



## Zonal Office Gorakhpur

### NOTICE INVITING TENDER

#### **Sub: COMPETITIVE QUOTATION FOR INTERIOR FURNISHING Of **Padauli Branch Distt Gorakhpur**, under ZO Gorakhpur**

Competitive Sealed Quotations are invited in the prescribed format from the Contractors who are already empanelled with us.

Format of Quotation Document is enclosed for submission of Interior furnishing works of **Padauli Branch Distt Gorakhpur**. Full details and tender documents are available on Bank's website: [www.indianbank.co.in](http://www.indianbank.co.in) or can be obtained from Zonal Office, Gorakhpur. Dully filled in tenders should be submitted as per following schedule:

1	Issue of Tender Document	From 18.09.2020 to 30.09.2020
	Estimated Cost	Rs 2.95 Lakhs
2	Submission of Tender	On or before 01.10.2020 up to 02:00 PM
3	Opening of Tender	On 01.10.2020 at 04:00 PM
4	Date of Commencement	7 Days from the date of issue of letter awarding the job.
5	Time of Completion	20 days
6	Defect Liability Period	12 Months
7	Earnest Money	Rs.5000/- in the form of DD/IOI in favour of Indian Bank payable at Gorakhpur.
8	Liquidated Damages for delay	Rs.2000/- per day subject to Max. of 10% of total accepted contract amount. (If the work is not completed to the satisfaction of the Employer within the stipulated period, the contractor shall be bound to pay to the Employer a sum equivalent to Rs.2000/- per day subject to ceiling of 10% of the accepted contract amount by way of liquidated damages and not as penalty during which the work remains un-commenced or unfinished after expiry of the completion date.)
9	Payment Terms	Neither any advance nor any Interim payment will be made. Payment will be made on satisfactory completion of the job on the basis of actual measurements. Income tax will be deducted as per the rules. Retention money 10% will be deducted from the bill and to be released after 12 months from the date of virtual completion provided no defects is observed during this period.
10	Documents to be attached with the Bill	Managers Completion Certificate, Manufacture Certification, Bills & 4-5 Photographs showing completion status of work.
11.	Retention Money	10% (Including Earnest Money)

The Bank will not be bound to accept the lowest tender and reserves the right to accept or reject any or all the tender without assigning any reason whatsoever. Late/delayed tender shall not be accepted after due date and time of submission of tender.

(Deputy General Manager)

CLIENT

INDIAN BANK (Erstwhile Allahabad Bank)

ZONAL OFFICE, Gorakhpur= - PREMISES DEPARTMENT  
Prashant Tower, 1<sup>st</sup> Floor, Old T P Nagar,  
Gorakhpur ,Uttar Pradesh - 273016

WORK / PROJECT

PROPOSED INTERIOR FURNISHING WORKS AT  
INDIAN BANK, Padauli Branch Distt Gorakhpur

COMPETITIVE QUOTATION  
FOR INTERIOR FURNISHING WORKS AT ABOVE PROJECT

Tender Issued to:

M/S \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_

Contact No: \_\_\_\_\_

Tender Issued on: \_\_\_\_\_

Last Date of Submission: \_\_\_\_\_

Signature of the Contractor

Seal



## Zonal Office Gorakhpur

### NOTICE INVITING COMPETITIVE QUOTATION

#### Work: COMPETITIVE QUOTATION FOR INTERIOR FURNISHING WORK Of **Padauli Branch Distt Gorakhpur**

#### General terms & Conditions:-

- 1) Sealed quotation should be addressed to The DGM, Indian Bank, Zonal Office, Gorakhpur and super scribed name of Work Furnishing WORK Of **Padauli Branch Distt Gorakhpur** and should reach before 2:00 p.m. on 01.10.2020 at Zonal Office Gorakhpur.

#### Mailing Address:

The Deputy General Manager,  
INDIAN BANK  
Zonal Office Gorakhpur  
Prashant Tower, 1<sup>st</sup> Floor, Old T P Nagar  
Gorakhpur, UP 273016

- 2) No quotation will be accepted after 2:00 pm on 01.10.2020 and quotations will be opened on 01.10.2020 at 4:00 pm unless otherwise informed.
- 3) The quotations will remain valid for a period of 3 months from the date of opening.
- 4) Bank reserves the right to accept or reject any or all the quotations accept part of any tender, entrust the entire work to any contractor or divide the work to more than one contractor (item wise) without assigning any reason to do so or giving any explanation. The rates quoted by the contractors will help well for bifurcation and no compensation will be paid on this account.
- 5) At the time of submission every quotation must be accompanied by IOI/ Demand Draft for an amount of Rs.2000/- in favour of INDIAN BANK payable at Gorakhpur towards EMD. Any quotation which is not accompanied by EMD will be summarily rejected.
- 6) Contract should quote rates in figures as well as in words.
- 7) All erasures and alterations made must be attested with the initials of tenderers. No overwriting is permitted.
- 8) The EMD of the unsuccessful bidders will be returned within 45 days from the date of opening the tender.
- 9) Joint tenders shall not be considered. Conditional tenders quoted by the contractor are liable to be rejected.
- 10) No escalation in the rates will be allowed under any circumstances.
- 11) On receipt of the intimation from the bank of the acceptance of his quotation, the contractor should submit his acceptance within 3 days. If the successful contractor/ tenderer fail to undertake the work within 7 days after work allotment, the EMD will be forfeited and acceptance of his tender may be withdrawn.
- 12) The rate quoted in the tenders shall be inclusive of all materials as required and shall be inclusive of all charges of scaffoldings, lifting, tools and plants, freights/ transportation, labour conditions and fluctuations in rates of excise duty, octroi, GST, VAT, Excise Duty, service tax and any other taxes or expenditure of carrying out the works.
- 13) The Agency is advised to inspect and examine the sites and satisfy himself as to the condition prevailing at sites and its surrounding extent of work, scope and

conditions under which the work is to be executed. The contractor shall also satisfy himself about the accessibility to the premises.

- 14) The agency shall submit the offer which satisfies each and every condition laid down in this notice, failing which the tender will be liable to be rejected. Conditional bids shall not be considered and will be outrightly rejected in the very first instance.
- 15) Work will be completed within the period of 20 days from the date of issue of tender or work order whichever is earlier. If the work is not completed to the satisfaction of employer within the stipulated period, the contractor will be bound to pay to the Employer a sum equivalent to Rs.2000/- per day subject to ceiling of Max 10% of the accepted contract amount by way of liquidated damages and not as penalty during which the work remains uncommenced or unfinished after expiry of the completion date. The contract may be rescinded by giving one week notice in case work is not executed as per specification and as per time schedule given in tender document.
- 16) The liquidated damages as mentioned in the Notice inviting tender may not be enforced if the contractor applies for extension of time mentioning the genuine reasons for extension. If an extension of time of completion of the work is sought on the grounds of having unavoidable hindrances in its execution or any other ground, the contractor shall apply in writing to the Deputy General Manager, Zonal Office, Gorakhpur with full details of the circumstances which is causing such an extension. Extension of time in days will be granted by the bank if it is proved that the contractor is not at fault for extending the work beyond stipulated date of completion. All the decisions in this regard taken by the Bank shall be binding to the contractor.
- 17) The successful contractor is bound to carry out work necessary for completion of job even though the same are not included in the schedule of quantity. Rates of extra work will be derived from quotation. In case the rates do not exist in quotation and extra work is not similar to the quoted item, then the rates will be worked out on actual cost of material and labour, any other expenditure for completing that work plus 15% towards contractor's profit and overheads.
- 18) The work shall be carried out in such a way that there is least disturbance to the staff of Bank. Contractors are required to organize the work in such a way that workings of staff and officers/executives of Office are not affected. Contractor is required to take adequate care during progress of work to protect belongings. In case any damage, contractors at their own cost shall make the same good.
- 19) The contractor must co-operate with other contractors appointed by the bank so that entire work shall proceed smoothly and to the complete satisfaction of the Bank.
- 20) Contractor will arrange necessary tools and plants for completing own work at their cost. In case of any accident the total responsibility will be on the contractor. Contractors are required to submit time schedule of work. After completion of work, cleaning of floors, walls etc are to be done on daily basis to the satisfaction of Branch Head / engineer-in-charge. After completion of jobs, the site shall be cleared of all rubbish, garbage /debris etc in all respects and handover the site in proper manner on completion of the work.
- 21) No advance will be paid. Payment will be released on satisfactory completion of job and submission of bills. Retention Money @10% will be deducted from the bill and to be released after twelve months from the date of virtual completion provided no defects are observed during the period.
- 22) In case of non-completion or delay in completion of work or removal of defects in time, the bank shall be free to appoint another agency to get the job done at contractor's risk and cost.

- 23) The contractor will attend to all the defects noticed during defect liability period. If the contractor fails to attend the defects these defects will be got rectified by the bank and the expenditure incurred on this account will be recovered from security deposit / retention money.
- 24) The work shall be got approved by by the Architect / engineer and the contractor shall rectify any bad workmanship pointed out at any stage and remove from the site all the rejected materials immediately at his own cost.
- 25) The contractor shall acquaint himself with the site conditions making his own arrangements for storing of materials at site, lift, cartage etc. at his own risk and safety.
- 26) The contractor shall make adequate arrangement for watch and ward of material and shall ensure the safety, breakage and any theft of material fixed or unfixed by him or the other sub contractors. The bank shall not be liable for any sort of loss incurred.
- 27) The contractor shall be responsible for application of labour laws, compensation for injury and accident to person, whether employed by him or his sub-contractor.
- 28) The contractor shall ensure that the workmen employed by him for the execution of work are suitably covered against Workmen Compensation Act and that all liabilities arising out of Workmen's compensation Act, ESIS and other legislative enactment applicable to such works and workmen shall be to the contactor's account and responsibility.
- 29) Civil, Interior Furnishing and Electrical Works will be carried out as per Bank's standard drawing / specifications and to the entire satisfaction of the bank.
- 30) The contractor shall inform the bank, well in time, to check measurements of any work, which is likely to be hidden before covering.
- 31) Income tax at the prevailing rates will be deducted at source from contractor's bill and will be deposited with I.T.O. as per rules.
- 32) Any extra work or item can only be started by contractor after obtaining written approval from the Zonal Office. Item executed without prior approval from the Zonal Office will not be considered for payment.
- 33) The quantities mentioned in the schedule of quantities are approximate. Payment will be made on the actual work done by the contractor. However the contractor should not deviate the quantity without Banks permission.
- 34) The Bank has the right to alter the nature of work and to add or omit any items of work or to have the option of the same carried out departmentally or otherwise and such alterations or variations shall be carried out without prejudices to the contract.
- 35) The Bank has the right to terminate the contract if the contractor abandons the work or fails to commence the work in time, or fails to abide by the terms & conditions of the contract.

I have read and understood all the instructions/conditions given above and I have taken into account the above instructions/conditions while quoting the rates.

\_\_\_\_\_  
(SIGNATURE OF THE CONTRACTOR)

Date:

Place:

SEAL

Seal & Signature of Contractor

# INDIAN BANK

## BILL OF QUANTITY FURNISHING WORKS FOR INDIAN BANK AT PADAULI BRANCH, GORAKHPUR.

S.No.	Description of Items	Qty.	Unit	Rate	Amount
1-	<b>FALSE CEILING by (Gyp Board &amp; Grid):</b> Providing Fabricating and erecting in False Ceiling with <b>12mm thick Gypsum board and 600x600mm Mineral Fiber Tiles</b> fixed to a metal frame work comprising of Ceiling channel size 80x26x0.5mm @ every 457cm centre, Inter channel 45x15x0.9mm @ every 1220cm centre, Pari-meter channel 20x26mm all along the wall/partitions, strap hanger suspenders nuts & bolts, connecting clips, dry walls screws, soffit cleats and dash fastner/ rawl plugs etc. <b>Complete with recomended fillers, paper, tapes and applying two coats of acrylic emulsion paint of approved shade and make over a coat of primer including making necessary cut outs for light fittings/ ACs etc.</b>	700	Sft.		
2-	<b>FULL HT. PARTITIONS:</b> Supply and erecting Full Ht. opaque/solid Partitions as per Basic Frame consist of heavy duty Aluminium Section 50x50mm @ 600mm c/c both ways Horizontally and Vertically. Skin Membrane by 6mm thick BWP Grade plywood on each face with grooves and also to make provisions for electrical/ Telephone/ LAN wiring conduits and switch boxes etc.	0	Sft.		
3-	<b>LOW HT. PARTITIONS:</b> Supply and erecting Cash 7ft. and other Low Ht. 1200mm opaque/solid Partitions as per Basic Frame consist of heavy duty Aluminium Section 50x50mm @ 600mm c/c both ways Horizontally and Vertically. Skin Membrane by 6mm thick BWP Grade plywood on each face with grooves and also to make provisions for electrical/ Telephone/ LAN wiring conduits and switch boxes etc.	300	Sft.		
4-	<b>Cash &amp; COUNTERS FRONT PARTITIONS:</b> Providing & Fixing 10mm thick clear float glass with Etchied Stickers on Teller Counters. Cash Counters in Two pieces Glass in bitwin 3" gap at front with SS Clamp/ Patch fittings necessary polished beadings etc. complete all as directed by the Bank. Only Glass area to be measured for payment purpose.	70	Sft.		

5-	<p><b>ENTRANCE DOOR:</b> Providing fabricating &amp; Fixing in position twin-stile door at Main Entrance made of well seasoned teak wood of size 100x50mm or anodized/power coated Aluminium section of required size on frame, top &amp; bottom rail and 12mm thick glass (Modi/ Saint Gobin make) including fixing the frame to Brick wall/RCC/Wooden surfaces with necessary fastner to have proper fixing. Glass to be fixed in the grooves of the teak wood. The job also includes cost of providing &amp; fixing heavy duty double action hydraulic floor spring (ISI mark) in the floor and the rate should also include cost for decorative etching on the glass.</p>	60 Sft.		
6-	<p><b>FLUSH DOORS:</b> Supply &amp; Fixing in position overall 32mm thick solid core hot pressed Flush Door finished with 1.0mm thick laminate of approved shade and Quality. Necessary Cutting in Door and fixing glass (8mm) as shown in the drawing including cost of hardware fittings e.g. Godrej night latch, Mortise lock, Hinges, Door closure, Handle etc. (Manager cabin, Cash cabin, Wicket Gate etc.)</p>	70 Sft.		
7-	<p><b>CASH COUNTERS:</b> Providing and erection in position <b>Cash Work Station</b> of size 1500 x 900 x 750mm made of 19mm thick block board pasted with 1.0mm laminate inclusive of 350mm wide customer top at 1155mm level, writing &amp; customer top should be finished Jet black granite 1.0mm thick laminate. Each cash workstation shall comprise of the drawer unit, <b>Cash drawers with telescopic channels, automatic locks, wire managers, CPU Trally, SS handle and other necessary hardware &amp; accessories. Inner face of cash counter to be painted with two coats of synthetic enamel paint of approved shade &amp; quality over a coat of primer.</b></p>	8 Rft.		
8-	<p><b>FRONT COUNTERS:</b> Supply &amp; erecting clerical counters 750mm deep &amp; 750mm Hight including drawer cum cabinet unit for files, space for CPU, wire manager key board tray etc. Made with 19mm board on top and sides front with necessary well seasoned Malaysian Sal/Kail/Mirandi wood frame work finished on top all open sides laminates.</p>	17 Rft.		

9-	<b>SIDE CREDENZA/ STORAGE CABINETS:</b> Providing & erecting in position Low/ Full height Storage cabinet Made with 19mm thick BWP grade block board including intermediate shelves as per direction, Lockable Shutter will be hung by auto-closing hinges, locks, magnetic door catcher and Handle etc.	9 Sft.		
10-	<b>WRITING LEDGE:</b> Customer's writing ledge Top made of 12mm thick float glass and sides/bottom etc. made of 19mm thick BWP grade block board with 1.0mm thick laminate. Rate to include making of boxes for slips/leaflets etc. finishing edges steam beach wood lipping with Polished.	1 No.		
11-	<b>CHEQUE DROP BOX:</b> Made out of 19mm thick Ply as per design and the entire work has to be done as per the instruction of the Bank Authority.	1 No.		
12-	<b>NOTICE BOARD:</b> Made out of Jolly Board with a Fabric. The design and the entire work has to be done as per the instruction of the Bank Authority.	1 No.		
13-	<b>B.M. TABLE:</b> Made out of 19mm thick Ply/Board as per design as per the instruction of the Bank Authority.	1 No.		
			<b>Total Rs.</b>	<b>0.00</b>

**List of Approved Make:-**

<b>Block Board &amp; Ply</b>	<b>: Century/ Kitply/ Green (BWP Grade)</b>
<b>Laminates for Partitions/ Tables/ Counter surface etc.</b>	<b>: Century 303 &amp; 191/ Sunmica 1224 &amp; 1448/ Greelam 685 &amp; 165/ Formica 1224 &amp; 1517</b>
<b>Glasses</b>	<b>: Modi/ Saint Gobin/ Indo Asahi/ Triveni</b>
<b>Gyp Board</b>	<b>: India Gypsum or equivalent approved</b>
<b>Locks/ Handles</b>	<b>: Godrej/ Harrison/ Vijayan</b>
<b>Drawer Sliding Fittings</b>	<b>: Earl Bihari (EBCO)/ Godrej or equivalent approved</b>
<b>Floor Spring/ Door Closer</b>	<b>: Godrej/ Hemco/ Hardwin or equivalent approved</b>
<b>Other Materials</b>	<b>: ISI Mark &amp; approved by the Bank</b>

Place:

Date:

**(Contractor Seal & Signature)**