



Regional Director, Reserve Bank of India, Bengaluru invites e-Tender through MSTC for **Comprehensive Annual Rate Maintenance Contract (CAMC) for providing Pest Control services in Bank's Office Building premises at Nrupathunga Road; Reserve Bank Residential Accommodation at Cunningham Road, Cunningham Crescent, National Games Village(Kapila Block) Koramangala, Osborne Road, RPC layout and at Nandini.** The contract is renewable for 2021-22 and 2022-23 subject to the satisfactory performance of the contractor during 2020-21 and other terms and conditions of the contract. The e-Tender along with the detailed tender notice is available at MSTC website <https://www.mstcecommerce.com/eprochome/rbi> and the website of the RBI at <https://www.rbi.org.in> under the menu "Tenders".

- All interested bidders must register themselves with MSTC through the above referred website to participate in the e-Tendering process.
- The estimated cost of the work is ₹17.70 lakh (approx.), however the actual amount may vary.
- The schedule for the e-Tendering process is as under:

A	E-Tender No.	RBI/Bengaluru/Estate/125/20-21/ET/183
B	Mode of Tender	e-Procurement System (Online Part I - Techno-Commercial Bid and Part II - Price Bid through www.mstcecommerce.com/eprochome/rbi)
C	Date of NIT available to parties to download	10.00 am of September 28, 2020
D	Earnest Money Deposit	Rs 35,400/- from all bidders in the form Demand Draft / Bank Guarantee / NEFT to the Bank (details under para " bidding in e-tender)
E	Last date of submission of EMD	November 05, 2020
F	Start Bid Date	11.00 am of September 28, 2020
G	Last Date of Submission of Eligibility documents	5.00 pm on October 19, 2020
H	Date of Pre-Bid Meeting	11.00 AM on October 26, 2020 at Estate Department, Reserve Bank of India, Bengaluru.
I	Last date for submission of DD/NEFT	November 05, 2020 by 12.00 pm
J	Last Date for submission of the tender	November 05, 2020 by 2.00 pm
K	Date of opening of Part I (Technical Bid) of tender	November 05, 2020 at 3.00 pm

- The Part-II i.e. price bid will be opened on the same day or at a later date as intimated by the Bank in respect of only those contractors/bidders who satisfies all criteria stipulated in Part-I. The Bank reserves the right to accept or reject any or all e-Tenders without assigning any reasons thereof.

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

September 28, 2020

Regional Director
Bangalore



**Reserve Bank of India
Estate Department
Bengaluru**

e-Tender For

Comprehensive Annual Maintenance Contract (CAMC) for Providing Pest Control Services from Bank's Main Office and six residential colonies

Part -I

Name of Tenderer: _____

Address: _____

Due date and time for Submission of tender : Up to 02:00 PM. on November 05, 2020

Date of opening of Part- I of tender : At 03:00 PM on November 05, 2020

**Venue : Reserve Bank of India
Estate Department, Nrupathunga Road
Bengaluru**

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**RESERVE BANK OF INDIA
ESTATE DEPARTMENT
Bengaluru
Notice inviting e-Tender**

Comprehensive Annual Maintenance Contract (CAMC) for Providing Pest Control Services from Bank's Main Office and six residential colonies

1. Online Tenders by **E-Tendering** process are invited for above work at Banks Main Office Premises and Six Residential Quarters, RBI Bengaluru. The work is estimated to cost **Rs.17,70,000/-** per year (Inclusive of GST).
 2. All the Pre-Qualification papers shall be uploaded on MSTC site. Same will be downloaded after bid opening date for examination by the Bank.
 3. The Earnest Money Deposit (EMD) in the form of DD/Irrevocable Bank Guarantee/proof paid by NEFT shall be submitted in sealed cover addressed by name to Shri Jose J Kattoor Regional Director, Estate Department, Reserve Bank of India, Bengaluru as to reach up before **12:00 PM on November 05, 2020**, superscripted as **EMD for Comprehensive Annual Maintenance Contract (CAMC) for Providing Pest Control Services from Bank's Main Office and six residential colonies**.
 4. Online tenders will be allowed to view /download to all firms from **10 AM of September 28, 2020**.
 5. In the event of intending tenderer's failure to satisfy the Bank; the Bank reserves the right to refuse to participate in tendering process
 - 6 .(a) Tender forms can be downloaded --- for viewing from the website www.mstcecommerce.com w.e.f **September 28, 2020 from 10 AM**.

(b) EMD of **Rs.35,400/- (Rupees Thirty Five Thousand Four Hundred only)** in the form of Demand Draft favoring Reserve Bank of India payable as Demand Draft / NEFT as per details in Annexure- L or an irrevocable Bank Guarantee issued by a scheduled Bank in the Bank's standard proforma which is available in the tender form (Annexure-J)
- After examination, if any of the tenderer is not found to possess the required eligibility, their tenders will not be accepted by the Bank for further processing.
7. Part I of the tenders will be opened on-line at **3:00 PM on November 05, 2020** in the presence of the authorized representative of the tenderers who choose to be present. Part-II (Price bid) shall be opened of the eligible tenderer on a subsequent date which will be intimated to the tenderers in advance.

8. The Bank is not bound to accept the lowest tender and reserves the right to accept either in full or in part any tender. The Bank also reserves the right to reject all the tenders without assigning any reason there for.

Place:

Regional Director

Date

Disclaimer

Reserve Bank of India (the Bank), Estate Department, Bengaluru has prepared this tender document. The information is provided to prospective tenderers, who intend to participate in tendering for Annual Maintenance Contract for providing pest control services for Reserve Bank of India, Bengaluru for which this tender has been issued, as per the terms and conditions set out in this tender and any other terms and conditions related to such information.

This tender is neither an agreement, nor invitation to perform work of any kind to any party.

The purpose of this tender is to provide requirement of the Bank to all interested parties for submitting their tender. While Bank has taken due care in the preparation of the information contained herein, it does not claim that the information is exhaustive. 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 Bank is not responsible if no due diligence is performed by the Respondents.

Reserve Bank of India reserves the right not to proceed with procurement, 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 procurement further with any respondent.

No reimbursement of cost of any type or on any account will be paid to persons or entities submitting their tenders.

SCHEDULE OF TENDER (SOT)

Item	Description
e-Tender no	RBI/Bengaluru/Estate/125/2020-21/ET/183
Mode Of Tender	e-Procurement System (Online Part I - Techno-Commercial Bid and Part II - Price Bid through www.mstcecommerce.com/eprochome/rbi)
Date of NIT available to parties to download	From 10:00 AM of September 28, 2020
Tender Fees	Rs – Nil
Earnest Money Deposit	Rs.35,400/- by 1) NEFT, RBI A/c.No.- 8692299, IFSC Code: RBIS0BGPA01 or 2) Demand Draft / Bank Guarantee as per Annexure J for EMD in favor of Reserve Bank of India, Bengaluru to be delivered in physical form at Estate Department, 2nd Floor, Reserve Bank of India, Nrupathunga Road, Bengaluru – 560001.
Date of Starting of e-Tender for submission of on line Techno-Commercial Bid and price Bid at www.mstcecommerce.com/eprochome/rbi	11.00 AM of September 28, 2020
Date of closing of online e-tender for submission of Techno-Commercial Bid & Price Bid	2:00 PM of November 05, 2020
Date & time of opening of Part-I (i.e. Techno-Commercial Bid) Part-II Price Bid: Date of opening of Part II i.e. price bid shall be informed separately	3:00 PM of November 05, 2020
Transaction Fee	Rs._____plus GST @18% Payment of transaction fee through MSTC payment gateway/NEFT/RTGS in favour of MSTC LIMITED



**Reserve Bank of India
Estate Department
Bengaluru**

**e-Tender For Annual Maintenance Contract for Providing of Pest Control Services
at Main Office Premises and Six Residential Colonies, Bengaluru**

Part -I

Name of Tenderer: _____

Address: _____

Timeline

Date of Issue of Tender Notice	September 28, 2019
Last Date for Submission of Eligibility Document	October 19, 2020 by 5.00 pm
Date of Pre Bid Meeting	11.00 AM on October 26, 2020 at Estate Department, Reserve Bank of India, Bengaluru.
Last Date for submission of the tender	November 05, 2020 by 2.00 pm
Date of opening of Part I of tender	November 05, 2020 at 3.00 pm

Venue : Reserve Bank of India
Estate Department, Nrupathunga Road
Bengaluru

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1. Important instructions for e – procurement

Bidders are requested to read the terms & conditions carefully of this tender before submitting their online tender.

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 Technical Bid as well as Commercial Bid will be done over the internet. The Vendor should possess Class III signing type digital certificate. Vendors are to make their own arrangement for bidding from a PC connected with Internet. MSTC is not responsible for making such arrangement. (Bids will not be recorded without Digital Signature).

Special Note: The technical bid and the commercial bid have to be submitted on-line at www.mstcecommerce.com/eprochome/rbi

1). Vendors are required to register themselves online with www.mstcecommerce.com → *e-Procurement* → *PSU/Govt. depts* → *Select RBI Logo* > *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 during filling the registration form. In case of any clarification, vendors may contact RBI/MSTC, (before the scheduled time of the e- tender).

Contact person (RBI):

1. Shri. Kamal Nayak (Manager)
080-22180251
2. Shri D Durgaprasad (Manager, Tech-Civil)
080-22180264 / 8197287744

Contact person (MSTC Ltd):

1. Shri. J. Damodaran, Branch Manager
080-22287356 / 9841002253 (jdmodaran@mstcindia.co.in)
2. Raveendranath, 76764 56095
3. Arnab Sarkar 9986036012

Google hangout ID- (for text chat)- mstceproc@gmail.com

B) System Requirements:

- i) Windows 7 or above Operating System
- ii) IE-7 and above Internet browser
- iii) Signing type digital signature

Latest updated JRE 8 (x86 Offline) software to be downloaded and installed in the system.

To disable "Protected Mode" for DSC to appear in the signer box following settings may be applied.

Other Settings

□ Tools => Internet Options => General => Click on Settings under “browsing history/ Delete Browsing History” => Temporary Internet Files => Activate “Every time I Visit the Webpage”.

To enable ALL active X controls and disable ‘use pop up blocker’ under Tools→Internet Options→ custom level (Please run IE settings from the page www.mstcecommerce.com once).

The Techno-commercial Bid and the Price Bid shall have to be submitted online at www.mstcecommerce.com/eprhome/rbi. Tenders will be opened electronically on specified date and time as given in the Tender.

All entries in the tender should be entered in online Technical & Commercial Formats without any ambiguity.

Special Note towards Transaction fee:

The vendors shall pay the transaction fee using “**Transaction Fee Payment**” Link under “My Menu” in the vendor login. The vendors have to select the particular tender from the event dropdown box. The vendor shall have the facility of making the payment either through NEFT or Online Payment. On selecting NEFT, the vendor shall generate a challan by filling up a form. The vendor shall remit the transaction fee amount as per the details printed on the challan without making change in the same. On selecting Online Payment, the vendor shall have the provision of making payment using its Credit/ Debit Card/ Net Banking. Once the payment gets credited to MSTC’s designated bank account, the transaction fee shall be auto authorized and the vendor shall be receiving a system generated mail.

Transaction fee is non-refundable. A vendor will not have the access to online e-tender without making the payment towards transaction fee.

NOTE : Bidders are advised to remit the transaction fee well in advance before the closing time of the event so as to give themselves sufficient time to submit the bid.

Information about tenders /corrigendum uploaded shall be sent by email only during the process till finalization of tender.

Hence the vendors are required to ensure that their Email ID provided is valid and updated at the time of registration of vendor with MSTC.

Vendors are also requested to ensure validity of their DSC (Digital Signature Certificate).

E-tender cannot be accessed after the due date and time mentioned in NIT.

Bidding in e-tender:

- a) Earnest Money Deposit for a sum of Rs.35,400/- shall be submitted to the Bank in the form of Demand Draft or irrevocable Bank Guarantee (as per format [Annexure 2](#)) issued by a scheduled commercial Bank drawn in favour of Reserve Bank of India, Bengaluru before along with Part I of the tender.

The EMD amount may also be remitted to bank account of Reserve Bank of India along with Part I of the tender. The account details for NEFT/RTGS transactions are as follows.

Beneficiary Name:
Reserve Bank of India, Bengaluru
IFSC: RBIS0BGPA01
Account No.: 8692299

Proof of remittance with transaction number (Scanned copy) shall be attached/ uploaded. The bidders are also advised to send the proof of remittance with transaction number (scanned copy) to estatebangalore@rbi.org.in. A tender which is not accompanied by such EMD will not be considered. No interest will be paid on EMD. EMD of the unsuccessful vendor(s) will be refunded by the tender inviting authority in due course.

- b) The process involves Electronic Bidding for submission of Technical and Commercial Bid.
- c) The vendor(s) who have submitted transaction fee can only submit their Technical Bid and Commercial Bid through internet in MSTC website www.mstcecommerce.com → e-procurement → PSU/Govt depts → Login under RBI → My menu → Auction Floor Manager → live event → Selection of the live event.
- d) The vendor should have running JAVA application. This exercise has to be done immediately after opening of Bid floor. Then they have to fill up Common terms/Commercial specification and save the same. After that, they should click on the Technical bid. If this JAVA application does not run, then the vendor will not be able to save/submit his Technical bid.
- e) After filling the Technical Bid, vendors have to click 'save' for recording the same. Once the Commercial Bid link becomes active and the details are filled up, vendors have to click on "save" to record the Commercial bid. After both the Technical bid & Commercial bid have been saved, vendor has to click on the "Final submission" button to register the bids.
- f) Vendors are instructed to use Attach Doc button to upload documents. Multiple documents can be uploaded.
- g) In all cases, vendors are advised to use their own ID and Password along with Digital Signature at the time of submission of their bids.
- h) During the entire e-tender process, the vendors will remain completely anonymous to one another and also to everybody else.
- i) The e-tender floor shall remain open from the pre-announced date & time and for as much duration as mentioned above.
- j) All electronic bids submitted during the e-tender process shall be legally binding on the vendor. Any bid will be considered as the valid bid offered by that vendor and acceptance of the same by the Buyer will form a binding contract between Buyer and the Vendor for execution of supply.
- k) It is mandatory that all the bids are submitted with digital signature certificate otherwise the same will not be accepted by the system.
- l) Bank 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.

No deviation of the terms and conditions of the tender document is acceptable. Submission of bid in the e-tender floor by any vendor confirms his acceptance of terms & conditions for the tender.

Any order resulting from this tender shall be governed by the terms and conditions mentioned therein.

The tender inviting authority has the right to cancel this e-tender or extend the due date of receipt of bid(s) without assigning any reasons thereof.

Vendors are requested to read the vendor guide and see the video in the page <https://www.mstcecommerce.com/eprhome/rbi> to familiarize them with the system before bidding.

The rates for the items in Part II should be quoted exclusive of GST. However, all the items under-price bid will be subjected to GST at applicable rates and the entire value will be taken as the total contract value.

**SECTION - I
FORM OF TENDER**

Place _____
Date _____

To,

Regional Director
Reserve Bank of India
Bengaluru

Dear Sir / Madam

We have carefully examined the specifications, designs and schedule of quantities relating to the works specified in the memorandum hereinafter set out and having visited and examined the installation 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 tenderers and special conditions, conditions herein before 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.

