



**RESERVE BANK OF INDIA
ESTATE DEPARTMENT
CHENNAI**

NOTICE INVITING e-TENDER

Reserve Bank of India, Chennai invites two parts tenders through **e-Tender mode** from eligible contractors who meets the **minimum pre-qualification criteria** as specified in the tender document. The salient details of the work for which bids are invited and important instructions to the bidder are as under:

Sl.No	Particulars	Description
i	e-Tender No.	RBI/Chennai/Estate/196/23-24/ET/273
ii.	Name and location of the work.	Supply of cleaning materials for Main Office Premises and various residential colonies of Reserve Bank of India, Chennai
iii.	Name & address of tender inviting authority.	The Regional Director, Reserve Bank of India, Estate Department, Fort Glacis, 16, Rajaji Salai, Chennai-600001. Tel No.: 044 - 2539 9250/9922 E Mail id: estatechennai@rbi.org.in
iv.	Estimated cost for the expected Annual Procurement	Approx. ₹19.36 lakh (Rupees Nineteen Lakh Thirty-Six thousand only) incl. of GST
v.	Earnest Money Deposit (EMD).	₹38,720/- from each bidder
vi.	Contract Period	12 months (October 01, 2023 to September 30, 2024)
vii.	(a) Tender documents available on and to be downloaded / submitted through e-Tender mode.	Through Bank's approved e-Tender portal https://mstcecommerce.com/eprochome/rbi/
	(b) Period during which Tender documents will be available in the MSTC e-tender portal.	From 17:00 Hrs. of July 18, 2023 to 15:00 Hrs. on August 30, 2023 .
viii.	Important instructions on e-Tender	For instructions on e-Tender, please refer to the Annexure I: Important Instructions for E - Procurement of the tender document.
ix.	Pre-bid meeting (offline).	11:00 Hrs. on August 16, 2023 at Estate Department, Reserve Bank of India, Fort Glacis, Rajaji Salai, Chennai - 600001.

		Note: The participants are advised to confirm their participation one day before to make the necessary arrangements through mail ids mentioned
x.	Date of Starting of e-Tender for submission of bid (online) - Techno-commercial (Part I) bid and Price-bid (Part II).	15:00 Hrs. on August 20, 2023
xi	Last date and time of submission of EMD	14:00 Hrs. on August 30, 2023
xii.	Last date and time of submission of bid (online) - Techno-commercial (Part I) bid and Price-bid (Part II).	15:00 Hrs. on August 30, 2023
xiii.	Date & time for opening of Techno-commercial bid (Part I).	16:00 Hrs. on August 30, 2023
xiv	Date & time for opening of Price-bid (Part II) bid.	Will be communicated subsequently to the eligible bidders through e-mail.
xv	Validity of the tender	03 months from the date of opening of the PART- I of the Tender.
xvi	Transaction fee	Payment of Transaction fee as mentioned in the MSTC portal through MSTC payment gateway/NEFT/RTGS in favour of MSTC LIMITED.

Notes:

- (i) ***Similar work** shall mean 'supply of cleaning materials to any large office buildings / commercial Estate / industrial houses/Government organization/PSU'
- (ii) Components of work executed other than those included in definition of similar work (mentioned above) shall be deducted while calculating cost of similar work. Bidder shall submit abstract of cost of work in support of this.
- (iii) In respect similar work completion certificate(s), client certificate(s) issued by the private companies shall also accompany copy of Tax Deducted at Source (TDS) certificates. Bids received without the specified certificates shall be rejected and the Bank shall have the right to verify / cause verification of authenticity of the said documents whenever felt necessary.
- (iv) Regarding client's certificate for qualifying similar completed 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 qualifying similar completed works carried out for private companies, shall accompany Tax Deducted at Source (TDS) certificates has to be submitted for proving the credentials/contract amount.

- (v) Bank reserve its right to obtain the performance reports from the clients for the qualifying work(s), Banker(s) report of the Bidders directly, if so desired. The Bank on its own may also conduct inspection of their work eligible/qualifying works referred by the Bidder in their bid.
- (vi) It is clarified that the work executed by the applicant for their in-house or capital use will not be considered for the purpose of work experience of completion of similar works.
- (vii) If the space in the format is insufficient for furnishing full details, the same information may be furnished on a separate sheet of paper strictly as per the format prescribed by the Bank duly signed with seal, scanned and uploaded along with supporting documents.
- (viii) Even, if no information is to be provided in a column, a '**Nil**' or '**No such case**' entry should be made in that column. If any particulars / query is not applicable in case of the bidder, it should be stated as '**Not applicable**'. Tender document shall contain all the enclosures mentioned and copies shall be self-attested.
- (ix) The bid submitted by a bidder who is found to be not satisfying the above prequalification criteria will be disqualified. Bids containing false and / or incomplete information are liable for rejection.

3. For full details please refer Tender document Techno-Commercial Bid (Part I) and Price-Bid (Part II). Further corrigendum / addendum if any, will be hosted on the Bank's website <https://www.rbi.org.in/> under the link 'Tender's and <https://www.mstcecommerce.com/>. The Bank is not bound to accept the lowest tender and reserves the right to accept either full or in part of any tender. The Bank also reserves the right to reject any one or all of the tenders without assigning any reason, thereof.

Uma Sankar
Regional Director