



## **NOTICE INVITING E-TENDER**

Reserve Bank of India, Shillong (hereinafter referred to as the 'Bank') invites e-tenders from registered contractors/agencies holding valid licenses under Contract Labour (Regulation and Abolition) Act, 1970 for providing **Housekeeping Services (Maintenance staff) in the Bank's Office Premises** located in Shillong. The tendering would be done through the e-Tendering portal of MSTC Ltd. (<https://www.mstcecommerce.com/eprochome/rbi/>). All interested companies/ firms/ agencies must register themselves with MSTC Ltd. through the above-mentioned website to participate in the tendering process. Both **“Part I -Technical Bid” pertaining to Housekeeping Services (Maintenance staff) in the Bank's Office Premises** and **“Part II - Financial bid” Housekeeping Services (Maintenance staff) in the Bank's Office Premises** is to be submitted on E tendering portal.

2. Last date & time for submission of e-tender is March 06, 2023 at 14:00 hours. Technical bids of e-Tenders will be opened on the same day, i.e., March 06, 2023 at 16:00 hours. The e-tender document is also available at the Bank's website [www.rbi.org.in](http://www.rbi.org.in) under the link “Tender”. All Corrigendum's will be uploaded on [www.rbi.org.in](http://www.rbi.org.in)/tender only.

3. The Bank reserves the right to accept or reject any or all the tenders/quotations without assigning any reason thereof.

**General Manager and Officer-in-Charge  
Reserve Bank of India, Shillong**



**NOTICE INVITING E-TENDER**  
(Only through e-procurement)

**SCHEDULE OF TENDER (SOT)**

1	Description of Works	<b>Contract for providing Housekeeping Services (Maintenance and Cleaning staff including Plumber, Carpenter on call basis and one qualified Electrician - Permanent basis)</b>
2	Estimated Cost	<b>₹27,26,000/-</b>
3	Earnest Money Deposit	<b>₹54,520/-</b> (2% of Estimated Cost) To be deposited through NEFT in favour of <b>Reserve Bank of India, in the A/c No. – 8714295, IFSC – RBIS0SLPA01</b> [mentioning name/ company name of the vendor in NEFT transaction remarks] or through DD in favour of RBI Shillong
4	Validity of Quoted Rates	For a period of not more than three years.
5	Bank Guarantee	<b>₹1,36,300/-</b> (5% of Estimated Cost) (to be submitted by the successful bidder)
6	Mode of Tender	e-Procurement System (Online Part I – Technical Bid and Part II - Financial Bid) through <a href="https://www.mstcecommerce.com">https://www.mstcecommerce.com</a>
7	E–Tender No.	RBI/SHILLONG/HRMD/71/22-23/ET/594
8	Date of NIT available (viewing of Tender) to parties for download	January 25, 2023 at 1000 hrs
9	Transaction Fees	Fees will be submitted to MSTC <a href="https://www.mstcecommerce.com">https://www.mstcecommerce.com</a>
10	Schedule of offline Pre-bid meeting (offline)	February 06, 2023 at 1100 hours at Reserve Bank of India, Shillong
11	Date of Starting of e-Tender for Online submission on MSTC website	February 06, 2023 at 1400 hrs
12	Last Date of Submission of EMD to RBI, Shillong	March 06, 2023 at 1400 hrs



13	Date of Closing of Online e-tender for submission of Technical & Financial Bid	March 06, 2023 at 1400 hrs
14	Date and Time of Opening of Part I i.e. Technical bid	March 06, 2023 at 1600 hrs
15	Date & Time of Opening of Part II i.e., Financial Bid	Will be communicated in due course.