



RESERVE BANK OF INDIA
Issue Department Rambagh Circle, Tonk Road, Jaipur-302052

www.rbi.org.in

Part-1: Terms and Conditions for Sale of briquettes of soiled notes

General Manager (Officer-in-Charge), Reserve Bank of India, Jaipur has invited tenders from reputed and experienced Contractors for sale of briquettes of soiled banknotes on following terms and conditions :-

1. The prescribed Tender Form duly filled in, may be submitted in a sealed envelope superscribing as “Tender for sale of briquettes of soiled banknotes” and addressed to Shri V.G. Sekar, General Manager (Officer-in-Charge), Reserve Bank of India, Jaipur - 302052 so as to reach this office not later than 02:30 p.m. on April 21, 2015.
2. Tender Forms received after 02:30 p.m. on April 21, 2015 will not be accepted in any circumstances.
3. Tenders will be opened on April 21, 2015 at 3:30 p.m. by the Officer-in-Charge, Reserve Bank of India, Jaipur or by his representative in the chamber of General Manager, Issue Department, 1st floor, Jaipur. The tenderer or his representative may be present at the time of opening of tenders.
4. Contract for sale of briquettes will be awarded on the basis of quotation i.e price offered for purchase of one bag of approximately 45 kg and credentials of the tenderers. The Bank reserves the right to reject any or all the tenders received without assigning any reason. The Bank’s decision will be final in this regard.
5. The contract for sale of briquettes of soiled banknotes will be executed for a period of one year on the terms and conditions specified in the

agreement. The Bank may renew the contract entered with the successful tenderer for the following two years, not exceeding one year at a time, depending upon the performance of the successful tenderer.

6. The applicant will have to attach a DD of Rs.10,000/- (towards EMD) in favour of Reserve Bank of India, Jaipur with application form payable at RBI, Jaipur. The successful tenderer will have to deposit a sum of Rs. 25,000 (Rupees twenty five thousand only) with the Bank as security money for performance of the work as per the terms and conditions of the contract.

7. The tenderer or his authorized representative shall be present in the Bank to supervise the work under the contract so long the work remains in progress. The contractor will be abiding by all legal obligations.

8. The Bank reserve the right to disqualify any tenderer who was awarded contract in the past but did not execute the same as per terms and conditions.

9. The contractor will take reasonable caution while taking the briquettes so that briquettes do not fall on the way and do not fall in the hands of wrong/ unknown persons.

10. Presently, 2000 to 2500 bags (45 kg per bag approximately) of briquettes of soiled banknotes per month are being accumulated for sale. A truck may carry 300-350 bags per trip at a time. On accumulation of such quantity of bags, the contractor will immediately be required to collect the same from bank premises on working days (Monday to Friday) between 9:30 a.m. to 5:30 p.m. The contractor will require making his own arrangements for labour and transportation (at his/her cost) to lift the bags of briquettes from the Bank premises.

11. The contractor will be required to collect the accumulated bags of briquettes “as is where is basis” at least once/ twice in a week or as and when informed over telephone or in writing by the Bank to do so, failing

which the Bank will have the right to remove them from Bank's premises at the cost of the contractor. The expenses incurred in such removing of these bags from the Bank's premises/ parking area will be recovered from the contractor. The contractor will require paying the same immediately. If the contractor fails to pay the same, the Bank shall reserve the right to adjust such expenses from the security deposit with the Bank. In addition, the Bank will have the right to impose penalty of Rs. 1000/- for not performing the work by the contractor as per demand of the Bank. The contractor will be required to pay the same immediately. However, before initiating penal action, the contractor will be given opportunity of due hearing by the competent authority (Regional Director). The decision of the Regional Director will be final and binding.

12. The contractor will have to provide sufficient good quality empty polythene bags of capacity of filling up to 45 kg briquettes to the Bank on his cost during the tenure of contract so that the bags may be filled simultaneously on accumulation of briquettes.

13. The contractor is required to submit the information about the end use of briquettes so purchased. The contractor is required to submit an affidavit that the environment will not be polluted on use of the briquettes sold to him by the Bank and use of these briquettes will be according to the provisions of the Acts/ Rules/ Regulations of Government of India and State Government.

14. The contractor will have to pay the contracted amount per bag in cash on the day of sale of the accumulated bags of briquettes by the Bank. The applicable Value added Tax (VAT) will be collected from him at time of sale of the bags of briquettes. Similarly, applicable income tax (to be deducted at source) as per the provisions of Income Tax Act will be collected from him at the time of sale of bags of briquettes

15. The Contractor will have to furnish the document, if any, required under the provisions of the Income Tax Act and to pay the taxes, if any, payable at source under the provisions of Income Tax Act.

16. If the contractor contravenes any of the terms and conditions of the agreement, the contract will be terminated after giving a notice of 30 days and the Bank's decision in this regard will be final and binding.

17. I/ We hereby declare that we have read, understood and accept the above terms and conditions.

Signature of tenderer: _____

Name: _____

Date: _____

Address: _____

Witness Signature with date

Name: _____

Address _____

PART-II

APPLICATION FOR SALE/ DISPOSAL OF BRIQUETTES OF
SOILED NOTES FROM RESERVE BANK OF INDIA, JAIPUR

| | | |
|----|--|--|
| 1. | Name of individual/ Company/ Firm/ Institution/ Proprietor | |
| 2. | Registered Address; | |
| 3. | Business Details | |
| 4. | Name of Institutions, where you are registered & registration Number | |
| 5. | PAN Number (Attach copy) | |
| 6. | Telephone/ mobile number | |
| 7. | Fax number | |
| 8. | Name and Address of the bank branch | |
| 9. | Type of bank account & Account Number | |

10. Details of trucks / containers owned by the applicant through which
briquettes will be lifted:

| Sr.No. | Make/ Model | Year | Capacity (in Tonnes) | Registration Number | Permit No. (National / State) |
|--------|----------------|------|----------------------------|------------------------|--|
| | | | | | |
| | | | | | |

11. Details of institutions (including contract details) with which similar
contractual obligations have been entered into if any.

| Name of the institution | Address and Telephone No. | Period of contract |
|----------------------------|------------------------------|--------------------|
| | | |

12. Rate per Bag (Bag weighing 45 kgs) Rs. _____

13(i) Details of EMD/ DD of Rs.10,000/- attached with this application-

Amount Rs. _____

DD No. _____

Date _____

Issued by Name of bank branch/ address _____

(ii) Are you agreed to deposit Security Money Rs.25,000/- Yes/No

14. Are you ready to be abide by the terms and conditions as stipulated
by RBI, Jaipur Yes/No.

Date: _____

Signature of applicant

Name (_____)

(with rubber stamp/ seal of the firm/ company)