force in this regard. The contractor only shall be responsible for liabilities, if any, in this regard.
- F.** The successful bidder is considered as a specialized agency who will use their own employees for providing services at the Bank. They are not expected to engage any employees exclusively for the Bank.
- G.** The several parts of this contract have been read by the contractor and fully understood by the contractor.
- H.** 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 Employer. The Contractor shall indemnify the Employer for any loss suffered by the Employer as a result of disclosure of any confidential information. Failure to observe the above shall be treated as breach of contract on the part of the Contractor and the Employer shall be entitled to claim damages and pursue legal remedies.
- The Contractor shall take all appropriate actions with respect to its employees to ensure that the obligations of non-disclosure of confidential information under this agreement are fully satisfied.
- The Contractor's obligations with respect to non-disclosure and confidentiality will survive the expiry or termination of this agreement for whatever reason.”
- I.** All payments by the Employer under this Contract will be made only at New Delhi.

If the contractor is a partnership or an individual.	IN WITNESS WHEREOF the Employer and the Contractor have set their respective hands to these presents and two duplicates hereof the day and year first hereinabove written.
--	--

<p>If the contractor is a partnership or an individual. If the contractor is a company.</p>	<p>IN WITNESS WHEREOF the Employer has set its hands to these presents through its duly authorized official and the Contractor has caused its common seal to be affixed hereunto and the said duplicate/ has caused these presents and the said two duplicates hereof to be executed on its behalf, the day and year first hereinabove written.</p>
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**J. Prevention of Sexual Harassment of women at workplace:**

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

- a. In case of any complaint of sexual harassment against its employee within the premises of the Bank, the complaint will be filed before the Internal Complaints Committee constituted by the Contractor / Agency and the Contractor / Agency shall ensure appropriate action under the-said Act in respect to the complaint.
- b. Any complaint of sexual harassment from any aggrieved employee of the contractor against any employee of the Bank shall be taken cognizance of by the Regional Complaints Committee constituted by the Bank.
- c. The contractor shall be responsible for any monetary Compensation that may need to be paid in case the incident involves the employees of the contractor, for instance any monetary relief to Bank’s employee, if sexual violence by the employee of the contractor is proved.
- d. The contractor shall be responsible for educating its employees about prevention of sexual harassment at workplace and related issues.

**K. Non-Disclosure:**

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

**Signature Clause:**

**Signed and delivered by Reserve Bank of India, New Delhi**

**(Name and Designation) In the presence of:**

**Witnesses:**

1. \_\_\_\_\_

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

2.

\_\_\_\_\_

\_\_\_\_\_

**Address:**

**If the party is a Partnership firm or individual:**

\_\_\_\_\_

**(Name and Designation)**

**In the presence of:**

**Witnesses:**

1. \_\_\_\_\_

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

2. \_\_\_\_\_

\_\_\_\_\_

**Address:**



## **Section: 4**

### **GENERAL CONDITIONS**

1. Quotations shall remain open to acceptance by the Bank for a period of 90 days from the date of opening of the Quotation, which period may be extended by mutual agreement and the Tenderer shall not cancel alter or withdraw the Quotation during this period.
2. Reserve Bank of India does not bind itself to accept the lowest or any Quotation and reserves to itself the right to accept or reject any or all the Quotations either in whole or in part, without assigning any reasons for doing so.
3. The contractor shall clearly understand the scope of work and items to be carried out before quoting. The tenderers shall see the site before quoting for the work.
4. The contractor must obtain for himself, on his own responsibility and at his own Expenses, all the information which may be necessary for the purpose for making a tender and for entering a contract and must inspect the site of the work and acquaint himself with all local conditions, means of access to work, nature of work and all matters appertaining thereto.
5. The rates quoted in the Quotation shall be for completing the work according to the detailed specifications including supplying material, labour, etc. at site. The rate shall also include all taxes and duty, or other levy levied by Central Government or State Government or any local authorities except service tax. The rates shall also include transportation, loading and unloading, freight charges, transit, insurance etc. The rate shall also include handling, transportation from store to place of work of the materials to be supplied by the Bank.
6. On receipt of intimation from the Bank of the acceptance of his / their tender, the successful tenderer shall be bound to implement the contract and within fourteen days thereof. The successful tenderer shall sign an agreement in accordance with the draft agreement and the Schedule of Conditions but the written acceptance by the Reserve Bank of India of a tender will constitute a binding contract between the Reserve Bank of India and the person so tendering whether such formal agreement is or is not subsequently executed.
7. Each of the tender documents should be deemed to be signed by the person or persons submitting the tender and is taken at his/their having acquainted himself/themselves with the General Conditions of Contract, Specifications, Special Conditions, etc. as laid down.
9. The contractor shall arrange to get all the samples of materials to be used in the work approved from the employer.

