

PUNJAB NATIONAL BANK

**TENDER DOCUMENT
(Technical Bid)**

FOR

**Interior Furnishing of Bank's Premises at United Tower for
CASA Back Office at 11th Floor of United Tower, 11
Hemanta Basu Sarani, Kolkata-700001**

Client:

**Punjab National Bank
Kolkata Zonal Office, United Tower,
11 HemantaBasuSarani, Kolkata-700001**

**Interior Furnishing of Bank's Premises at United Tower for Casa Back Office at
11th Floor of United Tower, 11 Hemanta Basu Sarani, Kolkata-700001**

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1. BID DETAILS

1.	Tender Reference	NIT/PNB/ZAC/2020-21/01
2.	Date of commencement of Tender download	19.09.2020 from 14:00 hrs
3.	Last date and time of acceptance of queries	25.09.2020 till 17:00 hrs
5.	Last date and time downloading tender	03.10.2020 till 14:00 hrs
6.	Bid preparation and Hash Submission	03.10.2020 till 14:00 hrs
7.	Close for Technical and Commercial Bid	03.10.2020 from 14:01 hrs to 15:00 hrs
8.	Last Date for Bid Submission and re-encryption	05.10.2020 till 12:30 hrs
9.	EMD & Technical Bid opening	05.10.2020 from 14:00 hrs
10.	Cost of Tender Document	₹ 1000/- (including GST) (Non refundable) in the form of Demand Draft in favour of Punjab National Bank payable at Kolkata.
11.	Earnest Money Deposit Amount	₹ 44,000/- (INR Forty Four Thousand Only) in the form of Demand Draft in favour of Punjab National Bank payable at Kolkata. EMD should be submitted along with Technical Bid.
12.	Initial Security Deposit	2% of accepted value of tender including Earnest Money Deposit.
13.	Estimated Cost of Project	₹ 22.00Lacs (INR Twenty Two Lac only)
14.	Place of opening of Bids	ZAC Dept, Kolkata Zonal Office, Punjab National Bank, 3 rd floor, United Tower, 11 Hemanta Basu Sarani, Kolkata-700001
15.	Contact Details	Dy. General Manager ZAC Dept, Kolkata Zonal Office, Punjab National Bank, 3 rd floor, United Tower, 11 Hemanta Basu Sarani, Kolkata-700001 Tel: 03322422999

Bank shall follow the e-procurement process. Complete details of requirements for participation in e-procurement process are available on the Website of Punjab National Bank <https://etender.pnbnet.in>. **It is mandatory for the bidder to get itself registered on bank's Website for submission of online bids.**

Note: - Technical bids will be opened in the presence of bidders who choose to attend as above. The above schedule is subject to change. Notice of any changes will be published on Bank's website (www.pnbindia.in & <https://etender.pnbnet.in>). Further, please note that commercial bid opening date and time will be intimated to the technically qualified bidders at a later date.

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**Punjab National Bank
ZAC Dept, Kolkata Zonal Office,
3rd floor, United Tower,
11 Hemanta Basu Sarani, Kolkata-700001**

2. NOTICE INVITING TENDER

Reg: Interior Furnishing of Bank's Premises at United Tower for CASA Back Office at 11th Floor of United Tower, 11 Hemanta Basu Sarani, Kolkata-700001

Punjab National Bank (PNB) invites E-tenders (two bid systems) for Interior Furnishing of Bank's Premises at United Tower for Casa Back Office at 11th Floor of United Tower, 11 Hemanta Basu Sarani, Kolkata-700001, ***who fulfil the eligibility criteria*** mentioned in tender documents.

The estimated cost of work is ₹ 22,00,000/-. GST shall be paid extra as applicable. The tender cost fee is ₹1000/-(incl. GST) and EMD is ₹ 44000/-.

The bidder shall have the option to make payments of the tender fee of ₹1000/- and EMD of ₹ 44000/- in the form of respective **Crossed Demand Draft for Tender Fee & EMD in favour of Punjab National Bank payable at Kolkata.**

Commencement of Tender download is from 19.09.2020, 14:00 hrs. Last date for downloading tender documents, bid preparation and hash submission is 03.10.2020 till 1400 hrs. Last date for re-encryption and bid submission is 05.10.2020 till 12:30 hrs.

The Tender Documents containing detailed terms & conditions can be downloaded online directly from the portal **<https://etender.pnbnet.in/login>** as per tender schedule attached and shall be submitted online.

The Bidders intending to participate in this tender are required to get enrolled on the bank's website i.e. **<https://etender.pnbnet.in/login>**. Enrolment on the above mentioned website is mandatory.

Please note that bid preparation and hash submission and bid submission is compulsory activity, failing which bidder will not be able to submit the bids online. Re-encryption with DSC is a compulsory step, failing which the online bid, submitted by bidder, won't be considered for bid opening.

The bidders are requested to read the user manual available on website <https://etender.pnbnet.in> before initiating the process of E-Tendering.

As the bids of the Bidders have to be digitally signed by the Digital Certificate of the respective Bidder before submitting the bids online, the bidders are advised to obtain Digital Certificates in order to bid for the tender.

Bidders may submit their queries regarding any technical clarification up to 15:00 Hrs before 25.09.2020 through e-mail: keyas@unitedbank.co.in; sreejitc@unitedbank.co.in.

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Standardized documents may be downloaded from the "Corrigendum / Addendums" section of the above mentioned portal up to 15:00 Hrs on 03.10.2020 after clarification on queries. No deviation on the above will be entertained by the bank there after.

Based on the clarification of conditions by the bank, the intending bidder will submit their unconditional acceptance on the prescribed format along with tender document.

Submission of Tender

Bidders are required to submit their bids in the three envelope system as detailed under:

Envelope No.1- Tender Cost & EMD

Envelope No.1 shall contain Tender Cost of ₹ 1000/- (INR One Thousand only), in the form of DD which shall be non refundable& Earnest money deposit in the form of Crossed **Demand Draft of ₹ 44,000/- (INR Forty FourThousand only)** in favour of Punjab National Bank payable at Kolkata which will be refunded to unsuccessful bidders on completion of tender process. This envelope shall be super scribed **"Envelope No. 1- Earnest money Deposit and Tender Cost for Bid for Interior Furnishing of Bank's Premises at United Tower for CASA Back Office at 11th Floor of United Tower, 11 HemantaBasuSarani, Kolkata-700001."**

Envelope No. 2 – Technical Bid

Envelope No. 2 shall contain technical bid (one set of duly signed tender document except commercial bid). Each page and correction duly signed by Bidders including tender form duly filled in with complete details and descriptions. This envelope shall be super scribed **"Envelope No. 2 - Technical Bid for Interior Furnishing of Bank's Premises at United Tower for CASA Back Office at 11th Floor of United Tower, 11 HemantaBasuSarani, Kolkata-700001."**

Envelope 1 & 2 (documents as stated above) shall be submitted in an envelope, which shall be super scribed **"Tender for Interior Furnishing of Bank's Premises at United Tower for CASA Back Office at 11th Floor of United Tower, 11 HemantaBasuSarani, Kolkata-700001."**

The contractor should also submit attested copy of following documents in Technical Bid:

- Letter of submitting tender
- Acceptance of Compliance Statement
- Power of attorney/ board resolution in favour of authorized person signing the Bid documents, if applicable.

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Commercial bid

1. Commercial bid shall be submitted online only. **No physical copy of commercial bid (price bid) shall be submitted by bidder along with tender documents.** Submission of Commercial Bid by any mode, other than online on our e-tendering website <https://etender.pnbnet.in/>, shall not be accepted under any circumstance and the bid shall be summarily rejected.
2. The bidder is expected to quote rate/ amount after careful analysis of cost involved considering all specifications and conditions of contract. In case it is noticed that the rates quoted by the bidder are unusually high or unusually low, it will be a sufficient ground for rejection of the tender unless the reasonableness of the rates is convincing. For scrutiny, the analysis for such rates is to be furnished by the bidder on demand. The EMD shall be forfeited and the bidder may be barred/ black-listed from participating in Banks future tenders for one year or more depending upon Bank's discretion.
3. The price bid of technically eligible bidder who meets the eligibility criteria stipulated in tender documents will be opened online in the presence of participated or representatives of participated bidders. Date for opening of commercial bids will be intimated later.

Sealed tenders as above will be received by the office of Dy. General Manager, ZAC Dept, Kolkata Zonal Office, Punjab National Bank, 3rd floor, United Tower, 11 HemantaBasuSarani, Kolkata-700001 up to **12:30** hours on 05.10.2020 and Envelope no.1 (Tender Cost & EMD) and technical bid (Envelope No.2) will be opened on 05.10.2020 at 14:00 Hrs.

Tenders received late on account of any reason whatsoever and telegraphic tenders will not be entertained. The tender not accompanied by the Earnest Money & Tender Cost deposited by Demand Draft are liable to be rejected as NON-RESPONSIVE.

The Bank will not be bound to accept the lowest tender and reserves the right to accept or reject any or all the tenders without assigning any reasons whatsoever at any stage of tendering process.

Interested Bidders are requested to send the email to keyas@unitedbank.co.in; sreejitc@unitedbank.co.in containing following information, so that in case of any clarification same may be issued to them.

- a) Name of company
- b) Contact person
- c) Mailing address with Pin Code
- d) Telephone No/ Fax No
- e) Email address
- f) Mobile No

Yours faithfully,
FOR & ON BEHALF OF PUNJAB NATIONAL BANK

Dy. General Manager

**Interior Furnishing of Bank's Premises at United Tower for Casa Back Office at
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3. ELIGIBILITY CRITERIA

The bid is open to all the empanelled contractors of Punjab National Bank under the category of Furnishing/Civil work above Rs 5.00 Lacs, empanelled contractors of erstwhile United Bank of India under the category of composite work, category – 1 (Rs 10.00 Lac to Rs 25.00 Lac) and empanelled contractors of erstwhile Oriental Bank of Commerce under the category of civil & furnishing work (above Rs 2.00 Lac).

The proposal not complying with the above eligibility criteria will be rejected summarily and will not be considered for evaluation of technical bid.

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4. LETTER SUBMITTING TENDER

Dy. General Manager
ZAC Dept,
Kolkata Zonal Office, Punjab National Bank,
3rd floor, United Tower,
11 Hemanta Basu Sarani, Kolkata-700001

Reg: Interior Furnishing of Bank's Premises at United Tower for Casa Back Office at 11th Floor of United Tower, 11 Hemanta Basu Sarani, Kolkata-700001

Dear Sir,

1. Having visited the site and examined the drawings, conditions of contract, special conditions of contract, general specifications and detailed specifications, schedules and bill of quantities for the execution of the above named works, we offer to complete and maintain the whole of the said works in conformity with the said drawings, conditions of contract, specifications, schedules and bill of quantities for the sum stated in bill of quantities of this Tender Document or such other sum as may be ascertained in accordance with the said conditions of contract.
2. We undertake to complete and deliver the whole of the works comprised in the contract within the time stated in the appendix hereto.
3. We have independently considered the amount of liquidated damages shown in the Appendix to form of tender hereto and agree that it represents a fair estimate of the loss likely to be suffered, by you in the event of the works not being completed in time.
4. We agree to abide by this tender for the period of 90 days from opening of Price Bid/Commercial Bid or extension thereof as required by the Employer from the date _____ fixed _____ for _____ receiving the same and it shall remain binding upon us and may be accepted at any time before the expiry of that period.
5. We confirm that the period and rates as referred in the agreement or general conditions of contract are given or summarized in the appendix hereto, to which we give our consent and agree to abide by the same.
6. We understand that if our tender is accepted, we are to be jointly and severally responsible for the due performance of the contract.
7. We understand that you are not bound to accept the lowest or any tender you may receive and may reject all or any tender, accept or entrust the entire work to the Contractor without assigning any reason or giving any explanation whatsoever.
8. I/we have deposited Earnest Money ₹ 44,000/- by demand draft which amount is not to bear any interest. I/we do hereby agree that this sum shall be forfeited by you in the event our tender is accepted and I/we fail to execute the contract when called upon to do so.

Dated this day of _____ 2020.

Signature _____ in the capacity of _____ duly
authorized to sign tenders for and on behalf of _____
(IN CAPITALS)

Tender submitted on _____ before _____ P.M.

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5. APPENDIX TO FORM OF TENDER

1	DefectsLiability Period	12 Months
2	Dateof commencement	Date of start of work shall be reckoned from the date of acceptance of award letter or 3 rd day of issue of award letter whichever is earlier.
3	Timeof completion	45days from the date of commencement of work.
4	PeriodofFinalMeasurements	1 (one) month from the Date of VirtualCompletion.
5	LiquidatedDamages	1.00% of the contract amount shown in the tender per week subject to the ceiling of 10.00% of the accepted contracted sumsubject to maximum up to total Security Deposit (Initial plus Retention)
6	MinimumValueofworkfor Interim Certificate	₹ 11.00 Lacs(Thisvalueshall bedifferenceofworkdone of consecutivebills).
7	Initial Security Deposit	2% of accepted value of tender including Earnest Money Deposit.
8	Retention Percentage	8%of theacceptedtenderamount subject tomaximumof balance amount of Total Security Deposit (Clause No.15 of GCC)
9	RefundoftotalSecurityDeposit	TheRetentionamountwill berefunded to the Contractor within 30 days after end ofthedefect liability period.
10	PeriodofHonouring Certificate	15daysfrom dateofreceiptofcertificatefrom theSite Engineer

6. PURPOSE OF TENDER

Consequent upon amalgamation of Oriental Bank of Commerce and United Bank of India with Punjab National Bank and roll out to new organizational structure w.e.f. 22.06.2020, it has been decided to set up CASA Back Office at 11th floor of United Tower (Bank's owned premises) at 11 Hemanta Basu Sarani, Kolkata-700001.

Scope of work shall be deemed to include providing and fixing partitions (full height and low height), tables, side and back storage units, doors, vertical blinds, painting and need based repair of false ceiling etc.

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7. ARTICLES OF AGREEMENT

This agreement is made at Kolkata on..... Day of..... 2020 between Punjab National Bank, a body corporate constituted under the Banking Companies (Acquisition and transfer of Undertaking Act 1970) having its Head Office at Plot no – 4, Sector 10, Dwarka, New Delhi – 110075 (Hereinafter referred to as "The Bank/The Employer") of the one part

&

..... (Herein after called "the Contractor") of the other part.

WHEREAS the Employer is desirous of getting certain works executed viz Interior Furnishing works at Bank's Building at United Tower, Kolkata and has vide letter of acceptance dated..... accepted a tender by the Contractor for the execution, completion, and maintenance of such works.

NOW THIS AGREEMENT WITNESSES AS FOLLOWS:

1. In this agreement words and expressions shall have the same meaning as are respectively assigned to them in the said conditions of contract hereinafter referred to
2. The following documents and the terms & conditions contained therein shall form and construe as integral part and parcel of this agreement viz.
 - a. Original tender document.
 - b. Relevant correspondence all letter/ correspondence forming parts of contract and referred to in acceptance letter.
 - c. Acceptance letter
 - d. Bill of quantities
 - e. The drawings.
 - f. Time and progress chart.
 - g. Article of Agreement
 - h. Other additional documents as required
3. The aforesaid documents shall be taken as complementary and mutually explanatory of one another, but in the case of ambiguities or discrepancies the latest documents issued by the Bank shall prevail over the earlier documents.
4. In consideration of payment to be made by the employer to the Contractor as hereinafter mentioned, the Contractor hereby covenants with the employer to perform, execute, complete and maintain the work in conformity in all respects with the provision of the contract.
5. The employer hereby covenants to pay the Contractor in consideration of the execution, completion and maintenance of the works such sums as shall become payable hereunder at the time(s) and in the manner prescribed in the said conditions and price schedule of quantities / bill of quantities prescribed in the contract. IN WITNESS whereof the parties hereto have caused their

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respective common seals to be hereunto affixed (or have hereunto set their respective hands and seals) the day, month and year first above written.

6. All disputes arising out of or in connection with this agreement shall deem to have arisen in Kolkata and only the courts of Kolkata shall have the jurisdiction to determine the same.

SIGNED AND SEALED AND DELIVERED BY THE

Said

Said

(Name)

(Name)

on behalf of the Contractor

on behalf of the employer

In the presence of

In the presence of

Name:

Name

Address:

Address:

This form is included in the tender documents only for the information of the bidders. Only the successful bidder will be in due course, required to complete the form.

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8. GENERAL CONDITIONS OF CONTRACT (GCC)

Except where provided for in the description of the individual items in the Schedule of quantities and in the specification and conditions laid down herein after and in the drawings, the work shall be carried as per standard specifications and under the directions of the Employer.

1. INTERPRETATION

In construing these conditions, the specifications, the schedule of quantities, tender and agreement, the following words shall have the meaning herein assigned to them except where the subject of context otherwise requires :

- i. Employer: The term employer shall denote Punjab National Bank and any of its employees or representative authorized to act on their behalf.
- ii. The Bank: The term Bank shall mean Punjab National Bank.
- iii. The Engineer in charge: The term means Engineer of the Bank deployed to look after the work.
- iv. Contractor: The term Contractor shall mean M/s _____ (name and address of the Contractor) and his/their heirs, legal representatives assigns and successors.
- v. Site: The site shall mean the site where the works are to be executed as shown within boundary on the Site Plan including any building and erections thereon allotted by the employer for the Contractor's use.
- vi. Site Engineer: The Site Engineer shall be appointed by the Bank. The Bank may also determine the number of Site Engineers and the supporting staff at site office to assist them and also whether the Site Engineer shall be temporary or permanent. As far as possible, the Site Engineer should assume charge of his post before the contractor reports on site of work. Where more than one Site Engineer is appointed, one of them shall be designated as Senior Site Engineer by the ZAC Department and the other Site Engineer shall be reporting to the Senior Site Engineer.
- vii. Specifications and Drawings: The work is to be carried out in accordance with drawings, specifications, the schedule of quantities and any further drawings, which may be supplied, or any other instruction, which may be given by the employer during the execution of the work.
- viii. Drawings relating to work given to the Contractor together with a copy of schedule of quantities are to be kept at site and Employer shall be given access to such drawings or schedule of quantities whenever necessary.

In case any detailed drawings are necessary, Contractor shall prepare such detailed drawings and/or dimensional sketches therefore and have it confirmed by the employer prior to taking up such work.
- ix. The Contractor shall ask in writing for all clarifications in respect of drawings, specifications and schedule of quantities or to additional instructions at least 10 days ahead from the time when it is required for implementations so that the Employer may be able to give decision thereon.
- x. "The Work" shall mean the work or works to be executed or done under this contract.

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- xi. "Act of Insolvency" shall mean any act as such as defined by the Presidency Towns Insolvency Act or Provincial Insolvency Act or any Amending Statutes.
 - xii. "The Schedule of Quantities" shall mean the schedule of quantities as specified and forming part of this contract.
 - xiii. Order of precedence for any ambiguity in the schedule of quantities, general conditions, special conditions, specifications and drawings for the Contractor shall be as per the decision of the Employer and the same will be binding on the Contractor, and shall be read as under in the decreasing order of importance.
 - a. Schedule of Quantities.
 - b. Special Conditions.
 - c. General Conditions.
 - d. Standard (Technical) Specifications of Contract.
 - e. C.P.W.D specifications.
 - f. Bureau of Indian Standards specifications.
 - g. State P.W.D./General Engineering Practice.

Any ambiguity observed shall be brought to the notice of Employer and be executed after obtaining approval from the Employer. In case of any ambiguity between the above, the most stringent will follow.

2. SCOPE OF WORK

The work consists of Interior Furnishing works at Bank's Building at United Tower, Kolkata in accordance with the "Schedule of Quantities. All work during its progress and upon completion, shall conform to the lines, elevations and grades as shown on the drawings furnished by the Employer. Should any detail essential for efficient completion of the work be omitted from the drawings and specifications, it shall be the responsibility of the contractor to inform the Employer and to furnish and install such detail with Employer's concurrence, so that upon completion of the proposed work, the same will be acceptable and ready for use.

Employer or his representative may in their absolute discretion issue further drawings and/or written instructions, details, directions and explanations, which are, hereafter collectively referred to as "The Employer's instructions" in regard to :

- a) The variation or modification of the design, quality or quantity of works or the addition or omission or substitution of any work.
- b) Any discrepancy in the drawings or between the schedule of quantities and/or drawings and/or specification.
- c) The removal from the site of any defective material brought thereon by the contractor and the substitution of any other material thereof.
- d) The demolition, removal and/or re-execution of any work executed by contractors.
- e) The dismissal from the work of any persons employed thereupon.
- f) The opening up for inspection of any work covered up.
- g) The rectification and making good of any defects under clauses hereinafter mentioned and those arising during the maintenance period (retention period).

The contractor shall forthwith comply with and duly execute any work comprised in such Employer's or his representative's instructions, provided always that verbal instructions, Directions and explanations given to the contractor's or his representative upon the works by the Employer or his representative shall, if involving a variation, be confirmed in writing to the contractor/s within seven days. No works for which rates are not specifically mentioned in the priced schedule of quantities shall be taken

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upwithout written permission of the Employer or his representatives. Rates of items not mentioned in the priced schedule of quantities shall be fixed by the employer as provided in Clause "variation".

Regarding all factory made products for which ISI marked products are available, only products bearing ISI marking shall be used in the work unless otherwise specifically requested by Bank.

3. VISIT OF SITE

Intending Bidder shall visit the site and make himself thoroughly acquainted with the local site conditions, nature and requirements of the works, facilities of transport conditions, effective labour and materials, accesses and storage for materials and removal of rubbish. The Bidder shall provide in their tender for cost of carriage, freight and other charges as also for any special difficulties and including police restriction for transport, etc. for proper execution of work as indicated in drawings. The successful Bidder will not be entitled to any claim of compensation for difficulties faced or losses incurred on account of any site conditions which existed before the commencement of the work or which in the opinion of the Employer might be deemed to have reasonably been inferred to be so existing before commencement of work.

4. TENDERS

The e-tender should be submitted by bidder duly priced and also digitally signed.

The schedule of quantities shall be filled in as follows:

- 4.1 The rates column to be filled.
- 4.2 The employer reserves the right to reject the lowest or any tender.

The Bank reserves the right to accept the tender in full or in part and the bidder shall have no claim for revision of rate or other conditions if his tender is accepted in parts.

The bidders should note that the tender is strictly on item rate basis and their attention is drawn to the fact that the rates for each and every item should be correct, workable and self-supporting. If called upon by the employer, detailed analysis of any or all the rates shall be submitted by the Contractor. The employer shall not be bound to recognize the contractor's analysis.

The works will be paid for as "measured work" on the basis of actual work done and not as "lump sum" contract.

All items of work described in the schedule of quantities are to be deemed and paid as complete works in all respects and details including preparatory and finishing works involved directly related to and reasonably detectable from the drawings, specifications and schedule of quantities and no further extra charges will be allowed in this connection. In the case of lump sum charges in the tender in respect of any item of works, the payment of such items of work will be made for the actual work done on the basis of lump sum charges as will be assessed to be payable by the Employer.

The employer has power to add to, omit from any works as shown in drawings or described in specifications or included in schedule of quantities and intimate the same in writing but no addition, omission or variations shall be made by the Contractor without authorisation from the Employer. No variation shall vitiate the contract.

The bidder shall note that his tender shall remain open for consideration for a period of 90 days from the date of opening of the tender (Price Bid).

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5. AGREEMENT

The successful Contractor may be required to sign agreement as may be drawn up to suit local conditions and shall pay for all stamps and legal expenses, incidental thereto.

6. AMENDMENT OF BIDDING DOCUMENTS BY THE BANK

At any time prior to the last Date and Time for submission of bids, the Bank may, without assigning any reason whatsoever, modify the Bidding Documents through amendments at the sole discretion of the Bank. All amendments shall be uploaded on the Bank's websites (www.pnbindia.in and <https://etender.pnbnet.in>) and shall be binding on all Bidders.

In order to provide prospective Bidders a reasonable time to take the amendment if any, into account in preparing their bid, the Bank may, at its discretion, extend the deadline for submission of bids.

7. MODIFICATION AND WITHDRAWAL OF BID BY THE TENDERER

7.1. Modification of the submitted bid shall be allowed on-line and the bidder may modify and resubmit the bid on-line only before the deadline of Bid Hash Preparation. For modification of e-bid, bidder has to rework and upload/resubmit digitally signed modified bid on bank's e-tendering portal i.e. <https://etender.pnbnet.in>.

7.2. Bids once submitted will be treated as final and no bid may be modified subsequent to the deadline for Bid Hash Preparation.

7.3. No bid may be withdrawn in the interval between the deadline for submission of bids and the expiration of period of bid validity specified in tender documents. For withdrawal of bid after the end date of online bid submission, the bidder will have to make a request in writing to Tender Inviting Authority of Bank. Withdrawal of bid may be allowed till issue of work order with the following provision of penal action:

7.3.1. If the request of withdrawal is received before informing the date for opening of price bid, the EMD submitted by bidder will be forfeited and bidder will be debarred for 6 months from participating in tenders in PNB. The price bid of remaining technically qualified bidders will be opened and the tender process shall go on.

7.3.2. If the request of withdrawal is received after informing the date for opening of price bid, the EMD submitted by bidder will be forfeited and bidder will be debarred for 1 year from participating in tenders in PNB. The price bid of all technically qualified bidders including this bidder (if he found technically eligible) will be opened and action will follow as under:

- a) If the bidder withdrawing his bid is other than L-1, the tender process shall go on.
- b) If the bidder withdrawing his bid is L-1, the re-tender will be done.

8. CONTACTING THE BANK

Any effort by a bidder to influence the Bank in evaluation of the bid, bid comparison or contract award decision may result in the rejection of the Bidders' bid. Bank's decision will be final and without prejudice and will be binding on all parties.

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9. CLARIFICATIONS OF BIDS

To assist in the examination, evaluation and comparison of bids the Bank may, at its discretion, ask the bidder for clarification. The response should be in writing and no change in the price or substance of the bid shall be sought, offered or permitted.

10. GOVERNMENT AND LOCAL RULES

The Contractor shall confirm to the provisions of all local Bye-laws and acts relating to the work and to the regulations etc. of the Government and local authorities and of any company with whose system the structure is proposed to be connected. The Contractor shall give all notices required by said act, rules, regulations and Bye-laws etc. and pay all fees payable to such authorities for execution of the work involved. The cost if any shall be deemed to have been included in his quoted rates, taking into account all liabilities for licenses etc. He shall indemnify the employer against such liabilities and shall defend all actions arising from such claims or liabilities.

11. TAXES AND DUTIES

The bidders must include in their tender prices quoted for all taxes (**excluding GST**), duties, royalties, cesses, labour cess, as may be applicable. The certificate in respect of TDS shall be issued by the Bank as per rule. Any variation in taxes and duties and/or imposing any new taxes and duties during currency of contractor extended period shall be borne by the bidder. No claim whatsoever on this account shall be entertained at any stage of the work.

12. PROVISIONAL SUM (P.S.)

All provisional sums described in the schedule of quantities as P.S. shall be exclusively allotted to the purchase of materials and not for any handling and fixing to be done by the Contractor. Such cost of handling and fixing with profit (including transport charges if required) shall be separately included in the contract price as described in the schedule of quantities. The disposal of the amounts covered under this head will be absolutely at the discretion of the employer. Contractor is to make payments for these materials to the suppliers on certificate or order issued by the employer and realize them through his bills from the employer.

13. QUANTITY OF WORK TO BE EXECUTED

The quantities shown in the schedule of quantities are intended to cover the entire renovation work but the Employer reserves the right to execute only a part or the whole or any excess thereof without assigning any reason therefore.

14. OTHER PERSONS ENGAGED BY THE EMPLOYER

The employer reserves the right to execute any part of the work included in this contract or any work which is not included in this contract by other agency or persons and Contractor shall allow all reasonable facilities and use of his scaffolding for the execution of such work.

15. EARNEST MONEY AND SECURITY DEPOSIT

The bidder will have to deposit an amount of ₹ 44,000/- (INR Forty Four thousand only) in the form of Bank draft drawn in favour of Punjab National Bank payable at Kolkata at the time of submission of tender as an Earnest Money. The employer is not liable to pay any interest on the Earnest Money. The Earnest Money of the unsuccessful bidders will be refunded without any interest soon after the decision to award the work is taken.

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The successful bidder to whom the contract is awarded will have to deposit an initial security deposit, a further sum of 2% of the value of the accepted tender (Earnest Money of the successful bidder will be adjusted against initial security deposit). The initial Security Deposit will have to be made by the Contractor to the Bank within 7 days of acceptance of award letter, failing which the employer at his discretion may revoke the letter of acceptance and forfeit the earnest money deposit furnished along with the tender. The initial security deposit shall be accepted in the form of Demand draft not by Bank Guarantee. The Initial Security Deposit will be invested by the Employer in a fixed deposit account for the duration of the contract period. The initial security deposit will be refunded to the Contractor within fourteen days after the issue of certificate of virtual completion.

Apart from the initial security deposit made as above, retention money shall be deducted from the progressive running bills at 8% of the gross value of each running bill until the Total Security Deposit, i.e., the initial Security Deposit plus the retention money equals to 10% of the cost of work.

However the retention money on secured advance payable will not be deducted.

The retention amount will be refunded to the Contractor 30 (thirty) days after the defect liability period is over provided the Contractor has satisfactorily carried out all the works and attended to all the defects in accordance with the conditions of contract. No interest is allowed on retention money.

16. CONTRACTOR TO PROVIDE EVERYTHING NECESSARY

The Contractor shall provide everything necessary for the proper execution of work according to the intent and meaning of the drawings, schedule of quantities and specifications taken together whether the same may or may not be particularly shown or described therein provided that the same can reasonably be inferred there from and if the Contractor finds any discrepancies therein, he shall immediately and in writing refer the same to the employer whose decision shall be final and binding.

The rates quoted against individual items will be inclusive of everything necessary to complete the said items of work within the contemplation of the contract and beyond the unit price. No extra payments will be allowed for incidental or contingent work, labour and/or materials inclusive of all taxes and duties whatsoever except for specific taxes, if any, stipulated in the tender documents.

The Contractor shall supply, fix and maintain at his own cost for the execution of work, all tools, tackles, machinery and equipment and all the necessary centering, scaffolding, fencing, boarding, watching and lighting by night as well as by day required not only for the proper execution and protection of the said work but also for the protection of the public and safety of any adjacent roads, streets, walls, houses, buildings, all other erections, matters and things and Contractor shall take down and remove any or all such centering, scaffolding, planking, timbering, strutting, shoring, etc. as occasion shall be required or when ordered to do so and shall fully reinstate and matters and things distributed during the execution of works to the satisfaction of the Employer.

The Contractor shall at all times give access to workers by the Employer or any men employed on the buildings.

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17. TIME OF COMPLETION, EXTENSION OF TIME & PROGRESS CHART

17.1 Time of completion

The entire work is to be completed in all respects within the stipulated period of 45 Days from the commencement date. Time is the essence of the contract and shall be strictly observed by the Contractor.

The work shall not be considered as completed until the Employer have certified in writing that work has been completed and the defects liability period shall commence from the date of such certificate.

17.2 Extension of Time

If, in the opinion of the Employer the works be delayed

- a) By reason of any exceptionally inclement weather or
- b) By reason of instruction from the employer in consequence of proceeding taken off threatened by or disputes, with adjoining or neighboring owners or
- c) By the works, or delay, of other contractors or tradesmen engaged or nominated by the Employer and not referred to in the specification or
- d) By reason of authorized extra and additions or
- e) By reason of any combination of workmen or strikes or lock-out effecting any of the building trades or
- f) From other causes which the employer may consider are beyond the control of the Contractor, the Employer at the completion of the time allowed for the contract, shall make fair & reasonable extension of the time for completion in respect therefore. In the event of the Employer failing to give possession of the site upon the day specified above the time of completion shall be extended suitably.

In case of such strikes or lock-outs, as are referred to above, the Contractor shall immediately give the employer, written notice thereof. Nevertheless, the Contractor shall use his best endeavours all that to prevent delay, and shall do all that may be reasonably required, to the satisfaction of the employer to proceed with the works and on his doing so that it will be ground of consideration by the employer for an extension of time as above provided. The decision of Employer as to the period to allow for an extension of time for completion hereunder (Which decisions shall be final and binding on the Contractor) shall be promulgated at the conclusion of such strike or lock-out and the employer shall then, in the event of an extension being granted, determine and declare the final completion date. The provision in clause 17.4 with respect to payment of liquidated damages shall, in such case, be read and construed as if the extended date fixed by the employer were substituted for and the damage shall be deducted accordingly.

17.3 Progress of work

During the period of execution, the Contractor shall maintain proportionate progress on the basis of a programmed chart submitted by the Contractor immediately before commencement of work and agreed to by the Employer. Contractor should also include planning for procurement for scarce material well in advance and reflect the same in the programmed chart so that there is no delay in completion of project.

17.4 Liquidated Damages

Should the work be not completed to the satisfaction of the Employer within the stipulated period, the Contractor shall be bound to pay to the employer a sum calculated as given below by way of liquidated damages and not as penalty during which the work remains uncommenced or unfinished after the expiry of the completion date.

1.00% of the contract amount shown in the tender per week subject to ceiling of 10.0% of the accepted contracted sum but not exceeding the Total Security Deposit of the contract (Initial Security Deposit + Retention Money).

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18. TOOLS, STORAGE OF MATERIALS, PROTECTIVE WORKS AND SITE OFFICE REQUIREMENTS

The contractor shall provide, fix up and maintain in an approved position proper office accommodation for the contractor's representative and staff which offices shall be open at all reasonable hours to receive instruction notices or communications and clear away on completion of the works and make good all work disturbed.

All drawings maintained on the site are to be carefully mounted on boards of appropriate size and covered with a coat of approved varnish. They are to be protected from ravages of termites, ants, and other insects.

The contractor shall provide at his own cost all artificial light required for the work to complete the work within the specified time.

The contractor shall arrange for temporary latrines for the use of workers and field staff and keep the same in a clean and sanitary condition to the satisfaction of the Public Health Authorities and shall cause such latrines and soil to be cleared away whenever necessary and shall make good all the works disturbed by these conveniences.

Every precaution shall be taken by the contractor to prevent the breeding of mosquitoes on the works during the construction, and all receptacles cisterns, water tanks etc. used for the storage of water must be suitably protected against breeding of mosquitoes. The contractor shall indemnify the Employer against any breach of rules in respect of anti-malarial measures.

The contractor shall not fix or place any placards or advertisement of any description or permit the same to be fixed or placed in or upon any boarding, gantry, building structure other than those approved by the Employer.

Protective Measures: The contractor from the time of being placed in possession of the site must make suitable arrangements for watching, lighting and protecting the work, the site and surrounding property by day, by night, on Sundays and other holidays.

Contractor shall indemnify the Employer against any possible damage to the building, roads, or members of the public in course of execution of the work.

Storage of materials: The contractor shall provide and maintain proper sheds for the proper storage and adequate protection of the materials etc. and other work that may be executed on the site including the tools and materials and remove same on completion.

Cement godown shall be constructed for storing about six weeks' requirement of cement and stored as per norms with a stack of 10 bags each and 2 feet opening all around with 2 feet passage of each stack. Structure shall be water-proof from all the sides and top. Cement should be stored one foot-above the ground level and have pucca raised floor.

Tools: The odolite levels, prismatic compass, chain, steel and metallic tapes and all other surveying instruments found necessary on the works shall be provided by the contractor for the due performance of this contract as instructed by the Site Engineer. All measuring tapes shall be of steel and suitable scaffolding and ladders that may be required for safely taking measurement shall be supplied by the contractor.

The mistries and the supervisors on the works shall carry with them always a one metre or two metre steel tape, a measuring tape of 30 metres. a spirit level, a plumb bob and a square and shall check the work to see that the work is being done according to the drawing and specifications. The Site Engineer will use any or all measuring instruments or tools

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belonging to the contractors as he chooses for checking the works executed or being executed on the contract. The contractor should cover in his rates for making provision for all reasonable facilities for the use of his scaffolding, tools and plant etc., for their work.

19. NOTICE AND PATENTS OF APPROPRIATE AUTHORITY AND OWNERS

The Contractor shall confirm to the provisions or any acts of the legislature relating to the work, and to the regulations and by-laws of any authorities, and/or any water, lighting and other companies, and/or authorities with whose system the structures were proposed to have renovated and shall before making any variation from the drawings or specifications that may be associated to so confirm, give the Employer written notice, specify the variations proposed to be made and the reason for making the same and apply for instructions thereon. The Employer on receipt of such intimation shall give a decision with a reasonable time.

The Contractors shall arrange to give all notices required for by the said acts, regulations or By-laws to be given to any authority, and to pay to such authority or to any public officer all fees that may be properly chargeable in respect of the work and lodge the receipts with the Employer.

The Contractor shall indemnify the Employer against all claims in respect of patent rights, royalties, and damages to buildings, roads or member of public in course of execution of work and shall defend all actions arising from such claims and shall keep the Employer saved harmless and indemnified in all respects from such actions, costs and expenses.

20. CLEARING SITE AND SETTING OUR WORKS

The site shown on the plan shall be cleared of all obstructions, loose stone, and materials rubbish of all kinds.

21. CONTRACTOR IMMEDIATELY TO REMOVE ALL OFFENSIVE MATTERS FROM THE SITE

The Contractor shall keep the surroundings of work places free from water, debris and excess / waste materials at his own expenses. Electrical or other power driven equipment to the satisfaction of the Employer for the purpose, until the site is handed over to the Employer. The Contractor shall arrange for the disposal of the same so accumulated to the satisfaction of the Employer and the local authority and no claims will be entertained afterwards if he does not include in his rates for the purpose.

22. ACCESS

Any authorized representative of the Employer shall at all reasonable times have free access to the works and / or to the workshops, factories or other places where materials are being prepared or constructed for the work and also to any place where the materials are lying or from where they are being obtained, and the Contractor shall give every facility to the Bank or their representatives necessary for inspection and examination and test of the materials and workmanship. Except the representatives of the Employer, no person shall be allowed at any time without the written permission of the Employer.

23. MATERIALS, WORKMANSHIP, SAMPLES, TESTING OF MATERIALS

All the works specified and provided for in the specification or which may be required to be done in order to perform and complete any part thereof shall be executed in the best and most workman like manner with materials of the best and approved quality of the respective kinds in accordance with the particulars contained in and implied by the specifications and as represented by the drawings or according to such other additional particulars and instructions as may from time to time be given by the Employer during the execution of the work, and to his entire satisfaction.

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All mandatory tests as mentioned in CPWD/PWD SPECIFICATIONS are to be conducted by Contractor at his own costs. No additional amount shall be reimbursed on this account from an approved lab by the Bank.

If required by the Employer the Contractor shall have to carry out tests on materials and workmanship in approved materials testing laboratories or as prescribed by the Employer at his own cost to prove that the materials etc. under test conforming to the relevant IS standards or as specified in the specifications. The necessary charges for preparation of sample, transporting, testing etc. shall have to be borne by the Contractor. No extra payment on this account would in any case be entertained.

All the materials (except where otherwise described) stores and equipment required for the full performance of the work under the contract must be provided through normal channels and must include charge for import duties, sales taxes, octroi and other charges and must be the best of their kind available and contractors must be entirely responsible for the proper and efficient carrying out of the work. The work must be done in the best workmanlike manner. Samples of all materials to be used must be submitted to the Employer when so directed by the Engineer and written approval from Employer must be obtained prior to placement of order.

During the inclement weather the Contractor shall suspend works for such times as the Employer may direct and shall protect from injury all work during course of execution. Any damage (during repair & renovation) to any part of the work for any reason due to rain, storm or neglect of Contractor shall be rectified by the Contractor in an approved manner at no extra cost to Bank.

Should the work be suspended by reason of rain, strike, lock-outs or any other cause, the Contractor shall take all precautions necessary for the protection of work and at his own expense shall make good any damage arising from any of these causes.

The Contractor shall cover up and protect from damage, from any cause, all new work and supply all temporary doors, protection to windows, and any other requisite protection for the execution of the work whether by himself or special tradesmen or sub-Contractor and any damage caused must be made good by the Contractor at his own expenses.

24. REMOVAL OF IMPROPER WORK

The Employer shall during the progress of the work have power to order in writing from time to time the removal from the work within such reasonable time or times as may be specified in the order of any materials which in the opinion of the Employer are not in accordance with specification or instructions, the substitution or proper re-execution of any work executed with materials or workmanship not in accordance with the drawings and specifications or instruction. In case the Contractor refuses to comply with the order the Employer shall have the power to employ and pay other agencies to carry out the work and all expenses consequent thereon or incidental thereto as certified by the Employer shall be borne by the Contractor or may be deducted from any money due to or that may become due to the Contractor.

25. SITE ENGINEER

The term "Site Engineer" shall mean the person posted at site by Employer to superintend the work. The Contractor shall afford the Site Engineer every facility and assistance for examining the works and materials for checking and measuring work and materials. The Site Engineer shall have no power to revoke, alter, enlarge or relax any requirements of the Contractor or to sanction any day work, additions, alterations, deviations, or omissions or any extra

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work whatever, except in so far as such authority may be specially conferred by a written order of the Employer.

The Site Engineer shall have power to give notice to the Contractor or to his foreman of non-approval of any work or materials and such work shall be suspended or the use of such materials shall be discontinued until the decision of the Employer is obtained. The work will from time to time be examined by the Engineer from the premises department of the Employer and the Site Engineer, if any, but such examination shall not in any way exonerate the contractor from the obligation to remedy and defects which may be found to exist at any stage of the work or after the same is complete. Subject to the limitation of this clause the Contractor shall take instruction only from the Employer.

26. CONTRACTOR'S EMPLOYEES

The Contractor shall employ qualified and competent supervisors for the work who shall be available (by turn) throughout the working hours to receive and comply with instructions of the Employer. The Contractor shall employ in connection with the work persons having the appropriate skill or ability to perform their job efficiently.

The Contractor shall employ local labourers on the work as far as possible. No labourer below the age of eighteen years and who is not an Indian national shall be employed on the work. Any Labourer supplied by the Contractor to be engaged on the work on day work basis either wholly or partly under the direct order or control of the Employer or his Representative shall be deemed to be a person employed by the Contractor.

The Contractor shall comply with the provisions of all labour legislations including the requirements of:-

- a. The payment of Wages Act
- b. Employer's Liability Act
- c. Workmen's Compensation Act
- d. Contract Labour (Regulation & Abolition) Act, 1970 and Central Rules 1974
- e. Apprentices Act 1961
- f. Minimum Wages Act
- g. Any other Act or enactment relating thereto and rules framed thereunder from time to time.

The Contractor shall keep the Employer saved, harmless and indemnified against claims if any of the workmen or any other person and all costs and expenses as any be incurred by the Employer in connection with any claim that may be made by any workman or any other person.

The Contractors shall arrange to provide first-aid treatment to the labourers engaged on the works. He shall within 24 hours of the occurrence of any accident at or about the site or in connection with execution of the works, report such accident to the employer and also to the competent authority where such report is required by law.

27. DISMISSAL OF WORKMEN

The Contractor shall in the request of the Employer immediately dismiss from works any person employed thereon by him who may in the opinion of the Employer be unsuitable or incompetent or who may misconduct himself. Such discharges shall not be the basis of claim for compensation or damages against the Employer or any of their officers or employee.

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28. ASSIGNMENT

The whole of the works included in the contract shall be executed by the Contractor and the Contractor shall not directly or indirectly transfer, assign or underlet the Contract or any part, share or interest therein nor, shall take a new partner without written consent of the Employer and no subletting shall relieve the Contractor from the full and entire responsibility of the contract or from active superintendence of the work during their progress.

29. DAMAGE TO PERSONS AND PROPERTY INSURANCE ETC.

The Contractor shall be responsible for all injury to the worker or workmen or persons, animals or things and for all damages to the project works, materials, equipment, structural and / or decorative part of property which may arise from the operations or neglect of himself or of any sub-Contractor or any of his or a sub-Contractor's employees whether such injury or damage arise from carelessness, accident or any other cause whatsoever in any way connected with the carrying out of this contract.

The clause shall be held to include inter-alia any damage to buildings whether immediately adjacent or otherwise and any damage to roads, streets, foot paths or ways as well as damages caused to the buildings and the works forming the subject of this contract by rain, wind or other inclemency of the weather. The Contractor shall indemnify the Employer and hold harmless in respect of all and any expenses arising from any such injury or damages to persons or property as aforesaid and also in respect of any claim made in respect of injury or damage under any acts of compensation or damage consequent upon such claim.

The Contractor shall reinstate, rectify and remedy all damages of every sort mentioned in this clause so as to deliver the whole of the contract works complete and perfect in every respect and so as to make good or otherwise satisfy all claims for damages to the property or third party.

The Contractor shall affect the insurance necessary and indemnify the Employer entirely from all responsibility in this respect. The insurance must be placed with company approved by the Employer and must be effected jointly in the name of the Contractor and the Employer and the policy lodged with the latter. The scope of insurance is to include damage or loss to the contract itself till this is made over in a complete state. Insurance is compulsory and must be affected for the very initial stage. The Contractor shall also be responsible for anything, which may be excluded from the damage to any property arising out of incidents, negligence or defective carrying out of this contract.

The Employer shall be at liberty and hereby empowered to deduct the amount of any damages, compensations, costs, charges and expenses arising or accruing from or in respect of any such claim or damages from any sums including the total security deposit due or to become due to the Contractor.

30. INSURANCE

Unless otherwise instructed the Contractor shall insure the works for all risk (include fire & third party) of the Contractor and workmen compensation policy for total tender value and keep them insured until the virtual completion of the contract against any loss or damage of the material and of project. The insurance must be placed with a company approved by the Employer in the joint names of the Employer and the Contractor for such amount and for any further sum if called to do so by the Employer. The premiums of such further sum being allowed to the Contractor as an authorized extra. The Contractor shall deposit the policy and receipt premium paid with the Employer within twenty one days from the date of issue of work order unless otherwise instructed.

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In default of the Contractor insuring as provided above the Employer on his behalf may so insure and may deduct the premium paid from any money due, or which may become due to the Contractor. The Contractor shall as soon as the claim under the policy is settled or the work reinstated by Insurance Company should they elect to do so, proceed with due diligence with the completion of the works in the same manner as though the fire has not occurred and in all respects under the conditions of the contract. The Contractor in case of rebuilding or reinstatement after fire shall be entitled to extension of time for completion, as the Employer may deem fit.

31. ACCOUNTS RECEIPT & VOUCHERS

The Contractor shall, upon the request of the Employer furnish them with all the invoices, accounts, receipts and other vouchers that they may require in connection with the works under this contract. If the Contractor shall use materials less than what he is required under the contract, the value of the difference in the quantity of the materials he was required to use and that he actually used shall be deducted from his dues. The decision of the Employer shall be final and binding on the Contractor as to the amount of materials. The Contractor is required to use for any work under this contract.

32. MEASUREMENTS

Before taking any measurement of any work the Site Engineer or a subordinate deputed by him shall give reasonable notice to the Contractor. If the Contractor fails to attend at the measurements after such notice or fails to countersign or to record the difference within a week from the date of measurement in the manner required by the Site Engineer then in any such event the measurements taken by the Site Engineer or by the subordinate deputed by him as the case may be is final and binding on the Contractor and the Contractor shall have no right to dispute the same.

33. PAYMENTS

All bills shall be prepared & submitted by the Contractor in the form prescribed by the Employer. Normally one interim bill shall be prepared each month subject to minimum value for interim certificate as stated in these documents. 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 bill shall be checked at site by Site Engineer shall issue a certificate after due scrutiny of the Contractor's bill which may be further verified by the Employer and the Contractor shall be entitled to payment thereof within the period of honouring certificates named in these documents, as per final verified amount by the Employer. In case of delay, an Adhoc advance of 75% of the billed amount/assessed work done may be paid on the request of the Contractor for the smooth progress of work at the sole discretions of the Bank.

The amount as stated in an interim certificate shall be the total value of work properly executed and secured advance on the materials as described under the heading of secured advance less the amount to be retained by the Employer as retention Money vide clause 14 of these conditions and less instalments previously paid under these conditions, provided the such certificate shall only include the value of said material and goods as and from such time as they are reasonably, properly and not prematurely brought to or placed adjacent to the work and then only if adequately protected against whether or other casualties.

The Employer will deduct retention money as described in Clause 15 of these Conditions. The refund of retention money will be made as specified in the said clause.

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If the Employer had supplied any materials or goods to the Contractor, the cost of any such materials or goods will be progressively deducted from the amount due to the Contractor in accordance with the quantities consumed in the work.

All the interim payments shall be regarded as payment by way of advance against the final payments only and not as payments for work actually done and completed and shall not preclude the requiring of bad unsound and imperfect or unskilled work to be removed and taken away and reconstructed or re-erected or to be considered as an admission of the due performance of the contract or any part thereof in any respect or the accruing of any claim, nor shall, it conclude, determine or affect in any way the powers of the Employer under these conditions or any of them as to the final settlement and adjustment of the accounts or otherwise or in any other way vary or affect the contract. The final bill shall be submitted by the Contractor within one month of the date fixed for completion of the work or of the date of certificate of virtual completion furnished by Employer and payment shall be made within three months.

34. SECURED ADVANCE FOR MATERIAL AT SITE

The secured advance will be paid up to an amount not exceeding 75% of the invoiced value of the materials, (The amount of secured advance should not exceed 75% of the material element cost in the tendered rate of the finished item of work subject to ceiling of 65% of quoted rates) brought to site for permanent incorporation into the work up to the date of bill on production of supporting bills / vouchers. The secured advance on the non-perishable materials will be paid on execution of the indemnity bond/Bank guarantee.

35. FINAL PAYMENTS

The period of Final Measurements will be one Month from date of Completion. The final bill shall be accompanied by a certificate of completion from the Employer, payments of final bill shall be made after deduction of Retention Money as specified in clause 15 of these conditions, which sum shall be refunded after the completion of the Defects liability period and rectification if defects to the entire satisfaction of the Employer. The acceptance of payments of the final bill by the Contractor would indicate that he would have no further claiming respect of the work executed.

36. VARIATION / DEVIATIONS

The Contractor may when authorized and shall, when directed in writing by the Employer add or omit, or vary the works shown in the drawings or described in the specifications or included in the priced schedule of the quantities. The Contractor on his own accord shall make no addition, omission or variation without such authorization of direction. A verbal authorization of direction by the Employer shall when confirmed correctly by the Contractor in writing within 3 days shall be deemed to have been given in writing.

The Contractor shall send to the Employer once in every month a statement giving particulars, as full and detailed as possible, of all claims for any additional payment to which the Contractor may consider himself entitled and of all extra or additional work ordered by the Employer which he has executed during the preceding month.

No interim claim for payment for any such work or expense, will be considered which has not been included in such a statement provided always that the Contractor shall be entitled after taking Employer's sanction to authorize payment to be made for any such work or expense, notwithstanding the Contractor's failure to comply with this condition.

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The rates for additional, altered substituted work shall be arrived at in accordance with the following rules:-

- i. The net rates or prices in the contract schedule shall determine the valuation of (the rates for) the extra work (items) where such extra work is of similar character and is executed under similar conditions as the work prices therein.
- ii. If the rates for the extra altered or substituted or (deviated) work are not provided for (available) in the schedule of quantities, they shall, to the extent possible be derived out of rates given in that schedule for similar or near similar items. For the purpose of such deviation, where necessary and when so directed, the Contractor shall furnish detailed analysis for the said similar or near similar items in the contract schedule. For such portions of the analysis, for the extra, altered or substituted (deviated) work for which prices cannot be abstracted from the corresponding analysis of rates for the said similar or near similar items in the contract schedule, market rates sustained by purchase bill/vouchers dependable printed price schedule of materials of different type shall be adopted, using factors and constant for quantum of materials, labour, T&P and sundries, from standard analysis of rates adopted by the CPWD/PWD, and adding 15% towards profit & overheads and taxes. When called upon to do so, the Contractor shall submit the required purchase bills / vouchers.
- iii. In respect of contract which incorporates more than one schedule, the rate applicable in case (i) above if not provided for in the Schedule pertaining to the work in which the addition, alteration or substitution (deviation) occurs shall be taken as the lowest applicable rate in other schedules. Similarly in case (ii) above if similar in near similar items cannot be found in the schedule pertaining to the work in which the addition, alteration or substitution (deviation) occurs, similar or near similar items from the other schedule shall be adopted.
- iv. In the case of additional, altered substituted (deviated) for which rates cannot be reasonably be derived as at (ii) and (iii) above, the rates shall be worked out adopting market prices, substantiated by purchase bills / vouchers using factors and constants for quantum of materials, labour, T&P and sundries from standard analysis of rates adopted by the CPWD/PWD and adding 15% towards profit & overheads and taxes. When called upon to do so the Contractors shall submit his purchase bills / vouchers to the Employer.
- v. The question as to what particular items, being similar or near similar to the additional, altered or substituted (deviated) work in the contract schedule are to be adopted for deviation of rates for the additional, altered for substituted deviated work and whether the said rates cannot be derived from similar or near similar items in the contract schedule will be decided by the Employer.
- vi. In case (ii) to (iv) the Contractor is required to submit his analysis of rates adopting the principles enunciated, after scrutinizing the analysis and other papers furnished will allow such rates as he considers reasonable after obtaining Employer's sanctions.
- vii. Where extra work is of such a nature that it cannot be properly measured or valued, the Contractor shall be allowed day work priced at the net rates stated in the tender or the priced schedule of quantities or if not so stated then in accordance with the minimum local day work rates and wage for the district notified by the concerned authority provided that in either case if required by the Employer, vouchers, muster rolls and other documents, required for proper verification of the labour employed and the materials deployed on the said work and the costs thereof be delivered to the site Engineer or his representative on or before the end of the week following that in which work has been executed.
- viii. The question as to whether extra work is of such nature that it cannot be properly measured or valued will be decided by the Employer. The margin to be allowed on actual costs to the Contractor towards profit and overhead shall be 15% and taxes.

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37. DEVIATION LIMIT FOR TENDER QUANTITIES UPTO 25%

The tender rates shall hold good for any increase in the tendered quantities up to variation of 25%. In case tender quantities of an individual item exceeds the deviation limit of 25% the rates for the excess quantities over and above the deviation limit shall be payable as per market rates analysis, sustained by purchase vouchers / bill using constant only of materials, Labour, T&P etc. from all Indian Standard analysis of rates published by DAR with 15% towards Contractors profit & Overheads and taxes. For non-schedule items, constant of material, labour, T&P etc. shall be decided by the Engineer in charge of Employer, based on the actual observation at site.

38. SUBSTITUTION

Should the Contractor desire to substitute any materials and workmanship, he/they must obtain the approval of the Employer in writing for any such substitution well in advance. Materials designated in this specification indefinitely by such terms as "Equal" or "other approved" etc., specific approval of the Employer has to be obtained in writing.

39. PREPARATION OF BUILDING WORKS FOR OCCUPATION AND USE ON COMPLETION

The whole of the work will be thoroughly inspected by the Contractor and deficiencies and defects put right. On completion of such inspection and Contractor shall inform the Employer that he has completed the work and it is ready for inspection.

On completion, the Contractor shall clean all equipment's and do the painting work etc. He will leave the entire installation neat and clean and ready for immediate use and to the satisfaction of the Bank.

40. CLEARING SITE ON COMPLETION

On completion of the works, the Contractor shall clear away and remove from the site all constructional plant, surplus materials, rubbish and temporary works of every kind and leave the whole of the site and the works clean and in a workman like condition to the satisfaction of the Employer.

41. DEFECTS AFTER COMPLETION

The defects liability period (D.L.P.) shall commence from the certified date of Virtual Completion issued by the Employer. The Contractor shall make good at his own cost and to the satisfaction of the Employer all defects, other faults which may appear within 12 months after completion of the work. In default, the Employer may employ and pay other persons to amend and make good such damages, losses and expenses consequent thereon or incidental thereto shall be made good and borne by the Contractor and such damages, losses and expenses shall be recoverable from him by the employer or may be deducted by the Employer, in lieu of such amending and making good by the Contractor, deduct from any money due to the Contractor a sum equivalent to the cost of amending such work and in the event of the amount retained being insufficient, recover that balance from the Contractor from the amount retained under clause no. 15 together with any expense the Employer may have incurred in connection therewith.

42. CONCEALED WORK

The Contractor shall give due notice to the Employer whenever any work is to be buried in the earth, concrete or in the bodies of walls or otherwise becoming inaccessible later on, in order that the work may be inspected and correct dimensions taken before such burial, in

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default whereof the same shall, at the option of the employer be either open up for measurement at the Contractor's expense or no payment may be made for such materials. Should any dispute or difference arise after the execution of any work as to measurements etc., or other matters which cannot be conveniently tested or checked, the notes of the Employer shall be accepted as correct and binding on the Contractor.

43. IDLE LABOUR

Whatever the reasons may be, no claim for idle labour, additional establishment cost of hire and labour charges of tools and plants would be entertained under any circumstances.

44. SUSPENSIONS

If the Contractor, except on account of any legal restraint upon the Employer preventing the continuance of the work, abandons, suspends work or in the opinion of the Employer, the Contractor neglects or fails to proceed with due diligence in the performance of his part of the contract, the Employer shall have the power to give notice in writing to the Contractor requiring the work be proceeded within a reasonable manner and with reasonable dispatch, such notices purport to be a notice under this clause.

After such notice shall have been given the Contractor shall not be at liberty to remove from the site of the works or from any ground contiguous thereto any plant or materials to subsist from the date of such notice being given until the notice shall have been complied with. If the Contractor shall fail for 7 (seven) days after such notice has been given to proceed with the works as therein prescribed, the Employer may proceed as provided in clauses 46 (Termination of contract by Employer).

45. TERMINATION OF CONTRACT BY EMPLOYER

In the following circumstances/ events the contract will be terminated by the employer:-

- i. If the Contractor being the company go into liquidating whether voluntary or compulsory.
- ii. Being a firm shall be dissolved.
- iii. If the official assignee in insolvency or receiver of the contractor in insolvency, shall repudiate the contract.
- iv. If receiver of the contractor's firm appointed by the court shall be unable to, within 14 days after notice to him requiring him to do so, to show to the reasonable satisfaction of the employer that he is able to carrying out and fulfil the contract and if so required by the employer to give reasonable security therefore.
- v. If the contractor:
 - a) Shall suffer execution to be issued
 - b) Shall suffer any payment under this contract to be attached by or on behalf of and of the creditors of the contractor
 - c) Shall assign, charge or encumber this contract or any payment due or which become due to the contractor hereunder
 - d) Shall neglect or fail to observe and perform all or any of the acts, matters of things by this contract, to be observed and performed by the Contractor within three clear days after the notice shall have been given to the Contractor in manner hereinafter mentioned requiring the Contractor to observe or perform the same
 - e) Shall use improper materials or workmanship in carrying on the works
 - f) Shall in the opinion of the Employer not exercise such due diligence and make such due progress as would enable the work to be completed within due time agreed upon, and shall fail to proceed to the satisfaction of the Employer after three clear days' notice requiring the Contractor so to do shall have been given to the Contractor as hereinafter mentioned,

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- g) Shall abandon the contract then and in any of the said cases.
- h) Any threat is perceived or observed on the security of Bank's data / property out of any action by the staff deployed for monitoring / configuration etc., by service provider.

The Bank may notwithstanding previous waiver determine the contract by a notice in writing to the effect as hereinafter mentioned, but without thereby effecting the powers of the employer & the obligations & liabilities of the contractor the whole of which shall continue in force as fully as if the contract, had not been so determined and as if the work subsequently executed had been executed by or on behalf of the contractor (without thereby creating any trust in favour of the contractor).

Further the employer or his agent, or servant:

- i. may enter upon and take possession of the work and all plants, tools, scaffoldings, sheds, machinery, steam and other power utensils and materials lying upon premises or the adjoining lands or roads and sell the same as his own property
- ii. may employ the same by means of his own servants and workmen in carrying on and completing the works
- iii. by employing any other Contractors or other persons or person to complete the works and the Contractor shall not in any way interrupt or do any act, matter of thing to prevent or hinder such other Contractors or other persons or persons employed for completing and finishing or using the materials and plants for the works.

When the works shall be completed, or as soon thereafter as conveniently may be, the Employer shall give notice in writing to the Contractor to remove his surplus materials and plants, and should the Contractor fail to do so within a period of 14 days after receipt of the notice by him, the Employer may sell the same by public auction and shall give credit to the Contractor for the amount so released.

Any expenses or losses incurred by the employer in getting the works carried out by other Contractors shall be adjusted against the amount payable to the Contractor by way of selling his tools and plants, or due on account of work carried out by the Contractor prior to engaging other Contractors or against the Security Deposit.

46. ARBITRATION

46.1. All disputes arising out of or in connection with this agreement shall be deemed to have arisen in Kolkata and only the courts of Kolkata shall have the jurisdiction to determine the same.

46.2. All disputes or differences of any kind whatsoever which shall at any time arise between the parties hereto touching or concerning the works or the execution or maintenance thereof of this contract or the rights touching or concerning the works or the execution of maintenance thereof this contract or the construction remaining operation or effect thereof or to the rights or liabilities of the parties or arising out of or in relation thereto whether during or after determination for closure or breach of the contract (other than those in respect of which the decision of any person is by the contract expressed to be final and binding) shall after written notice by either party to the contract to the other of them and to the Employer hereinafter mentioned be referred for adjudication to a sole arbitrator to be appointed as hereinafter provided.

46.3. For the purpose of appointing the sole Arbitrator referred to above, the Employer will send within thirty days of receipt of the notice, to the Contractor a panel of three names of persons who shall be presently unconnected with the organization for which the work is executed.

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46.4. The Contractor shall on receipt of the names as aforesaid, select any one of the persons named to be appointed as a sole Arbitrator and communicate his name to the Employer within thirty days of receipt of the names. The Employer shall thereupon without any delay appoint the said person as the Sole Arbitrator. If the Contractor fails to communicate such selection as provided above within the period specified, the component authority shall make the selection and appoint the selected person as the Sole Arbitrator.

46.5. If the Employer fails to send to the Contractor the panel of three names as aforesaid within the period specified, the Contractor shall send to the Employer a panel of three names of persons who shall all be unconnected with either party. The Employer shall on receipt of the names as aforesaid select any one of the persons named and get appointed him as a Sole Arbitrator. If the Employer fails to select the person and appoint him as the Sole Arbitrator within 30 days of receipt of the panel and inform the Contractor accordingly, the Contractor shall be entitled to appoint one of the persons from the panel as the Sole Arbitrator and communicate his name to the Employer.

46.6. It is also a term of contract that if the contractor does not make any demand of arbitrator in respect of any claim, within 90 days of receiving the intimation from the Bank that the final bill is ready for payment, the claim, if any received after 90 days period, shall be absolutely barred from reference to the arbitrator.

46.7. If the Arbitrator so appointed is unable or unwilling to act or resign his appointment or vacates his office due to any reason whatsoever another Sole Arbitrator shall be appointed as aforesaid.

46.8. The work under the contract shall however continue during the Arbitration proceedings & no payments due or payable to the Contractor shall be withheld on account of such proceedings.

46.9. The Arbitrator shall be deemed to have entered on the reference on the date he issues notice to both the parties fixing the date of the first hearing.

46.10. The Arbitrator may from time to time with the consent of the parties enlarge the time for making and publishing the award.

46.11. The Arbitrator shall give a separate award in respect of each dispute or difference referred to him. The Arbitrator shall decide each dispute in accordance with the terms of the contract and give a reasoned award. The venue of Arbitration shall be such place as may be fixed by Arbitrator on his sole discretion.

46.12. The fees, if any, of the Arbitrator shall, if required to be paid before the award is made and published, be paid half and half by each of the parties. The costs of the reference and of the award including the fees, if any, of the Arbitrator who may direct to and by whom in what manner such costs or any part thereof shall be paid and may fix or settle the amount of cost to be so paid.

46.13. The award to the Arbitrator shall be final and binding on both the parties. Subject to aforesaid the provisions of the Arbitration & Consolidation Act 1996 or any statutory modification or re- enactment thereof and the rules made there under and for the time being enforce, shall apply to the Arbitration proceeding under this clause. The Employer and Contractor hereby also agree that arbitration under clause shall be a condition precedent to any right to action under the contract with regard to the matters hereby/ expressly agreed to be so referred arbitration.

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47. EXCEPTED MATTERS FROM ARBITRATION

If the dispute of difference pertains to the under noted matters (called excepted matters) the decision and in writing of the Employer shall be final, conclusive and binding on the parties.

- a. Instruction
- b. Transactions with local authorities.
- c. Proof of quality of materials.
- d. Assigning or under letting of the contract
- e. Certificate as to the causes of delay on the part of the Contractor and justifying extension of time.
- f. Rectifying of defects pointed out during the defects liability period.
- g. Notice to the Contractor to the effect that he is not proceeding with due diligence.
- h. Certificate that the Contractor has abandoned the contract.
- i. Notice of the determination of the contract by the Employer.

48. WATCH AND LIGHTING

The Contractor shall provide and maintain at his own expense all lights, guards, fencing and watching round the clock for the protection of the works or for the safety and convenience of those employed on the works or the public.

49. CONTROL RECORDS

The under noted record books at the site of work shall be maintained in addition to normal routine requirements by the Contractor.

- a. Work site order book.
- b. Instruction by Bank's officers.
- c. Test registers of other materials / fittings fixtures equipment as stipulated in the tender.
- d. Register of drawings and working details.
- e. Log book of defects.
- f. Hindrances register giving details of commencement and removal of each hindrance.
- g. Dismantled materials account register.
- h. Specifications C.P.W.D. & I.S.I. as applicable to the contract.
- i. Receipt and consumption register of Cement, steel and costly items
- j. Daily progress

These registers are to be got signed by the Site Engineer on daily basis.

50. SECURITY ARRANGEMENT

- i. Proper arrangements shall be made to keep all records under lock and key.
- ii. It shall be ensured that the Contractor provides watch and ward and security of materials.
- iii. Movement of material and stores, shall be through Bank gate pass only
- iv. When the work is completed and handed over to the Bank, the responsibility of proper security arrangement shall rest with the Bank.

51. LABOUR RECORD

The Contractor shall maintain relevant records and fulfil all conditions and requirements in accordance with following Act and Rules made there under.

- i. The payment of Wages Act. b) Employer's Liability Act.
- ii. Workmen's Compensation Act.
- iii. Contract Labour (Regulation & Abolition) Act, 1970 and Central Rules 1971.
- iv. Apprentices Act 1961.
- v. Minimum Wages Act 1948.

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- vi. Industrial Disputed Act. 1947.
- vii. Maternity Benefit Act 1961.
- viii. ESI Act.
- ix. Payment of Bonus Act.
- x. Payment of Gratuity Act.
- xi. Any other Act are enactment relating thereto and rules framed there under from time to time.

Bank shall not be responsible for any violation by the contractor on the above mentioned acts/ rules. Contractor will be wholly/ solely responsible for any claim in the above referred subjects.

52. HANDING OVER BUILDING / PROJECT WORK TO THE EMPLOYER

Handing and taking over report and inventories / statement (in quadruplicate) athanding over shall be prepared. The reports and inventories shall be signed by:

- i. The Contractor (only the relevant papers).
- ii. The Site Engineer, and
- iii. Competent Authority in the Bank.

The following inventories / statements shall be prepared:

- i. Inventory of allequipment's
- ii. Information folders & test reports for installations and as built drawings

The Engineer on behalf of the Employer associated with this operation, shall be apprised of the importance to carry out periodic inspections (at two months interval) for defects not rectified or fresh ones that crop up and issuing notice for their rectification to the concerned Contractors and the final inspection just before the expiry of the defects liability period.

53. DELINQUENCIES OF CONTRACTORS

Theundernoteddelinquencies/defaults/misconduct/misdemeanoursonthepartof bidder or enlisted contract will attract disciplinary action.

- i. Incorrectinformationaboutcredentials,abouthisperformance,equipment,resources, technical staff etc.
- ii. Non-submission of the fresh/ latest Income Tax Clearance certificate.
- iii. Irregular tendering practice.
- iv. Submission of tender containing for too many arithmetical errors and freak rates. Revoking a tender without any valid reasons.
- v. Tardiness in commencing work.
- vi. Poor organization at site & lack of his personal supervision.
- vii. Ignoring Employer's Notices for replacement / rectification of rejected materials, workmanship, etc.
- viii. Violating any of the important conditions of contract, i.e. site facilities, insurance, labour laws, ban on subletting etc.
- ix. Lackofpromptitudeandco-operationinmeasurementofworkandsettlementoffinal account.
- x. Non-submission of vouchers and proofs of purchase etc.
- xi. Tendency towards putting up - false and untenable claims.
- xii. Tendency towards suspension of work for frivolous reasons.
- xiii. Bad treatment of labour.
- xiv. Bad treatment of Sub-Contractors (piece workers) and un-business like dealing with suppliers of materials.
- xv. Lack of co-operation with nominated Contractors or Employer's Labour.
- xvi. Contractor becoming Bankrupt or insolvent.
- xvii. Contractor's conviction by a court of law.

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- xviii. Failure to satisfactorily rectify defects during Defects Liability period (DLP) and discovery of latent defects in Contractors work after the expiry of DLP of his contract.

54. DISCIPLINARY ACTION AGAINST (DELINQUENCIES OF) CONTRACTOR.

The award of the under noted disciplinary action shall be considered.

- i. Placing embargo on issue of tenders of temporary suspension from the Employer's approved list.
- ii. Permanent ban on issue of tenders & removal from the Employer's approved list.
- iii. Circulation of the Contractor name to other public Undertaking or Government Department for non-entertainment of this publication for contract work.

55. FORCE MAJEURE

Any failure or delay by Contractor or Employer in performance of its obligations, to the extent due to any failure or delay caused by fire, flood, earthquake or similar elements of nature, or acts of God, war, terrorism, riots, civil disorders, rebellions or revolutions, acts of governmental authorities or other events beyond the reasonable control of non-performing Party, is not a default or a ground for termination. The affected Party shall notify the other party within reasonable time period of the occurrence of a Force Majeure Event.

56. SAFETY CODES

56.1 SCAFFOLDING

- a. Suitable scaffolds shall be provided for workmen for all works that cannot safely be done from the ground, or from solid construction except in the case of short duration work which can be done "safely from ladders" when a ladder is used, it shall be of rigid construction made either of good quality wood or steel. The steps shall have a minimum width of 450 mm and a maximum rise of 300 mm. Suitable hand hold of good quality wood or steel shall be provided and the ladder shall be given an inclination not steeper than 1/4 to 1 (1/4 horizontal and 1 vertical).
- b. Scaffolding or staging more than 4M, above the ground floor, swung or suspended from an overhead support or erected with stationery support shall have a guard rail properly bolted, braced or otherwise secured, at least 1M, above the floor or platform of such scaffolding or staging and extending along the entire length of the outside and ends thereof with only such openings as may be necessary for the delivery of materials. Such scaffolding or staging shall be so fastened as to prevent it from swaying from the building or structure.
- c. Working platforms, gangways and stairway shall be so constructed that they do not sag unduly or unequally and if the height of the platform, gangway or stairway is more than 4m, above ground level or floor level, they shall be closely boarded and shall have adequate width and be suitably fenced as described in (ii) above.
- d. Every opening in the floor of a building or in a working platform shall be provided with suitable means to prevent the fall of persons or materials by providing suitable fencing or railing whose minimum height shall be 1M.
- e. Where ever there are open excavations in ground, they shall be fenced off by suitable railing and danger signals installed at night so as to prevent persons slipping into the excavations.

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- f. Safe means of access shall be provided to all working places. Every ladder shall be securely fixed. No portable single ladder shall be over 9M, in length while the width between side rails in rung ladder shall in no case, be less than 290 mm, for ladder up to and including 3M, in length for longer ladders this width shall be increased at least 20 mm for each additional meter of length.
 - g. A sketch of the ladders and scaffolds proposed to be used shall be prepared and approval of the Engineer obtained prior to construction.

56.2 OTHER SAFETY MEASURES

- a. All personnel of the Contractor working within the site shall be provided with Personal Protective equipments such as safety helm et, safety shoes, Safety Jacket, safety helmets etc. All welders shall wear welding goggles while doing welding work and all metal workers shall be provided with safety gloves. Persons employed on metal cutting and grinding shall wear safety glasses.
- b. Adequate precautions shall be taken to prevent danger from electrical equipment. No materials on any of the sites of work shall be so stacked or placed as to cause danger or inconvenience to any person or the public.

56.3 DEMOLITION/DISMANTLING

Before any demolition/dismantling work is commenced and also during the process of the work:

- i. No electric cable or apparatus which is liable to be a source of danger over a cable or apparatus used by the operator shall remain electrically charged.
- ii. All practical steps shall be taken to prevent danger to persons employed from the risk of fire or explosion or flooding. No floor, roof or other part of the building shall be so overloaded with debris or materials as to render it unsafe.

56.4 PERSONAL SAFETY EQUIPMENTS

All necessary personal safety equipment as considered adequate by the Engineer should be kept available for used of the person employed on the site and maintained in a condition suitable for immediate use, and the Contractor should take adequate steps to ensure proper use of equipment by those concerned.

- i. Those engaged in white washing and mixing or stacking or cement begs or any materials, which are injurious to the eyes, shall be provided with protective goggles.
- ii. Those engaged in welding works shall be provided with welder's protective eyesight lids.
- iii. Stonebreakers shall be provided with protective goggles and protective clothing and seated at sufficiently safe intervals.
- iv. The Contractor shall not employ men below the age of 18 years and women on the work of painting with products containing lead in any form. Wherever men above the age of 18 years are employed on the work of lead painting, the following precaution should be taken:
 - a) No paint containing lead or lead products shall be used except in the form of paste or ready- made paint.
 - b) Suitable face masks should be supplied for use by the workers when paint is applied in the form of spray or a surface having lead paint dry rubbed and scrapped.
 - c) Overalls shall be supplied by the Contractor to the workman and adequate facilities shall be provided, to enable the working painters during the execution of work.
- v. When the work is done near any public place where there is risk of drowning all necessary equipments should be provided and kept ready for use and all necessary steps taken for prompt rescue of any person in danger and adequate provision should be made for prompt first aid treatment of all injuries likely to be sustained during the course of the work.

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9. INSTRUCTIONS TO BIDDERS

1. BIDDING PROCESS (TWO STAGES)

For the purpose of the present job, a two-envelope bidding process will be followed. The response to the present tender will be submitted in two parts:

- Tender Cost Fee & EMD
- Technical Bid

The bidders will have to submit the technical bid in Bank's e-procurement system as well as in hard copy and commercial bids in only online form through Bank's e-procurement system.

1.1 TECHNICAL BID

TECHNICAL BID will also contain the Compliance statement as per the Terms & Conditions mentioned in the Tender Documents, and NOT contain any pricing or commercial information at all. Technical bid documents with any commercial information will be rejected.

In the first stage, only TECHNICAL BIDs will be opened and evaluated. Only those bidders confirming compliance to all the terms & conditions of Tender document shall be short-listed for commercial stage.

1.2 COMMERCIAL BID

In the second stage, the commercial bid of only those bidders, whose technical bids are short listed, will be opened. The commercial bid should be submitted online only.

2. SUBMISSION OF BIDS

Bidders are required to strictly submit their bids in electronic form using the e-procurement system at <https://etender.pnbnet.in> the Bank by using their digital certificates of class II and above (both encryption and signing). All the interested bidders should register themselves in the e procurement system <https://etender.pnbnet.in> for submitting the bids online, if they have not done earlier. The Tender document and further corrigendum, if any can also be downloaded from Bank's website www.pnbindia.in and <https://etender.pnbnet.in>. Bids received after closing of the bid in the e-procurement system are summarily rejected without any reason. The commercial bid should be submitted online only.

All the technical supporting documents should be submitted manually in a sealed envelope shall be super scribed as **"Interior Furnishing of Bank's Premises at United Tower for Casa Back Office at 11th Floor of United Tower, 11 Hemanta Basu Sarani, Kolkata-700001"** before the final date & time of bid submission at the following address.

Cost of Tender Document of ₹ 1000/- (including GST) along with EMD of ₹ 44,000/- shall be submitted in a sealed envelope shall be super scribed as **"Tender Cost Fee & EMD for Interior Furnishing of Bank's Premises at United Tower for Casa Back Office at 11th Floor of United Tower, 11 Hemanta Basu Sarani, Kolkata-700001"** before the final date & time of bid submission at the following address.

Dy. General Manager
ZAC Dept,
Kolkata Zonal Office, Punjab National Bank,
3rd floor, United Tower,
11 Hemanta Basu Sarani, Kolkata-700001

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At the time of physical submission of bid, bidder has to show acknowledgement e-mail received after completion of the bid submission in proof of having submitted the bid online.

3. CONTENT OF DOCUMENTS TO BE SUBMITTED

- i. Documents required in Technical Bid Envelope (Sealed Cover):
- ii. Acceptance of Compliance Statement
- iii. Duly signed Tender document and corrigendum, if any
- iv. Bid Earnest Money/Tender Document cost.
- v. Power of attorney / Board resolution in favour of authorized person signing the Bid documents, if applicable.

Note: a. All pages of the bid documents must be signed by authorized person.
b. All pages of the bid documents should be numbered in serial order i.e. 1, 2, 3...
c. Commercial bid to be submitted in e-procurement process only. No hardcopy of the same be enclosed with the supporting documents.

1. PRELIMINARY EXAMINATION

Bank will examine the bids to determine whether they are complete, whether any computational errors have been made, whether required information has been provided as underlined in the bid document, whether the documents have been properly signed, and whether bids are generally in order.

The bid determined as not in order as per the eligibility criteria will be rejected by the Bank. The decision of the Bank is final towards evaluation of the bid documents.

2. EVALUATION AND AWARD CRITERIA

After opening of the technical bids, all the documents and annexure (except commercial documents/offer) will be evaluated first by the Bank. First, received bids will be evaluated based on the eligibility criteria. Technical bids of only those bidders satisfying the eligibility criteria will be evaluated.

Only those bidders satisfying the technical requirements and accepting the terms and conditions of this document shall be short-listed for further steps.

Punjab National Bank will determine to their satisfaction whether the bidder selected as having submitted the best evaluated responsive bid is qualified to satisfactorily perform the contract. The decision of PNB will be final in this regard.

The award of contract will be based on evaluation of technical and commercial bids.

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10. COMPLIANCE STATEMENT

DECLARATION:

Please note that any deviations mentioned elsewhere in the bid will not be considered and evaluated by the Bank. Bank reserve the right to reject the bid, if bid not submitted in proper format as per Tender Document.

Compliance	Description	Compliance (Yes/No)
Terms and Conditions	We hereby undertake and agree to abide by all the terms and conditions including all annexure, corrigendum(s) etc. stipulated by the Bank in this Tender Document. (Any deviation may result in disqualification of bids).	

Signature:

Seal of company

11.SPECIAL CONDITIONS FOR CONTRACT

1. The bidder shall acquaint himself with the proposed site of work before quoting his rates. The contractor should note and bear in mind that the Bank shall bear no responsibility for the lack of acquaintance of site and other conditions or any information relating thereto or on their part.
2. If for any reasons, any part of the site is not available temporarily for some time for part of the work under the contract, the agreed construction schedule shall be suitably modified and contractor shall diligently divert his men and materials to utilize them appropriately, profitably and no claim of damages whatsoever shall be entertained on this account. However, the contractor shall be allowed extension of time for completing the work as deemed fit by the competent authority. The contractor shall also not be entitled to any compensation for any loss suffered by him and revision in the rates quoted by him.
 - a. On account of delay in commencing the work by the contractor.
 - b. On account of reduction in the scope of work.
 - c. On account of suspension of work or abandoned after award of work.
3. The contractor shall provide, at his own cost instruments for weighing and measuring purpose at the site of work as may be necessary for execution of the work.
4. The contractor shall construct a sample unit of different activities complete in all respect as per the directions of the Engineer-in-charge. This sample unit shall be got approved from the Engineer-in-charge before commencing the mass work.
5. The contractor shall take care of all safety precautions pertaining to construction of work, such as scaffolding, ladder, working platforms, gangways, electric arc/ gas welding, use of hoist and construction machinery.
6. On account of security consideration, some restrictions may be imposed by the security staff on the working and/ movement of men and materials etc. The contractor shall be bound to follow all such restrictions/ instructions and he shall organize his work accordingly. No claim on this account, whatsoever, shall be payable.
7. The contractor shall take all precautions to avoid accidents by exhibiting necessary caution boards day and night, speed limit boards, red flags, red lights and providing barriers. He shall be responsible for all damages and accidents caused to existing/ new work due to negligence on his part. No hindrance shall be caused to traffic during the execution of the work.
8. The contractor shall be responsible for the watch and ward of all materials brought by the contractor to site against pilferage and breakage during the period of installation and thereafter till the works are physically handed over to the Bank.
9. The contractor shall take all preventive measures against any such damage caused by rain, snowfall, floods or any other natural calamity, whatsoever during the execution of the work. The contractor shall be fully responsible for any damage to the owner's property and to the work for which the payment has been advanced to him under the contract.
10. The work will be carried out in the manner complying, in all respects, with the requirements of relevant bye-laws of the local body under the jurisdiction of which the work is to be executed or as directed by the Engineer-in-Charge and nothing extra shall be paid on this account.

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11. The contractor shall comply with proper and legal orders and directions of the local or public authority or municipality and abide by their rules and regulations and pay all fees and charges which may be liable.

12. The contractor shall give due notices to Municipal, local body, Police and/or other authorities that may be required under the law/rules under force in the area and obtain all requisite licenses for temporary obstructions / enclosures and pay all charges which may be leviable on account of his execution of work under the agreement. Nothing extra shall be payable on this account.

13. All materials to be incorporated in the work shall be arranged by the contractor and shall be in accordance with the specifications laid down.

14. The bidder shall use materials bearing ISI Certification Mark unless otherwise specified or allowed in writing by the Engineer-in-Charge. Any material banned by the Bank shall not be used in the work.

15. The contractor shall submit to the Engineer-in-charge samples of all materials for approval. Such samples of materials which affect aesthetics of the work shall also be got approved from the Engineer-in-charge of the project before procuring bulk supplies. These approved samples shall be preserved and retained in the custody of the Engineer-in-charge as standards of materials till the completion of the work. The cost of such samples shall be borne by the Contractor and nothing shall be payable on this account over the Agreement rates.

16. The contractor shall be required to get all the necessary mandatory and other tests as per the specifications/ IS codes, carried out on materials/ work from an approved laboratory as per the direction of the Engineer-in-charge. The testing charges and conveyance from the site shall be borne by the contractor.

17. In case any material / work is found sub-standard the same shall be rejected by the Engineer-in-charge and the same shall be removed from the site of work within 48 hours, failing which the same shall be got removed by the Engineer-in charge at the risk and cost of the contractor without giving any further notice and time. In order to ensure quality of work during its execution, the Engineer-in-charge may require samples for mandatory or routine testing of materials. All costs of these samples, their packaging, conveyance from the site to the testing laboratory and return, shall be borne by the contractor.

18. Even ISI marked materials May be subjected to quality test at the discretion of the Engineer in-charge. Whenever ISI marked materials are brought to the site of work the contractor shall, if required by the Engineer-in-charge, furnish manufacturer's test certificate or test certificate from approved testing laboratory to establish that the materials procured by the contractor, satisfy the provisions of relevant ISI codes. The testing charges shall be borne by the contractor.

19. The contractor shall procure 43 grade (conforming to IS: 8112) ordinary Portland cement.

20. The contractor shall supply free of charge the material required for testing. The cost of tests shall be borne by the contractor.

21. The work shall be executed and measured in metric system. The metric dimensions given in the schedule of quantities and drawing etc. shall be followed. (The dimension in FPS units wherever indicated are for guidance only) The figures in the drawings shall be followed.

22. The contractor shall be responsible for completing the work and for satisfying all terms and conditions of the Contract without any extra payment over his quoted rates unless otherwise specified. The contractor shall quote his rate for various items of work accordingly and no claim

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whatsoever shall be entertained for any incidental or extra work involved in the execution of the work as per nomenclature of the item and the specifications indicated in the tender documents.

23. Subject to the nomenclature of the item as per schedule of quantities, the specification indicated in the tender documents, the rates quoted shall include cost of all materials including royalty and taxes if any, labour, sundry inputs, execution of work at all heights, levels, pattern and design for all leads, lifts and depths including overhead charges and contractor's profit. Nothing extra shall be paid on this account.

24. The rate shall be inclusive of making design, pattern and execution of work as per Architectural drawings, at all levels and heights.

25. Other agencies doing works related with this project will also simultaneously execute the works and the contractor shall afford necessary co-ordination for un-hindered completion of these sub-works.

26. The contractor shall give a satisfactory performance test of installations individually and as a whole to ensure their proper functioning before the work is finally declared and completed and accepted.

27. The contractor shall continue to maintain watch and ward to safeguard the Owner's property in his possession until the same is formally handed over as per directions of the Engineer-in-charge. Nothing extra over agreement rates shall be paid on this account.

28. All tools, plants and measuring or weighing equipment shall be arranged by the contractor himself and nothing extra shall be paid to the contractor on this account.

29. The quantities of various items incorporated in the tender are approximate. However, the payments shall be made to the contractors on the basis of actual measurements taken at site.

30. The contractor shall protect the adjoining buildings or works and the work under execution from fire and shall make adequate arrangements for fire protection and fire fighting and if any property is damaged, by fire due to the negligence of the contractor, the same shall be made good by the contractor at his own cost, to the entire satisfaction of Engineer-in charge.

31. The contractor shall provide adequate lighting arrangements as approved by the Engineer in-charge for carrying out the work during night time, if so required and also provide all other facilities for the labour employed to carry out the work as per direction of Engineer in-Charge.

32. In order to achieve the targeted date of completion the contractor May have to work in multiple shifts, round the clock including public and gazetted holidays and nothing extra shall be paid on this account.

33. All materials, articles and workmanship shall be of respective best quality and kind for the class described in the schedule of quantities and specifications. All materials, so used in different items of work shall be subject to the approval of the Engineer-in-charge.

34. The contractor shall be responsible for all statutory provisions and deductions towards ESI, EPF or any other, as the case may be or any other levies and taxes shall be borne by the contractors. The TDS, Contract Tax or any other statutory levies/taxes incorporated from time to time shall be deducted progressively from the running account bills, as applicable at the time of payment. No claim in this regard shall be entertained.

35. The contractor is supposed to abide the minimum wages act, and shall produce all records to the Engineer-in-charge or any other statutory authority as and when called for. The Engineer- in-charge does not hold any responsibility on account of any lapses in this regard.

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36. No extension of time shall be granted to the contractor on account of rains or inclement weather conditions except force majeure.

37. For any clarification/ doubt, the Bank may organize regular meetings with Contractor. The contractor shall attend such meetings invariably as and when required.

38. In respect of the work of other agencies, where the commencement or progress of such work of any other agency is dependent upon the completion of particular portions of the contractor's work or generally upon the contractor maintaining progress in accordance with the approved coordinated construction programme, it shall be the responsibility of the Contractor to complete such portions and maintain such progress.

39. The contractor shall have to do all drilling of holes and cutting of walls, chases or other elements of the building for the complete and proper installation of the pipe lines/ ducts and other equipments by using electrically operated tools such as drills/ chases cutting machine etc. Manual drilling or chiselling or cutting shall be permitted on special request only.

40. No chiselling or cutting or drilling of RCC columns, beams, girders and other principal structural members shall be done unless prior permission has been granted by the Engineer-in-charge in writing.

41. All chases and openings made by the contractor for his pipe lines shall be filled/ covered over with cement plaster in reasonable manner. Before rough plastering on the pipe surfaces the concealed pipes shall be secured to the wall by using proper supports/ clamps.

43. After completion of work and before issuance of certificate of virtual completion the contractor shall submit eight (4) sets to the Engineer-in-charge, layout drawing drawn at appropriate scale/As Built Drawings and with 2 copies on CD the complete Plumbing/Sanitary & Electrical system 'as installed',

44. The contractor may be provided adequate storage/ office space for his use. The space has to be maintained/ constructed by the contractor as per his usage requirements.

45. All spaces allotted to the contractor as described above shall be vacated and all structures removed from site at any time as and when required and directed by the Engineer-in charge, unconditionally and without any reservation. The Engineer-in-charge will not be obliged to give any reason for such removal. Upon receiving instructions to vacate the space, the contractor shall immediately remove all his structures, materials, etc. from the sources and clear and clean-up the site to the satisfaction of the Engineer-in-charge.

46. It shall be the responsibility of the Contractor to safeguard the site and ensure that no illegal encroachments are made by outside elements within the area allotted to the contractor. Upon completion of the work or earlier as required by Engineer-in-Charge, the contractor shall vacate the land totally without any reservation.

47. The security of workmen, materials, equipment stores etc. within the area allotted to the contractor shall be the responsibility of the contractor.

48. The site of work shall have required equipments for various tests at site by the contractor at his own cost and nothing extra shall be payable on this account.

49. The contractor shall arrange following minimum plant and equipments at site for the execution of work. These may have to be increased depending on the requirement site.

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50. The quantities indicated are for guidance only however it May vary to any extent and the contractor should not have any financial or other implications for such variations. The owner reserves to reduce the scope of work of any item if the contractor fails to deliver the works in time and the contractor shall not ask for any financial consideration for such deletion of scope of the work.

51. Any extra item shall be worked out as actual cost of the materials and actual cost of the labour plus 15% as overhead and profit. The decision of bank will be conclusive and final binding on the contractor.

52. The contractor shall take photographs of site prior to commencement of work, during construction and after completion of work as suggested and shall submit the photographs in soft and hard copies to Bank for which no extra payment will be made.

53. If required and directed by Engineer-In-Charge, contractor shall arrange visits of his personnel comprising of Engineer-In-Charges to various places/ plants in or out side Kolkata to check and verify the quality of material at manufacturer's places. No extra cost shall be given for this to contractor.

54. Layout of works shall be got checked by Site Engineer and only then further work shall be taken by after approval.

55. All electrical works shall be got carried out through licensed Electrical Contractor having experience of similar work. Successful bidder to submit the details of licensed Electrical Contractor before start of Internal Electrification Work. The work shall be executed as per specifications and strictly in keeping with relevant IS code and rules and regulations of authorities.

56. The work should be carried out as per latest CPWD/PWD specification and as per the standard engineering practice. All measurements shall be made as per CPWD/PWD norms.

57. Site should be cleaned every day and all the unusable material/malba shall be removed from the site and unusable materials shall be stacked properly so that there is no hindrance for staff and public failing which bank will remove the same at their level and suitable amount shall be recovered from the contractor's bill.

58. The contractor shall be required to maintain the coordination with the Building Maintenance Contractor, if required.

59. No old / dismantled material shall be used by the contractor in the work under any circumstances. Unless otherwise specified or under instruction of the bank.

60. The bidder to visit the site and examine the rebate items and site condition before quoting the rates.

61. Dismantling & taking away includes the disposal of unserviceable material / malba to Approve municipal yard.

62. The Rebate/Buyback items will be the property of the contractor. Rates of rebate/buyback item shall be considered as negative while calculating the value of tender.

63. The Contractor shall comply with the provisions of Contract, Labour (Regulation & Abolition) Act, 1970, Minimum Wages Act and all other Labour Laws and other Statutory Regulations (both Central and State) that may be enforced from time to time by the appropriate authorities. Bank shall not be held responsible for any penalty on failure of the any Labour Regulations. Bank shall have the power to inspect the Wage Register and for

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physical verification of salary paid to the staff with reference to any records of the Contractor and to insist the Contractor to comply with Laws.

64. Contractor should obtain necessary permission that may be required for the purpose of this Contract from such authorities as may be prescribed by Law from time to time.

65. Contractor or his authorized representative should visit the site frequently as required by the Bank and meet Bank's Engineer with prior appointment for any clarifications and to receive instructions, take measurements, etc. at the site.

66. The Contractor should arrange to issue photo identity card to his workers.

67. Any act of indiscipline / misconduct / theft / pilferage on the part of any employee engaged by the Contractor resulting in any loss to Bank in kind or cash will be viewed seriously and Bank will have the right to claim damages or levy fine and / or terminate the Contract forthwith, if necessary.

68. In case of any default or failure on Contractor's part to comply with all / any one of the Terms/ Conditions, Bank reserves to itself the right to take necessary steps to remedy the situation including, inter-alia, the deduction of appropriate amount(s) from dues otherwise payable to Contractor and / or by taking recourse to appropriate recovery proceedings.

69. Keeping the area clean and removal of debris: Contractor shall arrange to dispose off debris, any other waste product created while carrying out the work, outside Bank's premises. The Contractor shall take due care while disposing of such waste materials and ensure that any rules / regulations laid down by Municipal Corporation or any other statutory body are not violated. The Contractor shall be responsible and answerable to any complaint arising out of improper disposal of waste material. Quoted rates shall involve the cost of same and no extra payment shall be made towards this account.

70. It is mandatory to provide purchase voucher of the material where basic rates are given in BOQ. However, Bank may instruct the contractor to submit purchase voucher/test certificate of any material. Basic rate wherever mentioned is material landing rate at site (after factoring the discount applicable as per market).

71. The specifications for the entire work shall be in accordance with latest CPWD/PWD specifications and latest IS codes. Whenever these codes are silent, the same shall be governed by sound engineering practice and the decision of the Bank in matter of interpretation shall be final and binding on the contractor.

72. Electricity & Water will be provided by Bank at one point. Further necessary arrangement/extension, if required, shall be done by the contractor at his own cost with the approval of Bank.

73. The Electrical work shall be executed as per general specifications for electrical works Part-I Internal 2013 and latest amendments. For Electrical work agency deployed must have valid electrical contractors license.

75. Structural distress, if any, noticed during execution of work shall be communicated to bank immediately.

76. Contractor not to increase the dead load on the building without approval from the bank.

77. Drawings attached in tender are tentative. Contractor to submit shop drawings as per site condition and take Banks approval before start of work.

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78. Contractor to get the approval from Bank before applications of chemicals for water proofing and Anti-termite treatment. Contractor to give 10 (ten) year guarantee as per Performa attached Appendix for Waterproofing treatment. 10% of amount of waterproofing and **anti-termite treatment work to be kept by the Bank for 10 years**(10years to be calculated from date of virtual completion of work).

79. Contractor to take all precautions to avoid dust ,noise and water pollution during construction. All arrangements to avoid such pollution shall be arranged by Contractor in this regard. No extra payment shall be given for this arrangement.

80. Contractor shall dispose-off all the dismantled material as directed by engineer in-charge (Table, chairs, false ceiling, paneling, electrical items etc) from site to approved municipal yard (No Extra payment shall be made in this regard).

81. All water proofing work is to be carried out after prior approval of the Bank.

82. All material to be used in the work should be delivered at site properly sealed and proper channel.

83. Contractor shall associate a waterproofing agency having suitable experience in the field and same shall be got approved from the Bank prior to taking up the work within 3 days time with credentials of the agency.

NOTE

THIS WORK INVOLVES REGULAR SHIFTING OF STAFF WITHIN THE OFFICE AND HENCE THE QUOTE SHOULD TAKE INTO CONSIDERATION THE FACT THAT THIS IS A RUNNING OFFICE AND WORK SHOULD BE DONE WITH MINIMUM DISTURBANCE. PROPER PLANNING IS REQUIRED TO PLAN THE EXECUTION TO AVOID DELAY IN COMPLETION AND NO ADDITIONAL COST TO BE CLAIMED IN THIS REGARD.

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12. MAKE OF MATERIAL

Table no I: Civil and furnishing works

Description of material	Make of material
Plywood	Century / Green / Globe / Archid / sylvan or equivalent (6mm, 9mm, 12mm, 19mm).
Laminates	Century / Formica / Decolam / Greenlam/Merino or equivalent. (1.0 / mm thick)
Block board	Century / Green / Globe / Archid / sylvan or equivalent or equivalent.
Soft Board	Jolly board, Western India plywood or equivalent.
Gyp. board	India gypsum or equivalent.
Metal dropping ceiling	Tridon, Conwed, Comceil or equivalent.
Vertical blinds	Vista, Universal or equivalent.
Insulation	Soundtex or equivalent.
Screws	GKW / Mettle fold or equivalent
Brass hinges	Reliance / Punit heavy duty or equivalent.
Hardware	Shalimar, Everite / Reliance or equivalent (brass powder coated)
Drawer shutter lock	Vijayan / Godrej (3 set of keys) or equivalent.
Ball catch	Magnetic (M-2) / Brass or equivalent.
Door lock / handles	4-C ACME, Golden, Godrej, Ultra or equivalent.
Veneer	Anchor / Kitply / URO / Durian / Century or equivalent.
Adhesives	Fevicol (SH), Mowicoll, Mahacol, Araldite or equivalent.
Wood preservatives	Woodguard, PCI or equivalent.
Door closure	Yale / Efficient gazets, Everite Hyper or equivalent.
Glass	Modi / Triveni / Hindustan Palington or equivalent.
Glass tinted	Same as above.
Melamine Polish	Asian paint, MRF or equivalent
	French / Zinc oxide or equivalent
Paint	ICI, Burger, Nerolac, Asian.
AC grill	Air products, Omicron, Patrawala
Vitrified tiles	Marbonite of HR Jhonson, Navin
Ceramic tiles	Jhonson&Jhonson, Kajaria, Nitco
Alu. Door & window sections	Ajit India / Jindal / Indal or equivalent of 25 microns.
Floor springs	Godrej/Everite / Hemco or equivalent
Wood preservative	Asian paint / British paint or equivalent
Cement	L&T / Narmada / ACC / Ambuja / Birla or equivalent of 43 / 53 grade as required.
White cement	Birla cement, JK cement or equivalent.
Sun control film	Garware or equivalent

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Stainless steel sink	Nirali / Diamond or equivalent.
Carpet	Hitkari / Modi / Trans Asia or equivalent.
Rubber foam	Modi rubber foam or equivalent
Polyurethan foam	'U' foam or equivalent
WC seat cover	Commandrer / Patel / Supreme or equivalent.
Toilet paper holder	Parryware / Hindustan / Nycer or equivalent.

The choice of the final makes shall be made by the Bank

All materials shall confirm to IS / BIS respective numbers.

- Commercial ply shall conform to IS 303.
- Marine ply shall confirm to IS 710.

NOTE:-

1. In case of unavailability of any material of specific make an equivalent make can be used only after a written approval of the EIC. The preference of make/brand of the material listed above will be decided by the Engineer in charge (EIC). The make/brand of any item will be as mentioned in the drawings issued by the EIC.

2. The contractor shall provide samples of all materials mentioned in the list of makes as required by the Architect. A written approval of these samples shall be sought prior to commencement of any work. EIC reserve the right to enquire the genuineness of any material used at site directly from the manufacturer/dealer.

Price Bid for E-Tender No. 01, Interior Furnishing of Bank's Premises at United Tower for CASA Back Office at 11th Floor of United Tower, 11 Hemanta Basu Sarani, Kolkata-700001

SL No:	PARTICULARS	UNIT	Total QTY	RATE	Amount
1	PARTITION				
	Providing and fixing partition in position as per design with 2" x 2" Aluminium/Maranti section finished frame work @ 2'0" c/c both ways screwed to the floor and ceiling with M.S. Cleats and to be treated with anti termite oil .The measurement will be taken upto the false ceiling visible height in case of full height partition.The frame work will be cladded with 12mm thk bwr. ply both sides and to be finished with approved 1 mm laminate(color with vertical grain) as per design with adhesive. 3" high laminated skirting to be fixed bottom side of the partition. Extra frame work to be fixed for fixing glass. In the glazed partition 10mm thk. Etched glass with sand blusting/granular blasting to be provided duly fixed with . wooden lipping 37mm x 19 mm all complete duly polished. The work to be completed as per design approval of the archiect.				
a	FULL HEIGHT BLOCKED PARTITION	Sft	660		
b	Low Ht Glass partition/devidor all necessary hardware fitting complete upto 4'1'-6" ht & finished with 12mm thick frosted glass.	Sft	576		
c	Low ht semi glazed partition up to 4 ft height.	Sft	230		
d	Low ht solide partition up to 4 ft height.	Sft	2376		
2	Providing and fixing tables made out of 19mm thk bwr grade board of approved make cladded with 1.0 mm laminate as per design in all visible areas. All the exposed edges to be covered with wooden lippings and mouldings duly malamine polish. The drawers to be made out of 19mm thk bwr. board duly laminated in the front of every workstation ,sides to be made out of 19mm bwr. ply and bottom to be made out of 12mm bwr. ply and it should play in drawer sliding channels. The inside of the drawer and the table to be duly paint . A legrest to be provided duly paint made out of 3"x2" thk wooden section. A shutter to be made by 19mm bwr. board cladded with1.0 mm laminate .The necessary locks handles to be provided in each drawers and shutters. 3" x 1/2" wooden skirting to be provided in all visible areas duly polished. On top of the CM./SM. table 8mm thk glass to be placed duly edge polished. The table should have key board tray and tea tray duly finished with 1.0 mm laminate. The necessary wire managers to be provided on the tables and provision for lights to be kept if required in the front of the table.CPU trolly to be provided every where with a provision of castors to be provided .19mm bwr. board & 12mm ply panel fix front side as per design including the raised level & perforations. each running table have 12mm frosted glass divider panel over wooden panel fix with SS Stud/brackets as necessary . All the exposed wooden areas to be duly malamine polished The work to be completed as per design and approval of the Architect.				
i	CM./SM. TABLE(5'x2'-6") .	NOS	5		
ii	Manager/Officer TABLE(4'x2'-6") .	NOS	68		
iii	STAFF/Clark/ TABLE/XEROX/PRINTER(3'-6"x2'-6") .	NOS	120		
3	Side and Back Unit				

To be quoted online only

SL No:	PARTICULARS	UNIT	Total QTY	RATE	Amount
	Providing and fixing Side Unit/ Back unit made out of 19mm bwr. board finished with 1.0mm laminate in all exposed areas with . The drawers to be made out of 19mm bwr. board in the front cladded with 1.0mm laminate. sides to be made out of 19mm bwr.ply and bottom made out of 12mm bwr ply duly painted in matching tone and it should play on drawer sliding channels . The shutters to be made out of 19mm bwr. board and should play on drawer sliding castors on powder coated channels. The necessary locks , handles, etc to be provided . 3" x1/2 wooden skirting to be provided duly polished as per matching tone all along the visible areas . Inside of the unit to be enamel painted in matching tone . All the exposed edges of the boards/plywoods to be covered with woden lippings/mouldings duly polished all complete.The work to be completed as per approval and specificaion of the Architect.				
i	Low ht storage /cabinete(1'-4" depth)	SFT	370		
4	DOORS				
	Providing and fixing solid core 32 mm solid core flush door finished with lippings in all side with necessary door hinges , cylindrical locks(golden, Godrej) , door clouser, door stoppers, etc with a frame work of T.W./Beech wood size 75mm x 62.5mm with necessary hold fast fixed to the wall/partition.				
	1 mm laminate to be fixed on both sides duly finished,edges to be finished with wooden lippings.A wooden moulding size 1.5"x2/8" to be provided all along the periferi of the frame work in the both sides . All the wooden area to be duly polished as per specification of the Architect. In case of Partly glazed door 8 mm thk etched or plain glass with granular blasting/sand blasting as per design of the Architect to be fixed with necessary mouldings.				
a	blocked door				
	7'-0"x 3'-0" (Store room)	Nos.	2		
5	PAINTING				
a	Providing and applying Acrylic emulsion paints after removing the damaged plaster , replastering with 12mm thk cement mortar finished with P.O.P to make the necessary smoothnes , repairing all damages . Then two coats of Primer of approved make to be applied finished with two or more coats of acrylic emulsion paints .The work to be completed as per approval and satisfaction of the Architect.	SFT	1500		
6	VERTICAL BLINDS				
	Providing and fixing vertical blinds of 100mm thk of vista Lavour of approved shade and pattern. The rate shall include necessary scoch gurd treatment on both sides. The overlapping should be uniform and adequate.Necessary oparative arrangements,frames to be provided. The work to be completed as per specification and approval of the architect.	SFT	2142		

To be quoted online only

	PARTICULARS	UNIT	Total QTY	RATE	Amount
SL No:					
7	Dismantling and Shifting/Removing all furnitures, fixtures ,frfc counter ,partition,desks, glass partitions, debris, wastage items etc from existing site as per Bank's Direction complying KMC Norms.(for contractors please visit the site before quote)Labour for taking out door and window frame including shutter for repair or replacement of different parts of the frame & refixing the same including mending good all damages complete. (the rate should be including lifting,scaffolding or etc all charges complete)	Job	1	To be quoted online only	
8	Repairing of existing grid ceiling with False ceiling Grid using hot dipped Galvanised steel sections, exposed surface chemically cleaned capping pre-finished in baked polyster paint(AS PER EXISTING MATCHING). Main tee of size 3000 x 32 x 24 mm at every 1200mm c/c maximum, 1200mm cross Tee of size 1200 x 27 x 24mm at every 600mm intervals and 600 mm cross Tee of size 600 x 25 x 24mm at every 1200mm max and 3000 x 19 x 19mm wall angle all around the wall to form grid size of 600mm x 600mm . The Main grid to be suspended to the MS frame with 2mm pre-straightened GI wire and GI adjustable clamp and Laying of fibre wool board having Fire rating of 60 min. as per BS 476/23 of 1987 , Noise reduction co-eff. (NRC) of 0.50, Light reflectance of 83%, Sound atteneuation of 32db, thermal conductivity of k=0.052 W/m, wt of 4kgs/mts and humidity resistance of RH-95 , with paint finish of 600x600mm x 12mm thick over the Grid. All as per the design and instructions Architects.	SFT	100		
9	Buy Back Value of Existing Furniture & Fixtures(CONTRACTOR SHOULD VISIT THE SITE BEFORE QUOTATION)	LS	1		
		TOTAL			
	GST shall be paid extra				
PLS FOLLOW THE SPECIFICATIONS OF ALL ITEMS, MINIMUM WORKING SPACE ETC STRICTLY AS PER PNB GUIDELINE					