



सेण्ट्रल बँक ऑफ इंडिया
Central Bank of India

1911 से सेण्ट्रल आपके लिए CENTRAL TO YOU SINCE 1911

मूल्यवर्धित ग्राहक संतुष्टि/
Customer Satisfaction and
Value Creation

आंचनिक कार्यालय, लखनऊ

Zonal Office, Lucknow

ZO/BSD/ARCH/2024-25/065

Dated: 21/05/2024

REGIONAL HEAD

Regional Office

Etawah.

REG: E-Tender (Online) document for refurbishing of alternate premises of BO Ghasara under your Region.

REF: 1) Your letter no. RO/ETAW/BSD/2024-25/39 dated 15.05.2024

2) Our letter no. ZO/BSD/2023-24/045 dated 07.05.2024.

We are in receipt of your letter dated 15.05.2024, vide which you have requested for approval of In-principle approval of Capital Expenditure for Rs 10,44,300/- as prepared by our Zonal Architect.

But while discussing the proposal with our higher Officials, it is advised to reduce some GeM goods from the proposed estimate such as (one no. 1.5 Tr AC, One no. AC Stabilizer and 3 no's Visitor Chairs) as per branch requirements, accordingly please find enclosed revised estimate prepared by our Zonal Architect with details as under:-

S.No.	Item Particulars	Estimated Cost	Remarks
1	Painting works	0.00	To be done by Landlord
2	Civil Works	0.00	To be done by Landlord
3	Low Side Air- Conditioning works (Revenue Expenditure)	55,700.00	To be approved at RO level
	Total Revenue Expenditure	55,700.00	To be approved at RO level
4	False ceiling works	68,775.00	
5	Interior Furbishing works	4,35,125.00	
6	Electrical & Data Cabling works	2,86,450.00	
7	GeM Goods (Chairs)	75,100.00	To be procured through GeM Portal
8	GeM Goods (Air conditioners & Stabilizers)	1,31,400.00	
	Total Capital Expenditure	9,96,850.00	Capital Expenditure to be approved by competent authority as per revised expenditure policy and as per availability of capital budget
	Total Estimated Cost	10,52,550.00	GST extra as applicable

We have already allocated you Capital Budget of Rs 20 lakhs vide our letter dated 08.04.2024 for FY 2024-25.

Central Office: Chandramukhi, Nariman Point, Mumbai-400021 (केन्द्रीय कार्यालय: चन्द्रमुखी, नरिमान प्वाइंट, मुम्बई, 400021)

आंचनिक कार्यालय: प्रथम तल, सेण्ट्रल बैंक ऑफ इंडिया बिल्डिंग, 73, हज़रतगंज, लखनऊ 226001 (उ.प्र.), दूरभाष: 0522-2611301/2626301

ई-मेल: zmluckzo@centralbank.co.in, website: www.centralbankofindia.co.in, टोल फ्री- 18002001911

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Therefore please refer Bank's modified expenditure policy in the matter. Please follow Bank's policy for execution of lease deed "if possible execute the lease deed immediately after getting the sanction from the competent authority with the clause that the rent will be start from the date of possession".

Further, we are enclosing the draft open tender document (Technical & Financial bid) for works with estimated cost of Rs 8,46,050.00 plus applicable GST (including revenue expenditure of Rs 55,700.00) for floating in *online mode* prepared by Zonal Architect for doing needful at your end. Please refer our letter no. 473 dated 18.03.2023 & Central Office letter no. 687 dated 15.03.2023 for detailed guidelines for floating of online tender. We are also enclosing the Estimate of Rs 2,06,500/- & BOQ for procurement of Goods from GeM Portal.

Further, it is advised to ensure following parameters:-

1. Quick Response protection system (QRPS) should be installed in server room.
2. Electric Safety Audit (ESA) should be done before occupancy in the new premises and rectifications to be completed for any irregularities before occupancy in new premises.
3. Security Officer should confirm and submit his/ her inspection report before occupancy in the new premises.
4. New premises at Ground Floor should have Ramp Facility.
5. All Security related equipment's such as E- Surveillance to be installed, smoke detector, fire extinguisher should be installed before occupancy in the branch premises.

All the Goods capitalized should be informed with the details of cost, taxes and date of purchase to Insurance Department Central Office for insurance of the same. Please also convey the date of disbursement and amount of disbursement to BSD Department, Zonal Office.

Please ensure compliance with laid down norms, procedure, CVC guidelines and Procurement Policy. **Further RO should ensure quality of work & adherence to the time line of completion of work, subject to terms and conditions mentioned in the tender/ proposal.**

Please note that the tendering for Works would be done in online mode (E-Procurement portal) through Bank's empanelled service provide M/s e-Procurement Technologies Limited. Please ensure compliance with laid down norms, procedure, CVC guidelines and procurement policy in the matter.

(Prabhat Kumar Yadav)
Chief Manager-BSD

Enc.: As above

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