



**RESERVE BANK OF INDIA
ESTATE DEPARTMENT
CHENNAI**

NOTICE INVITING e-TENDER

Reserve Bank of India, Chennai invites two-part tenders through **e-Tender mode** from eligible contractors who meets the minimum **pre-qualification criteria** specified below for the following work. The tendering process will be done only through the e-Tendering portal of MSTC Ltd <https://www.mstcecommerce.com/eproc/>. All interested bidders shall, register themselves with MSTC Ltd, through the above-mentioned website to participate in the tendering process. The salient details of the work for which bids are invited and important instructions to the bidder are as under:

i.	e-Tender No.	RBI/Chennai Regional office/Estate/14/23-24/ET/237 [REPAIRSWATERPROOFINGMOP]
ii.	Name and location of the work.	Repairs and waterproofing of open terraces and parapet walls above mini auditorium, mumty rooms of staircases near mini auditorium & RSO flat on the 4 th floor, washrooms, inner safety yard / passage, vaults, changing room for Security Guards etc on the ground floor of the Main Office Building and connecting bridge between Main Office Building and Annex on the first floor and double height building housing A.C plant at Bank's Main Office premises, Chennai - 600001.
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 put to tender.	₹24.73 lakh. (incl. of GST)
v.	Earnest Money Deposit (EMD).	₹49,454/-
vi.	Period of completion.	03 months from 10 th day of work order
vii.	(a) Tender documents available on and to be downloaded / submitted through e-Tender mode.	Through Bank's approved e-Tender portal https://www.mstcecommerce.com/eproc
	(b) Period during which Tender documents will be available in the MSTC e-tender portal.	From November 28, 2023 to 11:00 Hrs. on January 08, 2024.

viii.	Important instructions on e-Tender and amount of transaction fee to be paid.	For instructions on e-Tender, please refer to the Schedule H: Important Instructions for e-Tenders of the tender document. e-Tender transaction fee shall be paid in the MSTC Website as applicable.
ix.	Submission of pre-bid queries if any, by eligible bidders.	Before 15:00 Hrs. on December 22, 2023 , by e-mail to estatechennai@rbi.org.in
x.	Pre-bid meeting (offline).	11:00 Hrs. on December 26, 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.
xi.	Date of uploading Corrigendum / Addendum to the tender document if any, after the Pre-bid meeting on the Bank's website - www.rbi.org.in & MSTC e-tendering portal only.	On or before December 28, 2023 .
xii.	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 December 28, 2023
xiii.	Last Date of submission of EMD	11:00 Hrs. on January 08, 2024
xiv.	Last date and time submission of bid (online) -Techno-commercial (Part I) bid and Price-bid (Part II).	11:00 Hrs. on January 08, 2024
xv.	Date & time for opening of Techno-commercial bid (Part I).	15:00 Hrs. on January 08, 2024
xvi.	Date & time for opening of Price-bid (Part II) bid.	Will be communicated subsequently to the eligible bidders through e-mail.
xvii.	Contact details of tender inviting authority personnel.	(i) Shri. S. Ramesh (AGM, Estate Department) 044 - 2539 9922 sramesh@rbi.org.in (ii) Shri. Sabu Antony (Manager, Estate Department) 044 - 2539 9135 sabuantony@rbi.org.in (iii) Smt. Sai Sameera (Assistant Manager, Estate Department) 044 - 2539 9066 / saisameeran@rbi.org.in

2. The bidders who fulfil the following minimum **pre-qualification criteria** shall be eligible to participate in the tendering process.

A.	Composition of the firm / organization.	<p>Details of registration of the firm / organisation - whether Sole Proprietorship / Partnership firm / Private Limited / Limited or Co-operative Body etc - Name of registering authority, date, registration number, etc.</p> <p>The bidder should have valid Goods and Service Tax registration.</p>	<p>Bidder should fill-up information in Format 1 and Format 1A annexed hereto and submit along with the following supporting documents.</p> <p>(i) Copy of registration certificate. (ii) Copies of the Articles of Association / Power of Attorney / other relevant documents. (iii) Copies of PAN card, TIN, Goods and Service Tax (GST) registration certificates. (iv) Details of registration of labour along with EPF and ESI documents if any.</p>
B.	Duration of past experience.	<p>The bidder should have minimum 5 years of experience of executing similar work(s)*. Bidder shall submit the documentary evidence in support of minimum experience of 5 years (i.e., the bidder should have undertaken similar work(s)* prior to December 01, 2018.</p>	<p>i) Bidder should fill-up the information in Format 2 annexed hereto indicating client-wise names of similar work(s)*, awarded and actual cost(s), completion date stipulated in contract and actual dated of completion date etc and should submit along with the documentary evidence as proof of minimum 5 years of experience of completed similar work(s)* viz. copies of detailed work order(s) for qualifying works indicating date of award, contract amount, time given for completing the work etc and the corresponding completion certificate(s) indicating actual date of completion and actual value of executed similar work(s) issued by the client(s) for works executed for government / public sector companies and copies of work order, work completion certificate along with Tax Deducted at Source (TDS) certificate(s) issued by the client(s) for works executed for private companies / clients.</p>

			<p>ii) Bidder should also fill-up the information about similar work(s)* on-hand in the Format 2A annexed hereto and should submit along with supporting documents viz. copies of work order(s) with details of items of work, issued by the client(s) for the work(s) in progress.</p> <p>(iii) The details along with documentary evidence of previous experience, if any, of carrying out works for the Reserve Bank of India at any centre, should also be given.</p>
C.	Minimum value of each completed similar work(s)* (qualifying) during specified period.	<p>The bidder should have experience of satisfactorily completed similar work(s)* during last 5 years ending November 30, 2023 from December 01, 2018, should be either of the following:</p> <p>i) Three completed similar works* each costing not less than the amount equal to ₹.9.89 lakh.</p> <p>or</p> <p>ii) Two completed similar works* each costing not less than the amount equal to ₹.12.37 lakh.</p> <p>or</p> <p>iii) One completed similar work* costing not less than the amount equal to ₹.19.78 lakh.</p>	<p>Bidder should fill-up the information in Format 3 annexed hereto and submit along with the following documents as proof of having successfully completed similar work(s)*.</p> <p>(i) Copies of detailed work order(s) for qualifying works indicating date of award, contract amount, time given for completing the work etc and the corresponding completion certificate(s) indicating actual date of completion and actual value of executed similar work(s) issued by the client(s) for works executed for government / public sector companies and copies of work order, work completion certificate along with Tax Deducted at Source (TDS) certificate(s) issued by the client(s) for works executed for private companies.</p> <p>(ii) Client certificate(s) for each of the qualifying work as per the Format 3A annexed hereto.</p>
D.	Annual financial turnover.	Bidder should have had an annual financial turnover of amount equal to ₹.24.73 lakh	Bidder should fill up the information in Format 4 annexed hereto and

		or more per year during the last 3 financial years, ending 31st March 2023 .	submit along with the following documents (i) Copies Audited financial statements/ accounts of the business of the bidder duly certified by a Chartered Accountant indicating the turnover for financial years referred in the Format 4 . (ii) Copies of the Income Tax Clearance Certificates / Income Tax Assessment orders duly certified by a Chartered Accountant as a proof creditworthiness.
E.	Solvency and banker's certificate.	Should furnish solvency certificate issued by the bidder's banker specifically for the purpose of work for an amount equal to ₹.24.73 lakh .	(i) Bidder should also submit banker's solvency certificate as per Format 5 annexed hereto from their banker. (ii) Names and addresses of bankers along with full details, like names, postal addresses, e-mail IDs, telephone (landline and mobile) numbers, fax numbers etc of the contact executives (i.e., the persons who can be contacted at the office of their bankers by the Bank, in case it is so needed) should be furnished in Format 5A .
F	Authorized signatory.		Authorization letter from the firm authorizing the concerned officer / individual to sign & participate in the tender, as per Annex 5 .

Notes:

- (i) ***Similar work** shall mean '**water-proofing and structural repair / retrofitting works**'.
- (ii) Components of work executed other than those included in the 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 of similar work(s) completion certificate(s), client certificate(s) issued by private companies / clients shall also accompany copies of Tax Deducted at Source (TDS) certificates. Bids received without the specified certificate(s) 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 / clients, Tax Deducted at Source (TDS) certificates shall be submitted for proving the credentials / contract amount.
 - (v) Bank reserves its right to obtain the performance reports from the companies / clients for the qualifying work(s), Banker(s) report of the bidders directly, if so desired. The Bank on its own may also conduct independent inspection of the work referred by the bidders in support of their eligibility for participating in the tender.
 - (vi) It is clarified that the work executed by the intending bidder for their in-house or capital use will not be considered as works completed / in hand in support of the intending bidder's eligibility with respect to experience / completed works / works in hand for participating in the tendering process.
 - (vii) **If the spaces in the formats are insufficient for furnishing full details, the same information may be furnished on separate sheets of papers strictly as per the format prescribed by the Bank duly signed with seal, scanned and uploaded along with supporting documents, while submitting the e-tender.**
 - (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 particular / information 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 'Tenders' & <https://www.mstcecommerce.com/eproc/> 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