MEMORANDUM

A	Description of works	Comprehensive Annual Maintenance Contract (CAMC) for Providing Pest Control Services to Banks Office Premises & Six Residential Premises in Bengaluru
B	Estimated cost	₹.17,70,000 /- p.a (inclusive of GST)
C	Mode of payment	As per clause 3.10 General Conditions to Contractors
D	Earnest Money	₹. 35,400/- (Thirty Five Thousand Four Hundred Only)
E	Contract period :	One Year(The contractor should quote the rates for one year ,In order to bring the AMC in line with banks financial year, the work order will be issued to successful bidder upto March 2021,and later based on the satisfactory performance of the contract ,the contract will be renewed)
F	Security Deposit	EMD + Performance Bank Guarantee of value. equal to 5% of the quoted tender amount

2. We also agree that our tender will remain valid for acceptance by the Bank for 90 days from the date of opening of Part I of the tender and this period of validity can be extended for such period as may be mutually agreed between the Bank and us in writing. We also agree to keep the Bank Guarantee towards earnest money valid during the entire period of validity of tender, as per enclosed proforma ([Annexure – 2](#))

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

4. I/We understand that you serve the right to accept or reject any or all the tender either in full or in part without assigning any reason there for. We have deposited a sum of ₹. **35,400/- (Rupees Thirty Five thousand Four hundred only)** as earnest money with the Reserve Bank of India, which amount is not to bear any interest. Should we fail to execute the Contract when called upon to do so, we do here by agree that this sum shall be forfeited by us to the Reserve Bank of India

5. The e-tender is submitted in two parts wherein Part I contains all commercial terms conditions and technical particulars, and Part II contains only the price bid in the Bank's proforma

6. Earnest Money Deposit (EMD) deposited at the time of submission of tender by the successful tenderer shall be converted into a part of the security deposit. Security deposit shall also be accepted in the form a Bank Guarantee, from any Scheduled Bank. Security deposit submitted in such form shall be endorsed in favour of the \ Reserve Bank of India,Bengaluru.

7. A sum of an amount equal to the sum referred to & as mentioned as Earnest Money Deposit in this memorandum is forwarded herewith along with our tender through a Demand Draft on a Scheduled Bank as earnest money. If I/We fail to commence the work specified in the above memorandum I/We agree that the Bank shall, without prejudice to any other right or remedy, be at liberty to forfeit, the said earnest money shall Be Retained by Bank and will be adjusted towards part of security deposit mentioned in this memorandum.

8. I/We agree that should I/we fail to carry out the work specified in the Above memorandum with due diligence any time during the course of the contract, An amount equal to The amount of The security deposit mentioned in the form of tender shall be absolutely Forfeited to the Bank and the same may, at the option of the Bank, be recovered out of the security deposit and in the event of deficiency, out of any other moneys due to me/us or otherwise.

Dated _____ this day of _____ 20

The name of the Proprietor/names of partners/directors of our firm are:

i) _____

ii) _____

Name of the partners of the firm
Authorized to sign

OR

Name of person having Power of Attorney to
Sign the Contract (Certified copy of the Power
of Attorney should be attached)

Yours faithfully

Signature of Contractor

[Note: If the party is a proprietary firm or an individual it should be signed by the proprietor or the individual. If the party is a partnership firm it should be signed by all or on behalf of all the partners. If the party is a private limited firm/incorporate company the COMMON SEAL of the firm is to be affixed pursuant to the resolutions passed by its Board of Directors at the meeting held on _____ (copy of the resolution should be attached). If the Contractor signs under common seal, the signature clause should tally with the sealing clause in the Articles of Association].

Witnesses:

1) _____
(Signature)

Address: _____

2) _____
(Signature)

SECTION - II
ARTICLES OF AGREEMENT

ARTICLES OF AGREEMENT made the _____ day of _____, between the Reserve Bank of India, Bengaluru (hereinafter called "the Employer") of the one part and _____ (hereinafter called "the Contractor") of the other part.

WHEREAS the Employer is desirous of getting the **Comprehensive Annual Maintenance Contract (CAMC) for Providing Pest Control Services to Banks Office Premises & Six Residential Premises in Bengaluru** as per his Schedule of Quantities showing and describing the work under the direction of Bank's Authorized Officers.

AND WHEREAS the said work specifications and the schedule of quantities have been signed by or on behalf of the parties hereto.

AND WHEREAS the Contractor has agreed to execute upon and subject to the conditions set forth herein as Conditions of Contract (all of which are collectively hereinafter referred to as "the said Conditions") the work shown upon and/or more specifically described in the said specifications and included in the Schedule of Quantities at the respective rates therein set forth amounting the sum as therein arrived or such other sum as shall become payable thereunder (hereinafter referred to as "the said contract amount")

NOW IT IS HEREBY AGREED AS FOLLOWS:

1. The Bank hereby covenants to pay to the Contractor in consideration of the aforesaid work, in the manner mentioned in the Contract. In consideration of the said contract amount to be paid at the times and in the manner set forth in the said conditions, the Contractor shall upon and subject to the said conditions execute and complete the Work shown upon and described in the said specifications, scope of work and the Schedule of Quantities.
2. In consideration of the payments to be made by the Reserve Bank of India to the Contractor as mentioned in the contract the Contractor hereby covenants with the Reserve Bank of India to carry the work **Comprehensive Annual Rate Maintenance Contract (CAMC) for providing Pest Control services in Bank's Office Building premises at Nrupathunga Road; Reserve Bank Residential Accommodation at Cunningham Road ,Cunningham Crescent, National Games Village(Kapila Block) Koramangala, Osborne Road ,RPC layout and at Nandini Layout** on the items and conditions as mentioned in the contract.
3. The Employer will pay the contractor, the said contract amount, or such sum as shall become payable, at the times and in the manner specified in the said conditions.
4. The said Conditions and Appendix thereto and the correspondence attached hereto 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 the correspondence and perform the agreement on their part respectively in the said conditions and the correspondence contained.
5. The agreement and documents mentioned herein shall form the basis of this contract.
6. This Contract is neither a fixed Lump sum Contract nor a Piece work Contract but is an item rate Service-Contract to carry out the **Comprehensive Annual Rate**

Maintenance Contract (CAMC) for providing Pest Control services in Bank's Office Building premises at Nrupathunga Road; Reserve Bank Residential Accommodation at Cunningham Road ,Cunningham Crescent, National Games Village(Kapila Block) Koramangala, Osborne Road ,RPC layout and at Nandini layout to be paid for according to actual measured quantities, certificates of payments issued by the authorized representatives of the Bank, at the rates contained in the Part – II of the tender containing Schedule of Rates and Probable quantities or as provided in the said Conditions.

7. The contractor shall provide necessary service personal to ensure proper completion of pest control services.
8. The Employer reserves to itself the right of altering the items to be executed by adding to or omitting any items without prejudice to this contract.
9. Time shall be considered as the essence of this contract and the Contractor hereby agrees to commence the work from the date of issue of work order as provided for in the said conditions and to complete the entire work.
10. All payments by the Employer under this contract will be made only at Bengaluru.
11. All disputes arising out of or in any way connected with this Agreement shall be deemed to have arisen at Bengaluru and only Courts in Bengaluru shall have the jurisdiction to determine the same.
12. That the several parts of this Contract have been read and fully understood by the Contractor. 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 Senior Engineer
13. The Reserve Bank of India will administer and directly arrange for supervision of works, certification of bills, making payments and implementation of various terms, conditions and stipulations of the contract in the said conditions regarding execution of work, quality of materials, progress and completion of the works etc. shall mean the General Manager (Banking) or any other person designated for the purpose by the Reserve Bank of India. As far as the operation of the provision under clause of the contract viz. clause relating to settlement of disputes through arbitration.
14. The Contractor shall afford every reasonable facility for the carrying out of all works relating to pest control services laid down in the said conditions and shall make good any damages done to walls, floors, plumbing and sanitary etc. after the completion of such works

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 (If the Contractor is a partnership or an individual).

IN WITNESS WHEREOF the Employer has set its hands to these presents through its duly authorized officials and the Contractor has caused its common seal to be affixed hereunto and the said two duplicates/has caused these presents and the said two duplicates hereof to be executed on its behalf, the day and year first hereinabove written (If the Contractor is a Company).

Signature Clause

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

Shri _____

(Name & Designation)

In the presence of:

1) _____

Address: _____

2) _____

Address: _____

Witnesses

SIGNED AND DELIVERED BY

If the party is a Partnership firm or An individual should be signed by all or on behalf of all the partners.

In the presence of:

1) _____

Address: _____

2) _____

Address: _____

Witnesses:

The COMMON SEAL OF _____

Was hereunto affixed pursuant to the resolutions passed
by its Board of Directors at the meeting held on

In the presence of:

1) _____

2) _____

Directors who have signed these presents
in token thereof in the presence of:

1) _____

2) _____

If the Contractor signs
under common seal,
The signature clause
should tally with the
Sealing clause in
the Articles of
Association.

SIGNED AND DELIVERED by the
Contractor by the hand of
Shri: _____
And duly constituted attorney.

If the Contractor is
signing by the hand of
Power of Attorney,
Whether a company
An individual.

SECTION - III

Commercial Conditions

3.1.1 E- tenders are invited for Comprehensive Annual Maintenance Contract (CAMC) for Providing Pest Control Services to Banks Office Premises, Residential Premises in Bengaluru for an estimated cost of **₹ 17.70 lakhs per anum (Approx)**.

3.1.2 No tender will be received after **2.00 pm on November 05, 2020** under any circumstances whatsoever.

(a) The Part I of the tenders will be opened at **3.00 pm on November 05, 2020** at the office of the Regional Director, Reserve Bank of India, Estate Department, Bengaluru or any other office designated for this purpose by him and the tenderers or their representatives, should they choose to be present.

(b) Tenders shall remain open to acceptance by the Bank for a period of **three months** from the date of opening the tender which period may be extended by mutual agreement and the tenderer shall not cancel or withdraw the tender during this period.

(c) The tenderer must use only the forms issued by the Bank to fill in the rates.

I. Eligibility Criteria and documents to be submitted

- a) The intending bidder should be a registered member of Indian Pest Control Association (IPCA). Copy of Certificate of registration” shall be uploaded, along with Part I of the tender.
- b) The intending bidder shall have licence, issued by the Department of Agriculture, Government of Karnataka, for ‘Commercial Pest Control Work’, Copy of the ‘Licence’ shall be uploaded, along with Part I of the tender.
- c) The intending bidder shall have an exclusive SHE (Safety, Health and Environment) Department / set-up, with professionally qualified staff, for taking care of the safety of their employees and the safety of the customer. Details of the staff, with their designation and qualification shall be uploaded, along with Part I of the tender.
- d) The intending bidder, should have a minimum of, 5 years’ experience in executing, similar works* of Comprehensive Annual Service / Maintenance Contracts, for providing pest control services, in large premises of Public Sector Bank’s / Financial Institutions / reputed Commercial Establishments. Similar works* should have been completed on or before August 31, 2015. Copies of work orders & completion certificates, for works, done before the stipulated date, shall be uploaded along with Part I of the tender.
- e) The intending bidder should have executed, similar works* of Comprehensive Annual Service / Maintenance Contracts, for providing pest control services, in large premises of Public Sector Bank’s / Financial Institutions / reputed Commercial Establishments, during a period of 5 years prior to August 31, 2015. Copies of work orders & completion certificates, for works, done before the stipulated date, shall be uploaded along with Part I of the tender. The value of such executed works, shall be as under:
 - (a) Minimum three works each costing not less than Rs.7.08 Lakh.OR
 - (b) Minimum two works each costing not less than Rs.8.85 Lakh.OR

- (c) Minimum one work costing not less than Rs.14.16 Lakh.
- c) Tenderers should have minimum annual turnover of ₹. **17.70 lakh** during the last three years ending 30.03.2020, supported by audited or CA certified statement of accounts;
- d) Tenderers should have applicable tax registrations (PAN, TIN, GST, etc.) supported by documentary evidence;
- e) Should furnish solvency certificate issued by the Applicant's banker, specifically for the purpose of the work, for an amount equal to 17.70 Lakh, for indicating financial soundness of the tenderer.
- f) Tendering firms/companies should have current account in scheduled bank.
- g) Registration Certificate of the Company/firm/agency under the relevant Act.
- h) E.P.F. Registration Certificate.
- i) E.S.I Registration Certificate.
- j) Income Tax Return for the last three years.
- k) Should have full-fledged local office & service setup at Bengaluru, for rendering regular services. Full address and details of the local office & service set up along with copies of documents, in support of this shall be uploaded, along with Part I of the tender.

NOTE:- Regarding Client's certificate, for works carried out for Government/ public sector companies, the certificate should be signed by the concerned Executive Engineer or an officer in an equivalent or higher rank. For works carried out for Private companies, Copy of TDS has to be submitted for proving the credentials/contract amount

*Similar Works means - Comprehensive Annual Service / Maintenance Contracts, for providing pest control services, in large premises of Public Sector Bank's / Financial Institutions / reputed Commercial Establishments.

III. The tenderers should submit the following documents in respect of their eligibility for participating in the tendering process:

(a)	Composition of the firm	Full particulars (whether contractor is an individual or a partnership firm or a company etc.) of the composition of the firm of contractors in detail should be submitted along with the name(s) and address(es) of the partners, copy of the Articles of association/ power of Attorney/ any other relevant document.
(b)	Work experience & completion of similar works of specified value during the specified period	Details of work experience as per the requirements in the pre-qualification criteria supported by detailed work orders for the qualifying works indicating date of award, value of awarded work, time given for completing the work, etc. and the corresponding completion certificates indicating actual date of completion and actual value of executed similar works should be enclosed in proof of the work experience. The details along with documentary evidence of previous experience if any, of carrying out similar works for the Reserve Bank of India at any centre should also be given.

(c)	Credit worthiness of the contractor & turnover during the specified period	Copies of the Income Tax Clearance Certificates/ Income Tax Assessment orders along with latest final accounts of the business of the contractor duly certified by a Chartered Accountant should be enclosed in proof of their credit worthiness and turnover for the last three years.
(d)	Name(s) and address(es) of the Bankers and their present contact executives.	Written information about the names and addresses of their bankers along with full details like names, postal addresses, e-mail IDs, telephone (landline and mobile) Nos., Fax Nos., etc. of the contact executives (i.e. the persons who can be contacted at the office if so needed) should be furnished.
(e)	Details of skilled Technical staff /workmen staff/Supervisor etc	Names of skilled Technical staff /workmen staff/Supervisor with their educational qualification experience etc
(f)	Details of bank accounts	Full particulars of their bank accounts, namely, account No., type, when opened etc. should be given.
(g)	Names and addresses of the Clients and their present executives	Written information about the names and address of their clients along with full details like names, postal addresses, e-mail IDs, telephone (landline and mobile) Nos., Fax Nos., etc. of the contact executives (i.e. the persons who can be contacted at the office of their clients by the Bank, in case it is so needed) should be furnished.
(h)	Details of the completed/ongoing works	The client-wise names of work(s), year(s) of execution of work (s), awarded and actual cost(s) of executed work(s), completion time stipulated in the contract(s) and actual time taken to complete the work(s), names and full contact details of the officers/ authorities/ departments under whom the work(s) was/were executed should be furnished.
(i)	Service Set up	Valid document in support of having a full-fledged service set up.
(j)	Turnover.	'Audited Financial Statements' for last three financial years i.e. 2017-18, 2018-19 and 2019-20 along with a certificate of Chartered Accountant indicating the turnover for these financial years

On the event of intending tenderers' failure to satisfy the Bank, the Bank reserves the right to refuse issuance of tender forms/ documents to them.

3.2. Tender submission:

E-Tenders are invited for Comprehensive Annual Maintenance Contract (CAMC) for Providing Pest Control Services to Banks Office Premises, Residential Premises in Bengaluru at an estimate cost of **₹.17,70,000/- per annum including GST**.

Tenderers are advised to submit/upload e-tender on MSTC website (www.mstcecommerce.com) within the stipulated time/date i.e. 1400 hours on **November 05, 2020**.

3.2.1. All tenderers should deposit Earnest Money Deposit - EMD of **₹ 35,400/- (Rupees Thirty Five thousand Four hundred only)** in the form of an irrevocable Bank Guarantee issued by a scheduled bank in the Bank's standard proforma which is available in the tender form ([Annexure 2](#)) or a demand draft favoring Reserve Bank of India payable at Bangalore along with Part-I of the tender. EMD paid by the tenderer shall be held by the Reserve Bank of India as security for the execution and due fulfilment of the Contract. No interest shall be paid for 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.

Section IV

General Terms and Conditions

(1)The tender form must be filled in Hindi/English and all entries must be made by hand and written in ink. If any of the documents is missing or unsigned, the tender may be considered invalid by the Bank at its discretion.

(2) Rates should be quoted both in figures and words(as applicable in e-tendering) in columns specified. No advice of any change in rate or conditions after the opening of the tender will be entertained.

(3)The Reserve Bank of India does not bind itself to accept, the lowest or any tender and reserve 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.

(4)On receipt of intimation from the Employer 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.

(5)All compensation or other sums of money payable by the Contractor to the Employer under the terms of this Contract may be deducted from the security deposit if the amount so permits and the Contractor shall, unless such deposit has become otherwise payable, within ten days after such deduction make good in cash the amount so deducted.

(6) The Contractor shall not assign the Contract. He shall not sublet any portion of the Contract except with the written consent of the Employer. In case of breach of these conditions, the Employer may cause the General Manager/ Deputy General Manager of the Bank to serve a notice in writing on the Contractor rescinding the Contract whereupon the security deposit shall stand forfeited to the Employer.

(7) The Contractor shall carry out all the work strictly in accordance with details and instructions of the Bank.

(8) A Schedule of Probable Quantities in respect of each work and Specification accompany these Special Conditions. The Schedule of Probable Quantities is liable to alteration by omissions, deductions or additions at the discretion of the Bank. Each tender should contain not only the rates but also the value of each item of work entered in a separate column and all the items should be totaled in order to show the aggregate value of the entire tender.

(9) The tenderer must obtain for himself on his own responsibility and at his own expenses all the information which may be necessary for the purpose of making a tender and for entering into a contract and must inspect the site of the work and

acquaint himself with all local conditions, means of access to the work, nature of the work and all matters appertaining thereto.

(10) The Contractor should note that unless otherwise stated the tender is strictly on item rates basis and his attention is drawn to the fact that rates for each and every item should be correct, workable and self-supporting. The quantities in the Schedule of Quantities approximately indicate the total extent of work but may vary to any extent and may even be omitted thus altering the aggregate value of the Contract. No claim shall be entertained on this account.

(11) The successful tenderer is bound to carry out any items of work necessary for the completion of the job even though such items are not included in the quantities and rates.

(12) The successful tenderer must co-operate with the other Contractors appointed by the Employer so that the work shall proceed smoothly with the least possible delay and to the satisfaction of the Banks Engineer.

(13) The Contractor must bear in mind that all the work shall be carried out strictly in accordance with the Specifications and also in compliance with the requirements of the local public authorities and to the requirements of the Bank and no deviation on any account will be permitted

(14) The successful tenderer should make his own arrangement to obtain all materials required for the work

(15) The water and electricity required for the work shall be provided by the Bank at one place free of cost, the Contractor shall have to make his own arrangements by providing the wire from electrical point to working place.

(16) The Contractor shall strictly comply with the provision of safety code annexed hereto.

(17) The Contractor shall be deemed to have carefully examined the work and site conditions including labour, the general and special conditions, the specifications, schedules and drainage and shall be deemed to have visited the site of work, to have fully informed himself regarding the local conditions and carried out his own investigations to arrive at the rates quoted in the tender. In this regard he will be given necessary information available with the department but without any guarantee about its accuracy.

(18) 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.

(19) 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.

(20) 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.

(21) The minimum limit of the coverage under the policy shall be Rs.2 lakhs per person for any one accident or occurrence and Rs.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.

(22) 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.

(23) 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.

(24) The Bank is not bound to accept the lowest or any tender. The Bank reserves the right to split and award the work to different agencies, Bank reserves the right to accept either in full or in part of any tender. The Bank also reserves the right to reject all the tenders without assigning any reason therefor.

(25) 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.

(26) The Contractor, in case of re-building or reinstatement after damage shall be entitled to such extension of time for completion as the 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.

(27) Without prejudice to his liability under this clause, the Contractor shall also cause 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.

(28) The rate quoted by the contractor shall comply with minimum wages act of Central Government Minimum Wages of Labour Department. (Appx. Minimum wages per day for Semi skilled and unskilled labour are Rs /- and Rs /- respectively). The contractor has to note this and taken into account while quoting the work. Any deviation from minimum wages act, may lead to disqualification of tenderer. Regarding the same the firm has to give declaration, after opening of tender any deviation in requirement will lead to debarment of the contractor for 1 year in participation of Banks tendering Activities

(29) In case of any person is found giving poor workmanship, misbehavior, disobeying instruction of the Bank and etc., the agency will replace such person(s) from the work as directed by the Bank.

(30) The contract will be for a period of one year. The Bank may cancel the contract after giving a notice of one month to the Contractor. If the Contractor wants to cancel the contract he will have to give a notice of two months to the Bank in advance. The contract can be renewed subject to the satisfactory service rendered by the Contractor and on mutual agreed condition by both the parties.

(31) (a) Intending tenders shall pay as Earnest Money Deposit a sum of Rs _____/- (Rupees _____ only) by a demand bank draft drawn on a Schedule bank drawn in favor of Reserve Bank of India, Bengaluru shall only be accepted by the Bank. A tender which is not accompanied by EMD i. e. demand draft will not be considered

(b) Under no circumstances Earnest Money Deposit will be accepted in the form of fixed deposit receipt of Bank or Insurance Guarantee or cheque.

(32) The EMD will be returned to the tenderer if his tender is not accepted by the Bank but without interest. The EMD paid by the successful tenderer shall be held by the Bank as security deposit. The amount retained by the Bank shall not bear any interest

(33) Time allowed for carrying out the work as mentioned in the Memorandum shall be strictly observed by the Contractor and it shall be reckoned from the 10th day after written order to commence the work, is issued. The work shall throughout the stipulated period of the contract be proceeded with all due diligence and if the Contractor fails to complete the work within the specified period, he shall be liable to pay compensation as defined in the Conditions of Contract. The tenderer shall before commencing work prepare a detailed work programme which shall be approved by the employer.

(34) Tenders will be considered only from recognized bonafide Contractors in trade concerned. Each tenderer shall submit with his tender a list of large works of a like nature he has executed giving details as to their magnitude and cost the proportion of work done by the Contractor in it and the time within which the works were completed.

(35) The tenderer shall have to use materials of the makes/manufacturers specified in the list of material of approved brand and/or manufacture contained in this tender form.

(36) Engagement of Contract Labour: The contractor shall obtain a licence as contemplated under the Contract Labour (Regulation and Abolition) Act, 1970 or any other law, as applicable, failing which he alone would be responsible for actions/proceedings ensuing thereto. The Bank shall not be held responsible for acts, commissions or omissions of the contractor and shall in no way made liable to the labourers engaged by the contractor. The principal employer shall ensure the presence of his authorized representative at the place and time of disbursement of wages by the contractor to workmen and it shall be the duty of the contractor to ensure the disbursement of wages in the presence of such authorized representative. The authorized representative of the principal employer shall record under his signature a certificate at the end of the Register of Wages to the (Register of Wages-cum-Muster Roll) as the case may be, in the following form: "Certified that the amount shown in column No... has been paid to the workman concerned in my presence on ...at....".

(37) Non-Disclosure Clause: The Contractor shall not disclose directly or indirectly any information, materials and details of the Bank's infrastructure / systems / equipments 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 obligation 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.

(38) 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 and the contractor.

(aa) 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.

(ab) 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.

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

(ad) The contractor shall provide a complete and updated list of its employees who are deployed within the Bank’s premises.

(39) The contractor shall bring to the notice of the Employer’s Estate Department in case of any extra items not mentioned in the schedule of quantities during the course of the work and shall only carry out the same on written approval from the Bank.

I/We hereby declare that I/we have read and understood the above instructions for the guidance of the tenderers.

Witness
Address
Date

Signature of tenderer
Address
Date

Signature
Place:

Name of Tenderer:
Address with seal:

Special Terms & Conditions

1. GENERAL:

These special instructions supplement the General Conditions of contract and shall be considered as part of the contract document. Where these special instructions are at variance with the corresponding conditions, stipulation, specifications etc. elsewhere in the tender document, these special instructions shall prevail.

2. SPECIFICATION TO BE FOLLOWED:

The work shall be carried out strictly in accordance with the contract specifications. In the absence of any specification for any work or material, relevant Indian Standard Specifications will be applicable and where no Indian Standard Specification exists, relevant British Standard Specifications/ American Standard Specifications shall apply. In absence of any code of practice, model best practices and workmanship shall be followed as per the instructions of the Bank.

3. CLARIFICATION:

The tenderer shall note that if any clarifications regarding specifications, conditions of contract, schedule of quantities, scope of work etc. are required, the tenderer should contact the Regional Director, Reserve Bank of India, Estate Department, Bengaluru. The tenderer will be deemed to have contacted the concerned office before submission of tender. No claim on account of any ambiguity in any respect shall be entertained.

4. CARE IN SUBMISSION OF TENDER:

Before submitting the tender, the tenderer will be deemed to have satisfied himself by actual inspection of the site, locality of the works, availability of materials, camping of the site, approaches, availability of materials, camping facilities for his labour force etc. and ensure that all conditions liable to be encountered during execution of the work are taken into account and that, the rates he enters in the tender are adequate and are inclusive of such conditions.

5. SITE INVESTIGATION:

The tenderer shall ensure that he has satisfied himself as to the nature and location of the work, the general local conditions, particularly those bearing upon transportation, disposal, handling and storage of materials, availability of labour, water, electric power, roads and all other such incidental costs. Any failure of the contractor to acquaint himself with all the available information concerning these conditions will not relieve him of the responsibility of estimating properly, the difficulty or cost of successfully performing the work.

6. SECURITY RULES:

The contractor shall follow at site all security rules as may be framed by the Bank from time to time regarding movement of materials and equipment to site, issue of identity cards, control of entry of personnel and all similar matters. The contractor and his personnel shall abide by all security measures imposed by the Bank or its duly authorized representative from time to time. Nothing extra will be payable on account of stoppage/ hindrance of the work on this account.

7. MODE OF MEASUREMENT:

Mode of measurement when not specified in the tender shall be in accordance with relevant Indian Standard Specifications and where not spelt in ISS, the decision of the Bank shall be final and binding on the contractor.

8. VALIDITY OF RATES:

The tenderer shall note that the tender rates quoted by him shall be valid for a period 90 Days from the date of opening of tender.

9. MATERIAL SUPPLIED BY CONTRACTOR:

All materials required for the works shall be supplied by the Contractor.

10. LIABILITY FOR LOSS, DAMAGE, ACCIDENT ETC:

During the execution of the contract, the contractor will be fully liable to compensate all concerned for any loss, damage or destruction of structures, plant & machinery, persons, property etc. including third party risk arising due to causes attributable to the contractor as may be decided by the Bank whose decision in this regard shall be final. No claim shall be entertained by the Bank on this account.

11. RIGHT OF OTHER AGENCIES:

The contractor shall note that several other agencies may also be simultaneously working within and around the work site and structures covered under present contract. The contractor without any hindrance shall fully cooperate with the other agencies working therein. In case of dispute in such co-ordination the Bank's decision shall be final and binding of the Contractor.

12. FAIR WAGES:

The wages paid to the skilled / semi-skilled / unskilled labourers shall not be less than minimum wages fixed by the Central Government from time to time including the statutory payments made to the labourers . The tenderer is deemed to have taken this aspect in his unit rates for various items of work covered under this contract.

13. WORK CONTRACT ACT & TAX:

Tendered rates are inclusive of all taxes and levies payable under the respective statutes. However, pursuant to the constitution (Forty Sixth Amendment) Act 1982, if any further tax or levy is imposed by statute, after the date of receipt of tenders, and the Contractor there upon necessarily and properly pays such taxes, the contractors shall be reimbursed the amount so paid, provided such payment, if any, is not in the opinion of Bank (Whose decision shall be final and binding) attributable to delay in execution of work within the control of the contractor. The contractor shall keep necessary books of accounts and other documents for the purpose of this condition as may be necessary and shall allow inspection of the same by a duly authorized representative of the Bank and further shall furnish the information/ document as the Bank may require. The contractor shall within a period of 30 days of imposition any further tax or levy,

pursuant to the constitution (Forty Sixth Amendment) Act 1982, or any other Act of this effect give a written notice thereof to the Bank that the same is given pursuant to this condition, together with all necessary information relating there to.

14. SITE STORAGE:

Contractor may be allowed on his written request any storage / office area and yard at the work site, he may require for satisfactory performance of the work. The location of such area, extent of area and temporary construction office facilities will be subject to the approval of the Bank whose decision shall be final and binding in this regard.

15. DAMAGE / PILFERAGE TO PROPERTY:

Contractor shall see that during the period of contract, no damage, pilferage is caused to any of the properties, installations, materials etc., belonging to the Bank or any other private agencies as result of his work, or by his workmen. He shall be liable to pay the cost of such damage as may be deemed fit by the Bank for any direct or indirect loss in any from. The decision of Bank shall be final and binding upon the Contractor in this regard.

16. TERMINATION OF CONTRACT:

In the event of contractors showing lack of attendance to the work or negligence or unfair performance in the opinion of Bank, The Bank may terminate the contract at any stage without prejudice to the right by action under any other relevant clause of the contract.

17. ALL INSTALLATIONS TO BE PROTECTED:

Tenderer may note that, all care and precautionary measures will be taken as may be deemed necessary to protect all underground cables, other installations, electrical fixtures, fittings, telephone cables and appliances during the contract period. Protection to all these various types of installations, underground as well as above the ground level or those provided in structures, shall be provided by the contractor without any extra charge. Provision of protective measures shall however not absolve the contractor from the responsibility of payment of cost of damage or loss direct and indirect caused to any of such installations at the instance of contractors. Decision of the Bank shall be final and binding upon the contractor in this regard.

18. NEAT & CLEAN SITE:

After completion of the work contractor shall leave the premises in neat, clean and tidy conditions as directed by the Bank. All the installations, fittings, fixtures, materials, etc. handed over to the contractor by way of "written handing over – taken over statements" at the commencement of the contract shall be taken over by the Bank at the completion of the contract. If the contract is terminated prematurely for any reason what so ever, the contractor shall peacefully hand over everything back to the Bank and leave the premises in neat, clean and tidy conditions as directed by the Bank.

19. SAFETY MEASURES:

To avoid possible accidents to staff and labourers employed on work, it is imperative to observe the safety practice specified in Section IV "General Condition of Contract" and these shall be strictly followed. Ladders and working platform should be rigid with necessary handrails. The contractor shall provide for use of all personnel at work site, necessary safety helmets, goggles, shoes etc. Safety belt shall be provided for workers employed at high elevation and in risky work areas.

Catch net shall be provided below working platforms located at high elevations. The cost of such safety measures shall be included by the tenderer in his rates quoted for various items in the schedule of quantities and rates, and nothing extra shall be paid on this account.

20. SAFETY RULES:

(a) The contractor shall follow the safety regulations as prescribed in the tender and Indian Standards. He shall provide necessary safety appliances to his employees as instructed by the Bank depending upon the nature of work. All model safety rules, issued by safety section, from time to time shall be strictly followed.

(b) In case of an accident resulting in any death or disability to the workman the same should be immediately reported to the Bank.

(c) Any person found under the influence of alcohol or any intoxicating drugs on duty is unfit for duty and should not be allowed to work. His work permit should be allowed to remain on work and he should be sent out of the premises of the work,

(d) Drum or other make shifts must not be used in place of ladders or work benches or support on any job.

(e) First-Aid kits or boxes and stretchers should be readily available at all times with the contractor.

(f) For all work that cannot be done from the ground level or from part of any permanent structures or from other available means of support. Soundly constructed scaffoldings of adequate strength shall be used as a safe means of access to place of work.

(g) All scaffolding shall be securely supported or suspended and wherever necessary is properly braced to ensure stability.

(h) Chains, ropes or other lifting materials used for the suspension of scaffolding must be of adequate strength and shall be of tested and suitable quality.

(i) The platforms of suspended scaffoldings shall be sufficiently wide. Suspended scaffolding shall have hand rail about 1 meter height from the floor of the platform. Such scaffolding or staging shall be fastened to the structure.

(j) All sides of the platform from which a person is liable to fall shall be provided with

guard rails to a height of at least 1 meter with toe boards of at least 15 cm high so placed as to prevent the fall of materials and tools from the platforms.

a) Every ladder shall be securely fixed at top and bottom. A ladder more than 5 meter long shall have a prop.

(l) Spacing between the side rails of the ladder shall not be less than 45cms. Uniform step spacing shall not exceed 30cms.

(m) Whenever it is necessary to work at elevated places not adequately protected by railing, safety belts with life lines securely tied to some firm structure or other support which is independent of the equipment on which the person is working must be worn.

(n) Nobody should be allowed to work at elevated places without wearing safety belts. As an additional precaution, safety nets made of choir rope or nylon or any other suitable material should be hung at suitable elevation to prevent people and equipment falling below.

