

Zonal Office:Lakhimpur Kheri

NOTICE INVITING QUOTATION

Sub: COMPETITIVE QUOTATION FOR INTERIOR FURNISHING, ELECTRICAL AND DATA CABLING WORK AT NEW PREMISES OF RUDRAPUR BRANCH UNDER LAKHIMPUR KHERI ZONE

EXTENSION OF LAST DATE FOR QUOTATION SUBMISSION

Competitive sealed quotations are invited in the prescribed format from the contractors who are already empanelled with bank executed interior furnishing of nationalized Banks in last three years.

Formats of quotations document is enclosed for submission of interior furnishing, electrical and data cabling work at new Premises of Rudrapur branch Distt-Lakhimpur Kheri. Full details and quotation document are available in Bank's website www.indianbank.co.in or can be obtained from Zonal Office Lakhimpur Kheri. Duly filled quotations along with duly signed enclosed general terms and conditions should be submitted as per following schedule:

1	Issue of Quotation Document	From 08.02.2023 to 18.02.2023
2	Submission of Quotation	On 20.02.2023 or before up to 3:00PM
3	Opening of Quotation	On 21.02.2023 at 11:00 AM
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 form of DD/IOI in favour of Indian Bank payable at Lakhimpur Kheri
8	Liquidated Damages for delay	Rs.2000/- per day subject to Max. of 10 % of 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 running 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 will be released after 12 months from the date of actual completion of the work provided no defect is observed during this period.
10	Document to be attached with the Bill	Completion Certificates issued by Project architect along with the certificate that materials used are as per specification mentioned in the quotation document and Completion Certificates issued by Branch Manager & 4-5 photographs showing completion status of work. Bill must be verified by project architect.
11	Retention Money	10% (Including Earnest money)

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

Zonal Manager



Zonal Office: Lakhimpur Kheri

NOTICE INVITING COMPETITIVE QUOTATION

Work: COMPETITIVE QUOTATION FOR INTERIOR FURNISHING, ELECTRICAL AND DATA CABLING WORK AT NEW PREMISES OF RUDRAPUR BRANCH UNDER LAKHIMPUR KHERI ZONE

General terms & Conditions:- (To be signed by the contractor and enclosed with the quotation)

- 1) Sealed quotation should be addressed to The Zonal Manager, Indian Bank, Zonal Office Lakhimpur Kheri and super scribed name of Work **Furnishing, Electrical & Data Cabling Work at new Premises of Rudrapur Branch, Distt- Lakhimpur Kheri** and should reach before 3:00 p.m. on or before 20.02.2023 at Zonal Office Lakhimpur Kheri.

MailingAddress:

The ZonalManager,
Indian Bank
Zonal Office,Lakhimpur Kheri
Radhey Complex, Kachahary Road,
Lakhimpur Kheri-262701 (U.P)

- 2) No quotation will be accepted after 3:00 pm on 20.02.2023 and quotations will be opened on 21.02.2023 at 11:00 AM 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 quotation, 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.5000/- in favour of INDIAN BANK payable at Lakhimpur Kheri 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 contractor. No overwriting is permitted.
- 8) The EMD of the unsuccessful contractor will be returned within 45 days from the date of opening of the quotation.
- 9) Joint quotations shall not be considered. Conditional quotations 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 fails to undertake the work within 7 days after work allotment, the EMD will be forfeited and acceptance of his quotation may be withdrawn.
- 12) The rate quoted in the quotations 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 quotation will be liable to be rejected. Conditional quotations shall not be considered and will be outrightly rejected in the very first instance.
- 15) Work will be completed within the period of 15 days from the date of issue of quotation 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 quotation document.
- 16) The liquidated damages as mentioned in the Notice inviting quotation 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 his execution or any other ground, the contractor shall apply in writing to the Zonal Manager, Zonal Office Lakhimpur Kheri 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. At the decision in this regard taken by the Bank shall be binding to the contractor.
- 17) The successful contractor is bound to carry item of work necessary for completion of job even though the same are not included in the schedule of quantity. Rates of extra item will be derived from quotation. In case the rates do not exist in quotation and extra item 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 the work at their own 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 /malba /debris etc in all respect 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 actual completion of the work 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 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 contractor'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 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 contractors. However the contractor should not deviate the quantity without Bank's 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.

Date:

(Signature of the Contractor)

Place:

Seal