



Request for Proposal

For

Appointment of Property/ Real Estate Consultant/s for Divestiture of Banks's identified non-core Properties

Date: **January 16th, 2023**

Reference: **BCC/PD/RFP/002**

REQUEST FOR PROPOSAL (RFP) for Appointment of Property / Real Estate Consultant/s for Divestiture of Bank's identified non-core properties

Key Information on the RFP Response Submission

#	Particulars	Timeline
1	RFP Issuance Date	January 16 th , 2022
2	RFP Co-ordinator	General Manager & Head, FM , COA , PD & DMS, Bank of Baroda, BCC, Mumbai
	Telephone	+91 22 2654 5476
	Email id	pd.em.bcc@bankofbaroda.com
	Address for Proposal Submission	Facility Management Bank of Baroda, 1 st Floor, Baroda Corporate Centre, C-26 , G-Block, Bandra Kurla Complex, Bandra, Mumbai – 400 051.
3	Last Date for clarifications/pre-bid meeting on RFP, if any.	3:00 pm on January 24th , 2023
4	Last Date of Submission of RFP Response (Closing Date)	3:00 pm on February 6th , 2023
5	Technical Proposal Opening Date	3:30 pm on February 6th, 2023
6	Financial Proposal Opening date	The Financial Proposals of only those who qualify in Technical Proposal will be opened. The date for opening of the Financial Proposal would be communicated separately only to those bidders who are eligible and technically qualified.
7	Proposal Security (Earnest Money Deposit or EMD)	INR 1,00,000/- (Rupees One Lakh Only) by way of Demand Draft, in favour of " Bank of Baroda " Payable at Mumbai.

Definition of Terms used in the RFP:

Following terms are used in the document interchangeably to mean:

1. "Assignment/ Job/ Engagement" means the work to be performed by the selected Bidder pursuant to the Contract
2. "BOB " means BANK OF BARODA
3. "Contract" or "Agreement" means the Contract signed by the Parties and all the attached documents and the Appendices, consequent to the completion of the proceedings as per the RFP
4. "Day" means calendar day
5. "Disclosing parties/ Receiving Parties/ Party/ Parties" means Bank of Baroda and Successful Bidder or both as the case maybe
6. "Proposal/ Bid/ Tender" means Response to the RFP Document.
7. "Recipient, Respondent, Consultant/s and Bidder" means, interested and eligible applicants responding to this RFP for providing Consultancy services towards Divestiture of Bank's identified non-core properties
8. "RFP" means the Request For Proposal document
9. "Successful/ Selected Bidder" means the bidder selected as the successful bidder by the Bank of Baroda in accordance with this RFP

Confidentiality:

This document is meant for the specific use by the Company/ person/s interested to participate in the RFP process. This document in its entirety is subject to Copyright Laws. Bank of Baroda expects the Consultant/s or any person acting on behalf of the Consultant/s strictly adhere to the instructions given in the document and maintain confidentiality of information. The Consultant/s will be held responsible for any misuse of information contained in the document, and are liable to be prosecuted by the Bank in the event that such a circumstance is brought to the notice of the Bank. By downloading the document, the interested party is subject to the confidentiality clauses.

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1 Introduction

1.1 Introduction and Disclaimer

This Request for Proposal (RFP) document has been prepared solely for the purpose to enable Bank of Baroda, in Appointment of Property/Real estate Consultant/s for Divestiture of Bank's identified non-core properties

The RFP document is not recommendation, offer or invitation to enter into a contract, agreement or any other arrangement, in respect of the services. The provision of the services is subject to observance of selection process and appropriate documentation being agreed between Bank of Baroda and any successful Consultant/s as identified by the Bank, after completion of the selection process as detailed in this RFP document.

The RFP document is intended solely for the information of the party to whom it is issued ("the Recipient" or "the Respondent") and no other person or organization.

Bank of Baroda hereby invites responses from Bidders for the purpose of finding a Property/Real Estate Consultant/s for Divestiture of Bank's identified non-core properties.

1.2 Information Provided

The RFP document contains statements derived from information that is believed to be true and reliable at the date obtained but does not purport to provide all of the information that may be necessary or desirable to enable an intending contracting party to determine whether or not to enter into a contract or arrangement with Bank of Baroda in relation to the provision of services. Neither the Bank nor any of its directors, officers, employees, agents, representatives, contractors, or Consultant/s gives any representation or warranty (whether oral or written), expressed or implied as to the accuracy, updating or completeness of any writings, information or statement given or made in this RFP document.

1.3 Disclaimer

Subject to any law to the contrary, and to the maximum extent permitted by law, Bank of Baroda and its directors, officers, employees, contractors, representatives, agents, and Consultant/s disclaim all liability from any loss, claim, expense (including, without limitation, any legal fees, costs, charges, demands, actions, liabilities, expenses or disbursements incurred therein or incidental thereto) or damage, (whether foreseeable or not) ("Losses") suffered by any person acting on or refraining from acting because of any presumptions or information (whether oral or written and whether express or implied), including forecasts, statements, estimates, or projections contained in this

RFP document or conduct ancillary to it whether or not the losses arises in connection with any ignorance, negligence, inattention, casualness, disregard, omission, default, lack of care, immature information, falsification or misrepresentation on the part of Bank of Baroda or any of its directors, officers, employees, contractors, representatives, agents, or Consultant/s.

1.4 Costs Borne by Respondents

All costs and expenses (whether in terms of time or money) incurred by the Recipient/ Respondent in any way associated with the development, preparation and submission of responses, including but not limited to attendance at meetings, discussions, demonstrations, etc. and providing any additional information required by Bank, will be borne entirely and exclusively by the Recipient/ Respondent.

1.5 Recipient Obligation to Inform Itself

The Recipient must apply its own care and conduct its own investigation and analysis regarding any information contained in the RFP document and the meaning and impact of that information.

1.6 Evaluation of Offers

Each Recipient acknowledges and accepts that Bank of Baroda may, in its sole and absolute discretion, apply whatever criteria it deems appropriate in the selection of Property/Real estate Consultant/s for Optimisation & Monetization of Bank's Premises, not limited to those selection criteria set out in this RFP document.

The issuance of RFP document is merely an invitation to offer responses to this RFP and must not be construed as any agreement or contract or arrangement nor would it be construed as any investigation or review carried out by a Recipient. The Recipient unconditionally acknowledges by submitting its response to this RFP document that it has not relied on any idea, information, statement, representation, or warranty given in this RFP document.

1.7 Errors and Omissions

Each Recipient should notify the Bank of any error, fault, omission, or discrepancy found in this RFP document but not later than last date of receiving clarifications.

1.8 Acceptance of Terms

A Recipient will, by responding to Bank of Baroda's RFP document, be deemed to have accepted the terms as stated in this RFP document.

2 Terms of the RFP Response

2.1 Bidders' eligibility criteria

Applications in prescribed form (Annexure 1) are hereby invited from professional consultant firms fulfilling the eligibility conditions set out below for their empanelment:

Sr.	Particulars	Criteria
i	Experience	<ul style="list-style-type: none"> • Minimum 3 year in the field of complete real estate solutions such as development / redevelopment/ disposal of properties/ optimum space utilization study for central/ state Govt. organizations / PSU's /Autonomous bodies/ Private sector companies of repute having turnover of ` 10,000 Crore. • Must have assessed in India built-up area average totalling not less than 5,00,000 Sq-Mtr per year as Commercial, Residential and or Institutional use in last 3 years. • Must have provided in India feasibility study of average 5 projects per year rating not less than 50 crores each project in last 3 years from 31.3.2016.
ii	Registration/ incorporation	The firm shall be registered with registrar of companies in India.
iii	Presence / reach	The firm should have Offices min. at 5 places spread across India.
iv	Clientele / past record	The firm should have been empanelled by at least 2 clients from Government / PSUs in the last 3 years.
v	Minimum annual billing for consultancy work	The minimum average turnover from consultancy work in last 3 financial years should not be less than `75.00 Crores.
vi	Registration with Income Tax Authorities	The valid registration number issued by Income Tax Authorities
vii	Must have not less than 15 qualified post graduate Marketing & Technical Consultants on its roll.	

Other details

The intending applicants are required to submit the attested copies of documents/ certificate in conformation of their meeting the above eligibility criteria along-with the other details/ documents as specified, failing which the RFP documents is liable to be rejected.

Bank reserves the right to accept any application or reject any or all the applications or annul this process at any time without assigning any reason whatsoever. This notice is available on Tender section of Bank's website, www.bankofbaroda.com.

The Bidder should have never been blacklisted/ barred/ disqualified by any regulator/ statutory body in India.

(All the above eligibility criteria will have to be supported by documentary evidence which will need to be attached to the bid)

The Bank reserves the right not to accept any bid, or to accept or reject a particular bid at its sole discretion without assigning any reason whatsoever.

The Bidder must enclose the following:

- a) Bidder's eligibility details
- b) Bidder's general information
- c) Organogram / Key People who will be involved in the project
- d) Documentary proofs of the experience claimed by the Bidder.
- e) Documentary proofs of the experience claimed by the Bidder Partner.

2.2 Registration of RFP Response

Registration of RFP response will be effected by Bank of Baroda by making an entry in a separate register kept for the purpose upon Bank receiving the RFP response in the above manner. The registration must contain all documents, information, and details required by this RFP. If the submission to this RFP does not include all the documents and information required or is incomplete or submission is through e-mail, the RFP is liable to be summarily rejected.

All submissions, including any supporting documents, will become the property of the Bank. The Recipient shall be deemed to have licensed, and granted all rights to Bank of Baroda to reproduce the whole or any portion of their submission for the purpose of evaluation.

2.3 RFP Validity period

RFP responses must remain valid and open for evaluation according to their terms for a period of at least 180 days from the RFP opening date.

2.4 Appointment period

Post the evaluation process, the selected Consultant/s/s would be initially appointed by Bank of Baroda for 2 (two) years and may be extended up to another 2 (1+1) years subject to satisfactory performance and at the sole discretion of Bank of Baroda.

2.5 Communication on the RFP

Recipients are required to address all communication/ clarifications/ queries if any relating to the RFP in writing via email on or before the last date of receiving request for clarification as per details provided in the RFP. Bank of Baroda will try to reply, without any obligation in respect thereof, every reasonable query raised by the Respondents in the manner specified. Any changes to the RFP will be communicated as Addendum to the RFP and will be published on Bank of Baroda's website under

Tenders section. However, Bank of Baroda will not answer any communication initiated by the Respondents beyond the dates provided in “**Key Information on the RFP Response Submission**”.

Bank of Baroda may in its absolute discretion seek, but under no obligation to seek, additional information or material from any Respondents after the RFP closes and all such information and material provided must be taken to form part of that Respondent's response.

Respondents should invariably provide details of their email address as any clarifications required by Bank of Baroda against the response to the RFP will only be communicated to the Respondent via email. If Bank of Baroda in its sole and absolute discretion deems that the originator of the query will gain an advantage by a response to a question, then Bank of Baroda reserves the right to communicate such response to all Respondents.

Bank of Baroda may in its absolute discretion engage in discussion or negotiation with any Respondent (or simultaneously with more than one Respondent) after the RFP closes to improve or clarify any response.

2.6 Notification

Bank of Baroda will notify all the Respondents in writing immediately post completion of the RFP Evaluation on the outcome of the process. Bank of Baroda is not obliged to provide any reasons for any such acceptance or rejection.

2.7 Disqualification

Any form of canvassing/lobbying/influence will result in disqualification at the sole discretion of Bank of Baroda.

2.8 Language

The RFP response prepared by the Consultant/s, as well as all correspondence and documents relating to the RFP exchanged by the Consultant/s and BANK OF BARODA and supporting documents and printed literature shall be in the English language only.

2.9 Formats of Bids

The Consultant/s should use the formats prescribed by Bank of Baroda in submission of the RFP Response. Bank reserves the right to ascertain information from Banks and other institutions to which the Consultant/s have rendered their services for execution of similar assignments.

2.10 Timeframe

The timeframe has been provided at the start of this document for the overall selection

process. Bank reserves the right to vary this timeframe at its absolute and sole discretion and without providing any notice/intimation or reasons thereof. Changes to the timeframe will be relayed to the affected Respondents during the process. The time schedule will be strictly followed. Interested parties are expected to adhere to these timelines. However, Bank reserves the right to change the aforementioned timelines.

2.11 RFP Response Submission Details

The application has to be submitted in **three separate envelopes** as under:

- i) Envelope marked as I: **Technical Bid**, duly completed in all respects, be put in this envelope and duly sealed. The envelope to be super scribed as “**Technical Bid for Selection Property / Real Estate Consultant/s for Divestiture of Bank’s identified non-core properties**”.
The EMD must be kept in this envelope with technical bid.
- ii) Envelope marked as II: **Financial bid** be put in this envelope and sealed. This envelope to be super scribed as “**Financial Bid for Selection of Property / Real Estate Consultant/s for Divestiture of Bank’s identified non-core properties**”
The envelope will be opened only if the offer is found suitable as per the criteria and parameters for selection of Consultant/s. The date of opening of financial bid will be intimated to the bidders separately.
- iii) Envelope marked as III: The above two sealed envelopes No.I & No.II be placed in envelope No. III and sealed (i.e. envelope marked as III, will contain two envelopes marked as I & II). This envelope marked as No.III would be superscripted as “**Proposal for Selection of Property / Real Estate Consultant/s for Divestiture of Bank’s identified non-core properties**”

ENVELOPE 1 - (TECHNICAL BID):

The Technical Proposal should be made in an organized, structured and neat manner. Brochures/ leaflets should not be submitted in loose form. The suggested format for submission of the Technical Proposal is as follows:

1. Earnest Money Deposit (EMD) –Only Demand Draft of specified amount kept in a separate cover.
2. Application form as per Annexure 1
3. Technical Proposal covering letter as per Annexure 3
4. Letter of Authorisation to Bid as per Annexure 4
5. Approach, Methodology and Work plan as per Annexure 5
6. Undertaking as per Annexure 6
7. Conformity Letter as per Annexure 7 & 8

8. A copy of the RFP along with the addendum if any, duly putting the seal and signature on all the pages of the document for having noted contents and testifying conformance of the terms and conditions, should be included.

The Technical Proposal should be complete in all respects and should contain all information as specified in the RFP, with the exclusion of the Financial Proposal. The Technical Proposal should not contain any price information; any Consultant/s disclosing the Financial Proposal information in the Technical Proposal will be summarily rejected. The Technical Proposal should indicate the ideas, solutions and processes suggested in 'Scope of Work'.

All the relevant pages of the proposal are to be signed by an authorized signatory on behalf of the Consultant/s. The number should be unique serial number across the document. The Bidder should provide documentary evidence of the authorised signatory for the purpose of this RFP.

The RFP response shall be in the English language only. The contact name, email ID and telephone numbers (mobile & landline) of the Consultant/s shall also be indicated on the sealed cover.

EMD (DD) should be placed in the original Technical Proposal submitted to Bank of Baroda.

ENVELOPE 2 - (FINANCIAL BID):

The Financial Proposal should contain all relevant price information and should not contradict the Technical Proposal in any manner. There should be no hidden costs for items quoted. The offer must be made in Indian Rupees only and the offer should include all applicable taxes and other charges, excluding GST. Bank of Baroda is not responsible for the arithmetical accuracy of the bid. The Consultant/s will have to ensure all calculations are accurate. Bank of Baroda at any point in time for reasons whatsoever is not responsible for any assumptions made by the Consultant/s. Bank of Baroda at a later date will not accept any plea of the Consultant/s or changes in the commercial offer for any such assumptions.

Bidder should quote fees as per the format provided by Bank of Baroda while submitting the Financial Proposal as per Annexure 9.

It is reiterated that if any envelope is found to contain both Technical and Financial Proposals, such offers will be rejected by the Bank. Offer should not be conditional in any manner; any conditional Financial Proposal responses shall be rejected by Bank.

IMPORTANT POINTS TO BE NOTED

- a) The sealed bid envelopes should be delivered to the RFP Co-ordinator at the postal address mentioned in the point **"Key Information on the RFP Response**

Submission". Bank of Baroda has nominated the RFP Co-ordinator to manage the bid process on behalf of the BANK.

- b) All the queries and communication must be addressed to the RFP Co-ordinator from Bank of Baroda.
- c) All envelopes should be securely sealed and stamped. Any discrepancy between the original & duplicate, the original document will prevail.
- d) All letters must be addressed to the RFP Co-ordinator.
- e) Only one submission of the RFP response by each Respondent will be permitted. In case there are multiple submissions by the same organization, the first submission will be treated as final by Bank of Baroda for the purpose of evaluation of responses). All responses would be deemed to be irrevocable offers/proposals from the Respondent and may if accepted by Bank of Baroda form part of the final contract between Bank of Baroda and selected Respondent.
- f) Unsigned responses would be treated as incomplete and are liable to be rejected.

2.12 Earnest Money Deposit

The Consultant/s will have to submit an Earnest Money Deposit (EMD – Bid Security) amounting to ₹ 1,00,000/- (Rupees One Lacs only) by way of Demand Draft favouring "Bank of Baroda" payable at Mumbai, while submitting their proposal. The Earnest Money Deposit is required to protect Bank of Baroda against the risk of the Consultant/s's conduct. Any bid not secured in accordance with the above will be rejected by Bank as non-responsive.

The successful bidder to whom the Contract is awarded shall deposit a sum equal to ₹1,00,000/- in the form of Bank Guarantee from a Nationalised or Scheduled Bank. The Performance Guarantee shall be deposited within -07- days from the date of issue of Letter of Acceptance / Work Order failing which the Employer at his discretion may revoke the Letter of Acceptance / Work Order and forfeit the Earnest Money Deposit. The Bank Guarantee for Performance Guarantee shall be valid till the completion of the project as per point no. 2.4 on page 9.

The earnest money deposit of the selected consultants as per RFP shall be retained with the Bank till completion of the entire auction process. The earnest money deposit of a Consultant/s may be forfeited by Bank of Baroda if the Consultant/s withdraws their bid during the bid validity period, fails to perform the job of property consultant as per the terms of RFP, violates any terms & conditions of RFP/subsequent agreements and in case of any other default, misconduct, misrepresentation by the Consultant/s.

Unsuccessful Bidders (Consultants) who have not been selected–The EMD will be returned by Bank of Baroda within three weeks from closure of the selection process. No interest shall be paid on EMD to Unsuccessful bidders.

3 Terms of Reference

3.1 Introduction and Overview

Bank of Baroda is one of the largest Public Sector Banks in India with a network of over 8500+ branches/offices in India and overseas including branches of our subsidiaries, distributed in 17 countries.

3.2 Purpose

The Bank intends to appoint a competent Consultant/s to Advise to Bank etc. of Bank's owned/ leased Commercial, Residential Properties situated all over India for maximum optimization and monetization”.

3.3 Project Scope

Consultancy Service Requirements

Bank of Baroda requires the services of well-established professional firms of national/international repute, having offices Pan-India/abroad (not Agency Office), for various aspects of modern real estate for providing support to the Bank in identifying the indicative bidders, pursue with them to ensure maximum participation in e-auction and all other process connected with it to final consummation of sale of properties. With a view to facilitate appointment of Consultant/ss for specific tasks, the Bank has decided to engage consulting firms offering services in the following:

- i) Identifying the indicative bidders/investors/developers and preliminary discussions with them to ascertain feedback on the transaction and preferred structure.
- ii) Assisting the Bank in evaluation of bid documents (KYC & other eligibility criteria).
- iii) Pursue potential buyers to ensure maximum participation by way of direct mailers, creating awareness/publicity about the properties put on auction/sale and help creating demand for the same.
- iv) Sharing of requisite information as may be required from time to time including,
 - a) Coordinating response to queries from potential buyers prior to the bid/auction.
 - b) Arranging for the site visits of prospective bidders by coordinating with the Bank officials.
 - c) Explaining the process for sale of properties and other applicable terms and conditions of the bid process to potential bidders as may be required from time to time.
- v) Coordinating with other intermediaries like legal counsel/accountants etc. if necessary in relation to requisite definitive documents, regulatory/statutory/corporate/legal/tax and accounting requirements.

- vi) Coordinating with local/regional and other authorities concerned with the identified properties for obtaining necessary clearances as the case may be, wherever required.
- vii) Assist the Bank in its consideration and evaluation of the transaction as regards achieving the commercial objectives of divestiture in the best possible manner, compliance with the applicable guidelines/regulations/laws for its successful closure.
- viii) Assist the Bank in consummating sale of the assets upon execution and definitive documents ("successful closure).
- ix) The selected bidder/s should give unambiguous opinion and recommendations for enabling the Bank to take appropriate decision, when specifically asked for.

The Bank intends to empanel the firms who have an established track record of providing the above services. The fields identified above are only for the purpose of illustration. As and when specific tasks for consultancy services are identified, the empaneled Consultant/s firms shall be asked to submit their offers for the same.

4 Evaluation process

4.1 Opening of Technical Proposal

Technical Proposals received within the prescribed date and time will be opened in the presence of the authorized representatives of the Consultant/s who choose to attend the opening of the offer on the date and time specified in this RFP document. The Authorized representative of the Consultant/s having photo identification, present shall sign a register of attendance. The representative has to submit an authority letter duly signed by the Consultant/s, authorizing him/her to represent and attend the Bid opening on behalf of the Consultant/s.

4.2 Preliminary Scrutiny

Bank will scrutinize the offers received to determine whether they are complete and as per RFP requirement, whether technical documentation as asked for and required, to evaluate the offer has been submitted, whether the documents have been properly signed and whether items are offered as per the RFP requirements.

Bank of Baroda reserves the right to accept or reject any tender in whole or in parts without assigning any reason thereof. The decision of Bank of Baroda shall be final and binding on all the Consultant/ss to this document and Bank of Baroda will not entertain any correspondence in this regard.

5 Terms and conditions

5.1 General

5.1.1 General Terms

Bank of Baroda expects the Consultant/s to adhere to the terms of this RFP and would not accept any deviations to the same.

Unless expressly overridden by the specific agreement to be entered into between Bank of Baroda and the Consultant/s, the RFP shall be the governing document for arrangement between the Bank and the Consultant/s.

Bank of Baroda expects that the Consultant/s appointed under the RFP shall have the single point responsibility for fulfilling all obligations and providing all deliverables and services required by the Bank.

Unless agreed to specifically by Bank of Baroda in writing, for any changes to the RFP issued, the Consultant/s's responses would not be incorporated automatically in the RFP.

5.1.2 Rules for Responding to this RFP

All responses received after the due date/time as mentioned in **“Key Information on the RFP Response Submission** would be considered late and would be liable to be rejected.

All responses should be in English language. All responses by the Consultant/s to this RFP shall be binding on such Consultant/s for a period of 180 days after opening of the bids.

All bid responses would be deemed to be irrevocable offers/proposals from the Consultant/s and may be accepted by Bank of Baroda to form part of final contract between Bank of Baroda and the selected Consultant/s. Unsigned responses would be treated as incomplete and are liable to be rejected.

The bids once submitted cannot be withdrawn/ modified after the last date for submission of the bids unless specifically permitted by Bank of Baroda. In case, due to unavoidable circumstances, the Bank does not award the contract within 180 days from the last date of the submission of the bids, and there is a possibility to award the same within a short duration, the Consultant/s would have the choice to maintain the EMD with Bank of Baroda or to withdraw the bid and obtain the security provided.

It is mandatory to submit duly filled in details in the formats provided along with this document. Bank of Baroda reserves the right not to allow/ permit changes in the technical requirements and not to evaluate the offer in case of non-submission of the technical details in the required format or partial submission of technical details.

The Consultant/s at no point in time can excuse themselves from any claims by Bank of Baroda whatsoever for their deviations in conforming to the terms and conditions and other schedules as mentioned in the RFP circulated by Bank of Baroda. The Consultant/s shall be fully responsible for confirmation to the terms & conditions etc. as proposed in the RFP.

If related parties (as defined below) submit more than one bid then both /all bids submitted by related parties are liable to be rejected at any stage at the Bank of Baroda's discretion:

- a) Bids submitted by the holding company and its subsidiary
- b) Bids submitted by two or more companies having common director/s
- c) Bids submitted by two or more Consultant/s/ Partnership Consultant/s/ LLPs having common partners
- d) Bids submitted by two or more companies in the same group of promoters/ management
- e) Participating bidders are required to Furnish details of permanent employees who will be associated with Bank for undertaking the assignment at all locations they intent to render service.
- f) The details to be furnished by the bidder shall fulfill the eligibility criteria given in clause no. 2.1 (Bidders eligibility criteria) Page 8 of RFP. Documentary proof for having executed the Jobs falling in the specified criteria only need to be provided. Bank shall be seeking confidential report from clients of bidder to verify the information submitted.
- g) Participating bidders are required to furnish details of Consultants/professionals who will be associated with Bank for undertaking the assignment at all locations they intend to render service.

Any other bid in the sole discretion of the Bank of Baroda is in the nature of multiple bids.

5.1.3 Price Bids

The Financial Proposal should contain the offer including the professional fee, excluding GST and other associated taxes which will be paid by Bank of Baroda at the prevailing rate. Bank of Baroda at any point in time for reasons whatsoever is not responsible for any assumptions made by the Consultant/s. Bank of Baroda at a later date will not accept any plea of the Consultant/s or changes in the commercial offer for any such assumptions.

5.2 Others

Responses to this RFP should not be construed as an obligation on the part of Bank of Baroda to award a purchase contract for any services or combination of services.

Failure of Bank of Baroda to select a Consultant/s shall not result in any claim whatsoever against the Bank. Bank of Baroda reserves the right to reject any or all bids in part or in full, without assigning any reason whatsoever.

By submitting a proposal, the Consultant/s agrees to promptly contract with Bank of Baroda for any work awarded to the Consultant/s. Failure on the part of the awarded Consultant/s to execute a valid contract with Bank of Baroda will relieve the Bank of any obligation to the Consultant/s, and a different Consultant/s may be selected based on the selection process.

The terms and conditions as specified in the RFP and addendums (if any which will be notified on Bank of Baroda website (www.bankofbaroda.com) thereafter are final and binding on the Consultant/s. In the event the Consultant/s is not willing to accept the terms and conditions of Bank of Baroda, the Consultant/s may be disqualified. Any additional or different terms and conditions proposed by the Consultant/s would be rejected unless expressly accepted by Bank of Baroda in writing.

The selected Consultant/s must strictly adhere to the delivery dates or lead times identified in their proposal and as agreed by Bank of Baroda. Failure to meet these delivery dates, unless it is due to reasons entirely attributable to Bank of Baroda, may constitute a material breach of the Consultant/s's performance. In the event that Bank of Baroda is forced to cancel an awarded contract (relating to this RFP) due to the Consultant/s's inability to meet the established delivery dates or any other reasons attributing to the Consultant/s then that Consultant/s will be responsible for any re-procurement costs suffered by Bank of Baroda. The liability in such an event could be limited to the differential excess amount spent by Bank of Baroda.

The Consultant/s represents that the Technical Proposal to be submitted in response to this RFP shall meet the proposed RFP requirement. If any services, functions or responsibilities not specifically described in this RFP are an inherent, necessary or customary part of the deliverables or services and are required for proper performance or provision of the deliverables or services in accordance with this RFP, they shall be deemed to be included within the scope of the deliverables or services, as if such services, functions or responsibilities were specifically required and described in this RFP and shall be provided by the Consultant/s at no additional cost to Bank of Baroda.

The Consultant/s also acknowledges that Bank of Baroda relies on this statement of fact, therefore neither accepting responsibility for, nor relieving the Consultant/s of responsibility for the performance of all provisions and terms and conditions of this RFP, Bank of Baroda expects the Consultant/s to fulfil all the terms and conditions of this RFP. The modifications, which are accepted by Bank of Baroda, shall form a part of the final contract.

All terms and conditions, payments schedules, time frame for expected service levels as per this RFP will remain unchanged unless explicitly communicated by Bank of Baroda in writing to the Consultant/s. Bank of Baroda shall not be responsible for any judgments made by the Consultant/s with respect to any aspect of the Service. The Consultant/s shall at no point be entitled to excuse themselves from any claims by BANK OF BARODA whatsoever for their deviation to the terms and conditions,

payments schedules, expected service levels etc. as mentioned in this RFP.

BANK OF BARODA and the Consultant/s covenants and represents to the other Party the following:

- a) It is duly incorporated, validly existing and in good standing under as per the laws of the state in which such Party is incorporated.
- b) It has the corporate power and authority to enter into Agreements and perform its obligations there under. The execution, delivery and performance of terms and conditions under Agreements by such Party and the performance of its obligations there under are duly authorized and approved by all necessary action and no other action on the part of such Party is necessary to authorize the execution, delivery and performance under an Agreement.

The execution, delivery and performance under an Agreement by such Party:

- a) Will not violate or contravene any provision of its documents of incorporation;
- b) Will not violate or contravene any law, statute, rule, regulation, licensing requirement, order, writ, injunction or decree of any court, governmental instrumentality or other regulatory, governmental or public body, agency or authority by which it is bound or by which any of its properties or assets are bound;
- c) Except to the extent that the same have been duly and properly completed or obtained, will not require any filing with, or permit, consent or approval of or license from, or the giving of any notice to, any court, governmental instrumentality or other regulatory, governmental or public body, agency or authority, joint venture party, or any other entity or person whatsoever;
- d) To the best of its knowledge, after reasonable investigation, no representation or warranty by such Party in this Agreement, and no document furnished or to be furnished to the other Party to this Agreement, or in connection herewith or with the transactions contemplated hereby, contains or will contain any untrue or misleading statement or omits or will omit any fact necessary to make the statements contained herein or therein, in light of the circumstances under which made, not misleading. There have been no events or transactions, or facts or information which has come to, or upon reasonable diligence, should have come to the attention of such Party and which have not been disclosed herein or in a schedule hereto, having a direct impact on the transactions contemplated hereunder.

The Consultant/s shall undertake to provide appropriate human as well as other resources required, to execute the various tasks assigned as part of the assignment, from time to time.

BANK OF BARODA would not assume any expenses incurred by the Consultant/s in preparation of the response to this RFP and also would not return the proposal documents to the Consultant/s

BANK OF BARODA will not bear any costs incurred by the Consultant/s for any

discussion, presentation, demonstrations etc. on proposals or proposed contract or for any work performed in connection therewith.

5.3 Other RFP Requirements

This RFP may undergo change by either additions or deletions or modifications before the actual award of the contract by BANK OF BARODA. BANK OF BARODA also reserves the right to change any terms and conditions including eligibility criteria of the RFP and its subsequent addendums as it deems necessary at its sole discretion. BANK OF BARODA will inform all bidders about changes, if any.

BANK OF BARODA may revise any part of the RFP, by providing a written addendum at any stage till the award of the contract. BANK OF BARODA reserves the right to issue revisions to this RFP at any time before the award date. The addendums, if any, shall be published on BANK OF BARODA's website only.

BANK OF BARODA reserves the right to extend the dates for submission of responses to this document.

Consultant/s shall have the opportunity to clarify doubts pertaining to the RFP in order to clarify any issues they may have, prior to finalizing their responses. All questions are to be submitted to the RFP Co-ordinator mentioned in "**Key Information on the RFP Response Submission**", and should be received by the nominated point of contact in writing through email before the scheduled date as indicated in the schedule of timeframe. Responses to inquiries and any other corrections and amendments will be published on BANK OF BARODA's website in the form of addendum to the RFP or through electronic mail; the preference for distribution would be with the BANK OF BARODA. The Consultant/s, who posed the question, will remain anonymous.

Preliminary Scrutiny –BANK OF BARODA will scrutinize the offers to determine whether they are complete, whether any errors have been made in the offer, whether required documentation has been furnished, whether the documents have been properly signed, and whether items are quoted as per the schedule. BANK OF BARODA may, at its discretion, waive any minor non-conformity or any minor deficiency in an offer. This shall be binding on all Consultant/s and BANK OF BARODA reserves the right for such waivers and BANK OF BARODA's decision in the matter will be final.

Clarification of Offers – To assist in the scrutiny, evaluation and comparison of offers, BANK OF BARODA may, at its discretion, ask some or all Consultant/s for clarification of their offer. BANK OF BARODA has the right to disqualify the Consultant/s whose clarification is found not suitable to the proposed assignment.

No Commitment to Accept Lowest Financial Proposal by value for this RFP –BANK OF BARODA shall be under no obligation to accept the lowest price bid or any other

offer received in response to this RFP and shall be entitled to reject any or all offers including those received late or incomplete offers without assigning any reason whatsoever. BANK OF BARODA reserves the right to make any changes in the terms and conditions of the contract. BANK OF BARODA will not be obliged to meet and have discussions with any Consultant/s, and/ or to listen to any representations unless there is change in the terms and conditions of the contract.

Alterations – The offers containing erasures or alterations will not be considered. There should be no hand-written material, corrections or alterations in the offer. Technical details must be completely filled up. Correct information of the equipment / services being offered must be filled in. Filling up of the information using terms such as “OK”, “accepted”, “noted”, “as given in brochure / manual” is not acceptable. BANK OF BARODA may treat the offers not adhering to these guidelines as unacceptable.

Price – The Financial Proposal should contain the offer including the professional fee and out of pocket expenses and excluding GST and other associated taxes which will be paid by BANK OF BARODA at the prevailing rate. BANK OF BARODA at any point in time for reasons whatsoever is not responsible for any assumptions made by the Consultant/s. BANK OF BARODA at a later date will not accept any plea of the Consultant/s or changes in the commercial offer for any such assumptions.

Right to Alter Scope – BANK OF BARODA reserves the right to alter the requirements specified in the RFP. BANK OF BARODA also reserves the right to add/ modify/ delete one or more units from the list of items specified as part of the requirements for the period of the contract. Further the Consultant/s agrees that the prices quoted by the Consultant/s would be proportionately adjusted with such additions/ modifications/ deletions in scope.

If BANK OF BARODA is not satisfied with the specifications as specified in the RFP and observes major deviations, the proposals of such Bidders will not be short-listed for further evaluation. No further discussions shall be entertained with such Bidders in respect of the proposal submission.

The Bidder shall indemnify, protect and save BANK OF BARODA against all claims, losses, costs, damages, expenses, action, suits and other proceedings, resulting from infringement of any Patent, Trade Marks, Copyrights etc. or such other statutory infringements under all the prevailing laws in respect of deliverables/ output/ material supplied by them to BANK OF BARODA from whatsoever source, provided BANK OF BARODA notifies the Bidder in writing as soon as practicable when BANK OF BARODA becomes aware of the claim.

The selected Bidder shall perform its obligations under this RFP as an independent contractor to BANK OF BARODA, and shall not be permitted to engage any subcontractors to perform any of the Deliverables or Services. Neither this RFP nor the Bidder's performance of obligations under this RFP shall create an association,

partnership, joint venture, or relationship of principal and agent, master and servant, or employer and employee, between BANK OF BARODA and the Bidder or its employees, subcontractor; and neither Party shall have the right, power or authority (whether expressed or implied) to enter into or assume any duty or obligation on behalf of the other Party.

The Bidder shall solely be responsible for all payments (including any statutory payments) to its employees and shall ensure that at no time shall its employees, personnel or agents hold themselves out as employees or agents of BANK OF BARODA, nor seek to be treated as employees of BANK OF BARODA for any purpose, including claims of entitlement to fringe benefits provided by BANK OF BARODA, or for any kind of income or benefits. The Bidder alone shall file all applicable tax returns for all of its personnel assigned hereunder in a manner consistent with its status as an independent contractor of services; and the Bidder will make all required payments and deposits of taxes in a timely manner.

5.4 Contract Commitment

BANK OF BARODA intends that the contract commitment, which is contemplated herein with the successful Consultant/s, shall be for a period as defined by BANK OF BARODA as per the specifications contained in this RFP.

5.5 Payment of fees to Consultants & payment Schedule

The payment of the fees shall be made in Indian Rupees to the Consultant/s by BANK OF BARODA post signing of the Definitive Agreement & Integrity Pact between the selected Consultant/s and BANK OF BARODA, as per payment schedule mentioned below:

For Item Sr. No 1 mentioned in Annexure - 10

Sr. No.	STAGE	Percentage of fees
1	On payment of 25% of bid amount by the successful bidder to the Bank	25.00
2	On payment of full amount of bid to the Bank by the successful bidder	75.00
		100.00

Sl. No. 1

15 days from receipt of payment of 25 % of bid amount by the Bank from the successful bidder.

SL. No. 2

15 days from receipt of payment of full amount of bid by the Bank from the successful bidder.

The Consultants are required to quote their fees in terms of percentage of the successful bid in the auction to be conducted by the Bank. For this purpose, the consultants need to ensure that the bidder in the auction are submitting specific declaration/confirmation of having been canvassed/mobilised by the Consultants. However, no fees shall be payable to any consultant without the said confirmation/declaration from the successful bidders.

6 General Terms and Conditions

6.1 Dispute Resolution

BANK OF BARODA and the Consultant/s shall make every effort to resolve amicably, by direct informal negotiation between the respective project managers of BANK OF BARODA and the Consultant/s, any disagreement or dispute arising between them under or in connection with the contract.

If BANK OF BARODA's project manager/ Co-ordinator and the Consultant/s project manager/ director are unable to resolve the dispute after thirty days from the commencement of such informal negotiations, they shall immediately escalate the dispute to the senior authorized personnel designated by the Consultant/s and the BANK OF BARODA respectively.

If after thirty days from the commencement of such negotiations between the authorized personnel designated by the Consultant/s and Bank of Baroda, Bank of Baroda and the Consultant/s have been unable to resolve contractual dispute amicably, either party may require that the dispute be referred for resolution through formal arbitration.

All questions, disputes or differences arising under and out of, or in connection with the contract or carrying out of the work whether during the progress of the work or after the completion and whether before or after the determination, abandonment or breach of the contract shall be referred to arbitration by a sole Arbitrator acceptable to both parties OR the number of arbitrators shall be three, with each side to the dispute being entitled to appoint one arbitrator. The two arbitrators appointed by the parties shall appoint a third arbitrator who shall act as the chairman of the proceedings. Arbitration will be carried out at Bank of Baroda's office that placed the order. The Arbitration and Conciliation Act 1996 or any statutory modification thereof shall apply to the arbitration proceedings.

The arbitral award shall be in writing, state the reasons for the award, and be final and binding on the parties. The award may include an award of costs, including reasonable attorneys' fees and disbursements. Judgment upon the award may be entered by any court having jurisdiction thereof or having jurisdiction in Mumbai.

Details of Independent External Monitor (IEM):

Name of IEM : Mr. Harishwar Dayal .

E Mail ID : dayalagra@gmail.com

6.2 Governing Laws

The subsequent contract shall be governed and construed and enforced in accordance with the laws of India and both Parties shall agree that in respect of any dispute arising upon, over or in respect of any of the terms of this Agreement, only the courts in Mumbai shall have exclusive jurisdiction to try and adjudicate such disputes to the exclusion of all other courts.

6.3 Notices and other Communication

If a notice has to be sent to either of the parties following the signing of the contract, it has to be in writing and shall be sent personally or by certified or registered post with acknowledgement due or overnight courier or email duly transmitted, facsimile/fax transmission (with hard copy to follow for email/fax), addressed to the other party at the addresses, email and fax number given in the contract.

Notices shall be deemed given upon receipt, except that notices sent by registered post in a correctly addressed envelope shall be deemed to be delivered within 5 working days (excluding Sundays and public holidays) after the date of mailing dispatch and in case the communication is made by facsimile transmission or email, on business date immediately after the date of successful facsimile/email transmission (that is, the sender has a hard copy of a confirmation of having sent to Consultant/s, page evidencing that the facsimile was completed in full to the correct fax number or email sent to correct email address).

Any Party may change the address, email address and fax number to which notices are to be sent to it, by providing written notice to the other Party in one of the manners provided in this section.

6.4 Force Majeure

The Consultant/s shall not be liable for forfeiture of its performance security, liquidated damages, penalties or termination for default, if any 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.

For purposes of this Clause, "Force Majeure" means an event explicitly beyond the reasonable control of the Consultant/s and not involving the Consultant/s's fault or negligence and not foreseeable. Such events are Acts of God or of public enemy, acts of Government of India in their sovereign capacity, strikes, political disruptions, bandhs, riots, civil commotions and acts of war.

If a Force Majeure situation arises, the Consultant/s shall promptly notify the BANK OF BARODA in writing of such conditions and the cause thereof within fifteen calendar days. Unless otherwise directed by BANK OF BARODA in writing, the Consultant/s shall continue to perform Consultant/s's obligations under this Agreement as far as is reasonably practical, and shall seek all reasonable alternative means for performance not prevented by the Force Majeure event.

In such a case the time for performance shall be extended by a period(s) not less than duration of such delay. If the duration of delay continues beyond a period of three months, BANK OF BARODA and the Consultant/s shall hold consultations in an endeavour to find a solution to the problem.

6.5 Assignment

The Consultant/s agrees that the Consultant/s shall not be entitled to assign any or all of its rights and or obligations under this RFP and subsequent Agreement to any entity including the Consultant/s's affiliate without the prior written consent of BANK OF BARODA.

If BANK OF BARODA undergoes a merger, amalgamation, takeover, consolidation, reconstruction, change of ownership, etc., this RFP along with the subsequent Addendums published shall be considered to be assigned to the new entity and such an act shall not affect the rights of the Consultant/s under this RFP.

6.6 Waiver

No failure or delay on the part of either party relating to the exercise of any right power privilege or remedy provided under this RFP document or subsequent agreement with the other party shall operate as a waiver of such right power privilege or remedy or as a waiver of any preceding or succeeding breach by the other party nor shall any single or partial exercise of any right power privilege or remedy preclude any other or further exercise of such or any other right power privilege or remedy provided in this RFP document all of which are several and cumulative and are not exclusive of each other or of any other rights or remedies otherwise available to either party at law or in equity.

6.7 Confidentiality

The Parties acknowledge that in the course of performing the obligations under this RFP and subsequent Agreement, each party shall be exposed to or acquire information of the other party, which such party shall treat as confidential. Neither party shall disclose the Confidential Information to a third party.

“Confidential Information” means any and all information that is or has been received by the “Receiving Party” from the “Disclosing Party” and that:

- Relates to the Disclosing Party; and
- is designated by the Disclosing Party as being confidential or is disclosed in circumstances where the Receiving Party would reasonably understand that the disclosed information would be confidential or
- Is prepared or performed by or on behalf of the Disclosing Party by its employees, officers, directors, agents, representatives or Consultant/s.
- Without limiting the generality of the foregoing, Confidential Information shall mean and include any information, data, analysis, compilations, notes, extracts, materials, reports, specifications or other documents or materials that may be shared by BANK OF BARODA with the Consultant/s.
- “Confidential Materials” shall mean all tangible materials containing Confidential

Information, including, without limitation, written or printed documents and computer disks or tapes whether machine or user readable.

- Information disclosed pursuant to this clause will be subject to confidentiality for the term of contract plus two years. However, where Confidential Information relates to BANK OF BARODA's data or data of BANK OF BARODA customers, including but not limited to BANK OF BARODA customers" or BANK OF BARODA employees" personal data or such other information as the BANK OF BARODA is required by Banking secrecy or such other laws to protect for an indefinite period, such Confidential Information shall be protected by the Receiving Party for an indefinite period or until such time when the Receiving Party no longer has access to the Confidential Information and has returned or destroyed all Confidential Information in its possession.
- Nothing contained in this clause shall limit the Consultant/s from providing similar services to any third parties or reusing the skills, know-how and experience gained by the employees in providing the services contemplated under this clause, provided further that the Consultant/s shall at no point use BANK OF BARODA's confidential information or Intellectual property.

The Parties will, at all times, maintain confidentiality regarding the contents of this RFP and subsequent Agreement and proprietary information including any business, technical or financial information that is, at the time of disclosure, designated in writing as confidential, or would be understood by the Parties, exercising reasonable business judgment, to be confidential.

The Parties will keep in confidence and not disclose to any third party any and all Confidential Information available to the Parties, whether such information is given in writing or, is oral or visual, and whether such writing is marked to indicate the claims of ownership and/or secrecy or otherwise. Except as otherwise provided in this RFP, the Parties shall not use, nor reproduce for use in any way, any Confidential Information. The Parties agree to protect the Confidential Information of the other with at least the same standard of care and procedures used to protect its own Confidential Information of similar importance but at all times using at least a reasonable degree of care.

The Receiving Party shall, at all times regard, preserve, maintain and keep as secret and confidential all Confidential Information and Confidential Materials of the Disclosing Party howsoever obtained and agrees that it shall not, without obtaining the written consent of the Disclosing Party:

- Disclose, transmit, reproduce or make available any such Confidential Information and materials to any person, Consultant/s, Company or any other entity other than its directors, partners, Consultant/s, agents or employees, sub-contractors and contractors who need to know the same for the purposes of maintaining and supporting the equipment provided as a part of the contract. The Receiving Party shall be responsible for ensuring that the usage and confidentiality by its directors,

partners, Consultant/s, agents or employees, sub-contractors and contractors is in accordance with the terms and conditions and requirements of this RFP; or

- Unless otherwise agreed herein, use of any such Confidential Information and materials for its own benefit or the benefit of others or do anything prejudicial to the interests of the Disclosing Party or its customers or their projects.

In maintaining confidentiality hereunder the Receiving Party on receiving the confidential information and materials agrees and warrants that it shall:

- Take at least the same degree of care in safeguarding such Confidential Information and materials as it takes for its own confidential information of like importance and such degree of care shall be at least, that which is reasonably calculated to prevent such inadvertent disclosure
- Keep the Confidential Information and Confidential Materials and any copies thereof secure and in such a way so as to prevent unauthorised access by any third party
- Limit access to such Confidential Information and materials to those of its directors, partners, Consultant/s, agents or employees, sub-contractors and contractors who are directly involved in the consideration/evaluation of the Confidential Information and bind each of its directors, partners, Consultant/s, agents or employees, sub-contractors and contractors so involved to protect the Confidential Information and materials in the manner prescribed in this document.
- Upon discovery of any unauthorised disclosure or suspected unauthorised disclosure of Confidential Information, promptly inform the Disclosing Party of such disclosure in writing and immediately return to the Disclosing Party all such Information and materials, in whatsoever form, including any and all copies thereof
- The Receiving Party who receives the confidential information and materials agrees that on receipt of a written demand from the Disclosing Party
 - a) Immediately return all written Confidential Information, Confidential materials and all copies thereof provided to, or produced by it or its Consultant/s, as the case may be, which is in the Receiving Party's possession or under its custody and control
 - b) To the extent practicable, immediately destroy all analyses, compilations, notes, studies, memoranda or other documents prepared by it or its Consultant/s to the extent that the same contain, reflect or derive from Confidential Information relating to the Disclosing Party
 - c) So far as it is practicable to do so immediately expunge any Confidential Information relating to the Disclosing Party or its assignments from any computer, word processor or other device in its possession or under its custody and control

- d) To the extent practicable, immediately furnish a certificate signed by its director or other responsible representative Consultant/sing that to the best of his/her knowledge, information and belief, having made all proper enquiries the requirements of this paragraph have been fully complied with
- e) The rights in and to the data / information residing at BANK OF BARODA's premises, including at the DRC even in the event of disputes shall at all times solely vest with BANK OF BARODA

This shall not be applicable and shall impose no obligation on the Receiving Party with respect to any portion of Confidential Information which:

- a) was at the time received or which thereafter becomes, through no act or failure on the part of the Receiving Party, generally known or available to the public;
- b) is known to the Receiving Party at the time of receiving such information as evidenced by documentation then rightfully in the possession of the Receiving Party;
- c) is furnished by others to the Receiving Party without restriction of disclosure;
- d) is thereafter rightfully furnished to the Receiving Party by a third party without restriction by that third party on disclosure;
- e) has been disclosed pursuant to the requirements of law or by any court of competent jurisdiction, the rules and regulations of any recognised stock exchange or any enquiry or investigation by any governmental, statutory or regulatory body which is lawfully entitled to require any such disclosure provided that, so far as it is lawful and practical to do so prior to such disclosure, the Receiving Party shall promptly notify the Disclosing Party of such requirement with a view to providing the Disclosing Party an opportunity to obtain a protective order or to contest the disclosure or otherwise agree to the timing and content of such disclosure
- f) was independently developed by the Receiving Party without the help of the Confidential Information.

On termination of the RFP and subsequent Agreement, each party must immediately return to the other party or delete or destroy all Confidential Information of the other party and all notes and memoranda (including copies of them) containing Confidential Information of the other party in its possession or control save for that training materials and Documentation that has been provided which is contemplated for continued realization of the benefit of the Services. Notwithstanding the foregoing, the Consultant/s may retain a copy of such information (but which shall not include customer data and Confidential Information) as may be necessary for archival purpose.

Where Confidential Information relates to BANK OF BARODA's data or data of BANK OF BARODA customers, including but not limited to BANK OF BARODA's customers or BANK OF BARODA's employees personal data or such other information as BANK OF BARODA is required by Banking secrecy or such other laws to protect for an indefinite period, such Confidential Information shall be protected by the Receiving

Party for an indefinite period or until such time when the Receiving Party no longer has access to the Confidential Information and has returned or destroyed all Confidential Information in its possession.

The Confidential Information and materials and all copies thereof, in whatsoever form shall at all times remain the property of the Disclosing Party and its disclosure under the contract shall not confer on the Receiving Party any rights whatsoever beyond those contained in the contract.

Without prejudice to any other rights or remedies which a Party may have, the Parties acknowledge and agree that damages would not be an adequate remedy for any breach of the clause and the remedies of injunction, specific performance and other equitable relief are appropriate for any threatened or actual breach of any such provision and no proof of special damages shall be necessary for the enforcement of the rights under this Clause. Further, breach of this Clause shall be treated as "Material Breach" for the purpose of the contract.

The confidentiality obligations shall survive the expiry or termination of the agreement between the Consultant/s and BANK OF BARODA.

6.8 Termination

BANK OF BARODA shall have the option to terminate this RFP and/ or any subsequent agreement and/ or any particular order, in whole or in part by giving Consultant/s at least 15 days prior notice in writing. It is clarified that the Consultant/s shall not terminate this RFP & the subsequent Agreement for convenience.

However, Bank will be entitled to terminate this RFP and any subsequent agreement, if Consultant/s breaches any of its obligations set forth in this RFP and any subsequent agreement and

- Such breach is not cured within Fifteen (15) Days after BANK OF BARODA gives written notice; or
- If such breach is not of the type that could be cured within Fifteen (15) Days, failure by Consultant/s to provide BANK OF BARODA, within Fifteen (15) Days, with a reasonable plan to cure such breach, which is acceptable to BANK OF BARODA.

This RFP and subsequent Agreement shall be deemed to have been terminated by either Party one day prior to the happening of the following events of default:

- The other Party becomes unable to pay its debt as they fall due or otherwise enters into any composition or arrangement with or for the benefit of its creditors or any class thereof;
- A liquidator or a receiver is appointed over all or a substantial part of the undertaking, assets or revenues of the other Party and such appointment continues for a period of twenty one (21) days;
- The other Party is subject of an effective resolution for its winding up other than a voluntary winding up for the purpose of reconstruction or amalgamation upon terms

previously approved in writing by the other Party; or

- The other Party becomes the subject of a court order for its winding up.

Immediately upon the date of expiration or termination of the RFP and subsequent Agreement, BANK OF BARODA shall have no further obligation to pay any fees for any periods commencing on or after such date.

Without prejudice to the rights of the Parties, upon termination or expiry of this RFP and subsequent Agreement, BANK OF BARODA shall pay to Consultant/s, within Fifteen (15) days of such termination or expiry, of the following:

- All the undisputed fees outstanding till the date of termination;
Upon the termination or expiry of this RFP and subsequent Agreement: The rights granted to the Consultant/s shall immediately be terminated.
- Upon BANK OF BARODA's request in writing, the Consultant/s shall be under an obligation to transfer to BANK OF BARODA or its designee(s) the Deliverables being used by the Consultant/s to perform the Services free and clear of all liens, security interests, or other encumbrances at a value calculated as stated.

6.9 Publicity

Any publicity by the Consultant/s in which the name of BANK OF BARODA is to be used should be done only with the explicit written permission of BANK OF BARODA.

6.10 Solicitation of Employees

The Consultant/s during the term of the contract shall not without the express written consent of BANK OF BARODA, directly or indirectly: a) recruit, hire, appoint or engage or attempt to recruit, hire, appoint or engage or discuss employment with or otherwise utilize the services of any person who has been an employee or associate or engaged in any capacity, by BANK OF BARODA in rendering services in relation to the contract; or b) induce any person who shall have been an employee or associate of BANK OF BARODA at any time to terminate his/ her relationship with BANK OF BARODA.

6.11 Inspection of Records

All Consultant/s records with respect to any matters covered by this RFP shall be made available to auditors and or inspecting officials of BANK OF BARODA and/or Reserve Bank of India and/or any regulatory authority, at any time during normal business hours, as often as BANK OF BARODA deems necessary, to audit, examine, and make excerpts or transcripts of all relevant data. The said records are subject to examination

6.12 Compliance with Laws

The Consultant/s shall undertake to observe, adhere to, abide by, comply with and

notify BANK OF BARODA about all the prevailing laws in force or as are or as made applicable in future, pertaining to or applicable to them, their business, their employees or their obligations towards them and all purposes of this RFP and shall indemnify, keep indemnified, hold harmless, defend and protect BANK OF BARODA and its employees/ officers/ staff/ personnel/ representatives/ agents from any failure or omission on its part to do so and against all claims or demands of liability and all consequences that may occur or arise for any default or failure on its part to conform or comply with the above and all other statutory obligations arising there from. Compliance with all applicable laws shall be limited to laws which are directly/ indirectly affecting BANK OF BARODA's business due to the services provided as part of this RFP. However statutory compliance for providing the service mentioned in the RFP needs to be carried out by the Consultant/s.

The Consultant/s shall promptly and timely obtain all such consents, permissions, approvals, licenses, etc., as may be necessary or required for any of the purposes of this assignment or for the conduct of their own business under any applicable Law, the Government Regulation/Guidelines and shall keep the same valid and in force during the term of the assignment, and in the event of any failure or omission to do so, shall indemnify, keep indemnified, hold harmless, defend, protect and fully compensate BANK OF BARODA and its employees/ officers/ staff/ personnel/ representatives/agents from and against all claims or demands of liability and all consequences that may occur or arise for any default or failure on its part to conform or comply with the above and all other statutory obligations arising there from and BANK OF BARODA will give notice of any such claim or demand of liability within reasonable time to the Consultant/s.

6.13 Order Cancellation

BANK OF BARODA will provide the selected Consultant/s a remedy period of 30 (thirty) days to rectify a default or given situation. BANK OF BARODA will provide in writing the nature of the default to the selected Consultant/s through a letter or mail correspondence. The 30 (thirty) day time period will commence from the day BANK OF BARODA has sent such correspondence to the selected Consultant/s.

BANK OF BARODA reserves its right to cancel the order in the event of one or more of the following situations that are not occasioned due to reasons solely and directly attributable to BANK OF BARODA alone:

- Delay in implementation beyond the specified period that is agreed in the contract that will be signed with the successful Consultant/s.
- Discrepancy in the quality of service/ security expected during the implementation, rollout and subsequent maintenance process.
- Failure of the Consultant/s make good the situation within the remedy period
- The selected Consultant/s commits a breach of any of the terms and conditions of

the RFP/ contract.

- The selected Consultant/s becomes insolvent or goes into liquidation voluntarily or otherwise
- An attachment is levied or continues to be levied for a period of 7 days upon effects of the tender.

In case of order cancellation, any payments made by Bank of Baroda to the selected Bidder would necessarily have to be returned to Bank of Baroda with interest @ 15% per annum from the date of each such payment. These payments to be returned would refer to those deliverables that will have to be reversed or redone post the termination of the selected Bidder.

6.14 Splitting of Orders

The agency/consultant shall be identified by accepting the lowest offer. Option shall be given to other technically qualified bidders (Who Participated in the bid process) for rendering the services under reference at L-1 rate.

6.15 Indemnity

The Consultant/s shall indemnify Bank of Baroda, and shall always keep indemnified and hold the Bank, its employees, personnel, officers, directors, (hereinafter collectively referred to as "Personnel") harmless from and against any and all losses, liabilities, claims, actions, costs and expenses (including attorneys' fees) relating to, resulting directly or indirectly from or in any way arising out of any claim, suit or proceeding brought against Bank of Baroda as a result of:

- Bank of Baroda's authorized/ bona fide use of the Deliverables and /or the Services provided by the Consultant/s under this RFP; and/or
- an act or omission of the Consultant/s and/or its employees, in performance of the obligations under this RFP; and/or
- claims made by employees who are deployed by the Consultant/s, against Bank of Baroda; and/or
- claims arising out of employment, non-payment of remuneration and non-provision of statutory benefits by the Consultant/s to its employees
- breach of any of the term of this RFP or breach of any representation or false representation or inaccurate statement or assurance or covenant or warranty of the Consultant/s under this RFP; and/or
- any or all Deliverables or Services infringing any patent, trademarks, copyrights or such other Intellectual Property Rights; and/or
- breach of confidentiality obligations of the Consultant/s contained in this RFP; and/or
- Negligence or gross misconduct attributable to the Consultant/s or its employees.

Indemnity would cover damages, loss or liabilities suffered by Bank of Baroda arising out of claims made by customer and / or regulatory authorities for reasons attributable to breach of obligations under this RFP and subsequent agreement by the Consultant/s.

6.16 Corrupt and Fraudulent Practices

As per Central Vigilance Commission (CVC) directives, it is required that Consultant/s/ Suppliers/ Contractors observe the highest standard of ethics during the procurement and execution of such contracts in pursuance of this policy:

- “Corrupt Practice” means the offering, giving, receiving or soliciting of anything of values to influence the action of an official in the procurement process or in contract execution AND
- “Fraudulent Practice” means a misrepresentation of facts in order to influence a procurement process or the execution of contract to the detriment of the Bank and includes collusive practice among Consultant/s (prior to or after bid submission) designed to establish bid prices at artificial non-competitive levels and to deprive Bank of Baroda of the benefits of free and open competition.

Bank of Baroda reserves the right to reject a proposal for award if it determines that the Consultant/s recommended for award has engaged in corrupt or fraudulent practices in competing for the contract in question.

Bank of Baroda reserves the right to declare a Consultant/s ineligible, either indefinitely or for a stated period of time as per Bank's discretion, to be awarded a contract if at any time it determines that the Consultant/s has engaged in corrupt or fraudulent practices in competing for or in executing the contract.

6.17 Violation of Terms

Bank of Baroda shall be entitled to an injunction, restraining order, right for recovery, suit for specific performance or such other equitable relief as a court of competent jurisdiction may deem necessary or appropriate to restrain the Consultant/s from committing any violation or enforce the performance of the covenants, obligations and representations contained in this RFP. These injunctive remedies are cumulative and are in addition to any other rights and remedies the Bank may have at law or in equity, including without limitation a right for recovery of any amounts and related costs and a right for damages.

6.18 Authorized Signatory

The selected Consultant/s shall indicate the authorized signatories who can discuss and correspond with the Bank, with regard to the obligations under the contract. The selected Consultant/s shall submit at the time of signing the contract, a certified copy of the resolution of their Board, authenticated by the Company Secretary/Director, authorizing an official or officials of the Company or a Power of Attorney copy to discuss, sign agreements/contracts with Bank of Baroda. The Consultant/s shall

furnish proof of signature identification for above purposes as required by the Bank.

6.19 Non-Disclosure Agreement

The selected Consultant/s shall execute a Non-Disclosure Agreement (NDA), format approved by Bank. The selected Consultant/s shall execute the NDA within 30 days from the date of acceptance of letter of appointment.

6.20 Right to Reject Proposals

Bank of Baroda reserves the absolute and unconditional right to reject the response to this RFP if it is not in accordance with its requirements and no correspondence will be entertained by Bank of Baroda in the matter. Proposals received from Respondents are liable to be rejected if:

- It is not in conformity with the instructions mentioned in the RFP document.
- It is not accompanied by the requisite Earnest Money Deposit (EMD).
- It is not properly or duly signed.
- It is received through email / fax.
- It is received after expiry of the due date and time.
- It is incomplete including non- furnishing the required documents.
- It is evasive or contains incorrect information.
- There is canvassing of any kind.
- It is submitted anywhere other than the place mentioned in the RFP.

6.21 Limitation of Liability

1. The Consultant/s's aggregate liability, in connection with obligations undertaken as a part of this Assignment, whether arising under this assignment regardless of the form or nature of the action giving rise to such liability (whether in contract, tort or otherwise), other than the circumstances mentioned in the Para 2 of this clause, shall be actual loss/ demurrage to Bank.
2. The Consultant/s's liability in case of claims against the Bank resulting from its willful misconduct or gross negligence, or loss suffered by Bank due to damage to real or tangible or intangible property by Service Provider, its employees and/ or subcontractors or loss suffered by Bank, due to infringement of patents, trademarks, copyrights or such other Intellectual Property Rights or breach of confidentiality obligations committed by the Consultant/s shall be actual.
3. Under no circumstances, shall Bank of Baroda be liable to the Consultant/s for direct, indirect, incidental, consequential, special or exemplary damages arising from termination of RFP or subsequent Agreement, even if Bank of Baroda has been advised of the possibility of such damages.

6.22 Insurance & Penalties

The Consultant/s should obtain Professional Liability Insurance to cover the risk of negligence in conducting the consultancy services. The policy shall be endorsed in favour of Bank of Baroda. Prior consent of the Bank should be obtained on the policy.

Further the Consultant/s shall also be liable for penalty to the extent of actual loss suffered by Bank of Baroda or the fee payable for the transaction whichever is lower, in case Consultant/s fails to identify any events of significant fraud or revenue loss or if there is significant breach from any of the terms and conditions of this RFP due to gross negligence. Bank of Baroda has the right to report such events to RBI in case the Consultant/s is found grossly negligent.

PENALTIES AND LIQUIDATED DAMAGES:

1. Consultant/s shall be liable to pay penalty of 1% to the contract value per week or part thereof for not adhering to the time schedules, subject to a maximum of 5% of contract value.
2. If the Consultant/s fails to complete the due performance as per this Agreement, BOB reserves the right to terminate the contract and recover Liquidated Damages @ 5% of contract value.
3. Both the above Penalty and Liquidated Damages are independent of each other and leviable applicable separately and concurrently.
4. The Penalty and Liquidated Damages are not applicable in case the delay is for reasons attributable to the BOB and Force Majeure. However it is the responsibility of the Consultant/s to prove that the delay is attributed to BOB and Force Majeure. The decision taken by BOB in this regard shall be final and Consultant/s shall not dispute the same.
5. If the Consultant/s fails to perform its obligation as per this RFP or subsequent Agreement then BOB reserves the right to get the balance work executed by another Consultant/s as per choice of BOB and Consultant/s shall be liable to bear the expenditure which BOB may incur for the execution of balance work and its completion.
6. Though the Penalty & Liquidated damages are independent of each other and leviable separately & Concurrently, the maximum amount will be 5 % of the contract amount combined

7 Disclaimer

Subject to any law to the contrary, and to the maximum extent permitted by law, Bank of Baroda and its directors, officers, employees, contractors, representatives, agents, and Consultant/s disclaim all liability from any loss, claim, expense (including, without limitation, any legal fees, costs, charges, demands, actions, liabilities, expenses or disbursements incurred therein or incidental thereto) or damage, (Whether foreseeable or not) (“Losses”) suffered by any person acting on or refraining from acting because of any presumptions or information (whether oral or written and whether express or implied), including forecasts, statements, estimates, or projections contained in this RFP document or conduct ancillary to it whether or not the Losses arises in connection with any ignorance, negligence, inattention, casualness, disregard, omission, default, lack of care, immature information, falsification or misrepresentation on the part of the Bank or any of its directors, officers, employees, contractors, representatives, agents, or Consultant/s.

Annexure 1 – Application form

Application Form For empanelment of Real estate Consultant

S No.	Particulars	Details
1	Name of the Company	
2	Status of the Concern /Firm Builder /Owner (i.e. whether Govt., PSU, a Proprietary Concern/ Private Ltd Co./Public Ltd Co.)	
3	Complete Registered Office Address with telephone, fax, website and email :	
4	Date of Incorporation (Please attach copy of certificate of incorporation):	
5	Details of the Concern/Firm Body Corporate (Please attach copy of Articles & Memorandum of Association).	
6	Number of full time offices (Attach list of offices with addresses separately in India and abroad and these address should also appear in the printed profile of the consultant	
7	List of full time staff- including Directors (Please attach Annexure)	
8	Company profile (include background of company, organization structure, background of promoters, business of company, years in consultancy business, experience and details of current activities)(Attach supporting documents such as company brochures, etc)	
9	If the firm is an Architect please furnish details of registration with ICA.	
10	Particulars of individual(s) who will serve as point of contact/ communication with BOB with contact number, FAX and email-id.	
11	Has the applicant been barred by the Central/State Govt. or any entity from participating in any project?	
13	Has the applicant been penalized due to delay as per contract or for any other reason in relation to execution of a contract in the last three years (Yes/No)	
14	Turnover(in ₹) of the business for the last three years (Please attach copy of last 3 years Audited Accounts): Year 2019-20 Year 2020-21 Year 2021-22	
15	Income Tax Clearances Certificate/ Balance Sheet/ Profit& Loss A/c for the last three years):	
16	Nature & details of experience in Realty Services (Please attach relevant documentary evidence):	

17	Details of clients and the nature of jobs carried out (Please attach relevant documentary evidence)	
18	Name of the Consultants/ Professionals with qualification and their membership details along with their nature and length of experience)	
19	Whether registered with Central / State Govt. Authorities / Banks / BMC /MHADA /PWD /CPWD/ Public Sector Undertakings etc, if so the class of Registration	
20	Please mention the prestigious projects/Consultancies undertaken during the last 3 years and their monetary value	
21	GST Number	
22	PAN (Permanent Account Number) allotted by Income Tax Department:	

Declaration:

1. We confirm that we will abide by all the terms and conditions contained in the RFP.
2. We, hereby unconditionally accept that Bank can at its absolute discretion apply whatever criteria it deems appropriate, not just limiting to those criteria set out in the RFP, in short-listing of Bidders.
3. All the details mentioned by us are true and correct and if Bank observes any misrepresentation of facts on any matter at any stage, Bank has the absolute right to reject the proposal and disqualify us from the selection process.
4. We confirm that this response, for the purpose of short-listing, is valid for a period of three months, from the date of expiry of the last date for submission of response to RFP.
5. We confirm that we have noted the contents of the RFP and have ensured that there is no deviation in filing our response to the RFP and that the Bank will have the right to disqualify us in case of any such deviations.

Place:

Date:

Seal & Signature of Bidder

Annexure 2 – Scope of Services

The scope of services of the selected Consultant/s for the purpose of Divestiture of Banks's Properties may include the gamut of major activities as listed below:

- i) Identifying the indicative bidders/investors/developers and preliminary discussions with them to ascertain feedback on the transaction and preferred structure.
- ii) Tender for disposal of properties shall be floated directly the the Bank. Mode of receiving offer shall be either online or offline or both as decided by the Bank. However, Consultants may make their own arrangements for publicising the sale of properties through other mediums for mobilising bidders, with the prior consent of the Bank. However, no separate charges/reimbursement of expenses whatsoever shall be made to the consultants for this purpose by the Bank.
- iii) Assisting the Bank in evaluation of bid documents (KYC & other eligibility criteria).
- iv) Pursue potential buyers to ensure maximum participation by way of direct mailers, creating awareness/publicity about the properties put on auction/sale and help creating demand for the same.
- v) Sharing of requisite information as may be required from time to time including,
 - a) Coordinating response to queries from potential buyers prior to the bid/auction.
 - b) Arranging for the site visits of prospective bidders by coordinating with the Bank officials.
 - c) Explaining the process for sale of properties and other applicable terms and conditions of the bid process to potential bidders as may be required from time to time.
- vi) Coordinating with other intermediaries like legal counsel/accountants etc. if necessary in relation to requisite definitive documents, regulatory/statutory/corporate/legal/tax and accounting requirements.
- vii) Coordinating with local/regional and other authorities concerned with the identified properties for obtaining necessary clearances as the case may be, wherever required.
- viii) Assist the Bank in its consideration and evaluation of the transaction as regards achieving the commercial objectives of divestiture in the best possible manner, compliance with the applicable guidelines/regulations/laws for its successful closure.
- ix) Assist the Bank in consummating sale of the assets upon execution and definitive documents ("successful closure).

The Bank intends to empanel the firms who have an established track record of providing the above services. The fields identified above are only for the purpose of illustration. As and when specific tasks for consultancy services are identified, the empanelled Consultant/s firms shall be asked to submit their offers for the same.

Annexure 3 – Technical Proposal Covering Letter

Date:

To

The RFP Co-ordinator

Sub: **Selection of Consultant/s for Divestiture of Bank's identified non-core properties**

Having examined the above RFP including all Annexures, the receipt of which is hereby duly acknowledged, we, the undersigned, offer to undertake the services in conformity with the said RFP in accordance with the Prices indicated in the Commercial Offer and made part of this Bid.

If our Offer is accepted, we undertake to provide service as Consultant/s for Optimisation & Monetization of Bank's Premises as per the timelines defined by the Bank from the date of commencement of services.

We agree to abide by this offer till 90 days from the date of Financial Proposal opening and our offer shall remain binding upon us and may be accepted by the BANK OF BARODA any time before expiry of that period.

Until a formal contract is prepared and executed, this offer together with the Bank's written acceptance thereof and Bank's notification of award, shall constitute a binding contract between us.

We confirm that we have not made any changes in the offer documents, except for filling in appropriate columns.

We confirm that our Company / Firm has not been black listed/ debarred by any Government Financial Institutions/Banks/ RBI/ IBA/ Government/ Semi-Government departments/ PSUs in India.

We confirm that our Company / Firm do not have any pecuniary liability nor any judicial proceedings or any restraint restricting us in fulfilling the services.

We understand that BANK OF BARODA is not bound to accept the offer and BANK OF BARODA has right to reject the offer in full or part without assigning any reasons, whatsoever.

Signature of the Authorized Signatory

Name:

Designation:

Name of the Consultant/s:

Address:

Annexure 4 – Letter of Authorization to Bid

To,

The RFP Co-ordinator – Selection of Consultant/s for Divestiture of Bank's identified non-core properties

Dear Sir,

SUB: Authorization Letter for submitting bid documents.

REF: Your RFP dated _____, 2022

This has reference to your above RFP for appointment as Consultant/s for Optimisation & Monetization of Bank's Premises, Mr./ Ms is hereby authorized to submit the bid documents and to sign the contract on behalf of our organization for all the services required by Bank of Baroda as called for vide Bank's request for proposal vide above referred RFP on behalf of our organization.

We confirm that all the prices quoted by him/her shall be binding on us. He/ She is also authorized to take decisions on behalf of the company till RFP process is completed. Certified photocopy of Power of Attorney (PoA) of the person authorizing such person is duly submitted.

We hereby extend our full guarantee and warranty as per Clauses of Contract for the goods and services offered for supply by the Consultant/s against this RFP.

The specimen signature is attested below:

Specimen signature of the Representative

Signature of the Authorizing Authority

Name of the Authorizing Authority (Certified Xerox copy of POA of authorized Signatory/authority is to be submitted)

Note:

{This letter of authority should be on the letterhead of the principal on whose behalf the proposal is submitted and should be signed by a person competent and having the power of attorney to bind the principal. It should be included by the Consultant/s in its proposal.}

Annexure 5 – Approach, Methodology and Work Plan

The Consultant/s may submit the Approach, Methodology and work plan in one integrated document in addition to their RFP, if they desires. It should highlight the proposed approach and methodology for delivery of the assignment proposed, given the understanding of the Bank. The Consultant/s should also submit their understanding of the scope of the assignment. The work plan should also cover ideas and ideas for institutionalization of change with clearly defined timelines, milestones and deliverables. Team structure and staffing pattern should be highlighted clearly in the light of Bank's stipulation for deploying an experienced team with the requisite skill sets to deliver the scope of the assignment.

Annexure 6 – Undertaking

(This letter should be on the letterhead of the bidder duly signed by an authorized signatory)

To

The RFP Co-ordinator - Appointment of Property/Real Estate Consultant/s for Optimisation & Monetization of Bank's Premises

Sir,

Sub: RFP for Appointment of Property/Real Estate Consultant/s for Divestiture of Bank's identified non-core properties

- 1) Having examined the RFPs including all Annexures and Appendices, the receipt of which is hereby duly acknowledged, we, the undersigned offer to supply, deliver, implement and commission ALL the items mentioned in the "Request for Proposal" and the other schedules of requirements and services for Bank of Baroda in conformity with the said RFPs in accordance with the schedule of Prices indicated in the Price Bid and made part of this Tender.
- 2) If our Bid is accepted, we undertake to comply with the delivery schedule as mentioned in the RFP.
- 3) We agree to abide by this Financial Proposal for 180 days from the date of the Financial Bid opening and our Offer shall remain binding on us and may be accepted by Bank of Baroda any time before expiry of the offer.
- 4) This Bid, together with your written acceptance thereof and your notification of award, shall constitute a binding Contract between us.
- 5) We agree that Bank of Baroda is not bound to accept the lowest or any Bid the Bank may receive.
- 6) We certify that we have provided all the information requested by Bank of Baroda in the format requested for. We also understand that Bank has the exclusive right to reject this offer in case Bank is of the opinion that the required information is not provided or is provided in a different format.

Dated this.....by2022

Yours faithfully,

Signature of the Authorized Signatory

Name:

Designation:

Name of the Consultant/s:

Address:

Annexure 7 – Declaration for Conformity with Hardcopy Letter

(This letter should be on the letterhead of the bidder duly signed by an authorized signatory)

To

The RFP Co-ordinator - Appointment of Property/Real estate Consultant/s for Divestiture of Bank's identified non-core properties

Bank of Baroda

Sir,

Sub: RFP for Appointment of Property/Real estate Consultant/s for Optimisation & Monetization of Bank's Premises

Further to our proposal dated, in response to the Request for Proposal (Bank of Baroda's tender No. hereinafter referred to as "**RFP**") issued by Bank of Baroda ("**BANK OF BARODA**") we hereby covenant, warrant and confirm as follows: The soft-copies of the proposal submitted by us in response to the RFP and the related addendums and other documents including the changes made to the original RFPs issued by Bank of Baroda, conform to and are identical with the hard-copies of aforesaid proposal submitted by us, in all respects.

Yours faithfully,

Signature of the Authorized Signatory

Name:

Designation:

Name of the Consultant/s

Address:

Annexure 8 – Conformity Letter

(This letter should be on the letterhead of the bidder duly signed by an authorized signatory)

To

The RFP Co-ordinator - Appointment of Property/Real estate Consultant/s for Divestiture of Bank's identified non-core properties

Sir,

Sub: RFP for Appointment of Property/Real estate Consultant/s for Divestiture of Bank's identified non-core properties

Further to our proposal dated, in response to the Request for Proposal (Bank of Baroda's tender No. hereinafter referred to as "RFP") issued by Bank of Baroda, we hereby covenant, warrant and confirm as follows:

We hereby agree to comply with all the terms and conditions / stipulations as contained in the RFP and the related addendums and other documents including the changes made to the original RFPs issued by Bank of Baroda shall form a valid and binding part of the aforesaid RFP document. Bank of Baroda is not bound by any other extraneous matters or deviations, even if mentioned by us elsewhere either in our proposal or any subsequent deviations sought by us, whether orally or in writing, and Bank of Baroda's decision not to accept any such extraneous conditions and deviations will be final and binding on us.

Yours faithfully,

Signature of the Authorized Signatory

Name:

Designation:

Name of the Consultant/s:

Address:

Annexure 9 – Financial Proposal Format (To be submitted in separate sealed envelope)

Sub: Appointment of Property / Real Estate Consultant/s for Divestiture of Bank's identified non-core properties

Financial Proposal

The Financial Proposal should contain the offer including the professional fee Goods and GST (GST) which will be paid by BANK OF BARODA at the prevailing rate.

The Consultancy firm shall take into account all conditions and difficulties that may be encountered during the course of assignment, while quoting their fee. BANK OF BARODA at any point of time, for reasons whatsoever is not responsible for any assumptions made by the Consultant/s. BANK OF BARODA at a later date will not accept any plea of the Consultant/s or changes in the commercial offer for any such assumptions.

Format for the Financial Proposal:

Sr. No.	Description	Quoted Fee
		Rate in % of successful bid amount in the auction of the properties to be conducted by the Bank
1.	Professional Fees (in %age) for rendering services for identifying/mobilizing the buyers/bidders of properties in the auction to be conducted by the Bank and complete transaction in all respect	
TOTAL in words		

(GST Extra as per prevailing rates)

The payment of the fees shall be made post signing of the Definitive Agreement between the selected Consultant/s and Bank of Baroda as per the payment schedule depicted in the RFP.

Signature of the Authorized Signatory

Name:

Designation:

Name of the Consultant/s:

Address: