

इंडियन बैंक



Indian Bank

इलाहाबाद

ALLAHABAD

Zonal Office Allahabad

SHORT NOTICE INVITING TENDER

Sub: COMPETITIVE QUOTATION FOR FURNISHING WORK OF INSPECTION CENTRE ALLAHABAD

Competitive Sealed Quotations are invited in the prescribed format in two bid system (Technical and Financial) from the Contractors who are already empanelled with Bank and executed Interior Furnishing Works of Nationalized Banks in the last three years.

Format of Quotation Document is enclosed for submission of Interior furnishing works of Allahabad City Office Branch to accommodate **Inspection Centre Allahabad**, Distt. Prayagraj. Full details and tender documents are available on Bank's website: www.indianbank.co.in or can be obtained from Zonal Office, Allahabad. Duly filled in tenders should be submitted as per following schedule:

1	Issue of Tender Document	From 20.01.2021 to 27.01.2021
2	Submission of Tender	On or before 27.01.2021 up to 02:00 PM
3	Opening of Tender	On 27.01.2021 at 03:00 PM
4	Date of Commencement	3 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 the form of DD/IOI in favour of Indian Bank payable at Prayagraj.
8	Liquidated Damages for delay	Rs.2000/- per day subject to Max. of 10% of total 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 from the bill and to be released after 12 months from the date of virtual completion provided no defects is observed during this period.
10	Documents to be attached with the Bill	Managers Completion Certificate, Manufacture Certification, Bills & 4-5 Photographs showing completion status 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.

(Deputy General Manager)

CLIENT

INDIAN BANK(erstwhile Allahabad Bank)

ZONAL OFFICE, Allahabad - PREMISES DEPARTMENT
22, P.D. Tandon Road, Prayagraj
Uttar Pradesh - 211001

WORK / PROJECT

PROPOSED INTERIOR FURNISHING WORKS AT
INDIAN BANK, INSPECTION CENTRE ALLAHABAD, DISTT. PRAYAGRAJ

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 Allahabad

SHORT NOTICE INVITING COMPETITIVE QUOTATION

Work: COMPETITIVE QUOTATION FOR FURNISHING WORK OF INSPECTION CENTRE ALLAHABAD

General terms & Conditions:-

- 1) Sealed quotation should be addressed to The DGM, Indian Bank, Zonal Office, Allahabad and super scribed name of INTERIOR FURNISHING WORK OF Allahabad City Office Branch to accommodate **Inspection Centre Allahabad, Distt. Prayagraj** and should reach before 2:00 p.m. on 27.01.2021 at Zonal Office Allahabad.
Mailing Address:
The Deputy General Manager,
INDIAN BANK
Zonal Office Allahabad
22, P.D.Tandon Road, Prayagraj-211001(U.P)
- 2) No quotation will be accepted after 2:00 pm on 27.01.2021 and quotations will be opened on 27.01.2021 at 3:00 pm unless otherwise informed.
- 3) The quotations will remain valid for a period of 3 months from the date of opening.
- 4) The agency should have valid GST registration & other supporting document related to GST. The firm should submit their GST Identification Number in the enclosed format (Annexure - III) along with the Technical Bid.
- 5) 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.
- 6) 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 Prayagraj towards EMD. Any quotation which is not accompanied by EMD will be summarily rejected.
- 7) Contractor should strictly quote rates in figures as well as in words.
- 8) All erasures and alterations made must be attested with the initials of tenderers. No overwriting is permitted.
- 9) The EMD of the unsuccessful bidders will be returned within 45 days from the date of opening the tender.
- 10) Joint tenders shall not be considered. Conditional tenders quoted by the contractor is liable to be rejected.
- 11) No escalation in the rates will be allowed under any circumstances.
- 12) 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 EMD will be forfeited and acceptance of his tender may be withdrawn.
- 13) 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.
- 14) 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.

- 15) 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 outrightly rejected in the very first instance.
- 16) 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.
- 17) 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 its execution or any other ground, the contractor shall apply in writing to the Deputy General Manager, ZO Allahabad 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. All the decisions in this regard taken by the Bank shall be binding to the contractor.
- 18) 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.
- 19) 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.
- 20) 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.
- 21) Contractor will arrange necessary tools and plants for completing own work at their cost. 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.
- 22) 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 date of virtual completion provided no defects is observed during the period.
- 23) 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.

- 24) 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.
- 25) 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.
- 26) 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.
- 27) 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.
- 28) 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.
- 29) 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.
- 30) Interior Furnishing Works will be carried out as per Bank's standard drawing / specifications and to the entire satisfaction of the bank.
- 31) The contractor shall inform the bank, well in time, to check measurements of any work, which is likely to be hidden before covering.
- 32) 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.
- 33) 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.
- 34) The quantities mentioned in the schedule of quantities are approximate. Payment will be made on the actual work done by the contractor. However the contractor should not deviate the quantity without Bank's permission.
- 35) 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.
- 36) 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.

(SIGNATURE OF THE
CONTRACTOR)

Date:

Place:

SEAL

Seal & Signature of Contractor

ANNEXURE III

Collection of Vendor Master Data				
SL.NO.	GSTIN DETAILS		DETAILS TO BE FILLED UP BY VENDOR /SUPPLIER	
1.	Name of the Vendor/supplier			
2.	PAN			
3.	GST Identification Number (GSTIN)			
4.	TAN			
5.	Composition Scheme (Please indicate)		(Yes / No)	
6.	Nature of Service Rendered/supply made – as given the Registration Certificate issued by the authorities			
7.	Address of principal place of business in the state as per GST registration Certificate	Address		
		City		
		PIN		
		State		
8.	Location	SEZ/STP/DTA		
9.	Contact details	Name		
		E-mail ID		
		Phone No.		
	Date :		(Signature of Customer) (of Authorized Signatory only with stamp)	

INDIAN BANK					
PROJECT - FURNISHING WORKS for Inspection Centre Allahabad					
S.No.	DESCRIPTION OF ITEM	QTY	UNIT	RATE (Rs.)	AMOUNT (Rs.)
A.	FURNISHING WORKS				
1	Aluminum Section Door with Glass. Aluminum entrance door with partition made of aluminum section of Hindalco/Jindal 1.75"x1.75" and 1.5 m with 5mm thick glass with door made of door section 1.75" x 1.75" and door bottom 4.5"x1.75" (114mmx44mm) with 5mm glass complete with lock, door closures, tower bolt and handles etc.	84	Sq.Ft		
2	Wooden Partitions (partly glazed/unglazed and Doors) with etching.	950.00	Sq.Ft		
	Glazed Partition (upto false ceiling height only considered and above necessary ceiling supports to be provided) with Anodized Aluminium frame work, heavy sections (2mm thickness) of 2"x1.5" section, spacing of 2'0"x2'0" on both sides and covered with 9mm thick BWR plywood finished with 1mm thick laminate of skirting & borders on both sides with necessary Pedilite SH adhesive, screws and bolts, etc; & above 8mm thk float glass with approved quality and pattern frosted film, as per design Glass panel to be fixed with 19 X 32.5 mm teakwood beading around. Glass to be butt jointed and edges to be ground/machine polished to get a flush joint complete as directed and sealed with silicone sealant. Framework of partition is to be fixed to RC ceiling for support. All surfaces shall be treated with antitermite wood preservatives before covering up complete as per directions and approval.				
	The job shall also include for provision of laying conduits, switch boxes etc. The erection of partition shall include for expansion bolts cleats, clamps bolts, nuts, screws, rivets and other accessories, all complete up to the satisfaction of the Architect.				
	All door opening shall have rebated teak wood framework (size - 75mm x 50mm, as per profile) on vertical (2 Nos.) and horizontal (1 No.) sides, with melamine finish and rebate of 40mm x 12mm, all complete up to the satisfaction of the Architect.				
	the partition and doors shall have hinges door springs/sliding arrangement/hydraulic door closer, mortise locks (Godrej make all), etc. The rate shall include cost of all materials, labour, T&P, wastages, etc. required for proper completion of work, all complete to the satisfaction of the Architect.				
	For unglazed partitions, no glazing to be given in partition/doors & other specifications as above.				
	Partition to have 100 mm high metallic decorative texture laminate (Sliver Colour) band at skirting on both sides of partition.				
3	Low Height Partition .	145.00	Sq.Ft		
	Same specification as above but P/F half height partition of height 4'-6" with wooden laminate till 3'-0" and 1'-6" height 12 mm thick glass secured with D brackets including all hardware necessary with the same specs as above point. Unexposed surfaces shall be treated with antitermite wood preservatives before covering up complete as per directions and approval.				

S.No.	DESCRIPTION OF ITEM	QTY	UNIT	RATE (Rs.)	AMOUNT (Rs.)
4	Tables				
A	DGM Table (Size-6'-0" X 3'-0" X 2'-6")	1.00	No.		
	Providing and placing Table made of 12mm thk. BWR ply finished with approved 12mm thk. corian solid acrylic surface on table and sides made with 19mm thk. premium ply finished with 1.0mm thk. high gloss decorative laminate. Modesty panel to be made of 12mm thk. frosted toughened glass. Table top edges to be approx. 75mm thk. with corian finish as per design & details. Rest of the specifications for drawer units etc. shall be as per main specifications mentioned above etc. complete as per design/ drawing.				
	Table have 19mm thk. BWR ply top and sides and 1.0 mm thk. laminate (Decorative/Texture/Metallic) finish on exposed surfaces along with 0.8 mm thk. white laminate on inside surface, drawer units to be made from 12 mm thk. BWR ply with 19mm thk. BWR ply FASCIA with 1.0 mm thk. decorative texture laminate finish (as per individual item). The drawers to run on telescopic drawer channels. Drawer units shall have two smaller and one bigger drawer and auto locking arrangement (Godrej). Footrest 75x50mm made of 2nd class teakwood member to be fixed in each table. The rate shall include providing all hardware such as drawer channels, S.S. handles, cable manager (Hettich/ Dorma/Haffele) etc. complete. The item also includes a tray for keyboard running on telescopic channel, finished with decorative texture laminate on top and rounded front of size 560x450mm, readymade CPU trolley with castors etc. complete to the satisfaction of Architect/ Bank's Engineer.				
	Providing and fixing Side Storage Tables made of 19 mm thk. BWR Ply having 450mm wide top provided with 12 mm thk. high density acrylic (Corian/ LG/ Marino) and sides finished with 1mm thk. decorative laminate. The side table to have 2 drawers on top with shuttered storage below. The inside of side table to be finished with 0.8mm thk. white laminate. The rate shall include providing all hardware such as auto hinges, S.S. handles (Hettich/ Dorma/Haffele) and locks (Godrej) etc. complete as per design/drawing to the entire satisfaction of Architect/Bank's Engineer. Size (3'-0"X1'-4"X2'-6") FOR DGM CABIN				
5a	False Ceiling(Armstrong)	750.00	Sq.Ft.		
	Providing and fixing Ecophon/ "AMF-Star" or equivalent approved Regular type mineral ceiling Tiles Edge : - Microlook GRIDS: - Silhouette 15mm.Black/White reveal grids system as per the manufacturers' specification of Mineral Fiber ceiling including suspension system fittings & frame work as per manufacture's specifications.				
5b	False Ceiling Works (Gypsum) with Cove Design				
	Providing and fixing Gypsum board 12.50 mm thick false ceiling in steps and design using Original Indian Gypsum board with original company GI sheet section (Gypsteel) supporting system in line and level. Finishing the surface and applying 3 coats of flat paint as directed complete entire work to be done as per standard specifications of Indian Gypsum. Note : (1) Rate includes making necessary cutouts for lighting fixtures ... (2) Pattas of Less than 1'-0" shall be measured in Sqft and not in Rft and paid in Sqft). (3) Only finished surface area shall be measured for payment.	650.00	Sqft		

S.No.	DESCRIPTION OF ITEM	QTY	UNIT	RATE (Rs.)	AMOUNT (Rs.)
6	Column & wall Panelling (As per Direction BY Architect)	320.00	Sq Ft.		
	Wall Panelling-upto false ceiling height only considered and above necessary ceiling supports shall be provided) with Anodized Aluminium frame work, heavy sections (2mm thickness) of 2"x1.5", spacing of 2'0"x2'0" on bothsides and covered with 6mm thick BWR plywood finished with 1mm thick laminate colours for skirting & borders,. Rate to include providing cutouts and provisions to run electrical conduits, switches, etc.Cost include necessary hardwares like clamps, screws and etc.Cost include provisions for electrical db closing 19mm BWR plywood door arrangements, wastages, transports, loading, unloading charges,labours, materials, tools, ead, lift and etc.Complete as per drawings and instructions of the Architect.Partition to have 100 mm high metallic decorative texture laminate (Sliver Colour) band at skirting on both sides of partition.				
Total =Rs					
Total GST Amount(Rs.)					
Grand total Amount					
Amount in Words					

MATERIAL SPECIFICATION		
1	BLOCK BOARD	ARCHID/Century /Kitply/ Green
2	PLY BOARD	ARCHID/Century /Kitply/ Green
3	LAMINATES	
	FOR PARTITIONS/TABLES/COUNTER SURFACES	Century ply, Sunmica, Formica ,Green lam or Equivalent(Colour Shade--Fusion Maple (wood
	FOR BOARDER AND SKIRTING	Century ply, Sunmica, Formica ,Green lam or Equivalent (As decided by Bank)
4	GLASS	Modi/Saint Gobin/ Indo Asahi/Triveni
5	GYP BOARD	India Gypsum or equivalent approved.
6	LOCKS/HANDLES	Godrej/Harrison/Vijayan
7	DRAWER SLIDING FITTING	Earl Bihari (EBCO)/Godrej/Blum or equivalent
8	FLOOR SPRING/DOOR CLOSER	Sandhu / Hemco / Hardwin or equivalent
9	OTHER MATERIALS	ISI mark & approved by the Bank.