



क्षेत्रीय कार्यालय: जोधपुर REGIONAL OFFICE: JODHPUR
क्षेत्रीय कार्यालय : अभय चेंबर्स, जालोरी गेट, चोपासनी रोड, राजस्थान -342001
Regional Office: Abhay Chamber, Jalori Gate, Jodhpur (Raj) -342001
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Tender No: RO/JODH/SECY/2025-26/21 DATE- 11.09.2025

**TENDER DOCUMENT
FOR
EMPANELMENT OF VENDORS FOR CONDUCTING ELECTRICAL
SAFETY AUDIT UNDER RATE CONTRACT AT THE BRANCHES
AND OFFICES OF JODHPUR REGION**

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NOTICE INVITING TENDER

Tender No: RO/JODH/SECY/2025-26/21 DATE- 11.09.2025

Central Bank of India, a body corporate constituted in India under the Banking Companies (Requisition and Transfer of Undertaking) Act 1970 having its Head Office at Chander Mukhi, Nariman Point, Mumbai - 400021 hereinafter called "Bank" invites sealed tenders from eligible bidders for the **Empanelment of Vendors for Conducting Electrical Safety Audit Under Rate Contract at the Branches and Offices of Jodhpur Region**. For complete description of the requirement, please refer to the tender document.

Tendering shall be conducted in accordance with Open Tender procedures of the Bank. Technical and Financial bids has to be submitted in separate envelopes by the bidder. Prospective bidders must take note of the qualification requirements as specified in the tender document. Technical eligibility criteria are elaborated in Annexure I of tender document. Bids must be accompanied by Tender Document Fee of Rs.1,000/- as Demand Draft in favour of Central Bank of India payable at Jodhpur. Tender Document Fee shall be submitted in Technical Bid Envelope. Any tender not accompanied with the tender doc fee shall be rejected. Tender document can be downloaded from our website www.centralbankofindia.co.in/en/active-tender

Important Dates:

Date of commencement of tender	- 11.09.2025
Last Date and Time for submission of bids	- 01.10.2025at 3:00 PM
Time and Date of Opening of Technical bids	- 01.10.2025at 3:30 PM
Time and Date of Opening of Financial bids	- 03.10.2025at 3:30 PM or as intimated to bidders qualified in technical bid

Tender offers will be opened as per the schedule mentioned above at the address mentioned below in the presence of the bidders' representatives who choose to attend the opening of tender. Technical specifications, Terms and Conditions, and various formats for submitting the tender offer are described in the tender document. Further "Addendum" (if any) shall be issued on Bank's website only and bidder has to refer the same before final submission of the Tender. For any clarifications, contact below email id.

The Bank is not bound to accept any particular tender received in response to this invitation and reserves the right to reject all tenders and cancel the tendering process at any time without any liability to any party whatsoever.

Regional Head,
Regional Office, Central Bank of India,
Abhay Chamber, Jalori Gate, Jodhpur 342001
Ph: 0291-2644652 Mob+91 9257038687
E-mail: securityjodhro@centralbank.co.in



Central Bank of India, a body corporate constituted in India under the Banking Companies (Requisition and Transfer of Undertaking) Act 1970 having its Head Office at Chander Mukhi, Nariman Point, Mumbai - 400021 hereinafter called "Bank" invites sealed tenders from eligible bidders for the **Empanelment of Vendors for Conducting Electrical Safety Audit Under Rate Contract at the Branches and Offices of Jodhpur Region.**

Date of commencement of tender	11.09.2025
Last Date and Time for submission of bids at below address	01.10.2025 at 3:00 PM
Time and Date of Opening of Technical bids	01.10.2025 at 3:30 PM
Time and Date of Opening of Financial bids	03.10.2025 at 3:30 PM or as intimated to bidders qualified in technical bid
Tender Document fee as Demand Draft	Rs. 1,000/-
Number of Copies of Tender to be submitted	One

GENERAL INSTRUCTIONS

- Read and understand whole tender document carefully before filling the bid.
- Each page of the Tender Document including Addendum, if any, should be signed by authorized signatory and stamped before submitting bid document. All the supporting documents submitted along with the tender document also shall be signed by the authorized signatory.
- Over writing/corrections should be attested with initials. In case the corrections / alteration are not properly authenticated, the offer will be rejected
- The Financial Bid shall be on a fixed rate basis and no escalation would be applicable during duration of contract i.e., two years, further only rates of conducting Electrical Safety Audit is being contracted and quantity (number of Branches/offices) is based on the requirement of the Bank.
- Bidders are advised to familiarize with the location of Branches & Offices of the Bank and the condition of existing electrical equipment and system. Request for visiting Branches/Offices may be submitted to email mentioned in NIT.



GENERAL CONDITIONS OF CONTRACT

1.0 DEFINITIONS

- 1.1 SCC means the Special Conditions of Contract
- 1.2 Purchaser means the department/ office of the Bank purchasing the Goods, as named in NIT.
- 1.3 Supplier/Vendor/Agency/Contractor/Service Provider means the individual or firm supplying the Goods and Services under this Contract
- 1.4 Bank means Central Bank of India.

2.0 AWARD OF TENDER

- 2.1 L-1/lowest bidder will be decided on the lowest rate per Branch/Office.
- 2.2. The Bank reserves its right for splitting scope of work between two service providers. The splitting of the order will be in 60:40 ratios amongst L1 and L2 service providers respectively, provided the L2 service provider agrees to match the rates quoted by L1 service provider and agrees for all the terms and conditions. In case the L2 service provider is not willing to match L1 rates, the entire quantity will be awarded to L1.
- 2.3 However decision as to split the work (or not) shall be at the sole discretion of the Bank. Allocation of branches/offices to L1 & L2 service providers is at the sole discretion of the Bank.
- 2.3 Bank reserves right of negotiation with bidders/ lowest bidder.

2.0 SECURITY DEPOSIT

- 2.1 An Security Deposit of Rs. 10,000/- (Rs. Ten Thousand only) shall be submitted by L-1 bidder. This Security Deposit shall carry no interest and shall be retained by the bank. It will be submitted by L1 & L2 bidders after finalization of the contract. Security deposit of L2 bidder will be returned if not agreeing to match L1 rates after finalization of the contract.
- 2.2 The Security may be forfeited:
 - (a) If a Bidder
 - (i) Withdraws its tender during the period of tender validity; or
 - (ii) Does not accept the correction of arithmetic errors
 - (b) In case of a successful Bidder, if the Bidder fails to sign the Contract
- 2.3 Security deposit of the vendor who enters into contract with the Bank will be retained as till the end of the contract / completion of work. No interest is payable on the security deposit.