10. Time shall be considered as the essence of the contract. The Bank reserves the right to terminate the contract if the contractor fails to execute the job within the specified period of fail to keep the programmed of work as per the programmed given by the contractor and approved by the Bank.

11. The contractor shall quote rates in the schedule of quantities considering all the conditions mentioned above and elsewhere in the quotation.

12. The quantities mentioned in the tender are approximate and may vary on either side. Any surplus item left will not be paid and shall be returned to the contractors without any payment. Contractors are advised to measure the quantities before procuring the same.

### **13. Insurance Clause**

#### **Insurance in respect of damages to persons and property**

The Contractor shall take insurance at his cost to cover following risk in the joint names of the Bank –

The Contractor shall be responsible for all injury or damage to persons, animals or things and for all damage to property which may arise from any factor omission on the part of the Contractor or any Sub-Contractor or any nominated Sub-Contractor or any of their employees. The liability under this clause shall cover also inter-alia any damage to structures, whether immediately adjacent to the works or otherwise, any damage to roads, streets, footpaths, bridges as well as damage caused to the building and other structures and works forming the subject matter of this contract. The contractor shall also be reasonable for any damage caused to the buildings and other structures and works forming the subject matter of this contract due to rain, wind, frost or other inclemency of weather. The Contractor shall indemnify and keep indemnified the Employer and hold him harmless in respect of all and any loss and expenses arising from any such injury or damage to persons or property as aforesaid and also against any claim made in respect of injury or damage, whether under any statute or otherwise and also in respect of any award or compensation or damage consequent upon such claims. The Contractor shall, at his own expense, effect and maintain till issue of the virtual completion certificate under this contract, with an insurance company approved by the Employer, an All Risks Policy for Insurance for the full amount of the contract including earth quake risk in the joint names of the Employer and the Contractor (the name of the former being placed first in the policy) against all risks as per the standard all risk policy for Contractors and deposit such policy or policies with the Employer before commencing the works.

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

The Contractor shall also indemnify and keep indemnified the Employer against all claims which may be made against the Employer by any person in respect of anything which may arise in respect of the works or in consequence thereof and shall at his own expense, effect and maintain until the virtual completion of the contract, with an Insurance Company approved by the Employer a policy of Insurance in the joint names of the Employer and the Contractor (name of the former being placed first in the policy) against such risks and deposit such policy or policies before commencement of the works.

The minimum limit of the coverage under the policy shall be **₹2 lakhs** per person for any one accident or occurrence and **₹5 lakhs** in respect of damage to property for any one accident or occurrence. The Contractor shall also indemnify the Employer against all claims which may be made upon the Employer, whether under the Workmen's Compensation Act or any other statute in force, during the currency of this contract or at Common Law in respect of any employee of the Contractor or Sub-Contractor and shall be at his own expense effect and maintain until the Virtual Completion or the Contract with an Insurance Company approved by the Employer a policy of Insurance against such risks and deposit such policy or policies with the Employer from time to time during the currency of this contract.

In default of the Contractor insuring as provided above, the Employer may so insure and may deduct the premiums paid from any money due or which may become due to the Contractor.

The Contractor shall be responsible for any liability which may not be covered by the insurance policies referred to above and also for all other damages to any person, animal or defective carrying out of this contract, whatever, may be the reasons due to which the damage shall have been caused.

The Contractor shall also indemnify and keep indemnified the Employer against all and any costs, charges or expenses arising out of any claim or proceedings relating to the works and also in respect of any award of damage or compensation arising there from.

Without prejudice to the other rights of the Employer against Contractors in respect of such default, the Employer shall be entitled to deduct from any sums payable to the Contractor the amount of any damages, compensation costs, charges and other expenses paid by the Employer, and which are payable by the Contractor under this clause.

The Contractor shall upon settlement by the insurer of any claim made against the insurer pursuant to a policy taken under this clause, proceed with due diligence to rebuild or repair the works destroyed or damaged. In this event all the money received from the insurer in respect of such damage shall be paid to the Contractor and the Contractor shall not be entitled to any further payment in respect of the expenditure incurred for rebuilding or repairing of the materials or goods destroyed or damaged.

The Contractor, in case of re-building or reinstatement after damage shall be entitled to such extension of time for completion as the Bank's Engineer/Architect may deem fit, but shall, however, not be entitled to reimbursement by the Employer of any shortfall or deficiency in the amount finally paid by the insurer in settlement of any claim arising as set out herein.

Without prejudice to his liability under this clause, the Contractor shall also because all nominated sub-Contractors to effect, for their respective portions of the works similar policies of insurance in accordance with the provisions of this clause and shall produce or cause to produce to the Employer such policies. The Contractor shall not permit a nominated Sub-Contractor to commence work at the site unless said insurance policies are submitted. In the event of failure, of the Sub-Contractor to take out such policy or policies of insurance before commencing the works at the site, the Contractor shall be responsible for any claim or damage attributable to the said Sub-Contractor.

14. The successful bidder is considered as a specialized agency who will use their own employees for providing services at the Bank. They are not expected to engage any employees exclusively for the Bank. To certify this the successful bidder will be required to submit an affidavit.

15. In case any deficiency in services such as non-maintenance of gardens, not growing seasonal flower beds etc., is observed or brought to notice of the office, a proportionate/appropriate amount from the monthly bill will be deducted as penalty for deficiency in services and in any case, it will not be refunded to the contractor, in future. The quantum of penalty decided by RBI will be final.

**16. Police Verification:**

The AMC contractor should deploy only police verified persons for this work. The persons without a valid Police verification certificate will not be allowed to work in this Premises.

17. The Contractor shall not disclose directly or indirectly any information, material and details of the Bank's infrastructure / systems / equipment etc. which may come to his possession or knowledge during the course of discharging the contractual obligations in connection with this agreement, to any third party and will at all times hold the same in strictest confidence. The Contractor will 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 will be entitled to claim damages and pursue legal remedies.

**18. Prevention of Sexual Harassment of women at workplace:**

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

- a. In case of any complaint of sexual harassment against its employee within the premises of the Bank, the complaint will be filed before the Internal Complaints Committee constituted by the Contractor / Agency and the Contractor / Agency shall ensure appropriate action under the-said Act in respect to the complaint.
- b. Any complaint of sexual harassment from any aggrieved employee of the contractor against any employee of the Bank shall be taken cognizance of by the Regional Complaints Committee constituted by the Bank.
- c. The contractor shall be responsible for any monetary Compensation that may need to be paid in case the incident involves the employees of the contractor, for instance any monetary relief to Bank's employee, if sexual violence by the employee of the contractor is proved.
- d. The contractor shall be responsible for educating its employees about prevention of sexual harassment at workplace and related issues.

**19. Labour License from CLC: -**

The contractor shall abide by and fulfil all requirements laid down under the contract labour (Regulation and Abolition) Act and the rules framed in the act.

**20. Non-Disclosure:**

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

**21.** Contractors are advised to understand the scope of work and make availability of sufficient materials in advance to achieve the target within stipulated/scheduled time.

**22.** The contractors shall follow security rules and regulations of the Employer, including work permissions/ gate passes etc. The contractor shall arrange to get **police verification** done for all the staff deployed at Employer's premises while engaging them for the work.

**23.** The successful tenderer shall ensure to make Payment of Bonus to all the staff employed for this contract as per the Bonus Act.

**24.** The Bank shall not be responsible for payment of any compensation for death of or injury or accident to any of the staff which may arise out of and in the course of

their duties and employment. It is agreed and understood that the Contractor shall alone be liable to pay such damages or compensation to such staff.

**25.** The contractor will raise monthly invoice on Reserve bank of India, New Delhi latest by 10<sup>th</sup> of the succeeding month. The Reserve Bank of India, New Delhi will deduct Tax at source and all other taxes, duties as applicable from time to time from the amount payable to the contractor.

**26.** The agency should provide detailed break up of Price bid on demand.

**27. Duty and Discipline:** The Agency shall be obliged to comply with the following:

- a) Not to permit or carry on any unlawful activity or create indiscipline in the premises of the Reserve Bank of India.
- b) To be solely responsible for employment, dismissal, termination and re-employment of its employees and shall keep the Reserve Bank of India informed of all development in this regard.
- c) To pay all dues of its employees and keep the Reserve Bank of India absolved and indemnified from any liability in this respect.
- d) To be responsible for behaviour of its employees, their turnout and uniform, I card and ensure good conduct, cooperation and discipline towards employees/officers of Reserve Bank of India, and its representatives.
- e) To appropriate corrective and disciplinary action against its employees against whom the Reserve Bank of India, notifies.
- f) On expiry of the agreement the agency shall be liable and responsible to make all statutory payments to its employees and make all other statutory obligation and liability and obtain suitable discharge in favour of the Reserve Bank of India, so that no liability or obligation devolve on the Reserve Bank of India.

## **28. Part II - Price**

- (a) This part shall contain prices in Indian Rupees only and shall be opened through online after due fulfilment of condition as per Part-I tender. Change of terms and conditions and technical deviations, if any, found in Part II of the tender will not be taken into account and will be treated as null and void.
- (b) Rates should be quoted in Indian Rupees only. No request for any change in rate or conditions after the opening of the part II tender will be entertained.

- (c) The rates quoted shall be based on the Part-II of tender and shall be firm and binding without any **Escalation** whatsoever till the entire Contract period of **one year**.

**29. Penalty:**

In case any deficiency in services such as non-maintenance of flower beds, cleaning of indoor plants / planters, less number of staff deployed etc., is observed or brought to notice of the Bank, an inspection may be carried out in the presence of the contractor or his representative. In case any deficiency is found in the work, a proportionate/appropriate amount will be deducted from the monthly bill/s for deficiency in the service/s and the same will not be refunded to the contractor. The quantum of penalty decided by RBI will be final.

**General Note for the Contractor Purpose-**

- a) Contractor shall ensure the continuous work including Saturdays/ Sundays / all holidays.
- b) Contractor shall deploy only reliable workers and furnish their complete details with their two photographs to RBI, New Delhi office on the Contractor letter head. In case of any dispute, default like theft or burglary on the part of worker, the contractor will be totally responsible and initiate to set it right.
- c) The minimum wages for labour should be paid as per Government rules.
- d) The contractor should issue the uniform (summer and winter) & I-card for the labours to identify the work group.
- e) The contractor should supply / use separate nylon brush and required machinery for cleaning the toilets of each and every flat to the satisfaction of the Bank's Engineer.
- f) The contractor should submit the necessary acknowledgement only in the printed format.
- g) The rates shall include all type of materials such as broom, duster, approved quality cleaning liquid etc. Including hand gloves, safety shoes, tools & plants or any other materials which is necessary for satisfactory completion of work.
- h) The submission of the bill as per the schedule of quantity of the periodical cleaning and maintenance of flats and premises of Part-II tender and as per the formats approved by the Bank.

I/We hereby declare that I/we have read and understood the above instructions and the same will remain binding upon me/us in case the work is entrusted to me/us.

**Place:**

**Date:**

**Signature of Tenderer  
with the seal of their Company**

## **Section: 5**

### **Safety Code**

1. The contractor shall provide necessary face masks, goggles and other necessary protective coverings to his workers as advised by the government to contain spread of COVID-19 during pandemic.
2. First-aid appliances, including adequate supply of sterilized dressings and cotton wool, shall be maintained in a readily accessible place by the Contractors.
3. An injured person shall be taken to a public hospital without loss of time by the Contractor, in cases where the injury necessitates hospitalisation.
4. Suitable and strong scaffolds should be provided for workmen for all works that cannot safely be done from ground.
5. No portable single ladder shall be over 8 meters in length, the width between the side rails not 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 man shall be engaged for holding the ladder.
6. The excavated material shall not be placed within 1.5 meters of the edge of the trench or half of the depth of the trench, whichever is more. All trenches and excavations shall be provided with necessary minimum height shall be one metre.
7. Every opening in the floor of a building or a working platform shall be provided with suitable means to prevent the fall of persons or materials by providing suitable fencing or railing whose minimum height shall be one metre.
8. No floor, roof or other part of the structure shall be as over-loaded with debris or materials as to render it unsafe.
9. Workers employed on mixing and handling materials (such as asphalt, cement, mortar or concrete, lime mortar, cleaning materials, paints & primer etc.) shall be provided with protective footwear, rubber hand-gloves, etc.
10. Those engaged in welding works shall be provided with welder's protective eye-shields and gloves.
11. No paint containing lead or lead products shall be used except in the form of paste or readymade paint.
12. Suitable face masks should 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.
13. All the workers shall wear helmet & safety belts while working at site.
14. Hoisting machines and tackles used in the work, including their attachments, anchorage and supports shall be in perfect condition. The ropes used in hoisting or lowering material or as a means of suspension shall be of durable quality and adequate strength and free from defects.



