



ई - निविदा प्रपत्र – टेक्निकल बीड
सेंट्रल बैंक ऑफ इंडिया के
317 एम जी मार्ग, पुणे स्थित
आंचलिक कार्यालय भवन का
स्ट्रक्चरल ऑडिट करने के लिए कंसल्टेंट की नियुक्ति हेतु

निविदाकार का नाम :- _____

निविदा प्रस्तुत करने की अंतिम तिथि: 25/08/2025 दोपहर 03:00 बजे तक

निविदा खोलने की तिथि (केवल प्रि-क्वालीफिकेशन/टेक्निकल निविदा) : 25/08/2025 दोपहर 03:30 बजे

निविदा शुल्क: डिमांड ड्राफ्ट के रूप में ₹2,000 (₹ दो हजार मात्र) अप्रतिदेय

बयाना जमा राशि: डिमांड ड्राफ्ट के रूप में ₹ 5000.00 (₹ पाँच हजार मात्र)

सेंट्रल बैंक ऑफ इंडिया,
व्यवसाय सहायता विभाग
पहिली मंजिल आंचलिक कार्यालय
317 एम जी मार्ग, कैप
पुणे 411001
दूरभाष:- 020-26131611-14



Tender Document – Technical Bid

For

Consultancy and Conducting of Structural Audit and NDT of Bank's Buildings at 317, M G Road, Camp, Pune 411001

Name of the Tenderer: - _____

Last Date of Submission: 25/08/2025 at 3.00 PM

Date of Opening of Pre-Qualification/Technical bid: 25/08/2025 at 3.30 PM

Tender fee: ₹ 2,000.00 non-refundable in the form of DD

Earnest Money Deposit: ₹ 5000.00 DD in favor of Central Bank of India, Payable at Pune

CENTRAL BANK OF INDIA,
General Administration Department,
1st floor, Zonal Office,
317, M G Road, Camp,
Pune 411001
Ph: - 020-26131611-14



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PRE-QUALIFICATION BID NOTICE

Central Bank of India invites applications under “Two Bid System” on prescribed forms for the under noted works from reputed Consultancy Firms/Companies engaged in conducting structural audit, Non-destructive testing of structures & allied works of multi- storied buildings

BID NOTICE

Central Bank of India, Business Support Department, 1st floor, Zonal Office, 317, M G Road, Camp, Pune 411001 invites applications on prescribed forms for the undernoted works from reputed Consultancy Firms/Companies/Agencies engaged in conducting Structural audit and Non-destructive testing of structures & allied works of buildings.

Name of work	Consultancy and Conducting of Structural Audit and NDT of Bank's Buildings at 317, M G Road, Camp, Pune 411001
Last date and time of submission of bids	Up to 15.00 hrs. on (25/08/2025) in the office of the Asst General Manager, Business Support Department, Zonal Office, Pune
Availability of Bid document	Bid document available on bank's website www.centralbankofindia.co.in and https://centralbank.abcprocure.com/ which is to be submitted online on https://centralbank.abcprocure.com/ The Technical Bid as well as Price Bid are to be submitted online in e-Tendering portal https://centralbank.abcprocure.com only. To upload 'TECHNICAL BID' & 'PRICE BID' the vendor/ Tenderer should have DIGITAL SIGNATORY TOKEN. Scanned copies of the relevant documents as per Tender requirements are to be uploaded with the Technical Bid.

Minimum Eligibility Criteria:

The Firm/Company:-

1. Should have at least 5 years of experience in the field of Consultancy and conducting of Structural Audit and NDT of various mid-rise Buildings. Should have services of Licensed Structural Engineers registered with appropriate authorities authorized for the Structural Audit/NDT works.
2. Experience of Structural Audit as per the guidelines of the Indian Society of Structural Engineers is essential.
3. Should have successfully completed in last 3 Financial Years, at least three work-orders in the field of Consultancy for Structural Audit/Space Audit of various Buildings of similar scale and magnitude including conducting NDT, preparation of BOQ with estimates, drawings/specifications based on NDT for reputed organisations.
4. Should submit audited balance sheets / P&L account and Income Tax clearance certificates for the last 3 financial years

Interested applicants should submit their application as per enclosed Proforma & Annexure giving requisite details on online in e-Tendering portal <https://centralbank.abcprocure.com> only.. All documents should be duly signed and stamped by an authorized signatory of the firm / company and all facts/figures should be supported by appropriate documentary evidence / certificates should be uploaded on the website. To upload 'TECHNICAL BID' & 'PRICE BID' the vendor/ Tenderer should have DIGITAL SIGNATORY TOKEN. Scanned copies of the relevant documents as per Tender requirements are to be uploaded with the Technical Bid.

BROAD SCOPE OF CONSULTANCY WORK: - STRUCTURAL AUDIT

1. Structural audit shall be carried out as a qualitative assessment in accordance with latest guidelines of Indian Society of structural engineers. Visual health inspection of buildings covering internal, external and common areas using light tapping hammer, marking in floor plans all the visible defects, deterioration and quantification.
2. Assessment of damages of RCC members through NDT (Non-Destructive Testing) with calibration chart for the site. Initially digital rebound hammer test and if necessary Ultrasonic Pulse Velocity test, Half Cell Potential test, carbonation depth test, core test, chemical test etc. Necessity of which will be decided after inspection.
3. Finding the probable causes of damages, seepage / leakages and status of external plumbing installations.
4. Preparation of detailed report based on visual inspection, NDT, suggesting/ phasing out priority wise repair/ remedial and retrofitting methodology supported by photographs wherever necessary.
5. Preparation of detailed estimate for proposed structural repairs/ restoration, rectification work of specialized nature with BOQ (Bill of Quantities) if any required.

