

ISSUED TO M/S\_\_\_\_\_

**TENDER DOCUMENT**

**FOR**

**FURNISHING/ELECTRICAL  
WORKS OF PUNJAB & SIND BANK**

**AT EXISTING  
PREMISES OF  
G.N.D.U. BRANCH,  
AMRITSAR.**

**OFFICE OF THE  
ZONAL MANAGER  
PUNJAB & SIND BANK ZONAL OFFICE,  
HALL BAZAR  
AMRITSAR**

Date of Issue of Tender-----01/10/2021

Last Date & time for receiving----- 22/10/2021 by 2PM  
of sealed tenders.

Place and date of opening of : -----in the Office of the Zonal  
Tenders. Manager, Punjab & Sind bank, Hall Bazaar  
Amritsar.

## **LETTER SUBMITTING TENDER**

**The Zonal Manager  
PUNJB & SIND BANK  
Zonal office,  
Hall Bazaar,  
Asr.**

**Sub: Tender for Furnishing/Interior works for Furnishing / Electric works of Punjab & Sind Bank, G.N.D.U. Branch, Amritsar.**

**Dear Sir,**

Having examined the drawing, specifications, schedule of quantities relating to works specified in the memorandum here in after set and having visited and examined the site of the works specified in the said memorandum and having acquired the requisite information relating there to as affecting the tender. I/We hereby offer to execute the works specified in the said memorandum within the time specified in the said memorandum at the rates mentioned in the attached schedule of quantities and in accordance with the specifications in all respect, designs, drawing and instructions in writing referred to in condition of tender the Articles of Agreement, special conditions, schedule of quantities and condition of contract and with such materials as are provided for, by and in all other respects in accordance with such conditions so far as they may be applicable

### **MEMORANDUM**

**(a) Description of work: Furnishing/Interior works for Punjab & Sind Bank  
At G.N.D.U. Branch, Amritsar**

**(b) Earnest Money : \_\_\_\_\_**

**(b) Completion time : 45(Forty Five days)**

1. Should this tender be accepted, I/We hereby agree to abide by and fulfill the terms and provisions of the said conditions of contract annexed here to so far as they are applicable or in case of default will pay to Bank the amount mentioned in the said conditions.
2. I / We deposited a sum of \_\_\_\_\_ as earnest money in the form of D/D or cheque bearing No. \_\_\_\_\_ dated \_\_\_\_\_ drawn in favour of ..... which is not to bear any interest. Should I / We fail to execute the contract when called upon to do so I / We do hereby agree that this sum shall be forfeited by the Bank.
3. Our Bankers are:
4. The name of partners of our firm are:

**(Sign. of the contractor & seal)**

## **TENDER FOR THE FURNISHING WORKS OF P & S BANK G.N.D.U. BRANCH, AMRITSAR**

### **DETAILS OF TENDER.**

- |     |   |   |   |
|-----|---|---|---|
| 1.  | Details of work to be done                                | : | Interior / Furnishing works   |
| 2.  | Form of Contract  | : | Item wise rate  |
| 3.  | Earnest Money   | : | Rs. 7,500/- (Seven thousand & Five Hundred only)<br>in form of Demand draft in favor of<br><b>Punjab &amp; Sind Bank</b>  |
| 4.  | Period of contract /<br>Days time of Completion           | : | 45 (Forty Five)   |
| 5.  | Liquidated damages for non-<br>completion of work in time | : | Rs. 5,000/= (Five ) per week<br>subject to a max of 10% of the<br>contract value.   |
| 6.  | Defect Liability Period                                   | : | 12 months (Twelve months) from the<br>date of virtual completion as certified by<br>Architect / employer.                 |
| 7.  | Period of submitting of<br>bill.                          | : | 15 days from the date of completion. Final  |
| 9.  | Mobilization Advance /<br>Secured Advance                 | : | No. Mobilization Advance / secured<br>Advance will be given to the<br>Contractor.   |
| 10. | Cost of Tender Form                                       | : | Rs. 750/=(Rupees Seven Hundred & Fifty only) in favor of<br>Punjab & Sind Bank, Zonal Office, Hall bazaar, Amritsar.<br>. |
| 11. | Running Payment to contractor                             | : | Only 01 no. Running (Part) payment allowed as per<br>Br. Manager/Architect satisfaction                                   |

### **Notes:**

**\* Interested bidder may obtain further information from the office of consultant / Bank Architect.**

**\* Bank reserves the right to reject wholly or part of any or all tenders received without assigning any reason whatsoever, Also Bank reserves the right to split the work and place the order to more than one party.**

Office of the **Zonal Manager**, Punjab  
& Sind Bank, Zonal Office, Hall bazar  
Amritsar

**TENDER FOR THE FURNISHING OF PUNJAB & SIND BANK G.N.D.U.**  
**BRANCH GENERAL TERMS & 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 etc. shall be done to the complete satisfaction of Bank.
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 Bank.
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 proposed 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 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 if required on all wooden frame work and all commercial ply / board used for partitions and paneling, furniture etc.
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.

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 or otherwise 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 Bank.
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 Bank 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 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 of 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 for approval. Rates quoted shall cover for such preliminary work.
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.
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, 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 to pay 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 labor and also follow all safety measures, labor 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 incorporated by the contractor.
45. Any ambiguities or any kind of dispute between Bank & contractor will be sorted out as per guidelines of RBI or IBA Construction manual in consultation with Bank.
46. If the contractor quote rates for number of items less or more than 25 % of Architect's Estimate , it will be considered inaccurate or Freak & Bank/Architect has right to reject the Full Tender keeping in mind the previous reputation of said contractor. No claim shall be entertained on this account.
47. Any items left Blank or miscalculated by the contractors will be considered either on the basis of rates quoted by the Architect or prevailing average Market rates as per sole discretion of Bank's Architect. No claim shall be entertained on this account.

**CONTRACTOR**

**PUNJAB & SIND BANK**

**SPECIFICATIONS MANUAL FOR SPECIFICATIONS/ BRANDS / MAKE OF ITEMS TO BE USED. FOR REFURBISHING WORKS FOR NEW ALTERNATE PREMISES OF PUNJAB & SIND BANK, CEN MARG BRANCH AT FIRST FLOOR, G.N.D.U., AMRITSAR.**

**FURNISHING WORKS:**

a)	Plywood(M/R Grade)	:	ISI marked equivalent to Green Ply/ Century, Samrat /Archid Ply as per Bank/Architect satisfaction
b)	Laminate(1mm Thick)	:	Formica/Sunmica, Greenlam, Merinolam, Vir
c)	Lipping & Moulding	:	1 <sup>st</sup> Quality Teak Wood
d)	Adhesive	:	Fevicol
e)	Locks(Multipurpose)	:	Godrej, Harrison
f)	Night Latch	:	Godrej, Harrison
g)	Glass	:	Ais ,Modi, Saint, Gobain
h)	Aluminium	:	Jindal, Nalco, Hindalco.
i)	Aluminium Cladding(Acp)	:	Alstrong ,Eurobond, Hindalco
j)	Door Closer/Floor Springs	:	Everite, Sandhu, Godrei
k)	Plastic Paint/ Emulsion Paint Synthetic Enamels	:	Asian, Dulux, Narolac, Berger
l)	Wood Preservatives	:	Asian, Nerolac, Terminator
m)	Wood	:	Well Seasoned Wood As Per Approval /Availability
n)	Drawer Channel	:	Earl, Behari, Ebco, hetich or equivalent to ISI marked
o)	Screw	:	Gkw, Nettle Fold or Equivalent( ISI Marked S.S)
q)	Telescopic Cpu Stands/Trolley	:	Earl, Behari, Ebco, hetich or equivalent to ISI marked
r)	Cable Organiser	:	Ebco Or Equivalent As Per Approval
s)	Cement	:	Acc, Birla, Ambuja
t)	Rubber Foam	:	Dunlop(50 Denisty Feda Make)
u)	Polyurethan Foam	:	Dunlop
	Tapestry /leather Foam	:	Tapestry As Per Approved Rate
v)	Texture Paint	:	Spectrum, Heritage, Berger, Asian Paints
W)	Colored Film Tapes	:	Standard, 3m, Birla
x)	Blinds- Vertcal / Ventian	:	Vista ,Mac
y)	False Ceiling	:	Indian Gypsum Board Armstrong

## **ELECTRICAL WORKS:**

a)	MCBs & D.B.	:	L&T, Siemens, Standard , Havells
b)	Changeover Switch	:	L&T, Ge
c)	Modular Swith & Sockets	:	Anchor, Crabtree, Northwest, Legrand
d)	Wires/Cables (Frls)	:	Finolex, National, R.R.
e)	Exhaust fans With Louvers	:	Bajaj , Crompton, Orient , Usha , Khaitan
f)	Wall Mounted Fan	:	Bajaj , Crompton, Orient , Usha , Khaitan
g)	Tube Light CFL(Single)	:	Phillips, Crompton , Bajaj ,Wipro, Ge
h)	Tube Light Fixtures (Double)	:	Phillips, Crompton , Bajaj ,Wipro, Ge
i)	3x36w Recessed Fixture	:	Phillips, Crompton , Bajaj ,Wipro, Ge
j)	12v, 50w Halogens	:	Phillips, Crompton , Bajaj ,Wipro, Ge
k)	MCCB	:	L&T, Siemens,Abb
l)	ELCB	:	L&T, Siemens,Abb
m)	Telephone Cable	:	Finolex, D-Link, Delton , Havells
n)	Isolator	:	L&T,Standard, ABB
o)	LAN Cable (CAT-5)	:	D-Link
p)	I/o Switch	:	D-Link
q)	Air Conditioning Units	:	Voltas , Blue –Star , Godrej, Carrier(3 Star)
r)	PVC Conduits	:	Uniplast, Polycab, Diplast , Akg
s)	Panel Parts	:	L&T, Anchor, ABB, Legrand

Note : Wherever not mentioned, The material used should be ISI marked upto Bank satisfaction

**CONTRACTOR**

**PUNJAB & SIND BANK**