

**C L I E N T**

**INDIAN BANK  
ZONAL OFFICE  
3<sup>rd</sup> Floor, Progress House,  
54, Pune-Mumbai Road  
Shivajinagar  
Pune-411005**

**P R O J E C T**

PROPOSED INTERIORS & ELECTRICAL WORK  
OF  
INDIAN BANK BRANCH,  
AT  
**HADAPSAR BRANCH**

**T E N D E R**

For **INTERIORS , ELECTRICAL WORK & DATA CABLING** of above project.

Tender Issued to:

M/s \_\_\_\_\_  
Address \_\_\_\_\_  
Issued on \_\_\_\_\_  
Last date of submission \_\_\_\_\_

STAMP & SIGNATURE OF CONTRACTOR.

## TENDER

PROJECT: TENDER FOR INDIAN BANK'S PROPOSED HADAPSAR BRANCH PREMISES

### GENERAL CONDITIONS

1. Sealed Tenders should be addressed to Zonal Office, Indian Bank, Mumbai-Pune Road, Shivajinagar, Pune 411 005. And superscribed name of work **Hadapsar Branch** and should reach the Bank before 3.00 P.M. On 18/02/2013
2. No tender will be received after 3.00 PM on 18/02/2013 and tenders will be opened on 19/02/2013 at 5.00 P.M. unless otherwise informed.
3. The tenders will remain valid for a period of 2 months from the date of opening of tenders. Bank reserves the right to accept or reject any or all the tenders without assigning any reasons to do so.
4. **At the time of submission every tender must be accompanied by a Demand Draft amounting to One percent of the amount quoted by Contractor in this tender in favour of INDIAN BANK as earnest money. No interest will be paid on earnest money. Any tender which is not accompanied by earnest money will be summarily rejected.**
5. The tenders should quote rates in figures as well as in words.
6. All erasures and alterations made must be attested with the initials of tenderers. Overwriting of figures is not permitted.
7. The earnest money deposit of unsuccessful tenderers will be returned within 30 days from the date of opening of tenders.
8. The earnest money of the successful tender shall be adjusted in the security deposit.
9. The bank reserves the right to reject any or all the tenderers, accept part of any tender or entrust the entire work to any contractor or divide the work to more than one contractor (item wise) without assigning any reason or giving explanation. The rate quoted by the contractor will hold good for this bifurcation and no compensation will be paid on this account.
10. Joint tenders shall not be considered.
11. On receipt of intimation from the bank of the acceptance of his tender, the tenderer within 2 days should submit his acceptance of the work. If the successful tenderer fails to undertake the work, the earnest money will be forfeited and acceptance of his tender may be withdrawn.
12. The rates quoted in the tender shall include all charges of scaffolding, lift, any tools and plants, railway, freight, labor conditions and fluctuations in the rates excise duty, sales tax, octroi and any other taxes or expenditure for carrying out the work.
13. The contractor will make his own arrangements for water and electricity for completing the work. In case water and electricity are already available at the site, the same will be provided by the bank and Rs - will be deducted from the bill.
14. No escalation in rates will be allowed under any circumstances.

STAMP & SIGNATURE OF CONTRACTOR.

15. The successful tenderer is bound to carry out entire work within the period stipulated in the appendix. The tenderer will have to pay liquidated damages for non-completion of job within stipulated period at the rate of Rs 5000/- per day after expiry of period of completion subject to maximum of 10% of the contract value.
16. The liquidated damages as mentioned above may not be enforced if the contractor applies for extension of time mentioning the reasons for 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.
17. The successful tenderer is bound to carry out items of work necessary for completion of job even though the same are not included in the schedule of quantity. Rates of extra items will be derived from the tender. In case the rates do not exist in the tender and extra item is not similar to the tender item, then the rates will be worked out on actual cost of material and labor, any other expenditure for completing that work plus 15% towards contractor's profit and overheads.
18. The contractor must co-operate with other contractors appointed by the Bank so the entire work shall proceed smoothly and to the complete satisfaction of the Bank.
19. The contractor shall remove all malba etc. Wash and clean the floors walls doors windows furniture etc. and handover the site in proper manner on completion of the work.
20. The contractor shall acquaint himself with the site conditions making his own arrangement for storing of material at site, lift, cartage etc.
21. Ten percent of the value of work done shall be deducted as security deposit from running bill of the contractor, half of which i.e. 5% of the total value of work shall be retained for defects liability period ( as mentioned in appendix) and shall be released after defects liability period provided no defects are noticed during the period. The security deposit includes earnest money deposited by the contractor with the tender.
22. The contractor will attend to all defects noticed during defects liability period. If the contractor fails to attend the defects these defects will be rectified by the bank and the expenditure incurred on this account will be recovered from the security deposit.
23. 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 other sub contractors.
24. The work executed should be got approved by the bank and the contractor shall rectify any bad workmanship pointed out at any stage and remove from site all the rejected materials immediately.
25. The contractor shall be responsible for application of labor laws, compensation for injury and accident to person, whether employed by him or by his subcontractor.
26. The contractor will take necessary precautions for carrying out the work avoiding any damage to structure/decorative parts of the property. The contractor will rectify any damages done, at his cost.
27. The contractor shall ensure that the workmen employed by him for the execution of work are suitable 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
28. Civil, Electrical, and Sanitary works will be carried out as per Bank's standard drawings/specifications and to the entire satisfaction of the Bank.

**STAMP & SIGNATURE OF CONTRACTOR.**

29. The contractor shall inform the bank to check measurements of any work which is likely to be hidden before covering.
30. The contractor will submit running bills for the value of work done not less than interim payment ( as mentioned inn the appendix) mentioning full nomenclatures of items, rates, amount, measurement sheets, reasons for part rates claimed, if any.
31. In case of non completion or delay in completion of work or removal defects in time the bank shall be free to appoint another agency to get the job done at contractor's risk and cost.
32. For fixed as well as loose furniture, rates quoted by the contractor shall be inclusive of all taxes including sales tax, octroi, transportation etc. And no extra amount will be paid on this account.
33. Income tax at the prevailing rate will be deducted at source from contractor bill and will be deposited with the I.T.O as per rules.
34. The bank may delay the progress of work without in any way vitiating the contract and grant extension of time for the commencement/completion of contract as it may think proper and sufficient in consequence of such delay and the contractor shall not make claim compensation or damage in relation thereof.
35. The contractor will not execute any extra item without Bank's permission in writing.
36. 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.
37. Conditional tenders quoted by Contractor is liable to be rejected.
38. The Bank has a 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 alternations or variations shall be carried out without prejudices to the contract.
39. The Bank has right to terminate the contract if the Contractor abandons the work or fails to commence and complete the work in time, or fails to abide by the contract conditions.

#### APPENDIX

1.	Defects liability period	TWELVE MONTHS
2.	Date of Commencement	3 Days from the date of issue of letter awarding the job.
3.	Date of Completion	15 Days total
4.	Minimum value of work done for interim payment	50% of quoted amount.
5.	Security deposit till completion of work.	10% ( including earnest money)
6.	Security Deposit for defects liability Period	5 % of the total value of work
7.	Liquidated damages for non compl- etion of work within stipulated time	Rs 5000/- per day subject to max. Of 10 % of total cost done.

**STAMP & SIGNATURE OF CONTRACTOR.**

8. Photograph to be submitted Minimum 4 along with each bill Showing completion status of work.
9. Documents to be attached with bill Manager completion certificate, Manufacture certification/bills Photographs.

### LIST OF APPROVED MANUFACTURERS

Sr no	Materials	Approved Manufactures	Conditions applicable/ catalogue no.
1	I Ply GRADE	1) Duro 2) Archid (Mysore) <u>All ISI 303 MARK</u>	Contractor shall produce valid bill and manufacture certificates for the same.
2	Partition for frame work	50mm X 50mm Clear size Hardwood with antitermite treatment	Full size sections. The total thickness of finished partitions shall be measured to 64 mm. The contractors shall take photographs of framing work and submit along with bill.
3.	Exposed Wood	AGROWOOD / RUBBER WOOD	Finish in natural melanine polish
4.	Granite	NIL	NIL
5.	False Ceiling	1) AEROLITE ( Calicum Silicate) 2) Hilux	Calicium silicate ceiling finish with prepainting treatment and 3 coats of luster paint.
6.	Glass	1) Asahi 2) Modi Float	
7.	Laminates	)Formica, Signature all 1.5mm thk	Wooden venner finish AS PER BANK GUIDELINES
8.	Soft Board	1) Jolly Board	To be covered with Blue colour blazer cloth colour matching with that of sapphire.
9.	Screws	G.K.W, Nettlefold.	
10.	Hardware	1) INNOFIT	Hinges Drawer Handles Door handles Slides CPU Stands Keyboard drawers
11,	Adhesive	1) Fevicol for wooden surfaces 2) Araldite of Ciba - Gelgy for granite/non wodden surface.	
12	Paint -wall	1) I.C.I, 2) Asian Paints,	
13	Door Closers/Floor Springs	1) Everite, 2) Hyper 3) Hardwyn	
14	Locks	1) Godrej .	Night latch for cashier cabin
15	Wood preservative	1) Termiseal-PCI 2) Wood guard.	
	Slides	EBCO	
	Keyboard Drawers		
18.	Venetian Blinds	1) Mac, 2)Trac	
19	Calicum Silicate Board	1) Hilux, all jointing compound shall be of India Gypsum make.	
20.	Handles	S.S finish Dline, ENOX	
21	HINGES	EBCO	
	Tiles	EURO / JOHNSON	
	Aluminum composite panel	EURO	Silver finish
	Aluminum sections	Jindal Make powder coated	powder coated: - seimens grey colour Contractor shall produce valid bill and manufacture certificates for the same.

STAMP & SIGNATURE OF CONTRACTOR.