

**NOTICE INVITING TENDERS FOR RATE CONTRACT FOR PROPOSED AIR-CONDITIONING WORK
OF BRANCHES UNDER KUMBAKONAM ZONE**

1. Sealed tenders are here by invited from manufacturer/ authorized dealer of AC Machines (Supply, install , testing & commissioning) for the following branches/ATM site of **INDIAN BANK under KUMBAKONAM ZONE BRANCHES.**
2. The work is to be completed within 30 Days from the date of issue of the work order.
3. The tender document should be downloaded from Bank's website under Tender section from 01/ 06 / 2024 onwards, and the last date for receipt of tender is 15 / 06 / 2024 up to 01.00 pm. Tenders will be opened same day at 01.30 pm. or will be informed as decided.
4. a) At the time of submitting tender, the tenderer shall deposit with the Bank earnest money of Rs.10000/- (Rupees Ten thousand only) by way of DEMAND DRAFT in favor of **INDIAN BANK payable at Kumbakonam or enclose MSME registration certificate.**

b) This Earnest Money Deposit will not bear any interest. The earnest money deposit will be forfeited in the event of any evasion, refusal or delay on the part of the Tenderer to sign and execute the contract on the acceptance of his tender. The Earnest Money Deposit, without any interest, will be returned to the tenderer if their tender is not accepted.

c) The tenderer whose tender is accepted will be required to deposit further amount to make total of 5% contract value including EMD or may be deducted from 1st Running Bill including the amount already deposited towards earnest money deposit, thus making total Security Deposit to 5% of the total contract value will form part of the performance guarantee, which shall not bear any interest. The security deposit shall remain with bank till defects liability period is over.
5. The tenders shall be submitted as per instructions with the name of work _____ subscribed on the envelopes written prominently and addressed to The Deputy Zonal Manager, INDIAN BANK – Zonal Office Kumbakonam, No. 348, B-1, 1st Floor, Thiruvidadimaruthur road, Naal Road, Kumbakonam- 612001. The full name and postal Address of the Tenderer shall be written on the bottom left hand corner of the sealed envelope.
6. Acceptance of tender will be rest with the bank, who has the right to accept or reject any or all the tenders in part or full without assigning any reason whatsoever. Any tender which does not fulfill any of the prescribed conditions would be liable for rejection.
7. **All the rates mentioned in the tender are inclusive of all taxes i.e. Income tax any tax, Octroi, Local Municipal Overheads/ levies/ transport etc. charges including GST.**
8. This Tender Notice forms are part of the contract.

PLACE:

DATE:

DEPUTY ZONAL MANAGER
INDIAN BANK, KUMBAKONAM ZONE
NO. 348, B-1, 1ST FLOOR, THIRUVIDAIMARUTHUR ROAD,
NAAL ROAD, KUMBAKONAM- 612001

FORM OF TENDER

To,
DEPUTY ZONAL MANAGER
INDIAN BANK, KUMBAKONAM ZONE
NO. 348, B-1, 1ST FLOOR, THIRUVIDAIMARUTHUR ROAD,
NAAL ROAD, KUMBAKONAM- 612001

Dear Sir,

With reference to the tender invited by you on behalf of **INDIAN BANK KUMBAKONAM ZONE FOR AIR-CONDITION WORK** to be carried out for your branches as per Annexure- A.

I/ We, the undersigned hereby undertake to execute the work under the contract at the rates quoted by me /us in the schedule of quantities and rates and on the condition of contract with this tender.

I/We have carefully studied and understood the drawings, conditions of contract, specifications, schedule of works and have acquainted myself/ ourselves with the site conditions.

I/We agree to complete the works within 30 Days after receiving the work order in conformity with the said conditions of contract, specifications, Schedule of quantities and rates. I/ We enclosed herewith earnest money deposit Rs.10000/- In Words (Rupees Ten Thousand Only) in the manner as prescribed or MSME registration certificate. The said sum shall not bear any interest and Bank only keep 5% of contract value less EMD to make a total of 5% of the tender amount as Security Deposit for the faithful performance of the contract, or to commence the work being called upon to do so. The amount of total 05% (Five Percent) of the total bill of work done shall remain with bank till defects liability period is over and the said amount shall bear no interest.

It is understood by me/us that the lowest or any tender will not necessarily be accepted.

Yours faithfully,

Signature of contractor

Stamp/ Seal.

Date:

Place:

Address:

SECTION - I

CONDITIONS OF CONTRACT

1. Tenderers shall sign wherever provided for and all pages of the tender. Tenders not so signed shall be rejected. The tenders shall be submitted in sealed envelope in the office of **The Deputy Zonal Manager**, INDIAN BANK – Zonal Office Kumbakonam, No. 348, B-1, 1st Floor, Thiruvaidaimaruthur road, Naal Road, Kumbakonam- 612001. **Tender will be Issued on 01/06/2024 and need to submit on before 15 / 06/ 2024 at 1.00 pm.**
2. No Tender shall be accepted unless the full amount of Earnest Money Deposit is paid by Demand Draft of appropriate amount mentioned at the time of submitting the tender or enclosing MSME registration certificate.
3. Fluctuations in the prices of any materials or equipment or labour etc; shall not be taken into account either for compensation for damages or for extras. The validity of the tender shall be 90 days for acceptance.
4. Watch and ward in respect of all plants, machinery and materials at site for use in work shall be the contractor's sole responsibility.
5. The contractor shall have to make his own arrangements to house his labour and staff, and for their services.
6. All instructions regarding the execution of the work shall be received from the Bank only. Any other instruction issued directly to the contractor by anyone else shall not be binding on the bank.
7. The contractor shall be responsible for all the errors and will have to rectify all defects at his own cost, failing which the bank reserves all the rights to get the same rectified at the risk and the cost of the contractor.
8. The contractor entrusted with the work shall indemnify the Bank against theft, mishaps in contract and injury to workmen, damage to persons, property etc. He shall make good the damage at his own expenses.
9. The Bank shall have the power to omit or cancel; any item of work without assigning any reason whatsoever and no claim for compensation for damage will be entertained for such omissions and cancellations.
10. Time is the essence of the work. The work order will be issued for each site as and when site is made ready. All the works shall have to be completed within 30 Days from the date of work order (Appendix –A). If the work is not completed within the aforesaid period, the contractor shall pay the bank or the bank shall be entitled to deduct from the payment due to the said contractor the sum of ½% of contract value per week of delay or part thereof, subject to a maximum limit of 5% of the contract amount.
11. The contractor shall maintain satisfactory progress of work as well as maintain a desired of workmanship. If the progress is unsatisfactory and /or the workmanship is unsatisfactory, the bank

shall take possession of work by giving Seven days' notice to that effect. The bank shall then complete the entire work and rectify all the defects at the contractors cost and consequences.

12. In case the Bank is not satisfied with the quality of materials used by the contractors they reserve the right to direct the contractor to procure such supplies from agencies they deem fit.
13. It is agreed that if the works are delayed (1) by force-majeure or (2) by reasons of any damage by exceptionally inclement weather or (3) by reasons of loss or any damage by extensive fire not caused by an act or a default on the part of the contractor, by earthquake or civil commotion, strikes or lockouts affecting any of reasonable extension of completion of works. Upon the happening of any such event, causing delay, the contractor shall immediately give notice thereof in writing to the bank and the bank in all such eventualities agrees, without accepting any contractual obligations in this behalf, to assist the contractor to the utmost extent possible to meet the situation. If no such notice as mentioned above is given within 7 days of happening of such event, no claim for damage or compensation will be entertained on all parties.
14. The contractor shall submit the bills for payment along with detail statement showing the actual works carried out under different heads of items.
15. The contractor shall clear the site of works as per the instructions of the bank. The site of works shall be cleared of all men, materials etc. belonging to the contractor. The site should be delivered in a broom clean and neat condition, after completion of the days work by the contractor.
16. The contractor shall not without the written consent of the bank, assign the work or subcontract any portion of works.
17. **The quoted rates shall be all inclusive and cover the cost of all materials, freight, all types of taxes, duties, royalties, erection, construction, testing of materials, samples brought for approval, overheads, profit & any other expenditure incurred for work as per specifications.**
18. The final bill from the contractor shall not be entertained under any work found any circumstances without completion of all the items of works .any work found defective or wrongly carried out, and instructed by the bank to be rectified or replaced shall be rectified or replaced prior to submission of the final bill. It is to be expressly noted that no final bill will be held valid in the event of non - rectification of the defective or wrongly carried out items and completion date shall not this account be extended. Defects liability period will be effective from the day of satisfactory completion of all the items of work.
19. In the event of the work being executed day & night on holidays, which might be required for the completion of the work within the stipulated time, however utmost care to be taken for not to disturb to normal working of Branch.
20. While executing the work, considerable amount of shifting and re-shifting of several furniture like Tables, Chairs, Steel Cupboards, Filing Cabinets, Side Units, Safes etc. Grills, Door frames, Windows, Partitions & Glass etc. items are Likely to be involved. It is also likely that some of the items might be required to be temporarily shifted elsewhere in the premises on any other floors. These shall be done by the contractor, and no payment against these works shall be separately paid for by the Bank. As the work is to be carried out and completed in the working Bank Branch, the contractor shall be responsible for maintaining the premises in clean condition every morning.

21. The contractor shall acquaint himself with the site conditions, local traffic regulations, local authority regulations availability of materials, labor, tax, structure etc. and quote rate accordingly. No extra charges / increase in rates shall be allowed on any of these or any other accounts.
22. The contractor shall have a complete supervision on the site, at all the times.
23. The contractor and / or his authorized representative will attend all the meetings whenever called for and the decisions taken in the meeting will be binding on the contractor.
24. In case any Municipal Corporation / Local authorities approval is necessary then it shall be the contractors responsibility to get it approved and all expenses incurred there of shall be borne by them.
25. The rates shall be entered in figures as well as words.
26. The payment shall be in the following manner:-
 - a. 5% of the contract value less EMD will has to be deposited in the form of DD payable at Kumbakonam, will be kept with the bank as performance guarantee for a period of 12 months.
 - b. The bill shall be paid only if accompanied by satisfactory work completion certificate from the bank/branch. Retention Money will be refunded after the completion of the Defects Liability Period of Twelve (12) months after receiving the bank's certificate that the contractor has rectified all defects to the satisfaction of the bank.

I/We hereby declare I/We have read and understood the above terms and conditions and that we shall abide by them if the work is awarded to us.

DATE:

PLACE:

SIGNATURE OF THE TENDERER WITH STAMP/ SEAL.

FORM OF AGREEMENT

Article of agreement made at this day of _____, 2024 ____ between

_____ (herein after called “ The Bank”) of the one part and

_____ of (or whose registered office is situated
at _____
_____ (hereinafter called “the contractor”) of the other part.

WHEREAS the Bank is desirous of _____

_____ and has caused schedule, Quantities and Rates showing and describing the work to be done.

AND WHEREAS the contractor has supplied the Bank with a fully priced copy of the said schedules of quantities and rates (which copy is herein after referred to as “the contract ”) and the contract bill have been signed by or on behalf of the parties hereto:

AND WHEREAS the contractor has deposited the sum of the Rupees _____
_____ with the Bank for due performance of this Agreement.

Now it is hereby agreed as follows:

1. For the consideration herein after mentioned the contractor will upon the subject to the condition annexed carry out and complete the work shown up[on the contract and describe by or referred to in the contract bill and in the said conditions.
2. The Bank will pay the contractor the sum of Rupees _____

(herein after referred to as “the contract sum” or such other sum as shall become payable hereunder at the times and in the manner specified in the said conditions.)
3. The said condition and Appendix thereto shall be read and constructed as forming part of this agreement, and the parties here to shall respectively abide by, submit themselves to the conditions and the perform the agreements on other parts respectively in such conditions contained.

AS WITNESSED the hands of the said parties.

SIGNE BY THE SAID IN THE PRESENCE OF

CONTRACTOR

Witness:

Name:

Address:

APPENDIX – ‘A’

1. DATE OF COMMENCEMENT OF WORK :	Immediately with issue of the work order.
2. DATE OF COMPLETION:	30 Days (From the Date of Work Order)
3. LIQUIDITY DAMAGES:	0.5% Per Week of delay or part thereof but maximum 5% of the Contract amount
4. DEFECTS LIABILITY PERIOD:	12 Months.
5.EARNEST MONEY DEPOSIT:	Rs.10000/- (Rs. Ten thousand only) By way of Demand Draft in favor of INDIAN BANK payable at KUMBAKONAM or MSME certificate
6.RETENTION AMOUNT:	10% Of value of Total work including EMD money as performance security deposit.
7.RETENTION AFTER VIRTUAL COMMENCEMENT AGAINST DEFECTS LAIBILITY:	5% Of Total Bill amount for 12 months.

We agree to the Terms incorporated in the above Appendix-‘A’

Date:

Signature of contractor with Stamp/ Seal.

TECHNICAL SPECIFICATIONS

01 **SCOPE**

The scope of this section covers the supply, installation, testing & commissioning of split Air-Conditioning unit, false roofing and partition works.

02 **GENERAL**

The split air-conditioners shall be completely factory assembled, wired, tested & shall generally comprise the following:

- a) The indoor unit shall comprise of the cooling coil, evaporator blower with motor & drive, thermostats, thermostatic expansion valves, filters etc.
- b) The drain tray shall also be adequately insulated to ensure no sweating / condensation at the bottom of the tray.
- c) Timer should be provided to stagger & sequence the operation of evaporator fan & the Compressor.

03 **TESTING**

Each unit shall be factory assembled tested. A test certificate will have to be furnished with each unit on delivery.

04 **SPLIT TYPE AIRCONDITIONERS:**

These shall be similar in construction to the split A.C.'s mentioned above:

- They shall be suitable for 230 V \pm 10% single phase a.c. supply.
- The evaporator fan shall be capable of 300 CFM/TR with no duct connection.
- The design for the indoor shall be Hi-Wall type unless specified otherwise.

05 **CODES & STANDARDS:**

The design, manufacture, performance of the air-conditioners shall comply with all currently applicable statutes, regulations & safety codes in the locality where the equipment is being installed. The equipment, its components as well as accessories shall confirm to the latest applicable **IS (Indian Standard)**.

Signature of contractor with Stamp/ Seal.

MATERIAL SPECIFICATION

<u>ITEM</u>	<u>MAKES</u>
1. Cables	CCI/ Finolex/ Universa/Polycab
2. False Ceiling	India Gypsum/Saint Gobain
3. MCB	L&T / Schneider/Hager
4. Plywood	Greenply/Kit ply/Archidply/Shron ply
5. Door Closures	Euro/ Goderj/Dyna
6. Locks for doors	Godrej pin lever cylindrical
7. Adhesives for laminates	Fevicol – SH
8. Distemper	Asian Paints/Nerolac/ Berger
9. Wall Putty	Birla/JK/Asian Paints
10. Led lights	Wipro/Havells/CGL

- NB. 1) The contractor should obtain prior approval from bank / its Consultants before placing order for any specific materials.
- 2) All materials should conform to relevant standards and codes of BIS.
- 3) Materials with I.S.I. mark only should be used

Note:

The Brands/ Make mentioned in the following List should be used by the contractor and Rate quoted should be based on the same. In case of the brand / make is not available, material of other make should be used with prior approval of Bank. The rates will be revised, based on the difference in the basic rates of the make brands / name mentioned below:

Signature of contractor with Stamp/ Seal.

INDIAN BANK RATE CONTRACT FOR INTERIOR WORKS.				
Sr.No.	Description	Qty	Per	Rate with GST
A	Partition Works			
1	Providing full height double skin fully blocked partitions upto RCC ceiling ht using aluminium plain rectangular sections of 2 1/2"x 1 1/2" size spaced at 2'0" c/c maximum for the frame work, fixed with 6mm plywood on both sides and lined with 1mm tk. laminate (Matching branch counters colors) with necessary grooves of 1mm thick. The rate shall include the cost of providing 100mm wide skirting with 1mm tk. laminate (Indian Bank Blue) at base and a 100mm wide border (Indian Bank Blue) at the top including making necessary slots for cable conduits to pass through and all incidental materials etc.,	1	Per Sq Ft	
2	Flush Doors with door closer and stopper	1	No s	
3	To be made out of 12mm thk glass with etchin gasper design. The glass with etching has to be fixed with top & sides rails of 2½"x4" and bottom rails of size 2½"x6". The rails to be made out of beech wood The doors hall have 18" longs /shandle (as shown in the drawing) and also double action floor spring of specified make.The door frame to be mde out of 5"x2½" best quality beechwood. NB:The size of the door may slightly vary as per site conditions for matching the elevation on the fixed glazing. All exposed edges of the glass to be machine polished. The rails are to be made as per the design of the architect. Bank Entrance door (4'0" X 7'0")	1	No.s	
B	Ceiling works			
1	False Roofing Gypsum Board	1	Per Sq Ft	
C	Lighting and Electrical Fixtures			
1	Supply, Fixing & Commissioning of Recess mounting type compact vertical flat panel 34 W LED 2x2 fitting down Roads with white finish and other accessories	1	No.s	
1	Supply, Fixing & Commissioning of Recess mounting type compact vertical round shaped 18 W LED downlighter fitting with white finish and other fixing accessories	1	No.s	

2	Supply & Fixing of Light/Fan point wiring with 3 of 1.5 sqmm finolex PVC insulated copper conductor	1	Per mtr	
3	PVC pipe 1" size per meter	1	Per mtr	
4	1x5A switch with socket on wall mount fan points	1	Nos	
D	White Washing			
1	Wall Putty: over the existing plastered wall surface to prepare even smoot surface for distempering	1	S Ft	
2	Distemper painting work	1	S ft	

Signature of contractor with Stamp/ Seal.