



STATE BANK OF INDIA

ESTATE DEPARTMENT, 9TH FLOOR, STATE BANK BHAVAN,
NARIMAN POINT, MUMBAI – 21.

ADDITIONAL TERMS AND CONDITIONS (ATC)

**INTEGRATED FACILITY MANAGEMENT SERVICES FOR OFFICERS' RESIDENTIAL
QUARTERS AT**

1. UTI BUILDING, BANDRA KURLA COMPLEX 23 FLATS
2. RNA HEIGHTS, JVLR, ANDHERI (E) 5 FLATS
3. KALPATARU ESTATE, JVLR, ANDHERI (E) 8 FLATS
4. AKRUTI ARCHID, SAKINAKA, ANDHERI (E) 15 FLATS
5. PREMIER EMPEROR, MAROL, ANDHERI (E) 20 FLATS
6. ORCHARD RESIDENCY, GHATKOPAR 17 FLATS

SITUATED IN SUBURB OF MUMBAI

TENDER SUBMITTED BY:

NAME : _____

ADDRESS : _____

DATE : _____

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ELIGIBILITY CRITERIA

Bidders meeting the following criteria are eligible to submit their bids along with supporting documents. If the bid is not accompanied by all the required documents supporting eligibility criteria, the same would be rejected:

Sr. No.	Eligibility Criteria	Documents to be submitted
1	Should be a Proprietorship Firm / Partnership / LLP / Company registered under an Applicable Law with an existence of minimum 07 years in the field of Facility Management Services as on 30.09.2024.	<p>-In case of Proprietorship concerns copy of Shop License/Registration and the GST Registration certificate.</p> <p>-In case of partnership firms, Copy of the firm registration certificate, partnership deed and PAN / GST Registration Certificate.</p> <p>-In case of company, copies of Memorandum & Articles of Association, Certificate of Incorporation issued by Registrar of Companies and full address of the registered office plus PAN / GST registration certificates.</p> <p>-In case of LLP, copy of certificate of incorporation, LLP Agreement, PAN / GST registration certificates</p> <p>- Experience certificate.</p>
2	<p>Should have completed: Three Similar works (Single work order) each one having "Annual Contract Value" not less than ₹52.00 Lakhs.</p> <p style="text-align: center;">OR</p> <p>Two Similar works (Single work order) each one having "Annual Contract Value" not less than ₹ 65.00 Lakhs.</p> <p style="text-align: center;">OR</p> <p>One Similar work (Single work order) having "Annual Contract Value" not less than ₹ 104.00 Lakhs</p>	<p>Copy of the work order and work completion certificates issued by the principal Employers specifying following information relating to the works carried out during the period of last 5 year ending not later than 30/9/2024</p> <ol style="list-style-type: none"> 1. Scope of work. 2. Contract value. 3. Period of the contract. 4. Satisfactory Report
3	One Similar work (Single work order) under execution / awarded having "Annual Contract Value" not less than ₹104.0 Lakh.	<p>Copy of the work order issued by the principal Employer specifying following information relating to the works to be carried out:</p> <ol style="list-style-type: none"> 1. Scope of work. 2. Contract value. 3. Period of the contract.
	<p>"Similar Completed Work" under this clause shall mean successful completion of Facility Management Services (e.g. Housekeeping, Maintenance, Pest Control etc.) for Scheduled Banks, Central & State Govt. Departments/Organisations, Public Sector Undertakings.</p>	
4	Should have a minimum average annual turnover of ₹ 39.00 Lakh for the last 3 financial years (as on 31.03.2024)	(Copies of audited financial statement along with profit and loss statement for corresponding years)

5	Should be profitable organization on the basis of operating profit for at least 2 years out of last 3 financial years (as on 31.03.2024)	
6	Should have a solvency of ₹39.00 Lakh certified by a Scheduled Commercial Bank.	The Solvency Certificate should not have been obtained earlier than 30.09.2024
7	Should have at least 27 Facilitator on payroll.	Certified copies of EPF and ESIC payment slip paid as on 30.09.2024
8	Should have applicable and valid registrations with statutory authorities, viz. Income Tax, Goods & Service Tax, Labour License under section 12(1) of the Contract Labour regulation and Abolition) Act, 1970., Employees Provident Fund Organisation (EPF), Employees State Insurance (ESI) Corporation, PAN etc.	Certified copies of supporting documents to be attached.
9	Should have constituted a Sexual Harassment Committee under the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013.	Suitable declaration to this effect to be submitted on the Letter Head of the bidder duly signed by the Authorised Signatory only
10	Should have office at Mumbai / Navi Mumbai / Thane.	Valid Address Proof of the office premises.
11	Should not be under debarment / blacklist period for breach of contract / fraud / corrupt practices by any Scheduled Commercial Bank / Public Sector Undertaking / any regulatory body or regulator of any other Country / State or Central Government or their agencies / departments on the date of submission of bid for this RFP and anytime during the last three years.	Suitable declaration to this effect to be submitted on the Letter Head of the bidder duly signed by the Authorised Signatory.

- i. Copies of the Documentary evidence must be furnished against each of the above criteria along with an index.
- ii. All documents must be signed by the authorized signatory of the bidder.
- iii. Contract Value of works are excluding Taxes.
- iv. Facilitator is the person engaged for providing the services as mentioned in the scope of work.

TECHNICAL BID EVALUATION MATRIX

Maximum Score for Technical Bid Evaluation: 100 Marks

Minimum marks required for qualifying in Technical Bid Evaluation: 60 Marks

1. Technical bid of the Bidder will be evaluated based on the information duly supported by the documents submitted and based on the following evaluation matrix.
2. During the Technical evaluation, each bidder will be assigned marks, out of total of 100 marks, as per the criteria below: -

(i)	Number of Years in Operations as on 30.09.2024	Max. 10 Marks
(a)	7 years and up to 10 years	6 Marks
(b)	More than 10 years and up to 15 years	8 Marks
(c)	More than 15 years	10 Marks
(ii)	Average Annual Turnover for the last three years as on 31/03/2024	Max. 20 Marks
(a)	More than ₹38.00 Lakh and up to ₹65.00 Lakh	12 Marks
(b)	More than ₹65.00 Lakh and up to ₹130.00 Lakh	14 Marks
(c)	More than ₹130.00 Lakh	20 Marks
(iii)	Value of Single Largest Project Successfully Completed in Last 5 Years ending on 30/09/2024	Max. 20 Marks
(a)	More than ₹51.00 Lakh and up to ₹65.00 Lakh	12 Marks
(b)	More than ₹65.00 Lakh and up to ₹130.00 Lakh	14 Marks
(c)	More than ₹130.00 Lakh	20 Marks
(iv)	Value of Single Largest “ongoing / under execution “ project	Max. 20 Marks
(a)	More than ₹103 Lakh and up to ₹130.00 Lakh	12 Marks
(b)	More than ₹130.00 Lakh and up to ₹160.00 Lakh	14 Marks
(c)	More than ₹160.00 Lakh	20 Marks
(v)	Facilitator on Payroll	Max. 10 Marks
(a)	More than 20 and up to 35	6 Marks
(b)	More than 35 and up to 70	7 Marks
(c)	More than 70	10 Marks
(vi)	Performance Certificates from the Scheduled Banks, Financial Institutions, Central & State Govt. Departments/Organisations, Public Sector Undertakings, Multinational National Company and Public (listed) Limited Company.	Max. 10 Marks
(a)	If satisfactory performance submitted from more than Three different Employers	10 Marks
(b)	If satisfactory performance submitted from Two different Employers	7 Marks
(c)	If satisfactory performance submitted from One Employer	6 Marks
(vii)	Constitution of Firm	Max. 10 Marks
(a)	Public Ltd. / Private Ltd. / LLP	10 Marks
(b)	Partnership Firm	7 Marks
(c)	Sole Proprietor / Other	6 Marks

3. Information required from point number (i) to (vii) above should be supported with certified/attested copies of the relevant documents confirming compliance of technical bid evaluation criteria by the tenderer for evaluation.
4. Out of the various bidders achieving minimum 60 Qualifying marks in the Technical Bid Evaluation above shall be shortlisted for participating in online price bid.

BID EVALUATION

- i. Only those Service Providers that have achieved at least minimum qualifying score (60% in this case) will be treated as qualified and only their financial proposals will be opened.
- ii. After opening and evaluating the Financial Proposals of technically qualified bidders, a final combined score arrived based on predefined relative weightages (Technical 30% and Price 70%) as per Quality and Cost Based Selection by GeM portal.
- iii. The proposal with the highest weighted combined score (quality and cost) shall be selected.
- iv. The bidder to quote price bids taking into consideration the minimum wages paid to the manpower as per central government minimum wages act and Mah arashtra minimum wages notification whichever is higher . The cost for services as mentioned in the scope of work may also be considered for quoting the price bid.

1	Name of the Organization	
2	Full Postal Address of Organization with Pin Code	
3	Contact Details: (i) Name of Contact Person (ii) Phone No. (iii) Mobile No. (iv) E-mail ID
4	Year of Establishment (Enclose certified copies of documents as evidence)	
5	Constitution of the Bidder (Enclose certified copies of documents as evidence)	Sole Proprietorship / Partnership Firm / Private Ltd. / Public Ltd. / LLP / Any other (Please specify)
6	Whether registered with the applicable registration authority. For instance, Registrar of Companies / Registrar of Firms (Enclose certified copies of documents as evidence)	
7	Registration with Govt. Authorities (Enclose certified copies of documents as evidence)	
	a. Income Tax (PAN) No.	
	b. Goods & Service Tax No. (GST)	
	c. EPF Registration No.	
	d. ESI Registration No.	
	e. Labour License No.	
8	Names of Directors / Partners / Associates / Proprietor	
9	Solvency Certificate Details (i) Amount (ii) Bank's Name (iii) Date of Issuance (Enclose certified copies of documents as evidence)	₹..... / / 20.....

10	Financial Information	Please fill up enclosed Annexure 'A' & enclose copies of audited balance sheet, profit & loss statement and CA certificate
11	Yearly turnover of the organization during last 3 years. (Enclose certified copies of documents as evidence)	2021-22: ₹..... 2022-23: ₹..... 2023-24: ₹.....
12	Yearly operating profit during last 3 years	2021-22: ₹..... 2022-23: ₹..... 2023-24: ₹.....
13	Details of Similar works completed during the last 5 years in Scheduled Banks, Central & State Govt. Departments / Organisations, Public Sector Undertakings, Multinational National Companies and/or Public (listed) Limited Company.	Please fill up enclosed Annexure 'B' & enclose copies of Work Orders and Satisfactory Completion Certificates (as per Annexure 'D')
14	Details of Similar works under execution / awarded in Scheduled Banks, Central & State Govt. Departments / Organisations, Public Sector Undertakings, Multinational National Companies and / or Public (listed) Limited Company.	Please fill up enclosed Annexure 'C' and enclose copies of LOI / Work Order / Agreement
15	Facilitator on payroll (Payroll must be supported with EPF and ESIC paid challan).	
16	Whether Sexual Harassment Committee under the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013 (Enclose certified copies of documents as evidence)	Yes / No
17	Mention if blacklisted and / or blacklisting proceedings pending with any client. Details of the same, with reasons, to be furnished.	
18	Details of disputes / litigations, if any, during the period of last 3 years. <u>(Adverse litigations could result in the disqualification, at the sole discretion of the Bank).</u>	
19	Whether any penalty imposed by Law Enforcing Agencies such as Labour Department, Sale Tax, GST, etc.	Yes / No
20	Whether the bidder has been barred from participating in any bidding process or kept in cooling period / under suspension by any client, during the last 3 years, ended on 30/09/2024	Yes / No

	If yes, please provide details thereof, with reasons.	
21	Please indicate details of any bankruptcy/winding up of proceedings at any point of time in past.	
22	Whether bidder has office in Mumbai / Navi Mumbai / Thane (Enclose certified copies of documents as evidence)	Mumbai / Navi Mumbai / Thane

Note: Please enclose separate sheets for additional information, photographs, and documents

Signature of the applicant with seal

Date:

Place:

FINANCIAL INFORMATION

I. BANK DETAILS

Name of the Bank :
 Branch with Address :

 City :
 Contact Person in the Bank :
 Contract Details :

II. DETAILS OF CHARTERED ACCOUNTANT

Name :
 Address :

 Registration details of accountant :
 Contact Number :
 E-mail address :

III. FINANCIAL ANALYSIS – Details to be furnished duly supported by figures in Balance Sheet/Profit and Loss Account for the last Five years duly certified by the Chartered Accountant, as submitted by the applicant to the Income-Tax Department (Copies to be attached).

SN	YEARS	2020-21	2021-22	2022-23	2023-24
(i)	Gross Annual Turnover in Facility Management Works				
(ii)	Profit/Loss				
(iii)	Financial Position				
	a. Cash				
	b. Current Assets				
	c. Current Liabilities				
	d. Working Capital (b-c)				
	e. Current Ratio				
	f. Acid Test Ratio (Quick Assets/Current Liabilities (a/c))				

IV. Income Tax Clearance Certificate

V. Solvency certificate from Bankers (Schedule Bank) of Applicant.

VI. Financial arrangements for carrying out the proposed work.

Signature of Chartered Accountant with seal

Signature of Applicant with Seal

Annexure – ‘B’

**DETAILS OF ALL ‘SIMILAR’ WORKS COMPLETED DURING THE LAST FIVE YEARS
ENDING BY 30th SEPTEMBER 2024.**

(Enclose supporting documents i.e. Work order and Satisfactory Completion Certificate
Obtained from the Clients)

S. No.	Name of Work	Name of the Client (with Brief Address of Concerned Office & Contact No. and e-mail ID)	Type of Client / Owner Mention Govt. / Semi Govt. / PSU / Bank	Agreement No. & Date of Agreement with Client	Location and Scope of the Work	Date of Commencement of Work	Actual date of completion of work	Total Term of the Contract (in Months)	Work Order Amount (in ₹)	Total Amount of Work Done (in ₹)	Annual Contract Value (₹ Per annum)	Litigation/ Arbitration pending/ In progress with details (if any)

(Add separate sheet if required)

Note:

1. Information must be filled up specifically in this format.
2. The projects mentioned in the above format shall be sorted in the order of cost of the project (Descending order).
3. Amount should be exclusive of Taxes.

Signature of Applicant with Seal

Annexure – ‘C’

DETAILS OF ALL ‘SIMILAR’ WORKS ON HAND - UNDER EXECUTION OR AWARDED

(Enclose Copies of Work Orders Issued by Clients)

S. No.	Name of Work	Name of the Client (with Brief Address of Concerned Office & Contact No. and e-mail ID)	Type of Client / Owner Mention Govt. / Semi Govt. / PSU / Bank	Agreement No. & Date of Agreement with Client	Location and Scope of the Work	Date of commencement as per contract	Likely date of completion	Total Term of the Contract (in Months)	Actual Value of the Work (in ₹)	Annual Contract Value (₹ Per annum)	If Work Left Incomplete or Terminated (Furnish reasons)

(Add separate sheet if required)

Note:

1. Information must be filled up specifically in this format.
2. The projects mentioned in the above format shall be sorted in the order of cost of the project (Descending order).
3. Amount should be exclusive of Taxes.

Signature of Applicant with Seal

PERFORMANCE REPORT FOR ‘SIMILAR’ MAJOR COMPLETED WORKS

1. Name of the Work with Brief Particulars
2. Agreement No. and Date
3. Agreement Amount
4. Annual Contract Value
5. Gross Amount of Work Completed and Paid
6. Date of Commencement of Work
7. Actual Date of Completion
8. Whether the contract was renewed
9. Details of compensation levied for delay or any other reason (indicate amount)
10. Name and address of the authority under whom work executed
11. Whether the Service Provider employed qualified supervisor during execution of work
12. Performance report based on
 - a. Quality of Work : Excellent / Very Good / Good / Poor
 - b. Financial Soundness, : Excellent / Very Good / Good / Poor
 - c. Mobilization of adequate T&P : Excellent / Very Good / Good / Poor
 - d. Mobilization of FACILITATOR : Excellent / Very Good / Good / Poor
 - e. General Behaviour : Excellent / Very Good / Good / Poor

Superintending Engineer / Chief Project Manager or Equivalent
Name of Organization

Note :

1. The performance report is to be submitted separately for all major works.
2. The performance report preferably be submitted in the above Performa. In case, different proforma is used, the applicant shall ensure that the report / certificate shall contain all the above information / details.

DECLARATION OF NEAR RELATIVES OF SBI EMPLOYEES

I/We.....S/o/D/o.....
.....Residing at
..... hereby certify that none of our relatives(s) as defined in the Tender document is/are employed in the State Bank of India as per details given in tender document. In case at any stage, it is found that the information given by me is false/incorrect, the State Bank of India shall have the absolute right to take any action as deemed fit, without any prior intimation to me.

(The near relatives are members of a Hindu undivided family/husband and wife/ the one related to the other in the manner as father, mother, son(s) and son's wife (daughter-in-law), daughter(s), husband (son-in-law), brother(s) and brother's wife, sister(s) & sister's husband (brother-in-law).

Place :

Date :

Signature of Applicant with Seal

Name in Capital Letters:

Address:

ADDITIONAL TERMS & CONDITIONS OF THE CONTRACT

SECURITY DEPOSIT:

The successful bidder whose tender is accepted by the Bank shall be bound to deposit a sum equivalent to 5% of accepted “Annual Contract Value” as Security Deposit (SD) in the form of continues Term Deposit at any branch of State Bank of India / Bank Guarantee (BG) issued by any Nationalised / Scheduled Commercial Bank (other than State Bank of India) favoring “**State Bank of India**” payable at Mumbai.

The lien will be marked on Term Deposit for entire tenor of contract and the same will be released after 3 months from the expiry of contract. The Bank Guarantee (BG) must be in Bank’s approved format. The Bank Guarantee should be valid up to the currency of the contract plus 3 months, i.e., for 2 years & 3 months from the date of commencement of contract. The Bank Guarantee is required to protect the interest of the Bank against the risk of non-performance of Service Provider in respect of successful implementation of the project and/or failing to perform / fulfil its commitments / obligations in respect of providing Services as mentioned in this Agreement; or breach of any terms and conditions of the Agreement, which may warrant the invoking of Bank Guarantee.

INSURANCE OF WORKS:

- All facilitator / employees of Service Provider working for / as regards the Services in question, should be covered under the insurance a sum of ₹ 5 lac each, for any type of accident / incidence.
- The Service Provider shall, from time to time, provide documentary evidence as regards payments of premium for all insurance policies for keeping them valid till the completion of the work.
- Without prejudice to any of its obligations and responsibilities specified above, the Service Provider shall, within 10 days from the date of work order, submit documentary evidence as required by the Employer in support of having obtain requisite insurance cover.
- No work shall be taken up by the Service Provider at site unless the Insurance Policies as mentioned above are obtained.

FACILITATOR:

- i. The Contractor will always maintain on its/his roll sufficient numbers of employees / facilitator (as indicated in the Tender documents / Scope of work), medically fit, honest, well behaved, skilled workman and technical and supervisory staff to oversee the work to be carried out by the employees engaged by the Contractor / Service Provider. At no point of time the Contractor will employ a person below 18 years of age and more than 50 years of age for workmen and up to age of 55 years for Supervisors. The Contractor undertakes to get the antecedents of all his/its employees verified from the police authorities before being deployed at the Bank's premises and also obtain their proof of identity and residence proof and provide copies of the same to the Bank. The Contractor will be liable to maintain necessary employee strength on the Bank's site, considering the absentees /

- leaves of the employees. The Contractor / Service Provider will provide the Bank with the list of the employees deployed at the site of the Bank with their complete address from time to time.
- ii. The Service Provider shall furnish to the Bank at the intervals specified by the Bank, a distribution of the number and description of Facilitator employed in carrying out various works / activities.
 - iii. The Service Provider shall submit on every month to the Bank a statement showing in respect of the preceding month:
 - (a) The number of Facilitator employed by them on the work.
 - (b) Their working hours.
 - (c) The wages paid to them.
 - (d) The accidents occurred, if any, during the said month showing the circumstances under which they happened, and the extent of damage and injury caused by them and
 - iv. The Service Provider shall apply and obtain license under the Contract Labour (R&A) Act 1970 and comply with the relevant provision of this Act, in respect of the Facilitator employed by him for executing this contract. The Service Provider shall furnish necessary returns to the authority through the Bank.
 - v. The minimum age of the Facilitator employed shall be above 18 years.
 - vi. The Service Provider should take independent code numbers under EPF Act 1952 and ESI Act 1948 and shall cover his Facilitator under the Employee's Provident Fund Schemes and Employees State Insurance Act 1948 and show proof of payment of subscriptions/contributions to the concerned authorities.
 - vii. Both in respect of ESI / EPF the Service Provider shall obtain necessary declaration forms from his employees and obtain individual insurance and PF number and shall furnish to the Bank every month, necessary proofs for having made remittance of ESI and EPF contributions in respect of all contract Facilitator engaged by him.
 - viii. As regards Employees State Insurance Act, the Service Provider shall submit photostat copies of the challans of remittance of the contributions (both the employee's contributions and his own contribution there on) to the ESI corporation in respect of the employees engaged in the Bank by him for this work for the relevant period before any payment is released by the Bank.
 - ix. As regards the Employees Provident Fund and Miscellaneous Provision Act 1952 and rules and regulations and schemes framed there under, he shall be liable to pay employees compensation under the Act in respect of all Facilitator employed by him for the execution of the contract. For this purpose, he shall indicate the code number obtained by him from the Regional Provident Fund Commissioner and produce the photostat copy of the challan receipt of monthly remittance.
 - x. He shall also furnish such returns as are due under the act to be sent to the appropriate authorities through the Bank.
 - xi. The Service Provider is required to take Insurance for all his workers, Facilitator etc. for carrying out the Works / Services for workmen compensation. The Insurance must be taken within 15 days of the award of work and has to be provided at the signing of the agreement.
 - xii. The Service Provider shall be fully responsible for the consequences arising out of default and the Bank may treat it as breach of Contract and reserves the right to terminate the contract.

- xiii. The Service Provider shall pay wages to his Facilitator at the rates as applicable under the Minimum Wages Act and connected guidelines / rules for unskilled, semiskilled, skilled / equivalent categories.
- xiv. The Service Provider shall disburse the wages through credit to their bank's accounts and account statement should be enclosed along with the monthly bill.
- xv. The duration of duty is eight hours per day per person.
- xvi. The Service Provider should ensure that the staff / Facilitator employed by him shall not be under the influence of alcohol or any abusive substance while reporting to and or performing the Works / Services. Further, the mobilization of the workers / Facilitator engaged shall be such that they always maintain the dignity of the sites and any incident of mobilization or indecency is noticed at the workplace bank shall have the right for asking replacement of such workers employed by the Service Provider.

UNIFORM:

The Service Provider should ensure:

- An Identity card is issued to all staff / Facilitator deputed on the Bank's sites.
- All Facilitator / staff should bear specified uniform bearing badges of Service Provider's name, shoes, gloves, cap, apron and safety accessories.

WORK ON SUNDAY AND HOLIDAYS:

The Service Provider must arrange for engaging his staff / Facilitator on all Sundays and all public holidays.

INCREASE / DECREASE IN FACILITATOR REQUIREMENT:

In case, any demand is raised by the Bank for increase or decrease in nos. of facilitator for the services, the contractor shall make necessary arrangements for the same. In case of increase in nos. of facilitator, the cost thereof shall be paid by the Bank based on minimum wages prevailing at that time for the category of facilitator to be provided additionally plus 10% handling charges. Whereas, in case of decrease in nos. of facilitator, the cost thereof will be deducted by the Bank based on minimum wages prevailing at that time for the category of facilitator to be reduced.

The minimum wages, comprising of Basic + DA + PF + ESI + Bonus, for both increase and decrease in facilitator will be as per Central Government Minimum Wages Act.

ADDITIONAL WORK:

Should any new areas (not merely incidental or ancillary) of work transpire, which the Bank could not envisaged while floating the instant RFP, the prices for the additional scope of work shall be mutually decided and agreed upon between the Bank and the Service Provider based on actual rate analysis on established norms. In the event of non-agreement of the rates, the Bank reserves the right to get the same carried out through any other agency so appointed for.

RIGHT TO ACQUIRE MORE AREA:

The Bank at its discretion, may extend the contract of other nearby site(s) of the Bank, up to 40% area of the site(s) stipulated in this tender. The Service Provider should be willing to take up the work at the new site(s), on same terms & conditions for which, additional payment would be made to him, based upon the area of the new site(s) and facilitator requirement, considering the price quoted for the current contract.

TECHNICAL AUDIT / SCRUTINY:

- The Bank shall have right to carry an audit / technical examination of the works and the bill of the Service Provider including all supporting vouchers, abstracts etc. by any of the persons or organizations as appointed by the Bank.
- If as a result of the examination or otherwise, any sum is found to have been overpaid or over certified, it shall be lawful for the Bank to recover the sum from any payment due to the Service Provider for such work.

RIGHT TO AUDIT:

- The Service Provider shall be subject to annual audit by Internal / External Auditors appointed by the Bank / inspecting official from the Reserve Bank of India or any regulatory authority, covering the risk parameters finalized by the Bank. Service Provider shall require to submit such certification by such Auditors to the Bank. The Bank can make its expert assessment on the efficiency and effectiveness of the security, control, risk management, governance system and process created by the service provider. Whenever required by the Auditors, service provider shall furnish all relevant information, records / data to them. All costs for such audit shall be borne by the Bank. Except for the audit done by Reserve Bank of India or any statutory / regulatory authority, the Bank shall provide reasonable notice not less than 7 (seven) days to the service provider before such audit and same shall be conducted during normal business hours.
- Where any deficiency has been observed during audit or in the certification submitted by the Auditors, the service provider shall correct / resolve the same at the earliest and shall provide all necessary documents related to resolution thereof and the auditor shall further certify in respect of resolution of the deficiencies. The resolution provided by the service provider shall require to be certified by the Auditors covering the respective risk parameters against which such deficiencies have been observed.
- Whenever required by the Bank, service provider shall furnish all relevant information, records / data to such auditors and / or inspecting officials of the Bank / Reserve Bank of India and / or any regulatory authority(ies). The Bank reserves the right to call for and / or retain any relevant information / audit reports on financial and security review with their findings undertaken by you. However, service provider shall not be obligated to provide records / data not related to Services under the Agreement.

INSPECTION BY EMPLOYER:

- The Bank always have the rights to inspect quality of services, any tools, instruments and equipment used or to be used in the performance of the services. The Service Provider shall make all parts of the services accessible for these inspections.
- The Bank shall have the right to confiscate any or all tools, instruments, equipment, or work which does not conform to the specifications.

PROTECTION OF WORKS AND PROPERTY:

The Service Provider shall continuously protect the Bank's properties from damage or loss arising in connection with contract. He shall make good any such damage, injury, loss resulting due to his fault or negligence except due to causes beyond his control. In case, the Service Provider fails to make good the losses caused to the bank due to his fault or due to negligence of his staff, the Bank reserves the right to invoke the security deposit as stated above to cover such losses.

The Service Provider shall take all precautions for safety and protection of his employees on the Works and shall comply with all applicable provisions of government and local bodies safety laws and building codes to prevent accidents, or injuries to persons or property in or adjacent to his place of work. The Service Provider shall take insurance covers as specified in the RFP / Contract at his own cost.

In case of flooding of any site on account of rain or any other cause and any consequent damage, whatsoever, no claim financially or otherwise shall be entertained notwithstanding any other provisions elsewhere in the RFP / Contract.

TERMINATION FOR CONVENIENCE:

- i. The Bank, by written notice of not less than 60 days, may terminate the Contract, in whole or in part, for its convenience.
- ii. In the event of termination of the Agreement for the Bank's convenience, Service Provider shall be entitled to receive payment for the Services rendered (delivered) up to the effective date of termination.

SEXUAL HARASSMENT:

The Service Provider shall be solely responsible for full compliance with the provision of the "Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013"

- i. In case of any complaint of sexual harassment against its facilitator / employee(s), the complaint will be filed before the Internal Complaints Committee constituted by the Service Provider and the Service Provider shall ensure appropriate action under the said Act in respect to the complaint.
- ii. Any complaint of sexual harassment from any aggrieved employee of the Bank against any employee(s) of the Service Provider shall be taken cognizance of by the Bank.
- iii. The Service Provider shall be responsible for any monetary compensation that may need to be paid in case the incident involves the employees of the Service Provider, for instance any monetary relief to the Bank's employee, if sexual harassment / violence by the employee of the Service Provider is proved.
- iv. The Service Provider shall be responsible for educating its employees about prevention of sexual harassment at workplace and related issues.

DRAFT FORMAT OF BANK GUARANTEE IN LIEU OF SECURITY DEPOSIT
(Site specific format shall be approved by the Bank prior to its execution)

(To be submitted on non-judicial stamp paper of appropriate value purchased in the name of the issuing bank)

B.G. No. _____ Value ₹ _____

Date:

To

The
State Bank of India,
.....
.....

Dear Sir,

BANK GUARANTEE OF ₹ _____ TOWARDS SECURITY DEPOSIT FOR PROVIDING
INTEGRATED FACILITY MANAGEMENT SERVICES FOR ITS COMMERCIAL / RESIDENTIAL
PREMISES AT _____ SITUATED
IN MUMBAI.

WHEREAS (Name and address of service provider/ vendor) (hereinafter called the Service provider) have entered into contract (for providing Facilitator Services for) with State Bank of India as mentioned vide letter no..... datedand the correspondence and tender relating thereto which is hereinafter referred to as “the said contract” the Service provider has now agreed to produce a Bank Guarantee amounting to 5% of the total contract value of ₹..... (Rupees only), to State Bank of India for performing their part of the contract obligations.

AND WHEREAS in terms of said contract, the service provider is required to furnish to State Bank of India a Guarantee of a Scheduled Commercial Bank for a value of ₹..... to be valid up to (date).

AND WHEREAS (Name of Bank and its branch) having their office at (address) the Guarantor, at the request of the service provider hereby furnishes a Performance Bank guarantee in favour of State Bank of India and Guarantees in the manner hereinafter appearing. In consideration of the premise, we (name of Bank and its branch) having our office at (address) here after called the “Guarantor” (which expression shall include it successors and assigns) hereby expressly, irrevocably & unreservedly undertaken and guarantee under that if the Service provider fails to execute the work according to his obligations under the said contract, then notwithstanding any contestation or existence of any dispute whatsoever between State Bank of India and the service provider, the Guarantor shall, on demand without demur and without reference to the service provider pay to State Bank of India forthwith any sum claimed by State Bank of India under the said contract up to a maximum amount of ₹ (Rupeesonly).

Such payment shall be notwithstanding any right the service provider may have directly against State Bank of India or any disputes raised by the Service provider with State Bank of India or any suits or proceedings pending in any competent court or before any arbitrator. State Bank of India's written demand shall be conclusive evidence to the Guarantor that such payment is payable under the terms of the Contract and shall be binding in all respect on the guarantor.

The Guarantor shall not be discharged or released from the undertaking and Guarantee, by any arrangement, variations made between State Bank of India and the Service provider and or indulgence shown to the service provider by State Bank of India, with or without the consent and knowledge of the guarantor or by alterations in the obligations of the service provider by any forbearance, whether as to payment, time performance or otherwise.

This guarantee shall remain valid until or as may be caused to be extended by the service provider or until discharged by State Bank of India in writing whichever is earlier.

This guarantee shall be a continuing guarantee and shall not be revocable during its currency except with the previous written consent of State Bank of India

This guarantee shall not be affected by any change in the constitution of the service provider, by absorption with any other body or corporation or dissolution or otherwise and this guarantee will be available to or enforceable against such body or corporation.

In order to give effect to this guarantee State Bank of India will be entitled to act as if the Guarantor were the principal debtor and the Guarantor hereby waives all and any of its rights or surety ship.

This guarantee shall continue to be in force notwithstanding the discharge of the service provider by operation of law and shall cease only on payment of the full amount by the Guarantor to State Bank of India of the amount hereby secured.

This guarantee shall be in addition to and not in substitution for any other guarantee or security for the service provider given or to be given to State Bank of India in respect of the said contract.

Any notice by way of request and demand or otherwise here under may be sent by post or any other mode or communication to the guarantor addressed as aforesaid and if sent by post it shall be deemed to have been given at the time when it would be delivered in due course of post and in providing such notice when given by post it shall be sufficient to prove that the envelope containing the notice was posted and a certificate signed by an officer of State Bank of India that the envelope was so posted shall be conclusive.

These presents shall be governed by and constructed in accordance with Indian Law and the Courts in Mumbai, India alone shall have the jurisdiction to try & entertain any dispute arising out of this Guarantee.

Notwithstanding anything contained hereinbefore the liability of the guarantor under this guarantee is restricted to a sum of ₹



This guarantee will remain valid up to unless a demand or claim under this guarantee is made in writing against us within three months from that date, i.e., on or before, the guarantor shall be discharged from all liability under the guarantee thereafter.

We have power to issue this guarantee in your favour under the Memorandum and Articles of Association of our bank and the undersigned has been duly authorized by the bank (bank issuing the Bank Guarantee) to execute this Guarantee Deed.

Dated the

SIGNED AND DELIVERED For & on behalf of (the above-named bank)

For & on behalf of (Bankers Name & Seal)

(Signature/s with designation/s of signatories)

(Banker's seal)

FORMAT FOR INVENTORY REGISTER

Building Name:

SI No:	Floor No.	Electrical Item			Non-Electrical Items			Date of removal replacement
		Description	Make	Nos.	Description	Make	Nos.	

FORMAT FOR DAILY MAINTENANCE

Month:

Building Name:

SI No:	Floor No.	Name of Department	Date of Complaint Received	Date of Repair / Replacement	Nature of Repair / Replacement (Electrical / Air-conditioning / Water Purifier / Plumbing / Carpentry)	Description of Repair / Replacement	Signature of the Occupant

BILL OF QUANTITIES

Preamble:

The Bidders are advised to note and ensure compliance of the following while quoting their rates:

- 1) The rate quoted by the bidder shall remain fixed and shall cover and include wages to the facilitator, supervisors, equipment deployed, service provider’s profit, transportation charges and all statutory levies, EPF, applicable ESI, bonus and applicable taxes including GST and any other statutory component as per the Central Government Minimum Wages Act.

S. NO.	DESCRIPTION	QUANTITY SQM	UNIT	RATE QUOTE D	AMOUNT
(1)	(2)	(3)	(4)		
	Providing complete Facility Management Services as per the detailed scope of work attached, including deploying required nos. of facilitator, and use of cleansing material specified. The rates shall also include cost of uniforms, tools & equipment required for the services as well as management, supervision, and contractor's profit etc. complete.	7265			
1	SBI Residential Quarters, UTI Building, Bandra Kurla Complex	2,122.00	Per SQM/PM		
2	RNA Heights, JVLR, Andheri (E)	455.00	Per SQM/PM		
3	Kalpatru Estate, JVLR, Andheri (E)	816.00	Per SQM/PM		
4	Akruti Archid, Sakinaka, Andheri (E)	975.00	Per SQM/PM		
5	Premier Emperor, Marol, Andheri (E)	1,520.00	Per SQM/PM		
6	Orchard Residency, Ghatkopar	1,377.00	Per SQM/PM		
	TOTAL MONTHLY CHARGES	A			
	TOTAL ANNUAL CHARGES	B	A X 12 Months		
	TOTAL CHARGES FOR 2 YEARS	C	B x 2		

Note: The charges Successful bidder must submit the price break-up in the above format after opening of Price Bid.

SCOPE OF WORK

The bidders are required to provide all the following services:

- ❖ Mechanised Housekeeping Services.
- ❖ Plumbing and Sanitation Maintenance Services.
- ❖ Carpentry Maintenance Services
- ❖ Key Maker & Lock Repair Services
- ❖ Electrical Maintenance Services
- ❖ Lift Operator Services
- ❖ Pest Management Services
- ❖ Water Management Services
- ❖ Water Purifier Maintenance Services (For Common Areas, Guest Houses and Chummeries Only)
- ❖ Garden Maintenance & Horticulture Services
- ❖ Inventory and Key & Bills Collection / payment.

The brief details of scopes of services are mentioned below:

A. MECHANISED HOUSEKEEPING SERVICES:

Sr. No	Activity	Frequency
I	Inside Flat	
1	Cleaning of all Toilets & Bathrooms floor, WC and Wash Basins	Daily
2	Cleaning of Toilets & Bathrooms dado and mirror, Mirror Box / Cabinet	Weekly
3	Deep cleaning of Flats including Ceiling fans, exhaust fans, tube lights, kitchen window mess, netlon (if any), window glass	Monthly
4	Deep Cleaning of entire flat on vacation and ensuring that all the windows and doors are properly closed.	As an when required
5	Deep cleaning of entire flat after renovation and before occupation by the officer	As an when required
II	Common Area	
1	<u>Sweeping & Cleaning</u> <ul style="list-style-type: none"> • Sweeping & mopping of Dispensary, Health club, swimming club, gymnasium etc. in complexes where it exists. • Cleaning of all common Toilets, Bathrooms and Wash Basins • Sweeping of staircases from Ground floor to Terrace level, common / lift lobbies, podium, car parking, pump rooms, services rooms, security cabins, meter room, lift machine room etc. • Upkeep of playground equipment's, cleaning of the pond / fountain water for removal of the tree leaves and feathers. • Sweeping of car parking (covered and open), roads, pathways, 	Daily

Sr. No	Activity	Frequency
	podiums, and all common areas inside the boundary walls of colony	
2	<u>Trash /debris Removal</u> <ul style="list-style-type: none"> • All the wastes, trash, debris, paper/cardboard wastes, etc. must be disposed from the campus as per the guidelines of MCGM including co-ordination in this regard with MCGM must be carried out by the Contractor. • Under no circumstances the collected wastes should be dumped inside the campus. • Scrap electrical material under buyback should be taken out on weekly basis and shall not be stored in Meter room, Pump room etc. 	Daily
3	<u>Deep Cleaning</u> <ul style="list-style-type: none"> • Clearing of cobweb in lobbies and common areas. • Cleaning of common bathrooms and toilet dado/skirting and mirrors. • Cleaning of sign boards and signages • Cleaning of car parking space by vacuuming or jet spraying by water. • Cleaning of terrace slab, meter boards rooms, parking space and any other common areas inside the boundary walls. • All floors, side walls of common areas. • Periodic cleaning of the podium, pathway, basement, etc. • Cleaning of the windows in the staircase, mopping the handrails of the staircases, common areas, and Lift lobbies. • Cleaning the drinking water coolers tanks. • Up-keeping & removing choke-up in the storm water drains. • Uprooting / removing of the grass, unwanted plants, shrubs, etc., from roadside, playground, inside the storm drainage lines, building / boundary walls, roof tops, plumbing and sewage pipelines of the buildings, etc. • Washing of Pathway and Roads. • Spit stains removal. 	Weekly
4	<ul style="list-style-type: none"> • Washing of staircases from Ground floor to Terrace, common lobbies, mid landing. Terrace slabs etc. of all the buildings with detergent power and phenyl. The contractor should ensure that no seepage of water into the lift or service shafts. 	Monthly
5	<ul style="list-style-type: none"> • Spreading of bleaching power on slippery and unsightly moss and algae, wherever it appears 	Regularly during monsoon and as & when appeared

B. PLUMBING & SANITATION MAINTENANCE SERVICE:

S. No.	Nature of Services	Frequency
1	Providing skilled plumber with all required tools and equipment on all days including Sundays and holidays	Daily
2	Maintaining building wise Maintenance Log Register, as per format in Annexure – ‘AB’, for the repair / replacement works carried out.	Daily
3	Removing choke-ups in all the plumbing installation inside the bathrooms, toilets & kitchen/pantry and common areas, plumbing ducts, sewer lines, supply lines etc.	As & when required.
5	Repairs of plumbing & sanitary fittings like flushing systems CI/PVC/Ceramic etc., including removal of siphons, bells, float valves, provision of cotter pin, plunger washers, nut and bolts for siphon, 'S' hooks, Ballcock etc. including removal and re-fixing with new accessories of appropriate sizes and making it in working condition	As & when required
6	Cementing of joints of various drainage lines, gaps between wash basins, sinks and that of walls, pointing of joints of tiles of floors and dados, cementing of loose tiles, floors, and dados, including re-fixing the same with white cement and matching pigment.	As & when required
7	Checking and monitoring of all installation and to attend any defect immediately. Major work to be informed to the Estate Department.	Weekly
8	Clearing the vegetation from the buildings wherever it appears	As & when appeared.
9	All Sewage/drainage line, inspection chambers, floor traps, etc. to be checked & cleaned inside the Premises up to Municipal Manhole (including removal of debris, sludge etc. from the line/ chambers and out of the Premises). In case the work is not executed or unable to clear the blockage of drainage the same will be executed through other agency at the contractor's cost & risk.	Quarterly and as and when required to ensure free flow.
10	Keeping the rainwater outlets on terraces, canopies, free of debris, foreign materials, etc. to ensure quick flow of water from terraces etc.	As & when required
11	Disconnecting and reconnecting plumbing connection in case of water heaters, geysers, boilers, coolers, electrical gadgets, whenever such electrical gadgets are required to be replaced/repared.	As & when required
12	Disconnecting and reconnecting suction and delivery connection of water pumps whenever the pumps are required to be taken away for repairs/replacement. Removal of air locks from suction lines/delivery lines as and when required.	As & when required
Note:	Cost of Hardware, Consumable Items/Spare Parts for Plumbing & Sanitary maintenance & repair jobs viz. Washers, Nipples, Waste Pipe for Urinal / Washbasin, Nahani Trap jali, CP Gratings, Check nuts, Teflon Tape, Raw plug, PVC Connection, Spindle for all types and makes of CP Taps and Mixtures, M-Seal, CI/GI/CPVC pipe clamps, GI/CPVC plumbing specials viz. Tee, Elbow, Sockets, Nipples, Plug, Bend, screws, etc. complete will be under the scope of the services and no extra payment will be made to the vendor. However, cost of high valued items required for the services will be paid extra as per actual, as per the rates stipulated in Annexure – ‘P’ of the RFP.	

S. No.	Nature of Services	Frequency
	(All spares to be used shall be of standard brand and as per samples approved by the Bank in advance).	

C. CARPENTRY MAINTENANCE SERVICES:

S. No.	Nature of Services	Frequency
1	Providing skilled carpenter with all required tools and equipment on all days including Sundays and holidays to carry out the work as directed by the Bank.	Daily
2	Maintaining building wise Maintenance Log Register, as per format in Annexure – ‘AB’, for the repair / replacement works carried out.	Daily
3	Servicing and repairing all types of doors, windows, racks, ventilators, pelmets / curtain rods, hangers etc. in the flats and of common area.	As & when required
3	Servicing and repairing all types of wardrobes, storages, Modular cabinets kitchen (if provided by the Bank).	As & when required
4	Removing and re-fixing the loose hardware items with necessary screws as required at site etc. complete. without claiming any extra cost.	As & when required
5	Replacement of worn-out wooden beading, any wooden members, and any damaged hardware fitting. Replacement of broken glass panes of door and window shutters & frames.	As & when required
6	Replacement of damaged latch lock, mortice lock, cylindrical lock, wardrobe lock, drawer lock, all type of handles, hinges, tower bolts, door stopper, bird nets, netlon etc.	As & when required
Note:	Cost of Hardware, Consumable Items/Spare Parts for Carpentry maintenance & repairs viz handles, tower bolts, all types of hinges hinges, door stopper, door magnet stopper, plastic buffers, ss drawer handles, screws, nuts & bolts, fasteners, rawlplugs, clamps etc. complete will be under the scope of the services and no extra payment will be made to the vendor. However, cost of high valued items required for the services will be paid extra as per actual, as per the rates stipulated in Annexure – ‘P’ of the RFP.	

D. KEY MAKER AND LOCK REPAIR SERVICES:

S. No.	Nature of Services	Frequency
1	Making new keysets for all types of latch lock, mortice lock, cylindrical lock, pad lock etc.	As & when required
2	Servicing and repairing of all types of locks like latch lock, mortice lock, cylindrical lock, pad lock etc.	As & when required
3	Maintaining building wise Maintenance Log Register for the repair / replacement works carried out.	As & when required

E. ELECTRICAL MAINTENANCE SERVICES:

S. No.	Nature of Services	Frequency
1	Providing licensed electrician with helper round the clock on all days including Sundays & holidays. License issued by State licensing authority / PWD to be laminated and displayed in Meter room.	Daily
2	Operation and maintenance and regular up-keep of lighting and allied electrical works, within the building/premises.	Daily
3	Operation and maintenance and upkeep of exhaust fans in the building/premises.	Daily
4	Cleaning the interior of all the lift cars.	Daily
5	Maintaining building wise Maintenance Log Register for the repair / replacement works carried out.	Daily
6	Changing of fused tubes and other items as per instructions of Engineer-in-charge and handing over the fused ones to the Officer (maintenance) and / or Electrical Engineer.	Daily
7	Operation and maintenance and upkeep of street lighting, garden lighting and service building electrification.	Daily
8	Operation, maintenance, and upkeep of sump well pumps, water pumps and starters, including Hydro pneumatic pumps, water recycling & sewerage treatment plant (STP) and water treatment plant.	Daily
9	Switch off/on the common area lights, fans, etc. as scheduled and requirement to save Energy.	Daily
10	Cleaning of mains, distribution boxes of each floor and checking up of all the electrical connections to all the gadgets.	Weekly
11	Cleaning, dusting of electrical and telephone shafts, starters, pumps, panel boards, cable racks etc.	Monthly
12	Cleaning and dusting of panel boards once in every 30 days.	Monthly
13	Liaising with Utility service provider and govt. authorities (such as MCGM, BEST, Adani Energy, Tata Power etc.) for necessary approval, correction of bills, restoration of supply etc. in case of power failures/routine maintenance/shut down of power.	As & when required
14	Replacing bulbs, tube lights etc. wherever / whenever required.	As & when required
15	To clean and lubricate fans, exhaust fans, wherever / whenever required	As & when required
16	Operation and maintenance of Capacitor Banks to maintain the Power Factor above 0.95.	As & when required
Note:	Cost of Consumable Items/Spare Parts for Minor Electrical maintenance & repairs viz PVC insulation tape, screws, rawplug, Small Clamps, Connectors, 5/15 Amps Switches & Sockets of same model & make as existing, Capacitor / Condenser for Ceiling and Wall Fans, power supply for LED downlights, Electronic Choke/driver for Tube Light fittings, Tube Starter, CFL/LED Lamps, Doorbell, etc. (Replacement to be with similar items/spares as existing items only) complete will be under the scope of the services and no extra payment will be made to the vendor. However, cost of high valued items required for the services will be paid extra as per actual, as per the rates stipulated in Annexure – “ ” of the RFP.	

G. LIFT OPERATOR SERVICES:

Applicable for UTI building only

S. No.	Nature of Services	Frequency
1	Provision of experienced and Trained liftmen for operation of the lifts Qualification Certificate (Previous experience) to be displayed inside lift including mobile no.	Daily
2	Ensuring proper cleaning and periodical servicing of all lifts by the respective agencies.	Daily
3	Checking of all fittings and fixtures for its uninterrupted operations.	Daily
4	Keeping close watch over the performance/functioning of Lift and any abnormal function/defects/erratic performance to be reported to the Engineer-in-Charge and Service Contract Agency.	Daily
5	Accompanying Senior / differently abled passengers and children inside the lift.	Daily
6	Maintaining of complaints register.	Daily
7	Switch off the standby lift power supply during off-peak hours to save energy.	Daily
8	Trial of lift rescue operation to be done once in a month and ensure updated knowledge of opening lift door and safety Practices by coordinating with Lift OEM Technician.	Bi-monthly
9	Rescuing occupants in case of lift getting stuck.	As & When required
10	Follow up with the OEM for any repair to make it operational	As & when required

H. PEST MANAGEMENT SERVICES:

Applicable for UTI building only

S. No.	Nature of Services	Frequency
1	Pest management for cockroaches, silver fish, ants, house flies, etc to common areas at all floors like staircase, lift lobbies, terraces, stilt parking, ground floor & rooms/cabins thereat, including drains, chambers, ducts, etc.	Monthly and as & when required
2	Fogging/fumigation, chemical spray etc for mosquito control in the entire complex including drains, chambers, ducts, parking area, garden etc.	Monthly and as & when required
3	Rodent control treatment for rats, mice & bandicoots using traps, baits, stick board, etc. in the flats and entire complex including drains, chambers, ducts, parking area, garden, etc.	Monthly and as & when required
4	Post construction Anti-Termite/white ant Pest Management treatment inside the premises.	As and when required
<p>Note: The General Pest Management, Fogging, Post Construction Anti-Termite Treatment with warranty of 5 years and Rodent Control Treatment is to be carried out through the reputed agency registered with Indian Pest Control Association (IPCA) preferably through Pest Control of India (PCI) or any other agency approved by the Bank.</p>		

I. WATER MANAGEMENT SERVICES:

Applicable for UTI building only

S. No.	Nature of Services	Frequency
1	Management of pump and water tanks round the clock and supply of water 24X7 basis.	Daily
2	Draining out water from pumps	Daily
3	Regular checking of water level controller along with the electrician to avoid wastage of water.	Daily
4	In case of emergency / shortage of water / additional requirement, the contractor must arrange for the water tanker after obtaining the permission from the Bank's Officials. However, the actual charges shall be paid after submitting the bill by contractor	As and when required
5	Cleaning of underground and overhead tanks without any additional cost to the Bank using suitable equipment and chemicals with proper safety precautions and optimizing water usage to avoid wastage of water. <i>Note: The water tanks must be cleaned by giving prior notice to the residents.</i>	Quarterly

J. WATER PURIFIER MAINTENANCE SERVICES:

Applicable for UTI building only

S. No.	Nature of Services	Frequency
1	Correct any fault and failure in the water purifiers and shall repair and replace worn out or defective parts of the Water Purifiers with brand new parts. The cost of spare parts shall be reimbursement to the contractor after original bill produced by the contractor to the Bank	As & when required
2	Ensuring that faults and failures intimated by the Bank /residence are set right within one day of being informed	As & when required
3	Servicing of Water purifiers and replacement of worn out exhausted spare parts including solenoid valve will be made if required. The contractor must maintain service report duly signed by the occupants and submit to the concern Bank's official after completion of each service for verification.	Quarterly and as & when required
4	For repair necessitating the removal of the water purifier or any parts thereof to other site, there shall be no additional charge for the labour or parts replaced. However, the consumable items such as RO membrane, pre-filter, carbon filter, sediment filter, UV membrane shall be paid by the Bank extra on submission of original invoice	As & when required
5	Maintaining building wise Maintenance Log Register for the repair / replacement works carried out.	As & when required

K. GARDEN MAINTENANCE & HORTICULTURE SERVICES:

Applicable for UTI building only

S. No.	Nature of Services	Frequency
I	Lawns	
1	Watering	Thrice a week / daily during summer and as may be required
2	Trimming, de-weeding	Monthly and as & when required
3	Replacement / Gap filling etc.	During monsoon season and as & when required
4	Manuring	Quarterly and as & when required
5	Spraying / applying with eco-friendly insecticide	Quarterly and as & when required
II	Ground Cover / Planter Boxes	
1	Watering	Thrice a week / daily during summer
2	Trimming, de-weeding	Monthly and as & when required
3	De-weeding up to 5 mtr.	Half yearly and as & when required
4	Loosening, mulching, and adding good soil, manuring, and fertilizing etc.	Twice a year
5	Spraying with eco-friendly insecticide	Yearly and as & when required
III	Ornamental Plants	
1	Watering	Daily
2	Loosening, mulching, and adding good soil, manuring, and fertilizing etc.	Quarterly
3	Trimming, de-weeding	Half yearly
4	Spraying / applying eco-friendly insecticide	Half yearly and as & when required
IV	Shrubs	
1	Watering	Daily
2	Trimming, de-weeding	Monthly
3	Loosening, mulching, and adding good soil, manuring, and fertilizing etc.	Half yearly
4	Spraying / applying eco-friendly insecticide	Half yearly and as & when required
5	Replacement / Gap filling etc.	During monsoon season and as & when required

S. No.	Nature of Services	Frequency
V	Trees	
1	Watering	Weekly
2	Loosening, mulching, and adding good soil, manuring, and fertilizing etc.	Half yearly
3	De-weeding, cleaning of dry leaves etc., up to five meters	Half yearly and as & when required
4	Spraying eco-friendly insecticide	Yearly and as & when required
5	Trimming / pruning of branches of all types of trees, mechanically / manually, of all height & girth, to the required length / height including carting away / disposal of debris to a place approved by MCGM including obtaining necessary permission from MCGM / local government authority for trimming / pruning of trees.	Preferably before monsoon and as & when required
VI	Other Miscellaneous Work	
1	Sweeping & Cleaning the garden areas, lawns flower beds, hedges, parks, pathway, rocks, slopes all open and covered garden / lawn places etc. in any.	Daily
2	Removing the dry leaves, dry branches, barks of tree, waste plastic bottles, containers, bags and disposing in the dustbins / waste pits / dumping ground.	Daily
3	Keeping the entire premises free from animals' menace like dog, cat, monkey menace.	Daily
4	Maintenance of Green House Application of pesticides, weeding replanting, cutting and sales of product like flowers and vegetables	Daily
5	Developing flower beds, planting, sowing etc.	As and when required
6	Replacement of old and damaged pots of indoor plants placed in vantage point	As and when required
7	Removing water logging in garden / lawn area	As and when required
8	Maintenance of shade nets, sand filters, drip and sprinkler irrigation system installed in the entire premises.	Monthly and as & when required
9	Coloring earthen pot at garden and bottom of trees	Half Yearly and as & when required
10	Replacing of potted plants at all important places like entrance, main gate, towers, etc.	Yearly and as & when required
11	Any other work related to horticulture maintenance entrusted.	As and when required
Note:	Cost of periodical manures, pesticides, other consumables, etc. required for the gardening work will be under the scope of the services and no extra payment will be made to the vendor. However, cost of cost of trees, plants, planter box, if required, will be paid extra on the rate mutually agreed between the Bank and the vendor.	

L. INVENTORY AND KEY & BILLS COLLECTION:

S. No.	Nature of Services	Frequency
1	Taking the inventory of the flats being vacated in consultation with the official	During Vacation of flat
2	Taking electricity and piped gas meter reading, jointly with officer, of the vacant flat, also ensuring that at the time of vacation all the utility dues, such as electricity, piped Gas etc. are being paid by the Officer of the vacating flat and maintaining the record of the reading and submitting it to the respective officials of the Bank.	During vacation of flat
3	Collecting the keys and handing over the same to the AGM (Estate) / CM (Estate)	On vacation of flat
4	Collecting water bills, property tax bills, society maintenance bills, piped gas bills, electricity bills or any other utility bills to be paid by the Bank and submitting it to the respective officials of the Bank	As and when required
5	Collection and payment of electricity and piped gas bills of the vacant flats to ensure the connection do not get terminated and Bank may reimburse the payment on production of proof of payment along with Bill	As and when required
4	Collection of cheques for bills payment of water bills, property tax bills, society maintenance bills, piped gas Bills, Electricity Bills or any other bills from the accounts section and deposit it to the respective department	As and when required
5	At the time of change of occupancy of the flat, removing the old occupant's name and putting new occupant's name on the name board.	As and when required
6	Preparation of Flat wise Inventory chart (one time) Register for each building showing all items installed by Bank as per Format in Annexure – 'AA' attached. Also, entering assets removed/ replaced etc such as Ceiling fans, Exhaust fans lights etc.	As & when required

MACHINES / EQUIPMENT TO BE PROVIDED:

The housekeeping works must be carried by mechanized system for which the essential equipment is listed as under:

Sr. No.	Equipment	Use	Remarks
1)	Heavy duty Wet and Dry vacuum cleaner.	Drying of wet surfaces, suction of spillages for deep cleaning of Flats.	The equipment stated in these columns will have to be provided at the site by the Contractor.
2)	Wringer / Mopping Trolley	Moping of floors	
3)	Hand scrubber	Scrubbing of inaccessible by Single Disc Scrubber (Toilet and Bathroom Dado etc.)	
4)	Window applicator and squeegee	For window glass cleaning	
5)	Telescopic pole	Removal of cobwebs, dust on ceiling or high-rise areas.	
6)	Stain Remover	For removing stain on floor surfaces etc,	
7)	Hi Pressure Jet Spray	For cleaning common area exterior	

MINIMUM MANPOWER REQUIREMENT

Sr. No.	Manpower requirement	UTI	RNA Heights	Kalpataru Estate	Akruti Archid	Premier Emperor	Orchard Residency
1	Manager				1		
2	Supervisor	1				1	
3	Housekeeper	7	2	2	3	4	3
4	Plumber				2		
5	Carpenter				2		
6	Electrician				3		
7	Lift Operator	1	NA	NA	NA	NA	NA
8	Telecom Technician	1	NA	NA	NA	NA	NA
9	Gardeners	1	NA	NA	NA	NA	NA

MANPOWER QUALIFICATION AND EXPERIENCE CRITERIA

Sr. No.	Particular*	Manpower Category Along with Qualification
1	Supervisor	<i>(Skilled Category)</i> 12 th Standard or ITI Degree with 3 years of relevant experience Supervision of Housekeeping works and Manpower Handling.
2	Housekeeping staff	<i>Unskilled Category (Trained for the house keeping work)</i>
3	Plumber	<i>(Skilled Category)</i> Plumber with Govt. recognized technical course (ITI or equivalent) in plumbing with minimum 3 years' relevant experience.
4	Carpenter	<i>(Skilled Category)</i> with minimum 3 years of relevant experience in similar work.
5	Electrician	<i>(Skilled Category)</i> Electrical Technician with Govt. recognized technical course (ITI or equivalent) in electrical trade with minimum 3 years' relevant experience and possess valid wireman license issued by PWD to work as an Electrician.
6	Lift Operator	<i>(Semiskilled Category, Minimum 10th pass)</i> with Minimum 2 years of relevant experience as Lift Operator along with mandatory License for the purpose.
7	Telecom Technician	<i>(Skilled Category)</i> Telecom Technician with Govt. recognized technical course (ITI or equivalent) in Telecom trade with minimum 3 years' relevant experience.
8	Gardeners	<i>(Semiskilled Category)</i> with Minimum 2 years of relevant experience of gardening work.

*Shifts/ timings etc will be as per Bank's requirements, including lunch/recess time and subject to changes, in case of need.

Note:

- i. Wherever the duty hours of the respective Employee/Workman/Technician etc. mentioned above is exceeding 8 hours, it will be sole responsibility of the contractor to ensure relief arrangements and to quote their rates accordingly.
- ii. All the above-mentioned scope of works is indicative and not exhaustive; Bank reserves the right to add/delete any work under the scope of work. However, the contractor has to properly maintain the Campus/Building /Premises.
- iii. Also, all the expenses towards maintenance of the equipment will have to be borne by the contractor.
- iv. In case of periodical maintenance works, timely completion of each activity / work is necessary, without compromising quality. Wherever warranted, maintenance work to be undertaken on weekend/ holidays.
- v. The contractor must provide Uniform (displaying contractor's name), shoes, hand gloves, personal protective equipment, necessary tools, etc. to all their staff members.
- vi. Managers/Supervisors should visit different floors from time to time to ensure that each floors/toilet etc. remain clean and ready for use round the clock
- vii. All the consumables should be of specified make or equivalent brand of ISI mark as approved by the Bank.

*Shifts/ timings etc will be as per Bank's requirements, including lunch/recess time and subject to changes, in case of need.

SCHEDULE OF CLEANSING MATERIAL TO BE SUPPLIED IN THE FLAT

S. No.	Description	Periodicity	Qty	Unit
1	Washroom Cleaning Chemical of Harpic or equivalent approved by the Bank (500 ml)	Monthly	1	Nos.
2	Floor Cleaning Chemical of Lizol or equivalent approved by the Bank (500 ml)	Monthly	1	Nos.
3	Toilet Freshener Cube / Pocket of Odonil / Godrej Aer	Monthly	2	Nos.
4	Biodegradable Garbage Bag (Small)	Monthly	2	Rolls (containing 30 bags)
5	Floor Duster	Quarterly	1	Nos.

**SCHEDULE OF TENTATIVE CONSUMABLE MATERIAL AND TOOLS REQUIRED FOR
UPKEEPING COMMON AREAS**

S. No.	Description	Periodicity
1	Wet Mop Refill of Gala/Kleenal or equivalent approved by Bank	Monthly
2	Bleaching Powder of Good Quality	As Per Requirement
3	Washroom Cleaning Chemical of Taski R1	As Per Requirement
4	Floor Cleaning Chemical of Taski R2	As Per Requirement
5	Glass Cleaning Chemicals of Taski R3	As Per Requirement
6	Metal Polish of Taski-D7	As Per Requirement
7	Toilet Bowl Cleaner of Taski-R6	As Per Requirement
8	Chock up Pump of approved quality	Monthly
9	Dustpan of Gala/Kleenal or equivalent approved by Bank	Monthly
10	Glass Duster of approved quality	Monthly
11	Check Duster of approved quality	Monthly
12	Floor Duster of approved quality	Monthly
13	Sponge of approved quality	Monthly
14	Naphthalene Balls of Good Quality	Monthly
15	Biodegradable Garbage Bag (Big) of Naturepac / Jackson / Uniclean make	Monthly
16	Biodegradable Garbage Bag (Small) of Naturpac / Jackson / Uniclean make	Monthly
17	Dry Mop Set of Gala/Kleenal or equivalent approved by Bank	Quarterly
18	Dry Mop Refill of Gala/Kleenal or equivalent approved by Bank	Quarterly
19	Wet Mop Set of Gala/Kleenal or equivalent approved by Bank	Quarterly
20	Soft Broom Gala/Kleenal or equivalent approved by the Bank	Quarterly
21	Hard Broom Gala/Kleenal or equivalent approved by the Bank	Quarterly
22	Scrubbing Brush with Handle of Amco/Kleenal/Gala or equivalent approved by the Bank	Quarterly
23	Floor Wiper of 3M/Scotch Brite or equivalent approved by the Bank	Quarterly
24	Pickup Dustpan of Ratan/ Kleenal/Gala/Imported	Quarterly
25	Metal Scrapper of approved quality	Quarterly
26	Tall Sweeping Brush Gala/Kleenal or equivalent approved by Bank	Half Yearly
27	Toilet Brush of Gala/Kleenal or equivalent approved by Bank	Half yearly
28	Plastic Buckets of Gala/Kleenal or equivalent approved by Bank	Half Yearly
29	Plastic Dust Bin 100ltr of Gala/Kleenal or equivalent approved by Bank	Half yearly
30	Plastic Mugs of Gala/Kleenal or equivalent approved by Bank	Half yearly

RATES OF HIGH VALUE ITEMS

The cost of high value items/fittings/fixtures/hardware/accessories required for day-to-day maintenance shall be reimbursed to the bidder as per rates (excluding GST) mentioned in the following table, which shall remain fixed for entire contract period. No escalation in rates will be permitted in any condition.

S. No.	Description	Make	Unit	Rate (₹)
PLUMBING & SANITARY ITEMS				
1	White glazed vitreous Wall Mounted Wash Basin of size 45 X 30 cm	Hindware / Parryware / Jaquar	Nos.	1,550.00
2	White glazed vitreous Wall Mounted Wash Basin of size 55 X 40 cm	Hindware / Parryware / Jaquar	Nos.	1,988.00
3	White Glazed Vitreous Countertop Wash Basin of Size as per existing	Hindware / Parryware / Jaquar	Nos.	2,880.00
4	White Glazed Vitreous Under Counter Wash Basin of Size as per existing	Hindware / Parryware / Jaquar	Nos.	3,230.00
5	White vitreous Orissa Pan water closet of size 57 X 34 cm	Hindware / Parryware / Jaquar	Nos.	2,830.00
6	White vitreous Floor Mounted European Water Closet of size as per existing with plastic seat and lid	Hindware / Parryware / Jaquar	Nos.	6,610.00
7	EWC Seat Cover	Hindware / Parryware / Jaquar	Nos.	1,570.00
8	Stainless Steel Kitchen Sink without Drain Board of glossy finish and large size	Nirali	Nos.	7,170.00
9	C.P. Brass Waste Coupling	Jaquar / Hindware / Cera	Nos.	550.00
10	Choke-stop Strainer	Nirali / Hindware / Cera	Nos.	933.00
11	C.P. Brass Bottle Trap (32 mm dia.) with cleaning eye, extension piece and wall flange	Jaquar / Hindware / Cera	Nos.	1,850.00
12	P.V.C. Flexible Drainpipe up to 1mtr. Length (32 mm dia.)		Nos.	133.00
13	P.V.C. Flexible Drainpipe up to 1mtr. Length (40 mm dia.)		Nos.	176.00
14	Wall Mounted P.V.C. Flush Tank	Hindware / Parryware / Jaquar	Nos.	1,310.00
15	C.P. Flush Plate	Hindware / Parryware / Jaquar	Nos.	1,575.00
16	Concealed Flushing Cistern Ball Cock	Hindware / Parryware / Jaquar	Nos.	795.00
17	Concealed Flushing Cistern Siphon	Hindware / Parryware / Jaquar	Nos.	995.00

S. No.	Description	Make	Unit	Rate (₹)
18	C.P. Brass Concealed Flush Valve Dual Flow 40mm size with exposed Shut-Off Provision and 3/6 litre water per flush	Hindware / Parryware / Jaquar	Nos.	3,100.00
19	CP ABS Health Faucet with CP ABS Wall Hook, and 1.00 mtr. (min.) long flexible SS braided hose pipe	Jaquar / Hindware / Cera	Nos.	1,150.00
20	C.P. Brass Bib Cock (15mm)	Jaquar Continental or equivalent in Hindware / Cera	Nos.	1,150.00
21	C.P. Brass 2-way Bib Cock (15mm)	Jaquar Continental or equivalent in Hindware / Cera	Nos.	1,375.00
22	C.P. Brass Regular Pillar Cock (15mm)	Jaquar Continental or equivalent in Hindware / Cera	Nos.	1,375.00
23	C.P. Brass Long Neck Pillar Cock (15mm)	Jaquar Continental or equivalent in Hindware / Cera	Nos.	1,825.00
24	C.P. Brass Sink Cock (15mm)	Jaquar Continental or equivalent in Hindware / Cera	Nos.	1,975.00
25	C.P. Brass Concealed Mixer & Divertor system (15mm) - Concealed Part	Jaquar / Hindware / Cera	Nos.	3,250.00
26	C.P. Brass Concealed Mixer & Divertor system (15mm) - Exposed Part	Jaquar / Hindware / Cera	Nos.	1,450.00
27	C.P. Brass Wall Mixer System (15mm)	Jaquar Continental or equivalent in Hindware / Cera	Nos.	4,800.00
28	C.P. Brass Bath Spout (15mm)	Jaquar / Hindware / Cera	Nos.	1,400.00
29	C.P. Brass Angle Cock (15mm)	Jaquar Continental or equivalent in Hindware / Cera	Nos.	950.00
30	C.P. Brass Concealed Stop Cock (15mm) concealed body	Jaquar / Hindware / Cera	Nos.	1,175.00
31	C.P. Brass Concealed Stop Cock concealed body	Jaquar Continental or equivalent in Hindware / Cera	Nos.	575.00
32	C.P. Brass Concealed Stop Cock (20mm) Exposed Kit	Jaquar / Hindware / Cera	Nos.	582.00
33	450 mm Braided Hose	Jaquar / Hindware / Cera	Nos.	300.00
34	CP Holder/Stand for Health Faucet		Nos.	80.00
35	Braided hose pipe for Health Faucet		Nos.	275.00
36	C.P. Brass Towel Rod (450mm long)		Nos.	300.00

S. No.	Description	Make	Unit	Rate (₹)
37	C.P. Brass Towel Rail (600mm long)		Nos.	380.00
38	CPVC Pipe (SDR-11) with plain & brass specials and fittings			
a	15 mm dia. pipe	Astral/ Supreme/ Prince	Rmt	80.00
b	20 mm dia. pipe	Astral/ Supreme/ Prince	Rmt	105.00
c	25 mm dia. pipe	Astral/ Supreme/ Prince	Rmt	164.00
d	32 mm dia. pipe	Astral/ Supreme/ Prince	Rmt	243.00
e	40 mm dia. pipe	Astral/ Supreme/ Prince	Rmt	360.00
f	50 mm dia. pipe	Astral/ Supreme/ Prince	Rmt	597.00
39	PVC Pipe (6kg/sq.cm) with all specials and fittings			
a	32 mm dia. pipe	Astral/ Supreme/ Prince	Rmt	83.00
b	40 mm dia. pipe	Astral/ Supreme/ Prince	Rmt	1100
c	50 mm dia. pipe	Astral/ Supreme/ Prince	Rmt	150.00
d	75 mm dia. pipe	Astral/ Supreme/ Prince	Rmt	212.00
e	110 mm dia. pipe	Astral/ Supreme/ Prince	Rmt	338.00
f	150 mm dia. pipe	Astral/ Supreme/ Prince	Rmt	740.00
40	Gate Valve - Bronze			
a	15 mm nominal bore	Zoloto / Link	Nos.	1,500.00
b	20 mm nominal bore	Zoloto / Link	Nos.	2,250.00
c	25 mm nominal bore	Zoloto / Link	Nos.	2,750.00
d	32 mm nominal bore	Zoloto / Link	Nos.	3,850.00
e	40 mm nominal bore	Zoloto / Link	Nos.	4,850.00
f	50 mm nominal bore	Zoloto / Link	Nos.	7,500.00
41	Ball Valve - CP Brass			
a	15 mm nominal bore	Zoloto / Link	Nos.	850.00
b	20 mm nominal bore	Zoloto / Link	Nos.	1,150.00
c	25 mm nominal bore	Zoloto / Link	Nos.	1,800.00
d	32 mm nominal bore	Zoloto / Link	Nos.	2,250.00
e	40 mm nominal bore	Zoloto / Link	Nos.	2,450.00
f	50 mm nominal bore	Zoloto / Link	Nos.	3,500.00
CARPENTARY ITEMS				
1	Flush Door			
a	40mm Thick		Sqm	1,509.00
b	35mm Thick		Sqm	1,304.00
c	25mm Thick		Sqm	1,058.00
d	19mm Thick		Sqm	918.00
2	Plywood			
a	6 mm thick (MR Grade)		Sqm	445.00
b	8 mm thick (MR Grade)		Sqm	570.00
c	12 mm thick (MR Grade)		Sqm	686.00
d	15 mm thick (MR Grade)		Sqm	840.00
e	18 mm thick (MR Grade)		Sqm	888.00
3	Teakwood			

S. No.	Description	Make	Unit	Rate (₹)
a	2 X 1 1/2"		Rmt.	189.00
b	3 X 1 1/2"		Rmt.	270.00
4	Bidding Patti			
a	1 X 1 1/4"		Rmt	51.00
b	1 X 1/2"		Rmt	37.00
5	Laminate (1mm thick)		Sqm	763.00
6	Laminate (0.8mm thick)		Sqm	260.00
7	Glass			
a	4 mm thick		Sqm	510.00
b	6 mm thick		Sqm	752.00
c	8 mm thick		Sqm	1,038.00
d	10 mm thick		Sqm	1,207.00
e	12 mm thick		Sqm	1,456.00
f	12mm thick (Toughened)		Sqm	2,500.00
8	Mortice lock (twin bolt)	Godrej	Nos.	3,970.00
9	Night Latch (6 lever) with keys	Godrej	Nos.	1,625.00
10	Cylindrical lock with keys (C. P.)	Godrej	Nos.	1,325.00
11	Door Handle lock with keys	Godrej	Nos.	1,774.00
12	Lock body (double locking)		Nos.	950.00
13	SS Door Handle (600 mm)	Godrej	Nos.	1,500.00
14	Brass Door Handle (600mm)	Godrej	Nos.	2,500.00
15	SS Aldrop (10" Brass)	Godrej	Nos.	1,025.00
16	SS Telescopic Drawer Channel	Godrej	Nos.	636.00
17	SS Wire mesh		Sqm	322.00
18	PVC Bird Net		Sqm	160.00
19	Mirror Box (SS)		Nos.	1,800.00
20	Powder coated curtain rod		Rmt.	130.00
21	Powder coated curtain rod end cap		Nos.	40.00
22	Powder coated curtain rod socket		Nos.	125.00
23	Powder coated curtain rod centre support		Nos.	80.00
LOCK REPAIRING & KEY MAKING (Inclusive of labour charges)				
1	Night Latch Repairing		Nos.	650.00
2	Lock body double locking repairing		Nos.	400.00
3	Night latch new key making		Nos.	550.00
6	Cylindrical lock key making		Nos.	600.00
ELECTRICAL ITEMS				
1	6 Amp	Legrand/Havells/ Anchor	Nos.	200.00
2	10 Amp	Legrand/Havells/ Anchor	Nos.	220.00
3	16 Amp	Legrand/Havells/ Anchor	Nos.	220.00

S. No.	Description	Make	Unit	Rate (₹)
4	20 Amp	Legrand/Havells/ Anchor	Nos.	240.00
5	25 Amp	Legrand/Havells/ Anchor	Nos.	240.00
6	32 Amp	Legrand/Havells/ Anchor	Nos.	240.00
7	40 Amp	Legrand/Havells/ Anchor	Nos.	600.00
8	Ceiling Fan 24" high Speed plus, Double bearing, energy efficient	Crompton Greaves /Havells/Orient	Nos.	2,024.00
9	Ceiling Fan 36" high Speed plus, Double bearing, energy efficient	Crompton Greaves /Havells/Orient	Nos.	2,024.00
10	Ceiling Fan 48" high Speed plus, Double bearing, energy efficient	Crompton Greaves /Havells/Orient	Nos.	2,030.00
11	Ceiling Fan 56" high Speed plus, Double bearing, energy efficient	Crompton Greaves /Havells/Orient	Nos.	2,140.00
12	Exhaust Fan 6" Transair, heavy duty,	Crompton Greaves /Havells/Orient	Nos.	1,648.00
13	Exhaust Fan 9" Transair, heavy duty,	Crompton Greaves /Havells/Orient	Nos.	1,856.00
14	Exhaust Fan 12" HEAVY DUTY	Crompton Greaves /Havells/Orient	Nos.	2,340.00
15	Wall Fan 16" WIND FLO,1900 RPM,	Crompton Greaves /Havells/Orient	Nos.	2,557.00
16	Pedestal Fan 16" WIND FLO, 1900 RPM, with heavy metallic base	Crompton Greaves /Havells/Orient	Nos.	3,450.00
17	Fan Bearing	SKF	Nos.	165.00
18	Fan Capacitor / Condenser 2.5 MFD B32415G5255J 213 2.50 MFD 440V PL25X40 PFT WW 100MM	EPCOS	Nos.	68.00
19	Fan Capacitor / Condenser 4 MFD B32415G5405J 213 4.00 MFD 440V PL25X50 PFT WW 100MM	EPCOS	Nos.	93.00
20	Switch Type Regulator	Roma/Anchor	Nos.	348.00
21	Socket Type Regulator	Roma/Anchor	Nos.	482.00
22	Plate Type Regulator	Anchor	Nos.	375.00
23	Switch type Step Regulator Dimmer	Anchor	Nos.	348.00
24	Geyser Altro 2 10 Ltrs V/H, 2KW,230V, 5 Star	Recold	Nos.	7,200.00
25	Geyser ALTRO 2 15Ltrs V/H, 2KW,230V,5 -Star	Recold	Nos.	9,413.00

S. No.	Description	Make	Unit	Rate (₹)
26	Geyser ALTRO 2 25Ltrs V/H, 2KW, 230V,5 -Star	Recold	Nos.	10,938.00
27	Geyser PRONTO NEO 1 L, 3KW Instant	Recold	Nos.	3,417.00
28	Geyser PRONTO NEO 3 L, 3KW Instant	Recold	Nos.	4,251.00
29	Geyser Coil 2/3 KW	Recold / Bajaj	Nos.	1,053.00
30	Connector Pipe Geyser 1/1/2 Foot & 3 Foot	of reputed make	Nos.	379.00
31	Thermostat	of reputed make	Nos.	889.00
32	ELCB 40 Amp 4025 24, 4 Pole 100 mA RCCB	Legrand/Siemens /Hagger	Nos.	4,066.00
33	ELCB 63 Amp 4024 90, 2 Pole 30 mA RCCB	Legrand/Siemens /Hagger	Nos.	3,956.00
34	ELCB 63 Amp 4025 25,4 Pole 100 mA RCCB	Legrand/Siemens /Hagger	Nos.	4,318.00
35	METAL PLUG AND SOCKET DBS 6078 41, 20 A SP	Legrand/Siemens /Hagger	Nos.	1,652.00
36	ELCB+ MCB 63 Amp 4 (FP) 300 Ma	Legrand/Siemens /Hagger	Nos.	5,710.00
37	MCB 6-32 Amp Single Pole 10 kA, C- Curve	Legrand/Siemens /Hagger	Nos.	262.00
38	MCB 16-32 Amp Single Pole 10 kA, C- Curve	Legrand/Siemens /Hagger	Nos.	262.00
39	MCB 16-32 Amp Double Pole 10 kA, C- Curve	Legrand/Siemens /Hagger	Nos.	786.00
40	MCB 16-32 Amp Triple Pole 10 kA, C- Curve	Legrand/Siemens /Hagger	Nos.	1,282.00
41	MCB 16-32 Amp Four Pole 10 kA, C-Curve	Legrand/Siemens /Hagger	Nos.	1,732.00
42	MCB 40-63 Amp Single Pole 10 kA, C- Curve	Legrand/Siemens /Hagger	Nos.	574.00
43	MCB 40-63 Amp Double Pole 10 kA, C- Curve	Legrand/Siemens /Hagger	Nos.	1,264.00
44	MCB 40-63 Amp Triple Pole 10 kA, C- Curve	Legrand/Siemens /Hagger	Nos.	1,958.00
45	MCB 40-63 Amp Four Pole 10 kA, C-Curve	Legrand/Siemens /Hagger	Nos.	2,498.00
46	Socket Piano Type 15/16 Amp	Anchor	Nos.	95.00
47	Switch Piano Type 15/16 Amp	Anchor	Nos.	86.00
48	Socket Piano Type 5/6 Amp	Anchor	Nos.	37.00
49	Switch Piano Type 5/6 Amp	Anchor	Nos.	23.00
50	Bell Switch Piano Type 5/6 Amp	Anchor	Nos.	40.00
51	Bed Switch	Anchor	Nos.	45.00
52	Multi Plug 15/16 Amp	Anchor	Nos.	113.00
53	Multi Plug 5/6 Amp	Anchor	Nos.	72.00
54	Combined Box	Anchor	Nos.	175.00
55	Socket 15/16 Amp Modular	MK / Legrand / Crabtree / Roma	Nos.	191.00

S. No.	Description	Make	Unit	Rate (₹)
56	Switch 15/16 Amp Modular	MK / Legrand / Crabtree / Roma	Nos.	154.00
57	1 Module Surface Plate	MK / Legrand / Crabtree / Roma	Nos.	65.00
58	Switch 5/6 Amp 2 Way Modular	MK / Legrand / Crabtree / Roma	Nos.	104.00
59	3 Module Surface Box	MK / Legrand / Crabtree / Roma	Nos.	88.00
60	3 Module Surface Plate	MK / Legrand / Crabtree / Roma	Nos.	103.00
61	4 Module Surface Box	MK / Legrand / Crabtree / Roma	Nos.	101.00
62	4 Module Surface Plate	MK / Legrand / Crabtree / Roma	Nos.	105.00
63	Socket 5/6 Amp Modular	MK / Legrand / Crabtree / Roma	Nos.	170.00
64	Switch 5/6 Amp Modular	MK / Legrand / Crabtree / Roma	Nos.	113.00
65	Switch 6 Amp / 1 Way Bell Switch	MK / Legrand / Crabtree / Roma	Nos.	150.00
66	Telephone Socket	MK / Legrand / Crabtree / Roma	Nos.	137.00
67	Concealed metal box 4 module	MK / Legrand / Crabtree / Roma	Nos.	108.00
68	Concealed metal box 6 module	MK / Legrand / Crabtree / Roma	Nos.	145.00
69	Concealed metal box 8 module	MK / Legrand / Crabtree / Roma	Nos.	170.00
70	Concealed metal box 12 module	MK / Legrand / Crabtree / Roma	Nos.	222.00
71	1 Module Surface Box	MK / Legrand / Crabtree / Roma	Nos.	76.00
72	2 Module Surface Box	MK / Legrand / Crabtree / Roma	Nos.	78.00
73	3 Module Surface Box	MK / Legrand / Crabtree / Roma	Nos.	92.00
74	4 Module Surface Box	MK / Legrand / Crabtree / Roma	Nos.	102.00
75	6 Module Surface Box	MK / Legrand / Crabtree / Roma	Nos.	124.00
76	8 Module surface Box	MK / Legrand / Crabtree / Roma	Nos.	164.00
77	12 Module surface Box	MK / Legrand / Crabtree / Roma	Nos.	156.00
78	1 Module surface Plate	MK / Legrand / Crabtree / Roma	Nos.	76.00
79	2 Module Surface Plate	MK / Legrand / Crabtree / Roma	Nos.	79.00
80	3 Module surface Plate	MK / Legrand / Crabtree / Roma	Nos.	83.00
81	4 Module Surface Plate	MK / Legrand / Crabtree / Roma	Nos.	96.00

S. No.	Description	Make	Unit	Rate (₹)
82	6 Module Surface Plate	MK / Legrand / Crabtree / Roma	Nos.	123.00
83	8 Module Surface Plate	MK / Legrand / Crabtree / Roma	Nos.	170.00
84	12 Module Surface Plate	MK / Legrand / Crabtree / Roma	Nos.	175.00
85	Socket 5/6 Amp Modular	MK / Legrand / Crabtree / Roma	Nos.	150.00
86	Switch 5/6 Amp Modular	MK / Legrand / Crabtree / Roma	Nos.	109.00
87	Socket 15/16 Amp Modular	MK / Legrand / Crabtree / Roma	Nos.	244.00
88	Switch 15/16 Amp Modular	MK / Legrand / Crabtree / Roma	Nos.	140.00
89	Switch 5 Amp 2 Way Modular	MK / Legrand / Crabtree / Roma	Nos.	160.00
90	Bell Switch Modular	MK / Legrand / Crabtree / Roma	Nos.	175.00
91	Blank Plate	MK / Legrand / Crabtree / Roma	Nos.	40.00
92	Buzzer Bell switch Modular	MK / Legrand / Crabtree / Roma	Nos.	255.00
93	Telephone Socket Modular	MK / Legrand / Crabtree / Roma	Nos.	160.00
94	Top 15/16 Amp 3 Pin	MK / Legrand / Crabtree / Roma	Nos.	95.00
95	Top 5/6 Amp 3 Pin	MK / Legrand / Crabtree / Roma	Nos.	75.00
96	2 Way Gang Box	Anchor	Nos.	30.00
97	4 Way Gang Box	Anchor	Nos.	42.00
98	1 Way Gang Box	Anchor	Nos.	25.00
99	Square Box	Anchor	Nos.	27.00
100	DP Switch 32 Amp	Anchor	Nos.	210.00
101	Adaptor Holder	Anchor	Nos.	50.00
102	Batten Holder	Anchor	Nos.	43.00
103	Pendent Holder	Anchor	Nos.	42.00
104	PL Tube Holder	Anchor	Nos.	42.00
105	Tube side Holder	Anchor	Nos.	34.00
106	Tube Starter Holder	Anchor	Nos.	30.00
107	Dyna SW/SOC Combine Plate 6 Amp	DYNA	Nos.	142.00
108	Dyna Combine Plate 6/16 Amp	DYNA	Nos.	164.00
109	Ceiling Rose 6 Amp	Anchor	Nos.	40.00
110	Bell Ding Dong	Anchor	Nos.	180.00
111	T-5 /28 Watt Tube Fitting	Philips / CG / Wipro	Nos.	Nil
112	20 Watt LED Tube Fitting (4 Feet)	Philips / CG / Wipro	Nos.	556.00
113	10Watt LED Tube fitting (2 feet)	Philips / CG / Wipro	Nos.	490.00

S. No.	Description	Make	Unit	Rate (₹)
114	T-5 /14 Watt Tube Fitting	Philips /CG/WIPRO	Nos.	550.56
115	PL Tube 10 Watt	Phillips	Nos.	108.44
116	PL Tube 11 Watt	Phillips	Nos.	105.00
117	PL Tube 13 Watt	Phillips	Nos.	112.78
118	PL Tube 18 Watt	Phillips	Nos.	128.33
119	PL Tube 18 Watt 4 Pin	Phillips	Nos.	138.44
120	PL Tube 26 Watt	Phillips	Nos.	167.89
121	PL Tube 36 Watt	Phillips	Nos.	149.78
122	PL Tube 9 Watt	Phillips	Nos.	93.78
123	Tube Light 18/20 Watt	Phillips	Nos.	57.89
124	Tube Light 36/20 Watt	Phillips	Nos.	60.44
125	Tube Light T-5 14 Watt	Phillips	Nos.	128.78
126	Tube Light T-5 28 Watt	Phillips	Nos.	133.89
127	Tube Starter 40/20 Watt	Phillips	Nos.	26.89
128	100 Watt Bulb	Phillips	Nos.	29.00
129	25 Watt CFL TORNADO	Phillips	Nos.	291.00
130	0.5 Watt LED Bulb	Philips / CG / Wipro / Havells	Nos.	60.00
131	3 Watt LED Bulb	Philips / CG / Wipro / Havells	Nos.	130.00
132	5Watt LED Bulb	Philips / CG / Wipro / Havells	Nos.	150.00
133	7 Watt LED Bulb	Philips / CG / Wipro / Havells	Nos.	160.00
134	9 Watt LED Bulb	Philips / CG / Wipro / Havells	Nos.	175.00
135	15 Watt LED Bulb	Philips / CG / Wipro / Havells	Nos.	300.00
136	5 Watt CFL	Phillips	Nos.	124.00
137	11-15 Watt CFL Bulb	Phillips	Nos.	175.44
138	18 Watt CFL Bulb	Phillips	Nos.	200.89
139	23 Watt CFL Bulb	Phillips	Nos.	251.22
140	8 Watt CFL Bulb	Phillips	Nos.	143.00
141	9 Watt CFL Bulb	Phillips	Nos.	121.00
142	Chock Copper 18/20	Phillips	Nos.	179.00
143	Chock Copper 36/40 Watt	Phillips	Nos.	170.00
144	Chock Electronics 18/36/40 Watt	Phillips	Nos.	221.11
145	Chock 13/18 Watt PL	Phillips	Nos.	174.00
146	Chock 26/36 Watt PL	Phillips	Nos.	189.00
147	1 Sq. mm Wire 1.1 KV grade FRLS Multistrand Copper Wire	Polycab/Havells/Finiolox	Rmt.	22.00
148	1.5 Sq. mm Wire 1.1 KV grade FRLS Multistrand Copper Wire	Polycab/Havells/Finiolox	Rmt.	26.00
149	2.5 Sq. mm Wire 1.1 KV grade FRLS Multistrand Copper Wire	Polycab/Havells/Finiolox	Rmt.	36.00
150	4 sq. mm Wire	Polycab/Havells/Finiolox	Rmt.	51.00

S. No.	Description	Make	Unit	Rate (₹)
151	6 Sq. mm Wire 1.1 KV grade FRLS Multistrand Copper Wire	Polycab/Havells/Finiolex	Rmt.	65.00
152	3 Core 2.5 Sq.mm Flexible Cable 650 V/1.1 KV Grade, FR ISI mark	Polycab/Havells/Finiolex	Rmt.	97.00
153	2 Pair Telephone Wire	Delton / Systemax/D-Link / Finiolex	Rmt.	30.00
154	3 Pair Telephone Wire	Delton / Systemax/D-Link / Finiolex	Rmt.	34.00
155	T.V Cable RG 6/11	Polycab/Havells/Finiolex	Rmt.	60.00
156	Casing Capping Patty 1"	Plastoplast/Modi	Rmt.	60.00
157	Casing Capping Patty 3/4 "	Plastoplast/Modi	Rmt.	55.00
158	LED downlight (Round, Recessed) LHEBKJP7IZ1W003 / Equivalent, 3Watt	Philips/ Wipro/ Havells/Crompton	Nos.	630.00
159	LED downlight (Round, Recessed) LHEBKJP7IZ1W005 / Equivalent, 5Watt	Philips/ Wipro/ Havells/Crompton	Nos.	720.00
160	LED downlight (Round, Recessed) LHEBKJP7IZ1W009 / Equivalent, 9Watt	Philips/ Wipro/ Havells/Crompton	Nos.	1,080.00
161	LED downlight (Round, Recessed) LHEBKJP7IZ1W015 / Equivalent, 15Watt	Philips/ Wipro/ Havells/Crompton	Nos.	1,355.00
162	LED downlight (Round, Recessed) LHEBKJP7IZ1W018/ Equivalent, 18Watt	Philips/ Wipro/ Havells/Crompton	Nos.	1,535.00
163	LED downlight (Surface) LHEAABP7IL1W006/Equivalent, 6 Watt	Philips/ Wipro/ Havells/Crompton	Nos.	895.00
164	LED downlight (Surface) LHEAABP7IL1W012/Equivalent, 12 Watt	Philips/ Wipro/ Havells/Crompton	Nos.	1,220.00
165	LED downlight (Surface) LHEAABP7IL1W018/Equivalent, 18 Watt	Philips/ Wipro/ Havells/Crompton	Nos.	1,690.00
166	LED (2' X 2'), Recessed light VENUSNEOHE2x2plr34wLED8 XXS	Philips/ Wipro/ Havells/Crompton	Nos.	3,500.00
167	LED (2' X 2'), Recessed light VENUSNEOHE2x2plr36wLED8 XXS	Philips/ Wipro/ Havells/Crompton	Nos.	3,500.00
168	LED downlight DN192B LED9S-6500 PSU WH S1, 15 WATT	PHILIPS/ WIPRO/BAJAJ	Nos.	Nil
169	LED Downlight (Surface mounted) DN170C LED10S-6500 PSU WH , 15 WATT	PHILIPS/ WIPRO/BAJAJ	Nos.	Nil

S. No.	Description	Make	Unit	Rate (₹)
170	Led Bulkhead WT202W P LED 6S CW PSU S1 PC P3495,10 WATT	PHILIPS/ WIPRO/BAJAJ	Nos.	Nil
171	LED Street Light ENDURAPEARLSL20WLED757 SASYTOPC	Philips/ Wipro/ Havells/Crompton	Nos.	2,300.00
172	LED Street Light ENDURALITEPLATSL30WLED 757SASYBOPC	Philips/ Wipro/ Havells/Crompton	Nos.	2,800.00
173	LED Street Light ENDURAPEARLNEOSL40WLE D757PASYSYTOPC	Philips/ Wipro/ Havells/Crompton	Nos.	4,200.00
174	LED Street Light ENDURAPEARLPLUSL70WLED757SASYTOPC	Philips/ Wipro/ Havells/Crompton	Nos.	6,850.00
175	Led Street Light BRP022 LED 21 CW MR S1 PSU GR, 20 WATT	PHILIPS/ WIPRO/BAJAJ	Nos.	Nil
176	Led Street Light BPR409 LED CW 036 MR FG PSU GR,36 WATT	PHILIPS/ WIPRO/BAJAJ	Nos.	Nil
177	12Way SPN double door power coated DB with MCB 10 KA Braking Capacity. Incoming: 1 nos. 63 Amps, 2 pole ELCB and Outgoing:- 10 nos. 20 Amps/16 Amps SP MCB.	Legrand/Siemens /Hagger	Nos.	9,357.22
178	Buyback of Old Storage Type Geyser 10ltrs / 15 Ltrs / 25 Ltrs	Any Make	Nos.	210.00
179	Buyback of Old Instant Type Geyser 1 Ltr / 3 Ltrs	Any Make	Nos.	60.00
180	Buyback of Old Fans Ceiling / Wall / Table Fan of all size	Any Make	Nos.	50.00
TELECOM LAN ITEMS				
1	Supply of PVC cable 2 pair	Delton / Polycab / Finolex	Meter	19.00
2	Supply of PVC cable 5 pair	Delton / Polycab / Finolex	Meter	28.00
3	Supply of telephone line cord	Max / Finolex	Nos.	68.00
4	Supply of telephone coil cord	Max / Finolex	Nos.	87.00
5	Supply of 10 pair Krone strip of Krone make	Krone Make	Nos.	180.00
6	Termination of Krone strip (10 pair of one strip)	Krone Make	strip	35.00
7	Feruling Charges at both ends		Point	3.00
8	Supply of RJ 11 connector	Max / D-Link	Nos.	8.00
9	RJ 11 Crimping charges		Nos.	35.00
10	Neatly Re-Termination, Redressing and labelling of wires & Jumpering/rejumpering in		Per 10 pair Krone Module	15.00

S. No.	Description	Make	Unit	Rate (₹)
	existing 10/50/100 pair Krone module			
11	Neatly Termination, Dressing and labelling of wires & Jumpering/re numbering for new Krone Modules - 10 pair Krone Module		Per 10 pair Krone Module	15.00
12	Supply of 10 pair MDF Box	QC MAKE/MDF MAKE	Nos.	340.00
13	Supply of 20 pair MDF Box	QC MAKE/MDF MAKE	Nos.	387.00
14	Supply of 50 pair MDF Box	QC MAKE/MDF MAKE	Nos.	860.00
15	Supply of 100 pair MDF box	QC MAKE/MDF MAKE	Nos.	1,485.00
16	Supply of 0.51mm Jumper wire (200-meter coil)	Reputed Make	Nos.	650.00
17	Supply of UTP Cat-6 Cable	D-Link / AMP / Krone / Systemax	Meter	32.00
18	Supply of Cat-6 Information outlet (I/O)	D-Link / AMP / Krone / Systemax	Nos.	196.00
19	Supply of surface mount box singlex	D-Link / AMP / Krone / Systemax/Anchor	Nos.	29.00
20	Supply of conceal metal box singlex	D-Link / MK / Anchor/Schneider	No.	58.00
21	Supply of single face plate	D-Link / AMP / Krone / Systemax	Nos.	75.00
22	Supply of dual face plate	D-Link / AMP / Krone / Systemax	Nos.	95.00
23	Supply of quad face plate	D-Link / AMP / Krone / Systemax	Nos.	150.00
24	I/O Termination charges		Nos.	35.00
25	Supply of RJ 45 connector	D-Link / AMP / Krone / Systemax	Nos.	15.00
26	RJ 45 Crimping charges		Nos.	35.00
27	Supply of Double ended Factory crimped UTP Cat - 6 Patch cord	D-Link / AMP / Krone / Systemax		
a	Patch cord of length 1 meter		Nos.	169.00
b	Patch cord of length 2 meter		Nos.	184.00
c	Patch cord of length 5 meter		Nos.	267.00
d	Patch cord of length 10 meter		Nos.	527.00
28	HDMI patch Cord - 2 meter	Kramer / Belkin / MK	Nos.	365.00
29	HDMI patch Cord - 10 meter	Kramer / Belkin / MK	Nos.	875.00
30	HDMI patch Cord - 15 meter	Kramer / Belkin / MK	Nos.	1,090.00
31	HDMI patch Cord - 20 meter	Kramer / Belkin / MK	Nos.	1,670.00
Note: If required, telephone / LAN / intercom / other cabling works on need basis to be carried out at Banks approved rates made available at that time and as per the instruction of Engineer-in-charge of the Bank.				

NOTE:

- The above rates will remain fixed for the entire duration of contract period and no price escalation shall be admissible during such period.

2. The Bank may consider renewal of rates at the time of renewal of contract at its sole discretion and the same cannot be claimed as a right by the bidder.
3. The bills for the reimbursement of these items should be supported with GST paid invoices.
4. The cost for reimbursement of items not covered hereinabove shall be derived based on prevailing market rates on production of GST paid bills / invoices against purchase of materials provided prior approval from the engineer in charge has been obtained.
5. The cost of telephone and cordless instrument (Panasonic make) shall be derived based on prevailing market rates provided prior approval from the engineer in charge has been obtained.

Annexure – ‘Q’

DETAILS OF PREMISES

Sr No	Name and Address of the Building	Details	Area in SFT	Total no of flats
1	UTI Officer Quarters Bandra BKC Mumbai	2 BHK	800	23
2	RNA Heights Mjas Depot JVLR Andheri East Mumbai	2 BHK	974	5
3	Kalpataru Estate Near Majas Depot JVLR Andheri East Mumbai	2 BHK	1098	8
4	Akruti Archid Park Sakinaka Andheri East Mumbai 400 072	2 BHK	693	15
5	Premier Emperor Vill Marol Saki Vihar Road Andheri East Mumbai	2 BHK	818	20
6	The Orchard Residence L B S Marg Ghatkopar Mumbai	2 BHK	864/798	17
				88

*****END OF ATC*****