(o) Dropping or throwing materials from roof structures or other elevated positions is prohibited.

(p) Where work is going overhead, the area below should be cordoned. If it is not possible to cordon the area place caution sign “CAUTION – MEN WORKING ABOVE” – or depute responsible person to warn passerby.

(q) Helmets (made of fiber glass or any other suitable material) must be used by all employees working on shuttering or staging jobs, material handling job or where the chances of falling objects are present or where there is a possibility of persons striking against projecting objects etc.

(r) All necessary personnel safety equipment such as face masks, safety boots, safety belts, gloves, safety goggles etc. as considered adequate by the Bank have to be kept available for the use of persons employed at the site of work and maintained in up to date condition suitable for immediate use and contractor shall take steps to ensure proper use of equipment by the workers.

(s) The contractor shall furnish along with the tender the type of staging, formwork, type of access for men, materials and the construction technique he proposes to use for the work.

(t) The contractor shall use tubular steel for scaffolding for all heights more than 5 metre height as approved by the Engineer.

(u) The area where painting work is being done shall be kept adequately ventilated by the agency executing the work and shall meet the approval of the Bank.

(v) Utmost care shall be taken by the contractor throughout the contract period to prevent accidents.

21. Schedule of Supply of Materials

No pesticides, tools and tackles, equipment, etc. Shall be provided by the Employer.

22. The tenderers are advised to inspect and survey the site/s of work and its surrounding and satisfy themselves before submitting their tenders as to the form and nature of the Site, the means of access to the Site, the accommodation they may require, etc. In general, tenderers shall themselves obtain all necessary information as to risks, contingencies and other circumstances which may influence or affect their tender. A tenderer shall be deemed to have full knowledge of the Site, whether he inspects it or otherwise. Submission of a tender by a tenderer implies that he has read this notice and all other contract documents and has made himself aware of the scope and specifications of the work to be done and of conditions and rates at which stores, tools and local conditions and other factors bearing on the execution of the works.

Place :

Date :

Signature of the Tenderer

Seal with Address:

Contact No:

SECTION - V
SPECIAL INSTRUCTIONS TO TENDERERS

1. Tenderer should visit the site to familiarize themselves thoroughly with the site condition before submitting their tender. Non-familiarity with site condition will not be considered reason either for extra claim or for not carrying out the work in strict conformity with the schedule. Tenderer may contact RBI, Estate Department, Bengaluru for any information on site visit.
2. The details of Residential & Other Facilities are enclosed as **Annexure**.
3. The tenderer may please see & acquaint themselves and get satisfied about the areas, locations, situations etc. for all the items covered in the schedule of quantities (Section-VIII).
4. The contractor should issue **identity cards with photo** for all his workmen which should be worn by them on body while on duty.
5. The contractor should provide **workmen's uniform** (preferably over-coat type half shirt) with printed name of their firm on the back or front of the coat & to be worn by all the workmen while on duty.
6. A qualified supervisor having minimum qualification of Certificate in Pest Management and / or trained in pest control services by IPCA with _____ experience of 3 years in pest management works should be engaged by the contractor for supervising the work done by the trained pest –control workmen. The supervisor should be available to take instructions from the Bank's Caretakers and / or Security Officers.
8. The pest control workmen should preferably be male, as the job calls for typical type and multi-various nature. If the female workmen are employed, the contractor shall ensure that the incidents of sexual harassment at work-place are prevented as per related statute.
9. The tenderer should note that the rates quoted are all inclusive of labour, material, tools & tackles etc. required for completion of job. The Bank will not supply any tools, material or equipment.
10. The age of the **workmen deployed should not be less than 18 years**.
11. A penalty of Rs. 1,000.00 per occasion shall be levied for violation of safety norms including non-use of personal protective equipment. A penalty of Rs. 2,000.00 shall be levied if violation is repeated.
12. An adequate insurance coverage shall be arranged by the contractor for all employees/workmen against accident & the Bank shall not be responsible for any liability arising out of any accident / injury caused to the employees/workmen while executing the work.
13. The contractor shall make payments to the workers as per the Contract Labour Act once in a month on a specified date regularly and the payment should be made as per minimum wages act in the presence of authorized representative of the Bank.

14. **Payment of the bills** will be made on quarterly basis. The details of property wise area are given in Annex 1. Proportionate amount will be deducted from the bill for not servicing during that particular period. In case of failure on the part of the contractor to attend the complaints, treat the areas satisfactorily and timely as per periodicity, the Bank may get the work carried out through its other agencies at the risk and cost of the CAMC Contractor, besides taking other penal action in terms of the remedies available to the Employer under this Contract. The bill must contain the detailed record of the pest control job carried out by the contractor during the Quarter. A copy each of the pay-slips of all the workmen deployed during the month shall be enclosed with the every bill raised by the contractor.

15. The work should be accomplished between the working hours on all the working days and on additional days as per the requirement indicated by the Bank. Penalty clauses as described in the relevant items shall be applicable.

16. All complaints either lodged manually in the contractor's complaint registers, lodged over telephone or through complaint registers kept in Caretaker's office shall be collected by the Supervisor. The complaint number should be given to the complainer. All the complaints except major or special nature should be attended in 18 Hours (max.) & recorded in the complaint register regularly. The register duly signed by the contractors' supervisor & Bank's representative should be produce during the preparation of the running account bills.

17. **Renewal of contract:** The contract could be considered for further renewal for 12 months of 2021-22 and 12 months of 2022-23, on same terms and conditions with requisite increase in rates based on wholesale price index provided the Bank finds the services of the Contractor satisfactory and if Bank desires so. The decision of the Bank in this regard shall be final

18. Contractor shall obtain **Police Verification** report on character and antecedents of its personnel and other details relating to age, educational qualification, name and permanent address to be provided under this contract along with their passport size photographs before engaging them for duty in the security areas of the Bank's office Premises.

19. Labour Laws:

(a) All the labour laws enacted by Ministry of Labour and Employment, Government of India which are implemented through the offices of the Regional Labour Commissioner (Central) such as, The Contract Labour (Regulation and Abolition) Act 1970; The Building and Other Construction Workers (Regulation of Employment and Condition of Services) Act 1995; Interstate Migrant Workmen (Regulation of employment of and condition of Service) Act 1979; The payment of Wages Act; The Minimum Wages Act; The Equal Remuneration Act; The Payment of Gratuity Act; The Payment of Bonus Act; The Industrial Disputes Act, 1947; Child Labour (Prohibition and Regulation) Act, 1986; The Maternity Benefit Act 1961 shall be strictly implemented by the contractor insofar as the same are applicable to this contract.

(b) The offices of the Regional Labour Commissioner (Central), Bengaluru will have the jurisdiction over the implementation of the labour laws under this contract.

20. List of acts and omissions for which fines can be imposed in accordance with rule 10 (vi) contractor's labour regulations

1. Willful insubordination or disobedience, whether alone or in combination with other.
2. Theft, fraud or dishonesty in connection with the Contractors beside a business or property of Reserve Bank of India .
3. Taking or giving bribes or any illegal gratifications.
4. Habitual late attendance.
5. Drunkenness fighting, riotous or disorderly or indifferent behaviour.
6. Habitual negligence.
7. Smoking near or around the area where combustible or other materials are locked.
8. Habitual indiscipline.

9. Causing damage to work in the progress or to property of the Reserve Bank of India or of the Contractor.
10. Sleeping on duty.
11. Malingering or slowing down work.
12. Giving of false information regarding name, age father's name etc.
13. Habitual loss of wage cards supplied by the employers.
14. Unauthorised use of employer's property for manufacturing or making of unauthorised articles at the work place.
15. Bad workmanship and maintenance by skilled workers which is not approved by the Reserve Bank of India and for which the contractors are compelled to undertake rectifications.
16. Making false complaints and/or misleading statements.
17. Engaging on trade within the premises of the establishments.
18. Any unauthorized divulgence of business affairs of the employees.
19. Collection or canvassing for the collection of any money within the premises of an establishment unless authorized by the employer.
20. Holding meeting inside the premises without previous sanction of the employers.
21. Threatening or intimidating any workman or employer during the Working hours within the premises

If the contractor fails to maintain the lawns, plantation areas to the satisfaction of department, penalty @Rs 50/sqmtr area for particular portion shall be levied for every violation. The maximum penalty shall be levied up to 10% of the total quote. In case, even after work is found to be unsatisfactory, RBI shall terminate the contract with bidder

21. During the currency of the contract the contractor shall not claim for any additional remuneration/reimbursement of expenses over and above the contracted amount of compensation. The service personnel so engaged by contractor would always be deemed to be his/their personnel and would not have any claim on the Bank what so ever.
22. Insurance Clause: The contractor should indemnify the Bank for any loss / damage caused to the Bank's properties / persons or claims made against the Bank by the public / any other third party, the contractor at his own expenses arrange to make policy of Insurance with the Bank covering all claims made under the Workmen's Compensation Act or any other statute in force till the completion of the contract.
23. The contractor should adhere to the provisions of the Minimum Wages Act and other related labour Acts enacted by the Central Governments from time to time.
24. The agreed contract amount shall be fixed throughout the tenure of contract and will not subject to any fluctuations due to increase in the cost of materials, labour. Rate quoted shall also include Sale tax, Octroi, Income Tax, Work Contract Tax, Service Tax or any other taxes required under the statute, if any , no additional amount will be paid.
25. The contract will be for a period of one year. The Bank may cancel the contract after giving a notice of one month to the Contractor. If the Contractor wants to cancel the contract he will have to give a notice of two months to the Bank in advance. The contract can be renewed subject to the satisfactory service rendered by the Contractor and on mutual agreed condition by both the parties.
26. The contractor shall arrange to carry out police verification of the staff employed by him and submit the verified documents.
27. The tender for the work shall remain open for acceptance for a period of 90 days from the date of opening of Part II of tender. If any tenderer withdraws his tender before the said period, then the Bank shall be at liberty to forfeit the EMD deposited along with the tender.
28. The bank has reserves the right to accept or cancel the tender at any point of time

29. Bank is not bound to accept the lowest on any tender. The Bank reserves the right to withhold the issue of application form/quotation to any or all the applicants and split award the work to different agencies without assigning any reason therefor.

30. All the bill should be submitted separately with the Asst Caretakers/Security Officers/Banks' Engineers certificate duly attached along with Annexure.

Date:
Place:

Signature
Name of Tenderer:
Address with seal:

GST No :
PAN No/TIN No :

Place :
Date :

Signature of the Tenderer

Seal with Address:

Contact No:

Section VI
Part I- Technical & Commercial

3.3.1 Part-I shall contain the un-priced tender consisting of complete technical specifications including documents, commercial terms and conditions.

3.3.2 Pre-Qualification documents of the e-Tender shall contain the following:

- a) Power of Attorney/authorisation with the seal of the company/firm Power of Attorney / authorization with the seal of the company / firm in the name of the person signing the tender documents.
- b) List of deviation, if any, in technical specification.
- c) The tenderer should have maintenance set-up at Bengaluru in Karnataka State or nearest city, address & telephone / fax nos. of maintenance set-up shall be indicated.
- d) Technical data sheet as given under Annexure A shall be filled up giving full information.
- e) Other Certificates / Declarations as per Annexures enclosed to be submitted.
- f) Duly filled in and signed copies of client's reports (from two clients in the attached format, for whom similar works is executed) and Banker's certificate.

3.3.3 The Tenderers are advised to visit the site and acquaint themselves of the site conditions before tendering.

3.3.4 The tenderers are advised to submit the tender based strictly on the General Conditions of the Contract and Technical Specifications contained in the tender documents, and not to stipulate any deviations. If acceptance of the terms and conditions given in the tender documents has any price implications, the same should be considered and included in the quoted price. **A tender containing deviation from the terms and conditions is liable for rejection.**

3.3.5 All information, correspondence letters shall be addressed to **Regional Director, Reserve Bank of India, Estate Department, Bengaluru.**

3.4 Part II – Price Bid

Part II – “Price bid”, supplied along with the e-Tender.

- a) This part shall contain prices in Indian Rupees only with break-up of price as per format (Part II). Change of terms and conditions and technical deviations, if any, found in Part II of the tender will not be taken in to account and will be treated as null and void.
- b) No request for any change in rate or conditions after the opening of the part II of the tender will be entertained.
- c) For any item, if the rate and amount do not tally with respect to the quantity, then the amount arrived on the basis of quoted rates shall only be acceptable and in case of variation of rates in figures and words, the rate quoted in words will only be considered for arriving at the total amount for that item.

3.5 Opening of Tender

Part I of the tenders will be opened on **November 05, 2020 at 3.00 pm** on the “mstc ecommerce” website. Price bid (Part II) of only those tenderers who are found eligible after scrutiny of their Part I of the tenders will be opened on a subsequent working day which will be

intimated to all the eligible tenderers. The tenderers are advised to remain present during the opening of Part I and Part II of the tenders or follow the mstc website.

3.6 Brief Scope of Work

3.6.1 The scope of work shall include the following.

Annual Maintenance Contract for Pest Control Services at Bank's Main Office and six residential colonies.

3.7 Validity of Tender

The Tender along with the prices shall remain valid initially for a period of 90 days from the date of opening of Part I of tender, which period may be further extended by mutual agreement in writing by the Tenderer and the Tenderer shall not cancel or withdraw the tender during this period.

3.8 Lowest Tender Not Necessarily To Be Accepted

3.8.1 The Bank is not bound to accept the lowest or any tender or to assign any reason for non-acceptance.

3.8.2 The tenderers shall not be entitled to claim any costs, charges, damages and expenses of and incidental to or incurred by him through or in connection with his submission of tenders, even though the Bank may elect to modify/withdraw the tender.

3.9 Earnest Money, Security Deposit & Security during Defect liability period

3.9.1 The EMD paid by the tenderer shall be held by the Reserve Bank of India as security for the execution and due fulfilment of the Contract. EMD for unsuccessful tenderers will be released after awarding of tender. EMD of successful tenderer will be retained as Security Deposit till the contract exists.

3.9.2 All compensation or other sums of money payable by the Contractor to the Employer under the terms of this Contract may be deducted from the security deposit, if the amount so permits unless the contractor deposits such amounts in cash within ten days of issue of demand notice by the Bank.

3.10 Terms of Payment

The monthly payment (=Annual amount quoted divided by 12) against respective items mentioned in schedule of quantity will be made after satisfactory completion of work and the certificate from the official/s designated for the purpose on production of documentary proof like route charts, bank statements etc.

3.11 Taxes.

3.11.1 **The rates for the items in Part II should be quoted exclusive of GST.** However, all the items under-price bid will be subjected to GST at applicable rates and the entire value will be taken as the total contract value. As per Indian laws, income tax will be deducted at source and a certificate for the same will be issued to the contractor.

3.12 Insurance

For the protection of workers, necessary insurance covers (in joint names with RBI name and having RBI name as the first name) should be obtained at the cost of tenderer and submitted to RBI.

3.13 Signing of Contract Agreement

3.13.1 The General instructions to the tenderers and special conditions, conditions hereinbefore referred to as Conditions of Contract and Technical Specifications and drawings enclosed with

the tender documents, the subsequent correspondence exchanged between the Bank and the tenderer and the work order placed shall be the basis of the final contract to be entered into with the successful tenderer.

3.13.2 The Tenderer shall go through the terms and conditions given in the general conditions of contract herewith and his offer shall be strictly in line with the terms specified therein. No deviation from the terms and conditions specified shall be acceptable. Each page of the tender documents should be signed for his/their having acquainted himself/themselves in the general conditions of contract, Technical specifications, etc.

3.13.3 The tender submitted on behalf of a firm shall be signed by all the partners of the firm or a partner who has the necessary authority on behalf of the firm to enter into the proposed contract. Otherwise the tender may be rejected.

3.13.4 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. Notwithstanding the signing of the agreement the written acceptance by the Reserve Bank of India of a tender in itself will constitute a binding agreement between the Reserve Bank of India and the person so tendering, whether such contract is subsequently executed or not.

The contractor shall not assign the contract. He shall not sublet any portion of the contract except with the written consent of the Employer. In case of breach of these conditions, the Employer may serve a notice in writing on the Contractor rescinding the contract whereupon the security deposit shall stand forfeited to the Employer, without prejudice to his other remedies against the Contractor.

