

# PREMISES DEPARTMENT ZONAL OFFICE KANPUR

# REQUEST FOR SEALED QUOTATIONS SITC OF SPLIT TYPE AIR CONDITIONING SYSTEM ALONG WITH ASSOCIATED ACCESSORIES IN VARIOUS BRANCHES OF INDIAN BANK LOCATED IN KANPUR CITY

Ref:No : ZOK:PRM:2022-	-23:01
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Date : 13/05/2022

Issued to	:	
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Last Date for the	23/05/2022 upto 15:00 HRS at Indian Bank, Zonal Office, Premises		
Submission of	Department, 15/287, Civil Lines, Mall Road, Bada Chauraha, Near Z-		
Quotation	Square Mall,Kanpur - 208001		
	23/05/2022 at 16:00 HRS Indian Bank, Zonal Office, Premises		
Date of Opening of Bid	Department, 15/287, Civil Lines, Mall Road, Bada Chauraha, Near Z-		
_	Square Mall, Kanpur - 208001		



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#### INDIAN BANK ZONAL OFFICE - KANPUR

#### **NOTICE INVITING QUOTATION**

Indian Bank Zonal Office Kanpur invites sealed competitive from Authorized Dealers / OEMs / Agencies / Vendors dealing in Supply, Installation, Testing and Commission of Split Type Air Conditioning System along with associated accessories as per Schedule of Quantities and Specifications.

1	Name of work	Supply, Installation, Testing and Commissioning of HI Wall Air Conditioning System (Split Type AC) along with associated accessories in Various Branches of Indian Bank located in Kanpur City
2	Estimated Cost of Work	Rs.7.80 Lakhs Plus GST as applicable. The estimated cost is inclusive of buy back amount of existing ACs
3	Time for Completion of Work	10 days to be reckoned from the 3 <sup>rd</sup> Day from the date of issue of the Work Order or handing over of site whichever is later.
4	Minimum Eligibility Criteria	<ol> <li>Should be an Authorized Dealer / OEM / Distributor / Authorized Vendor dealing in SITC of Air Conditioning Works of preferred Brands like Carrier / Daikin / Hitachi / Blue Star / O' General.         Please note that the bidder must provide Valid Dealership Certificate of above mentioned brands.</li> <li>Should be in business minimum for the past 4 years in carrying out similar nature of works ending 31.03.2022. Please furnish Purchase Order / Work Order / Client's Completion Certificate / Empanelment Letter issued by PSBs / PSUs / Reputed IT Firms / Central Government / State Government to confirm the same.</li> <li>Should have carried out similar work of value in the last 4 years (ending 31.03.2022). At least:         <ul> <li>One similar works of value not less than Rs. 6.55 Lakhs each (OR)</li> <li>Two similar works of value not less than Rs. 4.10 Lakhs each (OR)</li> <li>Three similar works of value not less than Rs. 3.30 Lakhs each Experience Certificate / Order showing value of work satisfying the above eligibility criteria is to be enclosed.</li> <li>Similar works means: SITC of Hi- Wall Type Air Conditioning Unit System with any of Public Sector Banks, Central/State Govt Dept, Central Autonomous Body, PSUs or Reputed Institutions.</li> </ul> </li> <li>Should have valid GST No.</li> </ol>
		5. They should not have incurred loss in the last 3 financial years (Please attach 3 years (2018-19, 2019-20, 2020-2021) Profit & Loss statement duly authorized by Chartered Accountant).



		6. Should have an average annual turnover of Rs. 2.50 Lakh during the last three financial years (2018-19, 2019-20 & 2020-21)
		7. Should be registered with Income Tax Authority
		8. Should have Office in Kanpur or Lucknow.
		The bidders must satisfy the above criteria and furnish the relevant documents as proof. If the Vendors fails to provide relevant documents and meet the minimum eligibility criteria as mentioned above, Bank would disqualify the bidder without assigning any reason whatsoever.
5	Validity of Quotation	30 Days from the Date of Opening of Bids
6	Defects Liability Period	12 Months from the date of completion or commissioning and handover of the work
7	Earnest Money Deposit (EMD)	Rs.8000/- by way of DD in favour of "Indian Bank" payable at Kanpur.  *Firms registered with MSME / NSIC with valid certificates issued by GOI are exempted from submitting EMD along with bid.
8	Initial Security Deposit (ISD)	After acceptance of Work Order, Contractor shall submit ISD of 2% of the Bid / Contract Amount in the form of DD.
9	Retention Money(RM)	3% of the Bill Amount excluding Taxes
10	Total Security Deposit (TSD) = ISD+RM	5% of the Bid Amount (ISD – 2% & RM – 3%) ISD Amount will be refunded to Contractor within 14 days from the date of completion of entire work and the Retention Money will be refunded after the completion of defect liability period.
11	Payment Terms	<ul> <li>No Advance Payment</li> <li>No Interim Payment</li> <li>Final Payment after satisfactory completion of the work subject to deductions as applicable</li> </ul>
1	Liquidated Damages	If the Work is delayed beyond the scheduled completion date, then 0.50% of the total value of the Contract per week of delay will be deducted from the final bill value subject to maximum of 5% of the value of work.
13	Quotation Documents	Quotation Documents can be obtained from Indian Bank, Zonal Office, Premises Department, 15/287, Civil Lines, Mall Road, Near Z-Square Mall, Kanpur - 208001 from 13/05/2022 to 23/05/2022 on all working days during office hours and / or can be downloaded from the Bank's website (www.indianbank.in )under Tenders column.
14	Last date & Time for the submission of Quotation	23/05/2022 upto 15:00 HRS at Indian Bank, Zonal Office, Premises Department, 15/287, Civil Lines, Mall Road, Bada Chauraha, Near Z-Square Mall, Kanpur - 208001
15	Date & Time of Opening of Bids	23/05/2022 upto 16:00 HRS at Indian Bank, Zonal Office, Premises Department, 15/287, Civil Lines, Mall Road, Bada Chauraha, Near Z-Square Mall, Kanpur - 208001

#### Note:

1. Vendors are required to submit the bid in sealed cover along with, necessary documents prescribed in the Bids, Forms and EMD and super-scribed 'Quotation for SITC of Split-Type Air Conditioning



