



Notice Inviting Tender

Reserve Bank of India, Hyderabad invites e-Tender through MSTC for AMC for Development and Maintenance of Gardening works at Bank's Main Office Premises and Bank's Quarters at Ameerpet, Begumpet, Musheerabad, Yellareddyguda, Red Hills at Hyderabad. The e-Tender along with the detailed tender notice is also available at the e-Tendering portal of MSTC Ltd (<https://www.mstcecommerce.com/eprocn>) under the menu "Tenders".

2. All interested and eligible companies/firms must register themselves with MSTC through the above-mentioned website to participate in the tendering process.

3. The schedule of e-Tender is as follows:

e-Tender No.	RBI/Hyderabad Regional Office/Estate/41/25-26/ET/955
Description of Work	AMC for Development and Maintenance of Gardening works at Bank's Main Office Premises and Bank's Quarters at Ameerpet, Begumpet, Musheerabad, Yellareddyguda, Red Hills at Hyderabad.
Mode of Tender	e-Tender Online Part I - Techno-Commercial Bid and Part II - Price Bid through https://www.mstcecommerce.com/eprocn
Estimated Cost	₹67.68 Lakh (Rupees Sixty-Seven Lakh Sixty-Eight Thousand only)
Date of NIT (Notice Inviting Tender) available to parties for download	February 05, 2026
Pre-Bid Meeting (Offline)	11:00 Hrs. of February 26, 2026 (Venue: Reserve Bank of India, Estate Department, 1st Floor, Secretariat Road, Saifabad, Hyderabad - 500004). Note: The participants are required to confirm their participation one day before on email ids estatehyderabad@rbi.org.in , vtirupathirao@rbi.org.in and asboralkar@rbi.org.in to make the necessary arrangements.
Earnest Money Deposit (EMD)	₹1,35,360/- (Rupees One Lakh Thirty-Five Thousand Three Hundred Sixty only) from all the bidders in the form of NEFT/ Demand Draft/an irrevocable Bank Guarantee (BG) in Bank's format as in Annex-II in favour of Reserve Bank of India, Hyderabad before 13:00 Hrs of March 11, 2026 <u>Details for NEFT</u> IFSC Code – RBIS0NEFTHY (0 is zero) A/c number – 8614038 Beneficiary Name: Reserve Bank of India, Hyderabad Remarks: (Your Firm's Name), Horticulture AMC Participants are required to submit the details of EMD made by them via e-mails to estatehyderabad@rbi.org.in , vtirupathirao@rbi.org.in

	and asboralkar@rbi.org.in <u>Bank Guarantee/ DD Physical Copy</u> needs to be submitted in person to Estate Department, Reserve Bank of India, Main Office Building, Hyderabad, before 13:00 Hrs of March 11, 2026.
Last Date of submission of EMD	13:00 Hrs. on March 11, 2026
Date of Starting of e-Tender for submission of online Techno-Commercial Bid and price Bid	18:00 Hrs. on February 05, 2026
Date of closing of online e-tender for submission of techno-commercial bid & price bid	13:00 Hrs. of March 11, 2026
Date of opening of Part-I (techno-commercial bid)	14:00 Hrs. of March 11, 2026
Date of opening of Part-II (price bid)	Shall be decided on scrutiny of Part I and shall be intimated to the eligible bidders.

4. **Eligibility Criteria:**

- i. **Past experience:** The intending tenderer must have minimum 5 years of experience in carrying similar* works for office buildings/commercial premises. (i.e., the bidder should have undertaken similar **work(s)* prior to December 31, 2020.**
- ii. Further, the intending tenderer must have executed successfully **similar works*, during last five years ending on December 31, 2025** as under:
 - a. Three works each costing not less than the amount equal to 40% of the estimated cost
 - OR
 - b. Two works each costing not less than the amount equal to 50% of the estimated cost
 - OR
 - c. One work costing not less than the amount equal to 80% of the estimated cost.
- iii. Minimum yearly turnover of 100% of the estimated cost during last 3 financial years supported by audited financial statements.
- iv. Should have full-fledged service setup at Hyderabad/Secunderabad for rendering after sales service. The address proof with number of staff and contact details should be uploaded along with Part-I of the tender for verification.

***Similar Works** means - Works of development and maintenance of Gardening works

5. The contractors shall upload the following information/documents on MSTC site for examination by Bank to satisfy about tenderer's eligibility:

A	Composition of the firm	Full particulars (whether contractor is an individual, or a partnership firm, or a company etc.,) of the composition of the firm of contractors in details should be submitted along with name(s) and address (es) of the partner's copy of the Articles of Association/ Power of Attorney/other relevant document.
B	Work experience & Completion of similar works of specified value during the specified period	Copies of the detailed work orders for the qualifying works (4(i) and 4(ii) above) indicating date of award, value of awarded work, time given for completing the work, etc. and the corresponding completion certificates indicating actual date of completion and actual value of executed similar works should be enclosed in proof of the work experience. The details along with documentary evidence of previous experience, if any, of carrying out works for the Reserve Bank of India at any Centre, should also be given.
C	Turnover	Audited financial statements for last three financial years i.e. 2024-25, 2023-24 and 2022-23 along with a certificate of Chartered Accountant indicating the turnover for these financial years.
D	Credit worthiness of the contractor and their turnover during the specified period	Copies of the Income Tax Clearance Certificates/Income Tax Assessment Orders along with the latest final accounts of the business of the contractor duly certified by a Chartered Accountant should be enclosed in proof of their creditworthiness and turnover for last three financial years.
E	Name(s) and address(es) of the Bankers and their present contact executives	Written Information about the names and addresses of their bankers along with full details, like names, postal addresses, e-mail IDs, telephone (landline and mobile) nos., fax nos., etc. of the contact executives (i.e. the persons who can be contacted at the office of their bankers by the Bank, in case it is so needed) should be furnished.
F	Details of bank accounts	Full particulars of their bank accounts, like account no., type, etc., should be given.
G	Name(s) and address(es) of the Clients and their present contact executives	Written information about the names and addresses of their clients along with full details, like names, postal addresses, e-mail IDs, telephone (landline and mobile) nos., fax nos. etc., of the contact executives (i.e. the persons who can be contacted at the office of their clients by the Bank, in case it is so needed) should be furnished.
H	Details of completed works	The client-wise names of work(s), year(s) of execution of work (s), awarded and actual cost (s) of executed work (s), completion time stipulated in the contract (s) and actual time taken to complete the work (s), Name(s) and full contact-details of the officers/authorities/departments under whom the work(s) was/were executed should be furnished.
I	Details of Service setup	Address and contact details along with 03 level of escalation matrix of the service set up at the place of proposed work for rendering after sales service.

- a) Proof of remittance of EMD
- b) Basic Information - as per **Annexure 'I'**.
- c) Previous Work experience – As per **Annexure 'I' Format 2**.
- d) List of important similar works 'in hand' – As per **Annexure 'I' Format 2A**
- e) Details of Similar Eligible Works – As per **Annexure 'I' Format 3**
- f) Clients Certificate- As per As per **Annexure 'I' Format 3A**
- g) Format for Financial information – As per As per **Annexure 'I' Format 4**
- h) Bankers solvency Certificate - As per **Annexure 'I' Format 5**
- i) Details of Bidders bankers - As per **Annexure 'I' Format 5A**
- j) Performa of Performance Bank Guarantee – As per **Annexure 'II'**
- k) Undertaking – As per **Annexure 'III'**
- l) Undertaking – As per **Annexure 'IV'**

Note (Regarding client certificate):

- In respect of Government Departments/Public sector Undertakings, the work certificates should be signed by the concerned Executive Engineer or an officer in an equivalent or higher rank.
- In respect of Departments other than Government Departments/Public sector Undertakings, apart from the certificates mentioned above, the corresponding TDS certificates matching with the payments related to the work executed shall also be enclosed.

6. In the event of intending tenderer's failure to satisfy the Bank with documentary evidence in support of their possessing required eligibility; the Bank reserves the right to refuse their participation in the tendering process.

7. A pre-bid meeting (off-line mode) of the intending tenderers will be held **on February 26, 2026 at 11.00 AM** at Estate Department, Main Office Building, Reserve Bank of India, Hyderabad. **All prospective tenderers are required to attend the pre-bid meeting to understand the scope/seek clarification, if any, regarding this tender.** No deviation in Bank's terms and conditions mentioned in the tender shall be accepted. **The duly filled in tender documents shall be uploaded on MSTC site till 13:00 Hrs on March 11, 2026.**

8. The Bank is not bound to accept the lowest tender and reserves the right to accept either in full or in part any tender. The Bank also reserves the right to reject all the tenders without assigning any reason there for.

Hyderabad
February 05, 2026

**Regional Director
Reserve Bank of India
Hyderabad**