3.14 Language

The Tender including all labels in drawings, documents, catalogues etc. shall be in English.

3.15 Right to Accept Part Tender

The Bank reserves the right to accept the tender either in whole or in part at the same prices quoted by the Tenderer.

3.16 Other Issues

3.16.1 The Contractor shall carry out all the work strictly in accordance with the detailed specifications and instructions of the Bank's engineer. If in the opinion of the Bank, any nominal changes have to be made to suit the site condition and with the prior approval in writing of the Employer, the Contractor shall carry out the same without any extra charge.

3.16.2 The tenderer is requested to examine the drawings, inspect the site of the work, and acquaint himself with all local conditions, means of access to the work, nature of the work, etc. before submission of tender.

3.16.3 A Schedule of Probable Quantities in respect of each work and Specifications accompany these Special Conditions. The Schedule of Probable Quantities is liable to alteration by omissions, deductions or additions at the discretion of the Employer. Each tender should contain not only the rates but also the value of each item of work entered in a separate column and all the items should be totaled in order to show the aggregate value of the entire tender.

3.16.4 The rates quoted in the tender shall include all charges for scaffoldings, watching and lighting by night as well as day including Sundays and holidays, protection of all other erections, matters or things and the Contractor shall take down and remove any or all such centering, scaffolding, etc. as occasion shall require or when ordered so as to do, and fully reinstate and make good all matters and things disturbed during the execution of work and to the satisfaction of the Bank.

3.16.5 The contractor shall not be entitled to any compensation for any loss suffered by him on account of delays in commencing or executing the work, whatever the cause of delays may be, including delays arising out of modifications to the work entrusted to him or in any sub-contract connected therewith or delays in awarding contracts for other trades of the project or in commencement or completion of such works. The Employer does not accept liability for any sum besides the tender amount, subject to such variations as are provided for herein.

3.16.6 The successful tenderer is bound to carry out all items of work necessary for completion of the job even though such items are not included in the quantities and rates. Schedule of instruction in respect of such additional items and their quantities will be issued in writing by the Bank.

3.17 Minimum wages to the workmen: The contractor shall ensure that minimum wages as per Code on Wages 2019 as Central Minimum Wages Act, 1948 as applicable from time to time or any other statutory requirement, are paid to all the workmen.

3.18 The contractor shall adhere to various provisions of the Contract Labour (Regulation & Abolition) Act 1970, if applicable under the said contract, and fulfil all the statutory requirements.

3.19 The successful tenderer must co-operate with the other contractors appointed by the Bank so that the work shall proceed smoothly with the least possible delay.

3.20 Tenderer must fill up all the forms & Annexures

3.21 The rates shall also be firm and shall not be subject to exchange variations, labour condition, fluctuations in railway freights or any conditions whatsoever. Tenderers must include in their rates sales tax, excise duty, customs duty, octroi work contract tax, GST and any other tax and duty or other levy levied by the Central Government or any State Government or local authority, if applicable. No claim in respect of any taxes / duties / octroi / other levies, whether existing or future shall be entertained by the Employer.

3.22 The tenderer/s should note that unless otherwise stated the tender is strictly on item rate basis and his/her/their attention is drawn to the fact that rates for each and every item should be correct, workable and self-supporting. Before quoting the rates the tenderer/s should inspect the site and understand for himself/herself/themselves about the nature and scope of the work.

3.23 No advice of any change in rate/s or of condition/s after the opening of the tender shall be entertained.

3.24 The successful tenderer shall deposit a Performance Bank Guarantee (PBG) of 5% of the Contract Value as further security for the due fulfillment of the contract by the Contractor. The PBG shall remain valid up to 1 year.

3.25 Sales Tax on works contract and other TDS shall also be deducted at source by the Bank and paid to the statutory authorities.

3.26 All compensation or other sums of money payable by the contractor to the Bank under the terms of this Contract may be deducted from his PBG.

3.27 The Contractor/s shall, before commencing work, prepare a detailed work program in consultation with the Bank's bill certifying. The said program shall be approved by the Bank. The work shall be carried out in such a manner that there shall be minimum disruption to Bank premises and it's working. The detailed work program shall be drawn accordingly.

Witness

Signature of the tenderer

Address

Address

Date

Date

Section -VII

Special Conditions

1. In case of any dispute arising out of this agreement, the decision of the Bank will be final and binding on the contractor. An Agreement shall be executed in duplicate, the Bank retaining the Original and the contractor retaining the duplicate thereof. The stamp duty on the original and the duplicate shall be borne by the contractor. The Bank will not provide accommodation to the contractor in the premises.
2. **Contractors shall maintain a record of payment to their workers and shall submit along with the bill. Bank reserves the right to depute officer/ staff to verify minimum wages.**
3. **The contractor should submit proof of evidence of payment towards salary as well as contribution to PF and ESI of the employees employed by him in the Bank along with the bills on monthly basis**
4. Electricity and water shall be given to agency at nearest available point free of cost by the Bank, but all the other arrangements have to be made by the contractor at their own.
5. The rate quoted by the contractor shall comply with /Minimum Wages Act 1948/Code on Wages 2019 regarding minimum wages. (Notification F. No 1/36(3)/2019-LS-II dated 23.09.2019 issued by Office of Labour Commissioner (C), Ministry of Labour & Employment, GoI) Minimum wages per day for supervisor and unskilled labour shall be as indicated in the Manpower Price Schedule. The contractor has to note this and take into account while quoting the work. Any variation/not following the above, may lead to disqualification.
6. Agency is required to give prompt service. Contractor shall complete the task based on the waste generated on the same day. However, for major work, agency shall complete the job as directed by the Bank. In case of inordinate delay beyond the stipulated time, Bank has a right to levy a penalty for each unattended complaint.
7. The personnel deployed should be well experienced and trained adequately and of sound health. The workers / staff employed should be well groomed and shall wear color code Uniforms, pant+ shirt+ shoes+ cap+ gloves for male and suit/saris+ aprons + cap+ Gloves for ladies staff. Any indecent behavior or suspicious activities of the staff employed by the contractor shall be viewed seriously and a suitable penalty as decided by Bank shall be levied on the contractor. The contractor will be required to submit daily labor report duly signed by contractor to the Bank's Caretaker. The contractor must employ adult and unskilled/skilled labor only. Employment of child labor will lead to termination of the contract. They should have knowledge of local language and preferably Hindi also
8. The Contractor should be able to supervise the work done by the labourers engaged by him either directly or through a supervisor.
9. In case of any person found giving poor workmanship, misbehaving, disobeying instruction of the Bank, etc., the agency will replace such person(s) from the work as directed by the Bank.
10. The contract will be for a period of one year. The Bank may cancel the contract after giving a notice of one month to the Contractor. If the Contractor wants to cancel the contract he will have to give a notice of two months to the Bank in advance. The contract can be renewed subject to the satisfactory service rendered by the Contractor and on mutual agreed condition by both the parties.

Signature

Place:

Name of Tenderer

Address with seal

Section VIII
SCOPE OF WORK

Scope of work:

Pest-Control Services shall be provided and other works incidental to these services shall be carried out at:

I. Office Buildings (Details as per Property Register) Plot area: 20,000 Sq.Yard,

Sl.No. 1	Location* 2	Year of construction - 3		Built up area 4	No. of floors 5
		Started on	Completed on		
1	(a)Main Office Building 10/3/8,Nrupathunga Road, Bangalore – 560 001.	05/01/1970	06/01/1973	1,49,223.00 Sq.ft	B.F + G.F + 3 floor
	(b) Main Office Building EXPANSION (South Side & 4 th floor)	30/09/1984	30/11/1986	42,000.00 Sq.ft	Extension of building 1)South Wing = B.F + G.F +1to 3 floor 2) Entire area of 4 th floor
			Total Area =	1,91,223.00 * Sq.ft	
2	Annexe Building	December- 1967	March-1969	23,698.96* Sq.ft	G.F + 2 floor

*inclusive of area of RD residence ,4-Officers Flats,2-Class III Flats,4-Class IV Flats

II. Residential Buildings (Details as per property Register)

Sl.No 1	Location 2	Year of construction-3		Built up area 4	Type of flats** 5	No. of flats 6	No. of buildings 7	No. of floors 8
		Started on	Completed on					
1	Officers' Quarters, 11/27, Cunningham Road , Bangalore -52. Plot area: 17565 sq yard acquired from private party on 23/01/1964	29/09/1970	13/01/1973	33,824.00 Sq.ft	<u>Class-I</u> Officers (A/B)	30 flats	4 Blocks	G.F + 3
				41,725.00 Sq.ft	Senior Officers	24 flats	3 Blocks	
				600 Sqft	Class IV	2Flats		G.F+1
2	(a) Staff Qrts., PHASE-I No.3A, Osborne Road, Bangalore-42. Plot area: 17873 sq yard acquired from private party on 24/11/1966	June-1973	Feb-1978	41,040.00S q.ft	<u>Class-III</u> Block: A,B,C & D	128 flats	4 Blocks	G.F + 3
				28,024.00 Sq.ft	<u>Class-IV</u> E-Block	58 flats	1 Block	G.F + 3
	(b) Staff/ Officers' Quarters. PHASE-II No.60/1,60/3 &60/4, Osborne Road, Bangalore-. Plot area: 68250 sq ft acquired from private party on 21/12/1983 & 20/09/1984,Free hold	Feb/July -1984	31/05/1987	7857.909 Sq.m	<u>Class-I</u> Block : N,P & G	23 flats	3 Blocks	G.F + 3
				<u>Class-III</u> Block: F,H,J,K,L ,M	93 flats	6 Blocks	G.F + 3	
					Note: 46 Class-III flats have been converted in to 23 Class-I flats.			

Sl.No 1	Location 2	Year of construction-3		Built up area 4	Type of flats** 5	No. of flats 6	No. of building s 7	No. of floors 8
		Started on	Complete d on					
3	Officers' Quarters, 11/27, Cunningham Crescent Road , Bangalore-52. Plot area: 24334 sq ft under package deal basis on 30/01/1981, Lease hold 93 years 3 month	January-1981	July-1986	5923.75 Sq.m Stilt Area: 727.59 sq mtr	Class-I	56 Flats	1 (Two Wing)	G.F + 7 (G.F. is parkin g area)
4	Staff/Officers' Quarters, No.488/1, R.P.C- Layout, 9 th Cross, Vijaya Nagar, Bangalore. Plot area: 26200 sq ft under package deal basis on 15/07/1988, Free hold	July-1986	05/08/1988	47857.00 Sq.ft	Class-I	Block: A 8 Flats (16 Class- III flats have been conve rted in to 8 Class- I flats.)	1 Block	G.F +7
					Class-III	Block: A,B,C A=10 B=26 C=26 Total= 62 Flats	3 Block	G.F + 7

Sl.No 1	Location 2	Year of construction-3		Built up area 4	Type of flats** 5	No. of flats 6	No. of buildings 7	No. of floors 8
		Started on	Completed on					
5	Staff Quarters, Nandini layout, Bangalore. Plot area: 4431 sq mtr	Purchased from Bangalore Development Authority(BDA) under self financing housing Scheme.		6023.97 Sq.m	Class-IV	108 Flats	9 Blocks	G. F + 3
6	Officers' Quarters, National Games Village, Koramangala, Bangalore.	*Purchased from Karnataka Housing Board (Ready Built Flats)	June-1999	145716.1 79 Sq.ft + 269.00 Sq.ft (4 Nos. Shops)	Class-I	100 flats	4 - Tower	G. F +7 (G. F is par kin g Are a)

Pest control AMC services to be provided in all the above-noted properties

1	Carpet area	As detailed above under various properties.
2	Working hours	Normal working will be from 9:30 hrs. to 17:30 hrs.
3	Minimum manpower	For pest control services minimum one workman and one supervisor will be required.
4	Periodicity of various pest control treatment activities	

A	<p>Disinfestation Treatment using herbal baits internal: Carrying out bait treatment in the flats by using herbal non-toxic (harmless to human beings) products. Keeping sufficient nos. of baits in each room which should be effective till next treatment falls due. The treatment shall aim to control house-hold pests like, cockroaches, silver fish, bed bugs, red and black ants, spiders, flies, fleas, mosquitos, similar other crawling/flying insects, etc. and lizards. The treatment includes removal and disposal of old baits etc. Complete. If treatment is not found effective, additional treatment at no extra cost will have to be carried out. The Job-card should be got filled in and signed by the end users and should be enclosed with the bills for making payments.</p>	Once in 3 (three) months.
B	Do but for office buildings.	Once in a month
C	Do but in the kitchen and dining areas of Staff canteen, Officers lounge and dining room.	Once in a fortnight.
D	<p>Disinfestation in open areas using chemical sprays: Carrying out Pest Control Treatment in all the common areas in the residential and office complexes such as staircase / lobbies / passage / corridors etc. the item of work includes opening manholes / inspection chambers / gully traps etc. covers and replacing the same in position to restore normalcy after spraying ISI approved chemicals (natural oil base in proportion specified by the manufacturers). If treatment is not found effective, additional treatment at no extra cost will have to be carried out. The Job-card should be got filled in and signed by the Caretaker and should be enclosed with the bills for making payments.</p>	Once in a month

E	<p>Disinfestation in covered carpet areas using chemical sprays: Do but inside the flats / office areas. If treatment is not found effective, additional treatment at no extra cost will have to be carried out. The Job-card should be got filled in and signed by the Occupant of the flats/ end user / Caretaker, as the case may be, and should be enclosed with the bills for making payments.</p>	Once in a month.
F	<p>External Rodent Control Treatment: Rodent Control Treatment for controlling Rats, Mice & Bandicoots at Bank's Office and Staff Quarters Premises. If treatment is not found effective, additional treatment at no extra cost will have to be carried out. The Job-card should be got filled in and signed by the Caretaker and should be enclosed with the bills for making payments.</p>	As and when required but at least once in three months
G	<p>Internal Rodent Control Treatment: Rodent Control Treatment for controlling Rats, Mice & Bandicoots in Office and residential buildings. If treatment is not found effective, additional treatment at no extra cost will have to be carried out. The Job-card should be got filled in and signed by the Occupant of the flats/ end user / Caretaker, as the case may be, and should be enclosed with the bills for making payments.</p>	As and when required but at least once in three months
H	<p>External Fogging Treatment: in Main Office and Residential Premises Providing and executing the fogging treatment for Mosquito and other flying insects-control for all open areas etc. all complete as directed by certifying officer. The Job-card should be got filled in and signed by the end user / Caretaker, as the case may be, and should be enclosed with the bills for making payments.</p>	As and when required but at least once in a fortnight.

I	Certification of the work done: Whenever any fortnightly / monthly / once in three months / once in six months treatment is given to any of the afore-said properties, giving full details (flat/office-wise) including common areas along with the bills duly certified by the Caretaker and AM (P&S) / Manager (P&S) are essential for settling the bills.	Once in three months
J	Payment of bills	Once in three months.

2. The contractor shall

- A. Supply identity cards to his/her employees or agents who shall be doing the subject job at all the properties. All the employees and agents should bear the identity card for all the times they are working in the said properties.
- B. Provide distinct uniforms to his/her employees or agents different from the Bank's employees. The uniform should have "PEST-CONTROLLER" and "PEST-MANAGEMENT SUPERVISOR" stitched or embroidered on the jacket/shirt and also logo of the contractor's firm/company and shall be kept neat, tidy and in a wearable condition.
- C. Obtain Police Verification of all his/her employees or agents who shall be working in Bank's office premises.

Place :

Date :

Signature of the Tenderer

Seal with Address:

Contact No:

Section-IX Specifications

General:

Pest Management is an integrated approach to tackling a pest problem, which includes control (either physical or chemical) and prevention. The professional pest manager needs knowledge and skills, along with the latest products and equipment, in order to provide effective solutions to customers. Knowledge of local and international Regulatory, Hygiene & Safety Standards and conforming to these, forms an integral part of every pest manager's responsibility.

2. Pest-Control Services shall be provided and other works incidental to these services shall be carried out at **Bank's Office Building premises at Nrupathunga Road; Reserve Bank Residential Accommodation at Cunningham Road ,Cunningham Crescent, National Games Village(Kapila Block) Koramangala, Osborne Road ,RPC layout and at Nandini layout.**

3. High standard of pest control services shall be maintained by using ultramodern equipment and materials like the same are maintained at major Airports, 5-Star Hotels etc.

4. Safety is key when using various pesticides / other products. Ensure that the workers wear appropriate protective clothing, rubber gloves, face masks, follow the directions on the label of any product, follow the instructions of the qualified pest management Supervisor and ventilate the room when using strong chemicals. Use biocides safely. Always read the label and product information before use.

5. Pesticide Regulations in India

The Insecticides Act, 1968 and Insecticides Rules, 1971 regulate the import, registration process, manufacture, sale, transport, distribution and use of insecticides (pesticides) with a view to prevent risk to human beings or animals and for all connected matters, throughout India. All insecticides (pesticides) have to necessarily undergo the registration process with the Central Insecticides Board & Registration Committee (CIB & RC) before they can be made available for use or sale. Thus, technically all insecticides (pesticides) in India are those substances that are listed on the "Schedule" of the Insecticides Act, 1968. The Registration Certificate mandates that a label be put on the packaging, which clearly indicates the nature of the insecticide (Agricultural or Household use), composition, active ingredient, target pest(s), recommended dosage, caution sign and safety precautions. Therefore, a pesticide labelled for agriculture should not be used in a household.

6. Materials:

All the pesticides, insecticides, rodent repellents, other required materials and equipment will be provided by the contractor.

7. The CIB & RC scrutinizes and periodically reviews all pesticides and their usage - some are banned from registration itself. Sometimes a pesticide can be banned even after registration when it causes serious environmental and public health concerns. Some pesticides are meant for "Restricted Use" which means that they can be used only for prescribed purposes and by authorized personnel by obtaining the appropriate Government license.

8. Following materials shall not be employed for pest-control services to be provided to the Employer:

LIST OF PESTICIDES WHICH ARE BANNED, REFUSED REGISTRATION AND RESTRICTED IN USE: (As on 20th October 2015)

I. PESTICIDES / FORMULATIONS BANNED IN INDIA

A	Pesticides Banned for manufacture, import and use
	Aldicarb (vide S.O. 682 (E) dated 17 th July 2001)
	Aldrin
	Benzene Hexachloride
	Calcium Cyanide
	Chlorbenzilate (vide S.O. 682 (E) dated 17 th July 2001)
	Chlordane
	Chlorofenvinphos
	Copper Acetoarsenite
	Dibromochloropropane (DBCP) (vide S.O. 569 (E) dated 25 th July 1989)
	Dieldrin (vide S.O. 682 (E) dated 17 th July 2001)
	Endrin
	Ethylene Dibromide (EDB) (vide S.O. 682 (E) dated 17 th July 2001)
	Ethyl Mercury Chloride
	Ethyl Parathion
	Ethylene Dibromide (EDB) (vide S.O. 682 (E) dated 17 th July 2001)
	Heptachlor
	Lindane (Gamma-HCH)
	Maleic Hydrazide (vide S.O. 682 (E) dated 17 th July 2001)
	Menazon
	Metoxuron
	Nitrofen
	Paraquat Dimethyl Sulphate
	Pentachloro Nitrobenzene (PCNB) (vide S.O. 569 (E) dated 25 th July 1989) Sodium Methane Arsonate
	Phenyl Mercury Acetate
	Pentachlorophenol
	Tetradifon
	Toxaphene (Camphechlor) (vide S.O. 569 (E) dated 25 th July 1989)
	Trichloro acetic acid (TCA) (vide S.O. 682 (E) dated 17 th July 2001)
B	Pesticide formulations banned for import, manufacture and use
	Carbofuron 50% SP (vide S.O. 678 (E) dated 17 th July 2001) Methomyl 12.5%
	Methomyl 24% formulation
	Phosphamidon 85% SL

C	Pesticide / Pesticide formulations banned for use but continued to manufacture for export Captafol 80% Powder (vide S.O. 679 (E) dated 17th July 2001) Nicotin Sulfate
D	Pesticides Withdrawn
	Dalapon Ferbam Formothion Nickel Chloride Paradichlorobenzene (PDCB) Simazine Sirmate (S.O. 2485 (E) dated 24th September 2014) Warfarin (vide S.O. 915 (E) dated 15th June 2006)

IIPESTICIDES REFUSED REGISTRATION

Sr. No.	Name of Pesticides
1	2,4, 5-T
2	Ammonium Sulphamate
3	Azinphos Ethyl
4	Azinphos Methyl
5	Binapacryl
6	Calcium Arsenate
7	Carbophenothion
8	Chinomethionate (Morestan)
9	Dicrotophos
10	EPN
11	Fentin Acetate
12	Fentin Hydroxide
13	Lead Arsenate
14	Leptophos (Phosvel)
15	Mephosfolan
16	Mevinphos (Phosdrin)
17	Thiodemeton / Disulfoton
18	Vamidothion

III. PESTICIDES RESTRICTED FOR USE IN THE COUNTRY

S. No.	Name of Pesticides	Details of Restrictions
1.	Aluminium Phosphide	<p>The Pest Control Operations with Aluminium Phosphide may be undertaken only by Govt. /Govt. undertakings / Govt. Organizations / pest control operators under the strict supervision of Govt. Experts or experts whose expertise is approved by the Plant Protection Advisor to Govt. of India except ¹Aluminium Phosphide 15 % 12 g tablet and ²Aluminum Phosphide 6 % tablet. <i>[RC decision circular F No. 14-11(2)-CIR-II (Vol. II) dated 21-09-1984 and G.S.R. 371(E) dated 20th may 1999].</i> ¹Decision of 282nd RC held on 02-11-2007 and, ²Decision of 326th RC held on 15-02-2012.</p> <p>The production, marketing and use of Aluminium Phosphide tube packs with a capacity of 10 and 20 tablets of 3 g each of Aluminium Phosphide are banned completely. (S.O.677 (E) dated 17thJuly, 2001)</p>
2.	Captafol	<p>The use of Captafol as foliar spray is banned. Captafol shall be used only as seed dresser. (S.O.569 (E) dated 25thJuly, 1989)</p> <p>The manufacture of Captafol 80 % powder for dry seed treatment (DS) is banned for use in the country except manufacture for export. (S.O.679 (E) dated 17thJuly, 2001)</p>
3.	Cypermethrin	<p>Cypermethrin 3 % Smoke Generator, is to be used only through Pest Control Operators and not allowed to be used by the General Public. [Order of Hon,ble High Court of Delhi in WP(C) 10052 of 2009 dated 14-07-2009 and LPA-429/2009 dated 08-09-2009]</p>
4.	Dazomet	<p>The use of Dazomet is not permitted on Tea. (S.O.3006 (E) dated 31st Dec, 2008)</p>
5.	Diazinon	<p>Diazinon is banned for use in agriculture except for household use. (S.O.45 (E) dated 08th Jan, 2008)</p>
6.	Dichloro Diphenyl Trichloroethane (DDT)	<p>The use of DDT for the domestic Public Health Programme is restricted up to 10,000 Metric Tonnes per annum, except in case of any major outbreak of epidemic. M/s Hindustan Insecticides Ltd., the sole manufacturer of DDT in the country may manufacture DDT for export to other countries for use in vector control for public health purpose. The export of DDT to Parties and State non-Parties shall be strictly in accordance with the paragraph 2(b) article 3 of the Stockholm Convention on Persistent Organic Pollutants (POPs). (S.O.295 (E) dated 8th March, 2006)</p> <p>Use of DDT in Agriculture is withdrawn. In very special circumstances warranting the use of DDT for plant protection work, the state or central Govt. may purchase it directly from M/s Hindustan Insecticides Ltd. to be used under expert Governmental supervision. (S.O.378 (E) dated 26thMay, 1989)</p>

7.	Fenitrothion	The use of Fenitrothion is banned in Agriculture except for locust control in scheduled desert area and public health. (S.O.706 (E) dated 03 rd May, 2007)
8.	Fenthion	The use of Fenthion is banned in Agriculture except for locust control, household and public health. (S.O.46 (E) dated 08 th Jan, 2008)
9.	Methoxy Ethyl Mercuric Chloride (MEMC)	The use of MEMC is banned completely except for seed treatment of potato and sugarcane. (S.O.681 (E) dated 17 th July, 2001)
10.	Methyl Bromide	Methyl Bromide may be used only by Govt./Govt. undertakings/Govt. Organizations / Pest control operators under the strict supervision of Govt. Experts or Experts whose expertise is approved by the Plant Protection Advisor to Govt. of India. [G.S.R.371 (E) dated 20 th May, 1999 and earlier RC decision]
11.	Methyl Parathion	Methyl Parathion 50 % EC and 2% DP formulations are banned for use on fruits and vegetables. (S.O.680 (E) dated 17 th July, 2001) The use of Methyl Parathion is permitted only on those crops approved by the Registration Committee where honeybees are not acting as a pollinators. (S.O.658 (E) dated 04 th Sep., 1992.)
12.	Monocrotophos	Monocrotophos is banned for use on vegetables. (S.O.1482 (E) dated 10 th Oct, 2005)
13.	Sodium Cyanide	The use of Sodium Cyanide shall be restricted for Fumigation of Cotton bales under expert supervision approved by the Plant Protection Advisor to Govt. of India. (S.O.569(E) dated 25 th July, 1989)

9. Workmanship:

All the pest-control treatment and other works incidental thereto shall be carried out in the most workmen like manner. The normal working hours of the workmen are detailed below each and every property to be managed.

10. Mode of measurements:

How the work attended to at each and every property to be housekeep-maintained shall be measured and paid for has also detailed in this document.

I/We hereby declare that I/we have read and understood the above instructions for the guidance of tenderers.

Place :

Date :

Signature of the Tenderer

Seal with Address :

Contact Nos. :

SECTION – X – Formats and Registers

1. Format of Job Card

1	Name of the Contractor	:	
2	Address of the Contractor	:	
3	Contact Number	:	
4	Number and date of Contract	:	
5	Nature of the Contract	:	

6	Location of the complaint/s	:	
7	Date of recording complaint/s	:	
8	Complaint/s No/s.	:	
9	Nature of complaint/s	:	
(a)			
(b)			

10	Materials consumed in rectification of complaints		
	Description of the materials	Quantity	Remarks

11. Complaints recorded at Sl. No. ___ to ___ attended to and rectified satisfactorily.

12. Complaints recorded at Sl. No. ___ to ___ attended to but are pending rectification.

Signature of the workman
Name:
Date:
Mobile:

Signature of Complainant
Name:
Date:
Mobile:

Signature of the Caretaker
Name:
Date:
Mobile:

Signature of supervising officer
Name:
Date:
Mobile:

1. Register of workmen

1	Name and address of the Contractor		
2	Number and date of Contract		
3	Name and address of the Department awarding the contract		
4	Nature of the Contract and location of the work		
5	Duration of the Contract		

Sr.No	Name and Surname of the workers	Age&Sex	Father's/Husband'sName	Nature of &EmploymentDesignation	Permanent HomeAddressofEmployee(Village,Dist.Thana)	PresentAddress	Date of	Commencement ofemployment	Date ofterminationon leavingemployment	Signature or thumbimpressionofthee mployee	Remarks
1	2	3	4	5	6	7	8	9	10	11	

2. EMPLOYMENT CARD

	Name and Sex of the worker	:	
	Father's/Husband's Name	:	
	Address	:	
	Age or Date of Birth	:	
	Identification mark	:	
Particulars of next of kin (Wife/Husband and Children, if any, or of dependent next of kin in case the worker has no wife / husband or child)			
	Name and Sex of the worker	:	
	Name of next of kin / of dependent next of kin	:	
	Full Address of Dependent (Specify, Village, Dist. and State)	:	

Sr.No.	Name and address of employer (specify whether contractor or sub-contractor)	Particulars of location of worksite and description of work	Total period for which the worker is employed (From.....)	Actual number of days worked	Leave taken (No of days should be specified)	Nature of work done by the worker	Wage period	Wage rate with particulars of unit in case of piece work	Total wage earned by the worker during the periods shown under Col.5	Remarks	Signature of the employer
1	2	3	4	5	6	7	8	9	10	11	12

N.B. For a worker employed at one time piece work basis and at another on daily wages, relevant entries in respect of each type of employment should be made separately.

3. REGISTER OF WAGES - CUM - MUSTER ROLL

	Name & Address of the contractor	:	
	Number and date of Contract	:	
	Name and address of the Department awarding the Contract	:	
	Nature of the Contract and location of the work	:	
	Duration of the Contract	:	
	Wage Period	:	

Sr. No.	Name and Surname of the worker	Father's Husband's Name	Sex	Designation Nature of work	Daily attendance (No. of Units)	Fair Wages Payable			Wages Paid		Overtime Worked		Deduction from wages							Signature or Thumb impression of worker	Remarks (Reason to be recorded)				
						Total Attendance units	Basic	D.A. & other allowance	Basic	D.A. & other allowance	Date	No. of Hrs.	Overtime wages earned	Total wages paid	Fine	Deduction for Damage or loss	House Rent	Recovery of advances	Other deductions			Net Wages payable	Date of Payment		
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24		

4. WAGE SLIP

	Name of the Contractor		
	Place		

	Name of the Workers with father`s/ husband`s Name	:	
	Nature of Employment		
	Wage period		
	Rate of Wages Payable		
	Total attendance/Unit of work done		
	Date/s on which overtime worked		
	Overtime Wages		
	Gross Wages Payable		
	Total Deductions (indicating nature of deductions)		
	Net Wages Payable		

Contractor`s Signature / Thumb Impression	Employees` Signature / Thumb Impression

6. REGISTER OF FINES

Sl. No.	Name	Father's/ Husband's Name	Sex	Depart ment	Nature and date offence for fines imposed	Whether workman showed offence cause against fine or not, if so enter data	Rate of wages	Date and amou nt of fine impo sed	Date on which fine realized	Remarks
1	2	3	4	5	6	7	8	9	10	11

**7. REGISTER OF DEDUCTIONS FOR DAMAGES OR LOSS
CAUSED TO THE RESERVE BANK OF INDIA BY THE
NEGLECT OR DEFAULT OF THE EMPLOYED PERSONS.**

Sl. No.	Name	Father's Husband's Name	Sex	Department	Damage or loss caused with date	Whether worker showed cause against deduction if so enter date	Date & amount of deduction imposed	Number of installment if any	Date on which total amount realized	Remarks
1	2	3	4	5	6	7	8	9	10	11

Annexure-2

Proforma for Bank Guarantee In Lieu of Earnest Money Deposit

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

This deed of guarantee made this _____ day of _____ two thousand _____ between _____ (Name of Banker) having its registered office at _____ (place) and one of its local offices at _____ (hereinafter referred to as the Surety), and Reserve Bank of India, a Corporation Constituted by the Reserve Bank of India Act, 1934, having its Central Office at Central Office Building, Shahada Bhagwat Singh Road, and Bengaluru INDIA (hereinafter referred to as the Bank).

WHEREAS _____ (Tenderer's name hereinafter referred to as 'Tenderer') a _____ Company registered under _____ and having its registered office at _____

_____ is bound to deposit with the _____ Bank by way of earnest money INR _____ (INR _____ only) in connection with **Annual Maintenance Contract (AMC) for Pest Control Services at Main Office Premises and six Residential Colonies** and the specifications and terms and conditions enclosed therein.

WHEREAS the tenderer as per clause No. _____ Section II of Instructions to tenderers and Special conditions has agreed to furnish a Bank Guarantee valid up to _____ instead of deposit of earnest money in cash.

NOW THIS WITNESSETH:

1. That the surety in consideration of the above Tender made by the Tenderer to the Bank hereby undertakes to guarantee payment on demand without demur to the Bank the said
2. Amount of INR _____ (INR _____ Only) within one week from the date of receipt of the demand from the Bank on presentation of this deed of guarantee, which the Tenderer is bound to deposit with the Bank by way of earnest money in connection with his Tender.
3. This guarantee shall not be affected by any infirmity or irregularity on the part of the Tenderer or by the dissolution or any change in the constitution of the Bank, Tenderer or the Surety.