System along with associated accessories in Various Branches of Indian Bank located in Kanpur City' and addressed to "The Zonal Manager, Indian Bank, Zonal Office, 15/287, Civil Lines, MG Road, Kanpur – 208001, UP"

- 2. Conditional quotations, late quotations, quotations without EMD will be summarily rejected. Any bid received late or not meeting all the conditions or Bids not filled up in Ink are liable to be rejected.
- 3. Earnest money will not carry any interest.
- 4. If any information furnished by the applicant is found incorrect at a later stage, he shall be liable to be debarred from taking up the work in Indian Bank.
- 5. The Bank reserves the right to verify the particulars furnished by the applicant independently.
- 6. Bank is not bound to accept the Lowest (L1) bidder and reserves the right to accept or reject any or all the quotations without assigning any reason whatsoever.
- 7. Submission of this quotation document by a bidder implies that he/she has read this notice and other contract / documents and has made himself aware of the scope, specifications, conditions, liabilities and duties bearing on the execution of the contract.
- 8. Return of EMD of remaining bidders who were unsuccessful in the bidding process will be done within a reasonable time say not exceeding 14 days from the date of acceptance of quotation submitted by the L1 bidder.
- 9. Each and every page of the quotation documents and correspondences accompanying the RFQ shall have to be duly signed and stamped by the Bidder / Authorised Signatory before submission.
- 10. The rates quoted by the bidder shall be based only on the specifications and conditions of the quotation documents.
- 11. Bank is not liable to make any payment to bidders for preparation to submit the bid.
- **12.** Clarifications, if any, pertaining to this bids may be referred to Indian Bank, Premises Department, Zonal Office Kanpur through E-mail Id **zokanpur@indianbank.co.in**

**Zonal Manager** 



#### **FORM OF SUBMISSION**

The Zonal Manager Indian Bank Zonal Office Kanpur 15/287, Civil Lines, Mall Road, Bada Chauraha, Near Z-Square Mall, Kanpur - 208001

Dear Sir,

## SUB: Invitation of Quotation for (SITC) of Split Type Air Conditioning System Along with associated accessories in Various Branches of Indian Bank located in Kanpur City

Having examined the specifications, conditions and schedule of quantities prepared by you, and satisfying ourselves as to the location of the site and working conditions, I/We hereby offer to execute the above works at the respective rates which I/We have quoted for the items in the Schedule of Quantities.

I/We further agree to complete the work within the stipulated time as specified in the Quotation Document.

I / We understand that Indian Bank is not bound to accept the lowest bid or bound to assign any reasons for rejecting our bid.

In the event of this quotation being accepted, I/We agree to enter into and execute the necessary contract required by you. I/We do hereby bind myself/ourselves to forfeit the aforesaid Earnest Money Deposit of Rs. 8000/- (Rupees Eight Thousand Only) in the event of our refusal or delay in signing the Contract Agreement.

I / We understand that Indian Bank may award the work to more than one Contractor and I / We shall make no claims whatsoever if Indian Bank accept only a part of my / our bid.

I / We unconditionally agree to Indian Bank's conditions as stipulated in the Documents.

I/We agree to keep our bid open for **30 (Thirty) days** from the date of opening of quotation.

I / We agree that incase of my / our failure to execute the work in accordance with the specifications and instructions received from the Bank during the course of the work, Bank reserves the right to terminate my work order and recover all the dues to the Bank from the payment receivable by me. Further, I may also be barred from participating in any type of bid invited by Bank or its subsidiaries in future.

Thanking you,

Yours faithfully,

[To be signed by the Authorized Representative of Firm who has the Power to do so]

Name:
Address:



### **GENERAL INFORMATION OF THE FIRM**

1.	Name of the firm	:
	Address (Head Office)	:
	Telephone No.: Office Mobile	; ;
	E-Mail	;
	Address (Branch Office)	:
	Telephone No.: Office Mobile E-Mail	: :
2. a)	Whether Proprietary/ Partnership/ Pvt. Ltd. / Public Ltd. (Certificate of registration / partners	: hip deedto be enclosed as Annexure-I)
b)	Name of the Proprietor, Partners, Di I. II. III.	irectors :
c)	Year of establishment	:
3.	Registration with Tax Authorities i) Income-tax (PAN No.)	:
	ii) GST No.	:
	iii) EPF Regn. No.	:
	(Copies of certificates of registration A, II-B, II-C)	n with relevant authorities to be enclosed asAnnexure-II-
4.	Names of the Bankers with addre	ss & telephone Numbers:
	I)	
	II)	
	(Copy of Cancelled Cheque to be enclo	sed as Annexure – III)
5.	Enclose copies of audited balance- Sheet and Profit & Loss A/C. for the financial years, i.e., 2018-2019, 2019 2020-21 (Copies to be enclosed as Annexure IV	9-20,



6. Certificate of Registration with Govt. / Public Sector / Banks

Name of the Organization	Year since empanelled			

(Certificate of Registration, if any, is to be enclosed as Annexure V)

7. Details of Similar Work executed during the last 4 Financial Years:

Work	Nature of	Location	Value	Duration of	f work	If work l	eft in
executed	work (in		Rs.	with date of	f	complete	or
for(name of the Institution/ Body)	brief)			Commencement and date of Completion		terminated reasons)	(give

(Copies of Work Orders / Completion Certificate obtained from the Client to be enclosed as Annexure- VI. Please enclose work orders keeping in mind the number of works and amount as mentioned in the Notice to satisfy the minimum eligibility criteria)

8. Details of works **in hand** preferably in Banks, PSUs , Govt., Semi-Govt. Bodies

Type of work	Work executed for (Name of the Institution / Body)	Nature of work (in brief)	Location	Value In Rs.	Duration of work, stipulated time	Present stage of work

(Copies of Work Order issued by the Client to be enclosed as Annexure - VII)

9. Turnover in last 3 years:

Sr. No.	Year	Turnover (Rs.in lakhs)	Professional Fees.	Income- taxpaid	Service Tax/GST paid
1	2018-19				P
2	2019-20				
3	2020-21				

(Copies of income-tax returns / assessment orders for each year to be enclosed as Annexure-VIII A, B, C)



#### **10. LIST OF ENCLOSURES:**

ANNEXURE	PARTICULARS	TICK IF
NO.		<b>ENCLOSED</b>
I	Certificate of registration of Company / partnership deed.	
IIA, IIB, IIC	Certificates of registration with Income Tax, GST, EPF	
	authorities, Proof for address such as documents and	
	certificates issued by Government agencies, registeredrent/lease	
	deeds etc.	
III	Cancelled Cheque	
IVA, IVB,IVC	Audited Balance Sheet & Profit & Loss A/c. Statement for 2018,	
	2019 and 2020.	
V	Certificates of Registration with Govt. / Public Sector /	
	Banks.	
VI	Copies of Work Order / Completion Certificate mentioning the	
	amount of Work and Other Details to meet Eligibilty Criteria	
	Mentioned in the Notice. Please enclose Work Order of only	
	completed work	
****		
VII	VII Copies of Work Orders of the Work in Hand issued by Banks,	
	PSUs , Govt.,Semi-Govt.Bodies	
VIIIA, VIIIB,	Copies of income-tax returns/assessment orders for each FY	
VIIIC	from 2018-19 TO 2020-21	

Note: In absence of any of the above enclosures, your application is likely to be rejected.

Place : SIGNATURE

NAME & DESIGNATION SEAL OF ORGANISATION

Date : SEAL OF ORGANISATION



#### **GENERAL RULES AND INSTRUCTIONS**

- 1. Quotations, which should always be placed in sealed cover, with the name of the work written on the envelope "SITC of Split Type of Air Conditioning Work along with Associated Accessories in Various Branches of Indian Bank located in Kanpur City" will be received by Chief Manager (P&E), Indian Bank, Zonal Office, Premises Department, Kanpur.
- 2. The bidder is advised to inspect the site and satisfy himself on his own responsibility and his own expenses all the following information and data which may be required for the purpose of preparation and submission of quotation:
  - Location of Indoor and Outdoor Units of the proposed ACs
  - Required Civil Work like making opening in the wall
  - Feasibility for laying the refrigerant pipes and its route
  - Availability of drain water point at the site
  - Availability of power point near the proposed AC locations
  - Storage Space for New ACs
  - Any Other Adverse Condition or hindrance to the installation
  - Condition of Existing ACs in Buyback.
- 3. The Branches where ACs are to be installed are:
  - 1. Indian Bank Chakeri Branch
  - 2. Indian Bank Karrahi Road Branch
  - 3. Indian Bank Kakadeo Branch
- **4.** Earnest money amounting to <u>Rs.8000/- (Rupees Eight Thousand Only)</u> in the form of Demand Draft drawn in favour of "<u>Indian Bank</u>", <u>payable at Kanpur</u> must accompany each bid. EMD amount will not carry interest. Bids without earnest money will be summarily rejected.

Please note that firms registered with MSME / NSIC under single point registration with valid certificates issued by GOI are exempted from submitting EMD. Necessary Certificates must accompany bid. No other type of certificate is acceptable. The exemption and relaxation in EMD is subject to the validity & acceptance of their registration certificate on the date of opening of Ouotation.

- 5. The Indian Bank does not bind itself to accept the lowest bid or any bid and reserves to itself the right of accepting the whole or any part of the bid and the bidder shall be bound to perform the same at the rate quoted.
- 6. The rate quoted by the bidder shall be net (excluding GST), up to the stage of incorporation and handing over site. All taxes including (excluding GST) or any other tax on material or on finished works like Turn-over Tax, including taxes that may be newly introduced subsequent to the bid etc. in respect of this contract shall be payable by the Bidder and the Indian Bank will not entertain any claim whatsoever in this respect.

The rate quoted should be excluding GST.

The bidder who wishes to quote for the bid should have GST registration and should mention the registration number.

- 7. The bidder shall give a list of his relatives working with the Indian Bank along with their designations and addresses.
- 8. No employee of the Indian Bank is allowed to work as a contractor for a period of two years of his retirement from Indian Bank service, without the previous permission of the Indian Bank. The contract is liable to be cancelled if either the contractor or any of his employees is found



- at any time to be such a person who had not obtained the permission of the Indian Bank as aforesaid before submission of the bid.
- 9. This quotation shall remain open for acceptance for a period of 30 days from the date of opening of bid. If any bidder who withdraws his bid before the said period, then the Indian Bank shall be at liberty to forfeit Earnest Money paid along with the bid.
- 10. It will be obligatory on the part of the bidder to bid and sign the documents for all the component parts.
- 11. Transfer of bid documents purchased by one intending Bidder to another is not permitted.
- 12. The Bidder must pay the amount of Earnest Money as mentioned in the Notice of Quotation Invitation by Bank Demand Draft payable to Indian Bank at Kanpur. No interest on Earnest Money deposited by the Bidder shall be allowed. The Bidder should attach the Bank Draft along with the bid failing which the bid will not be considered. No other mode of payment shall be accepted.
- 13. The Earnest Money Deposit of unsuccessful bidders shall be refunded within two weeks of award of contract to the successful bidder or within one week of actual commencement of work whichever is earlier and in any case not later than two weeks.
- 14. The Earnest Money Deposit of the successful bidder shall be refunded on the acceptance by the Employer of the Contractor's Demand Draft towards Initial Security Deposit.
- 15. The EMD of the bidder, whose bid is accepted, shall be forfeited in full in case he does not start the work by stipulated date mentioned in the award letter.
- 16. The retention amount at 3% on the value of the bill paid will be held by the Indian Bank apart from ISD. ISD Amount (2%) will be refunded to Contractor within 14 days from the date of Work Completion and the Retention Money(3%) will be released at the end of Defect Liability Period (12 Months), subject to satisfactory rectification of defects noticed, if any. ISD and Retention Amount held in our Bank's Book will not carry any interest.
- 17. The acceptance of a bid will rest with the Indian Bank and the Indian Bank reserves to itself the authority to reject any or all of the bids received without the assignment of a reason. Bids in which any of the prescribed conditions are not fulfilled (or) are incomplete in any respect are liable to be rejected. The Indian Bank reserves the right to accept the bid in full or in part and the bidder shall have no claim for revision of rates or other conditions if his bid is accepted in parts.
- 18. Canvassing in connection with bids is strictly prohibited and the bids submitted by the bidders who resort to canvassing will be liable to rejection.
- 19. All rates shall be quoted on the proper form. **All the entries to be made legibly in ink only.** Rates written in pencil or any other mode shall not be considered for evaluation and will be rejected.
- 20. On acceptance of the bid the name of the accredited representative(s) of the firm who would be responsible for taking instructions from the Indian Bank shall be communicated to the Indian Bank.
- 21. Special care should be taken to write the rates in figures as well as in words and the amounts in figures only, in such a way that interpolation is not possible. The total amount should be written both in words and in figures.
- 22. The Contractor shall within 5 days of receiving the WORK ORDER submit **INITIAL SECURITY DEPOSIT** of **2%** of the contract value in the form of a Demand Draft. On acceptance of the Demand Draft, the Earnest Money Deposit shall be refunded to the Contractor.
- 23. During evaluation of bids, the Bank may, at its discretion ask the bidders for clarification of its bid. The request for clarification shall be in writing and no change in prices or substance of the bid shall be sought, offered or permitted. No post bid clarification at the initiative of the bidder



shall be entertained.

#### 24. Award of Works

- Bank will award the Contract to the successful bidder whose bid is the lowest evaluated bid. However, it is not bound to accept the Lowest (L1) bid and reserves the right to accept or reject any or all the bids without assigning any reason whatsoever.
- The Bank reserves the right at the time of award of Contract to increase or decrease the quantity of goods and / or services from what was originally specified in the Schedule of Quantities without any change in unit price or any other terms and conditions.
- 25. The Contractor shall comply with and give all notices required under any law, rules, regulations, or bye-law of Parliament, State Legislature or Local Authority relating to works. The Contractor shall before commencing the execution of work issue a certificate to the Employer that he has obtained all the permissions Registrations and give all the notices as are required to be obtained or given under law particularly blasting permission, Police permission etc.
- 26. The Contractor shall be required to maintain the site and the building areas in a neat and clean condition at all times to the satisfaction of the Employer.
- 27. Debris and items removed from the building have to be neatly stacked at site and then periodically removed (maximum of one week), carried away by the Contractor and disposed off as per the rules and regulations of the Local Authorities concerned. No debris shall be thrown loose from upper floors. No floor, roof or other part of the building shall be over-loaded with debris or materials as to render itunsafe.
- 28. Employer reserves the right to insist on selection of material, workmanship, detailing and finishes, which they consider, is appropriate, and suitable for the intended use. The contractor is not eligible to claim extra on this account.
- 29. Employer will require the contractor to produce, samples of all the materials, accessories/ finishes prior to procurement/ manufacture. The samples of the materials for the work shall be got approved from the Employer. Failure to comply with these instructions can result in rejection of the work/ materials.
- 30. The Bidder should note that he should execute his part of work without causing any damage to any component of the building and also without disturbing the occupants. Any damage so caused shall be made good at the cost & risk of the bidder.
- 31. The successful bidder shall include, in the quoted price, all allied civil works such as chasing in wall, drilling holes etc to support the frames, partitions, make the surface good after grouting, scaffolding required if any to load/unload the materials etc.
- 32. The successful bidder shall also be responsible for the safety and security of all their materials and also for ensuring fire prevention steps at all times in the working premises including their part of the work. The successful contractor has to place full time representative at site, the representative should have thorough subject knowledge.
- 33. The work shall be carried out without disturbing the existing occupants of other offices. Necessary barricading of the area, if required from the rest of the area shall have to be arranged by the successful contractor at no extra cost. The work is to be organized and executed so as to have least disturbance to the occupants of other offices.
- 34. No interim payment / Adhoc Payment will be entertained in any case
- 35. The contractor should ensure payment of minimum wages + VDA to all labourers / workmen staff employed by him in line with central/ state labour wage act whichever higher.

The Contractor shall at all times indemnify and keep indemnified the Employer against all losses, claims, damages or compensation including under the provisions of the payment of the Wages Act 1936, Minimum Wages Act 1948, Employer's Liability Act 1938, Workman's Compensation Act 1923, the Maternity Benefit Act 1961, the Bombay Shops and Establishments



Act 1947, Industrial Disputes Act 1947, and Contract Labour (Regulation and Abolition)Act 1970 and Employees State Insurance Act 1948, Motor Vehicles Act 1988 or any modifications thereof or under any other law relating thereto and rules made thereunder from time to time or as a consequence of any accident or injury to any workman or other person in or about the work whether in the employment of the Employer or Contractor or not, and also against all costs, charges and expenses of any suit, action or proceedings whatsoever out of such accident or injury or combination of any such claims.

36. From commencement to completion of works, the Contractor shall take full responsibility for the care of the work and for taking precautions to prevent loss or damage to the work to the maximum extent possible and shall be liable for any damage or loss that may arise to the works or any part thereof from any cause whatsoever including causes of fire, lightning, explosion, earthquake, storm, hurricane, floods, inundation, subsidence, landslides, rock slides, riots (excluding civil war, rebellion, revolution and insurrection) or any latent defect or damage and shall at his own cost repair and make good the same so that at all times the work shall be in good order and condition and in conformity in every respect with the requirements of the Contract.

For the purpose of this condition this expression "from commencement to completion of works" shall mean the period starting with the date of issue of Work Order or date of handing over of site whichever is later and ending with issue of Virtual Completion Certificate.

- 37. The Contractor shall take all precautionary measures to ensure the safety of the workmen employed by it. The contractor shall be fully responsible for the any injury or damage caused to the workmen deployed by him at site for carrying out the work and Bank has nothing to do with such happenings and in no way shall be held responsible for the same.
- 38. The contractor shall maintain all registers as required by the Regional Labour Commissioner and should furnish the same to the Bank or its representative as and when required.
- 39. If the work is not started within 4 days from the date of issue of work order then Employer may terminate the work order without assigning any reason. If during the execution of the work, the progress of work is not considered to be satisfactory and is not consistence to be in contingent with the period of the completion of the work then the Bank may terminate the work order by giving a 5 day notice to the contractor. 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.
- 40. The time allowed for completing the works is **10 days** to be reckoned from **3<sup>rd</sup> day** from the date of Work Order / date of handing over site whichever is later.
- 41. If the Contractor fails to complete any or all the works by the date/s named in **Clause 40** (Date of Completion) or within any extended time (permitted by Bank) then the Contractor shall pay or allow the Employer the sum to be worked out at **0.5%** of contract value per week to be recovered as Liquidated Damages (and not by way of penalty) for the delay, beyond the said date or extended time, as the case may be, during which the works shall remain unfinished and such damages may be deducted from any moneys due or which may become due to the Contractor. The maximum amount of Liquidated damages shall be **5%** of contract value.
- 42. **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 instructions from the employer in consequence of proceedings taken or threatened by or disputes, with adjoining or neighbouring owners or (c) by the works, or delay of other contractors nominated by the employer and not referred to in the specification or (d) by the reason of authorized extra and additions or (e) by reason or any combination or works men or strikes or lock-out affecting any of the building trade 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 and reasonable extension of 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 lockouts as are referred to above, the contractor shall, immediately give the employer, written notice thereof. Nevertheless he shall use his best endeavours to prevent delay, and shall do all that may be reasonably required, to the satisfaction of the employer for any extension of time for completion hereunder (which 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 41 with respect to payments of liquidated damages shall be construed as if the extended date fixed by the employer was substituted for and the damages shall be deducted accordingly.

- 41 The successful bidder shall be required to execute an Agreement in the proforma attached with this document within 5 days from the date of receipt of the notice of acceptance of bid. In the event of failure on the part of the successful bidder to sign the agreement within the above stipulated period, the earnest money will be forfeited and the acceptance of the quotation shall be considered as cancelled.
- 42 The final bill will be released on satisfactory completion of the entire work and on completion of all the terms and conditions / obligations spelt out and on proper submission of the bill together with the measurements. Final Bill settlement is within 7 days from the date of proper submission of bill & measurements. The bidder must note that he has to submit individual tax invoice in the name of Branch depending upon the quantity executed in the Branch for final payment.
- 43 At any stage i.e. during the execution of work, any kind of change required, whether it is in design or specification, the contractor must inform the concerned Department of the Bank and after getting the approval, the same has to be incorporated by the contractor.
- 44 Single Power point & Water for work will be provide by bank at free of cost
- 45 The contractor shall not directly or indirectly sublet the work to other party without written permission of the bank.
- 46 The Bank reserves the right to distribute the work for which quotation has 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.
- 47 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
- 48 No advance payment shall be made to the contractor on supply of any material supplied at site for execution; Payment shall be made only after completion of the work, submission of proper bills and measurement and checking at the site by Bank's Engineer.
- 49 Contractor agencies are advised (before quoting the rates) to inspect the site of the proposed work. They must go through specifications and documents. Any clarification, if required, may be taken from the Bank before submitting the quote.
- 50 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.
- 51 The contractor /vendor failed to carry out the works as per schedule/Quality, the same shall be carryout with different agencies and the actual amount will be deducted from the contractor bills.



- 52 Payment to the contractor shall be made as per actual work done of site.
- 53 The contractor agency shall keep particular vigil on his workers 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.
- 54 The Bank reserves the right to accept/reject any quotes without assigning any reasons.
- Any work got executed in poor workmanship as pointed out by the Bank' Official will have to be dismantled and redone by the Contractor on his own cost
- 56 Any addition, alteration or correction in the quote shall be signed and stamped properly by the contractor

#### **DECLARATION:**

I / We hereby declare that I / We read and understood the above terms and conditions and that we shall abide by them if the work is awarded to us.

Signature & Seal of the Bidder



#### **ARTICLES OF AGREEMENT**

THIS	AGREEMENT is	made on this	day of	month of be	tween Indi	an Bank and h	ıaving
its Zo	onal Office at 15	/287, Civil Lines	, Mall Road, Kar	npur - 208001 (	hereinafter	referred to a	as the
"Emp	oloyer") which ex	pression shall inc	clude its successo	r, legal heirs and	assignees	of the one par	t.
AND	7 -			having	its	office	at
		nereinafter referr					
succe	essor, legal heirs	and assignees of t	the second part.				
Work <b>AND</b>	along with Asso	yer has caused q ciated Accessorie Employer has 	es in Various Bra	nches of Indian E	Bank located	d in Kanpur Ci	ity"
AND	whereas the co	ontractor has su	bmitted the Qu	otation ref. no.			dated
	to t	he Employer on					
AND	whereas the	Employer ha	is issued the	work order	ref		
dated	l	to the contracto	r to do the work.				
AND	whereas the Con	tractor has agreed	d to execute the v	vork as per specif	fications, co	nditions of co	ntract
and V	Vork Order.						
AND	whereas the Er	nployer has acce	epted the Contra	actor's bid as af	oresaid an	d whereas th	ie bid
subm	itted by the con	tractor has been	accepted for suc	ch sum as may b	e ascertain	ed to be paya	ble in
term	s of the Bill o	f Quantities and	d which sum i	s estimated to	be Rs	(R	upees
		) l	hereinafter refer	red to as the said	"Contract	Agreement".	
NOW	THIS AGREEMI	ENT WITNESSET	H AS FOLLOWS:	-			
1)	the said Conditi herein containe special condition	n of the said Cont ons the Contracto d and according to ons of contract, go as to be given by	or shall carry out a the general con eneral scope of v	and complete the ditions of the con vork, technical sp	Works in to tract, notico pecification	erms and cond e inviting quot s, schedule of	litions tation, rates
2)	Contract Price	, Taxes and Payn	nent Terms :				
	installation cha inclusive of all t contract. No cla and deposited b	price is Rs arges and tools a taxes & duties inc aim in this respec by Employer in acc at source under in	and tackles requeluding excise du the twill be entertal cordance with the	ired for execution ty, GST, income to ned. Income taxe sales tax law of	on of the jo ax, octroi e on paymer	ob. Above pr tc. in respect on ts will be ded	rice is of this lucted
3)	reckoned from	eriod: sence of the Cont 3 <sup>rd</sup> day from the d Contractor fails to	late of issue of th	e Work Order or	handing ov	er of site whic	hever

will have to bear liquidated damages as per the relevant clause mentioned in the RFQ Documents.



#### 4) Earnest Money:

The Contractor has deposited an amount of **Rs.8000/- (Rupees Eight Thousand only)** as earnest money.

#### 5) **Inspection of Site**:

The Contractor has inspected the site before submitting his quotation and has satisfied himself as to the nature of the work to be executed on the site. Any difficulties which the Contractor may come across in the course of the work shall in no way relieve the contractor to claim or receive extra payment unless the Employer is of the opinion that such difficulties could not have been foreseen and the Employer consents in writing.

#### 6) Supply of Material and Labour:

The Contractor shall arrange all labour, materials, equipments, tools, tackles and everything necessary for the completion of the work. The Contractor will assume all responsibility for the safety, protection and accounting of all material and equipment and the work during construction. All materials used by the Contractor shall be of the best quality conforming to the required specification mentioned in the quotation document and will be subject to the approval of the Employer. All such materials not approved by the Employer shall be removed at once by the Contractor at his own expense. The Contractor shall also at his own expense arrange for carrying out any test of materials which the Employer may from time to time require or if so desired by the employer.

#### 7) **Defective Work / Materials**:

If any part of the work done by the Contractor is found defective in workmanship or if bad or inferior materials have been used the Contractor shall at his own risk and cost demolish all such defective work and rebuild the same and / or replace the bad or inferior materials used within a time frame mentioned to the satisfaction of the Employer. The decision of the Employer in this regard shall be final and binding on the Contractor. In case of default of the contractor to remove the defective work and rebuild the same or replace bad or inferior materials as directed by the Employer, the Employer shall be entitled to employ anyone else to carry out the same at risk and cost of the Contractor and recover all expenses incurred in this regard from the contractor.

#### 8) Inspection of Work:

During progress of the work the Employer shall be entitled at all times to have access to and inspect the work.

#### 9) Supervision:

The Contractor shall provide one or more competent and technical qualified engineers duly and fully authorized to act on his behalf in all matters relating to the works to be carried out under or any other matter concerning this agreement and who shall at all times be present at the works while any work is in progress as per directions, explanations & instructions of Employer.

#### 10) Compliance with Statutory Regulations & Work Rules:

The Contractor shall be responsible for complying with the applicable laws / bye laws / Regulations in force from time to time and shall have to bear all statuary liabilities to the workers / personnel engaged for the job. Nothing will be paid extra in this regard. If any amount is paid by the Employer with this regard the same amount shall be deducted from the Contractor's dues. The Contractor shall have to arrange insurance cover for the workers / personnel engaged by him for the job.



#### 11) Determination of Contract:

In the event of Contractor failing to keep / adhere to agreed schedule of work, or in the event of the Contractor failing to comply with the provisions of this contract by default and / or negligence and / or suspension of work or in the event of Contractor failing to complete the work within the stipulated period, the Employer may terminate this Agreement forthwith and employ, at the Contractor's risk and cost, another contractor or sufficient number of workmen to complete the work.

#### 12) Force Majeure:

This clause will be operative only if the work is delayed by

- a. Acts of God
- b. Earthquake or floods or similar natural calamities.
- c. Serious loss or damage by fire or lightning.

In case any Force Majeure condition herein mentioned occurs and continues for a period exceeding 15 days the parties hereto undertake to sit together and devise ways for expeditious and proper performance of the obligations of the parties under this order.

#### 13) **Arbitration**:

"In the event of any dispute or difference relating to interpretation and application of provisions of the contract and all disputes/ claims whatsoever which shall either during the continuance of the contract or afterwards either between the parties to the contract or the respective representatives touching the construction/application of any provision/ clause mentioned in the contract or any account or liability between the parties to the contract or as to any act or deed or omission of any party to the contract, in any way relating to these presents, shall be first at the discretion of the Bank attempted to be resolved in good faith by mutual discussion within 30 days of the dispute or question being raised failing which the same shall be settled by arbitration in accordance with provisions of Indian arbitration and Conciliation act 1996.

The Parties concerned shall designate an arbitrator on mutual consent/ consensus. The venue of the arbitration shall be exclusively at Kanpur and any award passed by arbitrator shall be final, conclusive and binding upon the parties and shall be deemed to have been made between parties themselves. The parties to the dispute shall share equally the cost of arbitration as intimated by the arbitrator".

**IN WITNESS** whereof the said contracting parties have set their hands and seals on the day and year first hereinabove witness.

Witness Address	Employer	
Witness Address	Contractor	



#### TECHNICAL SPECIFICATIONS

#### 1. GENERAL REQUIREMENTS

The unitary air-conditioner shall include refrigeration compressor, drive motor, air cooled condensing unit, evaporator, refrigeration piping, automatic control system enclosures, etc.

The equipment assembly shall be well balanced to achieve minimum vibration and noise. The condensing unit mounted outdoor shall be suitable for the climate and atmosphere conditions prevailing to avoid/minimize corrosion.

#### 2. EQUIPMENTS

The unitary Air-Conditioner units shall be of factory assembled and tested and as indicated in the list of materials.

a) Split AC having compressor and condenser housed in one unit located outdoor, evaporator and controls housed in another unit located indoor.

The components for the various equipments assembly shall be as specified in following section:

#### i) **COMPRESSOR**:

The compressor shall preferably be hermetically sealed rotary permanently lubricated.

#### ii) **CONDENSERS**:

The condenser shall be air cooled consisting of copper coils with aluminum fins, propeller fan with motor, sheet steel enclosure with air inlet and exhaust louvers.

#### iii) EVAPORATOR:

The evaporators shall be ducted or non-ducted concealed. The evaporators shall include copper coils with aluminum fins, expansion valve, and centrifugal fan with motor return air filter, supply and return air grills, automatic control panel with thermostat and enclosure.

The filters shall be antibacterial washable and shall be of minimum 20 micron filtration. The filters shall be easily removable for cleaning.

#### iv) <u>REFRIGERANT PIPING</u>:

The refrigerant piping shall be of half-hard copper RS-250 conforming to EN.1057:2006 table Y. The fittings shall be of shot end capillary brazing conforming to EN.1254. The pipes shall be supplied on coils and cut out to required length to achieve fall length without joints between the condenser and evaporators.

The fittings for the connection to the condenser evaporator expansion valve etc shall be through copper-brass composite filling. The brazing/soldering material shall conform to EN.9453:2014.

The refrigerant lines shall be insulated with 9mm Nitride rubber tubing to prevent heat loss and condensation.

Refrigerant piping running along the partition wall shall be concealed in the wall with necessary chasing in the wall and closing the same with sand & cement with chicken wire mesh.

#### v) <u>DRAIN PIPING</u>:

The evaporator shall be piped to the nearest drain point / drain line using UPVC pipe conforming to 4985. Necessary water seal trap shall be provided at the evaporator at the discharge point.



#### vi) SUPPORTS & BRACKETS

The equipment's shall be properly supported with brackets, hangers, platforms base frame etc. depending upon the type, location and capacity of the unit.

The supports shall be MS fabricated duly treated and painted for anticorrosion. The outdoor condensing units shall be properly supported on MS frame work/platform properly grouted to the RCC Slab / brick walls using bracket.

#### vii) **CONTROLS**

The controls shall be automatic digital electronic LCD display having the following minimum requirements.

- a) Automatic capacity control
- b) Temperature and fan speed control with digital display
- c) Timer control
- d)  $Corded/cordless\ remote\ control\ wherever\ specified$

Date:	Signature of Contractor
	(With Seal)



## <u>LIST OF PREFERRED MANUFACTURERS / NATURAL SOURCES OF MATERIALS TO BE USED IN</u> <u>AIR CONDITIONING WORKS SUBJECT TO THE APPROVAL OF SAMPLES BY BANK</u>

S.No.	<u>Material Name.</u>	Brand / Manufacturer / Recommended Make.	
1.	Split Type AC	Carrier / Blue Star / Daikin / Hitachi / O' General	
2.	GI Sheets	TATA / HSL / SAIL / NIPPON DENRO or	
		approved equivalent.	
3.	Fire Damper	Caryaire / AirMaster / Air Breeze / Ravistar or	
		approved equivalent.	
4.	Vibration Pads	Resistroflex / Dunlop	
5.	Vibration Isolation	Resistroflex / Dunlop	
6.	Refrigerant Pipes	Mandev / Totaline	
7.	Nitrile Rubber Insulation	Hylam / Superlon / Armaflex	
8.	Power Cables	Polycab / Finolex / KEI	
9.	Control Cables	Polycab / Finolex / Torrent / KEI / RR Kabel	
10.	UPVC / CPVC for drain piping	Supreme / Finolex / Prince / Astral	
11	Voltage Stabilizer (4 / 5 KVA)	VGUARD / MICROTEK / LIVGUARD / BLUEBIRD	
	(130 V – 300 V)		

<u>NOTE</u>: The Contractor shall use only above mentioned material or equivalent make to be approved by Bank. All other materials shall confirm to the specifications laid down. The bidder shall take this into account while quoting rates and prices

Date: Signature of Con	
	(With Seal)



#### **SCHEDULE OF QUANTITIES**

## SITC OF SPLIT TYPE AIR CONDITIONING SYSTEM ALONG WITH ASSOCIATED ACCESSORIES IN VARIOU BRANCHES OF INDIAN BANK LOCATED IN KANPUR CITY

1	All items of work under this Contract shall be executed strictly to fulfill the requirements laid down in the specifications. Type of equipment, material specification, methods of installation and testing and type of control shall be in accordance with the specifications, approved shop drawings and the relevant Indian Standards, however capacity of each component and their quantities shall be such as to fulfill the above mentioned requirement. The basis of the design to be submitted by contractor for
	approval by Bank.
2	The rate for each item of work included in the Schedule of Quantities shall, unless expressly stated otherwise, include cost of:
	a) All materials, fixing materials, accessories, appliances tools, plants, equipment, transport, labour and incidentals required in preparation for and in the full and entire execution, testing, balancing, commissioning and completion of work called for in the item and as per Specifications and Drawings.
	b) Wastage on materials and labor.
	c) Loading, transporting, unloading, handling/double handling, hoisting to all levels, setting, fitting and fixing in position, protecting, disposal of debris and all other labor necessary in and for the full and entire execution and for the job in accordance with the contract documents, good practice and recognize principles.
	d) Liabilities, obligations and risks arising out of Conditions of Contract.
	e) All requirements of Specifications, whether such requirements are mentioned in the item or not. The Specifications where available, are to be read as complimentary to and part of the Schedule of Quantities and any work called for in one shall be taken as required for all.
	f) In the event of conflict between Schedule of Quantities and other documents including the Specifications and approved basis of design, the most stringent shall apply. The interpretation of the Bank shall be final and binding.
3	All equipment, quantities and technical data indicated in this Schedule are for the Contractor's guidance only. This schedule must be read in conjunction with other documents and site conditions. The Contractor shall be paid for the actual quantity of work executed by him in accordance with the approved Shop Drawings & Basis of Design at the contract rates.
4	This Schedule shall be fully priced and the extensions and totals duly checked. The rates for all items shall be filled in INR including NIL items.
5	No alteration whatsoever is to be made to the text or quantities of this Schedule unless such alteration is authorized in writing by Services Consultant. Any such alterations, notes or additions shall, unless authorized in writing, be disregarded when bid documents are considered.
6	The Contractor shall procure and bring Materials/Equipment to the site only on the basis of site conditions and not on the basis of Schedule of Quantities which are approximate only. This also applies to the Contractor's requisition for Owner supplied materials.
7	The unit rate for all local equipment or materials in Indian Rupees shall include cost of equipment and materials including all taxes and duties and also including forwarding, freight, insurance and transport into Contractor's store at site, storage, installation, testing, balancing, commissioning and other works required.
8	The Contractor / Vendor are free to make site visit to ascertain the existing air-conditioning unit working conditions and other relevant site feasibility/feature
9	One year (12 months) on site Comprehensive Warranty (DLP) for complete work from the date Of acceptance by Bank.
	Ciamatura 9 Cast of the Bidden
	Signature & Seal of the Bidder



S.N O.	DESCRIP	TION	UNIT	QTY	R	ATE	TOTAL AMOUNT (Exclusive of GST)
1.0	AIR CONDITIONING WORK						01 0317
1.1	Supplying, installation, testing Star rated as per 2021/2022 of Conditioners of following cap suitable to operate at 48 degred Indoor unit consisting of eval with motor, filters, insulated with cabling between control Outdoor unit consisting of he Speed Rotary Compressor to of Phase, 50 Hz AC Supply, Condenser Coil with fan and refrigeration piping, starters etc., mounted inside a power cabinet duly treated for corrosincluded interconnecting cab outdoor unit. Refrigerant shoulting-friendly and condenser must Comprehensive Warranty warranty on Compressor.  CARRIER, DAIKIN, BLUE STAR, Formula Star rated Hi-wall Split Air capacity (Non – Inverter)  3-Star rated Hi-wall Split Air capacity (Non – Inverter)	version Hi-wall Split Air acity with outdoor unit be ambient temperature. Corator coil, blower fandrain pan control panel I panels and units etc. Dermatically sealed Fixed operate on 230 V, Single Anti Corrosive Coated motor, interconnecting sycontrols/cutouts/relays der coated sheet metal sion protection. The rate le from indoor unit to d be R32 or any other eco be 100% copper. 1 Year and Minimum 5 YRS (APPROVED BRAND: HITACHI, O'GENERAL)  Conditioners of 1.5 TR	No.	14			
	SPECIFY MAKE & MODEL -						
А	1.5 Tr ; 3- Star Make – (Non – Inverter AC)		Model No –	Name &	<u>.</u>	Warra	inty -
В	2.0 Tr; 3 –Star Make – (Non – Inverter AC)		Model No -	Name &	& Warranty –		inty –
2.0	ANCILLARY WORKS						
			UNIT	QTY	R	ATE	TOTAL AMOUNT (Exclusive of GST)
2.1	Installation, Testing and Comm Type Air Conditioners (1.5 / 2.0		No.	16			
2.2	Providing and fixing standard MS Stand / Wall Brackets for pto the Outdoor Unit	•	No.	16			
2.3	Providing and fixing AC Protecti arrangement for the outdoor units including primer with pa other required accessories and	units of the above split int, welding, etc and all	No.	16			

2.4	Supply and Installation of Digital Voltage Stabilizer (Wall Mounted) with under voltage and over voltage protection and Auto-Start Feature for AC (4 KVA) with working range between 130 V- 300 V.  Make - VGUARD/ MICROTEK / LIVGUARD / BLUEBIRD (Only Copper Transformer) Minimum Warranty - 3 years  Supply and Installation of Digital Voltage Stabilizer (Wall Mounted) with under voltage and over voltage protection and Auto-Start Feature for AC (4 KVA) with working range between 130 V- 300 V.  Make - VGUARD/ MICROTEK / LIVGUARD / BLUEBIRD (Only Copper Transformer) Minimum Warranty - 3 years	No.	2	
2.6	EXTRA REFRIGERANT PIPING			
2.7	Supplying and laying of 16 SWG Extra copper refrigerant (beyond 3 meters as supplied by the OEM) for suction and return of suitable dia. The rate shall include Copper Pipe and insulation with 19mm thick Nitrile Rubber Tube (As per Unit Manufacturer Recommendation) and necessary installation accessories such as supports and clamps. The sizes given shall be verified by the supplier for adequacy and size based on the manufacturer standards. This includes all the fittings and accessories, breaking of wall for making hole wherever required. Refrigerant piping running along the partition wall shall be concealed in the wall with necessary chasing in the wall and closing the same with sand cement plastic with chicken wire mesh. Wherever, it is not possible to conceal the piping, the piping work should be done on the surface only after consultation and approval by Bank's Engineer  EXTRA DRAIN PIPING	Mtr.	180	
2.7				
	Providing and fixing drain pipe up to drain with all accessories e.g. elbows, unions, sockets, reducers, reducing tees, nipples etc. complete as per specification for proper drainage. All the work must be done after consulting Bank's Engineer.			
	25 mm dia UPVC / CPVC drain pipe for Split AC	Mtr.	90	
2.8	ELECTRICAL CABLES  Supplying and laying of Extra Electrical interconnecting	Mtr.	190	
	control cable of suitable IS/BIS standard Cable of 1.1-2.2 KV, Multi strand from indoor to outdoor of size as specified by the manufacturer suitable for 1.5 /2.0 TR Split type AC.	IVILI.	150	
3.0	BUY BACK OF EXISTING OLD ACs			
	Buy Back of Existing Split ACs. The number of units are indicative and bidders are requested to contact the Branch for the details and condition of the ACs. The rate includes dismantling ACs including Outdoor and Indoor Unit and transportation. Minimum price for buyback value has been kept as Rs.3000/- per unit.	No.	12	



	SUMMARY OF WORKS					
		Amount Exclusive of GST (Rs.)	GST Amount	Total Amount (Rs.)		
1.0	AC EQUIPMENTS		28%			
1.1	HI-WALL SPLIT UNIT (1.5 Tr)					
1.2	HI-WALL SPLIT UNIT (2.0 TR)					
Α	SUB – TOTAL – 1.0					
2.0	ANCILLARY WORKS		18%			
2.1	Installation					
2.2	MS STAND					
2.3	GRILL CAGE					
2.4	VOLTAGE STABILIZER (4 kVA)					
2.5	VOLTAGE STABILIZER (5 kVA)					
2.6	Extra Copper Refrigerant Piping					
2.7	Extra Drain Piping					
2.8	Extra Electrical Interconnecting Cables					
В	SUB-TOTAL - 2.0					
3.0	BUY BACK OF EXISTING OLD ACs		28%			
	BUY BACK OF ACs					
С	SUB- TOTAL – 3.0					
D	GRAND TOTAL (A) + (B) – (C)					

D	GRAND TOTAL (A) + (B) – (C)		
Total A	Amount in Words: Rupees	 	Only

Date: Signature & Seal of Bidder

Place: