**RESERVE BANK OF INDIA**

**HUMAN RESOURCE MANAGEMENT DEPARTMENT**

**THIRUVANANTHAPURAM**

**E-Tender Notice**

**Providing Catering and Maintenance Services at the Officers’ Lounge and Staff Canteen at Reserve Bank of India, Thiruvananthapuram**

Reserve Bank of India, Thiruvananthapuram invites e-tenders through MSTC portal under Two – Bid system (Part I - Technical Bid & Part II - Financial Bid)for Providing Catering and Maintenance Services at the Officers’ Lounge and Staff Canteen at Reserve Bank of India, Thiruvananthapuram as per the Schedule of Tender (SOT). The tendering will be done through the e-Tendering portal of MSTC Ltd (https://www.mstcecommerce.com/eprocn/).

2. All interested bidders must register themselves with MSTC website to participate in the e-Tendering process. The estimated cost of work is ₹78,65,000/- (including GST) only.

3. The Schedule of Tender (SOT) is as follows:

|  |  |
| --- | --- |
| **a**. E-Tender no  | RBI/Thiruvananthapuram Regional Office/HRMD/ 5/24-25/ET/895 |
| **b**. E-Tender short description | E-tender for providing Catering and Maintenance Services at the Officers’ Lounge and Staff Canteen at Reserve Bank of India, Thiruvananthapuram |
| **c**. Mode of Tender  | **e-Procurement System** Online Part I – Techno-Commercial Bid and Part II – Price Bid through https://www.mstcecommerce.com/eprocn/ |
| **d.**Date of Notice Inviting e-tender available for download on RBI Website and e-procurement portal | February 10, 2025 onwards  |
| **e.** Date of Pre-Bid Meeting | March 03, 2025 at 11:00 hrs(Minutes of pre-bid meeting will be uploaded in the Bank’s website: [www.rbi.org.in](http://www.rbi.org.in) and e-procurement portal <https://www.mstcecommerce.com/eprocn/> on March 04, 2025) |
| **f.**Venue of Pre-Bid Meeting | Reserve Bank of India, Thiruvananthapuram |
| **g**. Estimated cost of work | **₹ 78,65,000/- inclusive of GST** |
| **h.** Earnest Money Deposit  | The bidders shall deposit Earnest Money Deposit (EMD) for an amount of **₹1,57,300/- (Rupees One lakh fifty seven thousand three hundred only)** through NEFT to following A/c:

|  |  |
| --- | --- |
| Beneficiary Name | HRMD OLDR <space> ‘Bidder’s Name’ |
| Account Number | 8614038 |
| IFSC Code | RBIS0THPA01(please note that both the 5th and 10th characters in IFSC are zeroes) |
| (Transaction details may be communicated to oldrthiro@rbi.org.in) |

 |
| i. Bidding start date (Technical-Commercial and Financial Bid) at[www.mstcecommerce.com/eprochome/rbi](http://www.mstcecommerce.com/eprochome/rbi) | 13:00 hrs of March 04, 2025 onwards |
| **j.** Due date of submission of EMD  | 13:00 hrs of March 13, 2025 |
| **k**. Date of closing of online e-tender for submission of Technical-Commercial Bid & Price Bid  |  14:00 hrs of March 13, 2025 |
|  **l.** Date & time of opening of Part-I (i.e., Technical-Commercial Bid)  | 11:00 hrs of March 14, 2025 |
| **m.** Date & Time of opening of Part- II (Financial Bid)  | Opening of Financial Bid (Price Bid) will be intimated to all the eligible bidders later |
| **n.** Transaction Fee  | Payment of Transaction fee through MSTC Gateway/NEFT/RTGS in favour of MSTC Limited or as advised by M/s MSTC Ltd |

3. Tender document can be downloaded from RBI website - www.rbi.org.in - and https://www.mstcecommerce.com/eprocn/.

4. Applicants intending to apply will have to satisfy the Bank by furnishing documentary evidence in support of their possessing required eligibility and in the event of their failure to do so, the Bank reserves the right to reject their candidature. Tenders without EMD will not be accepted under any circumstances.

5. 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 thereof.

6. Any amendments / corrigendum to the tender, if any, issued in future will only be notified on the Bank’s website and e-tendering portal as given above and will not be published in the newspaper.

**Regional Director for Kerala and Lakshadweep**