



INVITATION TO TENDER

INSTRUCTIONS TO TENDERS
AND
GENERAL CONDITIONS OF CONTRACT
FOR

**INTERIOR FURNISHING, ELECTRICAL WORKS, DATA
CABLING AND AIR CONDITIONING WORKS FOR
INDIAN BANK – MILLERPURAM BRANCH**

AT
INDIAN BANK,
S.no: 97 G/4 Teachers colony, Palai Road
Thoothukudi District - 628 008
Contact No: 9442053444

ARCHITECTS
COS CONSULTANCY SERVICES
No: 6/13, Kamaraj Nagar 4th Street,
Tallakulam, Madurai - 625 002.
Contact No: 91-452 – 4360959
E-mail: cosquant93@gmail.com

Notice of Invitation of Tender

Sealed Tenders on item rate basis are invited from component contractors having sound, technical and financial capacity to do Interior/Furnishing, Electrical & Air-Conditioning works for INDIAN BANK at **MILLERPURAM BRANCH**

Earnest Money Deposit : **Rs.16,000/-** Demand Draft in favour of
THE DEPUTY GENERAL MANAGER
INDIAN BANK, ZONAL OFFICE,
TIRUNELVELI – 627 007.

Time of Completion : Fifteen - Days (15) Calendar days.

Time and date of Submission of Tender : Before 12.00pm on 19.06.2025
Opening of Tender : After 03.00pm on 19.06.2025
INDIAN BANK Zonal office,
Tirunelveli - 627 007.

Liquidated Damages for delay : 1% of total value of contract per week
up to a maximum 10% of the accepted
contract sum.

Defects Liability Period : 12 Months

Validity of the Tender : 90 Calendar Days.

Sales Tax. IT. Octroi. Levies : **The rates quoted should include GST**
and other Taxes etc.,

Transportation and Lifting of : The rates quoted should include cost of
Materials transportation, carting, wastages
and Lifting for all leads, night work etc.,

Note:

The bank is not bound to accept the lowest tender & reserves the right to accept or reject any or all the tenders without assigning any reason whatsoever.

The DEPUTY GENERAL MANAGER,
Indian Bank, Zonal Office,
1/17, G.R.R. Building, II floor
Perumalpuram, Tirunelveli 627007

**PROPOSED INTERIOR / FURNISHING & ELECTRICAL WORKS FOR MILLERPURAM
BRANCH - INDIAN BANK, TIRUNELVELI ZONE.**

2. GENERAL RULES AND INSTRUCTION FOR THE GUIDANCE OF TENDERER.

1. Tenders are hereby invited on behalf of **M/s INDIAN BANK, ZONAL OFFICE, TIRUNELVELI-627007, Ph: 0462-2330891** to carry out the **Interior Furnishing, Electrical, Data Cable & Air conditioning work for Indian Bank, MILLERPURAM BRANCH** Contract document/consisting of the Plans, Complete Specification, the schedule of quantities of the various classes of work to be done and the set of conditions of contract to be compiled with by the person whose tenders may be accepted.
2. Tenders which should always be placed in sealed cover with the name of project written on the envelopes will be received by THE DEPUTY GENERAL MANAGER, Indian Bank, Tirunelveli-627001 up to **12.00pm on 19.06.2025** and will be opened by him/authorized officer in his office on the same day at **03.00pm on 19.06.2025**. The tenders received after the stipulated time will not be accepted.
3. Tenders are to be on the prescribed form, which can be obtained from the office of M/s INDIAN BANK, Zonal office. Ph: 0462-2330891, the time allowed for carrying out of the work for the Interiors & Electrical works will be **15 (Fifteen days)** Calendar days from the same day after the date of written orders to commence work.
4. The contractors should quote in figures as well as in words the rate and amount tendered by them. The amount for each item should be worked out and requisite totals given.
5. When contractors sign a tender in an Indian Language the tendered amount and the total amount tendered should also be written in the same language. In the case of illiterate contractors, the rate or the amounts tendered should be attested by a witness.
6. Issue of tender form will be stopped one day before the date fixed for the opening of tenders.
7. Earnest Money amounting to **Rs.16,000/-** in the form of bank draft drawn in favor of **THE DEPUTY GENERAL MANAGER**, Indian Bank, Zonal Office, Tirunelveli-627007, must accompany with each tender and each tender is to be in a sealed cover super/scribed "Tender for the Interior Works Indian Bank – Zonal Office Branch".
8. The contractor, whose tender is accepted will be required to furnish by the way of security deposit for the due fulfillment of his contract, such sum as will amount to:

- (i) 10.00% on the first Rupees One Lakh of the estimated cost of work.
 - (ii) 7.50% on the next Rupees One Lakh of the estimated cost of work.
 - (iii) 5.00% on the remaining amount of the estimated cost of work.
- The Security Deposit shall be collected as detailed in Clause No.12 on the General Conditions of the contract.

The EMD of the contractor whose tender is accepted shall be forfeited in full in case he does not remit the Initial Security Deposit within the stipulated date mentioned in the award letter.

9. The acceptance of the tender will rest with THE DEPUTY GENERAL MANAGER, Indian Bank, Zonal Office, Tirunelveli - 627007 and will not be bound to accept the lowest tender, and reserves the authority to reject any or all of the tenders received without assigning any reason. All tenders in which any of the prescribed conditions are not fulfilled or are incomplete in any respect are liable to be rejected. Canvassing in connection with tenders is strictly prohibited and the tenders submitted by the contractors who resort to canvassing will be liable to rejection.
10. Power and Water will not be provided by the Employer. The contractor has to make the arrangement for the same. Sub-meter shall be provided by the contractor at his own cost.
11. All rates shall be quoted on the proper form of the tender alone.
12. An item rate tender containing percentage below/above will be summarily rejected. However, where a tenderer voluntarily offers a rebate for payment within a stipulated period, this may be considered.
13. On acceptance of the tender, the name of the accredited representative(s) of the contractor who would be responsible for taking instructions from the Bank/Architects shall be communicated to the Bank.
14. Special care should be taken to write the rates in figure as well as in words and the amount in figures only, in such a way that interpolation is not possible. The total amount should be written both in figures and in words. In case of figures the words 'Rs' should be written before the figures of rupees and words 'P' after the decimal figures, e.g., Rs.2.15 "P" and in case of words. The word 'Rupees' should precede and the word 'Paise' should be written at the end, unless the rate is in whole rupees and followed by the words 'only'. It should invariably be up to two decimal places. While quoting the rate in schedule of quantities the word 'only' should be written closely following the amount and it should not be written in the next time.