

# सिविल, कार्पेंटरी एवं प्लम्बींग कार्यों के लिए वार्षिक रखरखाव अनुबंध के लिए निविदा



निविदा जारी करने की तिथि	Date of Commencement of issue of tender	08/04/2021
बयाना राशि	Earnest Money Deposit	Rs. 10500.00
प्री टेंडर मीटिंग	Pre tender Meeting	15/04/2021 Venue: NABARD, Lala Kothi, Tonk Road, Jaipur
निविदा की प्राप्ति के लिए अंतिम तिथि और समय	Last date and time for receipt of Bids	28/04/2021, 1400 hr
निविदा खोलने की तिथि और समय	Date and time of opening of tender bids.	28/04/2021 , 1500 hr
निविदा जमा करने का पता	Address for submission of Bid	NABARD, Lal Kothi, Tonk Road, Jaipur-302015

## Notice Inviting Tender (NIT)

REF.NO NB.DPSP.RRO/ 39 /AMC/2021-22

### FOR EMPANELLED CONTRACTORS ONLY

महोदय,

**प्लम्बिंग, सिविल एवं कार्पेटरी कार्यों के लिए वार्षिक रखरखाव अनुबंध के लिए निविदा (स्टाफ क्वार्टर्स एवं कार्यालय प्रांगण – राजस्थान क्षेत्रीय कार्यालय) – 01/05/2021 से 31/03/2024**

राष्ट्रीय कृषि और ग्रामीण विकास बैंक, राजस्थान क्षेत्रीय कार्यालय, अपने स्टाफ क्वार्टर्स एवं कार्यालय प्रांगण में प्लम्बिंग कार्य, सिविल कार्य, कार्पेटरी कार्य एवं पानी के भंडारण हेतु टंकियों की साफ सफाई के कार्य के लिए पात्र निविदाकर्ताओं से दो भागों में मुहरबंद निविदाएं आमंत्रित करता है निविदा में उल्लिखित नियमों और शर्तों के अनुसार | निविदाएं हमारी वेबसाइट [www.nabard.org](http://www.nabard.org) से मुफ्त में डाउनलोड की जा सकती हैं |

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नाबार्ड के पास निविदा में उल्लिखित तारीखों को बदलने का अधिकार सुरक्षित है, जो कि उपरोक्त वेबसाइट पर, शुद्धिपत्र (corrigendum) के रूप में प्रदर्शित किए जाएंगे।

कृपया ध्यान दें कि वांछित सभी जानकारी, निविदाकर्ता द्वारा निर्दिष्ट स्वरूपों में प्रदान करने की आवश्यकता है। निविदाकर्ता, निविदा की तैयारी और प्रस्तुत करने से संबंधित सभी लागतों को वहन करेगा | निविदा का परिणाम जो भी हो, किसी भी स्थिति में नाबार्ड किसी भी तरह के लागतों के लिए जिम्मेदार या उत्तरदायी नहीं होगा |

इस टेंडर डॉक्यूमेंट में बताए अनुसार टेंडर ऑफर के साथ अर्नेस्ट मनी जमा करनी होगी। ईएमडी के बिना प्राप्त प्रस्तावों को अस्वीकार कर दिया जाएगा।

निविदा प्रस्ताव प्रस्तुत करने के लिए विनिर्देश (Specifications), नियम और शर्तें (Terms and Conditions), कार्य का दायरा (Scope of Work) और प्रोफार्मा आदि निविदा दस्तावेज और उसके परिशिष्ट / विवरण में वर्णित हैं।

निविदा प्रस्ताव को उन निविदाकारों या उनके प्रतिनिधियों की उपस्थिति में खोला जाएगा जो उपर्युक्त निविदा पर निविदा खोलने के लिए उपस्थित होना चाहते हैं।

भवदीय

ह०/-

**गौतम बर्मन**

**सह महाप्रबंधक**

## **Letter from the tenderer**

Place:- Jaipur

Date:-

### **The Chief General Manager**

National Bank for Agriculture and Rural Development

Rajasthan Regional Office

3, Nehru Place

Tonk Road

Jaipur – 302 015

Dear Sir

### **TENDER FOR PLUMBING, CIVIL AND CARPENTRY WORKS AT STAFF QUARTERS AND OFFICE PREMISES OF NABARD, REGIONAL OFFICE, JAIPUR**

I/We have read and understood the Notice Inviting tender and contents in the tender document such as Eligibility criteria of applicants, Instructions to the applicants, Services to be rendered, Terms and Conditions of the contract, instructions etc. I/We do hereby declare that the information furnished by me/us in the in the tender documents are correct to the best of my/our knowledge and belief.

Name of the partner/  
owner of the firm  
authorized to sign:

OR

Name or person having Power of Attorney to sign the contract

### **Seal and sign of the tenderer**

## **Annexure I**

### **General Instructions to the Tenderer**

1. The Tenders may be submitted after visiting the site and conducting survey of the existing conditions so as to familiarize themselves with the nature of works to be carried out and get all clarifications as necessary from NABARD before quoting their rates.
2. The envelopes containing the Tender document complete in all respects, duly signed by the tenderer in each page and sealed as necessary, should be dropped in the Tender Box kept in the ground floor **before 1400 hours on 28/04/2021. No other mode of tender will be accepted.**

#### **Envelope should contain:**

1. Tender Documents
2. NEFT Receipt for EMD

#### **3. Opening of Bid**

Bid will be opened as mentioned earlier.

#### **4. Selection of Bidder**

- Selection will be based on Grand Total quoted at the price bid by the bidder.
  - The decision of NABARD will be final in selection of bidder.
5. The estimated cost of the work is Rs.5.19 lakh p.a. ( with GST )
  6. **The EMD of 10500.00** is required to be deposited through NEFT to the following account:

Name of Account: National Bank for Agriculture and Rural Development

Bank : NABARD

Branch Name: Head Office, Mumbai

Account No (VAN) : NABADMN16

IFSC Code: NBRD00000002

**After depositing the EMD amount, the tenderer is advised to send an email to [dpsp.jaipur@nabard.org](mailto:dpsp.jaipur@nabard.org) with the details of the transaction.**

7. The EMD of the Contractor selected for award of the Annual Maintenance Contract will retained by NABARD as Retention Money Deposit (RMD) till expiry of the Contract and will not carry any interest. The successful bidder has to deposit an amount @5% of the yearly tender amount as RMD, in such case the EMD amount already deposited will be adjusted.

8. NABARD reserves the right to divide and distribute the work to more than one Contractor at its sole discretion. The tenderers are advised to ensure strict observance of commercial aspect of this Tender and also the following points:
  - (a) The Contract period will be for a period of 01/05/2021 to 31/03/2024 subject to annual review and renewal on satisfactory performance each year.
  - (b) The contract period may be extended further depending upon the discretion of the Bank.
  - (c) However, the Bank reserves the right to terminate the services of the agency by giving one month notice if the services are found to be unsatisfactory.
9. Validity of offer should be 90 days from the last date for receipt of quotation.
10. Tenders containing tenderer's own conditions are liable to be rejected.
11. Basic information is as indicated in the Annexure II
12. Scope of work is as indicated in Annexure III
13. General Terms & Conditions are indicated in Annexure IV.
14. Format of Form of Agreement & indemnity Bond as indicated in Annexure V
15. Instructions for filling the Price bid as indicated in Annexure VI
16. The rates may be quoted in the Price BID.
17. The address of the premises where the AMC is to be carried out are

SI No	Details	Address
1	Office premises	Nehru Place, Lal Kothi, Tonk Road, Jaipur 302015
2	Staff Qtr.	Balaji Mode, Malviya Nagar, Jaipur 302017

Signature of the authorized signatory of the contractor / Tenderer

## **Annexure II - Instructions for filling the Price bid**

1. Quoted rates should be workable and reasonable and should include:
  - a. Payment to all the contract workers engaged by contractor as per minimum wages as notified by Labour Commissioner, GoI from time to time. **The minimum wages must cover Central Government wage as indicated by Central Labor Commission. TDS will be deducted as per guidelines.**
  - b. ESI & PF benefits (Employer's contribution towards ESI & PF). EPF/ ESI has to be paid to worker considering the base full amount of applicable minimum wages prescribed by the Labour Commissioner from time to time.
  - c. Cost of equipment/machinery
  - d. Allowance for maintenance of two sets of uniform.
  - e. Charges towards safe disposal of waste from NABARD premises in safe municipal dumping ground.
  - f. Incidental expenses and all overheads and profits.
  - g. The cost of consumable items where the cost less than Rs. 50/- per item will be borne by the contractor.
2. The contractor may required to furnish **Rate Analysis**, along with the price-bid, for the rates quoted by him/her in this tender, if required.
3. The contractor is advised to visit the premises before quoting the rates and get all clarifications.

Rates shall have to be quoted in both words and figures

Signature of the authorized signatory of the  
contractor / Tenderer

### **Annexure III**

#### **General Terms and Conditions**

1) Distribution of manpower among Staff Quarters and Office Premises:

<b>S. No</b>	<b>Details</b>	<b>Address</b>	<b>No. of manpower</b>	<b>Working Week</b>	<b>Special Conditions</b>
1	Office premises	Nehru Place, Lal Kothi, Tonk Road, Jaipur	01 plumber	Monday to Friday	On Sunday, worker shall attend to duty in Staff Quarters
2	Staff Quarters	Balaji Mod, Model Town, Malviya Nagar, Jaipur	01 plumber	Monday to Saturday	—

1. Bank will have no liability whatsoever concerning the persons deployed by the tenderer for the purpose. The successful tenderer shall keep the bank indemnified against all losses of damages or liability arising out of or imposed in the course of employment of persons(s) by him.
2. The successful tenderer shall make regular and full payment of wages, salaries, PF and any other payment due to his employee(s) and furnish necessary proof.
3. If applicable, the successful tenderer shall obtain the necessary labor license from the Licensing Authority under the Contract labor (R&A) Act and Contract Rules framed there under and produce the same to the authorized representative of bank whenever asked to do so.
4. The successful tenderer shall comply with all acts, laws under Contract Labor (R&A) Act 1970 and EPF & EIS act, payments of wages act, minimum wages act or any other statutory rules regulations with their related amendments, by-laws applicable or which might become applicable with regard to the performance of work included herein or touching this contract from time to time and take such necessary steps as may be deemed necessary in this regard. The successful tenderer shall keep the bank indemnified against all penalties, claims and liabilities of every kind for any violation of such acts, Laws or Regulations etc. by him / her, his / her agents or his / her staff.



5. If at any time during the period of the contract, it is observed by the bank or by its authorized representatives that the services rendered by the tenderer's personnel are not to the satisfaction of the bank or any terms of the contract are violated, the bank reserves the right to terminate the contract by giving one month notice.
6. It shall be entirely, the responsibility of the successful tenderer to ensure that no unlawful act is done by his person(s) while on duty.
7. In case of loss of the Bank's property due to the negligence of carelessness of the person(s) deployed by the successful tenderer he will be responsible and shall make good the same.
8. The successful tenderer shall be solely responsible for settling / resolving any dispute/ claim of his / her personnel during the contract. No liability shall accrue to the bank under the circumstances during / after expiry of the contract.
9. The contractor shall indemnify bank against any payments to be made under and for observance of the above mentioned various laws and rules. In the event of there being any increase of workmen's compensation under any law or any additional payment or new liability under the labour laws being imposed on the contractor at any time, the additional expenditure incurred by the contractor shall be borne by the contractor and no claim will be considered and no claim will be entertained by bank on any account.
10. The contractor shall not subcontract the whole or any part of this contract to another person/ vendor.
11. All works shall be carried out in accordance with the provision of the Statutory acts and laws and bureau of Indian Standards regarding fire systems in India, electricity act, local laws and by-laws as amended up-to-date. Contractor shall be solely responsible for following and adhering to the proper fire and safety precautions while carrying out any job.
12. During the tenure of the contract, the contractor has to coordinate the work with other agencies working inside or outside. Also in case of emergency or major problems, the contractor has to provide complete support and assistance to any other agency or for jobs of electrical maintenance, lifts, LPG system, display sign boards, DG set, electrical substation, interior and exterior sanitary contracts etc.
13. The Party shall pay the ESI & EPF contributions of all employees as per the prevailing Employees Insurance and Employees Provident Funds Acts under the contract. The contract value quoted by the Party is inclusive of Employer's share of ESI & EPF contributions and no separate charges shall be payable by us on this account. Monthly payment will be done on production of proof of payment towards ESI & EPF(counterfoils) & other documents such as registration number, photo card etc. As per requirements of Contract Labour (Regulation &

Abolition) Act 1970 , the payment of wages to the employees to be made by the contractor in presence of official of NABARD who will sign the payment register.

14. The rate quoted for the said contract shall include the cost of manpower, cost of supervisor, cost of tools and equipments etc. as mentioned in the scope of work.
15. The cost of consumable items where the cost is less than Rs. 50/- per item will be borne by the contractor.
16. Contractor has to comply with all relevant statutory regulations and labour laws.
17. Payment:
  - a) The Party should ensure payments to the workers as per latest minimum wages act and other statutory regulations on or before 7<sup>Th</sup> of every month irrespective of fact that previous monthly bill is paid or not by the NABARD.
  - b) The payment for deployment of manpower for up-keeping of the premise will be made on monthly basis and on submission of the bills for the same. The bill shall be certified by the Caretaker/Asstt. Caretaker and Protocol and Security Officer.
  - c) The Contractor may ensure payment of minimum wages as stipulated by Ministry of Labour, Govt. of India and all other statutory payments thereof. The proof for such payments/certificates shall be produced by the Contractor along with the monthly bills.
  - d) Bill shall be submitted by the Contractor in the first week of every month for the work carried out during the previous month.
  - e) The bill should be accompanied with documents/ certificates indicating payment details like wages, PF, ESI etc. duly signed by the contractor. Payment to workers to be made through bank only and necessary documents like copy of e-passbooks are to be submitted by the contractors. Attendance sheet of workers shall be enclosed with the bill. Bills without these documents will not be accepted for payment and the contract may be liable to be terminated and EMD/RMD will be forfeited.
  - f) Work slips will be issued for extra works and they are to be submitted on a consolidated basis as a single bill in a month for settlement.
18. The Party shall employ the required number of workers and keep the attendance record properly so that same can be inspected by the competent authority.
19. Mobile phone of the supervisor deputed may be intimated to us.

20. The Party should provide uniforms of approved color and quality to the employees deployed for the job at NABARD and also safety shoes , at your own cost.
21. The Party shall observe all the necessary safety precautions for the safety of the labour and the employees of NABARD/residents of the colony during execution of works . The Party would be responsible for the safety of persons employed by the Party as also the safety of employees of NABARD / residents of the colony.
22. The Party shall take all precautions to avoid accident and causes of accident. The Party must be careful regarding safety during working of the Party worker in the premises/colony.
23. NABARD shall not bear any responsibility in case of any accident to the Party worker in the premises/colony due to no fault of NABARD's working but merely due to negligence of the Party worker or lack of safety provided to them by you.

**24. Period and renewal of contract**

- a) The Contract period will be for a period of 01/05/2021 to 31/03/2024 subject to annual review and renewal on satisfactory performance each year.
  - b) The contract period may be extended further depending upon the discretion of the Bank.
  - c) However, the Bank reserves the right to terminate the services of the agency by giving one month notice if the services are found to be unsatisfactory.
25. The contractor shall deploy his manpower three days in advance from the date of start of the contract to acquaint himself / his staff with the complete work at no extra cost to bank and take charge of complete system and inventory.
  26. Contractors All Risk policy and work man compensation insurance policy for 1.25 times the contract value is to be taken by the agency for the workmen engaged and the same is to be submitted within 15 days of the work order.
  27. The contractor shall deploy his manpower for three days after the date of expiry of the contract to enable the incoming contractor and his staff to acquaint with the complete work and schematics at no extra cost to bank. Also the contractor will hand-over the items covered in scope of work in working order and the details of inventory of bank's incoming contractor as advised by the bank.

**28. Resolving Disputes**

For all disputes relating to this contract, Arbitration Conciliation Act will be applicable.

## **29. Rates and Prices**

The rates will be firm and all-inclusive (taxes, duties, etc.) inclusive of service tax for the entire period of the contract. No additional charges on account of transportation of men and material, lunch, tea and conveyance etc. will be given. In the case of any change of statutory charges, the vendor shall bring it into the notice of NABARD immediately.

30. The bank will be deducting the mandatory deductions i.e. taxes etc. from the payments due to the contractor.

31. However, the Bank reserves the right to terminate the services of the agency by giving one month notice if the services are found to be unsatisfactory.

32. Attendance of workers as indicated in the scope shall be maintained in the premises and the same shall be verified before settlement of bills. In case of absence, proportionate value of contract pertaining to the days of absence shall be deducted from the monthly payment.

## **Penalty Clause**

a. In case of absence of any person deployed for the purpose of this contract, if no suitable replacement is provided then deduction will be made from the payments to the successful tenderer

b. Non-attendance or non-rectification of the faults coming under the scope of work and terms and conditions of the contract will entitle the bank to get the job done from any other vendor at the risk and cost of the successful tenderer. The decision of the officer of the bank in this regard will be final and binding on the contractor.

c. In case of noncompliance of contract obligations and also in case of any damages, breakage and loss or theft to the building fittings, assets and equipments attributable to staff or labour deployed by the contractor, the contractor will be responsible for repairing / replacing the same at his cost failing which the actual cost incurred towards repair/ replacement with suitable penalty shall be imposed on the contractor by the bank.

d. In the event of any accident/ damage etc. caused due to negligence of staff deployed will be debited to the inefficiency of the contractor and he has to make good the loss.

e. All the workmen deployed under the contract should have valid Identity Card issued by the Agency and should be in proper uniform having Agency/Firm/ Company's Name & Logo, embossed/embroidered on it.

f. In the event of contractor's staff not attending to a specific item of work required under the contract, pro-rata amount will be deducted from contractor's bills.

**Arbitration**

In the event of any difference or dispute in connection with the agreement over the right of obligations of the parties, the decision of Chief General Manager, NABARD, Rajasthan Regional Office , 3, Nehru Place , Tonk Road, Jaipur-302015 shall be final and binding upon the parties. The place of arbitration shall be Jaipur. The Indian laws shall be applicable to the arbitration.

**Declaration by the Contractors**

I have read and understood all the instructions/ conditions give above and I have taken into account the above instructions/ conditions while quoting the rates.

Date :

Signature:

Place :

Name & Address:

Seal of the Contractor:

## **Annexure IV**

### **Annual Maintenance Contract for Plumbing , Civil, and Carpentry Works at Staff Quarters and Office premises of NABARD Rajasthan Regional office**

#### **Scope of work / Terms and Conditions**

##### **1. WORK DETAILS**

The tender is for Annual Maintenance Contract by providing two skilled plumbers with 8 hours duty one for the office premises and the other for the staff quarter.

##### **A. Plumbing Work (on regular workman basis) and Civil Work (on Job basis)**

- (1)** Replacement of worn out and damaged sanitary fitting, pipes, valves, motor pumps, bore well-fitting etc on payment basis based on the nature of repair works.
- (2)** Repair of civil structures in any of the premises on payment basis based on the nature of repair works.
- (3)** Removing the plants growing in the external pipe lines, sunshades, terrace etc
- (4)** Cleaning of drainage
- (5)** Undertaking all types of minor repairs pertaining to masonry work, plastering, painting, welding etc. in the entire NABARD Officers' Residential colony including, Community hall, VOF / VEF/ Guest Houses & its underground Sump Wells, Pump Houses, Overhead Water tank of the Colony and O.H. water tanks on individual buildings/residence/ etc.
- (6)** Providing the service of skilled plumber as per requirement to attend day-to-day maintenance and repair / replacement of the water supply and sanitary fittings in Officers' quarters, as detailed hereunder
  - a) Taps and accessories fixed in latrines bathrooms kitchens / common areas.
  - b) Cistern and accessories
  - c) W.C. Toilet and accessories
  - d) Washbasin and accessories

- e) Overhead tanks related accessories like Ball cock, Float valve etc.
- f) Connecting plumbing lines, piping work repairing / replacing necessary standard materials.
- g) Miscellaneous items in bathroom like showers, mirrors, towel rods etc.
- h) Contractor will also attend to sanitary works, roof drainage which includes repair
- i) Replacement of pipes / taps of toilets, floors, rain water pipes etc. to remove dampness etc. arising subsequently.
- j) Services provided shall include removal of blockages from drainage lines/water supply lines, gulley traps, nahani traps, manhole, kitchen sinks, wash basins, urinals and wcs.
- k) Contractor will have to do minor masonry work like plaster, brick work etc.
- l) The cost of consumable items like the tapes, washers, glue, nails etc. will be borne by the contractor.
- m) The Plumbing and Sanitation services should be available as and when required by NABARD.
- n) Any other work not covered above but related to Plumbing, Sanitary and civil installations will also be attended by the plumber cum mason as and when the need arises.
- o) If necessary, the contractor will be required to contact/ liason with various govt. department like PHED, JDA, JMC, PWD etc.

(7) The cost of consumable items where the cost is less than Rs. 50/- per item will be borne by the contractor.

## **B. Carpentry Work on Job Basis**

- (1) There is no requirement for sending any worker on daily basis. Skilled carpenter and helper are required to render their services on need basis to carry out the work, for which payment will be made on job basis.
- (2) Undertaking all types of repairs pertaining to carpentry work like replacement of worn out and damaged doors, shutters of cupboards & windows, window pane, door& window frame , painting, polishing, etc., in the entire Bank Officers' Residential colony including, Community hall, VOF / VEF/ Guest Houses on payment basis based on the nature of repair works
- (3) Providing the service of skilled Carpenter as per requirement to attend repair / replacement of the wood works and door fittings in all premises ,

- (4) The cost of consumable items like nails, glue, will be borne by the contractor.
- (5) Replacement and repair of locks (in quarters and office) in main doors, shutters, workstation cabinets etc as and when required.
- (6) Attending the all complaints listed in the complaints book kept with security guard/ ACT/CT/P&SO.
- (7) Any other work not covered above but related to carpentry and joinery works to be attended by the carpenter, as and when the need arises.
- (8) The cost of consumable items where the cost is less than Rs. 50/- per item will be borne by the contractor

**2.1** In case, bank feels that any or all the persons deployed at bank are not suitable for carrying out the job then the same is to be replaced immediately. In case the person deployed is on leave, a suitable replacement shall be given without any extra cost. In case no suitable replacement is provided the deduction will be made from the payment to the successful tenderer as per details given in the payment terms mentioned in this scope of work / terms and conditions. In case of frequent absenteeism / change of manpower, the successful tenderer will be warned once and later on the contract will be liable for termination by giving one month's notice.

**2.2** The manpower deployed should go around the system installations while-on duty, observe for any abnormality in the running / working of live as well as stand still equipment, note it and subsequently rectify the same.

**2.3** The person deployed should follow the instructions given by the concerned officer-in-charge of bank. Contractor has to carry out any other work assigned by officer-in-charge of bank.

**3** **RECORDS:** Successful tenderer shall keep daily record of installed equipments, inventory / materials and housekeeping of items, equipment's and store. Successful tenderer shall ensure that daily log report of all the works/ jobs are carried out and the performance / inspection reports by the persons deployed for the purpose of this contract in maintained at office premises of the bank. This daily log report should be checked and countersigned by the successful tenderer on a monthly basis and produced before the officer-in-charge of the bank, whenever asked to do so. A monthly report of all the works / jobs carried out (preventive and breakdown maintenance jobs carried out) during the month should accompany the monthly bills. Bills without these monthly reports will not be entertained. The stationary required for maintaining these work records (inventory and log reports) will be provided by the bank.

#### **4** **TOOLS, EQUIPMENT'S AND UNIFORM**

(a) Successful tenderer shall make available at site the necessary tools and tackles including safety equipments all the time which are considered necessary for plumbing,



carpentry and minor civil works. NABARD will not supply any tools and tackles (Note: these tools and tackles should be available at site all the time whether these are required at site or not)

**5 Bank will provide the following in respect of this contract:**

- (b) Water and electricity for carrying out activities for this contract, however indiscriminate use of the same will not be allowed.
- (c) Bank will provide chair and table for the use by persons deployed under this contract any place inside the building / basement as deemed suitable.

## **Annexure V**

### **Agreement**

This agreement made at Jaipur this \_\_\_\_\_ day of \_\_\_\_\_ 2020 (in words) between the National Bank for Agriculture and Rural Development a body corporate incorporated under the National Bank for Agriculture and Rural Development Act, 1981 having its Regional Office at 3, Nehru Place, Tonk Road, Jaipur – 302 015, herein after referred to as " NABARD' (which expression shall unless repugnant to the context or meaning thereof be deemed to include its successor and assignees) of the ONE PART and ( this will undergo change when the party is partnership firm or Company) Shri..... son of ..... aged presently residing at \_\_\_\_\_ and carrying on similar work under the name and style of M/s \_\_\_\_\_ and having their place of business at \_\_\_\_\_ hereinafter referred to as ' the party' ( which expression shall unless repugnant to the context or meaning be deemed to include the legal heirs, legal representatives, administrators and executors ) of the OTHER PART.

WHEREAS the National Bank is desirous of outsourcing the work of ANNUAL MAINTENANCE CONTRACT FOR PLUMBING, CIVIL, CARPENTRY WORKS for Office Premises of NABARD at 3, Nehru Place, Tonk Road, Jaipur-302015 and for NABARD Staff Quarters at Malviya Nagar Extension, Jagatpura Road, Jaipur-302017. (herein after referred to as the said premises )

AND WHEREAS the party has offered to undertake the work as per the scope of work and details indicated in the special instructions

AND WHEREAS the National Bank in consideration of the conditions and covenants to be observed by the party has agreed to permit the party to carry out the Electrical Maintenance work hereinafter set out.

NOW, THIS AGREEMENT WITNESS THAT IT IS MUTUALLY AGREED BY AND BETWEEN THE

PARTIES:-

NABARD hereby awards the work of ANNUAL MAINTENANCE CONTRACT FOR PLUMBING, CIVIL, CARPENTRY WORKS – AT OFFICE PREMISES & STAFF QUARTERS in the said premises from \_\_\_\_\_ to \_\_\_\_\_. Subject to annual review and renewal on satisfactory performance each year. The contract period may be extended further depending upon the discretion of the Bank.

As compensation for the work, the party shall be reimbursed an amount of ` \_\_\_\_\_/  
( ` \_\_\_\_\_ only) per month,  
Basic Rate, Plus GST extra.

2. The compensation shall be payable to the party by NABARD within 02 weeks from the date of receipt of the bill for the month for which services have been rendered to the satisfaction of the Bank.

3. (a) The party shall comply with the municipal and other laws, obtain license, permission as required under the contract labour laws and cover all the employees under his charge with all statutory requirements like minimum wages, PF, ESIC etc. The party shall indemnify and keep indemnified the Bank against any lapse on the party's part in complying with these conditions or any other statutory requirements.

(b) The quality of maintenance work shall be of good standard subject to the satisfaction of the Chief General Manager of the Bank

(c) The party shall keep, at a conspicuous place in the said premises a complaint/suggestion register in which complaints and suggestions, if any, could be recorded by the concerned and the complaint/suggestion register shall be open to inspection by the Chief General Manager or any other officers of the Bank so deputed by him.

(d) The party shall ensure that no loss or damage is caused by an act or default on his part or his employees and agents to the Bank's furniture, fixture and fittings and other articles.

(e) This agreement shall stand automatically terminated in the event of insolvency, death or mental disorder of the party.

(f) If the Chief General Manager so considers that the situation so warrants then he shall be entitled to terminate this agreement without giving any prior notice and also without assigning any reason in writing and the party shall not be entitled to any compensation in the event of such termination. **However, in normal course the agreement can be terminated by the party by giving three months' notice and by the Bank by giving one month's notice.**

(g) On the expiry or earlier termination of this agreement the party shall remove himself and his employees/servants and agents from the premises and all articles belonging to him, or to his employees or agent.

(h) If any dispute arises on any matter concerning this agreement, then the decision of NABARD shall be final and binding in respect of such dispute.

(i) The reference to the Chief General Manager in this agreement and the schedules hereto annexed shall mean the Chief General Manager holding, charge of General Administration Department for the Rajasthan Regional Office at 3, Nehru Place, Tonk Road, Jaipur – 302015 and shall include, in respect of any powers exercisable by him or NABARD under this agreement any officers of the Bank designated by him in that behalf from time to time.

(j) Notice inviting tender and Annexure I, II , III, IV, V, VI of the tender document giving terms and conditions of the contract and the price bid of the tender documents shall form part of this agreement.

(k) This agreement shall be executed in duplicate. The Bank shall retain the original and party the duplicate. Stamp duty on original and duplicate shall be borne by the party.

(l) GST will be paid as per relevant laws.

IN WITNESS WHEREOF the National Bank has set its hands to these presents and a duplicate hereof through its authorised official and the party has set his hands to these presents and the duplicate on the day/month and year first hereinabove written. Signed and delivered by the within named National Bank

..... by the hand  
of its authorised official

\_\_\_\_\_  
\_\_\_\_ (Name and  
Designation) in the presence  
of

(i) \_\_\_\_\_

(ii) \_\_\_\_\_

Signed and Delivered by Shri

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In the presence of

(i) \_\_\_\_\_

(ii) \_\_\_\_\_

Signature of the authorized signatory of the contractor / Tenderer

## **Annexure VI**

### **INDEMNITY BOND**

(On Rs. 100/- Stamp Paper)

KNOW all men by these presents that I, Shri..... of M/s .....do hereby execute Indemnity Bond in favour of National Bank for Agriculture and Rural Development (NABARD), having their Registered Office at C-24, G Block, Bandra-Kurla Complex, Bandra (E) Mumbai-400051 and Regional Office at Lal kothi tonk road, Jaipur – 302015 and M/s.....having their office at ..... on this ..... day of..... 2020.

WHEREAS NABARD have appointed M/s.....as the Contractor for their proposed work relating to “**ANNUAL MAINTENANCE CONTRACT FOR PLUMBING, CIVIL, CARPENTRY WORKS for Office Premises of NABARD at 3, Nehru Place, Tonk Road, Jaipur-302015 and for NABARD Staff Quarters at Malviya Nagar Extension, Jagatpura Road, Jaipur- 2021-24**”.

### **THIS DEED WITNESSETH AS FOLLOWS:-**

I/We M/s .....hereby do Indemnify, and same harmless NABARD against and from

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

4. Any act or omission of mine/ours of sub-contractor/s if any, our/their servants or agents which may involve any loss, damage liability, civil or criminal action.

IN WITNESS WHEREOF THE M/s .....has set his/their hands on this .....day of ..... 2021.

SIGNED AND DELIVERED BY THE AFORESAID M/s

IN THE PRESENCE OF WITNESS:

(1) .....

(2) .....

Signature of the authorized signatory of the contractor / Tenderer

## Price BID

### SCHEDULE OF QUANTITIES

#### Annual Maintenance Contract for Civil, Plumbing and Carpentry - 2021-24 for Staff Quarters and Office premises

Sr. No.	Item	Nos./ Rate	Unit Rate in ₹ (per Month) for 1 semi- skilled worker	Total Amount Per month in ₹ (per Month) for 2 semi- skilled worker	Remarks
A	B	C	D	E = (CXD)	F
1	Wage for Worker	2			D= 26 x ₹ 603.00 (Existing minimum wages as per CLC order dt 12.10.2020)
2	ESI	3.25%			
3	EPF, EDLI, Admin Charges	13.00%			
4	Total (G)		-----		
5	Total Cost per annum (H)		-----		(G) X 12
6	<b>Service Charge (I)</b>				
7	<b>Grand Total (J)</b>				(H+I)

- GST (as applicable from time to time) will be paid extra on the rates quoted as above.
- Prices should be inclusive of all expenses incurred including pay, all taxes (other than GST), statutory charges or any other charges / tax levied by the state and Central govt.
- The cost of consumable items where the cost is less than Rs. 50/- per item will be borne by the contractor.
- The service charge etc. must be more than 1% of H.

- The minimum wages, ESI, EPF etc. will be revised time to time as per the prevalent rules.
- The minimum wages for a semi - skilled worker will be as per the latest minimum wages of the Ministry of Labour and Employment, Govt. of India order dt 12.10.2020, which is Rs. 603.00 per day per person, mentioned in column 'F' of above.
- The service charge (Sr. no. 6 of above) shall include profit, supervisor charges, machineries, uniform, etc. for civil, plumbing and carpentry work.
- NABARD may recalculate the price bid as per the statutory laws.

**Place :**

**Date :**

Signature of the authorized signatory of the  
contractor / Tenderer

**Name, address**