The Bank shall be eligible to make any claim under this guarantee if the Tenderer after submitting his Tender, rescinds from his offer or modifies the terms and conditions thereof in a manner not acceptable to the Bank or expresses his unwillingness to accept the order after the Bank has decided to place order with the **Annual Maintenance Contract (AMC) for Pest Control Services at Main Office Premises and six Residential Colonies**

4. The Banks' decision in this regard shall be final and binding.
5. The Surety shall not and cannot revoke this guarantee during its currency except with previous consent of the Bank in writing.
6. Notwithstanding anything contained in the foregoing, the Surety's liability under the guarantee is restricted to INR _____ (INR _____ only).

7. This guarantee shall remain in force and effective up to _____ and shall expire and become ineffective on intimation thereof being given to the Surety by the Bank in which event this guarantee shall stand discharged.
8. The Surety will make the payment pursuant to the demand notice issued by the Bank, notwithstanding any dispute that may exist or arise between the Tenderer and the Bank or any other person.
9. 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.
10. Notwithstanding anything contained hereinabove, unless a demand or claim under this guarantee is made on the Surety in writing on or before, the Surety shall be discharged from all liabilities under guarantee thereafter.
11. The Surety has the power to issue this guarantee under its Memorandum and Articles of Association and the person who is hereby executing this deed has the necessary powers to do so under the Power of Attorney granted to him by the Surety.

For and on behalf of

SIGNED AND DELIVERED

For and on behalf of above named Bank.

(Banker's Name and Seal)

Branch Manager
(Banker's seal)

2. PROFORMA OF BANK GUARANTEE IN LIEU OF SECURITY DEPOSIT IN INDIVIDUAL CONTRACT

(ON NON JUDICIAL STAMP PAPER) (CLAUSE NO.9) To

Shri
Regional Director
Reserve Bank of India
Estate Dept
Bengaluru – 01

Fax:
e-mail ID:
Phone (O):

Dear Sir,

Bank Guarantee No.....

In consideration of the Reserve Bank of India, Estate Cell ... having its registered Office at.....

..... (hereinafter called the "Bank" which expression shall unless repugnant to the subject or context include its administrators, successors and assigns) having agreed under the Terms and conditions of the Award Letter bearing No..... dated..... issued by the Reserve Bank of India , which has been unequivocally accepted by The Contractor

*.....
.....
M/s... .. work

of.....
..... (hereinafter called the said Contract) to accept a (Rupees.....

Deed of Guarantee as herein provided for Rs..... .. only) from a Nationalized Bank in lieu of the security deposit to be made by the Contractor or in lieu of the deduction to be made from the Contractor's bills, for the due fulfillment by the said Contractor of the terms and conditions contained in the said Contract.

the
1. We, (Name of the issuing bank) (hereinafter referred to as "the said bank" and having our registered office at..... do hereby undertake and agree to indemnify and keep indemnified the Bank from time to time to the extent of Rs..... (Rupees Only) against any loss or damage, costs, charges and expenses caused to or suffered by or that may be caused to or suffered by the Bank by reason of any breach or breaches by the said

Contractor any of the terms and conditions contained in the said Contract and to unconditionally pay the amount claimed by the Bank on demand and without demur to the extent aforesaid.

We.....
2. .. bank, further agree That the Bank shall be the sole judge of and as to whether the said Contractor has committed any breach or breaches of any of the terms and conditions of the said Contract and the extent of loss, damage, costs, charges and expenses caused to or suffered by or that may be caused to or suffered by the Bank on account thereof and the decision of Bank that the said Contractor Has committed such breach or breaches and as to the amount or amounts of loss, damage, costs charges and expenses caused to or suffered by or that may be caused to or suffered by the Bank from time to time shall be final and binding on us.

(*Refer note at the end of the proforma.)

3. We, the said bank further agree that the Guarantee herein contained shall remain in full force and effect During the period that would be taken for the performance of the said Contract and till all the dues of the Bank under the said Contract or by virtue of any of the terms and conditions governing the said Contract have been fully paid and its claims satisfied or discharged and till the owner certifies that the terms and conditions of the said Contract have been Fully and properly carried out by the said Contractor and accordingly discharges this Guarantee subject, however, that the Bank shall have no claim under the Guarantee after 90 (Ninety) days from the date of expiry of the Defects Liability Period as provided in the said Contract, i.e. (date) or from the date of cancellation of the said contract as the case may be, unless a notice of the claim under this Guarantee has been served on the bank before the expiry of the said period in which case the same shall be enforceable against the bank notwithstanding the fact, that the same is enforced after the expiry of the said period.

4. The Bank shall have the fullest liberty without affecting in any way the liability of the bank under this Guarantee or Indemnity, from time to time, to vary any of the terms and conditions of the said Contract or to extend time of performance by the said Contractor or to postpone for any time from time to time any of the powers exercisable by it against the said Contractor and either to enforce or forbear from enforcing any of the terms and conditions governing the said Contract or securities available to the Bank and the said bank shall not be released from its liability under these presents by any exercise by the Bank of the liberty with Reference to the Matters aforesaid or by reason of time being given to the said Contractor or any other forbearance act or omission on the part of the Bank or any indulgence by the Bank to the said Contractor or any Other matter or thing whatsoever which under the law relating to sureties would, but for this provision, have the effect of so releasing the bank from its such liability.

5. It shall not be necessary for the Bank to proceed against the Contractor before proceeding against the bank and the Guarantee herein contained shall be enforceable against the bank, notwithstanding any security which the Bank may have obtained or obtain from the Contractor shall at the time when proceedings are taken against the bank hereunder, be outstanding or un-realized.

6. We, the said bank, lastly undertake not to revoke this Guarantee during its currency except with the previous consent of the Bank in writing and agree that any change in the Constitution of the said Contractor or the said bank shall not discharge our liability hereunder. If any further extension of this Guarantee is required The same shall be extended to such required periods on receiving instructions from M/s..... on whose behalf this guarantee is issued.

In the presence of
 For and on behalf of (the bank)

WITNESS

1. _____

Signature _____

2. _____

Name & Designation

Authorization No: _____

Date and Place: _____

Banker's Seal _____

Accepted

(Signature of the Officer)

For and on behalf of the

(Reserve Bank of India)

NOTES

***For Proprietary Concerns**

Shri _____ son of _____ resident of _____ carrying on business under the name and style of _____ at _____ (herein after called " the said Contractor" which expression shall unless the Context requires Otherwise include his heirs, executors, administrators and legal representatives.

***For Partnership Concerns**

M/s. a partnership firm with its office (hereinafter called "the said Contractor" which expression shall unless the context requires Otherwise include their heirs, executors, administrators and legal representative); the names of their partners being

(i) Shri _____ S/o. _____

(ii) Shri _____ S/o. _____

***For Companies**

M/s..... a company registered under _____ the Companies Act, 1956 And having its registered Office _____ atin the State of (hereinafter called "the said Contractor" which expression shall unless the context requires otherwise include its administrators, successors and assigns).

Check List for Part I

Tender for Annual Maintenance Contract for providing pest control services at Main Office Building and Six Residential Colonies

S. No.	Description	Bank's Terms and conditions	Enclosed/Acceptance of Bank's terms and conditions (YES/NO)
1	Validity	90 days from opening of tender part-I	
2	EMD	₹.35,400/- (Rupees Thirty Five Thousand Four Hundred Only)	
3	Terms of payment	As per applicable clause in Part I of the tender	
4	Technical specifications	As per specifications in Part I of the tender	
5	Documents to be uploaded with Part I of the tender submission	a. Tender submission form b. Eligibility Criteria c. Solvency Certificate d. Banker's Certificate e. Client Certificate- proforma enclosed f. Turnover Certificate g. Bank Guarantee in lieu of EMD h. Manpower cost- wages – Unskilled labourer and Supervisor i. Any other relevant supporting document which the tenderer feels should be submitted	

Timeline:

Date of Issue of Tender Notice	September 28, 2019
Last Date for Submission of Eligibility Document	October 19, 2020 by 5.00 pm
Date of Pre Bid Meeting	11.00 AM on October 26, 2020 at Estate Department, Reserve Bank of India, Bengaluru.
Last Date for submission of the tender	November 05, 2020 by 2.00 pm
Date of opening of Part I of tender	November 05, 2020 at 3.00 pm

Part II does not contain any terms and conditions but only priced bill of quantity. I understand that terms and conditions, if any, incorporated in Part II, will not be valid or considered.

Place:

Date :

Signature & Seal of the Contractor

CLIENT'S CERTIFICATE REG. PERFORMANCE OF CONTRACTOR

Name and address of the Client

Details of works executed by Shri / M/s.

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

Note : All columns should be filled in properly

"Countersigned"

Signature of the Reporting Officer* with Office Seal

*Officer of the rank of Superintending Engineer or equivalent

FORM OF BANKERS' CERTIFICATE FROM A SCHEDULED BANK

This is to certify that to the best of our knowledge and information M/s. / Sri _____ having marginally noted address a customer of our bank are / is respectable and can be treated as good for any engagement up to a limit of Rs. _____ (Rupees _____).

This certificate is issued without any guarantee or responsibility on the Bank or any of the officers.

(Signature)
For the Bank

Note :

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

ANNEXURE III**(a) LIST OF IMPORTANT WORKS EXECUTED BY THE FIRM**During Last Five Years Costing Rs.8.85 lakhs and above

Sr No.	Name of work and location	Nature of work involved in the contract (e.g. residential, offices, industrial etc.)	Name of owner and Architect. Also indicate whether Government or semi Government or Government of India Undertaking or Private body with full address and full name of the official from the owners side for whom the work was executed.	Contract amount	Completion period		Whether the work was left incomplete or contract was terminated from either side. Give full details.	Any other relevant information including reason, if any, for delay in completion of work.
					Stipulated	Actual		
1	2	3	4	5	6	7	8	9

Signature of the applicant

ANNEXURE IV**(b) List Of Important Works on Hand Costing Rs.8.85 lakhs and above**

Sr. No	Name of work and location	Nature of work involved in the contract (e.g. residential, offices, industrial etc.)	Name of owner and Architect. Also indicate whether Government or semi Government or Government of India Undertaking or Private body with full address and full name of the official from the owners side for whom the work was executed.	Contract amount	Completion period		Present stage of work with reason if the work is getting delayed	Any other relevant information.
					Stipulated	Actual		
1	2	3	4	5	6	7	8	9

Signature of the applicant

ANNEXURE V

List of Technical Personnel, Giving Details about their Technical Qualifications, Experience, etc.

Sr. No	Name	Age	Qualification	Experience	Nature of works handled	Name of the Projects handled costing more than Rs..... ... lakhs	Date from which employed in your organisation	Remarks

Signature of the applicant

Note :- Indicate other points, if any, to show your technical and managerial competency to emphasize.

Annexure – VI Check List of documents to be submitted with the tender

Sr. No.	Description of Document	Attached	
		Yes	No
1	Tender documents (Part-I & Part-II) signed and stamped and sealed in two separate & distinct envelopes. The said two envelopes put and sealed in another envelope		
2	EMD DD No.: Dated		
3	Copy of PAN		
4	Copy of Registration with Sale tax/VAT(TIN)		
5	Copy of Registration with ESI		
6	Copy of Registration with PF		
7	Copy of Registration with GST		
8	Copy of Registration with Office of the Regional Labour Commissioner		
9	Copy of the membership of The Indian Pest Control Association, IPCA.		

The Two Part Tender shall be submitted in the original tender document super scribed the name of work.

Part-I tender shall contain the Banks standard technical, legal and commercial conditions for the proposed work, tenderer's covering letter, EMD, documents as noted above and shall be sealed in one cover, super scribing Part-I Tender for "Comprehensive Annual Rate Maintenance Contract (CAMC) for providing Pest Control services in Bank's Office Building premises at Nrupathunga Road; Reserve Bank Residential Accommodation at Cunningham Road ,Cunningham Crescent, National Games Village(Kapila Block) Koramangala, Osborne Road ,RPC layout and at Nandini for the contract period of 1 year."

Part-II tender will contain no conditions but only tenderer's quoted rates and amounts in Banks schedule of quantities and shall be sealed in a separate cover, super scribing Part-II Tender for "Comprehensive Annual Rate Maintenance Contract (CAMC) for providing Pest Control services in Bank's Office Building premises at Nrupathunga Road; Reserve Bank Residential Accommodation at Cunningham Road ,Cunningham Crescent, National Games Village(Kapila Block) Koramangala, Osborne Road ,RPC layout and at Nandini."

The Bank shall evaluate the part-I before opening of the Part-II of the tenders. If any tenderer is found to have any deviation as against banks conditions, the Bank reserves the right to reject his offer even after opening of Part-I of the tender and EMD shall be returned back to him as it is. The Bank is not bound to assign any reason for doing so.

Part-II of the tender will be opened on a subsequent date, which will be intimated to the tenderers in advance.

Schedule of Quantities

Name of work: Comprehensive Annual Rate Maintenance Contract (CAMC) for providing Pest Control services in Bank's Office Building premises at Nrupathunga Road; Reserve Bank Residential Accommodation at Cunningham Road ,Cunningham Crescent, National Games Village(Kapila Block) Koramangala, Osborne Road ,RPC layout and at Nandini for the contract

Schedule of Quantity

Sl. No.	Description of item of work	Quantity	Unit
1	<p>Internal Pest Control In Main Office Premises:</p> <p>Disinfestation treatment for Cockroaches, Red & Black ants, Spiders, Silver Fish, Mosquitos, Flies, Wasps, Fleas, mites/bugs, Lizards, etc. inside office areas comprising cabins, stationary stores, workstations, record rooms, library, server rooms, LAN switch rooms, bookrooms, vaults, cupboards, compactors, bins, chests, tables, chairs, etc.</p> <p>The approximate plan (carpet) area of the office spaces to be treated is indicated in the Part-I of the tender for general guidance of the tenderer.</p> <p>The treatment once done should remain effective of next 30 days. In case of complaints, if any, the contractor will have to repeat the treatment free of charge.</p>	12 Jobs	Per Job

Sl. No.	Description of item of work	Quantity	Unit
2	<p>Internal and External Rodent Control: Rodent Control Treatment for controlling Rats, Mice, Moles, Bandicoots, etc. inside office areas comprising cabins, stationary stores, workstations, record rooms, library, server rooms, LAN switch rooms, bookrooms, vaults, cupboards, compactors, bins, chests, etc. Treatment for controlling rodents etc. outside office areas and residential premises comprising staircase, lift-lobby, car-parking , Gym,sports room,scooter parking ,Garbage dumping area corridors, lobbies, service –shafts/ducts, halls, drains, sewers, open areas, lawns, terraces, kitchens, dining areas, lounges, toilets, all surrounding / common areas, pump room, electric rooms, etc. shall also be given in an effective manner.</p> <p>The approximate carpet area of the office spaces and plan area of open spaces to be treated is indicated in the Part-I of the tender for general guidance of the tenderer.</p> <p>The treatment once done should remain effective of next 3 months. In case of complaints, if any, the contractor will have to repeat the treatment free of charge.</p>		
a	Do, but for Main Office Premises	4 Jobs	Per job
b	Do, but for Cunningham Road Officer Quarters	4 Jobs	Per Job
c	Do, but for Cunningham Crescent Officer Quarters	4 Jobs	Per Job
d	Do, but for Koramangala Officer Quarters	4 Jobs	Per job
e	Do, but for Osborne Road Staff Quarters	4 Jobs	Per Job
f	Do,but for RPC Layout Staff Quarters	4 Jobs	Per Job
g	Do,but for Nandini Layout Staff Quarters	4 Jobs	Per Job

Sl. No.	Description of item of work	Quantity	Unit
3	<p>External Pest Control: Disinfestations treatment for Cockroaches, Red & Black ants, Spiders, Silver Fish, Mosquitos, Flies, Wasps, Fleas, mites/bugs, Lizards, etc. outside office areas and Residential Premises comprising staircase, lift-lobby, car-parking, Gym, sports room, corridors, lobbies, service -shafts, halls, drains, sewers, lawns, terraces, kitchens, dining areas, lounges, toilets, all surrounding / common areas, pump room, electric rooms, etc.</p> <p>The approximate plan area of open spaces to be treated is indicated in the Part-I of the tender for general guidance of the tenderer.</p> <p>The treatment once done should remain effective of next 15 days. In case of complaints, if any, the contractor will have to repeat the treatment free of charge.</p>		
a	Do, but for Main Office Premises	24 Jobs	Per Job
b	Do, but for Cunningham Road Officer Quarters	24 Jobs	Per Job
c	Do, but for Cunningham Crescent Officer Quarters	24Jobs	Per Job
d	Do, but for Koramangala Officer Quarters	24 Jobs	Per Job
e	Do, but for Osborne Road Staff Quarters	24 Jobs	Per Job
f	Do, but for RPC Layout Staff Quarters	24 Jobs	Per Job
h	Do, but for Nandini Layout Staff Quarters	24 Jobs	Per Job
4	<p>Fogging/fumigation in office premises at Nrupathunga Road: Providing and carrying out the fogging / fumigation treatment for controlling Mosquito / winged pests for all open areas, stilt parking area, staircase, service shafts / duct, drains/sewers, sub-station, Open parking areas, lawns, terraces, Scoter parking, entire security yard area, dining areas of staff canteen, lounges, toilets, all surrounding / common areas, pump room, electric rooms, Generator room etc.</p> <p>The approximate plan area of open spaces to be treated is indicated in the Part-I of the tender for general guidance of the tenderer.</p> <p>The treatment once done should remain effective of next 15 days. In case of complaints, if any, the contractor will have to repeat the treatment free of charge.</p>	24 Jobs	Per Job
5	<p>Fogging/fumigation in Residential premises : Providing and carrying out the fogging / fumigation treatment for controlling Mosquito / winged pests for all</p>		

Sl. No.	Description of item of work	Quantity	Unit
	<p>open areas, stilt parking area, staircase, service shafts / duct, drains/sewers, sub-station, open parking and covered parking areas , lawns, terraces, lounges, toilets, all surrounding / common areas, pump room, electric rooms, etc.</p> <p>The approximate plan area of open spaces to be treated is indicated in the Part-I of the tender for general guidance of the tenderer.</p> <p>The treatment once done should remain effective of next 30 days. In case of complaints, if any, the contractor will have to repeat the treatment free of charge.</p>		
a	Do, but for Cunningham Road Officer Quarters	24 jobs	Per Job
b	Do, but for Cunningham Road Crescent Quarters	24 jobs	Per Job
c	Do, but for Koramnagala Officer Quarters	24 jobs	Per Job
d	Do, but for Osborne Road Staff Quarters	24 jobs	Per Job
e	Do, but for R P C Layout Staff Quarters	24 jobs	Per Job
f	Do, but for Nandini Layout Staff Quarters	24 jobs	Per Job
6	<p>Internal Pest Control treatment in Residential Flats: Providing and carrying out bait treatment (Herbal)/spray treatment to eradicate house-hold pests, cockroaches, silver fish, bed bugs, red and black ants, white ants, mites/bugs, spiders, similar other crawling pests/insects, mosquitos, flies, similar other winged insects, rodents, lizards, etc. complete inside the leased flat comprising, Living (drawing/ dining) room, 2/3 Bed rooms, 2/3 Bath rooms/toilets, Kitchen, Lobby / Lobbies, Balcony / Balconies, Loft/s, Wardrobe/s, House-hold furniture, etc.</p> <p>The approximate carpet area of each flat to be treated is indicated in the Part-I of the tender for general guidance of the tenderer.</p> <p>The treatment should be effective for at least 3 months from the date on which it was done. In case of complaints, if any, the contractor will have to treat the flat free of charge within the said 3 months.</p>		
a	Do, but for Cunningham Road Officer Quarters		
	i. RDs Flat	4 jobs	Per Job
	ii. Class I Flats	40 jobs	Per Job
	iii. Class III Flats	24 jobs	Per Job
	iv. Class IV Flats	16 jobs	Per Job
b	Do, but for Cunningham Road Officer Quarters		
	i. A Type Flats	102 jobs	Per Job
	ii. B Type Flats	124 jobs	Per Job
	iii. Class IV Flats	8 jobs	Per Job

c	Do, but for Cunningham Road Crescent Quarters		
	(i).1 st series flats(area approximately = smt)	36 jobs	Per job
	(ii).2 nd series flats(area approximately = smt)	36 jobs	Per job
	(iii).3 rd series flats(area approximately = smt)	36 jobs	Per job
	(iv). 4 th series flats(area approximately = smt)	36 jobs	Per job
	(v). 5 th series flats(area approximately = smt)	28 jobs	Per job
	(vi).6 th series flats(area approximately = smt)	28 jobs	Per job
	(vii).7 th series flats(area approximately = smt)	28 jobs	Per job
	(viii).8 th series flats(area approximately = smt)	28 jobs	Per job
d	Do, but for Koramnagala Officer Quarters		
	(i).Double bed room flats(area approximately = 95.28smt)	180jobs	Per Job
	(ii).Triple bed room flats(area approximately =95.78smt)	294 jobs	Per job
e	Do, but for Osborne Road Staff Quarters		
	i. Class I Flats	92 jobs	Per Job
	ii. Class III Flats	1004 jobs	Per Job
	iii. Class IV Flats	232 jobs	Per Job
f	Do, but for R P C Layout Staff Quarters		
	i. Class I Flats	32 jobs	Per Job
	ii. Class III Flats	248 jobs	Per Job
g	Do, but for Nandini Layout Staff Quarters	432 jobs	Per Job
7	Snake Control Treatment:- By Use of non-lethal chemical which should acts as a repellent when applied on surfaces and the periphery of structures, creating a barrier to entry of snakes. The contractor should do monthly checkups and the treatment measures and inspections should be designed to stops snakes from entering the premises thereby stopping the problem at its source.		
a	At Main Office Premises	12 jobs	Per Job
b	At Cunningham Crescent Quarters	12 jobs	Per Job

I/We hereby declare that I/we have read and understood the above instructions for the guidance of tenderers.

Place :

Date :

Signature of the Tenderer

Seal with Address :



**RESERVE BANK OF INDIA
ESTATE DEPARTMENT
BENGALURU**

Tender

(PRICE BID)

For

Comprehensive Annual Rate Maintenance Contract (CAMC) for providing Pest Control services in Bank's Office Building premises at Nrupathunga Road; Reserve Bank Residential Accommodation at Cunningham Road ,Cunningham Crescent, National Games Village(Kapila Block) Koramangala, Osborne Road ,RPC layout and at Nandini

Name of Tenderer: _____

Address: _____

Timeline

Date of Issue of Tender Notice	September 28, 2019
Last Date for Submission of Eligibility Document	October 19, 2020 by 5.00 pm
Date of Pre Bid Meeting	11.00 AM on October 26, 2020 at Estate Department, Reserve Bank of India, Bengaluru.
Last Date for submission of the tender	November 05, 2020 by 2.00 pm
Date of opening of Part I of tender	November 05, 2020 at 3.00 pm

Venue : Reserve Bank of India

Estate Department, Nrupathunga Road

Bengaluru

Part II

Name of work: **Comprehensive Annual Rate Maintenance Contract (CAMC) for providing Pest Control services in Bank's Office Building premises at Nrupathunga Road; Reserve Bank Residential Accommodation at Cunningham Road ,Cunningham Crescent, National Games Village(Kapila Block) Koramangala, Osborne Road ,RPC layout and at Nandini.**

Schedule of Quantity

Sl. No.	Description of item of work	Quantity	Rate	Unit	Amount
1	<p>Internal Pest Control In Main Office Premises:</p> <p>Disinfestation treatment for Cockroaches, Red & Black ants, Spiders, Silver Fish, Mosquitos, Flies, Wasps, Fleas, mites/bugs, Lizards, etc. inside office areas comprising cabins, stationary stores, workstations, record rooms, library, server rooms, LAN switch rooms, bookrooms, vaults, cupboards, compactors, bins, chests, tables, chairs, etc.</p> <p>The approximate plan (carpet) area of the office spaces to be treated is indicated in the Part-I of the tender for general guidance of the tenderer.</p> <p>The treatment once done should remain effective of next 30 days. In case of complaints, if any, the contractor will have to repeat the treatment free of charge.</p>	12 Jobs		Per Job	

Sl. No.	Description of item of work	Quantity	Rate	Unit	Amount
2	<p>Internal and External Rodent Control:</p> <p>Rodent Control Treatment for controlling Rats, Mice, Moles, Bandicoots, etc. inside office areas comprising cabins, stationary stores, workstations, record rooms, library, server rooms, LAN switch rooms, bookrooms, vaults, cupboards, compactors, bins, chests, etc. Treatment for controlling rodents etc. outside office areas and residential premises comprising staircase, lift-lobby, car-parking, Gym, sports room, scooter parking, garbage dumping area, corridors, lobbies, service – shafts/ducts, halls, drains, sewers, open areas, lawns, terraces, kitchens, dining areas, lounges, toilets, all surrounding / common areas, pump room, electric rooms, etc. shall also be given in an effective manner. The approximate carpet area of the office spaces and plan area of open spaces to be treated is indicated in the Part-I of the tender for general guidance of the tenderer. The treatment once done should remain effective of next 3 months. In case of complaints, if any, the contractor will have to repeat the treatment free of charge.</p>				
	a. Do, but for Main Office Premises	4 Jobs		Per Job	
	b. Do, but for Cunningham Road Officer Quarters	4 Jobs		Per Job	
	c. Do, but for Cunningham Crescent Officer Quarters	4 Jobs		Per Job	
	d. Do, but for Koramangala Officer Quarters	4 Jobs		Per Job	
	e. Do, but for Osborne Road Staff Quarters	4 Jobs		Per Job	
	f. Do, but for RPC layout Staff Quarters	4 Jobs		Per Job	
	g. Do, but for Nandini Layout Staff Quarters	4 Jobs		Per Job	

Sl. No.	Description of item of work	Quantity	Rate	Unit	Amount
3	<p>External Pest Control: Disinfestations treatment for Cockroaches, Red & Black ants, Spiders, Silver Fish, Mosquitos, Flies, Wasps, Fleas, mites/bugs, Lizards, etc. outside office areas and residential premises comprising staircase, lift-lobby, car-parking, Gym, sports room, corridors, lobbies, service-shafts, halls, drains, sewers, lawns, terraces, kitchens, dining areas, lounges, toilets, all surrounding / common areas, pump room, electric rooms, etc.</p> <p>The approximate plan area of open spaces to be treated is indicated in the Part-I of the tender for general guidance of the tenderer.</p> <p>The treatment once done should remain effective of next 15 days. In case of complaints, if any, the contractor will have to repeat the treatment free of charge.</p>				
A	Do, but for Main Office Premises	24 Jobs		Per Job	
B	Do, but for Cunningham Road Officer Quarters	24 Jobs		Per Job	
C	Do, but for Cunningham Crescent Officer Quarters	24 Jobs		Per Job	
D	Do, but for Koramangala Officer Quarters	24 Jobs		Per Job	
e	Do, but for Osborne Road Staff Quarters	24 Jobs		Per Job	
F	Do, but for RPC layout Staff Quarters	24 Jobs		Per Job	
G	Do, but for Nandini Layout Staff Quarters	24 Jobs		Per Job	

Sl. No.	Description of item of work	Quantity	Rate	Unit	Amount
4	<p>Fogging/fumigation in office premises at Nrupathunga Road:</p> <p>Providing and carrying out the Fogging / fumigation treatment For controlling Mosquito /winged pests for all open areas, stilt Parking area, staircase, service shafts /duct, drains/sewers, sub-station, open parking areas, lawns, terraces, scoter parking, entire security yard area, dining areas of staff canteen, lounges, toilets, all surrounding areas / common areas, pump room, electric rooms, generator room etc.</p> <p>The approximate plan area of open spaces to be treated is indicated in the Part-I of the tender for general guidance of the tenderer.</p> <p>The treatment once done should remain effective of next 15 days. In case of complaints, if any, the contractor will have to repeat the treatment free of charge.</p>	24 Jobs		Per Job	
5	<p>Fogging/fumigation in Staff Quarters' premises at Residential Premises:</p> <p>Providing and carrying out the Fogging / fumigation treatment For controlling mosquito /winged pests for all open areas, stilt Parking area, staircase, service shafts /duct, drains/sewers, sub-station, open parking and covered parking area, lawns, terraces, garbage area, lounges, toilets, all surrounding/common areas, pump room, electric rooms, etc.</p> <p>The approximate plan area of open spaces to be treated is indicated in the Part-I of the tender for general guidance of the tenderer.</p> <p>The treatment once done should remain effective of next 15 days. In case of complaints, if any, the contractor will have to</p>				

Sl. No.	Description of item of work	Quantity	Rate	Unit	Amount
	repeat the treatment free of charge.				
a	Do, but for Cunningham Road Officer Quarters	24 jobs		Per job	
b	Do, but for Cunningham Crescent Officer Quarters	24 jobs		Per job	
c	Do, but for Koramangala Officer Quarters	24 jobs		Per job	
d	Do, but for Osborne Road Staff Quarters	24 jobs		Per job	
e	Do, but for RPC layout Staff Quarters	24 jobs		Per job	
f	Do, but for Nandini Layout Staff Quarters	24 jobs		Per job	
6	Internal Pest Control treatment in Residential Flats: Providing and carrying out bait treatment (Herbal)/spray treatment to eradicate household pests, cockroaches, silver fish, bed bugs, red and black ants, white ants, mites/bugs, spiders, similar other crawling pests/insects, mosquitos, flies, similar other Winged insects, rodents, lizards, etc. complete inside the flat comprising, Living (drawing/dining) room, 2/3 Bed rooms, 2/3 Bath rooms/toilets, Kitchen, Lobby / Lobbies, Balcony /				

Balconies, Loft/s, Wardrobe/s,
House-hold furniture, etc.
The approximate carpet area of each flat to be treated is indicated in the Part-I of the tender for general guidance of the tenderer. The average carpet area of one leased flat is 900 sq. ft. approximately. The treatment should be effective for at least 3 months from the date on which it was done. In case of complaints, if any, the contractor will have to treat the flat free of charge within the said 3 months. In VOF and THHS it has to be done on monthly basis

Sl. No	Description of item of work	Quantity	Rate	Unit	Amount
a	Do, but for Main Office Building				
	1. RDs Flat	4 jobs		Per Job	
	2. Class I Flats(Including VOF)	40 jobs		Per Job	
	3. Class III Flats	24 jobs		Per Job	
	4. Class IV Flats	16 jobs		Per Job	
b	Do, but for Cunningham Road Officer Quarters				
	1) A Type Flats	102 jobs		Per Job	
	2) B Type Flats	124 jobs		Per Job	
	3) Class IV Flats	8 jobs		Per Job	

c	Do, but for Cunningham Road Crescent Quarters				
	(i).1 st series flats(area approximately = smt)	36 jobs		Per job	
	(ii).2 nd series flats(area approximately = smt)	36 jobs		Per job	
	(iii).3 rd series flats(area approximately = smt)	36 jobs		Per job	
	(iv). 4 th series flats(area approximately = smt)	36 jobs		Per job	
	(v). 5 th series flats(area approximately = smt)	28 jobs		Per job	
	(vi).6 th series flats(area approximately = smt)	28 jobs		Per job	
	(vii).7 th series flats(area approximately = smt)	28 jobs		Per job	
	(viii).8 th series flats(area approximately = smt)	28 jobs		Per job	
d	Do, but for Koramnagala Officer Quarters				
	(i).Double bed room flats(area approximately =95.28smt)	180jobs		Per Job	
	(ii).Triple bed room flats(area approximately =95.78smt)	284 jobs		Per job	
e	Do, but for Osborne Road Staff Quarters				
	(i).Class I Flats	92 jobs		Per Job	
	(ii).Class III Flats	1004 jobs		Per Job	
	(iii).Class IV Flats	232 jobs		Per Job	
f	Do, but for R P C Layout Staff Quarters				
	(i).Class I Flats	32 jobs		Per Job	
	(ii).Class III Flats	248 jobs		Per Job	
g	Do, but for Nandini Layout Staff Quarters	432 jobs		Per Job	

7	Snake Control Treatment:- By Use of non-lethal chemical which should acts as a repellent when applied on surfaces and the periphery of structures, creating a barrier to entry of snakes. The contractor should do monthly checkups and the treatment measures and inspections should be designed to stops snakes from entering the premises thereby stopping the problem at its source.				
a	at Main Office Presmises	12 jobs		Per Job	
b	At Cunningham Cresnt Quarters	12 jobs		Per Job	
TOTAL=					

(Rupees _____ only.)

Place :

Date :

Signature of the Tenderer

Seal with Address:

Contact No: