



**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** specified below for the following work. 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/Estate/308/22-23/ET/451
ii.	Name and location of the work.	Tender for Supply, Installation, Testing and Commissioning (SITC) of Air Handling Unit (AHU) at Zonal Training Centre, Main Office Premises, Reserve Bank of India, Chennai
iii.	Name & address of tender inviting authority.	Shri. S M N Swamy, Regional Director, Reserve Bank of India, Estate Department, Fort Glacis, 16, Rajaji Salai, Chennai-600001. Tel No.: 044 - 2539 9250 E Mail id: <u>estatechennai@rbi.org.in</u>
iv.	Estimated cost put to tender.	₹18.1 lakh. (Rupees Eighteen Lakh Ten thousand only) incl. of GST.
v.	Earnest Money Deposit (EMD).	₹36, 200/-
vi.	Period of completion.	02 (Two) months.
vii.	(a) Tender documents available on and to be downloaded / submitted through e-Tender mode.	Through Bank's approved e-Tender portal <u>https://mstcecommerce.com/eprchome/rbi/</u>
	(b) Period during which Tender documents will be available in the MSTC e-tender portal.	From 17:00 Hrs. of December 05, 2022 to 15:00 Hrs. on January 12, 2023.
viii.	Important instructions on e-Tender and amount of transaction fee to be paid.	For instructions on e-Tender, please refer to the Annexure I: Important Instructions for E – Procurement of the tender document. e-Tender transaction fee shall be paid in the MSTC Website as applicable.

ix	Last date of submission of Pre-Qualification (PQ) papers	Up to 17:00 Hrs. of December 26, 2022
x.	Pre-bid meeting (offline).	12:00 Hrs. on January 02, 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.	Last date and time submission of bid (online) -Techno-commercial (Part I) bid and Price-bid (Part II).	15:00 Hrs. on January 12, 2023
xii.	Date & time for opening of Techno-commercial bid (Part I).	16:00 Hrs. on January 12, 2023
xiii	Date & time for opening of Price-bid (Part II) bid.	Will be communicated subsequently to the eligible bidders through e-mail.
xiv.	Contact details of tender inviting authority personnel.	(i) Shri. Rajesh N Pai (AGM, Estate Department) 044 - 2539 9250 rajeshnpai@rbi.org.in (ii) Smt. Revati Kottakota (AGM-Tech), Estate Department) 044 - 2539 9261 revatikottakota@rbi.org.in (iii) Shri. Rajesh Bonagiri (Assistant Manager, Estate Department) 044 - 2561 9066 / 91605 41941 / rajeshbonagiri@rbi.org.in

2. The bidders who fulfil the following minimum **Pre-Qualification (PQ) criteria** shall be eligible to participate in tendering process. The Pre-Qualification papers super scribed as "Supply, Installation, Testing and Commissioning (SITC) of Air Handling Unit (AHU) at Zonal Training Centre, Main Office Premises, Reserve Bank of India, Chennai" Shri. S.M.N Swamy, Regional Director for Tamilnadu & Puducherry, Reserve Bank of India, Fort Glacis, Rajaji Salai, Chennai-600 001, by name to reach his office not later than **17:00 Hrs. of December 26, 2022** for Bank's examination. Alternatively, the scanned copy of all the PQ document may be forwarded to mail id: rajeshbonagiri@rbi.org.in and muthumarim@rbi.org.in latest by **17:00 Hrs. of December 26, 2022**.

A.	Composition of the firm / organization.	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.	Bidder should fill-up information in Annexure-A: Format 1 annexed hereto and submit along with the following supporting documents. (i) Copy of registration certificate.
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B.	Duration of past experience.	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 October 2017.	<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)/ completion certificate(s) and Tax Deducted at Source (TDS) certificate(s) issued by the client(s) for works executed for private companies.</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 September 2022 from October 2017, should be either of the following:</p> <p>i) Three completed similar works* each costing not less than the amount equal to ₹ 7.24 lakh</p> <p>or</p> <p>ii) Two completed similar works* each costing not less than the amount equal to ₹ 9.05 lakh.</p> <p>or</p> <p>iii) One completed similar work* costing not less than the amount equal to ₹14.48 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.	<p>Bidder should have had an annual financial turnover of amount equal to ₹18.1 Lakh or more per year during the last 3 financial years, ending 31st March 2022.</p>	<p>Bidder should fill up the information in Format 4 annexed hereto and submit along with the following documents</p> <p>(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.</p> <p>(ii) Copies of the Income Tax Clearance Certificates / Income Tax Assessment orders duly certified by a Chartered Accountant as a proof for creditworthiness and turnover of the bidder.</p>

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 ₹18.1 Lakh.	(i) Bidder should also submit banker's solvency certificate as per <u>Format 5</u> 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 <u>Format 5A.</u>
F	Authorized signatory.		Authorization letter from the firm authorizing the concerned officer / individual to sign & participate in the tender, as per <u>Annexure B.</u>

Notes:

- (i) ***Similar work** shall mean '**Supply, Installation, Testing and Commissioning (SITC) of AHU and allied works**'
- (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.

S M N Swamy
Regional Director