**Documents to be submitted by successful contractor/s**

1.	Copy of PAN Card
2.	Copy of TIN Registration, If applicable
3.	Copy of EPF Registration Number
4.	Copy of ESI Registration Number
5.	Details of authorized representative of the firm along with Photograph and contact details along with authorization letter.
6.	Copy of Service Tax Registration Number, other documents, if any

## Section: 6

### Detailed Scope of Works.

- a) Trees will be trimmed and sized up once in quarter depending on the season, nature and variety of the trees.
- b) The contractor will have to maintain existing lawn area, hedges, plants, shrubs, flower beds etc., provided in the said colonies/premises and the addition if any. No claim, whatsoever it may be due to variation will be entertained by the Bank.
- c) The contractor/s shall engage **Three number** of experienced gardeners for Hauz Khas Colony with provision of one weekly off to each Gardner.
- d) The work shall be carried out on all 7 days of the week except national holidays. Their working hours will be 9:00 AM to 5:30 PM. **Weekly offs will be given to each gardener on rotation basis as directed by the Bank.**
- e) Water and electricity for the work shall be made available free of cost at fixed points and the contractors shall make own arrangement of hose pipes, booster pumps, wires etc. for watering the plants from available points.
- f) Providing all garden equipment like lawn movers, grass cutters, tools, hose pipes for watering, supports for plants etc.,
- g) Supplying 1200 No. decorative flower plants during a year.
- h) Additional decorative flower plants may be supplied on the basis of SARs/market rate/tender rate.
- i) Watering at desired intervals to avoid drying up of the plants (indoor and outdoor).
- j) Supplying and Spreading manure as per requirements at desired intervals **at least four times** in a year, the cost of manure shall be paid as per Bank's SARs/Market rate/tender rate.
- k) Supplying and Spreading Desired quantities of earth and river sand in the lawns as per site requirements and as per the instructions of the Bank's engineer. Only cost of earth / garden soil shall be paid as per Bank's SARs/Market rate/tender rate.
- l) Cleaning of flowerpots and other plants pots, gardens and keeping out dry leaves from the premises shall be done by the contractor's labour on daily basis without charging any extra amount for payment.
- m) Re-plantations of grass and other plants wherever required, making lawn thick and green, keeping the shrubs, hedges etc., in growing and green condition all the times and trimming the branches of shrubs, hedges, trees as and when necessary. Cost of Grass and plants shall be paid as per the Bank's SARs/Market rate/tender rate.

- n) Planting and maintaining flower beds with seasonal flowers in all seasons mentioned below:

	<p><b><u>For winter season –</u></b>  Supply and planting of required number (Minimum 600 Nos.) of seasonal flower plants for winter which shall be planted and taken care of by the AMC gardener. The rates shall include the cost of tools, transportation, providing the necessary manure for growth of the plants like Di ammonium phosphate (DAP), Farmyard Manure (FYM), earthworm/Vermi Compost, insecticide's etc., at contractor's own cost. The plantation, growth and care of the plants shall be the sole responsibility of the contractor and necessary suitable deductions i.e., equivalent to the cost of plants shall be made from their bill in case of unsatisfactory maintenance of flowers.</p>
(i)	Marigold (Hybrid)
(ii)	Marigold (Gutti)
(iii)	Salvia
(iv)	Chrysanthemum (Guldaudi)
(v)	Dog-flower
(vi)	Calendula
(vii)	Cabbage
(viii)	Petunia
(ix)	Dahlia tall
(x)	Kashmiri Dahlia
(xi)	Pansy
(xii)	Gazania
(xiii)	Dianthus
(xiv)	Verbena
(xv)	Stock
(xvi)	Cineraria
(xvii)	Phlox
(xviii)	Aster
(xix)	Geranium
(xx)	Ranunculus
(xxi)	Any other available suitable plants.
	<p><b><u>For summer season</u></b>  Supply of summer seasonal required number (Minimum 600 Nos.) of flower plants which shall be planted and taken care of by the AMC gardener. The rates shall include the cost of tools, transportation, providing the necessary manure for growth of the plants like Mustard Cake, Earthworm/vermi compost, neem cake, zinc, DAP, methyl parathion etc., at contractor's own cost. The plantation, growth and care of the plants shall be the sole responsibility of the contractor and necessary suitable</p>

	deductions i.e., equivalent to the cost of plants shall be made from their bill in case of unsatisfactory maintenance of flowers.
(i)	Zinnia
(ii)	Balsam
(iii)	Gomphrena
(iv)	Gul dopahri
(v)	Kulfa
(vi)	Sunflower
(vii)	Red Lilies
(viii)	Galadia
(ix)	Vinca
(x)	Any other available suitable plants.

- o) Supplying and application of pesticides and chemicals at desired interval without charging any extra amount for payment.
- p) Removal of all debris, leaves, branches falling or cut from trees etc. out of the Bank's Premises without charging any extra amount for payment.

**Section: 7**

**Bank Guarantee Proforma:**

(To be submitted on non-judicial stamp paper of appropriate value purchased in the name of the issuing bank):

No. \_\_\_\_\_

Date \_\_\_\_\_

To:

The Regional Director / O-i-C

Estate Department

Reserve Bank of India

New Delhi

Dear Sir,

In consideration of your agreeing to accept the security deposit of INR \_\_\_\_ (INR \_\_\_\_ only) furnish able to you by Messrs \_\_\_\_\_ (hereinafter referred to as "the Contractor") in terms of their contract with you for "**Annual Maintenance Contract (AMC) for Horticulture work in Bank's officers Colony at Hauz Khas, New Delhi**" as per their Tender dated \_\_\_\_ and your Special Conditions of Contract and other tender documents relating thereto subject to the conditions and alterations mutually agreed upon the set forth or referred to in your Contract dated \_\_\_\_ in the form of guarantee from us in the manner hereinafter contained, we \_\_\_\_ (Name of the Bank) do hereby covenant and agree with you as follows :

1. We undertake to indemnify you and keep you indemnified from time to time to the extent of INR \_\_\_\_ INR(\_\_\_\_ only) against any loss or damage caused to or suffered by or that may be caused to or suffered by you by reason of any breach or breaches on the part of the Contractor of any of the terms and conditions contained in the said Contract and in the event of the Contractor making any default or default in carrying out any of the work under the said Contract or otherwise in the observance and performance of any of the terms and conditions relating thereto in accordance with the true intent and meaning thereof, we shall forthwith on demand pay to you such sum or sums not exceeding in total the said sum of INR \_\_\_\_ (INR\_\_\_\_ only) as may be claimed by you as your losses and/or damages, costs, charges or expenses by reason of such default on the part of the Contractor.

2. Notwithstanding anything to the contrary, your decision as to whether the Contractor has made any such default or defaults and the amount or amounts to which you are entitled by reasons thereof will be binding on us and we shall

not be entitled to ask you to establish your claim or claims under this Guarantee but will pay the same forthwith on your demand without any protest or demur.

3. This guarantee shall continue and hold good until it is released by you on the application by the Contractor after expiry of the relative guarantee period of the said Contract and after the contractor had discharged all his obligations under the said Contract and produced a certificate of due completion of the work under the said contract and submitted a "No Demand Certificate", provided always that this guarantee shall in no event remain in force after the day of \_\_\_\_\_ without prejudice to your claim or claims arisen and demanded from or otherwise notified to us in writing before the expiry of six months from the said date which will be enforceable against us notwithstanding that the same is or are enforced after the said date.

4. Should it be necessary to extend this guarantee on account of any reason whatsoever, we undertake to extend the period of this Guarantee on your request till such time as may be required by you. Your decision in this respect shall be final and binding on us.

5. You will have the fullest liberty without effecting this guarantee from time to time to vary any of the terms and conditions of the said contract or extend the time of performance of the Contractor or to postpone for any time or from time to time any of your rights or powers against the Contractor and either to enforce or forbear to enforce any of the terms and conditions of the said Contract and we shall not be released from our liability under this guarantee by the exercise of your liberty with reference to matters aforesaid or by reason of any time being given to the Contractor or any other forbearance, act or omission on your part or any indulgence by you to the Contractor or by any variation or modification of the said contract or any other act, matter or things whatsoever, which under the law relating to sureties would but for the provisions hereof have the effect of so releasing us from our liability hereunder provided always that nothing herein contained will enlarge our liability hereunder beyond the limit of INR \_\_\_\_\_ (INR \_\_\_\_\_ only) as aforesaid.

