



भारतीय रिज़र्व बैंक
मानव संसाधन प्रबंध विभाग
नागपुर



NOTICE INVITING E-TENDER

1. E-tenders are invited under the Two-Bid system from Category-I Chartered Accountant Firms registered with ICAI for Vidarbha Region for Appointment of Concurrent Auditor for a period of one year w.e.f. October 01, 2024 to September 30, 2025 for Reserve Bank of India, Nagpur.
2. The intending bidders should refer to the scope of work, terms and conditions of the tender before submitting the bid.
3. Before submitting the tender, the bidders may satisfy themselves as to the eligibility and other criteria prescribed therein. It may also be noted that the terms and conditions specified herein are indicative in nature and the same shall not restrain the Bank from imposing or requiring the bidder to agree upon such further or other terms and conditions at the time of executing the agreement with the successful bidder, or to alter, modify or omit the terms and conditions contained herein, as are considered necessary for the due and proper execution of the work to be awarded under this tender.
4. Corrections, if any, in the quotation shall be duly authenticated with full signature of an authorised person.
5. Bidder/ authorised signatory of the bidder shall sign on each page of the tender.
6. In the first stage, the Technical Bid (Part-I) will be opened on August 20, 2024 (03.00 PM) at RBI, Nagpur. The bid of any bidder who has not complied with one or more of the conditions prescribed in the terms and conditions will be summarily rejected. Subsequently, the selected technical bids will be evaluated as per the methodology given in the tender document. Decision in this regard will be at the sole discretion of the Reserve Bank of India.
7. The Financial Bid (Part-II) of only those bidders, who have been short-listed in first stage, i.e., Technical Bid (Part-I) will be opened. The bidders who have been short-listed will be

intimated regarding date and time of opening the financial bids.

8. No deviations/ conditions shall be stipulated by the Concurrent Auditor in both technical and financial bids. **Conditional tenders will not be accepted and will be summarily rejected.**

9. Tender would remain open for acceptance for 90 days from the date of opening Technical Bid (Part-I) of the tender or till the date of finalisation of tender, whichever is earlier.

10. Earnest Money Deposit: EMD @ 2% of the total contract will be collected from all the bidders through NEFT before finalizing the appointment.

11. EMD of the successful bidder shall be forfeited if the bidder:

- i. makes misleading or false representations in the forms, statements and attachments submitted, suppressed any material information, details of any legal proceedings pending in the court which might otherwise would have created any impact on the eligibility criteria.
- ii. withdraws his Bid during the period of Bid validity, or
- iii. has been blacklisted by any government agency and the blacklist is still in force.

12. Falsification/ suppression of information shall lead to disqualification of the bidder/ cancellation of contract even after award of work during the currency of the contract.

13. Canvassing or offer of an advantage or any other inducement by any person with a view to influencing acceptance of a bid will be an offence under relevant laws as applicable in the matter. Such action will result in the rejection of bid, in addition to other punitive measures.

14. The Bank is not bound to accept the lowest tender and reserves the right to accept either in full or in part any tender or to reject any or all of the tenders received without assigning any reason thereof.

15. In case the bidder has any doubt about the meaning of anything contained in the tender document, he/ she shall seek clarification from Manager, ABCC, HRMD at least ten days before submitting his/ her bid. Any such clarification, together with all details on which clarification had been sought, will also be forwarded to all bidders without disclosing the identity of the bidder seeking clarification. All communications between the bidder and the Bank shall be carried out in writing. Except for any such written clarification by the Bank which is expressly stated to be an addendum to the tender document issued by the Manager, ABCC,

HRMD, RBI Nagpur, no written or oral communication, presentation or explanation by any other employee of the Bank shall be taken to bind or fetter the Bank under the contract.

16. A pre-bid meeting will be held at 11.00 AM on August 05, 2024 at Reserve Bank of India, Nagpur to discuss/ clarify queries pertaining to the tender. **No separate communication will be sent for this meeting.** All the intending tenderers are advised to study the tender documents before attending the scheduled meeting.

SCHEDULE OF TENDER

Note: This is a limited tender enquiry through MSTC portal. Bidders are advised to first visit our website <https://www.rbi.org.in> through 'Tenders' link to check their eligibility. Eligible firms wishing to apply should register themselves with MSTC Portal (www.mstcecommerce.com/eprocn) and apply online only.

I.	e-Tender No.	RBI/Nagpur Regional Office/ HRMD/1/24-25/ET/264
II.	Mode of Tender	e-Procurement System (Online Part I – Technical Bid and Part II - Financial Bid through www.mstcecommerce.com/eprocn
III.	Date of Notice Inviting e-Tender available for download on RBI website	July 26, 2024 from 03.00 PM onwards
IV.	Pre-Bid meeting	August 05, 2024 at 11.00 AM (Offline mode)
V.	Venue of the Pre-Bid Meeting	Reserve Bank of India Main Office Building 1 st Floor Conference Room, Dr. Raghavendra Rao Road Civil Lines, P.B.No.15, Nagpur - 440 001
VI.	Estimated value of tender, i.e., Minimum remuneration fee (per month)	₹1,36,000/- per month (including all costs and excluding GST) i.e Rs 16,32,000 for 12 months (including all costs and excluding GST)

VII.	Earnest Money Deposit (EMD)	₹38,515/- (2% of Estimated Cost) To be deposited by all bidders through NEFT in favour of Reserve Bank of India, Nagpur by 12 pm of August 20, 2024. Details of NEFT- Beneficiary Name: Reserve Bank of India Beneficiary Account No. – 8714295 IFSC Code – RBIS0NGPA01 (5th and 10th digit is zero) [Note: Mention Name/ Company Name of the vendor in NEFT transaction remarks]
VIII.	Transaction fees	Payment of Transaction Fee, as mentioned in the MSTC portal, through MSTC payment gateway by NEFT/ RTGS in favour of MSTC Ltd. The bidder shall bear the cost of the transaction fee.
IX.	Date & time of Commencement of online submission of e-tender (Technical Bid and Financial Bid) on the MSTC portal	July 26, 2024, 03.00 PM onwards
X.	Date & time of Closing of online submission of e-tender (Technical Bid and Financial Bid) on the MSTC portal	August 20, 2024 02.00 PM
XI.	Date & time of opening of Part - I (Technical Bid)	August 20, 2024 03.00 P.M.
XII.	Date of opening of Part - II (Financial Bid)	Part-II (Financial Bid) will be opened electronically of only those bidder(s) whose Part-I (Technical Bid) is found acceptable by RBI, Nagpur. Such bidder(s) will be intimated regarding date of opening of Part- II (Financial Bid) on valid e-mail Ids provided by them.

(i) The Bank reserves the right to accept or reject any or all Bids without assigning any reasons and also reserves the right to relax any of the terms and conditions.

(ii) No bidder shall have any cause of action or claim against the Bank for rejection of their Bid.

(iii) All information submitted in response to this tender shall be the property of Reserve Bank of India and it shall be free to use the concept of the same at its will.

Note: This notice is being published for information only and is not an open invitation to quote in this limited tender. Participation in this tender is by invitation only and is limited to the selected Procuring Entity's enlisted contractors. Unsolicited offers are liable to be ignored. However, contractors who desire to participate in such tenders in future may apply for enlistment with RBI as per procedure.

Regional Director
Reserve Bank of India
Nagpur