

सं. रा. बै/डीपीएसपी /

25

/ परिसर/प्र. क. -व.र.अ./22-23

11 अप्रैल 2022

प्रिय महोदय

01.05.2022 से 31.03.2023 की अवधि के लिए मुंबई में बैंक के प्रधान कार्यालय भवन के लिए नेटवर्क लाइनों, टेलीफोन डायरेक्ट लाइन, पीआरआई लाइनों, ईपीएबीएक्स एक्सटेंशन लाइनों के लिए वार्षिक रखरखाव अनुबंध

कृपया उपर्युक्त विषय पर हमारी निविदा निमंत्रण सूचना संलग्न है।

भवदीय

Sd/-

(अभिनव शुक्ल)

प्रबंधक

संलग्न . यथोपरि:

परिसर, सुरक्षा और अधिप्राप्ति विभाग Dept. of Premises, Security & Procurement (DPSP)

नाबार्ड प्रधान कार्यालय NABARD Head Office

बांद्रा कुर्ला कॉम्प्लेक्स , बांद्रा (पूर्व) Bandra Kurla Complex, Bandra (E)

मुंबई 400051

Mumbai – 400051

Signature with seal



Ref. No. NB.DPSP / 25 /Premises/ HO- AMC/ RfQ-02/2022-23

11 April 2022

To,

M/s _____

(EMPANELED CONTRACTORS)

Category 1 (Up-to Rs.5.00 lakh)

Trade 11 - Telecommunication and networking works

Madam/ Dear Sir,

Annual Maintenance Contract for Network lines , Telephone Direct Lines, PRI lines, EPABX extension lines for Bank's Head Office Building at B.K.C, Mumbai – from 01.05.2022 to 31.03.2023

NABARD intends to undertake the captioned work and therefore, invites quotation from you in a sealed envelope addressed to 'The Chief General Manager, Department of Premises, Security & Procurement, 'G' Block, Plot No. C-24, Bandra-Kurla Complex, Bandra (E), Mumbai – 400051'. Quotations are required to be submitted on or before 2:00 PM on 26th April 2022. Quotations shall be opened at 3:00 PM on 26th April 2022.

2. The terms and conditions are as follows:

- i. Telephone installations are located at Bank`s Head Office Building and it consists of Intercom telephone set with connected lines, direct lines etc. at Bank's Head office Building. Preventive Maintenance and break down attendance of telephone & Internet cables, telephones instruments etc. at Bank's Head office building. The contractor shall depute two experienced technician.
- ii. Contractor or his technician should report Bank on regular basis or as per instructions of Premise office, Mumbai and attend the repairing/ rectification / preventive maintenance works & report to the concern Engineer. If any complain will be received from the office regarding non-functioning or mal-functioning of telephone, he should arrange to rectify/ restore the same on priority basis.

परिसर, सुरक्षा और अधिप्राप्ति विभाग Dept. of Premises, Security & Procurement (DPSP)

नाबार्ड प्रधान कार्यालय NABARD Head Office

बांद्रा कुर्ला कॉम्प्लेक्स , बांद्रा (पूर्व) Bandra Kurla Complex, Bandra (E)

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- iii. All installation will be routinely checked and preventive maintenance will be provided whenever necessary. Preventive maintenance includes Daily checking/rectification of telephone lines connected in Chairman / DMD Cabins, Board Room, Executive Areas and Senior Officers' cabins etc. Weekly check / rectification of all telephone lines, loose contact, MDF etc. Daily cleaning the EPABX room. Weekly cleaning of EPABX system by air blower, etc.
- iv. The complaints at Bank's Head Office registered over telephone, mobile, letter, email or through other mode by Staff shall be attended promptly. After satisfactory completion the signature shall be obtained from respective resident or their representative.
- v. Compulsory presence of contractor on the days of important meetings, functions at NABARD & as & when informed by the Head Office.
- vi. Providing of all safety equipment's and all essential tools to his staff for day- to-day maintenance & emergency. Providing uniform, safety shoes, insulated gloves, raincoats, caps, umbrellas, torch, and Mobile phone etc. to all his staff.
- vii. The Contractor and his staff shall strictly follow the Standard Industrial Safety & Security Norms.
- viii. If the contractor fails to deliver any or all of the items of work as specified in the Tender document within the time period(s) specified in the Contract; or If the contractor fails to perform any other obligation(s) under the Contract; or On termination of the Contract for default no pending claim from the contractor shall be accepted.
- ix. On termination of the Contract for default, action will be taken to blacklist the contractor at the discretion of the Bank.
- x. The list of scope of work is only indicative. Any maintenance work not specifically mentioned above but required for the healthy operation of the system concerned and for the satisfaction of the user dept./as directed by Bank's Officer will be considered as part of scope of work.
- xi. Bidders are advised to visit the site and thoroughly understand the nature and scope of the works and be familiar with the site conditions before quoting.
- xii. The Contractor shall comply with all the applicable statutory provisions of the land. NABARD shall not be held responsible for any penalty and violations.
- xiii. The Contractor should obtain necessary permission that may be required for the purpose of this Contract from such authorities as may be prescribed by Law from time to time.

परिसर, सुरक्षा और अधिप्राप्ति विभाग Dept. of Premises, Security & Procurement (DPSP)
नाबार्ड प्रधान कार्यालय NABARD Head Office
बांद्रा कुर्ला कॉम्प्लेक्स , बांद्रा (पूर्व) Bandra Kurla Complex, Bandra (E)
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Mumbai - 400051

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- xiv. The Contractor shall be fully responsible and shall compensate NABARD in the event of any damage to men or material, injury / damage or death as the case may be, caused directly or indirectly due to the negligence of the Contractor or his agents and / or his employees, or workers. The decision of NABARD in this regard shall be final and binding.
- xv. The contract price is inclusive of all taxes, duties, cess and statutory levies payable under any law and any other such taxes and duties leviable by local/State/Union Government from time to time.
- xvi. In case of any change in rate of tax or any provision relating to levy of tax resulting in increase in burden of tax on the contractor, the contractor shall not be entitled to receive any compensation for such increase in quantum of tax on the contractor. Similarly, no recovery shall be made from the contractor because of decrease of rate of tax or any provision relating to levy of tax.
- xvii. Initially the contract period shall be of 12 months (One Year) which may be extended on year-to-year subject to satisfactory work performance report.
- xviii. The Contract can be terminated by NABARD on 30 days' notice if services are found to be unsatisfactory and if there is no improvement even after issue of three notices to the contractor.
- xix. Upon successful award of work, contractor has to execute the Agreement on 'Non-judicial Stamp Paper' and deposit the 5% Retention Money Deposit upon award of work till the contract period. No interest shall be paid on RMD.

Yours faithfully

Sd/-

(S.Sajeev)

Assistant General Manager

परिसर, सुरक्षा और अधिप्राप्ति विभाग Dept. of Premises, Security & Procurement (DPSP)
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PRICE BID / B.O.Q.

NAME OF WORK: Annual Maintenance Contract for Direct Lines, PRI lines, EPABX extension lines for Bank's Head Office Building at B.K.C, Mumbai – F.Y. 2022 - 23

Sl. No.	Description	Monthly Rate (INR) – including all applicable taxes/ cess/ levies, etc.
1.	Charges for Providing services under Annual Maintenance Contract for Network line, Telephone Direct Lines, PRI lines and EPABX extension lines for Bank's Head Office Building at B.K.C, Mumbai as per the detailed scope of work and terms and conditions as mentioned in the tender. The rate quoted should be inclusive of all applicable taxes. (Including GST)	

Total in words (Rupees)

i. Having examined the tender document relating to the works specified in the offer, having visited and examined the site of the work specified and having acquired the requisite information relating thereto as affecting the offer/ bid; I/We hereby offer to execute the work specified within the time specified, at the rates mentioned in the Price Bid in all respects.

ii. Accepted all terms and conditions given in notice inviting quotation Ref. No. NB.DPSP / Premises/ HO- AMC/ /RfQ-02/ 2021-22 of date.

Date:

Place:

Signature with seal:

परिसर, सुरक्षा और अधिप्राप्ति विभाग Dept. of Premises, Security & Procurement (DPSP)
नाबार्ड प्रधान कार्यालय NABARD Head Office
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