A. Preliminary Work (Part of Report)

- Collection of preliminary data.
- Pre-repair survey (field work}
- Submission of survey report, general defects and damages, general recommendations, budgetary estimate in the descending order of preference, generalized bill of quantities

B. Pre-repair Planning.

- Evaluation of methodology and repair strategy.
- Detailed estimation of quantities.

The offer shall include the professional charges for all the consultancy services mentioned above and submitted as financial bid in separate sealed cover. The other details such as registration etc. with appropriate authority, qualification, work done details, etc. shall be submitted in a separate cover.

**Asst General Manager
Zonal Office, Pune**

INSTRUCTIONS TO THE PQ BIDDER

1. All PQ bid papers annexed along with the **Technical Bid'** document should be **serially numbered on the top right hand corner** of every page.
2. All pages of the technical bid document should be duly signed and stamped by the authorized signatory of the applicant. The PQ bid document should be submitted in original. Technical bid document not submitted in original will be rejected.
3. Tenders should be submitted electronically, which is available for e-bidding on <https://centralbank.abcpocure.com/>, Tender document will be available from 01/08/2025 and shall be submitted **on or before 25/08/2025 at 3.00 PM**. Technical bid will be opened on **25/08/2025 at 3.30 PM** in online mode.
4. The employer (Central Bank of India) does not bind itself to accept the lowest or any TENDER, and Central Bank of India reserves its right of accepting the whole or any part of the TENDER and the Bidder shall be bound to perform the same at the rate quoted.
5. Technical/PQ bid and the Financial bid should be submitted separately as per documents attached clearing naming as financial bid and technical bid.
6. The Bidder will not be permitted to quote for works in Central Bank of India where a relative is posted.
7. TENDER submitted shall remain valid for 120 days from the date of opening for the purpose of acceptance and award of work, validity beyond 120 days from the date of opening shall be by mutual consent.
8. The Bidder shall quote rates both in figures and words. On check if there are differences between the rates quoted by the Bidder in words and in figures, the rates in words will be considered as final.
9. Before quoting, the Bidder shall inspect the site, to fully acquaint himself about the condition in regard to accessibility of the site, working condition of site and locality including installations of tools and plants (T&P) etc., conditions affecting accommodations and movement of personnel etc. required for the satisfactory execution of the work contract. No claim whatsoever on such account shall be entertained by the Employer in any circumstances.
10. Except writing rates and amounts, the Bidder should not write any conditions or make any changes, additions, alterations and modifications in the Tender. No conditional rebate will be accepted.
11. Bidder should attach required proofs (Photocopies) for the eligibility in support of works of similar nature, for a minimum value as indicated in Technical Bid should also be submitted.
12. **JVs/ Consortiums/ MOUs shall not be considered.**

13. Canvassing in connection with the Tenders is prohibited and the Tenders submitted by the consultant who resorts to canvassing are liable for rejection.
14. The Audit reports in hard copy should be submitted in triplicate in hard as well as soft form.
15. As the building is old, Central Bank of India may not be able to provide all DATA, Drawings & Documents related to the building. However the data available with us shall be made available to the consultant. All the necessary works related to the Job component shall be under the scope of the party.
16. Any bid sent through registered/ordinary post etc., should be avoided and shall be considered as invalid and will be rejected. The envelopes should clearly reflect the applicant's name, address and name of the work.

Instructions to Bidders – e tendering

1. The Bidders participating through e-Tendering for the first time, for Central Bank of India will have to complete the Online Registration Process on the portal. All the bidders interested in participating in the online e-Tendering process are required to procure Class II or Class III Digital e-Token having -2- certificates inside it, one for Signing/Verification purpose and another for Encryption/Decryption purpose. The tender should be prepared & submitted online using the bidder's authorized individual's (Individual certificate is allowed for proprietorship firms) Digital e-Token. If any assistance is required regarding e-Tendering (registration / upload / download/ Bid Preparation / Bid Submission), please contact on the support numbers given in the support details.

2. Registration Process for Bidders

- a) Open the URL: <https://centralbank.abcprocure.com/EPROC/>
- b) On Right hand side, Click and save the Manual "**Bidder Manual for Bidders to participate on e-tender**"
- c) Register yourself with all the required details properly.
- d) **TRAINING:** Agency appointed by the Bank will provide user manual and demo / training for the prospective bidders
- e) **LOG IN NAME & PASSWORD:** Each Vendor / Bidder will be assigned a Unique User Name & Password by the agency appointed by the Bank. The Bidders are requested to change the Password and edit the information in the Registration Page after the receipt of initial Password from the agency appointed by the Bank.

GENERAL TERMS & CONDITIONS: Bidders are required to read the "Terms and Conditions" section of the portal (of the agency concerned, using the Login IDs and passwords given to them.

Bid Submission Mode.	https://centralbank.abcprocure.com/EPROC Through e-tendering portal (Class II or Class III Digital Certificate with both Signing & Encryption is required for tender participation)
Support person and phone number for e- tender service provider for any help in accessing the website and uploading the tender documents or any other related queries	e-Procurement Technologies Limited Technical Support Team Mr. Sujith Nair: 079 68136857 sujith@eptl.in Ms. Geeta : 079 90334460 geeta@auctiontiger.net Ms. Khushboo : 09510813528 khushboo.mehta@eptl.in Ms. Pooja : 09328931942 pooja.shah@eptl.in Ms. Komal : 07904407997 komal.d@eptl.in Mr Nandan Valera : 9081000427 nandan.v@eptl.in Ms Vrusha Soni : 9904407997 vrusha@eptl.in Mobile Numbers: 91-9904407997, 9081000427

Note: please note Support team will be contacting through email and whenever required through phone call as well. Depending on nature of assistance support team will contact on the priority basis. It will be very convenient for bidder to schedule their online demo in advance with support team to avoid last minute rush.

f) All bids made from the Login ID given to the bidder will be deemed to have been made by the bidder.

g) **BIDS PLACED BY BIDDER:** The bid of the bidder will be taken to be an offer to sell. Bids once made by the bidder cannot be cancelled. The bidder is bound to sell the material as mentioned above at the price that they bid.

Preparation & Submission of Bids-

The Bids (Eligibility Cum Technical as well as Commercial) shall have to be prepared and subsequently submitted online only. Bids not submitted "ON LINE" shall be summarily rejected. No other form of submission shall be permitted.

Dos and Don'ts for Bidder

- ☐ Registration process for new Bidder's should be completed at the earliest
- ☐ The e-Procurement portal is open for upload of documents with immediate effect Hence Bidders are advised to start the process of upload of bid documents well in advance.
- ☐ Bidder has to prepare for submission of their bid documents online well in advance as the upload process of soft copy of the bid documents requires encryption (large files take longer time to encrypt) and upload of these files to e-procurement portal depends upon bidder's infrastructure and connectivity.
- ☐ To avoid last minute rush for upload bidder is required to start the upload for all the documents required for online submission of bid one week in advance.
- ☐ Bidder to initiate few documents uploads during the start of the RFP submission and help required for uploading the documents / understanding the system should be taken up with e- procurement bidder well in advance.
- ☐ Bidder should not raise request for extension of time on the last day of submission due to non- submission of their Bids on time as Bank will not be in a position to provide any support at the last minute as the portal is managed by e-procurement service provider.
- ☐ Bidder should not raise request for offline submission or late submission since only online e- Procurement submission is accepted.
- ☐ Part submission of bids by the Bidder's will not be processed and will be rejected.

Terms & Conditions of Online Submission

1. Bank has decided to determine L1 through bids submitted on Bank's E-Tendering website <https://centralbank.abcprocure.com/EPROC>. Bidders shall bear the cost of registration on the Bank's e-tendering portal. Rules for web portal access are as follows:

2. Bidder should be in possession of CLASS II or CLASS III-Digital Certificate in the name of company/bidder with capability of signing and encryption for participating in

the e-tender. Bidders are advised to verify their digital certificates with the service provider at least two days before due date of submission and confirm back to Bank.

3. Bidders at their own responsibility are advised to conduct a mock drill by coordinating with the e-tender service provider before the submission of the technical bids.

4. E-Tendering will be conducted on a specific web portal as detailed in (schedule of bidding process) of this RFP meant for this purpose with the help of the Service Provider identified by the Bank as detailed in (schedule of bidding process) of this RFP.

5. Bidders will be participating in E-Tendering event from their own office / place of their choice. Internet connectivity /browser settings and other paraphernalia requirements shall have to be ensured by Bidder themselves.

6. In the event of failure of their internet connectivity (due to any reason whatsoever it may be) the service provider or Bank is not responsible.

7. In order to ward-off such contingent situation, Bidders are advised to make all the necessary arrangements / alternatives such as back –up power supply, connectivity whatever required so that they are able to circumvent such situation and still be able to participate in the E- Tendering Auction successfully.

8. However, the vendors are requested to not to wait till the last moment to quote their bids to avoid any such complex situations.

9. Failure of power at the premises of bidders during the E-Tendering cannot be the cause for not participating in the E-Tendering.

10. On account of this, the time for the E-Tendering cannot be extended and BANK is not responsible for such eventualities.

11. Bank and / or Service Provider will not have any liability to Bidders for any interruption or delay in access to site of E-Tendering irrespective of the cause.

12. Bank's e-tendering website will not allow any bids to be submitted after the deadline for submission of bids. In the event of the specified date and time for the submission of bids, being declared a holiday for the Bank, e-tendering website will receive the bids up to the appointed time on the next working day. Extension / advancement of submission date and time will be at the sole discretion of the Bank.

13. During the submission of bid, if any bidder faces technical issues and is unable to submit the bid, in such case the Bank reserves its right at its sole discretion but is not obliged to grant extension for bid submission by verifying the merits of the case and after checking necessary details from Service provider.

14. Utmost care has been taken to reduce discrepancy between the information contained in e- tendering portal and this tender document. However, in event of any

such discrepancy, the terms and conditions contained in this tender document shall take precedence.

15. Bidders are suggested to attach all eligibility criteria documents with the Annexures in the technical bid.

3. Guidelines to Contractors on the operations of Electronic Tendering System of Central Bank of India

3.1 Pre-requisites to participate in the Tenders

Registration of Bidders on Electronic Tendering System on Portal of CBI: The Bidders Non Registered in Central Bank of India and interested in participating in the e-Tendering process of CBI shall be required to enroll on the Electronic Tendering System. To enroll Bidder has to generate User ID and password on the <https://centralbank.abcpocure.com /EPROC>

Registration of New bidders:

<https://centralbank.abcpocure.com/EPROC/bidderregistration>

The Bidders may obtain the necessary information on the process of Enrollment either from Helpdesk Support Team: 079-68136815, 9879996111 or may download User Manual from Electronic Tendering System for CBI. i.e. <https://centralbank.abcpocure.com/EPROC>

3.2 Preparation of Bid & Guidelines of Digital Certificate

The Bid Data that is prepared online is required to be encrypted and the hash value of the Bid Data is required to be signed electronically using a Digital Certificate (Class – II or Class – III). This is required to maintain the security of the Bid Data and also to establish the identity of the Bidder transacting on the System. This Digital Certificate should be having Two Pair (1. Sign Verification 2. Encryption/ Decryption)

The Digital Certificates are issued by an approved Certifying Authority authorized by the Controller of Certifying Authorities of Government of India through their Authorized Representatives upon receipt of documents required to obtain a Digital Certificate.

Bid data / information for a particular Tender may be submitted only using the Digital Certificate. Certificate which is used to encrypt the data / information and Signing Digital Certificate to sign the hash value during the Online Submission of Tender stage. In case, during the process of preparing and submitting a Bid for a particular Tender, the Bidder loses his / her Digital Signature Certificate (i.e. due to virus attack, hardware problem, operating system problem); he / she may not be able to submit the Bid online. Hence, the Users are advised to store his / her Digital Certificate securely and if possible, keep a backup at safe place under adequate security to be used in case of need. In case of online tendering, if the Digital Certificate issued to an Authorized User of a Partnership Firm is used for signing and submitting a bid, it will be considered equivalent to a no objection certificate / power of attorney to that User to submit the bid on behalf of the Partnership Firm. The Partnership Firm has to authorize a specific individual via an authorization certificate signed by a partner of the firm (and in case the applicant is a partner, another partner in the same form is required to authorize) to use the digital certificate as per Indian Information Technology Act, 2000 and subsequent amendment.

Unless the Digital Certificate is revoked, it will be assumed to represent adequate authority of the Authority User to bid on behalf of the Firm for the Tenders processed

on the Electronic Tender Management System of Central Bank of India as per Indian Information Technology Act, 2000 and subsequent amendment. The Digital Signature of this Authorized User will be binding on the Firm. It shall be the responsibility of Partners of the Firm to inform the Certifying Authority or Sub.

Certifying Authority, if the Authorized User changes, and apply for a fresh Digital Signature Certificate. The procedure for application of a Digital Signature Certificate will remain the same for the new Authorized User.

The same procedure holds true for the Authorized Users in a Private / Public Limited Company. In this case, the Authorization Certificate will have to be signed by the Director of the Company or the Reporting Authority of the Applicant.

The bidder should Ensure while procuring new digital certificate that they procure a pair of certificates (two certificates) one for the purpose of Digital Signature, Non-Repudiation and another for Key Encryption.

3.3 Recommended Hardware and Internet Connectivity

To operate on the Electronic Tendering System, the Bidder are recommended to use Computer System with at least 1 GB of RAM and broadband connectivity with minimum 512 kbps bandwidth. However, Computer Systems with latest i3 / i5 Intel Processors and 3G connection is recommended for better performance.

Operating System Requirement: Windows 7 and above Browser Requirement (Compulsory): Internet Explorer Version 9 (32 bit) and above and System Access with Administrator Rights.

Toolbar / Add on / Pop up blocker

Users should ensure that there is no software installed on the computers which are to be used for using the website that might interfere with the normal operation of their Internet browser. Users have to ensure that they do not use any pop-up blockers, such as those provided by Internet Explorer and complementary software, like for example the Google tool bar. This might, in certain cases depending on user's settings, prevent the access of the EAS application.

3.4 Online viewing of Detailed Notice Inviting Tenders

The Bidders can view the Detailed Tender Notice along with the Time Schedule (Key Dates) for all the Live Tenders released by CBI on the home page of CBI e-Tendering Portal on <https://centralbank.abcpurchase.com/EPROC>.

3.5 Download of Tender Documents:

The Pre-qualification / Main Bidding Documents are available for free downloading. However, to participate in the online tender, the bidder must purchase the bidding documents by filling the cost of tender form fee.

3.6 Online Submission of Tender

Submission of Bids will be preceded by Online Submission of Tender with digitally signed Bid Hashes (Seals) within the Tender Time Schedule (Key dates) published in the Detailed Notice Inviting Tender. The Bid Data is to be prepared in the templates provided by the Tendering Authority of CBI. The templates may be either form based, extensible tables and / or unloadable documents. In the form based type of templates and extensible table type of templates, the Bidders are required to enter the data and encrypt the data/documents using the Digital Certificate / Encryption Tool.

In case Unloadable document type of templates, the Bidders are required to select the relevant document / compressed file (containing multiple documents) already uploaded in the briefcase.

Notes:

- (a) The Bidders upload a single documents unloader option.
- (b) The Bid hash values are digitally signed using valid class II or Class - III Digital Certificate issued any Certifying Authority. The Bidders are required to obtain Digital Certificate in advance.
- (c) The bidder may modify bids before the deadline for Online Submission of Tender as per Time Schedule mentioned in the Tender documents.
- (d) This stage will be applicable during both Pre-bid/ Pre-qualification and Financial Bidding Processes.

The documents submitted by bidders must be encrypted using document encryption tool which available for download under Download section on <https://centralbankabcprocure.com/EPROC>

Steps to encrypt and upload a document:

- ☐ Select Action: Encryption-> Tender ID: (enter desired tender ID) -> Envelope: (Technical/Price Bid)-> Add File: (Select desired document to be encrypted)- > Save File(s) to: (select desired location for encrypted file to save).
- ☐ After successful encryption, format of encrypted file will change to .enc which is required to be uploaded by bidders.
- ☐ After encryption bidders are required to upload document as per the mandatory list mentioned in the envelope i.e. Technical/ Commercial.

Note: Bank and e-Procurement Technologies Limited shall not be liable & responsible in any manner whatsoever for my/our failure to access & bid on the e-tender platform due to loss of internet connectivity, electricity failure, virus attack, problems with the PC, any other unforeseen circumstances etc. before or during the event. Bidders are advised to ensure system availability and prepare their bid well before time to avoid last minute rush Bidder can fix a call with support team members in case guidance is required by calling on below mentioned numbers.
Bidders need to take extra care while mentioning tender ID, entering incorrect ID will not allow Bank to decrypt document.

3.7 Close for Bidding:

After the expiry of the cut-off time of Online Submission of Tender stage to be completed by the Bidders has lapsed, the Tender will be closed by the Tender Authority.

3.8 Online Final Confirmation:

After submitting all the documents bidders need to click on "Final Submission" tab. System will give pop up "You have successfully completed your submission" that assures submission completion.

3.9 Short listing of Bidders for Financial Bidding Process:

The Tendering Authority will first open the Technical Bid documents of all Bidders and after scrutinizing these documents will shortlist the Bidders who are eligible for Financial Bidding Process. The short listed Bidders will be intimated by email.

3.10 Opening of the Financial Bids:

The Bidders may join online for tender Opening at the time of opening of Financial Bids Tendering Portal after the completion of opening process. However, the results of the Financial Bids of all Bidders shall be available on the e-tendering Portal after the completion of opening process.

3.11 Tender Schedule (Key Dates):

The Bidders are strictly advised to follow the Dates and Times as indicated in the Time Schedule in the detailed tender Notice for the Tender: All the online activities are time tracked and the electronic Tendering System enforces time-locks that ensure that no activity or transaction can take place outside the Start and End Dates and time of the stage as defined in the Tender Schedule.

At the sole discretion of the tender Authority, the time schedule of the Tender stages may be extended.

GENERAL CONDITIONS OF CONTRACT

1. Prior to submission of tenders, it is mandatory for the bidder to visit the location of said work preferably within weeks' time from issuance of tender document and to become well acquainted with the nature, scope, extent, location, working condition etc. of the work. They will inspect the site and obtain all required clarifications from the department before submission of bid.
2. Item to be carried out are listed in the attached schedule of quantities. Bank reserves the right to add/omit any items /partly or fully without giving any reasons. The rate for any new item introduced shall be settled by the Bank after getting necessary rate analysis from the successful bidder.
3. The Bank does not bind itself to accept the lowest or any tender and reserves itself the right to accept/reject any or all the tenders without assigning any reasons for doing so.
4. The work to be carried out under the contract shall, except as otherwise provided in these conditions, include all Labour, Materials, Tools, Plants, Tackles, Equipment and Transport which may be required in preparation of and for and in the full and entire execution and completion of the work. The descriptions given in the Schedule of Quantities shall, unless otherwise stated, be held to include wastage on materials, carriage and cartage, carrying and return of empties, hoisting, setting, fitting and fixing in position and all other labours necessary in and for the full and entire execution and completion of the work as aforesaid in accordance with good practice and recognized principles.
5. It should be specifically noted by the tenderer that separate loading, unloading and lead Charges for materials, machineries, equipment's and site visits shall not be paid by BANK and the rates quoted by the tenderer/s shall be inclusive of all these charges.
6. **Payment schedule: Payment shall be made in stages as per the following schedule:**
 - **No advance shall be paid**
 - **Stage I** - 50% of total fees charged shall be disbursed on submission of structural Audit report and general methodology for rectification of defects.
 - **Stage II** – Remaining 50% shall be disbursed on submission of detailed specification, BOQ and estimate for rectification of defects as mentioned in the report.
 - **Stage III** – site visit charges and final certification charges related to rectification/ remedial work shall be paid after completion of rectification work
7. **Detailed drawings and instructions**

The structural drawings or any other drawings like plans, elevation are required to be prepared by consultant at the site on their own for completing the structural audit report etc.
8. **Ownership of drawings**

All drawings, specifications and copies thereof furnished by the consultant are the properties of the Employer.
9. **Consultant/Agency to supply tools & plants etc.**

The consultant shall provide at his own cost all materials, plant, tools, appliances, implements,

ladders, cordage, tackle, scaffolding and temporary works required for the proper testing and inspection of building for preparation of structural audit report.

10. Protection of works and property

The consultant shall continuously maintain adequate protection of all his work from damage and shall protect the Employer's properties from injury 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. He shall take adequate care and steps for protection of the other floors and adjacent properties. The consultant 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 on safety laws and building codes to prevent accidents, or injuries to persons or property in or adjacent to his place of work.

11. Assignment and subletting

Subletting of contract is not allowed

12. Consultant's superintendence

The consultant shall give necessary personal superintendence during the testing procedure

13. Dismantled material Employer property

The consultant shall treat all useful materials obtained during dismantling/ testing of the building/premises as Employer's property and such materials shall be disposed of to the best advantage of Employer according to the instructions in writing issued by the Employer / Consultant.

14. Permits, Laws and Regulations

Permits and licenses required for execution of the work shall be obtained by the consultant at his own expenses. The consultant shall give necessary notices and comply with the local regulations, laws, and ordinances rules, applicable for the said work. If the consultant performs any act, which is against the local law, rules and regulations, he shall meet all the costs and consequences arising there from and shall indemnify the Employer against any legal actions arising there from.

15. Commencement of Works

The date of commencement of the work will be reckoned as Tenth Day from the date of issue of work order by Employer or the first day when the consultant is handed over the site for taking up execution of the work whichever is earlier.

16. Time for completion

Time is the essence of the contract and shall be strictly observed by the consultant. The said work shall be completed within a period of 15 days from the date of commencement of work.

Signature of the Tenderer/s:

Address:

Details scope of the work

- a. Conducting Space Audit and Structural audit including detailed visual inspection and non-destructive test using digital rebound hammer in the Bank's buildings at given address
- b. To carry out following additional non-destructive tests.

Sr. No.	Additional ND Tests	Approx. No. of locations	Remarks
1	Ultrasonic Pulse Velocity Test	As per details given in financial bid	The Types of tests, numbers and the test locations will be decided in consultation with the respective department on visual inspection and rebound hammer test results.
2	Half Cell Potential Test for Corrosion mapping	As per details given in financial bid	
3	Carbonation Depth Test	As per details given in financial bid	
4	Core Test	As per details given in financial bid	

- c. Submission of detailed report, which includes
- The findings from detailed visual inspection
 - Non- destructive test results
 - Suggested remedial measures with detailed specification and methodology
 - Bill of quantities and estimate
- d. Intermittent site visits during the execution of the repair works by the contractor and certification of remedial work executed by the contractor

The Consultant will have services of:

1. Licensed Structural Engineers (highest category) registered with appropriate authority.
2. Personnel who is Member of a Special Repair Panel formed by Municipal Corporation or/and other professional bodies
3. Trained and experienced surveyors.
4. Engineer to conduct Structural Audit as per the guidelines of the Indian Society of Structural Engineers

Consultant will have

1. Methodology supported by exhaustive checklists and software.
2. Detailed report along with documentation of floor wise observations for Space and Structural Audit.

SPECIAL CONDITIONS AND STANDARD SPECIFICATION:

1. GENERAL.

The rates quoted by the Consultant/s shall be all inclusive through rates. The consultant within the rates quoted prepare working plan for NDT and get the same approved from Bank Official before execution. This will determine the final scope of work at the site. No leads/lifts, loading/unloading, handling, re-handling, stacking at site, toll tax, octroi, sales tax, GST and royalty or any other charges levied or leviable by the State Government or Local Bodies shall be paid by BANK.

The rates quoted shall be inclusive of all scaffolding, hoists, hoisting equipment, tools, equipment's, testing equipment's etc., required for the smooth execution and completion of the work.

2. The consultant will remove all surplus and released material from the site of work after NDT to avoid any hindrance/inconvenience to staff and adjacent buildings.

3. Situations where NDT is an option to consider for investigation of *in-situ* concrete :

- To investigate the homogeneity of concrete mixing lack of grout in post tensioning ducts to determine the density and strength of concrete in a structure
- To determine the location of reinforcing bars and the cover over the bars to determine the number and size/diameter of reinforcing bars
- to determine the extent of defects such as corrosion
- To determine the location of in-built wiring, piping, ducting, etc.
 - to determine whether internal defects such as voids, cracks, delamination, honeycombing, lack of bonding with reinforcing bars, etc. exist in concrete
- To determine if there is a bond between epoxy bonded steel plates and concrete members.

4. Permeability of Concrete

Permeability of Concrete is important when dealing with durability of Concrete (Concrete durability depends largely on the ease (or difficulty) with which fluids (water, carbon dioxide, oxygen) in the form of liquid or gas can migrate through the hardened concrete mass, particularly in those used for water retaining structures or watertight sub-structures. Structures exposed to harsh environmental conditions also require low porosity as well as permeability. Such adverse elements can result in degradation of reinforced concrete. Permeability test measures the ease with which liquids, ions and gasses movement can occur by **flow, diffusion, and absorption**. Generally the overall potential for moisture and ion ingress in concrete by these three modes is referred to as its **permeability**.

5. Rebound Hammer Test:

Rebound Hammer test is conducted to assess the relative strength and elasticity of concrete on site based on the hardness at or near its exposed surface. Depending on the age of the concrete structure and carbonation effect some specialized investigation is suggested before conducting the test. It consists essentially of a metal plunger, one end of which is held against the concrete surface while the free end is struck by a spring-loaded mass, which rebounds to a point on a graduated scale. The point is indicated by an index rider. The amount of rebound increases with increase in concrete strength for a particular concrete mix. It measures the surface

hardness of concrete and provides an estimation of surface compressive strength, uniformity and quality of concrete. User expertise is low and can be readily operated by field personnel.

It gives accurate assessment of the strength of the surface layer of material. The entire structure can be tested in its 'as-built' condition. It can be very costly and time consuming as instrumentation is required to measure response. It requires careful planning and can damage structure. The member must be isolated from the rest of the structure prior to the test.

6. Ultrasonic Pulse Velocity (UPV) Test :

Ultrasonic Pulse Velocity Test is conducted as per IS 13111 – 1992 to assess the quality of concrete, which is suspected to have low compaction, voids (porosity), and delamination or damaged material in concrete under test. Ultrasonic Pulse Velocity Test can also be used for the following applications:

Estimation of Strength of Concrete
Establishing Homogeneity of Concrete
Studies on Durability of Concrete

Analysis of Surface Crack Depth
Determination of Dynamic Modulus of Elasticity

Voltage pulses are generated and transformed into wave bursts of mechanical energy by the transmitting transducer (which must be coupled to the specimen surface through a suitable medium). A receiving transducer is coupled to the specimen at a known distance to measure the interval between the transmission and reception of a pulse. There are three practical arrangements for measuring pulse velocity, namely direct, diagonal and surface techniques. The direct approach provides the greatest sensitivity and is therefore superior to the other arrangements. Determination of the variability and quality of concrete by measuring pulse velocity. Using transmission method, the extent of such defects such as voids, honeycombing, cracks and segregation may be determined. This technique is also useful when examining fire damaged concrete. Low level is required to make measurements. However, expertise is needed to interpret the results. Excellent for determining the quality and uniformity of concrete. It can rapidly survey large areas and thick members. Path lengths of 10m to 15m can be inspected with suitable equipment.

Proper surface preparation is required. The work is very time consuming as it takes only point measurements. Skill is required in the analysis of results as moisture variations and presence of metal reinforcement can affect results. The interpretation of ultrasonic test results based on published graphs and tables can be misleading. It is therefore necessary that correlation with the concrete be inspected is carried out. It works on single homogenous material.

7. Electrochemical Half-cell Potentiometer Test:

Electrochemical Half-cell Potentiometer test provides a relatively quick method of assessing reinforcement corrosion over a wide area without the need of wholesale removal of the concrete cover. The method of half-cell potential measurements normally involves measuring the potential of an embedded reinforcing bar relative to a reference half-cell placed on the concrete surface. The half-cell is usually a copper/copper sulphate or silver/silver chloride cell but other combinations are used. The concrete functions as an electrolyte and the risk of corrosion of the reinforcement in the immediate region of the test location may be related empirically to the measured potential difference. In some circumstances, useful measurements can be obtained between two half-cells on the concrete surface. ASTM C876 - 91 gives a Standard Test Method for Half-Cell Potentials of Uncoated Reinforcing Steel in Concrete. Quantitative measurements are made so that a structure can be monitored over a period of time and deterioration can be noted. Areas of usage include marine structures, bridge decks, and abutments and so on. Used in conjunction with other tests, it has been found helpful when investigating concrete contaminated by salts.

8. Carbonation Test:

The method of testing consists of determining the depth of the carbonated layer on the surface of hardened concrete by means of an indicator. Carbonation of concrete occurs when the carbon dioxide, in the atmosphere in the presence of moisture, reacts with hydrated cement minerals to produce carbonates, e.g. calcium carbonate. The carbonation process is also called DE passivation. Carbonation penetrates below the exposed surface of concrete extremely slowly. The significance of carbonation is that the usual protection of the reinforcing steel generally present in the concrete due to the alkaline conditions caused by the hydrated cement paste is neutralized by carbonation. Thus, if the entire concrete covering the reinforcing steel is carbonated, corrosion of the steel would occur if moisture and oxygen could reach the steel. The time required for carbonation can be estimated knowing the concrete grade and using the equation.

9. Concrete Core Extraction and Testing:

In most structural investigations or diagnoses extraction of core samples is unavoidable and often essential. Cores are usually extracted by drilling using a diamond tipped core cutter cooled with water. Broken samples, for example, due to popping, spalling and delamination, are also commonly retrieved for further analysis as these samples may provide additional evidence as to the cause of distress. The selection of the locations for extraction of core samples is made after non-destructive testing which can give guidance on the most suitable sampling areas.

For instance, a cover meter can be used to ensure there are no reinforcing bars where the core is to be taken; or the ultrasonic pulse velocity test can be used to establish the areas of maximum and minimum pulse velocity that could indicate the highest and lowest compressive strength areas in the structure.

Moreover, using non-destructive tests, the number of cores that need to be taken can be reduced or minimized. This is often an advantage since coring is frequently viewed as being destructive. Also the cost of extracting cores is quite high and the damage to the concrete is severe. The extracted cores can be subjected to a series of tests and serve multiple functions such as: confirming the findings of the non-destructive test

- identifying the presence of deleterious matter in the concrete ascertaining the strength of the concrete for design purposes predicting the potential durability of the concrete
- confirming the mix composition of the concrete for dispute resolution
- Determining specific properties of the concrete not attainable by non-destructive methods such as intrinsic permeability.

This test is used to determine the compressive strength of a concrete core, which has usually been extracted from an existing structure. The value of compressive strength can then be used in conjunction with other measured properties to assess the condition of the concrete.

Using a masonry saw, the core is first trimmed to the correct test length, which varies upon the standard being adopted. Following trimming, the core will have its ends either ground perfectly flat, or be capped in a material to produce a smooth bearing surface.

After the prescribed curing has taken place, the specimen is then crushed to failure noting the maximum load achieved. From the values of load and dimensions, the compressive strength of the core can be calculated.

ADDITIONAL TERMS AND CONDITIONS

- 1. Completion Period:** - 15 days for conducting the Structural audit as per the scope and submission of detailed report of observations and recommendations along with submission of detailed tender documents.
- 2. Payment:** - The payments for the Consultancy and NDT will be made after completion of testing and submission of report along with BOQ for the repairs, maintenance and restoration works as per relevant clauses elsewhere in the Bid document.
- 3.** All the Audit reports will have to be provided in triplicate in hard as well as soft copy.
- 4.** Since this is an old building, BANK will not be able to provide any Data, Drawings & Documents related to the buildings. All the necessary work related for job completion shall be in the scope of the Consultants.
- 5.** All the necessary tools, tackles, instruments, material required for completion of audit shall be part of the scope of work.
- 6.** The entire job shall be carried out as per the terms and conditions stipulated in the tender and instructions of bank's officer in-charge.
- 7.** SAFETY CODE shall be followed strictly as per relevant Standard and codes.

UNDERTAKING

TO

Asst General Manager

Business Support Department

Zonal Office, Pune

Central Bank of India

I/We-----

Have read the various conditions to technical bid attached here to and hereby agree to abide by the said conditions. I/We offer to do this work of **“Consultancy and conducting of Space Audit, Structural Audit, and NDT of Buildings at at 317, M G Road, Camp, Pune 411001”**. As detailed under scope of work in the event we are Pre-qualified for the purpose and hereby bind myself/ourselves to complete the work in all respects. We agree to the condition that our Financial Bid will be opened only if we qualify as per the stipulations in the Technical bid document.

I/We also hereby agree to abide by the General Condition of Contract and to carry out the consultancy work according to the Special Conditions of Contract and specifications for material and testing works as laid down by BANK.

Signature of the bidder/s

Bidder/s Address with telephone

Nos (complete postal address to be given)

APPLICATION FORM

I / We am / are desirous of participating in the PQ bid for the work of Consultancy and conducting of Structural Audit, NDT, Space Audit and Allied Works of various Buildings of Central Bank of India at **317, M G Road, Camp, Pune 411001**, as detailed under scope of work, and hereby apply for the same. I/we give the following details for your consideration:

Sl. No.	Item	Information to be filled in by applicant
1	Name of the Consultancy firm	
2	Full Address	
3 (i)	Telephone Number: Office / Residence	
3 (ii)	Mobile Number :	
3 (iii)	Fax No.	
3 (iv)	E-Mail address	
4.(i)	Month and year in which the firm / company was formed / incorporated in present name	
4(ii)	Number of years in the Business of Structural Audit, NDT and consultancy works (Enclose Registration certificate/Proof) – Annexure B.	
5. (i)	What is the constitution of firm viz. Sole Proprietor, Partnership, Pvt. Ltd., Public Ltd., etc.	
(ii)	Enclose copy of partnership deed, Articles of Association or Affidavit(in case of sole proprietorship as per Annexure A)	
6	Has the applicant or any of his partners or Directors been black listed or banned in the past by any Central or State Government Dept. / Organization / PSUs?	
7. (i)	Annual Turn Over for last Three Years	Year
	as per Annexure–D (enclose ITCC & Audited Balance Sheets to support figures)	Annual Turn-over (In Rs lakh)
		(i) 2022-23

		(ii) 2023-24	
		(iii) 2024-25	

(ii)	What evidence or proof is encloseded to support the amounts of yearly turnover		
(iii)	Enclose for the last three years income tax clearance certificate (ITCC)	Certificate enclosed for Assessment years	
8.	Fill up the enclosed Annexure C giving full particulars about similar works completed (i.e. work-orders in the field of Consultancy for Structural Audit of various Buildings including conducting NDT, preparation of BOQ with estimates, drawings/specifications based on NDT for Organisations / PSUs / Institutes / Banks).		
9.	Whether all documents has been Submitted as per check list (Annexure-E).		
10.	Any other information the applicant might like to give.		

Signature & Seal of applicant

Place

Date

DECLARATION

I/We agree to notify the **Central Bank of India, Business Support Department, Zonal Office, Pune** , accepting this application, of any changes in the foregoing particulars as and when they occur and to verify and confirm these.

I / We understand and agree that the competent authority of **Central Bank of India, Business Support Department, Zonal Office, Pune**, has the right as he may decide, not to issue PQ/Technical bid form in any particular case and also to suspend, remove or blacklist my / our name from **Central Bank of India's** list of Consultants in the event of my / our submitting non bonafide PQ/Technical bids, or for technical or other delinquency in regard to which the decision of competent authority of Central Bank of India, Business Support Department, **Zonal Office, Pune** shall be final and conclusive.

I / We certify that the particulars furnished in the enrolment forms are correct and that should it be found that I/We have given a false certificate or that if I / We fail to notify the fact of my/ our subsequent amalgamation with another Consultant or firm, the **Central Bank of India, Business Support Department, Zonal Office Pune**, may remove my / our name from the list of Consultants and any contract that I/We may be holding at the time may be rescinded.

PLACE

DATE:

**SIGNATURE & SEAL OF
APPLICANT**

Annexure A

**PARTICULARS OF REGISTRATION AS CONSULTANT FOR STRUCTURAL
AUDIT OF BUILDING, NDT AND ALLIED WORKS**

Sr. No.	Name and address of authority(ies) with whom the firm is registered	REGISTRATION DETAILS	
		Year	Is copy of letter Enclosed?
(1)	(2)	(3)	(4)

**Copy of License issued by competent authority of govt. should be enclosed.*

SIGNATURE & SEAL OF CONSULTANT

Annexure B

**LIST OF ALL STRUCTURAL AUDIT WORKS, NDT, SPACE AUDIT
AND ALLIED WORKS COMPLETED DURING LAST FIVE YEARS**

Sr. No	Details of work contract with name of client	Value of work as per final bill(Rs.)	Date of Commen- cement	Date of Completion	Penalty if any for delay etc	Completion certificate from client or their consultant

NOTE: To enable us to process your application, please ensure that complete present Postal Address including Pin Code and latest Telephone Numbers / Fax Numbers / E-mail Address etc. are furnished under Column Nos. 3 & 4 above and “Completion Certificate/Work Orders” from client / owner for each work listed above has been enclosed, bearing above details.

SIGNATURE & SEAL OF CONSULTANT

Annexure C

ANNUAL TURNOVER FOR THE LAST THREE YEARS

Sl. No.	Financial Year	Total contract amount	IT Certificate enclosed	Audited Balance sheet copy	Remarks
(1)	(2)	(3)	(4)	(5)	(6)
1.					
2.					
3.					

SIGNATURE & SEAL OF APPLICANT