



परिसर, सुरक्षा और अधिप्राप्ति विभाग
DEPARTMENT OF PREMISES, SECURITY AND PROCUREMENT

राष्ट्रीय कृषि एवं ग्रामीण विकास बैंक
NATIONAL BANK FOR AGRICULTURE AND RURAL DEVELOPMENT

हरियाणा क्षेत्रीय कार्यालय, प्लॉट संख्या 03, सेक्टर 34 A, चंडीगढ़
Haryana Regional Office, Plot No.03, Sector 34 A, Chandigarh

**Tender for Annual Maintenance Contract for Electrical Operation
and Maintenance Services in NABARD Haryana Office and 70
Officers Flats in Manimajra, Chandigarh**

नाबार्ड हरियाणा कार्यालय और मनीमाजरा, चंडीगढ़ में 70 अधिकारी फ्लैटों में
विद्युत संचालन और रखरखाव सेवाओं के लिए वार्षिक रखरखाव अनुबंध के
लिए निविदा

NIT No.NB.Har.DPSP/145129/ DPSP-30/AMC/2024-25

dated 14.02.2025

Pre-bid meeting – 24 February 2025
Final Date of Submission- 07 March 2025

Chief General Manager

NATIONAL BANK FOR AGRICULTURE AND RURAL DEVELOPMENT
Haryana Regional Office, Plot No.03, Sector 34 A, Chandigarh 160022

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Important Definitions

1. "NABARD" means National Bank for Agriculture and Rural Development.
2. "The Bank" means NABARD, Haryana Regional Office, Chandigarh.
3. "Recipient", "Respondent", "Agency", "Contractor", "Applicant" and "Bidder" means respondent to the Tender Document.
4. "RO" means Haryana, Regional Office.
5. Selected Bidder and Bank shall be individually referred to as "Party" and collectively as "Parties".
6. "Bid", "Offer" means response to this Tender Document.
7. "Tenderer" or "Contractor" shall mean the individual, or Manager of the firm or company, whether incorporated or not, undertaking the works and shall include the legal heirs/representatives of such individual or the partners composing firm and their legal heirs and successors, or company's authorized and constituted attorneys/agents and permitted assignees of such firm or company.
8. "Contract Price" shall mean the final accepted rates in the Bill of Quantities.
9. "Accepting Authority" shall mean the Chief General Manager of the National Bank for Agriculture and Rural Development (the Employer), 'Approval' wherever used in the specifications or scope of work shall mean, approved by or approval of the 'Accepting Authority' in writing.
10. "Appellant Authority" shall mean the Chief General Manager, Head Office of the Bank (the Employer), who shall also be the authority to consider any extension of time or compensation as detailed in clause hereunder.
11. Notice in writing or written notice shall mean a notice in writing typed or written characters delivered to or sent by contractor, and shall be deemed to have been received when in ordinary course of post it would have been delivered, and/or delivered personally, or otherwise proved to have been received.
12. "Drawing" shall mean all drawings and/or design drawings of the installations and manual of operation of various equipments or any such reference for operation and maintenance furnished by the tenderer/sketches duly signed by the authorised Bank Officer or the Consultant on behalf of the employer during the progress of the work.
13. "Letter of Acceptance" shall mean an intimation by a letter issued by the Accepting Authority of the Employer to tenderers that his tender has been accepted in accordance with the provisions in the said letter.

Disclaimer

The information contained in this Tender Document or information provided subsequently to bidder(s) or applicants whether verbally or in documentary form by or on behalf of National Bank for Agriculture & Rural Development (NABARD), Haryana Regional Office, Chandigarh is provided to the bidder(s) on the terms and conditions set out in this Tender Document and all other terms and conditions subject to which such information is provided.

This Tender Document is not an agreement and is not an offer or invitation to bid by NABARD, Haryana RO, Chandigarh to any party other than the applicants who are qualified to submit the bids ("bidders"). The purpose of this Tender Document is to provide the bidder(s) with information to assist them in formulation of their proposals. This Tender Document does not claim to contain all the information each bidder may require. Each bidder should conduct its own investigations and analysis regarding any information contained in the Tender Document and the meaning and impact of that information and should check the accuracy, reliability and completeness of the information in this Tender Document and where necessary obtain independent advice. National Bank for Agriculture & Rural Development, Haryana RO, Chandigarh makes no representation or warranty, express or implied, and shall incur no liability under any law, statute rules or regulations as to the accuracy, reliability or completeness of this Tender Document. National Bank for Agriculture & Rural Development, Haryana RO, Chandigarh may in its absolute discretion, but without being under any obligation to do so, update, amend or supplement the information in this Tender Document.

Subject to any law to the contrary, and to the maximum extent permitted by law, Bank and its directors, officers, employees, contractors, representatives, agents, and advisers disclaim all liability from any loss, claim, expense (including, without limitation, any legal fees, costs, charges, demands, actions, liabilities expenses or disbursements incurred therein or incidental thereto) or damage (whether foreseeable or not) ("Losses") suffered by any person acting on or refraining from acting because of any presumptions or information (whether oral or written and whether express or implied), including forecasts, statements, estimates, or projections contained in this Tender document or conduct ancillary to it whether or not the Losses arise in connection with any ignorance, negligence, inattention, casualness, disregard, omission, default, lack of care, immature information, falsification or misrepresentation on the part of Bank or any of its directors, officers, employees, contractors, representatives, agents, or advisers.

This Tender Document has been prepared solely for the purpose of enabling the Bank in defining the requirements for engaging the Services of an Agency for providing Electrical Operation and Maintenance Services at the Bank Office Premises at Sector 34 A, Chandigarh and 70 Residential Flats at MHC, Manimajra, Chandigarh as mentioned in the Scope of Work.

The Tender Document is not a recommendation, offer or invitation to enter into a contract, agreement or any other arrangement in respect of the services. The provision of the services is subject to observance of selection process and appropriate documentation being agreed between the Bank and any successful Bidder as identified by the Bank after completion of the selection process.

Notice Inviting Tender/ निविदा आमंत्रण सूचना

NIT No.NB.Har.DPSP/145129/ DPSP-30/AMC/2024-25

dated 14 February 2025

To

Registered Sellers on Government e Marketplace (GeM)

सरकारी ई मार्केटप्लेस (GeM) पर पंजीकृत विक्रेता

Madam/ Sir

मैडम / सर

Notice Inviting Tender – Annual Maintenance Contract for Providing Electrical Operation and Maintenance Services at Haryana RO Premises, Chandigarh and 70 Residential Flats at Modern Housing Complex (MHC), Manimajra, Chandigarh

निविदा आमंत्रण सूचना - हरियाणा आर.ओ. परिसर, चंडीगढ़ और मॉडर्न हाउसिंग कॉम्प्लेक्स (एमएचसी), मनीमाजरा, चंडीगढ़ में 70 आवासीय फ्लैटों में विद्युत संचालन और रखरखाव सेवाएं प्रदान करने के लिए वार्षिक रखरखाव अनुबंध

1.1 Invitation for Bids/ बोलियों के लिए आमंत्रण

National Bank for Agriculture and Rural Development (NABARD), is a body corporate established under the NABARD Act, 1981 (hereinafter referred to as "The Bank") having its Head Office at Plot No. C-24, 'G' Block, Bandra-Kurla Complex, Bandra (East), Mumbai - 400051 and Regional Offices (ROs) / Training Establishments (TEs) in different cities across the country.

राष्ट्रीय कृषि और ग्रामीण विकास बैंक (नाबार्ड), नाबार्ड अधिनियम, 1981 के तहत स्थापित एक निगमित निकाय है (बाद में "बैंक" के रूप में संदर्भित) जिसका प्रधान कार्यालय प्लॉट नंबर सी-24, 'जी' ब्लॉक, बांद्रा-कुर्ला कॉम्प्लेक्स बांद्रा (पूर्व), मुंबई - 400051 में है और देश भर के विभिन्न शहरों में क्षेत्रीय कार्यालय (आरओ) / प्रशिक्षण प्रतिष्ठान (टीई) हैं।

NABARD, Haryana Regional Office, Chandigarh intends to invite Techno-Financial Bids (two bid system) from registered sellers on GeM, for providing Electrical Operations and Maintenance Services at its Premises at Sector 34 A, Chandigarh and 70 Residential Flats at MHC, Manimajra, Chandigarh.

नाबार्ड, हरियाणा क्षेत्रीय कार्यालय, चंडीगढ़ सेक्टर 34 ए, चंडीगढ़ में अपने परिसर और एमएचसी, मनीमाजरा में 70 आवासीय फ्लैटों में विद्युत संचालन और रखरखाव सेवाएं प्रदान करने के लिए जीईएम पर पंजीकृत विक्रेताओं से तकनीकी-वित्तीय बोलियां (दो बोली प्रणाली) आमंत्रित करना चाहता है।

The tender document is available free of cost to the vendors registered on GeM portal.

जेम पोर्टल पर पंजीकृत वेंडरों के लिए निविदा दस्तावेज निःशुल्क उपलब्ध है।

1.2 Objectives of the Tender / निविदा के उद्देश्य

NABARD, Haryana Regional Office, Chandigarh intends to invite Techno-Financial Bids (two bid system) from registered sellers on GeM, for providing Electrical Operations and Maintenance Services at its Premises at Sector 34 A, Chandigarh, 70 Residential Flats at MHC, Manimajra, Chandigarh and executing an Annual Maintenance Contract from **01.04.2025 to 31.03.2027** which can be renewed for one year on existing terms & conditions subject to review of annual performance of the agency. The extension will be given on the sole discretion of NABARD.

नाबार्ड, हरियाणा क्षेत्रीय कार्यालय, चंडीगढ़, सेक्टर 34 ए, चंडीगढ़ में अपने परिसर में विद्युत संचालन और रखरखाव सेवाएं प्रदान करने के लिए, एमएचसी, मनीमाजरा में 70 आवासीय फ्लैटों के लिए जीईएम पर पंजीकृत विक्रेताओं से तकनीकी-वित्तीय बोलियां (दो बोली प्रणाली) आमंत्रित करना चाहता है। चंडीगढ़ और 01.04.2025 से 31.03.2027 तक वार्षिक रखरखाव अनुबंध निष्पादित करना, जिसे एजेंसी के वार्षिक प्रदर्शन की समीक्षा के अधीन मौजूदा नियमों और शर्तों पर एक साल के लिए नवीनीकृत किया जा सकता है। विस्तार नाबार्ड के विवेकाधिकार पर दिया जाएगा।

1.3 Tender Submission/ निविदा प्रस्तुत करना

The Bids (Technical Bid & Price Bid) should be submitted online on GeM portal and should be addressed to CGM, NABARD, Regional Office, Haryana, Chandigarh for the aforesaid Tender as per detailed Scope of Work and other requirements as mentioned in the Tender document.

बोलियां (तकनीकी बोली और मूल्य बोली) जीईएम पोर्टल पर ऑनलाइन प्रस्तुत की जानी चाहिए और निविदा दस्तावेज में उल्लिखित कार्य के विस्तृत दायरे और अन्य आवश्यकताओं के अनुसार पूर्वोक्त निविदा के लिए मुख्य महाप्रबंधक, नाबार्ड, क्षेत्रीय कार्यालय, हरियाणा, चंडीगढ़ को संबोधित की जानी चाहिए।

The Bids can be submitted online through two bid system for the aforesaid Tender as per detailed specifications and other requirements as mentioned more specifically in the tender document. The scanned manually filled bids could be uploaded on GeM portal. The financial/price bid shall not have any correction or omissions in figure/words, otherwise same will be treated as invalid offer/tender.

उपरोक्त निविदा के लिए दो बोली प्रणाली के माध्यम से बोली को विस्तृत विनिर्देशों और अन्य आवश्यकताओं के अनुसार ऑनलाइन प्रस्तुत किया जा सकता है जैसा कि निविदा दस्तावेज में विशेष रूप से उल्लेख किया गया है। मैनुअल रूप से भरी गई स्कैन की गई बोलियों को जीईएम पोर्टल पर अपलोड किया जा सकता है। वित्तीय/मूल्य बोली में अंकों/शब्दों में कोई सुधार या चूक नहीं होगी, अन्यथा इसे अमान्य प्रस्ताव/निविदा माना जाएगा।

The tenderer has to submit the two documents online; one pertaining to “Technical Bid” for captioned subject and other document pertaining to “Financial/Price Bid” in such a

way so that the technically qualified vendor's "Price/Financial Bid" could be opened.

निविदाकर्ता को दो दस्तावेज ऑनलाइन जमा करने होंगे; एक शीर्षक वाले विषय के लिए "तकनीकी बोली" से संबंधित और अन्य दस्तावेज "वित्तीय/मूल्य बोली" से संबंधित इस तरह से ताकि तकनीकी रूप से योग्य विक्रेता की "मूल्य/वित्तीय बोली" खोली जा सके।

Both the Bid document should be submitted through Govt. GeM portal online. The last date of submission is 07 March 2025 upto 14:00 Hrs.