2.4 The Security Deposit, either in whole or in part thereof, shall be forfeited in the event of the Agency's failure to observe any terms of this tender document or subsequent agreement /or noncompliance with the conditions of the contract or refusal to do the work after issuance of work order.

2.5 Tender document fee is exempted for the Applicants registered with National Small Industries Corporation Ltd (NSIC), with specific exemptions permitted by NSIC. Necessary proof shall be submitted along with the tender in the Technical bid. (However, those who have exemption certificate from NSIC/Similar Government authorities as per provision of MSME Act will be exempted from submission of tender document fee subject to the submission of valid document/certificate to that effect.)

3.0 TERMS OF EXECUTION OF WORK, PERIOD OF VALIDITY AND RENEWAL OF CONTRACT

3.1 If at any point of time, vendor is found to be rendering inferior services not confirming the prescribed Technical Specification and unsatisfactory services in terms of the provisions of the tender, Bank shall initiate steps for blacklisting of firm with information to all PSU Banks /RBI / IBA.

3.2 The rate contract shall be for a period of two years which will be reviewed based on the performance and it will be at the sole discretion of the Bank, unless terminated by the Bank at its own convenience by giving a prior notice of 30 days in writing to the firms without assigning any reason(s) and without any cost(s) or compensation therefore

3.3 The Contract may be renewed further for not more than a year at a time with mutual consent of both parties under same terms & conditions and a maximum of 5% (of rate established in tender) increase in rates per year on expiry of 2 years.

4.0 FALL CLAUSE

4.1 At any point of time if it is observed that the vendor is providing same services of Conducting Electrical Safety Audit to other Regions/Zones of the Bank at a lower rates than offered to Central Bank of India, Regional Office, Jodhpur, then the vendor shall have to compensate the Central Bank of India by paying the difference amount and downward revise the rate of respective services with immediate effect.

5.0 SUBMISSION AND WITHDRAWAL OF TENDER DOCUMENTS

5.1 The tender shall be processed in two bid system.

5.2 First "Technical bid" and the second "Financial bid".

5.3 The Technical Bid and Financial bid should be sealed in separate envelopes and the envelopes should be super-scribed with "Technical Bid for Empanelment of Vendors for

Conducting Electrical Safety Audit Under Rate Contract at the Branches and Offices of Jodhpur Region, Central Bank of India” and “Financial Bid for Empanelment of Vendors for Conducting Electrical Safety Audit Under Rate Contract at the Branches and Offices of Jodhpur Region, Central Bank of India” respectively.

5.4 Both the envelopes must be kept and sealed in a third envelop super-scribed as “Tender for Empanelment of Vendors for Conducting Electrical Safety Audit Under Rate Contract at the Branches and Offices of Jodhpur Region, Central Bank of India”. **If Financial Bid is not submitted in separate sealed envelope the Tender will be rejected. Tender document fee shall be submitted in Technical Bid Envelope.** Any tender not accompanied with the tender document fee shall be rejected.

5.5 Tenders may be withdrawn before the time and date of opening of Technical Bids without any charges.

6.0 TECHNICAL BID

6.1 The Technical Bid envelope should contain following:-

- a) Tender document fee as DD in favour of Central Bank of India payable at Jodhpur
- b) Technical eligibility in prescribed format with all supporting documents (numbered as per serial number against which they are submitted) mentioned against each serial number (**Annexure-I**).
- c) Offer Letter in vendor’s letter head (**Annexure-II**).
- d) Compliance of terms and conditions -in Technical Bid (**Annexure-III**)

7.0 FINANCIAL BID

7.1 Financial bid envelope should contain only **Annexure V**. Financial bid has to be submitted by the bidder duly signed and stamped strictly as per the format in Annexure V.

8.0 VALIDITY PERIOD OF THE OFFER

8.1 The offer should remain valid for 90 days from the date of opening of Technical Bid.

9.0 OPENING OF BIDS

9.1 Financial Bids of only the bidders who qualified in Technical Bid will be opened.

9.2 Bank reserves the right to reject a tender under any of the following circumstances:-

- (i) If tender doc fee as specified is not provided.
- (ii) If Tender Documents are incomplete and /or not accompanied by all supporting documents.
- (iii) If any of the terms and conditions and mandatory declarations are not accepted.
- (iv) If the bidder have been blacklisted from any bank/financial institutions/RBI.

10.0 NO COMMITMENT TO ACCEPT ANY TENDER

10.1 The Bank shall be under no obligation to accept the lowest or any other offer received in response to this tender and shall be entitled to reject any or all offers at any stage without assigning any reasons whatsoever.

11.0 PAYMENT TERMS

11.1 The Supplier's request(s) for payment shall be made to the Purchaser in writing, accompanied by an invoice describing, as appropriate, the Goods delivered and the Services performed, and by documents, submitted pursuant to the delivery clause, and upon fulfillment of other obligations stipulated in the contract. Detailed payment terms are elaborated in SCC.

12.0 STANDARDS

12.1 The services supplied under this Contract shall conform to the standards mentioned in the SCC and when no applicable standard is mentioned; to the authoritative standard appropriate to the Goods and Services in the country of origin and such standards shall be the latest issued by the concerned institution. In India, the official standard shall be as prescribed by the Bureau of Indian Standards.

13.0 WARRANTY

13.1 The Supplier warrants that the any Goods supplied under the Contract are new, unused, of the most recent or current models. The Supplier further warrants that all Goods supplied under the Contract shall have no defect arising from design, materials or workmanship or from any act or omission of the Supplier that may develop under normal use of the supplied Goods in the usage conditions prevailing in India. This warranty shall remain valid for **12 months** after the Goods or any portion thereof as the case may be, have been delivered to and accepted at the final destination indicated in the Contract.

14.0 CHANGE ORDER

14.1 The Purchaser may at any time, by written order given to the Supplier, make changes within the general scope of the Contract in any one or more of the following: (a) drawings, designs, or specifications, where Goods to be furnished under the Contract are to be specifically manufactured for the Purchaser; (b) the method of shipping or packing; (c) the place of delivery; and/or (d) the Services to be provided by the Supplier.

14.2 If any such change causes an increase or decrease in the cost of, or the time required for, the Supplier's performance of any provisions under the Contract, an equitable adjustment shall be made in the Contract Price or delivery schedule, or both, and the Contract shall accordingly be amended. Any claims by the Supplier for adjustment under this clause must be asserted within thirty (30) days from the date of the Supplier's receipt of the Purchaser's change order.

15.0 AGREEMENT

15.1 The service provider shall be required to enter into an agreement with bank, based on terms and conditions mentioned in the tender document within 15 days of issuance of acceptance order of tender.

16.0 TERMINATION FOR INSOLVENCY

16.1 The Purchaser may at any time terminate the Contract by giving written notice to the Supplier, if the Supplier becomes bankrupt or otherwise insolvent. In this event, termination will be without compensation to the Supplier, provided that such termination will not prejudice or affect any right of action or remedy which has accrued or will accrue thereafter to the Purchaser.

17.0. FORCE MAJEURE

17.1 Notwithstanding the provisions of Clauses on Delays, Liquidated Damages and Termination for Default, the Supplier shall not be liable for forfeiture of its performance security, liquidated damages or termination for default, if and to the extent that, its delay in performance or other failure to perform its obligations under the Contract is the result of an event of Force Majeure.

17.2 For purposes of this Clause, "Force Majeure" means an event beyond the control of the Supplier and not involving the Supplier's fault or negligence and not foreseeable. Such events may include, but are not limited to, acts of the Purchaser either in its sovereign or contractual capacity, wars or revolutions, fires, floods, epidemics, quarantine restrictions and freight embargoes. If a Force Majeure situation arises, the Supplier shall promptly notify the Purchaser in writing of such conditions and the cause thereof. Unless otherwise directed by the Purchaser in writing, the Supplier shall continue to perform its obligations under the Contract as far as is reasonably practical, and shall seek all reasonable alternative means for performance not prevented by the Force Majeure event.

18.0 TERMINATION FOR CONVENIENCE

18.1 The Purchaser, by written notice sent to the Supplier, may terminate the Contract, in whole or in part, at any time for its convenience. The notice of termination shall specify that termination is for the Purchaser's convenience, the extent to which performance of the Supplier under the Contract is terminated, and the date upon which such termination becomes effective.

19.0 LAW, JURISDICTION AND DISPUTE RESOLUTION

19.1 The provisions of this Agreement shall be governed by and, construed in accordance with the Indian law and the courts in Jodhpur (Regional Headquarter) shall have the exclusive jurisdiction to deal with any issue arising out of this Agreement.

20.0 ARBITRATION

20.1 Bank and the successful bidder shall make every effort to resolve amicably, by direction formal negotiation, any disagreement or dispute arising between them under or in connection with the contract. If after 30 days from the commencement of such informal negotiations, Bank and the successful bidder have been unable to resolve amicably a contract dispute; either party may require that the dispute be referred for resolution by formal arbitration.

20.2 The dispute, controversy or claims arising out of or in connection with the Agreement shall be referred to sole arbitrator to be appointed by bank. Bank shall suggest two names of the arbitrators, out of which the vendor can select one.

20.3 The place of arbitration shall be at Jodhpur (Regional Headquarter)

20.4 The arbitral procedure shall be conducted in the English language and any award or awards shall be rendered in English. The procedural law of the arbitration shall be the Indian law.

20.5 The award of the arbitrator shall be final and conclusive and binding upon the parties, and the parties shall be entitled (but not obliged) to enter judgment thereon in any one or more of the highest courts having jurisdiction. The parties further agree that such enforcement shall be subject to the provisions of the Indian Arbitration and Conciliation Act, 1996 and neither Party shall seek to resist the enforcement of any award in India on the basis that award is not subject to such provisions.

20.6 The rights and obligations of the parties under or pursuant to this Clause, including the arbitration agreement in this clause, shall be under the exclusive jurisdiction of the courts located at Jodhpur (Regional Headquarter).

21.0 AUDIT

21.1 Regional Office, Central Bank of India reserves the right to conduct an audit / ongoing audit of the services provided by the successful bidder.

22.0 VICARIOUS LIABILITY

22.1 The Vendor shall be the principal employer of the employees, agents, contractors, subcontractors, etc., if any, engaged by the vendor and shall be vicariously liable for all the acts, deeds, matters or things, whether the same is within the scope of power or outside the scope of power, vested under the contract. No right of any employment in the Bank shall

accrue or arise, by virtue of engagement of employees, agents, contractors, subcontractors etc., by the vendor for any assignment under the contract.

All remuneration, claims, wages dues etc., of such employees, agents, contractors, subcontractors etc. of the Vendor shall be paid by the Vendor alone and the Bank shall not have any direct or indirect liability or obligation, to pay any charges, claims or wages of any of the Vendor's employees , agents, contractors, subcontractors etc. The Vendor shall agree to hold the Bank, its successors, assigns and administrators fully indemnified, and harmless against loss or liability, claims, actions or proceedings, if any, whatsoever nature that may arise or caused to the Bank through the action of Vendor's employees, agents, contractors, subcontractors, etc.

24.0 PENALTY CLAUSE

24.1 Delay in providing service or supply will attract penalty and the decision to further continue/ discontinue the contract with the service provider lies fully with the Bank.

25.0 INDEMNITY BOND

25.1 Contractor shall sign an Indemnity Bond in Bank's approved format before starting the work, indemnifying the Bank from any damages, prosecution, other legal suits and claims arising out of any mishaps occurring at the site due to faulty work, non-fulfilling safety precautions, faulty construction and for violating any statutory rules and regulations for which the contractor shall be solely responsible.

26.0 SPECIAL CONDITIONS OF CONTRACT

The following Special Conditions of Contract (SCC) shall supplement the General Conditions of Contract (GCC). Whenever there is conflict, the provisions herein shall prevail over those in GCC.

1. Electrical Safety audit will be completed in two visits. During First visit the firm will identify the irregularities/ observation in concern premised and report will be submitted to Branch and Regional office,
2. As per submitted ESA report and recommendation branch/ Regional office will rectify the observation within short period
3. After compliance confirmation form branch/Regional office, Second visit will be done by empanelled vendor. During Second visit the Vendor/firm will check compliance and will provide confirmation certificate that the compliance has been done accordingly.
4. All the equipment/instruments required for carrying out the Electrical Safety Audit will have to be provided by the firm. The firm shall have the following minimum equipment/instruments for Electrical Safety Audit:
 - a. Three Phase Power Analyzer
 - b. Thermal Image Camera
 - c. Earth Tester
 - d. Megger
5. The minimum educational qualification of Electrical Safety Auditor who shall visit the Branches/Offices for inspection shall be a Degree in Electrical Engineering and BEE certification by Ministry of Energy or as mentioned in Para 28.1 under qualification.
6. The firm should inform the Bank Manager/Office In-Charge of upcoming Audit visit one day in advance. Audit visits shall be avoided in the last three working days of the month. The costs of all visits by the Auditor to the Branches/Offices have to be borne by the service provider. All such visits have to be made in the working hours of the Branch/Office.
7. The list of Branches and Offices given in **Appendix VI** is indicative only and is not exhaustive. The contract will cover all existing and future premises of the Bank under Jodhpur Regional Office / new Offices at the discretion of the Bank.
8. All Electrical Safety Audit Reports, Compiled Report of all Branches/ Offices about Points for Rectification and Diagrams has to be submitted in duplicate to respective Regional Office. Also, the soft copy (editable and PDF) of these has to be submitted.
9. All reports shall be in printed / typed format. Hand written copies or photocopies are not acceptable.
10. All ATMs grouped with Branch ONSITE shall be considered as part of the Branch and as such Electrical Safety Audit has to be conducted in the ATM premises also and the rate quoted per Branch should include ATMs.
11. Offsite ATM or ATM located at other location will be as per rate quoted.
12. The terms of payment are as under:-
 - a) No advance payment against work order. No interest on late payment.
 - b) Payment will be made against work as per Scope of work (ESA).
 - c) First Payment will be made by respective Branch/ Regional Office against

submission of Invoice along with Audit Reports, documents as prescribed in scope of work. (Annexure VII-IX)

d) Second Payment will be made by respective Branch/ Regional Office against submission of Invoice along with compliance certificate, documents as prescribed in scope of work and certificate from Branch Manager / Office In-Charge (annexure X).

e) Deduction of TDS will be as per rules.

13. The service provider shall be bound by all applicable laws of the state in which work is undertaken and shall comply with all laws, ordinances, rules, regulations, bye-laws, decrees and orders whether of Government or other authority or agency having jurisdiction. Service provider shall be responsible for obtaining and maintaining all licenses, permits, clearances, certifications and authorizations which are necessary for the performance of his obligation under scope of work as mentioned in tender document.
14. Bank is not responsible for accidental injury of any of the operating personnel involving in the audit procedure. Personnel should be well trained and should have adequate knowledge in electrical safety aspects and handling of electrical equipment. The equipment supplied to personnel should meet the related IS Standards/International standards as per the prevailing Rules of Central/State Govt.
15. Any damage to the Bank's property, equipment under testing and measurement during the electrical fire safety audit will be charged to the service provider
16. During the course of evaluation of bids, if Bank requires any documentary evidence required for evaluation, the same shall be intimated and bidder is expected to submit within reasonable time period. In case the documentary evidence could not be submitted within stipulated time period, Bank may discard the proposal submitted by the Bidder.
17. Technical eligibility criteria is elaborated in Pre-Qualifying (PQ) Criteria for ESA.
18. All relevant Environment, Health and Safety precautions are to be taken by the bidder / electrical auditor while executing the audit work at all locations. The bidder shall be responsible for any injuries to the work or workmen, to persons, animals or things and for all damages to the structural and /or decorative part of property which may arise from the operations or negligence of himself / their employees.
19. Number of days within which the work has to be completed will be specified in the work order that shall be issued by respective Regional Office under the rate contract. Indicative period for work completion is 15 days for 1 to 10 Branches/Offices and 45 days for 11 to 65 Branches/Offices under a Region.
20. Delay in providing service or supply will attract penalty of Rs.500 per day of delay and in a month, up to a maximum amount equivalent to the security deposit. In case of further delay, the decision to further continue/ discontinue the contract with the service provider lies fully with the Bank.
21. Submission of Consolidated Report on works to be undertaken for compliance, estimation of works & preparation of detailed BoQ to be included in this report is an important part of the Electrical Safety Audit. Also, the work contract for compliance shall not be awarded to the firm which conducted Electrical safety Audit or its associates.

27.0 OBJECTIVE OF ELECTRICAL SAFETY AUDIT

The objective of conducting Electrical safety is to review the condition of the existing electrical installation and to recommend measures for further strengthening the system in order to eliminate / reduce the electrical/fire hazard and to improve the safety of the personnel.

The audit shall mainly focus on:

1. Identifying the potential electrical / fire hazards
2. Boosting employee morale by providing safe working environment.
3. Smoothening the operation and maintenance of electrical installation
4. Avoiding loss of properties, human life and costly equipment.
5. Ensuring the compliance with relevant codes and practice, statutory rules and regulation.
6. Establishing procedure and process of safe working in electrical installation

28.0 Pre-Qualifying (PQ) Criteria for ESA

The bidder / consultant / firm / company have to fulfill following criteria:-

1. The intending tenderer for conducting Electrical Safety Audit should be electrical engineer with five years of experience as Electrical Safety Auditor. A certified accredited energy auditor from BEE (Bureau of Energy Efficiency) will be preferred.
2. The firm must have team of skilled staff and requisite tools and tackle to conduct electrical safety and energy audit. (Provide details).
3. The firm must be a registered company or firm in India and should have been in the business in India from the last 5 years.
4. Agency / firm must have average turnover or Rs 10.00 lac for last three years
5. The firm should have the experience of carrying out at least one contract in (Zonal/region territory area) electrical safety audits in Banks. Financial institutions, major hotels or multi- storeyed office buildings or any other electrical installations of similar nature (work). Provide work order and completion certificate.
6. Agency/individual must have valid GST No and Agency / individual must have PAN No and must be an Income Tax Assesse for the last three years.
7. The firm must have an office in the Rajasthan. Please specifies the address, contact person and contact nos.

29.0 SCOPE OF ELECTRICAL SAFETY AUDIT

1. The Electrical Safety Audit will be complete in two phase i.e. Phase-1 and Phase-2
2. During Phase-1, selected vendor will visit the branch/ATM to carry out ESA.
3. The Electrical Safety Audit shall be carried out to specifically cover the following aspect i.e. I Electrical Audit. II Energy Audit.

I. Electrical Audit

- A. Physical inspection of the office premises with reference to applicable Indian standards. Indian Electricity Rules and other relevant codes of Practice & identifying electrical hazards (shocks. fires. etc.).
 - B. Review of protection devices / system of the electrical installation including fuses, ELCB. MCB. MCCB, master electrical switch. etc.
 - C. Review of adequacy of cables based on actual load current measurements and cable current carrying capacities.
 - D. To evaluate the earthing system (installation and maintenance) based on IS 3043 including availability, upkeep and testing of earth pits and to suggest recommendation.
 - E. Display of danger signboard
 - F. Use of electrical rubber mats, rubber gloves etc.
 - G. Provision of identification tag of cables, Cable glands, sealing of cable entry and unused holes.
 - H. Upkeep and housekeeping of electrical installation.
 - I. Provision of indicating lamps on the control panels
 - J. Use of 3-pin plug and socket
 - K. Fire protection of electrical installations.
 - L. Arrangement for repair and maintenance of -electrical installations, equipment and appliances including qualified maintenance personnel, accessibility, and maintenance practices, etc .
 - M. Adequacy of rating of electrical equipment and installation.
 - N. Adequacy of isolation of current carrying parts.
 - O. Lightning protection.
 - P. Weather protection of outdoor electrical equipment and fittings.
 - Q. Cables - dressing, routing. identification tags, glands, lugs. armoured earthing. sealing of cable entry and used holes, adequacy for current carrying capacity, colour coding.
 - R. DG Set -emergency switch, oil leakage, stack and noise monitoring.
 - S. UPS and battery room.
 - T. Review of the following test records, (if any) evaluating the test results and to suggest recommendations as per applicable standards, Insulation resistance tests. Earth resistance tests.
2. ACTUAL TEST / ANALYSIS TO BE PERFORMED DURING THE AUDIT.

- U. Infrared Thermography: HT/LT panels where applicable. DBs. MCBs, SMDBs (Light & Power), MOB (Light & Power), Wall & Floor Sockets, stabilizers, UPS. A/C Units, Exposed Terminations of Cables, exposed cables/wiring, etc .
- V. Earth pit Resistance tests

II. Energy Audit

- A. Sanctioned load and utilized load.(Billing Demand)
 - B. Electricity Consumption for financial year period (eg: 01.04.2024 to 31.03.2025) and
 - C. Comparison with previous year.
 - D. Corresponding meter readings also to be recorded.
 - E. Energy Bill analysis for 12 months including tariff analysis.
 - F. Illumination and lighting lux levels, type of fixtures LED.
 - G. Identification of energy savings opportunities: list of all equipment's, gadgets.
 - H. UPS ,AC pumps. heaters etc. installed in premises.
 - I. AC star rating or ISEER ratings, type of gas enviro-friendly (R410 or R 404), any machine still with R-22 to be specifically mentioned.
4. Based on all above analysis, identify gaps in electrical safety measures, project anticipated risk and recommend the measures for mitigation of these risks.
5. Submission of Electrical Safety Audit Report to branch/ Regional office in the prescribed format (Annexure VII).
6. Submission of Consolidated Report of all Branches/ Offices to Regional office, Points for Rectification with the Electrical Safety Audit Report in the prescribed format (Annexure VIII).
7. Bank will carry out the works/ Services / repair and maintenance work as suggested/ reported by vendor /consultant / firm / company
8. Bank will inform to Vendor/ consultant / firm / company to carry out the Phase-2.
9. During Phase-2, Vendor / consultant / firm / company will visit the branch after compliance. During that vendor/ consultant / firm / company will check that the work executed is as suggested.
10. Submission of Compliance Certificate of all Branches/ Offices to Regional office, and provide the copy to branch of Compliance Certificate in prescribed format (Annexure X).

TECHNICAL BID**Basic Information about the Firm / Organization:**

Sr. No	Details	Details	Documents Enclosed?
1.	Name of the firm / Company Along with Address		
2.	Contact Details 1. Name of person : 2. Mobile no : 3. Email Id : 4. ID & Address details : 5. GST no. (if any)		
3	Date and year of establishment (Enclose relevant documents)		
4	Type of organization (Sole proprietor /partnership / private ltd/ co-operative body etc.)		
5.	Details of registration (Documentary evidence to be enclosed)		
6	Details of electrical audit work order's executed with Govt. / PSU / Nationalized Banks etc. (Documentary evidence to be enclosed)		
7.	Financial Details of the firm (enclose documentary evidence)		
8.	No. of years of experience in electrical audit works (Certificate to be enclosed)		
9.	Name of electrical auditors / engineer / inspector (full details along with qualifications) (enclose documents and KYC documents)		
11.	Whether electrical auditor / engineer / inspector is having valid BEE certification (enclose certificate)		
12.	Income tax PAN number		
13.	GST number (if any)		
14.	Whether any of the engineer /electrical auditors Is having EA Registration from Bureau of Energy Efficiency? If yes, enclose documentary evidence		

(Signature of Bidder with Seal of Firm)

Date :

Place :

(To be typed on the Service providers letter head)
OFFER LETTER

Letter No.

Date:

To,
**The Regional Head
Central Bank of India
Regional Office
Jodhpur,342001.**

Ref: Tender Notice No: RO/JODH/SECY/2025-26/21 DATE- 11.09.2025 of Central Bank of India.

Dear Madam/Sir,

With reference to the above tender notice, having examined and understood the instructions, terms and conditions forming part of the tender forms, we hereby enclose our offer for Empanelment of Vendors for Conducting Electrical Safety Audit under Rate Contract at the Branches and Offices of Jodhpur Region as mentioned in your above referred tender notice.

I/We am/are aware that in the event of getting a contract, I/We agree to honor the obligation with due diligence and efficiency as required by the Central Bank of India.

We confirm that we have not been disqualified / blacklisted by any Govt. Dept. / RBI / Bank/ Financial Services or any other organization for Conducting Electrical Safety Audit. We also agree that in case any poor performance report is received from any of our clients our Bid will be rejected / disqualified.

We further confirm that the offer is in conformity with the terms and conditions as mentioned in the tender form. We also confirm that the offer shall remain valid for 90 days from the date of opening of Technical bid. We understand that the Bank is not bound to accept the offer either in part or in full and that the Bank has the right to reject the offer in full or in part without assigning any reason whatsoever.

We certify that (Name of Agency) is not owned or controlled by any Director or serving Officer/Employees of Central Bank of India or their relatives having the same meaning as assigned under section 6 of the Companies Act, 1956

.

I/We agree to all the terms and conditions of the Tender Documents.

Yours faithfully,

Authorized Signatories
(Name & Designation, seal of the firm)
E-Mail address.
Contact No.

Annexure III

Compliance of terms and conditions -in Technical Bid

I / we have read and understood the instructions and the terms and conditions Contained in the tender Document.

I do hereby declare that the information furnished in the response to tender document and other supplementary sheets is correct to the best of my / our knowledge and belief. In case of selection of my / our bid for Electrical Audit work, we shall be carrying out the electrical audit work in accordance with the terms and conditions thereof.

Signature of Authorized Signatory:

Name of Authorized Signatory:

Designation :

Address of firm:

Place:

Date:

DRAFT ARTICLES OF AGREEMENT

(Bank reserves the right to further modify/revise/change the content of the agreement)

ARTICLES OF AGREEMENT made on the day of..... Between **Central Bank of India**, a body Corporate constituted under the Banking Companies (Acquisition & Transfer of Undertakings) Act, 1970, having its Head Office at Chandermukhi, Nariman Point, Mumbai having **Regional Office at Abhay Chamber, Jalori Gate, Jodhpur (Raj.)-342001** (hereinafter called "the Bank") of the one part and (Hereinafter called "the Contractor") of the other part.

WHEREAS the Bank is desirous of taking up the 'Empanelment of Vendors for Conducting Electrical Safety Audit under Rate Contract at the Branches and Offices of Jodhpur Region'

WHEREAS the Bank had floated the Tender No: **RO/JODH/SECY/2025-26/21 Date 11.09.2025** inviting sealed tenders from eligible bidders for Empanelment of Vendors for Conducting Electrical Safety Audit under Rate Contract at the Branches and Offices of Jodhpur Region.

WHEREAS in response to the aforesaid Notice Inviting Tender, Bank had inter alia received sealed quotation No. _____ dated _____ from the Contractor. After scrutiny, evaluation and comparison of the offers received by the Bank and based upon the offer dated _____ of the service provider submitted, the Bank has accepted the offer and issued Sanction Letter No. _____ Dated _____.

AND WHEREAS the Contractor has agreed to execute, subject to the conditions set forth herein and in the correspondence attached hereto and to the Conditions set forth in the Special Conditions of the Contract and General Conditions of the Contract (all of which are collectively herein after referred to as "the said Conditions") the works described in the said Specifications and included in the said Financial Bid Form at the respective rates therein set forth amounting to the sum as therein arrived or such other sum as shall become payable there under (herein after referred to as "the said Contract Amount").

NOW IT IS HEREBY AGREED AS FOLLOWS:-

1. In consideration herein mentioned the Contractor will, subject to the conditions annexed, carry out the work shown in the Contract.
2. The Bank shall pay the Contractor the said Contract Amount, or such other sum as shall become payable, at the times and in the same manner specified in the said Conditions.
3. The said conditions and Annexure thereto and the correspondence attached hereto shall be read and construed as forming part of this Agreement and the parties hereto shall respectively abide by, submit themselves to the said conditions and the correspondence and perform the agreements on their part respectively in the said Conditions and the correspondence contained.

4. The plan, agreement and documents mentioned herein shall form the basis of this contract.
5. The Bank reserves to itself the right of altering the items to be executed by adding to or omitting any items without prejudice to this contract.
6. Time shall be considered as the essence of this Contract and the Contractor is required to conduct maintenance activities, Supply and Installation as per the schedule mentioned in Special Conditions of the Contract.
7. That the several parts of this Contract have been read by the Contractor and fully understood by the Contractor.
8. This agreement shall/ be deemed to have come into effect from w.e.f-----

For the Bank

For Central Bank of India
For & on behalf of Regional Office,

For the Contractor

For & on behalf of

Name :

Designation :

Date :

Name :

Designation :

Date :

**FINANCIAL BID FOR EMPANELMENT OF VENDORS FOR CONDUCTING
ELECTRICAL SAFETY AUDIT UNDER RATE CONTRACT AT THE BRANCHES
AND OFFICES OF JODHPUR REGION**

1. All quoted rates should be exclusive of GST. GST is payable additionally as per prevailing rules during payment.
2. The entire premise of the Branch along with onsite ATM / Regional office will be considered as one unit, the rate to be paid for conducting Electrical Safety Audit as in Annexure VI locations shall be as quoted below.
3. Quoted rate will be for one unit only.

Rate per Branch/Office and Offsite ATM -

Description of Work	Phase-1	Phase-2	Total
Conducting Electrical Safety Audit at Branch / Office of Jodhpur Region	In Numbers:	In Numbers:	
Description of Work	Phase-1	Phase-2	Total
Conducting Electrical Safety Audit at Offsite ATM of Jodhpur Region	In Numbers:	In Numbers:	
Grand Total (In Number) Rs. -			
Grand Total (in Words) Rs.-			

Authorized Signatory

(Name & Designation, Seal of the Service Provider)

Date:

Place:

Annexure VI

INDICATIVE LIST OF BRANCHES AND OFFICES IN JODHPUR REGION:

S NO	BR CODE	BRANCH NAME	CATEGORY	DISTRICT
1	2458	ABU ROAD	SEMI URBAN	SIROHI
2	5169	ANUPGARH	SEMI URBAN	SRIGANGANAGAR
3	3331	BALOTRA	SEMI URBAN	BARMER
4	3196	BANSWARA	URBAN	BANSWARA
5	3332	BARMER	SEMI URBAN	BARMER
6	436	BHILWARA	URBAN	BHILWARA
7	5140	BHOJASAR CHHOTA	RURAL	CHURU
8	447	BIKANER	URBAN	BIKANER
9	451	BORUNDA	SEMI URBAN	JODHPUR
10	4781	CHHOTI SADRI	SEMI URBAN	PRATAPGARH
11	3263	CHITTORGARH	URBAN	CHITTORGARH
12	4545	CHURU	URBAN	CHURU
13	4526	DUNGARPUR	SEMI URBAN	DUNGARPUR
14	3118	GANESH NAGAR	URBAN	UDAIPUR
15	3250	GEETANJALI SCHOOL	METRO	JODHPUR
16	1257	HANUMANGARH JUNCTION	URBAN	HANUMANGARH
17	3501	HANWANT SCHOOL	METRO	JODHPUR
18	2898	HEENTA	RURAL	UDAIPUR
19	3505	HIRAN MAGRI	URBAN	UDAIPUR
20	4789	JAISALMER	SEMI URBAN	JAISALMER
21	3340	JALORE	SEMI URBAN	JALORE
22	450	JALORI GATE	METRO	JODHPUR
23	2492	JILIYA	RURAL	NAGOUR
24	2502	JODHIYASI	RURAL	NAGOUR
25	455	KANORE	SEMI URBAN	UDAIPUR
26	439	KUCHAMAN CITY	SEMI URBAN	NAGOUR
27	2906	MANJHE (DEGANA)	RURAL	NAGOUR
28	440	MARWAR MUNDWA	SEMI URBAN	NAGOUR
29	452	MATHANIA	SEMI URBAN	JODHPUR
30	443	MAULASAR	RURAL	NAGOUR
31	441	MERTA CITY	SEMI URBAN	NAGOUR
32	1570	MIA JODHPUR	METRO	JODHPUR
33	5103	MODKA NIMBAHEDA	RURAL	BHILWARA
34	442	NAGOUR	URBAN	NAGOUR
35	3458	NATHDWARA	SEMI URBAN	RAJSAMAND
36	4780	NIMBAHERA	SEMI URBAN	CHITTORGARH
37	4054	NMCS HANUMANGARH TOWN	URBAN	HANUMANGARH
38	448	PALI	URBAN	PALI
39	446	PEERKAMADIA	RURAL	HANUMANGARH
40	4375	PRATAPGARH	SEMI URBAN	PRATAPGARH
41	453	RANSIGAON	RURAL	JODHPUR
42	3668	RATANADA	METRO	JODHPUR
43	5062	RAWATBHATA	SEMI URBAN	CHITTORGARH
44	5063	SAGWARA	SEMI URBAN	DUNGARPUR
45	3746	SARDARSHAHAHAR	SEMI URBAN	CHURU
46	4056	SARDUL PUSHKARNA	URBAN	BIKANER
47	3845	SHASTRI NAGAR JODHPUR	METRO	JODHPUR
48	4610	SIROHI	SEMI URBAN	SIROHI
49	445	SRIGANGANAGAR	URBAN	SRIGANGANAGAR
50	3167	SUJANGARH	URBAN	CHURU
51	3341	SUMERPUR	SEMI URBAN	PALI
52	5120	TEXTILE MARKET	URBAN	BHILWARA
53	454	UDAIPUR	URBAN	UDAIPUR
54	CC0450	CURRENCY CHEST JALORI GATE	METRO	JODHPUR
55	7016	REGIONAL OFFICE	METRO	JODHPUR
56	5208	SURATGARH	SEMI URBAN	SRIGANGANAGAR
57	0000	Any other branch location/ Premises		

Annexure - VII

FORMAT FOR ELECTRICAL SAFETY AUDIT REPORT FOR ALL BUILDINGS

Branch / office Code & Name	
Address	
BM Name / Empl. Nos.	
Sanction load	KW/ KVA
Connected Load	KW/ KVA
Monthly amount of energy bill (Approx.)	Rs /- per month
Total tonnage of Air conditioners in Branch / OfficeTR (Tonnage of Refrigeration)
Area of the Branch	(Sq. feet / Sq. Meters)

Sr.No	Description	Details	Remarks
1.	Whether MCCBs / MCBs / ELCBs are provided with proper rating to incomer. cater the load. Check for loose/broken neutral at incomer. The incomer panels thermography report.	YES/NO	
2.	Whether the Branch is provided with facility(switch) to switch off the premises power supply at close hours in branch before leaving the premises(if no to be provided immediately) auditor to ensure compliance.	YES/NO	
3	Whether light and emergency light are provided in electrical rooms/operating areas for easy operation & maintenance works	YES / NO	
4	Whether Pump room, DG set room, UPS room, electrical room etc. are maintained dry and in good condition and obsolete hazardous / old items are not dumped there.	YES / NO	
5	Whether Water Seepage is observed near any of the Electrical Panel, Distribution Boards, Electrical equipment etc.	YES / NO	
6	Whether Earthing pits are provided and connected to the equipment Body of the connected equipment.	YES / NO	

7	Whether the Earthing Pits are properly maintained and earth values < 1 megaohm	YES / NO	
8	Whether proper exhaust fan for ventilation of panel room/electrical room / UPS room is provided and paper, old material or any other scrap kept near DB/Panels / UPS/ Batteries etc. are not kept there.	YES / NO	
9	Whether penalty is being imposed in electricity bills on account of higher load / poor power factor etc. (It may be ascertained from the electricity bill of April / May / June / July). Additional electrical load required if any (from Power Distribution company).	YES / NO	
10	Whether load is distributed in all three phases to avoid unbalancing of phases and no loose electrical connection / haphazard wirings observed in the Branch / office premises.	YES / NO	
11	Whether isolating switches are provided for the switching off of the non-essential loads premises during night and main switch to switch off the power supply to the Branch in case of fire / emergency.	YES / NO	
12	Whether electrical equipments of Pantry etc. are properly connected to Iron socket box with MCBs. MCBs or latest type switches are provided to switch on / off the ACs and protect them from Overload.	YES / NO	
13	Whether Proper preventive maintenance after opening of Panel boards and distribution Boards are carried out by the license holder Electrician or skilled technicians of Equipment manufacturers service providers.	YES / NO	
14	Whether Appropriate timers used in the changeover of Air conditioners for server room ACs and for Signage Boards to make auto ON/OFF (for schedule timings). The thermostat of AC's at server rooms should be set to say 30 degree centigrade so they are not run only when the temperature is too high (to minimize chances of fire due to idle running of ACs during the night).	YES / NO	
15	Whether Preventive Maintenance of electric installation and equipment is carried out by	YES / NO	

	skilled license holder electricians / skilled technician.		
16	General Condition of electrical control panel, Main Switch, Electric Meter Board and change over switch, ACs, water' cooler, water filter, wiring, cables etc. is good and all DB'S, Panels, switch boards are Properly covered.	YES / NO	
17	Whether the contact numbers of persons, electricians, power distribution company, Generator service provider, vendor, UPS vendors, ACs etc. are available with Accountant / Security guard and other staff and they are displayed in Electric room / UPS room?	YES / NO	
18	Whether the Power factor Panel of appropriate rating is installed.	YES / NO	
19	FIRE PREVENTION MEASURES		
(i)	All old disposable records, broken furniture etc. accumulated at the premises at the premises have been cleared.	YES / NO	
(ii)	Combustible leaf, litter/waste papers etc in and around the branch is removed/cleaned periodically.	YES / NO	
(iii)	No Stationary/Records/old obsolete Items are stored/kept in the System/UPS room.	YES / NO	
(iv)	Storage racks in Stationery/Record room kept at a safe distance of at least 3 ft from electrical points/switch/junction /boxes.	YES / NO	
(v)	In the pantry/canteen LPG is used	YES / NO	
20	SERVER AND UPS ROOM	YES / NO	
(i)	<u>Server Room</u> Server room have dual AC units having timer circuit device with independent circuit.	YES / NO	
(ii)	Whether Exhaust fan installed in UPS Room	YES / NO	
21	ELECTICAL SAFETY		
	Power supply to Record/Stationary room is made through plug and socket arrangement.	YES / NO	
22	FIRE PROTECTION / FIRE CONTROL EXTINGUISHERS AND FIRE ALARM SYSTEM		
	Are fire extinguisher available in the following area and clearly marked and accessible?	YES / NO	

	A. System UPS Room: CO2(3 Kg /4.5 Kg) X2 B. Banking Hall: Water CO2 Type C. Stationary room: Water CO2 Type		
23	DG SET/GENERATOR IF PROVIDED OWNED/RENT		
	At least two 6 kg ABC capacity fire extinguishers are placed near the Diesel Generator.	YES / NO / NA	

Energy Audit

1. Sanctioned load and utilized load.(Billing Demand)
2. Electricity Consumption for financial year period (eg: 01.04.2024 to 31.03.2025) and comparison with previous year.
3. Corresponding meter readings also to be recorded.
4. Energy Bill analysis for 12 months including tariff analysis.
5. Illumination and lighting lux levels, type of fixtures LED.
6. Identification of energy savings opportunities: list of all equipment's, gadgets, UPS, AC pumps, heaters etc. installed in premises.
7. AC star rating or ISEER ratings. type of gas enviro-friendly (R410 or R 404), any machine still with R-22 to be specifically mentioned.

Signature

Name of Electrical Engineer/ Consultant / Contractor

Supervisor's Valid License No.

(In case of Electrical Contractor) Contractor's License

Contact No:-

Date:

Place:

Only where HT(kv/33 kv) substation is in premises

Annexure –VII-A

ADDITIONAL POINTS FOR BUILDINGS HAVING OWN H.T. SUBSTATION

Name of Branch/Office /Building	
Address	
Billing Demand	KW/KVA
Maximum Demand (MD) OF (Preferably April/May/June Months	KW/KVA
Power factor and Peak Load As mentioned in the electricity bill (Preferably April/May/June Months)	P.F : Peak Load
Capacity of substation and voltage	-----KVA -----KV

	Description	Details	Remarks
1	Where the permission for sub-station and DG Sets ,Electric Shock treatment chart, Electricals & Fire Safety Charts, Single line diagram etc. are displayed in substation	YES/NO	
2	Whether emergency contact numbers of fire station , Health center, Power Distribution Co.,, main contractor etc. are displayed at substation and control room	YES/NO	
2.1	Whether electric danger plate (fig of skull & cross bones,11KV/33KV/440V/230V) is provided on Main Electric Panel /electric room/operating areas	YES/NO	
3	Safety Materials like fire extinguishers, Sand buckets, Rubber Mats, Hand Gloves <first aid box etc. are available in substation.	YES/NO	
4	Whether the inspection of substation /DG Set /Lift is done by the concerned Electrical inspector at least once in a year and required inspection fees paid well in time.	YES/NO	
5	Whether the observation by Electrical Inspector during his last visit has been attended?	YES/NO	Copy of letters this regards should be enclosed
6	Whether Preventive Maintenance of Breakers, Transformers HT & LT Panels etc. is carried out as per schedule and the contact for maintenance of Transformer/Breakers/Panels etc. are a given manufacture/service Providers?	YES/NO	Attach the report
7	Whether 1. The maintenance Contractor has “A” Class Electrical Contractors license and comply the requirement of the	YES/NO	Copy should be available with the

	<p>guideline of the Concerned State/Central Govt.?</p> <p>2. The Workmen/ Technicians possess the wireman/electricians license?</p>		concern
8	<p>In case of outdoor substation.</p> <p>1. Whether the stone gities provided in substation yard?</p> <p>2. Whether the Substation structure fencing boundary is provided, painted and well maintained.</p>	YES/NO	
9	<p>Whether Earthling Test reported is provided by the Electricals Contractor/Maintenance Contactors?</p> <p>Whether Proper nomenclature and painting is door on Electrical Panels and Earthling pits/</p>	YES/NO	
10	<p>Whether Transformer oil level and breather condition is checked at least once in a week?</p> <p>Check last date of transformer oil BDV test and confirm the BDV value whether it is permissible or not?</p>	YES/NO	
11	<p>Whether mechanical and electrical interlocks of critical equipment are provided and maintained in working condition?</p> <p>Operating manuals for critical equipment like transformer, breakers should be available at site?</p>	YES/NO	
12	<p>Whether Automatic Power Factor Control (APFC) Panel is Provided and power Factor value is maintained higher than prescribed value (say 0.90.It may be confirmed /verified from the electricity bill & APFC Panel meter)</p>	YES/NO	
13	<p>Whether Lightening Arrestor and Aviation light is Provided (Applicable only in case of Multi storied building)</p>	YES/NO	
14	<p>Whether the Maintenance staff wear shoes and they are well mannered and well dressed</p>	YES/NO	
15	<p>Whether Some training/Meeting with Maintenance Staff is Conducted for discussion on energy conversation opportunities ,challenges in Electrical safety etc.</p>	YES/NO	
16	<p>Thermography: Observation on thermo graphic images at Electric Panels , Distribution Boards.</p> <p>(Please also upload the thermo graphic images on the system)</p>	YES/NO	

Signature

Name of the Auditor

Name of Agency

Supervisor's Valid License No.

Date:

Place:

**FORMAT OF CONSOLIDATED REPORT OF ALL BRANCHES/ OFFICES,
POINTS FOR RECTIFICATION**

Signature & Stamp of the Electrical Safety Auditor
Name of the Electrical Safety Auditor

Place:

Annexure IX

(To be typed on the Service providers letter head)

CERTIFICATE FROM BRANCH MANAGER / OFFICE IN-CHARGE

This is to certify that Mr./Mrs/Ms. _____ representing M/s _____ visited _____ Branch / Office and conducted Electrical Safety Audit from _____ Hours to _____ Hours on _____ (date).

Date:

Place:

Name:

Employee ID:

Designation:

Office Seal

Annexure X

(To be typed on the Service providers letter head)

Electrical Safety Audit Compliance Certificate

Mr./Mrs/Ms. _____ representing M/s
_____ visited _____ Branch / Office and
conducted Electrical Safety Audit Compliance testing from ____Hours to ____
Hours on _____(date).

It is certified that the Electrical Safety Audit of the Branch _____ has
been carried out on dated _____ and as per recommendation of Electrical Safety Audit,
lapses /observations noticed have been rectified on dated _____.

Signature

Name of the Auditor:

Name of Agency:

Supervisor's Valid License No.:

Date:

Place: