

# INDIAN BANK

## TENDER

## FOR

### INTERIOR FURNISHING WORKS FOR THE PROPOSED SPACE FOR MIS DEPARTMENT, AT GROUND FLOOR, HEAD OFFICE BUILDING 66, RAJAJI SALAI, CHENNAI 600001

Ref.No: CO:EST:TNDR:SKR:001:2020-21

Date : 11.11.2020

Issued to:

.....  
.....  
.....

This Tender document contains 21 pages

Signature & Seal of the Tenderer



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## FORM OF TENDER

### Indian Bank

Corporate Office,  
Premises, Estate & Expenditure Dept,  
No. 254-260, Avvai Shanmugam Salai,  
Royapettah, Chennai – 600 014.

Dear Sirs,

SUB: Invitation of Tender for 'Interior Furnishing works for the proposed space for MIS DEPARTMENT at Ground Floor (within Harbour branch), Head Office building 66, Rajaji salai, Chennai 600 001.

Having examined the drawings, specifications, conditions and schedule of quantities prepared by you, and satisfying ourselves as to the location of the site and working conditions, I/We hereby offer to execute the above works at the respective rates which I/We have quoted for the items in the Schedule of Quantities.

I/We herewith deposit **Rs 41,700/- (Rupees Forty One Thousand Seven Hundred only)** by crossed demand draft payable at Chennai and drawn in favour of Indian Bank as Earnest Money Deposit for the due execution of the works at my/our tendered rates, together with any variations should the work be awarded to me/us.

In the event of this tender being accepted, I/We agree to enter into and execute the necessary contract required by you. I/We do hereby bind myself/ourselves to forfeit the aforesaid Earnest Money Deposit of **Rs.41,700/- (Rupees Forty One Thousand Seven Hundred only)** in the event of our refusal or delay in signing the Contract Agreement. I/We further agree to complete the work within the stipulated time specified in the Appendix to General Conditions of Contract.

I/We agree to keep our tender open for **90 (Ninety) days** from the date of opening of Envelope No.1.

I/We enclose the completed tender documents duly signed under two separate sealed envelopes and the Earnest Money Deposit Rs. \_\_\_\_\_ (Rupees \_\_\_\_\_ only) by Bank Draft / Bank Guarantee No. \_\_\_\_\_ dated \_\_\_\_\_ Issued by \_\_\_\_\_

Thanking you,

Yours faithfully,

[To be signed by the Authorized Representative of  
Tenderer who has the Power to do so]

Place:  
Date :

Witness      Signature:  
Name:  
Address:  
Seal:



**INDIAN BANK**  
**NOTICE INVITING TENDER**

Indian Bank, Corporate Office, Chennai invites sealed tenders from empanelled contractors with Indian Bank (single bid system) for 'Invitation of Tender for 'Interior furnishing works for the Proposed MIS Department, ground Floor ( within Harbour branch), Head Office building, Rajaji salai, Chennai 600 001. The Tender Documents can be downloaded from the Bank's website (www.indianbank.in under Tenders column)

1.	Name of work	'Invitation of Tender for 'Interior furnishing works FOR THE PROPOSED MIS DEPARTMENT, ground Floor, Head Office building, Rajaji salai, Chennai 600 001.
2.	Estimated cost of work	Rs.20.85 Lakh
3.	Period of completion	35 days reckoned from the date of issue of the Work Order or handing over of site whichever is later
4.	Validity of Tender	90 Days from the date of opening
5.	Defects Liability Period	12 Months from the date of virtual completion of work
6.	Retention Money/ Security Deposit	5% against each bill. 50% of the Security Deposit shall be returned within 15 days from the date of final payment and balance 50% after expiry of defect liability period
7.	Liquidated Damages	1% per week of the Contract Value subject to maximum total of 10% of final Contract value
8.	Tender Documents	Tender documents can be obtained from Indian Bank, Corporate Office, Premises, Estate & Expenditure Dept, First Floor, No. 254-260, Avvai Shanmugam Salai, Royapettah, Chennai – 600 014 from 11.11.2020 to 23.11.2020 on all working days during office hours and / or can be downloaded from the Bank's website (www.indianbank.in under Tenders column).
10.	Earnest Money Deposit	DD or B.G. for Rs.41,700/- (Rupees Forty One Thousand Seven Hundred only) issued by any scheduled Bank favoring Indian Bank. <u>BG shall not be obtained from Indian Bank branches.</u>
11.	Last date of submission of tenders	23.11.2020 upto 15.00Hrs. at Indian Bank, Corporate Office, Premises, Estate & Expenditure dept, First Floor, No. 254-260, Avvai Shanmugam Salai, Royapettah, Chennai – 600 014.
12.	Date of opening Tender	23.11.2020 at 16.00Hrs. at Indian Bank, Corporate Office, Premises, Estate & Expenditure dept, First Floor, No. 254-260, Avvai Shanmugam Salai, Royapettah, Chennai – 600 014.

Note:

1. The bank reserves the right to reject any tender/bid without assigning any reason.
2. The rates quoted by the tenderer shall be based only on the specifications and conditions of the tender documents.
3. Bank is not liable to make any payment to tenderers for preparation to submit the tender/bid.

**ASSISTANT GENERAL MANAGER (P&E)**

Indian Bank, Corporate Office,  
Premises, Estate & Expenditure Dept,  
First Floor, No. 254-260,  
Avvai Shanmugam Salai,  
Royapettah, Chennai – 600 014.  
Ph: 044 -28134300 (ext. 4401, 4498, 4306, 4305)

Signature & Seal of the Tenderer



#### GENERAL RULES AND INSTRUCTION FOR THE GUIDANCE OF TENDERERS

1. Tenders, which should always be placed in sealed cover, with the name of the work written on the envelope "Interior furnishing works FOR THE PROPOSED MIS DEPARTMENT, ground Floor, Head Office building, Rajaji salai, Chennai 600 001" will be received by Assistant General Manager (P&E), Indian Bank, Corporate Office, Premises, Estate & Expenditure Dept, No. 254-260, Avvai Shanmugam Salai, Royapettah, Chennai – 600 014.
2. **Earnest money amounting to Rs.41,700/- (Rupees Forty One Thousand Seven Hundred only)** in the form of Demand Draft drawn in favour of "Indian Bank", payable at Chennai must accompany each tender. EMD amount will not carry interest. Tender without earnest money will be summarily rejected.
3. The Indian Bank does not bind itself to accept the lowest or any tender and reserves to itself the right of accepting the whole or any part of the tender and the tenderer shall be bound to perform the same at the rate quoted.
4. The rate quoted by the Tenderer shall be net, up to the stage of incorporation and handing over site. All taxes including or any other tax on material or on finished works like Turn-over Tax, including taxes that may be newly introduced subsequent to the tender etc. in respect of this contract shall be payable by the Tenderer and the Indian Bank will not entertain any claim whatsoever in this respect.
  - a. **The rate quoted should be excluding GST.**
  - b. **The vendor who wishes to quote for the tender should have GST registration and should mention the registration number.**
5. The Tenderer shall give a list of his relatives working with the Indian Bank along with their designations and addresses.
6. No employee of the Indian Bank is allowed to work as a contractor for a period of two years of his retirement from Indian Bank service, without the previous permission of the Indian Bank. The contract is liable to be cancelled if either the contractor or any of his employees is found at any time to be such a person who had not obtained the permission of the Indian Bank as aforesaid before submission of the tender or engagement in the Tenderers service.
7. The tender for works shall remain open for acceptance for a period of 90 days from the date of opening of Tender. If any tenderer who withdraws his tender before the said period, then the Indian Bank shall be at liberty to forfeit Earnest Money paid along with the tender.
8. The tender for the work shall not be witnessed by a Tenderer or Tenderers who himself/themselves has/have tendered or who may and had/have tendered for the same work. Failure to observe this condition would render tenders of the Tenderers tendering as well as witnessing the tender liable to summary rejection.
9. It will be obligatory on the part of the tenderer to tender and sign the tender documents for all the component parts.
10. Transfer of tender documents purchased by one intending Tenderer to another is not permitted.
11. The Tenderer must pay the amount of Earnest Money as mentioned in the Notice of Tender Invitation by Bank Guarantee / Bank Demand Draft payable to Indian Bank. No interest on Earnest Money deposited by the Tenderer shall be allowed. The Tenderer should attach the Bank Guarantee / Bank Draft along with the tender failing which the tender will not be considered. No other mode of payment shall be accepted.



12. The Bank Guarantee for **Earnest Money shall remain valid for 3 months** from the date of submission of tender. The Earnest Money Deposit of unsuccessful tenderers shall be refunded within two weeks of award of contract to the successful tenderer or within one week of actual commencement of work whichever is earlier and in any case not later than one month.
13. The Earnest Money Deposit of the successful tenderer shall be refunded on the acceptance by the Employer of the Contractor's Bank Guarantee/ Demand Draft towards Security Deposit.
14. The EMD of the Tenderer, whose tender is accepted, shall be forfeited in full in case he does not start the work by stipulated date mentioned in the award letter.
15. **The retention amount at 5%** on the value of the bill paid will be held by the Indian Bank. **50% of the retention amount will be paid after completion of the project** and balance 50% will be released at the end of Defects liability period, subject to satisfactory rectification of defects noticed, if any. EMD & retention amount held in our Indian Bank's books will not carry any interest.
16. The acceptance of a tender will rest with the Indian Bank and the Indian Bank reserves to itself the authority to reject any or all of the tenders received without the assignment of a reason. Tenders in which any of the prescribed conditions are not fulfilled (or) are incomplete in any respect are liable to be rejected. The Indian Bank reserves the right to accept the tender in full or in part and the tenderer shall have no claim for revision of rates or other conditions if his tender is accepted in parts.
17. Canvassing in connection with tenders is strictly prohibited and the tenders submitted by the Tenderers who resort to canvassing will be liable to rejection.
18. All rates shall be quoted on the proper form of the tender alone. **All the entries to be made legibly in ink only.** Rates written in pencil or any other mode shall not be considered for evaluation and will be rejected.
19. An item rate tender containing percentage below / above will be summarily rejected. However, where a tenderer voluntarily offers a rebate for payment along with sealed tender, the same may be considered.
20. On acceptance of the tender the name of the accredited representative(s) of the Tenderer who would be responsible for taking instructions from the Indian Bank shall be communicated to the Indian Bank.
21. Special care should be taken to write the rates in figures as well as in words and the amounts in figures only, in such a way that interpolation is not possible. The total amount should be written both in words and in figures.
22. The Contractor shall within 7 days of receiving the WORK ORDER submit a **security deposit of 2%** of the contract value in the form of a Demand Draft or Bank Guarantee in an approved format at which stage the Demand Draft or Bank Guarantee submitted in lieu of E.M.D shall be returned. On acceptance of the Demand Draft or Bank Guarantee by the Employer, the Earnest Money Deposit shall be refunded to the Contractor.
23. The Contractor shall comply with and give all notices required under any law, rules, regulations, or bye-law of Parliament, State Legislature or Local Authority relating to works. If needed, the Contractor has to obtain required permission/ approval from the building secretary/ association. The Contractor shall before commencing the execution of work issue a certificate to the Employer that he has obtained all the permissions Registrations and give all the notices as are required to be obtained or given under law particularly blasting permission, Police permission etc.
24. The Contractor shall be required to maintain the site and the building areas in a neat and clean condition at all times to the satisfaction of the Employer. The Contractor shall especially take care to keep areas free from getting water





logged, from concrete/mortar dippings, bricks, steel, shuttering materials or any other material / rubbish.

25. Debris and items removed from the building have to be neatly stacked at site and then periodically removed (maximum of one week), carried away by the Contractor and disposed off as per the rules and regulations of the Local Authorities concerned. No debris shall be thrown loose from upper floors. No floor, roof or other part of the building shall be over-loaded with debris or materials as to render it unsafe.
26. Employer reserves the right to insist on selection of material, workmanship, detailing and finishes, which they consider, is appropriate, and suitable for the intended use. The contractor is not eligible to claim extra on this account.
27. Employer will require the contractor to produce, samples of all the materials, accessories/ finishes prior to procurement/ manufacture. The samples of the materials for the work shall be got approved from the Employer. Failure to comply with these instructions can result in rejection of the work/ materials.
28. For painting, sample area shall be prepared and the shade got approved. It is also advised to give computer presentation of various colour schemes to the employer before going for sample painting.
29. The Tenderer should note that he should execute his part of work without causing any damage to any component of the building and also without disturbing the occupants. Any damage so caused shall be made good at the cost & risk of the tenderer.
30. The successful tenderers shall include, in the quoted price, all allied civil works such as chasing in wall, drilling holes etc to support the frames, partitions, make the surface good after grouting, scaffolding required if any to load/ unload the materials etc.
31. The successful contractor shall also be responsible for the safety and security of all their materials and also for ensuring fire prevention steps at all times in the working premises including their part of the work. The successful contractor has to place full time representative at site, the representative should have thorough subject knowledge.
32. The work shall be carried out without disturbing the existing occupants of other offices. Necessary barricading of the area, if required from the rest of the area shall have to be arranged by the successful contractor at no extra cost. The work is to be organized and executed so as to have least disturbance to the occupants of other flats.
33. **Only one interim payment is permitted with minimum value of bill shall be of Rs.8.0 lakh or above.** The bills in proper forms must be duly accompanied by detailed measurements in support of the quantities of work done and must show deductions for all previous payments, retention money etc. The Employer after detailed scrutiny of the interim bill shall certify full payment within **10 days** of the date of receipt of interim bill from the Contractor subject to submission of documentation as required.
34. **The contractor should ensure payment of minimum wages + VDA to all labourers / workmen staff employed by him inline with central/ state labour wage act whichever higher.**
  - a. The Contractor shall at all times indemnify and keep indemnified the Employer against all losses, claims, damages or compensation including under the provisions of the payment of the Wages Act 1936, Minimum Wages Act 1948, Employer's Liability Act 1938, Workman's Compensation Act 1923, the Maternity Benefit Act 1961, the Bombay Shops and Establishments Act 1947, Industrial Disputes Act 1947, and Contract Labour (Regulation and Abolition) Act 1970 and Employees State Insurance Act 1948, Motor Vehicles Act 1988 or any modifications thereof or under any



other law relating thereto and rules made thereunder from time to time or as a consequence of any accident or injury to any workman or other person in or about the work whether in the employment of the Employer or Contractor or not, and also against all costs, charges and expenses of any suit, action or proceedings whatsoever out of such accident or injury or combination of any such claims.

35. From commencement to completion of works, the Contractor shall take full responsibility for the care of the work and for taking precautions to prevent loss or damage to the work to the maximum extent possible and shall be liable for any damage or loss that may arise to the works or any part thereof from any cause whatsoever including causes of fire, lightning, explosion, earthquake, storm, hurricane, floods, inundation, subsidence, landslides, rock slides, riots (excluding civil war, rebellion, revolution and insurrection) or any latent defect or damage and shall at his own cost repair and make good the same so that at all times the work shall be in good order and condition and in conformity in every respect with the requirements of the Contract.
- a. For the purpose of this condition this expression "from commencement to completion of works" shall mean the period starting with the date of issue of Work Order or date of handing over of site whichever is later and ending with issue of Virtual Completion Certificate.
  - b. Without limiting the obligations and responsibilities under this condition, the Contractor shall insure and keep insured the works from commencement to completion, as aforesaid, for the full contract value including Price Variation Adjustment if any against the risk of loss or damage from any cause whatsoever including the causes enumerated in the foregoing paragraphs. In the event of there being a variation in the nature and extent of the works, the Contractor shall from time to time increase or decrease the value of the insurance correspondingly. All the premia for the insurance shall be borne and paid by the Contractor.
  - c. Before commencing the work, the Contractor shall without limiting his obligations and responsibilities under this condition, insure against any loss of life or injury to any personnel in the employment of Contractor / Sub-Contractor/nominated Sub-Contractor. For this purpose, an insurance shall be taken by the Contractor /Sub-Contractor. Such an insurance shall be taken to include both employees/workmen covered by the Workman's Compensation Act 1923, as well those employees/workmen not covered by the said Act. Separate insurance policies may be taken for employees/ workmen covered by Workman's Compensation Act 1923, and employees / workmen not covered by the said Act. All the premia shall be paid by the Contractor. Policy/Policies taken under this para for the personnel in employment with the Contractor / Sub-Contractor / nominated Sub-Contractors. In the event of any loss or injury to personnel in employment with the Contractor / Sub-Contractor / nominated Sub-Contractors, the Employer and Contractor shall recover directly from the Insurance Company and ensure that payment of the same is made to the affected parties including the Employer. The policy in original shall be deposited with the Employer.
  - d. The Contractor shall at all times indemnify and keep indemnified the Employer against all losses and claims for injuries or damage to any person or any property whatsoever which may arise out of or in consequence of the construction and maintenance of the work and against all claims, demands, proceedings, damages, costs, charges and expenses whatsoever in respect of or in relation thereto. Before commencing the execution of the works, the Contractor shall without in any way limiting his obligations and liabilities under this condition, insure at his cost and expense against any damage or loss or injury which may be caused to





any person or property including the employees and directors of the Employer and their property by or in the course of the execution of the works. Such insurance to be known as the Third Party Insurance shall be in a sum of **Rs. 1.0 lakh**. The Insurance policy to be so obtained by the Contractor shall be deposited by the Contractor with the Employer within Seven days of its issue by the Insurer.

36. The Contractor shall take all precautionary measures to ensure the safety of the workmen employed by it. The contractor shall be fully responsible for the any injury or damage caused to the workmen deployed by him at site for carrying out the work and Bank has nothing to do with such happenings and in no way shall be held responsible for the same.
37. The contractor shall maintain all registers as required by the Regional Labour Commissioner and should furnish the same to the Bank or its representative as and when required.
38. If the work is not started within **4 days** from the date of issue of work order then Employer may terminate the work order without assigning any reason. If during the execution of the work, the progress of work is not considered to be satisfactory and is not consistence to be in contingent with the period of the completion of the work then the Bank may terminate the work order by giving a final notice to the contractor.
39. The time allowed for completing the works is **35 days** to be reckoned from **4 Days** from the date of Work Order / date of handing over site whichever is later. Tenderers shall submit a programme (time schedule) for executing the entire project and shall furnish the details of their scheme indicating the proposed deployment of their machinery and resources.
40. If the Contractor fails to complete any or all the works by the date/s named in **Clause 38** (Date of Completion) or within any extended time (permitted by Bank) then the Contractor shall pay or allow the Employer the sum to be worked out at **1.0%** of contract value per week to be recovered as Liquidated Damages (and not by way of penalty) for the delay, beyond the said date or extended time, as the case may be, during which the works shall remain unfinished and such damages may be deducted from any moneys due or which may become due to the Contractor. The maximum amount of Liquidated damages shall be **10%** of contract value. The contractor shall be bound to extend validity of Insurance Cover till such period of completion as may be considered necessary at their cost.
41. The successful tenderer shall be required to execute an Agreement in the proforma attached with this tender document within **4 days** from the date of receipt of the notice of acceptance of tender. In the event of failure on the part of the successful tenderer to sign the agreement within the above stipulated period, the earnest money will be forfeited and the acceptance of the tender shall be considered as cancelled.
42. The final bill will be released on satisfactory completion of the entire work and on completion of all the terms and conditions / obligations spelt out and on proper submission of the bill together with the measurements. Final Bill settlement is within 45 days from the date of proper submission of bill & measurements.

**ASSISTANT GENERAL MANAGER (P&E),**

Indian Bank Corporate Office,  
Premises, Estate & Expenditure Dept,  
No. 254-260, Avvai Shanmugam Salai,  
Royapettah, Chennai – 600 014.



Signature & Seal of the Tenderer



## ARTICLES OF AGREEMENT

**THIS AGREEMENT** is made on this ..... day of .....month of ..... between Indian Bank and having its Corporate Office at No. 254-260, Avvai Shanmugam Salai, Royapettah, Chennai – 600 014 (hereinafter referred to as the "Employer") which expression shall include its successor, legal heirs and assignees of the one part.

**AND** M/s. .... having its office at .....  
.....  
(hereinafter referred to as the "Contractor") which expression shall include its successor, legal heirs and assignees of the second part.

**WHEREAS** the Employer has caused drawings and tender documents for 'Interior furnishing works for the proposed MIS department, ground Floor( within Harbour branch),, Head Office building, Rajaji salai, Chennai 600 001'.

**AND** whereas the Employer has called for tender vide ref. no. ....  
dated.....

**AND** whereas the contractor has submitted the tender ref. no. ....  
dated ..... to the Employer on .....

**AND** whereas the Employer has issued the work order ref .....  
dated..... to the contractor to do the work.

**AND** whereas the Contractor has agreed to execute the work as per drawings, specifications, conditions of contract and Work Order.

**AND** whereas the Employer has accepted the Contractor's tender as aforesaid and whereas the tender submitted by the contractor has been accepted for such sum as may be ascertained to be payable in terms of the Bill of Quantities and which sum is estimated to be Rs. .... (Rupees ..... ) hereinafter referred to as the said "Contract Agreement".

### NOW THIS AGREEMENT WITNESSETH AS FOLLOWS:-

- 1) In consideration of the said Contract Sum to be paid at the times and in the manner set forth in the said Conditions the Contractor shall carry out and complete the Civil, Plumbing & Painting Works in terms and conditions herein contained and according to the general conditions of the contract, notice inviting tender, special conditions of contract, general scope of work, technical specifications, schedule of rates and instructions to be given by and the supervision of and to the entire satisfaction of the Employer.



2) **Contract Price, Taxes and Payment Terms :**

Total contract price is Rs. .... which is inclusive of cost of materials, equipment, installation charges and tools and tackles required for execution of the job. Above price is inclusive of all taxes & duties including excise duty, sales tax, works contract tax, income tax, octroi etc. in respect of this contract. No claim in this respect will be entertained. Sales tax on works contract & Income tax on payments will be deducted and deposited by Employer in accordance with the sales tax law of the state and the provisions of tax deductions at source under income tax act 1961.

However, interim payment will be made as per the site measurements on Item Rate basis.

3) **Completion Period:**

**Time is the essence of the Contract.** The work is to be completed in all respects within **35 days** reckoned from **4<sup>th</sup> day** from the date of issue of the Work Order or handing over of site whichever is later. If the Contractor fails to complete the job within the agreed time period the Contractor will have to bear liquidated damages as per the relevant clause mentioned in the Tender Documents.

4) **Earnest Money:**

The Contractor has deposited an amount of **Rs.41,700/- (Rupees Forty One Thousand Seven Hundred only)** as earnest money.

5) **Inspection of Site:**

The Contractor has inspected the site before submitting his tender and has satisfied himself as to the nature of the work to be executed on the site. Any difficulties which the Contractor may come across in the course of the work shall in no way relieve the contractor to claim or receive extra payment unless the Employer is of the opinion that such difficulties could not have been foreseen and the Employer consents in writing.

6) **Supply of Material and Labour:**

The Contractor shall arrange all labour, materials, equipments, tools, tackles and everything necessary for the completion of the work. The Contractor will assume all responsibility for the safety, protection and accounting of all material and equipment and the work during construction. All materials used by the Contractor shall be of the best quality conforming to the required specification mentioned in the tender document and will be subject to the approval of the Employer. All such materials not approved by the Employer shall be removed at once by the Contractor at his own expense. The Contractor shall also at his own expense arrange for carrying out any test of materials which the Employer may from time to time require or if so desired by the employer.

7) **Defective Work / Materials:**

If any part of the work done by the Contractor is found defective in workmanship or if bad or inferior materials have been used the Contractor shall at his own risk and cost demolish all such defective work and rebuild the same and / or replace the bad or inferior materials used within a time frame mentioned to the satisfaction of the Employer. The decision of the Employer in this regard shall be final and binding on the Contractor. In case of default of the contractor to remove the defective work and rebuild the same or replace bad or inferior materials as directed by the Employer, the Employer shall be entitled to employ



anyone else to carry out the same at risk and cost of the Contractor and recover all expenses incurred in this regard from the contractor.

8) **Inspection of Work:**

During progress of the work the Employer shall be entitled at all times to have access to and inspect the work.

9) **Supervision:**

The Contractor shall provide one or more competent and technical qualified engineers duly and fully authorized to act on his behalf in all matters relating to the works to be carried out under or any other matter concerning this agreement and who shall at all times be present at the works while any work is in progress as per directions, explanations & instructions of Employer.

10) **Compliance with Statutory Regulations & Work Rules:**

The Contractor shall be responsible for complying with the applicable laws / bye laws / Regulations in force from time to time and shall have to bear all statutory liabilities to the workers / personnel engaged for the job. Nothing will be paid extra in this regard. If any amount is paid by the Employer with this regard the same amount shall be deducted from the Contractor's dues. The Contractor shall have to arrange insurance cover for the workers / personnel engaged by him for the job.

11) **Determination of Contract:**

In the event of Contractor failing to keep / adhere to agreed schedule of work, or in the event of the Contractor failing to comply with the provisions of this contract by default and / or negligence and / or suspension of work or in the event of Contractor failing to complete the work within the stipulated period, the Employer may terminate this Agreement forthwith and employ, at the Contractor's risk and cost, another contractor or sufficient number of workmen to complete the work.

12) **Force Majeure:**

This clause will be operative only if the work is delayed by

- a) Acts of God
- b) Earthquake or floods or similar natural calamities.
- c) Serious loss or damage by fire or lightning.

In case any Force Majeure condition herein mentioned occurs and continues for a period exceeding 15 days the parties hereto undertake to sit together and devise ways for expeditious and proper performance of the obligations of the parties under this order.

13) **Arbitration:**

" In the event of any dispute or difference relating to interpretation and application of provisions of the contract and all disputes/ claims whatsoever which shall either during the continuance of the contract or afterwards either between the parties to the contract or the respective representatives touching the construction/ application of any provision/ clause mentioned in the contract or any account or liability between the parties to the contract or as to any act or deed or omission of any party to the contract, in any way relating to these presents, shall be first at the discretion of the Bank attempted to be resolved in good faith by mutual discussion within 30 days of the dispute or question being



raised failing which the same shall be settled by arbitration in accordance with provisions of Indian arbitration and Conciliation act 1996.

The Parties concerned shall designate an arbitrator on mutual consent/consensus. The venue of the arbitration shall be exclusively at Chennai and any award passed by arbitrator shall be final, conclusive and binding upon the parties and shall be deemed to have been made between parties themselves. The parties to the dispute shall share equally the cost of arbitration as intimated by the arbitrator".

**IN WITNESS** whereof the said contracting parties have set their hands and seals on the day and year first hereinabove witness.

Witness Address

Employer

Witness Address

Contractor





List of Materials of Approved Brand And/ Or Manufacture

**Civil & Carpentry:**

1	Tile fixing Adhesive	1. Sika 2. Pidilite 3. Bal Endura 4. Fosroc 5. BASF or approved equivalent.
2	Marine Plywood (IS 303)	1. Century 2. Greenply 3. Archid 4. Mayur or approved equivalent
3	BWR grade phenol bonded plywood (IS 303)	1. Century 2. Greenply 3. Sharon Ply 4. Mayur or approved equivalent.
4	Particle Board	1. Greenply 2. Archid 3. Merino Duro or approved equivalent
5	Block Board	1. Century 2. Greenply 3. Swastik or approved equivalent
6	Flush doors	1. Century 2. Kuffy 3. Green ply or approved equivalent
7	Fibre Board (MDF, LDF)	1. Century 2. Novapan 3. Swastik or approved equivalent
8	P.O.P.	1. Gyproc India 2. India Gypsum 3. Saint Gobain or approved equivalent
9	Laminates	1. Greenlam 2. AICA 3. Euro lam 4. Merino or approved equivalent.
10	Handles	1. Godrej 2. Hafele 3. Dorset or approved equivalent.
11	Glass	1. Saint Gobain 2. Float Glass India (Asahi) 3. Modigaurd or approved equivalent.
12	Screws	1. GKW 2. Ebco 3. Oxidised or approved equivalent.
13	Hardware (Hinges & others)	1. EBCO 2. Godrej 3. Hafele 4. Dorset or approved equivalent.
14	Adhesive for fixing laminate	1. Fevicol SH 2. Araldite of Ciba Geigy 3. Bal Endura 4. Pidilite or approved equivalent.
15	Locks	1. Godrej 2. Ebco 3. Harrison



		4. Dorset or approved equivalent.
16	Wood preservative	1. Bison by British paints or approved equivalent.
17	Cement Primer	1. Berger 2. Asian 3. ICI Dulux 4. Nerolac paints or approved equivalent
18	Acrylic Emulsion paints	1. Berger 2. Asian 3. ICI Dulux 4. Nerolac or approved equivalent
19	Enamel paints	1. Berger 2. Asian 3. ICI Dulux 4. Nerolac or approved equivalent
20	Wood primer	1. Berger 2. Asian 3. ICI Dulux or approved equivalent
21	Aluminium sections	1. Hindalco 2. Jindal 3. Nelco or approved equivalent
22	Curtain Rods	1. Vista 2. Trac 3. MAC or approved equivalent
23	Drawer – telescopic	1. EBCO 2. Efficient 3. Hettich or approved equivalent.

**Note –**

1. Materials mentioned in the specification shall be used for the work. If specified material is not available prior approval of the Employer shall be taken to use other brands.
2. Preference of makes, supply of items should be consulted with client/consultant before effecting of supply.

**NAME AND ADDRESS OF THE CONTRACTOR:**

**SIGN & SEAL OF THE CONTRACTOR:**

**Date:**

**Place:**



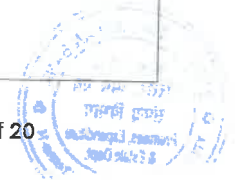
### Schedule of Quantities

Interior furnishing works for the proposed MIS department, ground Floor( within Harbour branch), Head Office building, Rajaji salai, Chennai 600 001.

S.No	FURNISHING WORK	Qty	Rate	Unit	Amount
1	Dismantling the existing modular partitions, ply partition, running counters, electrical / lan / telephone line etc clearing debris from site after stacking serviceable materials as identified by the Bank at site. (Contractor shall visit site to ascertain the quantum of dismantling works before quoting for the job).	L.S		L.S	
2	PARTITION				
a	Full Height Solid Partition				
	Supplying & installation of full height solid partition made of 50mm x50mm size aluminium framework of 2mm thickness with vertical members and horizontal members at every 2'-0" intervals and screwed with 6 mm thick calcium silicate board on both sides & finished with approved colour of 2 coats of plastic emulsion paint over a primer coat. The partition also have a skirting of 4" depth made of 12mm thick calcium silicate board & finished with 2 coats of plastic emulsion paint over a primer coat. Note: The aluminium framework shall be done up to roof level for partition & the area for partitions shall be calculated only upto the bottom of false ceiling level.	70		Sqm	
b	Reuse of existing modular partition				
	Reuse of dismantled partition frames and re-fixing the same to required shape and size finished with new double skins 12mm thk pre laminated particle boards tiles. The standard partition height will be 1200mm. All hardware's and old sturdy levelers shall be replaced with new.	42		Sqm	
3	FLUSH DOOR Supply and installation of 30mm thick flush doors of approved manufacture fixed over Ghana Teak frames of size 2 ½ " x 1 ½ " on top and side rails as per design. Door to be finished with 1 mm thick laminate on both sides of the door shutter & beading in edges. The door to be complete with all accessories such as floor spring, handle, lock, SS hinges, door stopper of approved manufacture.	9		Sqm	
4	Flap Door Providing and fixing Flap Door of min. size: 3' (B) X 2'6"(H) made of block board with approved lamination on both side, of required size with suitable hinges/tower bolts	1.5		sqm	
5	Supply and installation of 600mm x 600mm fiber board Grid false ceiling as per following specification: Providing and fixing in true horizontal level false ceiling Grid of 15 mm of approved make, of mineral board acoustical ceiling panels TEGULAR type with white silhouette grid using hot dipped galvanized steel section exposed surface chemically cleaned capping refinished in baked polyester paint wall angle of size	30		Sqm	



	3000 x 19 x 19mm used in the periphery of the ceiling fixed to the wall partition, RC column band walls with the help of screws at 600mm C/C. Main runner of size 3000 x 15 x 32 mm suspended at a 1200mm C/C, 1200mm long cross tee of size 15 x 32 mm to be interlocked between in main runner at 600mm C/C (max) to form a grid of 600 x 1200mm and 600mm long cross tee of size 15 x 32 mm fixed in between 1200 mm long cross tee for forming a grid of 600 x 600 mm. all the runners shall be fixed by using 2mm / 3mm dia GI wire hanger securely fixed to the structural soffit of RC slab by using 6mm anchor fastener at every 1200mm, (max) . Finally laying 12 mm mineral fiber board.				
6	Linear Workstation - Sharing Size: 1500x600x750/1200ht				
	<p>Supplying and installation of Linear Working Table OF Size 1500mm x 600mm x 750 mm 25 mm thick pre laminated table top with under structure Race way, Soft closing access flap etc. Privacy Divider (by Glass &amp; Magnetic Fabric Board)</p> <p>Metal Key board &amp; CPU trolley as per below specification</p> <p>Under Structure: Under structure made of straight leg which should be fabricated with cross connector by CO2 welding MS ERW Tube of size 50mm Dia x 1.5 mm thk with the base of MS tube fitted with Glide Plate Over M8X50mm PU leveler. The leg shall be supported by the cross connector ,which shall be MS ERW RHS 40mm X30mm (RHS),1.5 mm thick members at upper level. The rate inclusive of 300mm X1.2 mm thick CRCA sheet as a perforated stiffener ( Laser cutting as per design) by suitable welding wire management suitable MS race way shall be provided for vertical &amp; horizontal wire management in the middle of the under structure including race ways shall be finished within min 50 micro thickness of epoxy polyester power coating.</p> <p>Table Top: The table top shall be 25mm thick twin side Pre Laminated Particle board confirming to IS:3087 pre laminated with laminate of thickness 0.8mm confirming to IS: 2046 and glued with PVAC. 2mm PVC lipping to be done which is glued with Hot melt EVA glue and to be fitted under structure by MS supporter. The rate including accessories: Metal CPU trolley (Safe load 20Kgs).</p> <p>Key board tray should have 1.2mm thick CRCA sheet with slides Tray size should be 540mm 197 mm fixed on the table top (bottom side).</p> <p>Privacy Divider (Partition) in centre of the table: Front side partition for the entire length of linear table, the panel partition shall be 15/30 mm thick powder coated suitable aluminium extrusion vertical trim and horizontal trim. The panel shall be 2nos x 3mm thick painted glass and fabric magnetic tiles, fabric upholstered metal tiles in 0.6mm thick G.I grade 'O' as per IS:277. The fabrics should be upholstered with adhesives back to back, or Equivalent approved.</p> <p>The suitable fixing arrangement to be made for firmly fixation on the under structure. The rate including of</p>	57		Nos	



	installing (Size 1200 x 450mm) 8mm thk toughened intermediate glass divider with corners rounded off smoothly with necessary fittings and hardware as per approved design above table top. Mobile pedestai (2d/1f) - 18mm thk pre laminated particle board with pvc edge banding quoted) The cost include the supporting system to privacy divider and under structure such as brackets / fasteners / joining posts / race ways 2 nos / wire management cleats / runners etc. (Basis Cost of Fabric Rs. 300 / per running meter.)				
7	Storages				
a	TYPE S1 - BACK STORAGE - As per site needed L X 450DX 700/1200HT.	5		Sqm	
	Free standing side credenza of above mentioned size with openable shutters in 19mm thk prelaminated mdf board , 19mm thk prelam mdf board for verticals & bottom, back of 9mm thk prelam particle board, with back to be inserted in the groves provided in the verticals top and bottom, with pvc edge banding on all exposed edges, 25mm thk top in post formed laminated on facing edge and other three sides edge banded, adjustable shelves at app 16" c/c.with 19 mm. with pre laminated particle board & all necessary fittings like 4" long ss brushed finish handles, tower bolts, self closing hafele make hinges, godrej make/hafele make locks & any miscellaneous items. the bottom facing skirting to be in same laminate finished as per scope drawings. If there is a running storage the same should be discussed with Bank officials and divided into parts as per site condition.				
b	TYPE S2 - BACK STORAGE - As per site needed L X 450DX 2400HT.	6		Sqm	
	Free standing side credenza of above mentioned size with openable shutters in 19mm thk prelaminated mdf board , 19mm thk prelam mdf board for verticals & bottom, back of 9mm thk prelam particle board, with back to be inserted in the groves provided in the verticals top and bottom, with pvc edge banding on all exposed edges, 25mm thk top in post formed laminated on facing edge and other three sides edge banded, adjustable shelves at app 16" c/c.with 19 mm.pre laminated particle board & all necessary fittings like 4" long ss brushed finish handles, tower bolts, self closing hafele make hinges, godrej make/hafele make locks & any miscellaneous items. the bottom facing skirting to be in same laminate finished as per scope drawings. If there is a running storage the same should be discussed with Bank officials and divided into parts as per site condition.				



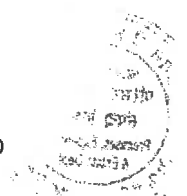
8	VERTICAL BLINDS Providing and fixing vertical blinds as per the approved design and shade including standard fitting as per the manufacturer's specifications. (vista levelor, Trac etc.)	75		Sqm	
9	PLASTIC PAINT Scrapping the existing surfaces thoroughly and Apply 2 or more coats of plastic emulsion over a coat of primer of even shade, putty (wherever required). Paint as per manufacturer's instructions. Rate shall include labour, materials, scaffolding, tools & hardware and other necessary items for proper completion of work.	400		Sqm	
10	ENAMEL PAINT Scrapping the existing surfaces of MS grilles of windows and over metal surface, apply 2 or more coats of synthetic enamel paints over a coat of metal primer of approved and even shade. Rate shall include labour, materials, scaffolding, tools & hardware and other necessary items for proper completion of work.	60		Sqm	
Total amount (excluding GST)					
GST @            %					
Gross Total					

Total Amount in words: Rupees .....only

Place:

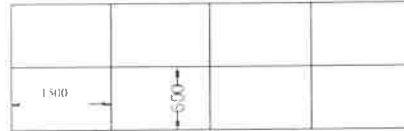
Signature & Seal of the Tenderer

Date:



Linear Workstation  
900x600

Plan view



Specification

- Top - 25mm FLPB with PVC edge banded
- Legs - MS powder coated square pipe 50x50x1.5
- Cross connector - 50x25x1.5
- Raceway - 150x100 MS powder coated tray for horizontal wire management
- Privacy panel 450mm ht - 18mm thick MS powder coated having White board and magnetic board
- End modesty - MS powder coated perforated for 300mm ht
- Glass divider - 10mm thick plain glass divider
- Access flap - 8 module
- Keyboard tray - MS powder coated
- Metal CPU trolley

iso view