दोनों बोली दस्तावेज सरकार के माध्यम से प्रस्तुत किए जाने चाहिए। जीईएम पोर्टल ऑनलाइन। जमा करने की अंतिम तिथि 07 फरवरी 2025 को 14:00 बजे तक है।

1.4 Contact Persons/ संपर्क करें:

Sh. Dharamvir Singh, Assistant General Manager, 0172-5116833
श्री धरमवीर सिंह, सहायक महाप्रबंधक, 0172-5116833

Sh. Karan, Manager, 0172-5116839
श्री करन, प्रबंधक; 0172-5116839

Email- dpsp.haryana@nabard.org

1.5 TENDER PROCESS SCHEDULE/ निविदा प्रक्रिया अनुसूची

S. No.	Activity	Date and Time
1	<p>बयाना राशि (ब्याज मुक्त और वापसी योग्य) Earnest Money Deposit (Interest free and Refundable)</p> <p>(बोली जमा करने से पहले भुगतान करना होगा और इसकी पावती अपलोड करनी होगी। हालांकि, सूक्ष्म और लघु उद्यम श्रेणी के तहत पंजीकृत उद्यमों को ईएमडी राशि जमा करने से छूट दी गई है) (To be paid before submission of the Bid & its acknowledgement has to be uploaded. However registered micro & small enterprises under this category, are exempted from submission of EMD amount)</p>	<p>₹ 74,000/- (रु चोहत्तर हजार मात्र)। नाबार्ड चालू खाते में एनईएफटी द्वारा। बैंक विवरण निम्नानुसार है: ₹ 74,000/- (Rupees Seventy Four thousand only) by way of NEFT to NABARD current A/c as per the bank details given below :</p> <p>Name of the A/c Holder : National Bank for Agriculture and Rural Development</p> <p>Bank Name : NABARD Branch Name: Head Office, Mumbai IFSC: NBRD00000002 A/C No: NABADMN40 Type of A/c : Current</p>
2	Date of Issue of Tender निविदा जारी करने की तिथि	14 February 2025
3	Last date for submission of the Bid बोली जमा करने की अंतिम तिथि	07 March 2025; 14:00 HRS

4	Date of Pre- Bid Meeting प्री-बिड मीटिंग की तिथि	<p>24 February 2025 at 11.00 AM and will be held in NABARD Haryana Regional office, Mini Conference Room, Ist Floor.</p> <p>The agencies may join us offline/online. The link will be sent to interested agencies through email. For online joining, the interested agency may send their request as well as their queries on dpsp.haryana@nabard.org at least one day prior to pre-bid meeting date. The pre-bid clarifications will be issued and will be part of tender, if any. If nobody joins the meeting till 11:45 AM, it will be concluded that tender is clear to all agencies. NABARD reserves the right to revise technical and price bid after pre-bid meeting.</p>
5	Date and Time of Opening of Technical & Price Bid तकनीकी और मूल्य बोली खोलने की तिथि और समय	<p>07 March 2025; 14:30 HRS for technical bid and may be joined offline/online as they choose so.</p> <p>Date & time of opening of Price bid will be communicated later</p>

Note: In case any mentioned date is Holiday/Saturday/Sunday, the next working date will be accepted as date of that activity except submission date. After pre-bid meeting, the NABARD reserves the right to modify the complete tender.

नोट: यदि किसी उल्लिखित तिथि को अवकाश/शनिवार/रविवार है, तो जमा करने की तिथि को छोड़कर अगले कार्य दिवस को उस गतिविधि की तिथि के रूप में स्वीकार किया जाएगा। प्री-बिड मीटिंग के बाद, नाबार्ड के पास पूर्ण निविदा को संशोधित करने का अधिकार सुरक्षित है।

Yours faithfully,
आपका विश्वासी

Sd/-

(सुमेर चंद)

उप महाप्रबंधक- डीपीएसपी
नाबार्ड, हरियाणा क्षेत्रीय कार्यालय, चंडीगढ़

FORM OF APPLICATION FOR SUBMITTING TENDER
(to be submitted on Contractor's own letterhead)

Ref. No.

Date :

Chief General Manager
National Bank for Agriculture and Rural Development
Haryana Regional Office
Plot No. 03, Sector 34-A
Chandigarh – 160022

Dear Sir,

Tender for Annual Maintenance Contract for Providing Electrical Operation and Maintenance Services at Haryana RO Premises, and 70 Residential Flats at MHC, Manimajra, Chandigarh for the period 01.04.2025 to 31.03.2027

1. With reference to your tender (Customized Bid) No. _____ dated _____, I am / We are pleased to offer myself/ourselves to be prospective bidder for this work in your organization.
2. I am / We are already registered/empaneled with _____ and _____ (write one/two names of Govt./ Semi Govt. / Govt. Undertakings/Autonomous bodies/Bank/Reputed Private corporate company with which the Applicant is registered/empaneled under class/ category _____, if any. All the requisite information, documents and certificates as required by you, are uploaded on GeM portal in the prescribed proforma as per tender requirement for your perusal.
3. I / We have read and understood the tender and Instructions/conditions appearing in the techno-financial bid/ tender and I/We understand that if any false information is detected at a later stage, any future contact made between me/ourselves and NABARD, on the basis of the information given by me/us , will be treated as invalid by NABARD.
4. I/We agree that the decision of NABARD, Haryana RO, Chandigarh in selection/shortlisting/empanelment/awarding will be final and binding on me/us.
5. I have visited the sites before quoting the rates. All the terms and conditions of the tender, have been accepted by us. We have not made any conditional offer.
6. All the required information have been furnished along with price/financial bid through GeM portal only.
7. I/We also agree that I/We have no objection if enquiries are made about the works listed by me /us in the accompanying sheets/ documents as well as for any other additional inquiry/documents sought by NABARD on mine/our submitted documents. The additional information/documents will be uploaded on GeM portal within stipulated period failing which my tender will be treated as invalid tender.
8. I/We, therefore, request you to kindly consider our bid/tender.

Thanking you

Yours faithfully,

(Signature of Authorized person on behalf of firm/agency/contractor)

Attachments/ Submitted online documents - One Technical Bid and One Price/Financial Bid

Section 01

TECHNICAL BID

A. Scope of Work under AMC Work

A.1 Description of the Property

- a. **Office Building:** Basement, ground and two floors. The building have two staircases from Basement to 2nd floor, Basement, Terrace, lift room, other Common Areas and open area around the building (including the road and pavement area) of Haryana Regional Office at Sector 34 A, Chandigarh. Minor increase / decrease in the area may take place during the year and no extra payment and deductions will be made in this regard.
- b. **70 nos. NABARD Officers flats at Modern Housing Complex (MHC), Manimajra, Chandigarh:** 35 nos. Category –I Flats, 25 nos. Category –II flats and 10 nos. category III flats. No extra payment or deduction will be made on increase/decrease in number of flats.

A.2 Period of the AMC

The contract shall be executed initially for a period of two years from **01/04/2025 to 31/03/2027** (the period start date will be changed, if award of AMC work is delayed) which may be renewed further for one year subject to review and satisfactory performance by agency and on mutual consent of both the parties on same terms and conditions of contract. The renewal will be done on the sole discretion of NABARD. The Tenderer is advised to quote the rates with due statutory provisions as necessary, based on the scope of works and specification/ description of items as well as terms and conditions contained in the Tender Document.

A.3 Scope of Work at Office Premises, Sector 34 A & 70 Officers Flats, MHC, Manimajra, Chandigarh

Electrical Works - (a) Electrical Installation Maintenance (excluding OEM's installation like Lifts, DG set, Intercom etc.)

All the Electrical installation maintenance, repairs/ replacement works necessary to maintain safe and uninterrupted electrical supplies to the office building & officers flats including elevators, AC system, lobbies, fire-fighting system, inter-com system, UPS system, solar system, staircases, pumps, substation, Guest Rooms, Dispensary, Security post, street lights, yard lights, façade lights etc. within NABARD's premises and Officers flats/VoF are covered under the AMC.

The details of scope of AMC works is as under:

(a) Replacement/repairs of all standard electrical amenities provided in office area/ officers flats, as well provided in common areas, like damaged wiring/defective 5/15A switches, sockets & Plugs; buzzer bells; ding- dong bells; cut outs, DP Switches, Resistance type Fan regulator, Capacitors for Fans; Ceiling rose; Electromagnetic FTL Chokes (copper ballast) ; Starters/ holders/Tubes upto 40 W, 5/15A Kit-kat Fuse with base; bulb holders; Vapour/ halogen lamp holders; Acrylic/Mica sheets for Switch boards; Telephone sockets; PVC conduit/ Casing Capping .; Glass dome., Fancy light bulbs in VOF/flats, 11 W 2 pin PL lamp, CFL lamp , LED bulbs/tubelights, exhaust fans (The make of the items so replaced should be strictly as per the list of approved makes and specifications as given in financial bid PART B or as approved by NABARD's Officer/Engineer).

(b) Contractor has to take possession of the new fixtures those purchased by NABARD to carry out test checks/installation of these items at the location of old damaged/defective items viz: DOL starters/ Tube fixtures / fans / geysers/LED, etc.

(c) Greasing of fan bearings and painting of switch boards, fans on requirement basis only.

(d) Screws/ nuts/ bolts/ wooden plugs/ saddle & spacers/Adhesive tapes/ tools & tackles etc. as may be necessary for the entire work.

(e) Quarterly cleaning and checking of the fans /lift fans in office. Monthly cleaning of all the common area lighting/ fan fixture and meter rooms / boards as well as cleaning of all the meter rooms / LT panels in office.

(f) Preventive Maintenance by Periodical Testing of electrical installations like LT switchgears / circuit breakers, Transformers, LT bus duct, overhauling of circuit breakers etc. by engaging specialist agencies (if required) as per the instructions from Engineer/ Officer of the Bank. The jobs includes quarterly cleaning / tightening of LT panel connections, ACDBs, lighting / Power DBs, panel board, switch boards, staircase lights; half yearly cleaning of lift lights, and light fittings in the office area; monthly cleaning of compound lights, security lights and facade lights. **Prior approval of rates shall be obtained before undertaking works to be done by specializing agency for preventive maintenance in office, if required.**

The firm shall attend to the breakdowns as & when called for within 48 hours. Otherwise penalties may be levied as per terms and conditions.

(g) Minor repairs to Storage/Instant type Geysers, such as checking / replacement of thermostat, heating coil, wiring, safety valve etc. inclusive of removing and refixing of Geysers, if required.

(h) Detection of faults in tube light fittings, other light fittings, fans exhaust fans/pedestal fans, regulators, bus bar, main panel, DG set changeover, UPS panel, UPS & its batteries and other panels including rising mains DB's, MCB's ELCB's Capacitors etc. Detection of faults in all types of wiring such as CTS, surface conduit, cables, etc. and rectifying them by removing the defective wiring as required. In concealed circuit system of wiring where old conduits are damaged rewiring shall be carried out either through surface conduits or wiring as directed under cables fault and its repairs. Termination/glanding of power cables including joint making will be included in contractor's scope.

(i) Minor repairs to fans i.e. change of the capacitor, bearings, wiring, oscillating mechanism etc. overhauling and greasing / oiling as required.

(j). Repairs to Hand Drier, Fans, Exhaust Fans, ceiling downlights, ceiling panel lights, cove lights, Mercury/Sodium vapor/Halogen fittings mounted on the building/poles including replacement of MV / Sodium / Halogen lamps, accessories and repairs of cables. After repair the same is to be fixed or new fan may be installed as required.

(k) Insulation resistance testing for all the conductors once a year. The necessary equipment has to be arranged by the contractor.

(l) Measurement of earth resistance for all the available earth pits once a year.

[Works at (k) and (l) will be carried out in consultation with NABARD's engineer].

(m) Watering of all the Earth pits on monthly basis and maintaining the earth resistance within permissible limits for smooth / trouble-free operation of the entire electrical installation including the computer / networking systems. Earth resistance to be measured quarterly in the presence of Bank's engineer in single mode.

(n) Checking of load current on the main incoming cable to each meter room monthly.

(o) The contractor's scope also includes work of liasoning with Power utility/ discom company for quick repairs to any breakdowns/ interruption to power supply and also with Electrical Inspector and it will be the contractors responsibility for obtaining the clearance/ yearly inspection certificate from inspectorate, if required. Any statutory charges will be reimbursed by the Bank on production of document/receipt of payment.

(p) Operation of water pumps/ motor and preventive maintenance like Gallen dori changing and greasing of water pumps & fire pumps in office and basement. Maintenance of their panels etc.

(q) Any other Electrical Maintenance related works, record keeping of power consumption, solar system power generation, maintenance of log books as per Bank's Engineer directions.

Responsibilities of the Contractor

- i. All the tools, tackles and instruments required for repairing, replacing and testing the electrical appliances in the officer's flats/staff quarters shall be provided by the contractor.
- i. The contractor shall provide everything necessary for the proper execution of the work according to the intent and meaning of the scope of work, specifications, drawings and schedule of quantities. Based on the details furnished in the N.I.T., the contractor should undertake its own assessment for suitable labour deployment and system required. If the contractor finds any discrepancies furnished it shall immediately bring them to the notice of the Employer.
- ii. The contractor shall take full responsibility for providing required tools, equipment and measuring instruments considering the requirement for proper operation of the installation to their workers. The contractor shall also take full responsibility for providing safety equipment like hand gloves, industrial helmets, shoes etc. to their employees/labour or electrician.
- iii. The employer shall on no account be responsible for the expenses incurred by the contractor during the progress of work at site, towards any incidental expenditure like medical amenities to the workers at site, security arrangement etc. The employer shall not be responsible for the safety of the workers/persons at site either on account of the works executed by the contractor or on account of the works executed by any other agency involved at that time. The contractor shall take adequate insurance of the workers/staff engaged at site.
- iv. The Employer on no account shall be responsible for storage of tools or materials or loss or pilferage or theft either in respect of the contractor's belongings or of their worker's or representatives.
- v. Any facilities available at site shall be utilised only with prior permission of the Employer or the in-charge of the site/building owner and cannot be taken as granted. For utilisation of such services the Employer is entitled to charge at his discretion.

- vi. No extra charge shall be paid over and above what has been quoted for any of the above or for similar such services.
- vii. The contractor has to provide necessary ID cards to its employees with relevant details of the employee and contract. No employee without ID cards will be allowed in the premises.

A.4 Details of Manpower/persons to be provided under AMC and their timings

- i. **Electrician (with wireman license/Diploma in Electrical / ITI electrical) at site (as per below mentioned details) on all days** of a month with one weekly off on rotational basis preferably other than Saturday & Sunday (with necessary tools and minor items like adhesives tape, screws, nails, nut & bolt, washer, rawl plug (gitti- 2” size)), brackets, saddles, clips, grease, mobil, rubber washer, gallan dori etc. inclusive of insurance cost, etc). In case of emergency, electricians will also help each other for speedily and timely completion of urgent work or will take assistance from Housekeeping staff / Carpenter/Plumber for limited period/duration instead of asking for full time helper. The person will work for six days in a week and will have weekly off either on Saturday or Sunday or a suitable day as decided by the Bank.

Timings for the duty for 02 Electricians who will report at Office Premises at Sector 34, Chandigarh –

(i) One electrician from 7:30 AM to 4:00 PM from Monday to Friday and 8:30 to 5:00 PM on Saturday.

(ii) One electrician from 01:00 PM to 9:30 PM from Monday to Saturday.

(iii) In case of emergency, the electricians have to come on Sunday and no extra payment will be made in this regard.

(iv) Whenever required the electrician from Office will be sent to MHC, Manimajra on Saturday or Sunday.

Timings for the duty for 01 Electrician at Modern Housing Complex, Manimajra will be from 9:00 AM to 5:30 PM and will take weekly off, preferably other than Saturday & Sunday. The electrician will assist housekeeping personnel for cleaning of exhaust fans etc. in flats. Also, he will help plumber/carpenter for limited duration whenever support is required.

A.5 List of approved make of Material / Trade for supplying the material -

Sr. No	Item /Make	Make or brand
1	Switches, sockets, holders and ceiling rose etc.	Anchor/Havells or equivalent
2	Tube lights, Bulbs, Halogens / Mercury bulbs	Philips/Crompton or Equivalent
3	MCB / RCCBs/ ELCBs	Legrand/Havells or equivalent
4	Wires	Finolex, Polycab or RR Kabel
5	Casing capping & PVC conduits	Precision/Shivam or equivalent
6	Switchboards	Presto teak or equivalent
7	Kit-Kat fuses (porcelain)	Anchor or equivalent
8	Fan regulators – Electronic	Anchor type or approved equivalent
9	Fan capacitor	Asian, Crompton, Philips or equivalent.

10	FTL Choke (copper ballast)	Philips or equivalent
11	Bearings	SKF or Equivalent
12	Contactors	Siemens, L &T
13	LED	Philips, Syska or equivalent
14	Geyser element and thermostat	Bajaj, Usha, Powerpack or equivalent

Unless otherwise mentioned any of the approved makes or brands as mentioned above or in Part B of the Financial Bid, shall be allowed to be used. Other specific equivalent brands with BIS mark may be allowed to be used, if approved by NABARD in case of non-availability of that make in the market. The tenderer shall distinctly understand that it will not be their prerogative to insist on a particular brand from the list. Final selection will be done with the approval of NABARD.

A.6 Pre-Qualification (PQ) Criteria

I. Details of PQ Criteria

S.No	Criteria	Qualification	Supporting Documents to be uploaded
1	Working Experience in For electrical operations and maintenance services	Minimum experience of Seven (07) years as on 31 Jan 2025	Copies of registration/ incorporation/ formation of firm shall be submitted.
2	Annual turnover during each of the three years ending 31 March 2024	Not less than Rs.12.00 lakh for each year	Copies of Audited Account Statements (Balance Sheets with P& L A/c) 2021-22 2022-23 2023-24
3	Contractors/Agencies who are registered/empaneled with any Govt. Semi-Govt./ Govt. Undertakings / Autonomous bodies/ Reputed Corporate Sector Company /Banks	Agency/ contractor shall be empaneled / registered with any of the regulatory/statutory institutions	Copy of registration (like PAN/GST) / empanelment may be submitted
4	Value of Works attended to (contractor has to fulfil at least one of three criteria and two years/bi-annual value of the works will be	Three works of the nature similar* to details mentioned at Sr No 1 above of each work order value not less than Rs.15.00 lakh	Copies of work Orders / Agreements

	considered under AMC) during last five years ending 31.03.2024	<p>Or</p> <p>Two works of the nature similar* to details mentioned at Sr No 1 above of each work order value not less than Rs.19.00 lakh</p> <p>Or</p> <p>One work of the nature similar* to details mentioned at Sr No 1 above of work order value not less than Rs.30.00 lakh</p>	
5	Nature of Clients for on-going /existing AMC works	At least one of the on-going / existing maintenance contract with a Government Department/ Organization/PSU/ Bank/ Reputed private corporate company	Copy of the work Order for on-going works may be provided.
6	Submission of Pre-contract Integrity Pact on Rs. 200/- stamp paper	As per Annexure -8 to be submitted by all bidders on stamp paper for technical evaluation	Original Integrity pact to be uploaded on GeM portal
7	Registered Office	Should have their Registered office within the areas of Chandigarh, Panchkula, Mohali (Tricity)	Copy of proof of Registered Address including Incorporation certificate, etc.
8	Current/Saving Bank A/c in Commercial/ Co-operative / Regional Rural Bank	Details of Bank A/c may be given	Copy of details of bank A/c

* "similar" means completed project works of captioned work executed or previous AMC (12-month amount) work related to items mentioned in the tender. For on-going AMCs, the period upto 31st January 2025, will be considered.

II. Detailed Proforma for PQ Criteria

PART-I

BASIC INFORMATION

Sl.No.	Particulars	Bidder's/Contractor Response
1	Name of the organization/ Firm and address of Registered office	
2	Year of Establishment	
3	Type of Organization (like Sole Proprietorship, Partnership, private limited company, Public limited company, co-operative society etc.)	
4	Name of the Proprietor/Partners/Directors in the organization	1. 2. 3.
5	Details of Registration a) Whether registered as partnership firm or company etc. b) Name of Registering Authority c) Registration No. d) Date of Registration	a) b) c) d)
6	Whether registered/ empaneled for similar works with a) Government / Semi-Government / Municipal Authority / Public Organisation /reputed Private corporate company / Bank/ Autonomous bodies of Govt. (Yes/No) b) If Yes, name of authority; and c) Since When	a) b) c)

7	Details of experience in the field of electrical operation and maintenance services as on 31/01/2025	- Years
8	a) Areas of business activities, other than electrical operation and maintenance, if any, and b) Place and address of such business	a) b)
9	a)Address of the existing office through which the proposed work of the bank will be handled; and b)Name and Designation of Officer-in-charge	a) b)
10	Adequate and satisfactory evidence to indicate financial capacity of the person/organisation to undertake the said work like Certificates from Clients on timely completion of high value work, copy of few yearly bills raised of value more than Rs.08.40 lakhs during last 07 years.	
11	Name and Full address of the Bank/Bankers, Bank Code, IFSC code, Type of Account & Account no.	
12	Yearly turnover of the organization for the last 3 years ending 31 st March 2024 (Please, enclose copy of Audited Final Accounts in support.)	
	Year 2021-22	
	2022-23	
	2023-24	
13	a) Registered Office address and Telephone number of the bidder	
	b) Office address through which the work will be handled in Tri-city Chandigarh, if any	
	*Details of factory and its location, machinery, technical personnel to be employed to be attached in separate sheet.(If any)	

14	Whether working with any of the Govt./Semi Govt. Undertaking/s e t c . As approved contractors and if so, furnish details in Part II as per PQ criteria	
15	Details of staff employed in the organization and if so, give details of their experience, qualification etc. Part III	
16	<p>a)Indicate if involved in any litigation, arbitration or any civil suits pending in any of the works executed during last 07 years/being executed.</p> <p>b)If yes, please furnish the name of the project, employer, nature of work, work order and date, contract value, present stage of work and brief details of litigation. Attach a separate sheet if required.</p>	
17	Kindly mention if your firm/agency/company is blacklisted/ debarred by NABARD mention the relevant details. Also, the details of re-empanelment by NABARD of the previously debarred/blacklisted firm, if any	

Note- Please attach self-certified copies of the following documents :

a) Latest Income Tax Clearance Certificate

b)Audited Balance Sheets and Profit & Loss Account for the past three years

Signature of the applicant

(with seal)

Address :

PART–II: COMPETENCE, CAPABILITY AND PREVIOUS EXPERIENCE

(a) LIST OF SIMILAR WORKS OF HIGHER VALUES EXECUTED BY THE FIRM DURING THE LAST five years ending 31.03.2024

(Costing more than Rs.15.00 lakhs/Rs.19.00 lakhs/Rs.30.00 lakhs as mentioned in the eligibility criteria)

*The Details of previous experience and work for NABARD in any of the centers may be separately provided.(in tabular form).

Sl. No.	Name of the work & location	Nature of work Involved in the contract eg. Residential etc.	Name & address of the owner & Manager	The name & full address of the officer under whom the work was carried out.	Contract/ Work order Amount	Contract period stipulated	Contract period actual	Whether the work was left incomplete or contract was terminated from either side. Give full details.	Any other relevant information including reason, if any, for delay in completion of work.
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)

SIGNATURE OF THE APPLICANT
(WITHSEAL)

*Attach a separate sheet, if required.

b) LIST OF IMPORTANT WORKS IN HAND/EXISTING/ON-GOING

(Costing more than Rs.15.00 lakhs/Rs.19.00 lakhs/Rs.30.00 lakhs
as mentioned in the eligibility criteria)

Sl. No.	Name of the work & Locati on	Nature of work Involved in the contra ct (e.g. residenti al, offices, industri al etc.)	Name & addre ss of the owner & Manag er	The name & full address of the officer Under whom the work was carried out.	Contra ct Amoun t	Contract period as per agreemen t	Actual Contract period	Whether the work Was left Incomple te or contract was terminat ed from either side. Give full details.	Any other relevant informatio n including reason, if any, for delay in completi on of work.
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)

SIGNATURE OF THE APPLICANT

(WITH SEAL)

*Attach a separate sheet, if required

B -TERMS & CONDITIONS

B.1 - General Instructions/Conditions to the tenderer/bidder / Agency

1. GeM registered and interested applicants/vendors are required to apply for the tender only through GeM (Government e marketplace). No other mode of submission of tender will be accepted.
2. Each page of the application shall be stamped and signed by authorized signatory of the firm/agency/contractor as a token of acceptance or of self-certification. The authorized person shall have necessary authorization / power of attorney to do so.
3. The pre-bid meeting clarification will be part of tender, if any.
4. If the space in the application form is insufficient for furnishing full details, such information may be supplemented on a separate sheet of paper stated therein the part of the proforma and serial number of relevant row. Separate sheet shall be used for each part.
5. NABARD reserves the right to verify any or all the documents furnished by the Tenderers/applicant/agency/firm with any authorities. NABARD also reserves the right to cancel any or all the applications without assigning any reason thereof.
6. Clarifications regarding applying for tender, if any required, may be obtained from Deputy General Manager, NABARD, Haryana RO, Chandigarh by sending email to dpsp.haryana@nabard.org till the date and timings fixed for the pre-bid meeting in the tender.
7. No mobilization advance will be given by NABARD, so necessary financial resources will be mobilized by agency/contractors.
8. Rates for the Item Rate Tender (Part B of the Financial Bid) shall be quoted as per the stipulated technical specifications and in accordance with terms & conditions of tender and visiting the sites. Quoted rates shall be inclusive of all applicable taxes, latest minimum wages and other charges for providing necessary tools & tackles, petty items mentioned in scope of work, clamp tester etc. The contractor will arrange the earth testing machine, meggar etc. within AMC charges, whenever required. Contractor shall ensure the desired quality in the work.
9. Interest free initial EMD (Earnest Money Deposit) amount of Rs.74,000/- shall be deposited in NABARD A/c before the last date of submission of tender. EMD amount of unsuccessful bidders will be refunded.
10. Validity of submitted tender will of 03 months from the date of opening of technical bid. In case of any requirement of additional documents related to technical bid, the vendor will be required to send the same through email/ GeM portal within the specified time period, failing to which will tantamount to disqualification and no further correspondence will be done in this regard.
11. The work will be awarded on the basis of Least Cost System (LCS) on total quoted amount in the price bid. In the event of more than one bidder quoting the same lowest amount, the work can then be awarded to the bidder having highest marks in Quantitative Evaluation Of Technical Parameters among the L1 bidders. (Format of Scoring Model as indicated in Annexure 8). In case multiple L1 bidders get same marks in Quantitative Evaluation Of Technical Parameters also, then the Purchase Committee of NABARD can visit the work sites of the bidders and award marks to the work being carried out at site adopting an objective criteria. The work can then be awarded to the bidder with highest marks. In case of multiple L1 bidders getting equal marks even after field visits, the final selection can be done based on draw of lots, as may be decided jointly by the RO and select bidders, or by pulling the highest number from a box containing 30 numbers.
12. Successful bidder has to give Indemnity Bond to NABARD and Contractors All Risk (CAR) policy in joint name of NABARD which will be 1.25 times of AMC tender amount.

B.2 - Special Terms and Conditions

1. In the event of the bidder / tenderer quoting “**NIL or Zero**” charges for ‘**Other Charges/ CAR policy /other statutory payments etc.**’, the bid shall be treated as unresponsive and invalid and will not be considered.
2. Further, bidders shall not quote, for the item “**Contractors Administrative / Service Charges etc.**”, **less than or equal to 3.85%**, otherwise bid would be treated as unresponsive and invalid, and will be liable for rejection. It should be kept in mind that the charges for supplying dress/uniform cost, identity cards, conveyance charges, equipment arrangements, minimum cost items (which has to be provided to workmen/person under AMC charges), other service (supervisory and management) charges and profit of the contractor etc. shall be estimated and included within the head of the Price Bid. The other charges to be quoted as in the given row of Price bid shall not be less than 1 % otherwise your bid will be treated as invalid and will not be considered.
3. Contractors shall, wherever applicable, may pay Bonus at Govt. approved/ prevailing rates to the eligible contract workers and the same is payable to contractor on reimbursement basis on production of proof of payment. However, Bonus is **not to be included/ accounted** for in Price/ Financial Bid.
4. The Bank does not bind itself to accept abnormally low bids. The rates quoted by the tenderer/bidder should be able to demonstrate the capability of the tenderer/bidder to deliver the contract at the offered price. Abnormally low bids/rates will be subject to analysis by the Bank.
If required, the Bank may call written clarification from the bidder, including detailed price analysis of the bid price in relation to scope, schedule, allocation of risks and responsibilities and any other requirements of the bid document and tenderer/bidder shall have to furnish Rate Analysis for the scrutiny of rates by the Bank within a stipulated time. The Bank reserves the right to reject the bid if bid is found to be abnormally low to deliver/perform the contract viz the monthly charges are not calculated on the basis of highest prevailing minimum wages assessed from centre govt/state govt/ DC rates. The appointed contractor is required to submit the progress as per the proforma provided by the bank.
5. Contractor shall follow the prescribed formats/procedures for official documentation like registers, etc. as stipulated by NABARD from time to time.
6. Contractor shall guide the workmen/labour to see the complaint register for attending them within days mentioned in the below table from the date of complaint. Also, they should mention the reasons in the proper Record/Register for not attending to any particular work time schedule. The periodicity and expected schedules are given in the scope of work and the amount of deduction/penalty beyond that period for pending work as well as for any substandard work will be as under :

Nature of work	Time of completion	Penalty for delay (per complaints per day)
Outside work where scaffolding is required	10 days	Rs. 5/-
Outside work where no scaffolding is required	4 days	Rs. 5/-
Internal work	3 days	Rs. 5/-
Other work	3 days	Rs. 5/-

Complaint requires Material from NABARD office	02 days from receipt of material	Rs. 5/-
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7. The responsibility of engaging and maintaining approved strength of electricians lies with the Contractor. The Contractor shall ensure timely attention and completion of the routine works within the given time frame. In case of non-attendance or non-timely attendance or below-standard carrying out of any work by the contractor, the Bank shall get the work satisfactorily carried out through its other agencies at the risk and cost of the contractor. Apart from making payments to the said other agencies from the dues of the contractor, the Bank shall also levy a penalty @ 1.5% of all such payments made.

8. The contract has to ensure that it has necessary valid license (if applicable) under the provisions of the Contract Labour (Regulation and Abolition) Act, 1970 and the Contract Labour (Regulation and Abolition) Central Rules, 1971 and shall fulfil all conditions required under the Act/Rules as amended from time to time.

9. The contractor shall, irrespective of number of persons employed, be registered under the relevant provisions of Employees' Provident Funds and Miscellaneous Provisions Act, 1952 and Employees State Insurance Act, 1948 respectively.

10. The contractor shall be registered with Income Tax and Goods & Services Tax (GST) authorities.

11. The contractor, who will be awarded the bid, has to submit an affidavit to the effect that bidder has not defaulted in payment of statutory dues like EPF/ESI/Service Tax and Income Tax with respect to any contract entrusted to his/ her agency by NABARD.

12. If the contractor fails to deploy the number of manpower as required under the agreement / tender and such absence of manpower in each category of workmen exceeds 15% or more of total man days in a month, a penalty of Rs. 50.00 per day shall be imposed on the contractor for all absent days including 15% of the absences during the month. The amount of penalty shall be adjusted from the amount payable to the contractor and shall not be deducted by the contractor from the wages payable to the workmen.

13. If the contractor continues to fail to engage sufficient workers and does not show sufficient progress in attending to the works, NABARD may, after issuing written notices, levy additional penalty at its discretion, which will be recovered from the Contractor's bill. After three notices for improving services, NABARD has right to cancel the AMC agreement by giving 30 days final notice.

14. In case of emergency / exigency, no extra payment for working in odd hours will be made. The property will be handed over to the Contractor on 'as is where is' basis and the contractor shall be required to carry out pending works at his cost and continue to ensure proper service to a reasonably satisfactory level. In case the Contractor is asked to remove the garbage that has been collected on account of other activities not belonging to contractor, the removal charges shall be paid separately.

15. NABARD reserves to change scope of work or the number of workers during the contract period. NABARD may at its discretion increase or decrease the number of workers. The payment will be made on the basis of supplied manpower to NABARD/bank.

16. Rates are to be quoted inclusive of all prevailing taxes, levies like GST, etc. and as per scope of electrical AMC work & BOQ and after visiting the site.

17. I have understood the clarifications given during the pre-bid meeting and all are acceptable to me.

18. Bidder may specify particulars of the other statutory payments. if any. If the Bidder doesn't quote for the other statutory payments. Then responsibility of such payments will be borne by the

bidder himself and NABARD will not be responsible for the same and will not entertain any claims thereon in this regard.

19. The quoted rates in price bid (for skilled person/electrician) will be considered for revision only in case of (i) revision of minimum wages by state govt./central government and (ii) revision of statutory taxes like GST to the relevant extent. The quoted 'Other Charges/ CAR policy/ other statutory payments etc.' and 'Contractors Administrative / Service Charges etc.' **will be enhanced in proportion to the increase of the minimum wages**. For any other reasons, there will not be any escalation or price increase during the Contract Period.

20. At the time of yearly renewal, the quoted prices for the materials (Part B of the Tender) **will be enhanced @ 04.60 %** from the previous year rates to adjust the inflation.

21. The contractor has to quote for all the items of BOQ in Price Bid. Incomplete BOQ will not be considered. No conditional bid/offer will be accepted.

22. The rates have to be quoted by including GST even if the contractor is not registered with GSTN. The rates will be compared only after comparing rates with taxes while evaluation of the price bids.

23. Before deployment of staff, their bio-data / competence shall be verified by the Bank's Officials/ designated official in the beginning of AMC as well as changing the staff/labour. The contractor will provide ID to engaged manpower/labour.

24. For engagement of specialized agency as per scope of work, the extra payment will be made, however the bidder has to take prior approval of NABARD. It may be noted that nothing extra will be paid for measurement of insulation and earth pit testing and its charges shall be included in AMC charges.

25. The contractor has to give satisfactory services for all works AMC and bank reserves the right to remove/ delete any particular work from the awarded AMC.

26. The contractor has to submit monthly/ quarterly bill, as the case may be. Statutory & applicable deductions will be done in the bill payments as per the applicable penalty clauses in the tender document.

27. The contractor will comply all the Labour Law requirements, maintain the muster roll, wage register etc., and produce the same in the NABARD Office. If required. The contractor shall submit the necessary information/ data to the concerned statutory authorities and bank officials in the desired format for verification /checking or signing in these documents. All the payment to the workmen/labour shall be made in their bank account and submit the bank the documentary evidences in this regard.

28. The working hours as mentioned in scope of work includes half- hour lunch break.

29. The contractor will arrange for Clamp meter, Meggar, Earth resistance meter within AMC charges as mentioned in Scope of Work. All these charges (viz. for machines, dress/uniform, insurance, local conveyance, tools & tackles, testing equipments, misc/petty maintenance items costing as per scope of work etc.) shall be included as "Contractors Administrative / Service Charges etc." in the price bid.

30. Bank will provide only aluminum ladder to electricians for maintenance work. For any work requires external scaffolding, the cost of scaffolding will be borne by bank.

31. The quantities of material (mentioned in price bid) are tentative and subject to variation. Bank does not bind itself for purchase of these items. These items will be purchased on the quoted rates from the successful vendor/bidder whenever required and its claim shall be submitted alongwith monthly labour charges.

32. For any material (not mentioned in the price bid) and required for maintenance work, the bank either will provide the same material to the contractor or pay the cost of item purchase plus 15 % contractor profit & overhead charges in case it is purchased by the contractor. However, Contractor has to take prior approval in this regard from the bank by submitting its quotation.

33. The cost of the stamp papers will be borne by the successful bidder/tenderer. The original documents will be kept by NABARD.

Declaration by the Contractor

We / I have read and understood the Scope of Work , general & special terms and conditions for the AMC Electrical works in the entire NABARD Haryana Regional Office premises (both inside and outside) and 70 nos. residential flats in MHC, Manimajra , Chandigarh. We / I have taken into account the above while quoting the rates. We / I accept all the above points without any reservation from our / my side, in all respects.

Further, we / I also declare that no prohibitive things/banned chemicals will be used, which are harmful to human life.

Signature :

Place:

Date:

Name and Seal:



Section C

Safety Code

1. As part of the contract, the contractor must satisfy the under-mentioned safety requirements and must ensure at all time that these are followed without any deviation.
2. The Contractor shall maintain in a readily accessible place **first-aid** appliances including adequate supply of sterilized dressings and cotton wool. An injured person shall be taken to a public hospital without loss of time, in cases where the injury necessitates hospitalization.
3. Smoking and chewing pan/tobacco/gutkha, consuming alcohol any other drugs etc by persons deployed by Contractor are strictly prohibited in the building premises.
4. The Contractor shall ensure that the persons deployed for the work are well conversant with the operation of fire extinguishers. In case of fire emergency, it should be ensured by the contractor that the staff deployed by him/her should be able to handle and use fire extinguisher. Any expense occurred towards such training on fire-fighting, will not be paid by NABARD.
5. The Contractor shall take all precautions to avoid accidents and causes of accidents. He must be careful regarding the safety during working of his staff in the premises/site. The contractor has to ensure that the persons deployed at the site should wear proper uniform and carry ID cards within NABARD premises.
6. It is entirely the responsibility of the contractor to follow the safety procedures depending upon the nature of works and the Contractor is free to approach NABARD for any suggestion in this regard. However, if there is any lapse in following the safety procedures, the same will be viewed seriously.
7. A penalty of Rs. 100/- (Rupees. One Hundred only) shall be levied for violation of safety norms. A penalty of Rs. 200/- (Rupees Two Hundred only) shall be levied if violation is repeated.
8. Penal action will also be taken if the Contractor's workmen do not wear proper uniforms/dress and photo identity cards issued by the Contractor and thus pose a security risk to the safety of the Bank's establishments, its officers and the families of its officers residing in flats.
9. The decision of the Bank in all cases attracting penalties shall be final and binding on the contractor.
10. An adequate insurance cover shall be arranged by the Contractor for all employees/workmen against accident & the Bank shall not be responsible for any liability arising out of any accident / injury caused to the employees/workmen while performing the work and Bank should be kept indemnified from any such eventualities. In case of fire emergency, it should be ensured by the contractor that the staff deployed by him/her should be able to handle and use fire extinguisher.
11. **Safety precautions of portable electrical appliances**

Precautions in handling of portable electrical appliances are more significant under monsoon conditions. Some likely situations are highlighted here for your attention and action to ensure that conditions and methods of usage conform to safety of personnel and property.

- a) Broken sockets/pin plugs/loose connections

These conditions cause sparking leading to fault conditions or electric shock situations. Wire shall not be directly inserted in sockets, as an earthy lead on phase socket can give a shock to operator.

- b) Polarity of phase/phase, neutral and earth

Certain appliance such as porosscopes may give violent electric shock during work if polarity conditions are not satisfied.

c) Joints in flexible cables

Usage of portable appliance is that electrical and physical integrity of a joint may be suddenly affected, leading to severe sparking and fire if combustible or flammable materials are at the joint. Perhaps this may not be noticed by operator at all. For this and similar reasons, joints in cables of portable appliances are not permitted at all.

d) Appliance body grounding and system grounding

In the absence of or ineffective appliance body grounding, operator may receive severe shock in case of phase or body fault during usage. Further, all earth pin socket must have low impendence and mechanically firm earthing according to Indian Electricity Rules so that safety is assured to operator even under such fault conditions.

e) Water leakages

Water reduces efficacy of insulation depending upon exposure. Presence of moisture on ordinary switches may give a shock during operation. Switches in chronic leakage areas should preferably be de-energised until rectification action and contractors must apprise Premises Department.

f) Excavation/Additions/Alterations of building etc.

During excavations, alterations of buildings etc. every care shall be taken that electric shock or damage to cables, etc. are avoided. De-energization of circuits must be considered.

Declaration by the Contractor:

We / I have read and understood the Safety code for the said contract and we / I have taken into account the above while quoting the rates. We / I accept all the above points without any reservation from our / my side, in all respects.

Signature:

Place:

Date :

Name and Seal:

Draft of Article of Agreement
(On Non- Judicial stamp paper of Rs 200/-)

AGREEMENT FOR ANNUAL MAINTENANCE CONTRACT

THIS AGREEMENT is made at Chandigarh on this day of 2025.

BETWEEN

National Bank for Agriculture and Rural Development a body corporate established under an Act of Parliament viz. the National Bank for Agriculture and Rural Development Act, 1981 having its Haryana Regional Office, Plot- 3, Sector-34 A, Chandigarh, hereinafter referred to as **NABARD** (which expression shall, unless repugnant to the context of meaning thereof, means and includes its successors and assigns) of the **ONE PART**.

And

M/s _____ a firm/ society/ company registered/incorporated under the Companies Act, 1956 Act/ _____ having its registered office at _____ hereinafter referred to as the 'Contractor' (which expression shall, unless repugnant to the context of meaning thereof, means and includes its successors and assigns) of the **OTHER PART**.

(NABARD and the Contractor are collectively hereinafter referred to as "**the Parties**")

WHEREAS

- (1) NABARD Haryana Regional Office Chandigarh, being desirous of outsourcing the works relating to 'Annual Maintenance Contract for Electrical Operations and Maintenance' (hereinafter referred to as "**the said works**") of its premises at office building and residential colonies (hereinafter collectively referred to as **the said premises**) for the period of 01.04.2025 to 31.03.2027 had vide its letter no _____ dated _____ issued a "Notice Inviting Tender" (hereinafter referred to as "the NIT") inviting bids for providing the said works at the said Premises. A copy of the NIT is given as Section 1 of this Tender and to be read as part and parcel of this Agreement.
- (2) The Contractor had, vide its letter dated _____ 2025 submitted its Tender for undertaking the said works at the said Premises.
- (3) NABARD, vide this letter of Intent No _____ dated _____ 2025, had selected the Contractor for carrying out the said works at the said Premises.
- (4) The parties hereby agree, record and confirm the various terms and conditions for carrying out the said works at the said Premises hereinafter appearing.

NOW THIS INDENTURE WITNESSES AS FOLLOWS:

1. The Contract shall commence from _____ and shall continue until _____ unless it is curtailed or terminated by NABARD owing to deficiency of services, sub-standard quality of manpower deployed, breach of contract, reduction or cessation of the requirements etc. NABARD shall pay a sum of **Rs.** _____ **for a period of _____ year and _____ months** to the contractor for carrying out the said works in the said Premises as per the details given in the Tender. The rate will remain fixed throughout the entire period of contract i.e. till 31.03.2027 and is inclusive of all costs such as insurance, taxes, duties, levies, cess, transportation, salaries and wages that may be levied, imposed, charged, paid or incurred by the Contractor. In case of payment of supply of skilled / semi-skilled labour, the rates will be revised proportionately as per the revision in minimum wages

as announced by State/ Central Govt. whose rates are higher will be adopted on monthly/ quarterly/ half yearly basis as indicated in the tender document.

2. The contract may be extended for further period of one year after the expiry of the initial period i.e.31.03.2027 as indicated in the tender document. NABARD shall, in that event, make a request contract/ extended contract and upon such request, the Contractor shall provide the said works at the said Premises. On the same terms and conditions or with some addition/ deletion/ modification, for further specific period. Mutually agreed upon by the parties. Quoted material cost will be enhanced @ **4.60%** for the extended additional year on account of inflation.
3. The Contractor should carry out the rotation of its deployed personnel within its client organizations during the contract period.
4. The Contractor should make discreet inquires about the character and antecedents of the persons whom they are deploying in NABARD. The contractor shall ensure that the individuals deployed in NABARD satisfy the minimum technical and educational qualifications as mentioned in the tender document.
5. The Contractor shall furnish the following documents in respect of the individuals who will be deployed by it in NABARD by:-
 - i) List of Individuals deployed.
 - ii) Bio-data containing educational qualifications and previous experience /s, date of birth, etc.
 - iii) Certification of verification or antecedents of persons by local police authority.
 - iv) Identity Cards bearing Photograph.
6. The number of manpower required will be purely based on the requirement at site. The requirement of manpower is indicated in Scope of Work of the Tender document. No additional payment shall be made if the contractor keeps more staff for short duration for completing any important pending work or if given staff strength is not able to perform satisfactorily as per the Contract provision. All deployed manpower shall wear Identity Cards provided by the office every day during working hours. In case, NABARD request you to provide more staff, the same shall be provided at the quoted monthly charges in the price bid.
NABARD shall have discretion to change the scope of work and deployment of number of manpower whenever required.
7. The said works at the said Premises which will be entrusted to the Contractor from time to time by NABARD, are to be rendered without causing any hindrance or disturbance to any staff member of the NABARD working during the normal working hours. The work shall be carried out efficiently, in consonance and in conformity with the standards of a neatly and hygienically maintained premises.
8. The Contractor shall, for all intents and purposes. Be the “Employer” within the meaning of different labour legislation in respect of manpower so employed by him and deployed in NABARD and the manpower so employed by him and deployed in NABARD shall remain under the overall control and supervision of the Contractor. The persons deployed by the Contractor in NABARD shall not have claims of Master and Servant relationship (implicitly or explicitly) between him/her/them and NABARD nor have any principal and agent relationship with or against the NABARD. The Contactor’s personnel shall not claim any benefit/ compensation/ absorption/ regularization of services under the provisions of the Industrial Disputes Act, 1947 or Contact Labour (Regulation & Abolition) Act, 1970.
9. The contractor shall promptly and timely obtain all such consents, permissions, approvals, licenses etc. as may be necessary or required for carrying out the said works in the said Premises in accordance with this Agreement. The Contractor shall also inform and assist NABARD in procuring any registration, permissions or approvals. Which may be at any time during the currency of this Agreement or the extended period be statutorily required to be obtained by NABARD for availing the services under this Agreement. The Contractor shall obtain appropriate license under the Contract Labour (Regulation and Abolition) Act 1970 and the Rules and shall comply

- with all terms and conditions thereof strictly, and shall keep such license duly validated and / or renewed from time to time throughout the currency of this Agreement.
10. All persons deployed by the Contractor in NABARD will be subjected to security check by the NABARD while entering and leaving the premises. The Contractor shall be required to provide supervisory staff for ensuring efficient and smooth operations.
 11. The Contractor shall attend to complaints relating to the said work received from the employees of the NABARD and shall devise a system whereby such complaints when brought to the notice of the Contractor will be attended promptly by him or his employees concerned.
 12. The Contractor shall be solely responsible for the redressal of grievances/ resolution of disputes relating to person deployed. NABARD shall, in no way be responsible for settlement of such issues whatsoever.
 13. NABARD shall not be responsible for any damages, losses, claims, financial or other injury to any person deployed by the Contractor in the course of their performing the functions / duties, or for payment towards any compensation.
 14. The Contractor shall keep NABARD indemnified against all claims whatsoever in respect of the manpower deployed by it in NABARD. In case any employee of the Contractor so deployed enters in dispute of any nature Whatsoever, it will be the primary responsibility of the Contractor to contest the same. In case NABARD will be reimbursed for the actual expenses incurred towards Counsel Fee and other expenses which shall be paid in advance by the Contractor will ensure that no financial or any other liability comes to NABARD or its employee in this respect of any nature whatsoever and shall keep NABARD or any employee of NABARD indemnified in this respect.
 15. It will be the responsibility of the Contractor to meet transportation, food, medical and any other requirements in respect of the persons deployed by him in NABARD. It will be the responsibility of the Contractor for disposal of debris to the approved dumping ground and NABARD will have no liability in this regard.
 16. The Contractor shall provide suitable uniforms consisting of Shoes, Dress, and Sweater to the persons employed by it and necessary tools, equipment and machinery for carrying out the said works at the said Premises. Such persons without complete uniform will be treated as absent. The Contractor shall also provide all safety items such as safety shoes, gloves, masks etc.
 17. The Contractor, wherever and whatever material is provided by NABARD shall use it properly, any improper use leading to wastage/ pilferage shall be made good by the Contractor to NABARD.
 18. NABARD will not be liable for any loss, damage, theft burglary or robbery of any personal belongings, tools, equipment, machinery, Contractor's vehicles or vehicles of the personnel of the Contractor. NABARD will not be under any liability to pay any compensation to the persons deployed by the Contractor if they sustain any injury etc. while discharging the duties in the said premises. The Contractor shall get them insured against any liability under the Employee Compensation Act or any accident at its own cost. The Contractor should arrange to obtain necessary insurance cover (workmen Compensation Policy and Contractors all Risk Policy) for his employees at his cost and should be responsible for the safety of persons employed by him. The original Insurance Policy should be submitted to NABARD.
 19. The Contractor's personnel shall not divulge or disclose to any person, any details of office, operational processes, technical know-how, security arrangements, administrative/ organizational matters as all are of confidential / secret nature.
 20. The manpower deployed by the Contractor should be polite, cordial, positive and efficient, while handling the assigned work so that their actions promote goodwill and enhance the image of NABARD.
 21. The Contractor shall ensure proper conduct of its personnel in the said premises, and enforce prohibition of consumption of alcoholic drinks, paan, smoking, loitering without work etc.

22. The Contractor shall depute a coordinator who would be responsible for immediate interaction with the office NABARD so that optimal services of the persons deployed by the Contractor could be availed without any disruption.
23. The Contractor shall immediately provide a substitute in the event of any person leaving the job duty to his/her personal reasons. In case of delay in attending the work or providing the substitute in time shall attract a pre-estimated fine and NABARD will be at liberty to get the work done through any other agency and the cost thereof shall be recovered from the Contractor at the discretion of NABARD. Contractor shall maintain a proper Record/ Register indicating reasons for not attending to any particular complaint within time schedule. Failing which penalty as per Bank's decision shall be levied. The expected period of completion of the various items and the amount of deduction beyond that period for pending complaints as per tender conditions shall be applicable.
24. The Contractor, upon receiving a notice from NABARD, shall replace immediately any of its personnel who are found unacceptable to NABARD because of security risks, incompetence/ conflict of interest/ improper conduct.
25. In case, the manpower deployed by the Contractor commits any act of omission/ commission that amounts to misconduct/ indiscipline/ incompetence, the contractor will be liable to take appropriate disciplinary action against such persons, and if so required by NABARD remove him / them from the said Premises.
26. The Contractor shall pay the manpower deployed in NABARD their wages in accordance with the Minimum Wages Act. 1948 as applicable in the UT Chandigarh / GOI whichever is higher on a monthly basis. The Contractor shall also make PF contribution ESI contribution, and or any other statutory contribution in respect of the manpower deployed in NABARD. The Contractor shall also pay statutory tax, wherever applicable.
27. The Contractor, as taxable service provider, must be registered with central Excise Department and obtained Registration and should attach a copy of Certificate along with the Agreement. The Invoices/ Bills/ Challans should be serially numbered and it should contain the Name and Address of Service Provider & Service Receiver, Description of services etc.
28. The Contractor shall raise the bill along with attendance sheet in the first week of the succeeding month. However, the Contractor must ensure that the salaries of their deployed staffs are released before the 7th day of the following month in the presence of NABARD's representative, irrespective of receipt of payment from NABARD. The payment shall be made in the bank account of the engaged workmen / labour.
29. The Tax Deduction at Source (TDS) shall be effected as per the provisions of the Income Tax Act, as amended from time to time and a certificate to this effect shall be provided to the Contractor by NABARD.
30. The Contractor shall also liable for depositing all taxes, levies, Cess etc. on account of carrying out the said work to the concerned tax collection authorities from time to time as per extant rules and regulations on the matter.
31. The Contractor shall maintain all statutory registers under the applicable law. The Contractor shall produce the same, on demand. To NABARD or any other authority under law.
32. The Contractor on its part and through its own resources shall ensure that the goods, materials and equipment, etc. of NABARD are not damaged in the process of carrying out the said work and shall be responsible for acts of commission and omission on the part or its staff and its employees etc. if NABARD suffer any loss or damage on account of negligence, default or theft on the part of the employees/ agents of the Contractor, then the Contractor shall be liable to compensate for the same. The Contractor shall fully indemnify NABARD against any such loss or damage. NABARD shall have further right to adjust and/ or deduct any of the amounts as aforesaid from the payments due to the Contractor under this Contract.

33. The Contractor will have to deposit a EMD / security amount of Rs.74,000/- (Rupees Seventy Four thousand only) for in the form of NEFT/ RTGS from a Commercial Bank covering the period of this Agreement. In case the Agreement is further extended beyond the initial period, the security deposit would be retained.
34. In case of breach of any terms and conditions of this Agreement, the Performance Security Deposit of the Contractor will be liable to be forfeited by NABARD besides annulment of the Agreement.
35. In case, the Contractor fails to comply with any statutory/ taxation liability under appropriate law, and as a result thereof, NABARD is put to any loss/ obligation, NABARD will be entitled to get itself adjusted out of the outstanding bills or the security Deposit of the Contractor, to the extent of the loss or obligation in monetary terms. If the adjustment is not possible, then the same may be recoverable from the contractor.
36. In case any of documents furnished by the Contractor is found to be false at any stage, it would be deemed to be a breach of the terms of this Agreement making it liable for legal action besides termination of contract.
37. If the Contractor becomes insolvent or fails to observe or perform any condition of this Agreement, then notwithstanding any previous waiver of such default or action being taken under any other clause hereof NABARD may terminate the contract and forfeit the said performance security deposit and recover from the contractor any loss suffered by NABARD on account of the Agreement being terminated.
38. The Contractor shall not transfer, assigns, pledge or sub-contract its rights and liabilities under this contract to any other agency without the prior written consent of NABARD.
39. If the services of the contractor are not found satisfactory, the contractor will be given one-month notice to improve his services. If the Contractor fails to improve his services within the Notice Period, NABARD shall have the discretion to terminate the contract either in part or in whole, any day after the expiry of the said notice period. However, the Contractor fails to Deposit will be forfeited. Notwithstanding anything contained in this Agreement. The Contractor shall continue to provide services of the persons deployed in NABARD on the terms and conditions of this Agreement till date of termination this Agreement.
40. On the Expiry or early termination of the Agreement the Contractor will withdraw all its personnel without in any way causing any damage to the said premises and the property therein and clear their accounts by paying them all their legal dues. The persons deployed by the contractor shall not be entitled to and will have no claim for any absorption nor for any relaxation for absorption in the regular/ otherwise capacity in NABARD.

41. Resolution of Disputes

- 41.1 This Agreement shall be governed by and construed in accordance with the laws of India.
- 41.2 Disputes or differences whatsoever, arising between NABARD and the Contractor shall be resolved amicably between NABARD's representative and the Contractor's representatives.
- 41.3 In case of failure to resolve the dispute and differences amicably within 30 days of the receipt of notice by the other party. Then the same shall be resolved as follows:

"Any dispute or difference whatsoever arising between the parties out of or relating to the construction, meaning, scope, operation or effect of this Agreement or the validity or the breach thereof shall be settled by arbitration in accordance with the rules of Arbitration of the Indian Council of Arbitration and the award made in pursuance thereof shall be binding on the parties.
- 41.4 The Venue of the arbitration shall be at Chandigarh.
- 41.5 The language of arbitration shall be English.

- 41.6 Work under the Agreement shall be continued by the Contractor during the arbitration proceedings unless otherwise directed in writing by NABARD, unless the matter is such that the work cannot possibly be continued until the decision of the arbitrator is obtained. Save as those which are otherwise explicitly provided in the Agreement, no payment due or payable by NABARD to the Contractor shall be withheld on account of the ongoing arbitration proceedings, if any, unless it is the subject matter, or one of the subject matters thereof.
- 41.7 Any notice, for the purpose of this Agreement, has to be sent in writing to either of the parties by facsimile transmission, by registered post with acknowledgement due or by a reputed courier service. All notices shall be deemed to have been validly given on (i) the business day immediately following the date of transmission with confirmed answer back, if transmitted by facsimile transmission, or (ii) the expiry of 5 days after posting, if sent by post, or (iii) the business date of receipt, if sent by courier.
- 41.8 This Agreement, its Annexures and the NIT constitute the entire Agreement between the Contractor and NABARD, and supersede any prior or contemporaneous communications, representations or agreements between the parties, whether oral or written, regarding the subject matter of this Agreement. In the event of conflict between the provisions of this Agreement and any attached Annexure or the NIT, the provisions of this Agreement will prevail to the extent of such conflict take precedence. In the event of conflict between the provisions of any attached Annexures and the NIT, the provisions of any attached Annexures will to the extent of such conflict take precedence. The terms and conditions of this Agreement may not be changed except by an amendment signed by an authorized representative of each party. NIT shall be the reference document to the extent the terms and conditions are either not reiterated or not given a contrary meaning under this Agreement.
- 41.9 This agreement is being executed in duplicate, NABARD should keep the original and the Contractor shall keep the duplicate.
- 41.10 The Contractor shall bear the stamp duty on this agreement for both the original and the duplicate copies. In witness whereof the parties hereto, have caused their presence to be signed on the above by the duly authorised officials at the place and on the..... day,month and..... year first herein above written.

<p>Signed, sealed and delivered</p> <p>by Shri _____</p> <p>For & on behalf of NABARD</p> <p>In the presence of</p> <p>1.....</p> <p>2.....</p>	<p>Signed, sealed and delivered</p> <p>by Shri _____</p> <p>the duly authorized signatory for & on behalf of the Contractor</p> <p>In the presence of</p> <p>1.....</p> <p>2.....</p>
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Annexure 2**Details of EMD/ Security Amount to be Deposited**

Name of the Firm / Agency	
Name of the Bank	
Amount (Rs)	
UTR No	
Date	

Letter of Authorization to Bid

(LETTER TO THE BANK ON THE COMPANY'S / FIRM'S LETTER HEAD)

Ref No:

Date: ____/____/2025

To

The Chief General Manager
Haryana RO, Plot No. 03
Sector 34 A, Chandigarh-160022

Dear Sir,

Subject: Authorization Letter for attending opening of bid documents

Ref: Tender no/name.....

This has reference to your above RFP for Providing the Electrical Operation and Maintenance Services at Haryana RO Chandigarh and its 70 Residential Flats at MHC, Manimajra, Chandigarh for the period 01.04.2025 to 31.03.2027 having No. NIT No.NB.Har.DPSP/_____/DPSP-30/AMC/2024-25 dated _____. Mr./Mrs./Miss _____ is hereby authorized to submit the tender, participate in tender opening (Technical and financial bids) and to sign the contract on behalf of our organization.

We confirm that all the prices quoted in tender by him/her shall be binding on us. He/ She is also authorized to take decisions on behalf of the company until RFP process is completed. Certified Xerox copy of Power of Attorney (P/A) of the person authorizing such person is duly submitted.

We hereby extend our full guarantee and warranty as per Clauses of Contract for the goods and services offered against this RFP.

The specimen signature is attested below:

Specimen Signature of Representative

Signature of Authorizing Authority

Name of Authorizing Authority

(Certified Xerox copy of P/A of authorized Signatory/authority is to be submitted)

Note:

This letter of authority should be on the letterhead of the principal on whose behalf the proposal is submitted and should be signed by a person competent and having the power of attorney to bind the principal. It should be included by the Bidder in its bid.

Annexure - 4**PROFORMA FOR ELECTRONIC PAYMENT**

Details of Bank account to be furnished by the Contractors for effecting payments

1	Name of the Account Holder (As appearing in the Bank Account)	
2	Name of the Bank	
3	Name of the Branch	
4	Account number	
5	RTGS/NEFT/IFS Code	
6	Type of Account (Savings, Current, etc)	
7	PAN Number	
8	GSTIN Number	

Signature

Please attach

- i. Photocopy of one cancelled cheque leaf of the above Bank Account
- ii. Copy of PAN Card and
- iii. Copy of GST No
- iv. Copy of Registration of the Firm
- v. GST Registration Details

INDEMNITY BOND
(On Rs.100/- Stamp Paper)

KNOW all men by these presents that I, Shri.....of M/sdo hereby execute Indemnity Bond in favour of National Bank for Agriculture and Rural Development (NABARD), having their Haryana Regional Office at Plot-3, Sector-34 A, Chandigarh – 160022 and M/s..... having their office at on this day of..... 202....

WHEREAS NABARD have appointed M/s.....as the Contractor for their Proposed Service Work relating to " Annual Maintenance Contract For Electrical Operation and Maintenance Services in NABARD Haryana Office and 70 Officers Flats in Manimajra, Chandigarh”.

THIS DEED WITNESSETH AS FOLLOWS:-

I/We M/shereby do Indemnify, and same harmless NABARD against and from

1. any third party claims, civil or criminal complaints liabilities, site mishaps and other accidents or disputes and/or damages occurring or arising out of any mishaps at the site due to faulty work, negligence, faulty construction and/or for violating any law, rules and regulations in force, for the time being while executing/executed works by me/us,
2. any damages, loss or expenses due to or resulting from negligence or breach of duty on the part of me/us or any sub-contractor/s if any, servants or agents.
3. any claim by an employee or contract labour of mine/ours or of sub-contractor/s, if any, under the Workmen Compensation Act and Employers Liability Act, 1939 or any other law, rules and regulations in force for the time being and any Acts replacing and/or amend the same or any of the same as may be in force at the time and under any law in respect of injuries to persons or property arising out of and in the course of the execution of the contract work and/or arising out of and in the course of employment of any workmen/employee.
4. any act or omission of mine/ours of sub-contractor/s if any, our/their servants or agents which may involve any loss, damage liability, civil or criminal action.

IN WITNESS WHEREOF THE M/shas set his/their hands on thisday of

SIGNED AND DELIVERED BY THE AFORESAID for M/s.....

Name of Signatory

IN THE PRESENCE OF WITNESS :

(1)

(2)

ANNEXURE - 6**FORMATS TO BE SUBMITTED BY THE CONTRACTORS.**

Monthly report to be submitted by the contractors through CT/ACT along with the monthly AMC bill.- For AMC Electrical works

(1) **Name of the Premises** :

(2) **Month** :

(3) **Name of the contractor** :

(4) **AMC work for** :

No. of pending complaints at the end of the previous months	No. of complaints lodged during the month	Total columns (1+2)	of Complaints rectified during the month	Complaints pending at the end of the month Col. (3-4)
1	2	3	4	5

(5) **Details of Material Used**

SL. NO.	Complaint. No.	Location	Details of item changed	Whether Item is Tendered Item (Y/N)	REMARKS

Signature of Contractor:

Signature of ACT:

Date :

Date :

Non-Disclosure Agreement Form

This Non-Disclosure Agreement made and entered into at this..... day of 2025.

BY AND BETWEEN

....., an entity incorporated under the Companies Act, 1956/..... as a/ an having its registered office at (hereinafter referred to as the Agency, which expression unless repugnant to the context or meaning thereof be deemed to include its permitted successors) of the ONE PART;

AND

National Bank for Agriculture and Rural Development, a body corporate established under an act of Parliament, viz., National Bank for Agriculture and Rural Development Act, 1981 having its registered office at NABARD, Haryana RO, Plot no-3, Sector-34 A, Chandigarh – 160022 (hereinafter referred to as “NABARD” which expression shall unless repugnant to the context or meaning thereof be deemed to include its successors and assigns) of the OTHER PART.

1. The Agency and NABARD are hereinafter collectively referred to as “the Parties” and individually as “the Party”
2. Receiving Party means who receives the confidential information.
3. Disclosing Party means who discloses the confidential information.

WHEREAS:

1. NABARD is engaged in banking business and floated a Request for Proposal to appoint Agency for providing Electrical Operations and Maintenance Services at Haryana RO, Chandigarh and its residential colonies’, the scope of which is specified in NIT No.NB.Har.DPSP/..... / DPSP-30/AMC/2024-25 dated 2025 and whereas (Name of Agency) has through an RFP process, bid for the work. In the course of such assignment, it is anticipated that NABARD or any of its officers, employees, officials, representatives or agents may disclose, or deliver, to the Implementation partner some Confidential Information (as hereinafter defined), to enable the Implementation partner to carry out the aforesaid exercise (hereinafter referred to as "the Purpose").
2. The Agency is aware and confirms that the information, data and other documents made available in the Agreement /Contract and thereafter regarding the services delivered in this RFP or otherwise shall remain confidential.
3. The Implementation partner is aware that all the confidential information under the Bid documents or those shared under the terms of this Agreement or Contract is privileged and strictly confidential and/ or proprietary to NABARD.
4. For the purpose of advancing their business relationship, the parties would need to disclose certain valuable confidential information to each other. Therefore, in

consideration of covenants and agreements contained herein for the mutual disclosure of confidential information to each other, and intending to be legally bound, the parties agree to terms and conditions as set out hereunder.

NOW, THEREFORE THIS AGREEMENT WITNESSETH THAT, in consideration of the above premises and NABARD granting the Implementation Partner and or his agents, representatives to have specific access to NABARD property / information and other data it is hereby agreed by and between the parties hereto as follows:

1. Confidential Information:

- i. “Confidential Information” means all information disclosed/furnished by NABARD or any such information which comes into the knowledge of the agency during the course of engagement, whether orally, in writing or in electronic, magnetic or other form for the limited purpose of enabling the agency to carry out the assignment and shall mean and include data, documents and information or any copy, abstract, extract, sample, note or module thereof, explicitly designated as "Confidential".
- ii. “Confidential Information” also includes, without limitation, information relating to installed or purchased Disclosing Party material or hardware products, the information relating to general architecture of Disclosing Party’s network, information relating to nature and content of data stored within network or in any other storage media, Disclosing Party’s business policies, practices, methodology, policy design delivery and information received from others that Disclosing Party is obligated to treat as confidential. Confidential Information disclosed to Receiving Party by any Disclosing Party Subsidiary and/ or agents is covered by this agreement.
- iii. Information such as (i) intellectual property information (ii) technical or business information or material not covered in (i) (iii) proprietary or internal information relating to the current, future and proposed products or services of NABARD including, financial information, process/flow charts, business models, designs, drawings, data information related to products and services, procurement requirements, purchasing, customers, investors, employees, business and contractual relationships, business forecasts, business plans and strategies, information the Parties provide regarding third parties (iv) information disclosed pursuant to this agreement including but not limited to Information Security policy and procedures, internal policies and plans and Organization charts etc. and (v) all such other information which by its nature or the circumstances of its disclosure is confidential
- iv. “Intellectual Property Rights” means any patent, copyright, trademark, trade name, design, trade secret, permit, service marks, brands, propriety information, knowledge, technology, licenses, databases, computer programs, software, know-how or other form of intellectual property right, title, benefits or interest whether arising before or after the execution of this Contract and the right to ownership and registration of these rights.
- v. The Agency may use the Confidential Information solely for and in connection with the Purpose and shall not use the Confidential Information or any part thereof for any reason other than the purpose stated above.
- vi. Confidential Information in oral form must be identified as confidential at the time of disclosure and confirmed as such in writing within fifteen days of such disclosure.

vii. Confidential Information does not include information which:

- a) is or subsequently becomes legally and publicly available without breach of this Agreement
- b) was rightfully in the possession of the agency without any obligation of confidentiality prior to receiving it from NABARD, or prior to entering into this agreement, the recipient shall have the burden of proving the source of information herein above mentioned and are applicable to the information in the possession of the recipient
- c) was rightfully obtained by the agency from a source other than NABARD without any obligation of confidentiality
- d) the recipient knew or had in its possession, prior to disclosure, without limitation on its confidentiality
- e) is released from confidentiality with the prior written consent of the other party.

The recipient shall have the burden of proving hereinabove are applicable to the information in the possession of the recipient.

Confidential Information shall at all times remain the sole and exclusive property of NABARD. Upon termination of this Agreement, Confidential information shall be

returned to NABARD or destroyed at its directions. The destruction of information if any shall be witnessed and so recorded, in writing, by an authorized representative of each of the Parties. Nothing contained herein shall in any manner impair or affect rights of NABARD in respect of the Confidential Information.

In the event agency is legally compelled to disclose any Confidential Information, agency shall give sufficient notice of 45 days to NABARD to prevent or minimize to the extent possible, such disclosure. The agency shall not disclose to third party any Confidential Information or the contents of this Agreement without the prior written consent of NABARD. The obligations of this Clause shall be satisfied by handling Confidential Information with the same degree of care, which the agency will apply to its own similar confidential information but in no event less than reasonable care. Notwithstanding anything to the contrary contained herein, the Agreement shall be valid for a period of three years and the obligations of this clause shall survive the expiration, cancellation or termination of this Agreement for a period of three years

2. Non-disclosure:

The Agency shall not commercially use or disclose any Confidential Information or any materials derived there from to any other person or entity other than persons in the direct employment of the Agency who have a need to have access to and knowledge of the Confidential Information solely for the purpose authorized above. The Agency shall take appropriate measures by instruction and written agreement prior to disclosure to such employees to prevent unauthorized use or disclosure. The Agency agrees to notify NABARD immediately if it learns of any use or disclosure of the Confidential Information in violation of terms of this Agreement.

Notwithstanding the marking and identification requirements above, the following categories of information shall be treated as Confidential Information under this Agreement irrespective of whether it is marked or identified as confidential:

- a) Information regarding 'NABARD' and any of its Affiliates, customers and their accounts ("Customer Information"). For purposes of this Agreement, Affiliate means a business entity now or hereafter controlled by, controlling or under common control. Control exists when an entity owns or controls more than 50% of the outstanding shares or securities representing the right to vote for the election of directors or other managing authority of another entity, or
- b) any aspect of NABARD's business that is protected by patent, copyright, trademark, trade secret or other similar intellectual property right, or
- c) Business processes and procedures, or
- d) Current and future business plans, or
- e) Personnel information, or
- f) Financial information
- g) Capital adequacy computation workings.

3. Publications:

The Agency shall not make news releases, public announcements, give interviews, issue or publish advertisements or publicize in any other manner whatsoever in connection with this Agreement, the contents / provisions thereof, other information relating to this Agreement, including references whether through media, social network or otherwise, the Purpose, the Confidential Information or other matter of this Agreement, without the prior written approval of NABARD.

4. Term:

This Agreement shall be effective from the date hereof and shall continue till expiration of the Purpose or termination of this Agreement by NABARD, whichever is earlier. The Agency hereby agrees and undertakes to NABARD that immediately on termination of this Agreement it would forthwith cease using the Confidential Information and further as directed by NABARD promptly return or destroy, under information to NABARD, all information received by it from NABARD for the Purpose, whether marked Confidential or otherwise, and whether in written, graphic or other tangible form and all copies, abstracts, extracts, samples, notes or modules thereof. The Agency further agrees and undertake to NABARD to certify in writing to NABARD that the obligations set forth in this Agreement have been fully complied with.

Obligation of confidentiality contemplated under this Agreement shall continue to be binding and applicable for a period of three years from expiry. The Implementation partner agrees and undertake to treat Confidential Information as confidential for a period of three years from the expiry, cancellation or termination of the date of the Contract/Agreement.

5. Title and Proprietary Rights:

Notwithstanding the disclosure of any Confidential Information by NABARD to the Agency, the title and all intellectual property and proprietary rights in the Confidential Information shall remain with NABARD.

6. Return of Confidential Information

Upon written demand of the Disclosing Party, the Receiving Party shall (i) cease using the Confidential Information (ii) return the Confidential Information and all the copies, abstracts, extracts, samples, notes, modules thereof to the Disclosing Party within seven (07) days after receipt of notice and (iii) upon request of Disclosing Party, certify in writing that the Receiving Party has complied with the obligations set forth in this paragraph.

7. Remedies:

7.1. The Agency acknowledges the confidential nature of Confidential Information and breach of any provision of this Agreement by the Agency will result in irreparable damage to NABARD for which monetary compensation may not be adequate and agrees that, if it or any of its directors, officers or employees should engage or cause or permit any other person to engage in any act in violation of any provision hereof, NABARD shall be entitled, in addition to other remedies for damages & relief (as listed below but not exhaustive) as may be available to it, to an injunction or equitable or similar relief prohibiting the Agency, its directors, officers etc. from engaging in any such act which constitutes or results in breach of any of the covenants of this Agreement. Any claim for relief to NABARD shall include NABARD's costs and expenses of enforcement (including the attorney's fees):

- a) Suspension of access privileges
- b) Change of personnel assigned to the job
- c) Financial liability for all direct damages which disclosing party has incurred as a result of a finally determined breach of the terms of this agreement by the Recipient or its employees or advisors or representatives.
- d) Termination of contract

7.2. Receiving Party shall notify Disclosing Party immediately upon discovery of any unauthorized use or disclosure of Confidential Information and/ or Confidential Materials, or any other breach of this Agreement by Receiving Party and will cooperate with Disclosing Party in every reasonable way to help Disclosing Party regain possession of the Confidential Information and/ or Confidential Materials and prevent its further unauthorized use.

7.3. Receiving Party shall return all originals, copies, reproductions and summaries of Confidential Information or Confidential Materials at Disclosing Party's request, or at Disclosing Party's option, certify destruction of the same.

7.4. Disclosing Party may visit Receiving Party's premises, with reasonable prior notice and during normal business hours, to review Receiving Party's compliance with the term of this Agreement.

8. Entire Agreement, Amendment, Assignment

This Agreement constitutes the entire agreement between the parties relating to the matters discussed herein and supersedes any and all prior oral discussions and/or written correspondence or agreements relating to non-disclosure between the parties. The Agreement may be amended or modified only with the mutual written consent of the parties. Neither this Agreement nor any right granted hereunder shall be assignable or otherwise transferable.

9. Miscellaneous

9.1. Any software, material and documentation provided under this Agreement is provided with RESTRICTED RIGHTS.

9.2. Neither party grants to the other party any license, by implication or otherwise, to use the Confidential Information, other than for the limited purpose of evaluating or advancing a business relationship between the parties, or any license rights whatsoever in any patent, copyright or other intellectual property rights pertaining to the Confidential Information.

9.3. The terms of Confidentiality under this Agreement shall not be construed to limit either party's right to independently develop or acquire product without use of the other party's Confidential Information. Further, either party shall be free to use for any purpose the residuals resulting from access to or work with such Confidential Information, provided that such party shall maintain the confidentiality of the Confidential Information as provided herein. The term "residuals" means information in non-tangible form, which may be retained by person who has had access to the Confidential Information, including ideas, concepts, know-how or techniques contained therein. Neither party shall have any obligation to limit or restrict the assignment of such persons or to pay royalties for any work resulting from the use of residuals. However, the foregoing shall not be deemed to grant to either party a license under the other party's copyrights or patents.

9.4. For the purpose of avoiding any ambiguity it is clarified that the services / solution or other deliverables provided or to be provided by the Agency to Bank shall be the property of the Bank and shall not be considered as confidential information to the Bank. However, such service / solutions or other deliverables shall be considered as confidential information by the Agency and shall disclose such details to any third parties without having the express written permission of the Bank.

9.5. This Agreement constitutes the entire agreement between the parties with respect to the subject matter hereof. It shall not be modified except by a written agreement dated subsequently to the date of this Agreement and signed by both parties. None of the provisions of this Agreement shall be deemed to have been waived by any act or acquiescence on the part of Disclosing Party, its agents, or employees, except by an instrument in writing signed by an authorized officer of Disclosing Party. No waiver of any provision of this Agreement shall constitute a waiver of any other provision(s) or of the same provision on another occasion.

9.6. In case of any dispute, both the parties agree for sole arbitration. The said proceedings shall be conducted in English language at Mumbai and in accordance with the provisions of Indian Arbitration and Conciliation Act 1996 or any Amendments or Re-enactments thereto.

9.7. Subject to the limitations set forth in this Agreement, this Agreement will inure to the benefit of and be binding upon the parties, their successors and assigns.

9.8. If any provision of this Agreement shall be held by a court of competent jurisdiction to be illegal, invalid or unenforceable, the remaining provisions shall remain in full force and effect.

9.9 All obligations created by this Agreement shall survive change or termination of the parties' business relationship.

10. Suggestions and Feedback

10.1 Either party from time to time may provide suggestions, comments or other feedback to the other party with respect to Confidential Information provided originally by the other party (hereinafter “feedback”). Both party agree that all Feedback is and shall be entirely voluntary and shall not in absence of separate agreement, create any confidentially obligation for the receiving party. However, the Receiving Party shall not disclose the source of any feedback without the providing party’s consent. Feedback shall be clearly designated as such and, except as otherwise provided herein, each party shall be free to disclose and use such Feedback as it sees fit, entirely without obligation of any kind to other party. The foregoing shall not, however, affect either party’s obligations hereunder with respect to Confidential Information of other party.

11. Governing Law:

The provisions of this Agreement shall be governed by the laws of India and the competent court at Mumbai shall have exclusive jurisdiction in relation thereto even though other Courts in India may also have similar jurisdictions.

12. General:

NABARD discloses the Confidential Information without any representation or warranty, whether express, implied or otherwise, on truthfulness, accuracy, completeness, lawfulness, and merchantability, fitness for a particular purpose, title, non-infringement, or anything else.

In witness whereof, the Parties hereto have executed these presents the day, month and year first herein above written.

For and on behalf of National Bank for Agriculture & Rural Development (NABARD)

Name :
Designation :
Place :
Signature

For and on behalf of _____ Ltd.

Name :
Designation:
Place:
Signature

IN THE PRESENCE OF

Signature Name: Date:	Signature Name: Date:
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Pre-Contract Integrity Pact (on Rs.200/- stamp paper)

Between

National Bank for Agriculture and Rural Development (NABARD) hereinafter referred to as **“The Principal”**

And

..... hereinafter referred to as

“The Bidder/Contractor”

Preamble

The Principal intends to award, under laid down organizational procedures, contract/s for The Principal values full compliance with all relevant laws of the land, rules, regulation, and economic use of resources and of fairness /transparency in its relations with its Bidder(s) and/or Contractor(s).

In order to achieve these goals, the Principal will appoint Independent External Monitors (IEMs) who will monitor the tender process and the execution of the contract for compliance with the principles mentioned above.

Section 1 – Commitments of the Principal

(1) The Principal commits itself to take all measures necessary to prevent corruption and to observe the following principles :-

- a. No employee of the Principal, personally or through family members, will in connection with the tender for, or the execution of a contract, demand, take a promise for or accept, for self or third person, any material or immaterial benefit which the person is not legally entitled to.
- b. The Principal will, during the tender process treat all Bidder(s) with equity and reason. The Principal will, in particular, before and during the tender process, provide to all Bidder(s) the same information and will not provide to any Bidder(s) confidential / additional information through which the Bidder(s) could obtain an advantage in relation to the tender process or the contract execution.
- c. The Principal will exclude from the process all known prejudiced persons.

(2) If the Principal obtains information on the conduct of any of its employees which is a criminal offence under the IPC/PC Act, or if there be a substantive suspicion in this regard, the Principal will inform the Chief Vigilance Officer and in addition can initiate disciplinary actions.

Section 2 – Commitments of the Bidder(s)/Contractor(s)

(1) The Bidder(s) / Contractor(s) commit themselves to take all measures necessary to prevent corruption. The Bidder(s) / Contractor(s) commit themselves to observe the following principles during participation in the tender process and during the contract execution:

- a. The Bidder(s) / Contractor(s) will not, directly or through any other person or firm, offer, promise or give to any of the Principal's employees involved in the tender process or the execution of the contract or to any third person any material or other benefit which he/she is not legally entitled to, in order to obtain in exchange any advantage of any kind whatsoever during the tender process or during the execution of the contract.
 - b. The Bidder(s)/Contractor(s) will not enter with other Bidders into any undisclosed agreement or understanding, whether formal or informal. This applies in particular to prices, specifications, certifications, subsidiary contracts, submission or non-submission of bids or any other actions to restrict competitiveness or to introduce cartelization in the bidding process.
 - c. The Bidder(s)/Contractor(s) will not commit any offence under the relevant IPC/PC Act; further the Bidder(s) / Contractor(s) will not use improperly, for purposes of competition or personal gain, or pass on to others, any information or document provided by the Principal as part of the business relationship, regarding plans, technical proposals and business details, including information contained or transmitted electronically.
 - d. The Bidder(s)/Contractor(s) of foreign origin shall disclose the name and address of the Agents/representatives in India, if any. Similarly the Bidder(s)/Contractors(s) of Indian Nationality shall furnish the name and address of the foreign principals, if any.
 - e. The Bidder(s) /Contractor(s) will, when presenting their bid, disclose any and all payments made, is committed to or intends to make to agents, brokers or any other intermediaries in connection with the award of the contract.
 - f. Bidder(s) /Contractor(s) who have signed the Integrity Pact shall not approach the Courts while representing the matter to IEMs and shall wait for their decision in the matter.
- (2) The Bidder(s) /Contractor(s) will not instigate third persons to commit offences outlined above or be an accessory to such offences.

Section 1 – Disqualification from tender process and exclusion from future contracts

If the Bidder(s) /Contractor(s), before award or during execution has committed a transgression through a violation of Section 2, above or in any other form which put their reliability or credibility in question, the Principal is entitled to disqualify the Bidder(s) /Contractor(s) from the tender process.

Section 4 – Compensation for Damages

- (1) If the Principal has disqualified the Bidder(s) from the tender process prior to the award according to Section 1, the Principal is entitled to demand and recover the damages equivalent to Earnest Money Deposit/Bid Security.
- (2) If the Principal has terminated the contract according to Section 1, or if the Principal is entitled to terminate the contract according to Section 1, the Principal shall be entitled to

demand and recover from the Contractor liquidated damages of the Contract value or the amount equivalent to Performance Bank Guarantee.

Section 5 – Previous transgression

- (1) The Bidder declares that no previous transgressions occurred in the last three years with any other Company in any country conforming to the anti-corruption approach or with any Public Sector Enterprise in India that could justify his exclusion from the tender process.
- (2) If the Bidder makes incorrect statement on this subject, he can be disqualified from the tender process.

Section 6 – Equal treatment of all Bidders / Contractors/ Subcontractors

- (1) In case of Sub-contracting, the Principal Contractor shall take the responsibility of the adoption of Integrity Pact by the Sub-contractor.
- (2) The Principal will enter into agreements with identical conditions as this one with all Bidders and Contractors
- (3) The Principal will disqualify from the tender process all bidders who do not sign the Pact or violate its provisions.

Section 7 – Criminal charges against violating Bidders(s) / Contractor(s)/ Subcontractor(s)

If the Principal obtains knowledge of conduct of a Bidder, Contractor or Subcontractor, or of an employee or a representative or an associate of a Bidder, Contractor or Subcontractor which constitutes corruption, or if the Principal has substantive suspicion in this regard, the Principal will inform the same to the Chief Vigilance Officer.

Section 8 – Independent External Monitor

- (1) The Principal appoints competent and credible Independent External Monitor for this Pact after approval by the Central Vigilance Commission. The task of the Monitor is to review independently and objectively, whether and to what extent the parties comply with the obligations under this agreement.

The Independent External Monitor appointed for NABARD is:

Dr. Rabindra Kumar, IFoS (Retd) 37, Bhagirathipuram GMS Road Dehradun 248001 Uttarakhand Email: rabindra_us@yahoo.com Mob no: 9411714138
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- (2) The Monitor is not subject to instructions by the representatives of the parties and performs his/her functions neutrally and independently. The Monitor would have access to all Contract documents, whenever required. It will be obligatory for him / her to treat

the information and documents of the Bidders /Contractors as confidential. He / she reports to the Chairman, NABARD.

- (3) The Bidder(s)/Contractor(s) accepts that the Monitor has the right to access without restriction to all Project documentation of the Principal including that provided by the Contractor. The Contractor will also grant the Monitor, upon his/her request and demonstration of a valid interest, unrestricted and unconditional access to their project documentation. The same is applicable to Sub-contractors.
- (4) The monitor is under contractual obligation to treat the information and documents of the Bidder(s) /Contractor(s) / Sub-contractor(s) with confidentiality. The Monitor has also signed declarations on 'Non-disclosure of Confidential Information and of 'Absence of Conflict of Interest'. In case of any conflict of interest arising at a later date, the IEM shall inform Chairman, NABARD and recuse himself/herself from that case.
- (5) The Principal will provide to the Monitor sufficient information about all meetings among the parties related to the Project, provided such meetings could have an impact on the contractual relations between the Principal and the Contractor. The parties offer to the Monitor the option to participate in such meetings.
- (6) As soon as the Monitor notices, or believes to notice, a violation of this agreement, he/she will so inform the Management of the Principal and request the Management to discontinue or take corrective action, or to take other relevant action. The monitor can in this regard submit non-binding recommendations. Beyond this, the Monitor has no right to demand from the parties that they act in a specific manner, refrain from action or tolerate action.
- (7) The monitor will submit a written report to the Chairman, NABARD within 8 to 10 weeks from the date of reference or intimation to him by the Principal and, should the occasion arise, submit proposal for correcting problematic situations.
- (8) If the Monitor has reported to the Chairman, NABARD, a substantiated suspicion of an offence under the relevant IPC/PC Act, and the Chairman NABARD has not, within reasonable time, taken visible action to proceed against such offence or reported it to the Chief Vigilance Officer, the Monitor may also transmit this information directly to the Central Vigilance Commissioner.
- (9) The word '**Monitor**' would include both singular and plural.

Section 9 – Pact Duration

This Pact begins when both parties have legally signed it. It expires for the Contractor 12 months after the last payment under the contract, and for all other Bidders 6 months after the contract has been awarded. Any violation of the same would entail disqualification of the bidders and exclusion from future business dealings.

If any claim is made/lodged during this time, the same shall be binding and continue to be valid despite the lapse of this pact as specified above, unless it is discharge/determined by the Chairman of NABARD.

Section 10 – Other provisions

- (1) This agreement is subject of Indian Law, Place of performance and jurisdiction is the Head Office of the Principal, i.e. Mumbai.
- (2) Changes and supplements as well as termination notices need to be made in writing. Side agreements have not been made.
- (3) If the Contractor is a partnership or a consortium, this agreement must be signed by all partners or consortium members.
- (4) Should one or several provisions of this agreement turn out to be invalid, the remainder of this agreement remains valid. In this case, the parties will strive to come to an agreement to their original intentions.
- (5) Issues like Warranty/Guarantee etc. shall be outside the purview of IEMs.
- (6) In the event of any contradiction between the Integrity Pact and its Annexure, if any, the Clause in the Integrity Pact will prevail.

(For & On behalf of the Principal)
(Office Seal)

(For & on behalf of the Bidder/Contractor)
(Office Seal)

Place _____
Date _____

Witness 1:

(Name & Address)

Witness 2:

(Name & Address)

Annexure 9**Quantitative Evaluation Of Technical Parameters (Quality and Cost Based Selection) Criteria**

In the event of **more than one bidder quoting the same lowest amount**, the work will then be awarded to the bidder having highest marks in Quantitative Evaluation Of Technical Parameters (Quality and Cost Based Selection) among the L1 bidders. The maximum total marks are 50.

Sr.No.	Criteria	Max. Marks
I	Past Work Experience of the Agency	10
a	>20 years	10
b	>= 10 years and < 20 years	05
c	>= 5 years and < 10 years	02
II	Average Turn Over during the last 3 years ending 31.03.2024	10
a	> = 25 lakhs	10
b	> = 15 lakhs and < 25 lakhs	5
C	> 12 lakhs and < 15 lakhs	2
III	Service/ AMC contracts executed/ongoing in Government Departments/ PSUs /Banks/Insurance Cos./ State Govt. or Central Govt. owned Institutions in last 5 years	15
A	> 10 nos.	15
B	> 5 nos. and < = 10 nos.	10
c	< = 5 nos.	5
IV	Type of Legal Structure of firm	15
a	Private Limited/Public Limited	15
b	Partnership	10
c	Proprietorship	05
	TOTAL	50

Section -2
Price / Financial Bid (In Separate Envelope)

PART A – Monthly Labour Charges with Contractors Administrative / Service Charges etc.

Sl. No.	Particulars for 'Providing skilled Manpower/ Electrician as per detailed description as well as terms & conditions mentioned in tender'	Quote percentage wherever applicable	Amount in Rs.	Remarks
1	Monthly Wages – (Monthly charges to be quoted in Rs.) (inclusive of Special Allowance /VDA etc.)	-----		Monthly amount calculated on the basis of latest Minimum wages (as per Central Govt. or UT Govt. or DC rates, whichever is higher)
2	EPF (Employer Portion)@ 13% (in Rs)	13%*		* NABARD's contributions will be payable on maximum wage ceiling of Rs.15,000/- per month or as revised from time to time. However, the contract manpower can pay at a higher rate and in such case NABARD is not under any obligation to pay at such higher rate.
3	ESI Contribution @ 3.25% (in Rs)	3.25%**		** NABARD's contributions will be payable where the monthly wages are below Rs.21,000/- or as revised from time to time. Agency shall quote accordingly.
4	Other Charges/ CAR policy / other statutory payments etc. (in Rs.) -			Agency to quote in %age in terms of amount quoted at Sl. No. '1'
5	Sub Total ('1'+ '2'+ '3'+ '4')	-----		Not Applicable
6	Contractors Administrative / Service Charges etc.(in Rs)			Agency to quote in %age in terms of amount quoted at Sl. No. '5'
7	Sub Total ('5'+ '6') in Rs	-----		Not Applicable
8	Applicable GST (in Rs)	18%		Not Applicable
9	Gross Monthly Charges per person ['7'+ '8'] (Rs.)	-----		Not Applicable
10	No. of Persons- (Pre filled)	-----	03	Not Applicable

11	Total of Part A - Amount for one year (Rs.) [‘9’x ‘10’ x 12 months]	-----		Not Applicable
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NOTE:

1. I understand that my bid will be rejected, if it is conditional, or it has not been submitted as per NABARD’s approved format.
2. I understand that my bid will be treated as **invalid and rejected** if:
 - a. ‘4’- ‘Other Charges/ CAR policy / other statutory payments etc. (in Rs.)’ – is quoted as ‘**NIL/ Not Applicable/ Zero**’
OR
 - b. ‘6’- ‘Contractors Administrative / Service Charges etc.(in Rs)’ is **quoted less than or equal to 3.85 per cent** of ‘5’ i.e. (‘1’+‘2’+‘3’+‘4’).

PART B- Material Cost – Supplying below mentioned material/ items of approved make (as stated in Technical Bid) at the desired location and rates shall be inclusive of all charges , GST, cartage, contractor profit & overhead charges , rebate for old scrap/ replaced items, any other applicable taxes etc. :

B	Material Cost	Qty.	Unit	Rate (Rs.)	Rate in words	Amount (Rs.)
1	Fluorescent tube light 36/40 W- Philips/ Bajaj/ Wipro/ Surya	4	No.			
2	11/12 W LED Bulb- Philips/ Bajaj/ Wipro/ Havells	3	No.			
3	6A Batten lamp Holder Fancy type 240V - Anchor/ equivalent	5	No.			
4	09 W LED Bulb- Philips/ Bajaj/ Wipro/ Havells	2	No.			
5	MCB 6/10/15/25/32 A single pole - Havells/ Standard/Schneider	1	No.			
6	MCB 32 A DP- Havells/ Standard/Schneider	1	No.			
7	MCB 63 A TPN- Havells/ Standard/Schneider	1	No.			
8	RCCB 63 A- Havells/ Standard/Schneider	1	No.			
9	1.5 sq. mm FRLS copper wire - Finolex/ RR Kabel/KEI	10	RM			

10	2.5 sq. mm FRLS copper wire - Finolex/ RR Kabel/KEI	10	RM			
11	2.5 sq.mm. 3 Core Cable- Finolex/ RR Kabel/KEI	10	RM			
12	Oil filled Capacitor 2.5 uF for fan- Havells/Philips	4	No.			
13	Oil filled Capacitor 4.0 uF for fan- Havells/Philips	2	No.			
14	Oil filled Capacitor 5.0 uF for exhaust fan- Havells/Philips	6	No.			
15	Oil filled Capacitor 100-120 uF for Submersible pump- Havells/Philips	2	No.			
16	Oil filled Capacitor 60 uF for Submersible pump- Havells/ Tibcon	2	No.			
12	15 - A Combined switch cum socket - Anchor/ Great White	2	No.			
13	15-A Switch - Anchor/ Great White	3	No.			
14	15 A Socket (05 pin)- Anchor/ Great White	3	No.			
15	5/6 A Piano Switch- Anchor/ Great White	8	No.			
16	5/6 A Call bell switch- Anchor/ Great White	1	No.			
17	5/6 A Socket (05 pin)- Anchor/ Great White	2	No.			
18	3 Pin top - 15 A- Anchor/ Great White/ Havells	4	No.			
19	Two module stepped type electronic fan regulator- Legrand/ Philips/ Anchor	2	No.			
20	Single module stepped type electronic fan regulator- Legrand/ Philips/ Anchor	2	No.			
21	Heating element - 2 kW Geyser- as per requirement	2	No.			
22	Heating element - 3 kW Geyser- as per requirement	1	No.			

23	Thermostat Geyser- as per requirement	2	No.			
24	Ding Dong Call bell – Anchor/ Great White	1	No.			
25	PVC casing capping - 20 mm	10	RM			
26	Brass batten holder	1	No.			
27	LED Batten light 20W-2 ft- Philips/ Bajaj/ Havells	2	No.			
28	LED Batten light 20W- 4 ft.- Philips/ Bajaj/ Havells	20	No.			
29	1200 mm sweep 3 Blade Ceiling fan - BEE 4 Star-Bajaj/ Crompton- Heavy Duty	4	No.			
30	Copper re-winding of Fans (48 inch/ 52 inch) for proper ampere with six month warranty	2	No.			
31	Replacement of ball bearing in the fan with greasing	2	No.			
32	PVC body exhaust fan 10 inch size of Crompton/Bajaj/Havells make with one year warranty	1	No.			
33	Instant Geyser of 3 ltr (3kw) of Bajaj/Crompton make with one year warranty	1	No.			
34	10 litre vertical storage geyser of Bajaj (New Shakti-Neo)/ JAQUAR (Elena Model)/	2	No.			
35	25 litre vertical storage geyser of Bajaj (New Shakti-Neo)/ JAQUAR (Elena Model)/	2	No.			
36	Geyser Safety Valve	10	No.			
37	6 A Two way switch - Anchor/ Great White/ Equivalent	5	No.			
39	36 W 2X2 Backlit LED Panel Lights- Philips/ Havells/ Wipro	10	No.			
40	LED Floodlight 30W-5700K, 220-240V, 50/60Hz- Philips/ Syska	1	No.			

41	22 W Round Downlight / Ceiling Light; Warm White- Philips/ Wipro	2	No.			
42	Cove Light LED Strip IP65 2HV 45 metre White (6500K) (with 1 adapter; Silicon thick coating) - Opplé/ equivalent	4	No.			
43	<i>DALI (Digital Addressable Lighting Interface) - Retractive Push to make switches; 75W, 0.12-0.40 A, 215 V, TD 230 V- PHILIPS/ Equivalent</i>	3	No.			
44	<i>LED Driver 15W; 72V; 180mA; INDOOR- Compatible with Philips</i>	2	No.			
45	CAT 6 Heavy Duty Networking cable Outdoor/Weatherproof/ UV resistant UTP- 1000 MBPS; 100 mt - Finolex/ Dlink/ Equivalent	2	No.			
46	CAT 6 RJ45 Connector for standard cable; 100 Pieces pack	1	Packet			
47	PVC Unarmoured Telephone Cable 0.4 mm diameter, 2 pair, 90 metre roll- Finolex/ Havells	1	No.			
48	RJ11 4P4C Spring Cable for Phone Handset; Coiled length 1.2-1.4 ft.	20	No.			
49	RJ11 4P4C Black Flat Cable; 1.5 mt length	20	No.			
50	Legrand Arteor Switch - 6A, 250 V AC, 1 way 1 module	4	No.			
51	Legrand Arteor Switch 20 A -250 V AC, 1 way with indicator, 1 module)	4	No.			
52	Legrand Arteor Socket 6/16 A- 3 Pin Indian- 2 Module	6	No.			
53	Digital Wireless Doorbell for Office with remote (battery operated with selectable tunes) (Havells/ Cona/ etc.)	2	No.			

54	Siemens MCB SL Series 16 A- Single Pole	2	No.			
55	Siemens MCB SL Series 32 A- Single Pole	4	No.			
56	400 Watt Industrial Exhaust Fan 18 inch (Crompton/ Havells)	1	No.			
57	Legrand Mylinc/ Anchor Roma- Switch - 6A, 250 V AC, 1 way 1 module	5	No.			
58	Legrand Mylinc / Anchor Roma Switch 20 A - 250 V AC, 1 way with indicator, 1 module)	5	No.			
59	Legrand Mylinc / Anchor Roma- Socket 6 A- 5 Pin - 2 Module	5	No.			
60	Legrand Mylinc/ Anchor Roma- Socket 16 A- 3 Pin Indian- 2 Module	5	No.			
					TOTAL of Part B	

Gross Amount (Part A & Part B) = Rs.

Gross Amount in words – (_____)

Accepted all terms & conditions of Price bid/Technical Bid

Place	:	
Date	:	(Signature of the Tenderer)
Address	:	Name and Seal