



**Reserve Bank of India
Department of Information Technology
Chennai**

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

Reserve Bank of India, Chennai (hereinafter referred to as “the Bank”), invites e-Tender under two bids system (Part I: Techno-commercial bid & Part II: Price bid) from eligible Vendors for **Facility Management Service (FMS) and Annual Maintenance Contract (AMC) for Computer Hardware, Software and IT Peripherals at Reserve Bank of India, Chennai** for a period of one year from **April 01, 2026 to March 31, 2027**.

Interested Vendors must register themselves in the MSTC portal <https://www.mstcecommerce.com/eprochome/rbi> for participating through e-Tendering. The Vendors should electronically submit their bids, as per the instructions regarding e-Tender along with all supporting documents complete in all respects before 11:00 AM on January 09, 2026. Vendors shall submit bid, complete in all respect as per the prescribed format, along with Earnest Money Deposit (EMD) of ₹1,00,000/- (Rupees One Lakh Only). **Non-payment of EMD by any Vendor before the due date and time specified will be treated as unresponsive and such bid shall be rejected.** The techno-commercial bid (Part I) will be opened at 03:00 PM on January 09, 2026 at Reserve Bank of India, Chennai. In the event of any date indicated above being declared a holiday, the next working day shall become operative for the respective purpose mentioned herein. Price bids (Part II) of only those Vendors, who are found to be eligible on evaluation of their documents under techno - Commercial bid (Part I) and satisfy all terms and conditions, will be opened on a later date, which will be duly intimated.

SCHEDULE OF TENDER (SOT)

a. Name of Work:	Facility Management Service (FMS) and Annual Maintenance Contract (AMC) for Computer Hardware, Software and IT Peripherals at Reserve Bank of India, Chennai
b. e-Tender No.	<u>Event No: RBI/Chennai Regional office/Others/1/25-26/ET/735[FMS and AMC of IT Assets]</u>
c. Mode of Tender	e-Procurement System - Single Stage Two Envelope system (Online Part I – Techno-Commercial Bid and Part II - Price Bid through https://www.mstcecommerce.com/eprocn/)
d. Date/Time on which NIT will be available to parties to download	December 19, 2025, 4:00 PM.
e. Pre-bid meeting	December 29, 2025, 11:00 AM. online through CISCO WebEx Meeting Link: https://sampark.webex.com/sampark/j.php?MTID=m467a1ee3aef56372119bffb3182fa130 Meeting password: Rbi@4321
f. Estimated Cost of Work	₹50.00 Lakh (Rupees Fifty Lakh For One Year) (inclusive of all taxes)
g. Earnest Money Deposit (EMD)	₹1,00,000/- (Rupees One Lakh only) The bidder may submit the EMD in the form of Account Payee Demand Draft, Banker's Cheque or NEFT payment online in an acceptable form. The details of the various modes of payment of EMD are given in Section-XI . The bidders are also allowed to deposit EMD in the form of a Bank Guarantee in lieu of demand draft. Details of Proforma of Bank Guarantee in lieu of Earnest Money Deposit is given in Section-XII . The EMD shall not be accepted in any form other than the ones mentioned in the tender notice. (Please mention EMD Deposit details while applying in the given format Annex- VII)

h. Transaction Fee	Transaction Fee to be paid through MSTC payment Gateway / NEFT in favour of M/s MSTC Limited or as advised by them (Transaction fee will NOT be charged by RBI)
i. Last date/time of submission of Earnest Money Deposit (EMD) by NEFT or post	January 09, 2026, 11:00 AM (Bids received without EMD by this time would be considered as unresponsive and rejected).
j. Date/time of start for submission of Techno-Commercial Bid and Price Bid at https://www.mstcecommerce.com/eprocn/	December 31, 2025, 11:00 AM.
k. Date of closing of online e-tender for submission of Techno-Commercial Bid & Price Bid.	January 09, 2026, 11:00 AM.
l. Date & time of opening of Part-I (i.e. Techno-Commercial Bid)	January 09, 2026, 3:00 PM.
m. Date & time of opening of Part-II (i.e. Price Bid)	Exact date / time shall be intimated by the Bank only to those bidders who satisfy all criteria stipulated in Part-I.
n. Issuance of Work Order / Award of Contract	On or before March 31, 2026.

Tender document can be downloaded from RBI website- <https://www.rbi.org.in> and www.mstcecommerce.com. Any amendment(s) / corrigendum / clarifications with respect to this e-Tender shall be uploaded on the RBI website / MSTC e-Portal only. **Vendors should check the above website / MSTC e-Portal for any amendments / corrigendum / clarification before submitting the bid.** The Bank reserves the right to reject any or all bids without assigning any reason thereof. For more details, please visit "Tenders" link on our website – <https://www.rbi.org.in>

**Regional Director
Reserve Bank of India
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