



**भारतीय रिज़र्व बैंक / Reserve Bank of India**  
**सम्पदा विभाग / Estate Department**  
**चंडीगढ़ / Chandigarh**

**Quotation Notice**

**Conducting Energy Audit of the Bank's Office Building in Chandigarh**

Reserve Bank of India, Chandigarh invites sealed quotations for the captioned work from eligible firms. All interested firms may submit their sealed quotes within schedule date and time tabulated below. All interested firms may go through terms and conditions and other specifications in the tender document before submitting their quotes.

Name of Work	Conducting Energy Audit of Office Building at Sector 17A at Reserve Bank of India, Chandigarh
Mode of Tender/ quotation	Two Part- Offline
Estimated Cost of the Work	<b>₹1,00,000/- inclusive of GST</b>
Earnest Money Deposit	<p>Rs. 2,000/- (Rupees Two Thousand only) by NEFT to Beneficiary Name: <b>RBI Chandigarh</b> Beneficiary A/c No: <b>186003001</b> IFSC: <b>RBIS0CGPA01</b> (5th and 10th being zero) <u>Note: Kindly mention your name/ company name in the NEFT Transaction remarks.</u></p> <p>However, all MSEs (Micro and Small Enterprises) having Udyam Registration Number (Udyog Aadhar Memorandum Number) participating in tendering process are exempted from payment of Earnest Money Deposit. No interest will be paid on EMD.</p> <p>EMD of unsuccessful bidders will be returned after award of work to the successful bidder and EMD of successful bidder will be returned after completion of work.</p>
Date of availability of this Notice/quotation document in RBI website	July 29, 2025, 17:00 Hrs. onwards
Last date for submission of EMD	August 18, 2025
Date of pre-bid meeting	August 08, 2025 at 11:00 Hrs.

Last date of submission of sealed quotations	August 19, 2025 till 11:00 Hrs.
Date & time of opening of sealed quotations (Part-I)	August 19, 2025 at 15:00 Hrs.  After review of the documents submitted in Part I, Part II will be opened only for those bidders who are found acceptable after scrutiny of the documents uploaded along with Part I which will be informed to the eligible bidders separately through email.
Notice for amendment/Corrigendum; if any	Only on Bank's website
Address of Communication	Regional Director, Estate Department, 3 <sup>rd</sup> Floor, RBI Main Office Building, Central Vista, Sector-17A, Chandigarh-160017
Validity of Proposal	90 days from the date of opening of tender

2. Interested firms can also obtain quotation document from Estate Department, RBI, Chandigarh during working hours. For any clarifications, firms may contact Sh. Nishant Pandey (Assistant Manager – Technical (Electrical)), Estate Department, RBI, Chandigarh on +91-88665-03556.

3. Amendments / Corrigendum to the tender, if any, issued in future will only be notified on the RBI Website and will not be published in the newspaper.

Regional Director  
Reserve Bank of India, Chandigarh



**भारतीय रिजर्व बैंक / Reserve Bank of India**  
**सम्पदा विभाग / Estate Department**  
**चंडीगढ़ / Chandigarh**

**चंडीगढ़ स्थित बैंक के कार्यालय भवन की ऊर्जा लेखा परीक्षा कराने हेतु निविदा**

**Tender for**  
**Conducting Energy Audit of the Bank's Office Building in Chandigarh**

**भाग - I / Part - I**

Name of the Bidder: \_\_\_\_\_

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

Start Date and time of Submission of Bids	17:00 Hrs. on July 29, 2025, onwards
Last date for Depositing EMD	August 18, 2025
Due Date of Submission	August 19, 2025 till 11:00 Hrs.
Date and Time of opening of Tenders	August 19, 2025 at 15:00 Hrs.
Venue	Estate Department, 3 <sup>rd</sup> floor, Main Office Building, Reserve Bank of India, Central Vista, Sector 17A, Chandigarh - 160017

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## **अस्वीकरण / DISCLAIMER**

भारतीय रिज़र्व बैंक, सम्पदा विभाग, चंडीगढ़ ने इच्छुक पक्षों को कार्य की पृष्ठभूमि की जानकारी देने के लिए यह दस्तावेज़ तैयार किया है। जबकि भारतीय रिज़र्व बैंक ने इसमें निहित जानकारी को तैयार करने में उचित सावधानी बरती है और इसे सटीक मानते हैं, न तो भारतीय रिज़र्व बैंक और न ही इसके किसी भी प्राधिकरण या एजेंसियों और न ही उनके संबन्धित अधिकारियों, कर्मचारियों, एजेंटों या सलाहकारों में से कोई भी इस दस्तावेज़ में निहित जानकारी की पूर्णता या सटीकता के संबंध में कोई वारंटी या नुमाइंदगी, व्यक्त या निहित प्रदान करता है।

Reserve Bank of India, Estate Department, Chandigarh, 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.

इस दस्तावेज़ का प्रयोजन सम्पूर्ण जानकारी प्रदान करने का नहीं है। इच्छुक पार्टियों से अपनी स्वयं की पूछताछ करना अपेक्षित है। इस ई-निविदा के प्रत्यर्थी को अपनी स्वयं की पूछताछ करने की आवश्यकता है और उन्हें केवल खाली ई-निविदा दस्तावेज़ों / फार्मों में निहित जानकारी पर भरोसा नहीं करना चाहिए। यदि उत्तरदाताओं द्वारा सम्यक उद्यम का पालन नहीं किया जाता है तो भारतीय रिज़र्व बैंक ज़िम्मेदार नहीं होगा।

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

यह जानकारी इस आधार पर प्रदान की जाती है कि यह भारतीय रिज़र्व बैंक या इसके किसी भी प्राधिकरण या एजेंसियों या उनके संबन्धित अधिकारियों, कर्मचारियों, एजेंटों या सलाहकारों पर बाध्यकारी नहीं है।

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.

भारतीय रिज़र्व बैंक परियोजना के साथ आगे बढ़ने या परियोजना के विन्यास को बदलने, इस दस्तावेज़ में परिलक्षित समय सारिणी को बदलने या लागू होने वाली प्रक्रिया को बदलने का अधिकार सुरक्षित रखता है। यह रूचि व्यक्त करने वाले किसी भी पक्ष के साथ मामले पर आगे चर्चा करने से इनकार करने का अधिकार भी सुरक्षित रखता है। रूचि व्यक्त करने वाले व्यक्तियों या संस्थाओं को किसी भी प्रकार की लागत की प्रतिपूर्ति का भुगतान नहीं किया जाएगा।

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.

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**भारतीय रिज़र्व बैंक / Reserve Bank of India**  
**सम्पदा विभाग / Estate Department**  
**चंडीगढ़ / Chandigarh**

**कोटेशन सूचना**

**चंडीगढ़ स्थित बैंक के कार्यालय भवन की ऊर्जा लेखा परीक्षा कराने हेतु निविदा**

भारतीय रिज़र्व बैंक, चंडीगढ़ शीर्षांकित कार्य के लिए पात्र कंपनियों से सीलबंद कोटेशन आमंत्रित करता है। सभी इच्छुक कंपनियों से अनुरोध है कि वे नीचे दी गई अनुसूचित तारीख और समय तक अपने सीलबंद प्रस्ताव प्रस्तुत करें। कृपया कोटेशन प्रस्तुत करने से पहले टेंडर दस्तावेज़ में निर्दिष्ट शर्तों, विनिर्देशों और अन्य जानकारी की जांच अवश्य करें।

कार्य का नाम	भारतीय रिज़र्व बैंक, चंडीगढ़ के सेक्टर 17 ए स्थित कार्यालय भवन की ऊर्जा लेखा परीक्षा कराने हेतु निविदा
निविदा/कोटेशन का तरीका	दो भाग- ऑफ़लाइन
कार्य की अनुमानित लागत	<b>₹1,00,000/- (जी.एस.टी. सहित)</b>
बयाना राशि	₹2,000/- (रूपए दो हजार मात्र) लाभार्थी का नाम- <b>भारतीय रिज़र्व बैंक</b> IFSC Code: <b>RBIS0CGPA01</b> (पांचवा और दसवां अंक शून्य है) खाता संख्या: <b>186003001</b> <u>नोट: कृपया एनईएफटी लेनदेन टिप्पणी में अपना नाम/कंपनी का नाम लिखें।</u>  हालाँकि, निविदा प्रक्रिया में भाग लेने वाले सभी माइक्रो एंड स्माल एंटरप्राइज़ (MSE) को बयाना राशि के भुगतान से छूट है। बयाना राशि पर कोई भी ब्याज़ नहीं दिया जाएगा।  असफल बोलीदाताओं की बयाना राशि सफल बोलीदाता को कार्य सौंपे जाने के बाद वापस कर दी जाएगी तथा सफल बोलीदाता की बयाना राशि कार्य पूरा होने के बाद वापस की जाएगी।

बैंक कार्यालय और भारतीय रिज़र्व बैंक की वेबसाइट पर कोटेशन दस्तावेज की उपलब्धता की तिथि	29 जुलाई 2025 को अपराह्न 05:00 बजे से
बयाना राशि जमा करने की अंतिम तिथि	18 अगस्त 2025
बोली पूर्व बैठक की तिथि	08 अगस्त 2025 को पूर्वाह्न 11:00 बजे से
मुहरबंद कोटेशन जमा करने की अंतिम तिथि	19 अगस्त 2025 को पूर्वाह्न 11:00 बजे तक
सीलबंद कोटेशन खोलने की तारीख और समय (भाग -I)	19 अगस्त 2025 को अपराह्न 03:00 बजे  भाग I में जमा किए गए दस्तावेजों की समीक्षा के बाद भाग II केवल उन्हीं बोलीदाताओं का खोला जाएगा, जिनके भाग I के साथ संलग्न किए गए दस्तावेजों की जांच के पश्चात स्वीकार्य पाया जाएगा जिसकी सूचना पात्र बोलीदाताओं को ईमेल के माध्यम से अलग से दी जाएगी।
संशोधन/शुद्धिपत्र हेतु सूचना; यदि कोई हो	केवल बैंक की वेबसाइट पर
संपर्क करने हेतु पता	क्षेत्रीय निदेशक, संपदा विभाग, तीसरी मंजिल, भारतीय रिज़र्व बैंक, मुख्य कार्यालय भवन, सेंट्रल विस्टा, सेक्टर-17ए, चंडीगढ़-160017
प्रस्ताव की वैधता	निविदा खुलने की तिथि से 90 दिन

2. इच्छुक फर्मों कार्य समय के दौरान संपदा विभाग, आरबीआई, चंडीगढ़ से भी कोटेशन दस्तावेज़ प्राप्त कर सकती हैं। किसी भी स्पष्टीकरण के लिए, फर्म श्री निशान्त पाण्डेय (सहायक प्रबन्धक - तकनीकी (विद्युत)), संपदा विभाग, आरबीआई, चंडीगढ़ से +91-88665-03556 पर संपर्क कर सकती हैं।

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

क्षेत्रीय निदेशक  
भारतीय रिज़र्व बैंक, चंडीगढ़



भारतीय रिज़र्व बैंक / Reserve Bank of India  
सम्पदा विभाग / Estate Department  
चंडीगढ़ / Chandigarh

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Regional Director  
Reserve Bank of India, Chandigarh

**खंड-I / Section-I – निविदा का प्रारूप / Form of Tender**

स्थान / Place  
दिनांक / Date

क्षेत्रीय निदेशक / The Regional Director  
भारतीय रिजर्व बैंक / Reserve Bank of India,  
संपदा विभाग / Estate Department  
चंडीगढ़ / Chandigarh- 160017

महोदय/ Dear Sir

इसमें इसके पश्चात ज्ञापन में विनिर्दिष्ट कार्यों से संबंधित विनिर्देशनों, डिजाइनों और मात्राओं की अनुसूची की जांच कर और उक्त ज्ञापन में विनिर्दिष्ट कार्य स्थल देख कर एवं जांचकर तथा निविदा को प्रभावित करनेवाले तत्संबंधी अपेक्षित जानकारी प्राप्त कर, मैं / हम एतद्वारा उक्त ज्ञापन में विनिर्दिष्ट समय के भीतर, संलग्न की गई मात्राओं की अनुसूची में उल्लिखित दरों पर निविदा में दिये गए करार के अंतर्नियमों, संविदाकारों के विशेष अनुदेशों, संविदाकारों को सामान्य अनुदेश तथा विशेष शर्तों, शर्तों मात्राओं की अनुसूची एवं संविदा की शर्तों में लिखित रूप में दिए गए विनिर्देशनों, डाटा शीट और मात्राओं की अनुसूची और इसके लिए उपलब्ध करायी गयी समग्रियों के साथ तथा अन्य सभी मामलों में ऐसी शर्तों के अनुसार जहाँ तक वे लागू हों, उक्त ज्ञापन में विनिर्दिष्ट कार्य को निष्पादित करने का प्रस्ताव रखता हूँ/ रखते हैं।

We have carefully examined the specifications, designs and schedule of quantities relating to the works specified in the memorandum hereinafter set out and have visited and examined the site of the works specified in the said memorandum and having acquired the requisite information relating thereto as affecting the Tender. 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 specifications, designs and instructions in writing referred to in articles of agreement, general instructions to the bidders and special conditions, conditions hereinbefore referred to, specifications, data sheet and schedule of quantities 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.

## ज्ञापन / MEMORANDUM

1.	कार्य का विवरण/ Description of work	चंडीगढ़ स्थित बैंक के कार्यालय भवन की ऊर्जा लेखा परीक्षा का कार्य  Energy Audit of the Bank's Office Building in Chandigarh
2.	अनुमानित लागत /Estimated cost	Rs.1,00,000/- (Inclusive of GST)  Rs.1,00,000/- (जीएसटी सहित)
3.	बयाना जमा राशि (ईएमडी) / Earnest money deposit	Rs.2,000/- प्रत्येक बोलीदाता द्वारा जमा किया जाना है। हालांकि, सूक्ष्म और लघु उद्यमों (एमएसई) को उद्यम पंजीकरण प्रमाणपत्र (उद्योग आधार ज्ञापन) जमा करने के अधीन ईएमडी राशि जमा करने से छूट दी गई है।  Rs.2,000/- to be submitted by each bidder.  However, Micro and Small Enterprises (MSEs) are exempted from submission of EMD amount subject to submission of Udyam Registration certificate (Udyog Aadhar Memorandum).
4.	भुगतान की शर्तें / Terms of payment	वाणिज्यिक शर्तों के खंड 12 के अनुसार।  As per clause 12, Section III of Commercial Conditions.
5.	कार्य पूरा करने का समय /Time allowed for completion of work	कार्य आदेश जारी करने के दिनांक के दसवें दिन से 6 सप्ताह  6 weeks from tenth day of the date of work order.

1. हम इससे भी सहमत हैं की निविदा खोलने के दिनांक से दनों तक बैंक के स्वीकार करने के लिए वैध रहेगी और वैधता की यह अवधि बैंक और हमारे बीच लिखित आपसी सहमति के बाद बढ़ाई जा सकती है।

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. We also agree to keep the earnest money valid during the entire period of validity of Tender.

2. निविदा स्वीकार होने पर मैं/ हम यहां संलग्न संविदा को उक्त शर्तों के निबंधनों एवं प्रावधानों को पूरा करने और उसका पालन करने के लिए या उसमें चूक करने पर संविदा के लिखित में स्वीकृति सहित उक्त शर्तों में वर्णित बयाना जमा राशि जब्त किए जाने और आपके उत्तराधिकारियों, समुनेदेशियों या नामितों को अदा करने के लिए सहमत हूँ/हैं।

Should this Tender be accepted, I/we hereby agree to abide by and fulfil all the terms and Conditions of the Tender and in default thereof, to forfeit and pay to you or your successors, or assignees or nominees such sums of money as are stipulated in the conditions contained in the Tender together with the written acceptance of the Contract.

3. मैं /हम यह बात समझते हैं कि आपके पास बिना कोई कारण बताए सभी या किसी भी निविदा को स्वीकार या अस्वीकार करने का अधिकार सुरक्षित है।

I/We understand that you reserve the right to accept or reject any or all the Tender either in full or in part without assigning any reason therefor.

4. निविदा सीलबंद लिफाफे में प्रस्तुत की जाती है।

The Tender is submitted in sealed envelope.

वर्ष 2025 के \_\_\_\_\_ महीने के \_\_\_\_\_ दिन को हस्ताक्षरित/ Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2025 -

मेसर्स \_\_\_\_\_ के लिए और उनकी ओर से / For and on behalf of M/s \_\_\_\_\_

(सील सहित हस्ताक्षर (Signature with seal))

नाम /Name \_\_\_\_\_

पदनाम /Designation: \_\_\_\_\_

स्थान /Place \_\_\_\_\_

स्थान /Date \_\_\_\_\_

उपयुक्त हस्ताक्षरी की पॉवर ऑफ एटॉर्नी की प्रमाणित प्रति संलग्न की जानी चाहिए/Certified copy of the Power of Attorney of the above signatory should be enclosed).

साक्षी /Witnesses

नाम, पता और दिनांक सहित हस्ताक्षर/ \_\_\_\_\_

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

नाम, पता और दिनांक सहित हस्ताक्षर / Signature with Name, address and date \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

## **खंड-II/ Section-II – करारनामे का प्रारूप / Draft Articles of Agreement**

(₹100/- स्टाम्प पेपर पर) / (On Rs. 100/- stamp paper)  
(केवल सफल बोलीकर्ता हेतु) / (Only for successful bidder)

यह करार वर्ष **2025** के ..... माह के ..... वें दिन एक पक्ष के तौर पर भारतीय रिज़र्व बैंक, चंडीगढ़ (जिसे इसके बाद “बैंक” कहा गया है) और दूसरे पक्ष \_\_\_\_\_ (जिन्हें इसके बाद “संविदाकर्ता” कहा गया है) के बीच निष्पादित किया गया।

ARTICLES OF AGREEMENT made the \_\_\_\_\_ day of \_\_\_\_\_ 2025 between the Reserve Bank of India, Chandigarh (hereafter called “The Bank”) of the one part and M/s \_\_\_\_\_ (thereinafter called “the Contractor”) of the other part.

जबकि बैंक ‘**चंडीगढ़ स्थित बैंक के कार्यालय भवन की ऊर्जा लेखा परीक्षा**’ कार्य कराने का इच्छुक है और विनिर्देश तैयार किए हैं जिसमें किए जाने वाले कार्यों का उल्लेख है।

और जबकि उक्त विनिर्देश, मात्राओं की अनुसूची पर उनके द्वारा अथवा पक्षकारों की ओर से हस्ताक्षर किए गए हैं।

WHEREAS the Bank is desirous of getting the work ‘**Energy Audit of the Bank’s Office Building in Chandigarh**’ and has caused specifications describing the works to be done.

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

और जबकि बोलीकर्ता इसमें निर्धारित की गई शर्तों और संविदा की विशेष शर्तों और मात्रा अनुसूची में उल्लिखित की गई शर्तों तथा यथा संशोधित एवं अंतिम रूप से दोनों पक्षकारों द्वारा सहमत संविदा की शर्तों (जिन्हें समग्रतः इसके बाद “कथित शर्तें” कहा गया है) में निहित शर्तों के अधीन बैंक की उक्त अपेक्षा और /अथवा कथित विनिर्देश में उल्लिखित कार्य और मात्रा-अनुसूची में शामिल कार्य को निष्पादित करने हेतु सहमत है जिसे वह उक्त में तय की गई राशि के अनुसार अथवा उसके अधीन देय होने वाली राशि के अनुसार निर्धारित दर (जिसे इसके बाद ‘कथित संविदा राशि’ कहा गया है) पर करेगा।

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 there-under (hereinafter referred to as 'the said Contract Amount')

**अतः अब उनके बीच निम्नलिखित रूप से करार किया जाता है :-**

**NOW IT IS HEREBY AGREED AS FOLLOWS:**

1. उक्त शर्तों में निर्दिष्ट अवधियों में और प्रणाली से देय ठेके की राशि के बदले ठेकेदार उक्त शर्तों पर तथा उनके अधीन और उक्त आरेखों में दर्शित तथा उक्त विनिर्देशों एवं परिमाणों की अनुसूची में उल्लिखित निर्माण कार्य निष्पादित करेगा और पूरा करेगा।

In considerations of the said Contract Amount to be paid at the times and in the manner set forth in the said Conditions, the Contractors shall upon and subject to the said Conditions execute and complete the work as described in the said Specifications and the Schedule of Quantities.

2.1 नियोक्ता बोलीकर्ता को निर्धारित शर्तों में विनिर्दिष्ट समय और तरीके से देय संविदा राशि अथवा ऐसी अन्य राशि का भुगतान करेगा।

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

2.2 कार्य, अनुबंध की निर्धारित अवधि के दौरान, सम्यक उद्यम के साथ किया जाएगा और यदि ठेकेदार निर्दिष्ट अवधि के भीतर काम पूरा करने में विफल रहता है, तो वह परिसमापन हर्जाने का भुगतान करने के लिए उत्तरदायी होगा। परिसमापन हर्जाने की वसूली निष्पादित कार्य की राशि का 0.25% प्रति सप्ताह (या उसके भाग) होगी तथा अधिकतम स्वीकृत निविदा राशि का 10% होगी और नियोक्ता ठेकेदार को देय किसी भी धन से ऐसे नुकसान की कटौती कर सकता है।

The work shall, throughout the stipulated period of the contract, be preceded with all the diligence and if the contractor fails to complete the work within the specified period, he shall be liable to pay liquidated damages. The recovery of Liquidated Damages shall be 0.25% of the cost of work executed per week (or part thereof) and subject to a maximum 10% of the accepted tender amount and the Employer may deduct such damages from any money due to the Contractor.

2.3 उक्त शर्तों और इसके साथ संलग्न परिशिष्ट को इसके साथ पढ़ा जाए और उन्हें इस करार का एक हिस्सा माना जाएगा तथा पक्षकारों को उक्त शर्तों का पालन करना होगा और उक्त शर्तों के अनुसार क्रमशः अपने-अपने हिस्से का करार निष्पादित करना होगा।

यहां योजनाएं, करार और इसमें उल्लिखित दस्तावेज इस करार के आधार होंगे।

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 plans, agreement and documents mentioned herein shall form the basis of this Contract.

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

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

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

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

2.6 यह संविदा न तो निर्धारित एकमुश्त राशि की संविदा है और न ही फूटकर कार्य की संविदा, बल्कि "नियोक्ता **‘चंडीगढ़ स्थित बैंक के कार्यालय भवन की ऊर्जा लेखा परीक्षा’** के संबंध में संपूर्ण कार्य करने हेतु संविदा है, जिसके लिए भुगतान दर अनुसूची में दी गई दरों पर वास्तविक तयशुदा मात्रा और संभावित मात्रा के अनुसार अथवा निर्धारित शर्तों में किए गए प्रावधान के अनुसार किया जाना है।

This Contract is not a Piece Work Contract but a Contract to carry out the work in respect of the entire of the **‘Energy Audit of the Bank’s Office Building in Chandigarh’** to be paid for according to the actual measured quantities at the rate contained in the schedule of rates and probable quantities or as provided in the said Conditions.

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



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

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

The Employer reserves to itself the right of altering the drawings and nature of the work by adding to or omitting any items of work or having portions of the same carried out at any time during the currency of Contract, without prejudice to this Contract.

2.9 समय को इस संविदा का सबसे महत्वपूर्ण कारक माना जाएगा और संविदाकर्ता इसके द्वारा औपचारिक कार्यदिश जारी होने के 10वें दिन से जैसा कि उक्त शर्तों में प्रावधान है, कार्य प्रारंभ कर देने और पूरा विनिर्दिष्ट कार्य **6 सप्ताह** के भीतर पूर्ण कर देने पर सहमत है, तथापि यह समय विस्तार के प्रावधान के अधीन होगा।

Time shall be 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 date of issue of formal work order as provided for in the said conditions whichever is later and to complete the entire work within **6 weeks** subject nevertheless to the provisions for extension of time.

2.10. इस करार के अंतर्गत नियोक्ता द्वारा सभी भुगतान भारतीय रिज़र्व बैंक, चंडीगढ़ में ही किए जाएंगे।

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

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

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

2.12 इस संविदा के अनेक हिस्से संविदाकर्ता द्वारा पढ़ लिए गए हैं और संविदाकर्ता द्वारा पूरी तरह से समझ लिए गए हैं। जब तक बैंक के सक्षम प्राधिकारी ने लिखित रूप में विशेष निर्देश न दिए हो तब तक संविदाकर्ता को निविदा में उल्लिखित मात्राओं के परे भुगतान नहीं किया जाएगा।

That the several parts of this Contract have been read by the Contractor and fully understood. The Contractor shall not be entitled for the payment for the quantities beyond the tendered quantities unless ordered for by specific written instructions from the Bank's competent authority.

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

संविदाकर्ता और उसका कर्मचारी प्रत्यक्ष अथवा परोक्ष रूप से ऐसी कोई भी सूचना, सामग्री और बैंक की आधारभूत संरचना/ सिस्टम / उपकरण आदि का विवरण जो इस करार से जुड़े अपने दायित्वों का निर्वहन करते समय उसके कब्जे या संज्ञान में आई हों, किसी अन्य पक्ष के साथ साझा नहीं करेगा और हर समय उसे अत्यंत गोपनीय रखेगा। संविदाकर्ता करार के विवरण उस सीमा तक निजी और गोपनीय रखेगा जब तक कि इसके तहत दायित्वों का निर्वहन करने अथवा प्रयोज्य कानूनों के पालन हेतु अन्यथा अपेक्षित न हो। संविदाकर्ता नियोक्ता की लिखित पूर्वानुमति के बिना कार्य के किसी भी विवरण को किसी व्यावसायिक या तकनीकी पत्र अथवा अन्यत्र न तो प्रकाशित करेगा, न ही प्रकाशन की अनुमति देगा अथवा उसका खुलासा ही करेगा। किसी गोपनीय सूचना के प्रकटन के कारण नियोक्ता को होने वाले नुकसान हेतु संविदाकर्ता द्वारा नियोक्ता को क्षतिपूरित किया जाएगा। उपर्युक्त का पालन करने में विफलता को संविदाकर्ता के स्तर से संविदा का उल्लंघन माना जाएगा और नियोक्ता को हक होगा कि वह हुए नुकसान का दावा करे और कानूनी कार्रवाई शुरू कर दे। संविदाकर्ता इस करार के तहत गोपनीय जानकारी के गैर प्रकटीकरण के दायित्व को पूरी तरह से सुनिश्चित करने के लिए अपने कर्मचारियों के संबंध में उचित कार्रवाई करेगा। गैर प्रकटीकरण तथा गोपनीयता के संबंध में संविदाकर्ता की बाध्यता, जो भी कारण हो, इस करार को समाप्त होने से बचाए रखेगी।

The contractor shall not disclose directly or indirectly any information, materials and of the Bank's infrastructure/ 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.

## 2.14. यौन उत्पीड़न खंड / Sexual harassment Clause:

अ) संविदाकर्ता, "कार्य स्थल पर महिलाओं का यौन उत्पीड़न (रोकथान, निषेध और निवारण) अधिनियम, 2013" के प्रावधानों के पूर्ण अनुपालन के लिए पूरी तरह से जिम्मेदार होगा। बैंक के परिसर में अपने कर्मचारी के खिलाफ यौन उत्पीड़न की किसी भी शिकायत के मामले में, शिकायत संविदाकर्ता / एजेंसी या स्थानीय शिकायत समिति द्वारा गठित आंतरिक शिकायत समिति के समक्ष दर्ज की जाएगी जैसे भी मामला हो और संविदाकर्ता / एजेंसी के शिकायत के संबंध में उक्त अधिनियम के तहत उचित कार्यवाई सुनिश्चित करेगा।

आ) बैंक के किसी कर्मचारी या बैंक में कार्यरत किसी अन्य फर्म के किसी भी कर्मचारी के खिलाफ सेवा प्रदाता के किसी भी पीड़ित कर्मचारी से यौन उत्पीड़न की किसी भी शिकायत पर बैंक द्वारा गठित क्षेत्रीय शिकायत समिति द्वारा संग्रहण लिया जाएगा।

इ) संविदाकर्ता किसी भी मौद्रिक मुआवजे के लिए जिम्मेदार होगा, जिसका भुगतान करने की आवश्यकता हो सकती है। यदि घटना में संविदाकर्ता के कर्मचारी शामिल हैं, उदाहरण के लिए बैंक के कर्मचारी या अन्य फर्म के कर्मचारी को कोई मौद्रिक राहत, यदि संविदाकर्ता के कर्मचारी द्वारा यौन हिंसा साबित होती है।

ई) कार्यस्थल पर यौन उत्पीड़न की रोकथाम और संबंधित मुद्दों के बारे में अपने कर्मचारियों को शिक्षित करने के लिए संविदाकर्ता जिम्मेदार होगा।

उ) संविदाकर्ता बैंक के परिसर में तैनात कर्मचारियों की पूरी और अद्यतन सूची उपलब्ध कराएगा।

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

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

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

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

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

## 2.15 अप्रत्याशित घटना / Force Majeure:

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

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

2.16 संविदाकर्ता द्वारा तैनात किए गए सभी श्रमिक या कर्मचारी संविदाकर्ता के कर्मचारी माने जाएंगे और ऐसे श्रमिकों/कर्मचारियों के संबंध में भारतीय रिज़र्व बैंक का किसी भी प्रकार का कोई दायित्व नहीं होगा। ठेकेदार अपने द्वारा नियोजित श्रमिकों को न्यूनतम मजदूरी अधिनियम के अनुसार उचित मजदूरी से कम मजदूरी का भुगतान नहीं करेगा। अपने द्वारा नियोजित श्रमिकों को सीधे न्यूनतम मजदूरी अधिनियम के अनुसार उचित मजदूरी से कम मजदूरी का भुगतान नहीं करेगा। उचित मजदूरी अर्थात् वह मजदूरी जिसमें साप्ताहिक अवकाश के दिन की मजदूरी और अन्य भत्ते शामिल होंगे, और समय अथवा कार्य के भाग के लिए अन्य भी शामिल होंगे। यह भी आसपास दिये गए जा रहे ऐसे ही रोजगार के लिए चलित बाजार दर के आधार पर दिये जाएंगे लेकिन यह भी न्यूनतम मजदूरू अधिनियम के अंतर्गत निर्धारित मजदूरी से कम नहीं होगी।

All the workers or employees deployed by the contractor shall consider the employees of contractor and RESERVE BANK OF INDIA shall not have any liability whatsoever in nature in regard to such workers / employees. The Contractor shall pay to labour employed by him directly wages not less than fair wages as per Minimum Wages Act. Fair Wage means

wages, which shall include wages for weekly day of rest and other allowances whether for time or piece work, after taking into consideration prevailing market rates for similar employment in the neighbourhood but shall not be less than the minimum rates of wages fixed under the payment of Minimum Wages Act.

2.17 संविदाकार अपने या अपने उप- संविदाकार द्वारा नियोजित श्रमिकों के संबंध में बोलीदाता श्रम विनियमन का अनुपालन करेगा या उसमें प्रदान किए गए सभी मामलों के संबंध में अनुपालन कराएगा। संविदाकार मज़दूरी अधिनियम, 1936, न्यूनतम मज़दूरी अधिनियम, 1948, नियोक्ता दायित्व अधिनियम, 1938 के प्रावधानों का पालन करेगा। श्रमिक मुआवजा अधिनियम, 1923, औद्योगिक विवाद अधिनियम, 1947, मातृत्व लाभ अधिनियम, 1970, कार्यस्थल पर महिलाओं का यौन उत्पीड़न (रोकथाम, निषेध और निवारण) अधिनियम, 2013, या उसमें कोई संशोधन या उससे संबंधित कोई अन्य कानून, कर्मचारी राज्य बीमा/कर्मचारी भविष्य निधि योगदान आदि और वहां समय-समय पर बनाए गए नियम का पालन करेगा। संविदाकार इन के संबंध में भारतीय रिज़र्व बैंक के पक्ष में बीमा करवाएगा और उसे लागू रखेगा:

The Contractor shall in respect of labour employed by him or his sub-contractor comply with or cause to be complied with the Bidder Labour Regulation in regard to all matters provided therein. The contractor shall comply with the provisions of the payment of Wages Act, 1936, Minimum Wages Act, 1948, Employers Liability Act, 1938. Workmen's Compensation Act, 1923, Industrial Disputes Act, 1947, Maternity Benefit Act, 1970, Sexual Harassment of Women at work place (Prevention, Prohibition and Redressal) Act, 2013, or any modification thereof, EPF / ESI contribution, etc. any other law relating thereto and rules made there under from time to time. The Contractor shall indemnify and keep indemnified the RESERVE BANK OF INDIA against:

a. कार्य के निष्पादन के दौरान/के कारण तीसरे पक्ष के नुकसान/जीवन या संपत्ति को हुई क्षति से उत्पन्न कोई भी दावा।

Any claim arising out of third-party loss / damage to life or property caused by / during execution of the work.

b. कार्य के निष्पादन के दौरान संविदाकार द्वारा नियुक्त श्रमिकों को हुई हानि / क्षति से उत्पन्न कोई भी दावा।

Any claim arising out of loss / damage to the workmen engaged by the contractor during execution of the work.

c. लागू पीएफ/श्रम कानूनों, ईएसआई नियम आदि के गैर-अनुपालन के कारण कोई भी दावा। Any claim due to non-compliance of applicable PF / Labour laws, ESI. regulations etc.

संविदाकर्ता को काम शुरू करने से पहले अपनी लागत पर भारतीय रिज़र्व बैंक के साथ आवश्यक बीमा कवर (यानी श्रमिक मुआवजा नीति, सीएआर पॉलिसी, तृतीय पक्ष देयता, अग्नि और पारगमन बीमा इत्यादि) लेना होगा।

The contractor shall take necessary insurance covers (i.e. Workmen Compensation Policy, CAR Policy, Third Party Liability, Fire and Transit Insurance etc) with Reserve Bank of India as the first name, at their cost, before commencement of the work.

संविदाकर्ता अनुबंध श्रम (विनियमन और उन्मूलन) अधिनियम, 1970 के प्रावधानों का पालन करेगा। अंतिम बिल जारी करने से पहले, संविदाकर्ता इस आशय का एक प्रमाण पत्र प्रस्तुत करेगा कि उसने वास्तव में उसके द्वारा काम पर लगाए गए सभी प्रकार के श्रमिकों को यह कार्य पूरा करने के लिए उस दर पर जो न्यूनतम वेतन अधिनियम, 1949 के तहत निर्धारित दर से कम नहीं है, पर पूरा बकाया भुगतान कर दिया है, और अनुबंधित श्रमिकों को आवश्यक सुविधाएं प्रदान करने के संबंध में CLRA अधिनियम के प्रावधानों का अनुपालन किया है।

The Contractor shall comply with the provisions of Contract Labour (Regulation & Abolition) Act, 1970. Before submission of final bill, the contractor shall ensure that he has actually paid the entire dues to the labourers of all descriptions engaged by him, for completion of this work at the rate, which is not less than the one prescribed under the Minimum Wages Act, 1949 and has complied with the provisions of CLRA Act with regard to providing the essential amenities to the Contract Labour.

संविदाकर्ता बैंक के परिसर में तैनात अपने कर्मचारियों की पूरी और अद्यतन सूची प्रदान करेगा।

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

## **2.18 अनुबंध की समाप्ति / Termination of Contract:**

यहां ऊपर दी गई बातों पर प्रतिकूल प्रभाव डाले बिना, बैंक अपने एकमात्र और पूर्ण विवेक पर, बिना कोई कारण बताए और बिना किसी मुआवजे के भुगतान के इस समझौते को तुरंत समाप्त करने का हकदार होगा, यदि बैंक की राय में (जिसे नहीं बुलाया जाएगा) ठेकेदार द्वारा प्रश्न और ठेकेदार पर बाध्यकारी होगा) :-

Without prejudice to what is contained hereinabove, the Bank shall at its sole and absolute discretion, be entitled to terminate this agreement forthwith without assigning any reason and without payment of any compensation, if in the opinion of the bank (which shall not be called into question by the contractor and shall be binding on the contractor):

(i) संविदाकर्ता बैंक की संतुष्टि के अनुसार इस समझौते को लागू करने में विफल रहता है या मना कर देता है। यदि ठेकेदार निविदा शर्तों के अनुसार फ्लैट/फ्लैट में सेवा देने से बचता रहता है या काम नहीं करता है।

The contractor fails or refuses to implement this agreement to the Bank's satisfaction. If the contractor keeps on avoiding or non-performing the service in the premises as per the tender conditions.

**and/or**

ii. यदि संविदाकर्ता का व्यक्ति/कर्मचारी किसी कदाचार में पाया जाता है जैसे कि निवासी के हस्ताक्षर की जालसाजी, ड्यूटी के दौरान शराब पीना।

If contractor's person/workers found in any malpractice such as forgery of resident signature, drinking of alcohol while in duty.

**and/or**

iii संविदाकर्ता इस अनुबंध के किसी भी नियम और शर्तों का उल्लंघन करता है।

The contractor commits a breach of any terms and conditions of this agreement.

**and/or**

iv. संविदाकर्ता को दिवालिया घोषित कर दिया गया है या उसके द्वारा अपने लेनदारों के साथ समझौता किया गया है या यदि संकट या निष्पादन या अन्य प्रक्रिया पर लगाया गया है या ठेकेदार की संपत्ति या संपत्ति के किसी हिस्से का रिसीवर नियुक्त किया गया है।

The contractor is adjudged an insolvent or a compromise is entered by him with his creditors or if distress or execution or other process is levied upon or receiver is appointed of any part of the assets or property of contractor.

**and/or**

v. किसी भी कारण से, संविदाकर्ता इस समझौते के तहत अपने दायित्वों को पूरा करने के लिए कानूनन अयोग्य हो जाता है।

For any reason whatsoever, the contractor becomes disentitled in law to perform his obligations under this agreement.

**and/or**

vi. संविदाकर्ता या उसके व्यवसाय के स्वामित्व/साझेदारी या प्रबंधन में इस तरह के बदलाव के लिए बैंक की लिखित पूर्व अनुमति के बिना कोई भिन्नता है।

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.

2.19 संविदाकार निम्न के संबंध में भारतीय रिज़र्व बैंक के पक्ष में बीमा करवाएगा/संबन्धित दस्तावेज़ जमा करेगा और उसे लागू रखेगा:

- i) कार्य के निष्पादन से व्यक्ति या संपत्ति को हुये नुकसान से / दौरान होने वाली तीसरी पार्टी के नुकसान / उत्पन्न कोई भी दावा;
- ii) कार्य के निष्पादन के दौरान संविदाकार द्वारा नियोजित श्रमिकों को होने वाली हानि/क्षति से उत्पन्न होने वाला कोई भी दावा।
- iii) लागू पीएफ/श्रम कानूनों, ईएसआई, विनियमों आदि के गैर-अनुपालन के कारण कोई भी दावा।

The Contractor shall indemnify and keep indemnified the RESERVE BANK OF INDIA against:

- i) Any claim arising out of third party loss/ damage to life or property caused by/during execution of the work.
- ii) Any claim arising out of loss/ damage to the workmen engaged by the contractor during execution of the work.
- iii) Any claim due to non-compliance of applicable PF/ Labour laws, ESI, regulations etc.

2.20 ठेकेदार को यह सुनिश्चित करना चाहिए कि वेतन के विलंबित भुगतान पर कर्मियों की ओर से किसी भी शिकायत की कोई गुंजाइश न हो। ठेकेदार द्वारा नियुक्त कर्मचारी केवल ठेकेदार के रोजगार में होंगे, भारतीय रिज़र्व बैंक के नहीं। ठेकेदार कर्मचारी भविष्य निधि और विविध प्रावधान अधिनियम, 1952 और कर्मचारी राज्य बीमा अधिनियम, 1948 के प्रावधानों के अनुसार भविष्य निधि और कर्मचारी राज्य बीमा निधि के संबंध में नियोक्ता के योगदान का भुगतान करेगा।

The contractor should ensure that there is no scope for any grievance from the personnel on delayed payment of wages. The employees engaged by the Contractor will be in the employment of the Contractor only and not of the Reserve Bank of India. The contractor shall pay the employer's contribution with regard to provident fund and employees' state insurance fund as per the provisions of the employees' Provident fund and miscellaneous provisions act, 1952 and employees' state insurance act, 1948.

2.21 किसी भी परिस्थिति में ठेकेदार और उसके कर्मचारियों/कर्मचारियों के बीच विवाद के कारण उत्पन्न होने वाले किसी भी जुर्माने या दावे के लिए ठेकेदार पूरी तरह से जिम्मेदार होगा। यदि ठेकेदार और उसके कर्मचारियों/कर्मचारियों के बीच विवाद के कारण कोई दावा या जुर्माना बैंक के लिए कानूनी रूप से बाध्यकारी है, तो उसे ठेकेदार से वसूला जाएगा।



The contractor will be solely responsible for any penalty or claim arising due to dispute between the contractor and its employee/es under any circumstance. If any claim or penalty is legally binding to the Bank due to the dispute between contractor & its employee/es, same shall be recovered from the contractor.

यदि संविदाकर्ता कोई साझेदारी फर्म अथवा कोई व्यक्ति हो	गवाहों की उपस्थिति में बैंक और संविदाकर्ता ने ऊपर लिखित तारीख और वर्ष को इन कागजात पर और इसकी दो प्रतिलिपियों पर अपने-अपने हस्ताक्षर किए हैं।
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 duplicates hereof the day and year first hereinabove written.
यदि संविदाकर्ता कोई कंपनी हो	गवाहों की उपस्थिति में बैंक ने अपने विधिवत प्राधिकृत अधिकारी के माध्यम से इन कागजात पर अपने हस्ताक्षर किए हैं और संविदाकर्ता ने ऊपर लिखित तारीख और वर्ष को अपनी ओर से इस पर और इसकी दो प्रतिलिपियों पर अपनी मुहर लगवा दी है।
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.

हस्ताक्षर खंड / 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

गवाह / Witnesses

<b>SIGNED AND DELIVERED BY</b>	
1).....	यदि पक्षकार कोई साझेदारी फर्म अथवा कोई व्यक्ति हो, तो सभी साझीदारों अथवा सभी साझीदारों की ओर हस्ताक्षर करने चाहिए।
Address	
.....	If the part is a partnership firm or any individual should be signed by all or on behalf of all the partners.
.....	
2)	
.....	
Address	
.....	
.....	
.....	
Witnesses	यदि बोलीकर्ता मुहर लगाकर हस्ताक्षर करता है तो उपस्थितों का हस्ताक्षर खंड संस्था के अंतर्नियम में दिए मुहर लगाने के खंड से मेल खाना चाहिए।
<b>THE COMMON SEAL OF</b>	
Was hereunto affixed pursuant to the resolutions passed By its Board of Directors at the meeting held on.....	If the Contractor signs under its Common Seal the signature clause should tally with their sealing clause in the Articles of Associations.
.....	
In the presence of	

<p>.....</p> <p>.....</p> <p>Directors who have signed these presents in taken thereof in the presence of</p> <p>1).....</p> <p>2).....</p> <p>SIGNED AND DELIVERED BY the Contractor by the hand of</p> <p>Shri .....</p> <p>and               duly               constituted attorney.....</p> <p>.....</p>	<p>यदि संविदा पर हस्ताक्षर मुख्तारनामा-धारक के द्वारा किया जाता है, चाहे कोई कंपनी हो या कोई व्यक्ति।</p> <p>The Contractor is signing by the hand of power of attorney whether a company or individual.</p> <p>यदि संविदा पर हस्ताक्षर मुख्तारनामा-धारक के द्वारा किया जाता है, चाहे कोई कंपनी हो या कोई व्यक्ति।</p> <p>The Contractor is signing by the hand of power of attorney whether a company or individual.</p>
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Note: Bank reserves the right to modify the contents of the Articles of the Agreement before the agreement is entered with the Contractor.

### **खंड-III / Section-III – आर्थिक शर्तें / Commercial Conditions**

1. Tenders are invited from accredited energy auditors for conducting energy audit in Bank's office buildings at Chandigarh. Part-I of the tender shall contain the Bank's tender document, tenderers covering letter, tenderers additional conditions, if any, supporting documents and be sealed in one cover, super scribing "Part – I Energy Audit of Bank's Office Building, Reserve Bank of India, Chandigarh'.

Part-II of tender shall contain no conditions but only tenderers priced bid (Bill of Quantity) and be sealed in a separate cover, super scribing "Part-II Energy Audit of Bank's Office Building, Reserve Bank of India, Chandigarh". Both these sealed covers shall further be sealed in another envelope addressed by name to The Regional Director, Reserve Bank of India, Estate Department, Chandigarh and the same shall be dropped in the Quotation Box placed at Estate Department not later than 11:00 hours on August 19, 2025

#### **2. Eligibility:**

a. The intending tenderer for energy audit should be qualified accredited energy auditor by Bureau of Energy Efficiency during entire tendering process till completion of work.

In support of the above, the firms should submit the letter of accreditation issued by Bureau of Energy Efficiency.

3. **Earnest Money Deposit (EMD)**: Intending tenderers shall remit an amount of 2,000/- by way of NEFT or Bank Guarantee payable to Reserve Bank of India, Chandigarh on or before August 18, 2025. The Bank's NEFT details are as under:

Beneficiary Name: **RBI Chandigarh**

Beneficiary A/c No: **186003001**

IFSC: RBIS0CGPA01 (5th and 10th being zero)

**Note: Kindly mention your name/ company name in the NEFT Transaction remarks.**

The Earnest Money Deposit of the successful tenderer shall be held by the Reserve Bank of India. No interest shall be paid on the said deposit. Under no circumstances Earnest Money Deposit will be accepted in the form of fixed deposit receipts or insurance guarantee or cheque or cash. EMD will be released on submission of Bank guarantee for security deposit.

Micro and Small Enterprises (MSEs) are exempted from submission of EMD amount subject to submission of Udyam Registration certificate (Udyog Aadhar Memorandum).

4. **Pre-Bid Meeting:** A pre-tender briefing meeting of the intending tenderers will be held at 1100 hours on August 08, 2025 in Estate Department, 3<sup>rd</sup> floor, Main Office Building, Reserve Bank of India, Central Vista, Sector 17A, Chandigarh- 160027 to clarify any point/doubt raised by them in respect of the tender. No separate communication will be sent for this meeting. All the intending tenderers are advised to be present and study the tender documents. They may indicate any points/conditions/specifications which need to be clarified during the meeting. These issues will be discussed, and all the tenderers will be advised suitably. The tenderers are expected to get all the issues clarified during this meeting and therefore should desist from deviating from the Bank's tender conditions/specifications in their technical (Part I) and Price bids (Part II).

5. The tenders and EMD for the above work shall be submitted in separate sealed covers addressed To, Regional Director, Estate Department, 3<sup>rd</sup> floor, Reserve Bank of India, Central Vista, Sector 17A, Chandigarh so as to reach not later than 11:00 hours on August 19, 2025. The envelopes shall be super-scribed "Tenders for conducting energy audit for Bank's office building at Chandigarh (Part-I/Part-II)". Part-I of the tenders will be opened on the same day at 15:00 hours.

6. Part-II of the tenders will be opened on a subsequent date under intimation to all the tenderers. Tenderers are advised to use only the forms supplied by the Bank and not to use any other forms. Incomplete tenders are liable for rejection. No terms and conditions or any other information/ enclosures shall be included in tender Part-II.

7. The tenders shall be valid for acceptance by the Bank for a period of 90 days from the date of opening of tender Part-I and shall be extended by such period as may be mutually agreed to.

8. **Prices:** The price quoted for the work shall be firm till completion of the work and shall include all taxes including service tax as applicable and cost of transportation/accommodation etc. of the equipment and persons deputed.

9. This contract is a fixed lump sum contract in respect of the entire energy auditing and to be paid for according to, at the rates contained in the schedule of rates and as provided in the said conditions.

10. The employer reserve to itself the right of altering the items to be executed by adding to or omitting any items without prejudice to this contract. However, the Auditor shall not be entitled to any payment for the works done exceeding the tender quantities unless specifically approved in writing by the Bank's engineer.

11. **Completion Period:** The time for completion of the entire work is 6 weeks from the 10<sup>th</sup> day of award of work. The site survey, data collection/measurements and draft report shall be completed subsequently in 14 days and the final report (three sets in colour printed form) shall be submitted within 7 days thereafter.

12. **Terms of payment**

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

100% of the quoted amount after completion of energy audit and submission of final report to the Bank.

All payments for the work will be made after statutory deductions.

13. All disputes arising out of or in way connected with this Agreement shall be deemed to have arisen at Chandigarh and only courts in Chandigarh shall have the jurisdiction to determine the same.

14. The Reserve Bank of India does not bind itself to accept the lowest or any tender and reserves to itself the right to accept or reject any or all the tenders, either in whole or in part, without assigning any reasons for doing so.

15. On receipt of intimation from the employer of the acceptance of his/ their tender, the successful tenderer shall be bound to sign the formal contract and within ten days thereof, the successful tenderer shall sign an agreement in accordance with the draft agreement and the schedule of conditions but the written acceptance by the Reserve Bank of India of a tender will constitute a binding contract between the RBI and the person so tendering, whether such formal Agreement is or is not subsequently executed. The cost of necessary stamp paper for execution of the agreement shall be borne by the successful tenderer.

16. If the Auditor being individual or a firm commits any act of insolvency or shall be adjudged an Insolvent or being an incorporated company shall have an order for compulsory winding up made against it or pass an effective resolution for winding up voluntarily or subject to supervision of the court and official Assignee or liquidator in such acts of solvency or winding up, as the case may be, shall be unable within seven days after notice of him requiring him to do so, to show to the reasonable satisfaction of the Bank's Engineer that he is able to carry out and fulfil the contract and to give security therefore, if so required by the Bank's Engineer. Or If the Bank's Engineer shall clarify in writing to the employer that the Auditor.

17. **Liquidated Damages for delay in completion of work:** 0.25% of contract amount to be paid per week or part thereof subject to a maximum of 10% of total amount to be paid.

**18. Insurance in respect of damage to person and property:**

The contractor shall take following insurance at his cost to cover all kinds of risks from the time of start of Audit till completion of audit, in the joint names of the Reserve Bank and the contractor (RBI being the first) before commencement of work and it shall cover the following risks.

(a) Workmen compensation policy for the employees of the contractor at site.

This policy shall be valid till the completion of the work and shall be submitted prior to obtaining any permission to work at site.

The vendor(s) need to extend the period of validity of all type of insurance up to extended time in case any extension of time for completion of work is granted by the Bank. Bank will not pay any charges for extending the validity of all type of insurance for such extended period.

**19. Non-disclosure clause:** "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."

**20. Sexual harassment of women at workplace**

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

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

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.

Date:  
Address

Name and

Place

Signature of tenderer



#### **खंड-IV / Section-IV – Details of Tenderers**

##### **A. Particulars of Firm:**

<b>Sr. No.</b>	<b>Particulars</b>	<b>To be filled by Tenderer</b>
1	Composition of the firm (Whether partnership / proprietorship /Public Ltd.)	
2	Names of the proprietor/ partners / Directors of the firm	
3	Whether qualified accredited energy auditor by Bureau of Energy Efficiency	(Yes/NO) certificate of accreditation is to be attached
4	GST Number	
5	Address of the Firm	
	Telephone	
	Email	
	Fax	
6	Whether the firm is MSE(micro and small enterprise)	(yes/No) necessary certificate needs to be attached for EMD exemption)
7.	Udhyam Registration number (applicable for MSE firms only)	

**The details of bankers are as below:**

<b>Sr. No.</b>	<b>Particulars (submit the crossed cancelled cheque)</b>	<b>To be filled by tenderer</b>
1	Name of the Bank	
2	Branch Address	
3	Telephone and fax number	
4	Name of the contact person	
5	Credit facility / overdraft facility enjoyed by firm from the Bank	
6	The period from which the firm has been banking with Bank	

### **List of clients**

Following are our Clients for whom we have executed "eligible" works required as per the eligibility criteria (Please submit the documentary evidence in support of)

<b>Sr. No.</b>	<b>Details</b>	<b>Client (1) As per clause 2 of Section-III</b>	<b>Client (2) As per clause 2 of Section-III</b>
1	Name of the Client Organization / Firm:		
	Address:		
	Name of the Contact Person:		
	Mobile No.:		

<b>Sr. No.</b>	<b>Details</b>	<b>Client (1) As per clause 2 of Section-III</b>	<b>Client (2) As per clause 2 of Section-III</b>
	Fax No.:		
	Telephone No/s.:		
	E-mail ID:		
2	Brief details of work with connected load and sanctioned load details		
3	Work order No. and date (Attach corresponding workorder)		
4	Cost of the "eligible" work as per work order / letter of award:		
5	Whether the Establishment is with central air-conditioning system		
6	Date of commencement		
7	Stipulated date of completion		
8	Actual date of completion		
9	Amount of compensation levied by the client for delayed completion, if any:		

<b>Sr. No.</b>	<b>Details</b>	<b>Client (1) As per clause 2 of Section-III</b>	<b>Client (2) As per clause 2 of Section-III</b>
10	Gross value of the work completed and paid for :		

***Note: All the details must be filled in the tender documents only no separate annexure will be accepted. Only Submit documents in support of details filled above.***

**Signature of Tenderer with stamp/Date**

## खंड V / Section V – नियम और शर्तें और कार्य का दायरा / Terms and Conditions and scope of work

### **1. Introduction**

Reserve Bank of India, Chandigarh is desirous of undertaking Energy audit of the Electrical/Electromechanical installations provided in the office building at Chandigarh. The office building receives power supply at 11KV and **total connected load is 1455 KW**, from the Electricity supply authorities of Chandigarh. In addition, diesel generator sets of suitable capacities have been installed to meet critical applications during power outages.

### **2. Objective**

- a. The objective of energy audit is to have Energy Performance Assessment of equipment and utilities in the electrical sub-station, Electric power distribution network, HVAC systems, Electric motors and drives, Fans and blowers, Water pumping systems, UPS systems, Lighting systems, Diesel generator sets etc. including study of energy consumption pattern and management of power demand in the building .
- b. Based on the above observations, to identify opportunities for energy saving and to have recommendations for the same along with cost benefit analysis.

### **3. Terms & conditions**

#### **A. Equipment/ measuring instruments**

i) All the equipment/ instruments required for site measurements for carrying out the energy audit will have to be arranged by the firm without any extra payment to the Bank.

The firm should have the following minimum equipment/instruments for energy audit:

- a. Three—phase Power analyser
- b. Ultra-sonic flow meter
- c. Pressure gauges
- d. Thermometers
- e. Anemometer
- f. Thermography camera
- g. Harmonic Analyzer

ii) All testing instruments/meters shall be accompanied with valid calibration certificate.

iii) The site measurements should be recorded in the presence of Bank's personnel.

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

## **B. Work at site**

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

The firm should deploy only qualified and experienced Engineers/Technician having requisite licenses to carry out such works. Utmost care shall be exercised by the firm in carrying out the work to ensure that no damage is caused to persons and properties. The Bank will not be liable for any injury or damage to persons and any such happening will be entirely the responsibility of the firm

## **4. Scope of Work:**

### **A. Methodology**

Energy audit activities shall include the following:

- i. Pre-Audit: Meeting with Bank's technical team, Visual inspection of the site & verification of various documents regarding energy consumption and electrical installation.
- ii. Audit: Auditing and performance analysis to determine the condition of electrical installation as detailed below.
- iii. Submission of Draft report (1 set in colour printed form) to Bank and discuss the report with Bank's representative.
- iv. Submission of Final report (3 sets in colour printed form) to Bank after incorporating the changes as per discussions with the Bank.

### **B. Equipment details**

The energy audit of the electrical / electromechanical installation as detailed in [annexure-I](#) shall be conducted. The major list of equipment is as under:

- i. Electricity Supply and Distribution
- ii. Air Conditioning System
- iii. Air Handling Units
- iv. Split / Package Air Conditioners
- v. UPS
- vi. Lighting
- vii. Kitchen Equipment's
- viii. Water Pumps, Fire Pumps
- ix. Lifts
- x. DG Sets
- xi. Any other existing electrical systems not mentioned above

**C. The energy audit of the electrical installation shall cover the following activities:**

i) Building Energy Bills Analysis

Analysis of energy consumption pattern in the building with respect to peak demand, load pattern, power factor for the last 3 years

ii) Electricity Supply and Distribution network Distribution Transformer(s)

Study and analysis of the utility pattern of transformer(s), checking no load loss of the transformers, measuring all Day Efficiency for each transformer etc.

LT Distribution Panels

- a. General inspection of the LT distribution panel(s) for its maintenance and working including checking all the meters mounted on it.
- b. Performing thermography for the cable termination wherever required and analysis of the observations
- c. Measurement and analysis of demand and power factor, suggestions to reduce the demand and improve the power factor.
- d. Study on Metering system and suggestion for improvement.
- e. Study on V, I, KW fluctuation and profiling, V & I imbalances in the network.
- f. Detailed examination of the existing energy use of the facility with break up.
- g. Study and examination of use of electric energy, cost balance with break up.
- h. Performance evaluation of installed capacitors to ensure deliverance of desired output, level of losses, management of system power factor and operation of capacitors.

iii) Air Conditioning Systems -

## Centralised Air Conditioning System

1. Performance evaluation of existing central air conditioning system(s) in all the areas, measurement and analysis of indoor temperatures and suggest steps to optimise the energy utilisation.

### Chillers -

1. Measuring all the operating parameters such as water flow (If the actual flow found to be in variation with the designed flow, the same needs to be adjusted to match designed flow before taking observations) inlet & out water temperatures, gas suction & discharge pressure, Power Consumption etc. after stabilising the parameters.
2. Calculation of operating Input KW per TR (IKW / T R) of Chiller(s) at minimum three different available load conditions for each chiller.
3. Comparison of actual parameters with the design values, and suggestion for corrective actions to be implemented.

### Pumps -

1. Measuring all the operating parameter such as water flow, suction & discharge head, power consumption etc.
2. Performance Evaluation of chilled water & Condenser water pumps and compare the same with the design or generally expected efficiency of such pumps.

### Cooling Towers -

1. Measurement of various parameters for cooling tower fans, water flow rate, air flow rate, dry bulb temperature (DBT) wet bulb temperature (WBT) sump temperature, relative humidity etc.
2. Evaluation of cooling tower performance (Range, approach, and effectiveness) and comparing it with designed data.

### Air Handling Units-

1. Measurement of airflow, Relative Humidity (RH), Supply air temperature (T<sub>sa</sub>), Return air temperature (T<sub>ra</sub>), Chilled Water Inlet and outlet temperature i.e. T<sub>in</sub>, T<sub>out</sub> through cooling coil and energy consumption of Air Handling Units (AHUs).



2. Examination of Air Handling Units for air delivery capacity, capacity utilization, temperature pattern, pressure drop and operational pattern with respect to time to identify potential energy saving measures.
3. Calculation of actual tonnage of AHUs and Measurement of operating zone temperatures under each unit. Comparison of actual parameters with the design values.

Package/ precision Air Conditioners I Split or window air conditioners-

1. Evaluation of operating Coefficient of Performance (COP) of Precision and package Air Conditioner. Identification and suggestions for performance improvement and energy saving potential.
2. Calculation of actual tonnage and comparison of actual parameters with the design values and corrective actions.

iv) UPS

1. Measurement and analysis UPS loading, redundancy, operating efficiency, load pattern to suggest measures for energy cost reduction, Measurement and analysis of Harmonics as per standards.

v) Lightning

1. Examination of the performance of existing lighting system in all the areas, measurement of illumination levels, etc
2. To look possibilities to reduce energy use by incorporating energy efficient lighting system.
3. Study of operating electrical parameters like voltage, current etc in the lightning circuits.

vi) Diesel generator sets

1. General Inspection of DG set.
2. The DG sets are to be tested for operational performance and parameters including fuel consumption, power generated, Voltage, Ampere, KW, KWh, KVA should be recorded during the audit.

vii) Kitchen equipment

1. Examination of the performance of the existing kitchen equipment, measurement of power consumption etc to improve efficiency and optimizing power consumption.
2. To look possibilities to reduce energy use by incorporating energy efficient equipment.

viii) Fire Hydrant Pumps and Domestic water Pumps

1. Performance analysis of all major motors (above 5 HP) needs to be studied for possible energy savings opportunities by the application of following items.

- a. Possibility of on off control
- b. Interlocking
- c. Downsizing motors etc.

**D. Energy Audit Report**

The report shall contain complete building information, it should include the log sheet data collected/measured at site, analysis of data (Log sheet and actual measured), observations of operational performance of various equipment, findings and recommendations for achieving energy and cost saving.

The recommended energy saving measures shall be categorized as (i) short term, (ii) medium term and (iii) long term measures for energy conservation. The report should also include energy use indices and comparison with industry averages.

The report should provide the estimated cost, estimated savings and simple pay back for each recommended energy saving measures in a chart. A detailed description of each energy conservation measure and supporting calculation with energy use and savings calculations, economic analysis and any assumptions that are made regarding operation or equipment efficiency shall be included. The recommendations for energy efficiency shall include the technical particulars of the equipment, life expectancy and details of manufacturer etc.

Date:

Place:

Seal & Signature of Agency

## **SAFETY CODE**

1. First aid appliances including adequate supply of sterilized dressing and cotton wool shall be kept 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 works that cannot safely be done from the ground/floor.
4. No portable single ladder shall be over 8 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 ladder.
5. The excavated material shall not be placed within 1.5 metres of the edge of the trench or half of the depth of trenches 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 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.
7. No floor, roof or other part of the structure shall be so overloaded with debris or 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. No paint containing lead or lead products shall be used except in the form of paste or readymade paint.
11. Suitable facemasks 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.

12. 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 periods of cessation of work.
13. Hoisting machines and tackle used in the works, including their attachments, anchorage and supports shall be in perfect condition.
14. 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.

Place:

Date:

Seal & signature of the Contractor

### **FIRE SAFETY CODE**

1. Cutting / drilling machine and other electrically operated equipment used at site shall be plugged into correctly rated electrical outlets.
2. Only ISI marked 3-pin plug and other appliances and equipment shall be used.
3. Electrical power cables/wires used shall not have any joints and shall be properly rated.
4. All electrical appliances i.e. welding, drilling, cutting machine etc. shall be safely and securely earthed to prevent leakage current while in operation.
5. Before commencing the welding work for the first time on any day, the Engineers shall be informed and only after the site inspection by them, work shall be started.
6. Two buckets of water and sand shall be kept in an easily accessible area on the site.
7. Fire extinguishers recommended shall be kept on the site.
8. Used paint drums shall be stored in specified store only after closing them properly.
9. Personal protective equipment such as safety shoes, hand gloves, welder's mask, ear plug etc. depending upon the requirement of the work shall be provided by the Contractor to the workmen to prevent occupational health hazards.
10. The safety belt shall be provided by the Contractor and used by the workmen while working from height for more than 10 feet from Ground level.
11. None of the passages near lift lobby and staircases shall be used for stacking / dumping any kind of materials/waste.
12. Both the staircase doors shall be normally kept closed.
13. None of the fire extinguishers shall be removed/shifted from its designated location.
14. Power supply shall be switched off from the mains when equipment is not in use.
15. Wood-shavings and sawdust generated from the work shall be collected on daily basis, removed from site and stored at the designated place in proper manner.
16. Any debris generated from the work shall be collected on daily basis, removed from site and stored at the designated place in proper manner.

17. Battery operated emergency light/torches shall be provided by the Contractor to the workmen while working beyond office hours.

Place:

Date:

Signature, Name and address of the Bidder

**खंड-VI / Section-VI - Format of Report**

on

**Energy Audit of Bank's Office Building in Chandigarh**

Duration of Energy Audit:

\_\_\_\_\_

Name of the Energy Audit Agency:

\_\_\_\_\_

Address:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

## **Summary of Recommendations**



**Remarks**

## **Annexure-I**

### **Details of existing Electrical Systems**

#### **Details of Power Supply.**

Sanctioned Load	1455 kW		
	Capacity KVA	Voltage ratio	Type of cooling oil / air
Transformer No. 1 Rating	1000	11000/433	Oil
Transformer No. 2 Rating	1000	11000/433	Oil

#### **Details of Central AC plant chillers:**

Central A C Plant Data					
	Capacity	Compressor Motor 1	Compressor Motor 2 KW	Chilled Water Flow LPM	Condenser Water Flow LPM
Chiller No. 1	300 TR	92.4 kW	92.4 kW	3025	4250
Chiller No. 2	300 TR	92.4 kW	92.4 kW	3025	4250

#### **Chilled Water Pumps**

	Flow (LPM)	Head (M)	Motor (KW)
Chilled water pump- 1	3025		22 kW
Chilled water pump- 2	3025		22 kW
Chilled water pump- 3	3025		22 kW

### **Condenser Water Pumps**

	Flow LPM	Head M	Motor KW
Condenser Water Pump- 1	4250		30 kW
Condenser Water Pump- 2	4250		30 kW
Condenser Water Pump- 3	4250		30 kW

### **Cooling Towers**

	Capacity TR
Cooling Tower 1	300 TR
Cooling Tower 2	300 TR

### **Air Handling Units**

Sr. No.	Location	Capacity (CFM)	Area (m <sup>2</sup> )	kW
AHU - 1	Cash Basement	15000		3.8
AHU - 2	Cash Dept.	12000		3.4
AHU - 3	Issue Dept.	12000		3.2
AHU - 4	ITBP	10000		2.4
AHU - 5	CVPS	12000		3.2
AHU - 6	P&S Cell	12000		3.2
AHU - 7	IBD/ CES	10000		3.4
AHU - 8	FIDD	10000		2.6

AHU - 9	FED	10000		2.6
AHU - 10	DoS	10000		2.8
AHU - 11	RD Secretariat	10000		3.0
AHU - 12	Estate Dept.	10000		3.0
AHU - 13	HRMD	10000		3.0
AHU - 14	CRPC	10000		2.8
AHU - 15	OBO	10000		3.1
AHU - 16	Officers' Lounge	10000		3.0
AHU - 17	CRPC	15000		4.5
AHU - 18	Golden Jubilee Hall	15000		4.2
AHU - 19	Executive area	10000		2.6
AHU - 20	Day to Day vault	10000		3.9
AHU - 21	SBS	8000		

### **Hot Water Generator**

	Make	Capacity
Hot Water Generator 1	KEPL	200 kW
Hot Water Generator 2	Rapid cool	200 KW

### **Lighting**

#### **Internal Lighting (Floor wise)**

Sr. No.	Floor	Type of fitting	Wattage	Qty.	Total carpet area covered

### **External Lighting**

Sr. No.	Location	Type of fitting	Wattage	Qty.	Total ground area covered M <sup>2</sup>

### **Lifts**

Lifts No.	Location	Make	Passenger Capacity	speed (M/S)	No. of floors served	Whether controller V3F or not
1	Cash Area	Otis	Bullion lift	1.0	6	
2	MOB	Otis	13	1.0	6	
3	MOB	Otis	13	1.0	6	
4	MOB	Johnson	13	1.0	6	Yes
5	MOB	Johnson	13	1.0	6	Yes

**Standalone A. C. units where central AC is also provided (Area wise)**

Sr. No.	Location	Type of AC (window / split /Cassette etc.	Qty	Capacity of each AC (TR)	Area catered	Expected per day operating hours

**Standalone A. C. units where central AC is not provided (Area wise)**

Sr. No.	Location	Type of AC (window / split /Cassette etc.	Qty	Capacity of each AC (TR)	Area catered (M <sup>2</sup> )	Expected per day operating hours

**DG Sets**

	Location	Capacity (kVA)
DG Set No. 1	Substation	400
DG Set No. 2	Substation	380

**Special Equipment viz. Shredding & Briquetting Machine, CVPS machine etc.**

Sr. No.	Name of the machine	Make	Power Rating of the machine KW)	Expected per day operating hours

### **UPS Details**

Sr. No.	Location	Make	Capacity KVA
1	Substation	BPE	120
2	Substation	BPE	15

## **Annexure-II**

### **Performance Evaluation of Main Equipment-Sample Formats**

#### **Central AC Plant**

Chiller No.

Sr. No.	Chilled water inlet Temp. (Tin) Degree C	Chilled water outlet Temp. (Tout) Degree C	Chilled Water Flow (LPM)	Suction Pressure	Discharge Pressure	Capacity	Input Power	IKW/ TR	Remarks/ Comments/ Suggestions

Capacity of the Chiller (TR) = (Tin-Tout)\*water flow rate (LPM)\*60/3024

Efficiency of Chiller in KW/TR = Total Power input (in KW)/Total Tonnage



### Air Handling Units

Air Handling Unit (AHU) No. \_\_\_\_

	Return / Inlet Air		Supply / outlet Air						
Sr. No.	Dry Bulb Temp.  Tdb	Wet Bulb Temp.  Twb	Dry Bulb Temp.  Tdb	Wet Bulb Temp.  Twb	Air Flow  (CFM)	Tons of Refrigeration  (TR)	Input  KW	IKW/ TR	Remarks/ Comments/ Suggestions

$$\text{AHU TR} = 1.699 * \text{Air flow (CFM)} * \text{Density of Air (Kg/m}^3\text{)} * (\text{Hin-Hout}) / (4.18 * 3024)$$

Where:

Hin = Enthalpy of inlet Air at AHU (KJ/Kg)

Hout = Enthalpy of outlet Air from AHU (KJ/kg)

Density of Air = 1.18 Kg/M<sup>3</sup> at standard Temperature and Pressure

Note: Enthalpy is to be read from Psychrometric Chart corresponding to DB and WB Temp.

### **Chilled Water Pumps**

Chilled Water Pump No \_\_\_\_\_

Sr. No.	Discharge Pressure  (Pdisc) Kg/cm2	Suction Pressure  (Psuc) Kg/cm2	Chilled Water Flow  (LPM)	Developed Hydraulic Power	Measured Input power	Pump efficiency	Remarks/ Comments/ Suggestions

Developed Hydraulic Power (KW) = Flow (LPM) \* (Pdisc-Psuc) Kg/cm<sup>2</sup> \*9.81/6000

Pump Efficiency =Developed Hydraulic Power (KW)/ Input Electric KW

### **Condenser Water Pump**

Condenser Water Pump No \_\_\_\_\_

Sr. No.	Discharge Pressure (Pdisc) Kg/cm <sup>2</sup>	Suction Pressure (Psuc) Kg/cm <sup>2</sup>	Condenser Water Flow (LPM)	Developed Hydraulic Power (KW)	Measured Input Power (KW)	Pump efficiency	Remarks/ Comments/ Suggestions

Developed Hydraulic Power      Flow (Lpm)\*(Pdisc - Psuc)\*9.81/6000

Pump Efficiency = Developed Hydraulic Power (KW)/ Input Electric KW

### **Cooling Tower**

Sr. No.	Water inlet Temp. (T <sub>in</sub> )°C	Water outlet Temp. (T <sub>out</sub> ) °C	Water Flow (LPM)	Wet Bulb Temp. (Twb) °C	Cooling Tower Capacity (TR)	Cooling Tower Efficiency	IKW/ TR	Remarks/ Comments/ Suggestions

Range=  $T_{in}-T_{out}$

Approach=  $T_{out}-T_{wb}$

Cooling Tower Efficiency =  $\text{Range} \times 100 / (\text{Range} + \text{Approach})$

Cooling Tower Capacity (TR) =  $(T_{in}-T_{out}) \times \text{Water Flow (LPM)} \times 60 / 3024$

### **Internal Lightening (Floor wise)**

Sr. No.	Floor	Type of fitting	Calculated Wattage per Fitting	Qty	Total Wattage	Total carpet area covered	Light Power Density (W/M2)	Measured Average Light Level (Lux)	Light Efficiency (Lux/LPD)

### **DG set**

1. Run the DG set at available load
2. The initial and final reading of the diesel tank and Energy meter needs to be recorded.

Sr. No.	Rating of DG set (KVA)	Make of set	Start Time	Stop Time	Period of Operation (Hrs.)	Diesel Consumed (Ltrs.)	Generated Energy (KWH)	Specific fuel Consumption KWH/Ltr	Remark /Observation

## UPS

1. Measurement on each UPS needs to be recorded

Sr. No.	Rating of UPS (KVA)	Make of UPS	Input Voltage			Input Current			Total current Harmonic Distortion THDi	Total Voltage Harmonic Distortion THDv	Remarks
			Vrn	Vyn	Vbn	I <sub>r</sub>	I <sub>y</sub>	I <sub>b</sub>			

**LT Panels: LT Panels at Substation including capacitor**

Panel Name: \_\_\_\_\_

Sr. No.	Input Voltage			Input Current			Input KW	Input KVA	p. F.	Total current Harmonic Distortion  THDi	Total Voltage Harmonic Distortion  THDv	Remarks
	Vrn	Vyn	Vbn	Ir	Iy	Ib						



**भारतीय रिज़र्व बैंक / Reserve Bank of India**

**सम्पदा विभाग / Estate Department**

**चंडीगढ़ / Chandigarh**

**चंडीगढ़ स्थित बैंक के कार्यालय भवन की ऊर्जा लेखा परीक्षा कराने हेतु सीलबंद  
निविदा**

**Tender for**

**Conducting Energy Audit of the Bank's Office Building in Chandigarh**

**भाग – II / Part – II: Price Bid**

Name of the Bidder: \_\_\_\_\_

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

\_\_\_\_\_

**Reserve Bank of India  
Estate Department  
Chandigarh**

Bill of Quantity

Name of work: **Tender for Conducting Energy Audit of the Bank's Office Building in Chandigarh**

Sr. No.	Description	Qty.	Total Rate including GST and all other charges (₹)
1	Rate for conducting Energy Audit and Submitting Energy Audit Reports (Draft (1 set Colour Printed Form) and Final Copy (3 set in Colour Printed Form)) as per the scope specified in the tender Part-I.  (Rate inclusive GST and any other charges)	L. S.	

Date:

Seal and Signature of the Agency

Place: