



TENDER DOCUMENT
FOR
INTERIOR FURNISHING WORKS
(excluding ELECTRICAL & DATA CABELING WORK)
IN
BANK OF INDIA BRNACH AT
CHAUDHRIWAS, DISTT. HISSAR (HARYANA)

BANK OF INDIA,
ZONAL OFFICE, STAR HOUSE,
S.C.O. NO. 76-82,
SECTOR 31-A, CHANDIGARH - 160030

PART A: TECHNICAL BID

ARCHITECTS :

AJAY AGGARWAL & ASSOCIATES
ARCHITECTS , ENGINEERS & INTERIOR DESIGNERS
Email id : ajayaggarwal34@gmail.com

1335, SECTOR- 34 C,
CHANDIGARH - 160022.
MOBILE : 0-9855405393

LAST DATE OF SUBMISSION : 10.01.2014 (upto 2.00 PM)

Please note that Special Conditions of contract & specifications are not enclosed with this Part A however they are integral part of the tender and are strictly applicable for all bidders. It will be issued on written request from the bidders to the following address:

Chief Manager (Corporate Services Deptt.),
Bank of India, S.C.O. 76-82, 2nd Floor,
Zonal Office, Sector 31-A, Chandigarh – 160030



DETAILS OF TENDER

**TENDER FOR FURNISHING WORK OF BANK OF INDIA BRANCH AT
CHAUDHRIWAS, DISTT. HISSAR, (HARYANA)**

- | | | | |
|-----|---|---|---|
| 1. | Details of work to be done | : | Furnishing & Allied works for the furnishing of Bank of India Branch at <u>CHAUDHRIWAS, Distt. HISSAR, (HARYANA)</u> |
| 2. | Form of Contract | : | Item wise rate |
| 3. | Earnest Money | : | Rs.9,000/- (Nine thousands only) in form of Demand draft/ Bank Cheque from firm account with declaration that sufficient balance is available in that account and any default in this payment will liberty to Bank to take any action at their end) in favour of Bank of India payable at Chandigarh. |
| 4. | Initial Security Deposit | : | 2% of Tendered value (including EMD) – To be submitted by the successful bidder only after opening of tender |
| 5. | Period of contract / time of Completion | : | 45 days |
| 6. | Last Date & time for receiving of sealed tender. | : | 10.01.2014 at 2:00 p.m. |
| 7. | Liquidated damages for non-completion of work in time | : | 1.0% of the contract value per week subject to a max of 10% of the contract value. |
| 8. | Defect Liability Period | : | 6 months (Six months) from the date of virtual completion as certified by Architect / employer. |
| 9. | Retention amount for 12 months | : | 5 % of the total bill. |
| 10. | Period of submitting of Final bill. | : | 15 days form the date of completion. |
| 11. | Mobilization Advance / Secured Advance | : | No. Mobilization Advance / secured Advance will be given to the Contractor. |
| 12. | Place and date of opening of tender | : | 10.01.2014 at 2.30 p.m. in the Office of the ZM, Bank of India, 2 nd Floor, S.C.O. 76-82, Star House , Zonal Office, Sector 31-A, Chandigarh. |

(Tenders to be submitted by Empanelled Category Contractors of Bank of India in Chandigarh Zone only)



**TENDER FOR THE FURNISHING OF BANK OF INDIA BRANCH AT CHAUDHRIWAS,
Distt. HISSAR, (HARYANA)**

GENERAL CONDITIONS

1. The Contractor shall sign each page of this tender.
2. Payment to the Contractor Agency shall be made as per actual work done at site.
3. Quantity of work may increase or decrease at site as per requirement, which shall not affect the rates quoted by the contractor.
4. Furnishing works including electrical works etc. shall be done to the complete satisfaction of Bank and Architect-in-charge.
5. All teak / Cedar wood / rubber wood to be used should be knotless which is to be polished with all background surface preparation coarses maintaining the visibility of wood grains.
6. The rates to be quoted shall include the cost of material, labour charges, carriage, sales tax, or any / all other taxes any required hardware etc.
7. The contractor agency shall keep particular vigil on his workers / carpenters / painters etc. to maintain very good workmanship of all items, failing which no payment shall be made and no claim of material / labour used shall be made to him in any case, and the same work shall be executed by him again without charging any extra cost.
8. All rates shall be quoted in words & figures & any cutting over writing shall be signed.
9. All items to be executed as per drawings, if any change is required, the same shall be brought to the notice of Architect-in-Charge.
10. Any tender / quotation containing clerical or arithmetical mistakes shall be rejected.
11. Any addition, alteration or correction shall be signed and stamped properly.
12. Contractor agencies are advised (before quoting the rates) to inspect the site of the work. He must go through all drawings and specifications and documents.
13. The Bank reserves the right to accept / reject any tender / quotation without assigning any reason.
14. The Contractor agency should have already executed works of furnishing interiors & exterior, civil works of very good workmanship.
15. Quality of material and workmanship rejected by the Architect / Concerned Authorities shall be removed immediately by the contractor and rectified / replaced.
16. No advance payment shall be made to the Contractor on supply of any material supplied at site for execution. Payment shall only be made on execution of any concerned / particular item.
17. The rates shall include the cost of coat of anti termite treatment on all wooden frame work and all commercial ply / board used for partitions and paneling, furniture etc. The contractor/s shall have to dismantle & dispose the existing counters, tables & partitions within the quoted cost of the total furnishing works.
18. Rates for partitions, paneling, wall cladding and false ceiling shall include cutting and making good of necessary cut-outs/chiseling to be made for electrical conduits, switch boards etc.

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Signature & Seal of Contractor



19. Bank shall not be responsible for any loss or damage to the contractor/labour due to any natural calamity during the course of construction. Contractor is liable to make good all the damages if any, till the work is completed and handed over to the Bank authorities.
20. Any payment to the contractor on account of execution of work, whether it is running payment or final, shall be verified by the Architect-in-Charge.
21. Unless, otherwise mentioned all materials to be used shall be I.S.I. marked. Failure to do so, the work may be rejected and in that case contractor shall have to remove the defective materials and replace / re-do the work for which no claim shall be entertained.
22. The total work shall be supervised by the Architect-in-Charge and he/she shall be kept fully informed by the contractor regarding the progress of work.
23. Bank may award the work in part or whole to a single party or any other party.
24. It may please be noted that the Bank is not bound to allot the work to the lowest party. And as such, the allotment of work shall be based on workability of rates quoted by the contractor on account of quality work.
25. The bank reserves the right to reject any or all the tenders without assigning any reason whatsoever.
26. The earnest money deposited shall not carry any interest and will be refunded to the unsuccessful tenderers.
27. Earnest money paid by the contractor shall be forfeited by the Bank if contractor fails to undertake the job if he is communicated about acceptance his rates/tender.
28. The contractor shall take all the necessary precautions while working and to safe guard adjacent property, Bank's property, Bank's Employees, and traffic persons.
29. All the rates quoted are inclusive of removal of existing counters, partitions, wiring, rubbish/ debris collected during the progress of work, rejected materials etc.
30. The contractor shall not directly or indirectly sublet the work to other party without written permission of the Bank.
31. The quantities mentioned in schedule are provisional and likely to increase/decrease to any extent or may be omitted thus altering the aggregate value of the contract. No claim for loss of profit / business shall be entertained on this account.
32. The Bank reserves the right to distribute the work for which quotations have been called, among more than one parties, if found necessary. No claim in this respect shall be considered and the contractor agrees to cooperate with other agencies appointed by the Bank.
33. All the workers of the contractor must be properly covered by an insurance policy under "Workman's Compensation act" and "Fatal Accidents Act". The contractor at his own expenses arrange to effect and maintain until the virtual completion of the contract, insurance policy in the joint name of Bank and the contractor against this risk to be retained by the Bank until the virtual completion of the work, and indemnify the Bank from all the liabilities arising out of such events. In case of delay, contractor shall arrange to extend insurance policy till work is completed.
34. All the work should be completed within the specified period in the tender. If the work is delayed due to the reasons beyond the control of the contractor, he should keep intimating the Bank explaining, therein the reasons for such delays, immediately and if in the opinion Bank's authorities the delay is justified, the contractor shall be granted extension in time limit.
35. The contractor shall furnish well in time before work commence at his own cost, colour samples, samples of materials or workmanship that may be called by Bank's Architect / Engineer for approval. Rates quoted shall cover for such preliminary work.

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36. All the glass panes, door handles/ hinges, electric fittings, fans, furniture, records, floors etc. are to be thoroughly cleaned after the work is completed.
37. The rates quoted by the contractor shall be firm throughout the duration of contract (including extension of time if any granted) and will not be subject to any fluctuation due to variation in cost of material and labour.
38. Conditional tenders are liable to be rejected.
39. The successful tenderer is bound to carry out any item of work necessary for the completion of the job even those such items are not included in schedule of quantities.
40. If in any case of work required to be abandoned, the contractor shall not be entitled for any claims and he will be paid as per the actual work done till that period, if deemed fit.
41. Decision of the Bank shall be final and binding on any matter connected with the work. The matter of any dispute shall be decided after mutual discussions based on the terms and conditions of this contract. However, if the matter can not be resolved then the same shall be referred to the respected qualified person in agreed to both the parties and his opinion shall be binding on both the parties. However, this is precourse to any legal action in this regard.
42. If at any stage during the progress of work, it is observed that the contractor is not progressing the work with due diligence, care of lagging much behind the schedule or fails to gear up the work despite instructions from Bank's Architect, the Employer (Bank) reserves the right to terminate the contract with 7 days notice. In such case the contractor shall be liable to pay the Employer any extra cost involved for the completion of the said work and will not obstruct any way in completing the work through other agency. After completion of entire work the contractor shall be paid for the actual work executed by him at the quoted rates after deducting any claims, damages. In case of such termination the security deposit held by the Bank will be forfeited.
43. Contractor shall follow all rules / regulations in force and should possess the license for employing labour and also follow all safety measures, labour bye laws and shall be responsible for any lapse.
44. At any stage i.e. during the execution of work, any kind of change reqd. whether it is in design or specification, the same has to be in-corporated by the contractor.
45. Tender filled/rates quoted in any other language than English will be out rightly rejected and there will be no consideration for contractor in the matter.
46. The tender without appropriate documents being part of tender documents/ documents required as above i.e. EMD/ Technical Bids etc. will be rejected and there will be no consideration for contractor in the matter.
47. Bank may cancel all/particular tender on its discretion without assigning any reason. Bank discretion will be final in all the matters and there will be no consideration for contractor in the matter.

CONTRACTOR

ARCHITECT

BANK OF INDIA

(Tenders to be submitted by Empanelled Category Contractors of Bank of India in Chandigarh Zone only)

Signature & Seal of Contractor



AGREEMENT

This agreement made at _____ day of _____, between the Bank of India Chandigarh, having its registered office at SCO 76-82, Sector 17, Chandigarh (herein after called the Employer which expression shall include their heirs, executors, administrators and assignees) of the one part and M/S _____ (herein after called the 'Contractor') of the other part. Whereas the employer is desirous that work should be executed as per drawings and specifications describing the work to be done, to be prepared by their approved Architects and WHEREAS the said drawings, the specifications and the price schedule of quantities have signed by or on behalf of the parties hereto and WHEREAS the contractor has agreed to execute upon and subject to the conditions set forth herein and the said priced schedule of quantities at the respective rates mentioned in the priced schedule of quantities, which as part of the tender document. And WHEREAS the contractor has deposited Rs. 9,000/- as the Earnest Money with the Employer, which shall become part of security deposit to be until the expiry of the Defect liability period for the due observance of the contract.

NOW THIS AGREEMENT WITNESSETH AS FOLLOWS:

1. In consideration of the said contract, payments to be made to the said conditions execute and complete the works shown upon the said Drawings and such Further detailed drawings as may be furnished to him by the said Architects and described in the specifications and the said priced schedule of quantities.
2. The employer shall pay the contractor such sums as shall become payable hereunder at the times and in the manner specified in the said conditions.
3. The said contract comprised the building above mentioned and all subsidiary works connect there within the same site as may be ordered to be done from time to time by the said Architects even, through such works may not be shown on the Drawings or described in the said specification or the priced schedule of quantities.
4. The Employer through Architect reserves to himself the right of altering the drawing and nature of the work and adding to or omitting any items of works, check of measurement, payment certificate, variation arising in view of change of scope of work and approval of rates of extra substituted items. The decision of the Employer shall be final and binding in this regard.
5. The Employer in consultation with the Architect reserves the right to exercise control on quality of work, check of measurement, payment certificate, variation arising, in view of change of scope of work and approval of rates of extra submitted items. The decision of the Employer shall be final and binding this regard balance retention money being deducted from my /our bills in accordance with the conditions of contract.
6. The following documents shall be deemed to form and constructed as part of this agreement along with the amendments, negotiated and confirmed in various subsequent letter exchanged as mentioned hereinafter and parties hereto will respectively abide by and submit themselves to the conditions and stipulations and perform the agreement on their parts respectively in such conditions contained.
 - i) Invitation to Tender.
 - ii) Instruction to Tenderers.
 - iii) General Conditions of the contract.
 - iv) Schedule of Quantities.
 - v) Employer letter date _____ / _____ / _____ to the contractors awarding the contract.
 - vi) Contractors letter date _____ / _____ / _____ to the Employer in acceptance of the award of contract.
7. All disputes arising out of or in any way connected with the agreement shall be deemed to have arisen at Chandigarh only, the court in Chandigarh shall have jurisdiction to determine the same.

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8. The several parts of this contract have been read to us and fully understood by us.
Witness our hand this..... day of2011

SIGNED BY THE SAID
(EMPLOYED)

IN THE PRESENCE OF
ADDRESS
.....

SIGNED BY THE SAID
(CONTRACTOR)

IN THE PRESENCE OF
ADDRESS
.....

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Signature & Seal of Contractor