

Zonal Office:Gonda

**NOTICE INVITING TENDER****Sub: COMPETITIVE QUOTATION FOR INTERIOR FURNISHING  
OF MANKAPUR BRANCH UNDER GONDA ZONE**

Competitive sealed quotations are invited in the prescribed format from the contractors who are already empanelled with bank executed interior furnishing of nationalized Banks in last three years.

Formats of Quotations document is enclosed for submission of interior furnishing work of Mankapur branch Distt-Gonda. Full details and tender document are available in Bank's website [www.indianbank.co.in](http://www.indianbank.co.in) or can be obtained from Zonal Office Gonda. Duly filled tenders should be submitted as per following schedule:

1	Issue of Tender Document	From 18.09.2020 to 03.10.2020
2	Submission of Tender	On or before 03.10.2020 up to 3:00PM
3	Opening of Tender	On 03.10.2020 at 05:00PM
4	Date of Commencement	7 Days from the date of issue of letter awarding the job
5	Time of Completion	20 days
6	Defect Liability Period	12 Months
7	Earnest Money	Rs.5000/- in form of DD/IOI in favour of Indian Bank payable at Gonda
8	Liquidated Damages for delay	Rs.2000/- per day subject to Max. of 10 % of accepted contract amount. (If the work is not completed to the satisfaction of the Employer within the stipulated period the contractor shall be bound to pay to the employer a sum equivalent to Rs. 2000/- per day subject to ceiling of 10% of the accepted contract amount by way of liquidated damages and not as penalty during which the work remains un-commenced or unfinished after expiry of the completion date.
9	Payment Terms	Neither any advance nor any Interim payment will be made. Payment will be made on satisfactory completion of the job on the basis of actual measurements. Income tax will be deducted as per the rules. Retention money 10% will be deducted the bill and to be released after 12 months from the date of virtual completion provided no defects is observed during this period.
10	Document to be attached with the Bill	Manager completion Certificate, Manufacture Certification Bills & 4-5 photographs showing completion atatus of work.
11	Retention Money	10% ( Including Earnest money)

The Bank will not be bound to accept the lowest tender and reserves the right to accept or reject any or all the tender without assigning any reason whatsoever. Late/delayed tender shall not be accepted after due date and time of submission of tender.

Zonal Manager

**CLIENT**

**INDIAN BANK**

ZONAL OFFICE Gonda- Premises Department  
Bahraich Road, Near Roadways Bus stop Gonda  
Uttar Pradesh-227001

**WORK /PROJECT**

**PROPOSED INTERIOR FURNISHING WORKS AT  
INDIAN BANK ,MANKAPUR BRANCH,DISTT- GONDA**

**COMPETITIVE QUOTATION  
FOR INTERIOR FURNISHING WORKS AT ABOVE PROJECT**

Tender Issued to

M/S .....

Address.....  
.....

Contact No .....

Tender Issued on :.....

Last Date of Submission : .....

Signature of the Contractor

seal



**Zonal Office:Gonda**

**NOTICE INVITING COMPETITIVE QUOTATION**

**Work: COMPETITIVE QUOTATION FOR INTERIOR FURNISHING  
OF MANKAPUR BRANCH UNDER GONDA ZONE**

**General terms & Conditions:-**

- 1) Sealed quotation should be addressed to The Zonal Manager, Indian Bank, Zonal Office Gonda and super scribed name of Work Furnishing WORK Of Mankapur Branch, at Manakpur, Distt- Gonda and should reach before 3:00 p.m. on 03.10.2020 at Zonal Office Gonda.

**Mailing Address:**

The Zonal Manager,  
INDIAN BANK  
Zonal Office Gonda  
Bahraich Road, Near Roadways Bus Stop, Gonda-271001(U.P)

- 2) No quotation will be accepted after 3:00 pm on 03.10.2020 and quotations will be opened on 03.10.2020 at 5:00 pm unless otherwise informed.
- 3) The quotations will remain valid for a period of 3 months from the date of opening.
- 4) Bank reserves the right to accept or reject any or all the quotations accept part of any tender, entrust the entire work to any contractor or divide the work to more than one contractor (item wise) without assigning any reason to do so or giving any explanation. The rates quoted by the contractors will help well for bifurcation and no compensation will be paid on this account.
- 5) At the time of submission every quotation must be accompanied by IOI/ Demand Draft for an amount of Rs.5000/- in favour of INDIAN BANK payable at Gonda towards EMD. Any quotation which is not accompanied by EMD will be summarily rejected.
- 6) Contract should quote rates in figures as well as in words.
- 7) All erasures and alterations made must be attested with the initials of tenderers. No overwriting is permitted.
- 8) The EMD of the unsuccessful bidders will be returned within 45 days from the date of opening the tender.
- 9) Joint tenders shall not be considered. Conditional tenders quoted by the contractor are liable to be rejected.
- 10) No escalation in the rates will be allowed under any circumstances.
- 11) On receipt of the intimation from the bank of the acceptance of his quotation, the contractor should submit his acceptance within 3 days If the successful contractor/ tenderer fail to undertake the work within 7 days after work allotment, the MMD will be forfeited and acceptance of his tender may be withdrawn.
- 12) The rate quoted in the tenders shall be inclusive of all materials as required and shall be inclusive of all charges of scaffoldings, lifting, tools and plants, freights/ transportation, labour conditions and fluctuations in rates of excise duty, octroi, GST, VAT, Excise Duty, service tax and any other taxes or expenditure of carrying out the works.



- 13) The Agency is advised to inspect and examine the sites and satisfy himself as to the condition prevailing at sites and its surrounding extent of work, scope and conditions under which the work is to be executed. The contractor shall also satisfy himself about the accessibility to the premises.
- 14) The agency shall submit the offer which satisfies each and every condition laid down in this notice, failing which the tender will be liable to be rejected. Conditional bids shall not be considered and will be out rightly rejected in the very first instance.
- 15) Work will be completed within the period of 20 days from the date of issue of tender or work order whichever is earlier. If the work be not completed to the satisfaction of employer within the stipulated period, the contractor will be bound to pay to the Employer a sum equivalent to Rs.2000/- per day subject to ceiling of Max 10% of the accepted contract amount by way of liquidated damages and not as penalty during which the work remains uncommenced or unfinished after expiry of the completion date. The contract may be rescind by giving one week notice incase work is not executed as per specification and as per time schedule given in tender document.
- 16) The liquidated damages as mentioned in the Notice inviting tender may not be enforced if the contractor applies for extension of time mentioning the genuine reasons for extension. If an extension of time of completion of the work is sought on the grounds of having unavoidable hindrances in his execution or any other ground, the contractor shall apply in writing to the Zonal Manager, Zonal Office Gonda with full details of the circumstances which is causing such an extension. Extension of time in days will be granted by the bank if it is proved that the contractor is not at fault for extending the work beyond stipulated date of completion. At the decision in this regard taken by the Bank shall be binding to the contractor.
- 17) The successful contractor is bound to carry item of work necessary for completion of job even though the same are not included in the schedule of quantity. Rates of extra item will be derived from quotation. In case the rates do not exist in quotation and extra item is not similar to the quoted item, then the rates will be worked out on actual cost of material and labour, any other expenditure for completing that work plus 15% towards contractors profit and overheads.
- 18) The work shall be carried out in such a way that, there is least disturbance to the staff of Bank. Contractors are required to organize the work in such a way that workings of staff and officers/executives of Office are not affected. Contractor is required to take adequate Care during progress of work to protect belongings. In case any damage, contractors at their own cost shall make the same good.
- 19) The contractor must co-operate with other contractors appointed by the bank so that entire work shall proceed smoothly and to the complete satisfaction of the Bank.
- 20) Contractor will arrange necessary tools and plants for completing own work at their cast. In case of any accident the total responsibility will be on the contractor. Contractors are required to submit time schedule of work. After completion of work, cleaning of floors, walls etc are to be done on daily basis to the satisfaction of Branch Head / engineer-in-charge. After completion of jobs, the site shall be cleared of all rubbish malba /debris etc in all respect and handover the site in proper manner on completion of the work.
- 21) No advance will be paid. Payment will be released on satisfactory completion of job and submission of bills. Retention Money @10% will be deducted from the bill and to be released after twelve months from the data of virtual completion provided no defects is observed during the period.
- 22) in case of non-completion or delay in completion of work or removal of defects in time, the bank shall be free to appoint another agency to get the job done at contractors risk and cost.



- 23) The contractor will attend to all the defects noticed during defect liability period. If the contractor fails to attend the defects these defects will be got rectified by the bank and the expenditure incurred on this account will be recovered from security deposit / retention money.
- 24) The work shall be got approved by the Architect / engineer and the contractor shall rectify any bad workmanship pointed out at any stage and remove from the site all the rejected materials immediately at his own cost.
- 25) The contractor shall acquaint himself with the site conditions making his own arrangements for storing of materials at site, lift, cartage etc. at his own risk and safety.
- 26) The Contractor shall make adequate arrangement for watch and ward of material and shall ensure the safety, breakage and any theft of material fixed or unfixed by him or the other sub contractors. The bank shall not be liable for any sort of loss incurred.
- 27) The contractor shall be responsible for application of labour laws, compensation for injury and accident to person, whether employed by him or his sub-contractor.
- 28) The contractor shall ensure that the workmen employed by him for the execution of work are suitably covered against Workmen Compensation Act and that all liabilities arising out of Workmen's compensation Act, ESIS and other legislative enactment applicable to such works and workmen shall be to the contractor's account and responsibility.
- 29) Civil, Interior Furnishing and Electrical Works will be carried out as per Bank's standard drawing / specifications and to the entire satisfaction of the bank.
- 30) The contractor shall inform the bank, well in time, to check measurements of anywork, which is likely to be hidden before covering.
- 31) Income tax at the prevailing rates will be deducted at source from contractor's bill and will be deposited with I.T.O. as per rules.
- 32) Any extra work or item can only be started by contractor after obtaining written approval from the Zonal Office. Item executed without prior approval from the Zonal Office will not be considered for payment.
- 33) The quantities mentioned in the schedule of quantities are approximate. Payment will be made on the actual work done by the contractors. However the contractor should not deviate the quantity without Banks permission.
- 34) The Bank has the right to alter the nature of work and to add or omit any items of work or to have the option of the same carried out departmentally or otherwise and such alterations or variations shall be carried out without prejudices to the contract.
- 35) The Bank has the right to terminate the contract if the contractor abandons the work or fails to commence the work in time, or fails to abide by the terms & conditions of the contract.

I have read and understood all the instructions/conditions given above and I have taken into account the above instructions/conditions while quoting the rates.

Date:

(Signature of the Contractor)

Place:

Seal

### List of Approved Make

<b>Wood</b>		First Class Steam Beech wood or as specified
<b>Polish</b>		MRF Polyurethane
<b>Soft Board</b>		Celotex
<b>Block Board</b>		Century/Archidply/Greenply (BWP Grade)
<b>Ply Board</b>		Century/Archidply/Greenply (BWP Grade)
<b>Laminates</b>	For partition/Tables/Counter Surface	<b>Century Ply:</b> 303 Bodensee Beech <b>Sunmica :</b> E-224/1224- Steam Beech <b>Formica :</b> FI-1224(SF)-Steam Beech-I <b>Greenlam :</b> 685 Swiss Pear
	For Border and Skirting	<b>Century Ply:</b> 191- Redient Red <b>Sunmica :</b> G-448/1448-Teracotta <b>Formica :</b> FI-1517(SF)-Sienna <b>Greenlam :</b> 165- Light Red
<b>Glass</b>		Modi / Saint Gobain
<b>Gypsum Board</b>		India Gypsum/Armstrong/SaintGobain
<b>Aluminum Section</b>		Hindalco/Jindal
<b>Locks/Handles</b>		Goedrej/Harrison
<b>Magnet Catcher</b>		Supreme/Excel
<b>Drawer Sliding Fitting</b>		Earl Bihari (EBCO)/ Godrej/ Hettich or equivalent approved
<b>Floor Spring/ Door Closer</b>		Hemco/ Hardwin/Godrej or equivalent approved
<b>Paint</b>		Asian Paints/Berger/Nerolac
<b>Other materials</b>		ISI mark & approved by bank

(Signature of the Contractor)

Seal



**Schedule of Quantities for Furnishing Work**  
**Allahabad Bank Branch – Mankapur, Distt.- Gonda**

S.No	Description of Item	Qty.	Unit Rate	Amount
1 (a)	<b><u>Low Counters</u></b> Supplying, fixing and keeping in position low counter & off. Table as per layout 2'-6' height. The counter shall be made of 19mm thick. Commercial block board with 1mm thick laminate of IS standard. Each unit shall have side cabinet 3' deep and 16" wide consisting of one drawer and space for keeping cash cabinet (as supplied), keyboard tray and storage cabinet lock shall be Godrej/Equivalent shall be 5' in width. 9"×9" box for customer top. CPU arrangement shall be provided below counter. Arrangement for printer including slit to the provided for computer paper in counter top where required. All wood work shall be French spirit polished.	28.0 RFT		
(b)	S & F 12mm thick Modi Glass 18" height with machine polished edge fixed with teak wood pillars 2" ×2" above counter.	42.0 Sqft.		
2.	<b><u>Cashier Counter</u></b> Supplying fixing and keeping in position 3'-9" height counter as per layout. Customer top shall be 14" wide and ledger top 3' wide. Each unit shall have side cabinet 3 deep and 16" wide consisting of one drawer and space for keeping cash cabinet (as supplied). 9" ×9" box for customer top keyboard tray and storage cabinet shall be provided below writing counter. The counter shall be made of 19mm thick commercial block board with mm thick lamination complete with %" thick teak wood lipping. All wood work shall be French spirit polished.	10.0 Rft		
3.	<b><u>Full Height Partition</u></b> Supplying and fixing partly paneled and partly glazed with 50mm ×30mm teak wood frame at 16" C/c both ways with 6mm thick ply board on both sides, including provision of 1 1/2" thick solid flush doors wherever necessary with superior quality brass anodized fittings, handles provision of 6mm thick glass modi/approved make. Teak wood beading and making holes for electric/telephone/fire wiring in conduits. With spirit polish on all wood work. (Full Height of 10' high partition's for store/record's)	Nil		

4.	<b><u>Low Height Partition</u></b> S & F partition for consisting of 6 mm thick commercial ply fixed into exterior and interior of 2" x 2" thick teak wood frame at 16" C/c both ways. Grooves to be 4mm wide. Ply shall be laminated with 1mm thick mica on both faces. One flap door to be provided shall be 1.5" thick flush door with teak wood lipping on all edges and 1.0mm mica lamination on both faces. Including, Godrej mortica lock, Hinges, tower bolts, door stoppers, handles etc. all wood work shall be spirit polished finished to choice shade and color. (4'-6" high for manager front side, U.P.S. counter side partition with flap door)	10.00 Sqft		
5.	<b><u>Cash Cage Partition</u></b> S & F partition as above with 5.5mm Modi glass in front with rounded edges. The sides of cash cages shall be fitted with aluminum grill above 4' height from floor level and with 6.0mm thick commercial ply (with 1.0mm thick lamination on both faces) upto 4' height. All wooden members for partition shall be teak wood rigid framing section 3" x 1.5" at 16" C/c both ways. All glass shall be set in teak wood beading. The cost shall also include cost of wooden tray as per design. The door of cash cage shall be solid flush door 1.5" thick with 1.00mm thick lamination on both faces.	184.0 Sqft		
6.	<b><u>Customer Stand</u></b> S & F in position writing desk of size 4'x15" x 12" made of 114" thick block board.	N.A		
7.	<b><u>Aluminium Grill</u></b> S & F Aluminium grill top of cash cabins.	72.50 Sqft		
8.	<b><u>Manager Table</u></b> Supplying Manager table size 5'x3'x3'x2 % with 3 drawer are shape, 3 sides covered with lamination.	1 No.		
9.	Server counter as per as item no.1	4'RFT		
10.	Letter box	1 no.		
11.	Suggestion box	1 No.		
12.	Cheque Drop Box	1No.		
13.	Side Rack	Nil.		
14.	<b><u>Pillar paneling</u></b> S & f of wall paneling as per as design consisting of 6mm thick	Nil		



	commercial ply fixed on well with 2"x1" teak wood framing at 16" C/c both ways with 4 mm wide 16" c/c groves.			
15.	Swing Gate-	14.0sq ft		
16.	Notice Board(2'x4')	1 No.		
17.	Sitting Bench used 19 mm ply Board with mica	Nil		
18.	Writing Table	Nil		
19.	Door closer	2 no		
20.	Night latch lock	2 no		
21.	Door lock	2 no		
22.	Aluminium front gate with all fitting.	57.75 Sqft		
23.	False Ceiling Area			
Amount in Word:				

Date:

Name of Firm :

Address :

Phone No :

**Signature with Stamp**

**Conditions** - 1) The quantity approx. & likely to vary as per site condition. However no claim is tenable due to variation in quantities.

2) Bank have the right to delete or add other item from the schedule of Quantities as above as per site requirement so for this no claim on this account will be tenble.