



**NATIONAL BANK FOR AGRICULTURE AND RURAL
DEVELOPMENT**

राष्ट्रीय कृषि और ग्रामीण विकास बैंक

**Department of Premises, Security and Procurement
NABARD, Gujarat Regional Office,
2nd Floor, NABARD Tower,
Opposite Municipal Garden,
Usmanpura, Ahmedabad – 380013
Telephone – 079-27554024 / 079-27554041
Email – dpsp.ahmedabad@nabard.org**

**Tender for Annual Maintenance Contract for Electrical
Installations and Water Pumpsets at (i) NABARD Tower,
Usmanpura, and at (ii) NABARD Vihar, Navrangpura,
Ahmedabad**

For the Period– 01 October 2025 to 30 September 2027

- (i) नाबार्ड टॉवर, उस्मानपुरा, और (ii) नाबार्ड विहार, नवरंगपुरा, अहमदाबाद में विद्युत प्रतिष्ठानों और जल पंपसेटों के लिए वार्षिक रखरखाव अनुबंध हेतु निविदा अवधि के लिए- 01 अक्टूबर 2025 से 30 सितंबर 2027 तक तक

NATIONAL BANK FOR AGRICULTURE AND RURAL DEVELOPMENT
GUJARAT REGIONAL OFFICE, AHMEDABAD

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निविदा आमंत्रण सूचना
Notice Inviting Tender

संदर्भ सं NB.Guj./19353 /DPSP/NBT/313/2025-26 Date: 30 जून 2025

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| <p>कार्य का विवरण : अहमदाबाद स्थित (i) नाबार्ड टावर, उस्मानपुरा और (ii) नाबार्ड विहार, नवरंगपुरा में इलेक्ट्रिकल इंस्टालेशन और वाटर पम्पसेट्स के लिए दो वर्ष की अवधि (01 अक्टूबर 2025 से 30 सितंबर 2027 तक) के लिए वार्षिक अनुरक्षण करार</p> <p>1. राष्ट्रीय कृषि और ग्रामीण विकास बैंक (नाबार्ड) उपर्युक्त कार्य अर्थात् अहमदाबाद स्थित (i) नाबार्ड टावर, उस्मानपुरा और (ii) नाबार्ड विहार, नवरंगपुरा में इलेक्ट्रिकल इंस्टालेशन और वाटर पम्पसेट्स के लिए लगभग ₹18.17 लाख प्रतिवर्ष की अनुमानित लागत पर दो वर्ष की अवधि (01 अक्टूबर 2025 से 30 सितंबर 2027 तक) हेतु वार्षिक अनुरक्षण करार के लिए निविदा आमंत्रित करता है। हालांकि यह अनुमान एक मोटा आकलन मात्र है।</p> <p>2. आपसे अनुरोध है कि उपर्युक्त करार के लिए इस निविदा दस्तावेज़ में दिए गए विवरण और उल्लिखित अन्य आवश्यकताओं के अनुसार सरकार के ई-मार्केटप्लेस (GeM) के माध्यम से दो बोली प्रणाली में अपना प्रस्ताव प्रस्तुत करें। निविदा दस्तावेज़ https://www.nabard.org और GeM पोर्टल से डाउनलोड किया जा सकता है।</p> <p>3. बोली पूर्व बैठक नाबार्ड क्षेत्रीय कार्यालय, उस्मानपुरा, अहमदाबाद 380013 में 07 जुलाई 2025 को सायं 03.00 बजे आयोजित होगी। बोली-पूर्व बैठक में भाग लेने से पहले बोलीकर्ता साइट का सर्वेक्षण करके कार्य/ सेवा की व्यवहार्यता के बारे में पर्याप्त जानकारी प्राप्त करके आश्वस्त हो जाएँ। बोली-पूर्व बैठक में आप जो भी स्पष्टीकरण चाहते हैं, वह बैठक तिथि से कम से कम एक कार्यदिवस पहले लिखित में अपने प्रश्न हमें dpasp.ahmedabad@nabard.org पर भेजें। बोली-पूर्व बैठक के सभी स्पष्टीकरण इस निविदा का हिस्सा माने जाएँगे।</p> | <p>Name of Work: Annual Maintenance Contract for Electrical Installations and Water Pumpsets at (i) NABARD Tower, Usmanpura, and at (ii) NABARD Vihar, Navrangpura, Ahmedabad for the period of 02 years (01 October 2025 to 30 September 2027)</p> <p>1. National Bank for Agriculture and Rural Development (NABARD) invites tender for the captioned work i.e. Annual Maintenance Contract for Electrical Installations and Water Pump sets at (i) NABARD Tower, Usmanpura, and at (ii) NABARD Vihar, Navrangpura, Ahmedabad for the period of 2 years (01 October 2025 to 30 September 2027) at an estimated cost of Rs.18.17 lakhs per year. The estimate, however, is given merely as a rough guide.</p> <p>2. You are requested to submit your offer through Government - e - Marketplace (GeM) in Two Bid System for the aforesaid contract as per the detailed specifications and other requirements as mentioned in this tender document. The tender document will be available for download at https://www.nabard.org and in GeM Portal.</p> <p>3. The Pre-Bid meeting will be held at 1500 Hrs on 07 July 2025 at NABARD Regional Office, Usmanpura, Ahmedabad 380013. To be eligible to participate in the pre-bid meeting, the bidder should have already conducted a site survey and should have satisfied himself/herself about the overall feasibility of the work/service. Any clarifications being sought in the pre-bid meeting should be submitted in writing at least 01 working day prior to the date of pre-bid meeting by email to</p> |
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4. जेम (GeM) पोर्टल के माध्यम से प्राप्त निविदाएँ ही स्वीकार की जाएँगी। देरी से प्राप्त और फैक्स/ईमेल / डाक से प्राप्त निविदाएँ स्वीकार्य नहीं हैं और उन्हें निरस्त कर दिया जाएगा। जिन बोलीकर्ताओं की निविदाएँ निर्धारित स्वरूप में नहीं हैं, वे निरस्त कर दी जाएँगी।

5. निविदा की तकनीकी बोली (भाग -1) नाबार्ड, गुजरात क्षेत्रीय कार्यालय, अहमदाबाद-380013 में 21 जुलाई 2025 को दोपहर 03.00 बजे या बाद में, जेम के नियमों के अनुसार नाबार्ड की सुविधानुसार खोली जाएँगी।

6. जो बोलीकर्ता तकनीकी मूल्यांकन में पात्र पाए जाएँगे, उनकी कीमत बोली (भाग II) एक भिन्न तिथि पर खोली जाएगी जिसकी सूचना जेम पोर्टल से दी जाएगी। यदि इस निविदा दस्तावेज़ के नियमों और जेम के नियमों में कोई विरोधाभास है तो इस दस्तावेज़ को प्राथमिकता दी जाएगी।

7. तकनीकी बोली, कीमत बोली, कार्य के दायरे और आवश्यक सेवाओं, सफल बोलीकर्ता के चयन आदि के बारे में इस निविदा के नियमों-शर्तों और इस निविदा दस्तावेज़ के अन्य हिस्सों में विस्तार से उल्लेख किया गया है।

8. आवश्यक श्रमशक्ति और प्रदान की जाने वाली सेवाओं के बारे में इस निविदा में अलग से विवरण दिया गया है। बोलीकर्ता दरें उद्धृत करने से पहले कृपया इस निविदा दस्तावेज़ को ध्यानपूर्वक पढ़ें। निविदाकर्ता परियोजना स्थल अर्थात् नाबार्ड विहार, सेंट जेवियर कॉलेज कॉर्नर रोड, एलिसब्रिज, नवरंगपुरा, अहमदाबाद और नाबार्ड, गुजरात क्षेत्रीय कार्यालय (नाबार्ड टावर), म्युनिसिपल गार्डन के सामने, उस्मानपुरा, अहमदाबाद का दौरा करें और सर्वेक्षण करके वर्तमान स्थितियों और किए जाने वाले कार्य के दायरे से भलीभांति परिचित हो जाएँ तथा दरें उद्धृत करने से पहले नाबार्ड से सभी आवश्यक स्पष्टीकरण प्राप्त कर लें।

नीचे दिए गए बैंक खाते में NEFT के माध्यम से ₹36,340/- (रुपये छत्तीस हजार तीन सौ चालीस मात्र) की बयाना राशि जमा करवाई जाए। बगैर ईएमडी प्राप्त होने वाली निविदाएँ निरस्त कर दी जाएँगी।

खाताधारक का नाम : NABARD

dpsp.ahmedabad@nabard.org. All the clarifications of the pre-bid meeting will be part of tender.

4. Tenders submitted through GeM portal only will be accepted. Tender received late or received through fax/email/post will not be accepted and will be rejected. The tenders of the bidders whose tender is not in accordance with the prescribed manner, will be rejected.

5. Technical Bid (Part- I) of Tender will be opened at NABARD Regional Office, Usmanpura, Ahmedabad 380013 on 21 July 2025 at 1500 hrs or later as per convenience of NABARD and as per the rules of GeM.

6. Price Bid (Part II) of bidders who qualify the technical evaluation will be opened on a separate date informed through GeM portal. If there is any conflict between the rules of this tender document and the rules of GeM, then this document will be given preference.

7. Instructions regarding Technical Bid, Price Bid, scope of works and the services required, selection of successful bidder etc have been elaborated in the Terms and Conditions of the tender and other parts of the tender document.

8. The total number of required manpower and the services to be provided are detailed separately in the tender. Bidders are advised to go through the tender documents carefully before quoting the rates. The tenderers are advised to visit the site NABARD Vihar, Near St. Xavier College Corner road, Ellisbridge, Navrangpura, Ahmedabad and NABARD Gujarat Regional Office (NABARD Tower), Opp. Municipal Garden, Usmanpura, Ahmedabad and conduct survey of the existing conditions so as to familiarize themselves with the nature and scope of works to be carried out and get all clarifications as necessary from NABARD before quoting their rates.

9. An Earnest Money Deposit of **₹36,340/- (Rupees Thirty-Six Thousand Three Hundred Forty Only)** should be remitted by NEFT into



चालू खाता नंबर : NABADMN02

बैंक का नाम : NABARD

Head Office, Mumbai

आईएफएससी IFSC Code : NBRD0000002

10. बोलीकर्ताओं द्वारा जमा कराई गई ईएमडी पर कोई ब्याज देय नहीं होगा। सफल बोलीकर्ता को कार्य दिए जाने के बाद असफल बोलीकर्ताओं की ईएमडी लौटा दी जाएगी। आपसे अनुरोध है कि निविदा दस्तावेज़ के साथ खाते में राशि जमा कराने की रसीद की प्रति भी प्रस्तुत करें। ऐसा नहीं करने पर निविदा स्वीकार नहीं की जाएगी। (ईएमडी राशि जमा कराने के बाद निविदाकर्ता इस ट्रांजेक्शन का विवरण हमें ईमेल से dpsp.ahmedabad@nabard.org पर भेजे।

11. जेम के मानदंडों के अनुसार, बोली खोलने की तिथि से 03 माह तक यह बोली स्वीकार करने के लिए वैध मानी जाएगी।

12. निविदा में उल्लिखित नियमों व शर्तों के प्रति सहमति के रूप में इस ऑफर में शामिल सभी दस्तावेज़ों और निविदा के सभी पृष्ठों पर बोलीकर्ता के हस्ताक्षर हों व सील लगी हो।

13. नाबार्ड को यह अधिकार है कि वह बगैर कोई कारण बताए एक या एकाधिक बोलीकर्ताओं की कोई भी या सभी निविदाएँ आंशिक या पूर्ण रूप से निरस्त करे।

14. सफल बोलीकर्ता इस ऑफर को स्वीकार करने की तिथि से 07 दिन के भीतर संलग्न मानक प्रारूप में नाबार्ड के साथ एक करार निष्पादित करेगा। ऐसा नहीं करने पर बोलीकर्ता की ईएमडी जब्त कर ली जाएगी।

15. जो बोलीकर्ता बैंक के साथ संलग्न मानक प्रारूप में प्री कॉन्ट्रैक्ट इंटीग्रिटी पैक्ट निष्पादित करने के इच्छुक हैं, वे ही बोली प्रक्रिया में सहभागिता के लिए पात्र होंगे। गुजरात के लिए नामित स्वतंत्र बाहरी मॉनिटर श्री जगदीप कुमार घई, पीटीए एंड एफई (सेवानिवृत्त) हैं, जिनका पता फ्लैट नं. 1032, ए विंग, वनश्री सोसाइटी, सेक्टर 58 ए एंड बी, पाम बीच रोड, नेरूल, नवी मुंबई-400706 है और ईमेल- jkghai@gmail.com तथा मोबाइल 6869422244 है।

16. निविदा दस्तावेज़ में यदि कोई भी विसंगतियाँ, चूक, अस्पष्टता पाई जाती है, अथवा उसके अर्थ के बारे में संदेह उत्पन्न होता है, तो कृपया 'मुख्य

the account mentioned below. Tender without EMD shall be rejected.

| | |
|--------------------|-------------------------------|
| Payee Name | NABARD |
| Current Account No | NABADMN02 |
| Name of the Bank | NABARD Head Office, Mumbai |
| IFSC Code: | NBRD0000002 |

10.No interest shall be paid on the EMD submitted by the bidders. EMD of unsuccessful bidders would be refunded after the award of work to the successful bidders. We request you to give us a copy of the acknowledgement crediting our Account along with tender document failing which the tender will not be considered for acceptance.

(After depositing the EMD amount, the tenderer is advised to send an email to dpsp.ahmedabad@nabard.org with the details of the transaction)

11. The bid shall remain valid and open for acceptance for 03 months from the date of opening of the bid and as per norms of GeM.

12. All documents that comprise the offer and all pages of tender, should be signed and sealed by the bidder, as a token of acceptance to the terms and conditions specified in tender.

13. NABARD reserves the right to accept or reject any/all tender(s) in part or whole of any bidder/bidders without assigning any reasons for doing so.

14. The successful bidder shall execute an agreement with NABARD in accordance with the standard format enclosed within 07 days from the date of acceptance of the offer, failing which the bidder's EMD may stand forfeited.

15. Only bidders who are willing to execute Pre-Contract Integrity Pact with the Bank, in accordance with the standard format enclosed, will be eligible to participate in the tender. The Independent External Monitor (IEM) assigned for Gujarat would be Shri Jagdeep Kumar Ghai, PTA & FE (Retd), Flat No 1032 A Wing, Vanashree Society, Sector 58 A & B, Palm Beach Road, Nerul, Navi Mumbai, 400706,



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| <p>महाप्रबंधक, राष्ट्रीय कृषि और ग्रामीण विकास बैंक, म्युनिसिपल गार्डन के सामने, उस्मानपुरा, अहमदाबाद ' को लिखित रूप से अवगत करें जो उसकी और मांगी गई जानकारी की समीक्षा करेंगे और यदि निविदा दस्तावेज़ में उसे स्पष्ट रूप से उल्लेखित या विनिर्दिष्ट नहीं किया गया है तो, नाबार्ड द्वारा सभी निविदाकर्ताओं को स्पष्टीकरण जारी किया जाएगा जो निविदा दस्तावेज़ का हिस्सा होगी। निविदा प्रस्तुत करने के तीन कार्य दिवस पूर्व, निविदा दस्तावेज़ में कोई भी विसंगतियाँ, चूक, अस्पष्टता अथवा उसके अर्थ के बारे में संदेह को यदि नाबार्ड की जानकारी में नहीं लाया जाता है तो, नाबार्ड इसके लिए जिम्मेदार नहीं होगा।</p> <p>17. कार्य समनुदेशन के 15 दिनों के भीतर, सफल बोलीकर्ता द्वारा स्वीकृत निविदा मूल्य की 5% राशि (01 वर्ष की संविदा का कुल मूल्य) को जमानत के रूप में नाबार्ड के पास रखनी होगी जिसे प्रतिधारण जमा राशि(आरएमडी) के रूप में माना जाएगा।</p> <p>18. वार्षिक अनुरक्षण अवधि को संतोषपूर्ण तरीके से पूर्ण करने के पश्चात प्रतिधारण जमा राशि(आरएमडी) बिना किसी ब्याज के वापस की जाएगी। यदि ठेकेदार द्वारा इस करार की किसी भी शर्तों और निबंधनों का उल्लंघन होता है या वह कार्य/सेवा पूर्ण करने में विफल होता है तो जमानत राशि जब्त की जाएगी।</p> | <p>email jkghai@gmail.com, Mob: 9869422244.</p> <p>16. Any discrepancies, omissions, ambiguities in the Tender Documents, if any, or any doubt as to their meaning should be reported in writing to the "The Chief General Manager, National Bank for Agriculture and Rural Development, Gujarat Regional Office, Opp. Municipal Garden, Usmanpura, Ahmedabad" who will review the same and information sought if not clearly indicated or specified, NABARD will issue clarifications to all the tenderers which will become part of the Contract Document. NABARD will not be responsible if the discrepancies, omissions, ambiguities in the Tender Documents or any doubts as to their meaning are not brought to the notice of NABARD before three working days prior to the date of submission of the Tender.</p> <p>17. The successful tenderer will be required to submit @5% of the accepted value of tender (total value of the contract for one year), as Security Deposit within 15 days of award of work, which will be reckoned towards the Retention Money Deposit (RMD).</p> <p>18. The RMD will be released after 90 days from the expiry of the satisfactory AMC period and will not bear any interest. The Security Deposit will be liable to be forfeited in case the contractor commits any breach of any terms and conditions of the Contract or fails to complete the work/service.</p> |
|--|--|

भवदीय

हस्ता/-

(अशोक कुमार)
उप महाप्रबंधक





SCHEDULE OF EVENTS

| | |
|---|---|
| Date of issue of Tender | 30 June 2025 |
| Earnest Money Deposit (EMD) | The Bidder shall deposit Earnest Money Deposit for an amount of Rs.36,340/- which can be remitted by NEFT/RTGS into NABARD's bank account as per details given below. |
| Account Details of National Bank for payment of Earnest Money Deposit | Payee Name : NABARD Current Account No : NABADMN02 Name of the Bank: NABARD, Mumbai IFSC Code : NBRD00000002 |
| Pre-Bid meeting | 15.00 hrs. on 07 July 2025 |
| Last Date of Submission of Bids | Up to 15.00 hrs. on 21 July 2025 |
| Opening of Bids | 15.30 hrs. on 21 July 2025 Authorized representatives of vendors may be present during opening of the technical Bids. Bids would be opened even in the absence of any or all of the vendors' representatives. |
| Contact Details: Address for Communication And submission of bid. | NABARD, Gujarat Regional Office, Department of Premises, Security and Procurement, 2nd Floor, NABARD Towers, Opposite Municipal Garden, Usmanpura, Ahmedabad 380013 079-2755-4041/4024 |



FORM OF TENDER**(on the letter head of the bidder)****Annual Maintenance Contract for Electrical Installations and Water Pumpsets at (i) NABARD Tower, Usmanpura, and at (ii) NABARD Vihar, Navrangpura, Ahmedabad**

Place: Ahmedabad

Date: _____

The Chief General Manager
National Bank for Agriculture
and Rural Development
Usmanpura
Ahmedabad.

Dear Sir,

Having examined the schedule of quantities relating to the works specified in the memorandum hereinafter set out and having visited and examined the site of works specified in the said memorandum and having acquired the requisite information relating thereto as affecting the quotation / tender, I/We hereby offer to execute the work specified in memorandum at the rates mentioned in the attached schedule of quantities and in accordance with the specification and instructions in writing and with such materials as are provided for and in all other respects in accordance with such conditions so far as they are applicable.

MEMORANDUM

| | | |
|----|-----------------------|---|
| a) | Description of work | Annual Maintenance Contract for Electrical Installations and Water Pumpsets at (i) NABARD Tower, Usmanpura, and at (ii) NABARD Vihar, Navrangpura, Ahmedabad |
| b) | Contract Period | 01 October 2025 to 30 September 2027 |
| c) | Earnest money Deposit | Rs.36,340/- (Rupees Thirty-Six Thousand Three Hundred Forty Only) Payee Name : NABARD Current Account No : NABADMN02 Name of the Bank : NABARD, Head Office, Mumbai IFSC Code : NBRD0000002 |

2. Should this quotation/tender be accepted, I/We hereby agree to abide by and fulfil the terms and condition of contract annexed hereto so far as they may be applicable or vide fault thereof to forfeit any pay to NABARD, Ahmedabad the amount mentioned in the said conditions.

3. The lists showing the particulars of maintenance works carried out and the names of manufacturers of specified items proposed to be used in the work are as follows:

i) _____

ii) _____

4. Our Bankers are



i) Bank Name & Branch _____
Account No. _____
IFS code _____

ii) Bank Name & Branch _____
Account No. _____
IFS code _____

The Names of the proprietor/partners of our firm are:

i) _____

ii) _____

Names of the proprietor/partner of the firm authorized to sign:

i) _____

ii) _____

Names of the person hereby given the power of Attorney to sign the contract:

i) _____

ii) _____

5. Our PAN No. is _____. (Copy of PAN to be attached)

6. I / We have examined the Scope of Works, Specifications and Schedule of Quantities and Terms and Conditions relating to the Tender for the said works after having obtained/received the Tender invited by you.

7. I / We have visited the site, examined the site of works specified in the Tender Document and acquired the requisite information relating thereto as affecting the Tender.

8. I / We hereby offer to execute and complete the works in strict accordance with the Tender Document at the rates quoted by me / us in the attached Bill of Quantities in all respects as per the Specifications and Scope of Works described in the Tender Document and the Annexures containing Terms and Conditions.

9. I / We have paid interest-free Earnest Money Deposit (EMD) of Rs.36,340/- by RTGS/NEFT to NABARD' Current Account No NABADMNO2, NABARD, Head Office, Mumbai IFSC Code NBRD00000002 and the sum shall be forfeited in the event of our withdrawal of Tender before expiry of the validity period of offer and / or in the event of our failure to execute the Contract when called upon to do so by accepting our Tender.

10. I / We agree to pay all Government (Central and State) Taxes such as GST and other taxes prevailing from time to time and the rates quoted by us are inclusive of the same.

11. I / We agree to pay the worker/workers engaged as per the minimum wages declared by the authority under CLR act 1970 from time to time and agree to pay the same with immediate effect.



12. The rates quoted by me / us are firm and shall not be subjected to variations on account of fluctuation in the market rates or any other reasons whatsoever during the entire contract period except the minimum wages and corresponding applicable tax.

Yours faithfully

(Seal & Signature of Contractor)

Date:

Place:



Technical Bid

INSTRUCTIONS TO THE TENDERERS FOR FURNISHING INFORMATION AS A PART OF PRE-TENDER QUALIFICATIONS ELIGIBILITY CRITERIA

1. The Bidder should be a licensed electrical contractor and have a minimum experience of seven (07) years (as on 31/12/2024) of working with nature of works as briefly mentioned below.
 - i. AMC for Maintenance of HT / LT Electrical system and substation in office buildings
 - ii. Maintenance of LT Electrical system in residential complexes;
 - iii. Internal & External Electrical works (below):
 - (1) Repair & Maintenance of all electrical low tension (LT) installation (2) Repair, operation & Maintenance of pump sets, motor control panels, distribution boards & submersible water pump-sets/bore wells, (3) Maintenance and repair of street lights, flood lights and other indoor / outdoor luminaires, wall mounted and ceiling fans (4) Cleaning of switch-yards, meter panels and LT panels (5) replacement of old defective materials / equipment those are beyond economic repair with new ones, (6) Maintenance and repair of earthing system and lightning arrestors and (07) liaising with Electrical Inspector Inspector/lift inspector and other relevant statutory authorities.
2. The Contractors who are registered with any Govt. / Semi-Govt. / Govt. Undertakings / Autonomous bodies / Corporate Sector and having experience of executing above types of works under AMC contract may apply with detailed certificates / credentials on GeM portal.
3. **The contractors should meet following qualification criteria:**
 - (3.1) Minimum 07 years' experience (as on 31/12/2024) in the field of Electrical Annual Maintenance Contracts, which include all the activities as listed in point no. 1 and should have at least one of the qualifying works carried out for Public Sector Undertakings (PSUs) /Banks/Govt. Office.

3.2 Ongoing contracts more than 40% of estimated cost.

| S.N | Experience Criteria | Head Office & residential colonies |
|-----|--|------------------------------------|
| 1 | 1 similar work during last 7 years (ending 31.12.2024) with annual contract value (costing individually) not less than >>>> | 14.53 Lakhs |
| | OR | OR |
| 2 | 2 similar works during last 7 years (ending 31.12.2024) with annual contract value (costing individually) not less than >>>> | 9.08 Lakhs |
| | OR | OR |
| 3 | 3 similar works during last 7 years (ending 31.12.2024) with annual contract value (costing individually) not less than >>>> | 7.26 Lakhs |



4. The bidders should have **average Annual Turn Over of at least Rs.5.45 lakhs** during the **last three years ending 31 March 2024** supported with audited balance sheet / profit & loss statement / registered Chartered Accountant certified statement of accounts.
5. The bidder should have their own office within the municipality areas of **Ahmedabad or Gandhinagar**.
6. Tender shall be accompanied by a copy of each of the documents like,
 - a) Articles of Association/Memorandum of Association/ partnership deed/ any other relevant document showing composition of the firm,
 - b) List of eligible work executed during last seven years,
 - c) PAN,
 - d) GSTN Registration
 - e) Employee State Insurance Act registration,
 - f) PF registration,
 - g) Particulars of bankers & Bank account details.
 - h) Details of work experience shall be supported by work orders and corresponding completion certificates.
 - i) The client-wise names of similar work(s), year(s) of execution of work (s) awarded, and actual value of executed work(s), reasons for delay (if any), names and full contact details of the officers/ authorities/ departments under whom the work(s) was/were executed should be furnished in the prescribed format.
 - j) Details of works on hand
 - k) Latest audited final accounts of the business of the contractor duly certified by a Chartered Accountant/certificate of turnover issued by a Chartered Accountant should be enclosed in proof of their credit worthiness and turnover for the last three years.
 - l) Copy of electrical license issued by the Competent local Authority / State Government.
 - m) The tenderers are required to submit the copies of EPF and ESIC registration Certificates.
7. If required, original certificates shall be produced for verification by the bidder and will be returned after verification.
8. The bidders should have all applicable Tax registrations (PAN,GSTN, TAN, etc.) and also registration with Provident Fund, ESIC, etc., supported with documentary evidence and all statutory labour regulations required for this contract.
9. Bidders should have a current bank account with a scheduled commercial bank.



10. NABARD reserves the right to verify any or all the documents furnished by the Bidders with any authorities. NABARD also reserves the right to cancel any or all the applications without assigning any reason thereof.
11. Intending applicants are required to furnish details about their firm/organization, experience, competence, etc.
12. The application form should be signed by a person on behalf of the Firm/Organization, who is duly authorized to do so.
13. If the space in the application form is insufficient for furnishing full details, such information may be supplemented on a separate sheet of paper duly signed.
14. Applications containing false or inadequate information are liable for rejection and Bank reserves the right to blacklist those agencies.
15. The firms which do not fulfil prequalification criteria shall not be considered for selection and award of work.
16. The staff deployed by the firm at site should have adequate experience and knowledge in their respective works.

(Signature & seal of Authorized person on behalf of the Firm / Agency / Bidder)



NATIONAL BANK FOR AGRICULTURE AND RURAL DEVELOPMENT
GUJARAT REGIONAL OFFICE, AHMEDABAD



Part-I
(Technical Bid)

Checklist for Technical Evaluation

The bidders will be technically evaluated based on the parameters as follows:

| Sr. No. | Description of Enclosure | | Please tick or write |
|---------|--|--|----------------------|
| 1. | Name of the firm and Composition of the Firm (Full particulars (whether the Bidder is an individual / partnership firm / company etc.) of the composition of the firm of Bidders in detail should be submitted along with the name(s) and address(es) of the partners, copy of the Articles of Association / Power of Attorney / any other relevant document.) (a.1) Registered Head Office Address (a.2) Local Office Address (a.3) Year of establishment | | |
| 2. | Address in Ahmedabad or Gandhinagar Municipality area (please submit address proof) | | |
| 3. | Registration (Please submit copies of requisite documents) | GST | |
| | | PAN | |
| | | EPF | |
| | | ESI | |
| 4. | Work Experience (Details of work experience in Maintenance of HT/LT Electrical system and substation in office building, Water Pump Set, Operation of Centralised AC System and as per the requirements in the Technical Evaluation criteria supported by work orders indicating the value & general specification of work) (Bidder should have at least 07 years of experience in Supply of manpower) | 3 Works of Rs.7.26 Lakh each Or 02 Works of Rs.9.08 Lakh each Or 01 Work of Rs.14.53 Lakh each | |

| | | | |
|-----|--|--|--|
| 5. | Credit worthiness of the Bidder (Please submit Audit Reports for 03 years) (The bidder should submit attested copy of the audited balance sheet, certified by a CA, for the last three completed financial years i.e. 2021-22, 2022-23, 2023-24 shall only be acceptable.) | | |
| 6. | Turn Over : Should be more than Rs. 5.45 Lakh during the last three years ending 31 March 2024 (Please submit CA Certificate) | | |
| 7. | Copy of Electrical License Issued by the Competent Local Authority / State Government. | | |
| 8. | Submit duly filled PCIP in Hard Copy to NABARD Gujarat Regional Office, Usmanpura, Ahmedabad- 380013 before tender end date i.e. 21 July 2025. | | |
| 9. | Earnest Money Deposit through NEFT: please submit requisite documents. In case of any exemption sought, please upload relevant and currently valid documents | | |
| 10. | Whether registered in the panel of other banks and other financial institutions and if yes, furnish the details of registration viz. names, category, and date of registration, etc. | | |

(Signature of the Bidder / Tenderer)

Section-I -Previous Experience

- a) List of important works **EXECUTED** by the bidder during last **seven years individually costing Rs 7.26 Lakh each and above** with experience in executing works of similar work in organizations / institutes / training establishments etc. (Please attach extra sheets if required). (Indicate only 03 works)

| S. No | Name of the work And Location | Nature of Work | Name & full postal address. Also indicate whether Government or Semi-Govt or PSU's | Contract Amount (Rs) | Whether work was left incomplete or contract was terminated from either side? Give full details. | Any other relevant information |
|-------|-------------------------------|----------------|--|----------------------|--|--------------------------------|
| (1) | (2) | (3) | (4) | (5) | (6) | (7) |
| | | | | | | |
| | | | | | | |

- b) List of important **ON HAND** works costing **Rs.7.26 Lakh each and above** in the field of the tender required services. (Please attach extra sheets if required). (Indicate only 03 works)

| S. No | Name of the work And Location | Nature of Work | Name & full postal address. Also indicate whether Government or Semi-Govt or PSU's | Contract Amount (Rs) | Whether work was left incomplete or contract was terminated from either side? Give full details. | Any other relevant information |
|-------|-------------------------------|----------------|--|----------------------|--|--------------------------------|
| (1) | (2) | (3) | (4) | (5) | (6) | (7) |
| | | | | | | |
| | | | | | | |

Details of Key Administrative and Technical Personnel:**1. Details of Administrative personnel**

| SN | Name | Designation | Qualification | Professional Experience | No. of years associated with the firm |
|-----------|-------------|--------------------|----------------------|--------------------------------|--|
| | | | | | |
| | | | | | |

1. Details of Technical personnel

| SN | Name | Designation | Qualification | Professional Experience | No. of years associated with the firm |
|-----------|-------------|--------------------|----------------------|--------------------------------|--|
| | | | | | |
| | | | | | |

Details of the Bank's Account

| | | |
|-----------|--|--|
| 1. | Name of the Vendor / Firm / Contractor | |
| 2. | Name of the Account Holder | |
| 3. | Name of the Bank's branch and Address | |
| 4. | Bank's Code and Branch's Code | |
| 5. | IFSC Code of the Bank's Branch | |
| 6. | Type of Account (Current/Saving/Cash credit) | |
| 7. | Account Number | |

Note: A copy of cancelled cheque in respect of the above account which is operated by the vendor must be enclosed

Place:

Date:

(Signature and Full Name of the authorized person with seal on behalf of Firm/Agency/Contractor)



GENERAL INSTRUCTIONS

Annual Maintenance Contract for Electrical Installations and Water Pumpsets at (i) NABARD Tower, Usmanpura, and at (ii) NABARD Vihar, Navrangpura, Ahmedabad

1. Selection will involve following stages i) Upload of e-Tender ii) Receipt of e-bids/e-tender iii) Opening of technical bids iv) Opening of financial bids v) Award of contract. Bid will consist of two parts i.e. Technical Bid and Financial Bid.

2. If for any reason, it is found that the Technical bid reveals the Financial Bid related details in any manner whatsoever, or, the Financial Bid is swapped in the section marked “Technical Bid”, the Bid document will be summarily rejected in the first instance itself.

3. Earnest Money Deposit (EMD): The Earnest Money Deposit is to be submitted only through online transfer of funds, before the submission of the tender, to the account number given below. EMD submitted through any other mode of payment shall not be accepted.

| | |
|---------------------|---|
| Name of the Account | NATIONAL BANK FOR AGRICULTURE AND RURAL DEVELOPMENT |
| Bank Name | NABARD |
| Branch Name | HEAD OFFICE , MUMBAI |
| IFS code | NBRD0000002 |
| Account Number | NABADMN02 |

No interest shall be paid on the EMD submitted by the bidders. EMD of unsuccessful bidders would be refunded after the award of work to the successful bidders.

Tender for which the EMD amount has not been received in our bank account will not be accepted by NABARD except in case of MSEs as defined in MSE Procurement Policy issued by GoI. Such exemption shall be given only on submission of proof.

The EMD of successful bidder shall be retained by NABARD towards **Security Deposit (SD)**. The quantum of security deposit shall be **5% of the annual contract amount**. The successful bidder has to submit the balance amount of security deposit within 10 days of issue of work order. Security Deposit will be refunded after the expiry of the contract period. SD will not bear any interest.

5. Bidders are advised to visit the site(s) and thoroughly understand the nature and scope of the works and be familiar with the site conditions before quoting.

6. It may be noted that Price Bid shall be opened only in respect of those bidders who have complied with the requirements as laid down in technical bid. The decision of the Bank in this regard shall be final. In the event of intending bidder's failure to satisfy the Bank, the Bank reserves the right to reject the tender and not to open the price bid. In case of multiple L1 bids, the final selection of bidder is done by GeM through system logic and as per GeM procedure .

7. The Contractor shall make necessary arrangement for watch and ward of his materials at his own risk and cost.

8. The bidders should quote their rates strictly adhering to Terms and Conditions stipulated in the Tender Document. Unsolicited correspondence after opening of the Tender shall not be entertained. Conditional / Deviational Tenders may be rejected without making any reference to the bidders.

9. No advance shall be paid towards mobilization and cost of materials.



10. NABARD will not be liable for any loss, damage, theft, burglary or robbery of any personal belongings, equipment or vehicles of the personnel of the contractor. No compensation shall be admissible for any loss suffered by the Contractor during the execution of the work. It shall be the Contractor's sole responsibility to protect NABARD's staff and his employees against accidents from any cause and he shall indemnify NABARD against any claims for damage on account of injury to person or property, resulting from any such accidents with necessary Insurance cover.

12. 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 take necessary Insurance cover at his cost for his persons employed at site. The contractor should arrange to obtain necessary insurance cover (Workmen compensation policy and Contractors All Risk Policy) for the work at his cost and should be responsible for the safety of persons, employed by him. The Contractor shall be fully responsible and shall compensate NABARD with suitable Insurance cover 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 workmen. The insurance policy may be obtained in the joint name of NABARD (to be appeared first) and the contractors respectively for the insured amount to the amount of at least 1.25 times of the tender amount and the original Insurance policy may be deposited in NABARD. In case, no insurance policy furnished before commencement of the work, NABARD will take the policy on behalf of the contractor and recover the amount of premium, interest on premium etc. from them. The decision of NABARD in this regard shall be final and binding. The insurance policy shall be work and site specific.

13. Any damages caused to the building / premises during the execution of the work shall be made good by the Contractor and if necessary, through suitable Insurance cover at his cost.

14. The Contractor shall use necessary safety equipment and maintain all safety measures during the execution of works and ensure compliance of Safety Code as per Rules and Regulations in force. The contractor undertakes from the date of allotment of tender, at all times and from time to time to remain solely responsible to defend NABARD and to hold and keep NABARD and its officers harmless and indemnified against all actions, costs, expenses, damages, claims, suits or demands, or any loss or liabilities of whatsoever nature arising directly or indirectly and also for and against all or any action whether by way of labour or legal proceedings or otherwise which may be brought against the NABARD by any of the person employed by contractor or any other authority, arising out of execution of the contract including claims for all damages, costs, charges, expenses which NABARD may incur in respect thereof.

16. The Contractor shall monitor the on-going works or satisfactory completion of works or redressal of complaints through his staff.

17. Notwithstanding anything stated above, NABARD reserves the right to assess the bidder's capability and capacity to perform the contract, should the circumstances warrant such assessment in the overall interest of NABARD.

18. The decision of NABARD in awarding the work shall be final.

19. NABARD reserves the right to accept / reject any Tender either in whole or in part without assigning any reasons thereof, whatsoever and without entering into any further correspondence and hence, NABARD shall be under no obligation to accept the lowest or any other Tenders received in response to this Tender. The decision of NABARD in this regard shall be final and undisputable.

20. NABARD also reserves the right of supersession of any of the conditions stipulated in the Tender Document.



21. The general terms and conditions & special conditions for Tender for AMC for Electrical Installations and Water pumpsets at NABARD Tower & NABARD Vihar is indicated in Annexure A & Annexure B respectively.

22. Bidder should confirm their acceptance to the scope of work by affixing their seal & signature on Annexure “C” & Annexure “D”.

23. Bidder has to submit a declaration in the format indicated in Annexure E with regard to payment of minimum wages and compliance to all relevant statutory acts.

DECLARATION BY THE CONTRACTOR

We / I have read and understood all the instructions / conditions made above and we / I have taken into account the above Instructions / Terms and Conditions while quoting the rates. We / I accept all the above Terms and Conditions without any reservation, in all respects.

Place :

(Signature and Seal of the Bidder)

Date:



ANNEXURE - A

GENERAL TERMS AND CONDITIONS

Annual Maintenance Contract for Electrical Installations and Water Pumpsets at (i) NABARD Tower, Usmanpura, and at (ii) NABARD Vihar, Navrangpura, Ahmedabad

1. The work shall be carried out in accordance with the Indian electricity rules (IE-1956) and acts in force and also as per Bye-laws of local authorities and electric supply company.
2. The contractor shall have valid electrical license issued by the Competent Authority of the State Govt. for work indicated under scheduled Annexure.
3. The wire men engaged on the maintenance work shall bear a wire man's license issued by the State Licensing Board. In case of change of wireman also the original copy of the new wire man's license will be produced before the Bank's official for verification.
4. The wire man posted by the Contractor shall be capable of carrying out repairs & maintenance in good conditions on all electrical gadgets like fans, light fittings, water heaters / geysers, switch gears, motors, pumps etc.
- 6. The contractor shall make his own arrangement for tools, implements, ladder, multimeter, meggar, earth resistance tester etc. for executing the electrical works.**
7. In the case of works other than maintenance, not included in the schedule of quantities the contractor shall submit his quotations and obtain approval from the Bank before execution of work. But for urgent nature of works, the contractor shall execute the work without waiting for written approval. In such cases he shall be given rates as under:
 - a. Rate of the materials as per his purchase voucher (the cash vouchers should be from authorized stockist)
 - b. Labour based on number of wiremen and helpers @ market rate (minimum wage rate)
 - c. Contractors profit and overheads @ 15% of (a) & (b) above.
8. National Bank takes no responsibility for delay / loss in post or non-receipt of tender documents / bids etc.
9. Submission of the tenders shall be done by the tenderers as per instructions mentioned in conditions of contracts of the tender document.
10. Bids made by agents and offline bids shall not be entertained / considered.
11. Rates should include removal of debris out of premises to the safe municipal limit, removing stains, cleaning the site thoroughly and unless the same is done to the satisfaction of the concerned officer, their bill will not be settled.
12. Materials used and the completed work should conform to relevant BIS Codes. BIS and CPWD Specifications and Method of Measurements shall be followed as applicable. However, in the absence of the same and / or in case of any discrepancy, the decision of NABARD will be final.
13. Monthly payment will be made in the case of Comprehensive maintenance works based on bill submitted by the contractors on reimbursement basis and certified by the caretaker of concerned premises to the effect that the complaints recorded in the registers have been attended.



14. Separate work slips / work orders will be issued by the bank in respect of the items which are not covered under the comprehensive monthly charges. The contractors may raise the bills for the same within a month's period after completion of the work. The bank will be at its liberty to reject any claim made after the stipulated period. The bills for the works carried out without proper work slips/ work order will be rejected and no further representation will be entertained.

15. Any discrepancy in settlement of bills may be brought to the notice of the bank within a period of one month after the settlement of the bills. The bank will not entertain any claim regarding any dispute in settlement of the bills after stipulated time.

16. Income Tax (TDS), GST-TDS and other taxes as applicable will be deducted from total payment due to the Contractors.

17. The working hours to be observed by the contractors shall generally be as indicated in **Annexure F**. However, in the case of emergency, work will have to be continued till the same is completed and for which no extra charges will be paid.

18. The Contractor shall comply with all the applicable Acts, Rules, Regulations and Law (s) for entering into Construction / Maintenance Contract and NABARD will not in any way be liable or responsible for any default / irregularities / penalties on the Contractor's part.

19. The Contractor shall comply with the provisions of Contract, Labour (Regulation & Abolition) Act, 1970, Minimum Wages Act 1948 and all other Labour Laws and other Statutory Regulations (both Central and State) that may be enforced from time to time by the appropriate authorities. NABARD shall not be held responsible for any lapse of the vendor, if any, in complying with the provisions of any Labour Regulations, if applicable. NABARD shall have the power to inspect the Wage Register and for physical verification of salary paid to the staff with reference to any records of the Contractor and to insist the Contractor to comply with Laws.

20. The Contractor should be responsible to fulfill all the obligations in connection with the workers employed by the Contractor for the purpose of the Contract and all the Statutory and other liabilities, if any, including minimum wages, leave salary, uniform, ex-gratia, gratuity, ESI, Provident Fund, Workman Compensation, etc. in connection therewith shall be on the Contractor's account and payable by the Contractor i.e. The Contractor shall make PF contribution, ESI Contribution, or any other statutory contribution in respect of the manpower deployed in NABARD.

21. The Contractor or his authorised representative should visit the site frequently as required by NABARD and meet NABARD's Engineer with prior appointment for any clarifications and to receive instructions, take measurements, etc. at the site.

22) Payment for additional works and replacement/repair works not included in monthly charges shall be paid on the basis of rate mentioned in prevailing price list of the company (whose product has been installed) plus applicable taxes or maximum retail price whichever is lower and further no extra payment will be made for overhead or contractor profit. The contractor will procure and submit the current price list of the company and the discount quoted shall be applied, otherwise the bill will be settled as per the market rate ascertain by NABARD. Payment for the additional/payable items, not covered as above will be made as per Rate Analysis based on the market prices supported by documentary proof with 15% towards contractor's overhead profit plus applicable taxes, etc. as applicable or from the quoted rates of lowest bidder who has executed similar work recently. However, no labour charges shall be paid for carrying out such works by engaging the workers on regular duty.



23. Any act of indiscipline / negligence / misconduct / theft / pilferage on the part of any workers engaged by the Contractor resulting in any loss to NABARD in kind or cash will be viewed seriously and NABARD will have the right to claim damages or levy fine and / or terminate the Contract forthwith, if necessary.

24. In case of any default or failure on Contractor's part to comply with all / any one of the Terms / Conditions, NABARD reserves to itself the right to take necessary steps to remedy the situation including, inter-alia, the deduction of appropriate amount / s from dues otherwise payable to Contractor and / or by taking recourse to appropriate recovery proceedings.

25. If any dispute arises on any matter concerning this Contract, the decision of NABARD shall be final and binding.

27. The Contractor should not at any time do, cause or permit any nuisance on the site / do anything which shall cause unnecessary disturbances or inconvenience to the occupants/visitors at site or near the site of work.

28. The work should be carried out with least inconvenience to the occupants. The workmen employed by the Contractor should abide by the Rules and Regulations maintained by NABARD in the premises, especially in respect of working hours, entry of the workers to the premises, interpersonal relation with the occupants etc.

29. The Contractor should obtain approvals, if any, necessary for the work from the statutory bodies on behalf of NABARD. The Contractor shall assist NABARD fully in respect of any liaison with the Municipal or any other authority for necessary approval / permission with regard to the Electrical maintenance works. The fees and other statutory charges, if any, will be reimbursed to the Contractor based on the original receipts produced to NABARD.

30. The Contract can be terminated by NABARD on 15 days' notice if services are found to be unsatisfactory and if there is no improvement even after issue of three notices to the contractor.

31. The Contractor shall provide everything necessary for the proper execution of the works. NABARD will not supply any Tool & Plant materials or any other equipment, materials, labour, etc. and no payment in this respect will be made by NABARD. The Contractor shall supply, fix and maintain all the scaffoldings, jhulla, T & P etc. at his cost during the execution of any work and remove them as soon as the work is completed.

32. The Contractor shall not directly or indirectly transfer, assign or sublet the Contract or any part of it, without written permission of NABARD.

33. The Contractor shall make necessary arrangement for watch and ward of his materials at his own risk and cost.

34. The Tenderers should quote their rates strictly adhering to Terms and Conditions stipulated in the Tender Document. Unsolicited correspondence after opening of the Tender shall not be entertained. Conditional / Deviational Tenders may be rejected without making any reference to the Tenderers.

35. The Tenders will be opened in the presence of such Tenderers or their authorised representatives who choose to be present.

36. No advance shall be paid towards mobilization and cost of materials.

37. The decision of NABARD in awarding the work shall be final and cannot be subjected to arbitration.



38. NABARD also reserves the right of supersession of any of the conditions stipulated in the Tender Document.

39. The Contractor shall maintain a register for the material issued and used at various site. The Contractor shall also produce weekly record of balance material in stock. The same shall be verified by the Bank's representative. Any shortages in or damage to the material will be contractor's responsibility and cost thereof will be recovered from the Contractor's bill. The Contractor's bill shall not be paid till he submits the record of material.

40. The contractor shall ensure that the regular payment to his staff posted for the captioned work and the payment made to his staff should not be less than the minimum wages notified by the Central Labour Ministry from time to time and make available for inspection of the Bank the relevant records. However, rate quoted by the Contractor shall be firm and remain valid till the expiry of the contract period except on instances of revision of minimum wages by labour ministry.

41. The contractor shall maintain a complaint register for each building and attend to the complaints registered, immediately. For the purpose of convenience the register may be kept in the custody of the security guards posted at the premises.

42. EMD shall be forfeited if the successful bidder refuses or neglects to execute the Contract within the 07 days from the date of awarding of contract.

43. The tender shall remain valid and open for acceptance for a period of 03 months from the last date of submission of tender.

DECLARATION BY THE CONTRACTOR

We / I have read and understood all the instructions / conditions made above and we / I have taken into account the above Instructions / Terms and Conditions while quoting the rates. We / I accept all the above Terms and Conditions without any reservation, in all respects.

Seal and Signature of the Bidder



ANNEXURE - B

SPECIAL CONDITIONS

Special conditions/instructions to the contractors:

1. The contractor shall have a valid electrical license issued by the competent authority of the state government/central government. The offer without valid copy of electrical contractor license will be treated as canceled. No further correspondence in this regard will be entertained. If contract is awarded to the contractor then the original copy of the license will be produced before the Bank's official for verification.
2. The wireman (electrician as well as helper) engaged by the contractor should bear a wire man's license issued by the competent authority. The copies of these licenses should also be enclosed along with the offer. If contract is awarded to the contractor then the original copy of the license will be produced before the Bank's official for verification.
3. Change of wireman without prior permission of Bank is not permissible. In case of change of wireman also the original copy of the new wire man's license will be produced before the Bank's official for verification.
4. Liaising with Torrent Power AEC / Utility Company will be done by the contractor as and when required. The contractor should be competent to issue test report/other certificates required by these Organizations.
5. Any misguidance or dishonesty to the Bank such as in respect of highly inflated measurements of works, use of fake material, charging the occupants for carrying out maintenance work in flats etc. will be viewed seriously and if required appropriate penalty for the above may be imposed by the Bank.
6. The contractor shall remove from work any worker who is found to be failing in his duties or whose presence in the premises is otherwise objectionable in the opinion of Security Officer / Engineer in-charge.
7. In case of major failure, the contractor shall provide the required number of Electricians, helpers and supervisors to rectify the fault immediately after receipt of complaint. In the event of major fault, failure to deploy the required manpower by contractor and resolve the issue will be considered seriously and NABARD may take necessary action against the contractor and decision of NABARD will be final and binding to contractor.
8. The Contractor shall employ the required number of workers and keep the attendance record properly so that same can be inspected by the Officer-in-Charge of the Bank. Daily attendance of workers as indicated in the scope and in enclosed annexure shall be maintained by the Contractor with the authorised Bank's Officer which shall be verified at the time of scrutiny of bills for payment. For any absence of the electrician or helper deductions will be made from the lump-sum charges on pro-rata basis.
9. The Contractor shall abide by the requirements of Security Section from time to time and shall strictly follow the obligation required by the Bank.
10. The Contractor shall be deemed to have satisfied himself as to the nature of the site, local facilities, access and all matters and things in any way affecting the execution and completion of the Contract. No claims for extra charges shall be entertained in this behalf for any reason whatsoever.
11. The Contractor shall at his own cost and expenses provide all the materials, labour, supervision tools, plant apparatus, ladders, trolleys, conveyance, uniforms, electrical



instruments viz. Multimeter, Meggar, Earth Resistance Tester etc. required for execution of the work covered by this contract to the entire satisfaction of Bank.

12. Notwithstanding anything contained therein the labourers, workmen, supervisors and other employed persons by the Contractor for the purpose of the works shall for all purposes be regarded as the Contractor's employees. Therefore, neither the contractor nor any of such employees shall have any right to complain or claim against the bank. The National Bank also shall have no concern with them and shall not be liable to make any payment to or any contribution on account of them.

13. **Payment of Bills:** The contractor shall produce his bills in duplicate addressed to the Chief General Manager, NABARD, Gujarat Regional Office, Ahmedabad. The bill shall be paid by the bank after it has been verified by the bank's Caretaker / Technical Officer and found to be in order. Payment will be made strictly as per the attendance.

14. In case of strike resorted to by the employees of the contractors, the Bank reserves the right to employ other contractor's workers, without any notice for carrying out the maintenance work. In such cases, either the actual cost of such labourer's on whole day basis shall be deducted from the Contractor's bills or recovery will be made on the basis of actual amount paid to the other contractor plus the service charges of 2%.

15. **Performance & Supervision:** To maintain the high standard of performance of installation and for taking day to day instructions, Contractor's representative must visit the DPSP Department at least once a week. This clause does not precludes instructions being given by the Bank in between the period.

16. The Contractor shall ensure carrying out all precautionary measures as indicated in Annexure D.

17. The successful tenderer shall submit the complete bio-data / details of his site representative to be deputed for the subject work.

18. The tenderer is advised to understand the tender conditions and the person authorised to sign **should sign all the pages of tender documents** including General Conditions of Contract.



ANNEXURE - C

Scope of Work and Contract

Annual Maintenance Contract for Electrical Installations and Water Pumpsets at (i) NABARD Tower, Usmanpura, and at (ii) NABARD Vihar, Navrangpura, Ahmedabad

1. The contractor shall provide labour having wireman's license and who can look after day to day complaint during the duty hours on all days in a week. The contractor shall arrange for all necessary tools, labours, Measuring equipment, Implements etc. required for the work.
 2. Electrical Contractor will post following minimum number of personnel to operate and maintain entire Electrical Installations including Substation to the entire satisfaction of Bank.
 - (i) One (1) Qualified electrician having wireman's license and sufficient experience to carry out such maintenance work.
 - (ii) Electrician to look after complete maintenance of electrical installation up to last point of supply i.e. the end user.
 3. Wireman's services will be as per timing indicated in Annexure G. The contractor should ensure maintenance of logbook for LT & HT supply and earthing pits and it should be duly signed by bank's engineer periodically. Bar chart/schedule for preventive maintenance after award of work should be submitted as per scope of work.
 4. Operation / Maintenance of other services viz. A.C., Fire Fighting, Lifts, Telephones will, however, be assigned to respective agencies. It shall be responsibility of the Electrical Contractor to ensure uninterrupted supply upto Distribution Panel of respective agency.
 5. All Electrical utilities meant for Client's use shall be maintained in good condition so as to ensure interruption-free operation during Office hours.
2. The contractor shall also provide necessary screws, batten, clips, fuse wire, insulation tape, etc. required for the repair works within the quoted rates. However, materials like switches plugs and other accessories manufactured by M/s. Anchor/L&T or equivalent shall be provided by Bank or will be paid as per their latest price lists prevailing. Items like bulbs, tubes, chokes and other accessories shall be paid as per the respective company's latest price lists prevailing. For other unforeseen items the same shall be paid as per the make of the materials and their company's price list, alternatively cash memo from authorized dealer plus 15% overhead and profit in case where price lists are not available. The materials to be used on the works must be conforming to relevant BIS specification wherever applicable or stipulated in Schedule 'A' However, before using any new material in the work, the same shall have to be got approved from the Engineer-in charge.
 3. The wire man posted by the Contractor shall be capable of carrying out repairs & maintenance in good conditions on all electrical gadgets like fans, light fittings, water heaters / geysers, switch gears, motors, pumps etc.
 4. The jobs include 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 and quarterly cleaning & oiling of all type of fans.
 5. The wire man shall be available for duty as per the timing to be decided by the bank. He will collect the complaints from the Caretaker/Manager (P&S) or from the complaint book and attend to the same on the same day. The complaints of complicated nature and beyond the scope shall be reported back immediately to the CT/ Asst. Mgr (P&S).



6. The wire man shall also attend to any other electrical repair / preventive maintenance job as may be felt necessary by Bank within his duty hours.
7. **Validity:** The rates shall remain valid for the period of 2 years from the date of award of work.
8. The contractor shall make his own arrangements for providing alternative mechanics / wire man and helper on the day when regular staff is absent.
9. All types of electrical maintenance work shall be carried out by the electricians on duty. Following are some of the common types of defects requiring rectifications:
 - a. Replacement of tubes, lamps, frame of lights etc. in stair cases, lift and machine room, office premises, stilt, street lights, basement, security lights and other lights in common area of bank's premises inclusive of residential accommodations.
 - b. Repairs and replacement of switches, sockets, wires and required electrical accessories in the banks premises.
 - c. Repairing / Replacement / Fixing of light fittings/fixtures, ceiling and pedestal fans, exhaust fans, switches distribution boards, street and compound lights, Replacement of main switches, regulators, chokes, starters, tubes, distribution boards, control switches, socket outlets, holders, motor starters, parts etc. in the campus.
 - d. Detection of faults in tube light fittings, other light fittings, fans, exhaust, fans / pedestal fans, regulators, main panel, DB'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.
 - e. Minor repairs to Storage / Instant type Geysers, such as checking / replacement of Thermostat, coil, wiring, safety valve etc. inclusive of removing and refixing of Geysers required. However, material cost in this respect will be reimbursed by Bank and shall be paid as per the make of the materials and their company's price list, alternatively cash memo from authorised dealer plus 15% overhead and profit in case where price lists are not available.
 - f. Removal of defective pedestal and ceiling fans/ exhaust fans and refixing them after repairing. Fixing new fans including the exhaust/Ceiling fans including any other incidental minor civil/carpentry/fabrication work.
 - g. Minor repairs to fans i.e. change of the capacitor, bearings, wiring, oscillating mechanism etc. overhauling, greasing, oiling and painting as required. Cost of material viz. Bearings/capacitors/rewinding etc. shall be paid as per the make of the materials and their company's price list, alternatively cash memo from authorised dealer plus 15% overhead and profit in case where price lists are not available.
 - h. Repairs to Mercury / Sodium vapour / Halogen fittings mounted on the building / poles including replacement of MV / Sodium / Halogen lamps accessories and repairs to cables.
 - i. Watering all the Earth pits at regular interval and maintaining the Earthing conditions at requisite level.
10. The contractor will provide experienced staff / workers in the eventuality of a breakdown in the power system. He should endeavor to restore supply in the shortest possible time to do liaison work with the utility company Torrent Power AEC as and when required. No additional payment will be made separately for such an eventuality.



11. Work not included in this tender: The works related to Torrent Power AEC works are excluded from the scope of this tender. The work of replacement of bulbs and tube lights inside the flats is not covered under the AMC. The bulbs and tubes inside the lamps are to be replaced by the residents at their own cost. No claim by the contractor in this regard will be entertained by the Bank unless instructed by the Bank.

12. Failure of staff to report for Duty: All complaints shall be attended to immediately on receipt of complaints / information. If however, a complaint remains unattended were due to negligence of contractor's staff, the same shall be got done through a different agency at contractor's cost and recovered from his bill.

13. Payments

a. Bill shall be submitted in duplicate in the 1st week of every month for the work carried out during the previous month. The bill will be settled on reimbursement basis i.e. contractor has to pay the salaries of his employees deployed at NABARD and seek reimbursement on actual basis plus service charges. The payment will be made strictly on attendance basis.

b. The contract shall be valid for two year as indicated in the work order. The bank also reserves the right / option to extend the validity of this contract for a further period not exceeding two years at the same rates and on the same terms and conditions.

c. **Forfeiture clause:** In case of negligence / dereliction of duty by contractor's staff the above contractor shall be terminated without giving any notice and the security deposit shall be forfeited.

d. Recovery of income tax and other applicable taxes/charges as in force shall be deducted from the bill during the currency of the contract.

14. Maintenance of Pump sets

1. Scope

1.1 The job includes monthly servicing like oiling, greasing, cleaning, replacement of worn-out gland packing, tightening of loose parts, checking of bearing temperature, replacement of worn-out rubber bushes, cleaning of starter and switch contacts, oiling / greasing of the moving parts of switch and starters, testing overload, minor repairs and call back services. As a whole the contractor has to maintain all pump sets in good running condition. The monthly service records is to be maintained by the contractor.

1.2 Items not included

The items like replacement of wheel valve, non return valve and foot valve, whole pump set, bearing, pipeline, additional electrical / piping / mechanical works, repairs / rewinding of pump motor, replacement of pump bushes, impellers, shaft, shaft keys, motor fan, replacement of unserviceable switch and starter parts like over load contracts, solenoid coil, timer, fuses, shall not be included in the maintenance contract. The items not covered under maintenance contract the contractor shall not attend any such work without prior approval in writing from the bank.

15. Penalty

In the event of failure of both the pumps of a pump house, the contractor have to make necessary arrangements to provide alternate pump in good working condition at his own cost to restore water supply till that time at least one pump in good working condition is ready for operation. If the contractor fails to restore the water supply by replacing the defective pump



or otherwise within 12 hours of getting information from the Bank, he will be charged @ Rs.50/- per hour till the restoration of water supply. A penalty of Rs. 500/- per day shall also be levied if the standby pump is not functional for more than a week (though the water supply is maintained with the help of available pump set).

16. Technical Inspection

All works executed or repairs carried out must be technically sound and acceptable to the bank. These works shall be inspected by the Bank's engineer before releasing any payments. The contractor should carry out the servicing and repair job to the satisfaction of the Bank's Engineer.

17. Dispute and Doubts

The contractors should visit the site and test the pumps in the presence of Bank's officials / Caretaker before quoting. Any dispute arising after the award of contractor the same shall be discussed with the Chief General Manager, Gujarat RO, Ahmedabad and his decision shall be final and binding on the contractors.

18. All works shall be carried out under the guidance of Bank's Engineer, Security Officer & CT incharge.

d. Income tax (TDS), GST-TDS as applicable shall be deducted from the bill during the currency of the contract.

19. It will be the responsibility of Contractor to liaise with electricity supply agency and other specialist agencies, whose services may be essential and required for the smooth operation/maintenance of equipment installed. Cost, if any, on account of such services shall be borne by the Bank, provided such services are warranted not because of faulty workmanship or defective equipments, which otherwise shall be borne by Contractor.

20. It is responsibility of Contractor to provide necessary tools / tackles including safety gadgets and consumable like PVC tapes, fuse wires screws, batten, clips etc. required for the repair works within the quoted rates.

21. Contractor shall extend necessary help to other Contractors engaged by Bank under separate contract who are allowed to use permanent installations like plug power / lights for their respective work.

II. Annual Maintenance of electrical Installation in Bank's Office premises 'NABARD TOWER' at Usmanpura, Ahmedabad

BRIEF DESCRIPTION OF ELECTRICAL INSTALLATIONS:

The power supply to NABARD Tower is fed by Torrent Power AEC Limited through 11 kV underground cable network. We have one no 400 A 12 kV Oil Circuit Breaker (Crompton Make) and one no 315 kVA, 11 kV/433 V Patson make delta/star transformer, the output of which is connected to LT panels through LT air circuit breaker (800 A Siemens make) and underground cable. All the ACDBs, main lighting DBs for building utilities and for light and power supply to the office areas are fed from the LT panels. On each floor, 3 phase power is supplied for power and lighting through LDB/PDB. At each floor, the power / light DB shall consist of incomer ELCB of required capacity and outgoing feeders of SP MCBs catering to individual light / power circuits. For compound/security lighting power is supplied from LT panel to their respective DBs. There are two submersible pumps (7.5 HP & 4 HP of VARUNA & CALAMA make respectively) installed at the office premises for pumping water from



underground to overhead water tank. One submersible pump of CALAMA make (4 HP) is installed for pumping rain water from the basement.

Maintenance of HT installations:

1. Apart from the work mentioned in the schedule of quantity (Schedule B), the contractor shall be performing the works as mentioned below:

a. Periodical Testing of HT electrical installations like HT switchgears / circuit breakers, Transformers, HT/LT bus duct, Transformer Oil & its filtration, overhauling of circuit breakers etc. as per the following schedule :

| Sr. No | Nature of Work | Frequency |
|---------------|--|------------------|
| 1. | General housekeeping of sub-station area to avoid collection of foreign material like paper, rag waste, oil/grease and other inflammable material | Weekly |
| 2. | Verification of the transformer tank, oil circuit breaker and other oil carrying equipment's against oil leaks | Monthly |
| 3. | Effectiveness of oil drainage system including piping and soak pit, where provided | Half yearly |
| 4 | Measurement of insulation resistance of transformer winding and polarization index. | Annually |
| 5 | Ensure silica gel in breather is active and blue. Oil is up to correct level in the cup otherwise replenish it. | Quarterly |
| 6 | Checking of operation of all trip circuits, relays and instruments like voltmeters and ammeters by stimulating conditions | Annually |
| 7 | Checking of operation of all trip circuits breakers and tightening all loose connections (ensure that none of the controls and safeties, trips circuits are by passed at any time) | Annually |
| 8 | Against physical damage to the main boards, switches and distribution boards and rising mains | Quarterly |
| 9 | Tightening of all internal connections of cables in DBs, switch boards rising mains etc. | Annually |
| 10 | Insulation resistance test of wiring system and equipment | Annually |
| 11 | Check against improper sizes of protective fuses | Half yearly |
| 12 | Check loads on main, sub-mains and feeder points with tong tester to ensure that there is no overloading | Half yearly |

2. After oil is filled in the transformer, the oil samples shall be tested as per stipulated characteristics as per IS 1866 with latest amendment, recorded and test details shall be furnished to the Bank.

3. The contractor has to attend emergency complaints/other breakdowns as and when required during the contract period to ensure smooth functioning and availability of power supply and no extra charges for technical consultancy, labour, T&P etc. shall be paid for the same. Rates quoted by the tenderer should provide for such requirements.

4. The contractor will have to make his own arrangements for transporting the materials to the place of work including the formalities with the Government authorities, if any. Rates quoted by the tenderer should provide for such requirements.



DECLARATION BY THE CONTRACTOR

We / I have read and understood all the instructions / conditions made above and we / I have taken into account the above Instructions / Terms and Conditions while quoting the rates. We / I accept all the above Terms and Conditions without any reservation, in all respects.

SIGNATURE OF CONTRACTOR:

| | |
|--|--|
| NAME | |
| ADDRESS | |
| DATE OF VALIDITY OF LICENSE | |
| CONTRACT LICENSE NO | |



ANNEXURE - D

Safety - Precautions

As a part of the Contract, the Contractor must satisfy the under mentioned safety requirements and must ensure at all times that these are followed without any deviations:

1. Smoking is prohibited in the air-conditioning area including computer space.
2. Any hot job (welding, soldering etc.) however small it may be or any job which involves upon flame or using a hot source or temporary electrical connections shall not be done without prior permission from the Bank's Technical Officer. No jobs involving heating are permitted to be carried out after office hours, holidays and Sundays without prior permission.
3. It is entirely the responsibility of the Contractor to see that safety appliances such as safety belts, lift lines, helmets, rubber gloves, etc. depending on the job are made available to his staff at Contractor's cost. A first aid box should be maintained by the contractor at the premises for his workers. If the contractor needs any suggestion on the matter, he can approach the Bank's Officer-in-charge but any lapse on safety will be viewed seriously.
4. The Contractor shall ensure that the persons posted for the work are well conversant with the operation of fire extinguisher.
5. The Contractor shall take all precautions to avoid accident and causes of accident. He must be careful regarding safety during working of his staff in the premises.
6. The bank shall not carry any responsibility in case of any accident to his worker in the premise due to no fault of Bank's working but merely due to negligence of his workers or lack of safety provided to them by and the Contractor.

7. Safety Precautions of portable electrical appliances

7.1 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.

i) Broken sockets / pin plugs / loose connections

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

ii) Polarity of phase / phase neutral and earth

Certain appliances may give violent electric shock during work if polarity conditions are not satisfied.

iii) 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 joint in cables of portable appliances are not permitted at all.



iv) Appliance body grounding and system grounding

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

v) 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 contractor must apprise civil works and Properties Department.

vi) 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-energisation of circuits must be considered.

ANNEXURE – E

(ON THE LETTER HEAD OF THE BIDDER)

DECLARATION

To

The Chief General Manager
NABARD
Gujarat Regional Office
Ahmedabad

Name of the firm/Agency_____

Sir,

1. I / We hereby declare that I/We have read and understood the General Instructions. General Conditions of Contract, detailed specifications and the conditions of work, etc. and hereby agree to abide by them.
2. This is to certify that I/We before signing this bid have read and fully understood all the terms and conditions and instructions contained therein and undertake myself/ourselves abide by the said terms and conditions.
3. I/We abide by the provisions of Minimum Wages Act, Contract Labour (Regulation and Abolition) Act, 1976 and other statutory provisions like Provident Fund Act, ESI Bonus, Gratuity, Leave, Relieving Charges, Uniform and Allowance thereof and any other charges applicable from time to time. I/We will pay the wages to the personnel deployed as per Minimum Wages Act as amended by the Government from time to time and shall be fully responsible for any violation.
4. I/We hereby confirm that the quotations shall remain in force and valid for acceptance for a period of not less than 90 (Ninety) days from the date of opening of price bid.

Date :

Place :

Seal & Signature of the Contractor



ANNEXURE – F

PRE CONTRACT INTEGRITY PACT

(To be submitted on Rs.300 Stamp Paper only on first page and remaining document on normal A4 size pages duly signed by the bidder)

Between

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

And

..... hereinafter referred to as “**The Bidder**”

Preamble

The Principal intends to award, under laid down organizational procedures, contract/s for Plumbing, Carpentry and Gardening Works of its premises at NABARD Tower, Opposite Municipal Garden, Usmanpura, Ahmedabad-380013 and at NABARD Vihar, St Xavier College Corner road, Ellisbridge, Navrangpura, Ahmedabad 380006 for the period 01 October 2023 to 30 September 2025. 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).

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 below:

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.

Section2 – Commitments of the Bidder(s)

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



- a. The Bidder(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) 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) will not commit any offence under the relevant IPC/PC Act; further the Bidder(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) of foreign origin shall disclose the name and address of the Agents/representatives in India, if any. Similarly the Bidder(s) of Indian Nationality shall furnish the name and address of the foreign principals, if any.
 - e. The Bidder(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) 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) will not instigate third persons to commit offences outlined above or be an accessory to such offences.

Section 3 – Disqualification from tender process and exclusion from future contracts

If the Bidder(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) 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 3, 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 3, or if the Principal is entitled to terminate the contract according to Section 3, 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

- (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)

If the Principal obtains knowledge of conduct of a Bidder, Contractor or Subcontractor, or of an employee or are 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 : **Shri Jagdeep Kumar Ghai, PTA & FE (Retd), Flat No 1032 A Wing, Vanashree Society, Sector 58 A & B, Palm Beach Road, Nerul, Navi Mumbai, 400706, email jkghai@gmail.com, Mob: 9869422244.**
- (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 as confidential. He / she reports to the Chairman, NABARD.
- (3) The Bidder(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 Subcontractors.
- (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 nonbinding 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 Contract or 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 Regional Office of the Principal, i.e. Ahmedabad.
- (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)

Place _____

Date _____

Witness 1: _____

(For & on behalf of the Bidder)

(Office Seal)



(Name &Address)

Witness2:

(Name &Address)



ANNEXURE – G**Requirements of Manpower**

Present requirement and duty hours of staffs for our Office Premises and Staff Quarters is indicated below:

| Sr. No. | Description | Number of Staff |
|----------------|--|------------------------|
| 1 | Total No. of Electrician (Skilled) at NABARD Tower | 02 |
| 2 | Total No. of Electrician (Skilled) at NABARD Vihar | 02 |

ii) Duty Hours tentative

| Location | No. of Staff to be deployed | Duty Hours | No. of Days in month |
|-----------------------------------|------------------------------------|------------------------------------|-----------------------------|
| NABARD Gujarat Regional Office | 01 Electrician | 08:00-16:00 Hrs | 22 |
| NABARD Gujarat Regional Office | 01 Electrician | 14:00-22:00 Hrs | 22 |
| NABARD Vihar Residential Quarters | 01 Electrician | 07:00-15:00 Hrs | 26 |
| NABARD Vihar Residential Quarters | 01 Electrician | 15:00-23:00 Hrs | 26 |
| NABARD Vihar Residential Quarters | 02 Electrician for Reliever Duty | 07:00-15:00 Hrs 15:00-23:00 Hrs | 04 |

Note: All the deputed contract staffs should have their own conveyance arrangement to shuttle between the 02 sites of the bank. No additional payment will be made towards their transportation charges. The contractor shall quote service charges accordingly. In case of emergency work, all the contract staffs should be in a position to visit immediately to any of the above given 02 sites over a telephone call. Details of site are

(a) NABARD Gujarat Regional office, Usmanpura Ahmedabad

(b) NABARD Vihar, Navrangpura, Ahmedabad

Option Clause: The tender rates shall be fixed and applicable for any **increase up to 100%** in the tendered quantities. The Employer can decrease any quantities



to any extent as per requirements and the contractor will be paid the service charge only on the pro- rata basis calculation as indicated in the financial bidding. Nothing extra will be paid by the Bank on account of omission / deletion of items or decrease in the quantity of items.

The Bank shall not entertain any claim whatsoever from the contractor on this account.



NATIONAL BANK FOR AGRICULTURE AND RURAL DEVELOPMENT
GUJARAT REGIONAL OFFICE, AHMEDABAD



Part-II
(Financial Bid)

ANNEXURE - K**Price Bid**

| Category - Highly-Skilled | | | | | |
|----------------------------------|---|---|---------------------------|------------------------------------|-------------------------------------|
| Part- A | Electrician at NABARD Vihar | | | | |
| S. N. | Description | Basis (Minimum wages of Central or State Govt., whichever is higher) | No. of workers | Wages per month (₹) | Total Wages per year (₹) |
| 1 | Total of Basic + VDA for a month (26 X minimum wages per day) | <i>Per day: 1065/-</i> | 1 | 27,690 | 3,32,280.00 |
| 2 | EPF (The contributions are payable on maximum wage ceiling of Rs. 15000/-) | 13.00% | 1 | 1950 | 23,400.00 |
| 3 | ESI (The contributions are payable only for wage up to Rs. 21000/- per month) | 3.25% | 1 | 0 | 0.00 |
| 4 | Sub-Total | S.No. 1 to 3 | | 29,640 | 3,55,680.00 |
| 5 | Total wages for 02 Skilled Worker (A) | | 2 | 59,280 | 7,11,360.00 |
| Part B | Electrician at NABARD Tower | | | | |
| 1 | Total of Basic + VDA for a month (22 X minimum wages per day) | <i>Per day: 1065/-</i> | 1 | 23,430 | 2,81,160.00 |
| 2 | EPF (The contributions are payable on maximum wage ceiling of Rs. 15000/-) | 13.00% | 1 | 1,950.00 | 23,400.00 |
| 3 | ESI (The contributions are payable only for wage up to Rs. 21000/- per month) | 3.25% | 1 | 0 | 0.00 |
| 4 | Sub-Total | S.No. 1 to 3 | | 25,380.00 | 3,04,560.00 |
| 5 | Total wages for 02 Skilled Worker (B) | | 2 | 50,760.00 | 6,09,120.00 |
| Part C | Reliever Charges for Electricians at NBV | | | | |
| 1 | Total of Basic + VDA for a month (04 X | <i>Per day: 1065/-</i> | 1 | 4,260 | 51,120.00 |



| | | | | | |
|----------------|---|--------------|----------|-----------------|---------------------|
| | minimum wages per day) | | | | |
| 2 | EPF (The contributions are payable on maximum wage ceiling of Rs. 15000/-) | 13.00% | 1 | 553.80 | 6,645.60 |
| 3 | ESI (The contributions are payable only for wage up to Rs. 21000/- per month) | 3.25% | 1 | 138.45 | 1,661.40 |
| 4 | Sub-Total | S.No. 1 to 3 | | 4,952.25 | 59,427.00 |
| 5 | Total wages for 02 Skilled Worker (C) | | 2 | 9,904.50 | 1,18,854.00 |
| PART- D | Grand Total (A + B + C) | | | | 14,39,334.00 |

| | | | |
|---|--|--|--|
| | PART- D | 14,39,334.00 | |
| | Description | Rate to be quoted by the bidder | Amount to be quoted by the bidder (₹) |
| 1 | PART- E Service Charges – (As a % of D) | _____ % | |
| | | | |
| | TOTAL in (₹): F (D + E) (PER ANNUM) | | |
| | (G): Add GST @ 18% on (F) above in (₹) | | |
| | Grand Total in (₹) – H [F + G] | | |
| | Grand Total in words (H) | | |

The Rates quoted to be up to 02 decimal points only.

Note -

- I. Tenderers are advised to sign and stamp each and every page of the Price Bid without fail.
- II. Tenderers 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. The amounts required to be quoted by the bidders are for a period of one year only.
- III. Quoted rate for Service Charges (applicable on Minimum Wages only) should be workable, reasonable and should include incidental and all overheads and profits.
- IV. **Bids quoted with administrative/ service charges less than 3.85% or equal to the applicable TDS (IT-TDS and/or GST- TDS) would be treated as unresponsive and invalid, which are liable for rejection.**
- V. Rates should include all Taxes, GST, etc., in accordance with various statutory enactments and should be firm for the entire Contract Period (01 March 2025 to 28 February 2027). No increase in rates will be allowed during the entire Contract Period on this account.
- VI. The rates will be considered for revision only in case of (i) revision of statutory taxes, (ii) Changes in Minimum Wages (as notified by the competent authority), as applicable.
- VII. Service Charges quoted shall have two decimal points only.
- VIII. Service Charges claimed by contractor should include management and supervisory charges including Contractor's Profit, materials required on monthly basis wherever the tender requires the contractor to bear the cost of materials, tools and equipment as per requirement, uniform for labourers, other overheads, etc.
- IX. Tenderers are advised to quote **Service charges in % rate**.
- X. Quoted rate for Service Charges should be workable, reasonable and should include incidental and all overheads and profits. The Tenderer will furnish Rate Analysis for scrutiny of the rates by NABARD, if required. Statutory deductions such as TDS on IT and GST shall be made as per the rules.
- XI. The proof of remittance of statutory contribution of PF (Employer and Employee) and ESI to the appropriate agency for those workers deployed by the Selected Bidder to execute the contract work in NABARD, must be provided by the selected bidder to NABARD every month along with the claim bill, failing which the claim bill shall not be settled.
- XII. Wages indicated above are as per the Central Government minimum wages and are only indicative. The minimum wages quoted by the bidder must cover Central Government wage as indicated by Central Labor Commission or State Government of Gujarat, whichever is higher.
- XIII. VDA=Variable Dearness Allowance, ESI= Employee State Insurance, EPF= Employee Provident Fund, EDLI= Employee Deposit Linked Insurance Scheme.

Place:**Date:**