6. This guarantee shall not in any way be affected by your taking or varying or giving up any securities from the Contractor or any other person, firm or company on its behalf or by the winding up, dissolution, insolvency or death as the case may be, of the Contractor.

7. In order to give full effect to the guarantee herein contained you shall be entitled to act as if we were your principal debtors in respect of all your claims against the Contractor hereby guaranteed by us as aforesaid and we hereby

expressly waive all our rights of surety-ship and other rights, if any, which are in any way inconsistent with any of the provisions of this guarantee.

8. Subject to the maximum limit of our liability as aforesaid, this guarantee will cover all your claim or claims against the contractor from time to time arising out of or in relation to the said contract and in respect of which your claim in writing is lodged on us before expiry of six months from the date of expiry of this guarantee.
9. Any notice by way of demand or otherwise hereunder may be sent by special courier, telex, fax or registered post to our local address as aforesaid and if sent by post, it shall be deemed to have been given when the same has been posted.
10. This guarantee and the powers and provisions herein contained are in addition to and not by way of limitation of or substitution for any other guarantee or guarantees heretofore given to you by us (whether jointly with others or alone) and now existing unconcealed and that this guarantee is not intended to and shall not revoke or limit such guarantee or guarantees.
11. This guarantee shall not be affected by any change in the constitution of the contractor or us nor shall it be affected by any change in your constitution or by any amalgamation or absorption thereof or therewith but will ensure to the benefit of and be available to and enforceable by the absorbing or amalgamated company or concern.
12. Any forbearance, act or omission on the part of the Bank in enforcing any of the conditions of the said tender or showing of any indulgence by the Bank to the Tenderer shall not discharge the Surety in any way and the obligations of the Surety under this guarantee shall be discharged only on the intimation thereof being given to the Surety by the Bank.
13. This guarantee is irrevocable during the period of its currency and shall not be revoked without your previous consent in writing.
14. We further agree and undertake to pay you without demur the amount demanded by you in writing notwithstanding any difference or dispute or controversy that may exist or arise between you and contractor or any other person.

15. Notwithstanding anything contained herein above our liability under this guarantee is restricted to INR \_\_\_\_\_ (INR \_\_\_\_\_ only). Unless a written claim is lodged on us for payment under this guarantee within six months from the date of expiry, including extensions if any, of this guarantee all your rights under the guarantee shall be forfeited and we shall be deemed to have been released and discharged from all liabilities there under, irrespective of whether or not the original guarantee is returned to us.

16. We have power to issue this guarantee in your favour under the Memorandum and Articles of Association of our Bank and the undersigned has full power to execute this Guarantee under the Power of Attorney granted to him by the Bank.

SIGNED AND DELIVERED

(For & on behalf of the above-named Bank)

For & on  
behalf of  
(Banker's  
Name & Seal)

BRANCH MANAGER

(Banker's Seal)

Address \_\_\_\_\_



## Section: 8

### Preamble to PART – II

#### Annual Maintenance Contract (AMC) for Horticulture work in Bank's officers Colony at Hauz Khas, New Delhi

The Contractor shall take into account the following while quoting rates:

- i) Visiting the site, gathering information about work and understanding the scope of work well before quoting the tender.
- ii) The Bank shall consider allowing the contractor to take the water and electricity from the premises at free of cost. However, all hoses and wire etc. shall be arranged by the contractors at their own cost.
- iii) Providing for all costs and charges incurred by the contractor complying with safety health and welfare regulations, appertaining to staff and work people employed on the site. The rates include all taxes as applicable.
- iv) Contractors shall be fully responsible for all the staff/ workmen deployed by them. Minimum wages should be paid and certificate confirming the same should be enclosed along with bill.
- v) The workers engaged at site for the work shall wear uniform and ID Card.
- vi) Supply of 1200 seasonal decorative flower plants in a year.
- vii) Supply of additional decorative flower plants shall be done on the basis of SARs / Market rate / previously paid rate etc. whichever is lowest.
- viii) Watering at desired intervals to avoid drying up of the plants (indoor and outdoor). The water will be provided by the Bank at existing fixed points.
- ix) The manure to be spread as per requirements at desired intervals.
- x) Re-plantations of grass and other plants wherever required, making lawn thick and green, keeping the shrubs, hedges etc. in growing and green condition all the times and trimming the branches of shrubs, hedges, trees as and when necessary.
- xi) Desired quantities of earth as per site requirements and as per the instructions of the Bank's engineer shall be spread, the cost of earth shall be paid as per Bank's SARs/market rate/tender rate.
- xii) Cleaning of flowerpots and other plants pots, gardens and keeping out dry leaves from the premises shall be done by the contractor's labour on regular basis without charging any extra amount for payment.
- xiii) Planting and maintaining flower beds with season flowers at all seasons.
- xiv) Providing all garden equipment like lawn movers, grass cutters, tools, hose pipes etc., for watering, supports for plants.
- xv) The rates quoted shall include wages, transportation charges, providing and maintaining of kit containing all tools and equipment required for the work including rubber / plastic pipes for watering purpose, incidental charges and contractor's profit and overheads and all taxes as may be levied by statutory authorities from time to time.
- xvi) Cost of pesticides and chemicals, pruning, etc.

xvii) Removal of all debris, leaves, branches falling or cut from trees etc. out of the Bank's Premises

xviii) The firm need to submit the cost break-ups on demand.

xix) All the debris arising out of the work shall be stacked neatly in the garbage trolley in a proper manner and taken out from the premises without any extra charges and the site shall be left thoroughly clean to the satisfaction of the Bank.

xx) Whenever required, in case of emergency, the service shall also be rendered after Office hours/Saturday and Sunday without any extra claim

**Date:**

**Place:**

**Signature of the contractors  
With seal & contact nos.:**

**Bill of Quantities (BOQ) for detailed specification of items of work**  
**Annual Maintenance Contract (AMC) for Horticulture Work in Bank's Officer's Colony,**  
**Hauz Khas New Delhi**

Item no.	Description of work	Qty. (a)	Unit (b)	Rate (₹) (c)	Amount (d = a * c)
1.	<p>Providing <b>3 (Three)</b> experienced gardeners at Officer's Colony, Hauz Khas with the required tools &amp; plants as per detailed scope of work below:</p> <p><b>a)</b> Providing services of attending day-to-day maintenance of horticulture work like watering and mowing of lawns, gardens, potted plants, cutting of hedges, trimming of plants and branches of trees, disposal of branches etc., cleaning of lawns, removal of wild growth from the lawns / gardens / open area and buildings; watering of lawns and plants; collecting and carrying of leaves to organic waste convertor (OWC) or municipal garbage bin, etc., as directed.</p> <p><b>b)</b> Supplying and planting 1200 winter &amp; summer seasonal decorative flower plants as directed.</p> <p><b>c)</b> Supply and planting of additional approved quality decorative or permanent plants as and when required. (Actual cost of the additional plants including transportation charges will be reimbursed).</p> <p><b>d)</b> Providing and spreading of fertilizers, pesticides, organic manure (only in lawns), etc., in the lawns / gardens atleast 4 times in a year &amp; as and when required.</p> <p><b>e)</b> Providing supplying and spreading of river sand in the lawns / gardens in a year.</p>	12 Months	Per Month		

	<p>f) Providing all essential tools like grass cutters, shrub cutter, scissors, lawn movers, PVC pipes, watering pots, portable water pumps, portable/fixed type water sprinklers in sufficient number to avoid excess wastage of water etc.</p> <p>g) Providing approved winter and summer uniform and Identity card to the gardeners/workers. Name of the firm shall be printed on the uniform.</p> <p>h) Duty timing of the gardeners shall be 8 hours daily, preferably 9.00 am to 5:30 pm with half an hour lunch break on all weekdays. However, one weekly off shall be given to each gardener on rotation basis.</p> <p>i) Gardeners shall report to the Bank's Caretaker every morning at the enquiry office. Bill will be settled as per attendance and work certified by the Caretaker, etc., all complete as directed by the Bank.</p>				
2.	<p><b>Providing and applying one coat of exterior snowcem paint</b> of Snowcem India, Asian Paint, or approved equivalent make and shade as per specifications to the <b>exterior surfaces to trees/plants of 50mm diameter onwards upto height of 900mm in two/three colours pattern</b>, etc. including surface preparation, cleaning, etc. all complete as directed, at <b>Hauz Khas Colony (approx. 50 trees) once in a year.</b></p>	1	Job		
<p><b>Total amount (including Goods and Services Tax (GST))</b></p>		₹			

**Note: Rates quoted below the minimum wage will not be considered and the tender will be disqualified for award of the work.**